



2014/2015 Adopted Budget

Operating & Capital



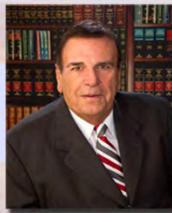
Mayor Agan



Council Member Goveas



Council Member Barrette



Council Member DeSoto



Council Member Williams



Mayor Pro-tem Lopez



CITY OF RICHLAND HILLS, TEXAS

Annual Operating Budget, Program of Services
And Capital Improvement Plan
For Fiscal Year 2014-2015



CITY OF RICHLAND HILLS, TEXAS

ANNUAL OPERATING BUDGET FOR FISCAL YEAR 2014-2015

This budget will raise more revenue from property taxes than last year's budget by an amount of \$59,797, which is a 2.63% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$13,503.

City Council Record Vote

The members of the governing body voted on the adoption of the budget as follows:

FOR: Roland Goveas, Allison Barrette, Beverly Williams, Edward Lopez

AGAINST: None

PRESENT and not voting: Bill Agan

ABSENT: Robert DeSoto

Tax Rate	Proposed FY 2014-2015	Adopted FY 2014-2015
Property Tax Rate	0.528094	0.528094
Effective Rate	0.516166	0.516166
Effective M&O Tax Rate	0.457124	0.457124
Rollback Tax Rate	0.552695	0.552695
Debt Rate	0.059002	0.059002

The total amount of municipal debt obligation secured by property taxes for the City of Richland Hills is \$801,000.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

City of Richland Hills

Texas

For the Fiscal Year Beginning

October 1, 2013

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Presentation to the City of Richland Hills, Texas for its annual budget for the fiscal year beginning October 1, 2013.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communication device.

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

CITY OF RICHLAND HILLS, TEXAS
ANNUAL OPERATING BUDGET
AND
CAPITAL IMPROVEMENTS PLAN
FOR
FY 2014-2015

City Council

BILL AGAN, MAYOR

ROLAND GOVEAS, Place 1
ALLISON BARRETTE, Place 2
ROBERT DESOTO, Place 3
BEVERLY WILLIAMS, Place 4
EDWARD LOPEZ, Place 5

City Staff

Eric Strong, City Manager
Barbara Childress, Chief of Police
William Bell, Fire Chief
Scott Mitchell, Director of Neighborhood Services
Michael Barnes, City Engineer/Project Manager
Lisa Wood, Library Director
Barbara Mann, Director of Finance
Cathy Bourg, City Secretary
Jason Moore, Assistant to City Manager
Alicia St. Cyr, Municipal Court Clerk
Elizabeth Kennedy, Executive Assistant

**CITY OF RICHLAND HILLS
2014-2015**

FISCAL YEAR PROPOSED BUDGET PLAN

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2014-2015**

FISCAL YEAR PROPOSED BUDGET PLAN

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**CITY OF RICHLAND HILLS
2014-2015**

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**CITY OF RICHLAND HILLS
2014-2015**

FISCAL YEAR PROPOSED BUDGET PLAN

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CITY MANAGER'S MESSAGE
FOR THE FY 2014-2015 ANNUAL BUDGET
TO
MAYOR BILL AGAN
AND
MEMBERS OF THE RICHLAND HILLS CITY COUNCIL

August 1, 2014
(Revised September 30, 2014)

In accordance with the Texas Local Government Code and the Charter of the City of Richland Hills, the Annual Operating Budget for the fiscal year beginning October 1, 2014 and ending September 30, 2015 is hereby submitted. The budget presents, in financial terms, the plan for accomplishment of the delivery of municipal services during the forthcoming fiscal year. The narrative which follows provides an overview of the budget approved by the City Council on September 16, 2014.

ALL FUNDS

In all funds, the FY 2014-15 Annual Operating Budget provides for an estimated \$14,959,623 in revenues; expenditures in the budget are estimated at \$15,231,079. The budget supports 81.5 full-time equivalent personnel (FTE) in all funds.

GENERAL FUND

The General Fund is the largest operating fund in the City. It is used to account for all financial resources traditionally associated with government except those required to be accounted for in another fund. Major revenue sources include property taxes, sales and use taxes, franchise taxes, fines and forfeitures, licenses and permit fees, service charges, interfund transfers and interest income. General Fund expenditures support the following functions: Administration, City Secretary/Legislative, Municipal Court, Fire Department, Police Department, Street Department, Recreation Department, Community Development Department, Economic Development Department, Animal Control Services and Library.

The General Fund has been restructured this year to include total expense for the following departments and non-departmental shared expenses: Administration, City Secretary, and Police, utility cost, building maintenance cost, and contractual expense for insurance coverage. In the past, expenditures for these departments and services have been budgeted as a percentage in other funds (Enterprise, Crime Control District, 4B Sales Tax, Hotel Tax, Traffic Safety, Drainage Utility). An administrative/operations transfer is shown as revenue in the general fund and as an expense from the contributing fund. This concept allows the user to determine the total cost of a department or function without having to search through multiple funds.

Revenues

Total operating revenues for FY 2014-2015 are \$6,108,099 as adopted, approximately \$1,372,879, less than FY 2013-2014. The decrease is due to an accounting change of interfund transfers.

Property Taxes

The City's 2014 taxable value, as provided by the Tarrant Appraisal District is \$447,227,348, an increase of 3.04% over 2013's value of \$434,031,051. The largest growth appears to be in commercial and residential real property.

The property tax rate in the adopted budget is \$.528094, unchanged from the current year adopted rate. The maintenance and operations rate is \$.469092 and the debt rate is \$.059002, 11.17 % of the total tax rate. The estimated tax revenue is \$2,309,593, which is an increase of \$59,199 from 2013 budgeted total. For FY 2014-2015, one cent on the ad valorem tax rate will generate approximately \$39,566, allowing for frozen values.

Sales Tax

Sales tax revenue (including liquor tax) is projected at a total of \$2,095,237, an increase of \$273,107 over FY 2014 budget. The projected increase is attributed to the results of the sales tax audit in 2012 and new business growth in the City.

Other Revenue

Service charge revenue is projected to decrease \$18,089 due to a decrease in fees collected for Emergency Medical Service. Miscellaneous revenues are projected to decrease \$143,262 due to a change in accounting for the CVL program. Other sources of revenue are budgeted at \$572,535, a \$1,494,656 decrease due to an accounting change for interfund transfers. Other revenues are flat and slightly lower than previous year projections.

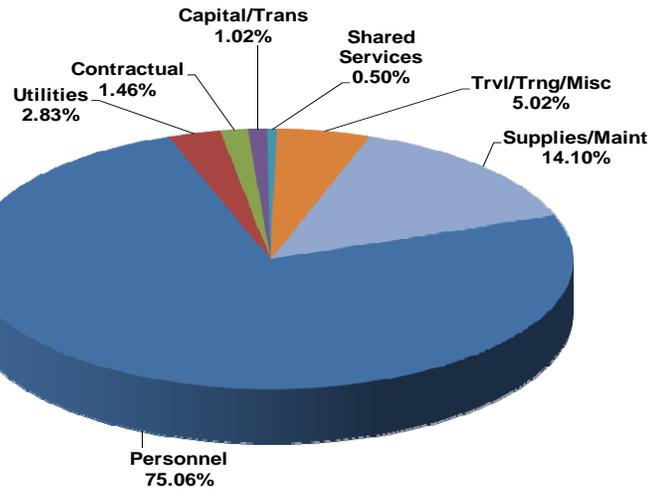
Expenditures

Overview

The total expenditures are \$6,108,099 a decrease of \$1,464,517 from FY2014 budget. Notable changes in this year's base include:

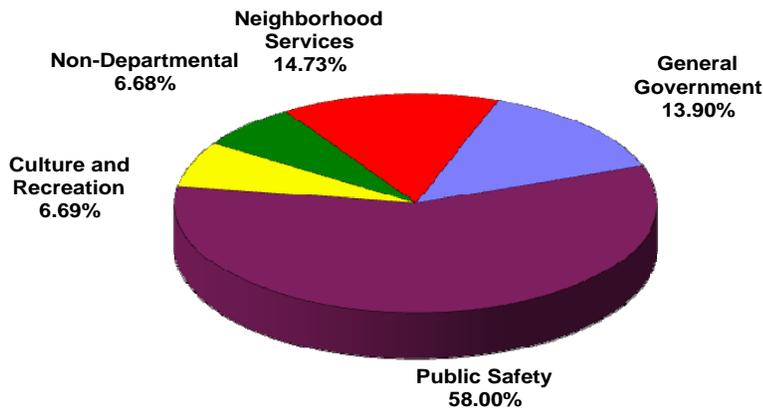
- Administration, City Secretary, Shared Services and Police Department expenses have been allocated to two cost units in the general fund, enterprise, and crime control budgets.
- A 3% merit salary increase has been included
- Additional personnel includes School Resource Officer and Intern for City Manager's office.
- New and enhanced programs include:
 - Code Enforcement
 - New Budget Software
 - Street Improvements
 - Street Signs
 - Municipal Court Equipment - Vehicle Lights, Ballistic Vest, Shredder
 - Holiday banners
 - Fire Department Equipment – Radios, Hose Test Machine, Thermal Imager, Vehicle Lights,
 - Council Laptops Replacement
 - Animal Services – Body Cameras, Interior remodel
 - Community Development – Body Cameras
 - Library – new carpet, landscaping

General Fund Budget Expenditures by Category



As indicated by the chart above, personnel expense is the largest category at 75.06% of the general fund budget.

General Fund Budget Expenditures by Function



The above chart illustrates the proposed general fund expenditures by function as follows:

Public Safety :	Police and Fire
Neighborhood Services:	Streets, Planning, Zoning, Permits, Parks, Animal Services
General Government:	Administration, City Secretary, Municipal Court, Economic Development
Culture and Recreation:	Library, Community Center
Non-Departmental:	Utilities, Building maintenance, Insurance

Enterprise Fund (Water and Wastewater Fund)

Revenues for FY 2015 are projected at \$4,122,730, which is 3.12% less than the projected for FY 2014 due to a decline in projected water sales. Proposed administrative transfer totals \$991,392 and proposed operational expenditures for FY 2014 total \$2,920,089. No capital expenditures or proposed amount for emergency repairs have been budgeted in this total.

Drainage Utility Fund

The drainage utility fund separately budgets for expense necessary for the maintenance and capital improvements of channels, culverts, and stormwater systems throughout the City. Revenue sources include drainage fees levied against all impervious property within the City of Richland Hills. Expenditures for personnel costs, supplies, maintenance, capital improvements and debt payments are included in the budgeted funds. Budgeted funds total \$1,046,264.

SPECIAL REVENUE and OTHER FUNDS

The Special Revenue Funds account for the accumulation and disbursement of restricted resources. Special Revenue Funds consist of Economic Development 4B Sales Tax Fund, Crime Control and Prevention Fund, Traffic Safety Fund,

and Hotel Occupancy Tax Fund, Municipal Court Technology Fund, and the Municipal Court Security Fund.

Municipal Court Security Fund

Revenues in the Municipal Court Revenue Fund have been declining the past few years due to a decrease in the number of citations issued. No expenditures have been budgeted from this fund this year to allow the fund to build a surplus.

Donations Funds

The Donations Funds account for revenues received through water bill donations for parks and beautification, animal services, and library. Funds are budgeted for improvements and beautification to parks and medians; budgeted funds are also included for additional supplies and enhancements for the library and animal services programs.

Keep Richland Hills Beautiful Program

The City receives a \$15,000 allocation each year from Allied Waste to fund the program. Funds are budgeted to include cost of hazardous waste program and various beautification events scheduled throughout the year.

Crime Control and Prevention District

The revenue source for the CCPD is .375% Sales and Use Tax approved by the voters in 2005. The Fund will provide a portion of salaries for police department employees and includes expense for a school resource officer. Also included in the fund's budget are additional supplies, equipment, educational material and training for officers. Total budgeted funds are \$990,593.

Traffic Safety Fund

The City receives revenue from the red light camera fine program. Funds are budgeted for overtime salaries for traffic safety program, signs, street markings, and supplies, maintenance and equipment. Total budgeted funds are \$456,572.

Hotel Occupancy Tax Fund

The City receives hotel tax revenue from the two hotels located in the City. The room rental tax rate is levied at 7%. Funds are budgeted to promote tourism and the hotel industry. Total budgeted funds are \$167,686.

Economic Development 4B Sales Tax Fund

Revenue source is .125% Sales and Use Tax approved by the voters. Funds are budgeted to account for promotion of economic development within the City and improvements to parks and parks facilities. Total budgeted funds are \$263,475.

DEBT SERVICE FUNDS

The General Debt Service Fund accounts for the accumulation of resources for, and the payment of general long-term debt principal and interest. Debt service revenues consist primarily of ad valorem taxes with a small amount of interest income.

The City maintains an AA- stable bond rating from Standard and Poors which places the City in good stead in the financial community. Presently, for every property tax dollar collected, the City expends 88.83 percent on maintenance and operations and only 11.17 percent on debt service. This is an outstanding ratio and the City has considerable more capacity for debt issue.

The General Fund supports three debt issues, the \$535,000 2007 Contractual Obligation Issue which will retire in 2021-22, the \$473,000 2011 Contractual Obligation Issue and the \$415,000 2012 Contractual Obligation Issue which will retire in 2019.

In 2001, the Richland Hills Development Corporation issued \$1,300,000 in certificate of obligation debt to complete the Burns Street reconstruction project. This debt is scheduled for retirement in FY 2015-16, and ensures that the 4B sales tax can be collected through that year to service the debt. The Fund service schedule averages \$122,863 per year.

The Enterprise Fund supports three debt issues. The \$4,000,000, 1998 Certificate of Obligation Issue (EPA) to correct deficiencies in the wastewater system identified by the Environmental Protection Agency and the 2002 Waterworks Revenue Bonds were refinanced in 2011 and combined one issue in the amount of \$3,110,000. The issue is scheduled for retirement in 2022. In 2007, the City issued \$2,110,000 in certificates of obligation to construct capital improvements to the water and wastewater system. This issue is scheduled for retirement in FY 2027-28. In 2013, the City issued \$5,730,000 in certificates of obligation for the purpose of acquiring, constructing, installing and equipping improvements to the City's stormwater and drainage system and construct capital improvements to the water and wastewater system. This issue is supported by both the Enterprise Fund and the Drainage Fund.

The Drainage Fund supports one debt issue. In 2010, the City issued \$2,750,000 Combination Tax and Water and Sewer Certificates of Obligations for the purpose of acquiring, constructing, installing and equipping improvements to the City's stormwater and drainage system.

CAPITAL PROJECTS

The City Charter requires the City Manager to include a general five-year plan for capital improvement expenditures in the annual budget message. Upon approval by the Council, the plan serves as a guide for capital improvements to the City. The Capital Improvement Plan (CIP) is a planning document and does not authorize or fund projects.

Identified Infrastructure Needs. A total of \$18,310,000 in needed infrastructure improvements have been identified, including \$8,360,000 in the Master Drainage Plan, \$6,000,000 in 5-year Wastewater Plan, and \$3,750,000 in Streets, The identified needs do not include water system improvements or sidewalks, or the cost for construction of new building facilities.

Current 5-Year Capital Improvement Plan. The 5-year Capital Improvement Plan currently identifies funding for \$3,709,344 in capital improvements, including \$726,364 in expenditures in FY 2014-15. The capital improvement projects are funded through a number of sources across several funds in FY 2014-15, including the Combination Tax and Water and Sewer Certificates of Obligations issued in 2013 in the amount of \$6,000,000 for acquiring, constructing, installing and equipping improvements to the City's stormwater and drainage system, and the acquisition of land necessary for improvements to the wastewater and water system infrastructure. The \$6,000,000 in 2013 Certificates of Obligations will fund \$3,000,000 in Wastewater System Improvements and \$3,000,000 in Drainage Improvements. These projects were started in FY2014 and are currently in progress.

Unfunded Needs. The \$725,364 in capital projects appropriated in the Fiscal Year 2014-15 Annual Budget will improve the City's infrastructure, improve the quality of service to the citizens, and attract needed business investment to

increase the total assessed valuation for the City and add to the sales tax base. As noted above, the adopted FY 2014-15 budget does not address all the identified infrastructure capital needs.

OUTLOOK

Indicators. The indicators from 2014 referenced earlier - the 3.04% increase in the City's total assessed value (with the largest growth in commercial and residential real property), and the increase in sales taxes - suggest that the outlook for the City of Richland Hills is very positive. The trend is expected to continue in 2015 with the anticipated opening of Walmart Neighborhood Market by early 2015.

Infrastructure Improvements. From the physical development side, working with the Texas Department of Transportation (TXDOT) and Tarrant County two major infrastructure improvements were completed in FY2013-14. The partial reconstruction of Popplewell with new curb and gutter and a partial asphalt overlay was accomplished through an intergovernmental contract with Tarrant County. The project was completed using Tarrant County road crews, with the City paying for the cost of all construction materials. With a \$2,000,000 TXDOT grant under the Safe Routes to School program, approximately 17,000 linear feet of new sidewalks were constructed along streets in neighborhoods leading to Richland Middle School, Jack Binion Elementary School, and Richland Elementary School. These types of cooperative programs will continue going forward.

Working with TXDOT and Tarrant County, major intersection improvements on Baker Boulevard at Handley Ederville, Vance/Ash Park, and Rufe Snow should begin sometime late 2014. The project will include the realignment at Vance and

Ash Park to remove the offset intersection. This estimated \$3.5 million project is being funded by a TXDOT grant, the Tarrant County Road Bond Fund, and approximately \$95,000 from the City's Road Improvement and Infrastructure Fund. In addition, in FY 2013-14 construction was started on the Kingsbury and Matthews drainage projects and the Big Fossil Creek Sewer Main and Lift Station projects, all funded through the \$6,000,000 Certificate of Obligation bonds issued in late 2013.

The approved FY 2014-15 budget provides funding for other major projects as well. This includes the \$100,000 in 2012 PPFCA funds that City Council designated in FY 2012-13 for park capital improvements which will be available when the parks improvements study (funded in FY 2013-14) is completed. In addition, funds are available in the Road & Street Improvement Fund (\$161,577) and the Oil & Gas Infrastructure Fund (\$334,442) for capital projects designated by City Council during the year.

Planning for Development. Two other major projects were completed in FY 2013-14. One is the development of the new Comprehensive Plan. In addition to updating and replacing the current plan approved in 1983, the Committee recommended a revised zoning ordinance. These two new documents (Comprehensive Plan and Zoning Ordinance) should encourage new development by protecting the investment of potential developers, thus strengthening the quality of development and growing the City's tax base. The second is the development of a new Water & Wastewater Master Plan. There are no specific funds allocated for major capital improvements to the City's water system (or wastewater outside of the projects identified in the 2013 C.O. issue) in the FY 2014-15 budget, although previously staff has identified more than \$12.4 million in total water and wastewater improvement needs outside of the currently funded BFC projects. These include more than 43,000 linear feet of water lines and 26,400 linear feet of sewer lines that need replacement, with approximately 6,500 linear feet of sewer lines that need immediate replacement

due to their risk of collapse. The Master Water & Wastewater Plan will provide the guide for staff and City Council in effecting improvements to the system.

In Conclusion. The FY 2014-15 annual budget approved by City Council on September 16, 2014 sets out an ambitious but doable plan of service delivery for the municipal organization. I am especially appreciative, Mayor and members of the City Council, for your insight, direction, and commitment to the improvement of the municipal infrastructure and the quality of life for the citizens of Richland Hills.

ORDINANCE 1282-14

AN ORDINANCE OF THE CITY COUNCIL OF THE RICHLAND HILLS, TEXAS, APPROVING REVISED BUDGET FIGURES FOR FISCAL YEAR 2013-14; APPROVING AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2014, AND ENDING SEPTEMBER 30, 2015, AND MAKING APPROPRIATIONS FOR EACH DEPARTMENT; REPEALING CONFLICTING ORDINANCES; PROVIDING A SAVINGS AND SEVERABILITY CLAUSE; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the City Manager of the City of Richland Hills, Texas (hereinafter referred to as the "City") has prepared a revision of certain figures in the 2013-14 budget and submitted same to the City Council; and,

WHEREAS, the City Manager has caused to be filed with the City Secretary a budget to cover all proposed expenditures of the government of the City for the fiscal year beginning October 1, 2014, and ending September 30, 2015, (hereinafter referred to as the "Budget"); and

WHEREAS, public notice of the public hearing on the proposed annual budget, stating the date, time, place and subject matter of said public hearing, was given as required by the Charter of the City of Richland Hills and the laws of the State of Texas; and

WHEREAS, such public hearing was held on September 2, 2014, prior approval of such date being hereby ratified and confirmed by the City Council, and all those wishing to speak on the Budget were heard; and

WHEREAS, the City Council has studied the Budget and listened to the comments of the taxpayers at the public hearing held therefore and has determined that the Budget attached hereto is in the best interest of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RICHLAND HILLS, TEXAS:

Section 1. That all of the above premises are found to be true and correct and are incorporated into the body of this Ordinance as if copied in their entirety.

Section 2. That the revised budget figures, prepared and submitted by the City Manager for the 2013-14 budget, be, and the same are hereby, in all things, approved and appropriated, and any necessary transfers between accounts and departments are hereby authorized, approved, and appropriated.

Section 3. That the Budget attached hereto and incorporated herein for all purposes is adopted for the Fiscal Year beginning October 1, 2014, and ending September 30, 2015; and there is hereby appropriated from the funds indicated such projects, operations, activities, purchases and other expenditures as proposed in the Budget.

Section 4. That the 2014-15 Annual Budget of the Richland Hills Crime Control and Prevention District approved by the District Board on September 2, 2014 is hereby ratified.

Section 5. That the 2014-15 Annual Budget of the Richland Hills Type B Economic Development Corporation approved by the Board on September 2, 2014 is hereby ratified.

Section 6. That the distribution and division of the above-named appropriations is made at the departmental level in the General Fund, Water and Sewer Enterprise Fund, Drainage Utility Fund, and all other funds for the payment of operating expenses and capital outlay as set out in the municipal budget.

Section 7. That at any time during the fiscal year, the City Manager may transfer part or all of any unencumbered appropriation balance among or between general classifications within a department and City Manager may authorize transfer of part or all of any unencumbered appropriation balance among or between departments. Said adjustments require no further Council action if the total appropriation for each fund as set forth herein is not exceeded. Expenditures in excess of the herein adopted appropriations for each fund require budget amendments in accordance with the Charter of the City of Richland Hills.

Section 8. That any and all ordinances, resolutions, rules, regulations, policies or provisions in conflict with the provisions of this Ordinance are hereby repealed and rescinded to the extent of conflict herewith.

Section 9. That if any section, article, paragraph, sentence, clause, phrase or word in this Ordinance, or application thereto any person or circumstances is held invalid or unconstitutional by a Court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance; and the City Council hereby declares it would have passed such remaining portions of this Ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

Section 10. That the City Manager shall file or cause to be filed a true and correct copy of the approved Budget, along with this ordinance, with the City Secretary and in the office of the County Clerk of Tarrant County, Texas, as required by State law.

Section 11. That the necessity of adopting and approving a proposed budget for the next fiscal year as required by the laws of the State of Texas requires that this Ordinance shall take effect immediately from and after its passage, and it is accordingly so ordained.

PASSED AND APPROVED on this 16th day of September, 2014.



Mayor Bill Agan

ATTEST:



City Secretary Cathy Bourgeois



ORDINANCE 1283-14

AN ORDINANCE FIXING AND LEVYING CITY AD VALOREM TAXES FOR THE CITY OF RICHLAND HILLS, TEXAS FOR THE YEAR 2014, AND DIRECTING THE ASSESSMENT AND COLLECTION THEREOF; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Richland Hills, Texas (the "City") is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5, of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, the City Council finds that a tax for the year 2014, hereinafter levied for current expenses of the City and the general improvement of the City and its property must be levied to provide the revenue requirements of the budget for the ensuing year; and

WHEREAS, the City Council further finds that taxes for the year 2014, hereinafter levied are necessary to pay interest and to provide the required sinking fund on outstanding bonds of the City issued for City purposes; and

WHEREAS, the tax rate proposed by the City Council exceeds the effective tax rate for the year 2014; and

WHEREAS, public notice of the two required public hearings on the proposed tax rate, stating the date, time, place, and subject matter of said public hearings, was given as required by the laws of the State of Texas, and

WHEREAS, such public hearings were held on September 2, 2014 and September 9, 2014, prior approval of such date being hereby ratified and confirmed by the City Council, and all those wishing to speak on the proposed tax rate were heard; and

WHEREAS, the City Council listened to the comments of the tax payers at the public hearings and has determined that the proposed tax rate as set out below is in the best interest of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RICHLAND HILLS, TEXAS:

Section 1. For the current expenses of the City and for the general improvement of the City and its property, there is hereby levied and ordered to be assessed and collected for the year 2014 on all property situated within the limits of Richland Hills, and not exempt from taxation by valid laws, an Ad Valorem tax at the rate of \$.469092 per \$100 of the assessed valuation of such property.

Section 2. For the purpose of paying interest and providing a sinking fund for the payment of each issue of bonds issued for various City purposes, including the various installments of principle falling due during the ensuing year on bonds issued for such purposes, and for the purpose of paying interest and making provision for the sinking

fund on such other bonds as may be issued for various City purposes during the ensuing year, there is hereby levied and ordered to be assessed and collected for the year 2014 on all property situated within the limits of Richland Hills, and not exempt from taxation by valid laws, an Ad Valorem tax at the rate of \$ 0.059002 per \$100.00 of the assessed valuation of such property.

Section 3. THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 2.609% AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY ZERO DOLLARS.

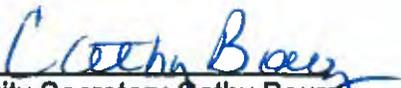
Section 4. It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any section, paragraph, sentence, clause, or phrase of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining sections, paragraphs, sentences, clauses, and phrases of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional section, paragraph, sentence, clause or phrase.

Section 6. This Ordinance shall be in full force and effect from and after its passage and publication as required by law, and it is so ordained.

PASSED AND APPROVED on this 16th day of September, 2014.



Mayor Bill Agan

ATTEST: 

City Secretary Cathy Bourd

EFFECTIVE DATE: _____

APPROVED AS TO FORM AND LEGALITY:



City Attorney, Betsy Elam



DESCRIPTION OF REVENUE SOURCES AND ASSUMPTIONS

The following provides a description of the major revenue sources for the City's major operating funds and assumptions used to project these revenues for the budget. Rate increases were included in the projected property tax revenue. Most revenues are projected based on historical data.

GENERAL FUND

Tax Revenues

Property Tax - This is one of the largest sources of revenue for the City of Richland Hills. It commonly refers to the property tax on real and personal property.

For property owners, this is the most noticeable of all City revenues. This tax is used because a majority of services provided by the City are not divisible or excludable as a service to individual persons. For instance, the Richland Hills Police Department protects and services all citizens. It is not practical for the police to request payment from only those persons to whom they provide service. The entire City benefits from a safe community.

The City must base its property tax rate on the certified role provided by the Tarrant Appraisal District. The only variables to be set by the City are the collection rate and tax rates. This collection rate is set at 99% and is based on Richland Hills's historically high collection rate. The total proposed tax rate is **\$.528094** per \$100 valuation and is the same rate as the previous year of which **\$.469092** per \$100 of valuation is used for General Fund operations.

Delinquent tax collections are unstable and difficult to predict. The City takes a conservative approach for delinquent tax projects and budgets based on historical collections in prior years.

Penalty and Interest on Taxes - Citizens who do not pay their taxes by the date they are due must pay a penalty plus interest from the delinquent date to the date paid. The fee is set by the Texas Property Tax Code.

Sales and Use Tax - These taxes are collected by retailers and remitted to the State for the sale of goods and services within the City of Richland Hills. The State returns the portion designated for the City.

Sales tax data is collected by the State Comptroller and then released to the City. However, the State Comptroller does not release detailed information on sales tax receipts, which makes forecasting performance more difficult. Therefore, the

City generally takes a very conservative approach to forecasting sales tax receipts. Aggregate historical data and current economic predictions are used to project future sales tax revenues.

Franchise Fees - In Richland Hills, this category refers to the franchise fees charged to specific industries conducting business in the City. Utilities including electric, telephone, gas, and cable companies that operate within the City pay this tax for their use of the City's right-of-way to run their utility lines. The heavy refuse trucks of private solid waste haulers contribute to the deterioration of Richland Hills' streets while they conduct their business. Because of this, they pay this tax to cover their share in the cost of maintaining Richland Hills' streets.

Franchise Fees are based on a percentage of the gross receipts. Projections are based on population increase and projected utility use and historical data.

General Fines and Forfeitures

Municipal Court Fines - These fines are levied by the Judge for misdemeanor offenses occurring within the City of Richland Hills.

Library Book Fines - Fines assessed for overdue books are accounted for in this category.

Warrants - This fee is collected for the service of peace officers issuing citations and processing warrants.

Animal Control Fines - This revenue source consists of fines for boarding fees, stray animal pickup fees, and euthanasia of animals and rabies testing.

School Crossing Guard - This fee is collected as a fine for traffic violations in school zones.

Licenses and Permits

Electric, Mechanical and Plumbing License - This revenue source is collected by Community Development Department. It includes contractor registration, master electrician license, and plumber's license.

Animal License - This revenue source consists of fees for city registration of pets, and pet license tags

Building Permits - This revenue is collected by the Community Development Department for persons who want to construct some form of building or construction activity.

Plumbing Permits - This revenue source is collected by the Community Development Department for plumbing projects.

Electrical Permits - This revenue source is collected by the Community Development Department for electrical and mechanical construction projects.

Garage Sale Permits - This revenue is collected by the Community Development Department when issuing garage sale permits.

Fire Code Permits - This revenue is collected by the Fire Department for fire safety inspections.

Service Charges

Lot Mowing - This fee represents service charges for citizens violating the mowing ordinance.

Emergency Medical Service - This service charge represents the revenue that is earned from providing emergency medical service to persons in the City. The City provides this as a service to the community, and these fees only help offset the cost of providing the service.

Recreation Class Fees - This revenue source includes the fees collected for classes taught in conjunction with the City's recreation program.

Rental Fees - This revenue source includes the service fee collected for using the Community Center and Kate Baker Park Building.

Investment Income - Interest earnings on the cash balance maintained in the City's accounts are accumulated in this fund.

UTILITY FUND

Water and Sewer Sales - Utility Customer Service bills and collects revenue from the sale of potable water and the disposal of sewage discharge for residential, commercial, and multi-family dwellings.

Penalty and Interest - When a customer is delinquent on payment for City utility bills, a 10% penalty and interest fee is assessed.

Tap Fees - This fee is collected by the Community Development Department when a new service meter is installed.

Impact Fees - This fee is collected when a new service meter is installed to cover the cost of the impact to the system.

Service Charge - This service charge is collected when a citizen makes application for water/sewer service.

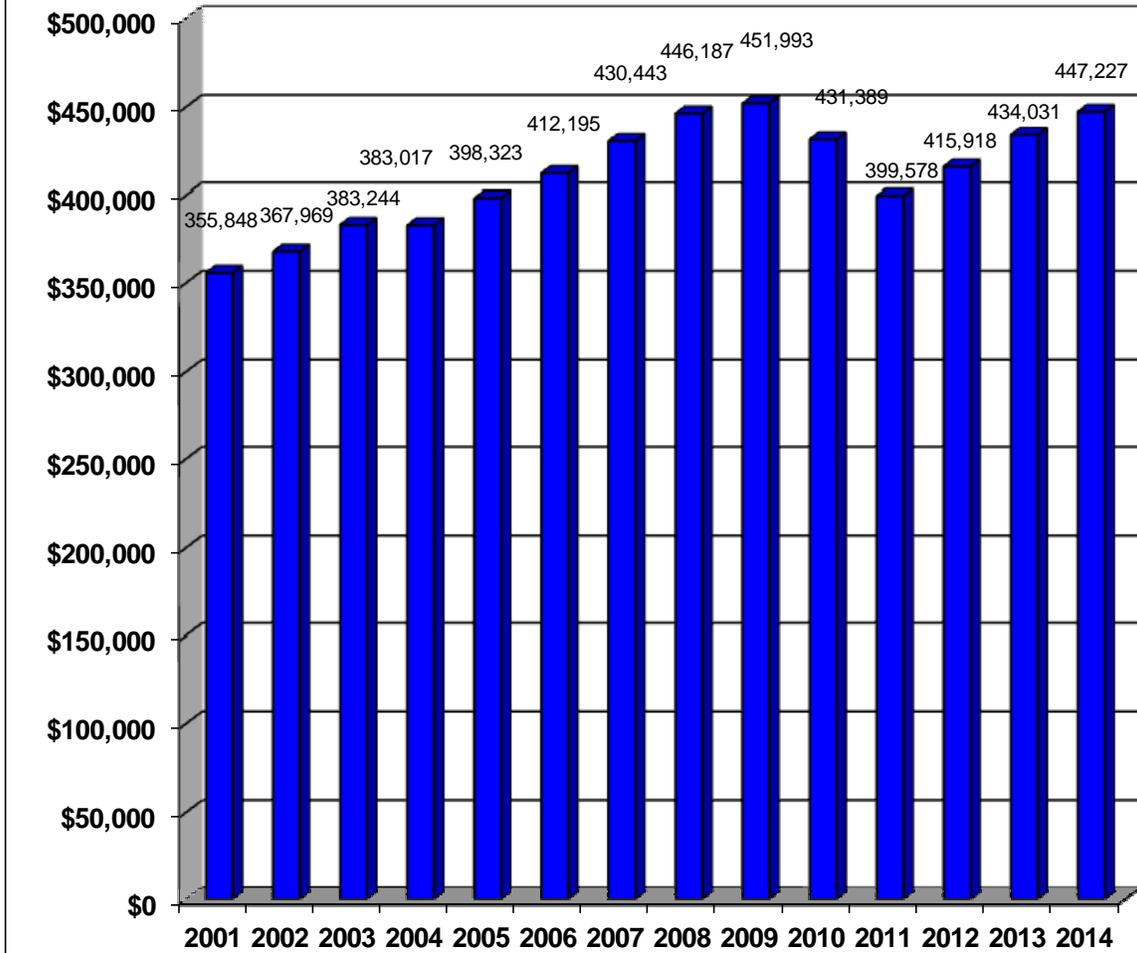
Waste Disposal Processing Fee - This fee represents the revenue that is earned for billing and collecting payments for waste disposal. Waste disposal service is contracted out to a private provider.

Drainage Utility Fee - This fee is levied against all developed property lying within the City of Richland Hills. Drainage Utility revenues are used for maintenance and construction of channels, culverts, and storm drains throughout the City.

EPA Wastewater Fee - This fee is levied against all sewer service customers within the City. EPA Wastewater revenues are used to repay the loan from the Texas Water Development Board. The loan was used to partially finance improvements to the wastewater and sewer collection system within the City as mandated by the U.S. Environmental Protection Agency in and Administrative Order issued to the City.

Investment Income - Interest earnings on the cash balance maintained in the City's accounts are accumulated in this fund.

**ASSESSED PROPERTY VALUE
(IN 000'S)
July 25 Certified Totals**



The above chart indicates signs of an improving economy. Preliminary property values for the City of Richland Hills increased slightly. The taxable property value increased 3.04% for the 2014-2015 Fiscal Year due to new construction and a reevaluation resulting in an increase in residential and commercial values.

**CITY OF RICHLAND HILLS
TAX LEVY ANALYSIS
FISCAL YEAR 2014-2015**

Gross Taxable Value:		
Real Property		<u>\$ 404,664,648</u>
Less Real Property Exemptions		
<u>Type</u>		
Over 65		\$ 21,495,000
Disabled Veterans		\$ 1,733,732
Absolute Exemptions		\$ 17,986,015
Agricultural		<u>\$ 15,216</u>
		<u>\$ 41,229,963</u>
Plus Business Personal Property		<u>\$ 83,792,663</u>
Net Taxable Value		<u>\$ 447,227,348</u>
Rate per \$100.00		\$ 0.528094
Total Tax Levy*		\$ 2,342,814
Estimated Percent Collection		99%
 Estimated Current Tax Collection		 <u><u>\$ 2,319,386</u></u>

	Percent	Rate	Amount
<u>Debt Service Needs</u>			
G. O. Debt Service	11.17%	0.059002	\$ 258,042
 <u>Operating Needs</u>			
General Fund	<u>88.83%</u>	<u>0.469092</u>	<u>\$ 2,051,551</u>
Total	100.00%	0.528094	\$ 2,309,593

*Levy adjusted for over 65 exemption ceiling accounts
Based on July 25 Certified Valuation

CITY OF RICHLAND HILLS

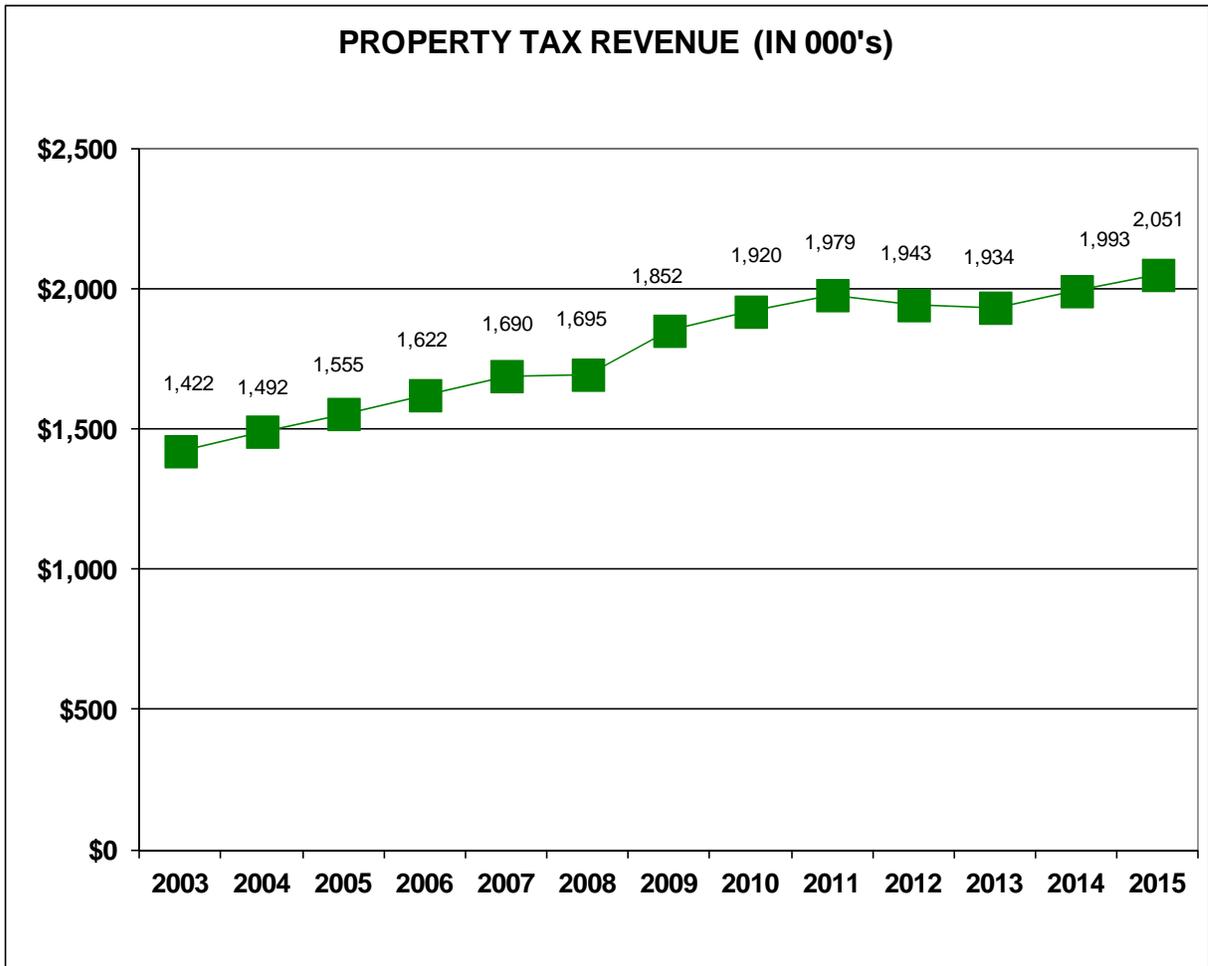
CITY OF RICHLAND HILLS ANALYSIS OF ASSESSED VALUATION

FISCAL YEAR	REAL PROPERTY TAXABLE VALUE	BUSINESS PERSONAL PROPERTY VALUE	TOTAL ASSESSED VALUE	TAX RATE	%CHANGE IN VALUE
1989-90	\$ 192,644,137	\$ 53,398,836	\$ 246,042,973	\$ 0.354300	3.84%
1990-91	\$ 193,170,815	\$ 53,658,246	\$ 246,829,061	\$ 0.352900	0.32%
1991-92	\$ 192,346,720	\$ 59,116,191	\$ 251,462,911	\$ 0.352900	1.88%
1992-93	\$ 195,694,308	\$ 66,978,627	\$ 262,672,935	\$ 0.378670	4.46%
1993-94	\$ 189,012,952	\$ 63,174,583	\$ 252,187,535	\$ 0.406090	-3.99%
1994-95	\$ 182,932,193	\$ 62,658,183	\$ 245,590,376	\$ 0.406090	-2.62%
1995-96	\$ 188,810,400	\$ 61,174,014	\$ 249,984,414	\$ 0.416403	1.79%
1996-97	\$ 195,498,077	\$ 81,462,803	\$ 276,960,880	\$ 0.390387	10.79%
1997-98	\$ 200,676,715	\$ 83,687,555	\$ 284,364,270	\$ 0.362385	2.67%
1998-99	\$ 213,478,402	\$ 90,647,422	\$ 304,125,824	\$ 0.387101	6.95%
1999-00	\$ 221,320,035	\$ 87,827,059	\$ 309,147,094	\$ 0.417994	1.65%
2000-01	\$ 245,176,463	\$ 88,363,255	\$ 333,539,718	\$ 0.417994	7.89%
2001-02	\$ 265,871,771	\$ 89,976,570	\$ 355,848,341	\$ 0.417333	6.69%
2002-03	\$ 284,080,528	\$ 83,888,985	\$ 367,969,513	\$ 0.417333	3.41%
2003-04	\$ 307,525,475	\$ 75,718,300	\$ 383,243,775	\$ 0.428441	4.15%
2004-05	\$ 315,997,580	\$ 67,020,074	\$ 383,017,654	\$ 0.436297	-0.06%
2005-06	\$ 330,813,692	\$ 67,509,649	\$ 398,323,341	\$ 0.435898	4.00%
2006-07	\$ 339,211,114	\$ 72,983,597	\$ 412,194,711	\$ 0.442094	3.48%
2007-08	\$ 351,348,422	\$ 79,094,524	\$ 430,442,946	\$ 0.450670	4.43%
2008-09	\$ 372,374,780	\$ 73,812,250	\$ 446,187,030	\$ 0.459202	3.66%
2009-10	\$ 374,862,429	\$ 77,130,385	\$ 451,992,814	\$ 0.473042	1.30%
2010-11	\$ 348,782,277	\$ 82,606,959	\$ 431,389,236	\$ 0.518012	-4.56%
2011-12	\$ 321,130,644	\$ 78,447,433	\$ 399,578,077	\$ 0.551757	-7.37%
2012-13	\$ 337,467,048	\$ 78,451,553	\$ 415,918,601	\$ 0.528094	4.09%
2013-14	\$ 355,623,122	\$ 78,407,929	\$ 434,031,051	\$ 0.528094	4.35%
2014-15	\$ 363,434,685	\$ 83,792,663	\$ 447,227,348	\$ 0.528094	3.04%

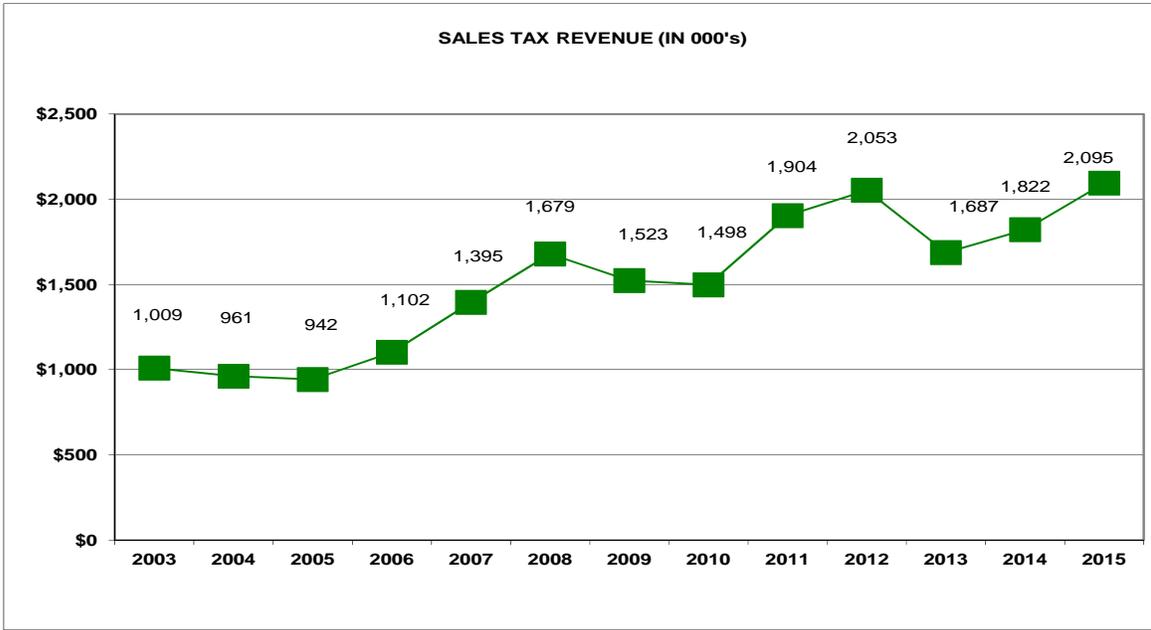
**CITY OF RICHLAND HILLS
APPRAISAL PROFILE - TAX BASE
2014**

	<u>2013 Certified Tax Roll 7/25/2013</u>	<u>2014 Net Changes in Valuation</u>	<u>2014 Certified Tax Roll 7/25/2014</u>
Commercial Real and Personal			
Commercial	\$ 165,332,803	\$ 6,143,374	\$ 171,476,177
Industrial	\$ 19,658,690	\$ 959,997	\$ 20,618,687
Utilities	\$ 19,942,601	\$ 601,423	\$ 20,544,024
Subtotal	<u>\$ 204,934,094</u>	<u>\$ 7,704,794</u>	<u>\$ 212,638,888</u>
Residential			
Single Family	\$ 239,267,050	\$ 4,147,236	\$ 243,414,286
Multi-Family	\$ 22,428,358	\$ 2,117,058	\$ 24,545,416
Subtotal	<u>\$ 261,695,408</u>	<u>\$ 6,264,294</u>	<u>\$ 267,959,702</u>
Vacant	<u>\$ 8,367,359</u>	<u>\$ (508,638)</u>	<u>\$ 7,858,721</u>
Exemptions:			
Absolute	\$ 17,706,918	\$ 279,097	\$ 17,986,015
Agricultural	\$ 15,158	\$ 58	\$ 15,216
Over 65	\$ 21,365,000	\$ 130,000	\$ 21,495,000
Disabled Vet	\$ 1,878,734	\$ (145,002)	\$ 1,733,732
Subtotal	<u>\$ 40,965,810</u>	<u>\$ 264,153</u>	<u>\$ 41,229,963</u>
Grand Total	<u>\$ 434,031,051</u>	<u>\$ 13,196,297 (1)</u>	<u>\$ 447,227,348</u>

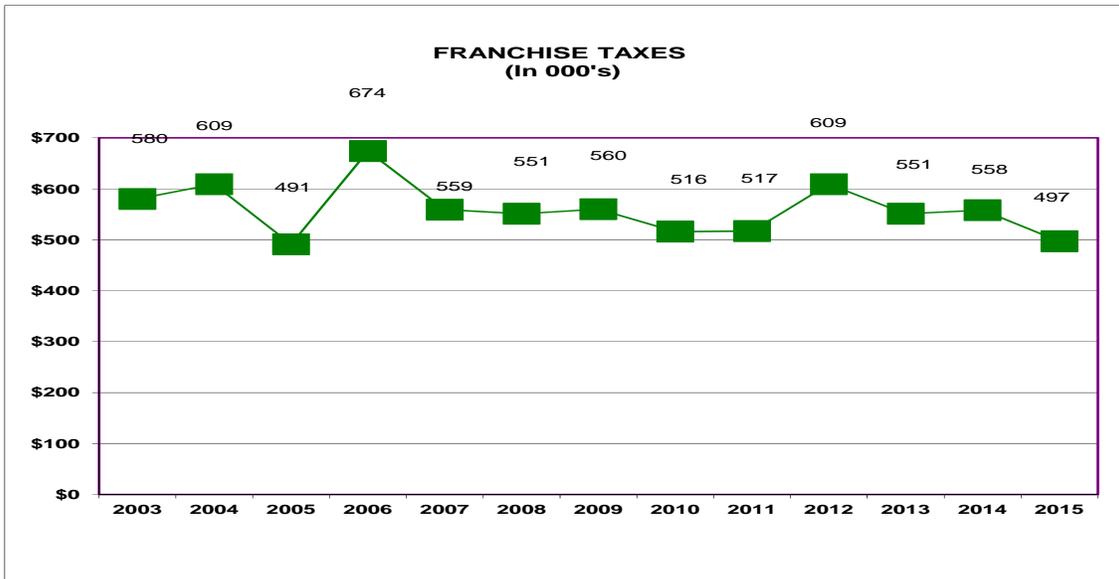
(1) Includes \$2,556,833 new construction



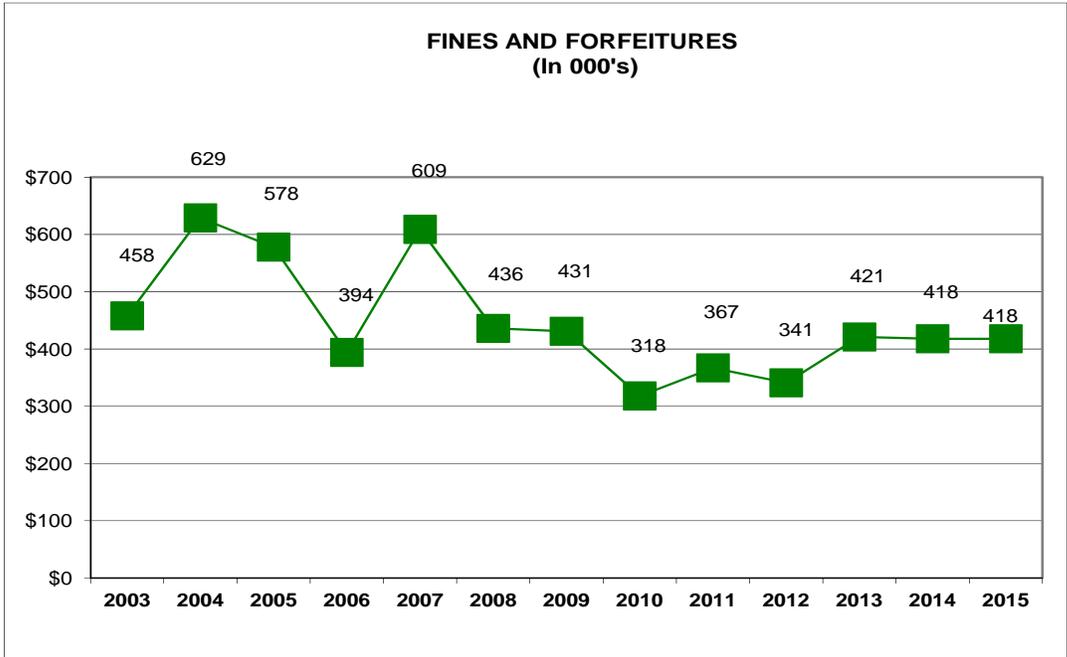
Property Tax is the second largest revenue source for the General Fund, 34.46% for the 2014-2015 Fiscal Year. This category includes revenue from current property taxes, delinquent property taxes and penalty and interest. The operating tax levy increased 2.94% due to an increase in property values and new construction. Budgeted revenue is based on a 99% collection rate.



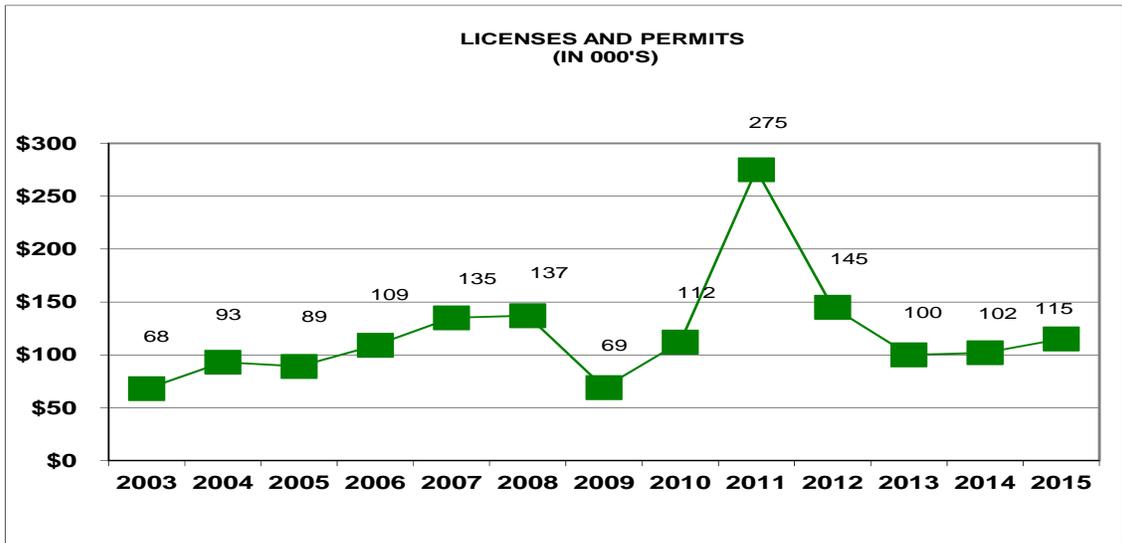
The above chart indicates a 15% increase in sales tax revenue. Sales tax revenue is expected to increase due to indications of an improving economy. Management takes a conservative approach due to the unstable environment of sales tax when budgeting revenues in this category. Sales tax revenue is the first largest source of revenue for the General Fund comprising 34.30% for the 2014-2015 Fiscal Year.



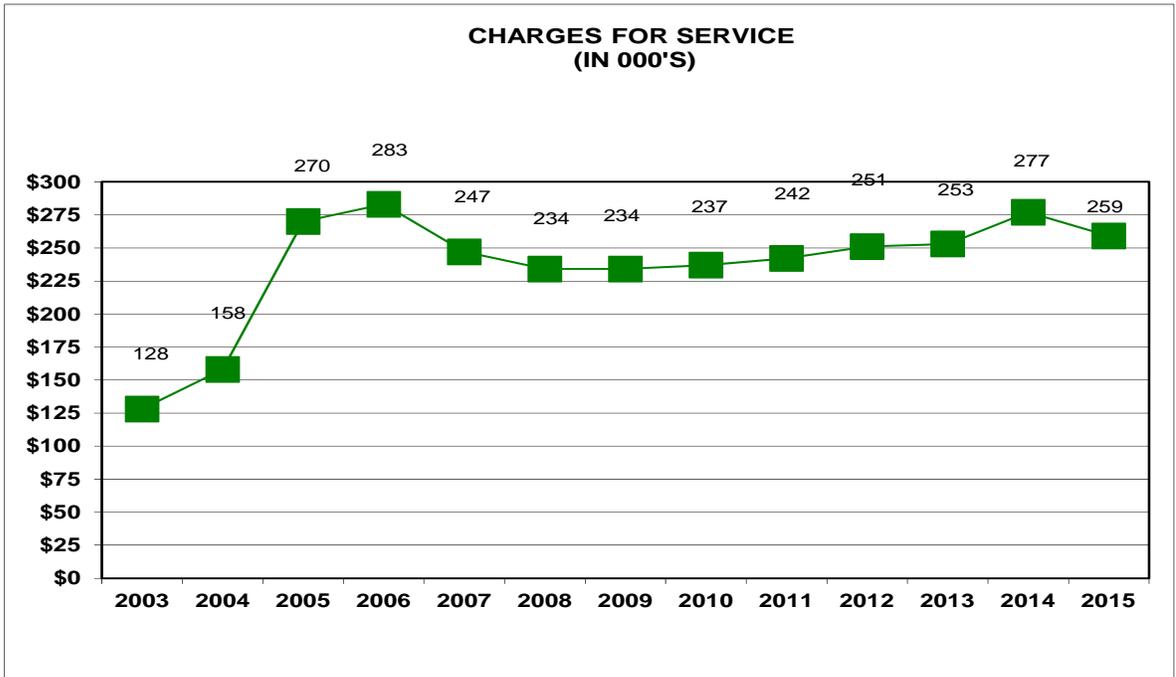
Franchise Taxes include fees charged to specific industries for conducting business in the City. Included in this category are Electric franchise fee, telephone franchise fee, gas franchise fee, cable company franchise fee, and solid waste franchise fees. Franchise fees comprise 8.16% of projected revenues for the general fund.



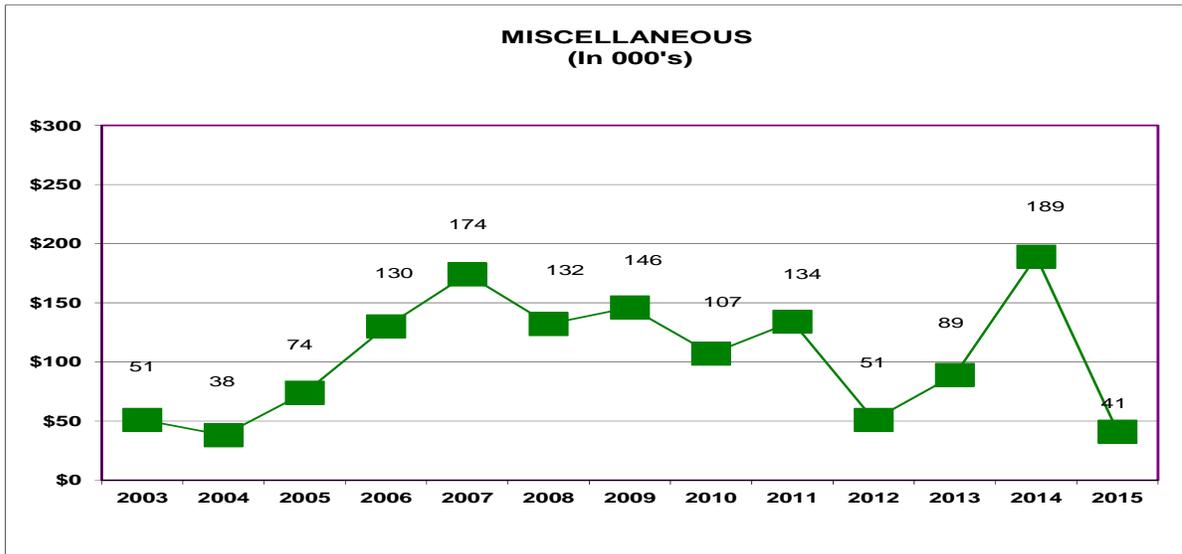
Fines and Forfeitures include revenue from municipal court fines, library book fines, warrants, animal control fines and school crossing guard fines. Revenues are projected to remain flat.



Licenses and Permits include collection of revenue for electrical, mechanical, and plumbing licenses, animal licenses, building permits, plumbing permits, electrical permits, fire code permits, and garage sale permits. Revenues are projected to remain flat due to an increase in building permit requests.



Charges for services include revenue from lot mowing fees, emergency medical service fees, recreation class fees, and rental fees. Revenues are projected to decrease slightly to a decrease in emergency medical service fees.



Miscellaneous revenue includes interest earnings and other income. Revenues are projected to decrease in this category due to a change in accounting procedures for CVL special fund.

**CITY OF RICHLAND HILLS
2014-2015 FISCAL YEAR**

The following schedule outlines the budget structure for the City of Richland Hills and lists the organizational unit and department management responsibility:

GOVERNMENTAL FUNDS: The General Fund is the largest operating fund of the City. It is used to account for all financial resources traditionally associated with government except those required to be accounted for in another fund. Major revenue sources include property taxes, sales and use taxes, franchise taxes, fines and forfeitures, licenses and permit fees, service charges, and interest income. General Fund expenditures support the following functions:

Fund Number	Department	Organization Unit	
General	Administration	12	
	City Secretary/Legislative	23	
	Police	13	
	Fire	14	
	Public Works, Street	16	
	Library	17	
	Recreation	18	
	Parks and Grounds	19	
	Community Development	20	
	Animal Control	21	
	Economic Development	24	
	Municipal Court	11	
	Capital Projects	28	
	Shared Services	30	
	Transfers	32	
		Parks and Beautification	7
		Library Fund	56
	Animal Services Fund	57	

SPECIAL REVENUE FUNDS: Special revenue funds account for revenue source that is legally restricted to expenditures for specific purposes.

Economic Development 4B Sales Tax Fund	Non-departmental	26
Library Grant	Library	42
Law Enforcement Acquisition Fund	Police Department	6

**CITY OF RICHLAND HILLS
2014-2015 FISCAL YEAR**

Municipal Security Fund	Court	24
Municipal Technology Fund	Court	39
Keep Richland Hills Beautiful Program Fund	Non-Departmental	67
Baker Blvd TIF Fund	Non-Departmental	73
Hotel Occupancy Tax Revenue Fund	Non-Departmental	77
Traffic Safety Fund	Police	64
Crime Control District Fund	Police Department	65
Safe Routes To School Grant Project Fund	Non-Departmental	79
COPS Crime Victim Liaison Grant Fund	Police	81

DEBT SERVICE FUNDS: The debt service fund accounts for the servicing of long-term debt not being financed by proprietary or nonexpendable trust funds.

2001 Certificates of Obligation Interest and Sinking	Non-Departmental	10
2007 Contractual Obligation Interest and Sinking	Non-Departmental	76
2011 Contractual Obligation Interest and Sinking	Non-Departmental	87
2012 Contractual Obligation Interest and Sinking	Non-Departmental	93

**CITY OF RICHLAND HILLS
2014-2015 FISCAL YEAR**

CAPITAL PROJECTS FUNDS: The capital projects funds accounts for the acquisition of fixed assets or construction of major capital projects not being financed by proprietary or nonexpendable trust funds.

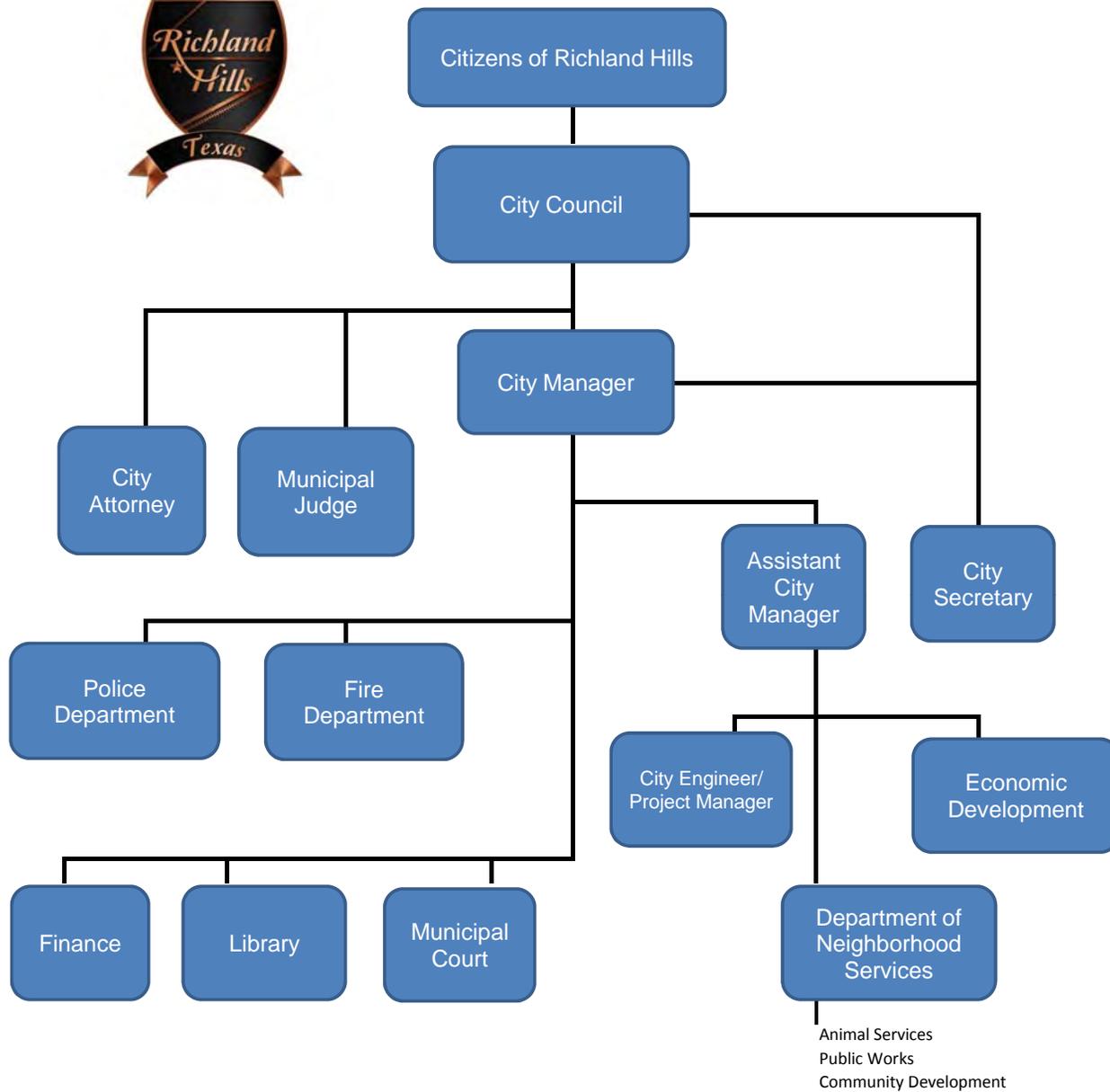
Road and Street Improvement Fund	Infrastructure	25
Oil and Gas Lease Project Fund	Infrastructure	12
Facility Improvement Fund	Non-Departmental	53
Electric Meter Reading Lease	Administration	61
2011 PFFCO Acquisitions Fund	Non-Departmental	86
2012 PFFCO Acquisitions Fund	Non-Departmental	91

PROPRIETARY FUNDS: Proprietary funds are accounted for on the flow of economic resources measurement focus and use the accrual basis of accounting.

Enterprise Fund	Administration	62
	City Secretary/Legislative	63
	Public Works, Water Distribution	66
	Public Works, Wastewater	67
Drainage Utility Fund	Public Works, Drainage Utility	22
Enterprise Improvement Project Fund	Public Works	88
2007 Water Works Revenue Bonds Interest and Sinking Fund	Non-Departmental	71
2010 Drainage Construction	Public Works, Drainage	83

**CITY OF RICHLAND HILLS
2014-2015 FISCAL YEAR**

2010 Drainage Revenue Bonds Interest and Sinking Fund	Non-Departmental	84
2011 Water Works Revenue Bonds Refinance Interest and Sinking Fund	Non-Departmental	92
2013 Water/Wastewater/ Drainage Construction Fund	Public Works, Drainage	94
2013 Certificate of Obligation Bonds Interest and Sinking Fund	Non-Departmental	95



Fund Summaries



Combined Funds



CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
ALL FUNDS BUDGET DETAIL
BY EXPENSE CATEGORIES**

	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
GOVERNMENTAL FUNDS				
General Fund				
Personnel	\$4,260,683	\$4,558,921	\$4,875,321	\$4,585,001
Supplies/Maintenance	705,145	698,903	797,041	861,500
Other Operating Cost	442,068	406,748	506,671	568,633
Utilities	0	0	0	0
Contractual	0	0	0	0
Capital/Purchased Services	52,243	182,040	116,404	92,965
Transfers				
Debt Service				
	<u>\$5,460,139</u>	<u>\$5,846,612</u>	<u>\$6,295,437</u>	<u>\$6,108,099</u>
Library Donation Fund				
Personnel	\$575	\$1,200	\$0	\$0
Supplies/Maintenance	9,298	4,348	5,147	0
Other Operating Cost	0			7,685
Utilities				
Contractual				
Debt Service				
	<u>\$9,873</u>	<u>5,548</u>	<u>\$5,147</u>	<u>\$7,685</u>
Animal Shelter Donation Fund				
Personnel				
Supplies/Maintenance	10,079	12,765	12,765	0
Other Operating Cost		2,000	2,000	0
Capital	16,380			
Transfers				
Debt Service				
	<u>\$26,459</u>	<u>\$14,765</u>	<u>\$14,765</u>	<u>\$0</u>
Parks and Beautification Fund				
Personnel				
Supplies/Maintenance	0	7,500	0	0
Other Operating Cost	0		0	
Capital				
Debt Service				
	<u>\$0</u>	<u>\$7,500</u>	<u>\$0</u>	<u>\$0</u>
TOTAL GOVERNMENTAL FUNDS	<u>\$5,496,471</u>	<u>\$5,874,425</u>	<u>\$6,315,349</u>	<u>\$6,115,784</u>

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
ALL FUNDS BUDGET DETAIL
BY EXPENSE CATEGORIES**

	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
DEBT SERVICE FUNDS				
2007 Series Contractual Obligation Interest and Sinking Fund				
Personnel				
Supplies/Maintenance				
Other Operating Cost				
Capital				
Transfers				
Debt Service	<u>50,893</u>	<u>49,420</u>	<u>49,420</u>	<u>48,081</u>
	<u>\$50,893</u>	<u>\$49,420</u>	<u>\$49,420</u>	<u>\$48,081</u>
2011 Series Contractual Obligation Interest and Sinking Fund				
Personnel				
Supplies/Maintenance				
Other Operating Cost				
Capital				
Transfers				
Debt Service	<u>105,926</u>	<u>105,486</u>	<u>105,486</u>	<u>105,919</u>
	<u>\$105,926</u>	<u>\$105,486</u>	<u>\$105,486</u>	<u>\$105,919</u>
2012 Series Contractual Obligation Interest and Sinking Fund				
Personnel				
Supplies/Maintenance				
Other Operating Cost				
Capital				
Transfers				
Debt Service	<u>76,550</u>	<u>78,128</u>	<u>78,128</u>	<u>79,754</u>
	<u>\$76,550</u>	<u>\$78,128</u>	<u>\$78,128</u>	<u>\$79,754</u>

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
ALL FUNDS BUDGET DETAIL
BY EXPENSE CATEGORIES**

	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
2001 Certificate of Obligation Interest and Sinking				
Personnel				
Supplies/Maintenance				
Other Operating Cost				
Capital				
Transfers				
Debt Service	133,534	133,128	133,128	132,665
	<u>\$133,534</u>	<u>\$133,128</u>	<u>\$133,128</u>	<u>\$132,665</u>
TOTAL DEBT SERVICE FUNDS	<u>\$366,903</u>	<u>\$366,162</u>	<u>\$366,162</u>	<u>\$366,419</u>
SPECIAL REVENUE FUNDS				
Economic Development 4B Tax Fund				
Personnel	\$51,812	\$0	\$0	\$65,000
Supplies/Maintenance	1,436	650	650	650
Other Operating Cost	16,892	114,260	13,183	12,260
Capital		120,000	120,000	0
Transfers		59,800	59,800	53,500
Debt Service	132,698	132,528	132,698	132,065
	<u>\$202,838</u>	<u>\$427,238</u>	<u>\$326,331</u>	<u>\$263,475</u>
Municipal Court Security Fund				
Personnel				
Supplies/Maintenance				
Other Operating Cost				
Capital				
Transfers				
Debt Service				
	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Municipal Court Technology Fund				
Personnel				
Supplies/Maintenance	12,141	9,720	9,720	8,578
Other Operating Cost	0	0	0	0
Capital				
Transfers				
Debt Service				
	<u>\$12,141</u>	<u>\$9,720</u>	<u>\$9,720</u>	<u>\$8,578</u>

CITY OF RICHLAND HILLS

2014-2015 FISCAL YEAR ALL FUNDS BUDGET DETAIL BY EXPENSE CATEGORIES

	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
COPS CVL Grant				
Personnel	\$53,206	\$56,436	\$56,436	\$128,833
Supplies/Maintenance	3,528	5,723	5,723	16,573
Other Operating Cost	1,725	1,350	1,350	11,915
Capital				3,228
Transfers				
Debt Service				
	\$58,459	\$63,509	\$63,509	\$160,549
 Traffic Safety Program				
Personnel	\$5,366	\$10,000	\$5,000	\$21,766
Supplies/Maintenance	0	348,875	6,400	11,846
Other Operating Cost	363,186		303,000	362,160
Capital	0			38,000
Transfers		19,092		22,800
Debt Service				
	\$368,552	\$377,967	\$314,400	\$456,572
 Keep Richland Hills Beautiful Program Fund				
Personnel				
Supplies/Maintenance	209	3,000	3,000	3,000
Other Operating Cost	7,757	12,000	12,000	12,000
Capital				
Transfers				
Debt Service				
	\$7,966	\$15,000	\$15,000	\$15,000
 Hotel Occupancy Tax Revenue Fund				
Personnel	\$21,868	\$0	\$0	
Supplies/Maintenance	284	1,200	1,200	1,200
Other Operating Cost	49,032	44,085	44,085	48,085
Capital				
Transfers	93,895	124,824	124,824	118,401
Debt Service	0	0	0	0
	\$165,079	\$170,109	\$170,109	\$167,686

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
ALL FUNDS BUDGET DETAIL
BY EXPENSE CATEGORIES**

	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
Crime Control and Prevention District Fund				
Personnel	\$474,176	\$508,127	\$508,127	\$530,369
Supplies/Maintenance	32,539	43,072	43,072	95,722
Other Operating Cost	17,507	28,126	28,126	29,273
Capital	0	154,244	100,155	125,055
Transfers		78,903	78,903	33,667
Shared Services	0	126,175	126,172	176,507
Debt Service				
	<u>\$524,222</u>	<u>\$938,647</u>	<u>\$884,555</u>	<u>\$990,593</u>
 Electronic Meter Reading Lease Purchase				
Personnel	\$0	\$0	\$0	\$0
Supplies/Maintenance	0	0	0	0
Other Operating Cost	0	0	0	0
Capital	0	0	0	0
Transfers				
Debt Service	58,265	53,993	58,265	58,265
	<u>\$58,265</u>	<u>\$53,993</u>	<u>\$58,265</u>	<u>\$58,265</u>
 Library Grants				
Personnel	\$0			\$0
Supplies/Maintenance	0	38,037	38,037	0
Other Operating Cost	0			0
Capital	50,000			0
Transfers				0
Debt Service				0
	<u>\$50,000</u>	<u>\$38,037</u>	<u>\$38,037</u>	<u>\$0</u>
 Law Enforcement Acquisition Fund				
Personnel	\$0			
Supplies/Maintenance	1,479		290	290
Other Operating Cost	0			
Capital	0			
Transfers	0			
Debt Service	0			
	<u>\$1,479</u>	<u>\$0</u>	<u>\$290</u>	<u>\$290</u>
TOTAL SPECIAL REVENUE FUNDS	<u>\$1,449,001</u>	<u>\$2,094,220</u>	<u>\$1,880,216</u>	<u>\$2,121,008</u>

CITY OF RICHLAND HILLS

2014-2015 FISCAL YEAR ALL FUNDS BUDGET DETAIL BY EXPENSE CATEGORIES

	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
CAPITAL PROJECTS FUNDS				
Facilities Improvements Fund				
Personnel				
Supplies/Maintenance				
Other Operating Cost				
Capital	181,435	65,000	65,000	
Transfers				
Debt Service	0	0	0	0
	\$181,435	\$65,000	\$65,000	\$0
Road and Street Improvement Fund				
Personnel				
Supplies/Maintenance	253	0	250	250
Other Operating Cost				
Capital	147,564	0	167,546	133,255
Transfers				
Debt Service				
	\$147,817	\$0	\$167,796	\$133,505
Baker Boulevard Intersection Improvement Fund				
Personnel				
Supplies/Maintenance				
Other Operating Cost				
Capital	0	95,000	95,000	
Transfers				
Debt Service				
	\$0	\$95,000	\$95,000	\$0
Safe Routes to School Project Fund				
Personnel				
Supplies/Maintenance				
Other Operating Cost				
Capital	64,349	0		
Transfers				
Debt Service				
	\$64,349	\$0	\$0	\$0

CITY OF RICHLAND HILLS

2014-2015 FISCAL YEAR ALL FUNDS BUDGET DETAIL BY EXPENSE CATEGORIES

	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
Oil and Gas Lease Project Fund				
Personnel				
Supplies/Maintenance	2,697		5,197	
Other Operating Cost	0		0	
Capital	397,444	0	60,605	300,000
Transfers				
Debt Service	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u>\$400,141</u>	<u>\$0</u>	<u>\$65,802</u>	<u>\$300,000</u>
2011 PFCO Acquisitions Fund				
Supplies/Maintenance	0	0	0	0
Other Operating Cost	0	0	0	0
Capital	0	0	0	0
Transfers	0	0	0	0
Debt Service	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
2012 PFCO Acquisitions Fund				
Personnel	\$0	\$0	\$0	\$0
Supplies/Maintenance	0	0	0	0
Other Operating Cost	0	0	0	0
Capital	218,899	0	33,334	0
Transfers	0	0	0	0
Debt Service	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u>\$218,899</u>	<u>\$0</u>	<u>\$33,334</u>	<u>\$0</u>
TOTAL CAP PROJECTS FUND	<u>\$1,012,641</u>	<u>\$160,000</u>	<u>\$426,932</u>	<u>\$433,505</u>

CITY OF RICHLAND HILLS

2014-2015 FISCAL YEAR ALL FUNDS BUDGET DETAIL BY EXPENSE CATEGORIES

	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
2007 Waterworks Revenue Bonds Interest & Sinking Fund				
Personnel	\$0	\$0	\$0	\$0
Supplies/Maintenance	0	0	0	0
Other Operating Cost	0	0	0	0
Capital	0	0	0	0
Transfers	0	0	0	0
Debt Service	152,829	154,493	154,493	156,230
	<u>\$152,829</u>	<u>\$154,493</u>	<u>\$154,493</u>	<u>\$156,230</u>
2010 Certificate Obligations Drainage Interest & Sinking Fund				
Personnel	\$0	\$0	\$0	\$0
Supplies/Maintenance	0	0	0	0
Other Operating Cost	0	0	0	0
Capital	0	0	0	0
Transfers	0	0	0	0
Debt Service	197,863	199,679	199,679	196,379
	<u>\$197,863</u>	<u>\$199,679</u>	<u>\$199,679</u>	<u>\$196,379</u>
2011 Refinance Certificate Obligations Interest & Sinking Fund				
Personnel	\$0	\$0	\$0	\$0
Supplies/Maintenance	0	0	0	0
Other Operating Cost	0	0	0	0
Capital	0	0	0	0
Transfers	0	0	0	0
Debt Service	428,797	426,325	426,325	423,925
	<u>\$428,797</u>	<u>\$426,325</u>	<u>\$426,325</u>	<u>\$423,925</u>
2013 Certificate Obligations Interest & Sinking Fund				
Personnel	\$0	\$0	\$0	\$0
Supplies/Maintenance	0	0	0	0
Other Operating Cost	0	0	0	0
Capital	0	0	0	0
Transfers	0	0	0	0
Debt Service	0	420,084	420,084	460,084
	<u>\$0</u>	<u>\$420,084</u>	<u>\$420,084</u>	<u>\$460,084</u>
TOTAL PROPRIETARY FUNDS	<u>\$5,057,655</u>	<u>\$12,062,480</u>	<u>\$10,725,014</u>	<u>\$6,194,363</u>
TOTAL ALL FUNDS	<u>\$13,382,671</u>	<u>\$20,557,287</u>	<u>\$19,713,673</u>	<u>\$15,231,079</u>

Personnel Summary



CITY OF RICHLAND HILLS

AUTHORIZED FULL TIME POSITIONS FISCAL YEARS 2009-2010 THROUGH 2014-2015

	Authorized 2009-2010	Authorized 2010-2011	Authorized 2011-2012	Authorized 2012-2013	Authorized 2013-2014	Authorized 2014-2015
General Government						
Administration						
City Manager	1	1	1	1	1	1
Assistant City Manager	0	0	0	0	1	0
Assistant to City Manager	0	0	0	0	0	1
Executive Assistant	1	1	1	1	1	1
Director of Finance	1	1	1	1	1	1
Cashier I	2	2	2	2	2	2
Cashier II	0	0	0	0	1	1
Accounting Tech	1	1	1	1	1	1
Economic Development						
Economic Development Specialist	1	1	1	1	0	0
City Secretary/Legislative						
City Secretary	1	1	1	1	1	1
Subtotal	8	8	8	8	9	9
Neighborhood Services						
Director of Neighborhood Services	(1)	0	0	0	1	1
Public Works						
Public Works Director	1	1	1	1	0	0
Public Works Superintendent	1	1	1	1	1	1
Administrative Assistant	1	1	1	1	1	1
Water Utilities Foreman	1	1	1	1	1	1
EPA Utilities Foreman	1	1	1	1	1	1
Street Foreman	1	1	1	1	1	1
Maintenance Worker	8	8	8	8	8	8
Water Instrumentation Foreman	1	1	1	1	1	1
City Engineer	0	0	0	0	1	1
Community Development						
Director of Planning and Development	1	1	1	1	0	0
Code Enforcement Officer	1	1	1	1	1	1
Administrative Assistant	1	0.5	0.5	0.5	1	1
Animal Services						
Animal Control Officer	0	0	0	0	2	2
Subtotal	18	17.5	17.5	17.5	20	20
Community Center						
Special Events Coordinator	**	1	1	1	1	1
Subtotal	1	1	1	1	1	1
Municipal Court						
Court Clerk	1	1	1	1	1	1
Deputy Court Clerk	1	1	0	0	0	0
Marshal	1	1	1	1	1	1
Subtotal	3	3	2	2	2	2
Library						
Director of Library Services	1	1	1	1	1	1
Assistant Library Director	1	1	1	1	1	1
Library Assistant	**	4	4	4	4	4
Library Specialist	**	1	1	1	1	1
Subtotal	7	7	7	7	7	7

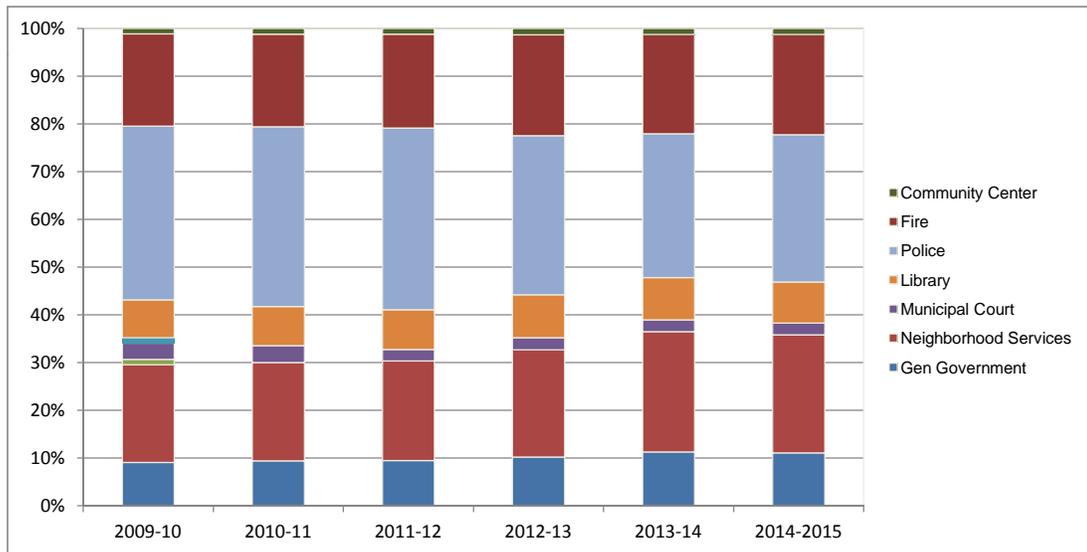
CITY OF RICHLAND HILLS

AUTHORIZED FULL TIME POSITIONS FISCAL YEARS 2009-2010 THROUGH 2014-2015

	Authorized 2009-2010	Authorized 2010-2011	Authorized 2011-2012	Authorized 2012-2013	Authorized 2013-2014	Authorized 2014-2015
Police Department						
Police Chief	1	1	1	1	1	1
Commander	2	2	1	1	1	1
Sergeant	3	3	4	5	5	5
Officer	14	14	14	13	13	13
Communications Supervisor	1	1	1	0	0	0
Public Safety Systems Integrator				1	1	1
Dispatcher	4	5	5	0	0	0
Crime Victim Liaison	1	1	1	1	2	2
Animal Control Officer	1	1	1	2	0	0
Public Service Officer	2	1	1	0	0	0
School Resource Officer	0	0	0	0	0	1
Animal Control Services Office Clerk	**	1	1	0	0	0
Records Clerk	1	1	1	1	1	1
Administrative Secretary	1	1	1	1	1	1
Subtotal	32	32	32	26	25	26
Fire Department						
Fire Chief	1	1	1	1	1	1
Battalion Chief	3	3	3	3	3	3
Firefighter/Paramedic	12	12	12	12	12	12
Administrative Secretary	1	0.5	0.5	0.5	0.5	0.5
Subtotal	17	16.5	16.5	16.5	16.5	16.5
Totals	86	85	84	78	80.5	81.5

**Indicates half-time position

(1) Department Restructured for FY 2013



Governmental Funds



General Fund

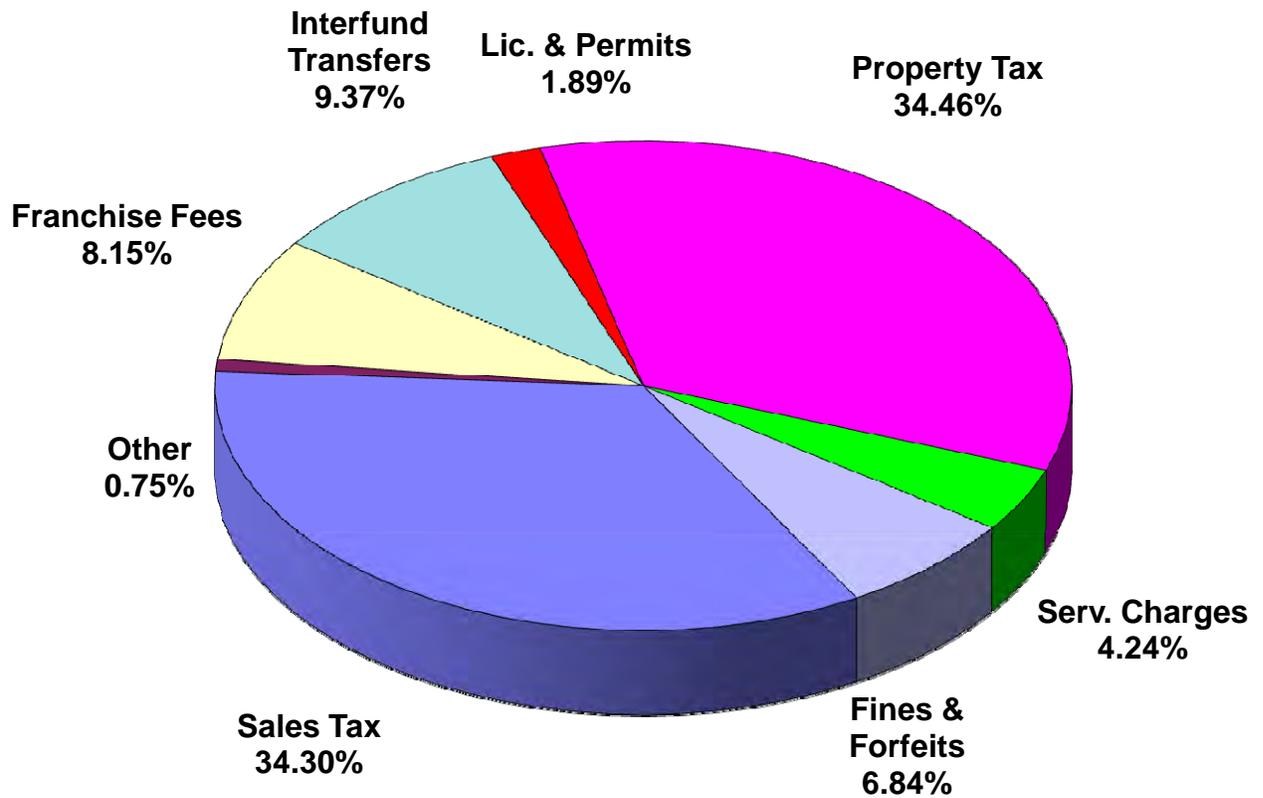
The General Fund is the largest operating fund of the City. It is used to account for all financial resources traditionally associated with government except those required to be accounted for in another fund. Major revenue sources include property taxes, sales and use taxes, franchise taxes, fines and forfeitures, licenses and permit fees, service charges, and interest income. General Fund expenditures support the following functions: Administration, City Secretary/Legislative, Municipal Court, Fire Department, Police Department, Street Department, Recreation Department, Community Development Department, Economic Development Department, Animal Control, Library, and Clean City.

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES AND EXPENDITURES
GENERAL FUND**

	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
Estimated Beginning Resources			\$1,549,578	\$1,562,261
REVENUES				
Taxes	\$4,266,724	\$4,427,312	\$4,371,614	\$4,697,508
Fines and Forfeitures	458,953	417,629	424,427	418,080
License and Permits	99,371	102,170	149,903	115,151
Service Charges	267,785	277,314	259,390	259,225
Miscellaneous	92,505	189,362	40,600	45,600
Other Sources	0	2,067,191	2,067,191	572,535
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL REVENUES	\$5,185,338	\$7,480,978	\$7,313,125	\$6,108,099
Total Estimated Available Resources	\$5,185,338	\$7,480,978	\$8,862,703	\$7,670,360
EXPENDITURES				
Administration	\$513,901	\$1,109,748	\$1,109,748	\$736,013
City Secretary/Legislative	73,198	180,702	180,702	112,732
Shared Services	0	643,196	643,196	404,151
Municipal Court	210,463	216,038	214,553	238,813
Fire	1,487,713	1,619,908	1,604,275	1,643,242
Street	334,643	168,680	168,680	234,870
Recreation	47,042	35,278	37,115	53,169
Parks/Grounds	51,503	53,200	53,200	48,200
Transfers	0	6,500	6,500	4,000
Community Development	512,761	413,667	417,399	475,470
Capital Projects/Equipment	0	50,000	50,000	0
Economic Development	33,077	3,110	0	0
Police	1,768,452	2,605,173	2,605,173	1,660,729
Animal Services	95,786	148,092	166,305	141,108
Library	333,030	319,324	321,012	355,602
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL EXPENDITURES	\$5,461,569	\$7,572,616	\$7,577,858	\$6,108,099
BALANCE	(\$276,231)	(\$91,638)	\$1,284,845	\$1,562,261

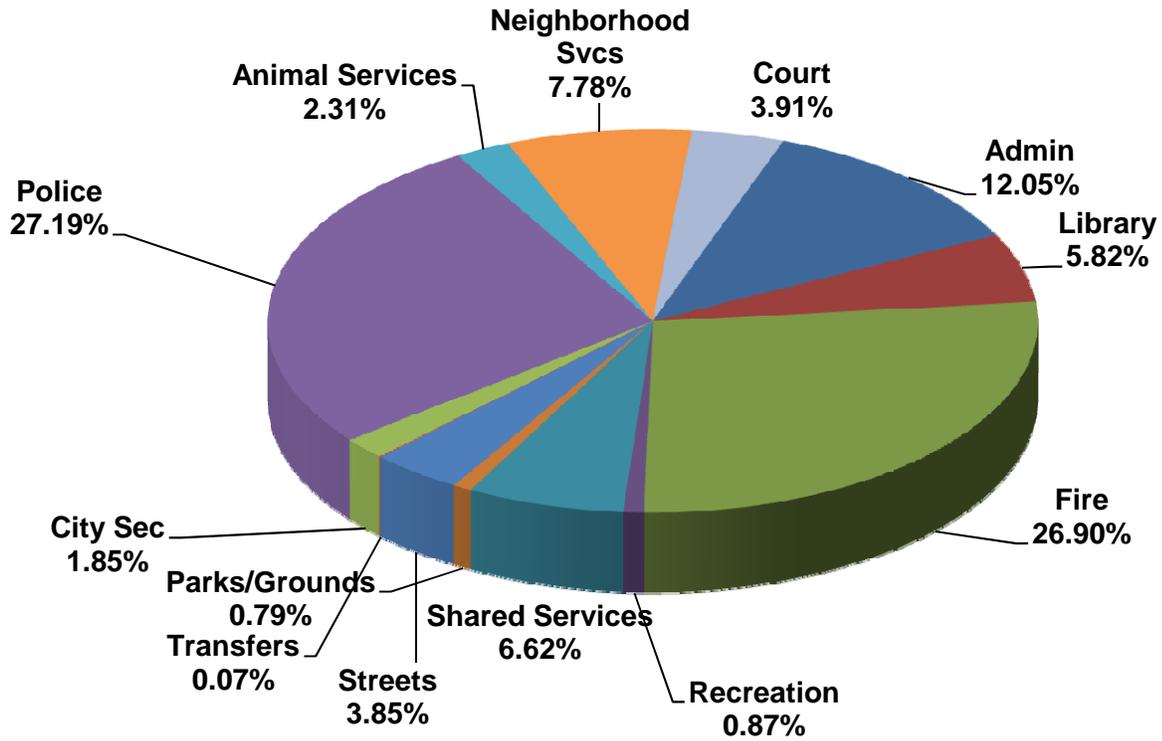
**CITY OF RICHLAND HILLS
GENERAL FUND REVENUE
FISCAL YEAR 2014-2015
\$6,108,099**



CITY OF RICHLAND HILLS

Plumbing Permits	\$ 8,063	\$ 7,700	\$ 10,500	\$ 9,281
Electrical Inspections	\$ 9,150	\$ 12,600	\$ 26,000	\$ 17,000
Liquor Sale Permits	\$ 705	\$ 495	\$ 495	\$ 495
Garage Sale Permits	\$ 2,777	\$ 2,200	\$ 2,200	\$ 2,200
Fire Code Permits	\$ 14,949	\$ 11,000	\$ 11,000	\$ 11,000
Total Licenses/Permits	\$ 99,371	\$ 102,170	\$ 149,903	\$ 115,151
Service Charges				
Lot Mowing	\$ 7,044	\$ 2,600	\$ 2,600	\$ 2,600
Sign Fees		\$ -	\$ -	\$ -
Copy Machine	\$ 2,996	\$ 2,600	\$ 2,600	\$ 2,600
Emergency Medical Service	\$ 235,237	\$ 253,089	\$ 235,000	\$ 235,000
Animal Vaccinations	\$ 128	\$ 125	\$ 125	\$ 125
Recreation Class Fees	\$ 6,289	\$ 4,900	\$ 4,900	\$ 4,900
Community Center Rental	\$ 16,077	\$ 14,000	\$ 14,000	\$ 14,000
Library Room Rental	\$ 15	\$ -	\$ 165	\$ -
Total Services Charges	\$ 267,785	\$ 277,314	\$ 259,390	\$ 259,225
Miscellaneous				
Investment Income	\$ 1,000	\$ 1,100	\$ 1,100	\$ 1,100
Other Financial Sources	\$ 32,500	\$ 30,000	\$ 30,000	\$ 30,000
Grants/Donations	\$ 13,050	\$ 143,262	\$ -	\$ 5,000
Sale of General Assets	\$ 37,442	\$ 7,500	\$ 2,000	\$ 2,000
Miscellaneous	\$ 8,513	\$ 7,500	\$ 7,500	\$ 7,500
Total Miscellaneous	\$ 92,505	\$ 189,362	\$ 40,600	\$ 45,600
Transfer from Enterprise	\$ -	\$ 937,042	\$ 937,042	\$ 202,137
Transfer from RHDC	\$ -	\$ 59,800	\$ 59,800	\$ 53,500
Transfer from CCPD	\$ -	\$ 784,403	\$ 784,403	\$ 33,667
Transfer from Hotel	\$ -	\$ 55,006	\$ 55,006	\$ 48,583
Transfer from Drainage	\$ -	\$ 211,848	\$ 211,848	\$ 211,848
Transfer from Traffic Safety	\$ -	\$ 19,092	\$ 19,092	\$ 22,800
Total Other Sources	\$ -	\$ 2,067,191	\$ 2,067,191	\$ 572,535
Total Revenue	\$ 5,185,338	\$ 7,480,978	\$ 7,313,125	\$ 6,108,099
Total Est Avail Resources	\$ 5,185,338	\$ 7,480,978	\$ 8,862,703	\$ 7,670,360

**CITY OF RICHLAND HILLS
GENERAL FUND
EXPENDITURES BY DEPARTMENT
FISCAL YEAR 2014-2015
\$6,108,099**



CITY OF RICHLAND HILLS

2014-2015 FISCAL YEAR SUMMARY OF EXPENDITURES

GENERAL FUND

	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
Administration				
Personnel	\$380,185	\$465,591	\$467,140	\$516,745
Supplies/Maintenance	96,149	79,418	101,232	91,138
Other Operating Cost	29,967	20,711	24,902	128,130
Capital	0	0	0	0
Transfers	7,600	0	0	0
Debt Service	0	0	0	0
Total Administration	\$513,901	\$565,720	\$593,274	\$736,013
City Secretary/Legislative				
Personnel	\$53,296	\$54,393	\$54,295	\$54,704
Supplies/Maintenance	7,065	18,615	18,615	43,615
Other Operating Cost	12,837	17,343	17,343	14,413
Capital	0	0	0	0
Transfers	0	0	0	0
Debt Service	0	0	0	0
Total City Secretary/Legislative	\$73,198	\$90,351	\$90,253	\$112,732
Police Department				
Personnel	\$1,431,889	\$1,443,392	\$1,783,234	\$1,436,089
Supplies/Maintenance	182,435	189,477	220,834	147,095
Other Operating Cost	110,486	35,427	127,959	47,080
Capital	0	0	0	0
TransfersPurchased Services	43,643	62,146	0	30,465
Debt Service	0	0	0	0
Total Police Department	\$1,768,453	\$1,730,442	\$2,132,027	\$1,660,729

CITY OF RICHLAND HILLS

2014-2015 FISCAL YEAR SUMMARY OF EXPENDITURES

GENERAL FUND

	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
Fire Department				
Personnel	\$1,279,874	\$1,398,033	\$1,359,566	\$1,415,866
Supplies/Maintenance	134,074	149,445	172,389	163,026
Other Operating Cost	73,764	30,130	33,510	35,850
Capital	0	42,300	38,810	28,500
Transfers	0	0	0	0
Debt Service	0	0	0	0
Total Fire Department	\$1,487,712	\$1,619,908	\$1,604,275	\$1,643,242
Street Department				
Personnel	\$109,279	\$108,880	\$108,880	\$111,212
Supplies/Maintenance	108,572	58,100	58,100	121,958
Other Operating Cost	116,794	1,700	1,700	1,700
Capital	0	0	0	0
Transfers	0	0	0	0
Debt Service	0	0	0	0
Total Street Department	\$334,645	\$168,680	\$168,680	\$234,870
Recreation Department				
Personnel	\$24,717	\$23,576	\$24,919	\$35,795
Supplies/Maintenance	13,694	11,702	12,196	17,324
Other Operating Cost	8,631	0	0	50
Capital	0	0	0	0
Transfers	0	0	0	0
Debt Service	0	0	0	0
Total Recreation Department	\$47,042	\$35,278	\$37,115	\$53,169

CITY OF RICHLAND HILLS

2014-2015 FISCAL YEAR SUMMARY OF EXPENDITURES

GENERAL FUND

	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
Parks and Grounds Department				
Personnel				\$0
Supplies/Maintenance	51,503	53,200	53,200	48,200
Other Operating Cost				0
Capital				0
Transfers				0
Debt Service				0
Total Parks/Grounds Department	\$51,503	\$53,200	\$53,200	\$48,200
Community Development				
Personnel	\$454,770	\$370,107	\$366,996	\$390,920
Supplies/Maintenance	16,887	24,710	30,083	20,450
Other Operating Cost	44,105	18,850	20,320	64,100
Capital	0	0		0
Transfers	0	0	0	0
Debt Service	0	0	0	0
Total Community Development	\$515,762	\$413,667	\$417,399	\$475,470
Economic Development				
Personnel	\$21,784	\$22,753	\$25,658	\$0
Supplies/Maintenance	817	650	624	0
Other Operating Cost	6,042	8,660	5,781	0
Capital	0	0	0	0
Transfers	0	0	0	0
Debt Service	0	0	0	0
Total Economic Development	\$28,643	\$32,063	\$32,063	\$0
Animal Control				
Personnel	\$72,461	\$102,990	\$114,489	\$105,108
Supplies/Maintenance	7,129	18,128	24,722	24,500
Other Operating Cost	16,196	5,880	6,000	6,500
Capital	0	21,094	21,094	5,000
Transfers	0	0	0	0
Debt Service	0	0	0	0
Total Animal Control	\$95,786	\$148,092	\$166,305	\$141,108

CITY OF RICHLAND HILLS

2014-2015 FISCAL YEAR SUMMARY OF EXPENDITURES

GENERAL FUND

	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
Library				
Personnel	\$234,882	\$255,695	\$257,333	\$255,313
Supplies/Maintenance	76,104	59,969	60,994	71,429
Other Operating Cost	22,045	3,660	2,685	3,860
Capital	0	0	0	25,000
Transfers	0	0	0	0
Debt Service	0	0	0	0
Total Library	\$333,031	\$319,324	\$321,012	\$355,602
Municipal Court				
Personnel	\$197,546	\$203,511	\$202,811	\$218,249
Supplies/Maintenance	10,716	11,302	11,052	15,734
Other Operating Cost	2,201	1,225	690	4,830
Capital	0	0	0	0
Transfers	0	0	0	0
Debt Service	0	0	0	0
Total Municipal Court	\$210,463	\$216,038	\$214,553	\$238,813
Shared Services				
Personnel		\$110,000	\$110,000	\$45,000
Supplies/Maintenance		24,187	33,000	97,031
Other Operating Cost		263,162	265,781	262,120
Capital				
Transfers				
Debt Service				
Total Shared Services	\$0	\$397,349	\$408,781	\$404,151
Transfers				
Personnel				
Supplies/Maintenance				0
Other Operating Cost				
Transfer to KRHB		6,500	6,500	4,000
Transfer to Road and Street				
Debt Service				
Total Transfers	\$0	\$6,500	\$6,500	\$4,000

CITY OF RICHLAND HILLS

2014-2015 FISCAL YEAR SUMMARY OF EXPENDITURES

GENERAL FUND

	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
Capital Projects/Equipment				
Personnel	\$0	\$0	\$0	\$0
Supplies/Maintenance	0	0	0	0
Other Operating Cost	0	0	0	0
Capital	0	50,000	50,000	0
Transfers	0	0	0	0
Debt Service	0	0	0	0
	<hr/>	<hr/>	<hr/>	<hr/>
Total Capital Projects	\$0	\$50,000	\$50,000	\$0
	<hr/>	<hr/>	<hr/>	<hr/>
Total Expenditures	\$ 5,460,139	\$ 5,846,612	\$ 6,295,437	\$ 6,108,099

CITY OF RICHLAND HILLS

Department Municipal Court - 111	Fund:	General
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EXPENDITURE SUMMARY				
	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
PERSONNEL SERVICES	\$ 197,546	\$ 203,511	\$ 202,811	\$ 218,249
SUPPLIES/MAINTENANCE	\$ 10,716	\$ 11,302	\$ 11,052	\$ 15,734
OTHER OPERATING COST	\$ 720	\$ 1,225	\$ 690	\$ 4,830
UTILITIES	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL	\$ 1,481	\$ -	\$ -	\$ -
CAPITAL/TRANSFERS	\$ -	\$ -	\$ -	\$ -
PURCHASED/SHARED SERVICES	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 210,463	\$ 216,038	\$ 214,553	\$ 238,813

PERSONNEL SUMMARY				
	ACTUAL	BUDGET	PROJECTED	BUDGET
Full Time:				
Municipal Court Clerk	1.00	1.00	1.00	1.00
City Marshal	1.00	1.00	1.00	1.00
Judge (Part Time)	1.00	1.00	1.00	1.00
Total	3.0	3.0	3.0	3.0

CITY OF RICHLAND HILLS

Department Municipal Court 111

Fund:

General

DESCRIPTION/MISSION

The mission of the Richland Hills Municipal Court is to provide equal and impartial justice under the law; and to ensure that all defendants are treated in a professional, courteous, and efficient manner.

Major Goals:

Objectives for Fiscal Year 2014-2015:

Obtain all required training by staff

Participate in 2015 Statewide Warrant Roundup

Complete destruction of court cases filed prior to 2009

CITY OF RICHLAND HILLS

Department: Municipal Court 111

Fund:

General

PERFORMANCE MEASURES	2012-2013 ACTUAL	2013-2014 PROJECTED	2014-2015 ESTIMATED
Cases filed and processed accurately/timely	98%	99%	100%
Suspense files properly maintained	98%	98%	100%
Warrants served/attempted within two weeks of issuance	100%	90%	100%
Maintain operations within budget projections	99%	95%	100%
Transfer prisoners within Judicial time directives	100%	95%	100%
File monetary reports with 0% overage/shortage	100%	100%	100%
Provide customer service with 100% satisfaction	95%	95%	100%

Fiscal Year 2013-2014 Accomplishments:

All required training completed by staff

Participated in the 2014 Statewide Warrant Roundup

Joined NE Tarrant Teen Court

Upgraded InCode software to allow the Court Administrator to enter and clear warrants on TLETS

Hired new City Marshal upon retirement of Ron Cornelius

Completed destruction of court cases filed prior to 2008

City of Richland Hills
 FY 2014-2015 BUDGET
 MUNICIPAL COURT 111
 GENERAL FUND

ACCOUNT NUMBER	ACCOUNT	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
PERSONNEL					
51010	Salaries and Wages	\$ 152,435	\$ 155,453	\$ 155,453	\$ 163,864
51030	Overtime				\$ 3,000
51040	Payroll Tax	\$ 10,626	\$ 11,892	\$ 11,892	\$ 12,765
51050	Unemployment Insurance	\$ 27	\$ 27	\$ 27	\$ 621
51070	Retirement	\$ 21,188	\$ 22,110	\$ 22,110	\$ 23,775
51080	Employee Insurance	\$ 12,029	\$ 12,029	\$ 12,029	\$ 12,224
51099	Professional Services Planning	\$ -			
51240	Physicals		\$ -		
51250	Psychologicals				
51260	Contract Labor	\$ 1,242	\$ 2,000	\$ 1,300	\$ 2,000
	SUBTOTAL PERSONNEL	\$ 197,546	\$ 203,511	\$ 202,811	\$ 218,249
<u>SUPPLIES/MAINTENANCE</u>					
52010	Office Supplies	\$ 720	\$ 750	\$ 750	\$ 750
52015	Operating Supplies				
52020	Printing	\$ 853	\$ 1,000	\$ 1,000	\$ 1,000
52030	Gasoline	\$ 4,742	\$ 2,420	\$ 2,420	\$ 3,000
52035	Oils and Lubricants	\$ 70	\$ 160	\$ 160	\$ 160
52040	Equipment maintenance	\$ 1,230	\$ 1,100	\$ 1,100	\$ 1,100
52060	Minor Office Equipment	\$ 30			\$ 615
52100	Uniforms	\$ 272	\$ 450	\$ 450	\$ 600
52105	Protective Gear				\$ 898
52110	Vehicle maintenance	\$ 301	\$ 500	\$ 500	\$ 2,869
52115	Tires/Tubes/Batteries		\$ 250	\$ -	\$ 720
52130	Communication Equip Maint	\$ 2,498	\$ 2,950	\$ 2,950	\$ 2,300
52222	Teen Court Program		\$ 1,722	\$ 1,722	\$ 1,722
		\$ -			
	SUBTOTAL SPLS./MAINT.	\$ 10,716	\$ 11,302	\$ 11,052	\$ 15,734
TRAVEL/TRAINING/MISC					
53060	Memberships	\$ 40	\$ 75	\$ 40	\$ 80
53070	Subscriptions and publications	\$ -		\$ -	\$ 3,600
53080	Travel and Training	\$ 680	\$ 1,150	\$ 650	\$ 1,150
		\$ -	\$ -		
	SUBTOTAL TRV/TRN/MSC	\$ 720	\$ 1,225	\$ 690	\$ 4,830
CONTRACTUAL					
55020	Mobile Equipment	\$ -	\$ -		
55030	Workers' Compensation	\$ 868			
55040	Real and Personal Property	\$ 156	\$ -		
55050	Errors and Omissions Ins				
55055	Law Enforcement Liab Ins				
55060	Auto Physical Damage Ins	\$ 228	\$ -		
55070	Notary Bond				
55080	General Liability	\$ 30	\$ -		
55090	Auto Liability	\$ 199	\$ -		
55999	Depreciation Expense	\$ -	\$ -		
	SUBTOTAL CONTRACTUAL	\$ 1,481	\$ -	\$ -	\$ -
CAPITAL/TRANS/DEBT SVC					
56020	Equipment	\$ -		\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
	SUBTOTAL CAP/TR/DS	\$ -	\$ -	\$ -	\$ -
	TOTAL MUNICIPAL COURT	\$ 210,463	\$ 216,038	\$ 214,553	\$ 238,813

CITY OF RICHLAND HILLS

Department Administration (112)	Fund:	General
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EXPENDITURE SUMMARY				
	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
PERSONNEL SERVICES	\$ 380,185	\$ 465,591	\$ 467,140	\$ 516,745
SUPPLIES/MAINTENANCE	\$ 96,149	\$ 79,418	\$ 101,232	\$ 91,138
OTHER OPERATING COST	\$ 17,545	\$ 15,168	\$ 19,359	\$ 128,130
UTILITIES	\$ 9,233	\$ -	\$ -	\$ -
CONTRACTUAL	\$ 3,188	\$ -	\$ -	\$ -
CAPITAL/TRANSFERS	\$ 7,600	\$ 5,543	\$ 5,543	\$ -
TOTAL	\$ 513,901	\$ 565,719	\$ 593,273	\$ 736,013

PERSONNEL SUMMARY				
	ACTUAL	BUDGET	PROJECTED	BUDGET
Full Time:				
City Manager	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00	0.00
Assistant To CM	0.00	0.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00
Director of Finance	1.00	1.00	1.00	1.00
Office Clerk	1.00	1.00	1.00	2.00
Cashier II	0	1.00	1.00	1.00
Accounting Tech	1.00	1.00	1.00	1.00
Total	6.0	7.0	8.0	8.00

CITY OF RICHLAND HILLS

Department Administration - (112)	Fund: General
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DESCRIPTION/MISSION

The purpose of the Department of Administration is to facilitate teamwork in an effort to enhance the department and attain goals of efficiency and effectiveness through cooperative efforts of all team members. Administration provides internal services, utility billing, city secretarial, financial and customer relations functions to all citizens, employees, and elected officials. The sole purpose of administrative staff is to serve customers, citizens and elected officials of Richland Hills in an enthusiastic and positive manner.

Major Goals:	Objectives for Fiscal Year 2014-2015:
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1. Improve internal customer services
2. Assist other departments with financial analysis and budget projections
3. Become familiar with the operational needs of other city departments
4. Improve reporting to council and staff of the active investment program
5. Enhance cash management forecasting through increased information flow from other departments and accounting reports
6. Conduct research and analysis to strengthen investment strategy
7. Provide efficient, cost effective, and sage banking arrangements for the City
8. Monitor bank performance on a daily basis and ensure an open line of communication exists between department and bank representatives
9. Keep abreast of new banking services and products and recommend new services as needed
10. Continue to monitor implementation of the purchasing policy and fine tune as needed
11. Solicit input from city staff on the need for changes to the policy
12. Provide training and support to other departments on purchasing procedures
13. Enhance quality of the payroll process
14. Improve communications to employees by disseminating payroll information and options available
15. Improve procedures for reporting time and attendance to payroll clerks
16. Improve year-end audit process
17. Ensure timely posting of adjusting entries
18. Continue to pursue CAFR award
19. Improve internal control system regarding separations of duties

- Submit annual budget to City Council for adoption in accordance with City Council direction and timeline

- Complete FY 2014 audit with no internal control deficiencies

- Make application for Texas State Comptroller Leadership Circle Award for Financial Transparency

CITY OF RICHLAND HILLS

Department: Administration - 112	Fund: General
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PERFORMANCE MEASURES	2012-2013 ACTUAL	2013-2014 PROJECTED	2014-2015 ESTIMATED

Fiscal Year 2013-2014 Accomplishments:
<p>Annual budget was presented to the City Council for review in accordance with council direction and established timeline</p> <p>Completed FY 2013 annual audit in January, 2013 with no internal deficiencies.</p> <p>Received the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting for 2012 Year</p> <p>Received the Government Finance Officers Association Distinguished Budget Presentation Award for FY 2013</p>

City of Richland Hills
FY 2014-2015 BUDGET
ADMINISTRATION 112
GENERAL FUND

ACCOUNT NUMBER	ACCOUNT	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
<u>PERSONNEL</u>					
51010	Salaries and Wages	\$ 211,427	\$ 262,245	\$ 257,863	\$ 292,371
51030	Overtime	\$ 535	\$ -	\$ -	\$ -
51040	Payroll Tax	\$ 15,182	\$ 20,827	\$ 18,590	\$ 21,219
51050	Unemployment Insurance	\$ 104	\$ 60	\$ 828	\$ 828
51070	Retirement	\$ 35,407	\$ 46,968	\$ 45,846	\$ 50,010
51080	Employee Insurance	\$ 15,586	\$ 23,552	\$ 25,045	\$ 31,817
51150	Legal Service	\$ 62,703	\$ 75,000	\$ 75,000	\$ 75,000
51160	Auditing	\$ 15,250	\$ 15,250	\$ 17,625	\$ 18,500
51170	Engineering/Consulting	\$ 3,075	\$ -	\$ 3,000	\$ 3,000
51180	Appraisal District Fees	\$ 20,916	\$ 21,690	\$ 23,343	\$ 24,000
51260	Contract Labor	\$ -	\$ -		
	SUBTOTAL PERSONNEL	\$ 380,185	\$ 465,591	\$ 467,140	\$ 516,745
<u>SUPPLIES/MAINTENANCE</u>					
52010	Office Supplies	\$ 1,619	\$ 1,682	\$ 3,213	\$ 2,775
52020	Printing	\$ 4,488	\$ 3,203	\$ 3,203	\$ 3,363
52040	Equipment maintenance	\$ 47,783	\$ 29,600	\$ 32,333	\$ 39,750
52046	E Commerce Fees	\$ 9,472	\$ 9,233	\$ 9,233	\$ 9,250
52060	Minor Office Equipment	\$ 125	\$ 18,750	\$ 18,750	\$ 1,000
52061	Electronic Payment Fees	\$ 16,950	\$ 16,950	\$ 34,500	\$ 35,000
52080	Building maintenance	\$ 15,712	\$ -		
52110	Vehicle maintenance	\$ -			
	SUBTOTAL SPLS./MAINT.	\$ 96,149	\$ 79,418	\$ 101,232	\$ 91,138
<u>TRAVEL/TRAINING/MISC</u>					
53010	Legal advertising	\$ 2,034	\$ 1,000	\$ 1,000	\$ 1,000
53020	Postage	\$ 11,975	\$ 10,375	\$ 12,000	\$ 13,000
53060	Memberships	\$ 1,798	\$ 2,124	\$ 4,000	\$ 4,330
53070	Subscriptions and publications	\$ -	\$ 160	\$ -	\$ 800
53071	Employee Appreciation				\$ 5,000
53072	Other Programs	\$ -	\$ -	\$ 850	\$ 12,450
53080	Travel and Training	\$ 1,139	\$ 1,509	\$ 1,509	\$ 12,050
53090	Promotions/Retentions	\$ -	\$ -	\$ -	\$ 59,500
53100	Newsletter	\$ 600			
53991	CM Contingency	\$ -	\$ -		\$ 20,000
	SUBTOTAL TRV/TRN/MSC	\$ 17,545	\$ 15,168	\$ 19,359	\$ 128,130
<u>UTILITIES</u>					
54010	Power and light	\$ 5,477	\$ -		
54020	Natural gas	\$ 516	\$ -		
54030	Telephone	\$ 3,240	\$ -		
	SUBTOTAL UTILITIES	\$ 9,233	\$ -	\$ -	\$ -

ADMINISTRATION 112
GENERAL FUND

ACCOUNT NUMBER	ACCOUNT	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
	<u>CONTRACTUAL</u>				
55030	Workers' Compensation	\$ 2,448	\$ -		
55040	Real and Personal Property	\$ 396	\$ -		
55060	Auto Physical Damage Ins	\$ -	\$ -		
55080	General Liability	\$ 76	\$ -		
55090	Auto Liability		\$ -		
55100	Employee Bond	\$ 269	\$ -		
	SUBTOTAL CONTRACTUAL	\$ 3,188	\$ -	\$ -	\$ -
	<u>CAPITAL/TRANS/DEBT SVC</u>				
56010	Building Improvements	\$ -	\$ 5,543	\$ 5,543	\$ -
56020	Equipment	\$ -	\$ -	\$ -	\$ -
56163	Trf to Other Funds	\$ 7,600	\$ -	\$ -	\$ -
26182	Trf to Enterprise	\$ -	\$ -	\$ -	\$ -
56184	Trf to 50th Anniver	\$ -	\$ -	\$ -	\$ -
	SUBTOTAL CAP/TR/DS	\$ 7,600	\$ 5,543	\$ 5,543	\$ -
	TOTAL GENERAL ADMINISTRATION	\$ 513,901	\$ 565,719	\$ 593,273	\$ 736,013

CITY OF RICHLAND HILLS

Department Police Department 113	Fund: General
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EXPENDITURE SUMMARY				
	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
PERSONNEL SERVICES	\$ 1,431,889	\$ 1,443,392	\$ 1,783,234	\$ 1,436,089
SUPPLIES/MAINTENANCE	\$ 182,435	\$ 189,477	\$ 220,834	\$ 147,095
OTHER OPERATING COST	\$ 28,392	\$ 35,427	\$ 127,959	\$ 47,080
UTILITIES	\$ 41,881	\$ -	\$ -	\$ -
CONTRACTUAL	\$ 40,213	\$ -	\$ -	\$ -
CAPITAL/TRANSFERS	\$ -	\$ -	\$ -	\$ -
PURCHASED/SHARED SERVICES	\$ 43,643	\$ 62,146	\$ -	\$ 30,465
TOTAL	\$ 1,768,452	\$ 1,730,442	\$ 2,132,027	\$ 1,660,729

PERSONNEL SUMMARY				
	ACTUAL	BUDGET	PROJECTED	BUDGET
Full Time:	25	25	25	26
Total	25.0	25.0	25.0	26.0

CITY OF RICHLAND HILLS

Department Police Department 113	Fund:	General
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DESCRIPTION/MISSION

Our mission is to provide quality police services through partnership with the community; to protect constitutional rights through ethical decision-making; and to strive to provide leadership to the police profession because we believe in the dignity and worth of all people.

Major Goals:	Objectives for Fiscal Year 2014-2015:
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1. Initiate CSA program to reduce crime and the fear of crime in the community.

2. Initiate a Roadway Clearance Program at accident locations.

3. Partner with surrounding cities to develop and implement public crime prevention programs and events.

1.1 Use data driven approaches to crime and traffic safety (DDACTS) to reduce vehicle burglaries.

1.2 Identify the top (5) locations within our city where calls for service originate and reduce the number of reactive CFS to those locations by utilizing problem solving techniques.

1.3 Increase the number of Investigator initiated narcotics investigations by seven investigations from the previous fiscal year.

1.4 Utilize the Department's website, Facebook page, Twitter account and Next Door to keep the community informed of crime trends and ways to reduce their likelihood of being victimized.

1.5 Increase the number of citizen contacts in the community service areas in an attempt to discover neighborhood concerns.

1.6 Increase the number of bike patrols by 300% & the number of foot patrols by 10% in order to provide better visibility in the community.

2.1 Participate in Freeway Incident Management training.

2.2 Provide instruction on photogrammetry training.

2.3 Develop and implement a Roadway Clearance policy.

2.4 Implement clearance performance objectives.

3.1 Implement Anti-Fraud Education program.

3.2 Carry out "Take Back Meds" program

3.3 Implementation of the Electronic Property Recovery Labeling System.

CITY OF RICHLAND HILLS

Department: Police Department 113	Fund:	General
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PERFORMANCE MEASURES	2012-2013 ACTUAL	2013-2014 PROJECTED	2014-2015 ESTIMATED
1.1 Number of areas using DDACTS identified and worked.	0	1	6
1.2 Number of locations identified & reactive responses reduced by 50%.	0	1	4
1.3 Number of narcotics investigations initiated by CID.	2	3	6
1.4 The number of weekly entries into social media sites.	0	48	192
1.5 The number of citizen contacts made in the field.	237	240	1180
1.6 Increase the number of bike patrols conducted by 300%	7	6	18
Increase the number of foot patrols conducted by 10%	579	654	720
2.1 Number of officers completing training.	0	4	10
2.2 Number of officers attending photogrammetry training.	0	2	4
2.3 Percentage of policy completion.	0	30%	100%
2.4 Performance objective on minor accidents, no injury	0	0	20 minutes
Performance objective on major accident, no fatality	0	0	60 minutes
3.1 Number of Antifraud seminars held.	0	0	1
3.2 Number of "Take Back Med" programs offered.	0	2	2
3.3 Implementation of the Program	0	30%	100%

Fiscal Year 2013-2014 Accomplishments:

1. Operated successfully under the "Shared Services Program" involving Communications & Detention.
2. Completed the radio upgrade of portable & mobile radio systems to digital format.
3. Implemented NAPD driver training to all Law Enforcement Officers.
4. Completed a Supervisory Training Program focused on leadership principles.
5. Full implementation of the Department's Community Service Area Program.
6. Hired and trained two police officers.

City of Richland Hills
 FY 2014-2015 BUDGET
 POLICE DEPARTMENT 113
 GENERAL FUND

ACCOUNT NUMBER	ACCOUNT	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
PERSONNEL					
51010	Salaries and Wages	\$ 1,017,444	\$ 1,025,656	\$ 1,275,996	\$ 984,111
51030	Overtime	\$ 34,805	\$ 37,500	\$ 46,000	\$ 23,985
51040	Payroll Tax	\$ 76,823	\$ 75,308	\$ 98,778	\$ 77,119
51050	Unemployment Insurance	\$ 289	\$ 5,611	\$ 5,771	\$ 5,175
51070	Retirement	\$ 181,274	\$ 172,317	\$ 227,912	\$ 192,209
51080	Employee Insurance	\$ 120,853	\$ 126,300	\$ 126,707	\$ 152,800
51230	Polygraphs	\$ 100	\$ 100	\$ 300	\$ 100
51240	Physicals	\$ -	\$ 275	\$ 870	\$ 290
51250	Psychologicals	\$ 300	\$ 325	\$ 900	\$ 300
	SUBTOTAL PERSONNEL	\$ 1,431,889	\$ 1,443,392	\$ 1,783,234	\$ 1,436,089
SUPPLIES/MAINTENANCE					
52010	Office Supplies	\$ 8,968	\$ 8,650	\$ 14,450	\$ 9,720
52015	Operating Supplies	\$ 1,150	\$ 2,030	\$ 2,530	\$ 1,754
52020	Printing	\$ 1,179	\$ 2,300	\$ 5,300	\$ 3,300
52022	Pet Care	\$ -	\$ -	\$ 3,500	\$ 2,000
52030	Gasoline	\$ 52,911	\$ 46,300	\$ 40,301	\$ 38,325
52035	Oils and Lubricants	\$ 1,084	\$ 3,216	\$ 1,500	\$ 1,785
52040	Equipment maintenance	\$ 32,097	\$ 35,158	\$ 35,158	\$ 34,192
52060	Minor Office Equipment	\$ 1,976	\$ -	\$ 8,013	\$ 3,460
52080	Building maintenance	\$ 8,964	\$ -	\$ -	\$ -
52100	Uniforms	\$ 24,643	\$ 25,771	\$ 34,386	\$ 23,990
52105	Protective Gear	\$ 3,462	\$ 5,196	\$ 6,046	\$ -
52110	Vehicle maintenance	\$ 14,437	\$ 14,207	\$ 10,000	\$ 17,725
52115	Tires/Tubes/Batteries	\$ 4,670	\$ 4,714	\$ 6,616	\$ 5,544
52130	Communication Equip Maint	\$ 17,342	\$ 32,597	\$ 37,003	\$ -
52180	Hand Tools and Small Equip	\$ 242	\$ 4,370	\$ 7,564	\$ -
52210	Operating Equip Maintenance	\$ 7,515	\$ 1,735	\$ 2,535	\$ 1,810
52330	Ammunition	\$ 1,736	\$ 2,983	\$ 4,783	\$ 3,213
52340	Other Supplies	\$ 60	\$ 250	\$ 1,149	\$ 277
		\$ -	\$ -	\$ -	\$ -
	SUBTOTAL SPLS./MAINT.	\$ 182,435	\$ 189,477	\$ 220,834	\$ 147,095
TRAVEL/TRAINING/MISC					
53010	Legal advertising	\$ 313	\$ 375	\$ 620	\$ 500
53060	Memberships	\$ 1,109	\$ 1,269	\$ 1,994	\$ 1,040
53070	Subscriptions and publications	\$ 4,045	\$ 8,668	\$ 76,000	\$ 5,357
53072	Other Programs	\$ 887	\$ 500	\$ 7,500	\$ 1,500
53076	EOC Program	\$ -	\$ -	\$ 2,360	\$ 7,915
53080	Travel and Training	\$ 15,337	\$ 13,630	\$ 22,900	\$ 18,315
53110	Crime Prevention Supplies	\$ -	\$ -	\$ 5,000	\$ -
53120	Criminal Invest Supplies	\$ 6,700	\$ 10,985	\$ 11,585	\$ 12,453
		\$ -	\$ -	\$ -	\$ -
	SUBTOTAL TRV/TRN/MSC	\$ 28,392	\$ 35,427	\$ 127,959	\$ 47,080
UTILITIES					
54010	Power and light	\$ 20,107	\$ -	\$ -	\$ -
54020	Natural gas	\$ 962	\$ -	\$ -	\$ -
54030	Telephone	\$ 20,812	\$ -	\$ -	\$ -
	SUBTOTAL UTILITIES	\$ 41,881	\$ -	\$ -	\$ -
CONTRACTUAL					
55030	Workers' Compensation	\$ 15,706	\$ -	\$ -	\$ -
55040	Real and Personal Property	\$ 2,518	\$ -	\$ -	\$ -
55050	Errors and Omissions Ins	\$ -	\$ -	\$ -	\$ -
55055	Law Enforcement Liab Ins	\$ 11,671	\$ -	\$ -	\$ -
55060	Auto Physical Damage Ins	\$ 3,697	\$ -	\$ -	\$ 78
55070	Notary Bond	\$ 96	\$ -	\$ -	\$ -
55080	General Liability	\$ 431	\$ -	\$ -	\$ -

POLICE DEPARTMENT 113
GENERAL FUND

ACCOUNT NUMBER ACCOUNT	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
55090 Auto Liability	\$ 6,094	\$ -	\$ -	\$ -
55100 Employee Bond	\$ -	\$ -	\$ -	\$ -
55200 Code Red Program	\$ -	\$ -	\$ -	\$ -
SUBTOTAL CONTRACTUAL				
	\$ 40,213	\$ -	\$ -	\$ -
CAPITAL/TRANS/DEBT SVC				
56010 Building Improvements	\$ -	\$ -	\$ -	\$ -
56020 Equipment	\$ -	\$ -	\$ -	\$ -
SUBTOTAL CAP/TR/DS				
	\$ -	\$ -	\$ -	\$ -
PURCHASED/SHARED SERVICES				
59010 Dispatch Shared Services	\$ 43,643	\$ -	\$ -	\$ -
59015 Jail Shared Services	\$ -	\$ 62,146	\$ -	\$ 30,465
SUBTOTAL PURCHASED SERVICES				
	\$ 43,643	\$ 62,146	\$ -	\$ 30,465
TOTAL POLICE DEPARTMENT				
	\$ 1,768,452	\$ 1,730,442	\$ 2,132,027	\$ 1,660,729

CITY OF RICHLAND HILLS

Department Fire Department 114	Fund: General
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EXPENDITURE SUMMARY				
	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
PERSONNEL SERVICES	\$ 1,279,874	\$ 1,398,033	\$ 1,359,566	\$ 1,415,866
SUPPLIES/MAINTENANCE	\$ 134,074	\$ 149,445	\$ 172,389	\$ 163,026
OTHER OPERATING COST	\$ 32,131	\$ 30,130	\$ 33,510	\$ 35,850
UTILITIES	\$ 16,791	\$ -	\$ -	\$ -
CONTRACTUAL	\$ 24,842	\$ -	\$ -	\$ -
CAPITAL/TRANSFERS	\$ -	\$ 42,300	\$ 38,810	\$ 28,500
PURCHASED/SHARED SERVICES	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 1,487,713	\$ 1,619,908	\$ 1,604,275	\$ 1,643,242

PERSONNEL SUMMARY				
	ACTUAL	BUDGET	PROJECTED	BUDGET
Full Time:				
Fire Chief	1.00	1.00	1.00	1.00
Battalion Chief	3.00	3.00	3.00	3.00
Firefighter/EMT	12.00	12.00	12.00	12.00
Administrative Assistant (PT)	1.00	1.00	1.00	1.00
Total	17.0	17.0	17.0	17.0

CITY OF RICHLAND HILLS

Department Fire Department 114	Fund:	General
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DESCRIPTION/MISSION

To provide effective, efficient and equitable fire suppression, emergency medical service, and all hazards mitigation response to the residential and business community of Richland Hills while demonstrating proactive community risk reduction through fire prevention and public safety education.

Major Goals:

1. To effectively operate department within annual budget allocations
2. To maintain adequate statistical information for forecasting budgetary needs, service trends and reporting requirements.
3. To monitor all programs for effectiveness and necessity.
4. To provide rapid and effective emergency response to the Richland Hills community and other communities under intergovernmental mutual aid agreements.
5. To provide emergency pre-hospital care, treatment, and transport to the sick and injured.
6. To educate the public on fire and safety issues.
7. To inspect each commercial and multi-family occupancy annually for code compliance.
8. To investigate the cause and origin of all fires, and arrest/prosecute those responsible for arson fires.
9. To maintain the fire department's building and grounds for appearance and function.
10. To assure apparatus readiness through preventive maintenance.
11. To provide continuing education of department members through in-service training, encourage members to pursue higher levels of state/professional certifications, and pursue post-secondary educational certificates/degrees.

Objectives for Fiscal Year 2014-2015:

1. Increase public education activities through the schools and residential fire safety programs.
2. Update and practice city's Emergency Operating Plan.
3. Through grants attempt to replace fire department's breathing air compressor.
4. Continue evaluation of current Insurance Service Office (ISO) rating feedback for possible operational and equipment changes to increase city's ISO rating.
5. Continue working towards meeting standards for TFCA Best Practice Certification.
6. Continue working towards meeting standards for fire departments set by Center for Public Safety Excellence.
7. Work towards meeting EMS standards set by Commission on Accreditation of Ambulance Service

CITY OF RICHLAND HILLS

Department: Fire Department114

Fund:

General

PERFORMANCE MEASURES	2012-2013 ACTUAL	2013-2014 PROJECTED	2014-2015 ESTIMATED

Fiscal Year 2013-2014 Accomplishments:

1. Fire and EMS response.
2. Multi-family inspections.
3. Commercial business inspections with permitting.
4. Replacement of fire station emergency generator.
5. Fire station improvement with upgrade to bathroom.
6. Four new members certified as HazMat Technicians.
7. Department paramedics trained to ACLS level by TCC.
8. Department paramedics trained to Pediatric Pre-Hospital Provider certification level.

City of Richland Hills
 FY 2014-2015 BUDGET
 FIRE DEPARTMENT 114
 GENERAL FUND

ACCOUNT NUMBER	ACCOUNT	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
PERSONNEL					
51010	Salaries and Wages	\$ 869,054	\$ 970,439	\$ 921,133	\$ 984,489
51020	Part-time/Temporary	\$ 16,968	\$ 8,640	\$ 10,758	\$ 10,800
51030	Overtime	\$ 53,280	\$ 43,500	\$ 50,000	\$ 45,000
51040	Payroll Tax	\$ 65,446	\$ 78,840	\$ 78,840	\$ 79,582
51050	Unemployment Insurance	\$ 501	\$ 144	\$ 3,269	\$ 3,312
51070	Retirement	\$ 154,375	\$ 166,642	\$ 166,642	\$ 170,291
51080	Employee Insurance	\$ 89,713	\$ 96,228	\$ 97,806	\$ 97,792
51170	Engineering/Consultant	\$ 3,400	\$ 2,000	\$ -	
51175	Collection Fees	\$ 23,487	\$ 27,000	\$ 26,618	\$ 20,000
51240	Physicals	\$ 3,650	\$ 4,500	\$ 4,500	\$ 4,500
51250	Psychologicals	\$ -			
51260	Contract Labor				
51280	Immunizations	\$ -	\$ 100		\$ 100
	SUBTOTAL PERSONNEL	\$ 1,279,874	\$ 1,398,033	\$ 1,359,566	\$ 1,415,866
SUPPLIES/MAINTENANCE					
52010	Office Supplies	\$ 1,428	\$ 1,550	\$ 1,550	\$ 1,550
52015	Operating Supplies	\$ 1,471	\$ 1,264	\$ 2,000	\$ 1,600
52020	Printing	\$ 624	\$ 750	\$ 500	\$ 500
52023	Electronic Conversion Program				
52030	Gasoline	\$ 19,410	\$ 18,700	\$ 16,000	\$ 18,700
52035	Oils and Lubricants	\$ 195	\$ 500	\$ 300	\$ 500
52040	Equipment maintenance	\$ 6,856	\$ 13,867	\$ 9,000	\$ 13,867
52043	Work Management Software Program				
52060	Minor Office Equipment				
52080	Building maintenance	\$ 3,349			
52100	Uniforms	\$ 4,734	\$ 8,000	\$ 7,000	\$ 8,000
52105	Protective Gear	\$ 11,885	\$ 9,000	\$ 14,125	\$ 9,000
52110	Vehicle maintenance	\$ 31,820	\$ 14,000	\$ 43,000	\$ 14,000
52115	Tires/Tubes/Batteries	\$ 3,609	\$ 2,800	\$ 2,800	\$ 2,800
52130	Communication Equip Maint	\$ 8,587	\$ 21,000	\$ 20,500	\$ 30,173
52132	Citizens Fire Academy	\$ 182	\$ 500	\$ 500	\$ 500
52134	CPR Program		\$ 4,750	\$ 2,600	\$ 600
52145	Fire Prevention Supplies	\$ 709	\$ 1,000	\$ 1,000	\$ 1,000
52175	Ambulance Supplies	\$ 22,353	\$ 22,000	\$ 22,000	\$ 24,000
52180	Hand Tools and Small Equip	\$ 2,718	\$ 7,000	\$ 7,000	\$ 9,072
52210	Operating Equip Maintenance	\$ 11,667	\$ 12,000	\$ 12,000	\$ 14,400
52240	Building Cleaning Supplies	\$ 370	\$ 1,000	\$ 750	\$ 1,000
52242	NEFDA Replacement Agreement		\$ 7,164	\$ 7,164	\$ 7,164
52510	Emergency Management	\$ 2,106	\$ 2,600	\$ 2,600	\$ 4,600
		\$ -			
	SUBTOTAL SPLS./MAINT.	\$ 134,074	\$ 149,445	\$ 172,389	\$ 163,026
TRAVEL/TRAINING/MISC					
53010	Legal advertising		\$ 300	\$ 300	\$ 300
53060	Memberships	\$ 17,498	\$ 17,800	\$ 21,500	\$ 21,500
53070	Subscriptions and publications	\$ 1,991	\$ 1,680	\$ 1,710	\$ 1,700
53080	Travel and Training	\$ 12,643	\$ 10,000	\$ 10,000	\$ 12,000
53120	Criminal Invest Supplies		\$ 350		\$ 350
		\$ -	\$ -		
	SUBTOTAL TRV/TRN/MSC	\$ 32,131	\$ 30,130	\$ 33,510	\$ 35,850
UTILITIES					
54010	Power and light	\$ 6,749	\$ -		
54020	Natural gas	\$ 2,032	\$ -		
54030	Telephone	\$ 8,010	\$ -		83
	SUBTOTAL UTILITIES	\$ 16,791	\$ -	\$ -	\$ -

FIRE DEPARTMENT 114
GENERAL FUND

ACCOUNT NUMBER ACCOUNT	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
CONTRACTUAL				
55020 Mobile Equipment	\$ -	\$ -		
55030 Workers' Compensation	\$ 15,431			
55040 Real and Personal Property	\$ 1,762	\$ -		
55050 Errors and Omissions Ins				
55055 Law Enforcement Liab Ins	\$ -			
55060 Auto Physical Damage Ins	\$ 3,822	\$ -		
55070 Notary Bond				
55080 General Liability	\$ 340	\$ -		
55090 Auto Liability	\$ 3,487	\$ -		
55100 Employee Bond				
55200 Code Red Program				
55300 Building Demolition				
55999 Depreciation Expense	\$ -	\$ -		
	<hr/>	<hr/>	<hr/>	<hr/>
SUBTOTAL CONTRACTUAL	\$ 24,842	\$ -	\$ -	\$ -
CAPITAL/TRANS/DEBT SVC				
56010 Building Improvements	\$ -	\$ 25,000	\$ 25,000	\$ -
56011 Property Acquisition				\$ -
56020 Equipment	\$ -	\$ 17,300	\$ 13,810	\$ 28,500
	<hr/>	<hr/>	<hr/>	<hr/>
SUBTOTAL CAP/TR/DS	\$ -	\$ 42,300	\$ 38,810	\$ 28,500
TOTAL FIRE DEPARTMENT	\$ 1,487,713	\$ 1,619,908	\$ 1,604,275	\$ 1,643,242

CITY OF RICHLAND HILLS

Department Street Department 116	Fund:	General
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EXPENDITURE SUMMARY

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
PERSONNEL SERVICES	\$ 109,279	\$ 108,880	\$ 108,880	\$ 111,212
SUPPLIES/MAINTENANCE	\$ 108,572	\$ 58,100	\$ 58,100	\$ 121,958
OTHER OPERATING COST	\$ 1,265	\$ 1,700	\$ 1,700	\$ 1,700
UTILITIES	\$ 102,665	\$ -	\$ -	\$ -
CONTRACTUAL	\$ 12,864	\$ -	\$ -	\$ -
CAPITAL/TRANSFERS	\$ -	\$ -	\$ -	\$ -
PURCHASED/SHARED SERVICES	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 334,643	\$ 168,680	\$ 168,680	\$ 234,870

PERSONNEL SUMMARY

	ACTUAL	BUDGET	PROJECTED	BUDGET
Full Time:				
Foreman	1.00	1.00	1.00	1.00
Maintenance	1.00	1.00	1.00	1.00
Total	2.0	2.0	2.0	2.0

CITY OF RICHLAND HILLS

Department Street Department 116	Fund: General
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DESCRIPTION/MISSION

The mission of the Street Division of the Public Works Department is to maintain and enhance the traffic infrastructure of the City in order to ensure safe and efficient public transportation.

Major Goals:

Objectives for Fiscal Year 2014-2015:

CITY OF RICHLAND HILLS

Department: Street Department 116

Fund:

General

PERFORMANCE MEASURES	2012-2013 ACTUAL	2013-2014 PROJECTED	2014-2015 ESTIMATED

Fiscal Year 2013-2014 Accomplishments:

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City of Richland Hills
 FY 2014-2015 BUDGET
 STREET DEPARTMENT 116
 GENERAL FUND

ACCOUNT NUMBER	ACCOUNT	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
PERSONNEL					
51010	Salaries and Wages	\$ 72,530	\$ 73,752	\$ 73,752	\$ 75,067
51020	Part-time/Temporary				
51030	Overtime	\$ 5,706	\$ 3,650	\$ 3,650	\$ 3,650
51040	Payroll Tax	\$ 5,971	\$ 5,922	\$ 5,922	\$ 6,022
51050	Unemployment Insurance	\$ 157	\$ 18	\$ 18	\$ 414
51070	Retirement	\$ 12,886	\$ 13,209	\$ 13,209	\$ 13,535
51080	Employee Insurance	\$ 12,029	\$ 12,029	\$ 12,029	\$ 12,224
51240	Physicals		\$ 300	\$ 300	\$ 300
51260	Contract Labor	\$ -	\$ -	\$ -	
	SUBTOTAL PERSONNEL	\$ 109,279	\$ 108,880	\$ 108,880	\$ 111,212
SUPPLIES/MAINTENANCE					
52010	Office Supplies	\$ 229	\$ 400	\$ 400	\$ 400
52015	Operating Supplies	\$ 648	\$ 1,500	\$ 1,500	\$ 1,500
52020	Printing				
52030	Gasoline	\$ 11,294	\$ 8,000	\$ 8,000	\$ 8,000
52035	Oils and Lubricants	\$ 788	\$ 700	\$ 700	\$ 900
52040	Equipment maintenance		\$ 300	\$ 300	\$ 300
52060	Minor Office Equipment		\$ 200	\$ 200	\$ 200
52080	Building maintenance	\$ 111			
52091	Landscape Maintenance	\$ 51,503			
52095	Parks Maintenance	\$ 6,130			
52100	Uniforms	\$ 1,220	\$ 1,600	\$ 1,600	\$ 1,600
52105	Protective Gear				
52110	Vehicle maintenance	\$ 2,443	\$ 3,500	\$ 3,500	\$ 5,000
52115	Tires/Tubes/Batteries	\$ 1,141	\$ 1,000	\$ 1,000	\$ 4,200
52130	Communication Equip Maint		\$ 1,500	\$ 1,500	\$ 2,000
52180	Hand Tools and Small Equip	\$ 521	\$ 500	\$ 500	\$ 700
52190	Street Repair Material	\$ 22,161	\$ 22,000	\$ 22,000	\$ 77,058
52200	Paint & Chemicals	\$ 654	\$ 1,000	\$ 1,000	\$ 1,000
52201	Street Sweeping		\$ 1,000	\$ 1,000	\$ 1,000
52210	Operating Equip Maintenance	\$ 2,323	\$ 5,300	\$ 5,300	\$ 7,000
52215	Elections Expense				
52220	Street Signs	\$ 4,761	\$ 8,000	\$ 8,000	\$ 8,000
52221	Signal Lights	\$ 2,607	\$ 1,500	\$ 1,500	\$ 3,000
52240	Building Cleaning Supplies	\$ 37	\$ 100	\$ 100	\$ 100
		\$ -			
	SUBTOTAL SPLS./MAINT.	\$ 108,572	\$ 58,100	\$ 58,100	\$ 121,958
TRAVEL/TRAINING/MISC					
53060	Memberships	\$ 929	\$ 400	\$ 400	\$ 400
53070	Subscriptions and publications	\$ -	\$ 100	\$ 100	\$ 100
53071	Employee/Volunteer Programs				
53080	Travel and Training	\$ 336	\$ 1,200	\$ 1,200	\$ 1,200
		\$ -	\$ -	\$ -	
	SUBTOTAL TRV/TRN/MSC	\$ 1,265	\$ 1,700	\$ 1,700	\$ 1,700
UTILITIES					
54010	Power and light	\$ 7,467	\$ -		
54011	Street Lighting	\$ 93,306			
54020	Natural gas	\$ 503	\$ -		
54030	Telephone	\$ 1,390	\$ -		
	SUBTOTAL UTILITIES	\$ 102,665	\$ -	\$ -	\$ -
CONTRACTUAL					
55020	Mobile Equipment	\$ 1,530	\$ -		
55030	Workers' Compensation	\$ 5,082			

STREET DEPARTMENT 116
GENERAL FUND

ACCOUNT NUMBER ACCOUNT	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
55040 Real and Personal Property	\$ 1,342	\$ -		
55050 Errors and Omissions Ins				
55055 Law Enforcement Liab Ins	\$ -			
55060 Auto Physical Damage Ins	\$ 1,712	\$ -		
55070 Notary Bond				
55080 General Liability	\$ 259	\$ -		
55090 Auto Liability	\$ 2,939	\$ -		
55100 Employee Bond				
55200 Code Red Program				
55300 Building Demolition				
55999 Depreciation Expense	\$ -	\$ -		
SUBTOTAL CONTRACTUAL	\$ 12,864	\$ -	\$ -	\$ -
CAPITAL/TRANS/DEBT SVC				
56010 Building Improvements	\$ -		\$ -	\$ -
56020 Equipment	\$ -		\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
SUBTOTAL CAP/TR/DS	\$ -	\$ -	\$ -	\$ -
TOTAL STREET DEPARTMENT	\$ 334,643	\$ 168,680	\$ 168,680	\$ 234,870

CITY OF RICHLAND HILLS

Department Library 117	Fund:	General
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EXPENDITURE SUMMARY				
	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
PERSONNEL SERVICES	\$ 234,882	\$ 255,695	\$ 257,333	\$ 255,313
SUPPLIES/MAINTENANCE	\$ 76,104	\$ 59,969	\$ 60,994	\$ 71,429
OTHER OPERATING COST	\$ 2,177	\$ 3,660	\$ 2,685	\$ 3,860
UTILITIES	\$ 15,978	\$ -	\$ -	\$ -
CONTRACTUAL	\$ 3,890	\$ -	\$ -	\$ -
CAPITAL/TRANSFERS	\$ -	\$ -	\$ -	\$ 25,000
PURCHASED/SHARED SERVICES	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 333,030	\$ 319,324	\$ 321,012	\$ 355,602

PERSONNEL SUMMARY				
	ACTUAL	BUDGET	PROJECTED	BUDGET
Full Time:				
Director of Library Services	1.00	1.00	1.00	1.00
Assistant Library Director	1.00	1.00	1.00	1.00
Library Specialist (PT)	1.00	1.00	1.00	1.00
Library Assistant (PT)	4.00	4.00	5.00	5.00
Total	7.0	7.0	8.0	8.0

CITY OF RICHLAND HILLS

Department Library 117	Fund:	General
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DESCRIPTION/MISSION
<p>The Richland Hills Public Library: Transforming lives through the power of information.</p>

Major Goals:	Objectives for Fiscal Year 2014-2015:
<p>Work on more cooperative projects with BISD. Start a toddler storytime in the fall. Have staff create a professional, friendly library. Install a new Integrated Library System. Start a crosstraining program for the library staff. Recarpet the library.</p>	<p>Train staff to provide quality children's programs. Send the staff to continuing education workshops. Continue writing grants to improve library service. Provide more programs to the community. Highlight National Library Week. Increase the library's presence on social media sites. Meet the Texas State Library accreditation standards. Continue the Youtube Yoga class. Continue 'Miss Susanna's Neighborhood'. Continue the Summer Reading Program.</p>

CITY OF RICHLAND HILLS

Department: Library 117

Fund:

General

PERFORMANCE MEASURES	2012-2013 ACTUAL	2013-2014 PROJECTED	2014-2015 ESTIMATED
Patron visits to the library	21,076	54,500	56,000
New library card registrations	360	450	500
Total items checked out	31,168	35,000	35,500
Items borrowed from the MetrOPAC consortium	4,826	4,800	4,800
Items loaned to the MetrOPAC consortium	11,585	13,000	13,000
Hours of public access computer usage by patrons	4,578	7,000	7,500
Number of public computer sessions by patrons	5,757	9000	9,500
Wireless usage by hours, inside the library	1,326	1,100	1,100
Attendance for children's programs	623	750	1,200
Attendance for adult programs	263	250	250
New materials processed	1,736	22,000	22,000

Fiscal Year 2013-2014 Accomplishments:

Received a \$15,000 grant from the M. R. & E Hudson Foundation.
 Started a very popular "Youtube" yoga class that is free to the community.
 Started a book group called "The Richland Readers".
 Renewed membership with National Network of Libraries of Medicine.
 Met Texas State Library's accreditation standards for Public Libraries.
 Added new materials to the library collection.
 Created two new on-line services: Tumblebooks and Freading.
 Continue to host "Park in the Dark" and "Miss Susanna's neighborhood."
 Continue to provide Texas State Library TexShare databases to the community.
 Coordinated a 5 city collaborative project with BISD.

LIBRARY 117
GENERAL FUND

ACCOUNT NUMBER ACCOUNT	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
55300 Building Demolition				
55999 Depreciation Expense	\$ -	\$ -		
<hr/>				
SUBTOTAL CONTRACTUAL	\$ 3,890	\$ -	\$ -	\$ -
CAPITAL/TRANS/DEBT SVC				
56010 Building Improvements	\$ -		\$ -	\$ 25,000
56020 Equipment	\$ -		\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
<hr/>				
SUBTOTAL CAP/TR/DS	\$ -	\$ -	\$ -	\$ 25,000
TOTAL LIBRARY	\$ 333,030	\$ 319,324	\$ 321,012	\$ 355,602

CITY OF RICHLAND HILLS

Department Recreation Community Center 118	Fund: General
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EXPENDITURE SUMMARY				
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	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
PERSONNEL SERVICES	\$ 24,717	\$ 23,576	\$ 24,919	\$ 35,795
SUPPLIES/MAINTENANCE	\$ 13,694	\$ 11,702	\$ 12,196	\$ 17,324
OTHER OPERATING COST	\$ 89	\$ -	\$ -	\$ 50
UTILITIES	\$ 7,489	\$ -	\$ -	\$ -
CONTRACTUAL	\$ 1,053	\$ -	\$ -	\$ -
CAPITAL/TRANSFERS	\$ -	\$ -	\$ -	\$ -
PURCHASED/SHARED SERVICES	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 47,042	\$ 35,278	\$ 37,115	\$ 53,169

PERSONNEL SUMMARY				
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	ACTUAL	BUDGET	PROJECTED	BUDGET
Full Time:				
Coordinator (PT)	1.00	1.00	1.00	1.00
Total	1.0	1.0	1.0	1.0

CITY OF RICHLAND HILLS

Department Recreation Community Center 118 **Fund:** General

DESCRIPTION/MISSION

The mission of the Recreation Department is to provide quality physical and recreational activity programs for the residents of Richland Hills and to make available clean, safe, facilities.

Major Goals:

Provide a quality recreation department
Recruit instructors and explore new programs
Provide save, clean facilities at a reasonable cost
Publicize classes
Maintain statistics on programs and activities

Objectives for Fiscal Year 2014-2015:

Provide on-line reservations for the Community Center

CITY OF RICHLAND HILLS

Department: Recreation Community Center 118

Fund: General

PERFORMANCE MEASURES	2012-2013 ACTUAL	2013-2014 PROJECTED	2014-2015 ESTIMATED
Community Center Rentals	126	140	140
Number of Adult Enrichment Classes	296	400	400
Participants in Adult Enrichment Classes	3,264	3500	3500

Fiscal Year 2013-2014 Accomplishments:

Add Tarrant County College GED and Computer classes to the Community Center.
 Continue to provide exercise classes to the community.
 Continue to provide community center and pavillion rentals to the community.

City of Richland Hills
 FY 2014-2015 BUDGET
 RECREATION COMMUNITY CENTER 118
 GENERAL FUND

ACCOUNT NUMBER	ACCOUNT	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
PERSONNEL					
51010	Salaries and Wages	\$ 15,315	\$ 15,185	\$ 16,086	\$ 15,985
51020	Part-time/Temporary				
51030	Overtime				
51040	Payroll Tax	\$ 1,172	\$ 1,162	\$ 1,231	\$ 1,222
51050	Unemployment Insurance	\$ 9	\$ 9	\$ 207	\$ 207
51070	Retirement	\$ 2,722	\$ 2,720	\$ 2,895	\$ 2,881
51260	Contract Labor	\$ 5,499	\$ 4,500	\$ 4,500	\$ 4,500
	SUBTOTAL PERSONNEL	\$ 24,717	\$ 23,576	\$ 24,919	\$ 24,795
SUPPLIES/MAINTENANCE					
52010	Office Supplies	\$ 196	\$ 128	\$ 206	\$ 250
52015	Operating Supplies		\$ 50	\$ -	\$ 50
52020	Printing	\$ 105	\$ 124	\$ 50	\$ 124
52040	Equipment maintenance	\$ 1,181	\$ 400	\$ 900	\$ 900
52060	Minor Office Equipment	\$ 81		\$ 40	\$ -
52080	Building maintenance	\$ 6,041			
52291	Holiday Expense	\$ 2,610	\$ 3,000	\$ 3,000	\$ 8,000
52292	Senior Activities	\$ 3,480	\$ 8,000	\$ 8,000	\$ 8,000
		\$ -			
	SUBTOTAL SPLS./MAINT.	\$ 13,694	\$ 11,702	\$ 12,196	\$ 17,324
TRAVEL/TRAINING/MISC					
53080	Travel and Training	\$ 89			\$ 50
		\$ -	\$ -		
	SUBTOTAL TRV/TRN/MSC	\$ 89	\$ -	\$ -	\$ 50
UTILITIES					
54010	Power and light	\$ 6,184	\$ -		
54011	Street Lighting				
54020	Natural gas	\$ 835	\$ -		
54030	Telephone	\$ 470	\$ -		
	SUBTOTAL UTILITIES	\$ 7,489	\$ -	\$ -	\$ -
CAPITAL/TRANS/DEBT SVC					
56010	Building Improvements	\$ -		\$ -	\$ -
56020	Equipment	\$ -		\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
	SUBTOTAL CAP/TR/DS	\$ -	\$ -	\$ -	\$ -
	TOTAL RECREATION/COMMUNITY CENTER	\$ 47,042	\$ 35,278	\$ 37,115	\$ 42,169

CITY OF RICHLAND HILLS

Department Parks/Grounds Department 119	Fund: General
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EXPENDITURE SUMMARY				
	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
PERSONNEL SERVICES	\$ -	\$ -	\$ -	\$ -
SUPPLIES/MAINTENANCE	\$ 51,503	\$ 53,200	\$ 53,200	\$ 48,200
OTHER OPERATING COST	\$ -	\$ -	\$ -	\$ -
UTILITIES	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL	\$ -	\$ -	\$ -	\$ -
CAPITAL/TRANSFERS	\$ -	\$ -	\$ -	\$ -
PURCHASED/SHARED SERVICES	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 51,503	\$ 53,200	\$ 53,200	\$ 48,200

PERSONNEL SUMMARY				
	ACTUAL	BUDGET	PROJECTED	BUDGET
Full Time:				
Total	0.0	0.0	0.0	0.0

CITY OF RICHLAND HILLS

Department Parks/Grounds Department 119	Fund: General
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DESCRIPTION/MISSION

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Major Goals:

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Objectives for Fiscal Year 2014-2015:

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CITY OF RICHLAND HILLS

Department: Parks/Grounds Department 119

Fund:

General

PERFORMANCE MEASURES	2012-2013 ACTUAL	2013-2014 PROJECTED	2014-2015 ESTIMATED

Fiscal Year 2013-2014 Accomplishments:

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City of Richland Hills
 FY 2014-2015 BUDGET
 PARKS/GROUNDS DEPARTMENT 119
 GENERAL FUND

ACCOUNT NUMBER ACCOUNT	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
52091	\$ 51,503	\$ 50,500	\$ 50,500	\$ 45,500
52095				
52525		\$ 2,700	\$ 2,700	\$ 2,700
	\$ -			
SUBTOTAL SPLS./MAINT.	\$ 51,503	\$ 53,200	\$ 53,200	\$ 48,200
TOTAL PARKS/GROUNDS DEPARTMEN	\$ 51,503	\$ 53,200	\$ 53,200	\$ 48,200

CITY OF RICHLAND HILLS

Department Community Development 120	Fund: General
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EXPENDITURE SUMMARY				
	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
PERSONNEL SERVICES	\$ 454,770	\$ 370,107	\$ 366,996	\$ 390,920
SUPPLIES/MAINTENANCE	\$ 13,887	\$ 24,710	\$ 30,083	\$ 20,450
OTHER OPERATING COST	\$ 41,297	\$ 18,850	\$ 20,320	\$ 64,100
UTILITIES	\$ 1,591	\$ -	\$ -	\$ -
CONTRACTUAL	\$ 1,217	\$ -	\$ -	\$ -
CAPITAL/TRANSFERS	\$ -	\$ -	\$ -	\$ -
PURCHASED/SHARED SERVICES	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 512,761	\$ 413,667	\$ 417,399	\$ 475,470

PERSONNEL SUMMARY				
	ACTUAL	BUDGET	PROJECTED	BUDGET
Full Time:				
Director	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Code Enforcement Officer	1.00	1.00	1.00	1.00
Total	3.0	3.0	3.0	3.0

CITY OF RICHLAND HILLS

Department Community Development 120 **Fund:** General

DESCRIPTION/MISSION

Enhance quality of life and maintain property values by aggressive code compliance and mitigation strategies.

Major Goals:

Apply recently updated codes to new projects.

Agressively work to bring substandard occupancies into compliance.

Objectives for Fiscal Year 2014-2015:

Increase repair or removal of substandard properties.

CITY OF RICHLAND HILLS

Department: Community Development 120

Fund: General

PERFORMANCE MEASURES	2012-2013 ACTUAL	2013-2014 PROJECTED	2014-2015 ESTIMATED

Fiscal Year 2013-2014 Accomplishments:

Adoption of 2012 Codes

Approval of plans for Wal-Mart and other commercial projects

City of Richland Hills
 FY 2014-2015 BUDGET
 NEIGHBORHOOD SERVICES COMMUNITY DEVELOPMENT 120
 GENERAL FUND

ACCOUNT NUMBER	ACCOUNT	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
PERSONNEL					
51010	Salaries and Wages	\$ 113,815	\$ 178,168	\$ 178,168	\$ 193,860
51020	Part-time/Temporary		\$ 29,952	\$ 25,721	\$ 29,952
51030	Overtime	\$ 971	\$ 2,000	\$ 2,000	\$ 2,000
51040	Payroll Tax	\$ 8,730	\$ 16,074	\$ 16,074	\$ 17,275
51050	Unemployment Insurance	\$ 27	\$ 36	\$ 621	\$ 621
51070	Retirement	\$ 16,866	\$ 31,910	\$ 32,055	\$ 34,953
51080	Employee Insurance	\$ 12,530	\$ 18,044	\$ 18,434	\$ 18,336
51099	Professional Services Planning	\$ 37,290	\$ 37,423	\$ 37,423	\$ 37,423
51165	Professional Services Comp Plan	\$ 207,450		\$ -	
51170	Engineering/Consultant Fees	\$ 57,091	\$ 56,000	\$ 56,000	\$ 56,000
51200	Filing Fees		\$ 500	\$ 500	\$ 500
51260	Contract Labor		\$ -		
	SUBTOTAL PERSONNEL	\$ 454,770	\$ 370,107	\$ 366,996	\$ 390,920
SUPPLIES/MAINTENANCE					
52010	Office Supplies	\$ 2,345	\$ 1,500	\$ 1,500	\$ 1,500
52015	Operating Supplies	\$ 105	\$ 400	\$ 400	\$ 400
52020	Printing	\$ 183	\$ 400	\$ 400	\$ 400
52022	Pet Care				
52023	Electronic Conversion Program		\$ 3,000	\$ 3,000	\$ -
52030	Gasoline	\$ 1,225	\$ 1,500	\$ 1,500	\$ 1,500
52035	Oils and Lubricants		\$ 150	\$ 150	\$ 150
52040	Equipment maintenance	\$ 7,240	\$ 5,000	\$ 10,562	\$ 5,000
52043	Work Management Software Program		\$ 11,660	\$ 11,921	\$ 8,500
52060	Minor Office Equipment	\$ 850		\$ -	
52080	Building maintenance	\$ 220		\$ -	
52100	Uniforms	\$ 395	\$ 500	\$ 50	\$ 500
52105	Protective Gear			\$ -	
52110	Vehicle maintenance	\$ 269	\$ 400	\$ 400	\$ 400
52115	Tires/Tubes/Batteries	\$ 490	\$ 100	\$ 100	\$ 200
52130	Communication Equip Maint	\$ 563		\$ -	\$ 500
52180	Hand Tools and Small Equip		\$ 100	\$ 100	\$ 1,400
		\$ -			
	SUBTOTAL SPLS./MAINT.	\$ 13,887	\$ 24,710	\$ 30,083	\$ 20,450
TRAVEL/TRAINING/MISC					
53010	Legal advertising	\$ 1,097	\$ 1,800	\$ 1,800	\$ 1,500
53020	Postage				
53060	Memberships	\$ 267	\$ 500	\$ 500	\$ 500
53070	Subscriptions and publications	\$ -	\$ 50	\$ 1,520	\$ 100
53080	Travel and Training	\$ 1,347	\$ 1,500	\$ 1,500	\$ 2,000
53150	Lot Mowing/Demolition	\$ 9,345	\$ 15,000	\$ 15,000	\$ 60,000
53155	TC Improvement Grants	\$ 29,241		\$ -	
53160	Plumbing Inspections				
		\$ -	\$ -		
	SUBTOTAL TRV/TRN/MSC	\$ 41,297	\$ 18,850	\$ 20,320	\$ 64,100
UTILITIES					
54010	Power and light	\$ -	\$ -		
54011	Street Lighting	\$ -			
54020	Natural gas	\$ -	\$ -		
54030	Telephone	\$ 1,591	\$ -		
	SUBTOTAL UTILITIES	\$ 1,591	\$ -	\$ -	\$ -
CONTRACTUAL					
55020	Mobile Equipment	\$ -	\$ -		
55030	Workers' Compensation	\$ 868			

NEIGHBORHOOD SERVICES COMMUNITY DEVELOPMENT 120
GENERAL FUND

ACCOUNT NUMBER ACCOUNT	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
55040 Real and Personal Property	\$ 72	\$ -		
55050 Errors and Omissions Ins	\$ -			
55055 Law Enforcement Liab Ins	\$ -			
55060 Auto Physical Damage Ins	\$ 114	\$ -		
55070 Notary Bond	\$ -			
55080 General Liability	\$ 14	\$ -		
55090 Auto Liability	\$ 149	\$ -		
55100 Employee Bond				
55200 Code Red Program				
55300 Building Demolition				
55999 Depreciation Expense	\$ -	\$ -		
SUBTOTAL CONTRACTUAL	\$ 1,217	\$ -	\$ -	\$ -
CAPITAL/TRANS/DEBT SVC				
56010 Building Improvements	\$ -		\$ -	\$ -
56020 Equipment	\$ -		\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
SUBTOTAL CAP/TR/DS	\$ -	\$ -	\$ -	\$ -
TOTAL COMMUNITY DEVELOPMENT	\$ 512,761	\$ 413,667	\$ 417,399	\$ 475,470

CITY OF RICHLAND HILLS

Department Animal Services 121	Fund: General
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EXPENDITURE SUMMARY				
	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
PERSONNEL SERVICES	\$ 72,461	\$ 102,990	\$ 114,489	\$ 105,108
SUPPLIES/MAINTENANCE	\$ 7,129	\$ 18,128	\$ 24,722	\$ 24,500
OTHER OPERATING COST	\$ 5,046	\$ 5,880	\$ 6,000	\$ 6,500
UTILITIES	\$ 10,197	\$ -	\$ -	\$ -
CONTRACTUAL	\$ 953	\$ -	\$ -	\$ -
CAPITAL/TRANSFERS	\$ -	\$ 21,094	\$ 21,094	\$ 5,000
PURCHASED/SHARED SERVICES	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 95,786	\$ 148,092	\$ 166,305	\$ 141,108

PERSONNEL SUMMARY				
	ACTUAL	BUDGET	PROJECTED	BUDGET
Full Time:				
Animal Control Officer	2.00	2.00	2.00	2.00
Total	2.0	2.0	2.0	2.0

CITY OF RICHLAND HILLS

Department Animal Services 121	Fund: General
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DESCRIPTION/MISSION

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Major Goals:

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Objectives for Fiscal Year 2014-2015:

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CITY OF RICHLAND HILLS

Department: Animal Services 121

Fund:

General

PERFORMANCE MEASURES	2012-2013 ACTUAL	2013-2014 PROJECTED	2014-2015 ESTIMATED

Fiscal Year 2013-2014 Accomplishments:

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City of Richland Hills
 FY 2014-2015 BUDGET
 NEIGHBORHOOD SERVICES ANIMAL CONTROL 121
 GENERAL FUND

ACCOUNT NUMBER ACCOUNT	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
PERSONNEL				
51010 Salaries and Wages	\$ 44,853	\$ 71,114	\$ 67,441	\$ 69,700
51020 Part-time/Temporary				\$ -
51030 Overtime	\$ 8,184	\$ 1,000	\$ 15,708	\$ 4,000
51040 Payroll Tax	\$ 3,904	\$ 5,517	\$ 6,010	\$ 5,638
51050 Unemployment Insurance	\$ 18	\$ 18	\$ 414	\$ 404
51070 Retirement	\$ 7,984	\$ 12,737	\$ 12,137	\$ 12,567
51080 Employee Insurance	\$ 7,518	\$ 12,029	\$ 12,289	\$ 12,224
51240 Physicals		\$ 275	\$ 275	\$ 275
51260 Contract Labor				
51280 Immunizations		\$ 300	\$ 215	\$ 300
SUBTOTAL PERSONNEL	\$ 72,461	\$ 102,990	\$ 114,489	\$ 105,108
SUPPLIES/MAINTENANCE				
52010 Office Supplies	\$ 582	\$ 800	\$ 800	\$ 800
52015 Operating Supplies	\$ 1,002	\$ 1,025	\$ 3,200	\$ 2,000
52020 Printing	\$ 414	\$ 600	\$ 600	\$ 500
52022 Pet Care				
52023 Electronic Conversion Program				
52030 Gasoline	\$ 1,007	\$ 2,548	\$ 3,000	\$ 2,600
52035 Oils and Lubricants		\$ 383	\$ 383	\$ 300
52040 Equipment maintenance		\$ 1,100	\$ 1,100	\$ 1,100
52060 Minor Office Equipment	\$ -	\$ 2,175	\$ 2,175	\$ 1,500
52080 Building maintenance	\$ 1,148			\$ 2,000
52100 Uniforms	\$ 1,149	\$ 1,140	\$ 1,140	\$ 1,000
52105 Protective Gear				
52110 Vehicle maintenance	\$ 435	\$ 1,629	\$ 1,629	\$ 1,500
52115 Tires/Tubes/Batteries	\$ -	\$ 812	\$ 812	\$ 800
52130 Communication Equip Maint	\$ 710	\$ 5,636	\$ 5,636	\$ 7,100
52180 Hand Tools and Small Equip	\$ 575	\$ 280	\$ 3,551	\$ 2,300
52515 Shelter Board/Repairs	\$ 106		\$ 696	\$ 1,000
	\$ -			
SUBTOTAL SPLS./MAINT.	\$ 7,129	\$ 18,128	\$ 24,722	\$ 24,500
TRAVEL/TRAINING/MISC				
53010 Legal advertising	\$ 186	\$ 100	\$ 100	\$ 100
53020 Postage				
53060 Memberships	\$ 150	\$ 200	\$ 200	\$ 200
53072 Other Programs	\$ 1,081	\$ 500	\$ 500	\$ 1,000
53074 Capture of Wild Animals	\$ 1,947	\$ 4,000	\$ 4,000	\$ 4,000
53080 Travel and Training	\$ 1,683	\$ 1,080	\$ 1,200	\$ 1,200
	\$ -	\$ -		
SUBTOTAL TRV/TRN/MSC	\$ 5,046	\$ 5,880	\$ 6,000	\$ 6,500
UTILITIES				
54010 Power and light	\$ 5,752	\$ -		
54011 Street Lighting	\$ -			
54020 Natural gas	\$ 662	\$ -		
54030 Telephone	\$ 3,783	\$ -		\$ -
SUBTOTAL UTILITIES	\$ 10,197	\$ -	\$ -	\$ -
CONTRACTUAL				
55020 Mobile Equipment	\$ -	\$ -		
55030 Workers' Compensation	\$ 868			
55040 Real and Personal Property	\$ 72	\$ -		
55050 Errors and Omissions Ins	\$ -			
55055 Law Enforcement Liab Ins	\$ -			
55060 Auto Physical Damage Ins	\$ -	\$ -		

NEIGHBORHOOD SERVICES ANIMAL CONTROL 121
GENERAL FUND

ACCOUNT NUMBER ACCOUNT	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
55070 Notary Bond	\$ -			
55080 General Liability	\$ 14	\$ -		
55090 Auto Liability	\$ -	\$ -		
55100 Employee Bond				
55999 Depreciation Expense	\$ -	\$ -		
<hr/>				
SUBTOTAL CONTRACTUAL	\$ 953	\$ -	\$ -	\$ -
CAPITAL/TRANS/DEBT SVC				
56010 Building Improvements	\$ -	\$ 21,094	\$ 21,094	\$ 5,000
56020 Equipment	\$ -		\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
<hr/>				
SUBTOTAL CAP/TR/DS	\$ -	\$ 21,094	\$ 21,094	\$ 5,000
TOTAL ANIMAL SERVICES	\$ 95,786	\$ 148,092	\$ 166,305	\$ 141,108

CITY OF RICHLAND HILLS

Department Legislative 123	Fund: General
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EXPENDITURE SUMMARY				
	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
PERSONNEL SERVICES	\$ 53,296	\$ 54,393	\$ 54,295	\$ 54,704
SUPPLIES/MAINTENANCE	\$ 7,065	\$ 18,615	\$ 18,615	\$ 43,615
OTHER OPERATING COST	\$ 9,659	\$ 17,343	\$ 17,343	\$ 14,413
UTILITIES	\$ 18	\$ -	\$ -	\$ -
CONTRACTUAL	\$ 3,160	\$ -	\$ -	\$ -
CAPITAL/TRANSFERS	\$ -	\$ -	\$ -	\$ -
PURCHASED/SHARED SERVICES				
TOTAL	\$ 73,198	\$ 90,351	\$ 90,253	\$ 112,732

PERSONNEL SUMMARY				
	ACTUAL	BUDGET	PROJECTED	BUDGET
Full Time:				
City Secretary	1.00	1.00	1.00	1.00
Total	1.0	1.0	1.0	1.0

CITY OF RICHLAND HILLS

Department Legislative 123

Fund:

General

DESCRIPTION/MISSION

The mission of the City Secretary's Office is to maintain the vital records of the City and fulfill all responsibilities efficiently and effectively, and above all, to serve the public respectfully and equally.

Major Goals:

1. Continue to maintain vital records
2. Prepare and update appropriate instruments in a timely manner
3. Continue to respond to request promptly
4. Serve the public equally and respectfully
5. Maintain the operations of the City Secretary's Office in an effective and efficient manner

Objectives for Fiscal Year 2014-2015:

CITY OF RICHLAND HILLS

Department: Legislative 123

Fund:

General

PERFORMANCE MEASURES	2012-2013 ACTUAL	2013-2014 PROJECTED	2014-2015 ESTIMATED
Regular/Special council meetings attended Minutes prepared by next council meeting Requests for information responded to within 10 working days Elections uncontested			

Fiscal Year 2013-2014 Accomplishments:

Conducted November and May election

City of Richland Hills
 FY 2014-2015 BUDGET
 LEGISLATIVE CITY SECRETARY 123
 GENERAL FUND

ACCOUNT NUMBER	ACCOUNT	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
PERSONNEL					
51010	Salaries and Wages	\$ 39,988	\$ 40,632	\$ 40,632	\$ 40,765
51020	Part-time/Temporary		\$ -	\$ -	\$ -
51030	Overtime		\$ -	\$ -	\$ -
51040	Payroll Tax	\$ 2,833	\$ 3,108	\$ 2,850	\$ 3,118
51050	Unemployment Insurance	\$ 5	\$ 9	\$ 104	\$ 104
51070	Retirement	\$ 7,103	\$ 7,277	\$ 7,277	\$ 7,301
51080	Employee Insurance	\$ 3,007	\$ 3,007	\$ 3,072	\$ 3,056
51100	Council Compensation	\$ 360	\$ 360	\$ 360	\$ 360
51260	Contract Labor		\$ -		
SUBTOTAL PERSONNEL		\$ 53,296	\$ 54,393	\$ 54,295	\$ 54,704
SUPPLIES/MAINTENANCE					
52010	Office Supplies	\$ 748	\$ 1,250	\$ 1,250	\$ 1,250
52015	Operating Supplies		\$ -	\$ -	\$ -
52020	Printing	\$ 3,965	\$ 1,865	\$ 1,865	\$ 1,865
52023	Electronic Conversion Program		\$ -	\$ -	\$ 20,000
52040	Equipment maintenance	\$ 1,437	\$ 2,800	\$ 2,800	\$ 2,800
52060	Minor Office Equipment	\$ 541	\$ 700	\$ 700	\$ 5,700
52215	Elections Expense	\$ 375	\$ 12,000	\$ 12,000	\$ 12,000
		\$ -			
SUBTOTAL SPLS./MAINT.		\$ 7,065	\$ 18,615	\$ 18,615	\$ 43,615
TRAVEL/TRAINING/MISC					
53010	Legal advertising	\$ 170	\$ 750	\$ 750	\$ 750
53020	Postage	\$ 505	\$ 1,100	\$ 1,100	\$ 1,100
53060	Memberships	\$ 3,639	\$ 3,982	\$ 3,982	\$ 3,982
53070	Subscriptions and publications	\$ 195	\$ 1,800	\$ 1,800	\$ 1,800
53071	Employee/Volunteer Programs	\$ 1,374	\$ 2,031	\$ 2,031	\$ 2,031
53080	Travel and Training	\$ 1,577	\$ 2,680	\$ 2,680	\$ 1,000
53100	Newsletter	\$ 1,240	\$ 1,250	\$ 1,250	\$ 1,250
53991	Contingency Fund	\$ 959	\$ 3,750	\$ 3,750	\$ 2,500
		\$ -	\$ -		
SUBTOTAL TRV/TRN/MSC		\$ 9,659	\$ 17,343	\$ 17,343	\$ 14,413
UTILITIES					
54030	Telephone	\$ 18	\$ -		
SUBTOTAL UTILITIES		\$ 18	\$ -	\$ -	\$ -
CONTRACTUAL					
55020	Mobile Equipment	\$ -	\$ -		
55030	Workers' Compensation	\$ 372			
55040	Real and Personal Property	\$ 237	\$ -		
55050	Errors and Omissions Ins	\$ 2,505			
55080	General Liability	\$ 46	\$ -		
55090	Auto Liability	\$ -	\$ -		
55100	Employee Bond				
55999	Depreciation Expense	\$ -	\$ -		
SUBTOTAL CONTRACTUAL		\$ 3,160	\$ -	\$ -	\$ -
CAPITAL/TRANS/DEBT SVC					
56020	Equipment	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
SUBTOTAL CAP/TR/DS		\$ -	\$ -	\$ -	\$ 116 -
TOTAL LEGISLATIVE		\$ 73,198	\$ 90,351	\$ 90,253	\$ 112,732

CITY OF RICHLAND HILLS

Department Economic Development 124	Fund: General
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EXPENDITURE SUMMARY				
	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
PERSONNEL SERVICES	\$ 26,829	\$ -	\$ -	\$ -
SUPPLIES/MAINTENANCE	\$ 422	\$ 650	\$ -	\$ -
OTHER OPERATING COST	\$ 5,579	\$ 5,460	\$ -	\$ -
UTILITIES	\$ 246	\$ -	\$ -	\$ -
CONTRACTUAL	\$ -	\$ -	\$ -	\$ -
CAPITAL/TRANSFERS	\$ -	\$ -	\$ -	\$ -
PURCHASED/SHARED SERVICES	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 33,077	\$ 6,110	\$ -	\$ -

PERSONNEL SUMMARY				
	ACTUAL	BUDGET	PROJECTED	BUDGET
Full Time:				
Total	0.0	0.0	0.0	0.0

CITY OF RICHLAND HILLS

Department Economic Development 124	Fund: General
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DESCRIPTION/MISSION

To increase the quality of life in Richland Hills through business retention and relocation and quality of life improvements. This is accomplished by building relationships and implementing efficient programs and plans.

Major Goals:

Work with Walmart to see completion of store

Work with Conti Warehouses to see further development of Conti Site

Begin process of studying how to transition areas identified in the Comprehensive Plan as Mixed Use to that designation

Objectives for Fiscal Year 2014-2015:

CITY OF RICHLAND HILLS

Department: Economic Development 124

Fund:

General

PERFORMANCE MEASURES	2012-2013 ACTUAL	2013-2014 PROJECTED	2014-2015 ESTIMATED

Fiscal Year 2013-2014 Accomplishments:

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City of Richland Hills
 FY 2014-2015 BUDGET
 ECONOMIC DEVELOPMENT 124
 GENERAL FUND

ACCOUNT NUMBER ACCOUNT	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
PERSONNEL				
51010 Salaries and Wages	\$ 15,465			
51020 Part-time/Temporary				
51030 Overtime				
51040 Payroll Tax	\$ 3,125			
51050 Unemployment Insurance				
51070 Retirement	\$ 7,593			
51080 Employee Insurance	\$ 411			
51260 Contract Labor		\$ -		
<hr/>				
SUBTOTAL PERSONNEL	\$ 26,829	\$ -	\$ -	\$ -
SUPPLIES/MAINTENANCE				
52010 Office Supplies	\$ 322	\$ 450		
52015 Operating Supplies		\$ 200		
52020 Printing				
52022 Pet Care				
52023 Electronic Conversion Program				
52030 Gasoline	\$ -			
52035 Oils and Lubricants				
52040 Equipment maintenance	\$ 100			
	\$ -			
<hr/>				
SUBTOTAL SPLS./MAINT.	\$ 422	\$ 650	\$ -	\$ -
TRAVEL/TRAINING/MISC				
53060 Memberships	\$ 825	\$ 660		
53070 Subscriptions and publications	\$ 2,340	\$ 1,600		
53073 Special Events	\$ 169	\$ 1,000		
53080 Travel and Training	\$ 1,053	\$ 1,000		
53090 Promotions/Retentions	\$ 1,193	\$ 1,200		
	\$ -	\$ -		
<hr/>				
SUBTOTAL TRV/TRN/MSC	\$ 5,579	\$ 5,460	\$ -	\$ -
<hr/>				
TOTAL ECONOMIC DEVELOPMENT	\$ 33,077	\$ 6,110	\$ -	\$ -

CITY OF RICHLAND HILLS

Department Capital Projects Department 128	Fund: General
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EXPENDITURE SUMMARY				
	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
PERSONNEL SERVICES	\$ -	\$ -	\$ -	\$ -
SUPPLIES/MAINTENANCE	\$ -	\$ -	\$ -	\$ -
OTHER OPERATING COST	\$ -	\$ -	\$ -	\$ -
UTILITIES	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL	\$ -	\$ -	\$ -	\$ -
CAPITAL/TRANSFERS	\$ -	\$ 50,000	\$ 50,000	\$ -
PURCHASED/SHARED SERVICES	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ 50,000	\$ 50,000	\$ -

PERSONNEL SUMMARY				
	ACTUAL	BUDGET	PROJECTED	BUDGET
Full Time:				
Total	0.0	0.0	0.0	0.0

CITY OF RICHLAND HILLS

Department Capital Projects Department 128	Fund: General
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DESCRIPTION/MISSION

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Major Goals:

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Objectives for Fiscal Year 2014-2015:

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CITY OF RICHLAND HILLS

Department: Capital Projects Department 128

Fund:

General

PERFORMANCE MEASURES	2012-2013 ACTUAL	2013-2014 PROJECTED	2014-2015 ESTIMATED

Fiscal Year 2013-2014 Accomplishments:

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City of Richland Hills
 FY 2014-2015 BUDGET
 CAPITAL PROJECTS 128
 GENERAL FUND

ACCOUNT NUMBER ACCOUNT		2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
	CAPITAL/TRANS/DEBT SVC				
56010	Building Improvements	\$ -		\$ -	\$ -
56011	Property Acquisition		\$ 50,000	\$ 50,000	
56020	Equipment	\$ -		\$ -	\$ -
56110	Water System Improvements				
56120	Sewer System Improvements				
56127	Valley Gutter Program				
56128	BFC-5/5A Drainage Improvements				
56150	Capital Facilities				
		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
	SUBTOTAL CAP/TR/DS	\$ -	\$ 50,000	\$ 50,000	\$ -
	TOTAL CAPITAL PROJECTS DEPARTME	\$ -	\$ 50,000	\$ 50,000	\$ -

CITY OF RICHLAND HILLS

Department Non Departmental 130	Fund: General
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EXPENDITURE SUMMARY				
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	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
PERSONNEL SERVICES	\$ -	\$ 110,000	\$ 110,000	\$ 45,000
SUPPLIES/MAINTENANCE	\$ -	\$ 24,187	\$ 33,000	\$ 97,031
OTHER OPERATING COST	\$ -	\$ -	\$ -	\$ -
UTILITIES	\$ -	\$ 166,763	\$ 171,635	\$ 172,717
CONTRACTUAL	\$ -	\$ 96,399	\$ 94,146	\$ 89,403
CAPITAL/TRANSFERS	\$ -	\$ -	\$ -	\$ -
PURCHASED/SHARED SERVICES	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ 397,349	\$ 408,780	\$ 404,151

PERSONNEL SUMMARY				
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	ACTUAL	BUDGET	PROJECTED	BUDGET
Full Time:				
Total	0.0	0.0	0.0	0.0

CITY OF RICHLAND HILLS

Department Non Departmental 130	Fund: General
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DESCRIPTION/MISSION

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Major Goals:

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Objectives for Fiscal Year 2014-2015:

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CITY OF RICHLAND HILLS

Department: Non Departmental 130

Fund:

General

PERFORMANCE MEASURES	2012-2013 ACTUAL	2013-2014 PROJECTED	2014-2015 ESTIMATED

Fiscal Year 2013-2014 Accomplishments:

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City of Richland Hills
 FY 2014-2015 BUDGET
 NON DEPARTMENTAL 130
 GENERAL FUND

ACCOUNT NUMBER ACCOUNT	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
PERSONNEL				
51010 Salaries and Wages				\$ 45,000
51080 Employee Insurance		\$ 30,000	\$ 30,000	
51170 Engineering		\$ 80,000	\$ 80,000	\$ -
<hr/>				
SUBTOTAL PERSONNEL	\$ -	\$ 110,000	\$ 110,000	\$ 45,000
SUPPLIES/MAINTENANCE				
52041 IT Upgrade		\$ -	\$ -	\$ 40,000
52080 Building maintenance	\$ -	\$ 24,187	\$ 33,000	\$ 57,031
<hr/>				
SUBTOTAL SPLS./MAINT.	\$ -	\$ 24,187	\$ 33,000	\$ 97,031
UTILITIES				
54010 Power and light		\$ 131,217	\$ 131,217	\$ 131,217
54011 Street Lighting		\$ -	\$ -	\$ -
54020 Natural gas		\$ 5,165	\$ 9,418	\$ 9,000
54030 Telephone		\$ 30,382	\$ 31,000	\$ 32,500
<hr/>				
SUBTOTAL UTILITIES	\$ -	\$ 166,763	\$ 171,635	\$ 172,717
CONTRACTUAL				
55020 Mobile Equipment		\$ 1,607	\$ 1,360	\$ 1,496
55030 Workers' Compensation		\$ 34,412	\$ 31,758	\$ 42,877
55040 Real and Personal Property		\$ 6,292	\$ 5,568	\$ 6,125
55050 Errors and Omissions Ins		\$ 4,900	\$ 5,515	\$ 6,066
55055 Law Enforcement Liab Ins		\$ 6,081	\$ 6,304	\$ 6,934
55060 Auto Physical Damage Ins		\$ 6,044	\$ 5,865	\$ 6,452
55070 Notary Bond		\$ -	\$ -	\$ -
55080 General Liability		\$ 2,392	\$ 2,658	\$ 2,924
55090 Auto Liability		\$ 7,890	\$ 8,850	\$ 9,735
55100 Employee Bond		\$ 282	\$ 269	\$ 296
55200 Code Red Program		\$ 6,500	\$ 6,000	\$ 6,500
55300 Building Demolition		\$ 20,000	\$ 20,000	\$ -
55999 Depreciation Expense	\$ -	\$ -		
<hr/>				
SUBTOTAL CONTRACTUAL	\$ -	\$ 96,399	\$ 94,146	\$ 89,403
CAPITAL/TRANS/DEBT SVC				
56010 Building Improvements	\$ -		\$ -	\$ -
56150 Capital Facilities	\$ -	\$ -	\$ -	\$ -
<hr/>				
SUBTOTAL CAP/TR/DS	\$ -	\$ -	\$ -	\$ -
<hr/>				
TOTAL NONDEPARTMENT	\$ -	\$ 397,349	\$ 408,780	\$ 404,151

CITY OF RICHLAND HILLS

Department Nondepartmental Transfers 132	Fund: General
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EXPENDITURE SUMMARY				
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	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
PERSONNEL SERVICES	\$ -	\$ -	\$ -	\$ -
SUPPLIES/MAINTENANCE	\$ -	\$ -	\$ -	\$ -
OTHER OPERATING COST	\$ -	\$ -	\$ -	\$ -
UTILITIES	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL	\$ -	\$ -	\$ -	\$ -
CAPITAL/TRANSFERS	\$ -	\$ 6,500	\$ 6,500	\$ 4,000
PURCHASED/SHARED SERVICES	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ 6,500	\$ 6,500	\$ 4,000

PERSONNEL SUMMARY				
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	ACTUAL	BUDGET	PROJECTED	BUDGET
Full Time:				
Total	0.0	0.0	0.0	0.0

CITY OF RICHLAND HILLS

Department Nondepartmental Transfers 132	Fund: General
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DESCRIPTION/MISSION

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Major Goals:

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Objectives for Fiscal Year 2014-2015:

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CITY OF RICHLAND HILLS

Department: Nondepartmental Transfers 132

Fund:

General

PERFORMANCE MEASURES	2012-2013 ACTUAL	2013-2014 PROJECTED	2014-2015 ESTIMATED

Fiscal Year 2013-2014 Accomplishments:

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City of Richland Hills
 FY 2014-2015 BUDGET
 NONDEPARTMENTAL TRANSFERS 132
 GENERAL FUND

ACCOUNT NUMBER ACCOUNT	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
56171 CAPITAL/TRANS/DEBT SVC Trf to KRHB	\$ -	\$ 6,500	\$ 6,500	\$ 4,000
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
SUBTOTAL CAP/TR/DS	\$ -	\$ 6,500	\$ 6,500	\$ 4,000
TOTAL NONDEPARTMENTAL	\$ -	\$ 6,500	\$ 6,500	\$ 4,000

Special Revenue Funds



Special Revenue Funds

The following funds are included in the special revenue fund group:

Economic Development 4B Sales Tax Fund

The purpose of the Economic Development 4B Sales Tax Fund is to account for the promotion of infrastructure improvements, parks and park facilities and economic development within the City and State of Texas to eliminate unemployment and underemployment and to promote and encourage employment and the public welfare of, for, and on behalf of the City. Revenue sources include a .125% sales tax approved by voters.

Library Grant Fund

The purpose of the Library Grant Fund is to account for funds received from the Telecommunications Infrastructure Fund Board and various grant sources. Grant funds will be used to expand current telecommunications infrastructure for greater public access to modern technology and the World Wide Web.

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES**

ECONOMIC DEVELOPMENT 4B SALES TAX FUND

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources	\$0	\$0	\$409,297	\$302,675
REVENUES				
Sales Tax	\$228,552	\$228,199	\$219,517	\$252,444
Grants and Transfers	\$960	\$0	\$0	
Investment Income	195	192	192	190
SUBTOTAL REVENUES	\$229,707	\$228,391	\$219,709	\$252,634
Transfer to General	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$0	\$0	\$0	\$252,634
Total Estimated Available Resources	\$229,707	\$228,391	\$629,006	\$555,309
EXPENDITURES				
Personnel				
Salaries and Wages	\$38,335	\$0	\$0	\$0
FICA	2,796	0	0	0
Unemployment Insurance	55	0	0	0
TMRS	6,332	0	0	0
Health Insurance	3,295	0	0	0
Engineer/Consulting Fees	1,000	0	0	65,000
Total Personnel	\$51,812	\$0	\$0	\$65,000
Supplies/Maintenance				
Office Supplies	\$127	\$450	\$450	\$450
Printing		\$200	\$200	\$200
Minor Office Equipment	1,309	0	0	0
Total Supplies/Maintenance	\$1,436	\$650	\$650	\$650
Other Operating				
Memberships	\$480	\$660	\$660	\$660
Subscriptions/Publications	\$1,560	\$1,600	\$1,600	\$1,600
Travel and Training	832		0	0
Parks Improvements	0	21,500	0	0
Promotions/Retention	2,833	2,400	2,400	10,000
Storefront Improvements	7,145	0	0	0
Economic Advisory Board	4,017	5,600	2,023	0
Chamber Education Foundation	0	0	0	0
Property Acquisition	0	0	0	0
Total Supplies/Maintenance	\$16,867	\$31,760	\$6,683	\$12,260

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES**

ECONOMIC DEVELOPMENT 4B SALES TAX FUND

Utilities				
Telephone	<u>25</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Contractual	\$25	\$0	\$0	\$0
Contractual				
ED Grants	<u>0</u>	<u>82,500</u>	<u>6,500</u>	<u>0</u>
Total Contractual	\$0	\$82,500	\$6,500	\$0
Capital				
Property Acquisition	\$0	\$120,000	\$120,000	\$0
Utility Construction	\$0	\$0	\$0	\$0
Street Construction	0	0	0	0
Facilities Improvements	0	0	0	0
Transfer to Debt Service	132,698	132,528	132,698	132,065
Transfer to General Fund	<u>0</u>	<u>59,800</u>	<u>59,800</u>	<u>53,500</u>
Total Capital	\$132,698	\$312,328	\$312,498	\$185,565
TOTAL EXPENDITURES	<u>\$202,838</u>	<u>\$427,238</u>	<u>\$326,331</u>	<u>\$263,475</u>
BALANCE	\$26,869	(\$198,847)	\$302,675	\$291,834

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
PROPOSED SUMMARY OF REVENUES**

LIBRARY GRANT

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources	\$0	\$0	\$0	\$0
REVENUES				
Grants and Transfers	\$50,000	\$0	\$17,500	\$0
Transfer from General	0	0	0	0
Transfer from Enterprise	0	0	0	0
TOTAL REVENUES	<u>\$50,000</u>	<u>\$0</u>	<u>\$17,500</u>	<u>\$0</u>
Total Estimated Available Resources	\$50,000	\$0	\$17,500	\$0
EXPENDITURES				
Personnel				
Contract Labor	0	0	0	0
Total Personnel	\$0	\$0	\$0	\$0
Supplies/Maintenance				
Office Supplies	\$0	\$0	\$799	\$0
Operating Supplies	\$0	\$0	\$400	\$0
Office Furnishings	0	38,037	0	0
Minor Office Equipment	0	0	0	0
Total Supplies/Maintenance	\$0	\$38,037	\$1,199	\$0
Other Operating				
Memberships	0	0	0	0
Special Events	0	0	0	0
Travel/Training	0	0	0	0
Total Other Operating	\$0	\$0	\$0	\$0
Capital				
Equipment	\$50,000	\$0	\$16,301	\$0
Total Capital	\$50,000	\$0	\$16,301	\$0
TOTAL EXPENDITURES	<u>\$50,000</u>	<u>\$38,037</u>	<u>\$17,500</u>	<u>\$0</u>
BALANCE	\$0	(\$38,037)	\$0	\$0

Other Funds



Other Funds

Municipal Court Security Fund

The purpose of this fund is to account for the cost of providing security services for buildings housing the Richland Hills Municipal Court. Resources for this fund include revenue from a security fee assessed per conviction in the Richland Hills Municipal Court of Record. Expenditures include personnel costs for security services and supplies and materials necessary for building security.

Municipal Court Technology Fund

The purpose of this fund is to account for the cost of providing technological enhancements for the Richland Hills Municipal Court. Resources for this fund include revenue from a technology fee assessed per conviction in the Richland Hills Municipal Court of Record. Expenditures include and equipment costs for computer hardware and software necessary for the municipal court.

Parks and Beautification Fund

The purpose of this fund is to account for improvements to City parks and beautification. Resources for this fund includes revenue received from donations from citizens and are billed on the monthly utility bills. Expenditures include costs for beautification of parks, medians, and city complex, equipment replacement cost for parks, and costs for special holiday events.

Library Donation Fund

The purpose of this fund is to account for additional supplies and improvements to City library. Resources for this fund includes revenue received from donations from citizens and are billed on the monthly utility bills. Expenditures include costs for additional books, videos, and support participation in reciprocal agreement utilizing libraries in area cities.

Animal Shelter Donation Fund

The purpose of this fund is to account for additional supplies and improvements to City's animal shelter. Resources for this fund includes revenue received from donations from citizens and are billed on the monthly utility bills. Expenditures include costs for additional supplies and equipment to support the current program.

Law Enforcement Fund

Asset Forfeiture Funds by Law Enforcement Agency.
Purpose of fund is to account for seized property.

Crime Control District Fund

The purpose of this fund is to account for expenses of the Crime Control and Prevention District Fund. Revenue source is .375% Sales and Use Tax approved by the voters beginning in 2005 and affirmed again in 2010.

CVL COPS Grant Fund

The purpose of this fund is to account for expenses of the Crime Victim Liaison Cops Grant Fund. Revenue source is

grant from Texas Office of the Attorney General, Grants Division.

Traffic Safety Fund

The purpose of this fund is to account for expenses of the Traffic Safety Fund. Revenue source is fines from red light camera program.

School Resource Officer Program Fund

The purpose of this fund is to account for expenses of the School Resource Officer Program. Revenue source is funds from Birdville Independent School District.

Hotel Occupancy Tax Fund

The purpose of this fund is to account for expenses of the Hotel Occupancy Tax Fund. Revenue source is from 7% hotel tax.

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES**

MUNICIPAL COURT SECURITY FUND

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources	\$0.00	\$0.00	\$682.00	\$6,695
REVENUES				
41034 Investment Income	\$0	\$0	\$0	\$0
41038 Building Security	7,559	6,840	6,013	6,000
TOTAL REVENUES	\$7,559	\$6,840	\$6,013	\$6,000
Total Estimated Available Resources	\$7,559	\$6,840	\$6,695	\$12,695
EXPENDITURES				
Personnel				
Salaries and Wages	\$0	\$0	\$0	\$0
Overtime	\$0	\$0	\$0	\$0
Total Personnel	\$0	\$0	\$0	\$0
Supplies/Maintenance				
Operating Supplies	\$0	\$0	\$0	\$0
Building Maintenance	\$0	\$0	\$0	\$0
Total Supplies/Maintenance	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0
BALANCE	\$7,559	\$6,840	\$6,695	\$12,695

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES**

MUNICIPAL COURT TECHNOLOGY FUND

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources	\$2,432	\$371	\$371	\$0
REVENUES				
Municipal Court Tech Fees	\$10,080	\$9,351	\$9,349	\$8,578
Investment Income	0	0	0	0
TOTAL REVENUES	\$10,080	\$9,351	\$9,349	\$8,578
Total Estimated Available Resources	\$12,512	\$9,722	\$9,720	\$8,578
EXPENDITURES				
Supplies/Maintenance				
Operating Supplies	\$3,892	\$0	\$0	\$0
Office Equipment Maintenance	\$8,250	\$8,556	\$8,556	\$8,578
Minor Office Equipment	\$0	\$1,164	\$1,164	\$0
Total Supplies and Maintenance	\$12,141	\$9,720	\$9,720	\$8,578
Capital				
Equipment	\$0	\$0	\$0	\$0
Total Capital	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$12,141	\$9,720	\$9,720	\$8,578
BALANCE	\$371	\$2	\$0	\$0

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES**

PARKS AND BEAUTIFICATION

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources	\$0	\$0	\$27,118	\$31,396
REVENUES				
Miscellaneous				
Investment Income	\$23	\$18	\$18	\$18
Citizens Contributions	4,411	4,488	4,260	4,200
Total Miscellaneous	\$4,434	\$4,506	\$4,278	\$4,218
TOTAL REVENUES	\$4,434	\$4,506	\$4,278	\$4,218
Total Estimated Available Resources	\$4,434	\$4,506	\$31,396	\$35,614
EXPENDITURES				
Adopt A Spot	\$0	\$0	\$0	\$0
Rosebud Improvements	0	1,000	0	0
Rosebud Replacements	0	0	0	0
Kate Baker Improvements	0	1,000	0	0
Kate Baker Replacements	0	0	0	0
Creek Trail Improvements	0	1,000	0	0
Creek Trail Replacements	0	0	0	0
Holiday Expense	0	3,000	0	0
City Complex Beautification	0	1,000	0	0
Rosebud Beautification	0	0	0	0
Kate Baker Beautification	0	0	0	0
Creek Trail Beautification	0	0	0	0
Windmill Pak Improvement	0	0	0	0
Animal Shelter Improvement	0	0	0	0
Median Beautification	0	500	0	0
Windmill Park Beautification	0	0	0	0
City Complex Rplacements	0	0	0	0
Beautification-Replacement	0	0	0	0
Total Supplies/Maintenance	\$0	\$7,500	\$0	\$0
Other Operating Cost				
Travel, Training	\$0	\$0	\$0	\$0
Miscellaneous	0	0	0	0
Contingency	0	0	0	0
Total Other Operating Cost	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$7,500	\$0	\$0
BALANCE	\$4,434	(\$2,994)	\$31,396	\$35,614

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES**

LIBRARY DONATION FUND

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources	\$0	\$0	\$6,130	\$4,716
REVENUES				
Miscellaneous				
Investment Income	\$0	\$0	\$0	\$0
Citizens Contributions	4,356	4,644	4,134	4,100
Total Miscellaneous	\$4,356	\$4,644	\$4,134	\$4,100
TOTAL REVENUES	\$4,356	\$4,644	\$4,134	\$4,100
Total Estimated Available Resources	\$4,356	\$4,644	\$10,264	\$8,816
EXPENDITURES				
Personnel				
Contract Labor	\$575	\$1,200	\$0	\$0
Total Personnel	\$575	\$1,200	\$0	\$0
Supplies/Maintenance				
Office Supplies	\$799	\$0	\$799	\$0
Operating Supplies	\$0	\$0	\$0	\$0
Office Equipment Maintenance	\$0	\$0	\$0	\$0
Minor Office Equipment	\$798	\$0	\$0	\$0
Office Furnishings	\$5,153	\$4,348	\$4,348	\$0
Building Maintenance	\$0	\$0	\$0	\$0
Books	183	0	0	0
Audio Books	565	0	0	0
Videos	1,521	0	0	0
Cassettes/CDs	0	0	0	0
Software	0	0	0	0
Electronic Info Services	0	0	0	0
Total Supplies/Maintenance	\$9,019	\$4,348	\$5,147	\$0
Other Operating Cost				
Travel, Training	\$0	\$0	\$0	\$0
Other Programs				\$7,685
Miscellaneous	279	0	0	0
Contingency	0	0	0	0
Total Other Operating Cost	\$279	\$0	\$0	\$7,685
Capital				
Equipment	0	0	0	0
Total Capital	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$9,873	\$5,548	\$5,147	\$7,685
BALANCE	(\$5,517)	(\$904)	\$5,117	\$1,131

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES**

ANIMAL SHELTER DONATION FUND

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources	\$0	\$0	\$2,451	(\$1,502)
REVENUES				
Miscellaneous				
Investment Income	\$0	\$0	\$0	\$0
Citizens Contributions	4,659	5,100	4,422	4,400
Total Miscellaneous	\$4,659	\$5,100	\$4,422	\$4,400
TOTAL REVENUES	\$4,659	\$5,100	\$4,422	\$4,400
Total Estimated Available Resources	\$4,659	\$5,100	\$6,873	\$2,898
EXPENDITURES				
Office Supplies	\$0	\$400	\$400	\$0
Operating Supplies	10,079	9,390	9,390	0
Printing	0	500	500	0
Minor Office Equipment	0	375	375	0
Building Maintenance	0	0	0	0
Hand Tools/Small Equipment	0	2,100	2,100	0
Total Supplies/Maintenance	\$10,079	\$12,765	\$12,765	\$0
Other Operating Cost				
Other Programs	\$0	\$500	\$500	\$0
Travel and Training	0	1,500	1,500	0
Contingency	0	0	0	0
Total Other Operating Cost	\$0	\$2,000	\$2,000	\$0
Capital				
Equipment	\$0	\$0	\$0	\$0
Facility Improvements	16,380	0	0	0
Total Capital	\$16,380	\$0	\$0	\$0
TOTAL EXPENDITURES	\$26,459	\$14,765	\$14,765	\$0
BALANCE	(\$21,800)	(\$9,665)	(\$7,892)	\$2,898

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES**

LAW ENFORCEMENT FUND

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources	\$0	\$0	\$3,188	\$2,997
REVENUES				
Revenue	\$32	\$0	\$4	\$0
Transfers	0	0	0	0
TOTAL REVENUES	\$32	\$0	\$4	\$0
Total Estimated Available Resources	\$32	\$0	\$3,192	\$2,997
EXPENDITURES				
Personnel				
Law Enforcement Expense	1,479	0	290	290
Total Personnel	\$1,479	\$0	\$290	\$290
Capital				
Equipment	\$0	\$0	\$0	\$0
Total Capital	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$1,479	\$0	\$290	\$290
BALANCE	(\$1,447)	\$0	\$2,902	\$2,707

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES**

CRIME CONTROL AND PREVENTION DISTRICT

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources	\$0	\$0	\$537,948	\$295,078
REVENUES				
Investment Income	\$385	\$540	\$189	\$160
Sales Tax	716,296	676,975	641,499	737,723
SUBTOTAL REVENUES	\$716,681	\$677,515	\$641,688	\$737,883
Transfer to General	\$0	\$0	\$0	
TOTAL REVENUES	\$716,681	\$677,515	\$641,688	\$737,883
Total Estimated Available Resources	\$716,681	\$677,515	\$1,179,636	\$1,032,961
EXPENDITURES				
Personnel				
Salaries and Wages	\$ 353,861	\$360,938	\$360,938	\$413,462
Overtime	5,100	8,500	8,500	13,515
STEP Overtime	-	30,000	30,000	
FICA	27,070	30,557	30,557	29,438
Unemployment Insurance	392	392	392	207
TMRS	59,874	64,644	64,644	66,945
Health Insurance	9,884	12,396	12,396	6,112
Eng/Consulting Fees	17,995			
Polygraph	-	100	100	100
Physicals		275	275	290
Psychologicals	-	325	325	300
Total Personnel	\$ 474,176	\$508,127	\$ 508,127	\$ 530,369
Supplies/Maintenance				
Office Supplies	2,900	5,800	5,800	5,000
Operating Supplies	15	500	500	500
Printing	945	3,000	3,000	3,000
Gasoline	3,000	3,000	3,000	3,000
Oils & Lubricants	62	152	152	152
Web Page Maintenance	-	-		
Office Equipment Maintenance	-			
Minor Office Equipment	15,891	8,013	8,013	2,600
Uniforms	4,346	8,615	8,615	8,240
Protective Gear	2,181	850	850	16,302
Vehicle Maintenance	1,136	790	790	2,790
Tires/Tubes/Batteries	260	1,902	1,902	1,754
Communication Equip Maintenance	710	4,406	4,406	36,384
Hand Tools Small Equipment	504	3,194	3,194	13,950
Operations Equipment Maintenance	-	800	800	

CITY OF RICHLAND HILLS

Ammunition	589	1,800	1,800	1,800
Other Supplies	-	250	250	250
	<hr/>	<hr/>	<hr/>	<hr/>
Total Supplies/Maintenance	\$ 32,539	\$ 43,072	\$ 43,072	\$ 95,722
Other Operating				
Legal Advertising	\$ -	-	\$ -	\$ -
Membership/Professional Dues	95	725	\$725	\$895
Subscriptions/Publications	120	3,069	\$3,069	\$3,069
Other Programs	5,378	7,000	\$7,000	\$7,000
EOC Prpgram	-	2,360	\$2,360	\$0
Travel/Training	2,913	9,347	\$9,347	\$12,284
Crime Prevention Supplies	1,600	5,025	\$5,025	\$5,025
Criminal Investigation Supplies	1,010	600	\$600	\$100
	<hr/>	<hr/>	<hr/>	<hr/>
Total Other Operating	\$11,116	\$28,126	\$28,126	\$28,373
Utilities				
Electricity	\$ -	\$ -	\$ -	\$ -
Natural Gas	-	-	-	-
Telephone	1,154	-	-	900
	<hr/>	<hr/>	<hr/>	<hr/>
Total Utilities	\$ 1,154	\$ -	\$ -	\$ 900
Contractual				
Workers' Compensation	\$ 2,647	\$ -	-	-
Real and Personal Property	307	-	-	-
Law Enforcement Liability	1,258	-	-	-
Auto Physical Damage	434	-	-	-
General Liability	114	-	-	-
Auto Liability	477	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
Total Contractual	\$ 5,237	\$ -	\$ -	\$ -
Capital				
Property Acquisition	\$ -	\$ -	-	-
Building Improvements	\$ -	\$ 40,000	\$ 20,994	\$ -
Equipment	-	74,976	67,078	9,500
Furnishings	-	-	-	-
Vehicles/Heavy Equipment	-	39,268	12,083	115,555
Transfer to General	-	78,903	78,903	33,667
	<hr/>	<hr/>	<hr/>	<hr/>
Total Capital	\$ -	\$ 233,147	\$ 179,058	\$ 158,722
Shared Services				
Dispatch Shared Services	\$ -	\$ 118,204	\$ 118,204	\$ 136,664
Jail Shared Services	-	7,971	7,971	39,843
	<hr/>	<hr/>	<hr/>	<hr/>
Total Shared Services	\$ -	\$ 126,175	\$ 126,175	\$ 176,507
TOTAL EXPENDITURES	\$ 524,222	\$ 938,647	\$ 884,558	\$ 990,593
BALANCE	\$ 192,459	\$ (261,132)	\$ 295,078	\$ 42,368

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES**

CVL COPS GRANT FUND

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources	\$0	\$0	\$0	\$0
REVENUES				
Grants and Transfers	\$63,902	\$68,844	\$68,844	\$160,549
TOTAL REVENUES	\$63,902	\$68,844	\$68,844	\$160,549
Total Estimated Available Resources	\$63,902	\$68,844	\$68,844	\$160,549
EXPENDITURES				
Personnel				
Salaries and Wages	\$37,128	\$39,675	\$39,675	\$91,188
Overtime				\$4,000
FICA	\$2,840	\$3,035	\$3,035	\$6,751
Unemployment Tax	\$189	\$261	\$261	\$180
Tmrs	\$6,460	\$6,876	\$6,876	\$14,918
Health Insurance	\$6,589	\$6,589	\$6,589	\$11,796
Total Personnel	\$53,206	\$56,436	\$56,436	\$128,833
Supplies/Maintenance				
Office Supplies	\$850	\$250	\$250	\$1,450
Operating Supplies		\$2,500	\$2,500	
Printing		\$300	\$300	\$2,750
Gasoline	\$222	\$152	\$152	\$1,950
Oils and Lubricants	\$35	\$0	\$0	\$128
Minor Office Equipment	\$600			\$3,500
Uniforms	\$502	\$830	\$830	\$1,660
Vehicle Maintenance	\$1,320	\$610	\$610	\$2,610
Tire Tubes and Batteries	\$0	\$722	\$722	\$1,508
Communication Equipment Maintenance	\$0	\$359	\$359	\$717
Hand Tools and Small Equipment	\$0	\$0	\$0	\$300
Total Supplies/Maintenance	\$3,528	\$5,723	\$5,723	\$16,573
Other Operating				
Memberships/Professional Dues	\$245	\$150	\$150	\$300
Subscriptions/Publications	\$135	\$200	\$200	\$200
Other Programs		\$250	\$250	\$500
Travel and Training	\$1,345	\$750	\$750	\$4,780
Total Other Operating	\$1,725	\$1,350	\$1,350	\$5,780
Utilities				
Power and light				
Natural Gas				\$675
Telephone				\$5,460
Total Utilities	\$0	\$0	\$0	\$6,135
Contractual				
Real and Personal Insurance				
Workers Comp Insurance				\$3,228
Auto/Physical Damage Insurance				
General Liability				
Auto Liability				
Total Contractual	\$0	\$0	\$0	\$3,228
TOTAL EXPENDITURES	\$58,459	\$63,509	\$63,509	\$160,549
BALANCE	\$5,443	\$5,335	\$5,335	\$0

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES**

TRAFFIC SAFETY FUND

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources			\$22,983	\$72,960
REVENUES				
Traffic Safety Fines	440,557	381,857	477,921	\$456,000
Scofflaw Revenues		0		0
Investment Income	0	0	0	0
TOTAL REVENUES	\$440,557	\$381,857	\$477,921	\$456,000
Transfers				
Total Estimated Available Resources	\$440,557	\$381,857	\$500,904	\$528,960
EXPENDITURES				
Personnel				
Salary and Wages		10,000	5,000	20,000
Legal Fees	1,766	0	0	1,766
Consulting Fees	3,600	0	0	0
Total Personnel	\$5,366	\$10,000	\$5,000	\$21,766
Supplies/Maintenance				
Operating Supplies	0	0	300	\$720
Printing	0	1,000	600	\$1,000
Office Equipment Maintenance		600	0	\$2,000
Minor Office Equipment	0	900	0	\$0
Uniforms	0	500	500	\$0
Protective Gear	0	0	0	\$1,200
Vehicle Maintenance		0	0	\$1,000
Tires Tubes Batteries	0	2,000	2,000	\$2,376
operating Equip Maintenance		3,895	0	\$0
Hand Tools/Small Equipment		0	0	\$0
Street Maintenance	0	0	0	\$0
Signs/Markings	0	10,000	3,000	\$3,550
Street Light Maintenance	0	0	0	\$0
Total Supplies/Maintenance	\$0	\$18,895	\$6,400	\$11,846
Other Operating				
Fees	322,915	327,480	268,000	\$315,560
State Fees	40,271	0	35,000	\$44,000
Travel/Training	0	2,500	0	\$2,600
Breathalyzer Testing	0	0	0	\$0
Total Other Operating	\$363,186	\$329,980	\$303,000	\$362,160
Utilities				
Telephone	0	0	0	\$0
Total Utilities	\$0	\$0	\$0	\$0
Capital/Transfers				
Street Reconstruction	\$0	\$0	\$0	\$0
Equipment	\$0			\$38,000
Transfer to General/Admin	\$0	\$19,092	\$0	\$22,800
Total Capital	\$0	\$19,092	\$0	\$60,800
TOTAL EXPENDITURES	\$368,552	\$377,967	\$314,400	\$456,572
BALANCE	\$72,005	\$3,890	\$186,504	\$72,388

CITY OF RICHLAND HILLS

2014-2015 FISCAL YEAR
SUMMARY OF REVENUES

HOTEL OCCUPANCY TAX REVENUE

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources			\$ 140,524	\$ 160,936
REVENUES				
Hotel Tax Revenue	\$ 194,967	\$ 186,075	\$ 190,521	\$ 194,331
Investment Income	\$ 67	\$ 60	\$ -	\$ 60
TOTAL REVENUES	\$ 195,034	\$ 186,135	\$ 190,521	\$ 194,391
Transfers				
Total Estimated Available Resources	\$ 195,034	\$ 186,135	\$ 331,045	\$ 355,327
EXPENDITURES				
Personnel				
Salaries and Wages	\$ 16,283			\$ -
FICA	\$ 1,188			\$ -
Unemployment Insurance	\$ 47			\$ -
TMRS	\$ 2,703			\$ -
Health Insurance	\$ 1,647			\$ -
Engineer/Consulting Fees	\$ -	\$ -	\$ -	\$ -
Total Personnel	\$ 21,868	\$ -	\$ -	\$ -
Supplies/Maintenance				
Office Supplies	\$ 100	\$ 600	\$ 600	\$ 600
Printing	\$ 184	\$ 600	\$ 600	\$ 600
Equipment Maintenance	\$ -	\$ -	\$ -	\$ -
Minor Office Equipment	\$ -	\$ -	\$ -	\$ -
Total Supplies/Maintenance	\$ 284	\$ 1,200	\$ 1,200	\$ 1,200
Other Operating				
Memberships	\$ 1,380	\$ 1,385	\$ 1,385	\$ 1,385
Subscriptions/Publications	\$ 1,225	\$ 1,200	\$ 1,200	\$ 1,200
Special Events	\$ 22,369	\$ 20,000	\$ 20,000	\$ 24,000
Travel and Training	\$ 4,064	\$ 2,000	\$ 2,000	\$ 2,000
Promotions/Retention	\$ 19,994	\$ 19,500	\$ 19,500	\$ 19,500
Total Other Operating	\$ 49,032	\$ 44,085	\$ 44,085	\$ 48,085
Utilities				
Electricity	\$ -	\$ -	\$ -	\$ -
Natural Gas	\$ -	\$ -	\$ -	\$ -
Telephone	\$ -	\$ -	\$ -	\$ -
Total Utilities	\$ -	\$ -	\$ -	\$ -
Capital/Transfers				
Hotel/Motel Grants	\$ 85,081	\$ 68,858	\$ 68,858	\$ 68,858
Transfer to RHDC	\$ 960	\$ 960	\$ 960	\$ 960
Transfer to Gen Fund Admin	\$ 7,854	\$ 55,006	\$ 55,006	\$ 48,583
Transfer to Debt Service	\$ -	\$ -	\$ -	\$ -
Transfer to General/admin	\$ -	\$ -	\$ -	\$ -
Total Capital	\$ 93,895	\$ 124,824	\$ 124,824	\$ 118,401
TOTAL EXPENDITURES	\$ 165,078	\$ 170,109	\$ 170,109	\$ 167,686
BALANCE	\$29,956	\$16,026	\$160,936	\$187,641

CITY OF RICHLAND HILLS

2014-2015 FISCAL YEAR SUMMARY OF REVENUES

KEEP RICHLAND HILLS BEAUTIFUL PROGRAM

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources	\$0	\$0	\$11,491	\$11,491
REVENUES				
Donations/Sponsors	15,000	15,000	15,000	15,000
Transfer from General				
Transfer from Enterprise	0	0	0	0
Grants and Transfers	0	0	0	0
TOTAL REVENUES	\$15,000	\$15,000	\$15,000	\$15,000
Total Estimated Available Resources	\$15,000	\$15,000	\$26,491	\$26,491
EXPENDITURES				
Personnel				
Overtime	\$0	\$0	\$0	\$0
FICA	0	0	0	0
Total Personnel	\$0	\$0	\$0	\$0
Supplies/Maintenance				
Office Supplies	\$72	\$500	\$500	\$500
Minor Office Equipment	0	500	500	500
Adopt-A-Spot	137	2,000	2,000	2,000
Other Supplies	0	0	0	0
Total Supplies/Maintenance	\$209	\$3,000	\$3,000	\$3,000
Other Operating				
Membership and Prof Dues	\$150	\$500	\$500	\$500
Subscriptions		\$0	\$0	\$0
Travel & Training	100	4,000	4,000	4,000
Promotions/Retention	7,507	7,500	7,500	7,500
Total Other Operating	\$7,757	\$12,000	\$12,000	\$12,000
Utilities				
Telephone	\$0	\$0	\$0	\$0
Total Utilities	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$7,966	\$15,000	\$15,000	\$15,000
BALANCE	\$7,034	\$0	\$11,491	\$11,491

Proprietary Funds



Enterprise Fund

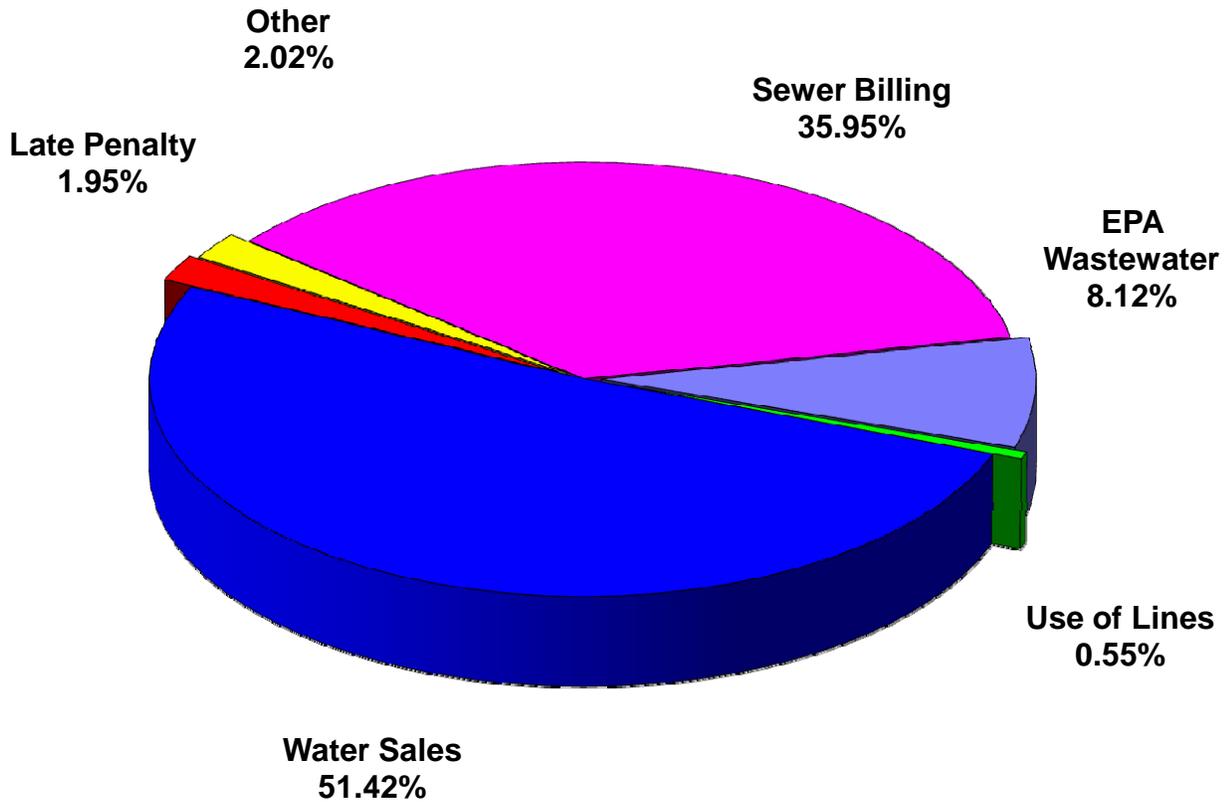
The Enterprise Fund separately budgets for the operation of water and sewer services. Revenue sources include water sales, wastewater treatment sales, charges for collection of solid waste, investment income, late fees, tap fees, and water and sewer access fees. Expenditures include all activities necessary to provide water and wastewater services to the citizens of Richland Hills. Activities supported by this fund include administration, operations, maintenance, and related debt services.

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES AND EXPENDITURES
ENTERPRISE FUND**

	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
Estimated Beginning Resources	-	-	1,143,236	1,323,613
 REVENUES				
Water Billing	2,215,807	2,312,984	2,204,828	2,200,914
Wastewater Billing	1,473,097	1,503,368	1,482,141	1,482,141
Miscellaneous	435,598	439,443	439,675	439,675
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL REVENUES	4,124,502	4,255,795	4,126,644	4,122,730
 Total Estimated Available Resources	 4,124,502	 4,255,795	 5,269,880	 5,446,343
 EXPENDITURES				
Administration	526,215			585,013
City Secretary/Legislative	72,393			87,732
Shared Services				294,851
Debt Service/Transfers	581,199	1,726,802	1,726,802	991,392
Water Production and Distribution	1,202,418	1,194,147	1,194,147	1,101,893
Wastewater Collection and Treatment	832,330	1,025,318	1,025,318	850,600
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL EXPENDITURES	3,214,555	3,946,267	3,946,267	3,911,481
 BALANCE	 909,947	 309,528	 1,323,613	 1,534,862
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**CITY OF RICHLAND HILLS
ENTERPRISE FUND REVENUE DISTRIBUTION
FISCAL YEAR 2014-2015
\$4,122,730**



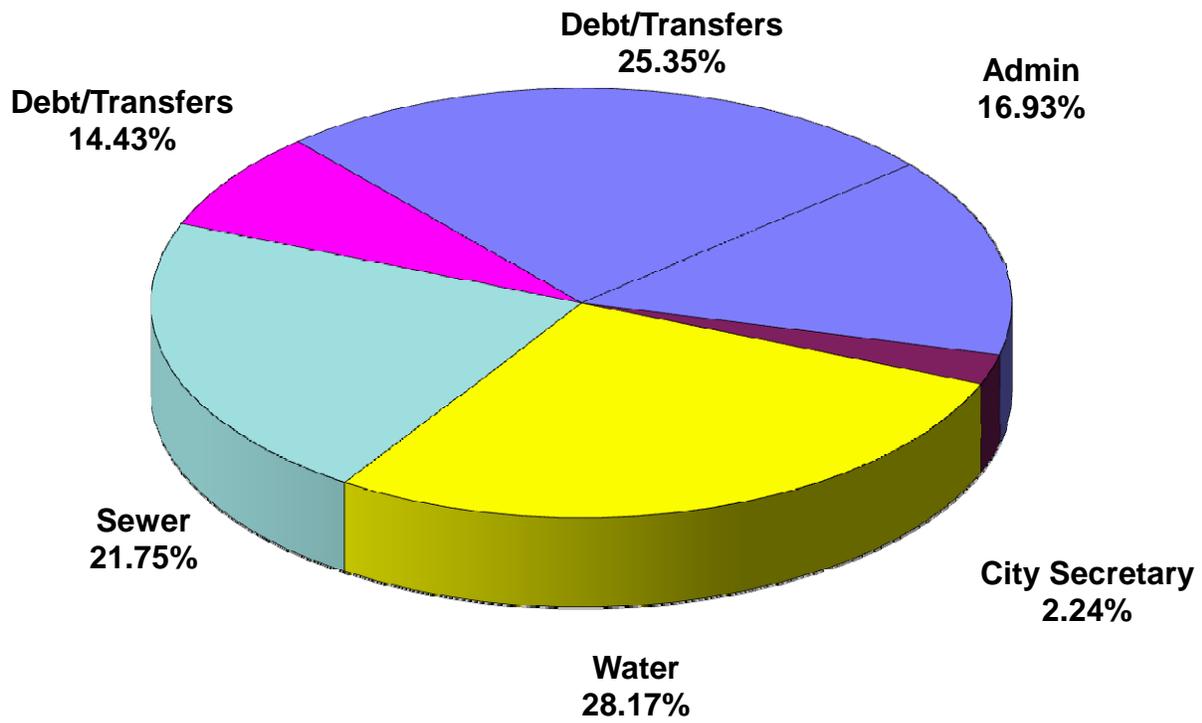
CITY OF RICHLAND HILLS

2014-2015 FISCAL YEAR SUMMARY OF REVENUES

ENTERPRISE FUND

REVENUES	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Est Beg Resources			\$ 1,143,236	\$ 1,140,000
Water				
Penalty and Interest	\$ 80,272	\$ 87,783	\$ 81,930	\$ 80,200
Water Sales	\$ 2,133,567	\$ 2,224,487	\$ 2,122,184	\$ 2,120,000
Water Tap Fees	\$ 1,659	\$ 626	\$ 626	\$ 626
Fort Worth Water Access Fees	\$ -	\$ -	\$ -	\$ -
Richland Hills Water Access Fees	\$ 308	\$ 88	\$ 88	\$ 88
Total Water Revenues	\$ 2,215,807	\$ 2,312,984	\$ 2,204,828	\$ 2,200,914
Sewer				
Sewer Billings	\$ 1,472,877	\$ 1,503,324	\$ 1,482,097	\$ 1,482,097
Sewer Tap Fees	\$ -	\$ -	\$ -	\$ -
Fort Worth Sewer Impact Fees	\$ -	\$ -	\$ -	\$ -
Richland Hills Sewer Impact Fees	\$ 220	\$ 44	\$ 44	\$ 44
NRH Crossflow Bill	\$ -	\$ -	\$ -	\$ -
Total Sewer Revenues	\$ 1,473,097	\$ 1,503,368	\$ 1,482,141	\$ 1,482,141
Miscellaneous				
Use of Lines	\$ 17,726	\$ 22,500	\$ 22,500	\$ 22,500
Service Charges	\$ 2,669	\$ 2,650	\$ 2,650	\$ 2,650
Investment Income	\$ 1,477	\$ 1,006	\$ 1,400	\$ 1,400
Grants/Transfers	\$ -	\$ -	\$ -	\$ -
Waste Process Fee	\$ 73,435	\$ 70,897	\$ 70,897	\$ 70,897
Miscellaneous	\$ 6,233	\$ 7,662	\$ 7,500	\$ 7,500
EPA Wastewater Charge	\$ 334,059	\$ 334,728	\$ 334,728	\$ 334,728
Transfer from Enterprise	\$ -	\$ -	\$ -	\$ -
Total Miscellaneous	\$ 435,598	\$ 439,443	\$ 439,675	\$ 439,675
Total Revenues	\$ 4,124,502	\$ 4,255,795	\$ 4,126,644	\$ 4,122,730
Total Est Available Resources			5,269,880	\$ 5,262,730

**CITY OF RICHLAND HILLS
ENTERPRISE FUND
EXPENDITURES BY DEPARTMENT
FISCAL YEAR 2014-2015
\$3,911,481**



CITY OF RICHLAND HILLS

2014-2015 FISCAL YEAR SUMMARY OF EXPENDITURES

ENTERPRISE FUND

	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
Administration				
Personnel	\$380,185	\$443,901	\$443,797	\$477,745
Supplies/Maintenance	96,149	79,418	101,232	83,638
Other Operating Cost	29,966	15,168	19,359	23,630
Depreciation	0	0	0	0
Capital	0	5,543	5,543	0
Transfers	7,600	0	0	0
Debt Service	0	0	0	0
Total Administration	\$513,900	\$544,030	\$569,931	\$585,013
City Secretary/Legislative				
Personnel	\$53,296	\$54,393	\$54,295	\$54,704
Supplies/Maintenance	7,065	18,615	18,615	18,615
Other Operating Cost	12,837	17,343	17,343	14,413
Capital	0	0	0	0
Transfers	0	0	0	0
Debt Service	0	0	0	0
Total City Secretary/Legislative	\$73,198	\$90,351	\$90,253	\$87,732
Water Production and Distribution				
Personnel	\$344,236	\$296,012	\$302,637	\$296,458
Supplies/Maintenance	122,445	455,600	156,100	176,200
Other Operating Cost	109,826	5,000	5,000	5,000
Purchased Services	564,110	619,235	624,235	624,235
Capital	61,800	118,300	0	0
Transfers	0	0	0	0
Debt Service	0	0	0	0
Total Water Production and Distribution	\$1,202,417	\$1,494,147	\$1,087,972	\$1,101,893

CITY OF RICHLAND HILLS

2014-2015 FISCAL YEAR SUMMARY OF EXPENDITURES

ENTERPRISE FUND

	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
Wastewater Collection and Treatment				
Personnel	\$334,280	\$352,918	\$353,829	\$355,972
Supplies/Maintenance	88,721	50,050	50,050	57,550
Other Operating Cost	11,202	4,600	4,600	2,100
Purchased Services	334,647	560,000	560,000	434,978
Capital	63,480	57,750	0	0
Transfers	0	0	0	0
Debt Service	0	0	0	0
Total Wastewater Collection	\$832,330	\$1,025,318	\$968,479	\$850,600
Shared Services				
Personnel				
Supplies/Maintenance				
Other Operating Cost				294,851
Purchased Services				
Capital				
Transfers				
Debt Service	0	0	0	0
Total Wastewater Shared Services	\$0	\$0	\$0	\$294,851
Personnel	\$0	\$0	\$0	\$0
Supplies/Maintenance	0	0	0	0
Other Operating Cost	0	0	0	0
Capital	0	0	0	0
Transfers	0	937,042	937,042	202,137
Debt Service	581,199	789,760	789,760	789,255
Total Debt Service & Transfers	\$581,199	\$1,726,802	\$1,726,802	\$991,392
Total Expenditures	\$ 3,203,044	\$ 4,880,648	\$ 4,443,437	\$ 3,911,481

CITY OF RICHLAND HILLS

Department Administration (262)	Fund:	Enterprise
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EXPENDITURE SUMMARY				
	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
PERSONNEL SERVICES	\$ 380,185	\$ 443,901	\$ 443,797	\$ 477,745
SUPPLIES/MAINTENANCE	\$ 96,149	\$ 79,418	\$ 101,232	\$ 83,638
OTHER OPERATING COST	\$ 17,545	\$ 15,168	\$ 19,359	\$ 23,630
UTILITIES	\$ 9,233	\$ -	\$ -	\$ -
CONTRACTUAL	\$ 3,188	\$ -	\$ -	\$ -
CAPITAL/TRANSFERS	\$ 7,600	\$ 5,543	\$ 5,543	\$ -
TOTAL	\$ 513,901	\$ 544,029	\$ 569,930	\$ 585,013

PERSONNEL SUMMARY				
	ACTUAL	BUDGET	PROJECTED	BUDGET
Full Time:				
City Manager	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00	0.00
Assistant To CM	0.00	0.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00
Director of Finance	1.00	1.00	1.00	1.00
Office Clerk	1.00	1.00	1.00	2.00
Cashier II	0	1.00	1.00	1.00
Accounting Tech	1.00	1.00	1.00	1.00
Total	6.0	7.0	8.0	8.00

CITY OF RICHLAND HILLS

Department Administration - (262)	Fund: Enterprise
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DESCRIPTION/MISSION

The purpose of the Department of Administration is to facilitate teamwork in an effort to enhance the department and attain goals of efficiency and effectiveness through cooperative efforts of all team members. Administration provides internal services, utility billing, city secretarial, financial and customer relations functions to all citizens, employees, and elected officials. The sole purpose of administrative staff is to serve customers, citizens and elected officials of Richland Hills in an enthusiastic and positive manner.

Major Goals:	Objectives for Fiscal Year 2014-2015:
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1. Improve internal customer services
2. Assist other departments with financial analysis and budget projections
3. Become familiar with the operational needs of other city departments
4. Improve reporting to council and staff of the active investment program
5. Enhance cash management forecasting through increased information flow from other departments and accounting reports
6. Conduct research and analysis to strengthen investment strategy
7. Provide efficient, cost effective, and sage banking arrangements for the City
8. Monitor bank performance on a daily basis and ensure an open line of communication exists between department and bank representatives
9. Keep abreast of new banking services and products and recommend new services as needed
10. Continue to monitor implementation of the purchasing policy and fine tune as needed
11. Solicit input from city staff on the need for changes to the policy
12. Provide training and support to other departments on purchasing procedures
13. Enhance quality of the payroll process
14. Improve communications to employees by disseminating payroll information and options available
15. Improve procedures for reporting time and attendance to payroll clerks
16. Improve year-end audit process
17. Ensure timely posting of adjusting entries
18. Continue to pursue CAFR award
19. Improve internal control system regarding separations of duties

- Submit annual budget to City Council for adoption in accordance with City Council direction and timeline

- Complete FY 2014 audit with no internal control deficiencies

- Make application for Texas State Comptroller Leadership Circle Award for Financial Transparency

CITY OF RICHLAND HILLS

Department: Administration - 262 Fund: Enterprise

PERFORMANCE MEASURES	2012-2013 ACTUAL	2013-2014 PROJECTED	2014-2015 ESTIMATED

Fiscal Year 2013-2014 Accomplishments:
<p>Annual budget was presented to the City Council for review in accordance with council direction and established timeline</p> <p>Completed FY 2013 annual audit in January, 2013 with no internal deficiencies.</p> <p>Received the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting for 2012 Year</p> <p>Received the Government Finance Officers Association Distinguished Budget Presentation Award for FY 2013</p>

City of Richland Hills
 FY 2014-2015 BUDGET
 ADMINISTRATION 262
 ENTERPRISE FUND

ACCOUNT NUMBER	ACCOUNT	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
<u>PERSONNEL</u>					
51010	Salaries and Wages	\$ 211,427	\$ 262,245	\$ 257,863	\$ 277,371
51030	Overtime	\$ 535	\$ -	\$ -	\$ -
51040	Payroll Tax	\$ 15,182	\$ 20,827	\$ 18,590	\$ 21,219
51050	Unemployment Insurance	\$ 104	\$ 60	\$ 828	\$ 828
51070	Retirement	\$ 35,407	\$ 46,968	\$ 45,846	\$ 50,010
51080	Employee Insurance	\$ 15,586	\$ 23,552	\$ 25,045	\$ 31,817
51150	Legal Service	\$ 62,703	\$ 75,000	\$ 75,000	\$ 75,000
51160	Auditing	\$ 15,250	\$ 15,250	\$ 17,625	\$ 18,500
51170	Engineering/Consulting	\$ 3,075	\$ -	\$ 3,000	\$ 3,000
51180	Appraisal District Fees	\$ 20,916	\$ -	\$ -	\$ -
51260	Contract Labor	\$ -	\$ -		
	SUBTOTAL PERSONNEL	\$ 380,185	\$ 443,901	\$ 443,797	\$ 477,745
<u>SUPPLIES/MAINTENANCE</u>					
52010	Office Supplies	\$ 1,619	\$ 1,682	\$ 3,213	\$ 2,775
52020	Printing	\$ 4,488	\$ 3,203	\$ 3,203	\$ 3,363
52040	Equipment maintenance	\$ 47,783	\$ 29,600	\$ 32,333	\$ 32,250
52046	E Commerce Fees	\$ 9,472	\$ 9,233	\$ 9,233	\$ 9,250
52060	Minor Office Equipment	\$ 125	\$ 18,750	\$ 18,750	\$ 1,000
52061	Electronic Payment Fees	\$ 16,950	\$ 16,950	\$ 34,500	\$ 35,000
52080	Building maintenance	\$ 15,712	\$ -		
52110	Vehicle maintenance	\$ -			
	SUBTOTAL SPLS./MAINT.	\$ 96,149	\$ 79,418	\$ 101,232	\$ 83,638
<u>TRAVEL/TRAINING/MISC</u>					
53010	Legal advertising	\$ 2,034	\$ 1,000	\$ 1,000	\$ 1,000
53020	Postage	\$ 11,975	\$ 10,375	\$ 12,000	\$ 13,000
53060	Memberships	\$ 1,798	\$ 2,124	\$ 4,000	\$ 4,330
53070	Subscriptions and publications	\$ -	\$ 160	\$ -	\$ 800
53072	Other Programs	\$ -	\$ -	\$ 850	\$ 2,450
53080	Travel and Training	\$ 1,139	\$ 1,509	\$ 1,509	\$ 2,050
53100	Newsletter	\$ 600	\$ -		
	SUBTOTAL TRV/TRN/MSC	\$ 17,545	\$ 15,168	\$ 19,359	\$ 23,630
<u>UTILITIES</u>					
54010	Power and light	\$ 5,477	\$ -		
54020	Natural gas	\$ 516	\$ -		
54030	Telephone	\$ 3,240	\$ -		
	SUBTOTAL UTILITIES	\$ 9,233	\$ -	\$ -	\$ -

ADMINISTRATION 262
ENTERPRISE FUND

ACCOUNT NUMBER	ACCOUNT	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
<u>CONTRACTUAL</u>					
55030	Workers' Compensation	\$ 2,448	\$ -		
55040	Real and Personal Property	\$ 396	\$ -		
55060	Auto Physical Damage Ins	\$ -	\$ -		
55080	General Liability	\$ 76	\$ -		
55090	Auto Liability		\$ -		
55100	Employee Bond	\$ 269	\$ -		
SUBTOTAL CONTRACTUAL		\$ 3,188	\$ -	\$ -	\$ -
<u>CAPITAL/TRANS/DEBT SVC</u>					
56010	Building Improvements	\$ -	\$ 5,543	\$ 5,543	\$ -
56020	Equipment	\$ -	\$ -	\$ -	\$ -
56163	Trf to Other Funds	\$ 7,600	\$ -	\$ -	\$ -
26182	Trf to Enterprise	\$ -	\$ -	\$ -	\$ -
56184	Trf to 50th Anniver	\$ -	\$ -	\$ -	\$ -
SUBTOTAL CAP/TR/DS		\$ 7,600	\$ 5,543	\$ 5,543	\$ -
TOTAL GENERAL ADMINISTRATION		\$ 513,901	\$ 544,029	\$ 569,930	\$ 585,013

CITY OF RICHLAND HILLS

Department Legislative 263	Fund: Enterprise
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EXPENDITURE SUMMARY				
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	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
PERSONNEL SERVICES	\$ 53,296	\$ 54,393	\$ 54,295	\$ 54,704
SUPPLIES/MAINTENANCE	\$ 7,065	\$ 18,615	\$ 18,615	\$ 18,615
OTHER OPERATING COST	\$ 9,659	\$ 17,343	\$ 17,343	\$ 14,413
UTILITIES	\$ 18	\$ -	\$ -	\$ -
CONTRACTUAL	\$ 3,160	\$ -	\$ -	\$ -
CAPITAL/TRANSFERS	\$ -	\$ -	\$ -	\$ -
PURCHASED/SHARED SERVICES	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 73,198	\$ 90,351	\$ 90,253	\$ 87,732

PERSONNEL SUMMARY				
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	ACTUAL	BUDGET	PROJECTED	BUDGET
Full Time:				
City Secretary	1.00	1.00	1.00	1.00
Total	1.0	1.0	1.0	1.0

CITY OF RICHLAND HILLS

Department Legislative 263

Fund:

Enterprise

DESCRIPTION/MISSION

The mission of the City Secretary's Office is to maintain the vital records of the City and fulfill all responsibilities efficiently and effectively, and above all, to serve the public respectfully and equally.

Major Goals:

1. Continue to maintain vital records
2. Prepare and update appropriate instruments in a timely manner
3. Continue to respond to requests promptly
4. Serve the public equally and respectfully
5. Maintain the operations of the City Secretary's Office in an effective and efficient manner

Objectives for Fiscal Year 2014-2015:

CITY OF RICHLAND HILLS

Department: Legislative 263

Fund:

Enterprise

PERFORMANCE MEASURES	2012-2013 ACTUAL	2013-2014 PROJECTED	2014-2015 ESTIMATED
Regular/Special council meetings attended Minutes prepared by next council meeting Requests for information responded to within 10 working days Elections uncontested			

Fiscal Year 2013-2014 Accomplishments:

Conducted November and May election

City of Richland Hills
 FY 2014-2015 BUDGET
 LEGISLATIVE CITY SECRETARY 263
 ENTERPRISE FUND

ACCOUNT NUMBER	ACCOUNT	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
PERSONNEL					
51010	Salaries and Wages	\$ 39,988	\$ 40,632	\$ 40,632	\$ 40,765
51020	Part-time/Temporary		\$ -	\$ -	\$ -
51030	Overtime		\$ -	\$ -	\$ -
51040	Payroll Tax	\$ 2,833	\$ 3,108	\$ 2,850	\$ 3,118
51050	Unemployment Insurance	\$ 5	\$ 9	\$ 104	\$ 104
51070	Retirement	\$ 7,103	\$ 7,277	\$ 7,277	\$ 7,301
51080	Employee Insurance	\$ 3,007	\$ 3,007	\$ 3,072	\$ 3,056
51100	Council Compensation	\$ 360	\$ 360	\$ 360	\$ 360
51260	Contract Labor		\$ -		
SUBTOTAL PERSONNEL		\$ 53,296	\$ 54,393	\$ 54,295	\$ 54,704
SUPPLIES/MAINTENANCE					
52010	Office Supplies	\$ 748	\$ 1,250	\$ 1,250	\$ 1,250
52015	Operating Supplies		\$ -	\$ -	\$ -
52020	Printing	\$ 3,965	\$ 1,865	\$ 1,865	\$ 1,865
52023	Electronic Conversion Program		\$ -	\$ -	\$ -
52040	Equipment maintenance	\$ 1,437	\$ 2,800	\$ 2,800	\$ 2,800
52060	Minor Office Equipment	\$ 541	\$ 700	\$ 700	\$ 700
52215	Elections Expense	\$ 375	\$ 12,000	\$ 12,000	\$ 12,000
		\$ -			
SUBTOTAL SPLS./MAINT.		\$ 7,065	\$ 18,615	\$ 18,615	\$ 18,615
TRAVEL/TRAINING/MISC					
53010	Legal advertising	\$ 170	\$ 750	\$ 750	\$ 750
53020	Postage	\$ 505	\$ 1,100	\$ 1,100	\$ 1,100
53060	Memberships	\$ 3,639	\$ 3,982	\$ 3,982	\$ 3,982
53070	Subscriptions and publications	\$ 195	\$ 1,800	\$ 1,800	\$ 1,800
53071	Employee/Volunteer Programs	\$ 1,374	\$ 2,031	\$ 2,031	\$ 2,031
53080	Travel and Training	\$ 1,577	\$ 2,680	\$ 2,680	\$ 1,000
53100	Newsletter	\$ 1,240	\$ 1,250	\$ 1,250	\$ 1,250
53991	Contingency Fund	\$ 959	\$ 3,750	\$ 3,750	\$ 2,500
		\$ -	\$ -		
SUBTOTAL TRV/TRN/MSC		\$ 9,659	\$ 17,343	\$ 17,343	\$ 14,413
UTILITIES					
54030	Telephone	\$ 18	\$ -		
SUBTOTAL UTILITIES		\$ 18	\$ -	\$ -	\$ -
CONTRACTUAL					
55020	Mobile Equipment	\$ -	\$ -		
55030	Workers' Compensation	\$ 372			
55040	Real and Personal Property	\$ 237	\$ -		
55050	Errors and Omissions Ins	\$ 2,505			
55080	General Liability	\$ 46	\$ -		
55999	Depreciation Expense	\$ -	\$ -		
SUBTOTAL CONTRACTUAL		\$ 3,160	\$ -	\$ -	\$ -
CAPITAL/TRANS/DEBT SVC					
56020	Equipment	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
SUBTOTAL CAP/TR/DS		\$ -	\$ -	\$ -	\$ -
TOTAL LEGISLATIVE		\$ 73,198	\$ 90,351	\$ 90,253	\$ 87,732

CITY OF RICHLAND HILLS

Department Non Departmental 230	Fund: Enterprise
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EXPENDITURE SUMMARY

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
PERSONNEL SERVICES	\$ -	\$ -	\$ -	\$ -
SUPPLIES/MAINTENANCE	\$ -	\$ 24,187	\$ 33,000	\$ 39,231
OTHER OPERATING COST	\$ -	\$ -	\$ -	\$ -
UTILITIES	\$ -	\$ 166,763	\$ 171,635	\$ 172,717
CONTRACTUAL	\$ -	\$ 69,899	\$ 68,146	\$ 82,903
CAPITAL/TRANSFERS	\$ -	\$ -	\$ -	\$ -
PURCHASED/SHARED SERVICES	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ 260,848	\$ 272,780	\$ 294,851

PERSONNEL SUMMARY

	ACTUAL	BUDGET	PROJECTED	BUDGET
Full Time:				
Total	0.0	0.0	0.0	0.0

City of Richland Hills
 FY 2014-2015 BUDGET
 NON DEPARTMENTAL 230
 ENTERPRISE FUND

ACCOUNT NUMBER ACCOUNT	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
PERSONNEL				
51080 Employee Insurance				
51170 Engineering				
SUBTOTAL PERSONNEL	\$ -	\$ -	\$ -	\$ -
SUPPLIES/MAINTENANCE				
52080 Building maintenance	\$ -	\$ 24,187	\$ 33,000	\$ 39,231
SUBTOTAL SPLS./MAINT.	\$ -	\$ 24,187	\$ 33,000	\$ 39,231
54010 Power and light		\$ 131,217	\$ 131,217	\$ 131,217
54011 Street Lighting		\$ -	\$ -	\$ -
54020 Natural gas		\$ 5,165	\$ 9,418	\$ 9,000
54030 Telephone		\$ 30,382	\$ 31,000	\$ 32,500
SUBTOTAL UTILITIES	\$ -	\$ 166,763	\$ 171,635	\$ 172,717
CONTRACTUAL				
55020 Mobile Equipment		\$ 1,607	\$ 1,360	\$ 1,496
55030 Workers' Compensation		\$ 34,412	\$ 31,758	\$ 42,877
55040 Real and Personal Property		\$ 6,292	\$ 5,568	\$ 6,125
55050 Errors and Omissions Ins		\$ 4,900	\$ 5,515	\$ 6,066
55055 Law Enforcement Liab Ins		\$ 6,081	\$ 6,304	\$ 6,934
55060 Auto Physical Damage Ins		\$ 6,044	\$ 5,865	\$ 6,452
55070 Notary Bond		\$ -	\$ -	\$ -
55080 General Liability		\$ 2,392	\$ 2,658	\$ 2,924
55090 Auto Liability		\$ 7,890	\$ 8,850	\$ 9,735
55100 Employee Bond		\$ 282	\$ 269	\$ 296
55200 Code Red Program		\$ -	\$ -	\$ -
55300 Building Demolition		\$ -	\$ -	\$ -
55999 Depreciation Expense	\$ -	\$ -		
SUBTOTAL CONTRACTUAL	\$ -	\$ 69,899	\$ 68,146	\$ 82,903
CAPITAL/TRANS/DEBT SVC				
56010 Building Improvements	\$ -		\$ -	\$ -
56011 Property Acquisition		\$ -	\$ -	
56020 Equipment	\$ -		\$ -	\$ -
56110 Water System Improvements				
56120 Sewer System Improvements				
56127 Valley Gutter Program				
56128 BFC-5/5A Drainage Improvements				
56150 Capital Facilities	\$ -	\$ -	\$ -	\$ -
SUBTOTAL CAP/TR/DS	\$ -	\$ -	\$ -	\$ -
TOTAL NONDEPARTMENT	\$ -	\$ 260,848	\$ 272,780	\$ 294,851

**RICHLAND HILLS, TEXAS
 FY 2014-2015 BUDGET
 DEBT SERVICE AND TRANSFERS
 ENTERPRISE FUND 264**

ACCOUNT NUMBER	ACCOUNT	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
	<u>CAPITAL/TRANSFERS</u>				
57030	Trans to Debt Svce.		\$ -	\$ -	\$ -
57033	1998 CO Debt Svc	0	0		0
57034	2002 CO Debt Svc.	0	0		0
57036	2007 CO Debt Svc.	152,574	153,993	153,993	156,530
57046	2011 CO Devt Svc. 2012 CO Debt	428,625	425,975 209,792	425,975 209,792	424,575 208,150
57043	Trans to 02 Rev Bond Reserve	0	0		0
57044	Trans to 07 Rev Bond Reserve	0	0		0
58002	Trans to General	0	937,042	937,042	202,137
	TOTAL DEBT SVC./TR	\$ 581,199.00	\$ 1,726,802.00	\$ 1,726,802.00	\$ 991,392.00

CITY OF RICHLAND HILLS

Department Water Production and Distribution 266	Fund:	Enterprise
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EXPENDITURE SUMMARY				
	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
PERSONNEL SERVICES	\$ 344,236	\$ 296,012	\$ 302,637	\$ 296,458
SUPPLIES/MAINTENANCE	\$ 122,445	\$ 155,600	\$ 156,100	\$ 176,200
OTHER OPERATING COST	\$ 10,381	\$ 5,000	\$ 5,000	\$ 5,000
UTILITIES	\$ 83,255	\$ -	\$ -	\$ -
CONTRACTUAL	\$ 16,190	\$ -	\$ -	\$ -
CAPITAL/TRANSFERS	\$ 61,800	\$ 118,300	\$ -	\$ -
PURCHASED/SHARED SERVICES	\$ 564,110	\$ 619,235	\$ 624,235	\$ 624,235
TOTAL	\$ 1,202,418	\$ 1,194,147	\$ 1,087,972	\$ 1,101,893

PERSONNEL SUMMARY				
	ACTUAL	BUDGET	PROJECTED	BUDGET
Full Time:				
Superintendent	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Water Foreman	1.00	1.00	1.00	1.00
Maintenance	3.00	3.00	3.00	3.00
Water Sys Instrumentation Foreman	1.00	1.00	1.00	1.00
City Engineer (50%)	0.5	0.50	0.50	0.50
Note: 50%Water, 50 % Wastewater				
Total	7.5	7.5	7.5	7.5

CITY OF RICHLAND HILLS

Department Water Production and Distribution 266 **Fund:** Enterprise

DESCRIPTION/MISSION

The Mission of the Water Production and Distribution Division of the Public Works Department is to ensure safe drinking water, provide effective delivery of water through the distribution system, provide efficient and timely repair service and to provide quality customer service to the citizens of the community.

Major Goals:

Objectives for Fiscal Year 2014-2015:

CITY OF RICHLAND HILLS

Department: Water Production and Distribution 266

Fund:

Enterprise

PERFORMANCE MEASURES	2012-2013 ACTUAL	2013-2014 PROJECTED	2014-2015 ESTIMATED

Fiscal Year 2013-2014 Accomplishments:

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NEIGHBORHOOD SERVICES WATER PRODUCTION AND DISTRIBUTION 266
GENERAL FUND

ACCOUNT NUMBER ACCOUNT	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
55040 Real and Personal Property	\$ 1,918	\$ -		
55050 Errors and Omissions Ins				
55055 Law Enforcement Liab Ins				
55060 Auto Physical Damage Ins	\$ 1,483	\$ -		
55070 Notary Bond				
55080 General Liability	\$ 371	\$ -		
55090 Auto Liability	\$ 6,675	\$ -		
55100 Employee Bond				
55999 Depreciation Expense	\$ -	\$ -		
<hr/>				
SUBTOTAL CONTRACTUAL	\$ 16,190	\$ -	\$ -	\$ -
CAPITAL/TRANS/DEBT SVC				
56010 Building Improvements	\$ -		\$ -	\$ -
56020 Equipment		\$ 56,500	\$ -	\$ -
56110 Water System Improvements				
57050 Rate Stabilization Reserve	\$ 61,800	\$ 61,800		
	\$ -	\$ -	\$ -	\$ -
<hr/>				
SUBTOTAL CAP/TR/DS	\$ 61,800	\$ 118,300	\$ -	\$ -
PURCHASED/SHARED SERVICES				
58160 Water Well Fees	\$ 18,093	\$ 7,000	\$ 12,000	\$ 12,000
58170 Water Purchased Volume	\$ 432,326	\$ 502,235	\$ 502,235	\$ 502,235
58180 Water Purchased Standby	\$ 113,692	\$ 110,000	\$ 110,000	\$ 110,000
<hr/>				
SUBTOTAL PURCHASED SERVICES	\$ 564,110	\$ 619,235	\$ 624,235	\$ 624,235
<hr/>				
TOTAL WATER PRODUCTION	\$ 1,202,418	\$ 1,194,147	\$ 1,087,972	\$ 1,101,893

CITY OF RICHLAND HILLS

Department Wastewater Collection & Treatment 267	Fund: Enterprise
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EXPENDITURE SUMMARY

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
PERSONNEL SERVICES	\$ 334,280	\$ 352,918	\$ 353,829	\$ 355,972
SUPPLIES/MAINTENANCE	\$ 88,721	\$ 50,050	\$ 50,050	\$ 57,550
OTHER OPERATING COST	\$ 1,743	\$ 2,100	\$ 2,100	\$ 2,100
UTILITIES	\$ 3,057	\$ 2,500	\$ 2,500	\$ -
CONTRACTUAL	\$ 6,402	\$ -	\$ -	\$ -
CAPITAL/TRANSFERS	\$ 63,480	\$ 57,750	\$ -	\$ -
PURCHASED/SHARED SERVICES	\$ 334,647	\$ 560,000	\$ 560,000	\$ 434,978
TOTAL	\$ 832,330	\$ 1,025,318	\$ 968,479	\$ 850,600

PERSONNEL SUMMARY

	ACTUAL	BUDGET	PROJECTED	BUDGET
Full Time:				
Superintendent	0.50	0.50	1.00	1.00
Administrative Assistant	0.50	0.50	1.00	1.00
Water Foreman	0.50	0.50	1.00	1.00
Wastewater Foreman	1.00	1.00	1.00	1.00
Maintenance	2.50	1.50	3.00	3.00
Water Sys Instrumentation Foreman	0.50	0.50	1.00	1.00
City Engineer	0.25	0.25	0.25	0.25
Note: 50%Water, 50 % Wastewater				
Total	5.75	4.75	8.25	8.25

CITY OF RICHLAND HILLS

Department Wastewater Collection & Treatment 267 **Fund:** Enterprise

DESCRIPTION/MISSION

The mission of the Public Works Department Wastewater Division is to provide effective collection of wastewater through proper maintenance of the sanitary sewer collection system and upgrade the collection system as needed.

Major Goals:

Objectives for Fiscal Year 2014-2015:

City of Richland Hills
 FY 2014-2015 BUDGET
 NEIGHBORHOOD SERVICES WASTEWATER COLLECTION & TREATMENT 267
 GENERAL FUND

ACCOUNT NUMBER	ACCOUNT	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
PERSONNEL					
51010	Salaries and Wages	\$ 232,923	\$ 235,929	\$ 235,929	\$ 237,408
51020	Part-time/Temporary				
51030	Overtime	\$ 12,281	\$ 17,500	\$ 17,500	\$ 17,500
51040	Payroll Tax	\$ 18,118	\$ 19,387	\$ 19,387	\$ 19,501
51050	Unemployment Insurance	\$ 89	\$ 63	\$ 414	\$ 414
51070	Retirement	\$ 41,345	\$ 42,255	\$ 42,255	\$ 42,805
51080	Employee Insurance	\$ 28,317	\$ 34,584	\$ 35,144	\$ 35,144
51115	Laboratory Fees	\$ 1,153	\$ 3,000	\$ 3,000	\$ 3,000
51170	Engineering/Consultant Fees	\$ -			
51240	Physicals	\$ 54	\$ 200	\$ 200	\$ 200
51260	Contract Labor		\$ -		
SUBTOTAL PERSONNEL		\$ 334,280	\$ 352,918	\$ 353,829	\$ 355,972
SUPPLIES/MAINTENANCE					
52010	Office Supplies	\$ 378	\$ 400	\$ 400	\$ 500
52015	Operating Supplies	\$ 1,364	\$ 1,400	\$ 1,400	\$ 1,400
52020	Printing	\$ 51	\$ 200	\$ 200	\$ 300
52030	Gasoline	\$ 10,829	\$ 10,000	\$ 10,000	\$ 10,000
52035	Oils and Lubricants	\$ 56	\$ 500	\$ 500	\$ 1,000
52040	Equipment maintenance	\$ 319	\$ 1,000	\$ 1,000	\$ 1,000
52080	Building maintenance	\$ 558			
52091	Landscape Maintenance	\$ -			
52100	Uniforms	\$ 1,288	\$ 2,000	\$ 2,000	\$ 2,000
52105	Protective Gear				
52110	Vehicle maintenance	\$ 21,177	\$ 5,000	\$ 5,000	\$ 6,500
52115	Tires/Tubes/Batteries	\$ 910	\$ 1,000	\$ 1,000	\$ 3,600
52130	Communication Equip Maint				
52180	Hand Tools and Small Equip		\$ 300	\$ 300	\$ 600
52190	Street Repair Material	\$ 1,790	\$ 2,000	\$ 2,000	\$ 2,000
52200	Paint & Chemicals	\$ 2,700	\$ 1,600	\$ 1,600	\$ 2,000
52210	Operating Equip Maintenance	\$ 9,049	\$ 8,000	\$ 8,000	\$ 9,000
52240	Building Cleaning Supplies	\$ 32	\$ 150	\$ 150	\$ 150
52300	Sewer Maintenance	\$ 38,220	\$ 14,000	\$ 14,000	\$ 15,000
52305	Lift Station Maintenance		\$ 2,500	\$ 2,500	\$ 2,500
SUBTOTAL SPLS./MAINT.		\$ 88,721	\$ 50,050	\$ 50,050	\$ 57,550
TRAVEL/TRAINING/MISC					
53060	Memberships	\$ -	\$ 400	\$ 400	\$ 400
53070	Subscriptions and publications	\$ 75	\$ 100	\$ 100	\$ 100
53080	Travel and Training	\$ 1,668	\$ 1,600	\$ 1,600	\$ 1,600
SUBTOTAL TRV/TRN/MSC		\$ 1,743	\$ 2,100	\$ 2,100	\$ 2,100
UTILITIES					
54010	Power and light	\$ 1,437	\$ 2,500	\$ 2,500	
54011	Street Lighting				
54020	Natural gas	\$ 503	\$ -		
54030	Telephone	\$ 1,118	\$ -		
SUBTOTAL UTILITIES		\$ 3,057	\$ 2,500	\$ 2,500	\$ -
CONTRACTUAL					
55020	Mobile Equipment	\$ -	\$ -		
55030	Workers' Compensation	\$ 4,214			
55040	Real and Personal Property	\$ 1,834	\$ -		
55050	Errors and Omissions Ins				
55055	Law Enforcement Liab Ins				

NEIGHBORHOOD SERVICES WASTEWATER COLLECTION & TREATMENT 267
GENERAL FUND

ACCOUNT NUMBER ACCOUNT	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
55060 Auto Physical Damage Ins	\$ -	\$ -		
55070 Notary Bond				
55080 General Liability	\$ 354	\$ -		
55090 Auto Liability	\$ -	\$ -		
55100 Employee Bond				
55999 Depreciation Expense	\$ -	\$ -		
<hr/>				
SUBTOTAL CONTRACTUAL	\$ 6,402	\$ -	\$ -	\$ -
CAPITAL/TRANS/DEBT SVC				
56010 Building Improvements	\$ -		\$ -	\$ -
56011 Property Acquisition				
56020 Equipment	\$ -		\$ -	\$ -
56120 Sewer System Improvements				
56127 Valley Gutter Program				
57050 Rate Stabilization Reserve	\$ 57,750	\$ 57,750		
	\$ -	\$ -	\$ -	\$ -
<hr/>				
SUBTOTAL CAP/TR/DS	\$ 63,480	\$ 57,750	\$ -	\$ -
PURCHASED/SHARED SERVICES				
58185 NRH Sewer Cross Flow	\$ 26,750	\$ 24,000	\$ 24,000	\$ 24,000
58190 Sewer Treatment-Hurst	\$ 110,105	\$ 110,978	\$ 110,978	\$ 110,978
58195 Sewer Treatment -Fort Worth	\$ 197,792	\$ 425,022	\$ 425,022	\$ 300,000
<hr/>				
SUBTOTAL PURCHASED SERVICES	\$ 334,647	\$ 560,000	\$ 560,000	\$ 434,978
<hr/>				
TOTAL WASTEWATER	\$ 832,330	\$ 1,025,318	\$ 968,479	\$ 850,600

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES
DRAINAGE UTILITY FUND**

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources	\$833,564	\$1,200,920	\$1,792,862	\$1,725,352
REVENUES				
Customer Billing	\$817,330	\$847,392	\$847,392	\$847,392
Investment Income	1,393	730	730	730
TOTAL REVENUES	\$818,723	\$848,122	\$848,122	\$848,122
Transfers				
Total Estimated Available Resources	\$1,652,287	\$2,049,042	\$2,640,984	\$2,573,474
EXPENDITURES				
PERSONNEL				
Salaries and Wages	\$ 72,230	\$ 127,812	\$ 127,812	\$ 129,551
Overtime	\$ 5,535	\$ 5,000	\$ 5,000	\$ 5,000
Payroll Tax	\$ 5,875	\$ 10,160	\$ 10,160	\$ 10,293
Unemployment Insurance	\$ 21	\$ 36	\$ 36	\$ 828
TMRS	\$ 12,839	\$ 22,891	\$ 22,891	\$ 23,358
Employee Health Insurance	\$ 16,539	\$ 21,049	\$ 21,049	\$ 21,392
Engineering	\$ 55,175	\$ 25,000	\$ 25,000	\$ 40,000
Physicals	\$ -	\$ 200	\$ 200	\$ 200
SUBTOTAL PERSONNEL	\$ 168,213	\$ 212,148	\$ 212,148	\$ 230,622
SUPPLIES/MAINTENANCE				
Operating Supplies	\$ 1,360	\$ 1,000	\$ 1,000	\$ 1,000
Gasoline	\$ 10,804	\$ 10,000	\$ 10,000	\$ 10,000
Oils and Lubricants	\$ 141	\$ 200	\$ 200	\$ 500
Uniforms	\$ 344	\$ 1,500	\$ 1,500	\$ 1,500
Protective Gear	\$ 199	\$ 200	\$ 200	\$ 400
Vehicle Maintenance	\$ 215	\$ 3,000	\$ 3,000	\$ 4,000
Tires/Tubes/Batteries	\$ 1,076	\$ 4,000	\$ 4,000	\$ 4,000
Hand Tools/Small Equipment	\$ 178	\$ 2,000	\$ 2,000	\$ 2,000
Street Sweeping	\$ -	\$ 3,000	\$ 3,000	\$ 3,000
Operating Equipment Maint	\$ 6,934	\$ 15,000	\$ 15,000	\$ 15,000
Drainage System Maintenance	\$ 25,100	\$ 40,000	\$ 40,000	\$ 110,000
SUBTOTAL SPLS./MAINT.	\$ 46,351	\$ 79,900	\$ 79,900	\$ 151,400
OTHER OPERATING				
Memberships	\$ 929	\$ -	\$ -	\$ -
Travel and Training	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
Property Acquisition	\$ 510	\$ 1,500	\$ 1,500	\$ 1,500
SUBTOTAL OTHER OPERATING	\$ 1,439	\$ 2,500	\$ 2,500	\$ 2,500
CAPITAL				
Depreciation	\$ 217,237	\$ -	\$ -	\$ -
Building Improvements	\$ -	\$ -	\$ -	\$ -
Machinery/Heavy Equipment	\$ -	\$ -	\$ -	\$ 45,000
Drainage Improvements	\$ -	\$ -	\$ -	\$ -
Curb Gutter Project	\$ -	\$ -	\$ -	\$ -
Transfer to General/Admin	\$ -	\$ 211,848	\$ 211,848	\$ 211,848
Transfer to Debt Serv.	\$ 197,444	\$ 409,236	\$ 409,236	\$ 404,894
SUBTOTAL CAP/TR/DS	\$ 414,681	\$ 621,084	\$ 621,084	\$ 661,742
TOTAL DRAINAGE	\$ 630,683	\$ 915,632	\$ 915,632	\$ 1,046,264
BALANCE	\$1,021,604	\$1,133,410	\$1,725,352	\$1,527,210

CITY OF RICHLAND HILLS

Department Drainage Utility 2269	Fund: Drainage
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EXPENDITURE SUMMARY				
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	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
PERSONNEL SERVICES	\$ 168,213	\$ 212,148	\$ 213,283	\$ 230,396
SUPPLIES/MAINTENANCE	\$ 46,351	\$ 79,900	\$ 79,900	\$ 151,400
OTHER OPERATING COST	\$ 1,439	\$ 2,500	\$ 2,500	\$ 2,500
UTILITIES	\$ -	\$ -	\$ -	\$ -
CONTRACTUAL	\$ 217,237	\$ -	\$ -	\$ -
CAPITAL/TRANSFERS	\$ 197,444	\$ 621,084	\$ -	\$ 661,742
PURCHASED/SHARED SERVICES	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 630,684	\$ 915,632	\$ 295,683	\$ 1,046,038

PERSONNEL SUMMARY				
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	ACTUAL	BUDGET	PROJECTED	BUDGET
Full Time:				
Maintenance	3.00	3.00	3.00	3.00
City Engineer (50%)	0.50	0.50	0.50	0.50
Total	3.5	3.5	3.5	3.5

CITY OF RICHLAND HILLS

Department Drainage Utility 2269	Fund: Drainage
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DESCRIPTION/MISSION

The mission of the Public Works Department Drainage Division is to maintain Big Fossil creek, perform routine maintenance of culverts, storm inlets and drainage channels within the City and make drainage improvements. Maintain the levee flood way in accordance with the requirements of the Corp. of Engineers to maintain compliance for Certification.

Major Goals:

Objectives for Fiscal Year 2014-2015:

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CITY OF RICHLAND HILLS

Department: Drainage Utility 2269

Fund:

Drainage

PERFORMANCE MEASURES	2012-2013 ACTUAL	2013-2014 PROJECTED	2014-2015 ESTIMATED

Fiscal Year 2013-2014 Accomplishments:

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City of Richland Hills
 FY 2014-2015 BUDGET
 NEIGHBORHOOD SERVICES DRAINAGE UTILITY 2269
 GENERAL FUND

ACCOUNT NUMBER	ACCOUNT	2012-2013 ACTUAL	2013-2014 BUDGET	2013-2014 PROJECTED	2014-2015 BUDGET
PERSONNEL					
51010	Salaries and Wages	\$ 72,230	\$ 127,812	\$ 127,812	\$ 129,371
51020	Part-time/Temporary				
51030	Overtime	\$ 5,535	\$ 5,000	\$ 5,000	\$ 5,000
51040	Payroll Tax	\$ 5,875	\$ 10,160	\$ 10,160	\$ 10,279
51050	Unemployment Insurance	\$ 21	\$ 36	\$ 828	\$ 828
51070	Retirement	\$ 12,839	\$ 22,891	\$ 22,891	\$ 23,326
51080	Employee Insurance	\$ 16,539	\$ 21,049	\$ 21,392	\$ 21,392
51170	Engineering/Consultant Fees	\$ 55,175	\$ 25,000	\$ 25,000	\$ 40,000
51240	Physicals	\$ -	\$ 200	\$ 200	\$ 200
51250	Psychologicals				
51260	Contract Labor		\$ -		
SUBTOTAL PERSONNEL		\$ 168,213	\$ 212,148	\$ 213,283	\$ 230,396
SUPPLIES/MAINTENANCE					
52010	Office Supplies				
52015	Operating Supplies	\$ 1,360	\$ 1,000	\$ 1,000	\$ 1,000
52020	Printing	\$ -			
52030	Gasoline	\$ 10,804	\$ 10,000	\$ 10,000	\$ 10,000
52035	Oils and Lubricants	\$ 141	\$ 200	\$ 200	\$ 500
52040	Equipment maintenance	\$ -			
52100	Uniforms	\$ 344	\$ 1,500	\$ 1,500	\$ 1,500
52105	Protective Gear	\$ 199	\$ 200	\$ 200	\$ 400
52110	Vehicle maintenance	\$ 215	\$ 3,000	\$ 3,000	\$ 4,000
52115	Tires/Tubes/Batteries	\$ 1,076	\$ 4,000	\$ 4,000	\$ 4,000
52130	Communication Equip Maint				
52180	Hand Tools and Small Equip	\$ 178	\$ 2,000	\$ 2,000	\$ 2,000
52201	Street Sweeping		\$ 3,000	\$ 3,000	\$ 3,000
52210	Operating Equip Maintenance	\$ 6,934	\$ 15,000	\$ 15,000	\$ 15,000
52315	Drainage System Maintenance	\$ 25,100	\$ 40,000	\$ 40,000	\$ 110,000
52525	Mosquito Abatement Program	\$ -			
SUBTOTAL SPLS./MAINT.		\$ 46,351	\$ 79,900	\$ 79,900	\$ 151,400
TRAVEL/TRAINING/MISC					
53060	Memberships	\$ 929			
53080	Travel and Training		\$ 1,000	\$ 1,000	\$ 1,000
53975	Property Easements	\$ 510	\$ 1,500	\$ 1,500	\$ 1,500
SUBTOTAL TRV/TRN/MSC		\$ 1,439	\$ 2,500	\$ 2,500	\$ 2,500
CONTRACTUAL					
55300	Building Demolition				
55999	Depreciation Expense	\$ 217,237	\$ -		
SUBTOTAL CONTRACTUAL		\$ 217,237	\$ -	\$ -	\$ -
CAPITAL/TRANS/DEBT SVC					
56020	Equipment	\$ -		\$ -	\$ 45,000
56128	BFC-5/5A Drainage Improvements				
56150	Capital Facilities				
56163	Trf to Other Funds	\$ -	\$ 211,848	\$ -	\$ 211,848
57030	Transfer to Debt Service	\$ 197,444	\$ 409,236		\$ 404,894
		\$ -	\$ -	\$ -	\$ -
SUBTOTAL CAP/TR/DS		\$ 197,444	\$ 621,084	\$ -	\$ 661,742
TOTAL DRAINAGE		\$ 630,684	\$ 915,632	\$ 295,683	\$ 1,046,038

Debt Service Funds



CITY OF RICHLAND HILLS 2014-2015 FISCAL YEAR

BONDED DEBT OBLIGATION

The City of Richland Hills is a small, close-knit community strategically located in the middle of a major metropolitan area in Northeast Tarrant County. The City is less than 6 miles from downtown Fort Worth, less than 20 miles from Dallas/Fort Worth International Airport, and less than 30 miles from downtown Dallas.

Concentrated effort to improve the quality of life and services of the City has created an increase in demand for improvements of our infrastructure and capital projects.

Financing for these capital improvements can be accomplished through various financing sources called “bonded debt.” This would include general obligation bonds, revenue bonds, and certificates of obligation.

DEBT MANAGEMENT

Debt Limit

The City of Richland Hills is a home rule City and is not limited by law in the amount of debt it may issue. However, Article XI, Section 5, of the Texas Constitution is applicable to the City, and limits its maximum ad valorem tax rate to \$2.50 per \$100 assessed valuation for all city purposes including debt service. Article XIII, Section 13.05 of the City Charter, limits the maximum tax rate to \$1.50 per \$100 assessed valuation of taxable property within the City. Richland Hills’ adopted rate of \$.528094 falls well below this limit and the City currently maintains a tax rate structure of 88.83% operating and 11.17% debt service.

Debt Issuance

The City will issue debt only for the purpose of acquiring or constructing capital assets for the general benefit of its citizens and to allow it to fulfill its various missions as a city. Debt may be issued for the purposes of purchasing land, or rights-of-way and /or improvements to land, for construction projects to provide for the general good, or for capital equipment. The City will uphold all related bond covenant agreements associated with bond issues. Bond issues will be conducted after consultation with an outside financial advisor. The City will maintain good communications with bond rating agencies, financial advisors, investors, and citizens regarding its financial condition. The City has achieved an A3 general obligation bond rating and an A1 rating for water and sewer system revenue bonds from Moody’s Investors Service. Standard and Poor’s assigned a rating of AA- for the water and sewer revenue bonds.

CITY OF RICHLAND HILLS 2014-2015 FISCAL YEAR

TYPES OF DEBT

General Obligations Bonds (GO's) - General obligations bonds are used to fund capital assets of the general government such as facilities, streets, and drainage. They are not to be used to fund operating needs of the City. A general obligation bond is a legal debt instrument used to finance permanent projects within the City limits. The bond is backed by the tax base and the City's ability to tax for repayment of indebtedness. State law requires an incorporated city to submit the proposed bond issue to a public referendum and to receive voter authorization prior to issuance of bonds.

Revenue Bonds (RB's) - Revenue Bonds are issued to provide for the capital needs of any activities where the requirements are necessary for continuation or expansion of a service that produces a revenue and for which the asset may reasonably be expected to provide for a revenue stream to fund the debt service requirements. A revenue bond is a legal debt instrument used to finance permanent public projects. The bond is backed by the full faith and credit of the issuing government, and is paid for by revenue from user rates. The City Council is authorized to approve the bond and set the user rates to pay the annual principal and interest requirements.

Certificates of Obligation (CO's) - Certificates of Obligations are used to fund capital requirements that are not otherwise covered under either Revenue Bonds or General Obligation Bonds. Debt Service for CO's may be either from general revenues or backed by specific revenue stream or streams or by a combination of both. Generally CO's will be used to fund capital assets where full bond issues are not warranted because of the cost of the asset(s) to be funded through the instrument.

Contractual Obligations - Contractual Obligations are used to fund capital assets that require smaller amounts of funding than traditional obligations. They are generally issued when the life of the asset is less than ten years. This is done to match the depreciable life of the asset to the actual cost of the asset. Debt service for contractual obligations is paid from ad valorem taxes.

Disclosure

Full disclosure of operations will be made to the bond rating agencies and other users of financial information. The City staff, with the assistance of financial advisors, and bond counsel, will prepare the necessary materials for presentation to the rating agencies, will aid in the production of Official Statements and will take responsibility for the accuracy of all financial information released.

CITY OF RICHLAND HILLS 2014-2015 FISCAL YEAR

Federal Requirements

The City will maintain procedures to comply with arbitrage rebate and other Federal requirements.

The City has the following obligations outstanding:

GENERAL DEBT

Public Property Financial Contractual Obligation, Series 2007 (\$535,000)

One fully registered contractual obligation, without interest coupons, and payable in installments was issued February 1, 2007 for the purchase of a fire truck. The interest rate is 3.825% and the obligation matures in 2022. The obligation and interest are payable from ad valorem taxes.

Public Property Financial Contractual Obligation, Series 2011 (\$473,000)

One fully registered contractual obligation, without interest coupons, and payable in installments was issued February 1, 2011 for the purchase of an ambulance, patrol vehicles, service trucks, tractor, and equipment. The interest rate is 3.64% and the obligation matures in 2016. The obligation and interest are payable from ad valorem taxes.

Public Property Financial Contractual Obligation, Series 2012 (\$415,000)

One fully registered contractual obligation, without interest coupons, and payable in installments was issued February 1, 2011 for the purchase of patrol vehicles, service trucks, and equipment. The interest rate is 1.87% and the obligation matures in 2019. The obligation and interest are payable from ad valorem taxes.

Combination Tax and Revenue Certificates of Obligation, Series of 2001 (\$1,325,000)

A series of 265 bonds at \$5,000 each dated May 15, 2001 were issued for the purpose of construction of street improvements. Interest rate range from 4.25% to 5.60% and obligations mature serially through 2016. The obligations and interest are payable from revenues from sales taxes the City expects to receive in accordance with an agreement between the City and the Richland Hills Development Corporation (the 4B Corporation) to the principal of and interest on the Certificates.

CITY OF RICHLAND HILLS 2014-2015 FISCAL YEAR

UTILITY DEBT

Utility System Revenue Bond Series of 2007 (\$2,110,000)

A series of Term Certificates, dated March 15, 2007, were issued for acquiring, constructing, and installing additions, extensions and improvements to the City's waterworks and sewer system and the acquisitions of land and interests in land as necessary. The certificates were issued with interest rates ranging from 3.60% to 4.0% and mature serially through 2027. Certificates having stated maturities on or after August 15, 2018 are callable at par value plus accrued interest on August 15, 2017 or any date thereafter. Principal and interest are payable from net revenues of the City's water and sewer systems. The City is required to maintain a reserve account equivalent to the average annual debt service requirements of outstanding bonds.

Combination Tax and Water and Sewer Certificates of Obligations, Series 2010 (\$2,750,000)

A series of 550 bonds at \$5,000 each dated March 1, 2010 were issued for acquiring, constructing, installing and equipping improvements to the City's stormwater and drainage system, and the acquisition of land and interest in land as necessary thereof. Interest rate range from 3.00% to 4.125% and obligations mature serially through 2030. The obligations and interest are payable from utility system revenues.

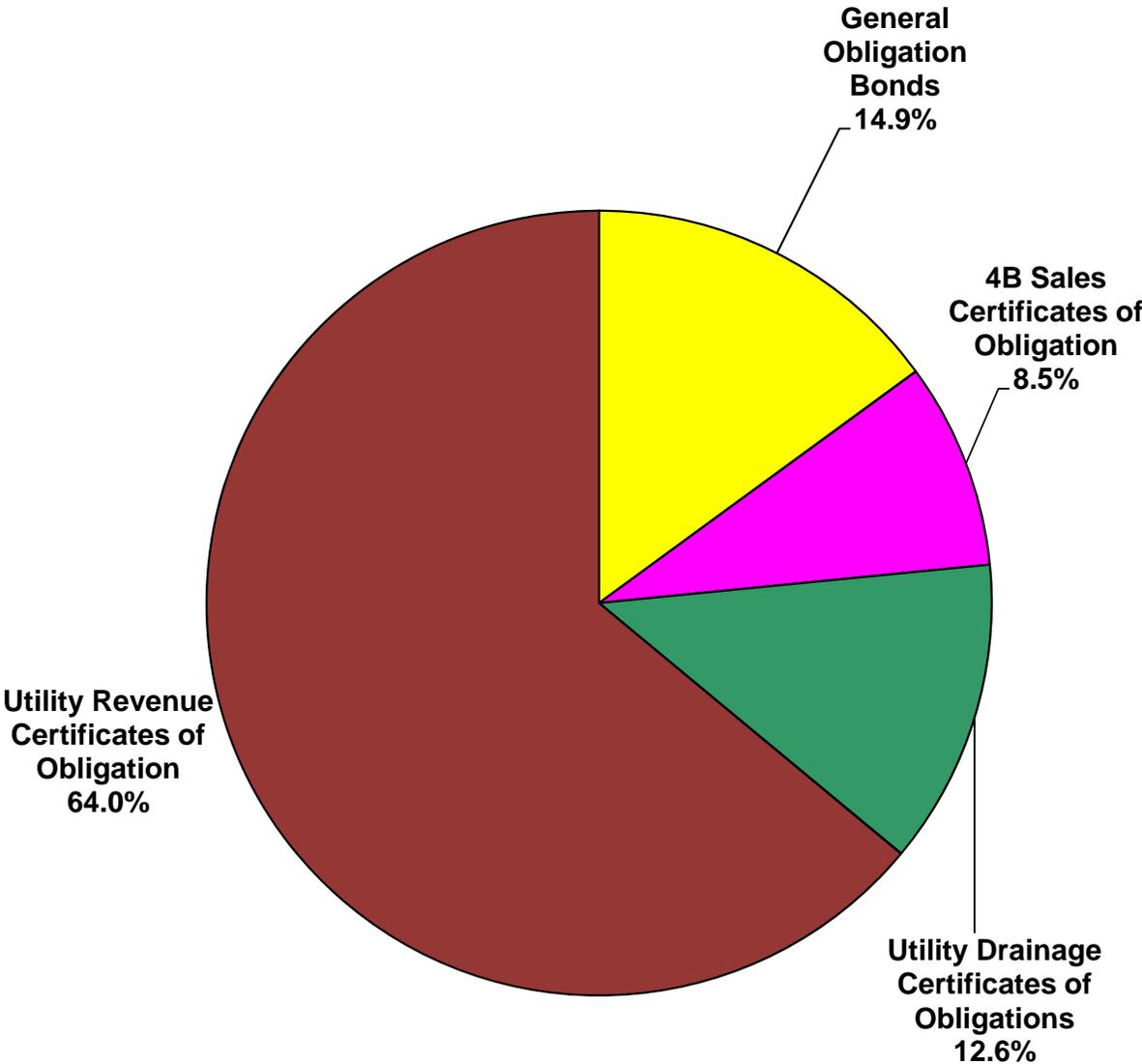
Combination Tax and Water and Sewer Revenue Refunding Certificates of Obligations, Series 2011 (\$3,110,000)

A series of 622 bonds at \$5,000 each dated November 1, 2011 were issued to refinance a portion of the City's outstanding obligations of 2002 and 1998, for debt service savings and to pay costs of issuance of the Bonds. Interest rate range from 2.00% to 3.00% and obligations mature serially through 2022. The obligations and interest are payable from utility system revenues.

Combination Tax and Water and Sewer Certificates of Obligations, Series 2013 (\$5,730,000)

A series of 1146 bonds at \$5,000 each dated June 15, 2013 were issued for acquiring, constructing, installing and equipping improvements to the City's water, wastewater, stormwater and drainage system, and the acquisition of land and interest in land as necessary thereof. Interest rate range from 3.00% to 4.50% and obligations mature serially through 2033. The obligations and interest are payable from utility system revenues.

**CITY OF RICHLAND HILLS
Debt Service By Classification
2014-2015
\$1,554,718**



CITY OF RICHLAND HILLS
Schedule of Debt Service Requirements to Maturity Summary
October 1, 2014

Fiscal Year	General Contractual Obligation Bonds	4B Sales Tax Certificates of Obligation Bonds	Utility Revenue Certificates of Obligation	Utility Drainage Certificates of Obligation	TOTAL
2014-2015	\$ 232,404	\$ 132,065	\$ 994,605	\$ 195,644	\$ 1,554,718
2015-2016	\$ 231,940	\$ 136,305	\$ 994,590	\$ 197,344	\$ 1,560,179
2016-2017	\$ 89,643	\$ -	\$ 998,925	\$ 198,894	\$ 1,287,462
2017-2018	\$ 89,383	\$ -	\$ 995,450	\$ 200,294	\$ 1,285,127
2018-2019	\$ 89,087	\$ -	\$ 690,900	\$ 196,544	\$ 976,531
2019-2020	\$ 50,164	\$ -	\$ 692,550	\$ 197,669	\$ 940,383
2020-2021	\$ 48,443	\$ -	\$ 688,400	\$ 198,444	\$ 935,287
2021-2022	\$ 46,721	\$ -	\$ 688,650	\$ 199,056	\$ 934,427
2022-2023	\$ -	\$ -	\$ 573,100	\$ 204,156	\$ 777,256
2023-2024	\$ -	\$ -	\$ 564,400	\$ 203,906	\$ 768,306
2024-2025	\$ -	\$ -	\$ 565,500	\$ 203,287	\$ 768,787
2025-2026	\$ -	\$ -	\$ 571,100	\$ 207,287	\$ 778,387
2026-2027	\$ -	\$ -	\$ 571,000	\$ 205,487	\$ 776,487
2027-2028			\$ 413,800	\$ 208,488	\$ 622,288
2028-2029			\$ 412,250	\$ 206,088	\$ 618,338
2029-2030			\$ 419,500	\$ 208,250	\$ 627,750
2030-2031			\$ 416,000	\$ -	\$ 416,000
2031-2032			\$ 411,200	\$ -	\$ 411,200
2032-2033	\$ -	\$ -	\$ 416,000	\$ -	\$ 416,000
Total	\$ 877,785	\$ 268,370	\$ 12,077,920	\$ 3,230,838	\$ 16,454,913

**CITY OF RICHLAND HILLS
DEBT SERVICE SCHEDULES
2014-2015 FISCAL YEAR**

GENERAL DEBT SERVICE

ISSUE		TOTAL OUTSTANDING PRINCIPAL & INTEREST	FY 2014-2015 PRINCIPAL	FY 2014-2015 INTEREST	FY 2013-2014 TOTAL	FY 2014-2015 TOTAL	NET CHANGE
2001 C. O.	(4)	\$ 268,370	\$ 120,000	\$ 12,065	\$ 132,528	\$ 132,065	\$ (463)
2007 C. O.	(1)	\$ 383,523	\$ 35,000	\$ 12,431	\$ 48,770	\$ 47,431	\$ (1,339)
2011 C. O.	(1)	\$ 210,443	\$ 100,000	\$ 5,569	\$ 105,136	\$ 105,569	\$ 433
2012 C. O.	(1)	\$ 283,818	\$ 75,000	\$ 4,404	\$ 77,778	\$ 79,404	\$ 1,626
TOTAL		<u>\$ 1,146,154</u>	<u>\$ 330,000</u>	<u>\$ 34,469</u>	<u>\$ 364,212</u>	<u>\$ 364,469</u>	<u>\$ 258</u>

UTILITY SERVICE DEBT

2007 C. O.'s	(4)	\$ 2,002,645	\$ 95,000	\$ 60,730	\$ 153,993	\$ 155,730	\$ 1,737
2010 C. O.'s	(4)	\$ 3,230,838	\$ 110,000	\$ 85,644	\$ 198,944	\$ 195,644	\$ (3,300)
2011 C O.'s	(4)	\$ 2,186,025	\$ 375,000	\$ 48,575	\$ 425,975	\$ 423,575	\$ (2,400)
2013 C O.'s	(4)	\$ 7,889,250	\$ 200,000	\$ 215,300	\$ 419,584	\$ 415,300	\$ (4,284)
Total		<u>\$ 15,308,758</u>	<u>\$ 780,000</u>	<u>\$ 410,249</u>	<u>\$ 1,198,496</u>	<u>\$ 1,190,249</u>	<u>\$ (8,247)</u>

- (1) Contractual Obligations
- (2) General Obligations
- (3) Revenue Bond
- (4) Certificate of Obligation

CITY OF RICHLAND HILLS

2007 Series, PPFCO DEBT SERVICE SCHEDULE

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL ANNUAL REQUIREMENT
2014-15	\$35,000	\$12,431	\$47,431
2015-16	\$35,000	\$11,093	\$46,093
2016-17	\$40,000	\$9,754	\$49,754
2017-18	\$40,000	\$8,224	\$48,224
2018-19	\$40,000	\$6,694	\$46,694
2019-20	\$45,000	\$5,164	\$50,164
2020-21	\$45,000	\$3,443	\$48,443
2021-22	\$45,000	\$1,721	\$46,721
TOTAL	<u>\$325,000</u>	<u>\$58,523</u>	<u>\$383,523</u>

CITY OF RICHLAND HILLS

2011 Series, PPFCO DEBT SERVICE SCHEDULE

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL ANNUAL REQUIREMENT
2014-15	\$100,000	\$5,569	\$105,569
2015-16	\$103,000	\$1,874	\$104,874
TOTAL	<u>\$203,000</u>	<u>\$7,443</u>	<u>\$210,443</u>

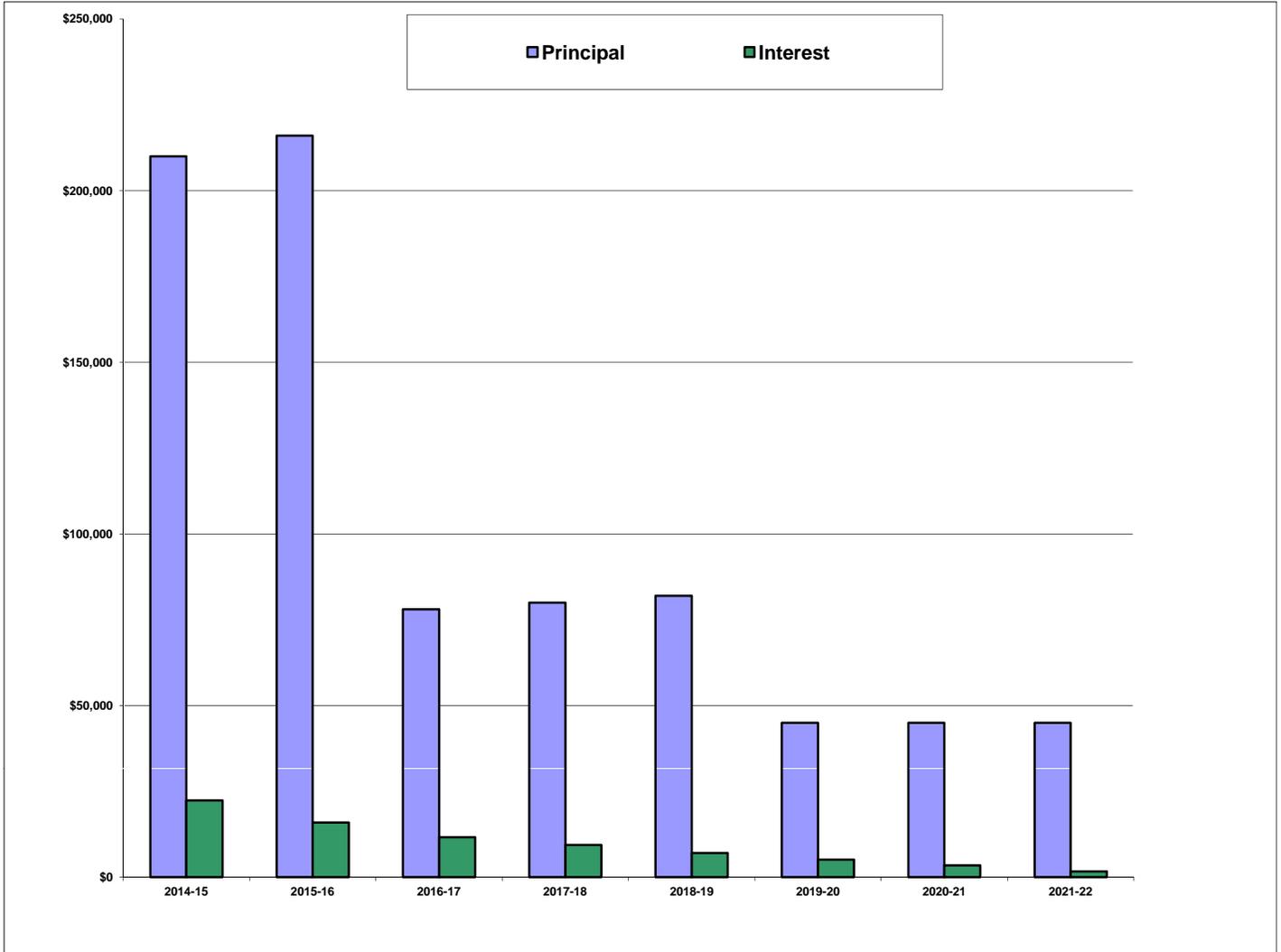
CITY OF RICHLAND HILLS

2012 Series, PPFCO DEBT SERVICE SCHEDULE

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL ANNUAL REQUIREMENT
2014-15	\$75,000	\$4,404	\$79,404
2015-16	\$78,000	\$2,973	\$80,973
2016-17	\$38,000	\$1,889	\$39,889
2017-18	\$40,000	\$1,159	\$41,159
2018-19	\$42,000	\$393	\$42,393
TOTAL	<u>\$273,000</u>	<u>\$10,818</u>	<u>\$283,818</u>

CITY OF RICHLAND HILLS

General Debt Service Principal and Interest Payment Schedule



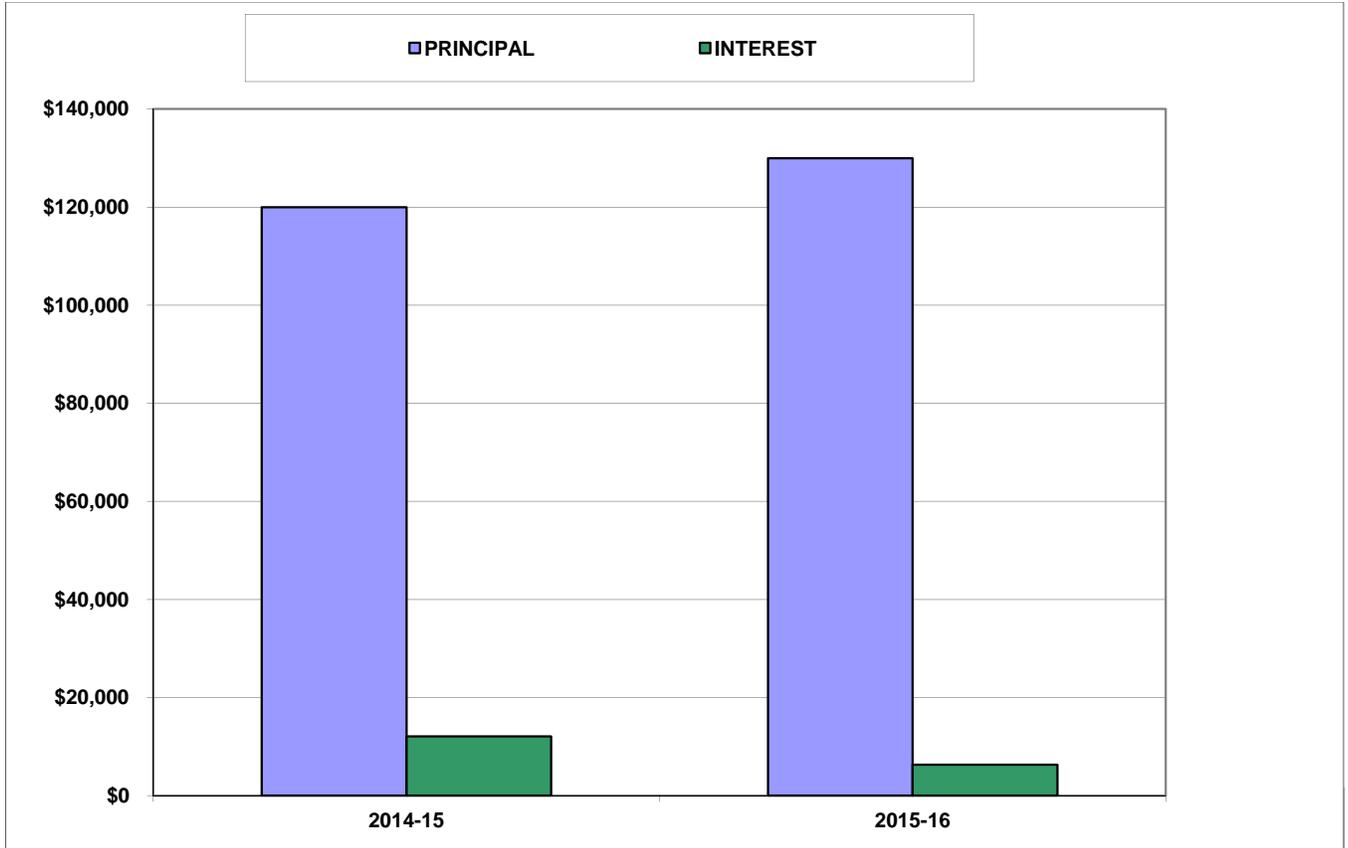
CITY OF RICHLAND HILLS

2001 CERTIFICATES OF OBLIGATION DEBT SERVICE SCHEDULE

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL ANNUAL REQUIREMENT
2014-15	\$120,000.00	\$12,065.00	\$132,065.00
2015-16	<u>\$130,000.00</u>	<u>\$6,305.00</u>	<u>\$136,305.00</u>
TOTAL	<u><u>\$250,000.00</u></u>	<u><u>\$18,370.00</u></u>	<u><u>\$268,370.00</u></u>

CITY OF RICHLAND HILLS

4B Sales Tax Debt Service Principal and Interest Payment Schedule



CITY OF RICHLAND HILLS

2007 WATERWORKS REVENUE BONDS DEBT SERVICE SCHEDULE

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL ANNUAL REQUIREMENT
2014-15	\$95,000	\$60,730	\$155,730
2015-16	\$95,000	\$57,215	\$152,215
2016-17	\$100,000	\$53,700	\$153,700
2017-18	\$105,000	\$50,000	\$155,000
2018-19	\$110,000	\$45,800	\$155,800
2019-20	\$115,000	\$41,400	\$156,400
2020-21	\$115,000	\$36,800	\$151,800
2021-22	\$120,000	\$32,200	\$152,200
2022-23	\$125,000	\$27,400	\$152,400
2023-24	\$130,000	\$22,400	\$152,400
2024-25	\$135,000	\$17,200	\$152,200
2025-26	\$145,000	\$11,800	\$156,800
2026-27	\$150,000	\$6,000	\$156,000
TOTAL	<u>\$1,540,000</u>	<u>\$462,645</u>	<u>\$2,002,645</u>

CITY OF RICHLAND HILLS

2010 COMBINATION TAX AND WATER AND SEWER CERTIFICATES OF OBLIGATION DEBT SERVICE SCHEDULE

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL ANNUAL REQUIREMENT
2014-15	\$110,000	\$85,644	\$195,644
2015-16	\$115,000	\$82,344	\$197,344
2016-17	\$120,000	\$78,894	\$198,894
2017-18	\$125,000	\$75,294	\$200,294
2018-19	\$125,000	\$71,544	\$196,544
2019-20	\$130,000	\$67,669	\$197,669
2020-21	\$135,000	\$63,444	\$198,444
2021-22	\$140,000	\$59,056	\$199,056
2022-23	\$150,000	\$54,156	\$204,156
2023-24	\$155,000	\$48,906	\$203,906
2024-25	\$160,000	\$43,288	\$203,288
2025-26	\$170,000	\$37,288	\$207,288
2026-27	\$175,000	\$30,488	\$205,488
2027-28	\$185,000	\$23,488	\$208,488
2028-29	\$190,000	\$16,088	\$206,088
2029-30	\$200,000	\$8,250	\$208,250
TOTAL	<u>\$2,385,000</u>	<u>\$845,838</u>	<u>\$3,230,838</u>

CITY OF RICHLAND HILLS

**2011 COMBINATION TAX AND WATER AND SEWER
CERTIFICATES OF OBLIGATION
DEBT SERVICE SCHEDULE**

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL ANNUAL REQUIREMENT
2014-15	\$375,000	\$48,575	\$423,575
2015-16	\$385,000	\$41,075	\$426,075
2016-17	\$395,000	\$33,375	\$428,375
2017-18	\$400,000	\$23,500	\$423,500
2018-19	\$105,000	\$13,500	\$118,500
2019-20	\$110,000	\$10,350	\$120,350
2020-21	\$115,000	\$7,050	\$122,050
2021-22	\$120,000	\$3,600	\$123,600
TOTAL	\$2,005,000	\$181,025	\$2,186,025

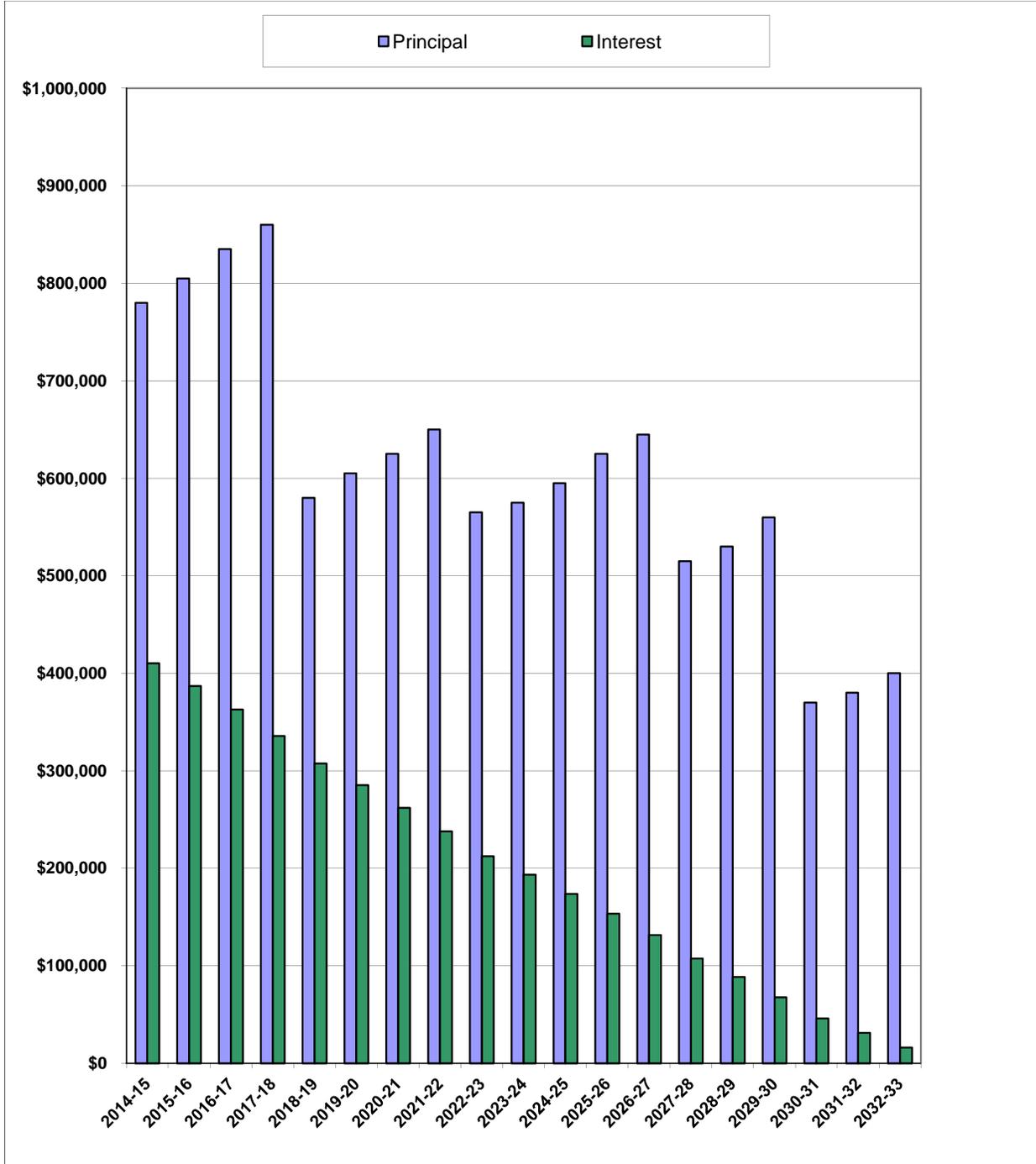
CITY OF RICHLAND HILLS

2013 COMBINATION TAX AND WATER AND SEWER CERTIFICATES OF OBLIGATION DEBT SERVICE SCHEDULE

FISCAL YEAR	PRINCIPAL	INTEREST	TOTAL ANNUAL REQUIREMENT
2014-15	\$200,000	\$215,300	\$415,300
2015-16	\$210,000	\$206,300	\$416,300
2016-17	\$220,000	\$196,850	\$416,850
2017-18	\$230,000	\$186,950	\$416,950
2018-19	\$240,000	\$176,600	\$416,600
2019-20	\$250,000	\$165,800	\$415,800
2020-21	\$260,000	\$154,550	\$414,550
2021-22	\$270,000	\$142,850	\$412,850
2022-23	\$290,000	\$130,700	\$420,700
2023-24	\$290,000	\$122,000	\$412,000
2024-25	\$300,000	\$113,300	\$413,300
2025-26	\$310,000	\$104,300	\$414,300
2026-27	\$320,000	\$95,000	\$415,000
2027-28	\$330,000	\$83,800	\$413,800
2028-29	\$340,000	\$72,250	\$412,250
2029-30	\$360,000	\$59,500	\$419,500
2030-31	\$370,000	\$46,000	\$416,000
2031-32	\$380,000	\$31,200	\$411,200
2032-33	\$400,000	\$16,000	\$416,000
TOTAL	\$5,570,000	\$2,319,250	\$7,889,250

CITY OF RICHLAND HILLS

Utility Debt Service Principal and Interest Payment Schedule



Debt Service Summaries



General Debt Service

The following accounts are included in the General Debt Service Fund group:

2001 Certificates of Obligations Interest and Sinking Fund

2007 Contractual Obligations Interest and Sinking Fund

2011 Contractual Obligations Interest and Sinking Fund

2012 Contractual Obligations Interest and Sinking Fund

The purpose of a debt service fund is to pay for the City's debt in a timely manner. A property tax rate is levied to provide funds for the payment of principal and interest. The debt service ad valorem tax rate for the 2014-2015 fiscal year is \$.059002.

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES**

2007 SERIES, CONTRACTUAL OBLIGATION INTEREST AND SINKING FUND

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources	\$0	\$0	\$114,220	\$114,970
REVENUES				
Taxes				
Current Property Tax	\$49,018	\$45,370	\$45,370	\$47,431
Delinquent Property Tax	4,567	2,450	3,200	2,450
Penalty and Interest	2,310	1,600	1,600	1,600
Total Taxes	\$55,895	\$49,420	\$50,170	\$51,481
Miscellaneous				
Transfer from other funds	0	0	0	0
Investment Income	\$65	\$0	\$65	\$50
Total Miscellaneous	\$65	\$0	\$65	\$50
TOTAL REVENUES	\$55,960	\$49,420	\$50,235	\$51,531
Total Estimated Available Resources	\$55,960	\$49,420	\$164,455	\$166,501
EXPENDITURES				
Payment for Principal	\$35,000	\$35,000	\$35,000	\$35,000
Agent Fees	785	650	650	650
Payment of Interest	15,109	13,770	13,770	12,431
Total	\$50,893	\$49,420	\$49,420	\$48,081
TOTAL EXPENDITURES	\$50,893	\$49,420	\$49,420	\$48,081
BALANCE	\$5,067	\$0	\$115,035	\$118,420

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES**

2011 SERIES, CONTRACTUAL OBLIGATION INTEREST AND SINKING FUND

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources	\$0	\$0	\$10,682	\$10,682
REVENUES				
Taxes				
Current Property Tax	\$103,018	\$105,486	\$105,486	\$105,569
Delinquent Property Tax	0	0	0	0
Penalty and Interest	0	0	0	0
Total Taxes	\$103,018	\$105,486	\$105,486	\$105,569
Miscellaneous				
Investment Income	\$0	\$0	\$0	\$0
Total Miscellaneous	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$103,018	\$105,486	\$105,486	\$105,569
Total Estimated Available Resources	\$103,018	\$105,486	\$116,168	\$116,251
EXPENDITURES				
Payment for Principal	\$93,000	\$96,000	\$96,000	\$100,000
Agent Fees	350	350	350	350
Payment of Interest	12,576	9,136	9,136	5,569
Total	\$105,926	\$105,486	\$105,486	\$105,919
TOTAL EXPENDITURES	\$105,926	\$105,486	\$105,486	\$105,919
BALANCE	(\$2,908)	\$0	\$10,682	\$10,332

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES**

2012 SERIES, CONTRACTUAL OBLIGATION INTEREST AND SINKING FUND

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources	\$0	\$0	\$24,275	\$24,285
REVENUES				
Taxes				
Current Property Tax	\$100,324	\$78,128	\$78,128	\$79,404
Delinquent Property Tax	0	0	0	0
Penalty and Interest	0	0	0	0
Total Taxes	\$100,324	\$78,128	\$78,128	\$79,404
Miscellaneous				
Investment Income	\$1	\$0	\$10	\$10
Total Miscellaneous	\$1	\$0	\$10	\$10
TOTAL REVENUES	\$100,325	\$78,128	\$78,138	\$79,414
Total Estimated Available Resources	\$100,325	\$78,128	\$102,413	\$103,699
EXPENDITURES				
Payment for Principal	\$70,000	\$72,000	\$72,000	\$75,000
Agent Fees	0	350	350	350
Payment of Interest	6,550	5,778	5,778	4,404
Total	\$76,550	\$78,128	\$78,128	\$79,754
TOTAL EXPENDITURES	\$76,550	\$78,128	\$78,128	\$79,754
BALANCE	\$23,775	\$0	\$24,285	\$23,945

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES**

2001 CERTIFICATE OF OBLIGATIONS INTEREST AND SINKING FUND

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources	\$0	\$0	\$943	\$513
REVENUES				
Revenue Transfers				
Transfer from RHDC	132,698	132,698	132,698	\$132,152
Total Transfers	\$132,698	\$132,698	\$132,698	\$132,152
Miscellaneous				
Investment Income	\$1	\$1	\$1	\$1
Total Miscellaneous	\$1	\$1	\$1	\$1
TOTAL REVENUES	\$132,699	\$132,699	\$132,699	\$132,153
Total Estimated Available Resources	\$132,699	\$132,699	\$133,642	\$132,666
EXPENDITURES				
Payment for Principal	\$110,000	\$115,000	\$115,000	\$120,000
Agent Fees	837	600	600	600
Payment of Interest	22,698	17,528	17,528	12,065
Total	\$133,534	\$133,128	\$133,128	\$132,665
TOTAL EXPENDITURES	\$133,534	\$133,128	\$133,128	\$132,665
BALANCE	(\$835)	(\$429)	\$514	\$1

Enterprise Fund Debt

2007 Waterworks Revenue Bonds Interest and Sinking Fund

2011 Waterworks Revenue Bonds Refinance Interest and Sinking Fund

2010 Drainage Revenue Bonds Interest and Sinking Fund

2013 Water/Wastewater/Drainage Revenue Bonds Interest and Sinking Fund

These funds were established to separately account and pay for debt obligations incurred by the Enterprise Fund in the name of the City. Expenditures include payment of principal and interest and agent fees. The Utility System Revenue Bond Reserve Fund was established as a reserve account in accordance with the bond covenant agreement. There are no expenditures from this account.

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES**

2007 WATERWORKS REVENUE BONDS INTEREST & SINKING FUND

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources	\$0	\$0	(\$5,415)	\$0
REVENUES				
Investment Income	\$14	\$20	\$0	\$0
Transfer from Enterprise	183,677	154,473	154,473	156,230
TOTAL REVENUES	\$183,691	\$154,493	\$154,473	\$156,230
Total Estimated Available Resources	\$183,691	\$154,493	\$149,058	\$156,230
EXPENDITURES				
Payment for Principal	\$85,000	\$90,000	\$90,000	\$95,000
Agent Fees	756	500	500	500
Payment of Interest	67,074	63,993	63,993	60,730
Total	\$152,829	\$154,493	\$154,493	\$156,230
TOTAL EXPENDITURES	\$152,829	\$154,493	\$154,493	\$156,230
BALANCE	\$30,862	\$0	(\$5,435)	\$0

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES**

2011 CERTIFICATE OBLIGATIONS REFINANCE INTEREST & SINKING FUND

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources				\$0
REVENUES				
Investment Income	\$0	\$0	\$0	\$0
Transfer from Enterprise	547,524	426,325	426,325	423,925
TOTAL REVENUES	547,524	426,325	426,325	423,925
Total Estimated Available Resources	547,524	426,325	426,325	423,925
EXPENDITURES				
Debt Service				
Payment for Principal	\$365,000	\$370,000	\$370,000	\$375,000
Agent Fees	350	350	350	350
Payment of Interest	63,447	55,975	55,975	48,575
Transfers	0	0	0	0
Total Debt Service	428,797	426,325	426,325	423,925
TOTAL EXPENDITURES	428,797	426,325	426,325	423,925
BALANCE	118,727	\$0	\$0	\$0

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES**

2013 CERTIFICATE OBLIGATIONS REFINANCE INTEREST & SINKING FUND

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources				\$0
REVENUES				
Investment Income	\$0			
Transfer from Enterprise	0	420,084	420,084	460,084
TOTAL REVENUES	\$0	\$420,084	\$420,084	\$460,084
Total Estimated Available Resources	\$0	\$420,084	\$420,084	\$460,084
EXPENDITURES				
Debt Service				
Payment for Principal	\$0	\$160,000	\$160,000	\$200,000
Agent Fees	0	500	500	500
Payment of Interest	0	259,584	259,584	259,584
Transfers	0	0	0	
Total Debt Service	\$0	\$420,084	\$420,084	\$460,084
TOTAL EXPENDITURES	\$0	\$420,084	\$420,084	\$460,084
BALANCE	\$0	\$0	\$0	\$0

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES**

2010 DRAINAGE CERTIFICATES OF OBLIGATIONS BONDS INTEREST & SINKING FUND

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources	\$0	\$0	\$0	\$0
REVENUES				
Investment Income	\$30	\$10	\$0	\$0
Transfer from Enterprise	197,444	199,699	199,699	196,379
TOTAL REVENUES	\$197,474	\$199,709	\$199,699	\$196,379
Total Estimated Available Resources	\$197,474	\$199,709	\$199,699	\$196,379
EXPENDITURES				
Payment for Principal	\$105,000	\$110,000	\$110,000	\$110,000
Agent Fees	769	735	735	735
Payment of Interest	92,094	88,944	88,944	85,644
Total	\$197,863	\$199,679	\$199,679	\$196,379
TOTAL EXPENDITURES	\$197,863	\$199,679	\$199,679	\$196,379
BALANCE	(\$389)	\$30	\$20	\$0

Capital Projects Funds



CITY OF RICHLAND HILLS
FISCAL YEAR 2014-2015

CAPITAL IMPROVEMENTS SUMMARY

The City Charter requires that the City Manager in his annual budget message include a general five-year plan for capital improvement expenditures. Upon approval by the Council, the plan serves as a guide for capital improvements to the City. The Capital Improvement Plan (CIP) is a planning document and does not authorize or fund projects. All capital projects are reviewed by the City Manager and discussed with the appropriate Department Head during the budget planning process.

The City Manager annually prepares a schedule for the replacement of non-infrastructure capital assets. Within the resources available each year, the City replaces these assets according to schedule.

A schedule of fixed assets is maintained and reviewed annually by each department and additions and deletions are reviewed during the audit process.

The attached schedule is a summary of all CIP expenditures and projects included in the budget for the 2014-2015 Fiscal Year.

Future Considerations

The Recreation Department is proposing a new recreation center at a cost of \$2,500,000 for construction. Presently, the City offers little in the way of recreational activities for the City's youth or adults in Richland Hills, and most residents seek these services from surrounding cities. While the Community Center provides a valuable service to seniors, provides arts and craft venues, offers a meeting place for the AARP and is invaluable to the community, there are no indoor jogging track, basketball or volleyball courts and other similar activities on a year round basis. Just as in the case of the fire station, significant revenue sources must be found to support the recreation building's construction.

The City Council hired a consultant to conduct a study on the current parks systems and to formalize a plan to make upgrades to the parks. The consultant has been working closely with staff to finalize a Master Plan for each park. The Master Plan will include a phased approach so that each of the four parks can be redeveloped using a more economical and logical approach.

Current Year Projects

CITY OF RICHLAND HILLS
FISCAL YEAR 2014-2015

Major projects appropriated in the 2014-2015 Fiscal Year Budget which are critical to the City and will improve the City's infrastructure, improve the quality of service to the citizens, and attract needed business investment to increase the sales tax base include:

Wastewater/Water/Drainage Improvement Projects:

**Combination Tax and Water and Sewer Certificates of Obligations, Series 2013
(\$6,000,000)**

Combination Tax and Water and Sewer Certificates of Obligations were issued in 2013 in the amount of \$3,000,000 for acquiring, constructing, installing and equipping improvements to the City's stormwater and drainage system, and the acquisition of land and interest in land as necessary thereof and improvements to the wastewater and water infrastructure.

MASTER DRAINAGE PLAN

In 2009 the city council authorized Palmer Price and Halff & Associates to develop a drainage fee and Master Drainage Plan (MDP) to fund drainage system improvements along stream BFC-5. The council selected a Drainage Utility fee \$8.00/resident. The total estimated cost of the MDP for stream BFC-5 was \$10,301,000.00. The \$8.00 drainage fee was designed to fund \$8,500,00.00 of C.O. Bonds. It was decided in the later years of this program, 2016-2018, the city will have to make a determination which to construct the East or West Upper Hardisty area or a little of both.

FY 2010-FY 2013

• Richland Elementary Detention Pond	\$ 728,000
• Baker Detention Pond	\$ 511,000
• Latham Detention Pond	\$ 524,000
• Design of Matthews Dr. Intersection	<u>\$ 178,000</u>
TOTAL COST:	\$1,941,000

FY 2013-FY 2015

• Construction of Matthews Dr. Intersection	\$1,480,000
• Kingsbury Ave. By-pass	

CITY OF RICHLAND HILLS
FISCAL YEAR 2014-2015

(Pecan Park to Matthews Dr.)	\$ 745,000
• Kingsbury Ave. By-pass (Scruggs Park to Pecan Park)	<u>\$ 485,000</u>
TOTAL COST:	\$2,710,000

FY 2016-FY 2018

• Lower Hardisty System	\$2,220,000
• Upper Hardisty East	\$2,890,000
• Upper Hardisty West	<u>\$ 540,000</u>
TOTAL COST:	\$5,650,000

FIVE YEAR WASTEWATER PLAN

FY 2013-FY 2014

<ul style="list-style-type: none"> • Southwest Sewer Shed Includes flow monitoring, manhole inspection, smoke testing, and sewer main replacement. 	\$2,000,000
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FY 2013-2014

<ul style="list-style-type: none"> • Replacement of 36" Southwest Main and Construction of Lift Station. (Currently in Progress) 	\$2,500,000
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FY 2015-2016

<ul style="list-style-type: none"> • Northeast and Southeast Sewer Sheds Includes flow monitoring, manhole inspection, smoke testing sewer main replacement, and 	<u>\$1,500,000</u>
TOTAL COST:	\$6,000,000

STREET IMPROVEMENTS

CITY OF RICHLAND HILLS
FISCAL YEAR 2014-2015

The Public Works Department submitted a five year road and street improvement plan to the Council including a list of prioritized streets based on condition of the street and estimated number of vehicles that use the street on a daily basis.

The estimated costs are divided into two construction categories: construction by a contractor and by Tarrant County Street Department. Construction by a contractor includes cost for engineering design, surveying and receive competitive bids from area contractors.

Construction by Tarrant County Street Department includes cost for design and surveying of the project and using Tarrant County's annual bid prices for concrete construction such as curb, gutter, driveways, and valley gutters. The city pays only for the cost for materials that Tarrant County uses to construct the street. The county does not bill the city for their labor costs which is the difference in cost per linear foot between Tarrant County cost (\$110.00) and Contractor (\$175.00) cost. Please note that there are no drainage facilities, right of way, or concrete street removal costs included in these costs.

The County's requirements for assisting different cities in using their street crews to reconstruct a street is the street has to be at least a collector street connecting to another collector or arterial street. The county does not reconstruct subdivision streets.

Several sections of Vance and Popplewell were reconstructed during Fiscal Year 2013-2014, but not the entire street. If these two streets are selected for funding in future years, staff will develop a more accurate construction cost.

Over the past several years previous councils have provided funding for replacement of curb and gutter and driveways at specific locations. Residents have been encouraged to place their address on the curb and gutter list for reconstruction. Staff addresses the list in numerical order but reserves the right to reconstruct curb and gutter in cases of severe deterioration at anytime. Therefore, staff recommends to provide for \$50,000.00 to \$100,000.00 for removal and replacement of curb and gutter and driveways if funds are available.

Below is a list of those streets identified to receive the Tarrant County rejuvenation process. This process is a test case for extending the longevity of streets 3-5 years that are aging but are still in good structural condition.

Glen Hills from Hardisty to Popplewell – 1,100'

CITY OF RICHLAND HILLS
FISCAL YEAR 2014-2015

Kings Ct. – 850'
Hovenkamp from Rufe Snow to Holder – 1,000'
Faith Creek – 1,500'
Booth Place – 800'

The schedule for street reconstruction is listed below.

Five Year Improvement Plan

CONSTRUCTION TYPE	STREET	LENGTH	EST. COST
Tarrant County	Midway Rd.	1550'	\$ 125,000.00
Contractor	Oxley Dr.	1250'	\$ 225,000.00
Contractor	Lavon & Rosebud Ln.	2450'	\$ 450,000.00
Contractor	Allena Dr.	1750'	\$ 310,000.00
Contractor	John Dr. (Rufe Snow to Kingsbury)	1350'	\$ 240,000.00
Contractor	Pecan Park (Rufe Snow to Kingsbury)	1350'	\$ 240,000.00
Contractor	Park Place (Rufe Snow to Kingsbury)	1350'	\$ 240,000.00
Contractor	Faye Dr.	1750'	\$ 310,000.00
Contractor	Kingsbury Ave. (Pine Pk. to Hwy. 121)	1700'	\$ 300,000.00
Contractor	Crites	1750'	\$ 310,000.00
Subtotal			\$ 2,750,000.00
MISCELLANEOUS CURB & GUTTER - \$50,000 - \$100,000/yr. (10yr)			\$ 1,000,000.00
Projected Total			\$ 3,750,000.00

Note: TC Const. Cost Estimated at \$110.00/LF; Contractor Const. Cost Estimated at \$175.00

**CITY OF RICHLAND HILLS
Summary of Project Funding
Fiscal Year 2014-2015**

	Funding To Date	Proposed 2014-2015	Remaining Amount	Total Funds
Drainage Projects				
Certificates of Obligation	\$0.00	\$0.00	\$0.00	\$0.00
Future	\$0.00	\$0.00	\$0.00	\$0.00
	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
	<u><u>\$0.00</u></u>	<u><u>\$0.00</u></u>	<u><u>\$0.00</u></u>	<u><u>\$0.00</u></u>
Street and Sidewalk Projects				
Grants (Safe Routes to School)	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$433,255.00	\$0.00	\$433,255.00
Richland Hills Dev Corp 4B	\$0.00	\$0.00	\$0.00	\$0.00
Future	\$0.00	\$0.00	\$0.00	\$0.00
	<u>\$0.00</u>	<u>\$433,255.00</u>	<u>\$0.00</u>	<u>\$433,255.00</u>
	<u><u>\$0.00</u></u>	<u><u>\$433,255.00</u></u>	<u><u>\$0.00</u></u>	<u><u>\$433,255.00</u></u>
Water and Wastewater Projects				
Certificates of Obligation	\$0.00	\$0.00	\$0.00	\$0.00
Future	\$0.00	\$0.00	\$0.00	\$0.00
Utility Operations for Capital Projects	\$0.00	\$0.00	\$0.00	\$0.00
	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
	<u><u>\$0.00</u></u>	<u><u>\$0.00</u></u>	<u><u>\$0.00</u></u>	<u><u>\$0.00</u></u>
Capital Vehicles/Equipment				
Contractual Obligations	\$0.00	\$0.00	\$0.00	\$0.00
Drainage Fund Current Revenues	\$0.00	\$45,000.00	\$0.00	\$45,000.00
General Fund Current Revenues	\$0.00	\$52,054.00	\$0.00	\$52,054.00
Crime Control and Prevention Fund	\$0.00	\$125,055.00	\$0.00	\$125,055.00
Other Funds	\$0.00	\$38,000.00	\$0.00	\$38,000.00
	<u>\$0.00</u>	<u>\$260,109.00</u>	<u>\$0.00</u>	<u>\$260,109.00</u>
	<u><u>\$0.00</u></u>	<u><u>\$260,109.00</u></u>	<u><u>\$0.00</u></u>	<u><u>\$260,109.00</u></u>
Municipal Facility Projects				
General Fund Current Revenues	\$0.00	\$32,000.00	\$0.00	\$32,000.00
Utility Operations for Capital Projects	\$0.00	\$0.00	\$0.00	\$0.00
Crime Control and Prevention Fund	\$0.00	\$0.00	\$0.00	\$0.00
Future	\$0.00	\$0.00	\$0.00	\$0.00
	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

	<u>\$0.00</u>	<u>\$32,000.00</u>	<u>\$0.00</u>	<u>\$32,000.00</u>
Economic Development Projects				
Richland Hills Dev Corp 4B	\$0.00	\$0.00	\$0.00	\$0.00
Other	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Total Project Funding	<u>\$0.00</u>	<u>\$725,364.00</u>	<u>\$0.00</u>	<u>\$725,364.00</u>

**CITY OF RICHLAND HILLS
Summary of Project Expenditures
Fiscal Year 2014-2015**

Program	Project To Date	Proposed 2014-2015	Remaining Amount	Total Expenditures
Drainage Projects	\$0.00	\$0.00	\$0.00	\$0.00
Street and Sidewalk Projects	\$0.00	\$433,255.00	\$0.00	\$433,255.00
Water/Wastewater Projects	\$0.00	\$0.00	\$0.00	\$0.00
Municipal Facility Projects	\$0.00	\$32,000.00	\$0.00	\$32,000.00
Capital Vehicle/Equipment Program	\$0.00	\$250,109.00	\$186,007.00	\$436,116.00
Economic Development Projects	\$0.00	\$0.00	\$0.00	\$0.00
Other Projects	\$0.00	\$10,000.00	\$0.00	\$10,000.00
Total CIP Project Expenditures	<u>\$0.00</u>	<u>\$ 725,364</u>	<u>\$186,007.00</u>	<u>\$911,371.00</u>

**CITY OF RICHLAND HILLS
2014-2015 FISCAL YEAR
CAPITAL IMPROVEMENT PLAN**

DEPARTMENT/ITEM	FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018	FY 2018-2019	FUTURE	TOTAL COST
GENERAL FUND							
General Administration							
Holiday Banners	10,000	10,000	10,000	0	0	0	30,000
Subtotal General Administration	\$10,000	\$10,000	\$10,000	\$0	\$0	\$0	\$30,000
Police							
No Requests		0	0	0	0	0	0
							0
		0	0	0	0	0	0
Subtotal Police	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fire							
Expand Station Living Area	0		150,000	0	0	0	150,000
Replace Furniture	0		30,000	0	0	0	30,000
HVAC Replacement	0		22,000	0	0	0	22,000
Portable Radio Replacement	9,600	9,600	9,600	9,600			38,400
Replace Emergency Generator	0		15,000	0	0	0	15,000
Hose Test Machine	2,072						2,072
Command Vehicle Replacement	0		50,000	0	0	0	50,000
Thermal Imager	12,000						12,000
Emergency Lights/ ommand Vehicle	6,900						6,900
Upgrade Outdoor Warning	0		25,000	0	0	0	25,000
Breathing Air Compressor Replacement	0		0	50,000	0	0	50,000
Reserve Engine Replacement	0	400,000	0	50,000		0	450,000
Replace Fire Chief Vehicle	0	0	0	50,000	50,000	0	100,000
Replace Fire Hose	0	0	0	50,000	50,000	0	100,000
Subtotal Fire	\$30,572	\$409,600	\$301,600	\$209,600	\$100,000	\$0	\$1,051,372
Streets							
No requests		0	0	0	0	0	0
Subtotal Streets	\$0	\$0	\$0	\$0	\$0	\$0	\$0
City Secretary's Office							
Computer Tablets	5,000	0	0	0	0	0	5,000
Subtotal City Secretary's Office	\$5,000	\$0	\$0	\$0	\$0	\$0	\$5,000

**CITY OF RICHLAND HILLS
2014-2015 FISCAL YEAR
CAPITAL IMPROVEMENT PLAN**

DEPARTMENT/ITEM	FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018	FY 2018-2019	FUTURE	TOTAL COST
Animal Services							
Interior Building Renovation	5,000						5,000
Body Cameras	1,300	0	0	0	0	0	1,300
Subtotal Animal Services	\$6,300	\$0	\$0	\$0	\$0	\$0	\$6,300
Municipal Court							
Light Bar for Vehicle	2,369	0	0	0	0	0	2,369
Shredder	615	0	0	0	0	0	615
Ballistic Vest	898	0	0	0	0	0	898
Subtotal Municipal Court	\$3,882	\$0	\$0	\$0	\$0	\$0	\$3,882
Community Development							
Body Cameras	1,300	0	0	0	0	0	1,300
	0	0	0	0	0	0	0
Subtotal Com Development	\$1,300	\$0	\$0	\$0	\$0	\$0	\$1,300
Library							
Carpet	25,000	0	0	0	0	0	25,000
Landscaping	2,000	0	0	0	0	0	2,000
Subtotal Library	\$27,000	\$0	\$0	\$0	\$0	\$0	\$27,000
Recreation							
	0	0	0	0	0	0	0
No Requests	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Subtotal Recreation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL GENERAL FUND	\$84,054	\$419,600	\$311,600	\$209,600	\$100,000	\$0	\$1,124,854

**CITY OF RICHLAND HILLS
2014-2015 FISCAL YEAR
CAPITAL IMPROVEMENT PLAN**

DEPARTMENT/ITEM	FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018	FY 2018-2019	FUTURE	TOTAL COST
ENTERPRISE FUND							
Water/Wastewater							
Water System Improvements	0	0	0	0	0	0	0
Fire Hydrant Replacement (6)	0	30,000	0	0	0	0	30,000
Wastewater System Improvement	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Subtotal Water/Wastewater	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000
TOTAL ENTERPRISE	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000
DRAINAGE UTILITY FUND							
Drainage Improvements	0	0	0	0	0	0	0
Mower/Tractor	45,000	0	0	0	0	0	45,000
Subtotal Drainage Utility Fund	\$45,000	\$0	\$0	\$0	\$0	\$0	\$45,000
TOTAL DRAINAGE FUND	\$45,000	\$0	\$0	\$0	\$0	\$0	\$45,000
ECONOMIC DEVELOPMENT 4B TAX FUND							
No requests	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
Subtotal Eco Dev 4B Tax Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL ECO DEC 4B TAX FUND	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**CITY OF RICHLAND HILLS
2014-2015 FISCAL YEAR
CAPITAL IMPROVEMENT PLAN**

DEPARTMENT/ITEM	FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018	FY 2018-2019	FUTURE	TOTAL COST
ROAD AND STREET IMPROVEMENT FUND							
Street Reconstruction	133,255 0	100,000 0	100,000 0	100,000 0	100,000 0	100,000 0	633,255 0
Subtotal Road & Street Street Improvement Fund	<u>\$133,255</u>	<u>\$100,000</u>	<u>\$100,000</u>	<u>\$100,000</u>	<u>\$100,000</u>	<u>\$100,000</u>	<u>\$633,255</u>
TOTAL ROAD & STREET IMPROVEMENT FUND	<u>\$133,255</u>	<u>\$100,000</u>	<u>\$100,000</u>	<u>\$100,000</u>	<u>\$100,000</u>	<u>\$100,000</u>	<u>\$633,255</u>
OIL & GAS PROJECT IMPROVEMENT FUND							
Infrastructure Improvements	300,000	200,000	200,000	200,000	200,000	200,000	1,300,000
Subtotal Oil & Gas Project Improvement Fund	<u>\$300,000</u>	<u>\$200,000</u>	<u>\$200,000</u>	<u>\$200,000</u>	<u>\$200,000</u>	<u>\$200,000</u>	<u>\$1,300,000</u>
TOTAL OIL & GAS PROJECT IMPROVEMENT FUND	<u>\$300,000</u>	<u>\$200,000</u>	<u>\$200,000</u>	<u>\$200,000</u>	<u>\$200,000</u>	<u>\$200,000</u>	<u>\$1,300,000</u>
TRAFFIC SAFETY IMPROVEMENT FUND							
Ticket Writers	38,000 0	0 0	0 0	0 0	0 0	0 0	38,000 0
Subtotal Traffic Safety Improvement Fund	<u>\$38,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$38,000</u>
TOTAL TRAFFIC SAFETY IMPROVEMENT FUND	<u>\$38,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$38,000</u>

**CITY OF RICHLAND HILLS
2014-2015 FISCAL YEAR
CAPITAL IMPROVEMENT PLAN**

DEPARTMENT/ITEM	FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018	FY 2018-2019	FUTURE	TOTAL COST
CRIME CONTROL AND PREVENTION DISTRICT FUND							
Patrol Vehicle	82,636	82,636	82,636	82,636	82,636	82,636	495,816
Administrative Vehicle	32,919	0	0	0	0	0	32,919
Wireless Modems/Emergency Vehicles	9,500	0	0	0	0	0	9,500
Subtotal Crime Control and Prevention District Fund	<u>\$125,055</u>	<u>\$82,636</u>	<u>\$82,636</u>	<u>\$82,636</u>	<u>\$82,636</u>	<u>\$82,636</u>	<u>\$538,235</u>
TOTAL CRIME CONTROL AND PREVENTION DISTRICT FUND	<u><u>\$125,055</u></u>	<u><u>\$82,636</u></u>	<u><u>\$82,636</u></u>	<u><u>\$82,636</u></u>	<u><u>\$82,636</u></u>	<u><u>\$82,636</u></u>	<u><u>\$538,235</u></u>
TOTAL CAPITAL	<u><u>\$725,364</u></u>	<u><u>\$832,236</u></u>	<u><u>\$694,236</u></u>	<u><u>\$592,236</u></u>	<u><u>\$482,636</u></u>	<u><u>\$382,636</u></u>	<u><u>\$3,709,344</u></u>

CAPITAL/EQUIPMENT REQUEST

DEPARTMENT Administration	PROGRAM TITLE Holiday Banners	FISCAL YEAR 2014-2015
PROGRAM NUMBER	ACCOUNT NO.	LOCATION/CATEGORY TIER 1

I. PROGRAM DESCRIPTION
Purchase of new Customized Holiday Banners for Utility Poles.

II. JUSTIFICATION AND/OR BENEFIT
This will help with our marketing and branding efforts that we are undertaking and add to the ambience of the city during the Holidays.

III. FINANCIAL INFORMATION (List the estimated costs for each major activity necessary to complete the project as described in Section I above.)

ACTIVITY	ESTIMATED COST	FUNDING SOURCES (CHECK ONE)	SCHEDULING (CHECK ONE)
Purchase of Banners and Mounting Hardware with installation	\$10,000	Current Revenues	x
		Reserve Funds	
		G.O. Bonds	
		Rev. Bonds	
		Cert. of Obligation	
		Lease/Purchase	
		Grants	
TOTAL	\$10,000	Other	

IV. ADDITIONAL COMMENTS This will cover approximately 1/3 of the poles at the Train Station, Handley Ederville, Baker Blvd. Glenview and along Rufe Snow. The project can be continued by adding more banners in future years if desired.

V. IMPACT ON OPERATING BUDGET

Projected Annual	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019		Total
Operating Impact	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$10,000

CAPITAL/EQUIPMENT REQUEST

DEPARTMENT FIRE	PROGRAM TITLE Portable Radio Replacement	FISCAL YEAR 2014-2015
PROGRAM NUMBER	ACCOUNT NO.	LOCATION/CATEGORY Tier 1

I. PROGRAM DESCRIPTION

Replacement of fire department's current XTS-5000 portable radios over the next four years with the purchase of three (3) new Motorola APX-6000XE portable radios. There are a total of twelve XTS-5000 portable radios in the fire department. Proposal is to purchase three (3) radios each over the next four budget years.

II. JUSTIFICATION AND/OR BENEFIT

The XTS-5000's have been used by the department for approximately ten years and will be phased out by Motorola in the next three to four years.

III. FINANCIAL INFORMATION (List the estimated costs for each major activity necessary to complete the project as described in Section I above.)

ACTIVITY	ESTIMATED COST	FUNDING SOURCES (CHECK ONE)	SCHEDULING (CHECK ONE)
Replacement of XTS-5000 Portable Radios	\$9,600 (\$3,200 each)	Current Revenues	X
		Reserve Funds	
		G.O. Bonds	
		Rev. Bonds	
		Cert. of Obligation	
		Lease/Purchase	
		Grants	
TOTAL	\$ 9,600.00	Other	

IV. ADDITIONAL COMMENTS

V. IMPACT ON OPERATING BUDGET

Phase in radio replacement over next four budget years.

Projected Annual Operating Impact	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	Total
	\$9,600.00	\$9,600.00	\$9,600.00	\$9,600.00		\$38,400

CAPITAL/EQUIPMENT REQUEST

DEPARTMENT Fire	PROGRAM TITLE Hose Test Machine	FISCAL YEAR 2014-2015
PROGRAM NUMBER	ACCOUNT NO.	LOCATION/CATEGORY Tier 3

I. PROGRAM DESCRIPTION

Purchase of four outlet hose testing machine. Machine cost is \$2,072, used to perform annual pressure test of city's fire hose. Currently department uses reserve engine for multiple days filling hose with water, raising pressure to set psi in the hose. Test is hard on fire engine and results in engine running for several hours on each day of hose test.

II JUSTIFICATION AND BENEFIT

Provides firefighters with a more economical and safer method of testing hose. Reduces wear and tear on fire apparatus during hose testing. Small jockey pump raises pressure water pressure in hose without having to use fire apparatus. Annual cost is replacement of gaskets and fuel expense.

III. FINANCIAL INFORMATION (List the estimated costs for each major activity necessary to complete the project as described in Section I above)

ACTIVITY	ESTIMATED COST	FUNDING SOURCE (CHECK ONE)	SCHEDULING (CHECK ONE)
Four Outlet Hose Test Machine	\$2,072	Current Revenues	X
		Reserve Funds	
		G.O. Bonds	
		Rev. Bonds	
		Cert. of Obligation	
		Lease/Purchase	
		Grants	
TOTAL	\$2,072	Other	

IV. ADDITIONAL COMMENTS

V. IMPACT ON OPERATING BUDGET

Projected Annual Operating Impact	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	Total
	\$2,072.00					\$2,072

CAPITAL/EQUIPMENT REQUEST

DEPARTMENT Fire	PROGRAM TITLE Thermal Imager	FISCAL YEAR 2014-2015
PROGRAM NUMBER	ACCOUNT NO.	LOCATION/CATEGORY Tier 3

I. PROGRAM DESCRIPTION
 Replacement of fire department's current thermal imaging camera. Current camera is approximately 12 years old and has been refurbished once, two years ago. Proposal is to purchase one new camera at a cost of approximately \$12,000 which would include the bracket and charger for installation in fire apparatus.

II. JUSTIFICATION AND/OR BENEFIT
 Age of the current department unit will raise reliability and operational use issues in the near future. Newer cameras have greater resolution to assist firefighters in detecting sources of heat during rescues and overhaul at fire scene. Also used to locate heat sources during calls for service when occupants smell something burning but no evidence of heat is visible.

III. FINANCIAL INFORMATION (List the estimated costs for each major activity necessary to complete the project as described in Section I above.)

ACTIVITY	ESTIMATED COST	FUNDING SOURCE (CHECK ONE)	SCHEDULING (CHECK ONE)
Thermal Imaging Camera	\$ 12,000.00	Current Revenues	X
		Reserve Funds	
		G.O. Bonds	
		Rev. Bonds	
		Cert. of Obligation	
		Lease/Purchase	
		Grants	
TOTAL	\$ 12,000.00	Other	

IV. ADDITIONAL COMMENTS

V. IMPACT ON OPERATING BUDGET

Projected Annual Operating Impact	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	Total
	\$12,000.00					\$12,000

CAPITAL/EQUIPMENT REQUEST

DEPARTMENT FIRE	PROGRAM TITLE Utility 291 Emerg. Lights	FISCAL YEAR 2014-2015
PROGRAM NUMBER	ACCOUNT NO.	LOCATION/CATEGORY Tier 3

I. PROGRAM DESCRIPTION

Purchase and installation of emergency light bar and siren for FD's Utility vehicle, the 2006 F-350. The vehicle never had emergency lights or siren installed. The vehicle is now being used by Fire Inspections during the day and will respond to emergency incidents in the city if the Fire Insectors are able to.

II. JUSTIFICATION AND/OR BENEFIT

With current practice of hiring back department personnel to perform Fire Inspections there is a greater chance that the Utility vehicle U291 will respond to emergency incidents during the day. The installation of the lights will allow personnel to reduce their response time and provide warning lights on emergency scenes.

III. FINANCIAL INFORMATION (List the estimated costs for each major activity necessary to complete the project as described in Section I above)

ACTIVITY	ESTIMATED COST	FUNDING SOURCE (CHECK ONE)	SCHEDULING (CHECK ONE)
Purchase and installation of emergency lights and siren for U291	\$6,900	Current Revenues	X
		Reserve Funds	
		G.O. Bonds	
		Rev. Bonds	
		Cert. of Obligation	
		Lease/Purchase	
		Grants	
TOTAL	\$ -	Other	

IV. ADDITIONAL COMMENTS

V. IMPACT ON OPERATING BUDGET

Projected Annual	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	Total
Operating Impact	\$6,900.00					\$6,900

CAPITAL/EQUIPMENT REQUEST

DEPARTMENT City Council	PROGRAM TITLE Laptop Replacement	FISCAL YEAR 2014-2015
PROGRAM NUMBER	ACCOUNT NO.	LOCATION/CATEGORY TIER 1

I. PROGRAM DESCRIPTION
Replace existing council laptops with tablets

II. JUSTIFICATION AND/OR BENEFIT
Existing laptops are old, slow, and running substandard software. Tablets will allow for viewing of email, viewing of agendas and other necessary council functions

III. FINANCIAL INFORMATION (List the estimated costs for each major activity necessary to complete the project as described in Section I above.)

ACTIVITY	ESTIMATED COST	FUNDING SOURCES (CHECK ONE)	SCHEDULING (CHECK ONE)
Purchase Tablets	\$5,000	Current Revenues	x
		Reserve Funds	
		G.O. Bonds	
		Rev. Bonds	
		Cert. of Obligation	
		Lease/Purchase	
		Grants	
TOTAL	\$5,000	Other	

IV. ADDITIONAL COMMENTS

V. IMPACT ON OPERATING BUDGET

Projected Annual	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	Total
3	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000

CAPITAL/EQUIPMENT REQUEST

DEPARTMENT Animal Services	PROGRAM TITLE Building Repair	FISCAL YEAR 2014-2015
PROGRAM NUMBER 121	ACCOUNT NO. 56020	LOCATION/CATEGORY TIER 3 Building Improvements - 56010

I. PROGRAM DESCRIPTION
Interior repair/replacement of flooring, fixtures and furniture.

II. JUSTIFICATION AND/OR BENEFIT
The Animal Shelter was opened in 1999. Until FY 13-14, no major repair or maintenance had been done. In FY 13-14 significant repairs were funded for water infiltration on the exterior of the building as well as some repairs to the kennels. This proposal is intended for the continued rehabilitation of the building by providing painting, some flooring replacement and repair/replacement of broken and worn built in cabinets and desk.

III. FINANCIAL INFORMATION (List the estimated costs for each major activity necessary to complete the project as described in Section I above.)

ACTIVITY	ESTIMATED COST	FUNDING SOURCES (CHECK ONE)	SCHEDULING (CHECK ONE)
Interior Repair/renovation	\$5,000.00	Current Revenues	X
		Reserve Funds	
		G.O. Bonds	
		Rev. Bonds	
		Cert. of Obligation	
		Lease/Purchase	
		Grants	
TOTAL	\$5,000.00	Other	

IV. ADDITIONAL COMMENTS

V. IMPACT ON OPERATING BUDGET
Minimal cost for replacing batteries annually.

Projected Annual	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019		Total
Operating Impact	\$5,000.00						\$5,000

CAPITAL/EQUIPMENT REQUEST

DEPARTMENT Animal Services	PROGRAM TITLE Animal Control	FISCAL YEAR 2014-2015
PROGRAM NUMBER 121	ACCOUNT NO. 56020	LOCATION/CATEGORY TIER 1

I. PROGRAM DESCRIPTION
Purchase of two personal body cameras for Animal Control Officers.

II. JUSTIFICATION AND/OR BENEFIT
Provide additional audio and visual documentation for Animal Code violations as well as violator contacts. Enhances verification of violations as well as provides audio and visual documentation in the event of a complaint.

III. FINANCIAL INFORMATION (List the estimated costs for each major activity necessary to complete the project as described in Section I above.)

ACTIVITY	ESTIMATED COST	FUNDING SOURCES (CHECK ONE)	SCHEDULING (CHECK ONE)
2 - Viewu LE2 Cameras	650 each x 2 = 1300.00	Current Revenues	X
		Reserve Funds	
		G.O. Bonds	
		Rev. Bonds	
		Cert. of Obligation	
		Lease/Purchase	
		Grants	
TOTAL	\$ 1,300.00	Other	

IV. ADDITIONAL COMMENTS

V. IMPACT ON OPERATING BUDGET
Minimal cost for replacing batteries annually.

Projected Annual	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019		Total
Operating Impact							\$1,300

CAPITAL/EQUIPMENT REQUEST

DEPARTMENT Court	PROGRAM TITLE Light Bar	FISCAL YEAR 2014-2015
PROGRAM NUMBER	ACCOUNT NO.	LOCATION/CATEGORY <div style="text-align: right;">TIER 3</div>

I. PROGRAM DESCRIPTION
Lighting for 2012 Chevy Tahoe

II. JUSTIFICATION AND/OR BENEFIT
The existing lights on the Marshal's vehicle were purchased when the 1997 Ford Crown Victoria was purchased. New lighting is required for the Marshal's safety.

III. FINANCIAL INFORMATION (List the estimated costs for each major activity necessary to complete the project as described in Section I above.)

ACTIVITY	ESTIMATED COST	FUNDING SOURCES (CHECK ONE)	SCHEDULING (CHECK ONE)
Siren w/ light control	\$ 399.00	Current Revenues	
Linz6 split red/blue for running boards	\$ 480.00	Reserve Funds	
8 lamp dominator red/blue	\$ 440.00	G.O. Bonds	
Inner edge w/ takedowns	\$ 670.00	Rev. Bonds	
Misc supplies	\$ 30.00	Cert. of Obligation	
Labor to install	\$ 350.00	Lease/Purchase	
		Grants	
TOTAL	\$ 2,369.00	Other	

IV. ADDITIONAL COMMENTS

V. IMPACT ON OPERATING BUDGET

Projected Annual	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019		Total
Operating Impact							

CAPITAL/EQUIPMENT REQUEST

DEPARTMENT Court	PROGRAM TITLE Shredder	FISCAL YEAR 2014-2015
PROGRAM NUMBER	ACCOUNT NO.	LOCATION/CATEGORY <div style="text-align: right;">TIER 1</div>

I. PROGRAM DESCRIPTION
GoECOLife 18-sheet Platinum series micro cut paper shredder

II. JUSTIFICATION AND/OR BENEFIT
Our current paper shredder was purchased in 2004 and is worn out. Shredding is required on all court and TLETS documents.

III. FINANCIAL INFORMATION (List the estimated costs for each major activity necessary to complete the project as described in Section I above.)

ACTIVITY	ESTIMATED COST	FUNDING SOURCES (CHECK ONE)	SCHEDULING (CHECK ONE)
GoEcolife paper shredder	\$ 599.99	Current Revenues	
Lubricant sheets	\$ 14.99	Reserve Funds	
		G.O. Bonds	
		Rev. Bonds	
		Cert. of Obligation	
		Lease/Purchase	
		Grants	
TOTAL	\$ 614.98	Other	

IV. ADDITIONAL COMMENTS

V. IMPACT ON OPERATING BUDGET

Projected Annual	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019		Total
Operating Impact							

CAPITAL/EQUIPMENT REQUEST

DEPARTMENT Court	PROGRAM TITLE Ballistic Vest	FISCAL YEAR 2014-2015
PROGRAM NUMBER	ACCOUNT NO.	LOCATION/CATEGORY TIER 1

I. PROGRAM DESCRIPTION
Ballistic vest for City Marshal

II. JUSTIFICATION AND/OR BENEFIT
Marshal's existing vest expiration date is 2015 and has reached end of life. Vests are good for 5 years and his last vest was purchased in 2010. The vests are level IIIA ballistic capable of stopping handgun rounds as well as some indirect rifle and shotgun rounds. This vest is NIJ approved.

III. FINANCIAL INFORMATION (List the estimated costs for each major activity necessary to complete the project as described in Section I above.)

ACTIVITY	ESTIMATED COST	FUNDING SOURCES (CHECK ONE)	SCHEDULING (CHECK ONE)
Ballistic vest	\$ 898.00	Current Revenues	
		Reserve Funds	
		G.O. Bonds	
		Rev. Bonds	
		Cert. of Obligation	
		Lease/Purchase	
		Grants	
TOTAL	\$ 898.00	Other	

IV. ADDITIONAL COMMENTS

V. IMPACT ON OPERATING BUDGET

Projected Annual	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019		Total
Operating Impact							

CAPITAL/EQUIPMENT REQUEST

DEPARTMENT Community Development	PROGRAM TITLE Cameras	FISCAL YEAR 2014-2015
PROGRAM NUMBER 120	ACCOUNT NO. 56020	LOCATION/CATEGORY Equipment TIER 1

I. PROGRAM DESCRIPTION
Purchase of two personal body cameras for Code Enforcement Officers.

II. JUSTIFICATION AND/OR BENEFIT
Provide additional audio and visual documentation for Code Enforcement violations as well as violator contacts. Enhances verification of violations as well as provides audio and visual documentation in the event of a complaint.

III. FINANCIAL INFORMATION (List the estimated costs for each major activity necessary to complete the project as described in Section I above.)

ACTIVITY	ESTIMATED COST	FUNDING SOURCES (CHECK ONE)	SCHEDULING (CHECK ONE)
2 - Viewu LE2 Cameras	650 each x 2 = 1300.00	Current Revenues	X
		Reserve Funds	
		G.O. Bonds	
		Rev. Bonds	
		Cert. of Obligation	
		Lease/Purchase	
		Grants	
TOTAL	\$ 1,300.00	Other	

IV. ADDITIONAL COMMENTS

V. IMPACT ON OPERATING BUDGET
Minimal cost for replacing batteries annually.

Projected Annual	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019		Total
Operating Impact							\$1,300

CAPITAL/EQUIPMENT REQUEST

DEPARTMENT Library	PROGRAM TITLE Recarpet the Library	FISCAL YEAR 2014-2015
PROGRAM NUMBER	ACCOUNT NO.	LOCATION/CATEGORY <div style="text-align: right;">TIER 3</div>

I. PROGRAM DESCRIPTION
The Library carpeting is worn and stained.

II. JUSTIFICATION AND/OR BENEFIT
With the new renovations to the interior and new programs added for patrons, the foot traffic into the Library has doubled this year. The carpet is worn and stained. New carpet would compliment the new interior. Children sit and crawl around on the floor. New carpet will be a welcome sight to parents with preschool children.

III. FINANCIAL INFORMATION (List the estimated costs for each major activity necessary to complete the project as described in Section I above.)

ACTIVITY	ESTIMATED COST	FUNDING SOURCES (CHECK ONE)	SCHEDULING (CHECK ONE)
	\$ 25,000.00	Current Revenues	
		Reserve Funds	
		G.O. Bonds	
		Rev. Bonds	
		Cert. of Obligation	
		Lease/Purchase	
		Grants	
TOTAL	\$ 25,000.00	Other	

IV. ADDITIONAL COMMENTS

V. IMPACT ON OPERATING BUDGET

Projected Annual	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019		Total
Operating Impact	\$25,000.00						\$25,000

CAPITAL/EQUIPMENT REQUEST

DEPARTMENT Library	PROGRAM TITLE Landscaping	FISCAL YEAR 2014-2015
PROGRAM NUMBER	ACCOUNT NO.	LOCATION/CATEGORY <div style="text-align: right;">TIER 3</div>

I. PROGRAM DESCRIPTION
Replace dead bushes and ground cover in front of the Library.

II. JUSTIFICATION AND/OR BENEFIT
New plants and ground cover will make the Library look more inviting, professional and blend in with the landscaping at City Hall.

III. FINANCIAL INFORMATION (List the estimated costs for each major activity necessary to complete the project as described in Section I above.)

ACTIVITY	ESTIMATED COST	FUNDING SOURCES (CHECK ONE)	SCHEDULING (CHECK ONE)
	\$ 2,000.00	Current Revenues	
		Reserve Funds	
		G.O. Bonds	
		Rev. Bonds	
		Cert. of Obligation	
		Lease/Purchase	
		Grants	
TOTAL	\$ 2,000.00	Other	

IV. ADDITIONAL COMMENTS
Quote attached.

V. IMPACT ON OPERATING BUDGET

Projected Annual	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019		Total
Operating Impact	\$2,000.00						\$2,000

CAPITAL/EQUIPMENT REQUEST

DEPARTMENT Drainage Utility	PROGRAM TITLE Tractor	FISCAL YEAR 2014-2015
PROGRAM NUMBER 2269	ACCOUNT NO. 56020	LOCATION/CATEGORY 56020 - Equipment

I. PROGRAM DESCRIPTION
Purchase of replacement Kubota tractor.

II. JUSTIFICATION AND/OR BENEFIT
This proposal is for the replacement of the Kubota tractor utilized for levee mowing and maintenance. The current unit is no longer in service and is unrepairable. The City has had to lease a unit to meet Corps. of Engineers maintenance contractual requirements regarding levee maintenance. This unit also provides service to other areas of the city. A reliable unit will increase efficiency as well as reduce operating cost.

III. FINANCIAL INFORMATION (List the estimated costs for each major activity necessary to complete the project as described in Section I above.)

ACTIVITY	ESTIMATED COST	FUNDING SOURCES (CHECK ONE)	SCHEDULING (CHECK ONE)
Purchase of new mower/tractor.	\$45,000.00	Current Revenues	X
		Reserve Funds	
		G.O. Bonds	
		Rev. Bonds	
		Cert. of Obligation	
		Lease/Purchase	
		Grants	
TOTAL	\$45,000.00	Other	

IV. ADDITIONAL COMMENTS

V. IMPACT ON OPERATING BUDGET

Projected Annual	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019		Total
Operating Impact	\$45,000.00						\$45,000

CAPITAL/EQUIPMENT REQUEST

DEPARTMENT Streets	PROGRAM TITLE Street Construction/Repair	FISCAL YEAR 2014-2015
PROGRAM NUMBER	ACCOUNT NO.	LOCATION/CATEGORY Oil and Gas Fund

I. PROGRAM DESCRIPTION Funding for significant repair/rebuild of streets in city. Exact location would be determined at a future date by the Transportation Committee of the Council and the Council as a whole.

II. JUSTIFICATION AND/OR BENEFIT This was an identified objective of the City Council in the initial budget worksession that was held.

III. FINANCIAL INFORMATION (List the estimated costs for each major activity necessary to complete the project as described in Section I above.)

ACTIVITY	ESTIMATED COST	FUNDING SOURCES (CHECK ONE)	SCHEDULING (CHECK ONE)
Street Rebuild	\$300,000	Current Revenues	
		Reserve Funds	
		G.O. Bonds	
		Rev. Bonds	
		Cert. of Obligation	
		Lease/Purchase	
		Grants	
TOTAL	\$300,000	Other	

IV. ADDITIONAL COMMENTS

V. IMPACT ON OPERATING BUDGET

Projected Annual	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019		Total
Operating Impact	\$300,000.00						\$200,000

CAPITAL/EQUIPMENT REQUEST

DEPARTMENT Traffic Safety Fund	PROGRAM TITLE Ticket Writers	FISCAL YEAR 2014-2015
PROGRAM NUMBER	ACCOUNT NO. 56020	LOCATION/CATEGORY Traffic Safety

I. PROGRAM DESCRIPTION
Purchase of (6) hand held ticket writers.

II. JUSTIFICATION AND/OR BENEFIT
This handheld computer enables police officers to significantly improve the efficiency of the overall operation of the department. In addition to what we can currently accomplish using our existing system, the department will also be able to track racial profiling, manage police vehicle tows, and also serves as an accident report interface. Currently all other agencies in the Dispatch Shared Services Group (North Richland Hills, Watauga, and Haltom City) utilize the Brazos technology for eCitations. The CAD/RMS system RFP developed by the shared services participating cities had an interface included for the use of Brazos technology. Richland Hills Police Department would require the use of this particular system in order to manage traffic citations and update the Municipal Court records once a new CAD/RMS system is deployed.

III. FINANCIAL INFORMATION (List the estimated costs for each major activity necessary to complete the project as described in Section I above.)

ACTIVITY	ESTIMATED COST	FUNDING SOURCES (CHECK ONE)	SCHEDULING (CHECK ONE)
		Current Revenues	X
(6) Ticket Writers	\$ 38,000.00	Reserve Funds	
	\$ -	G.O. Bonds	
	\$ -	Rev. Bonds	
	\$ -	Cert. of Obligation	
		Lease/Purchase	
		Grants	
TOTAL	\$ 38,000.00	Other	

IV. ADDITIONAL COMMENTS

V. IMPACT ON OPERATING BUDGET

Projected Annual	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019		Total
Operating Impact	\$38,000.00						\$38,000

CAPITAL/EQUIPMENT REQUEST

DEPARTMENT Police	PROGRAM TITLE Emergency Police Vehicles	FISCAL YEAR 2014-2015
PROGRAM NUMBER	ACCOUNT NO. 56020	LOCATION/CATEGORY CCPD

I. PROGRAM DESCRIPTION

Purchase of two (2) emergency patrol vehicles including the purchase and installation of related equipment.

II. JUSTIFICATION AND/OR BENEFIT

Replacement of (2) emergency vehicles to keep the cost of vehicle maintenance down and provide safe and dependable transportation to respond to emergency calls for service. The vehicles will replace two of the older emergency police vehicles that will be released to be auctioned.

III. FINANCIAL INFORMATION (List the estimated costs for each major activity necessary to complete the project as described in Section I above.)

ACTIVITY	ESTIMATED COST	FUNDING SOURCES (CHECK ONE)	SCHEDULING (CHECK ONE)
		Current Revenues	X
(2) Chevrolet Tahoe Police Vehicles	\$ 57,440.00	Reserve Funds	
(2) Emergency Equipment Installs	\$ 20,146.00	G.O. Bonds	
(2) Graphics & Paint	\$ 5,050.00	Rev. Bonds	
		Cert. of Obligation	
		Lease/Purchase	
		Grants	
TOTAL	\$ 82,636.00	Other	

IV. ADDITIONAL COMMENTS

V. IMPACT ON OPERATING BUDGET

Projected Annual	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019		Total
Operating Impact	\$82,636.00						\$82,636

CAPITAL/EQUIPMENT REQUEST

DEPARTMENT Police	PROGRAM TITLE Administrative Vehicle	FISCAL YEAR 2014-2015
PROGRAM NUMBER	ACCOUNT NO. 56020	LOCATION/CATEGORY CCPD

I. PROGRAM DESCRIPTION
Purchase of one LS Model Tahoe for administrative use.

II. JUSTIFICATION AND/OR BENEFIT
The existing administrative vehicle has reached its end of life. The vehicle is over 12 years old and will exceed 100,000 miles by the end of this fiscal year.

III. FINANCIAL INFORMATION (List the estimated costs for each major activity necessary to complete the project as described in Section I above.)

ACTIVITY	ESTIMATED COST	FUNDING SOURCES (CHECK ONE)	SCHEDULING (CHECK ONE)
		Current Revenues	X
(1) Chevrolet Tahoe Admin Vehicle	\$ 32,919.00	Reserve Funds	
		G.O. Bonds	
		Rev. Bonds	
		Cert. of Obligation	
		Lease/Purchase	
		Grants	
TOTAL	\$ 32,919.00	Other	

IV. ADDITIONAL COMMENTS

V. IMPACT ON OPERATING BUDGET

Projected Annual	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019		Total
Operating Impact	\$ 32,919.00						\$ 32,919.00

CAPITAL/EQUIPMENT REQUEST

DEPARTMENT Police	PROGRAM TITLE Wireless Modems for Emergency Veh.	FISCAL YEAR 2014-2015
PROGRAM NUMBER	ACCOUNT NO. 56020	LOCATION/CATEGORY CCPD

I. PROGRAM DESCRIPTION
Purchase of (7) seven AirLink Cellular modems to be installed in the police vehicles

II. JUSTIFICATION AND/OR BENEFIT
Installation of the cellular modems in police vehicles are used for Automatic Vehicle Locator (AVL) which allows the dispatch center to track the location of the police vehicle on a map and send the closest officer to a call to decrease response time. The modems will also increase connectivity and prevent cellular deadspots in the city.

III. FINANCIAL INFORMATION (List the estimated costs for each major activity necessary to complete the project as described in Section I above.)

ACTIVITY	ESTIMATED COST	FUNDING SOURCES (CHECK ONE)	SCHEDULING (CHECK ONE)
		Current Revenues	X
(7) Cellular Modems @\$765	\$ 5,355.00	Reserve Funds	
(7) Antenna vehicle mounts @ \$189	\$ 1,323.00	G.O. Bonds	
(7) Run 2 power antennae @ \$250	\$ 1,750.00	Rev. Bonds	
Labor & Misc connectors	\$ 1,072.00	Cert. of Obligation	
		Lease/Purchase	
		Grants	
TOTAL	\$ 9,500.00	Other	

IV. ADDITIONAL COMMENTS

V. IMPACT ON OPERATING BUDGET

Projected Annual	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019		Total
Operating Impact	\$9,500.00						\$9,500

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES**

ROAD AND STREET IMPROVEMENT FUND

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources	\$16,654	\$0	\$1,070	\$0
REVENUES				
Investment Income	\$23	\$15	\$25	\$25
Transfer from General	0	0	0	
Grants and Transfers	131,140	160,552	166,701	133,480
TOTAL REVENUES	\$131,163	\$160,567	\$166,726	\$133,505
Total Estimated Available Resources	\$147,817	\$160,567	\$167,796	\$133,505
EXPENDITURES				
Personnel				
Engineer/Consulting Fees	\$0	\$0	\$0	\$0
Total Personnel	\$0	\$0	\$0	\$0
Supplies/Maintenance				
Bank Fees	\$253	\$0	\$250	\$250
Total Supplies/Maintenance	\$253	\$0	\$250	\$250
Capital				
Street Construction	\$147,564	\$0	\$167,546	\$133,255
CDBG Match	\$0	\$0	\$0	\$0
Curb Construction & Replacement	\$0	\$0	\$0	\$0
Total Capital	\$147,564	\$0	\$167,546	\$133,255
TOTAL EXPENDITURES	\$147,817	\$0	\$167,796	\$133,505
BALANCE	\$0	\$160,567	\$0	\$0

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES**

OIL AND GAS INFRASTRUCTURE FUND

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources			\$141,225	\$141,225
REVENUES				
Oil and Gas Revenue	\$217,819	\$147,236	\$261,909	\$239,864
Investment Income	163	100	35	0
TOTAL REVENUES	\$217,982	\$147,336	\$261,944	\$239,864
Total Estimated Available Resources	\$217,982	\$147,336	\$403,169	\$381,089
EXPENDITURES				
Other Operating				
Bank Fees	\$197	\$0	\$197	
Sewer Maintenance	2,500	0	5,000	0
Total Other Operating	\$2,697	\$0	\$5,197	\$0
Capital				
Street Construction	\$397,444	\$0	\$60,605	\$300,000
Utility Construction	0	0	0	0
Facility Improvements	0	0	0	0
Total Capital	\$397,444	\$0	\$60,605	\$300,000
Transfers				
Transfer to Fund 200		0	0	0
Total Transfers	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$400,142	\$0	\$65,802	\$300,000
BALANCE	(\$182,160)	\$147,336	\$337,367	\$81,089

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES**

2012 PPFCO ACQUISITIONS FUND

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources	\$0	\$0	\$194,881	\$161,247
REVENUES				
Investment Income	\$146	\$66	\$66	\$0
Other Financial Sources	415,000	0	0	0
TOTAL REVENUES	\$415,146	\$66	\$66	\$0
Total Estimated Available Resources	\$415,146	\$66	\$194,947	\$161,247
EXPENDITURES				
Personnel				
Engineer/Consulting Fees	\$366	\$0	\$366	\$0
Total Personnel	\$366	\$0	\$366	\$0
Capital				
Equipment	\$32,722	\$0	\$33,334	\$0
Vehicles	\$164,177	\$0	\$0	\$0
Bond Issuance Cost	\$23,000	\$0	\$0	\$0
Total Capital	\$219,899	\$0	\$33,334	\$0
TOTAL EXPENDITURES	\$220,265	\$0	\$33,700	\$0
BALANCE	\$194,881	\$66	\$161,247	\$161,247

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES**

2011 PPFCO ACQUISITIONS FUND

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources	\$29,805	\$24,760	\$24,760	\$24,760
REVENUES				
Investment Income	\$0	\$0	\$0	\$0
Other Financial Sources	0	0	0	0
TOTAL REVENUES	\$0	\$0	\$0	\$0
Total Estimated Available Resources	\$29,805	\$24,760	\$24,760	\$24,760
EXPENDITURES				
Personnel				
Engineer/Consulting Fees	\$0	\$0	\$0	\$0
Total Personnel	\$0	\$0	\$0	\$0
Capital				
Equipment	\$0	\$0	\$0	\$0
Vehicles	\$0	\$0	\$0	\$0
Bond Issuance Cost	\$0	\$0	\$0	\$0
Total Capital	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0
BALANCE	\$29,805	\$24,760	\$24,760	\$24,760

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES**

ENTERPRISE CAPITAL PROJECTS FUND

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources	\$1,100,000	\$697,690	\$697,690	\$672,830
REVENUES				
Other Financial Sources	\$0	\$0	\$0	\$0
Investment Income	462	140	140	0
TOTAL REVENUES	\$462	\$140	\$140	\$0
Total Estimated Available Resources	\$1,100,462	\$697,830	\$697,830	\$672,830
EXPENDITURES				
Personnel				
Engineer/Consultant Fees	\$135	\$0	\$135	\$0
Total Personnel	\$135	\$0	\$135	\$0
Capital				
Heavy Equipment	\$0	\$0	\$0	\$0
Drainage Improvements	0	0	0	0
Bond Issuance Cost	0	0	0	0
Water System Improvements	344,135	0	25,000	0
Transfer to Fund 200	0	0	0	0
Total Capital	\$344,135	\$0	\$25,000	\$0
TOTAL EXPENDITURES	\$344,270	\$0	\$25,135	\$0
BALANCE	\$756,192	\$697,830	\$672,695	\$672,830

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES**

ELECTRONIC METER READING LEASE PURCHASE FUND

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources	\$0	\$0	\$0	\$0
REVENUES				
Other Financial Sources	\$0	\$0	\$0	\$0
Transfer from General	16,198	16,198	16,198	0
Transfer from Enterprise	42,067	37,795	42,067	58,265
TOTAL REVENUES	\$58,265	\$53,993	\$58,265	\$58,265
Total Estimated Available Resources	\$58,265	\$53,993	\$58,265	\$58,265
EXPENDITURES				
Debt Service				
Payment of Principal	\$46,754	\$16,198	\$48,859	\$51,057
Payment of Interest	11,510	37,795	9,406	7,208
Total Debt Service	\$58,265	\$53,993	\$58,265	\$58,265
TOTAL EXPENDITURES	\$58,265	\$53,993	\$58,265	\$58,265
BALANCE	\$0	\$0	\$0	\$0

CITY OF RICHLAND HILLS

2014-2015 FISCAL YEAR SUMMARY OF REVENUES

SAFE ROUTES TO SCHOOL PROJECT FUND

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources	\$0	\$0	\$0	\$0
REVENUES				
Investment Income	\$0	\$0	\$0	\$0
Transfer from General	0	0	0	0
Grants and Transfers	64,349	0	0	0
TOTAL REVENUES	\$64,349	\$0	\$0	\$0
Total Estimated Available Resources	\$64,349	\$0	\$0	\$0
EXPENDITURES				
Personnel				
Engineer/Consulting Fees	\$0	\$0	\$0	\$0
Total Personnel	\$0	\$0	\$0	\$0
Supplies/Maintenance				
Bank Fees	\$0	\$0	\$0	\$0
Total Supplies/Maintenance	\$0	\$0	\$0	\$0
Capital				
Street Construction	\$0	\$0	\$0	\$0
Sidewalk Construction	\$64,349	\$0	\$0	\$0
Curb Construction & Replacement	\$0	\$0	\$0	\$0
Total Capital	\$64,349	\$0	\$0	\$0
TOTAL EXPENDITURES	\$64,349	\$0	\$0	\$0
BALANCE	\$0	\$0	\$0	\$0

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES**

FACILITIES IMPROVEMENTS FUND

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources	\$0	\$0	\$0	\$0
REVENUES				
Grants and Transfers	\$0	\$0	\$0	\$0
Transfer from General	181,435	65,000	65,000	0
Transfer from Enterprise	0	0	0	0
TOTAL REVENUES	\$181,435	\$65,000	\$65,000	\$0
Total Estimated Available Resources	\$181,435	\$65,000	\$65,000	\$0
EXPENDITURES				
Personnel.				
Salaries and Wages	\$0	\$0	\$0	\$0
Health Insurance	0	0	0	0
Total Personnel	\$0	\$0	\$0	\$0
Capital				
Facilities Improvements	\$181,435	\$65,000	\$65,000	\$0
Total Contractual	\$181,435	\$65,000	\$65,000	\$0
TOTAL EXPENDITURES	\$181,435	\$65,000	\$65,000	\$0
BALANCE	\$0	\$0	\$0	\$0

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES**

BAKER BOULEVARD INTERSECTION IMPROVEMENT FUND

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources	\$0	\$0	\$0	\$0
REVENUES				
Grants and Transfers	\$0	\$0	\$0	\$0
Transfer from General	0	95,000	95,000	0
Transfer from Enterprise	0	0	0	0
TOTAL REVENUES	\$0	\$95,000	\$95,000	\$0
Total Estimated Available Resources	\$0	\$95,000	\$95,000	\$0
EXPENDITURES				
Personnel.				
Salaries and Wages	\$0	\$0	\$0	\$0
Health Insurance	0	0	0	0
Total Personnel	\$0	\$0	\$0	\$0
Capital				
Intersection Improvements	\$0	\$95,000	\$95,000	\$0
Total Contractual	\$0	\$95,000	\$95,000	\$0
TOTAL EXPENDITURES	\$0	\$95,000	\$95,000	\$0
BALANCE	\$0	\$0	\$0	\$0

CITY OF RICHLAND HILLS

**2014-2015 FISCAL YEAR
SUMMARY OF REVENUES**

**2013 WATER/WASTEWATER/ DRAINAGE UTILITY
CAPITAL PROJECTS FUND**

	FY 2012-2013 ACTUAL	FY 2013-2014 BUDGET	FY 2013-2014 PROJECTED	FY 2014-2015 BUDGET
Estimated Beginning Resources	\$0	\$6,000,000	\$6,000,000	\$1,362,466
REVENUES				
Other Financial Sources	\$6,074,850			
Investment Income	65			
TOTAL REVENUES				
Total Estimated Available Resources	\$0	\$6,000,000	\$6,000,000	\$1,362,466
EXPENDITURES				
Personnel				
Engineer/Consultant Fees	\$0	\$0	\$0	\$0
Total Personnel	\$0	\$0	\$0	\$0
Capital				
Drainage Improvements	0	3,000,000	2,318,767	
Utility System Improvements	0	3,000,000	2,318,767	
Transfer to Fund 200	88,657	0	0	0
Total Capital	\$88,657	\$6,000,000	\$4,637,534	\$0
TOTAL EXPENDITURES	\$88,657	\$6,000,000	\$4,637,534	\$0
BALANCE	(\$88,657)	\$0	\$1,362,466	\$1,362,466

Appendix



CITY OF RICHLAND HILLS

COMMUNITY PROFILE

Form of Government	Council-Manager
Land Area (square miles)	3.9
Number of Parks	4
Total Park Acreage	12.10
Library Locations	1
Total library Holdings (books, Audio, Video Cassettes)	40,000
Number of Fire Stations	1
Fire Department (firefighters/paramedics)	16
Police Station	1
Police Department (police officers)	20
Moody's Investors Service Bond Rating	A2
Standard & Poor's	AA-

CITY OF RICHLAND HILLS

Population	7801
Per 2010 Census	
Female	4030
Male	3771
Percentage of Population by Age Group	
0-4 Years	6.0%
5-19 Years	18.4%
20-44 Years	29.1%
45-64 Years	22.4%
65 years and older	24.1%
Total Private Sector Employment	3829
Total Households	3449
Median Household Income	\$46,918
Median Housing Value	\$99,200

DEMOGRAPHIC STATISTICS

YEAR	POPULATION	GROWTH RATE	SOURCE
1990	7978		Census (1)
1991	7999	0%	NCTCOG (2)
1992	8141	1.7%	NCTCOG
1993	8150	.01%	NCTCOG
1994	8150	0%	NCTCOG
1995	8139	-.01%	Chamber of Commerce
1996	8139	0%	Chamber of Commerce
1997	8300	1.9%	Chamber of Commerce
2000	8132	-2.02%	Census (1)
2010	7801	-4.07%	Census(1)

- (1) United States Bureau of Census
- (2) North Central Texas Council of Governments

CITY OF RICHLAND HILLS

History

The first settlers of Richland Hills arrived in the early 1840's, attracted to the area by land grants. Fort Bird was built a few miles southeast of Richland Hills and was established to protect early settlers from Indians. In 1843, a peace treaty was signed and settlers began farming around the fort. In the early 1850's, the fort was abandoned and the area continued to thrive as rural and farming community.

In 1929, the Baker Brothers Company built a plant nursery to serve a large mail order business. Soon after World War II, Baker Brothers built four Austin stone houses in the area later called Richland Hills. The four houses were sold to persons anxious to get away from the city. Subsequently, Baker Brothers developed their nursery tracts into residential areas.

In 1946, the company developed a 908 acre tract and Bess Barker, secretary for Baker Brothers Nursery, suggested the name of *Richland Hills*, for the development because of the rich soil, rolling land, and hills.

On September 23, 1950, Richland Hills was incorporated as a Texas General Law Village with a mayor-council form of government. In August, 1985, the citizens of Richland Hills voted for the establishment of a Home Rule Charter Commission with a Council-Manager form of government.

Richland Hills emerged from an agriculture community and now enjoys the advantages of a small, close-knit community in the middle of a major metropolitan area.

INFRASTRUCTURE

Highways

The City of Richland Hills is bordered by State Highway 183, State Highway 121, and State Highway 26. Easy access is provided to each at Interstate Highway 820. Using Interstate Loop 820, easy access is gained to Interstate 35 (north to Oklahoma and south to Austin, San Antonio, and Laredo), Interstate 45 (north to Tulsa and south to Houston), Interstate 20 (west to Midland and El Paso and east to Tyler and Shreveport), and Interstate 30 (east to Texarkana, Little Rock and Memphis).

Airports

Dallas/Fort Worth International Airport is the second busiest airport in the world, with an average of nearly 2,300 flights daily to more than 160 cities worldwide. D/FW Airport is home to American Airlines and is the second largest hub for Delta AirLines.

Meacham Field is a general aviation airport. Meacham is home to pilot training schools, aviation mechanic facilities and corporate jet ports.

Alliance Airport is a central hub for Federal Express and maintenance hub for American Airlines.

Railroads/Bus Service

The Atchison, Topeka and Santa Fe Railroad serve Richland Hills. Railroad access is currently available to the city's largest industrial park and commuter rail connecting Richland Hills to downtown Fort Worth and Dallas became available in 2000. Express bus

CITY OF RICHLAND HILLS

service is available to downtown Fort Worth.

Freight Service

The Dallas-Fort Worth Metroplex is the largest trucking service center in the southwest United States, serviced by approximately 150 regular route common carriers. Over 40 major freight lines offer direct service to all points in the US.

Utilities

TXU Energy, Direct Energy, Reliant Energy, Cirro Energy, Bounce Energy provide electricity. AT&T Telephone provides telephone service. Natural gas is provided by Atmos Energy.

EDUCATION

Public Schools

Birdville is the third largest district in Tarrant County, with 24,252 students and has been noted for exceptional teachers and excellent instructional programs since its beginning in 1896. The District is comprised of 32 schools (21 elementary, seven middle schools, and four high schools) and all are accredited by the Texas Education Agency and the high schools are accredited by the Southern Association of Colleges and Schools.

Birdville ISD works hand-in hand with its 265 business partners, The Northeast Tarrant Chamber of Commerce, more than 3,441 volunteers, numerous community leaders and parents.

Higher Education

The Northeast Campus of Tarrant County College is located 10-minutes of Richland Hills. Other colleges and universities within a 35-mile radius are the University of Texas at Arlington, Texas Christian University, Texas Wesleyan University, the University of North Texas, Texas Women's University, and Southern Methodist University.

TAX STRUCTURE

Because Richland Hills' municipal boundaries do not coincide with county, school district, or special district boundaries, ad valorem (property) taxes vary according to property location in the city. The total property tax rate is the sum of the rates of all applicable taxing entities, including cities, counties, school districts, and special districts. Texas has no state property tax or income tax.

Total appraised value (after exemptions) for all residential and commercial property in the City of Richland Hills exceeded \$447 million for fiscal year 2015, an increase of \$13.2 million (3.04%) from the previous year.

Sales and Use Tax

Location	Rate
City of Richland Hills	1.0%
Economic Development 4B	0.125%
Crime Control District	0.375%
Public Transportation Tax	0.5%
State of Texas	6.25%
Total Sales Tax Rate	8.25%

CITY OF RICHLAND HILLS

HEALTH CARE

Columbia North Hills Medical Center is a full-service regional hospital with 357 beds and staffed by 259 doctors. HCA Richland is a psychiatric hospital, which specializes in the treatment of chemical dependency, depression, and stress-related disorders. Located ten miles from Richland Hills, children receive outstanding care and attention at the Cook-Fort Worth Children's Medical Center, the largest independent pediatric center in the United States. Advanced medical research and treatment centers are located within a 35-mile radius of Richland Hills including: Baylor University Medical Center, University of Texas Southwestern Medical Center, John Peter Smith County Hospital and Texas College of Osteopathic Medicine.

LABOR FORCE

Richland Hills benefits from its location in the Metroplex. The total labor force in the Metroplex is over 2.3 million. An unemployment rate, which is consistently below the national and state average, illustrates the work ethic evident in the community. Texas is a "right-to-work" state, benefiting business operations and bringing about minimum union activity and work stoppages.

Educational attainment of persons 18 years and over:

Less than 9th grade	307
9th to 12th grade, no diploma	801
High school graduate or GED	1,962
Some college, no degree	1,789
Associate Degree	379
Bachelor's Degree	673
Graduate/Professional Degree	209

AREA ATTRACTIONS

The Dallas/Fort Worth metroplex area offers an endless variety of entertainment options including:

- Five major professional sports: Texas Rangers baseball, Dallas Cowboys football, Dallas Mavericks basketball, Dallas Stars hockey, Dallas Burn soccer
- World-class museums and art galleries, as well as performing arts organizations such as opera, theater, ballet and symphony. The Dallas Arts District, a 60-acre development, is the largest downtown arts district in the US.
- More than 50 lakes and 100 public and private golf courses within a 100-mile radius.
- A shopping and fashion mecca with an eclectic array of gifts features 25 major shopping malls, 30 antique district and numerous boutiques. Nearby major malls include Northeast Mall.
- Nationally televised annual sporting events include the Colonial National Invitation Golf Tournament, The Byron Nelson Golf Classics, the LLLPGA Charity Golf Classic.

ECONOMIC OVERVIEW

The City of Richland Hills has undertaken an aggressive economic development campaign during the past few years which we believe will lead to industrial and commercial expansion. In April 1996, the City Council adopted a strategic comprehensive land use plan developed by KVG Gideon Toal, Inc. commercial development needs of the City while maintaining the integrity of neighborhoods. More than 325

CITY OF RICHLAND HILLS

businesses exist in Richland Hills. Forty-five percent of the city revenues come from property taxes paid by businesses and from sales taxes.

Future Outlook

Richland Hills has acreage available for commercial/industrial use, including land suitable for light manufacturing, distribution facilities, and office development. The available land includes acreage fronting the major highways.

Available Properties

Richland Hills offers several major types of business and industrial sites. The Richland Industrial Park is developed for light to medium industrial manufacturing and warehousing. The Midway Business Park Development offers a combination of light warehousing/manufacturing with wholesale retail frontage in an attractive business plaza setting. Retail opportunities also exist within Richland Hills. Baker Boulevard is major east/west spine, connecting Richland Hills to the Hurst/Eules Highway 10 commercial corridor. Baker Boulevard offers significant possibilities for future development. There are also numerous retail locations along Grapevine Highway (SH26) and Glenview Drive which border Richland Hills on its northeast and north sides, respectively.

Major Employers

DynaTen Corporation,
Construction
275 Employees

Hamilton Form Company,
Custom Steel Forms
100 Employees

Brunswick,
Coin-operated amusement games
100 employees

City of Richland Hills,
Municipal Government
81 Employees
Chemlawn,
Landscape Service
60 Employees

Principal Taxpayers

First Industrial, LP;
Real Estate/Commercial,
Creek on Calloway LP;
Apartments,
CN Churchill III LLC;
Hotel/Motel
Stuart C Irby Company;
Retailer
Chesapeake Operating;
Oil and Gas
Oncor Electric Delivery Co
Utility
Charter Communications;
Utility
Southwestern Bell;
Utility
Hung Properties #1LP;
Apartments
Composites One
Wholesaler

**MISCELLANEOUS STATISTICAL DATE
OCTOBER 1, 2014**

WATER RATES:

Residential Monthly Billing:

First 2,000 gallons (minimum)	
5/8" meter	\$14.37
3/4" meter	\$21.45
1" meter	\$35.81
1.5 meter	\$71.41
2.0" meter	\$114.30
3.0"meter	\$214.43
4.0"meter	\$357.45
2,001 - 4,000 gallons (per 1,000 gallons)	\$ 4.17
4001 - 10,000 gallons (per 1,000 gallons)	4.40
10,001 - 20,000 gallons (per 1,000 gallons)	4.97
over 20,000 gallons (per 1,000 gallons)	6.03

Commercial Monthly Billing:

First 2,000 gallons (minimum)	
5/8" meter	\$14.37
3/4" meter	\$21.45
1" meter	\$35.81
1.5 meter	\$71.41
2.0" meter	\$114.30
3.0"meter	\$214.43
4.0"meter	\$357.45
2,001 - 4,000 gallons (per 1,000 gallons)	\$ 4.58
4,001 - 10,000 gallons (per 1,000 gallons)	4.85
10,001 - 20,000 gallons (per 1,000 gallons)	5.48
over 20,000 gallons (per 1,000 gallons)	6.62

SEWER RATES:

Residential:

Minimum Rate (first 2,000 gallons)	\$28.18
Volume charge (per 1,000 gallons, based on winter month average)	\$ 1.98

Commercial:

Minimum rate (first 2,000 gallons)	\$33.18
Volume charge (per 1,000 gallons)	\$ 2.27

NUMBER OF METERS:

Active	3081
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SOURCE OF SUPPLY:

The City obtains the bulk of its water supply from the City of Fort Worth and Trinity River Authority of Texas. Additional water supplies are taken from the city's eight wells. The City of Fort Worth and the Trinity River Authority of Texas provide wastewater treatment services.

CITY OF RICHLAND HILLS 2014-2015 FISCAL YEAR

FINANCIAL POLICIES

The City of Richland Hills financial policies, compiled below, set forth the basic framework for the overall fiscal management of the City. Operating independently of changing circumstances and conditions, these policies assist the decision-making process of the City Council and the Administration. These policies provide guidelines for evaluating both current activities and proposals for future programs.

Most of the policies represent long-standing principles, traditions and practices which have guided the City in the past and have helped maintain financial stability over the last 50 years. They are reviewed annually.

Operating Budget Policies

1. The City's operating budget is the annual financial operating plan. It comprises governmental, enterprise, and internal service funds.
2. Annual estimates of revenues in all funds will be based on historical trends and reasonable expectations and assumptions regarding growth, the state of the economy, and other relevant factors. A conservative approach will be observed in estimating revenues. The City's fund balance is the excess of assets over liabilities.
3. Expenditures in all funds will be managed so as to ensure the obligations of each fund are met when due. Expenditures in the General Fund will remain within each department's original appropriation level unless a budget transfer is approved by the City Manager's office in accordance with the budget transfer policy.
4. The City will follow a policy of aggressively pursuing the collection of current and delinquent ad valorem taxes, and will strive to maintain a current ad valorem tax collection rate of 99%. The tax rate should be adequate to produce the revenues needed to pay for City services, as approved by City Council. Guidelines are that the tax rate not exceed the rollback rate.
5. The City will grant tax exemptions: \$30,000 senior citizens to relieve certain taxpayers from the property tax burden. The City will also grant a senior/disabled property tax ceiling.
6. The budget process coordinated so as to identify major policy issues for City Council consideration several months prior to the budget approval date so proper decisions are made. The budget review process includes City Council participation, and a Public Hearing to allow for citizen participation in the budget process. The budget will span sufficient time to allow Council to address policy and fiscal issues.

CITY OF RICHLAND HILLS 2014-2015 FISCAL YEAR

7. A copy of the proposed budget will be filed with the City Secretary when it is submitted to the City Council in accordance with the provisions of the City Charter. Copies may also be viewed in the City Library.
8. The City will maintain at least the minimum cash reserve levels established by policy (6-10 weeks operating costs).
9. The City will maintain a budgetary control system to insure adherence to the budget, and will prepare regular reports comparing actual revenues and expenditures to budgeted amounts.
10. The City will operate in a financially responsible manner and spend within its resources at all times.
11. The operating budget will be balanced with current revenues, and a portion of beginning resources, greater than or equal to current expenditures or expenses. Proper balance between current and long-term requirements shall be maintained.
12. The use of new technologies and practices that increase productivity and lower costs is strongly encouraged.

Revenue Policies

1. The City of Richland Hills will attempt to maintain a diversified and stable revenue stream to provide protection against short-term fluctuations in any one revenue source.
2. The City will attempt to obtain additional major revenue sources as a way of insuring a balanced budget.
3. The City will follow an aggressive policy of collecting revenues.
4. The City will review fees/charges for services annually to ensure that rate structures allow charges to grow enough to cover the increasing costs of providing the service.
5. The City will consider market rates and charges levied by other public and private organizations for similar services when establishing tax rates, fees, and charges.
6. The City will organize the budget so that revenues are related to expenditures whenever possible.

CITY OF RICHLAND HILLS 2014-2015 FISCAL YEAR

Cash Management/Investment Policy

1. Disbursement, collection, and deposit of all funds will be managed to ensure maximum cash availability.
2. The City will strive to maximize the return on the investment portfolio. However, the primary objective will remain the preservation of capital in accordance with the City's ordinances and prudent investment practices.
3. The City of Richland Hills has a written investment policy required under the Public Funds Investment Act, Chapter 2256, Texas Government Code. The investment policy set various restrictions on allowable investments for City funds. A copy of the investment policy can be obtained from the City of Richland Hills.

Debt Policies

1. The City will issue bonds only for capital improvements and general obligations. Long-term debt will not be used to fund operating activities.
2. The City will publish and distribute an official statement for each bond and rate issue.
3. General obligation debt will not be used for enterprise activities.
4. The City will maintain solid relationships with bond rating agencies, and will keep them update about its financial condition or any other relevant information.

Reserve Policies

1. The City will maintain a revenue reserve in the General Operating Fund which represents a three-month cushion for operating expenses.

Capital Budgeting

The City of Richland Hills maintains a Capital Improvement Plan (CIP) which covers a five-year period. The plan is updated annually and the City Manger's Office determines the amount of funds available for improvements. Please see the CAPITAL IMPROVEMENTS PLAN section of this book for a detailed explanation of the CIP policies.

CITY OF RICHLAND HILLS 2014-2015 FISCAL YEAR

Financial Plan

Purpose of Financial Plan

The main purpose of a financial plan is to guide the City in financing cost effective services, programs, and capital needs; and at the same time focusing on a stabilized tax rate and appropriate levels for fees and services charges as prescribed by approved financial objectives. The annual audit, internal audits, and review of monthly financial reports ensure the compliance of financial objectives.

Fund Accounting

The accounts of the City of Richland Hills are organized and operated on the basis of funds and account groups. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements. Account groups are reporting devices to account for certain assets and liabilities of the governmental funds not recorded directly in those funds. All fund structures and accounting standards of the City used for financial reporting are in compliance with generally accepted accounting principles (GAAP) for local governments as prescribed by the Governmental Accounting Standards Board (GASB) and other recognized professional standards.

Accounting Basis

Governmental funds are used to account for the government's general government activities. Governmental fund types use the flow for current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they are "measurable and available"). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The government considers all revenues available if they are collected within 60 days after year-end. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt which is recognized when due.

Property taxes, franchise taxes, licenses, interest and special assessments are susceptible to accrual. Sales tax collected and held by the state at year-end on behalf of the government is also recognized as revenue. Other receipts and

CITY OF RICHLAND HILLS 2014-2015 FISCAL YEAR

taxes become measurable and available when cash is received by the government and are recognized as revenues at that time.

Entitlement and shared revenues are recorded at the time of receipt or earlier if the susceptible to accrual criteria are met. Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other grant requirements have been met.

Governmental funds include the following fund types:

The general fund is the City's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The special revenue funds account for revenue source that is legally restricted to expenditures for specific purposes (not including expendable trusts or major capital projects.)

The debt service fund accounts for the servicing of general long-term debt not being financed by proprietary or nonexpendable trust funds.

The capital projects funds account for the acquisition of fixed assets or construction of major capital projects not being financed by proprietary or nonexpendable trust funds.

Proprietary funds are accounted for on the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. The City applies all applicable FASB pronouncements in accounting and reporting for its proprietary operation.

Proprietary funds include the following fund type:

Enterprise funds are used to account for those operations that are financed and operated in a manner similar to private business or where the board has decided that the determination of revenues earned, costs incurred and/or net income is necessary for management accountability.

The City provides for an independent annual audit of all city accounts and may provide for more frequent audits, as it deems necessary. Such audits are made by a certified public accounting firm who has no personal interest, direct or indirect, in the fiscal affairs of the city government or any of its officers. Subsequently, the general-purpose financial statements of the City are prepared in conformity with Generally Accepted Accounting Principles applicable to governmental units. Generally accepted accounting principles for local governments include those principles prescribed by the Governmental Accounting Standards Board.

CITY OF RICHLAND HILLS 2014-2015 FISCAL YEAR

BUDGET PROCESS OVERVIEW

Budget Basis: The budget of general government type funds (for example, the General Fund, Special Revenue Funds, Debt Service Funds, and Capital Projects Funds) are prepared on a modified accrual basis. Briefly, this means that obligations of the city (for example outstanding purchase orders) are budgeted as expenses but revenues are recognized only when they are actually received.

The enterprise funds (water/sewer, drainage), on the other hand, are budgeted on a full accrual basis. Not only are expenditures recognized when a commitment is made (e.g. through a purchase order) but revenues are also recognized when they are obligated to the city (for example, water user fees are recognized as revenue when bills are produced).

In all cases (Enterprise Fund and General Government Funds), when goods or services are not received by year end, the encumbrances lapse.

Budget Process: The budget is a vital tool for establishing public policy and maintaining control over the management of public resources.

Each operational fund is comprised of departments or major organizational units of the City. These programs are the common work groups of the organization and are identified by organizational unit. Each department or division is made up of at least one or more organizational unit. The municipal operation is currently structured with thirty-three (33) organizational units.

The City of Richland Hills's formal budget process is initiated by the City Manager's office each spring during the month of April. Each organizational unit representative is given a budget package consisting of: new set of instructions and directives, a print out of their current budget, and a listing of current positions. The information is designed to assist in budget preparation. The budget process is reviewed each year and any improvements or modifications will be incorporated during the next year.

The budget process is completed in several steps. The first step is the year-end estimate for the current year. Organizational unit managers begin the process by preparing estimates for the remainder of the year. The organizational unit should be as realistic as possible and propose estimates that they anticipate spending. Once the year-end estimates are completed, the department begins preparing the proposed estimates for the upcoming fiscal year.

The second step is the calculation of the proposed base budget for the new year. This step is the proposed cost for maintaining current base operations, and

CITY OF RICHLAND HILLS 2014-2015 FISCAL YEAR

assumes no additional personnel or additional equipment. Activities which require any additional resources to maintain the service due to growth, new facilities, new equipment, etc., are considered enhancements to the base budget and must be explained and justified.

The third step is justification for any proposed new programs or enhancements. This is defined as any proposed change in program emphasis, expenditure of funds, allocation of personnel or equipment which will result in a change in the level of service currently being delivered. The organization unit will have to describe the program, itemize all new costs, proposed personnel as well as an extensive reason why it is needed. Each of the activity enhancements is prioritized according to need as perceived by the organizational unit.

During the budget process, each department supervisor will review and discuss their needs with the City Manager. Once all departments have finalized their base and enhancement proposals, the City Manager prepares a comprehensive report on all enhancements and prioritizes it. At least 35 days prior to the beginning of the budget year, October 1, the City Manager will submit his proposed city budget for the ensuing year to the City Council. From its date of submission, the proposed budget shall be a public record. The City Council shall hold a public hearing on the proposed budget at least 14 days before the beginning of the budget year. At least 10 days notice of such public hearing will be given by notice in the official newspaper. After a hearing, the City Council may make such changes it deems proper in the proposed budget and adopt a final budget prior to the beginning of the budget year. The budget shall go into effect on the first day of the budget year. The budget may be amended during the year only after complying with the notice procedure called for above for adoption of the budget.

Town Hall meetings are held three times during the budget year and provides the staff the opportunity to receive input from the Council on the directions of municipal services, and any new initiatives can be received for budget development. During this time, citizens also have the opportunity for input. These sources provide valuable input in planning the new fiscal year.

The City Manager is authorized to make line-item and departmental budget adjustments during the fiscal year in order to avoid over-expenditures of particular line items. Said adjustments require no further Council action if the total appropriation for each fund as set forth herein is not exceeded. Expenditures in excess of the adopted appropriations for each fund require budget amendments in accordance with the Charter of the City of Richland Hills.

The City Manager is authorized to approve, award and execute contracts for goods and services if the contract amount does not exceed \$25,000. Contracts exceeding \$25,000 must be approved by the City Council.

**CITY OF RICHLAND HILLS
2014-2015 FISCAL YEAR**

HOME RULE CHARTER - ARTICLE XII: FINANCE: BUDGET

**Section 12.01
Preparation and Submission**

In January, the City Council will hold a Public Forum for the express purpose of obtaining citizen comments on items they would like to see included or considered in the budget for the upcoming year. At least 60, but not more than 90, days prior to the beginning of the budget year, October 1, the City Manager will submit his proposed city budget for the ensuing year to the City Council. From its date of submission, the proposed budget shall be a public record.

**Section 12.02
Hearing**

The City Council will hold a Town Hall Meeting on the budget a minimum of 15 days prior to the State mandated Public Hearing on the budget to allow for consideration of any changes.

The City Council shall hold a public hearing on the proposed budget at least 14 days before the beginning of the budget year. At least 10 days notice of such public hearing will be given by notice in the official newspaper.

**Section 12.03
Adoption**

After hearing, the City Council may make such changes it deems proper in the proposed budget and adopt a final budget prior to the beginning of the budget year. All budget hearings and action on the budget shall be open to the public. If a final budget is not adopted by the beginning of the budget year, the proposed budget of the City Manager shall be deemed to have been approved.

**Section 12.04
Effective Date**

The budget shall go into effect on the first day of the budget year. Expenditures in an amount in excess of the budgeted total shall not be made. The budget may

**CITY OF RICHLAND HILLS
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FISCAL YEAR**

be amended during the year only after complying with the notice procedure called for above for adoption of the budget.

**Section 12.05
Capital Improvement Plan**

The City Manager shall include in his original budget message a general five-year plan for capital improvement expenditures. Such plan, upon approval by the Council, shall service as a guide for capital improvements of the City.

**Section 12.06
Independent Audit**

The Council shall cause an independent audit to be made of books and records of the City once yearly. The auditor shall be chosen by the City Council. The audit report will be open to inspection by any citizen and the original copy shall be kept as a permanent record of the City.

CITY OF RICHLAND HILLS 2014-2015 FISCAL YEAR

ORGANIZATION OF THE BUDGET

The budget document is divided into six major sections. The first section **Budget Overview** begins with the City Manager's Budget Message to the City Council in which Budget Objectives and Major Issues were included. The Budget Message is followed by an Executive Summary, which summarizes information about the various funds that comprise the budget. Also included are copies of the ordinance adopting the budget, and the ordinance establishing the tax rate.

The section contains a three year comparison of actual, projected and budgeted amounts of each Governmental, Special Revenue, Capital Project, Debt Service, and Proprietary Fund. This section also includes a combined summary of all budgeted accounts and personnel schedule. Next is the Description of Revenue Sources and Assumptions followed a schedule of funds and organizational units and departments. This section also includes an organizational chart, combined summary of all budgeted accounts and personnel schedule.

The third section, **Governmental Funds**, includes detailed information for each organizational unit within the General Fund, Special Revenue and Other Funds. The information included for each organizational unit is an expenditure summary, performance measures, mission statement, goals and objectives. A detailed expenditure summary is also included.

The fourth section. **Proprietary Funds** includes detailed information for each organizational unit within the Enterprise Fund and Drainage Utility Fund. The information included for each organizational unit is an expenditure summary, personnel schedule, performance measures, mission statement, goals and objectives. A detailed expenditure summary is also included.

The fifth section, **Debt Service**, provides detailed information on all bond issues. Future payments of interest and principal on all outstanding bond issues are included with a summary of payments for each fund.

The sixth section, **Capital Improvement Plan**, includes information for all Capital Projects Funds. A description of major individual capital projects is also included.

The Final Section **Appendix** contains supplemental information and includes a community profile, location map, statistical profile, demographic statistics, and miscellaneous data. Next is a summary of the Financial Policies and Financial Plan including Accounting Basis and Municipal Fund Structure. Following this information is the Home Rule Charter Finance and Budget Provisions, the budget process overview, the budget calendar. A glossary of budget terms is also included.

CITY OF RICHLAND HILLS

**BUDGET CALENDAR SUMMARY
FISCAL YEAR 2014-2015**

April, 2014

City Manager

Distribution of budget directives to department heads.

May 15, 2014

Tarrant County Appraisal District

Appraisal District provides City preliminary property valuation report.

May 31, 2014

Department Heads

Budget requests completed by Department Heads and returned to City Manager.

May 31 – June 30, 2014

City Manager

Review sessions with Department Heads.

July 1-15, 2014

City Manager

Provide preliminary revenue projections to City Council.

July 15 – August 1, 2014

City Council, City Manager, Department Heads

Budget workshops. Council considers all aspects of budget and discusses priorities for fiscal year.

CITY OF RICHLAND HILLS

July 25, 2014

Tarrant County Appraisal District

Certified property valuations are provided to the City.

August 1, 2014

City Manager

Provide draft budget to City council.

August 5, 2014

Citizens, City Council, City Manager

Town Hall meeting on proposed budget. Input from citizens concerning budget issues.

August 5, 2014 to August 20, 2014

City Manager

Ten day advance notice of public hearing on budget placed in local newspaper. Effective and rollback tax rate placed in local newspaper and if required, tax notices as mandated.

Second Council Meeting in August

Citizens, City Council, City Manager

Public Hearing and consideration of proposed tax rate.

First Council Meeting in September

CITY OF RICHLAND HILLS

Citizens, City Council, City Manager

Public Hearing on budget and consideration of proposed tax rate.

Second Council Meeting in September

City Council, City Manager

Council adopts budget and sets tax rate.

September 30, 2014

City Manager

Final budget as adopted submitted to City Council.

CITY OF RICHLAND HILLS GLOSSARY OF BUDGET TERMS

Accrual Accounting - The basis of accounting where transactions are recognized in the financial statements when they occur, regardless of when cash is actually received or spent.

Acronyms –

BISD – Birdville Independent School District
CCOD – Crime Control and Prevention District
CDBG – Community Development Block Grant
CO – Contractual Obligation
COG – Council of Governments
EPA – Environmental Protection Agency.
EPA/AO – Environmental Protection Agency, Administrative Order
FY – Fiscal Year
GFOA – Government Finance Officers Association
GIS – Geographic Information System
GO – General Obligation
I&S – Interest and Sinking
NCTCOG – North Central Council of Governments
PPFCO – Public Property Finance Contractual Obligation
RHDC – Richland Hills Development Corporation
SRO – School Resource Officer
TIF – Tax Increment Financing

Ad Valorem Tax – In proportion to value. A basis for levy of taxes on property.

Adopted – Adopted, as used in fund summaries and department summaries within the budget document, represents the budget as approved by formal action of the City Council which sets the spending limits for the fiscal year.

Amended Budget – Includes the adopted budget for a fiscal year, plus any budget amendments or budget transfers.

Appropriation - A legal authorization granted by a legislative body to make expenditures and incur obligations for specific purposes. An appropriation is usually limited in amount and as to the time when it may be expended.

Appropriation Ordinance - An ordinance which gives appropriations legal effect. It is the method by which the expenditure side of the annual operating budget is enacted into law by the City Council.

Assessed Valuation - Valuation set upon real estate or other property by a government as a basis for levying taxes. (note: Property values are established by the Tarrant County Appraisal District).

CITY OF RICHLAND HILLS GLOSSARY OF BUDGET TERMS

Asset – Resources owned or held which have monetary value.

Audit - An examination of organization financial statements and the utilization of resources.

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

Balance Sheet - A financial statement that presents the assets, liabilities, reserves and balances of specific governmental fund as of a specified date.

Base Budget – Cost of continuing the existing levels of service in the current budget year.

Bond - A written promise to pay a specified sum of money, called face value or principle amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate. The most common types of bonds are general obligation and revenue. Bonds are most frequently used to finance the construction of large capital projects.

Budget - A plan of financial operation that links all planned revenues and expenditures with various municipal services. The term “budget” usually indicates a financial plan for a single fiscal year.

Budget Document - the instrument used by the budget-making authority to present a comprehensive financial program to the appropriating body.

Budget Message - A general discussion of the proposed budget presented in writing by the City Manager to the City Council. The budget message includes an explanation of the principal budget items, an outline of the City’s experience during the past year and its financial status of the time of the message, and recommendations regarding the financial policy for the coming period.

Budgetary Control - The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

Capital Improvements Program Budget - A Capital Improvement Program (CIP) Budget is a separate budget from the operating budget. Items in the CIP are usually construction projects or major capital purchases designed to improve and maintain the value of the City’s assets.

Capital Outlay - Expenditures that result in the acquisition of or addition to fixed assets.

CITY OF RICHLAND HILLS GLOSSARY OF BUDGET TERMS

Cash Accounting - A basis of accounting in which transactions are recorded when cash is either received or expended for goods and services.

Cash Management - The management of cash necessary to pay for government services which investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest interest and return available for temporary cash balances.

Current Taxes - Taxes that are levied and due within one year.

Debt Margin – The difference between the maximum amount of debt that is legally permitted and the amount of debt outstanding subject to the limitation.

Debt Service - The City's obligation to pay the principal and interest of all bonds and other debt instruments according to a pre-determined payment schedule.

Debt Service Fund - A fund established to account for the accumulation of resources for, and the payment of, general long term debt principal and interest. May also be called a Sinking Fund.

Delinquent Taxes - Taxes remaining unpaid on and after the date on which a penalty for non-payment is attached.

Disbursement - Payment for goods and services in cash or by check.

Encumbrances - The pledge to expend appropriated funds to purchase an items or service. To encumber funds means to set aside funds for future expenditures.

Enterprise Fund - A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. The rates for those services are established to insure that revenues are adequate to meet all necessary expenditures. Enterprise Funds in Richland Hills are established for services such as water and sewer.

Estimated Revenue - The amount of projected revenue to be collected during the fiscal year.

Expenditure - The actual outflow of funds paid for an asset obtained or goods and services obtained.

Expenses - A decrease in net total assets. Expenses represent the total cost of operations during a period regardless of timing of related expenditures.

Fiscal Year - A 12 month period to which the annual operating budget applies and at the end of which the City determines its financial position and the results

CITY OF RICHLAND HILLS GLOSSARY OF BUDGET TERMS

of its operations. The Fiscal Year for Richland Hills begins October 1 and ends September 30.

Fixed Assets - Assets of a long term character which are intended to continue to be held or used, such as land, buildings, machinery and equipment.

Full Faith and Credit - A pledge of the general taxing power of a government to repay debt obligations. This term is typically used in reference to general obligation bonds.

Fund - A fiscal and accounting entity with a self-balancing set of accounts that records all financial transactions for specific activities or government functions. Commonly used funds in public accounting are: general fund, special revenue funds, debt service fund, capital project funds, enterprise funds, trust and agency funds, special program funds, and special assessment funds.

Fund Balance - The excess of assets over liabilities and is therefore also known as surplus funds.

General Fund - The fund used to account for all financial resources except those required to be accounted for in another fund. This fund includes most of the basic operating services such as fire and police protection, parks and recreation, libraries, street maintenance and general administration.

General Ledger - A file that contains the accounts needed to reflect the financial position and the results of operations of the City.

General Obligation Bonds - Bonds for the payment of which the full faith and credit of the City are pledged.

Goals - Targets or plans that are reflective of major departmental activities.

Grants - Contributions of assets from another government to be used or expended for a specified purpose, activity or facility,

Interfund Transfers - Amounts transferred from one fund to another.

Levy - To impose taxes, special assessments, or service charges for the support of City services.

Line-Item Budget - A budget that lists each expenditure category (personnel, supplies, maintenance, etc.) separately, along with the dollar amount budgeted for each specified category.

Modified Accrual Accounting - A basis of accounting in which expenditures are accrued but revenues are accounted for on a cash basis. This accounting

CITY OF RICHLAND HILLS GLOSSARY OF BUDGET TERMS

technique is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability which revenues are not recorded until they are actually received or are “measurable “ and “available for expenditure.” This type of accounting is conservative and is recommended as the standard for most governmental funds.

Operating Budget - The 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 a government are controlled. The use of annual operating budgets is usually required by law.

Ordinance - A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies.

Object Class - Expenditure classification according to the types of items purchased or services obtained, for example, personnel, materials and supplies, other services and charges and capital outlay.

Objectives - New projects or programs that the departments anticipates developing and implementing during the budget year.

Performance Budget - A budget that focuses upon activities rather than line items. Work load and unit cost data are collected in order to assess the efficiency of services.

Performance Indicators - Specific quantitative measures of work performed or results obtained. Examples include: miles of streets swept, police response time.

Program Budget - A budget that focuses upon goals and objectives rather than upon organizational budget units or object classes of expenditures.

Property Tax - Taxes that are levied on both real and personal property according to the property’s valuation and tax rate.

Reserve - An account used to earmark a portion of fund balance to indicate that it is not appropriate for expenditure. A reserve may also be an account used to earmark a portion of fund equity as legally segregated for specific future use.

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

CITY OF RICHLAND HILLS GLOSSARY OF BUDGET TERMS

Revenue Bonds - Bonds whose principal and interest are payable exclusively from earnings of an Enterprise Fund.

Sinking Fund - See Debt Service Fund

Taxes - Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges, for example, sanitation service charges.

Working Capital - Budgeted working capital is calculated as a fund's current assets less current liabilities, outstanding encumbrances.

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FISCAL YEAR PROPOSED BUDGET PLAN

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FISCAL YEAR PROPOSED BUDGET PLAN

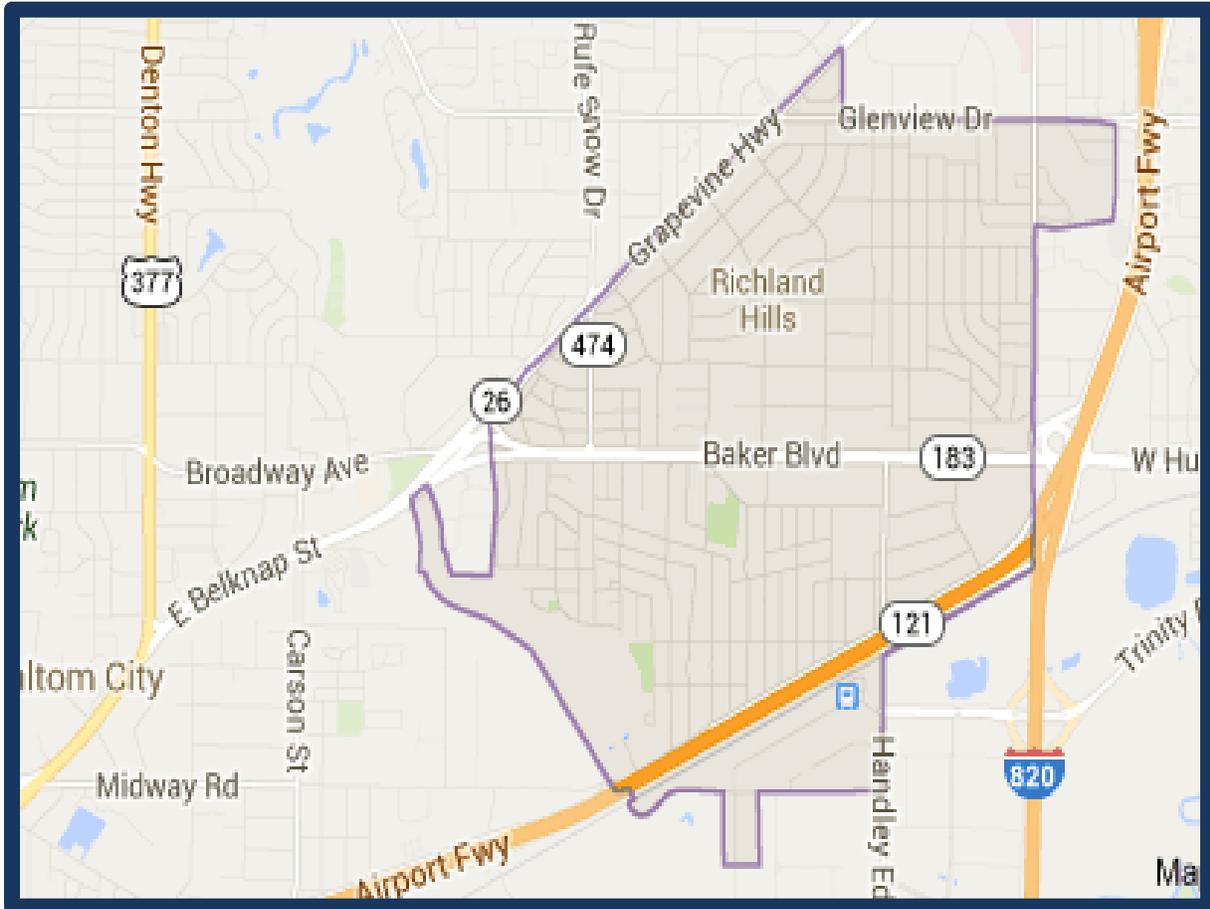
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CITY OF RICHLAND HILLS



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