



**CITY OF BENBROOK
FY 2020-21
PROPOSED BUDGET

PUBLIC HEARING**

**CITY OF BENBROOK
FY 2020-21 PROPOSED BUDGET
COVER PAGE**

This budget will raise more total property taxes than last year's budget by \$399,575 and 2.78 percent, and of that amount \$255,083 is tax revenue to be raised from new property added to the roll this year.

Property Tax Rate Comparison	FY 2020-21	FY 2019-20
Proposed Tax Rate	\$0.622500	\$0.627770
No-New-Revenue Tax Rate	\$0.601195	\$0.587345
No-New-Revenue M&O Tax Rate	\$0.581482	\$0.554730
Voter-Approval Tax Rate	\$0.623936	\$0.627770
Debt Tax Rate	\$0.021000	\$0.021300

Expenditure Comparison	FY 2020-21	FY 2019-20
General Government	\$2,504,738	\$2,346,560
Staff Services	1,191,558	1,116,767
Public Safety	11,591,426	11,165,773
Public Services	4,587,113	4,388,701
Community Development	889,518	854,443
Debt Service*	1,610,241	1,561,424
Transfers and Other Uses	<u>500,000</u>	<u>1,150,000</u>
Total	\$22,874,594	\$22,583,668

*Includes TIF and Stormwater Debt

CITY OF BENBROOK FY 2020-21 PROPOSED BUDGET

The FY 2020-21 Proposed Budget Summary Document is comprised of eight sections: (1) Summary, (2) Fund Balance Status, (3) Revenues, (4) Expenditures, (5) Activity Summaries, (6) Decision Packages, (7) Debt Service, and (8) Supplemental Information.

SECTION ONE - SUMMARY

The Summary Section provides a synopsis of the FY 2020-21 Proposed Budget including total revenues, expenditures, fund balance changes, and program modifications and implementations.

SECTION TWO - FUND BALANCE STATUS

The Fund Balance Status Section summarizes beginning and ending fund balances on an actual basis for FY 2018-19; on an original budget and re-estimated basis for FY 2019-20; and on a base budget, decision package, department request, and proposed budget for FY 2020-21. Fund balance information is provided for the General Fund, Debt Service Fund, and the Operating Funds (combined General Fund and Debt Service Fund). These summaries are provided on three tables.

SECTION THREE - REVENUES

The Revenues Section provides a line-item summary of all General Fund and Debt Service revenue sources on an actual basis for FY 2018-19; on a budget and estimated basis for FY 2019-20; and on a projected basis for FY 2020-21. Increases and decreases in revenue are explained for each of the revenue categories.

SECTION FOUR - EXPENDITURES

The Expenditures Section provides a summary of all General Fund and Debt Service expenditures on an actual basis for FY 2018-19; on an adopted budget and estimated basis for FY 2019-20; and on a base budget, decision packages, department request, and proposed budget basis for FY 2020-21. Expenditure information is provided for each activity at the following levels: personal services, supplies and materials, contractual services, repair and maintenance, and capital outlay. Expenditure information is summarized at the department and division level. Increases and decreases in expenditures are explained for each department and division. The Expenditure Section also includes a table that describes each of the changes made by the City Manager to the Department Request at the account level and the decision packet level.

SECTION FIVE – ACTIVITY SUMMARIES

The Activity Summaries Section includes a form for each General Fund Activity. These

Activity Summary forms depict expenditures and positions on an actual basis for FY 2018-19; on a budget and estimated twelve-month basis for FY 2019-20; and on a base budget, decision package, and total request basis for FY 2020-21. The FY 2020-21 Proposed Budget recommendations are also summarized at this level of detail. Expenditures are provided for the following categories: personal services, supplies and materials, contractual services, repair and maintenance, and capital outlay. The number of authorized positions is also provided. The form includes a reconciliation of the City Manager's Proposed Budget changes from the Department's Total Request (base budget plus decision packages). An area is also provided to list any changes made by the City Council. The box in the bottom right of the form lists all decision packages and classifies each package in two categories: (1) Funded and (2) Not Funded.

SECTION SIX – DECISION PACKAGES

For FY 2020-21 there are no decision packages. With the COVID-19 pandemic and new S.B. 2 3.5% property tax cap it was decided that this budget year the City should better position itself for these potential unknowns and loss of revenue.

SECTION SEVEN - DEBT SERVICE

The Debt Service Section provides a schedule that summarizes the City's debt service obligations for the FY 2020-21 fiscal year. This section includes tables that summarize the City's debt requirements from October 1, 2020 through maturity.

SECTION EIGHT – SUPPLEMENTAL INFORMATION

The Supplemental Information Section provides information regarding the City's budget process including: City Charter Requirements, Budget Process, Citizen Input and Public Hearings, and a Glossary of Terms.

SECTION ONE SUMMARY OF PROPOSED BUDGET

OVERVIEW

The FY 2020-21 City of Benbrook Budget is based on total General Fund and Debt Service Fund revenues of \$21,731,159 and total General Fund and Debt Service Fund expenditures of \$22,374,594. The Proposed Budget reflects the transfer of \$733,366, from the Storm Water Utility Fund and \$501,203 from the TIF Fund to the Debt Service Fund. Also, the transfer of \$22,439 from the Road Damage Fund to the General Fund, and the transfer of \$500,000 from the General Fund to the Capital Asset Replacement Fund.

PROPERTY TAX

As proposed by the City Manager, the property tax rate reflected in the FY 2020-21 Budget is \$0.6225 per \$100 valuation, a decrease of \$0.00527 from the current tax rate of \$0.62777. The General Fund portion of the proposed property tax rate is \$0.6015, and the debt service portion is \$0.0210.

CHANGES IN POSITIONS

There are no changes in positions in the FY 2020-21 Proposed Budget.

SALARY AND FRINGE BENEFIT ENHANCEMENTS

There is not a cost-of-living adjustment (COLA) in the FY 2020-21 Proposed Budget. Funds are included for scheduled merit increases for eligible employees. Merit increases are subject to the review and approval by the employee's department head and the City Manager.

The Proposed Budget includes funds to finance an up to 20% increase in employee health, dental, and life insurance over the re-estimated amount for FY 2019-20. Funds are also included for employee retirement through the Texas Municipal Retirement System (TMRS). The 2020 rate is 16.59%; the rate will increase to 16.74% effective January 1, 2021. Workers' compensation contributions are reflected at \$67,970 for FY 2020-21.

DEPARTMENT REQUESTS AND DECISION PACKAGES

There are no decision packages in the FY 2020-21 Proposed Budget.

Police Department

Funds in the amount of \$184,250 are included in the Proposed Budget to replace five Patrol vehicles as part of the annual vehicle replacement program.

Public Services – Public Works

The FY 2020-21 Proposed Budget includes expansion of the City's street overlay program and the rebuilding of Benbrook streets by transferring the remaining \$22,439 from the Road Damage Fund. This special revenue fund was established to repair City streets damaged from the transport of natural gas equipment and vehicles. An additional \$150,000 is also allocated from the General Fund.

The FY 2020-21 Proposed Budget includes expansion of the City's concrete infrastructure repair program. An additional \$50,000 is also allocated from the General Fund.

SECTION TWO
FUND BALANCE STATUS

The tables depict General Fund, Debt Service Fund, and Operating Funds (combined General Fund and Debt Service Fund) beginning and ending fund balances on an actual basis for FY 2018-19; on an adopted budget and re-estimated basis for FY 2019-20; on a base budget, department request (base budget plus decision packages), and proposed budget for FY 2020-21.

**CITY OF BENBROOK
CHANGES IN FUND BALANCE
FY 2020-21 PROPOSED BUDGET**

GENERAL FUND	2018-19 ACTUAL	2019-20 ADOPTED BUDGET	2019-20 RE-EST	2020-21 BASE BUDGET	2020-21 DECISION PACKAGES	2020-21 DEPT. REQUEST	2020-21 PROPOSED BUDGET
BEGINNING FUND BALANCE	\$ 8,629,590	\$ 8,335,527	\$ 8,003,489	\$ 8,496,220		\$ 8,496,220	\$ 8,496,220
Revenues	19,464,967	20,973,383	20,350,280	21,246,461		21,246,461	21,246,461
Transfers-In	176,449	100,000	100,000	22,439		22,439	22,439
TOTAL REVENUES AND TRANSFERS IN	\$ 19,641,416	\$ 21,073,383	\$ 20,450,280	\$ 21,268,900		\$ 21,268,900	\$ 21,268,900
Expenditures	18,382,712	19,872,244	18,755,379	20,796,953	-	20,796,953	20,764,353
Transfers-Out	1,884,804	1,150,000	1,202,170	500,000		500,000	500,000
TOTAL EXPENDITURES AND TRANSFERS OUT	\$ 20,267,516	\$ 21,022,244	\$ 19,957,549	\$ 21,296,953	\$ -	\$ 21,296,953	\$ 21,264,353
NET CHANGE TO FUND BALANCE	\$ (626,101)	\$ 51,139	\$ 492,731	\$ (28,053)		\$ (28,053)	\$ 4,547
ENDING FUND BALANCE	\$ 8,003,489	\$ 8,386,666	\$ 8,496,220	\$ 8,468,167		\$ 8,468,167	\$ 8,500,767

**CITY OF BENBROOK
CHANGES IN FUND BALANCE
FY 2020-21 PROPOSED BUDGET**

DEBT SERVICE FUND	2018-19 ACTUAL	2019-20 ADOPTED BUDGET	2019-20 RE-EST	2020-21 BASE BUDGET	2020-21 DECISION PACKAGES	2020-21 DEPT. REQUEST	2020-21 PROPOSED BUDGET
BEGINNING FUND BALANCE	\$ 160,158	\$ 329,447	\$ 345,129	\$ 344,404		\$ 344,404	\$ 344,404
Revenues	645,696	487,107	467,311	484,698		484,698	484,698
Transfers-In	1,079,375	1,089,888	1,089,888	1,234,569		1,234,569	1,234,569
TOTAL REVENUES AND TRANSFERS IN	\$ 1,725,071	\$ 1,576,995	\$ 1,557,199	\$ 1,719,267	\$ -	\$ 1,719,267	\$ 1,719,267
Expenditures	1,540,100	1,561,424	1,557,924	1,610,241		1,610,241	1,610,241
Transfers-Out	-	-	-	-		-	-
TOTAL EXPENDITURES AND TRANSFERS OUT	\$ 1,540,100	\$ 1,561,424	\$ 1,557,924	\$ 1,610,241	\$ -	\$ 1,610,241	\$ 1,610,241
NET CHANGE TO FUND BALANCE	\$ 184,971	\$ 15,571	\$ (725)	\$ 109,026		\$ 109,026	\$ 109,026
ENDING FUND BALANCE	\$ 345,129	\$ 345,018	\$ 344,404	\$ 453,430		\$ 453,430	\$ 453,430

**CITY OF BENBROOK
CHANGES IN FUND BALANCE
FY 2020-21 PROPOSED BUDGET**

OPERATING FUNDS	2018-19 ACTUAL	2019-20 ADOPTED BUDGET	2019-20 RE-EST	2020-21 BASE BUDGET	2020-21 DECISION PACKAGES	2020-21 DEPT. REQUEST	2020-21 PROPOSED BUDGET
BEGINNING FUND BALANCE	\$ 8,789,748	\$ 8,664,974	\$ 8,348,618	\$ 8,840,625		\$ 8,840,625	\$ 8,840,625
Revenues	20,110,663	21,460,490	20,817,592	21,731,159		21,731,159	21,731,159
Transfers-In	<u>1,255,824</u>	<u>1,189,888</u>	<u>1,189,888</u>	<u>1,257,008</u>		<u>1,257,008</u>	<u>1,257,008</u>
TOTAL REVENUES AND TRANSFERS IN	\$ 21,366,487	\$ 22,650,378	\$ 22,007,480	\$ 22,988,167	\$ -	\$ 22,988,167	\$ 22,988,167
Expenditures	19,922,812	21,433,668	20,313,303	22,407,194	-	22,407,194	22,374,594
Transfers-Out	<u>1,884,804</u>	<u>1,150,000</u>	<u>1,202,170</u>	<u>500,000</u>		<u>500,000</u>	<u>500,000</u>
TOTAL EXPENDITURES AND TRANSFERS OUT	\$ 21,807,616	\$ 22,583,668	\$ 21,515,473	\$ 22,907,194	\$ -	\$ 22,907,194	\$ 22,874,594
NET CHANGE TO FUND BALANCE	\$ (441,130)	\$ 66,710	\$ 492,006	\$ 80,973		\$ 80,973	\$ 113,573
ENDING FUND BALANCE	\$ 8,348,618	\$ 8,731,684	\$ 8,840,625	\$ 8,921,597		\$ 8,921,597	\$ 8,954,197

SECTION THREE REVENUES

This section includes revenue collection and projection data for each source of revenue. Sub-totals are provided for each revenue account in the General Fund and Debt Service Fund. Revenues are projected based on current rates and fee structures. Collection data is presented on an actual basis for FY 2018-19; on a budget and estimated twelve months basis for FY 2019-20; and on a projected basis for FY 2020-21. This table depicts the change from the FY 2019-20 estimate compared to the FY 2019-20 budget and from the FY 2019-20 estimate compared to the FY 2020-21 projection.

**GENERAL FUND AND DEBT SERVICE FUND
REVENUES BY SOURCE
FY 2020-21 PROPOSED BUDGET**

Account Description	Actual 12 Months 2018-19	Budgeted 2019-20	Estimated 2019-20	Variance Over(Under) Budget 2019-20	Projected 2020-21	Variance Over(Under) Budget 2019-20
GENERAL FUND						
Ad Valorem Taxes	12,076,841	13,795,258	13,120,863	(674,395)	13,822,061	26,803
Franchise Taxes	1,546,789	1,475,000	1,492,007	17,007	1,490,000	15,000
City Sales Tax	2,890,066	2,700,000	3,250,000	550,000	3,250,000	550,000
Other Taxes	5,388	4,500	4,600	100	4,500	-
TOTAL TAXES	16,519,084	17,974,758	17,867,470	(107,288)	18,566,561	591,803
LICENSES, PERMITS, & FILING FEES	703,352	499,775	526,260	26,485	397,400	(102,375)
FINES AND FORFEITURES	687,162	788,000	612,500	(175,500)	760,000	(28,000)
USE OF MONEY & PROPERTY	254,723	273,000	151,000	(122,000)	203,000	(70,000)
REVENUE FR. OTHER AGENCIES	556,195	480,000	539,000	59,000	475,000	(5,000)
CHARGES FOR CURRENT SERVICES	775,463	929,850	618,050	(311,800)	819,000	(110,850)
OTHER REVENUE	(31,012)	28,000	36,000	8,000	25,500	(2,500)
TRANSFERS-IN	176,449	100,000	100,000	-	22,439	(77,561)
TOTAL REVENUES AND TRANSFERS	19,641,415	21,073,383	20,450,280	(623,103)	21,268,900	195,517

**GENERAL FUND AND DEBT SERVICE FUND
REVENUES BY SOURCE
FY 2020-21 PROPOSED BUDGET**

Account Description	Actual 12 Months 2018-19	Budgeted 2019-20	Estimated 2019-20	Variance Over(Under) Budget 2019-20	Projected 2020-21	Variance Over(Under) Budget 2019-20
DEBT SERVICE FUND						
Ad Valorem Taxes	645,696	487,107	467,311	(19,796)	484,698	(2,409)
Transfers	1,079,375	1,089,888	1,089,888	-	1,234,569	144,681
TOTAL REVENUES	1,725,071	1,576,995	1,557,199	(19,796)	1,719,267	142,272
GRAND TOTAL REVENUES AND TRANSFERS	21,366,486	22,650,378	22,007,480	(642,898)	22,988,167	337,789

SECTION FOUR EXPENDITURES

A table is provided to summarize expenditures for the General Fund and Debt Service Fund. Expenditures are summarized for each Activity at five different levels: personal services, supplies and materials, contractual services, repair and maintenance, and capital outlay. Expenditure data is provided on an actual basis for FY 2018-19; on an adopted budget and twelve month estimate basis for FY 2019-20; on a base budget, decision package, department request (base budget plus decision packages total), and City Manager proposed for FY 2020-21. The chart also summarizes the changes made by the City Manager to the department requests.

**CITY OF BENBROOK
EXPENDITURE SUMMARY BY ACTIVITY
FY 2020-21 PROPOSED BUDGET - DEPARTMENT REQUEST**

ACTIVITY	ACTUAL 2018-19	BUDGET 2019-20	12 MONTHS ESTIMATE 2019-20	BUDGET VERSUS ESTIMATE	BASE BUDGET 2020-21	DECISION PKGS. 2020-21	DEPT. REQUEST 2020-21	CITY MANAGER 2020-21	CHANGES FROM REQUEST 2020-21
GENERAL GOVERNMENT									
City Council									
Personal Services	\$ 8,752	\$ 9,051	\$ 8,673	\$ (378)	\$ 9,177	\$ -	\$ 9,177	\$ 9,177	\$ -
Supplies & Materials	1,213	1,000	1,000	-	1,000	-	1,000	1,000	-
Contractual Services	8,464	6,550	10,210	3,660	10,210	-	10,210	10,210	-
Repair & Maintenance	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Total	\$ 18,430	\$ 16,601	\$ 19,883	\$ 3,282	\$ 20,387	\$ -	\$ 20,387	\$ 20,387	\$ -
City Manager									
Personal Services	\$ 375,743	\$ 395,708	\$ 386,381	\$ (9,327)	\$ 407,666	\$ -	\$ 407,666	\$ 407,666	\$ -
Supplies & Materials	589	150	150	-	150	-	150	150	-
Contractual Services	16,196	4,090	4,160	70	4,140	-	4,140	4,140	-
Repair & Maintenance	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Total	\$ 392,529	\$ 399,948	\$ 390,691	\$ (9,257)	\$ 411,956	\$ -	\$ 411,956	\$ 411,956	\$ -
City Secretary									
Personal Services	\$ 375,948	\$ 378,265	\$ 326,367	\$ (51,898)	\$ 395,190	\$ -	\$ 395,190	\$ 395,190	\$ -
Supplies & Materials	2,107	1,500	1,500	-	1,500	-	1,500	1,500	-
Contractual Services	36,563	58,425	20,572	(37,853)	43,500	-	43,500	43,500	-
Repair & Maintenance	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Total	\$ 414,618	\$ 438,190	\$ 348,439	\$ (89,751)	\$ 440,190	\$ -	\$ 440,190	\$ 440,190	\$ -
Non-Departmental									
Personal Services	\$ 30,952	\$ 26,392	\$ 32,271	\$ 5,879	\$ 32,755	\$ -	\$ 32,755	\$ 32,755	\$ -
Supplies & Materials	16,963	23,000	20,500	(2,500)	24,000	-	24,000	24,000	-
Contractual Services	1,277,359	1,439,429	1,412,647	(26,782)	1,602,950	-	1,602,950	1,572,950	(30,000)
Repair & Maintenance	3,771	3,000	2,500	(500)	2,500	-	2,500	2,500	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Total	\$ 1,329,046	\$ 1,491,821	\$ 1,467,918	\$ (23,903)	\$ 1,662,205	\$ -	\$ 1,662,205	\$ 1,632,205	\$ (30,000)
GENERAL GOVERNMENT									
Personal Services	\$ 791,396	\$ 809,416	\$ 753,692	\$ (55,724)	\$ 844,788	\$ -	\$ 844,788	\$ 844,788	\$ -
Supplies & Materials	20,873	25,650	23,150	(2,500)	26,650	-	26,650	26,650	-
Contractual Services	1,338,583	1,508,494	1,447,589	(60,905)	1,660,800	-	1,660,800	1,630,800	(30,000)
Repair & Maintenance	3,771	3,000	2,500	(500)	2,500	-	2,500	2,500	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Total	\$ 2,154,623	\$ 2,346,560	\$ 2,226,932	\$ (119,628)	\$ 2,534,738	\$ -	\$ 2,534,738	\$ 2,504,738	\$ (30,000)

**CITY OF BENBROOK
EXPENDITURE SUMMARY BY ACTIVITY
FY 2020-21 PROPOSED BUDGET - DEPARTMENT REQUEST**

ACTIVITY	ACTUAL 2018-19	BUDGET 2019-20	12 MONTHS ESTIMATE 2019-20	BUDGET VERSUS ESTIMATE	BASE BUDGET 2020-21	DECISION PKGS. 2020-21	DEPT. REQUEST 2020-21	CITY MANAGER 2020-21	CHANGES FROM REQUEST 2020-21
STAFF SERVICES									
Finance									
Personal Services	\$ 433,057	\$ 388,274	\$ 350,732	\$ (37,542)	\$ 403,025	\$ -	\$ 403,025	\$ 403,025	\$ -
Supplies & Materials	1,700	2,200	2,200	-	1,900	-	1,900	1,900	-
Contractual Services	150,434	158,000	153,035	(4,965)	161,275	-	161,275	161,275	-
Repair & Maintenance	197	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Total	\$ 585,388	\$ 548,474	\$ 505,967	\$ (42,507)	\$ 566,200	\$ -	\$ 566,200	\$ 566,200	\$ -
Information Technology									
Personal Services	\$ 290,634	\$ 291,572	\$ 297,922	\$ 6,350	\$ 299,023	\$ -	\$ 299,023	\$ 299,023	\$ -
Supplies & Materials	212,789	210,371	210,271	(100)	261,135	-	261,135	261,135	-
Contractual Services	52,657	4,400	2,695	(1,705)	4,200	-	4,200	4,200	-
Repair & Maintenance	18,116	17,000	17,927	927	18,000	-	18,000	18,000	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Total	\$ 574,196	\$ 523,343	\$ 528,815	\$ 5,472	\$ 582,358	\$ -	\$ 582,358	\$ 582,358	\$ -
Personnel									
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies & Materials	90	1,250	1,250	-	-	-	-	-	-
Contractual Services	41,068	43,700	34,000	(9,700)	43,000	-	43,000	43,000	-
Repair & Maintenance	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Total	\$ 41,159	\$ 44,950	\$ 35,250	\$ (9,700)	\$ 43,000	\$ -	\$ 43,000	\$ 43,000	\$ -
STAFF SERVICES									
Personal Services	\$ 723,691	\$ 679,846	\$ 648,654	\$ (31,192)	\$ 702,048	\$ -	\$ 702,048	\$ 702,048	\$ -
Supplies & Materials	214,579	213,821	213,721	(100)	263,035	-	263,035	263,035	-
Contractual Services	244,159	206,100	189,730	(16,370)	208,475	-	208,475	208,475	-
Repair & Maintenance	18,313	17,000	17,927	927	18,000	-	18,000	18,000	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Total	\$ 1,200,743	\$ 1,116,767	\$ 1,070,032	\$ (46,735)	\$ 1,191,558	\$ -	\$ 1,191,558	\$ 1,191,558	\$ -

**CITY OF BENBROOK
EXPENDITURE SUMMARY BY ACTIVITY
FY 2020-21 PROPOSED BUDGET - DEPARTMENT REQUEST**

ACTIVITY	ACTUAL 2018-19	BUDGET 2019-20	12 MONTHS ESTIMATE 2019-20	BUDGET VERSUS ESTIMATE	BASE BUDGET 2020-21	DECISION PKGS. 2020-21	DEPT. REQUEST 2020-21	CITY MANAGER 2020-21	CHANGES FROM REQUEST 2020-21
PUBLIC SAFETY									
Police Management Services									
Personal Services	\$ 360,549	\$ 354,568	\$ 382,045	\$ 27,477	\$ 331,211	\$ -	\$ 331,211	\$ 331,211	\$ -
Supplies & Materials	719	500	500	-	500	-	500	500	-
Contractual Services	63,051	76,120	43,883	(32,237)	81,112	-	81,112	81,112	-
Repair & Maintenance	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Total	\$ 424,318	\$ 431,188	\$ 426,428	\$ (4,760)	\$ 412,823	\$ -	\$ 412,823	\$ 412,823	\$ -
Communications Records									
Personal Services	\$ 622,422	\$ 969,354	\$ 693,835	\$ (275,519)	\$ 1,025,821	\$ -	\$ 1,025,821	\$ 1,025,821	\$ -
Supplies & Materials	3,135	6,000	6,000	-	5,500	-	5,500	5,500	-
Contractual Services	15,843	23,160	22,850	(310)	22,900	-	22,900	22,900	-
Repair & Maintenance	(2,787)	1,000	1,160	160	1,000	-	1,000	1,000	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Total	\$ 638,613	\$ 999,514	\$ 723,845	\$ (275,669)	\$ 1,055,221	\$ -	\$ 1,055,221	\$ 1,055,221	\$ -
Patrol									
Personal Services	\$ 3,723,180	\$ 3,913,390	\$ 3,776,208	\$ (137,182)	\$ 4,021,741	\$ -	\$ 4,021,741	\$ 4,021,741	\$ -
Supplies & Materials	134,154	131,724	115,724	(16,000)	139,200	-	139,200	137,000	(2,200)
Contractual Services	26,112	30,900	28,400	(2,500)	29,900	-	29,900	29,900	-
Repair & Maintenance	47,112	62,245	62,245	-	55,800	-	55,800	55,800	-
Capital Outlay	165,900	140,000	134,160	(5,840)	184,250	-	184,250	184,250	-
Total	\$ 4,096,458	\$ 4,278,259	\$ 4,116,737	\$ (161,522)	\$ 4,430,891	\$ -	\$ 4,430,891	\$ 4,428,691	\$ (2,200)
Criminal Investigation									
Personal Services	\$ 1,003,488	\$ 1,039,481	\$ 885,648	\$ (153,833)	\$ 1,069,276	\$ -	\$ 1,069,276	\$ 1,069,276	\$ -
Supplies & Materials	9,835	13,000	11,700	(1,300)	14,400	-	14,400	14,000	(400)
Contractual Services	27,707	26,200	31,200	5,000	28,200	-	28,200	28,200	-
Repair & Maintenance	648	2,000	1,000	(1,000)	2,000	-	2,000	2,000	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Total	\$ 1,041,678	\$ 1,080,681	\$ 929,548	\$ (151,133)	\$ 1,113,876	\$ -	\$ 1,113,876	\$ 1,113,476	\$ (400)
Crime Prevention									
Personal Services	\$ 176,634	\$ 131,334	\$ 121,138	\$ (10,196)	\$ 132,887	\$ -	\$ 132,887	\$ 132,887	\$ -
Supplies & Materials	1,313	1,150	1,150	-	1,150	-	1,150	1,150	-
Contractual Services	1,335	200	200	-	800	-	800	800	-
Repair & Maintenance	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Total	\$ 179,282	\$ 132,684	\$ 122,488	\$ (10,196)	\$ 134,837	\$ -	\$ 134,837	\$ 134,837	\$ -

**CITY OF BENBROOK
EXPENDITURE SUMMARY BY ACTIVITY
FY 2020-21 PROPOSED BUDGET - DEPARTMENT REQUEST**

ACTIVITY	ACTUAL 2018-19	BUDGET 2019-20	12 MONTHS ESTIMATE 2019-20	BUDGET VERSUS ESTIMATE	BASE BUDGET 2020-21	DECISION PKGS. 2020-21	DEPT. REQUEST 2020-21	CITY MANAGER 2020-21	CHANGES FROM REQUEST 2020-21
Animal Control									
Personal Services	\$ 106,550	\$ 119,138	\$ 107,974	\$ (11,164)	\$ 125,037	\$ -	\$ 125,037	\$ 125,037	\$ -
Supplies & Materials	4,784	5,075	4,800	(275)	4,675	-	4,675	4,675	-
Contractual Services	14,913	12,800	12,600	(200)	12,775	-	12,775	12,775	-
Repair & Maintenance	752	1,600	1,600	-	1,600	-	1,600	1,600	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Total	\$ 126,998	\$ 138,613	\$ 126,974	\$ (11,639)	\$ 144,087	\$ -	\$ 144,087	\$ 144,087	\$ -
POLICE									
Personal Services	\$ 5,992,823	\$ 6,527,265	\$ 5,966,848	\$ (560,417)	\$ 6,705,973	\$ -	\$ 6,705,973	\$ 6,705,973	\$ -
Supplies & Materials	153,939	157,449	139,874	(17,575)	165,425	-	165,425	162,825	(2,600)
Contractual Services	148,961	169,380	139,133	(30,247)	175,687	-	175,687	175,687	-
Repair & Maintenance	45,725	66,845	66,005	(840)	60,400	-	60,400	60,400	-
Capital Outlay	165,900	140,000	134,160	(5,840)	184,250	-	184,250	184,250	-
Total	\$ 6,507,348	\$ 7,060,939	\$ 6,446,020	\$ (614,919)	\$ 7,291,735	\$ -	\$ 7,291,735	\$ 7,289,135	\$ (2,600)

**CITY OF BENBROOK
EXPENDITURE SUMMARY BY ACTIVITY
FY 2020-21 PROPOSED BUDGET - DEPARTMENT REQUEST**

ACTIVITY	ACTUAL 2018-19	BUDGET 2019-20	12 MONTHS ESTIMATE 2019-20	BUDGET VERSUS ESTIMATE	BASE BUDGET 2020-21	DECISION PKGS. 2020-21	DEPT. REQUEST 2020-21	CITY MANAGER 2020-21	CHANGES FROM REQUEST 2020-21
Fire									
Personal Services	\$ 3,231,703	\$ 3,233,222	\$ 3,378,310	\$ 145,088	\$ 3,573,127	\$ -	\$ 3,573,127	\$ 3,573,127	\$ -
Supplies & Materials	80,898	102,800	102,800	-	102,800	-	102,800	102,800	-
Contractual Services	88,452	143,395	128,595	(14,800)	134,895	-	134,895	134,895	-
Repair & Maintenance	62,563	75,500	80,105	4,605	75,500	-	75,500	75,500	-
Capital Outlay	-	136,160	-	(136,160)	-	-	-	-	-
Total	\$ 3,463,616	\$ 3,691,077	\$ 3,689,810	\$ (1,267)	\$ 3,886,322	\$ -	\$ 3,886,322	\$ 3,886,322	\$ -
EMS									
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies & Materials	111,827	112,050	115,050	3,000	115,050	-	115,050	115,050	-
Contractual Services	10,799	15,855	11,655	(4,200)	11,655	-	11,655	11,655	-
Repair & Maintenance	20,405	24,800	25,800	1,000	24,800	-	24,800	24,800	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Total	\$ 143,031	\$ 152,705	\$ 152,505	\$ (200)	\$ 151,505	\$ -	\$ 151,505	\$ 151,505	\$ -
FIRE									
Personal Services	\$ 3,231,703	\$ 3,233,222	\$ 3,378,310	\$ 145,088	\$ 3,573,127	\$ -	\$ 3,573,127	\$ 3,573,127	\$ -
Supplies & Materials	192,725	214,850	217,850	3,000	217,850	-	217,850	217,850	-
Contractual Services	99,251	159,250	140,250	(19,000)	146,550	-	146,550	146,550	-
Repair & Maintenance	82,968	100,300	105,905	5,605	100,300	-	100,300	100,300	-
Capital Outlay	-	136,160	-	(136,160)	-	-	-	-	-
Total	\$ 3,606,647	\$ 3,843,782	\$ 3,842,315	\$ (1,467)	\$ 4,037,827	\$ -	\$ 4,037,827	\$ 4,037,827	\$ -
Municipal Court									
Personal Services	\$ 224,359	\$ 247,652	\$ 220,881	\$ (26,771)	\$ 252,764	\$ -	\$ 252,764	\$ 252,764	\$ -
Supplies & Materials	743	1,200	500	(700)	600	-	600	600	-
Contractual Services	7,422	12,200	11,780	(420)	11,100	-	11,100	11,100	-
Repair & Maintenance	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Total	\$ 232,524	\$ 261,052	\$ 233,161	\$ (27,891)	\$ 264,464	\$ -	\$ 264,464	\$ 264,464	\$ -
PUBLIC SAFETY									
Personal Services	\$ 9,528,095	\$ 10,008,139	\$ 9,566,039	\$ (442,100)	\$ 10,531,864	\$ -	\$ 10,531,864	#####	\$ -
Supplies & Materials	349,263	373,499	358,224	(15,275)	383,875	-	383,875	381,275	(2,600)
Contractual Services	258,826	340,830	291,163	(49,667)	333,337	-	333,337	333,337	-
Repair & Maintenance	129,050	167,145	171,910	4,765	160,700	-	160,700	160,700	-
Capital Outlay	165,900	276,160	134,160	(142,000)	184,250	-	184,250	184,250	-
Total	\$ 10,431,134	\$ 11,165,773	\$ 10,521,496	\$ (644,277)	\$ 11,594,026	\$ -	\$ 11,594,026	#####	\$ (2,600)

**CITY OF BENBROOK
EXPENDITURE SUMMARY BY ACTIVITY
FY 2020-21 PROPOSED BUDGET - DEPARTMENT REQUEST**

ACTIVITY	ACTUAL 2018-19	BUDGET 2019-20	12 MONTHS ESTIMATE 2019-20	BUDGET VERSUS ESTIMATE	BASE BUDGET 2020-21	DECISION PKGS. 2020-21	DEPT. REQUEST 2020-21	CITY MANAGER 2020-21	CHANGES FROM REQUEST 2020-21
PUBLIC SERVICES									
Code Compliance									
Personal Services	\$ 79,211	\$ 85,179	\$ 83,250	\$ (1,929)	\$ 109,403	\$ -	\$ 109,403	\$ 109,403	\$ -
Supplies & Materials	1,856	1,800	2,028	228	1,800	-	1,800	1,800	-
Contractual Services	3,192	3,842	5,450	1,608	5,650	-	5,650	5,650	-
Repair & Maintenance	357	355	700	345	355	-	355	355	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Total	\$ 84,616	\$ 91,176	\$ 91,428	\$ 252	\$ 117,208	\$ -	\$ 117,208	\$ 117,208	\$ -
Management Services									
Personal Services	\$ 205,402	\$ 205,806	\$ 194,264	\$ (11,542)	\$ 209,958	\$ -	\$ 209,958	\$ 209,958	\$ -
Supplies & Materials	79	100	50	(50)	100	-	100	100	-
Contractual Services	23,480	20,405	20,339	(66)	20,364	-	20,364	20,364	-
Repair & Maintenance	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Total	\$ 228,960	\$ 226,311	\$ 214,653	\$ (11,658)	\$ 230,422	\$ -	\$ 230,422	\$ 230,422	\$ -
Public Works - Street Maint.									
Personal Services	\$ 745,228	\$ 760,989	\$ 686,780	\$ (74,209)	\$ 783,716	\$ -	\$ 783,716	\$ 783,716	\$ -
Supplies & Materials	47,814	39,450	39,450	-	39,450	-	39,450	39,450	-
Contractual Services	205,886	241,600	212,600	(29,000)	217,600	-	217,600	217,600	-
Repair & Maintenance	820,778	1,089,600	1,087,600	(2,000)	1,279,600	-	1,279,600	1,279,600	-
Capital Outlay	12,850	41,025	42,900	1,875	-	-	-	-	-
Total	\$ 1,832,556	\$ 2,172,664	\$ 2,069,330	\$ (103,334)	\$ 2,320,366	\$ -	\$ 2,320,366	\$ 2,320,366	\$ -
Park Maintenance									
Personal Services	\$ 721,426	\$ 770,300	\$ 745,399	\$ (24,901)	\$ 799,320	\$ -	\$ 799,320	\$ 799,320	\$ -
Supplies & Materials	37,664	31,800	31,841	41	31,800	-	31,800	31,800	-
Contractual Services	152,797	151,825	141,125	(10,700)	142,150	-	142,150	142,150	-
Repair & Maintenance	72,158	50,900	50,900	-	50,900	-	50,900	50,900	-
Capital Outlay	16,464	21,440	20,334	(1,106)	-	-	-	-	-
Total	\$ 1,000,508	\$ 1,026,265	\$ 989,599	\$ (36,666)	\$ 1,024,170	\$ -	\$ 1,024,170	\$ 1,024,170	\$ -
Support Services- Fleet Maint.									
Personal Services	\$ 206,010	\$ 224,054	\$ 202,232	\$ (21,822)	\$ 232,024	\$ -	\$ 232,024	\$ 232,024	\$ -
Supplies & Materials	20,817	23,000	22,433	(567)	23,000	-	23,000	23,000	-
Contractual Services	8,872	14,120	12,860	(1,260)	12,695	-	12,695	12,695	-
Repair & Maintenance	6,072	12,875	12,623	(252)	5,950	-	5,950	5,950	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Total	\$ 241,771	\$ 274,049	\$ 250,148	\$ (23,901)	\$ 273,669	\$ -	\$ 273,669	\$ 273,669	\$ -

Support Services - Building Maint.																		
Personal Services	\$	165,812	\$	183,849	\$	164,441	\$	(19,408)	\$	199,120	\$	-	\$	199,120	\$	199,120	\$	-
Supplies & Materials		15,885		23,785		23,700		(85)		23,700		-		23,700		23,700		-
Contractual Services		20,097		27,900		27,900		-		27,900		-		27,900		27,900		-
Repair & Maintenance		32,447		56,286		56,286		-		56,286		-		56,286		56,286		-
Capital Outlay		-		-		-		-		-		-		-		-		-
Total	\$	234,241	\$	291,820	\$	272,327	\$	(19,493)	\$	307,006	\$	-	\$	307,006	\$	307,006	\$	-

**CITY OF BENBROOK
EXPENDITURE SUMMARY BY ACTIVITY
FY 2020-21 PROPOSED BUDGET - DEPARTMENT REQUEST**

ACTIVITY	ACTUAL 2018-19	BUDGET 2019-20	12 MONTHS ESTIMATE 2019-20	BUDGET VERSUS ESTIMATE	BASE BUDGET 2020-21	DECISION PKGS. 2020-21	DEPT. REQUEST 2020-21	CITY MANAGER 2020-21	CHANGES FROM REQUEST 2020-21
Engineering									
Personal Services	\$ 285,505	\$ 290,721	\$ 272,108	\$ (18,613)	\$ 298,772	\$ -	\$ 298,772	\$ 298,772	\$ -
Supplies & Materials	2,349	2,200	2,200	-	2,200	-	2,200	2,200	-
Contractual Services	9,574	12,995	12,730	(265)	12,800	-	12,800	12,800	-
Repair & Maintenance	521	500	500	-	500	-	500	500	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Total	\$ 297,949	\$ 306,416	\$ 287,538	\$ (18,878)	\$ 314,272	\$ -	\$ 314,272	\$ 314,272	\$ -
PUBLIC SERVICES									
Personal Services	\$ 2,329,383	\$ 2,520,898	\$ 2,348,473	\$ (172,425)	\$ 2,632,313	\$ -	\$ 2,632,313	\$ 2,632,313	\$ -
Supplies & Materials	124,608	122,135	121,702	(433)	122,050	-	122,050	122,050	-
Contractual Services	420,705	472,687	433,004	(39,683)	439,159	-	439,159	439,159	-
Repair & Maintenance	931,976	1,210,516	1,208,609	(1,907)	1,393,591	-	1,393,591	1,393,591	-
Capital Outlay	29,314	62,465	63,234	769	-	-	-	-	-
Total	\$ 3,835,985	\$ 4,388,701	\$ 4,175,022	\$ (213,679)	\$ 4,587,113	\$ -	\$ 4,587,113	\$ 4,587,113	\$ -

**CITY OF BENBROOK
EXPENDITURE SUMMARY BY ACTIVITY
FY 2020-21 PROPOSED BUDGET - DEPARTMENT REQUEST**

ACTIVITY	ACTUAL 2018-19	BUDGET 2019-20	12 MONTHS ESTIMATE 2019-20	BUDGET VERSUS ESTIMATE	BASE BUDGET 2020-21	DECISION PKGS. 2020-21	DEPT. REQUEST 2020-21	CITY MANAGER 2020-21	CHANGES FROM REQUEST 2020-21
COMMUNITY DEVELOPMENT									
Management Services									
Personal Services	\$ 200,287	\$ 223,340	\$ 198,664	\$ (24,676)	\$ 252,343	\$ -	\$ 252,343	\$ 252,343	\$ -
Supplies & Materials	207	3,093	3,000	(93)	3,000	-	3,000	3,000	-
Contractual Services	9,436	13,502	11,720	(1,782)	11,770	-	11,770	11,770	-
Repair & Maintenance	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Total	\$ 209,930	\$ 239,935	\$ 213,384	\$ (26,551)	\$ 267,113	\$ -	\$ 267,113	\$ 267,113	\$ -
Planning									
Personal Services	\$ 201,465	\$ 241,852	\$ 209,465	\$ (32,387)	\$ 243,345	\$ -	\$ 243,345	\$ 243,345	\$ -
Supplies & Materials	337	500	420	(80)	500	-	500	500	-
Contractual Services	5,451	9,100	7,600	(1,500)	9,100	-	9,100	9,100	-
Repair & Maintenance	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Total	\$ 207,252	\$ 251,452	\$ 217,485	\$ (33,967)	\$ 252,945	\$ -	\$ 252,945	\$ 252,945	\$ -
Inspections									
Personal Services	\$ 331,638	\$ 353,921	\$ 323,045	\$ (30,876)	\$ 359,420	\$ -	\$ 359,420	\$ 359,420	\$ -
Supplies & Materials	4,062	3,750	3,100	(650)	3,750	-	3,750	3,750	-
Contractual Services	4,821	4,385	4,085	(300)	5,290	-	5,290	5,290	-
Repair & Maintenance	259	1,000	800	(200)	1,000	-	1,000	1,000	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Total	\$ 340,780	\$ 363,056	\$ 331,030	\$ (32,026)	\$ 369,460	\$ -	\$ 369,460	\$ 369,460	\$ -
COMMUNITY DEVELOPMENT									
Personal Services	\$ 733,389	\$ 819,113	\$ 731,173	\$ (87,940)	\$ 855,108	\$ -	\$ 855,108	\$ 855,108	\$ -
Supplies & Materials	4,606	7,343	6,520	(823)	7,250	-	7,250	7,250	-
Contractual Services	19,707	26,987	23,405	(3,582)	26,160	-	26,160	26,160	-
Repair & Maintenance	259	1,000	800	(200)	1,000	-	1,000	1,000	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Total	\$ 757,961	\$ 854,443	\$ 761,898	\$ (92,545)	\$ 889,518	\$ -	\$ 889,518	\$ 889,518	\$ -

**CITY OF BENBROOK
EXPENDITURE SUMMARY BY ACTIVITY
FY 2020-21 PROPOSED BUDGET - DEPARTMENT REQUEST**

ACTIVITY	ACTUAL 2018-19	BUDGET 2019-20	12 MONTHS ESTIMATE 2019-20	BUDGET VERSUS ESTIMATE	BASE BUDGET 2020-21	DECISION PKGS. 2020-21	DEPT. REQUEST 2020-21	CITY MANAGER 2020-21	CHANGES FROM REQUEST 2020-21
YEAR-ENDING ADJUSTMENTS									
Audit Adjustments	2,266	-	-	-	-	-	-	-	-
YEAR-ENDING ADJUSTMENTS	2,266	-	-	-	-	-	-	-	-
GENERAL FUND									
Personal Services	\$ 14,105,955	\$ 14,837,412	\$ 14,048,031	\$ (789,381)	\$ 15,566,121	\$ -	\$ 15,566,121	##### \$	-
Supplies & Materials	713,929	742,448	723,317	(19,131)	802,860	-	802,860	800,260	(2,600)
Contractual Services	2,281,980	2,555,098	2,384,891	(170,207)	2,667,931	-	2,667,931	2,637,931	(30,000)
Repair & Maintenance	1,083,369	1,398,661	1,401,746	3,085	1,575,791	-	1,575,791	1,575,791	-
Capital Outlay	195,214	338,625	197,394	(141,231)	184,250	-	184,250	184,250	-
Audit Adjustments	2,266	-	-	-	-	-	-	-	-
SUB-TOTAL GENERAL FUND	\$ 18,382,712	\$ 19,872,244	\$ 18,755,379	\$ (1,116,865)	\$ 20,796,953	\$ -	\$ 20,796,953	##### \$	(32,600)
TRANSFERS									
Transfer to Capital Facilities Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer to Asset Replacement Fund	1,170,000	250,000	302,170	52,170	500,000	-	500,000	500,000	-
Transfer to Capital Projects	-	-	-	-	-	-	-	-	-
TOTAL TRANSFERS	\$ 1,170,000	\$ 250,000	\$ 302,170	\$ 52,170	\$ 500,000	\$ -	\$ 500,000	\$ 500,000	\$ -
SPECIAL PROJECTS									
Animal Shelter Project	\$ 214,804	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Clear Fork Emergencyl Bridge Project	500,000	650,000	650,000	-	-	-	-	-	-
Wall Repairs	-	250,000	250,000	-	-	-	-	-	-
TOTAL SPECIAL PROJECTS	\$ 714,804	\$ 900,000	\$ 900,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GENERAL FUND									
Personal Services	\$ 14,105,955	\$ 14,837,412	\$ 14,048,031	\$ (789,381)	\$ 15,566,121	\$ -	\$ 15,566,121	##### \$	-
Supplies & Materials	713,929	742,448	723,317	(19,131)	802,860	-	802,860	800,260	(2,600)
Contractual Services	2,281,980	2,555,098	2,384,891	(170,207)	2,667,931	-	2,667,931	2,637,931	(30,000)
Repair & Maintenance	1,083,369	1,398,661	1,401,746	3,085	1,575,791	-	1,575,791	1,575,791	-
Capital Outlay	195,214	338,625	197,394	(141,231)	184,250	-	184,250	184,250	-
Audit Adjustments	2,266	-	-	-	-	-	-	-	-
Transfers	1,170,000	250,000	302,170	52,170	500,000	-	500,000	500,000	-
Special Projects	714,804	900,000	900,000	-	-	-	-	-	-
TOTAL GENERAL FUND	\$ 20,267,516	\$ 21,022,244	\$ 19,957,549	\$ (1,064,695)	\$ 21,296,953	\$ -	\$ 21,296,953	##### \$	(32,600)

**CITY OF BENBROOK
EXPENDITURE SUMMARY BY ACTIVITY
FY 2020-21 PROPOSED BUDGET - DEPARTMENT REQUEST**

ACTIVITY	ACTUAL 2018-19	BUDGET 2019-20	12 MONTHS ESTIMATE 2019-20	BUDGET VERSUS ESTIMATE	BASE BUDGET 2020-21	DECISION PKGS. 2020-21	DEPT. REQUEST 2020-21	CITY MANAGER 2020-21	CHANGES FROM REQUEST 2020-21
DEBT SERVICE FUND									
PRINCIPAL									
GO Bonds - 2013 Series	\$ 225,000	\$ 230,000	\$ 230,000	\$ -	\$ 240,000	\$ -	\$ 240,000	\$ 240,000	\$ -
GO Bonds - 2011 Refunding	170,000	175,000	175,000	-	735,000	-	735,000	735,000	-
GO Bonds - 2005 Refunding	475,000	490,000	490,000	-	-	-	-	-	-
OTHER FUNDS	520,000	535,000	535,000	-	545,000	-	545,000	545,000	-
TOTAL PRINCIPAL	\$ 1,390,000	\$ 1,430,000	\$ 1,430,000	\$ -	\$ 1,520,000	\$ -	\$ 1,520,000	\$ 1,520,000	\$ -
INTEREST									
GO Bonds - 2013 Series	\$ 34,766	\$ 29,784	\$ 29,784	\$ -	\$ 24,638	\$ -	\$ 24,638	\$ 24,638	\$ -
GO Bonds - 2011 Refunding	51,715	46,660	46,660	-	33,329	-	33,329	33,329	-
GO Bonds - 2005 Refunding	-	8,551	8,551	-	-	-	-	-	-
OTHER FUNDS	63,319	42,629	42,629	-	28,474	-	28,474	28,474	-
Bond Issuance Cost	-	-	-	-	-	-	-	-	-
TOTAL INTEREST	\$ 149,799	\$ 127,624	\$ 127,624	\$ -	\$ 86,441	\$ -	\$ 86,441	\$ 86,441	\$ -
Fiscal Charges	300	3,800	300	(3,500)	3,800	-	3,800	3,800	-
TOTAL DEBT SERVICE FUND	\$ 1,540,099	\$ 1,561,424	\$ 1,557,924	\$ (3,500)	\$ 1,610,241	\$ -	\$ 1,610,241	\$ 1,610,241	\$ -
TOTAL BUDGET	\$ 21,807,616	\$ 22,583,668	\$ 21,515,473	\$ (1,068,195)	\$ 22,907,194	\$ -	\$ 22,907,194	#####	\$ (32,600)

SECTION FIVE ACTIVITY SUMMARIES

The Activity Summary forms, provided for each General Fund Activity, summarize expenditures and positions on an actual basis for FY 2018-19; on a budget and estimated twelve-month basis for FY 2019-20; and on a base budget, decision package, and total request basis for FY 2020-21. The FY 2020-21 Proposed Budget recommendations are also summarized at this level of detail as well as a reconciliation of the Proposed Budget changes from the Department's Total Request (base budget plus decision packages). The box in the bottom right of the form lists all decision packages and classifies each package in two categories: (1) Funded and (2) Not Funded.

ACTIVITY SUMMARY

PROPOSED BUDGET

Function
GENERAL GOVERNMENT

Department
CITY COUNCIL

Division
CITY COUNCIL

Account
01-11-01

ACCT NO.	EXPENDITURES BY CLASSIFICATION	2018-19 ACTUAL	2019-20		2020-21				
			BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 8,752	\$ 9,051	\$ 8,673	\$ 9,177	\$ -	\$ 9,177	\$ 9,177	\$ -
5100	Supplies & Materials	1,213	1,000	1,000	1,000	-	1,000	1,000	-
5200	Contractual Services	8,464	6,550	10,210	10,210	-	10,210	10,210	-
5300	Repair & Maintenance	-	-	-	-	-	-	-	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 18,430	\$ 16,601	\$ 19,883	\$ 20,387	\$ -	\$ 20,387	\$ 20,387	\$ -

BUDGETED POSITIONS	7.0	7.0	7.0	7.0	-	7.0	7.0	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES

• None \$ -

CITY COUNCIL CHANGES

• None \$ -

TOTAL CHANGES \$ -

SUMMARY OF DECISION PACKAGES

FUNDED

• None \$ -

NOT FUNDED

• None \$ -

TOTAL DECISION PACKAGES \$ -

ACTIVITY SUMMARY

PROPOSED BUDGET

Function
GENERAL GOVERNMENT

Department
CITY MANAGER

Division
CITY MANAGER

Account
01-12-01

ACCT NO.	EXPENDITURES BY CLASSIFICATION	2018-19 ACTUAL	2019-20		2020-21				
			BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 375,743	\$ 395,708	\$ 386,381	\$ 407,666	\$ -	\$ 407,666	\$ 407,666	\$ -
5100	Supplies & Materials	589	150	150	150	-	150	150	-
5200	Contractual Services	16,196	4,090	4,160	4,140	-	4,140	4,140	-
5300	Repair & Maintenance	-	-	-	-	-	-	-	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 392,529	\$ 399,948	\$ 390,691	\$ 411,956	\$ -	\$ 411,956	\$ 411,956	\$ -

BUDGETED POSITIONS	2.0	2.0	2.0	2.0	-	2.0	2.0	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES

• None \$ -

CITY COUNCIL CHANGES

• None \$ -

TOTAL CHANGES \$ -

SUMMARY OF DECISION PACKAGES

FUNDED

• None \$ -

NOT FUNDED

• None \$ -

TOTAL DECISION PACKAGES \$ -

ACTIVITY SUMMARY

PROPOSED BUDGET

Function
GENERAL GOVERNMENT

Department
CITY SECRETARY

Division
CITY SECRETARY

Account
01-13-01

ACCT NO.	EXPENDITURES BY CLASSIFICATION	2018-19 ACTUAL	2019-20		2020-21				
			BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 375,948	\$ 378,265	\$ 326,367	\$ 395,190	\$ -	\$ 395,190	\$ 395,190	\$ -
5100	Supplies & Materials	2,107	1,500	1,500	1,500	-	1,500	1,500	-
5200	Contractual Services	36,563	58,425	20,572	43,500	-	43,500	43,500	-
5300	Repair & Maintenance	-	-	-	-	-	-	-	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 414,618	\$ 438,190	\$ 348,439	\$ 440,190	\$ -	\$ 440,190	\$ 440,190	\$ -

BUDGETED POSITIONS	3.0	3.0	3.0	3.0	-	3.0	3.0	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES

• None \$ -

CITY COUNCIL CHANGES

• None \$ -

TOTAL CHANGES \$ -

SUMMARY OF DECISION PACKAGES

FUNDED

• None \$ -

NOT FUNDED

• None \$ -

TOTAL DECISION PACKAGES \$ -

ACTIVITY SUMMARY

PROPOSED BUDGET

Function
GENERAL GOVERNMENT

Department
NON-DEPARTMENTAL

Division
NON-DEPARTMENTAL

Account
01-15-01

ACCT NO.	EXPENDITURES BY CLASSIFICATION	2018-19 ACTUAL	2019-20		2020-21				
			BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 30,952	\$ 26,392	\$ 32,271	\$ 32,755	\$ -	\$ 32,755	\$ 32,755	\$ -
5100	Supplies & Materials	16,963	23,000	20,500	24,000	-	24,000	24,000	-
5200	Contractual Services	1,277,359	1,439,429	1,412,647	1,602,950	-	1,602,950	1,572,950	(30,000)
5300	Repair & Maintenance	3,771	3,000	2,500	2,500	-	2,500	2,500	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 1,329,046	\$ 1,491,821	\$ 1,467,918	\$ 1,662,205	\$ -	\$ 1,662,205	\$ 1,632,205	\$ (30,000)

BUDGETED POSITIONS	1.0	1.0	1.0	1.0	-	1.0	1.0	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES

- Decrease in Legal Services \$ (5,000)
- Decrease in Miscellaneous (25,000)
- Professional Services

CITY COUNCIL CHANGES

- None \$ -

TOTAL CHANGES \$ (30,000)

SUMMARY OF DECISION PACKAGES

FUNDED

- None \$ -

NOT FUNDED

- None \$ -

TOTAL DECISION PACKAGES \$ -

ACTIVITY SUMMARY

PROPOSED BUDGET

Function **STAFF SERVICES** Department **FINANCE** Division **FINANCE** Account **01-21-01**

ACCT NO.	EXPENDITURES BY CLASSIFICATION	2018-19 ACTUAL	2019-20		2020-21				
			BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 433,057	\$ 388,274	\$ 350,732	\$ 403,025	\$ -	\$ 403,025	\$ 403,025	\$ -
5100	Supplies & Materials	1,700	2,200	2,200	1,900	-	1,900	1,900	-
5200	Contractual Services	150,434	158,000	153,035	161,275	-	161,275	161,275	-
5300	Repair & Maintenance	197	-	-	-	-	-	-	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 585,388	\$ 548,474	\$ 505,967	\$ 566,200	\$ -	\$ 566,200	\$ 566,200	\$ -

BUDGETED POSITIONS	3.0	3.0	3.0	3.0	-	3.0	3.0	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES

• None \$ -

CITY COUNCIL CHANGES

• None \$ -

TOTAL CHANGES \$ -

SUMMARY OF DECISION PACKAGES

FUNDED

• None \$ -

NOT FUNDED

• None \$ -

TOTAL DECISION PACKAGES \$ -

ACTIVITY SUMMARY

PROPOSED BUDGET

Function **STAFF SERVICES** Department **INFORMATION TECH.** Division **INFORMATION TECH.** Account **01-23-01**

ACCT NO.	EXPENDITURES BY CLASSIFICATION	2018-19 ACTUAL	2019-20		2020-21				
			BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 290,634	\$ 291,572	\$ 297,922	\$ 299,023	\$ -	\$ 299,023	\$ 299,023	\$ -
5100	Supplies & Materials	212,789	210,371	210,271	261,135	-	261,135	261,135	-
5200	Contractual Services	52,657	4,400	2,695	4,200	-	4,200	4,200	-
5300	Repair & Maintenance	18,116	17,000	17,927	18,000	-	18,000	18,000	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 574,196	\$ 523,343	\$ 528,815	\$ 582,358	\$ -	\$ 582,358	\$ 582,358	\$ -

BUDGETED POSITIONS	2.5	2.0	2.0	2.0	-	2.0	2.0	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES

• None \$ -

CITY COUNCIL CHANGES

• None \$ -

TOTAL CHANGES \$ -

SUMMARY OF DECISION PACKAGES

FUNDED

• None \$ -

NOT FUNDED

• None \$ -

TOTAL DECISION PACKAGES \$ -

ACTIVITY SUMMARY

PROPOSED BUDGET

Function
STAFF SERVICES

Department
PERSONNEL

Division
PERSONNEL

Account
01-24-01

ACCT NO.	EXPENDITURES BY CLASSIFICATION	2018-19 ACTUAL	2019-20		2020-21					
			BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST	
5000	Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5100	Supplies & Materials	90	1,250	1,250	-	-	-	-	-	-
5200	Contractual Services	41,068	43,700	34,000	43,000	-	43,000	43,000	-	-
5300	Repair & Maintenance	-	-	-	-	-	-	-	-	-
5400	Capital Outlay	-	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 41,159	\$ 44,950	\$ 35,250	\$ 43,000	\$ -	\$ 43,000	\$ 43,000	\$ -	\$ -

BUDGETED POSITIONS	-	-	-	-	-	-	-	-	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES

• None \$ -

CITY COUNCIL CHANGES

• None \$ -

TOTAL CHANGES \$ -

SUMMARY OF DECISION PACKAGES

FUNDED

• None \$ -

NOT FUNDED

• None \$ -

TOTAL DECISION PACKAGES \$ -

ACTIVITY SUMMARY

PROPOSED BUDGET

Function **PUBLIC SAFETY** Department **POLICE** Division **MANAGEMENT SERVICES** Account **01-31-01**

ACCT NO.	EXPENDITURES BY CLASSIFICATION	2018-19 ACTUAL	2019-20		2020-21				
			BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 360,549	\$ 354,568	\$ 382,045	\$ 331,211	\$ -	\$ 331,211	\$ 331,211	\$ -
5100	Supplies & Materials	719	500	500	500	-	500	500	-
5200	Contractual Services	63,051	76,120	43,883	81,112	-	81,112	81,112	-
5300	Repair & Maintenance	-	-	-	-	-	-	-	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 424,318	\$ 431,188	\$ 426,428	\$ 412,823	\$ -	\$ 412,823	\$ 412,823	\$ -

BUDGETED POSITIONS	2.0	2.0	2.0	2.0	-	2.0	2.0	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES	
• None	\$ -
CITY COUNCIL CHANGES	
• None	\$ -
TOTAL CHANGES	\$ -

SUMMARY OF DECISION PACKAGES

FUNDED	
• None	\$ -
NOT FUNDED	
• None	\$ -
TOTAL DECISION PACKAGES	\$ -

ACTIVITY SUMMARY

PROPOSED BUDGET

Function **PUBLIC SAFETY** Department **POLICE** Division **COMMUNICATION/RECORDS** Account **01-31-02**

ACCT NO.	EXPENDITURES BY CLASSIFICATION	2018-19 ACTUAL	2019-20		2020-21				
			BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 622,422	\$ 969,354	\$ 693,835	\$ 1,025,821	\$ -	\$ 1,025,821	\$ 1,025,821	\$ -
5100	Supplies & Materials	3,135	6,000	6,000	5,500	-	5,500	5,500	-
5200	Contractual Services	15,843	23,160	22,850	22,900	-	22,900	22,900	-
5300	Repair & Maintenance	(2,787)	1,000	1,160	1,000	-	1,000	1,000	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 638,613	\$ 999,514	\$ 723,845	\$ 1,055,221	\$ -	\$ 1,055,221	\$ 1,055,221	\$ -

BUDGETED POSITIONS	10.0	10.0	10.0	10.0	-	10.0	10.0	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES	
• None	\$ -
CITY COUNCIL CHANGES	
• None	\$ -
TOTAL CHANGES	\$ -

SUMMARY OF DECISION PACKAGES

FUNDED	
• None	\$ -
NOT FUNDED	
• None	\$ -
TOTAL DECISION PACKAGES	\$ -

ACTIVITY SUMMARY

PROPOSED BUDGET

Function **PUBLIC SAFETY** Department **POLICE** Division **PATROL** Account **01-31-03**

ACCT NO.	EXPENDITURES BY CLASSIFICATION	2018-19 ACTUAL	2019-20		2020-21				
			BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 3,723,180	\$ 3,913,390	\$ 3,776,208	\$ 4,021,741	\$ -	\$ 4,021,741	\$ 4,021,741	\$ -
5100	Supplies & Materials	134,154	131,724	115,724	139,200	-	139,200	137,000	(2,200)
5200	Contractual Services	26,112	30,900	28,400	29,900	-	29,900	29,900	-
5300	Repair & Maintenance	47,112	62,245	62,245	55,800	-	55,800	55,800	-
5400	Capital Outlay	165,900	140,000	134,160	184,250	-	184,250	184,250	-
TOTAL EXPENDITURES		\$ 4,096,458	\$ 4,278,259	\$ 4,116,737	\$ 4,430,891	\$ -	\$ 4,430,891	\$ 4,428,691	\$ (2,200)

BUDGETED POSITIONS	33.0	34.0	34.0	34.0	-	34.0	34.0	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES

- Decrease in Office Supplies \$ (200)
- Decrease in Miscellaneous Mach/Equip Supplies (2,000)

CITY COUNCIL CHANGES

- None \$ -

TOTAL CHANGES \$ (2,200)

SUMMARY OF DECISION PACKAGES

FUNDED

- None \$ -

NOT FUNDED

- None \$ -

TOTAL DECISION PACKAGES \$ -

ACTIVITY SUMMARY

PROPOSED BUDGET

Function
PUBLIC SAFETY

Department
POLICE

Division
C.I.S.

Account
01-31-04

ACCT NO.	EXPENDITURES BY CLASSIFICATION	2018-19 ACTUAL	2019-20		2020-21				
			BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 1,003,488	\$ 1,039,481	\$ 885,648	\$ 1,069,276	\$ -	\$ 1,069,276	\$ 1,069,276	\$ -
5100	Supplies & Materials	9,835	13,000	11,700	14,400	-	14,400	14,000	(400)
5200	Contractual Services	27,707	26,200	31,200	28,200	-	28,200	28,200	-
5300	Repair & Maintenance	648	2,000	1,000	2,000	-	2,000	2,000	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 1,041,678	\$ 1,080,681	\$ 929,548	\$ 1,113,876	\$ -	\$ 1,113,876	\$ 1,113,476	\$ (400)

BUDGETED POSITIONS	8.0	8.0	8.0	8.0	-	8.0	8.0	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES

- Decrease in Minor Equipment \$ (400)

CITY COUNCIL CHANGES

- None \$ -

TOTAL CHANGES \$ (400)

SUMMARY OF DECISION PACKAGES

FUNDED

- None \$ -

NOT FUNDED

- None \$ -

TOTAL DECISION PACKAGES \$ -

ACTIVITY SUMMARY

PROPOSED BUDGET

Function **PUBLIC SAFETY** Department **POLICE** Division **CRIME PREVENTION** Account **01-31-05**

ACCT NO.	EXPENDITURES BY CLASSIFICATION	2018-19 ACTUAL	2019-20		2020-21				
			BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 176,634	\$ 131,334	\$ 121,138	\$ 132,887	\$ -	\$ 132,887	\$ 132,887	\$ -
5100	Supplies & Materials	1,313	1,150	1,150	1,150	-	1,150	1,150	-
5200	Contractual Services	1,335	200	200	800	-	800	800	-
5300	Repair & Maintenance	-	-	-	-	-	-	-	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 179,282	\$ 132,684	\$ 122,488	\$ 134,837	\$ -	\$ 134,837	\$ 134,837	\$ -

BUDGETED POSITIONS	-	1.0	1.0	1.0	-	1.0	1.0	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES

• None \$ -

CITY COUNCIL CHANGES

• None \$ -

TOTAL CHANGES \$ -

SUMMARY OF DECISION PACKAGES

FUNDED

• None \$ -

NOT FUNDED

• None \$ -

TOTAL DECISION PACKAGES \$ -

ACTIVITY SUMMARY

PROPOSED BUDGET

Function **PUBLIC SAFETY** Department **POLICE** Division **ANIMAL CONTROL** Account **01-31-07**

ACCT NO.	EXPENDITURES BY CLASSIFICATION	2018-19 ACTUAL	2019-20		2020-21				
			BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 106,550	\$ 119,138	\$ 107,974	\$ 125,037	\$ -	\$ 125,037	\$ 125,037	\$ -
5100	Supplies & Materials	4,784	5,075	4,800	4,675	-	4,675	4,675	-
5200	Contractual Services	14,913	12,800	12,600	12,775	-	12,775	12,775	-
5300	Repair & Maintenance	752	1,600	1,600	1,600	-	1,600	1,600	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 126,998	\$ 138,613	\$ 126,974	\$ 144,087	\$ -	\$ 144,087	\$ 144,087	\$ -

BUDGETED POSITIONS	1.0	1.5	1.5	1.5	-	1.5	1.5	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES

• None \$ -

CITY COUNCIL CHANGES

• None \$ -

TOTAL CHANGES \$ -

SUMMARY OF DECISION PACKAGES

FUNDED

• None \$ -

NOT FUNDED

• None \$ -

TOTAL DECISION PACKAGES \$ -

ACTIVITY SUMMARY

PROPOSED BUDGET

Function **PUBLIC SAFETY** Department **FIRE** Division **FIRE FIGHTING** Account **01-32-01**

ACCT NO.	EXPENDITURES BY CLASSIFICATION	2018-19 ACTUAL	2019-20		2020-21				
			BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 3,231,703	\$ 3,233,222	\$ 3,378,310	\$ 3,573,127	\$ -	\$ 3,573,127	\$ 3,573,127	\$ -
5100	Supplies & Materials	80,898	102,800	102,800	102,800	-	102,800	102,800	-
5200	Contractual Services	88,452	143,395	128,595	134,895	-	134,895	134,895	-
5300	Repair & Maintenance	62,563	75,500	80,105	75,500	-	75,500	75,500	-
5400	Capital Outlay	-	136,160	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 3,463,616	\$ 3,691,077	\$ 3,689,810	\$ 3,886,322	\$ -	\$ 3,886,322	\$ 3,886,322	\$ -

BUDGETED POSITIONS	31.0	31.0	31.0	31.0	-	31.0	31.0	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES

• None \$ -

CITY COUNCIL CHANGES

• None \$ -

TOTAL CHANGES \$ -

SUMMARY OF DECISION PACKAGES

FUNDED

• None \$ -

NOT FUNDED

• None \$ -

TOTAL DECISION PACKAGES \$ -

ACTIVITY SUMMARY

PROPOSED BUDGET

Function **PUBLIC SAFETY** Department **FIRE** Division **EMS** Account **01-32-02**

ACCT NO.	EXPENDITURES BY CLASSIFICATION	2018-19 ACTUAL	2019-20		2020-21					
			BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST	
5000	Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5100	Supplies & Materials	111,827	112,050	115,050	115,050	-	115,050	115,050	-	-
5200	Contractual Services	10,799	15,855	11,655	11,655	-	11,655	11,655	-	-
5300	Repair & Maintenance	20,405	24,800	25,800	24,800	-	24,800	24,800	-	-
5400	Capital Outlay	-	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 143,031	\$ 152,705	\$ 152,505	\$ 151,505	\$ -	\$ 151,505	\$ 151,505	\$ -	\$ -

BUDGETED POSITIONS	-	-	-	-	-	-	-	-	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES	
• None	\$ -
CITY COUNCIL CHANGES	
• None	\$ -
TOTAL CHANGES	\$ -

SUMMARY OF DECISION PACKAGES

FUNDED	
• None	\$ -
NOT FUNDED	
• None	\$ -
TOTAL DECISION PACKAGES	\$ -

ACTIVITY SUMMARY

PROPOSED BUDGET

Function **PUBLIC SAFETY** Department **MUNICIPAL COURT** Division **MUNICIPAL COURT** Account **01-33-01**

ACCT NO.	EXPENDITURES BY CLASSIFICATION	2018-19 ACTUAL	2019-20		2020-21				
			BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 224,359	\$ 247,652	\$ 220,881	\$ 252,764	\$ -	\$ 252,764	\$ 252,764	\$ -
5100	Supplies & Materials	743	1,200	500	600	-	600	600	-
5200	Contractual Services	7,422	12,200	11,780	11,100	-	11,100	11,100	-
5300	Repair & Maintenance	-	-	-	-	-	-	-	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 232,524	\$ 261,052	\$ 233,161	\$ 264,464	\$ -	\$ 264,464	\$ 264,464	\$ -

BUDGETED POSITIONS	2.5	2.5	2.5	2.5	-	2.5	2.5	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES

• None \$ -

CITY COUNCIL CHANGES

• None \$ -

TOTAL CHANGES \$ -

SUMMARY OF DECISION PACKAGES

FUNDED

• None \$ -

NOT FUNDED

• None \$ -

TOTAL DECISION PACKAGES \$ -

ACTIVITY SUMMARY

PROPOSED BUDGET

Function **PUBLIC SERVICES** Department **CODE COMPLIANCE** Division **CODE COMPLIANCE** Account **01-34-01**

ACCT NO.	EXPENDITURES BY CLASSIFICATION	2018-19 ACTUAL	2019-20		2020-21				
			BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 79,211	\$ 85,179	\$ 83,250	\$ 109,403	\$ -	\$ 109,403	\$ 109,403	\$ -
5100	Supplies & Materials	1,856	1,800	2,028	1,800	-	1,800	1,800	-
5200	Contractual Services	3,192	3,842	5,450	5,650	-	5,650	5,650	-
5300	Repair & Maintenance	357	355	700	355	-	355	355	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 84,616	\$ 91,176	\$ 91,428	\$ 117,208	\$ -	\$ 117,208	\$ 117,208	\$ -

BUDGETED POSITIONS	1.0	1.0	1.5	1.5	-	1.5	1.5	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES

• None \$ -

CITY COUNCIL CHANGES

• None \$ -

TOTAL CHANGES \$ -

SUMMARY OF DECISION PACKAGES

FUNDED

• None \$ -

NOT FUNDED

• None \$ -

TOTAL DECISION PACKAGES \$ -

ACTIVITY SUMMARY

PROPOSED BUDGET

Function **PUBLIC SERVICES** Department **PUBLIC SERVICES** Division **MANAGEMENT SERVICES** Account **01-41-01**

ACCT NO.	EXPENDITURES BY CLASSIFICATION	2018-19 ACTUAL	2019-20		2020-21				
			BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 205,402	\$ 205,806	\$ 194,264	\$ 209,958	\$ -	\$ 209,958	\$ 209,958	\$ -
5100	Supplies & Materials	79	100	50	100	-	100	100	-
5200	Contractual Services	23,480	20,405	20,339	20,364	-	20,364	20,364	-
5300	Repair & Maintenance	-	-	-	-	-	-	-	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 228,960	\$ 226,311	\$ 214,653	\$ 230,422	\$ -	\$ 230,422	\$ 230,422	\$ -

BUDGETED POSITIONS	1.0	1.0	1.0	1.0	-	1.0	1.0	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES

• None \$ -

CITY COUNCIL CHANGES

• None \$ -

TOTAL CHANGES \$ -

SUMMARY OF DECISION PACKAGES

FUNDED

• None \$ -

NOT FUNDED

• None \$ -

TOTAL DECISION PACKAGES \$ -

ACTIVITY SUMMARY

PROPOSED BUDGET

Function **PUBLIC SERVICES** Department **PUBLIC WORKS** Division **STREET MAINTENANCE** Account **01-42-01**

ACCT NO.	EXPENDITURES BY CLASSIFICATION	2018-19 ACTUAL	2019-20		2020-21				
			BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 745,228	\$ 760,989	\$ 686,780	\$ 783,716	\$ -	\$ 783,716	\$ 783,716	\$ -
5100	Supplies & Materials	47,814	39,450	39,450	39,450	-	39,450	39,450	-
5200	Contractual Services	205,886	241,600	212,600	217,600	-	217,600	217,600	-
5300	Repair & Maintenance	820,778	1,089,600	1,087,600	1,279,600	-	1,279,600	1,279,600	-
5400	Capital Outlay	12,850	41,025	42,900	-	-	-	-	-
TOTAL EXPENDITURES		\$ 1,832,556	\$ 2,172,664	\$ 2,069,330	\$ 2,320,366	\$ -	\$ 2,320,366	\$ 2,320,366	\$ -

BUDGETED POSITIONS	8.5	8.5	8.5	8.5	-	8.5	8.5	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES

• None \$ -

CITY COUNCIL CHANGES

• None \$ -

TOTAL CHANGES \$ -

SUMMARY OF DECISION PACKAGES

FUNDED

• None \$ -

NOT FUNDED

• None \$ -

TOTAL DECISION PACKAGES \$ -

ACTIVITY SUMMARY

PROPOSED BUDGET

Function: **PUBLIC SERVICES** Department: **PARKS AND RECREATION** Division: **PARKS MAINTENANCE** Account: **01-43-01**

ACCT NO.	EXPENDITURES BY CLASSIFICATION	2018-19 ACTUAL	2019-20		2020-21				
			BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 721,426	\$ 770,300	\$ 745,399	\$ 799,320	\$ -	\$ 799,320	\$ 799,320	\$ -
5100	Supplies & Materials	37,664	31,800	31,841	31,800	-	31,800	31,800	-
5200	Contractual Services	152,797	151,825	141,125	142,150	-	142,150	142,150	-
5300	Repair & Maintenance	72,158	50,900	50,900	50,900	-	50,900	50,900	-
5400	Capital Outlay	16,464	21,440	20,334	-	-	-	-	-
TOTAL EXPENDITURES		\$ 1,000,508	\$ 1,026,265	\$ 989,599	\$ 1,024,170	\$ -	\$ 1,024,170	\$ 1,024,170	\$ -

BUDGETED POSITIONS	9.0	9.0	9.0	9.0	-	9.0	9.0	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES

• None \$ -

CITY COUNCIL CHANGES

• None \$ -

TOTAL CHANGES \$ -

SUMMARY OF DECISION PACKAGES

FUNDED

• None \$ -

NOT FUNDED

• None \$ -

TOTAL DECISION PACKAGES \$ -

ACTIVITY SUMMARY

PROPOSED BUDGET

Function **PUBLIC SERVICES** Department **SUPPORT SERVICES** Division **FLEET MAINTENANCE** Account **01-45-01**

ACCT NO.	EXPENDITURES BY CLASSIFICATION	2018-19 ACTUAL	2019-20		2020-21				
			BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 206,010	\$ 224,054	\$ 202,232	\$ 232,024	\$ -	\$ 232,024	\$ 232,024	\$ -
5100	Supplies & Materials	20,817	23,000	22,433	23,000	-	23,000	23,000	-
5200	Contractual Services	8,872	14,120	12,860	12,695	-	12,695	12,695	-
5300	Repair & Maintenance	6,072	12,875	12,623	5,950	-	5,950	5,950	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 241,771	\$ 274,049	\$ 250,148	\$ 273,669	\$ -	\$ 273,669	\$ 273,669	\$ -

BUDGETED POSITIONS	2.5	2.5	2.5	2.5	-	2.5	2.5	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES

• None \$ -

CITY COUNCIL CHANGES

• None \$ -

TOTAL CHANGES \$ -

SUMMARY OF DECISION PACKAGES

FUNDED

• None \$ -

NOT FUNDED

• None \$ -

TOTAL DECISION PACKAGES \$ -

ACTIVITY SUMMARY

PROPOSED BUDGET

Function: **PUBLIC SERVICES** Department: **SUPPORT SERVICES** Division: **BUILDING MAINTENANCE** Account: **01-45-02**

ACCT NO.	EXPENDITURES BY CLASSIFICATION	2018-19 ACTUAL	2019-20		2020-21				
			BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 165,812	\$ 183,849	\$ 164,441	\$ 199,120	\$ -	\$ 199,120	\$ 199,120	\$ -
5100	Supplies & Materials	15,885	23,785	23,700	23,700	-	23,700	23,700	-
5200	Contractual Services	20,097	27,900	27,900	27,900	-	27,900	27,900	-
5300	Repair & Maintenance	32,447	56,286	56,286	56,286	-	56,286	56,286	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 234,241	\$ 291,820	\$ 272,327	\$ 307,006	\$ -	\$ 307,006	\$ 307,006	\$ -

BUDGETED POSITIONS	2.0	2.0	2.0	2.0	-	2.0	2.0	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES	
• None	\$ -
CITY COUNCIL CHANGES	
• None	\$ -
TOTAL CHANGES	\$ -

SUMMARY OF DECISION PACKAGES

FUNDED	
• None	\$ -
NOT FUNDED	
• None	\$ -
TOTAL DECISION PACKAGES	\$ -

ACTIVITY SUMMARY

PROPOSED BUDGET

Function: **COMMUNITY DEVELOPMENT** Department: **COMMUNITY DEVELOPMENT** Division: **MANAGEMENT SERVICES** Account: **01-51-01**

ACCT NO.	EXPENDITURES BY CLASSIFICATION	2018-19 ACTUAL	2019-20		2020-21				
			BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 200,287	\$ 223,340	\$ 198,664	\$ 252,343	\$ -	\$ 252,343	\$ 252,343	\$ -
5100	Supplies & Materials	207	3,093	3,000	3,000	-	3,000	3,000	-
5200	Contractual Services	9,436	13,502	11,720	11,770	-	11,770	11,770	-
5300	Repair & Maintenance	-	-	-	-	-	-	-	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 209,930	\$ 239,935	\$ 213,384	\$ 267,113	\$ -	\$ 267,113	\$ 267,113	\$ -

BUDGETED POSITIONS	1.0	1.5	1.5	1.5	-	1.5	1.5	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES

• None \$ -

CITY COUNCIL CHANGES

• None \$ -

TOTAL CHANGES \$ -

SUMMARY OF DECISION PACKAGES

FUNDED

• None \$ -

NOT FUNDED

• None \$ -

TOTAL DECISION PACKAGES \$ -

ACTIVITY SUMMARY

PROPOSED BUDGET

Function: **COMMUNITY DEVELOPMENT** Department: **PLANNING AND ZONING** Division: **PLANNING** Account: **01-52-01**

ACCT NO.	EXPENDITURES BY CLASSIFICATION	2018-19 ACTUAL	2019-20		2020-21				
			BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 201,465	\$ 241,852	\$ 209,465	\$ 243,345	\$ -	\$ 243,345	\$ 243,345	\$ -
5100	Supplies & Materials	337	500	420	500	-	500	500	-
5200	Contractual Services	5,451	9,100	7,600	9,100	-	9,100	9,100	-
5300	Repair & Maintenance	-	-	-	-	-	-	-	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 207,252	\$ 251,452	\$ 217,485	\$ 252,945	\$ -	\$ 252,945	\$ 252,945	\$ -

BUDGETED POSITIONS	2.0	2.0	2.0	2.0	-	2.0	2.0	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES	
• None	\$ -
CITY COUNCIL CHANGES	
• None	\$ -
TOTAL CHANGES	\$ -

SUMMARY OF DECISION PACKAGES

FUNDED	
• None	\$ -
NOT FUNDED	
• None	\$ -
TOTAL DECISION PACKAGES	\$ -

ACTIVITY SUMMARY

PROPOSED BUDGET

Function: **COMMUNITY DEVELOPMENT** Department: **INSPECTIONS** Division: **INSPECTIONS** Account: **01-53-01**

ACCT NO.	EXPENDITURES BY CLASSIFICATION	2018-19 ACTUAL	2019-20		2020-21				
			BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 331,638	\$ 353,921	\$ 323,045	\$ 359,420	\$ -	\$ 359,420	\$ 359,420	\$ -
5100	Supplies & Materials	4,062	3,750	3,100	3,750	-	3,750	3,750	-
5200	Contractual Services	4,821	4,385	4,085	5,290	-	5,290	5,290	-
5300	Repair & Maintenance	259	1,000	800	1,000	-	1,000	1,000	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 340,780	\$ 363,056	\$ 331,030	\$ 369,460	\$ -	\$ 369,460	\$ 369,460	\$ -

BUDGETED POSITIONS	3.0	3.0	3.0	3.0	-	3.0	3.0	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES

• None \$ -

CITY COUNCIL CHANGES

• None \$ -

TOTAL CHANGES \$ -

SUMMARY OF DECISION PACKAGES

FUNDED

• None \$ -

NOT FUNDED

• None \$ -

TOTAL DECISION PACKAGES \$ -

ACTIVITY SUMMARY

PROPOSED BUDGET

Function
PUBLIC SERVICES

Department
ENGINEERING

Division
ENGINEERING

Account
01-54-01

ACCT NO.	EXPENDITURES BY CLASSIFICATION	2018-19 ACTUAL	2019-20		2020-21				
			BUDGETED	ESTIMATED 12 MONTHS	BASE BUDGET	DECISION PACKAGES	TOTAL REQUEST	PROPOSED BUDGET	CHANGES FR. REQUEST
5000	Personal Services	\$ 285,505	\$ 290,721	\$ 272,108	\$ 298,772	\$ -	\$ 298,772	\$ 298,772	\$ -
5100	Supplies & Materials	2,349	2,200	2,200	2,200	-	2,200	2,200	-
5200	Contractual Services	9,574	12,995	12,730	12,800	-	12,800	12,800	-
5300	Repair & Maintenance	521	500	500	500	-	500	500	-
5400	Capital Outlay	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES		\$ 297,949	\$ 306,416	\$ 287,538	\$ 314,272	\$ -	\$ 314,272	\$ 314,272	\$ -

BUDGETED POSITIONS	2.0	2.0	2.0	2.0	-	2.0	2.0	-
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EXPLANATION OF CHANGES FROM REQUEST

CITY MANAGER CHANGES

• None \$ -

CITY COUNCIL CHANGES

• None \$ -

TOTAL CHANGES \$ -

SUMMARY OF DECISION PACKAGES

FUNDED

• None \$ -

NOT FUNDED

• None \$ -

TOTAL DECISION PACKAGES \$ -

SECTION SIX DECISION PACKAGES

For FY 2020-21 there are no decision packages. With the COVID-19 pandemic and new S.B. 2 3.5% property tax cap it was decided that this budget year the City should better position itself for these potential unknowns and loss of revenue.

SECTION SEVEN DEBT SERVICE

The first table provides a fund balance summary that shows the fund's beginning balance, revenues by source, expenditures by category, transfers, and ending balance. The Debt Service Fund is projected to begin FY 2020-21 with a fund balance of \$344,404 based on FY 2019-20 re-estimates of revenues, expenditures, transfers, and use of reserves. In FY 2020-21 revenues are projected to total \$484,698 and expenditures are projected to total \$1,610,241. A transfer in the amount of \$1,234,569 is scheduled for FY 2020-21 to the Debt Service Fund from the Storm Water Utility Fund and TIF for principal and interest costs related to drainage projects and TIF projects. The ending fund balance is projected to be \$453,430.

The second table provides a schedule of debt requirements from October 1, 2020 through maturity for all of the City's general obligation bonds, along with bonds paid for by the Storm Water Utility Fund and TIF Fund.

**CITY OF BENBROOK
DEBT SERVICE FUND
SCHEDULE OF REQUIREMENTS
OCTOBER 1, 2020 TO MATURITY**

GENERAL OBLIGATION BONDS:

**DEBT SERVICE FUND
SCHEDULE OF REQUIREMENTS
OCTOBER 1, 2020 TO MATURITY
TOTAL GO's**

Year Ending 09-30	Principal	Interest	Total	Drainage
2021	975,000	57,966	1,032,966	661,095
2022	1,015,000	30,607	1,045,607	667,467
2023	245,000	13,961	258,961	258,961
2024	255,000	8,486	263,486	263,486
2025	260,000	2,847	262,847	262,847
2026				
2027				
TOTALS	<u>2,750,000</u>	<u>113,868</u>	<u>2,863,868</u>	<u>2,113,857</u>

**DEBT SERVICE FUND
SCHEDULE OF REQUIREMENTS
OCTOBER 1, 2020 TO MATURITY
2013 GO REFUNDING BONDS
100.0% Drainage**

Year Ending 09-30	Principal	Interest	Total	Drainage
2021	240,000	24,638	264,638	264,638
2022	245,000	19,327	264,327	264,327
2023	245,000	13,961	258,961	258,961
2024	255,000	8,486	263,486	263,486
2025	260,000	2,847	262,847	262,847
2026				
2027				
TOTALS	<u>1,245,000</u>	<u>69,259</u>	<u>1,314,259</u>	<u>1,314,259</u>

**DEBT SERVICE FUND
SCHEDULE OF REQUIREMENTS
OCTOBER 1, 2020 TO MATURITY
2011 GO REFUNDING BONDS
51.6% Drainage**

Year Ending 09-30	Principal	Interest	Total	Drainage
2021	735,000	33,329	768,329	396,458
2022	770,000	11,281	781,281	403,141
2023				
2024				
2025				
2026				
2027				
TOTALS	<u>1,505,000</u>	<u>44,609</u>	<u>1,549,609</u>	<u>799,598</u>

**DEBT SERVICE FUND
SCHEDULE OF REQUIREMENTS
OCTOBER 1, 2020 TO MATURITY
2005 GO BONDS
27.7% Drainage**

Year Ending 09-30	Principal	Interest	Total	Drainage
2021				
2022				
2023				
2024				
2025				
2026				
2027				
TOTALS	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**CITY OF BENBROOK
DEBT SERVICE FUND
SCHEDULE OF REQUIREMENTS
OCTOBER 1, 2020 TO MATURITY**

CERTIFICATES OF OBLIGATION BONDS:

(Funded by TIF and Stormwater)

**DEBT SERVICE FUNDS
SCHEDULE OF REQUIREMENTS
OCTOBER 1, 2020 TO MATURITY
TOTAL CO's**

Year Ending 09-30	Principal	Interest	Total	Drainage
2021	545,000	28,474	573,474	72,271
2022	355,000	17,534	372,534	74,948
2023	60,000	12,524	72,524	72,524
2024	65,000	9,999	74,999	74,999
2025	70,000	7,272	77,272	77,272
2026	70,000	4,444	74,444	74,444
2027	75,000	1,515	76,515	76,515
TOTALS	<u>1,240,000</u>	<u>81,762</u>	<u>1,321,762</u>	<u>522,973</u>

**TIF - DEBT SERVICE FUNDS
SCHEDULE OF REQUIREMENTS
OCTOBER 1, 2020 TO MATURITY
2012 CO REFUNDING BONDS**

Year Ending 09-30	Principal	Interest	Total	TIF
2021	135,000	3,714	138,714	138,714
2022	140,000	1,253	141,253	141,253
2023				
2024				
2025				
2026				
2027				
TOTALS	<u>275,000</u>	<u>4,967</u>	<u>279,967</u>	<u>279,967</u>

**TIF - DEBT SERVICE FUNDS
SCHEDULE OF REQUIREMENTS
OCTOBER 1, 2020 TO MATURITY
2014 CO TIF COMBINATION TAX & REVENUE BONDS**

Year Ending 09-30	Principal	Interest	Total	TIF
2021	155,000	3,999	158,999	158,999
2022	155,000	1,333	156,333	156,333
2023				
2024				
2025				
2026				
2027				
TOTALS	<u>310,000</u>	<u>5,332</u>	<u>315,332</u>	<u>315,332</u>

**TIF - DEBT SERVICE FUNDS
SCHEDULE OF REQUIREMENTS
OCTOBER 1, 2020 TO MATURITY
2005 CO TIF BONDS**

Year Ending 09-30	Principal	Interest	Total	TIF
2021	200,000	3,490	203,490	203,490
2022				
2023				
2024				
2025				
2026				
2027				
TOTALS	<u>200,000</u>	<u>3,490</u>	<u>203,490</u>	<u>203,490</u>

**CITY OF BENBROOK
DEBT SERVICE FUND
SCHEDULE OF REQUIREMENTS
OCTOBER 1, 2020 TO MATURITY**

**SCHEDULE OF REQUIREMENTS
OCTOBER 1, 2020 TO MATURITY
2007 CO STORMWATER BONDS
100.0% Drainage**

Year Ending 09-30	Principal	Interest	Total	Drainage
2021	55,000	17,271	72,271	72,271
2022	60,000	14,948	74,948	74,948
2023	60,000	12,524	72,524	72,524
2024	65,000	9,999	74,999	74,999
2025	70,000	7,272	77,272	77,272
2026	70,000	4,444	74,444	74,444
2027	75,000	1,515	76,515	76,515
TOTALS	455,000	67,973	522,973	522,973

GRAND TOTALS:

Year Ending 09-30	Principal	Interest	Total	(Transferred to Debt Service Fund)	
				P&I Drainage	P&I TIF
2021	1,520,000	86,441	1,606,441	733,366	501,203
2022	1,370,000	48,141	1,418,141	742,415	297,586
2023	305,000	26,485	331,485	331,485	-
2024	320,000	18,485	338,485	338,485	-
2025	330,000	10,119	340,119	340,119	-
2026	70,000	4,444	74,444	74,444	-
2027	75,000	1,515	76,515	76,515	-
GRAND TOTALS	3,990,000	195,630	4,185,630	2,636,830	798,789

SECTION EIGHT SUPPLEMENTAL INFORMATION

The Supplemental Information Section provides information regarding the City's budget process including: City Charter Requirements, Budget Process, Citizen Input and Public Hearings, and a Glossary of Terms.

CITY CHARTER REQUIREMENTS

The City of Benbrook Charter, as approved by the Benbrook City Council in 1983 and amended in 1990 and again in 1997, has the following requirements for the City Budget:

Submission of the Budget

On or before the first day in September of each year, the City Manager shall submit to the City Council a balanced budget for the ensuing fiscal year and an accompanying message.

The Budget Message

The Budget Message shall explain the budget in fiscal terms and in terms of working programs for the ensuing fiscal year. It shall outline proposed financial policies of the City and shall include other materials as the City Manager deems necessary.

Budget Contents

The budget shall contain the following:

1. Comparative figures for the estimated income and expenditures for the ensuing fiscal year compared to the combination of: actual income and expenditures through the latest complete accounting period that information is available for at the commencement of budget preparation, and the estimated income and expenditures for the incomplete portion of the current fiscal year.
2. The proposed expenditures of each office, department, or function.
3. A schedule showing the debt service requirement due on all outstanding indebtedness and on any proposed debt.
4. The source or basis of the estimate.
5. The total of the proposed expenditures shall not exceed the total estimated income and the balance of available funds.
6. The budget message shall include a forecast of a five-year estimate of revenues and expenditures and an explanation of its effect on taxation. The source or basis of the estimates shall be a part of the forecast.

Public Hearings on the Budget

The Council shall hold at least one more public hearing on the proposed budget prior to the final adoption. Public Notice of the hearing(s) shall be published in the official medium not more than thirty days prior to the hearing(s). The City Secretary shall provide copies of the proposed budget to the public at cost, upon request.

Adoption of the Budget

The City Council shall adopt the proposed budget, with or without amendment, after public hearings and before the first day of the ensuing fiscal year. Should the Council take no final action before the first day of the ensuing fiscal year, the amounts appropriated for the current fiscal year shall be deemed adopted on a month to month basis. Final adoption shall constitute appropriation of the expenditures proposed from funds so indicated.

Amendments after Adoption

During the fiscal year, the City Council shall have the power to make budget adjustments. Expenditures that could not, by reasonable thought and attention, have been included in the original budget, may be authorized by the City Council. All such authorizations by the City Council shall be filed as amendments to the original budget, including the reasons for such amendments.

Defects in the Budget

Defects in the form or preparation of the budget or the failure to perform any procedural requirements shall not invalidate any tax levy, nor shall it invalidate the tax roll.

PUBLIC HEARINGS

The City Council will conduct two public hearings on the FY 2020-21 Budget and one on the FY 2020-21 property tax rate. A separate public hearing on the property tax rate will be held to comply with the State's "Truth in Taxation" requirements. Notices on the public hearings, as well as a Summary of the FY 2020-21 Proposed Budget, will be published in the **Fort Worth Star-Telegram** and on the City's website.

The public hearings on the FY 2020-21 Budget and FY 2020-21 property tax rate will be held in conjunction with the regular City Council meeting. Citizens will be allowed to voice their concerns and questions regarding the FY 2020-21 Budget and the property tax rate.

At a separate regular meeting of the City Council, the Council will vote to adopt the FY 2020-21 Budget and to set the property tax rate. Notices on the proposed ordinances, as well as a Summary of the FY 2020-21 Proposed Budget, will be posted on the City of Benbrook website at www.benbrook-tx.gov and will be published in the **Fort Worth Star-Telegram**.

The State Legislature enacted legislation that requires municipal governments to hold two public on the budget and requires the governing body to post this information on the government's website.

THE BUDGET PROCESS

December

The Assistant City Manager, Public Services Director, and the Planning Director prepare the annual Capital Improvements Report (which lists proposed capital improvements along with the estimated cost, the means of financing the proposed improvements, and the year in which the proposed improvement project is scheduled to be undertaken). The City holds Public Hearings on the Capital Improvements Report.

January

The City officially adopts the Capital Improvements Report that outlines capital improvement projects the City undertakes for the next five years.

April

The Finance Director prepares the budget work papers for the various activity areas of the City with prior year actual and budgeted, current year budgeted amounts, current year six month totals, and current year estimated twelve month total (salary and fringe benefit costs only) pre-printed for each activity.

May

The budget work papers are made available to the various Department Directors to prepare their budget request for the ensuing fiscal year. Worksheets, forms, and instructions are posted on the City's shared file.

The Finance Director prepares revenue re-estimates for the current fiscal year and revenue projections for the upcoming fiscal year.

June

Department Directors return completed work papers to the Finance Director. The Finance Director prepares a summary of the departmental budget requests for the City Manager. The Finance Director also provides revenue re-estimates and projections to the City Manager along with re-estimated and projected fund balances for the next five years for the General Fund, Debt Service Fund, and these two funds combined. The City Manager uses these long-range projections as a target for reducing proposed expenditures in the Department budget requests. His goal is to balance proposed expenditures against the anticipated revenue and existing reserves to maintain fund balances at an acceptable level.

July

The City Manager reviews the proposed activity budgets with each Department Director. At this time, some items are restored to the proposed activity budgets. Additional cuts

usually are necessary to compensate for the items that have been restored to the various budget proposals.

The Finance Director prepares a Preliminary Budget Document that includes detailed revenue and expenditure summaries, fund balance estimates and projections, summaries of each activity's budget request along with documentation of all changes made by the City Manager, copies of all funded and unfunded decision packages, and a narrative explanation of the issues that City Council faces and resolves during the upcoming budget deliberations.

The City Manager and Finance Director meet with City Council to canvass Council Members on any program additions or deletions that City Council members request including in the Proposed Budget. At this meeting, the City Manager provides City Council with a brief summary of any anticipated budget problems. The City Council provides direction for the City Staff to follow in preparing the Preliminary Budget.

Towards the end of July (before or on July 25), the City receives assessed valuation totals from the Tarrant Appraisal District. The Finance Director and the Accounting Supervisor finalize property tax revenue projections.

August

The City Council begins conducting work sessions to review the Proposed Budget. The City Council meets with any community group or organization that requests funding from the City of Benbrook.

The City Council continues to hold work sessions on the Proposed Budget until agreement is reached by a majority of City Council members on the level of spending to include for City programs and the means to finance these expenditures. When a Proposed Budget has been agreed upon, the Finance Director prepares an updated Proposed Budget for distribution to the City Council, City Department Directors, and concerned citizens. The Finance Director calculates and publishes a notice of effective tax rate. Public meetings on the adoption of the Proposed Budget and Tax Rate are scheduled and notices of these meetings are published in the official newspaper.

The City Council holds public hearings on the Proposed Budget and on the Proposed Tax Rate (second meeting in August). Under S.B. 2 only one public hearing is now required to adopt the tax rate.

September

The City Council holds second public hearings on the Proposed Budget (the first meeting in September). The City Council adopts the annual budget at the next regularly-scheduled (the second meeting in September) Council Meeting after these public hearings have been conducted and after interested citizens have had an opportunity to address the City Council.

October, November, and December

During October and November, the Finance Director prepares the Adopted Budget Document. Copies of the Adopted Budget are presented to the City Council before the end of the calendar year. Copies of the Adopted Budget Document are made available to the public.

CITIZEN INPUT AND PUBLIC HEARINGS

The City of Benbrook's Annual Budget process is a lengthy one which requires input from each of the City's Department Directors, City Manager, City Council, civic organizations, and the citizens of Benbrook.

The schedule will be followed to obtain citizen input during the 2020-21 Budget Adoption Process:

ACTIVITY	DATE
Email Information to Department Heads	April 24 th
Return Budget Materials to Finance Director	May 15 th
Finance Director Summarizes Budget Requests and Submits with Estimated Revenues and Expenditures	May 18 th – 25 th
City Manager's Review of Proposed Budgets	May 26 th – 29 st
Department Head Meetings with City Manager	June 15 th – 19 th
Preliminary Discussion of Budget with City Council	July 2 nd (CC meeting)
TAD Provides Assessed Valuation Data	July 27 th
Initial Draft Budget Prepared for City Council	August 3 rd
TAD Values and Proposed Rate to City Council City Council Budget Work Sessions	August 6 th
Public Hearing Budget Prepared	August 17 th
1 st Public Hearing on Proposed Budget and Tax Rate Adoption	August 20 th
City Council Proposed Budget Finalized	August 22 nd
Publication of Public Hearing Notices in Newspaper	August 13 th and August 27 th
2 nd Public Hearing on Proposed Budget	September 3 rd
Publication of Budget Summary and Ordinance Notices in Newspaper	September 10 th and September 17 th
Budget Submitted for Council Adoption	September 17 th

The FY 2020-21 Budget Document is posted on the City of Benbrook's website www.benbrook-tx.gov.

December 20th

BUDGET GLOSSARY

The FY 2020-21 Budget contains specialized and technical terminology that is unique to public finance and budgeting. To assist the reader of the Annual Budget Document in understanding these terms, a budget glossary has been included.

ACCOUNT

A code designed for convenience in referencing classification information for computer operations. The code specifically designates character and object code information.

ACCRUAL ACCOUNTING

A basis of accounting in which revenues are recognized in the period in which they are earned and become measurable, and expenses are recognized in the period incurred instead of when cash is actually received or spent. For example, in accrual accounting revenue that was earned between January 1 and March 31, but for which payment was not received until April 15, is recorded as being received on March 31 rather than on April 15.

ACTIVITY CLASSIFICATION

Expenditure classification according to the specific function performed by the organizational units.

APPROPRIATION

A legal authorization made by the City Council that permits the City to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and to the time period in which it may be expended.

APPROPRIATION ORDINANCE

The official enactment by the City to establish legal authority for City officials to obligate and to expend resources.

APPRAISED VALUE

The estimated value of a piece of property for the purpose of taxation.

ASSESSED VALUATION

A value that is established for real or personal property for use as a basis for levying property values. (Note: Property values in the City of Benbrook are established by the Tarrant Appraisal District).

AUDIT

A comprehensive investigation of the manner in which the government's resources were actually utilized. The audit can be classified as a financial audit or a performance audit. A financial audit is a

review of the accounting system and related financial information to determine how government funds were spent and whether expenditures complied with the legislative body's appropriations. A performance audit consists of a review of how well the government met its stated goals.

BALANCE SHEET

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

BOND

A written promise to pay a specific sum of money at a specified date or dates in the future, together with periodic interest at a specified rate. The most common types of bonds are general obligation and revenue bonds. These bonds are most frequently used for construction of large capital projects such as streets, drainage, and buildings. The repayment of both the principal and interest are detailed in a bond ordinance.

BONDED DEBT

That portion of indebtedness represented by outstanding bonds.

BOND ORDINANCE

An ordinance or resolution adopted by the legislative body that authorizes a bond issue.

BUDGET

A financial plan, for a specified period (fiscal year), of operations that matches all planned revenues and expenditures with services provided to the residents of the City.

BUDGET ADJUSTMENT

A procedure, established by the City Charter, used to revise a budget amount after the budget has been adopted by the City Council.

BUDGET CALENDAR

The schedule of key dates which the City Staff follows in the preparation, adoption, and administration of the budget.

BUDGET DOCUMENT

The instrument used by the budget making authority to present a comprehensive financial plan of operations to the City Council.

BUDGET MESSAGE

The opening section of the budget document that provides the City Council and the public with a summary of the most important aspects of the

budget, changes from prior years, and views and recommendations of the City Manager.

BUDGET ORDINANCE

The official enactment, by the City Council, to authorize legally the City Staff to obligate and expend the resources of the City.

BUDGETARY CONTROL

The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenue.

BUDGETED AMOUNT

An authorization made by the City Council which permits the City to incur obligations and to make expenditures of resources.

BUDGETED FUNDS

Funds that are planned for certain uses but have not been formally or legally appropriated by the legislative body. The Budget Document that is submitted for City Council approval is comprised of budgeted funds.

CAPITAL ASSET REPLACEMENT

A fund established by the City Council to finance major equipment (\$30,000 or more) over several years rather than during one budget year.

CAPITAL IMPROVEMENT PROGRAM

A long-range plan for providing the capital outlay necessary to insure that adequate services are provided to the residents of the City. The plan includes improvements to or the acquisition of structural improvements and major equipment purchases.

CAPITAL PROJECTS FUND

A fund created to account for the financial resources to be used for the acquisition of or the construction of major capital facilities or equipment.

CAPITAL IMPROVEMENT REPORT

A separate budget document that lists, in detail each Capital Improvement Program along with the proposed method of financing the program and the year the project is undertaken.

CAPITAL OUTLAY

An expenditure which results in the acquisition or addition to fixed assets.

CASH ACCOUNTING

A basis of accounting in which transactions are

recorded when cash is either received or expended.

CASH MANAGEMENT

The management of cash necessary to pay for governmental services while investing temporarily idle cash excesses in order to earn the maximum 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 temporarily idle cash.

CHARACTER

A basis for distinguishing types of expenditures; the major classification used by the City are: Personal Services, Supplies and Materials, Contractual Services, Repair and Maintenance, Capital Outlay, and Debt Service.

COMBINED SUMMARY STATEMENT

A summary of two or more funds presented on a single page that includes a total of the funds presented.

CURRENT TAXES

Taxes that are levied and due within one year.

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 long-term debt principal and interest.

DEBT SERVICE FUND REQUIREMENTS

The amount of revenues which must be provided for a Debt Service Fund so that all principal and interest payments can be made in full and on time.

DEFICIT

The excess of expenditures over revenues during an accounting period.

DELINQUENT TAXES

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

DEPARTMENT

A major administrative organizational unit of the City which indicates overall management responsibility for one or more activities.

<u>DISBURSEMENT</u>	Payment for goods and services in cash or by check.
<u>DIVISION</u>	A department is broken down by division which focuses on a specific area of operation within the department.
<u>ENCUMBRANCE</u>	The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.
<u>ESTIMATED REVENUE</u>	The amount of projected revenues to be collected during the fiscal year. The projected financing sources estimated to finance the proposed projected expenditures.
<u>EXPENDITURE</u>	A decrease in the net financial resources of the City due to the acquisition of goods or services.
<u>FISCAL YEAR</u>	A twelve-month period to which the annual operating budget applies. The City has established October 1 through September 30 as its fiscal year.
<u>FIXED ASSETS</u>	Assets of a long-term character which are intended to continue to be held or used. Examples of fixed assets include items such as land, buildings, machinery, furniture, and other equipment.
<u>FULL FAITH AND CREDIT</u>	A pledge of the general taxing power of a government to repay debt obligations (the term is typically used in reference to bonds).
<u>FUNCTION</u>	A group of related activities aimed at accomplishing a major service, which indicates overall management responsibility for one or more departments. The City has five functions: General Government, Staff Services, Public Safety, Public Services, and Community Development.
<u>FUND</u>	An accounting entity with a self-balancing set of accounts that record financial transactions for specific activities or governmental functions. The major funds used by the City include: General Fund, Debt Service Fund, Capital Projects Fund, Special Assessment Fund, and Capital Asset Replacement Fund.
<u>FUND BALANCE</u>	The excess of assets over liabilities. Fund Balance is

also known as surplus funds or reserves.

GENERAL FUND

The fund used to account for all financial resources except those required to be accounted for in one of the City's other special purpose funds.

GENERAL LEDGER

A file that contains a listing of various accounts necessary to reflect the financial position and results of operation of the government.

GENERAL OBLIGATION BONDS

Bonds that finance a variety of public improvement projects which pledge the "Full Faith and Credit" of the City for their repayment.

GRANTS

Contributions or gifts of cash or other assets from another government or organization to be used or expended for a specific purpose, activity, or facility. Grants may be classified as either categorical or block depending upon the amount of discretion allowed the grantee.

INTERFUND TRANSFERS

Amounts transferred from one fund to another.

INVENTORY

A detailed listing of property currently held by the government that shows quantities, descriptions, and values of the property as well as units of measure and unit price.

INVOICE

A bill requesting payment for goods or services by a vendor or other governmental unit.

LEVY

To impose taxes, special assessments, or service charges for the support of City activities.

LINE-ITEM BUDGET

A budget that lists each expenditure category (salary, supplies, travel, repairs, etc.) separately, along with the dollar amount budgeted for each specific category.

LONG-TERM DEBT

Debt with a maturity of more than one year after the date of issuance.

MODIFIED ACCRUAL ACCOUNTING

A basis of accounting in which expenditures are accrued but revenues are accounted for on a cash basis. This accounting technique is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability while revenues

are not recorded until they are actually received.

OBJECT CODE

An expenditure category, such as salaries, supplies, travel, electricity, or communications equipment. Object codes are grouped together to form character classifications.

OPERATING BUDGET

The portion of the budget that pertains to daily operations that provide the basic governmental services. The General Fund and the Debt Service Fund comprise the City's operating budget.

ORDINANCE

A formal legislative enactment by the governing board of a municipality.

PERFORMANCE BUDGET

A budget wherein expenditures are based primarily upon measurable performance of activities and work programs.

PERFORMANCE MEASUREMENT

Specific quantitative and qualitative measurements of work performed as an objective of the activity, department, division, or fund.

PROGRAM BUDGET

A budget that focuses upon the goals and objectives of an agency or jurisdiction rather than upon its organizational budget units or object classes of expenditures.

PROPERTY TAX

Property taxes are levied on both real and personal property according to the property's valuation and the tax rate.

RECONCILIATION

A detailed summary of the increases and decreases from one budget year to the next.

REQUISITION

A written request from one department to the Purchasing Agent for specific goods or services. This action precedes the authorization of a purchase order.

RESERVES

An account used to indicate a portion of a fund balance is restricted for a specific purpose and is therefore not available for general appropriations.

REVENUE

Funds that the government receives as income. Revenue includes such items as: tax payments, fees from specific services, receipts from other

governments, fines, forfeitures, and interest income.

REVENUE REFUNDING BONDS

Bonds with principal and interest payable exclusively from a revenue source pledged as the payment source before issuance. This type of bonds can be issued with or without voter approval.

RISK MANAGEMENT

An organized attempt to protect a government's assets against accidental loss in the most economical method and with the least risk.

SOURCE OF REVENUE

Revenues are classified according to their source or point of origin.

SPECIAL ASSESSMENT

A compulsory levy made against certain properties to defray all or part of the cost of a specific improvement or service deemed to benefit primarily those properties. The following are examples of special assessments used by the City: street, curb and gutter, drive approach, sidewalk, mowing, and demolition assessments.

SPECIAL ASSESSMENT FUND

A fund used to account for the construction of improvements with special assessment funds. The fund also accounts for the repayment of special assessment from property owners that have benefited from improvements or services regardless of the fund responsible for the original expenditure.

TARRANT APPRAISAL DISTRICT

An entity established by State of Texas law to insure uniform property appraisals for all cities in Tarrant County.

TAX RATE

The amount of tax stated in terms of a unit of the tax base; for example, 63.50 cents per \$100 of appraised calculation of taxable property.

TAX ROLL

The official list showing the amount of taxes levied against each taxpayer.

VOUCHER

A document indicating that a transaction has occurred. A voucher usually contains the account related to the transaction.

WORK PROGRAM

A plan of work proposed to be done during a particular period by the government in carrying out its assigned activities.