

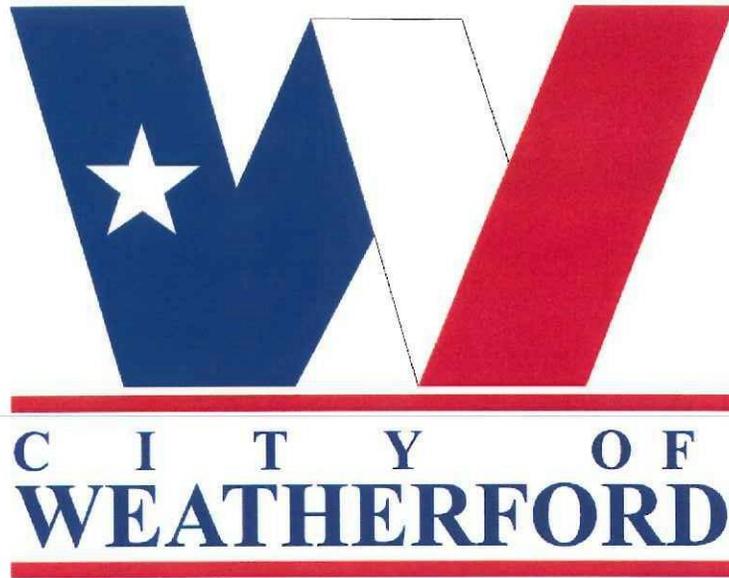
**CITY OF
WEATHERFORD**

Texas

**Annual
Program of Services
2011-2012**

**CITY OF WEATHERFORD
PROGRAM OF SERVICES**

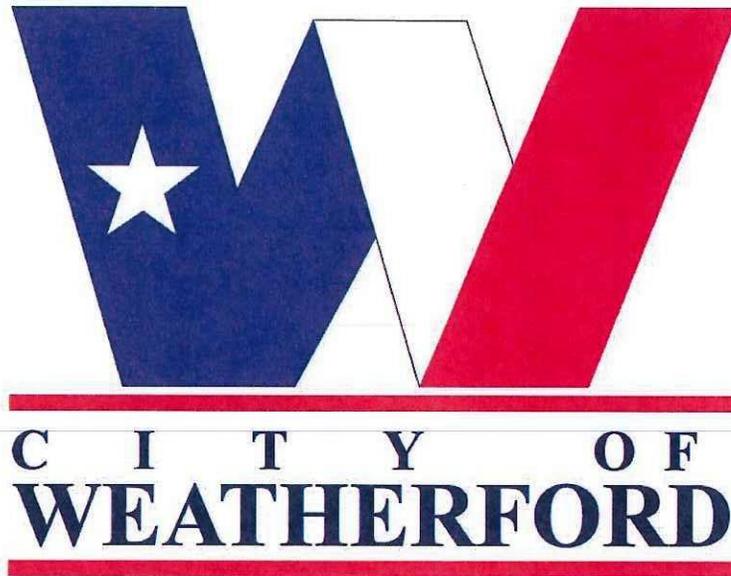
**CITY MANAGER PROPOSED
ANNUAL BUDGET
2011-2012**



This budget will raise more total property taxes than last year's budget by \$5,778 or 0.078%, of that amount \$119,210 is tax revenue to be raised from new property added to the tax roll this year.

**CITY OF WEATHERFORD
PROGRAM OF SERVICES**

**CITY MANAGER PROPOSED
ANNUAL BUDGET
2011-2012**



As Presented To The

CITY COUNCIL

DENNIS HOOKS, MAYOR
WAYMON HAMILTON, MAYOR PRO-TEM
JEFF ROBINSON
CRAIG SWANCY
HEIDI WILDER

By JERRY BLAISDELL, CITY MANAGER

Final:

As submitted by City Manager and approved and adopted by the Weatherford City Council following the final reading on September 27, 2011.

Users Guide to this Budget Document

The Document

This is the budget document for the City of Weatherford, Texas for the fiscal year beginning October 1, 2011 and ending September 30, 2012. This document should serve as a policy document, a financial plan, and an operations guide to our City, as well as a communication device to our readers. Such a document is meant to be used by a wide variety of users. It should be used by City Management as a guide for operations as approved by the City Council for the fiscal year. It should be used by City Council as a communication device to staff and citizens for objectives, goals, and mission of the City. It should be used by staff to inform City Council and citizens of accomplishments and services. This document should also be used by current and prospective citizens and businesses to learn about the City and where it is going.

Introductory Information

The Table of Contents should aid a user of this document in the detailed organization of this book. The Introductory Section of the book is just that. This section provides a detailed look at the City of Weatherford, its mission and goals, requirements during the budget process, the overall financial structure and layout of the City, demographic and graphical information about the City, as well as the City Manager's message. The City Manager's message should be reviewed before expecting to understand decisions made during the long budget process.

Financial Summaries

The next six sections of this document include the detailed financial information of the City of Weatherford budget. These sections are broken down by fund types. The City uses a general fund, special revenue funds, general debt services fund, capital project funds, Solid Waste Fund and a Permanent Library fund. Each fund section will provide financial summaries, general information, and management assumptions in the budget preparation. A few of the major operating funds are more detailed in showing objectives, goals, staffing, organizational structures, and accomplishments by division. Strategic Plan numbers are also included in the Performance Measure section by specific divisions, which relate back to the City of Weatherford Strategic Plan Goals detailed in the Introductory section. At the request of City Council and Management, we have also included a line item budget for these same major operating funds. The debt service fund section also provides individual debt service reimbursement schedules. The capital project funds detail current and future projects.

Appendix

The Appendix section includes various other items of information that may be important to a user of this document. The Schedule of Council Decision Packages is a summary of those New and Expanded Projects requested by departments during the budget process and the resulting funding level. The Personnel Schedule summaries all department Personnel Schedules for the City as a whole. The transfer calculation schedule is a summary of major transfers between funds. The budget and tax ordinance section provides actual policy passed by the City Council implementing this budget as well as some required publications. The Fiscal Management Policy Statements are also included as an overall guide of City financial operations. The glossary section of the book provides both a glossary of terms and an abbreviation guide to aid users with technical terms as well as industry jargon that appear in the document.

Users with further questions or comments are welcome to contact the City of Weatherford at 303 Palo Pinto Street, Weatherford, Texas 76086, or call (817) 598-4000. More information can be obtained through the Internet at www.weatherfordtx.gov.

**City of Weatherford, Texas
Principal Officials**

Elected Officials

Dennis Hooks.....Mayor
Waymon Hamilton.....Mayor Pro-Tem
Jeff Robinson.....Council Member
Craig Swancy.....Council Member
Heidi Wilder.....Council Member

Appointed Officials

Jerry Blaisdell.....City Manager
Sharon Hayes.....Assistant City Manager
Steve Bates.....Director of Municipal & Community Services
Danielle Felts.....Director of Communications & Recreation
Dale Fleeger.....Director of Library Services
Troy Garvin.....Director of Information Technology
Terry Hughes.....Director of Capital Transportation Projects
Chad Janicek.....Director of Transportation, Public Works and Parks
Janina Jewell.....Chief Financial Officer
Mike Manning.....Chief of Police
Malinda Nowell.....City Secretary
Paul Rust.....Fire Chief
Tammy Sinclair.....Director of Human Resources
Brent Smith.....Director of Special Projects
Don Stephens.....Director of Planning & Development

**CITY OF WEATHERFORD, TEXAS
2011-2012 PROGRAM OF SERVICES**

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Welcome to Weatherford, Texas

Growing with Tradition

The City of Weatherford, incorporated in 1858, adopted its original charter and became a home rule city in 1918. The City is located 25 miles west of the Dallas/Fort Worth metropolitan area on Interstate Highway 20 (IH-20) and serves as the county seat of Parker County. The City currently occupies a land area of 26.52 square miles and serves an estimated population of 25,300. The City is empowered to levy a property tax on both real and personal properties located within its boundaries. It is also empowered by state statute to extend its corporate limits by annexation, which occurs periodically when deemed appropriate by the City Council.

The City is operated under the council-manager form of government. Policy-making and legislative authority are vested in a governing council consisting of the Mayor and four council members. The governing council is responsible, among other things, for passing ordinances, adopting the budget, appointing boards and committees, and hiring the City Manager. The Municipal Court Judge and City Attorney are also appointed by the City Council. The City Manager is responsible for carrying out the policies and ordinances of the council, for overseeing the day-to-day operations of the City, and for appointing the heads of the various departments. The Mayor and council members are elected on a non-partisan, at-large basis for two-year staggered terms. City voters approved in November 2010 a change to three-year staggered terms starting with the May 2011 elections. The City provides a full range of services including police and fire protection, street maintenance, sanitation, parks and recreation facilities, and public library.

The board of trustees of the municipal utility system, consisting of the Mayor, two council members, and four trustees appointed by the City Council, exercise management control of the electric, water and wastewater systems that serve the City and much of the area extending from the City to and around the Weatherford Water Supply Reservoir located approximately five miles northeast of the City. The City Manager is also responsible for all utility operations and reports directly to the Municipal Utility Board.

The annual budget serves as the foundation for the City's financial planning and control. All departments of the City are required to submit requests for appropriation to the City Manager prior to June 1 of each year. These requests are reviewed, prioritized and, based upon projected revenue availability, included in a proposed budget. The City Manager then presents the proposed budget to the City Council and Municipal Utility Board, respectively, for review prior to August 31. The Council

and Board are required to hold public hearings on the proposed budget and to adopt a final budget by no later than September 30, the close of the City's fiscal year. The budget is prepared and appropriated by fund and department. Upon approval of the City Manager, department directors may make line-item transfers of appropriations within a department; however, appropriation transfers between departments require approval of the Council or Board.

The information presented in the budget document is perhaps best understood when it is considered from the broader perspective of the specific environment within which the City of Weatherford operates.

The City of Weatherford and Texas have been impacted by the recession and economic downturn that has hit the nation. As hard as both have been hit, the state, and more so the North Texas Metroplex that includes Weatherford, has fared much better than many other parts of the nation. Local manufacturing includes national & international silicone rubber products, automotive fuel additives, natural gas drilling & production, PVC plastic pipe, regional lower-tier subcontractors to Metroplex aerospace companies, regional retail shopping, healthcare/physician recruitment, and service businesses are the leading sectors in the economy, however, dairy, horse and cattle ranching, and agricultural crop production are still significant economic contributors to the area. In addition, 45 to 50 percent of local residents make the short commute to Lockheed-Martin, Bell Helicopter/Textron, Alliance Airport, the Federal Currency Center, and other major corporate employers in the Fort Worth/Dallas metropolitan area. The local unemployment rate of 8.1% (September 2011), while much higher than in 2008, continues to be much lower than national levels. The City continues to develop as a major regional retail center along the IH-20 corridor with over 850,000 sq. ft. of commercial construction that created over 1,200 new jobs, since 2005. As a result of economic development incentive agreements negotiated with Target and Lowe's Home Centers in 2004, they and several other comparable anchor/chain retail stores and restaurants have either opened or are in the process of constructing stores in Weatherford at the intersection of IH-20 and S. Main St. (State Highways 51/171).

As mentioned above, the national economic downturn has affected the City. Nine local key economic indicators, we have tracked since October 2008 – including new business prospects, local sales tax, residential & commercial construction permits (number and values) and others - have all "bottomed-out" and are slowly recovering from Recession lows of each. In fact three indicators did not decline through 2009 and 2010 - the number of new business prospects (retail, commercial/service and industrial), population growth, and the number of commercial construction permits (dollar values did decline) maintained in 2009 and increased in 2010. The Consumer Confidence Index, as reported by the Texas Comptroller, increased 19.2% for the entire United States and increased 13.5% for the West-South-Central Region up to the production time of this report during this fiscal year. Local sales tax collections making a slow but steady comeback after last two years of decreases.

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ADDENDUM TO BUDGET MESSAGE

The City Manager, Jerry Blaisdell, presented the proposed 2011-2012 Annual Budget to the City Council at a work session on August 2, 2011. Prior to final approval of the budget on September 27, 2011, City Council made various changes to the original proposal before final adoption. Changes included:

- Updated Revenue Projections.
- Updated Utility Transfer Projections Resulting in:
 - Administrative Transfer Removed ½ Technical Services, Removed Fleet Services, and Charged ½ of Square Footage of Technical Services,
 - Gross Receipts and R.O.I. Adjusted for New Projections, and
 - No Transfer for Capital or Days Needed.
- Half of Technical Services Budget added to Operations of General Fund.
- Included Fire Pumper \$80,000 In Approved New Requests.
- Removed the Following from Approved New Requests:
 - Part-Time HR Clerk and
 - \$600,000 Drainage Engineering.
- Staggered hiring of two new Police Officers in FY2012 for full year funding of Officer Position taken off hold status in FY2011 for a Net of Zero.
- Removed Soldier Springs Lighting for \$100,000 and inserted \$45,000 for Final Payout of Police Officer Retiring.
- Lease Purchase Proceeds and Expenses \$1,013,800 for a Net of Zero.
- Library Grant Proceeds and Expenses \$71,803 for a Net of Zero.
- Remove \$40,000 Pavement Condition Survey with \$20,000 going to Parks Temporary Assistance for a Net of \$20,000.

Those changes are recognized in the numbers of this presentation but not in the budget message originally prepared by Mr. Blaisdell.

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August 2, 2011

To: Honorable Mayor and City Council Members:

In accordance with Chapter 102 of the Local Government Code and the City of Weatherford Code of Ordinances Title 1 Chapter 8 Section 1-8-5 (g), the proposed 2011-2012 Annual Budget for all departments governed by the City Council of the City of Weatherford, is herewith submitted for review and consideration. The Weatherford Municipal Utility Fund is presented under another document to the Weatherford Municipal Utility Board. The following is a discussion of the purpose, objectives, and guidelines considered in the preparation of the budget, and an overview of major revenues and expenditures.

PURPOSE OF BUDGET

This budget document serves as the Annual Operating Plan of the City of Weatherford. The budget process is designed to produce a management-oriented budget document providing financial control, management information, planning and policy development.

The budget establishes levels of service, determines the allocation of municipal resources, and serves as an operational tool and planning guide. The accounts of the City are organized on the basis of funds, each of which is considered to be a separate accounting entity. Each fund can be generally thought of as revenues, and the operations of each fund are maintained using a set of self-balancing expenditures. City resources are budgeted to the individual funds by activity and are controlled within the individual fund.

The purpose of the budgetary process is to identify and assure compliance with policies dictated by state law, the City Charter, City Ordinances, and administrative procedures. The aim of these policies is to achieve long-term stability and a positive financial condition. These guidelines give direction to the administration and finance staff in planning and directing the City's day-to-day financial affairs and in developing financial recommendations to the City Council. These guidelines set forth the basic framework for the overall fiscal management of the City. Operating independently of changing circumstances and conditions, they assist in the decision-making process. They provide guidelines for evaluating both current activities and proposals for future programs by preserving the long-standing principles, traditions and practices which have guided the City in the past and have helped maintain financial stability. The scope of these policies span accounting, auditing, financial reporting, internal controls, operating and capital budgeting, revenue management, cash and investment management,

expenditure control, asset management, and debt management. Please see the appendix section of this document for the latest City Council approved Fiscal Management Policy Statements.

Budgeting is an essential element of the financial planning, control, and evaluation process of municipal government. The budget planning process is for a one year period. Recognizing that, budgets are influenced by decisions made in prior year budgets, and the decisions made in the current year budget serves as a precursor to future budget requirements. The City shall recognize both short-term needs and objectives in relation to the long-term goals of the City.

All budgets shall be adopted on a basis consistent with generally accepted accounting principles as promulgated by the Governmental Accounting Standards Board, with exceptions, including that depreciation is not included in the budget, capital purchases are budgeted in the year of appropriation, and debt principal is included in the proprietary funds. Revenues are included in the budget in the year they are expected to become measurable and available. Expenditures are included in the budget when they are measurable, a fund liability is incurred, and the liability will be liquidated with resources included in the budget.

OBJECTIVES OF THIS BUDGET

Assure that revenues are realistically estimated. Revenues have been analyzed and are estimated realistically. It has been the practice of the City to be conservative in its estimates and this budget continues with that philosophy. The Fiscal Year 2012 Proposed Budget is especially cognizant of the conservative practice of estimating revenues as recovery from the current economic conditions has been slow.

Assure that City services are efficient, equitable, and funded at adequate levels. This budget provides for adequate funding of all City services, although some of the worthwhile projects or purchases proposed by various departments are not recommended in this document. In those cases alternatives are funded at a lesser amount, the purchase is delayed or utilization of existing resources is suggested. The solid waste proprietary fund finances its activities through system revenues, and rates reflect the costs to the City for services provided. At this point last year the TxDOT Transportation Project resources were estimated to be less than needs. Council, staff, and financial advisors have developed and instituted a plan for properly funding of these projects through a combination of debt issuance, repurpose of existing fund balances, and restructuring of current obligations.

Sound Financial Planning. Maintenance of adequate un-allocated fund balances and reserves for unanticipated events or future allocation is important. This budget continues the policy of maintaining adequate fund balances and working capital to meet cash flow requirements and at the same time use the available funds to reduce any additional unforeseen requirements. This objective dictates that some worthy expenditure requests are not recommended for funding or are funded at a lesser level. Unencumbered fund balances in the General Fund and other governmental-type funds, and working capital in the Solid Waste Fund, are maintained at adequate levels. Please see Fiscal Management Policy Statement in this document for approved funding levels which does include new Governmental

Accounting Standards Board (GASB) 54 requirements for appropriate reserves and uses. A continued emphasis is also placed on cost containment.

GUIDELINES IN DEVELOPING THIS BUDGET

The City's strategic plan serves as the basis for the development of this budget.

Maintaining a healthy fiscal position is furthered in this proposed budget by conservative revenue estimates, continuing to hold open some vacant positions, and keeping a strong fund balance.

Meeting citizens' expectations through quality service delivery is promoted by maintaining all service levels as currently provided throughout the City.

Ensuring responsive communication will be accomplished by continued programming of Channel 27, internet activity and the continuation of a comprehensive and transparent community information and education program.

Addressing mobility issues will be accomplished through funding of the City's neighborhood street maintenance program and the capital improvement program.

Fostering economic development is promoted in this proposed budget by improving service delivery in our planning and development functions, as well as maintaining the overall quality of life in Weatherford through strong public safety, infrastructure and leisure services.

Developing an engaged and quality workforce will be furthered in this proposed budget by maintaining current employee and retiree benefits as well as continued funding of future retiree health costs.

The promotion of good stewardship of the environment is provided for in this budget as the curbside voluntary recycling program will continue. This program is provided for within the Solid Waste fund.

BUDGET OVERVIEW

Budgeted expenditures for all funds of the City of Weatherford for the 2011-12 fiscal year, total \$44,723,535 as follows:

Fund	Budget	% of Total
General	\$ 25,989,179	58.1%
Capital Projects	\$ 9,828,937	22.0%
General Debt Service	\$ 5,175,186	11.6%
Solid Waste	\$ 2,719,555	6.1%
Hotel/Motel Tax	\$ 347,308	0.8%
Chandor Gardens	\$ 312,831	0.7%
Miscellaneous	\$ 350,539	0.8%
	<hr/>	
	\$ 44,723,535	100.0%

The General Fund, accounting for over 58 percent of the total budget, funds the primary operating departments of the City, including police, fire, street maintenance, parks and recreation, public library, transportation and public works, and various administrative offices for the entire City operation. The Capital Project Funds, accounting for approximately 22 percent of proposed expenditures this year, appropriates funding for continued major transportation improvement projects with the pass-through tolling agreement with the Texas Department of Transportation (TxDOT). Funds budgeted for capital projects do not re-appropriate funds already obligated to particular projects by City Council. Funds presented in this budget for appropriation are unobligated funds that are not already appropriated and under construction. The annual debt service requirements on the City's general obligation debt make up almost 12 percent of budget funds. Operation of the solid waste collection department, operation of Chandor Gardens, programs funded by revenues from the local hotel/motel occupancy tax, grants, and donations dedicated for the Public Library and the Animal Shelter, make up the remaining over eight percent of proposed 2011-12 expenditures.

GENERAL FUND

The rate of population growth within the City remains steady, as evidenced by the North Central Texas Council of Government's 2011 population estimate of 25,300, two tenths of a percent increase from the 2010 census of 25,250. Total assessed value of taxable property within the City decreased from \$1,803,201 in 2010, to \$1,799,316 in 2011. These numbers still have pending Appraisal Review Board numbers included but this is a less than one percent decrease at this point. This proposed budget includes no change in the current tax rate of \$.4636 per \$100 valuation. This rate remains significantly lower than those cities of comparable size in the area and well below the state-wide average rate of \$.5957 per \$100 valuation for cities surveyed in the 20,000-35,000 population range per the Texas Municipal Leagues 2011 Debt and Tax Survey. Of the \$7,837,978 in estimated property tax collections, 37 percent is allocated for annual principal and interest payments on the City's outstanding bonded debt, leaving 63 percent for operating expenditures in the General Fund. Property tax collections represent only 22 percent of the estimated \$22,654,075 General Fund revenues and transfers from other funds. The largest source of revenue to the General Fund, accounting for 38 percent of total revenues, is the local sales tax. Sales tax collection expectations at \$8,701,227 are up 5.6 percent from actual 2010 and up a half of a percent from expected year end 2011 as we have hopes for our continued five percent increase but know that with a better economic situation the City may have to reimburse some sales tax proceeds from some existing economic development agreements that have been avoided in the last couple of years.

Transfers from the City's municipal utility system and solid waste fund, representing gross receipts, a return on investment in the system, and reimbursement for administrative services will total \$5,254,552 and accounts for 23 percent of all General Fund income. This amount has changed significantly over this last year as proper accounting rules require the gross receipt from the City's utility be accounted for as transfers rather than taxes. Therefore, transfers have increased and gross receipts have decreased by that amount. Overall, actual transfers from the Utility will be down \$660,891 for these items.

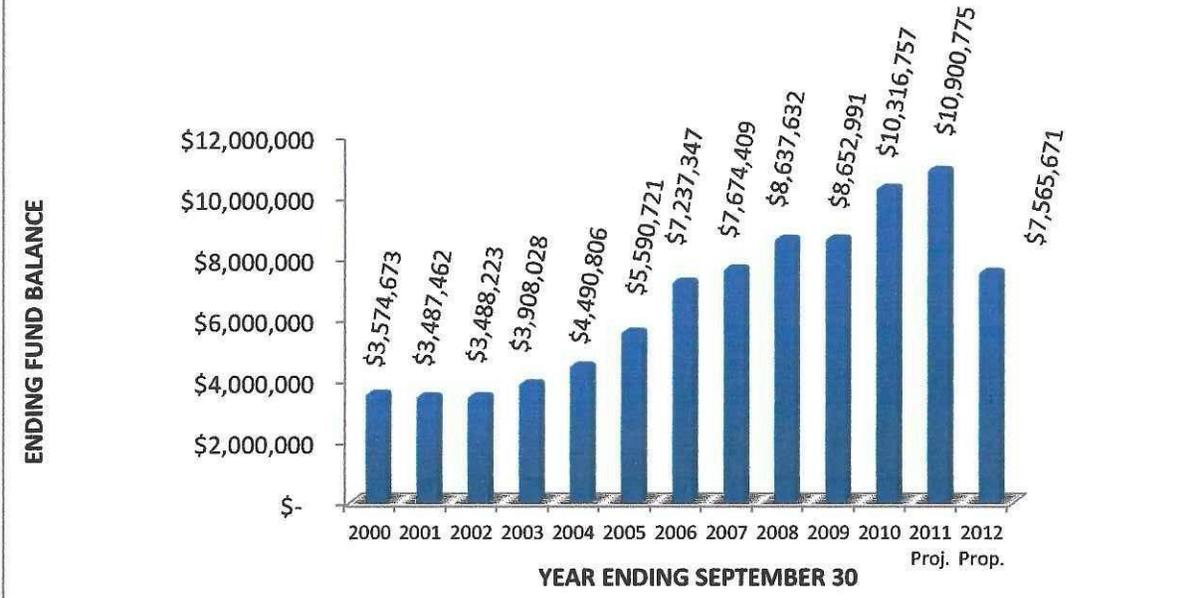
Gross Receipt Fees assessed to all utilities operating within the City, now excluding the actual City's utility, for use of the streets, alleys, and rights-of-way, are expected to total \$580,000, or about three percent of total revenues. The remaining \$3,181,154 in estimated 2011-12 General Fund revenues come from a variety of sources including Municipal Court fines, First Monday fees, building permits, grant revenue, interest income, and miscellaneous revenue. Estimates are conservative given current local and national economic conditions.

Proposed expenditures and transfers from the General Fund for Fiscal Year 2011-12 total \$25,989,179. Expenditures Public Safety in the Police Department (\$7,227,650) and Fire Department (\$4,952,238) account for almost 47% of the total expenditure budget. Transportation and Public Works Department expenditures are proposed at \$4,625,548, Municipal and Community Services Department expenditures are proposed at \$1,046,402, and the Public Library at \$1,045,596, representing 17.8 percent, 4.03 percent, and 4.02 percent of total General Fund expenditures, respectively. The remaining \$7,091,745 of proposed General Fund expenditures are allocated for General Administration, Finance, Planning, Human Resources, Economic Development, Municipal Court, and transfers to other funds. The most significant change in this amount from previous years is the \$1,075,175 transfers to other funds. Part of the transfer, \$260,399, is purely administrative overhead charges from the General Fund to the Utility Fund. An additional \$35,753 is a transfer to the Chador Gardens fund for a new position that is needed at the facility. The final portion of the transfer is a one-time \$779,023 transfer to the Utility Fund to cover \$379,023 in new and expanded projects that are needed by the Utility and \$400,000 to assist the Utility in re-achieving their required number of days in working capital reserves. Amounts needed were unknown at the time when City Council set the return on investments rates for the upcoming fiscal year.

In continued efforts to reduce budgeted needs and balance the budget during slower economic times, this proposed General Fund budget, along with all other operating budgets, does not include any cost of living increases in pay, any employee market adjustments, or merit increases for City staff. The City's insurance carrier for employee insurance coverage was able to offer an adjusted benefit plan for the same cost, so no increase is included for employee insurance this year. Thirteen and one-half positions remain on hold in the General Fund budget, a police position and half of a municipal court position have been taken off hold, one and three fourths positions were moved back from capital project funds, four new police positions have been created and four new fire positions have been made available through a two year grant program and part time help was also added for Human Resources. New programs or equipment replacement needs have been included and can be found in with each appropriate fund in this document as well as a summary in tab eight. The General Fund also does include some funding of outside community programs. Others are also presented for City Council consideration.

As shown, the ending fund balance is projected to be \$7,565,671, approximating 124 days of budgeted operating expenditures. This decrease from the current year is in hopes of starting to replace needs that the City has tried to avoid the last couple of years during the difficult economic times.

CITY OF WEATHERFORD GENERAL UNRESERVED FUND BALANCE



SOLID WASTE FUND

Revenues from residential and commercial solid waste fees and interest earnings are estimated at \$2,008,806 for 2011-12 with an additional \$420,000 in royalties from landfill operations. The proposed cost to operate the system for 2011-12, including disposal costs, is estimated at \$2,719,555. This total includes the regular \$350,000 transfer to the General Fund for gross receipts as well as a \$400,000 one-time transfer from royalties for continuation of the First Monday Trade Days project. This fund also has no salary or benefit increases.

DEBT SERVICE FUND

In Fiscal Year 2011-12, the General Debt Service Fund has obligations of \$5,175,186 due. Property taxes will cover \$2,900,836 of the obligations. The Hotel/Motel Occupancy Tax Fund will transfer in an additional \$143,555 for the debt related to the original purchase of Chandor Gardens and the General Fund will transfer in \$160,315 for shortage in property tax collections and possible issuance of a lease purchase obligation for performance contracting needs. A remaining \$1,700,000 is expected to be received from TxDOT for pass through toll reimbursements. Funding of the TxDOT pass through toll program started coming in to help pay for obligations of the 2007 Certificates of Obligation and 2010 restructuring obligations in fiscal year 2011, which was one year after completion of certain projects.

OTHER MAJOR PROGRAMS

In addition to the General, Solid Waste, and General Debt Service funds, the 2011-12 proposed budget also includes recommended appropriations for other major programs, projects or transfers as follows:

Special Revenue Funds	Proposed Budget
Hotel/Motel Tax Fund	\$ 347,308
Chandor Gardens Fund	\$ 312,831
Library Special Revenue Fund	\$ 18,000
Animal Shelter Special Revenue Fund	\$ 6,000
Municipal Court Technology Fund	\$ 9,300
Municipal Court Building Security Fund	\$ 13,500
Municipal Court Juvenile Case Mg Fund	\$ -
State Forfeiture Fund	\$ 15,000
Federal Forfeiture Fund	\$ 250,000
Weatherford Beautification Fund	\$ 2,396
TCDP - W'ford Aerospace Grant Fund	\$ 13,875
TCDP - SFX Grant Fund	\$ 22,368
Capital Project Funds	
General Capital Projects Fund	\$ 1,465,315
Park Development Fund	\$ 65,000
Series 2011 C.O. Fund	\$ 8,298,622
Other Funds	
Doss Permanent Library Fund	\$ 100

A work session to review the budget in detail with the City Council is scheduled for Tuesday, August 2 and 9, at which time staff will briefly outline the programs and activities and respond to any questions you may have. A public hearing on the proposed budget is scheduled for Tuesday, September 13, 2011. An agenda item will be posted immediately following the public hearing for the Council to consider adoption of the budget and tax rate ordinances for reading September 27, 2011.

In conclusion, I wish to thank each department director and support staff members, who spent many hours to research and interpret data, and formulate realistic expenditure requests for the upcoming year.

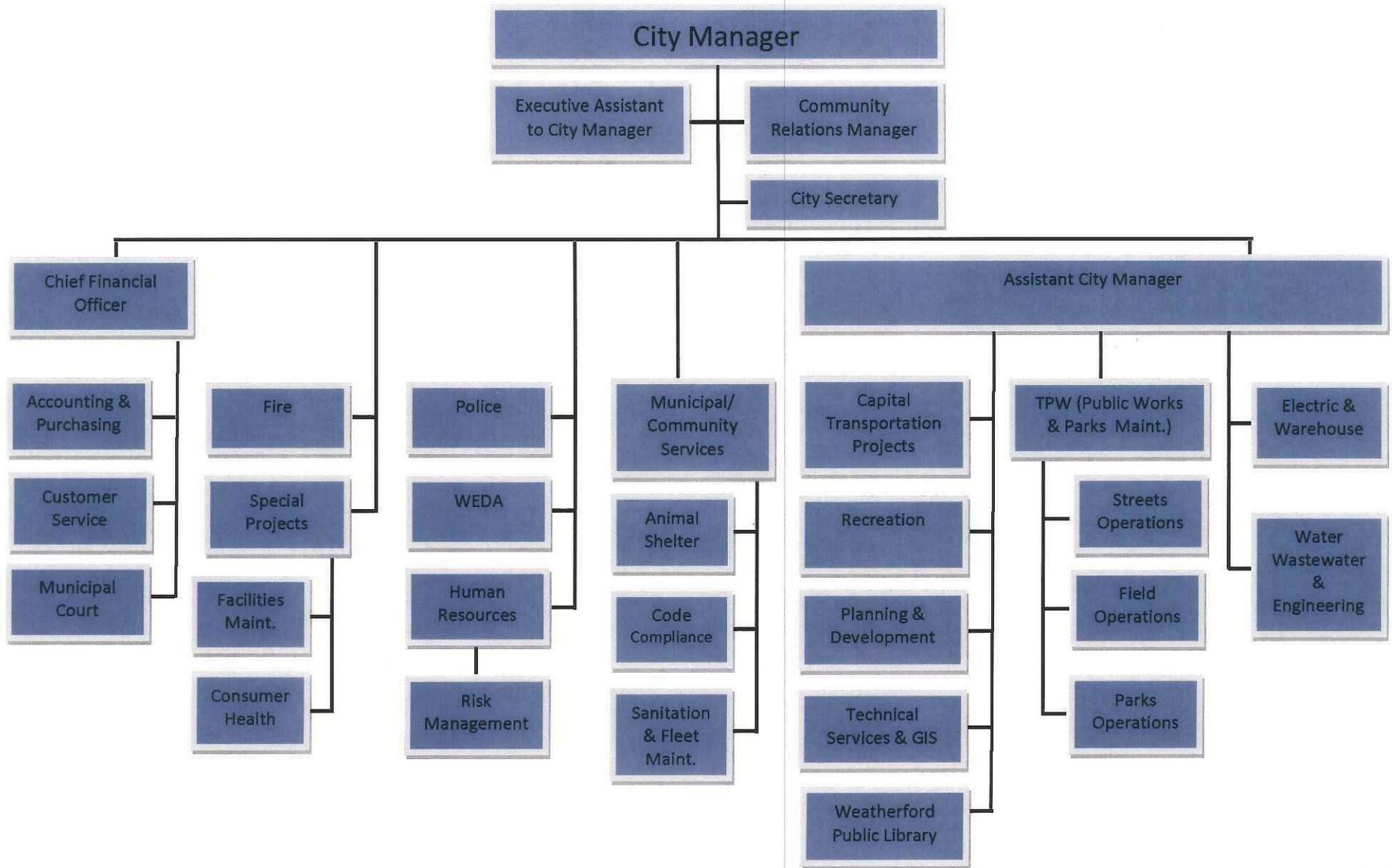
Respectfully submitted,



Jerry Blaisdell
City Manager

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City of Weatherford Organizational Structure

Effective 03/10/11



**City of Weatherford
2011-2012 General Budget Calendar**

Proposed Date	Responsibility	Action	Authority / Explanation
5-Apr-11	Dept. Heads / FD / CM	Distribute Budget Forms and Worksheets	
April 13 - April 22, 2011	Dept. Heads / FD / IT	Meeting to Discuss IT Needs for Each Department	
2-May-11	Outside Organizations / FD	Outside Organization deadline for Submitting Requests	
11-May-11	Dept. Heads / FD	Baseline Budgets Submitted to Finance	
16-May-11	PCAD	Preliminary Assessment Values Expected	
17-May-11	FD	Preliminary Revenue Estimates	
27-May-11	Dept. Heads / FD	Vehicle / Equipment Replacement & NEP Requests Submitted to Finance	
6-Jun-11	FD / CM	Finance Department Submits Budget Requests to CM	
June 6-13,2011	CM	Budget Review	
10-Jun-11	PCAD	Preliminary Assessment Values	Tax Code Section 26.01 Chief appraiser must certify estimate of taxable value for City.
June 13-30, 2011	Dept. Heads / FD / CM	Budget Request Discussions	
14-Jun-11	CC / Outside Organizations	Presentation of Community Organizations Receiving City Funds and Review of Hotel Occupancy Revenue Uses and Main Street Program	
July 1 - 29, 2011	FD	Compile and Print Proposed Budget	
12-Jul-11	CC	Pre Budget Discussion	Insurance and Fee Schedule Review
26-Jul-11	FD	Revenue Estimates Updated	
27-Jul-11	CM	Budget Message Prepared	
2-Aug-11	CM / CC	Submit Proposed Budget	Code of Ordinances Section 1-8-5 (g) City Manager is the "Act as budget officer and as such to prepare and submit to the governing body, prior to the beginning of each fiscal year. A budget of estimated income and proposed expenditures for the ensuing year, showing in as much detail as practicable the estimated amount required for the efficient operation of each department of the city government under his (her) supervision and the reason for such estimated expenditures and be responsible for its administration after adoption.

**City of Weatherford
2011-2012 General Budget Calendar**

Proposed Date	Responsibility	Action	Authority / Explanation
2-Aug-11	CC / CM (Special)	Budget Work Session	City Manager publically reviews proposed budget.
5-Aug-11	FD	Publish Effective Rate	Tax Code 26.04 Date taxing unit must publicize effective tax and rollback rates, unencumbered fund balances, debt obligation schedule and other applicable items (or soon after).
9-Aug-11	CC	Discuss Tax Rate, Take Record Vote, and Schedule Public Hearing	
19-Aug-11	FD	Publish Notice of Budget Public Hearing	
12 & 19 Aug-11	FD	Notice of Public Hearing on Tax Increase	Tax Code Section 26.06(b) The notice of a public hearing may not be smaller than one-quarter page of a standard-size or a tabloid-size newspaper, and the headline on the notice must be in 24-point or larger type. The notice must contain a statement in the following form: "NOTICE OF PUBLIC HEARING ON TAX INCREASE..."
23-Aug-11	CC	1st Public Hearing Tax Rate	Tax Code Section 26.05 (d) The governing body of a taxing unit other than a school district may not adopt a tax rate that exceeds the lower of the rollback tax rate or the effective tax rate calculated as provided by this chapter until the governing body has held two public hearings on the proposed tax rate and has otherwise complied with Section 26.06 and Section 26.065.
13-Sep-11	CC	2nd Public Hearing Tax Rate	Tax Code Section 26.05 (d) The governing body of a taxing unit other than a school district may not adopt a tax rate that exceeds the lower of the rollback tax rate or the effective tax rate calculated as provided by this chapter until the governing body has held two public hearings on the proposed tax rate and has otherwise complied with Section 26.06 and Section 26.065.
13-Sep-11	CC	Public Hearing Budget	Opportunity for community to participate in budget process.
8 & 15 Sep-11	FD	Notice of Vote on Tax Rate	Tax Code Section 26.06 (d) At the public hearings the governing body shall announce the date, time, and place of the meeting at which it will vote on the proposed tax rate. After each hearing the governing body shall give notice of the meeting at which it will vote on the proposed tax rate and the notice shall be in the same form as prescribed by Subsections (b) and (c), except that it must state the following: "NOTICE OF TAX REVENUE INCREASE..."
27-Sep-11	CC	Final Reading of Budget and Tax Rate Ordinances	Code of Ordinances Article 1 Section 1-7-7 (b) Levying taxes - Three votes. Ordinances providing of the assessment and collection of taxes require the approval of two-thirds of the members of the council. Tax Code Section 26.05 Last day for taxing units to adopt 2011 tax rate.
1-Oct-11	CM	File and Implement Budget	Code of Ordinances Section 1-8-5 (i) The manager, in addition to the foregoing subsection shall make and file a budget as required by state law. State Law Reference - R.C.S. art. 689-a13 et seq.

STRATEGIC PLAN

VISION

Weatherford is a family focused community known for valuing historic traditions while planning for the future. It is a safe, livable city with a healthy economy that recognizes the importance of working with citizens and local partners.

MISSION

The mission of the City of Weatherford is to recognize our role as a steward of the people's interest by delivering responsive, quality services.

To accomplish this we will:

- ★ Act in a professional, courteous and respectful manner
- ★ Provide accurate information
- ★ Be accountable to our community
- ★ Proactively recognize and respond to issues in our community
- ★ Be innovative in our planning and approach to problem solving
- ★ Provide services in a cost effective manner
- ★ Seek opportunities to exceed expectations

STRATEGIC FOCUS AREAS

- ★ Maintaining a healthy fiscal position
- ★ Meeting citizens' expectations through quality service delivery
- ★ Ensuring responsive communication
- ★ Addressing mobility issues
- ★ Fostering economic development
- ★ Developing an engaged and quality workforce
- ★ Demonstrating good stewardship of the environment

VALUES

- ★ **INTEGRITY** – possessing an unwavering commitment to doing the right things right; consistently adhering to high professional and ethical standards; keeping commitments to our citizens, co-workers and others.
- ★ **INNOVATION** – aware of current issues and changing dynamics; welcoming new ideas; re-examining the way we work and looking for better ways to get the job done; valuing creativity when solving problems; amenable to change; committed to personal growth.
- ★ **ACCOUNTABILITY** – delivering on promises; guiding the progress of our community while being mindful of our past; taking personal responsibility for achieving expected outcomes; creating a work culture where everyone knows their individual and collective roles in organizational goals and expected community outcomes.
- ★ **COMMITMENT** – demonstrating through our actions that we can be counted on to consistently do what is necessary, expected and required, and when able, exceed expectations.
- ★ **TEAMWORK** – recognizing the importance of working together to meet everyone's needs, treating everyone with respect; sharing resources and information freely; communicating regularly and honestly with employees, council members and citizens.



STRATEGIC PLAN GOALS

In 2007/2008 the City created the Strategic Plan including a Vision, Mission, Strategic Focus Areas and Values shown on the previous page. This plan was later adopted by the City Council and are a part of the City's budget process. The Strategic Focus Areas were further developed into Strategic Plan Goals which can be seen below. Departments are encouraged to apply a Strategic Plan Goal to each of its Performance Measures seen on their Divisional Summary pages throughout this document and are required to apply one of these Strategic Plan Goals to each New and Expanded Request Items which are summarized in the Appendix section of this book as Decision Packages. The numbers below are referenced in each of these areas.

1 MEETING CITIZENS' EXPECTATIONS THROUGH QUALITY SERVICE DELIVERY

- 1.1 To increase the public's understanding regarding cost of services for continued growth.
- 1.2 To increase citizen and customer satisfaction with service delivery.
- 1.3 To increase alignment between staffing and resource plans with City priorities as the City grows to improve service delivery.

2 DEVELOPING AN ENGAGED AND QUALITY WORKFORCE

- 2.1 To increase employee engagement by improving morale, accountability and responsibility.
- 2.2 To maintain a quality workforce through training, succession planning and targeted recruitment.
- 2.3 To increase employee understanding of customer service values and practices.
- 2.4 To increase a team approach to providing City services.

3 ENSURING RESPONSIVE COMMUNICATION

- 3.1 To increase communication with stakeholders by providing timely information and educating the community on key issues.
- 3.2 To increase community input and participation in decision making.

4 ADDRESSING MOBILITY ISSUES

- 4.1 To increase local and regional multi-modal transportation systems.
- 4.2 To increase infrastructure capacity to keep pace with development.
- 4.3 To increase thoroughfare mobility and connectivity throughout the City.
- 4.4 To decrease congestion on State highways within the City by increasing local thoroughfare connections.

5 MAINTAINING A HEALTHY FISCAL POSITION

- 5.1 To increase revenue sources for the City and maintain healthy fund balances.
- 5.2 To increase the City's tax base by protecting the City's development interests over regional service provision.
- 5.3 To reduce the City's total infrastructure gap and necessary funding requirements.
- 5.4 To decrease the City's liabilities as it relates to future employee benefit costs.
- 5.5 To increase the efficiency of service delivery and control ongoing operating costs.

6 DEMONSTRATING GOOD STEWARDSHIP OF THE ENVIRONMENT

- 6.1 To increase beautification and cleanliness of the community.
- 6.2 To increase public awareness, responsiveness and participation on environmental issues including public policies that empowers the community.

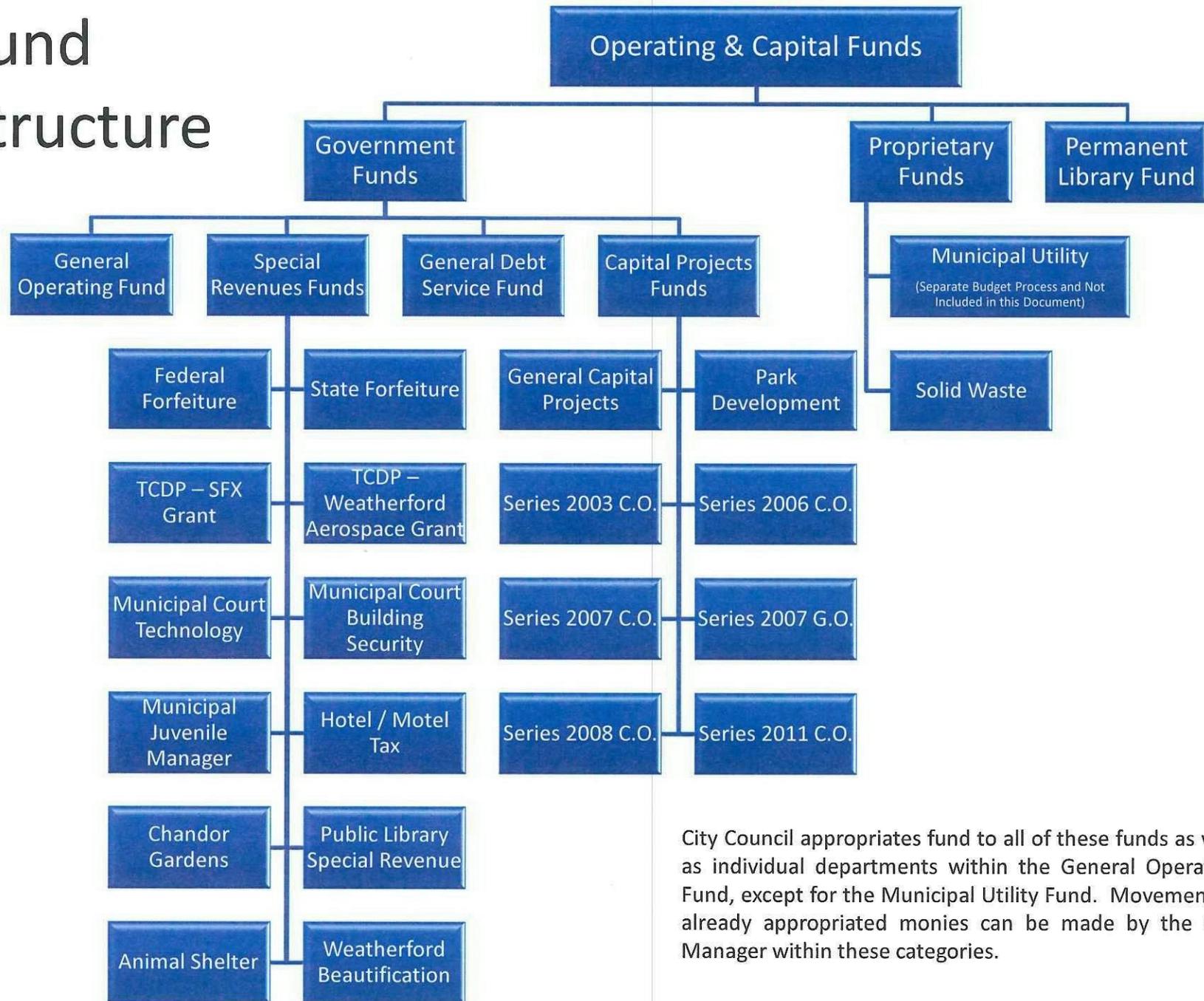
7 FOSTERING ECONOMIC DEVELOPMENT

- 7.1 To increase Weatherford's economic development in a systematic way to ensure diverse revenue sources and skilled workforce.

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Fund Structure



City Council appropriates fund to all of these funds as well as individual departments within the General Operating Fund, except for the Municipal Utility Fund. Movement of already appropriated monies can be made by the City Manager within these categories.

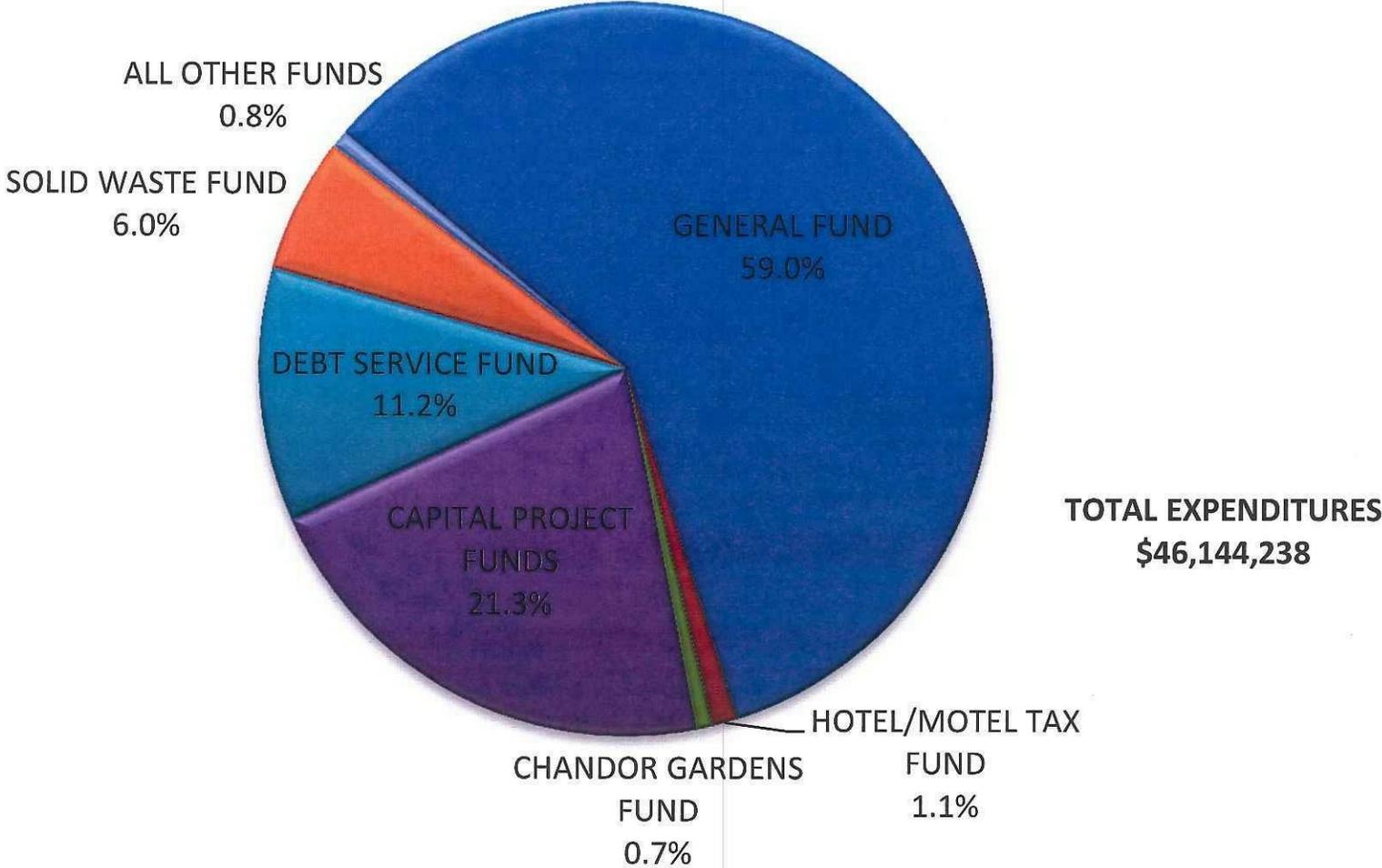
**City of Weatherford
2011-2012 Program of Services**

COMBINED BUDGET SUMMARY - ALL FUNDS

	<i>ESTIMATED UNDESIGNATED FUND BALANCE 10/1/2011</i>	<i>ESTIMATED REVENUES</i>	<i>TRANSFERS FROM OTHER FUNDS</i>	<i>AVAILABLE RESOURCES</i>	<i>ESTIMATED EXPENDITURES</i>	<i>TRANSFERS TO OTHER FUNDS</i>	<i>ESTIMATED UNDESIGNATED FUND BALANCE 9/30/2012</i>
General Fund	\$ 10,900,775	\$ 18,370,153	\$ 6,237,939	\$ 35,508,867	\$ 27,018,100	\$ 196,068	\$ 8,294,699
Special Revenue Funds:							
<i>State Forfeiture Fund</i>	37,720	5,080	-	42,800	15,000	-	27,800
<i>Federal Forfeiture Fund</i>	239,463	30,500	-	269,963	250,000	-	19,963
<i>Weatherford Beautification Fund</i>	2,395	-	-	2,395	2,396	-	(1)
<i>TCDP - W'ford Aerospace Grant Fund</i>	-	13,875	-	13,875	13,875	-	-
<i>TCDP - SFX Grant Fund</i>	-	22,368	-	22,368	22,368	-	-
<i>Municipal Court Technology Fund</i>	10,945	19,400	-	30,345	9,300	-	21,045
<i>Municipal Court Building Security Fund</i>	17,754	14,108	-	31,862	13,500	-	18,362
<i>Municipal Court Juvenile Case Mg Fund</i>	9,938	-	-	9,938	-	-	9,938
<i>Hotel/Motel Tax Fund</i>	367,950	455,300	-	823,250	252,199	248,523	322,528
<i>Chandor Gardens Fund</i>	149,656	158,000	140,721	448,377	320,888	-	127,489
<i>Library Special Revenue Fund</i>	82,403	11,836	100	94,339	18,000	-	76,339
<i>Animal Shelter Special Revenue Fund</i>	7,483	40	-	7,523	6,000	-	1,523
General Debt Service Fund	1,395,097	4,604,836	303,870	6,303,803	5,175,186	-	1,128,617
Capital Projects Funds:							
<i>General Capital Projects Fund</i>	989,015	1,034,927	-	2,023,942	1,465,315	-	558,627
<i>Park Development Fund</i>	65,352	50,150	-	115,502	65,000	-	50,502
<i>Series 2011 C.O. Fund</i>	8,290,222	8,400	-	8,298,622	8,298,622	-	-
Solid Waste Enterprise Fund	1,304,029	2,428,806	-	3,732,835	1,847,244	906,554	979,037
Doss Permanent Library Fund	50,173	100	-	50,273	-	100	50,173
	\$ 23,920,370	\$ 27,227,879	\$ 6,682,630	\$ 57,830,879	\$ 44,792,993	\$ 1,351,245	\$ 11,686,641

NOTE: FY2012 Rolling unused previously appropriated construction in progress capital budgets forward and only appropriating new funds through the budget ordinance.

**CITY OF WEATHERFORD
2011-12 ANNUAL BUDGET
PROPOSED EXPENDITURES - ALL FUNDS**



**City of Weatherford
2011-2012 Program of Services**

**AD VALOREM TAX
CALCULATION AND DISTRIBUTION**

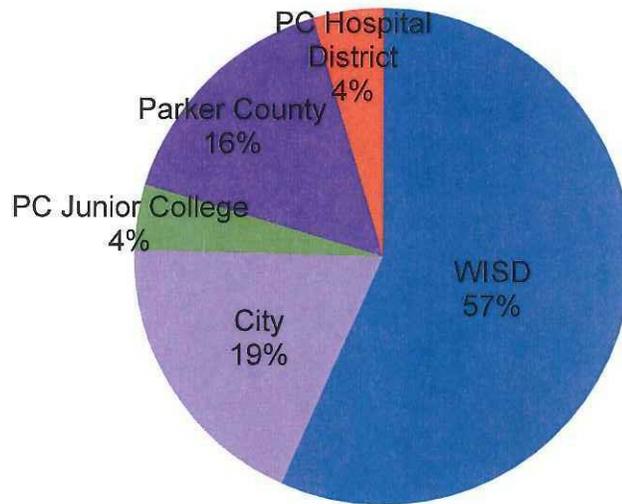
2011 Assessed Value	\$	1,746,820,489
ARB Cases Under Protest	\$	52,495,458
Less: Value of Over 65/Disabled Homesteads	\$	(203,011,340)
	\$	1,596,304,607
 Tax Rate Per \$100		 \$0.46360
 Total Tax Levy	 \$	 7,400,468
 Estimated Collection Rate		 96.8%
 Estimated Collections	 \$	 7,163,653
Plus: Estimated Frozen Taxes Imposed on Over 65/Disabled Homesteads*		675,507
	 \$	 7,839,160

* May 2011 Numbers. Did not received with certified values from County.

PROPOSED DISTRIBUTION OF TAX COLLECTIONS

	<i>Collections</i>	<i>Tax Rate</i>	<i>Collection Percentage</i>
General Fund	\$ 4,937,521	\$0.2920	62.99%
Debt Service	2,901,639	0.1716	37.01%
	\$ 7,839,160	\$0.46360	100.00%

Overlapping Property Tax Rate 2010



2010 Average Home Taxable Value	\$ 124,468
Total Tax Bill	\$ 3,076
City Portion of Tax Bill	\$ 577



For \$48.09 a month Weatherford Citizens Currently Receive:

- 24 Hour Police Protection
- 24 Hour Fire Protection
- Maintenance of all City Streets
- Access to over 300 Acres of Public Park Space
- Maintenance of 1,482 Street Lights
- Access to over 98,996 Library Holdings
- Animal Control Services
- Building Inspection & Permitting Services
- Environmental Health Services
- Code Enforcement Services



2011 TML Tax/Debt Survey

For Texas Cities 20,000-35,000 Population
Ranked According To Debt Per Capita

City	Population	Taxable	Rate	G.O. Debt	Certificates of Obligation	Debt Per Capita
University Park	23,500	5,707,112,954	0.2784500	0	0	\$ -
San Benito	25,391	519,301,506	0.6881250	3,855,435	0	\$ 152
Nacogdoches	33,173	1,325,361,768	0.5693670	10,365,000	0	\$ 312
Plainview	23,000	738,556,967	0.5785000	0	7,875,000	\$ 342
Balch Springs	23,728	691,043,892	0.7600000	3,375,000	4,905,000	\$ 349
Paris	26,539	1,496,647,110	0.5200000	5,718,400	7,285,000	\$ 490
Big Spring	27,282	546,076,067	0.9995000	13,115,000	425,000	\$ 496
Colleyville	24,974	3,724,557,389	0.3559000	11,935,000	1,365,000	\$ 533
Weatherford*	27,437	1,711,159,848	0.4636000	10,215,000	5,801,993	\$ 584
Alvin	24,236	902,773,048	0.8036000	8,057,669	9,337,313	\$ 718
Denison	24,127	983,201,286	0.5940720	5,275,000	13,760,000	\$ 789
Cleburne	30,400	1,713,419,518	0.7064460	14,440,000	10,351,538	\$ 816
Farmers Branch	31,300	3,769,497,341	0.5295000	5,880,000	19,810,000	\$ 821
Copperas Cove	32,032	1,067,456,541	0.7600000	10,380,740	16,435,000	\$ 837
Eagle Pass	27,183	1,058,889,639	0.3561600	0	23,725,000	\$ 873
Brownwood	20,402	704,247,801	0.7452000	10,175,000	9,510,000	\$ 965
Deer Park	32,010	1,738,646,016	0.7050000	28,725,000	2,230,000	\$ 967
Lake Jackson	28,980	1,446,706,142	0.3900000	19,583,635	8,996,365	\$ 986
Average	27,073	1,740,870,350	0.5957000	13,716,258	15,762,811	\$ 1,080
Saginaw	20,783	1,121,335,815	0.4840000	11,870,000	10,865,000	\$ 1,094
Seguin	26,842	1,349,428,507	0.4893000	31,312,521	0	\$ 1,167
La Porte	34,261	2,329,926,727	0.7100000	15,715,000	26,350,000	\$ 1,228
Rosenberg	33,962	1,483,116,710	0.5000000	17,130,000	28,175,000	\$ 1,334
Greenville	27,200	1,375,621,165	0.6990000	30,550,000	7,470,000	\$ 1,398
Kerrville	22,946	1,742,625,892	0.5625000	3,271,725	28,967,499	\$ 1,405
Corsicana	26,463	1,222,239,080	0.6272000	18,565,000	23,735,000	\$ 1,598
Little Elm	25,898	1,504,135,314	0.6652320	31,684,000	26,031,000	\$ 2,229
Weatherford	27,437	1,711,159,848	0.4636000	10,215,000	57,500,000	\$ 2,468
Harker Heights	26,700	1,361,623,756	0.6770000	24,240,000	44,635,000	\$ 2,580
Southlake	27,282	5,409,662,010	0.4620000	38,621,087	51,620,000	\$ 3,308

* TxDOT reimbursement of transportation projects is set at a maximum dollar amount of \$52,443,521. This goes directly to reduce certificate of obligation debt issuance.

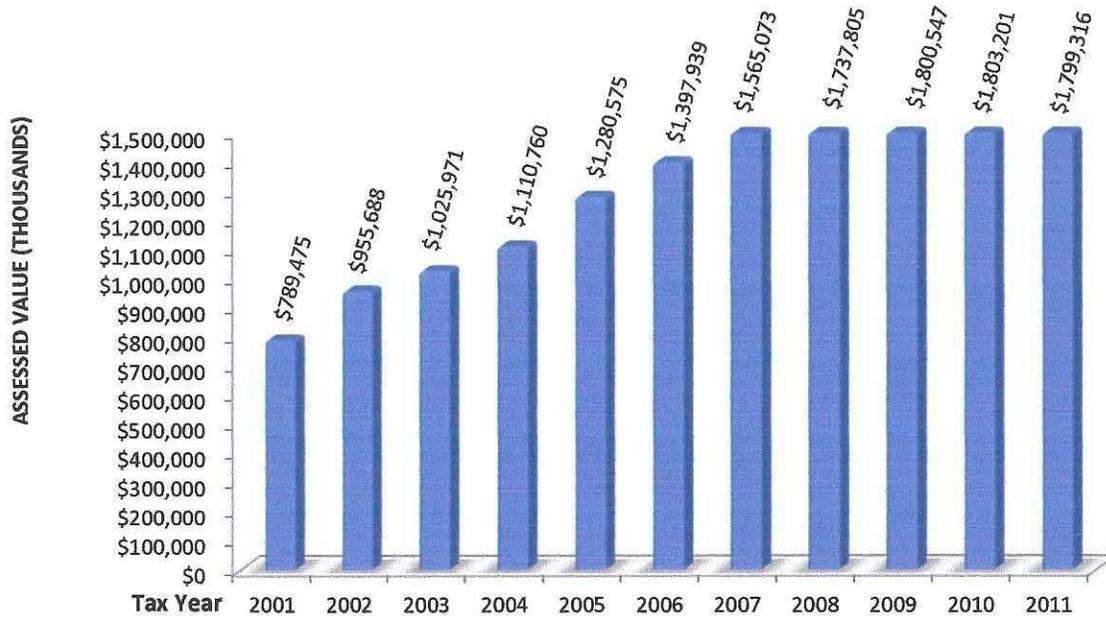
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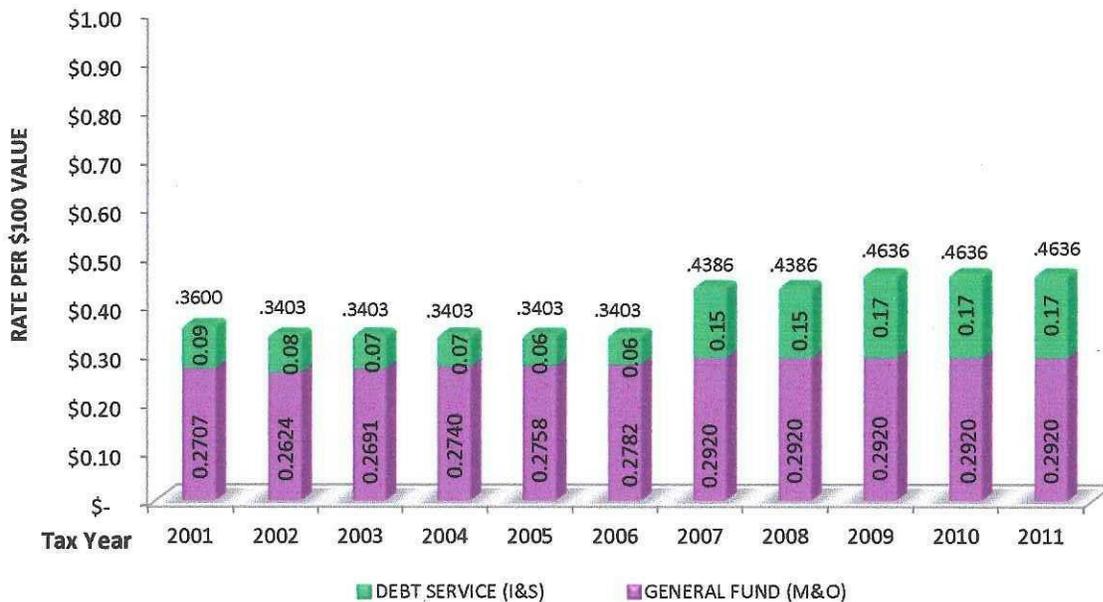
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CITY OF WEATHERFORD TEN YEAR TREND OF PROPERTY TAX ASSESSED VALUES



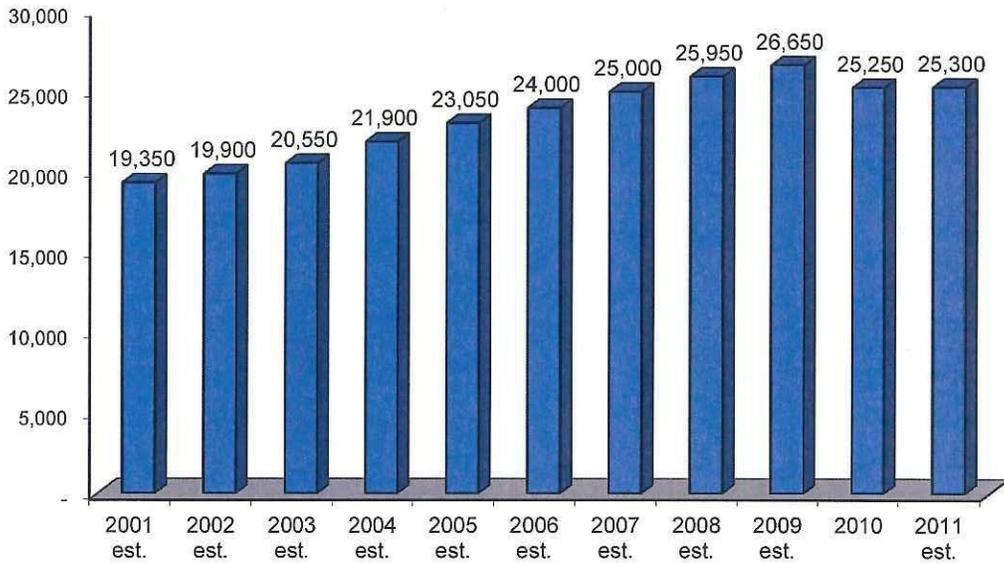
Source: Values as reported by City Comprehensive Annual Financial Report as reported by Parker County Appraisal District, subject to change with final appeals and court decisions.

CITY OF WEATHERFORD HISTORICAL PROPERTY TAX RATES



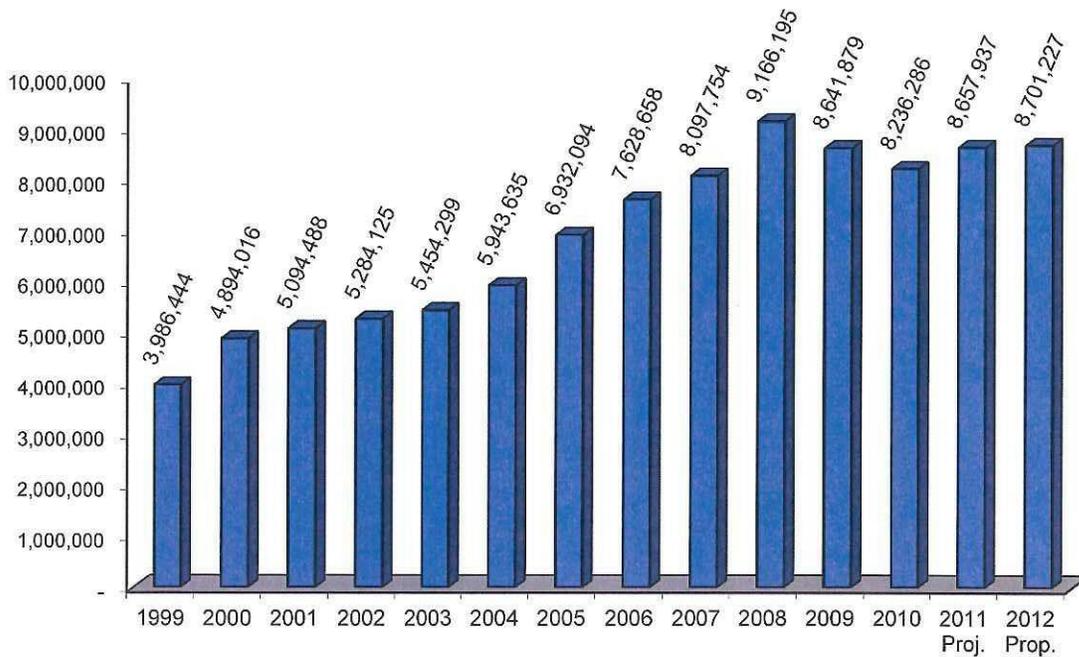
Revenue projections are based on the fact that property tax assessed values are extremely comparable to Fiscal Year 2009 for 2012 and the fact they the City has placed the same tax rate for 2012 on those values as it did in Fiscal Year 2009, so the projected revenue for Fiscal Year 2012 is the same as actually received in Fiscal Year 2009.

CITY OF WEATHERFORD POPULATION GROWTH OF 31% IN TEN YEARS



Estimates provided by the North Central Texas Council of Governments.

CITY OF WEATHERFORD SALES TAX COLLECTIONS



Sales Tax projections are based on the 1.5% tax of allowable transactions that take place within the City limits. The Fiscal Year 2012 projection does include an actual revenue increase of 0.5% over current year collections which is after expected reimbursement of sales taxes due to economic development agreements and hopes of a stronger economy. City expected increase is more conservative than State of Texas estimates.

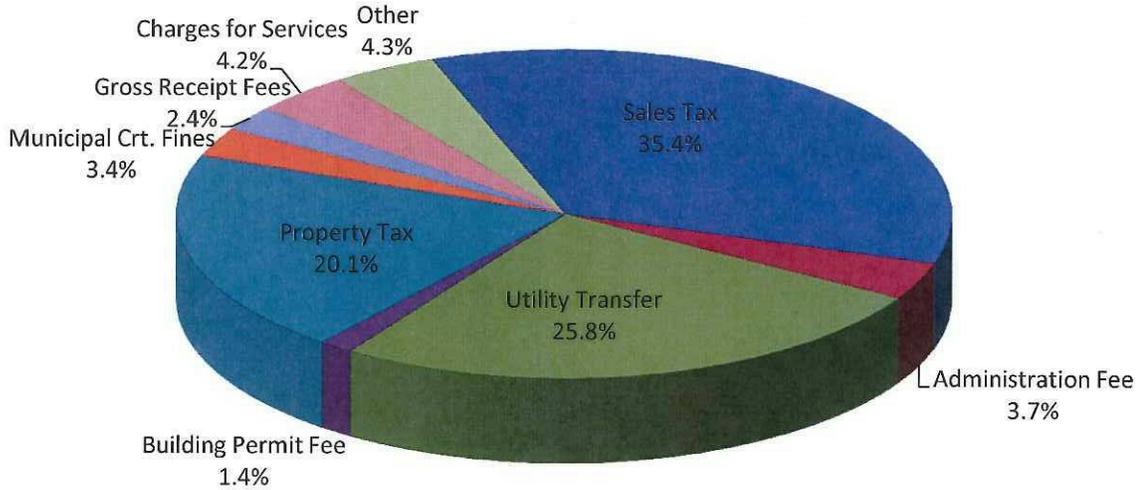
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General Fund

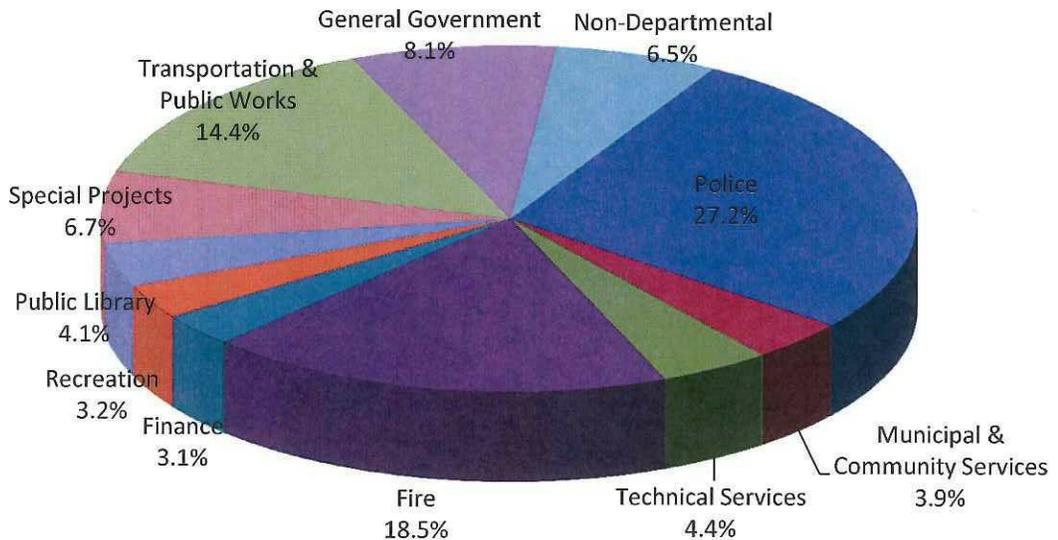
This fund is the chief operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund. This fund is accounted for on the modified accrual basis of accounting. Revenues are recorded when available and measurable, and expenditures are recorded when the liability is incurred.

WHERE DOES THE MONEY COME FROM? GENERAL FUND REVENUES & TRANSFERS



TOTAL REVENUES & TRANSFERS - \$24,608,092

WHERE DOES THE MONEY GO? GENERAL FUND EXPENDITURES & TRANSFERS



TOTAL EXPENDITURES & TRANSFERS - \$27,214,168

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**City of Weatherford
2011-2012 Program of Services**

GENERAL FUND SUMMARY (01)

	<i>Actual 2008-09</i>	<i>Actual 2009-10</i>	<i>Approved 2010-11</i>	<i>Amended 2010-11</i>	<i>Proposed 2011-12</i>
BEGINNING FUND BALANCE	\$ 8,637,632	\$ 8,652,994	\$ 8,901,005	\$ 10,316,760	\$ 10,900,775
REVENUES					
<i>Taxes</i>	16,231,683	13,999,401	15,728,894	14,733,435	14,460,079
<i>Licenses & Permits</i>	431,331	355,842	468,300	567,271	504,550
<i>Intergovernmental Revenue</i>	331,035	435,190	248,623	406,226	488,963
<i>Charges for Services</i>	953,815	963,733	936,621	977,670	1,023,261
<i>Fines & Forfeitures</i>	676,973	668,048	721,852	748,467	728,500
<i>Miscellaneous Revenue</i>	347,828	245,519	88,000	70,534	151,000
<i>Transfers and Other Sources</i>	2,761,905	4,809,346	3,617,346	5,953,245	6,341,003
<i>Intergovernmental Services</i>	945,679	481,311	406,156	406,156	910,736
Total Revenues	22,680,249	21,958,390	22,215,792	23,863,004	24,608,092
AVAILABLE RESOURCES	31,317,881	30,611,384	31,116,797	34,179,764	35,508,867
EXPENDITURES					
<i>General Government</i>	2,098,971	1,823,901	2,025,371	2,029,585	2,200,560
<i>Finance</i>	765,439	723,680	773,445	800,493	841,428
<i>Special Projects</i>	839,222	740,398	755,159	741,347	1,816,976
<i>Municipal & Community Services</i>	925,908	891,524	986,863	1,045,008	1,049,644
<i>Public Works & Parks</i>	3,651,855	2,437,956	3,251,003	3,224,830	3,905,548
<i>Technical Services</i>	73,253	(568)	-	-	1,190,911
<i>Recreation</i>	525,547	467,320	1,302,188	1,283,570	870,793
<i>Police</i>	6,459,744	6,339,595	6,877,999	7,035,629	7,396,990
<i>Fire</i>	4,485,118	4,636,064	4,677,342	4,864,242	5,044,176
<i>Public Library</i>	1,104,810	1,136,637	1,092,322	1,098,313	1,117,399
<i>Non-Departmental</i>	1,131,151	976,255	1,696,948	1,091,408	1,583,675
Total Expenditures	22,061,019	20,172,762	23,438,640	23,214,425	27,018,100
Transfer to Debt Service/Lease Purch.	603,868	71,207	64,564	64,564	160,315
Transfer to Other Funds	-	50,655	-	-	35,753
Total Expenditures & Transfers	22,664,887	20,294,624	23,503,204	23,278,989	27,214,168
ENDING FUND BALANCE	\$ 8,652,994	\$ 10,316,760	\$ 7,613,593	\$ 10,900,775	\$ 8,294,699
Days					130
Operating Revenues					\$ 23,122,489
Operating Expenses					\$ 23,272,357
Net Operating					\$ (149,868)
90 Days of Operations					\$ 5,738,389
Overage / (Shortage)					\$ 2,556,310
Days Available					40.1
Council Desired Fund Balance					8,788,785
Overage / (Shortage)					(494,086)
Days Available for Consideration					(8)

**City of Weatherford
2011-2012 Program of Services**

GENERAL FUND REVENUES (01)

	<i>Actual 2008-09</i>	<i>Actual 2009-10</i>	<i>Approved 2010-11</i>	<i>Amended 2010-11</i>	<i>Proposed 2011-12</i>
Taxes					
110-Current Taxes	\$ 4,978,136	\$ 4,937,142	\$ 5,003,257	\$ 5,223,764	\$ 4,937,142
111-Delinquent Taxes	75,667	97,435	89,213	118,278	91,005
112-Penalty & Interest	78,792	89,150	84,719	92,496	87,705
125-Sales Tax	8,641,879	8,236,286	7,984,705	8,657,937	8,701,227
127-Mixed Beverage Tax	53,505	57,822	67,000	60,960	63,000
131-Gross Receipts Tax	2,403,704	581,566	2,500,000	580,000	580,000
Total Taxes	16,231,683	13,999,401	15,728,894	14,733,435	14,460,079
Licenses & Permits					
207-Occupational	2,325	300	1,000	100	200
208-Solicitors Permit	1,626	950	300	1,000	1,000
209-Vendor / Special Events Permit	-	5,823	3,500	2,000	3,500
210-Building Permits	298,817	242,293	350,000	414,261	350,000
211-Alcoholic Beverage Permits	3,755	1,770	1,500	330	3,500
212-Seismic/Drilling	-	12,500	-	2,500	-
214(6)-Pound Fees / Surrender Fee	71,144	(2,762)	25,000	3,500	25,850
215-Animal Adoption Fees	-	56,963	50,000	100,000	75,000
229-Health/Safety	46,139	31,607	27,000	40,510	38,500
299-Other	7,525	6,398	10,000	3,070	7,000
Total Licenses & Permits	431,331	355,842	468,300	567,271	504,550
Intergovernmental Revenue					
301-Federal Grant	-	22,925	-	88,458	253,291
303-State Grant	111,121	187,707	74,421	87,092	8,000
330-Local Fees	219,914	224,558	174,202	230,676	227,672
Total Intergovernmental Revenue	331,035	435,190	248,623	406,226	488,963
Charges For Services					
403(6)-Zoning & Plan Review Fees	40,834	16,665	16,000	7,178	38,000
404-Inspections	-	8,938	10,000	12,172	10,000
405-Sale of Maps & Publications	151	474	100	60	100
407-Certification & Photostats	7,132	6,799	5,000	5,000	5,000
408-Economic Development Services	176,532	173,879	181,168	181,168	182,024
409-Animal Shelter Services	364,735	370,261	370,339	385,261	407,373
411-Swimming Pool	85,947	78,145	80,000	100,000	90,000
412-Facility Rental Fees	32,058	42,107	31,000	39,170	39,000
422-First Monday Parking	-	9,151	6,000	11,200	10,000
423-Public Market Rental	100,414	100,414	100,414	100,414	100,414
425-First Monday Rental	104,871	99,651	102,500	82,665	90,000
428-Athletic Program Fees	33,465	54,168	25,000	50,000	48,000
429-Recreational Program Fees	4,523	2,188	8,000	2,500	2,500
430-Parking Meters	2,045	-	-	-	-
431-Loading Zones	600	600	600	600	600
460-Interlibrary Loan Fees	508	293	500	282	250
Other	-	-	-	-	-
Total Charges for Services	953,815	963,733	936,621	977,670	1,023,261

GENERAL FUND REVENUES (Cont.)

	<i>Actual</i> 2008-09	<i>Actual</i> 2009-10	<i>Approved</i> 2010-11	<i>Amended</i> 2010-11	<i>Proposed</i> 2011-12
Fines & Forfeitures					
501-Municipal Fines	646,393	637,708	694,352	719,967	700,000
502-Library Fines	25,621	25,432	23,000	24,000	24,000
503-Library Title Replacement Fee	4,499	4,278	4,000	4,000	4,000
508-Returned Check Charges	460	630	500	500	500
Total Fines & Forfeitures	676,973	668,048	721,852	748,467	728,500
Miscellaneous Revenue					
601-Interest Income	55,471	18,594	25,000	20,000	20,000
602-Net Change in Fair Value-Investments	-	-	-	-	-
604-Sale of Fixed Assets	102	16,228	10,000	-	-
608-Contributions	3,373	326	2,000	-	-
609-Private Sources Reimbursement	-	-	-	21	80,000
612-Sale of Salvage	-	-	1,000	513	1,000
638-Concessions	585	-	-	-	-
651-Other	288,297	210,371	50,000	50,000	50,000
Total Miscellaneous Revenue	347,828	245,519	88,000	70,534	151,000
Transfers And Other Sources					
810-Proceeds from Lease/Purchase	-	-	-	-	1,013,800
819-Transfer from Other Funds	350,000	350,000	1,350,000	1,350,000	750,000
823-Transfer from Off-site Water Sales	36,654	19,834	10,000	18,056	20,000
824-Utility Systems Revenue Fund	2,375,251	4,439,512	2,257,346	4,585,189	4,557,203
Total Transfers and Other Sources	2,761,905	4,809,346	3,617,346	5,953,245	6,341,003
Intergovernmental Services					
909-Utility Systems Admin. Services	813,051	378,894	299,855	299,855	795,763
910-Solid Waste Admin. & Maint. Services	132,628	102,417	106,301	106,301	114,973
Total Intergovernmental Services	945,679	481,311	406,156	406,156	910,736
TOTAL GENERAL FUND	\$ 22,680,249	\$ 21,958,390	\$ 22,215,792	\$ 23,863,004	\$ 24,608,092

**City of Weatherford
2011-2012 Program of Services**

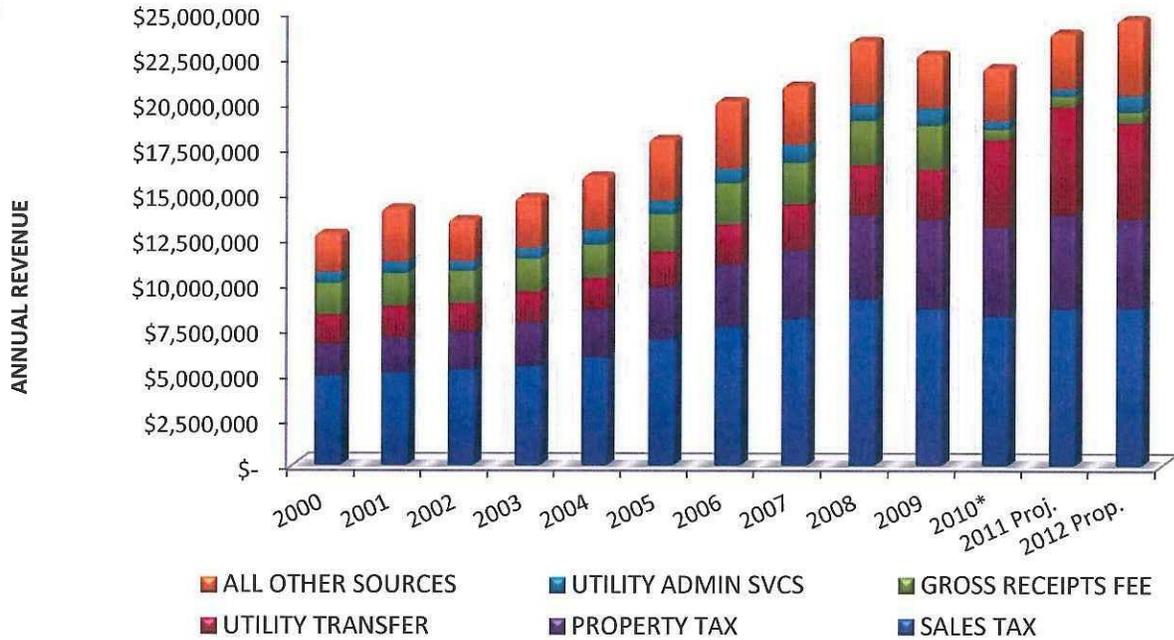
GENERAL FUND EXPENDITURES (01)

	<i>Actual</i> 2008-09	<i>Actual</i> 2009-10	<i>Approved</i> 2010-11	<i>Amended</i> 2010-11	<i>Proposed</i> 2011-12
General Government					
<i>City Council 101</i>	\$ 61,816	\$ 42,829	\$ 74,365	\$ 50,590	\$ 89,350
<i>Administration 102</i>	698,077	617,486	603,396	614,438	706,278
<i>City Secretary 103</i>	-	-	-	-	-
<i>Planning & Development 106</i>	818,460	638,590	715,840	717,370	754,922
<i>Economic Development 104</i>	178,336	173,879	181,168	184,275	181,602
<i>Human Resources 107</i>	211,351	269,227	313,992	326,422	326,918
<i>City Attorney 702</i>	130,931	81,890	136,610	136,490	141,490
	<hr/> 2,098,971	<hr/> 1,823,901	<hr/> 2,025,371	<hr/> 2,029,585	<hr/> 2,200,560
Finance					
<i>Administration 201</i>	211,732	203,177	220,994	230,525	252,449
<i>Accounting 204</i>	257,280	235,751	243,647	253,024	245,287
<i>Municipal Court 753</i>	296,427	284,752	308,804	316,944	343,692
	<hr/> 765,439	<hr/> 723,680	<hr/> 773,445	<hr/> 800,493	<hr/> 841,428
Special Projects					
<i>Administration 401</i>	119,865	192,422	141,342	143,741	140,512
<i>Facilities Maintenance 430</i>	718,131	546,847	610,467	595,098	1,580,795
<i>Public Market 463</i>	1,227	1,129	3,350	2,508	3,400
<i>Environmental Health 512</i>	-	-	-	-	92,269
	<hr/> 839,222	<hr/> 740,398	<hr/> 755,159	<hr/> 741,347	<hr/> 1,816,976
Municipal & Community Services					
<i>Vehicle/Equipment Maintenance 473</i>	148,720	145,657	166,277	168,280	166,221
<i>Animal Control 502</i>	539,141	555,949	604,929	660,395	692,684
<i>Code Enforcement 511</i>	238,047	189,918	215,657	216,333	190,739
	<hr/> 925,908	<hr/> 891,524	<hr/> 986,863	<hr/> 1,045,008	<hr/> 1,049,644
Public Works					
<i>Administration 303</i>	298,647	213,842	345,237	354,874	550,572
<i>Field Services 305</i>	154,847	13,208	113,846	117,935	139,548
<i>Traffic Control 309</i>	151,516	148,388	161,820	163,062	184,926
<i>Storm Drainage 311</i>	36,691	-	-	-	-
<i>Street Maintenance 433</i>	1,813,040	1,237,834	1,849,763	1,823,722	2,166,932
<i>Parks 483</i>	1,197,114	824,684	780,337	765,237	863,570
	<hr/> 3,651,855	<hr/> 2,437,956	<hr/> 3,251,003	<hr/> 3,224,830	<hr/> 3,905,548
Technical Services					
<i>Technical Services 307</i>	73,253	(568)	-	-	1,190,911
	<hr/> 73,253	<hr/> (568)	<hr/> -	<hr/> -	<hr/> 1,190,911
Recreation					
<i>First Monday 462</i>	84,417	54,231	956,129	953,865	518,161
<i>Recreation 485</i>	441,130	413,089	346,059	329,705	352,632
	<hr/> 525,547	<hr/> 467,320	<hr/> 1,302,188	<hr/> 1,283,570	<hr/> 870,793

GENERAL FUND EXPENDITURES (Cont.)

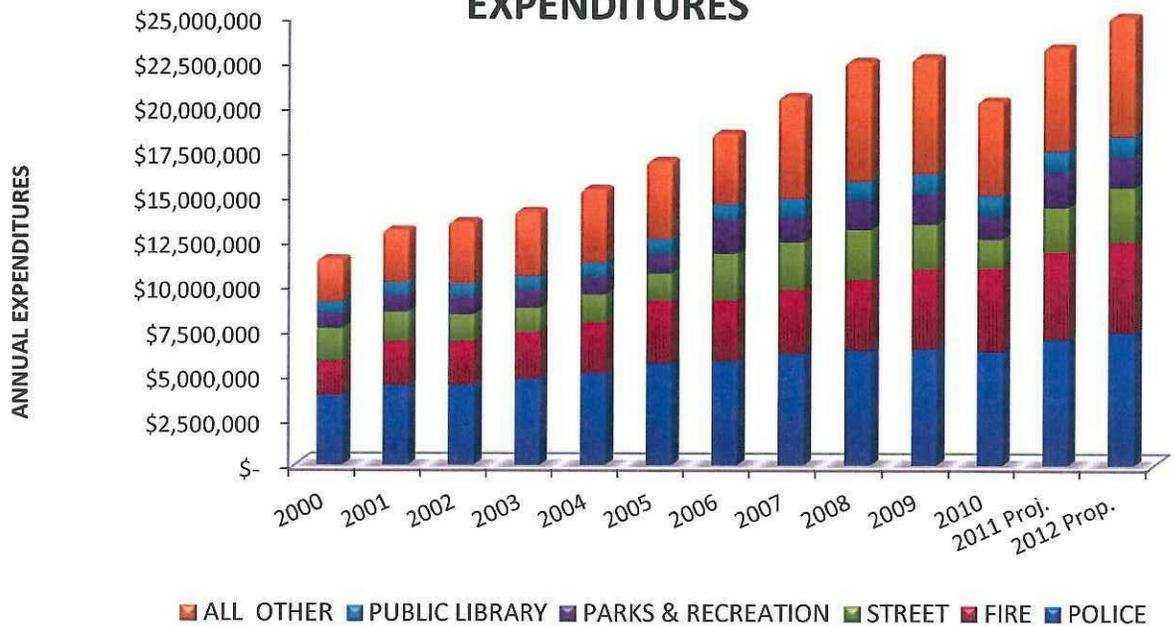
	<i>Actual 2008-09</i>	<i>Actual 2009-10</i>	<i>Approved 2010-11</i>	<i>Amended 2010-11</i>	<i>Proposed 2011-12</i>
Police					
<i>Police Services 501</i>	6,452,061	6,224,035	6,852,237	7,006,226	7,385,551
<i>Police Grants</i>	7,683	115,560	25,762	29,403	11,439
	<u>6,459,744</u>	<u>6,339,595</u>	<u>6,877,999</u>	<u>7,035,629</u>	<u>7,396,990</u>
Fire					
<i>Fire Protection Services 603</i>	4,483,593	4,635,026	4,575,230	4,762,104	5,043,276
<i>Fire Protection Grants</i>	1,525	1,038	102,112	102,138	900
	<u>4,485,118</u>	<u>4,636,064</u>	<u>4,677,342</u>	<u>4,864,242</u>	<u>5,044,176</u>
Public Library					
<i>Public Library 801</i>	1,013,145	1,068,481	1,025,598	1,032,109	1,045,596
<i>Library Grant</i>	91,665	68,156	66,724	66,204	71,803
	<u>1,104,810</u>	<u>1,136,637</u>	<u>1,092,322</u>	<u>1,098,313</u>	<u>1,117,399</u>
Non-Departmental					
<i>301-Audit Services</i>	52,930	57,960	56,000	50,460	66,500
<i>306-Parker County Committee on Aging</i>	25,000	30,000	30,000	30,000	30,000
<i>315-Weatherford Economic Development Corp.</i>	247,280	220,414	215,400	215,400	215,000
<i>341-Rape Crisis Program/Freedom House</i>	20,000	15,000	15,000	15,000	15,000
<i>345-Other</i>	261,645	83,261	833,675	233,675	705,234
<i>350-OPEB Contribution</i>	414,901	431,160	414,901	414,901	414,901
<i>357-Loss Bad Debts</i>	3,704	7,160	3,000	3,000	5,000
<i>359-Parker County Appraisal District Inventory Adjustment</i>	135,088 (29,397)	122,763 8,537	128,972 -	128,972 -	132,040 -
	<u>1,131,151</u>	<u>976,255</u>	<u>1,696,948</u>	<u>1,091,408</u>	<u>1,583,675</u>
TOTAL EXPENDITURES	<u>22,061,019</u>	<u>20,172,762</u>	<u>23,438,640</u>	<u>23,214,425</u>	<u>27,018,100</u>
<i>346-Transfer to Debt Service Fund / Lease Purchase</i>	603,868	71,207	64,564	64,564	160,315
<i>347-Transfer to Other Funds</i>	-	50,655	-	-	35,753
TOTAL TRANSFERS	<u>603,868</u>	<u>121,862</u>	<u>64,564</u>	<u>64,564</u>	<u>196,068</u>
TOTAL EXPENDITURES & TRANSFERS	<u>\$ 22,664,887</u>	<u>\$ 20,294,624</u>	<u>\$ 23,503,204</u>	<u>\$ 23,278,989</u>	<u>\$ 27,214,168</u>

CITY OF WEATHERFORD HISTORICAL GENERAL FUND REVENUES

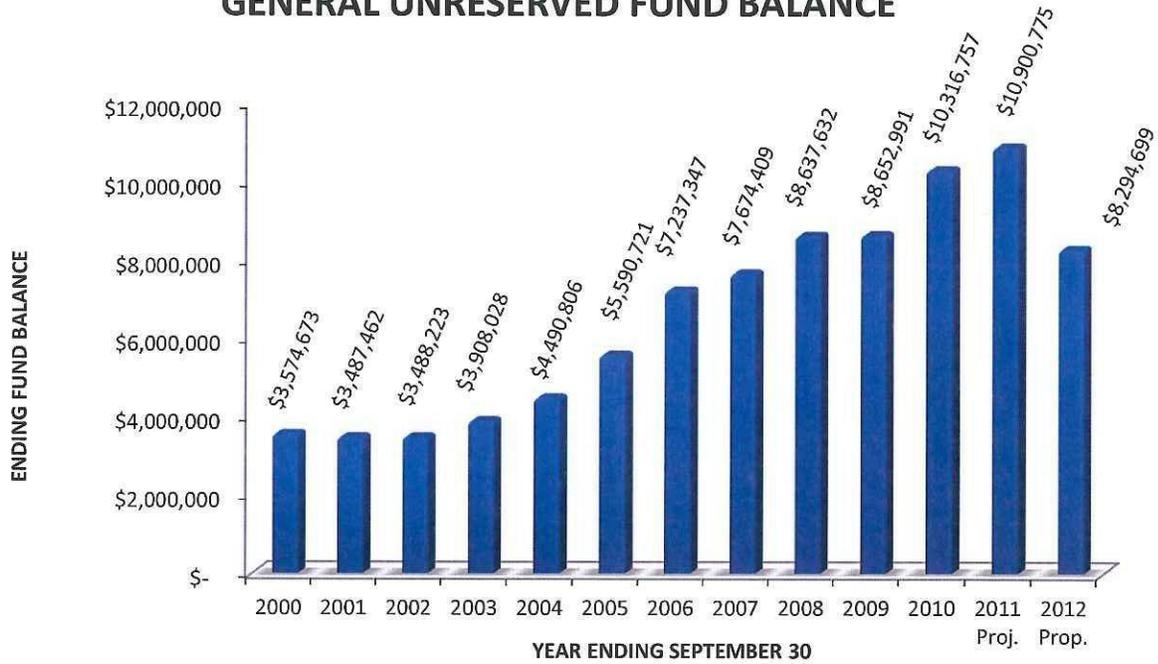


* FY2010 Change in accounting procedures to record Utility Gross Receipts as a Utility Administrative Services Charge rather than Gross receipts to conform to GASB rules.

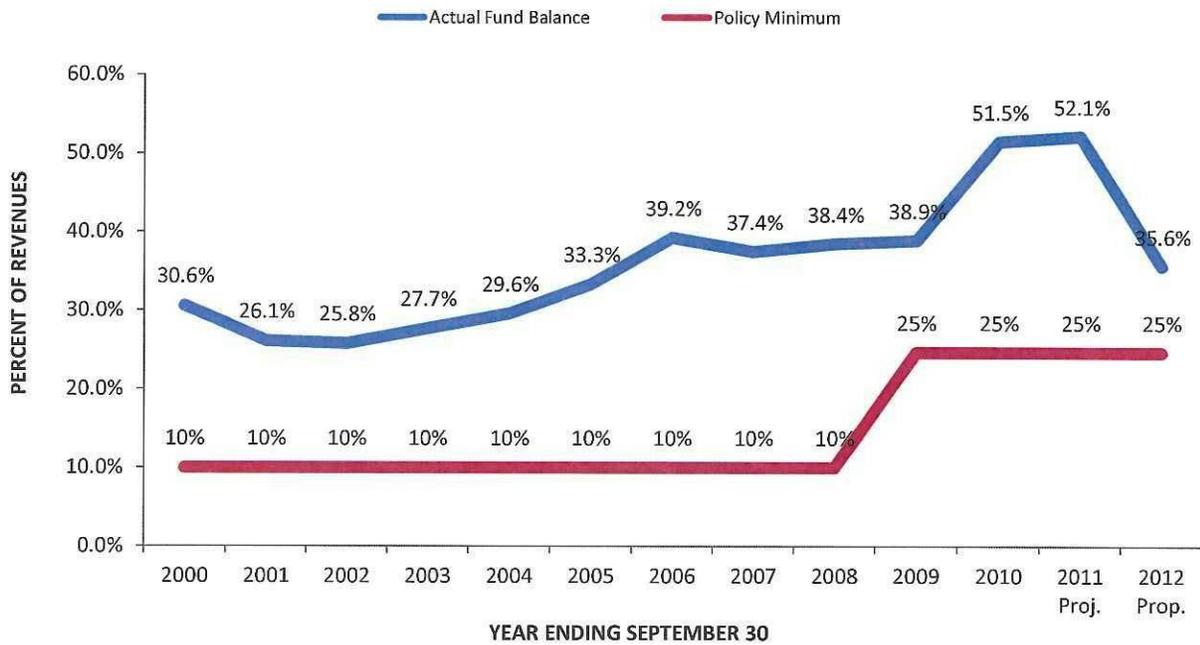
CITY OF WEATHERFORD HISTORICAL GENERAL FUND DEPARTMENTAL EXPENDITURES



CITY OF WEATHERFORD GENERAL UNRESERVED FUND BALANCE



GENERAL FUND BALANCE AS PERCENT OF TOTAL OPERATING EXPENDITURES



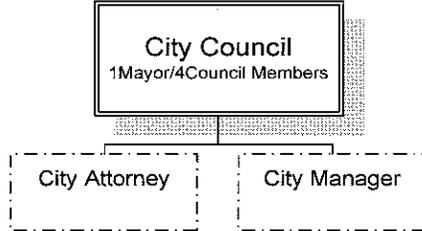
**City of Weatherford
2011-2012 Program of Services**

**General Government
City Council**

Account #: 101

Location
303 Palo Pinto, Weatherford, TX 76086
Phone Number (817) 598-4102

Hours of Operation:
Monday to Friday, 8:00 a.m. to 5:00 p.m.



PROGRAM DESCRIPTION:

The City Council is the governing body of the City of Weatherford. The City Council defines the direction of the City by establishing goals and enacting legislation that provides for city programs, services, and policies. The City Council provides direction to the City Manager and oversight of the Manager's work. The City Council adopts the annual Program of Services.

MAJOR DIVISION GOALS:

1. Set goals and objectives for the City that address the needs and values of the community.
2. Provide necessary regulatory authority for community by the passing of ordinances, resolutions, and actions.
3. Provide necessary budgetary oversight.
4. Levy and assess taxes and fees that provide for the program development, implementation, and service delivery to meet the goals and objectives of the City.
5. Provide political leadership on issues and needs of the community.
6. Provide for appropriate wage and benefit program that enables the city organization to recruit and maintain a qualified work force.

FY 2010-2011 ACCOMPLISHMENTS:

Approved five Charter Amendments which were taken to the voters in November 2010, all of which passed.

FY 2011-2012 OBJECTIVES:

Continue moving forward with improvement projects at First Monday Trade Days.

BUDGETARY ISSUES:

**City of Weatherford
2011-2012 Program of Services**

**General Government
City Council**

Account #: 101

EXPENDITURE SUMMARY:				
Expenditure Classification	2009-10 ACTUAL	2010-11 APPROVED	2010-11 PROJECTED	2011-12 PROPOSED
Personal Services	\$17,360	\$32,225	\$22,234	\$33,010
Supplies	\$2,181	\$7,100	\$3,700	\$5,900
Services	\$23,289	\$35,040	\$24,656	\$50,440
Capital Outlay	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$42,830	\$74,365	\$50,590	\$89,350

PERSONNEL SCHEDULE:					
Position	Pay Class	2009-10 ACTUAL	2010-11 APPROVED	2010-11 PROJECTED	2011-12 PROPOSED
Mayor	Charter	1.00	1.00	1.00	1.00
Council Person	Charter	3.00	4.00	4.00	4.00
TOTAL POSITIONS		4.00	5.00	5.00	5.00

SIGNIFICANT BUDGET CHANGES:		Cost
Contingency Funds		\$ 10,000

PERFORMANCE MEASURES:				
	Strategic Plan #	FY2009-10	FY2010-11	FY2011-12
INPUT / DEMAND				
Population Represented	N/A	26,650	27,050	25,250
OUTPUT / WORKLOAD				
City Council Meetings, Public Hearings	3.2	90	90	90
Special Meetings and Training Seminars Attended	2.2	0	0	0
EFFICIENCY / IMPACT				
Ordinances Adopted	1.2	62	57	62
Capital Projects Completed/Implemented	4.2			
Resolutions Adopted	1.2	48	20	48
EFFECTIVENESS / OUTCOME				
Improved Transportation Projects	4.1			
Improved Parks and Recreation Opportunities	4.2			
Maintain Safe Environment with sufficient Police and Fire	1.2			

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		2007-2008	2008-2009	2009-2010	2011	2011	2012
		ACTUAL	ACTUAL	ACTUAL	CURRENT	PROJECTED	REQUESTED
					BUDGET	YEAR END	BUDGET
GENERAL FUND							
CITY COUNCIL							
PERSONNEL SERVICES							
2-101-	101 SALARIES OF REGULAR EMPLOYEES	3,400	3,750	3,293	3,550	3,500	3,600
2-101-	107 GROUP HEALTH/LIFE BENEFITS	16,161	18,809	13,778	28,356	18,448	29,025
2-101-	108 FICA	291	287	252	272	249	345
2-101-	110 WORKERS COMPENSATION	23	26	37	47	37	40
TOTAL PERSONNEL SERVICES		19,875	22,872	17,360	32,225	22,234	33,010
OPERATING SUPPLIES							
2-101-	202 GENERAL OFFICE SUPPLIES	774	1,222	248	1,200	800	1,200
2-101-	203 FURNITURE & FIXTURES	511	0	0	600	300	600
2-101-	204 COMPUTERS & OFFICE EQUIPMENT	1,798	0	0	0	0	0
2-101-	215 FOOD/MEAL EXPENSE	3,822	2,872	1,583	2,600	1,400	2,800
2-101-	229 MISCELLANEOUS SUPPLIES	1,679	942	349	975	1,200	1,300
TOTAL OPERATING SUPPLIES		8,584	5,036	2,180	5,375	3,700	5,900
CONTRACTUAL SERVICES							
2-101-	305 SEMINARS & TRAINING	1,285	35	50	2,000	1,000	3,500
2-101-	306 OTHER PROFESSIONAL SERVICES	1,400	0	0	0	0	0
2-101-	308 TELEPHONE/COMMUNICATION SVCS	1,283	657	0	840	0	840
2-101-	309 POSTAGE EXPENSE	1	0	0	0	0	0
2-101-	311 TRAVEL EXPENSE	1,702	523	0	1,900	800	7,800
2-101-	313 OTHER ADVERTISING	0	300	300	300	300	300
2-101-	314 PRINTING & BINDING	40	0	0	0	0	0
2-101-	318 INSURANCE	26,397	25,020	22,589	30,000	20,831	28,000
2-101-	324 R & M OF OFFICE EQUIPMENT	0	1,326	0	0	0	0
2-101-	330 DUES/MEMBERSHIPS	5,127	6,047	350	0	0	0
2-101-	361 AWARDS & RECOGNITION	0	0	0	1,725	1,725	0
2-101-	399 OTHER / CONTINGENCY	0	0	0	0	0	10,000
TOTAL CONTRACTUAL SERVICES		37,235	33,908	23,289	36,765	24,656	50,440
TOTAL CITY COUNCIL		65,694	61,816	42,829	74,365	50,590	89,350

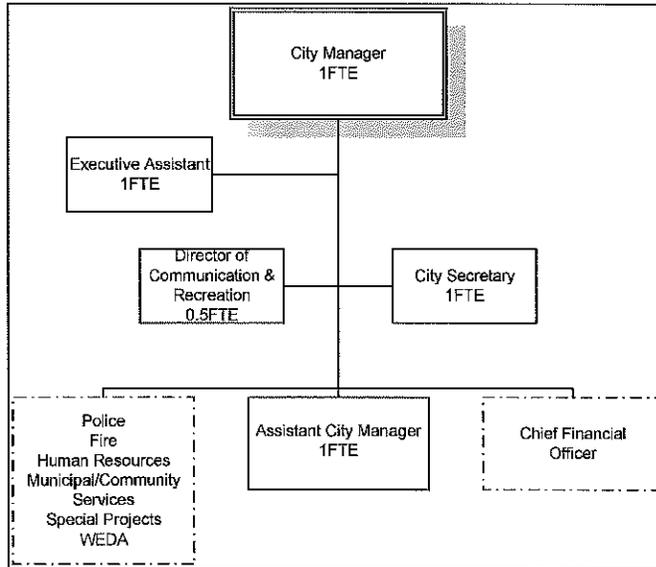
**City of Weatherford
2011-2012 Program of Services**

**General Government
City Administration**

Account #: 102

Location
303 Palo Pinto
Phone Number (817) 598-4102

Hours of Operation:
Monday - Friday 8:00 a.m. to 5:00 p.m.



PROGRAM DESCRIPTION:

The City Manager serves at the direction of the City Council and is responsible for the administration of City operations. The City Manager also serves as the Director of Utilities. Administration is responsible for seeing that Strategic Plan goals are achieved, policies are carried out, and the operations of the City are conducted in an efficient and effective manner. The City Manager accomplishes this through a leadership team consisting of two Assistant City Managers, one Executive Assistant, a Community Relations Manager, and a City Secretary.

MAJOR DIVISION GOALS:

1. Provide advice and policy recommendations to the Council on issues, activities, and operations of the City.
2. Ensure the delivery of quality services through effective management and efficient administration.
3. Ensure the development and implementation of goals and objectives set forth by the City Council Strategic Plan.
4. Maintain fiscal accountability in all financial transactions, management of treasury operations, and regulatory compliance with the investment of public funds.

FY 2010-2011 ACCOMPLISHMENTS:

1. Continue working towards completing all transportation projects on time with dollars allocated.
2. Begin Town Creek Project.
3. Continue to improve our relationship with contractors and developers.
4. Complete planning and zoning ordinances in order to make it more customer friendly and efficient.
5. Begin Improvements at First Monday Trade Days.

FY 2011-2012 OBJECTIVES:

1. Continue working towards completing all transportation projects on time with dollars allocated.
2. Complete Town Creek Project and all related financial obligations.
3. Continue improvements at First Monday Trade Days.
4. Maintain 139 day Fund Balance throughout FY.
5. Continue acquiring property along Western Loop through voluntary annexations and deeds from Parker County.

BUDGETARY ISSUES:

**City of Weatherford
2011-2012 Program of Services**

**General Government
City Administration**

Account #: 102

EXPENDITURE SUMMARY:	2009-10	2010-11	2010-11	2011-12
Expenditure Classification	ACTUAL	APPROVED	PROJECTED	PROPOSED
Personal Services	\$526,421	\$470,209	\$494,200	\$562,928
Supplies	\$6,162	\$11,700	\$7,808	\$11,500
Services	\$84,902	\$121,487	\$112,430	\$116,850
Capital Outlay	\$0	\$0	\$0	\$15,000
TOTAL EXPENDITURES	\$617,485	\$603,396	\$614,438	\$706,278

PERSONNEL SCHEDULE:	Pay Class	2009-10	2010-11	2010-11	2011-12
Position		ACTUAL	APPROVED	PROJECTED	PROPOSED
City Manager	UC	1.00	1.00	1.00	1.00
Assistant City Manager	40	1.00	1.00	1.00	1.00
Community Relations Manager	32	0.50	0.50	0.50	0.50
City Secretary	28	1.00	1.00	1.00	1.00
Executive Assistant	16	1.00	1.00	1.00	1.00
TOTAL POSITIONS		4.50	4.50	4.50	4.50

Retirees		2.00	2.00	2.00	2.00
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SIGNIFICANT BUDGET CHANGES:	Cost
2011 Ford Focus of Similar Vehicle	\$ 15,000
Appropriation of ACM change to Fully Funded in 01-102 and then reimbursed by Utility Fund	\$ 67,000

PERFORMANCE MEASURES:	Strategic Plan #	FY2009-10	FY2010-11	FY2011-12
INPUT / DEMAND				
Population Represented	N/A	26650	27050	
City Council, Utility Board, Other Boards/Commissions	N/A	44	42	42
OUTPUT / WORKLOAD				
Number of Internal Policies proposed or revised	2.2	4	3	
Issues of Hometown Weatherford	3.1	0	0	0
Issues of Organizational Update	2	0	0	0
Radio City Hall Broadcasts	3.1	12	12	12
Community/Stakeholder Meetings	3.2	460	460	460
EFFICIENCY / IMPACT				
CRM Traktl Complaints Completed in Timely Manner	1.2	91%	91%	91%
Projects Completed on or Ahead of Schedule	1.2	90%	90%	90%
EFFECTIVENESS / OUTCOME				
Employee Satisfaction (survey)	2.1	90%	90%	90%
Citizen Satisfaction (survey)	1.2	90%	90%	90%
VOICE Implemented Programs	2.1		1	
Strategic Plan Initiatives Implemented	1.2			

		2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2011 CURRENT BUDGET	2011 PROJECTED YEAR END	2012 REQUESTED BUDGET
GENERAL FUND							
ADMINISTRATION							
PERSONNEL SERVICES							
2-102-	101 SALARIES OF REGULAR EMPLOYEES	427,226	415,526	395,394	343,851	371,174	411,056
2-102-	107 GROUP HEALTH/LIFE BENEFITS	19,583	44,453	37,436	34,108	32,829	40,635
2-102-	108 FICA	26,408	29,795	26,676	26,380	25,347	33,000
2-102-	109 RETIREMENT	62,445	64,641	63,445	61,159	60,807	72,972
2-102-	110 WORKERS COMPENSATION	248	501	546	817	635	715
2-102-	111 TEC	216	472	945	1,350	360	1,350
2-102-	112 LONGEVITY	1,356	2,092	1,979	2,544	3,048	3,200
TOTAL PERSONNEL SERVICES		537,482	557,480	526,421	470,209	494,200	562,928
OPERATING SUPPLIES							
2-102-	202 GENERAL OFFICE SUPPLIES	2,632	2,464	1,830	2,200	2,200	2,200
2-102-	203 FURNITURE & FIXTURES	9,827	559	0	300	300	300
2-102-	204 COMPUTERS & OFFICE EQUIPMENT	3,351	4,688	0	500	0	500
2-102-	215 FOOD/MEAL EXPENSE	2,980	3,073	1,010	2,200	1,000	2,000
2-102-	220 VEHICLE/EQUIP FUEL & OIL	0	0	722	2,250	900	2,250
2-102-	221 VEHICLE/EQUIP PARTS & LABOR	0	0	224	750	300	750
2-102-	229 MISCELLANEOUS SUPPLIES	3,953	3,170	2,375	3,500	3,500	3,500
TOTAL OPERATING SUPPLIES		22,743	13,954	6,161	11,700	8,200	11,500
CONTRATUAL SERVICES							
2-102-	303 LEGAL SERVICES	5,026	0	0	0	0	0
2-102-	304 MEDICAL SERVICES	0	30	0	0	0	0
2-102-	305 SEMINARS & TRAINING	3,028	2,404	290	3,500	3,500	6,500
2-102-	306 OTHER PROFESSIONAL SERVICES	34,429	16,078	18,685	9,575	13,000	15,000
2-102-	308 TELEPHONE/COMMUNICATION SVCS	9,005	9,665	6,251	4,500	4,500	4,500
2-102-	309 POSTAGE	2,275	6,145	210	2,000	300	750
2-102-	310 AUTO ALLOWANCE	10,300	16,200	9,425	13,050	10,650	17,100
2-102-	311 TRAVEL EXPENSE	7,002	5,548	963	3,500	2,000	4,000
2-102-	312 LEGAL ADVERTISING	0	13,842	13,223	28,325	28,325	15,000
2-102-	314 PRINTING & BINDING	12,089	18,981	4,895	15,500	15,500	17,000
2-102-	318 INSURANCE	528	106	3,540	2,812	238	2,000
2-102-	324 R & M OF OFFICE EQUIPMENT	0	2,067	0	500	0	500
2-102-	326 OFFICE & COPY EQUIP. RENTAL	0	11,015	12,574	9,000	4,800	4,800
2-102-	330 DUES/MEMBERSHIPS	6,182	9,073	7,438	15,500	15,500	16,200
2-102-	342 CITY ELECTIONS	0	15,487	7,408	12,000	12,000	12,000
2-102-	361 AWARDS & RECOGNITION	0	0	0	1,725	1,725	1,500
TOTAL CONTRACTUAL SERVICES		89,864	126,641	84,902	121,487	112,038	116,850
CAPITAL OUTLAY							
2-102-	410 MOTOR VEHICLE	0	0	0	0	0	15,000
2-102-	413 OFFICE EQUIPMENT	21,042	0	0	0	0	0
TOTAL CAPITAL OUTLAY		21,042	0	0	0	0	15,000
TOTAL ADMINISTRATION		671,131	698,075	617,484	603,396	614,438	706,278

		2007-2008	2008-2009	2009-2010	2011	2011	2012
		ACTUAL	ACTUAL	ACTUAL	CURRENT	PROJECTED	REQUESTED
					BUDGET	YEAR END	BUDGET
GENERAL FUND							
CITY SECRETARY							
PERSONNEL SERVICES							
2-103-	101 SALARIES OF REGULAR EMPLOYEES	81,292	0	0	0	0	0
2-103-	102 OVERTIME	432	0	0	0	0	0
2-103-	107 GROUP HEALTH/LIFE BENEFITS	12,867	0	0	0	0	0
2-103-	108 FICA	5,766	0	0	0	0	0
2-103-	109 RETIREMENT	11,675	0	0	0	0	0
2-103-	110 WORKERS COMPENSATION	84	0	0	0	0	0
2-103-	111 TEC	381	0	0	0	0	0
2-103-	112 LONGEVITY	532	0	0	0	0	0
TOTAL PERSONNEL SERVICES		113,029	0	0	0	0	0
OPERATING SUPPLIES							
2-103-	202 GENERAL OFFICE SUPPLIES	3,430	0	0	0	0	0
2-103-	204 COMPUTERS & OFFICE EQUIPMENT	5,957	0	0	0	0	0
2-103-	215 FOOD & MEAL EXPENSE	105	0	0	0	0	0
2-103-	229 MISCELLANEOUS SUPPLIES	865	0	0	0	0	0
TOTAL OPERATING SUPPLIES		10,357	0	0	0	0	0
CONTRACTUAL SERVICES							
2-103-	305 SEMINARS & TRAINING	430	0	0	0	0	0
2-103-	308 TELEPHONE/COMMUNICATION SVCS	1,421	0	0	0	0	0
2-103-	309 POSTAGE	531	0	0	0	0	0
2-103-	311 TRAVEL EXPENSE	1,421	0	0	0	0	0
2-103-	312 LEGAL ADVERTISING	22,689	0	0	0	0	0
2-103-	314 PRINTING & BINDING	8,294	0	0	0	0	0
2-103-	318 INSURANCE	207	0	0	0	0	0
2-103-	324 R & M OF OFFICE EQUIPMENT	726	0	0	0	0	0
2-103-	326 OFFICE & COPY EQUIPMENT RENTAL	10,900	0	0	0	0	0
2-103-	330 DUES/MEMBERSHIPS	1,234	0	0	0	0	0
2-103-	342 CITY ELECTIONS	5,060	0	0	0	0	0
2-103-	361 AWARDS & RECOGNITION	1,574	0	0	0	0	0
TOTAL CONTRACTUAL SERVICES		54,487	0	0	0	0	0
TOTAL CITY SECRETARY		177,873	0	0	0	0	0

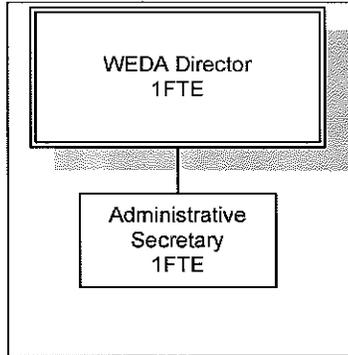
**City of Weatherford
2011-2012 Program of Services**

**General Government
Economic Development**

Account #: 104

Location
202 W. Oak St.
Phone Number (817) 594-9429

Hours of Operation:
Monday - Friday 8:00am to 5:00pm



PROGRAM DESCRIPTION:

This division was established as a means for the City to administer the salary and benefits program for the Weatherford Economic Development Authority. As provided in the Economic Development Services Contract between the City and the Authority, the Director of Economic Development is employed by the City and assigned to report to the City Manager (contract revised 09/2009) & the Board of Directors of the Authority. Any administrative or clerical support personnel will also be employed by the City and assigned to report directly to the Director of Economic Development. The Authority will reimburse the City for any and all expenses related to employment of the Director and administrative or clerical support personnel.

MAJOR DIVISION GOALS:

2010-2011: I. GOAL: Target new business prospects: A. Direct retail shopping center & tenant recruitment, B. Target industrial /manufacturing & commercial businesses, C. Attend ICSC Texas, ICSC RECon (Las Vegas) & NTCAR Dallas EXPO tradeshows. II. GOAL: Market and assist retail power/anchor center & commercial development, A. Market & manage the W/PCEDC Hobson industrial park-West Loop development. III. GOAL: Marketing Materials: A. Website – Maintain demographics, EI, data and news resources, 1) engage Internet/web search engine & social media, 2) Extract website analytics & metrics, B. New marketing materials – Retail “Demographics, growth and Trade Area” Brochure, QL & industrial brochure pages, new pocket folder, ICSC retail “Public Sector Banner. IV. GOAL: Business Retention & Expansion (BRE) Program to existing industry; A. Monthly BRE visits and industrial tours, B. S. Main existing retail business PR program – highway widening project, C. Partner w/ City, Chamber and Main Street Program on downtown/CBD redevelopment, D. Host Annual Industrial Appreciation Lunch & “BOY” recognition. V. GOAL: Build Board Knowledge & Community Partnerships: A. Resource community assets & incentives for business growth. B. Business Leadership Committee, C. Initiate strategic planning community SWOT and BLC to host 1st annual Wfrd ECOSummit.

FY 2010-2011 ACCOMPLISHMENTS:

(7 months - 1Q & 2Q) New business locations - 5 new businesses, 65 new jobs, est. \$24.8 MM CI; \$190K sales tax/year, \$372K AV tax/year, 69,500 SF new space; 2 retail - FF Franchise & Franchise Party supply; 2 commercial - WRMC 46,000 SF/\$22MM patient tower & cath lab expansion and Rehab-Fitness clinic; 1 industrial - Warehouse and shipping for bootmaker. 6th Annual Industrial/Mfgr Lunch (120 attendees [highest] & 10 sponsors [\$1800]), and 1st Annual ECOSummit w/ 80 attendees, 2 major sponsors [\$600] and 4 keynote sessions with Local outlook, Strategic planning & SWOT. West Loop 8.357 acre R.O.W. taking closed and \$111,755 land sale revenue to MUB (Feb. 2011). Weatherford Electric/AEP-\$5,000 grant for retail market Retail Target-Tenant Market and Trade-area Mapping Analytics study and marketing piece.

FY 2011-2012 OBJECTIVES:

2011-2012 Goals & Marketing Plan TBD and adopted by WEDA Board in September 2011. Simialr to 2010-2011 Goals & Marketing Plan above.

BUDGETARY ISSUES:

Continue community strategic planning each year with 6-month local input update; Initiate WEDA and WPCEDC 3-year Action Plan new industrial park site location search and funding resources (P/P partnership with WPCEDC and city);

**City of Weatherford
2011-2012 Program of Services**

**General Government
Economic Development**

Account #: 104

EXPENDITURE SUMMARY:	2009-10	2010-11	2010-11	2011-12
Expenditure Classification	ACTUAL	APPROVED	PROJECTED	PROPOSED
Personal Services	\$170,954	\$175,768	\$178,875	\$176,202
Supplies	\$0	\$0	\$0	\$0
Services	\$2,925	\$5,400	\$5,400	\$5,400
Capital Outlay	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$173,879	\$181,168	\$184,275	\$181,602

PERSONNEL SCHEDULE:	Pay Class	2009-10	2010-11	2010-11	2011-12
Position		ACTUAL	APPROVED	PROJECTED	PROPOSED
Director of Economic Development	UC	1.00	1.00	1.00	1.00
Administrative Secretary	11	1.00	1.00	1.00	1.00
TOTAL POSITIONS		2.00	2.00	2.00	2.00

SIGNIFICANT BUDGET CHANGES: Cost

PERFORMANCE MEASURES:

	Strategic Plan	FY2009-10	FY2010-11 (7 months 04/10 YTD)	FY2011-12 (Projected)
INPUT / DEMAND				
Prospects	N/A	111	58	TBD
Site Visits	7.1	39	26	
Existing Business Visits	7.1	38	39	
SBDC (SBA) Consults @ WEDA	7.1	---	10	
OUTPUT / WORKLOAD				
Proposals & Real Estate Data Sheets	7.1	111	58	TBD
RFI's	7.1	125	94	TBD
Website/Market Materials	7.1	Updated/mo.	Updated/mo.	Updated/mo.
Monthly Key El "on-the-Watch" (since 10/2008 - 29 months)	7.1	Monthly	Monthly	Monthly
Retail Trade Area Study & Marketing Strategy	7.1	Complete	---	---
Downtown Trade-Area Catchment Survey & mapping	7.1	---	Complete 2Q	Retail recruitment
Claritas Retail Gap, Workplace & PRIZIM report	7.1	---	Complete	Retail recruitment
Wadley-Donovan Community, Cluster & labor-shed Profile	7.1	---	update	Retail recruitment
Muni-Services Qtrly retail "leakage" report	7.1	---	Qtrly (2Q-4Q 2011)	Qtrly (1Q & 2Q)
IP land Incentive Audit - New IP Business payment, 5 jobs/126 trainees, \$520K annual payroll; \$1.7MM CI, \$59,000/yr local visitor-spending.	7.1	\$31,000	\$31,000(final)	---
Direct Industrial/Commercial Marketing Contacts/site visits	7.1	24/25	13	TBD
Direct Retail Marketing Contacts/site visits (NRECON ICSO, NTCAR, Direct, Grocers)	7.1	34/9	11	TBD
6th BRE Industrial/Mfgr Appreciation Lunch	7.1	100 attendees; 10 sponsors (\$1900) 3 Businesses of the year	120 attendees; 10 sponsors (\$1800) 3 Businesses of the year	120 attendees; 12 sponsors (\$2000) 3 Businesses of the year
1st Annual ECOSummit	7.1		80 attendees; 2 Major sponsors (\$600 revenue) 4 Keynote sessions w/ SWOT	100 attendees; 2 Major sponsors (\$600) 3 Keynote sessions w/ Strat'gic Plan'g & SWOT
EFFICIENCY / IMPACT				
New Jobs/industrial trainees(visitors)/existing retained	7.1	335/180/609	65	TBD
Est. Capital Investment	7.1	\$45.3MM (est.)	\$24.8MM (est.)	??MM (est.)
New sales tax/New AV property tax	7.1	\$1.15MM/\$717K	\$190K/\$373K	\$.??MM/??K
Local Option Alcohol sales Election (2008) - increased sales tax	7.1	+\$500K sales tax/yr	+\$500K sales tax/yr	+\$500K sales tax/yr
		2 new package stores constr'd	---	2 to 4 new conven/grocery stores to be constructed
EFFECTIVENESS / OUTCOME				
New Businesses/Existing Business expansions	7.1	29/6	5	TBD
Industrial Park Land Contracts/LOI's	7.1	1(6.06 ac)/1(8.35 ac)	1(8.35)/1(2.5 ac)	TBD
Industrial Park Land Sales/LOI Value	7.1	\$121K/0	\$259/\$37K	TBD
> Revenue to City UB	7.1	\$71K	\$111.7K/\$23K(est)	TBD
IP & private land off Ag Exempt - new property taxes/ each yr	7.1	---	\$0K (IP R.O.W.)	---
> IP & Private land Roll-Back taxes: one-time payment	7.1	---	\$0K (IP R.O.W.)	---
Private land Sales	7.1	5 ac./\$1.5MM(est)	\$ 6.1MM	(Projected) 47 ac./ (\$3.5-\$14MM
IP Mineral Lease Bonus	7.1	---	---	---
Retail sales tax rebate agreements				
Lowes and Target annual incentives data report	(actual)	Jobs/Property tax/sales tax 200/\$830K/\$650K/yr	Jobs/Property tax/sales tax 200/\$830K/\$650K/yr	Jobs/Property tax/sales tax 200/\$830K/\$650K/yr
Lowes' state Enterprise Zone report & employment verification	(actual)	(included above)	(included above)	---
Downtown SEQ retail restaurant development	(projected)	---	---	130/\$88K/\$216K/yr 170-200
QT & Cutters Crossing Center	(projected)	---	---	\$1.03MM/\$750K/yr
Two in draft - pending	(projected)	---	---	99/\$150K/\$220K/yr

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		2007-2008	2008-2009	2009-2010	2011	2011	2012
		ACTUAL	ACTUAL	ACTUAL	CURRENT	PROJECTED	REQUESTED
					BUDGET	YEAR END	BUDGET
GENERAL FUND							
ECONOMIC DEVELOPMENT							
PERSONNEL SERVICES							
2-104-	101 SALARIES OF REGULAR EMPLOYEES	125,990	131,002	128,087	130,187	133,693	130,187
2-104-	107 GROUP HEALTH/LIFE BENEFITS	11,043	11,564	11,536	11,535	11,622	11,610
2-104-	108 FICA	10,080	10,438	10,122	10,405	10,688	10,413
2-104-	109 RETIREMENT	18,425	19,981	20,521	22,415	22,073	22,710
2-104-	110 WORKERS COMPENSATION	107	95	211	265	206	225
2-104-	111 TEC	217	86	378	540	181	540
2-104-	112 LONGEVITY	124	220	100	421	412	517
TOTAL PERSONNEL SERVICES		165,986	173,386	170,955	175,768	178,875	176,202
OPERATING SUPPLIES							
2-104-	310 AUTO ALLOWANCE	5,400	4,950	2,925	5,400	5,400	5,400
TOTAL OPERATING SUPPLIES		5,400	4,950	2,925	5,400	5,400	5,400
TOTAL ECONOMIC DEVELOPMENT		171,386	178,336	173,880	181,168	184,275	181,602

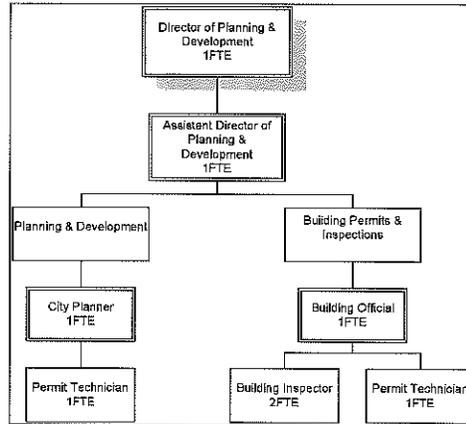
**City of Weatherford
2011-2012 Program of Services**

**Planning & Development
Planning & Development**

Account #: 108

Hours of Operation: M-F 8:00-5:00

Location
Street Address: 119 Palo Pinto
Phone Number (817) 598-4284



PROGRAM DESCRIPTION:

The City of Weatherford Planning & Development Department provides professional planning and zoning research and support to the Planning and Zoning Board, the Board of Adjustment, the Historic Preservation Committee, Building and Standards, and the City Council; advises developers, builders, and the general public regarding city ordinances and regulations; serves as a liaison for individual developers and builders to various city departments and state agencies. The department provides review and evaluation of development plans, zoning requests, land use amendments and enforcement, subdivision and platting, landscape and tree preservation, building plans and building inspections for commercial and residential development.

MAJOR DIVISION GOALS:

- Provide accurate, professional, and timely responses to requested information on zoning change requests, subdivision and plat submittal, city code interpretation, and building plan review and building inspections.
- Develop processes that are fair, yet firm, cooperative, yet consistent, in a partnership with the community, both citizens and developers, and with other departments of the city.
- Continue transforming processes & procedures within Planning & Development so that all citizens, contractors, developers, and builders have a positive customer service experience.
- Review and propose amendments to outdated and/or non-applicable ordinances to increase efficiency both internally between departments and externally for our customers.

FY 2010-2011 ACCOMPLISHMENTS:

- Training was a primary objective last fiscal year, and will be included as an important objective in each budget year. Building Inspectors obtained continuing education hours for their State Plumbing Board professional certification. City Planner obtained International Code Council Electrical Inspector Certification. Due to being understaffed, permit technician was not able to invest the necessary time needed to study for the International Code Council Permit Technician Certification. However, even though the department was understaffed, another accomplishment was met: the Planning Permit Technician was able to receive hands on cross training for some of the responsibilities of the Building Permit Technician.
- A complete rewrite of Title XII ZONING ORDINANCE, which included 14 public hearings, received final approval in December, 2010. This was a portion of the Comprehensive Plan, which was approved by City Council as a department goal.
- The Permit Tracking System (TrakIt) was revamped by the Planning and Development Department staff to automatically calculate permit fees based upon the project type. All fee calculations were updated to match the nationally recognized standard methods. These changes provide a process that can be used to work towards consistency with other cities in the nation, while providing information which is categorized to more closely match those of state and federal agencies the city must report to.
- Made organizational changes that more closely match the department's goals of providing exceptional customer service; both internally and externally.
- Created Standard Operating Procedures for newly implemented processes.

FY 2011-2012 OBJECTIVES:

- Continual training for new certifications and continuing education for existing certifications. This will allow the Planning & Development Department to continue to provide quality, exceptional customer service that is professional, knowledgeable, and efficient. A detailed summary of proposed training expenses and related certification costs are outlined in the proposed budget.
- Continue with the Comprehensive Plan that was approved in the 2010/11 fiscal year, which includes a rewrite of the Subdivision Regulations.
- Provide exceptional customer service that meets the demands of the department's increasing workload.
- Ensure that customers are provided with the most timely information regarding application submittals, plan review, inspections, and staff/board action by procuring the most current technology available that works with our existing tracking system

BUDGETARY ISSUES:

At times, the International Code Council updates requirements that must be observed. The city of Weatherford currently falls under the requirements of the 2003 International Code Council, as amended. Adoption of new codes is expected, however, this will require coordination with the fire department and code enforcement goals, to ensure consistency throughout the city.

**City of Weatherford
2011-2012 Program of Services**

**Planning & Development
Planning & Development**

Account #: 106

EXPENDITURE SUMMARY:	2009-10	2010-11	2010-11	2011-12
Expenditure Classification	ACTUAL	APPROVED	PROJECTED	PROPOSED
Personal Services	\$593,616	\$617,193	\$636,419	\$618,379
Supplies	\$9,930	\$24,450	\$19,750	\$22,700
Services	\$35,044	\$74,197	\$61,201	\$113,843
Capital Outlay	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$638,590	\$715,840	\$717,370	\$754,922

PERSONNEL SCHEDULE:	Pay Class	2009-10	2010-11	2010-11	2011-12
Position		ACTUAL	APPROVED	PROJECTED	PROPOSED
Director of Planning & Development	37	1.00	1.00	1.00	1.00
Assistant Director of Planning & Development	28	1.00	1.00	1.00	1.00
Building Official	27	1.00	1.00	1.00	1.00
Planner	23	1.00	1.00	1.00	1.00
Building Inspector II/Plans Examiner	18	0.00	1.00	0.00	0.00
Building Inspector	17	2.00	2.00	2.00	2.00
Senior Office Assistant/Permit Technician	9	2.00	2.00	2.00	2.00
TOTAL POSITIONS		8.00	9.00	8.00	8.00
Retiree		1.00	1.00	1.00	1.00

SIGNIFICANT BUDGET CHANGES:	Cost
Building Inspector II contract labor	\$ 54,283

PERFORMANCE MEASURES:	Strategic Plan #	FY2009-10	FY2010-11	FY2011-12
INPUT / DEMAND				
Customer Contact, in	N/A			
OUTPUT / WORKLOAD				
Building Permits Issued (all types)	N/A	570 (as of 4/20/10)		841 as of 5/11
Inspections Completed	N/A	3,049 (as of 04/20/10)		3501 as of 5/11
Projects (zoning changes, subdivisions, variances)	N/A	31 (as of 04/20/10)		13 as of 511
EFFICIENCY / IMPACT				
Inspection performed within 8 working hours	1.2	95%		100%
Plats reviews completed within 10 working days	1.2	95%		97%
Plan reviews completed within 15 working days	1.2	95%		100%

EFFECTIVENESS / OUTCOME

Permits are on track with last year (08/09), which is positive considering the economy and decline in most cities.

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		2007-2008	2008-2009	2009-2010	2011	2011	2012
		ACTUAL	ACTUAL	ACTUAL	CURRENT	PROJECTED	REQUESTED
					BUDGET	YEAR END	BUDGET
GENERAL FUND							
PLANNING & DEVELOPMENT							
PERSONNEL SERVICES							
2-106-	101 SALARIES OF REGULAR EMPLOYEES	667,967	487,937	438,756	450,677	472,470	449,228
2-106-	102 OVERTIME	5,066	1,169	44	3,000	0	2,700
2-106-	107 GROUP HEALTH/LIFE BENEFITS	88,611	69,501	52,109	49,503	48,311	52,245
2-106-	108 FICA	49,384	35,499	31,572	35,153	35,411	34,989
2-106-	109 RETIREMENT	90,117	71,947	66,898	73,994	76,847	76,310
2-106-	110 WORKERS COMPENSATION	2,828	443	2,333	2,552	1,984	1,127
2-106-	111 TEC	1,737	806	1,413	1,890	820	1,160
2-106-	112 LONGEVITY	2,372	1,088	492	424	576	620
TOTAL PERSONNEL SERVICES		908,082	668,390	593,617	617,193	636,419	618,379
OPERATING SUPPLIES							
2-106-	202 GENERAL OFFICE SUPPLIES	9,013	6,121	5,681	11,000	10,000	10,000
2-106-	203 FURNITURE & FIXTURES	0	1,052	0	0	0	0
2-106-	204 COMPUTERS & OFFICE EQUIPMENT	15,406	11,693	0	0	0	1,000
2-106-	213 PHOTO SUPPLIES & DEVL	299	0	0	0	0	0
2-106-	215 FOOD/MEAL EXPENSE	1,025	368	220	950	750	700
2-106-	219 UNIFORMS/PROTECTIVE CLOTHING	4,076	457	50	1,500	500	500
2-106-	220 VEHICLE FUEL & OIL	10,501	3,701	2,354	6,000	5,000	6,000
2-106-	221 VEHICLE PARTS & LABOR	2,185	451	477	2,500	1,500	2,000
2-106-	229 MISCELLANEOUS SUPPLIES	1,350	1,101	799	1,500	1,200	1,500
2-106-	281 SMALL TOOLS & EQUIPMENT	1,388	230	349	1,000	800	1,000
TOTAL OPERATING SUPPLIES		45,243	25,174	9,930	24,450	19,750	22,700
CONTRACTUAL SERVICES							
2-106-	304 EMPLOYMENT PHYSICALS	180	150	30	90	60	60
2-106-	305 SEMINARS & TRAINING	9,631	3,364	2,155	9,536	9,536	8,000
2-106-	306 OTHER PROFESSIONAL SERVICES	83,314	60,599	8,778	8,432	8,432	62,283
2-106-	308 TELEPHONE/COMMUNICATION SVCS	10,253	8,816	7,915	9,500	9,500	9,500
2-106-	309 POSTAGE	4,080	983	475	3,000	2,000	2,000
2-106-	310 AUTO ALLOWANCE	4,800	4,800	2,800	4,800	4,800	4,800
2-106-	311 TRAVEL EXPENSE	3,100	2,442	604	3,199	2,500	2,500
2-106-	312 LEGAL ADVERTISING	0	0	0	13,000	5,000	5,000
2-106-	314 PRINTING & BINDING	3,055	1,750	603	2,200	2,200	2,200
2-106-	318 INSURANCE	2,768	1,566	1,081	2,940	1,673	2,000
2-106-	324 R & M OFFICE EQUIPMENT	10,304	12,381	1,582	5,000	4,000	4,000
2-106-	325 OTHER REPAIR & MAINT SERVICE	7,902	0	0	0	0	0
2-106-	326 OFFICE & COPY EQUIP RENTAL	5,348	9,056	7,559	10,000	10,000	10,000
2-106-	330 DUES & MEMBERSHIPS	1,467	2,092	1,462	2,500	1,500	1,500
TOTAL CONTRACTUAL SERVICES		146,202	107,999	35,044	74,197	61,201	113,843
CAPITAL OUTLAY							
2-106-	413 OFFICE EQUIPMENT	0	16,897	0	0	0	0
TOTAL CAPITAL OUTLAY		0	16,897	0	0	0	0
TOTAL PLANNING & DEVELOPMENT		1,099,527	818,460	638,591	715,840	717,370	754,922

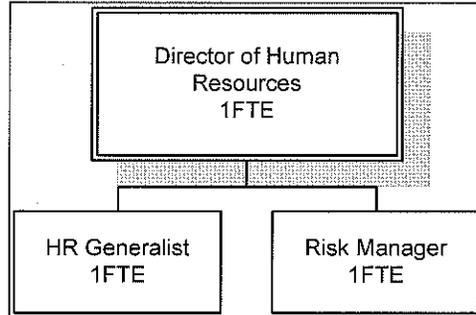
**City of Weatherford
2011-2012 Program of Services**

**Human Resources
Human Resources**

Account #: 107

Location
303 Palo Pinto
Phone Number (817) 598-4204

Hours of Operation:
Monday - Friday 7:30 a.m. to 5:00 p.m.



PROGRAM DESCRIPTION:

The Human Resource Department administers, develops, and directs employment and risk management policies for all departments within the City. Compensation and benefit programs, including bi-weekly payroll, deductions, and tax reporting are administered on a regular basis. Benefit programs administered include TMRS, deferred compensation, medical, life, dental and vision insurance coverage, vacation, sick leave, longevity pay, and any other benefits provided by the City. The Human Resource Department counsels with employees on employment grievances and/or complaints in an attempt to resolve such grievances in a timely and effective manner. The Risk Manager educates employees, supervisors and managers in safety, workers compensation, and liability issues. Additionally, the Risk Management division works closely with citizens to resolve liability claims against the City.

MAJOR DIVISION GOALS:

1. Provide effective and timely recruitment, advertising, screening, and referral of qualified applicants for open positions.
2. Update, maintain, and implement an effective job position description/classification program to ensure internal equity and legal compliance; compensation/performance appraisal program that compensates employees for performing position responsibilities; recommend pay system changes based on market competitiveness and economic conditions.
3. Develop, update, and administer competitive, responsive, and cost-effective employee benefit programs.
4. Process payroll for all employees in an efficient manner free of errors.
5. Provide management and employees with positive recognition and communication programs; assist management and employees with employee relations issues.
6. Provide effective safety and educational trainings through the Risk Manager.

FY 2010-2011 ACCOMPLISHMENTS:

1. Time Entry successfully installed and operational. The system has proven to be a great asset to all departments.
2. Job descriptions have been updated to reflect proper duties and responsibilities for each position.
3. Risk Management has exceeded expectations combining all liability issues.

FY 2011-2012 OBJECTIVES:

1. Provide training for supervisors and managers.
2. Revise and update Personnel Policy.
3. Review and update Employee Evaluation System.
4. Continue Risk Management growth and development.

BUDGETARY ISSUES:

**City of Weatherford
2011-2012 Program of Services**

**Human Resources
Human Resources**

Account #: 107

EXPENDITURE SUMMARY:	2009-10	2010-11	2010-11	2011-12
Expenditure Classification	ACTUAL	APPROVED	PROJECTED	PROPOSED
Personal Services	\$234,539	\$268,399	\$279,976	\$268,973
Supplies	\$3,971	\$4,800	\$7,750	\$5,250
Services	\$30,717	\$40,793	\$38,696	\$52,695
Capital Outlay	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$269,227	\$313,992	\$326,422	\$326,918

PERSONNEL SCHEDULE:	Pay Class	2009-10	2010-11	2010-11	2011-12
Position	Class	ACTUAL	APPROVED	PROJECTED	PROPOSED
Human Resources Director	33	1.00	1.00	1.00	1.00
Risk Manager	27	1.00	1.00	1.00	1.00
Human Resources Generalist	15	1.00	1.00	1.00	1.00
TOTAL POSITIONS		3.00	3.00	3.00	3.00

SIGNIFICANT BUDGET CHANGES:

PT Office Assistant	\$	-
Handheld Fire Extinguisher	\$	10,000
Inspections of Fire Alarms and Sprinklers	\$	2,000

PERFORMANCE MEASURES:

	Strategic Plan #	FY2009-10	FY2010-11	FY2011-12
INPUT / DEMAND				
Total Number of City Employees	N/A	435	413	430
Total Number of Employees Hired	N/A	89	40	60
OUTPUT / WORKLOAD				
Number of Applications Processed	N/A	1,600	1,800	2,500
Payroll Checks Issued	N/A	10,200	11,000	11,300
EFFICIENCY / IMPACT				
Payroll Errors	2.1	2%	1%	1%
EFFECTIVENESS / OUTCOME				
Turnover Rate	2.2	7%	8%	6%

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		2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2011 CURRENT BUDGET	2011 PROJECTED YEAR END	2012 REQUESTED BUDGET
GENERAL FUND							
HUMAN RESOURCES							
PERSONNEL SERVICES							
2-107-	101 SALARIES OF REGULAR EMPLOYEES	120,536	130,222	178,726	198,853	211,386	198,203
2-107-	102 OVERTIME	215	0	0	0	0	0
2-107-	107 GROUP HEALTH/LIFE INSURANCE	11,045	11,564	11,492	17,302	15,440	17,415
2-107-	108 FICA	9,308	10,040	13,804	15,659	16,498	15,620
2-107-	109 RETIREMENT	17,276	19,212	28,196	33,733	34,384	34,069
2-107-	110 WORKER'S COMPENSATION	95	120	262	406	316	344
2-107-	111 TEC	460	90	567	810	316	810
2-107-	112 LONGEVITY	884	980	1,492	1,636	1,636	2,512
TOTAL PERSONNEL SERVICES		159,819	172,228	234,539	268,399	279,976	268,973
OPERATING SUPPLIES							
2-107-	202 GENERAL OFFICE SUPPLIES	2,212	2,771	2,669	3,000	3,000	3,150
2-107-	203 FURNITURE & FIXTURES	548	0	0	0	0	0
2-107-	204 COMPUTERS & OFFICE EQUIPMENT	709	1,989	0	3,500	3,500	300
2-107-	213 PHOTO SUPPLIES/DEVELOPING	0	0	404	200	200	200
2-107-	215 FOOD & MEAL EXPENSE	0	0	25	600	50	600
2-107-	229 MISCELLANEOUS SUPPLIES	799	814	873	1,000	1,000	1,000
TOTAL OPERATING SUPPLIES		4,268	5,574	3,971	8,300	7,750	5,250
CONTRACTUAL SERVICES							
2-107-	304 MEDICAL SERVICES	0	0	0	0	672	0
2-107-	305 SEMINARS & TRAINING	1,934	657	681	2,000	2,000	3,500
2-107-	306 OTHER PROFESSIONAL SERVICES	13,360	14,163	13,417	15,000	16,000	16,000
2-107-	308 TELEPHONE/COMMUNICATION SVCS	1,260	1,171	1,048	1,259	1,259	1,259
2-107-	309 POSTAGE	1,666	1,998	1,398	2,100	2,000	2,100
2-107-	310 AUTO ALLOWANCE	0	0	2,225	4,200	4,225	4,200
2-107-	311 TRAVEL EXPENSE	0	0	0	1,279	1,279	1,400
2-107-	312 LEGAL ADVERTISING	1,595	1,166	0	0	0	0
2-107-	314 PRINTING & BINDING	434	0	371	500	475	500
2-107-	317 R&M SAFETY EQUIP/PROTECTIVE GR	0	0	0	0	0	10,000
2-107-	318 INSURANCE	184	7	210	375	206	300
2-107-	320 R&M - BUILDING & STRUCTURES	0	0	0	0	0	2,000
2-107-	324 R & M OF OFFICE EQUIPMENT	3,615	3,134	0	0	0	0
2-107-	326 OFFICE & COPY EQUIPMENT RENTAL	676	4,324	936	0	0	0
2-107-	330 DUES/MEMBERSHIPS	2,910	3,529	3,626	4,500	4,500	4,500
2-107-	361 AWARDS & RECOGNITION	5,389	3,400	6,804	6,080	6,080	6,936
TOTAL CONTRACTUAL SERVICES		33,023	33,549	30,716	37,293	38,696	52,695
TOTAL HUMAN RESOURCES		197,110	211,351	269,226	313,992	326,422	326,918

**City of Weatherford
2011-2012 Program of Services**

General Government

City Attorney

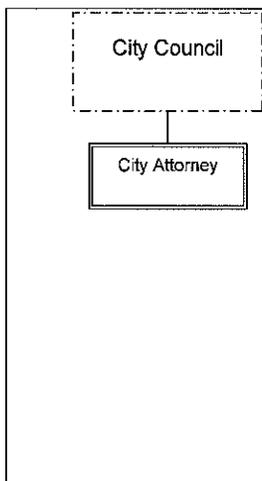
Account #: 702

Location

**Street Address 127 N. Waco St.
Phone Number (817) 598-4134**

Hours of Operation:

Monday - Friday, 8 AM - 12 PM; 1 PM - 5 PM



PROGRAM DESCRIPTION:

The City Attorney provides legal services to the City as requested by Staff and serves as chief legal advisor to the City.

MAJOR DIVISION GOALS:

The primary goal of the City Attorney's Office is the provision of legal services to the City in a professional and responsive manner consistent with all ethical obligations to the client.

FY 2010-2011 ACCOMPLISHMENTS:

Continue to provide the highest level of legal services and counsel in the areas described above in a timely and professional manner and to respond to any new requests for counsel or services which may be made.

FY 2011-2012 OBJECTIVES:

Continue to provide the highest level of legal services and counsel in the areas described above in a timely and professional manner and to respond to any new requests for counsel or services which may be made.

BUDGETARY ISSUES:

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**City of Weatherford
2011-2012 Program of Services**

**General Government
City Attorney**

Account #: 702

EXPENDITURE SUMMARY:	2009-10	2010-11	2010-11	2011-12
Expenditure Classification	ACTUAL	APPROVED	PROJECTED	PROPOSED
Personal Services	\$65,550	\$85,000	\$85,000	\$85,000
Supplies	\$0	\$0	\$0	\$0
Services	\$16,339	\$51,610	\$51,490	\$56,490
Capital Outlay	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$81,889	\$136,610	\$136,490	\$141,490

PERSONNEL SCHEDULE:	Pay Class	2009-10	2010-11	2010-11	2011-12
Position		ACTUAL	APPROVED	PROJECTED	PROPOSED
City Attorney	UC	1.00	1.00	1.00	1.00
TOTAL POSITIONS		1.00	1.00	1.00	1.00

SIGNIFICANT BUDGET CHANGES: Cost

PERFORMANCE MEASURES:	Strategic Plan #	FY2009-10	FY2010-11	FY2011-12
INPUT / DEMAND				
City Council/Utility Board Agendas	N/A			
OUTPUT / WORKLOAD				
City Council/Utility Board Meetings Attended	N/A	36	36	36
Municipal Court Cases	N/A	1020	1200	1805
EFFICIENCY / IMPACT				
Retrials	1	0%	0%	0%
EFFECTIVENESS / OUTCOME				
Successful Legal Issues	1	100%	100%	100%

		2007-2008	2008-2009	2009-2010	2011	2011	2012
		ACTUAL	ACTUAL	ACTUAL	CURRENT	PROJECTED	REQUESTED
					BUDGET	YEAR END	BUDGET
GENERAL FUND							
CITY ATTORNEY							
PERSONNEL SERVICES							
2-702-	107 GROUP HEALTH/LIFE BENEFITS	(903)	911	0	0	0	0
2-702-	115 CONTRACT LABOR	78,681	78,835	65,550	85,000	85,000	85,000
TOTAL PERSONNEL SERVICES		77,778	79,746	65,550	85,000	85,000	85,000
OPERATING SUPPLIES							
2-702-	204 COMPUTERS & OFFICE EQUIPMENT	0	1,254	0	0	0	0
TOTAL OPERATING SUPPLIES		0	1,254	0	0	0	0
CONTRACTUAL SERVICES							
2-702-	303 LEGAL SERVICES	46,535	49,624	16,077	50,000	50,000	55,000
2-702-	305 SEMINARS & TRAINING	0	0	0	500	500	500
2-702-	308 TELEPHONE/COMMUNICATION SVCS	187	307	262	420	300	300
2-702-	311 TRAVEL EXPENSE	0	0	0	640	640	640
2-702-	330 DUES/MEMBERSHIPS	0	0	0	50	50	50
TOTAL CONTRACTUAL SERVICES		46,722	49,931	16,339	51,610	51,490	56,490
TOTAL CITY ATTORNEY		124,500	130,931	81,889	136,610	136,490	141,490

		2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2011 CURRENT BUDGET	2011 PROJECTED YEAR END	2012 REQUESTED BUDGET
GENERAL FUND							
NON-DEPARTMENTAL							
PERSONNEL SERVICES							
2-901-	104 SALARY PACKAGE	0	0	0	600,000	0	455,234
TOTAL PERSONNEL SERVICES		0	0	0	600,000	0	455,234
CONTRACTUAL SERVICES							
2-901-	301 AUDITING & ACCOUNTING SERVICES	40,705	52,930	57,960	56,000	50,460	66,500
2-901-	306 PARKER CO COMMITTEE ON AGING	25,000	25,000	30,000	30,000	30,000	30,000
2-901-	315 ECONOMIC DEVELOPMENT	248,927	247,280	220,414	215,400	215,400	215,000
2-901-	341 CONTRIBUTIONS	15,000	20,000	15,000	15,000	15,000	15,000
2-901-	346 TRANS TO DEBT SER FUND	351,298	603,868	71,207	64,564	64,564	160,315
2-901-	347 TRANS TO OTHER FUNDS	561,692	0	50,655	0	0	35,753
2-901-	350 OPEB CONTRIBUTION	0	0	0	414,901	414,901	414,901
2-901-	357 LOSS ON BAD DEBTS	16,837	3,704	7,160	3,000	3,000	5,000
2-901-	359 TAX COLLECTION & APPRAISAL	107,924	135,088	122,763	128,972	128,972	132,040
2-901-	399 OTHER / CONTINGENCY	123,074	261,645	83,261	233,675	233,675	250,000
TOTAL CONTRACTUAL SERVICES		1,490,457	1,349,515	658,420	1,161,512	1,155,972	1,324,509
CAPITAL OUTLAY							
2-901-	416 RADIO & COMMUNICATION EQUIP	191,560	0	0	0	0	0
TOTAL CAPITAL OUTLAY		191,560	0	0	0	0	0
TOTAL NON-DEPARTMENTAL		1,682,017	1,349,515	658,420	1,761,512	1,155,972	1,779,743

**City of Weatherford
2011-2012 Program of Services**

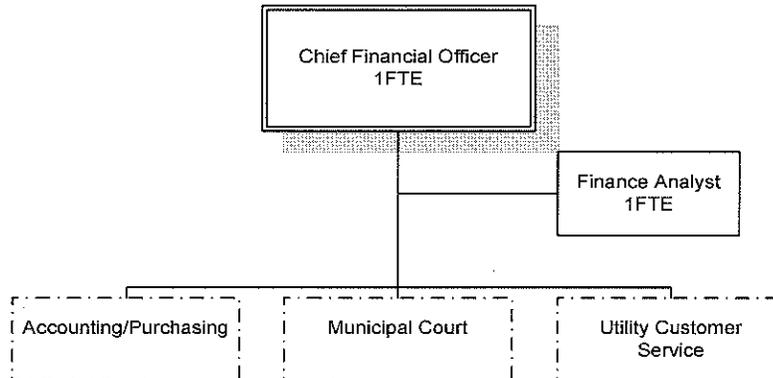
Finance

Administration

Account #: 201

Location
303 Palo Pinto
Phone Number (817) 598-4220

Hours of Operation:
Monday - Friday 8:00 am - 5:00 pm



PROGRAM DESCRIPTION:

The Finance Administration division is responsible for the management of all financial operations for the City. The Chief Financial Officer of the City directs the activities of Administration, Accounting, Purchasing, Customer Service, and Municipal Court. Other responsibilities include preparing the annual budget, cash and debt management, long range financial planning, development of financial policies and procedures, various internal and external financial reports, and advising management on matters relating to financial management of the City.

MAJOR DIVISION GOALS:

1. Enhance financial data and information on city-wide intranet and Internet home page.
2. Expand e-commerce services on Internet for payment of utility bills, citations, etc.
3. Maintain professional development and certification for supervisory personnel through available training and educational opportunities.
4. Maintain favorable contractual relationships for banking and audit services.
5. Maintain established standards for fiscally responsible planning, budgeting, accounting, and financial reporting.

FY 2010-2011 ACCOMPLISHMENTS:

Finance updated and received approval of the Investment Policy, Identity Theft Prevention Program, and Financial Management Policy Statements with appropriate updates for new statutory and GASB rules. Finance also coordinated the formal rating reviews by two national bond rating agencies, assisted with the refinancing of the 2002 General Obligation Bonds, 2001 Certificates of Obligation and a portion of the 2007 Certificates of Obligation and the sale of Series 2011 Certificates of Obligation. Finance assisted auditors in review of local hotel / motels a hotel occupancy tax audit and started work for bi-annual OPEB review, arbitrage reviews, and an energy efficiency performance contract.

FY 2011-2012 OBJECTIVES:

Finance will continue to provide the highest level of customer service in a timely and professional manner in all divisions, apply for Certificates of Achievement in Financial Reporting, Investment Policy Certificate of Distinction, and Distinguished Budget Presentation Award, create a Finance strategic plan, and continue to streamline operations for the most efficient and effective operation.

BUDGETARY ISSUES:

Work load on existing staff must be considered as City and regulatory mandates grows.

**City of Weatherford
2010-2011 Program of Services**

Finance

Administration

Account #: 201

EXPENDITURE SUMMARY:	2009-10	2010-11	2010-11	2011-12
Expenditure Classification	ACTUAL	APPROVED	PROJECTED	PROPOSED
Personal Services	\$190,526	\$196,235	\$206,276	\$196,266
Supplies	\$1,193	\$8,175	\$10,000	\$1,500
Services	\$11,459	\$16,584	\$14,249	\$31,233
Capital Outlay	\$0	\$0	\$0	\$23,450
TOTAL EXPENDITURES	\$203,178	\$220,994	\$230,525	\$252,449

PERSONNEL SCHEDULE:	Pay Class	2009-10	2010-11	2010-11	2011-12
Position		ACTUAL	APPROVED	PROJECTED	PROPOSED
Chief Financial Officer	39	1.00	1.00	1.00	1.00
Finance Analyst	15	1.00	1.00	1.00	1.00
TOTAL POSITIONS		2.00	2.00	2.00	2.00

SIGNIFICANT BUDGET CHANGES:	Cost
Records Retention System	\$ 23,450

PERFORMANCE MEASURES:	Strategic Plan #	FY2009-10	FY2010-11	FY2011-12
INPUT / DEMAND				
Number of Lake Lot Licenses	N/A	399	399	399
Number of Accounts Receivable Invoices Received	N/A	610	650	648
OUTPUT / WORKLOAD				
Number of Lake Lot Billings	N/A	399	399	399
Number of Accounts Receivables Billed	N/A	605	640	648
EFFICIENCY / IMPACT				
Number of Accounts Receivables Billed within 15 days	3.1	99%	99%	99%
Number of Lake Lots Billed by July 31st (Delinquent tax payers receive bills upon tax payment.)	3.1	98%	98%	97%
Timely Filing SEC Disclosure Statements	3.1	2	2	2
EFFECTIVENESS / OUTCOME				
Number of returned Lake Lot Billings	1.2	0%	0%	0%
Number of returned Accounts Receivables Billings due to insufficient address	1.2	2%	3%	3%
Bond Rating				
Moody's General Obligation / Utility System	5	A2/A3	Aa3/A1	Aa3/A1
Standard & Poor's General Obligation / Utility System	5	AA-/A	AA-/A	AA-/A
Investment Award - GTOT	3.1	0	0	1
9/30 Portfolio Yield / 90 Day T-Bill	5.1	1.19% / 0.16%	0.11% / 0.02%	

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		2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2011 CURRENT BUDGET	2011 PROJECTED YEAR END	2012 REQUESTED BUDGET
GENERAL FUND							
FINANCE ADMINISTRATION							
PERSONNEL SERVICES							
2-201-	101 SALARIES OF REGULAR EMPLOYEES	105,540	148,344	145,166	147,830	157,342	147,472
2-201-	102 OVERTIME	256	169	0	150	100	100
2-201-	107 GROUP HEALTH/LIFE BENEFITS	8,745	11,608	11,536	11,535	11,622	11,610
2-201-	108 FICA	8,093	11,061	10,687	11,309	11,631	11,313
2-201-	109 RETIREMENT	15,053	22,024	22,438	24,363	24,948	24,673
2-201-	110 WORKERS COMPENSATION	94	84	208	300	234	254
2-201-	111 TEC	243	90	378	540	191	540
2-201-	112 LONGEVITY	0	20	112	208	208	304
TOTAL PERSONNEL SERVICES		138,024	193,400	190,525	196,235	206,276	196,266
OPERATING SUPPLIES							
2-201-	202 GENERAL OFFICE SUPPLIES	1,882	1,485	1,199	1,500	1,300	1,500
2-201-	203 FURNITURE & FIXTURES	274	0	0	0	0	0
2-201-	204 COMPUTERS & OFFICE EQUIPMENT	3,418	93	0	8,700	8,700	0
2-201-	220 VEHICLE/EQUIP FUEL & OIL	181	20	0	0	0	0
2-201-	221 VEHICLE/EQUIP PARTS & LABOR	54	9	0	0	0	0
2-201-	229 MISCELLANEOUS SUPPLIES	151	16	(6)	0	0	0
TOTAL OPERATING SUPPLIES		5,960	1,623	1,193	10,200	10,000	1,500
CONTRACTUAL SERVICES							
2-201-	304 MEDICAL SERVICES	30	0	0	0	0	0
2-201-	305 SEMINARS & TRAINING	1,026	779	472	980	800	980
2-201-	306 OTHER PROFESSIONAL SERVICES	50,119	4,967	4,389	6,645	6,425	22,715
2-201-	308 TELEPHONE/COMMUNICATION SVCS	1,390	1,512	1,320	1,330	1,330	1,330
2-201-	309 POSTAGE	1,036	909	1,249	900	1,350	1,300
2-201-	311 TRAVEL EXPENSE	2,005	1,673	162	896	896	1,200
2-201-	312 LEGAL ADVERTISING	1,758	1,420	216	1,200	1,200	1,200
2-201-	314 PRINTING & BINDING	156	106	89	120	120	120
2-201-	318 INSURANCE	405	329	182	500	160	400
2-201-	324 R & M OF OFFICE EQUIPMENT	0	796	0	0	0	0
2-201-	326 OFFICE & COPY EQUIPMENT RENTAL	2,204	3,413	2,910	650	630	650
2-201-	330 DUES/MEMBERSHIPS	535	805	469	1,338	1,338	1,338
TOTAL CONTRACTUAL SERVICES		60,664	16,709	11,458	14,559	14,249	31,233
CAPITAL OUTLAY							
2-201-	413 OFFICE EQUIPMENT	0	0	0	0	0	23,450
TOTAL CAPITAL OUTLAY		0	0	0	0	0	23,450
TOTAL FINANCE ADMINISTRATION		204,648	211,732	203,176	220,994	230,525	252,449

**City of Weatherford
2011-2012 Program of Services**

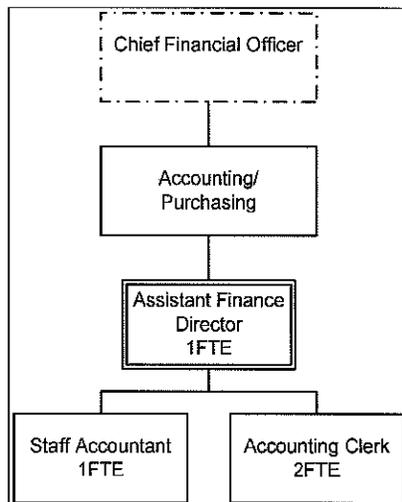
Finance

Accounting/Purchasing

Account #: 204

Location
303 Palo Pinto Street
Phone Number (817) 598-4223

Hours of Operation:
Monday - Friday 8:00 a.m. to 5:00 p.m.



PROGRAM DESCRIPTION:

The Accounting Division accurately records and timely reports all financial transactions of the City in accordance with state and local laws and generally accepted accounting principles, and maintains a system of internal controls so as to safeguard the City's financial resources and assets, as well as, to obtain the most cost-effective goods and services on behalf of all City departments and to assure compliance with applicable state and local laws relating to the expenditure of public funds. This division works with current and potential vendors, as well as, other departments in a timely and courteous manner. The Accounting Division also works closely with the external auditors.

MAJOR DIVISION GOALS:

1. Continue timely preparation of Comprehensive Annual Financial Report (CAFR) consistent with standards to maintain annual Certificate of Achievement for Excellence in Financial Reporting from GFOA.
2. Maintain timely and accurate processing of accounts payable.
3. Monitor and enhance system of internal controls to safeguard City's liquid and fixed assets and to assure compliance with applicable grant requirements.
4. Continue purchasing procedures to obtain supplies and services that provide the best value to the City and that are in accordance with state and local guidelines.
5. Treat all customers, external and internal, with respect and in a timely manner.

FY 2010-2011 ACCOMPLISHMENTS:

1. Implementation of Governmental Accounting Standards Board Statement 54 on Fund Balance Reporting and Governmental Fund Type Definitions.
2. Revamped credit card processing to make the process simpler and less costly.
3. Implemented Cash Collections at off-site collection points throughout the city.

FY 2011-2012 OBJECTIVES:

1. Update W-9 and CIQ information for all vendors.
2. Implement new P-card program that will streamline p-card processing and issuance through the use of the internet.

BUDGETARY ISSUES:

There will be an extra cost to postage and office supplies (for paper and envelopes) to mail 1099s and CIQs to all vendors for updating.

**City of Weatherford
2011-2012 Program of Services**

Finance

Accounting/Purchasing

Account #: 204

EXPENDITURE SUMMARY:	2009-10	2010-11	2010-11	2011-12
Expenditure Classification	ACTUAL	APPROVED	PROJECTED	PROPOSED
Personal Services	\$227,454	\$233,197	\$242,788	\$233,647
Supplies	\$2,661	\$2,400	\$2,700	\$2,800
Services	\$5,636	\$8,050	\$7,536	\$8,840
Capital Outlay	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$235,751	\$243,647	\$253,024	\$245,287

PERSONNEL SCHEDULE:	Pay	2009-10	2010-11	2010-11	2011-12
Position	Class	ACTUAL	APPROVED	PROJECTED	PROPOSED
Assistant Director of Finance	28	1.00	1.00	1.00	1.00
Staff Accountant	19	1.00	1.00	1.00	1.00
Accounting Clerk	9	2.00	2.00	2.00	2.00
TOTAL POSITIONS		4.00	4.00	4.00	4.00

SIGNIFICANT BUDGET CHANGES: Cost

PERFORMANCE MEASURES:	Strategic Plan #	FY2009-10	FY2010-11	FY2011-12
INPUT / DEMAND				
Number of purchasing requisitions received	N/A	370	400	425
Number of vendor invoices received	N/A	6054	6800	6600
OUTPUT / WORKLOAD				
Number of purchase orders issued	N/A	370	400	425
Number of accounts payable checks issued	N/A	3269	3600	3500
Number of sealed bids processed	N/A	25	15	15
EFFICIENCY / IMPACT				
Purchase orders issued within 3 days	1.2	99%	99%	99%
Accounts payable invoices paid within 30 days	1.2	99%	99%	99%
Bids/proposals awarded/rejected within 45 days	1.2	100%	100%	100%
EFFECTIVENESS / OUTCOME				
Percent of contracts awarded without protest	1.2	100%	100%	100%
Vendor checks voided due to Finance Department error	1.2	27	2	2
CFRA Award - GFOAT	3.1	1	1	1
CAFR review comments	3.1	11	5	3
Favorable audit opinion received	5	1	1	1

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		2007-2008	2008-2009	2009-2010	2011	2011	2012
		ACTUAL	ACTUAL	ACTUAL	CURRENT	PROJECTED	REQUESTED
					BUDGET	YEAR END	BUDGET
GENERAL FUND							
ACCOUNTING							
PERSONNEL SERVICES							
2-204-	101 SALARIES & WAGES	146,574	169,447	161,209	162,968	172,780	162,968
2-204-	102 OVERTIME	412	754	62	300	0	150
2-204-	107 GROUP MEDICAL/LIFE INSURANCE	21,995	24,715	28,280	28,836	28,529	29,025
2-204-	108 FICA	11,075	12,809	11,859	12,508	13,077	12,506
2-204-	109 RETIREMENT (TMRS)	20,940	24,916	24,904	26,945	27,369	27,276
2-204-	110 WORKERS' COMPENSATION	121	144	218	332	259	282
2-204-	111 UNEMPLOYMENT TAX (TEC)	416	236	838	1,080	574	1,080
2-204-	112 LONGEVITY	444	568	84	228	200	360
TOTAL PERSONNEL SERVICES		201,977	233,589	227,454	233,197	242,788	233,647
OPERATING SUPPLIES							
2-204-	202 OFFICE SUPPLIES	2,530	2,870	2,661	2,400	2,700	2,800
2-204-	203 FURNITURE & FIXTURES	822	0	0	0	0	0
2-204-	204 COMPUTERS & OFFICE EQUIPMENT	2,775	2,241	0	0	0	0
2-204-	229 MISCELLANEOUS SUPPLIES	84	0	0	0	0	0
TOTAL OPERATING SUPPLIES		6,211	5,111	2,661	2,400	2,700	2,800
CONTRACTUAL SERVICES							
2-204-	304 MEDICAL SERVICES	0	120	30	0	0	0
2-204-	305 SEMINARS & TRAINING	1,509	1,079	280	1,375	1,270	1,475
2-204-	306 OTHER PROFESSIONAL SERVICES	64	1,233	0	0	0	0
2-204-	308 TELEPHONE/COMMUNICATIONS	1,220	1,182	799	800	900	900
2-204-	309 POSTAGE	1,091	1,586	1,452	1,400	1,500	1,850
2-204-	311 TRAVEL EXPENSE	998	1,518	0	1,200	1,070	1,430
2-204-	312 LEGAL ADVERTISING	3,191	2,609	2,492	2,400	2,000	2,400
2-204-	318 INSURANCE	397	(9)	149	400	161	300
2-204-	324 R & M OF OFFICE EQUIPMENT	0	1,061	0	0	0	0
2-204-	325 OTHER REPAIR & MAINTENANCE	7,442	7,798	0	0	0	0
2-204-	330 MEMBERSHIP DUES/SUBSCRIPTIONS	388	403	433	475	635	485
TOTAL CONTRACTUAL SERVICES		16,300	18,580	5,635	8,050	7,536	8,840
TOTAL ACCOUNTING		224,488	257,280	235,750	243,647	253,024	245,287

City of Weatherford
2011-2012 Program of Services

Finance

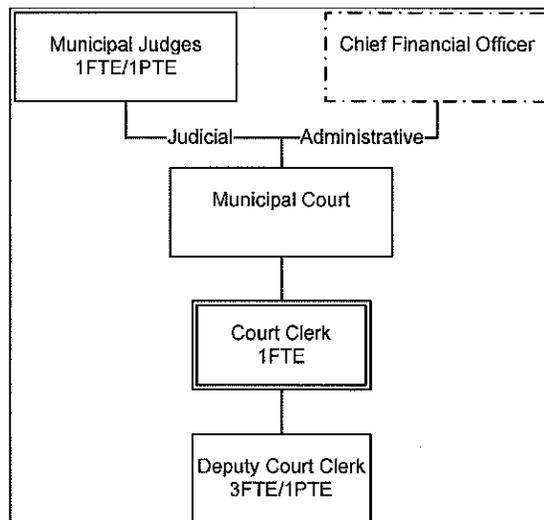
Municipal Court

Account #: 753

Location
303 Palo Pinto Street
Phone Number (817) 598-4120

Hours of Operation:

Monday - Friday 7:30 a.m. to 5:00 p.m.



PROGRAM DESCRIPTION:

Under the direct supervision of the Finance Director, Municipal Court handles the judicial processing of Class C misdemeanors that originate from traffic citations, penal code offenses, citizen complaints, city code violations, and misdemeanor arrests. The Court also prepares dockets, schedules trials, processes juries, records and collects fine payments, and issues warrants.

MAJOR DIVISION GOALS:

1. Conduct fair and impartial hearings.
2. Set proper fines and penalties that are commensurate with the offense.
3. Maintain formal training of Court personnel to assure knowledgeable performance of duties.
4. Provide efficient and courteous service to all who are required to appear before the Court.

FY 2010-2011 ACCOMPLISHMENTS:

Continued annual education for all court personnel in order to stay current with changes in the laws and to ensure proper procedure is being followed.
Implemented online services for online payments of fines.
Security improvements in City Hall for staff as well as citizens.

FY 2011-2012 OBJECTIVES:

To continue educational training for court staff in order to maintain proper procedures are adhered to, as well as, to obtain information of changes in the laws.
Software training to ensure the case management system is used efficiently and as intended.

BUDGETARY ISSUES:

Training...Due to the state of the economy, TMCEC will be adding additional hotel costs, as well as, charging for the statutes that they have been provided free to the courts and INCODE has had an increase in registration fees for user conferences. Both of these trainings are very important to ensure that court staff are using the program as intended and as efficiently as possible and to ensure that proper court procedure is maintained to eliminate the possibility of suits.

**City of Weatherford
2011-2012 Program of Services**

Finance

Municipal Court

Account #: 753

EXPENDITURE SUMMARY:				
Expenditure Classification	2009-10 ACTUAL	2010-11 APPROVED	2010-11 PROJECTED	2011-12 PROPOSED
Personal Services	\$265,605	\$284,854	\$292,691	\$315,992
Supplies	\$3,451	\$4,150	\$3,900	\$3,950
Services	\$15,697	\$19,800	\$20,353	\$23,750
Capital Outlay	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$284,753	\$308,804	\$316,944	\$343,692

PERSONNEL SCHEDULE:					
Position	Pay Class	2009-10 ACTUAL	2010-11 APPROVED	2010-11 PROJECTED	2011-12 PROPOSED
Municipal Judge	UC	1.00	1.00	1.00	1.00
P/T Associate Judge	UC	0.50	0.50	0.50	0.50
Court Clerk	18	1.00	1.00	1.00	1.00
Juvenile Case Manager/Sr. Deputy Court Clerk	11	1.00	1.00	1.00	1.00
Deputy Court Clerk	9	2.00	2.00	2.00	2.50
TOTAL POSITIONS		5.50	5.50	5.50	6.00

SIGNIFICANT BUDGET CHANGES:		Cost
PT Deputy Court Clerk		\$ 14,467

PERFORMANCE MEASURES:				
	Strategic Plan #	FY2009-10	FY2010-11	FY2011-12
INPUT / DEMAND				
Citations Filed (thru 3-31)	N/A	2808	3737	
Warrants Issued (thru 3-31)	N/A	915	988	
OUTPUT / WORKLOAD				
Citations Disposed (thru 3-31)	N/A	3199	4197	
Warrants Cleared (thru 3-31)	N/A	1162	1025	
EFFICIENCY / IMPACT				
EFFECTIVENESS / OUTCOME				
Percentage of cases with final disposition		1.2		
Percentage of warrants cleared		1.2		

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		2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2011 CURRENT BUDGET	2011 PROJECTED YEAR END	2012 REQUESTED BUDGET
GENERAL FUND							
MUNICIPAL COURT							
PERSONNEL SERVICES							
2-753-	101 SALARIES OF REGULAR EMPLOYEES	216,085	200,757	191,806	202,324	213,543	230,848
2-753-	102 OVERTIME	23	105	0	100	0	100
2-753-	103 CERTIFICATION/EDUCATION PAY	600	415	0	600	0	600
2-753-	107 GROUP HEALTH/LIFE BENEFITS	26,701	27,914	28,730	28,836	29,055	29,025
2-753-	108 FICA	16,699	15,512	14,793	15,661	16,459	17,852
2-753-	109 RETIREMENT	27,199	28,056	27,446	33,737	31,247	33,136
2-753-	110 WORKERS COMPENSATION	163	201	274	404	314	438
2-753-	111 TEC	651	388	1,088	1,500	500	2,061
2-753-	112 LONGEVITY	1,552	1,412	1,468	1,692	1,573	1,932
TOTAL PERSONNEL SERVICES		289,673	274,760	265,605	284,854	292,691	315,992
OPERATING SUPPLIES							
2-753-	202 GENERAL OFFICE SUPPLIES	3,546	3,887	3,451	4,000	3,800	3,800
2-753-	204 COMPUTERS	4,573	175	0	0	0	0
2-753-	229 MISCELLANEOUS SUPPLIES	248	122	0	150	100	150
TOTAL OPERATING SUPPLIES		8,367	4,184	3,451	4,150	3,900	3,950
CONTRACTUAL SERVICES							
2-753-	303 LEGAL SERVICES	436	474	243	500	1,000	500
2-753-	304 MEDICAL SERVICES	30	30	0	0	0	0
2-753-	305 SEMINARS & TRAINING	1,155	1,740	1,088	2,200	1,100	2,200
2-753-	306 OTHER PROFESSIONAL SERVICES	8,737	3,400	5,302	5,200	7,648	7,500
2-753-	308 TELEPHONE/COMMUNICATION SVCS	2,041	2,018	1,726	2,200	2,000	2,000
2-753-	309 POSTAGE	3,885	3,856	3,927	4,200	4,000	4,000
2-753-	311 TRAVEL EXPENSE	3,640	4,448	856	2,100	2,100	4,450
2-753-	314 PRINTING & BINDING	2,421	1,038	2,028	2,700	2,000	2,500
2-753-	318 INSURANCE	302	96	179	400	205	300
2-753-	324 R & M OF OFFICE EQUIPMENT	228	0	0	0	0	0
2-753-	330 DUES/MEMBERSHIPS	265	382	346	(300)	300	300
TOTAL CONTRACTUAL SERVICES		23,140	17,482	15,695	19,200	20,353	23,750
TOTAL MUNICIPAL COURT		321,180	296,426	284,751	308,204	316,944	343,692

City of Weatherford
2011-2012 Program of Services

Special Projects

Special Projects Administration

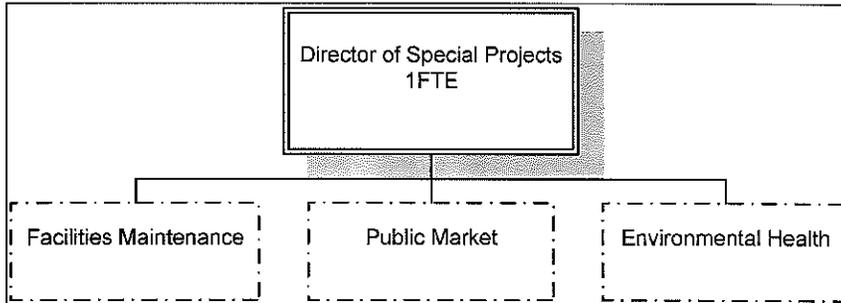
Account #: 401

Location

303 Palo Pinto Street
(817) 598-4240

Hours of Operation:

8:00 AM to 5:00 PM Monday - Friday



PROGRAM DESCRIPTION:

The Special Projects Department provides supervision of, management guidance for, and administrative support for Consumer Health, Facilities Maintenance, and construction projects.

MAJOR DIVISION GOALS:

1. Promote a positive perception of city government and the department through the efficient and professional handling of customer requests for services and information.
2. Communicate accurate information regarding departmental programs and activities to citizens and other interested parties.
3. Provide effective supervision and support to division personnel in order to enhance the delivery of services to the public.

FY 2010-2011 ACCOMPLISHMENTS:

1. Get energy audit of all City buildings for additional cost saving measures.
2. Started Phase 1 of 1st Monday improvement project; refurbished existing horse stalls & added 6 brand new horse stalls/runs, completed targeted land acquisitions
3. Completed 40X120 foot livestock barn at 1st Monday Grounds

FY 2011-2012 OBJECTIVES:

1. Begin Phase 2 of the 1st Monday Improvement Project
2. Provide construction ideas for improvements at Holland Lake & Holland Lake cabins, Girl Scout Camp, & brick pump house off Jack Borden Way

BUDGETARY ISSUES:

**City of Weatherford
2011-2012 Program of Services**

**Special Projects
Special Projects Administration**

Account #: 401

EXPENDITURE SUMMARY:	2009-10	2010-11	2010-11	2011-12
Expenditure Classification	ACTUAL	APPROVED	PROJECTED	PROPOSED
Personal Services	\$187,945	\$125,602	\$130,550	\$124,512
Supplies	\$1,612	\$5,800	\$4,550	\$6,200
Services	\$2,865	\$9,940	\$8,641	\$9,800
Capital Outlay	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$192,422	\$141,342	\$143,741	\$140,512

PERSONNEL SCHEDULE:	Pay Class	2009-10	2010-11	2010-11	2011-12
Position		ACTUAL	APPROVED	PROJECTED	PROPOSED
Director of Special Projects	36	0.00	0.00	0.00	1.00
Director of Municipal & Community Services	36	1.00	1.00	1.00	0.00
TOTAL POSITIONS		1.00	1.00	1.00	1.00
Retiree		1.00	1.00	1.00	1.00

SIGNIFICANT BUDGET CHANGES: Cost

PERFORMANCE MEASURES:	Strategic Plan #	FY2009-10	FY2010-11	FY2011-12
INPUT / DEMAND				
Service Orders	N/A			
OUTPUT / WORKLOAD				
Garbage Collections	N/A	1620		
Areas Mowed & Trimmed	N/A	404		
EFFICIENCY / IMPACT				
EFFECTIVENESS / OUTCOME				
Works Orders Completed On Schedule	1.2	95%		

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		2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2011 CURRENT BUDGET	2011 PROJECTED YEAR END	2012 REQUESTED BUDGET
GENERAL FUND							
SPECIAL PROJECTS							
PERSONNEL SERVICES							
2-401-	101 SALARIES & WAGES	77,353	83,725	140,477	89,291	94,377	88,536
2-401-	107 GROUP MEDICAL/LIFE INSURANCE	5,568	5,826	10,420	11,535	11,424	11,610
2-401-	108 FICA	5,855	6,325	10,713	6,878	7,255	6,824
2-401-	109 RETIREMENT (TMRS)	11,114	12,374	21,653	14,817	15,100	14,884
2-401-	110 WORKERS' COMPENSATION	812	933	3,483	2,191	1,702	1,720
2-401-	111 UNEMPLOYMENT TAX (TEC)	108	45	19	270	72	270
2-401-	112 LONGEVITY	476	524	1,180	620	620	668
TOTAL PERSONNEL SERVICES		101,286	109,752	187,945	125,602	130,550	124,512
OPERATING SUPPLIES							
2-401-	202 OFFICE SUPPLIES	247	0	37	500	250	500
2-401-	204 COMPUTERS & OFFICE EQUIPMENT	5,624	1,709	0	0	0	0
2-401-	215 FOOD & MEALS	134	0	101	300	300	500
2-401-	219 UNIFORMS & PROTECTIVE CLOTHING	273	66	30	200	200	400
2-401-	220 VEHICLE FUEL & OIL	383	166	689	3,000	2,000	3,000
2-401-	221 VEHICLE MAINTENANCE	1,901	1,868	619	1,500	1,500	1,500
2-401-	229 MISCELLANEOUS SUPPLIES	84	282	136	300	300	300
TOTAL OPERATING SUPPLIES		8,646	4,091	1,612	5,800	4,550	6,200
CONTRACTUAL SERVICES							
2-401-	305 SEMINAR & TRAINING	753	600	0	700	700	700
2-401-	306 OTHER PROFESSIONAL SERVICES	5,821	0	171	4,000	4,000	4,000
2-401-	308 TELEPHONE/COMMUNICATIONS	2,203	2,327	1,199	1,500	1,000	1,000
2-401-	309 POSTAGE	23	2	14	40	40	50
2-401-	310 AUTO ALLOWANCE	425	0	0	0	0	0
2-401-	311 TRAVEL EXPENSE	1,737	609	377	1,000	1,000	1,500
2-401-	314 PRINTING & REPRODUCTION	26	128	138	150	150	150
2-401-	318 INSURANCE	124	(10)	415	450	251	300
2-401-	321 RADIO & COMM. EQUIP. MAINT.	85	0	0	300	200	300
2-401-	328 OTHER RENTAL	1,760	2,168	400	1,500	1,000	1,500
2-401-	330 MEMBERSHIP DUES/SUBSCRIPTIONS	163	197	151	300	300	300
TOTAL CONTRACTUAL SERVICES		13,120	6,021	2,865	9,940	8,641	9,800
TOTAL SPECIAL PROJECTS		123,052	119,864	192,422	141,342	143,741	140,512

**City of Weatherford
2011-2012 Program of Services**

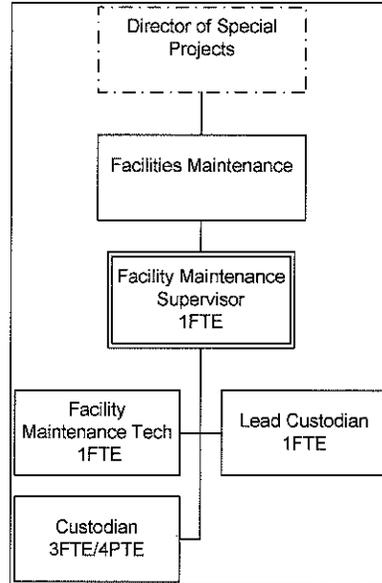
Special Projects

Facilities Maintenance

Account #: 430

Location
303 Palo Pinto
Phone Number (817) 598-4124

Hours of Operation:
Monday - Friday, 8:00 am - 5:00 pm



PROGRAM DESCRIPTION:

The Facilities Maintenance Division maintains and sustains the integrity of City buildings including City Hall, Police Department, Service Center, Old City Hall, Harberger Hill, Cherry Park, Library, Chandor Gardens, Public Works, 4 Fire Stations, & Jim Wright House. Responsibilities include custodial, general maintenance, and improvements.

MAJOR DIVISION GOALS:

1. Maintain City buildings and structures with quality and efficiency.
2. Standardize building materials and equipment throughout City buildings.
3. Conduct a thorough assessment of City buildings and structures to identify needs, assess costs, and evaluate priorities.

FY 2010-2011 ACCOMPLISHMENTS:

1. Patched and kept heating system on line at City Hall/Fire Station 1
2. Replace doors at the Old City Hall Building
3. Refurbished kennels at the Weatherford/Parker County Animal Shelter
4. Remodeled 1st Monday Trade Days admin and community service office. Refurbished existing horse barn at 1st Monday Grounds
5. Assisted Johnson Controls with energy audits

FY 2011-2012 OBJECTIVES:

1. Replace 2 air conditioning system at Old City Hall (first floor)
2. Address rotting wood problem at Chandor Gardens main house
3. Replace air condition unit for the horticultural office at Chandor Gardens

BUDGETARY ISSUES:

1. 2 new air conditioning systems at Old City Hall (est. \$12,000)
2. Replace rotting wood at Chandor Gardens main house (est. \$5000.00)
3. New air conditioning system for horticultural office at Chandor Gardens (est. \$5,000.00)

**City of Weatherford
2011-2012 Program of Services**

**Special Projects
Facilities Maintenance**

Account #: 430

EXPENDITURE SUMMARY:	2009-10	2010-11	2010-11	2011-12
Expenditure Classification	ACTUAL	APPROVED	PROJECTED	PROPOSED
Personal Services	\$366,094	\$317,617	\$317,349	\$310,679
Supplies	\$34,453	\$46,100	\$44,400	\$48,400
Services	\$115,028	\$134,750	\$124,924	\$207,916
Capital Outlay	\$31,273	\$112,000	\$108,425	\$1,013,800
TOTAL EXPENDITURES	\$546,848	\$610,467	\$595,098	\$1,580,795

PERSONNEL SCHEDULE:	Pay Class	2009-10	2010-11	2010-11	2011-12
Position		ACTUAL	APPROVED	PROJECTED	PROPOSED
Facilities Maintenance Supervisor	15	1.00	1.00	1.00	1.00
Facilities Maintenance Technician	8	1.00	1.00	1.00	1.00
Lead Custodian	7	1.00	1.00	1.00	1.00
Custodian	6	2.00	3.00	2.00	3.00
P/T Custodian	6	2.00	2.00	1.50	2.00
TOTAL POSITIONS		7.00	8.00	6.50	8.00
Retirees		2.00	2.00	2.00	2.00

SIGNIFICANT BUDGET CHANGES:	Cost
PT Custodian Contract Labor	\$ 11,731
FT Custodian Contract Labor	\$ 35,282
Refurbish Front Steps at City Hall	\$ 5,000
Painting Interior of City Hall	\$ 30,000
Performance Contract Improvements	\$ 1,013,800
Prior Year Capital Appropriations	\$ (108,425)

PERFORMANCE MEASURES:	Strategic Plan #	FY2009-10	FY2010-11	FY2011-12
INPUT / DEMAND				
Work Orders Completed	N/A	328	252	305
OUTPUT / WORKLOAD				
Repair/Replacement of Equipment	N/A	1286	636	1291
Heat & A/C Repairs	N/A	54	48	58
Repair/Replacement of Lighting	N/A		2256	217
Painting of Buildings	N/A		5004 sq. feet	120 sq. feet
EFFICIENCY / IMPACT				
Average Work Order Time Resolution	1.2	1-2 Days	1-2 Days	1-2 Days
EFFECTIVENESS / OUTCOME				
Internal Customer Satisfaction	1.2	90%	91%	90%

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		2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2011 CURRENT BUDGET	2011 PROJECTED YEAR END	2012 REQUESTED BUDGET
GENERAL FUND							
FACILITIES MAINTENANCE							
PERSONNEL SERVICES							
2-430-	101 SALARIES & WAGES	228,588	238,051	255,760	209,521	220,051	208,917
2-430-	102 OVERTIME	170	198	106	209	209	209
2-430-	107 GROUP MEDICAL/LIFE INSURANCE	43,967	46,038	45,979	46,138	43,551	40,635
2-430-	108 FICA	17,458	17,879	19,122	16,248	16,407	16,221
2-430-	109 RETIREMENT (TMRS)	30,270	32,328	37,054	35,003	29,620	35,378
2-430-	110 WORKERS' COMPENSATION	2,248	2,642	3,852	5,170	4,019	3,981
2-430-	111 UNEMPLOYMENT TAX (TEC)	817	479	1,204	2,660	824	2,430
2-430-	112 LONGEVITY	2,440	2,728	3,016	2,668	2,668	2,908
TOTAL PERSONNEL SERVICES		325,958	340,343	366,093	317,617	317,349	310,679
OPERATING SUPPLIES							
2-430-	202 OFFICE SUPPLIES	395	17	5	100	100	100
2-430-	203 FURNITURE & FIXTURES	0	1,150	0	1,000	500	1,000
2-430-	204 COMPUTERS & OFFICE EQUIPMENT	281	0	0	0	0	0
2-430-	205 RADIO & COMMUNICATION EQUIP	0	0	0	0	0	300
2-430-	215 FOOD & MEALS EXPENSE	7,972	5,963	5,259	7,000	7,000	8,000
2-430-	217 JANITORIAL SUPPLIES	12,161	12,058	10,986	12,000	12,000	13,000
2-430-	219 UNIFORMS & PROTECTIVE CLOTHING	2,811	2,814	2,672	2,800	1,500	2,800
2-430-	220 VEHICLE FUEL & OIL	6,859	4,039	3,078	5,600	4,500	5,600
2-430-	221 VEHICLE PARTS & LABOR	1,113	1,306	883	2,000	1,200	2,000
2-430-	223 EQUIPMENT FUEL & OIL	0	0	0	300	300	300
2-430-	229 MISCELLANEOUS SUPPLIES	879	129	60	300	200	300
2-430-	235 BUILDING & GROUNDS MAINT.	13,318	13,064	9,085	12,000	12,000	12,000
2-430-	281 SMALL TOOLS & EQUIPMENT	4,264	2,149	2,423	6,575	5,100	3,000
TOTAL OPERATING SUPPLIES		50,053	42,689	34,451	49,675	44,400	48,400
CONTRACTUAL SERVICES							
2-430-	302 ARCHITECT & ENGINEERING SVCS	0	8,300	0	0	0	0
2-430-	304 EMPLOYMENT PHYSICALS	0	0	0	100	0	100
2-430-	305 SEMINAR & TRAINING FEES	0	49	0	750	0	500
2-430-	306 OTHER PROFESSIONAL SERVICES	0	0	0	0	0	77,013
2-430-	308 TELEPHONE/COMMUNICATIONS	1,536	1,539	1,189	2,000	1,700	1,500
2-430-	311 TRAVEL EXPENSE	309	243	263	500	350	500
2-430-	318 INSURANCE	1,181	671	850	1,300	941	1,100
2-430-	319 UTILITIES	108,994	92,247	76,905	77,000	70,000	63,603
2-430-	320 BUILDING & GROUNDS MAINT.	57,623	46,654	35,026	45,000	45,000	55,000
2-430-	321 RADIO & COMM EQUIP MAINT	0	0	0	500	0	500
2-430-	324 R & M OF OFFICE EQUIPMENT	0	279	0	0	0	0
2-430-	325 OTHER REPAIR & MAINT	100	0	0	5,000	5,333	6,000
2-430-	327 MACHINERY & EQUIPMENT RENTAL	2,212	4,400	0	1,500	500	1,000
2-430-	331 LAUNDRY & SANITATION SERVICES	1,024	793	796	1,100	1,100	1,100
TOTAL CONTRACTUAL SERVICES		172,979	155,175	115,029	134,750	124,924	207,916
CAPITAL OUTLAY							
2-430-	403 BUILDINGS	0	179,925	26,083	108,425	108,425	1,013,800
2-430-	420 OTHER EQUIPMENT	0	0	5,190	0	0	0
TOTAL CAPITAL OUTLAY		0	179,925	31,273	108,425	108,425	1,013,800
TOTAL FACILITIES MAINTENANCE		548,990	718,132	546,846	610,467	595,098	1,580,795

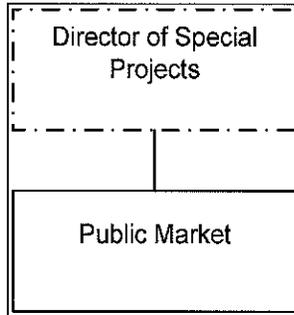
**City of Weatherford
2011-2012 Program of Services**

**Special Projects
Public Market**

Account #: 463

Location
213 Fort Worth Hwy.
Phone Number 817-597-6929

Hours of Operation:
Varies



PROGRAM DESCRIPTION:

The smaller Public Market building is leased to a lessee who assumes responsibility for all sub-leasing, normal housekeeping activities and utilities. The larger Farmer's Market (approximately 50' x 115') is leased to a lessee who assumes responsibility for all housekeeping activities, interior maintenance and utilities. The City remains responsible for all exterior maintenance to the buildings and the parking lots.

MAJOR DIVISION GOALS:

1. Monitor lessee to assure market facilities are a safe and orderly environment for public access and community pride.
2. Provide adequate building maintenance and parking lot maintenance.

FY 2010-2011 ACCOMPLISHMENTS:

Maintain customer accessibility during bridge construction for the Fiscal Year 2010-2011.

FY 2011-2012 OBJECTIVES:

Continue to maintain customer accessibility during the continued bridge construction for the Fiscal Year 2011-2012.

BUDGETARY ISSUES:

**City of Weatherford
2011-2012 Program of Services**

**Special Projects
Public Market**

Account #: 463

EXPENDITURE SUMMARY:	2009-10	2010-11	2010-11	2011-12
Expenditure Classification	ACTUAL	APPROVED	PROJECTED	PROPOSED
Personal Services	\$0	\$0	\$0	\$0
Supplies	\$257	\$950	\$600	\$950
Services	\$872	\$2,400	\$1,908	\$2,450
Capital Outlay	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$1,129	\$3,350	\$2,508	\$3,400

PERSONNEL SCHEDULE:	Pay Class	2009-10	2010-11	2010-11	2011-12
Position		ACTUAL	APPROVED	PROJECTED	PROPOSED
TOTAL POSITIONS		0.00	0.00	0.00	0.00

SIGNIFICANT BUDGET CHANGES: Cost

PERFORMANCE MEASURES:	Strategic Plan #	FY2009-10	FY2010-11	FY2011-12
INPUT / DEMAND				
Foster usable public market space	1.2			
Work Orders Completed	N/A			
OUTPUT / WORKLOAD				
Repair/Replacement of Equipment	N/A			
EFFICIENCY / IMPACT				
Average Work Order Time Resolution	1.2			
EFFECTIVENESS / OUTCOME				
Lessee satisfaction	1.2	91%	95%	95%
Citizen satisfaction	1.2	88%	89%	90%

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	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2011 CURRENT BUDGET	2011 PROJECTED YEAR END	2012 REQUESTED BUDGET
GENERAL FUND						
PUBLIC MARKET						
OPERATING SUPPLIES						
2-463- 229 MISCELLANEOUS SUPPLIES	0	0	0	200	200	200
2-463- 235 BUILDING MAINTENANCE SUPPLIES	34	40	257	750	400	750
TOTAL OPERATING SUPPLIES	34	40	257	950	600	950
CONTRACTUAL SERVICES						
2-463- 318 INSURANCE	1,286	1,036	710	1,300	808	1,100
2-463- 319 UTILITY SERVICES	225	151	162	350	350	400
2-463- 320 R & M BUILDINGS & STRUCTURES	139,464	0	0	750	750	950
TOTAL CONTRACTUAL SERVICES	140,975	1,187	872	2,400	1,908	2,450
TOTAL PUBLIC MARKET	141,009	1,227	1,129	3,350	2,508	3,400

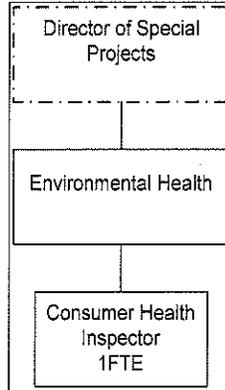
**City of Weatherford
2011-2012 Program of Services**

**Special Projects
Environmental Health**

Account #: 512

Location
303 Palo Pinto
Phone Number (817)598-4149

Hours of Operation:
Monday-Friday 8:00 a.m.-5:00 p.m.



PROGRAM DESCRIPTION:

The Consumer Health Division conducts inspections of restaurants, daycares, public schools, hospitals, nursing homes, mobile food units, convenience stores, retail stores, and commercial swimming pools. Also, the division provides education in food safety by teaching food handler classes.

MAJOR DIVISION GOALS:

Consumer Health's goal is to ensure that food is safe and wholesome within the City of Weatherford. The department will do so by maintaining and developing soundly based inspections based on appropriate policies, laws, and programs.

FY 2010-2011 ACCOMPLISHMENTS:

FY 2011-2012 OBJECTIVES:

1. Get the City of Weatherford Food Handler Program accredited with the Texas Department of State Health Services
2. Implement Digital Health Department software for inspections and food establishment scores

BUDGETARY ISSUES:

**City of Weatherford
2011-2012 Program of Services**

**Special Projects
Environmental Health**

Account #: 512

EXPENDITURE SUMMARY:	2009-10	2010-11	2010-11	2011-12
Expenditure Classification	ACTUAL	APPROVED	PROJECTED	PROPOSED
Personal Services	\$0	\$0	\$0	\$61,419
Supplies	\$0	\$0	\$0	\$3,500
Services	\$0	\$0	\$0	\$27,350
Capital Outlay	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$92,269

PERSONNEL SCHEDULE:	Pay Class	2009-10	2010-11	2010-11	2011-12
Position		ACTUAL	APPROVED	PROJECTED	PROPOSED
Health Inspector	17	0.00	0.00	0.00	1.00
Health Officer	UC	0.00	0.00	0.00	0.50
TOTAL POSITIONS		0.00	0.00	0.00	1.50

SIGNIFICANT BUDGET CHANGES:	Strategic Plan #	Cost
Contract Labor for Health Inspector		\$ 15,000
Creation of Division from Code Enforcement Division 511		\$ 77,269

PERFORMANCE MEASURES:	Strategic Plan #	FY2009-10	FY2010-11	FY2011-12
INPUT / DEMAND				
Establishments	N/A		286	300
Commercial Swimming Pools	N/A		31	35
OUTPUT / WORKLOAD				
Routine Inspection	N/A			
Re-Inspection	N/A			
Complaint Inspection Visits	N/A			
CO Inspections	N/A			
Plan Reviews	N/A			
Food Handler Classes	N/A			
EFFICIENCY / IMPACT				
EFFECTIVENESS / OUTCOME				
Inspections Completed		1.2		

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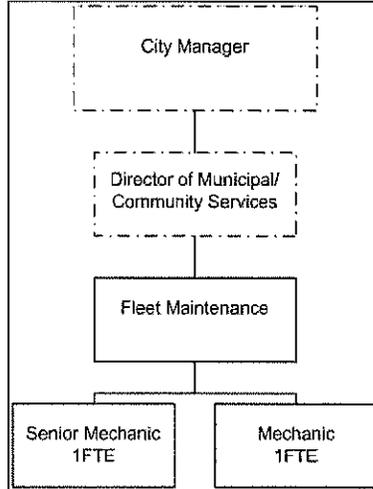
**City of Weatherford
2011-2012 Program of Services**

**Municipal & Community Services
Vehicle/Equip Maintenance**

Account #: 473

Location
612 Fort Worth Hwy
(817) 598-4299

Hours of Operation:
6:00 AM - 5:00 PM Monday - Friday



PROGRAM DESCRIPTION:

Under the supervision of the Director of Municipal / Community Services, the Vehicle/Equipment Maintenance Division is responsible for maintenance of all vehicles and equipment in the Street and Solid Waste Departments. Assistance is also available to other departments of the City on an as-needed or emergency basis. In prior years, this division was operated as a City-wide maintenance facility in the Internal Services Fund.

MAJOR DIVISION GOALS:

The primary goal of the Vehicle / Equipment Maintenance Division is to provide a comprehensive maintenance program and assure that all city vehicles and equipment are serviced and maintained according to manufacture specifications.

FY 2010-2011 ACCOMPLISHMENTS:

Enabled a comprehensive preventative maintenance and repair program.

FY 2011-2012 OBJECTIVES:

Continue to meet the demands of various departments with the comprehensive maintenance program in place.

BUDGETARY ISSUES:

**City of Weatherford
2011-2012 Program of Services**

**Municipal & Community Services
Vehicle/Equip Maintenance**

Account #: 473

EXPENDITURE SUMMARY:	2009-10	2010-11	2010-11	2011-12
Expenditure Classification	ACTUAL	APPROVED	PROJECTED	PROPOSED
Personal Services	\$123,291	\$126,448	\$132,670	\$126,592
Supplies	\$9,275	\$13,500	\$12,700	\$13,800
Services	\$13,091	\$26,329	\$22,910	\$25,829
Capital Outlay	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$145,657	\$166,277	\$168,280	\$166,221

PERSONNEL SCHEDULE:	Pay Class	2009-10	2010-11	2010-11	2011-12
Position		ACTUAL	APPROVED	PROJECTED	PROPOSED
Senior Mechanic	16	1.00	1.00	1.0	1.0
Mechanic	13	1.00	1.00	1.0	1.0
TOTAL POSITIONS		2.00	2.00	2.00	2.00

SIGNIFICANT BUDGET CHANGES: Cost

PERFORMANCE MEASURES:	Strategic Plan #	FY2009-10	FY2010-11	FY2011-12
INPUT / DEMAND				
Service Requests	N/A	1289	1400	1440
OUTPUT / WORKLOAD				
Preventive Maintenance Hours	N/A	144	510	510
Service Repair Hours	N/A	3018	2074	2075
Field Call Service Hours	N/A	33	101	120
Shop Fabrication Hours	N/A	200	200	200
Shop and tool maintenance Hours	N/A	685	685	685
EFFICIENCY / IMPACT				
Full Service/Oil Changes within same day	1.2	100%	98%	98%
Repair Services with 10 days	1.2	100%	100%	100%
Field Calls responded to within hour	1.2	100%	100%	100%
EFFECTIVENESS / OUTCOME				
Inter-departmental satisfaction	1.2	99%	99%	99%

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		2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2011 CURRENT BUDGET	2011 PROJECTED YEAR END	2012 REQUESTED BUDGET
GENERAL FUND							
VEHICLE EQUIPMENT MAINTENANCE							
PERSONNEL SERVICES							
2-473-	101 SALARIES OF REGULAR EMPLOYEES	84,051	88,007	88,505	89,396	95,381	89,398
2-473-	102 OVERTIME	288	0	0	261	261	261
2-473-	107 GROUP HEALTH/LIFE BENEFITS	11,046	11,564	11,492	11,535	11,623	11,610
2-473-	108 FICA	6,567	6,841	6,874	6,946	7,407	6,954
2-473-	109 RETIREMENT	12,100	13,094	13,859	14,963	15,313	15,165
2-473-	110 WORKERS COMPENSATION	662	773	1,142	1,671	1,299	1,432
2-473-	111 TEC	198	90	378	540	250	540
2-473-	112 LONGEVITY	848	944	1,040	1,136	1,136	1,232
TOTAL PERSONNEL SERVICES		115,760	121,313	123,290	126,448	132,670	126,592
OPERATING SUPPLIES							
2-473-	202 GENERAL OFFICE SUPPLIES	231	125	432	500	500	500
2-473-	204 COMPUTERS & OFFICE EQUIPMENT	386	49	0	0	0	0
2-473-	212 CHEMICALS	1,439	657	749	1,500	1,300	1,500
2-473-	215 FOOD/MEAL EXPENSE	64	148	37	300	300	300
2-473-	217 JANITORIAL SUPPLIES	471	376	362	500	300	500
2-473-	218 MEDICAL/LABORATORY SUPPLIES	20	0	24	200	200	200
2-473-	219 UNIFORMS/PROTECTIVE CLOTHING	1,062	595	1,054	1,500	1,100	1,500
2-473-	220 VEHICLE/EQUIP FUEL & OIL	465	278	256	500	500	800
2-473-	221 VEHICLE PARTS & LABOR	1,000	132	779	2,000	2,000	2,000
2-473-	222 EQUIPMENT PARTS & LABOR	45	0	0	0	0	0
2-473-	229 MISCELLANEOUS SUPPLIES	391	857	479	500	500	500
2-473-	235 BUILDING & GROUNDS MAINT	263	17	484	2,000	1,500	1,500
2-473-	281 SMALL TOOLS & EQUIPMENT	4,589	2,340	4,619	4,500	4,500	4,500
TOTAL OPERATING SUPPLIES		10,426	5,574	9,275	14,000	12,700	13,800
CONTRACTUAL SERVICES							
2-473-	304 EMPLOYEE PHYSICALS	0	0	0	175	0	175
2-473-	305 SEMINARS & TRAINING	0	0	10	500	0	500
2-473-	306 OTHER PROFESSIONAL SERVICES	0	0	0	1,500	1,500	2,000
2-473-	308 TELEPHONE/COMMUNICATIONS	917	955	1,349	1,400	1,400	1,400
2-473-	309 POSTAGE	0	0	0	120	0	120
2-473-	311 TRAVEL EXPENSE	0	0	0	384	0	384
2-473-	318 INSURANCE	946	764	992	900	560	900
2-473-	319 UTILITY SERVICE	17,009	14,095	7,134	9,300	7,000	8,000
2-473-	320 BUILDING & GROUNDS MAINT	173	807	0	5,200	5,200	5,200
2-473-	321 R & M OF RADIO & COMM EQUIP	0	0	0	400	400	400
2-473-	322 EQUIPMENT MAINTENANCE	1,464	913	735	1,000	600	1,000
2-473-	324 OFFICE MACHINE MAINTENANCE	0	1,968	0	1,200	2,000	2,000
2-473-	325 OTHER REPAIR/MAINTENANCE	920	0	0	0	0	0
2-473-	327 MACHINERY/EQUIP RENTAL	91	105	405	500	500	500
2-473-	331 LAUNDRY & SANITATION	1,453	2,229	2,466	3,250	3,250	3,250
2-473-	335 REGULATORY PERMIT FEES	0	0	0	0	500	0
TOTAL CONTRACTUAL SERVICES		22,973	21,836	13,091	25,829	22,910	25,829
TOTAL VEHICLE EQUIPMENT MAINTENANCE		149,159	148,723	145,656	166,277	168,280	166,221

**City of Weatherford
2011-2012 Program of Services**

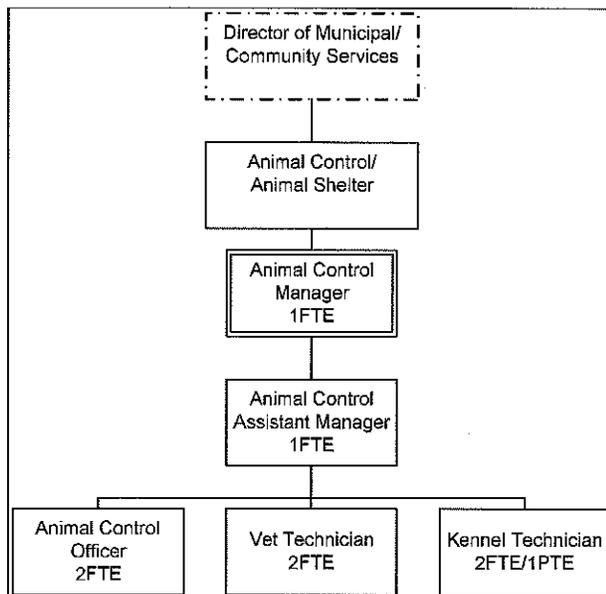
Municipal & Community Services

Animal Control

Account #: 502

Location
403 Hickory Lane
(817) 598-4111

Hours of Operation:
Tuesday - Saturday 11:00 a.m. - 4:00 p.m.



PROGRAM DESCRIPTION:

The Weatherford/Parker County Animal Shelter is dedicated to maintaining a sanitary and safe environment to ensure a comprehensive animal impound and adoption program, as well as controlling the animal population with aggressive spay and neuter programs. The shelter is also responsible for ensuring that all ordinances and laws regarding stray, abandoned, abused, vicious, or nuisance animals both domestic and wild are enforced.

MAJOR DIVISION GOALS:

1. Enhance adoption programs to increase animal adoptions and animals returned to their owners.
2. Improve & expand livestock areas by increasing fencing & stalls.
3. Improve security issues by installing security cameras, outside and inside offices and kennels.
4. Retain an onsite veterinarian.
5. Improve customer service and satisfaction.

FY 2010-2011 ACCOMPLISHMENTS:

1. Implement quarterly low cost spay/neuter and vaccination clinics at the Animal Shelter.
2. Promote adoption programs in order to increase animal adoptions and return to owners.
3. Increase off-site adoptions at various community establishments.
4. Promote education through youth (provide tours of shelter, etc.).

FY 2011-2012 OBJECTIVES:

BUDGETARY ISSUES:

1. The demands of the Weatherford and Parker County Animal Shelter continue to grow steadily.
2. Contracts with incorporated municipalities throughout the county will increase animal intake as well as the workload at the shelter. Personnel increases will be needed to meet demands placed on the Shelter.
3. The cost of fuel continues to rise.

**City of Weatherford
2011-2012 Program of Services**

**Municipal & Community Services
Animal Control**

Account #: 502

EXPENDITURE SUMMARY:	2009-10	2010-11	2010-11	2011-12
Expenditure Classification	ACTUAL	APPROVED	PROJECTED	PROPOSED
Personal Services	\$442,308	\$473,129	\$486,465	\$499,269
Supplies	\$58,208	\$72,950	\$68,400	\$76,450
Services	\$55,433	\$58,850	\$105,530	\$116,965
Capital Outlay	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$555,949	\$604,929	\$660,395	\$692,684

PERSONNEL SCHEDULE:	Pay Class	2009-10	2010-11	2010-11	2011-12
Position		ACTUAL	APPROVED	PROJECTED	PROPOSED
Animal Control Manager	23	1.00	1.00	1.00	1.00
Animal Control Assistant Manager	19	1.00	1.00	1.00	1.00
Animal Control Officer	17	2.00	2.00	2.00	2.00
Animal Control Vet Technician	14	1.00	2.00	2.00	2.00
Animal Control Kennel Technician	12	3.00	2.50	2.50	2.00
TOTAL POSITIONS		8.00	8.50	8.50	8.00

Retiree	1.00	1.00	1.00	1.00
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SIGNIFICANT BUDGET CHANGES:

	Cost
Professional Animal Control Services	\$ 30,000

PERFORMANCE MEASURES:

	Strategic Plan #	FY2009-10	FY2010-11	FY2011-12
INPUT / DEMAND				
Number of Animal Calls for Service	N/A	5000	2416	3500
OUTPUT / WORKLOAD				
Number of Animal Intakes				
Dogs /Cats	N/A	5,150	3,525	4,000
Livestock / Other	N/A	458	360	450
EFFICIENCY / IMPACT				
1. Number of Animals Returned to Owners				
Dogs / Cats	1.2	538	456	500
Livestock / Other	1.2	120	63	100
2. Number of Adoptions				
Dogs / Cats	1.2	2,572	1,191	1,300
Livestock / Other	1.2	216	90	110
3. Number of Euthanized or Deceased Animals				
Dogs / Cats	1.2	2,572	1,680	1,800
Livestock / Other	1.2	80	126	150
4. Number of Animal Bite Reports				
	N/A	184	90	125
EFFECTIVENESS / OUTCOME				
1. Citizen Satisfaction	1.2	65.00%	65.00%	80.00%

		2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2011 CURRENT BUDGET	2011 PROJECTED YEAR END	2012 REQUESTED BUDGET
GENERAL FUND							
ANIMAL CONTROL							
PERSONNEL SERVICES							
2-502-	101 SALARIES OF REGULAR EMPLOYEES	265,879	260,741	298,242	307,757	324,835	331,708
2-502-	102 OVERTIME	12,532	14,271	7,352	11,319	11,319	11,319
2-502-	105 SALARIES OF PART-TIME EMPLOYEE	0	0	11,087	12,000	12,000	12,000
2-502-	107 GROUP HEALTH/LIFE BENEFITS	42,736	46,633	48,865	51,905	53,512	52,245
2-502-	108 FICA	21,463	20,960	23,726	25,899	25,710	26,332
2-502-	109 RETIREMENT	40,919	40,550	47,804	55,792	53,464	57,432
2-502-	110 WORKERS COMPENSATION	1,294	1,823	2,620	4,929	3,831	4,893
2-502-	111 TEC	903	446	1,592	2,160	950	2,160
2-502-	112 LONGEVITY	1,248	524	1,020	1,368	844	1,180
TOTAL PERSONNEL SERVICES		386,974	385,948	442,308	473,129	486,465	499,269
OPERATING SUPPLIES							
2-502-	202 GENERAL OFFICE SUPPLIES	1,940	2,382	1,458	600	600	1,600
2-502-	203 FURNITURE & FIXTURES	1,580	0	0	0	0	0
2-502-	204 COMPUTERS & OFFICE EQUIPMENT	2,203	356	0	0	0	0
2-502-	212 CHEMICALS	1,282	3,102	4,118	3,300	4,100	5,500
2-502-	213 PHOTO SUPPLIES/DEVELOPING	100	0	0	100	50	100
2-502-	214 ANIMAL FEED/SUPPLIES	3,314	5,894	3,783	4,500	4,500	4,500
2-502-	215 FOOD/MEALS EXPENSE	1,959	1,380	2,664	4,400	4,400	4,000
2-502-	218 MEDICAL/LABORATORY SUPPLIES	30,272	34,332	30,198	30,000	30,000	30,000
2-502-	219 UNIFORMS/PROTECTIVE CLOTHING	1,715	1,697	1,622	2,000	2,000	2,000
2-502-	220 VEHICLE/EQUIP FUEL & OIL	5,407	1,893	6,344	7,500	7,500	9,000
2-502-	221 VEHICLE/EQUIP PARTS & LABOR	2,940	3,559	1,352	3,500	3,500	4,500
2-502-	222 EQUIPMENT PARTS & LABOR	0	0	844	1,750	1,750	1,750
2-502-	229 MISCELLANEOUS SUPPLIES	5,355	6,609	1,499	5,500	4,500	5,500
2-502-	235 BUILDING MAINTENANCE SUPPLIES	6,615	3,061	2,049	4,500	3,000	4,500
2-502-	281 SMALL TOOLS & EQUIPMENT	2,265	4,664	2,276	3,500	2,500	3,500
TOTAL OPERATING SUPPLIES		66,947	68,929	58,207	71,150	68,400	76,450
CONTRACTUAL SERVICES							
2-502-	302 ARCHITECT & ENGINEERING SVCS	4,000	0	0	0	0	0
2-502-	304 MEDICAL SERVICES	1,650	1,039	1,660	2,350	2,350	2,350
2-502-	305 SEMINARS & TRAINING	484	424	2,024	2,000	2,000	2,000
2-502-	306 OTHER PROFESSIONAL SERVICES	4,581	7,597	7,848	8,500	14,500	16,315
2-502-	308 TELEPHONE/COMMUNICATION SVCS	1,396	1,987	2,023	2,000	2,000	2,000
2-502-	309 POSTAGE	637	1,130	693	1,500	750	1,500
2-502-	311 TRAVEL EXPENSE	406	1,681	1,462	500	1,500	1,500
2-502-	312 LEGAL ADVERTISING	7	86	0	200	200	200
2-502-	314 PRINTING & BINDING	284	965	450	1,400	600	1,300
2-502-	318 INSURANCE	3,408	987	1,663	2,600	1,730	2,000
2-502-	319 UTILITY SERVICES	35,848	32,356	30,083	33,000	32,800	33,000
2-502-	320 R & M BUILDINGS & STRUCTURES	668	405	891	1,600	1,100	1,600
2-502-	321 R & M OF RADIO & COMM EQUIP	0	718	0	100	0	100
2-502-	324 REPAIR & MAINT OFFICE EQUIP.	0	1,326	0	0	0	0
2-502-	325 OTHER MAINTENANCE	0	1,784	1,090	2,000	1,500	2,000
2-502-	326 OFFICE & COPY EQUIPMENT RENTAL	2,058	2,276	4,794	2,200	2,500	2,400
2-502-	330 DUES & MEMBERSHIPS	175	540	752	700	1,000	700
2-502-	331 LAUNDRY & SANITATION SVCS	1,295	490	0	0	0	0
2-502-	353 VETERINARY SERVICES	0	0	0	0	41,000	48,000
TOTAL CONTRACTUAL SERVICES		56,897	55,791	55,433	60,650	105,530	116,965

	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2011 CURRENT BUDGET	2011 PROJECTED YEAR END	2012 REQUESTED BUDGET
CAPITAL OUTLAY						
2-502- 410 MOTOR VEHICLES	0	16,175	0	0	0	0
2-502- 420 OTHER EQUIPMENT	0	12,299	0	0	0	0
TOTAL CAPITAL OUTLAY	0	28,474	0	0	0	0
TOTAL ANIMAL CONTROL	510,818	539,142	555,948	604,929	660,395	692,684

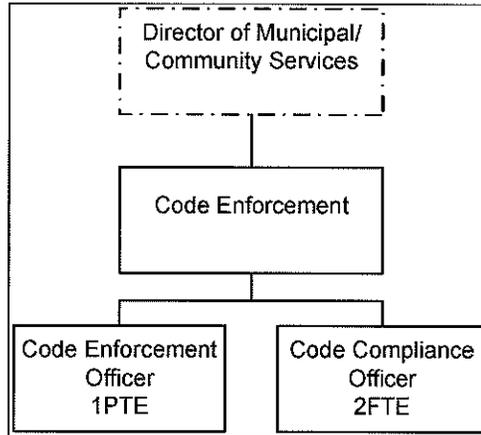
**City of Weatherford
2011-2012 Program of Services**

**Municipal & Community Services
Code Enforcement**

Account #: 511

Location
303 Palo Pinto Street
(817) 598-4240

Hours of Operation:
Monday - Friday 8:00 am - 5:00 pm



PROGRAM DESCRIPTION:

Code Enforcement is responsible for preserving the quality and value of public and private property and maintaining a high standard of living by eliminating conditions that threaten the life, health, safety, and general welfare of the public.

MAJOR DIVISION GOALS:

It is the intent of Code Enforcement to focus on complaint resolution, public safety issues, nuisance ordinances, sign ordinance, etc., property maintenance code, and property owner notification.

FY 2010-2011 ACCOMPLISHMENTS:

Continue to educate the citizens of Weatherford on Code issues; hold neighborhood meetings and meet with the residents as often as practical to answer questions/encourage them to keep their community attractive, safe, and code compliant.

FY 2011-2012 OBJECTIVES:

To conduct a comprehensive code enforcement effort that fosters voluntary compliance, effects prompt correction of noted violations, and that is consistent, fair and equitable in its application.

BUDGETARY ISSUES:

Empty box for budgetary issues.

**City of Weatherford
2011-2012 Program of Services**

**Municipal & Community Services
Code Enforcement**

Account #: 511

EXPENDITURE SUMMARY:	2009-10	2010-11	2010-11	2011-12
Expenditure Classification	ACTUAL	APPROVED	PROJECTED	PROPOSED
Personal Services	\$174,587	\$167,857	\$168,858	\$139,139
Supplies	\$4,273	\$9,850	\$9,650	\$9,900
Services	\$11,058	\$37,950	\$37,825	\$41,700
Capital Outlay	\$0	\$0	\$0	\$0
<i>Prior to FY09 Part of Planning & Development Budget</i>				
TOTAL EXPENDITURES	\$189,918	\$215,657	\$216,333	\$190,739

PERSONNEL SCHEDULE:	Pay	2009-10	2010-11	2010-11	2011-12
Position	Class	ACTUAL	APPROVED	PROJECTED	PROPOSED
Code Enforcement Officer	23	0.00	0.00	0.50	0.50
Health Inspector Supervisor	17	0.00	1.00	0.00	0.00
Health Inspector	17	1.00	1.00	0.00	0.00
Code Compliance Officer	15	1.00	2.00	2.00	2.00
Health Officer	UC	0.50	0.50	0.00	0.00
Senior Office Assistant	9	0.00	0.00	0.00	0.00
TOTAL POSITIONS		2.50	4.50	2.50	2.50

SIGNIFICANT BUDGET CHANGES:	Cost
Removal of Environmental Health Division 512	\$ (77,269)
Supplies	\$ 3,550
Contractual Services	\$ 31,100
Full Year of Code Enforcement Officer	

PERFORMANCE MEASURES:	Strategic Plan #	FY2009-10	FY2010-11	FY2011-12
INPUT / DEMAND				
Population-Code	N/A	26,650	26,650	26,650
OUTPUT / WORKLOAD				
Cases Opened-Code	N/A	1,038	790	1,600
Citations Issued-Code	N/A	62	34	800
Violations Brought Into Compliance	N/A		718	1,600
EFFICIENCY / IMPACT				
Officers per 1,000 Population	1.3	less than 1%	less than 1%	
Cases Closed-Code	1.2	902	718	1,600
EFFECTIVENESS / OUTCOME				
Cases Completed-Code	1.2	N/A	80%	99%

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		2007-2008	2008-2009	2009-2010	2011	2011	2012
		ACTUAL	ACTUAL	ACTUAL	CURRENT	PROJECTED	REQUESTED
					BUDGET	YEAR END	BUDGET
GENERAL FUND							
CODE (HEALTH) ENFORCEMENT							
PERSONNEL SERVICES							
2-511-	101 SALARIES OF REGULAR EMPLOYEES	0	158,472	122,476	114,519	120,605	103,677
2-511-	102 OVERTIME	0	1,132	34	0	0	0
2-511-	107 GROUP HEALTH / LIFE BENEFITS	0	17,346	21,592	23,550	19,103	11,610
2-511-	108 FICA	0	11,633	8,967	8,783	9,036	7,984
2-511-	109 RETIREMENT	0	23,618	18,887	19,012	18,517	13,345
2-511-	110 WORKERS COMPENSATION	0	775	1,564	1,164	905	1,033
2-511-	111 TEC	0	180	562	549	376	810
2-511-	112 LONGEVITY	0	344	504	280	316	680
TOTAL PERSONNEL SERVICES		0	213,500	174,586	167,857	168,858	139,139
OPERATING SUPPLIES							
2-511-	202 GENERAL OFFICE SUPPLIES	0	1,431	458	1,000	1,000	1,100
2-511-	204 COMPUTER & OFFICE EQUIPMENT	0	201	0	0	0	0
2-511-	205 RADIO & COMM EQUIP.	0	800	0	500	500	400
2-511-	213 PHOTO SUPPLIES / DEVELOPING	0	183	7	300	100	150
2-511-	215 FOOD / MEAL EXPENSE	0	0	0	200	200	0
2-511-	219 UNIFORM / PROTECTIVE CLOTHING	0	555	0	1,000	1,000	1,000
2-511-	220 VEHICLE FUEL & OIL	0	1,172	2,995	3,000	3,000	3,000
2-511-	221 VEHICLE PARTS & LABOR	0	903	649	2,250	2,250	3,000
2-511-	229 MISCELLANEOUS SUPPLIES	0	397	145	500	500	250
2-511-	281 SMALL TOOLS & EQUIP.	0	471	19	1,100	1,100	1,000
TOTAL OPERATING SUPPLIES		0	6,113	4,273	9,850	9,650	9,900
CONTRACTUAL SERVICES							
2-511-	304 MEDICAL SERVICES	0	0	0	0	30	0
2-511-	305 SEMINARS & TRAINING	0	1,554	410	2,000	2,000	1,000
2-511-	306 OTHER PROFESSIONAL SERVICES	0	1,116	2,348	8,890	8,890	10,000
2-511-	308 TELEPHONE / COMMUNICATION SRVS	0	675	982	2,500	2,500	1,500
2-511-	309 POSTAGE	0	825	1,074	1,500	1,500	1,500
2-511-	311 TRAVEL EXPENSES	0	505	302	1,500	1,500	750
2-511-	314 PRINTING & BINDING	0	492	1,113	1,000	1,000	1,000
2-511-	318 INSURANCE	0	648	534	700	545	400
2-511-	321 R&M RADIO & COMM. EQUIP.	0	0	0	250	250	250
2-511-	325 OTHER REPAIR & MAINT SRVC	0	12,180	4,235	19,110	19,110	25,000
2-511-	330 DUES / MEMBERSHIPS	0	438	60	500	500	300
TOTAL CONTRACTUAL SERVICES		0	18,433	11,058	37,950	37,825	41,700
TOTAL CODE (HEALTH) ENFORCEMENT		0	238,046	189,917	215,657	216,333	190,739

City of Weatherford
2011-2012 Program of Services

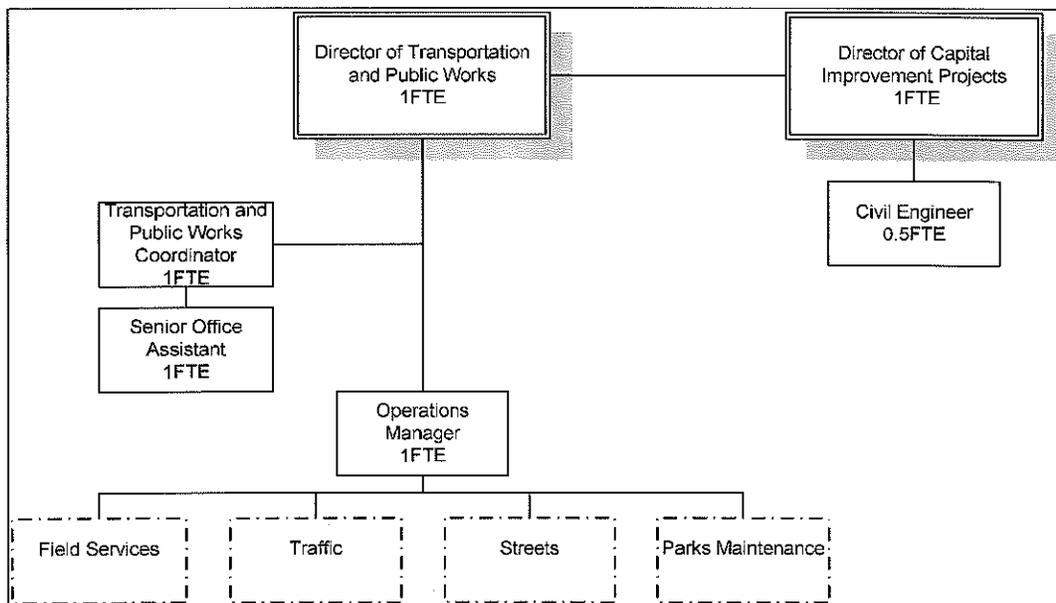
Transportation and Public Works
Administration

Account #: 303

Location
802 East Oak Street
(817) 598-4234

Hours of Operation:

Monday through Friday 8:00a.m. to 5:00 p.m.



PROGRAM DESCRIPTION:

Transportation and Public Works oversees TPW Administration, Field Services, Traffic Control, Streets, Capital Improvement Projects, and as of January 2010, Parks Maintenance. Each division has specific areas of expertise that relates to each of the other divisions in unique ways. Administration coordinates these efforts into a useful tool that is designed to meet the community's need for a well-planned transportation system.

MAJOR DIVISION GOALS:

1. Develop a strategy for promoting and directing growth to correlate with the City's comprehensive throughfare plan.
2. Coordinate development of a transportation capital improvement program.

FY 2010-2011 ACCOMPLISHMENTS:

1. Utilized Pavement Management System to prepare tentative five-year street rehabilitation plan.
2. Complete three of the remaining capital street projects.

FY 2011-2012 OBJECTIVES:

1. Fully implement Pavement Management System.
2. Develop strategic preventive maintenance program.

BUDGETARY ISSUES:

Several positions have been moved to various capital project funds, as their time is dedicated to the projects. These staff members will need to return to the general fund over the coming years.

**City of Weatherford
2011-2012 Program of Services**

**Transportation and Public Works
Administration**

Account #: 303

EXPENDITURE SUMMARY:	2009-10	2010-11	2010-11	2011-12
Expenditure Classification	ACTUAL	APPROVED	PROJECTED	PROPOSED
Personal Services	\$187,308	\$291,917	\$301,236	\$489,647
Supplies	\$3,579	\$9,150	\$7,800	\$8,100
Services	\$22,956	\$44,170	\$45,838	\$52,825
Capital Outlay	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$213,843	\$345,237	\$354,874	\$550,572

PERSONNEL SCHEDULE:	Pay Class	2009-10	2010-11	2010-11	2011-12
Position		ACTUAL	APPROVED	PROJECTED	PROPOSED
Director of Capital Improvement Projects	37	0.25	1.00	0.00	1.00
Director of Transportation and Public Works	36	0.00	0.00	0.75	1.00
Civil Engineer	35	0.00	0.50	0.50	0.50
Operations Manager	26	1.00	1.00	1.00	1.00
Transportation & Public Works Coordinator	12	1.00	1.00	1.00	1.00
Senior Office Assistant	9	0.00	0.00	0.50	1.00
TOTAL POSITIONS		2.25	3.50	3.75	5.50

SIGNIFICANT BUDGET CHANGES:	Cost
Bring back into the General Fund from Capital Projects 1/2 Senior Office Assistant, 1/4 Director of Transportation & PW, and all of Director of CIP	\$ 188,000
Auto Allowance increase from Personnel Changes	\$ 4,800

PERFORMANCE MEASURES:	Strategic Plan #	FY2009-10	FY2010-11	FY2011-12
INPUT / DEMAND				
Service Requests	N/A	600	625	620
Develop Capital Improvement Projects	4	5	3	3
OUTPUT / WORKLOAD				
Capital Improvement Projects	4	12	12	
Action/Response Plan Development	4	12	12	
EFFICIENCY / IMPACT				
Service Request Contacts within 48 hr	1.2	100%	100%	100%
Action Plans Completed	4	2	5	5
Capital Improvement Projects Completed	4	5	3	0
EFFECTIVENESS / OUTCOME				
Projects Completed within Schedule	4	95%	95%	

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		2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2011 CURRENT BUDGET	2011 PROJECTED YEAR END	2012 REQUESTED BUDGET
GENERAL FUND							
TRANSPORTATION & PUBLIC WORKS							
PERSONNEL SERVICES							
2-303-	101 SALARIES OF REGULAR EMPLOYEES	249,515	203,748	138,199	214,639	226,471	359,508
2-303-	102 OVERTIME	660	535	87	300	100	150
2-303-	107 GROUP HEALTH/LIFE BENEFITS	19,375	19,317	14,746	19,827	17,433	34,830
2-303-	108 FICA	18,037	15,538	10,593	16,983	17,257	28,426
2-303-	109 RETIREMENT	36,384	31,294	21,221	36,605	36,958	61,997
2-303-	110 WORKERS COMPENSATION	403	524	746	809	629	810
2-303-	111 TEC	426	214	567	810	444	1,620
2-303-	112 LONGEVITY	1,132	1,268	1,149	1,944	1,944	2,306
TOTAL PERSONNEL SERVICES		325,932	272,438	187,308	291,917	301,236	489,647
OPERATING SUPPLIES							
2-303-	202 GENERAL OFFICE SUPPLIES	2,308	2,392	2,813	5,300	4,000	5,000
2-303-	203 FURNITURE & FIXTURES	72	43	0	1,775	2,000	1,000
2-303-	204 COMPUTERS & OFFICE EQUIPMENT	3,568	1,200	0	0	0	0
2-303-	205 RADIO & COMMUNICATION EQUIP	580	487	343	400	400	500
2-303-	213 PHOTO SUPPLIES	27	0	0	0	0	0
2-303-	215 FOOD/MEAL EXPENSE	230	0	6	100	100	100
2-303-	219 UNIFORMS/PROTECTIVE CLOTHING	0	0	0	675	400	600
2-303-	229 MISCELLANEOUS SUPPLIES	29	161	185	300	300	300
2-303-	281 SMALL TOOLS & EQUIPMENT	264	0	231	600	600	600
TOTAL OPERATING SUPPLIES		7,078	4,283	3,578	9,150	7,800	8,100
CONTRACTUAL SERVICES							
2-303-	302 ARCHITECT & ENGINEERING SVCS	7,100	0	0	18,725	18,000	19,500
2-303-	304 MEDICAL SERVICES	90	60	0	175	0	100
2-303-	305 SEMINARS & TRAINING	442	2,175	799	2,100	2,000	2,200
2-303-	306 OTHER PROFESSIONAL SERVICES	6,415	3,264	5,067	3,500	5,000	5,000
2-303-	308 TELEPHONE/COMMUNICATION SVCS	4,981	4,470	2,606	3,200	3,200	3,500
2-303-	309 POSTAGE	231	197	141	350	350	275
2-303-	310 AUTO ALLOWANCE	4,800	4,000	2,800	4,800	4,800	9,600
2-303-	311 TRAVEL EXPENSE	518	6	535	500	800	400
2-303-	312 LEGAL ADVERTISING	0	0	0	200	0	150
2-303-	314 PRINTING & BINDING	343	243	602	3,000	2,800	2,800
2-303-	318 INSURANCE	386	(3)	259	500	1,548	2,000
2-303-	321 R & M OF RADIO & COMM EQUIP	160	0	155	400	400	300
2-303-	324 R & M OF OFFICE EQUIPMENT	0	1,407	338	0	0	0
2-303-	325 OTHER REPAIR & MAINT SERVICE	0	0	0	500	720	500
2-303-	326 OFFICE & COPY EQUIP.RENTAL	0	0	3,811	0	0	0
2-303-	330 DUES/MEMBERSHIPS	1,533	6,105	5,844	6,220	6,220	6,500
2-303-	334 REGULATORY TESTING & MONITORING	4,400	0	0	0	0	0
TOTAL CONTRACTUAL SERVICES		31,399	21,924	22,957	44,170	45,838	52,825
TOTAL TRANSPORTATION & PUBLIC WORKS		364,409	298,645	213,843	345,237	354,874	550,572

**City of Weatherford
2011-2012 Program of Services**

Transportation and Public Works

Field Services

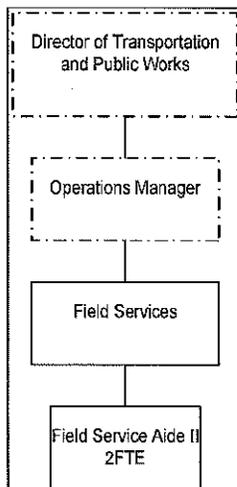
Account #: 305

Location

**802 East Oak Street
(817) 598-4296**

Hours of Operation:

8:00 AM to 5:00 PM Monday - Friday



PROGRAM DESCRIPTION:

Field Services provides survey services for design needs of construction projects within the City rights-of-way. It also provides inspection and testing services on right-of-way excavation construction and capital road projects.

MAJOR DIVISION GOALS:

1. Provide surveying and engineering services for construction activities within City rights-of-way.
2. Ensure all construction within City rights-of-way meets minimum development standards.
3. Minimize damage to existing City assets by increased inspection of construction within streets using "Street Cut Policy" ordinance and standards.

FY 2010-2011 ACCOMPLISHMENTS:

1. All inspectors have become ACI Certified.
2. Developed enhanced planning protocols for inspections.
3. Improved response time for citizen requests.

FY 2011-2012 OBJECTIVES:

1. Provide timely inspections on remaining Pass Through Financing projects slated to begin in FY12.

BUDGETARY ISSUES:

With both inspectors fully occupied on Pass Through Financing projects, regular inspection duties will become more and more difficult to complete. In the future, additional staff would be beneficial for this department.

**City of Weatherford
2011-2012 Program of Services**

**Transportation and Public Works
Field Services**

Account #: 305

EXPENDITURE SUMMARY:	2009-10	2010-11	2010-11	2011-12
Expenditure Classification	ACTUAL	APPROVED	PROJECTED	PROPOSED
Personal Services	\$1,743	\$95,326	\$100,355	\$96,865
Supplies	\$8,535	\$9,800	\$9,350	\$10,550
Services	\$2,930	\$8,720	\$8,230	\$6,020
Capital Outlay	\$0	\$0	\$0	\$26,113
TOTAL EXPENDITURES	\$13,208	\$113,846	\$117,935	\$139,548

PERSONNEL SCHEDULE:	Pay Class	2009-10	2010-11	2010-11	2011-12
Position		ACTUAL	APPROVED	PROJECTED	PROPOSED
Field Service Aide II	16	0.00	2.00	2.00	2.00
TOTAL POSITIONS		0.00	2.00	2.00	2.00

SIGNIFICANT BUDGET CHANGES:	Cost
Chevrolet 4X4 Pickup 1500 Crew Cab	\$ 26,113

PERFORMANCE MEASURES:	Strategic Plan #	FY2009-10	FY2010-11	FY2011-12
INPUT / DEMAND				
Inspection Requests	N/A	850	850	800
Survey Requests	N/A	150	175	150
OUTPUT / WORKLOAD				
Inspection Private Development	N/A	100	100	100
Inspections CIP	N/A	450	450	600
Inspections for ROW Excavation	N/A	300	300	300
Surveys	N/A	150	175	150
EFFICIENCY / IMPACT				
Inspections completed within 24 hours	1.2	98%	98%	95%
Surveys completed	1.2	100%	100%	100%
EFFECTIVENESS / OUTCOME				
Inspections completed to allow work to continue	7	100%	100%	100%
Surveys completed to allow construction starts	7	100%	100%	100%

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		2007-2008	2008-2009	2009-2010	2011	2011	2012
		ACTUAL	ACTUAL	ACTUAL	CURRENT	PROJECTED	REQUESTED
					BUDGET	YEAR END	BUDGET
GENERAL FUND							
FIELD OPERATIONS & INSPECTIONS							
PERSONNEL SERVICES							
2-305-	101 SALARIES & WAGES	74,952	104,807	(1,205)	66,644	71,103	66,644
2-305-	102 OVERTIME	531	849	0	0	0	1,000
2-305-	107 GROUP MEDICAL/LIFE INSURANCE	11,046	11,564	2,873	11,535	11,822	11,610
2-305-	108 FICA	5,649	7,548	18	5,115	5,444	5,200
2-305-	109 RETIREMENT (TMRS)	10,781	14,286	57	11,019	11,320	11,338
2-305-	110 WORKERS' COMPENSATION	119	145	0	257	200	221
2-305-	111 UNEMPLOYMENT TAX (TEC)	198	55	0	540	250	540
2-305-	112 LONGEVITY	416	464	0	216	216	312
TOTAL PERSONNEL SERVICES		103,692	139,718	1,743	95,326	100,355	96,865
OPERATING SUPPLIES							
2-305-	204 COMPUTERS & OFFICE EQUIPMENT	0	214	0	0	0	600
2-305-	215 FOOD/MEAL EXPENSE	0	0	0	250	250	250
2-305-	219 UNIFORMS & PROTECTIVE CLOTHING	693	732	878	1,200	900	1,000
2-305-	220 VEHICLE FUEL & OIL	3,248	2,422	3,542	3,900	3,900	4,200
2-305-	221 VEHICLE PARTS & LABOR	447	293	2,223	2,000	2,000	2,000
2-305-	229 MISCELLANEOUS SUPPLIES	117	451	949	1,050	900	1,000
2-305-	236 PAINTING SUPPLIES	462	210	808	400	400	500
2-305-	281 SMALL TOOLS & EQUIPMENT	4,227	693	136	1,000	1,000	1,000
TOTAL OPERATING SUPPLIES		9,194	5,015	8,536	9,800	9,350	10,550
CONTRACTUAL SERVICES							
2-305-	305 SEMINAR & TRAINING FEES	690	2,590	629	650	650	750
2-305-	306 OTHER PROFESSIONAL SERVICES	754	1,505	63	1,500	1,500	1,500
2-305-	311 TRAVEL EXPENSE	621	0	0	200	150	200
2-305-	318 INSURANCE	872	768	814	970	530	970
2-305-	325 OTHER MAINTENANCE	203	946	450	500	500	500
2-305-	334 REGULATORY TESTING/MONITORING	996	766	974	1,100	1,100	1,100
2-305-	335 REGULATORY PERMIT FEES	0	3,540	0	3,800	3,800	1,000
TOTAL CONTRACTUAL SERVICES		4,136	10,115	2,930	8,720	8,230	6,020
CAPITAL OUTLAY							
2-305-	410 MOTOR VEHICLES	0	0	0	0	0	26,113
TOTAL CAPITAL OUTLAY		0	0	0	0	0	26,113
TOTAL FIELD OPERATIONS & INSPECTIONS		117,022	154,848	13,209	113,846	117,935	139,548

City of Weatherford
2011-2012 Program of Services

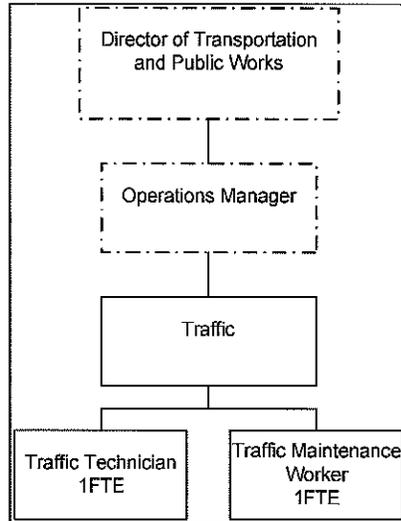
Transportation and Public Works
Traffic Division

Account #: 309

Location
802 East Oak Street
(817) 598-4147

Hours of Operation:

7:00 AM to 4:00 PM Monday - Friday



PROGRAM DESCRIPTION:

The Traffic Division is responsible for assessing short and long-term traffic flow needs by constantly monitoring traffic volumes. Proper installation, repair, and maintenance of all traffic control devices are also under the division's direction. The increased traffic volumes within the City make this division and its functions critical to the City's economic vitality and the quality of life for citizens.

MAJOR DIVISION GOALS:

1. Implement a traffic control program.
2. Develop guidelines for assessment of traffic impacts.
3. Implement level of service rating for all city streets

FY 2010-2011 ACCOMPLISHMENTS:

1. Integrated sign and work order data with overall asset management systems.
2. Created comprehensive inventory of signs that are not compliant with new MUTCD standards, and developed a plan to achieve compliance over 5 years.

FY 2011-2012 OBJECTIVES:

1. Begin implementing 5-year MUTCD Compliance program.
2. Create and implement digital work order and daily log systems.

BUDGETARY ISSUES:

In order to achieve compliance with new MUTCD standards, additional funds will be required. Street name signs will need to be replaced with larger plates and both upper- and lower-case letters, and some regulatory signs will need to be replaced as well. There are not enough funds in the current operating budget to achieve compliance while still attending to regular repair and maintenance needs.

**City of Weatherford
2011-2012 Program of Services**

**Transportation and Public Works
Traffic Division**

Account #: 309

EXPENDITURE SUMMARY:	2009-10	2010-11	2010-11	2011-12
Expenditure Classification	ACTUAL	APPROVED	PROJECTED	PROPOSED
Personal Services	\$94,360	\$97,664	\$101,481	\$97,401
Supplies	\$52,836	\$58,900	\$57,840	\$83,050
Services	\$1,192	\$5,256	\$3,741	\$4,475
Capital Outlay	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$148,388	\$161,820	\$163,062	\$184,926

PERSONNEL SCHEDULE:	Pay Class	2009-10	2010-11	2010-11	2011-12
Position		ACTUAL	APPROVED	PROJECTED	PROPOSED
Traffic Technician	9	1.00	1.00	1.00	1.00
Traffic Maintenance Worker	6	1.00	1.00	1.00	1.00
TOTAL POSITIONS		2.00	2.00	2.00	2.00

SIGNIFICANT BUDGET CHANGES:	Cost
MUTCD Compliance Program	\$ 20,000

PERFORMANCE MEASURES:	Strategic Plan #	FY2009-10	FY2010-11	FY2011-12
INPUT / DEMAND				
Citizen Service Request Received - Signs/Studies/Other	N/A	550	550	575
Programmed Service Orders - Signs/Street Marking/Studies	N/A	1800	1900	1900
OUTPUT / WORKLOAD				
Sign Manufacture/Placement	4.1	2200	2200	2300
Street Markings LF	4.1	11000	12500	13000
Traffic Studies	4.1	23	20	20
EFFICIENCY / IMPACT				
Citizen Service Requests Completed	1.2	95%	95%	95%
Programmed Service Orders Completed	1.2	100%	100%	100%
EFFECTIVENESS / OUTCOME				
Citizen Satisfaction	1.2	100%	100%	100%
Yearly Program Level Completed	4.1	100%	100%	100%

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		2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2011 CURRENT BUDGET	2011 PROJECTED YEAR END	2012 REQUESTED BUDGET
GENERAL FUND							
TRAFFIC CONTROL							
PERSONNEL SERVICES							
2-309-	101 SALARIES & WAGES	57,087	62,742	63,659	64,376	68,664	64,376
2-309-	102 OVERTIME	1,035	872	633	900	850	1,000
2-309-	107 GROUP MEDICAL/LIFE INSURANCE	11,046	11,564	11,492	11,535	11,622	11,610
2-309-	108 FICA	4,583	4,770	4,787	5,062	5,253	5,077
2-309-	109 RETIREMENT (TMRS)	8,924	9,611	10,162	10,904	11,196	11,072
2-309-	110 WORKERS' COMPENSATION	1,418	1,670	2,456	3,459	2,688	2,742
2-309-	111 UNEMPLOYMENT TAX (TEC)	198	90	378	540	320	540
2-309-	112 LONGEVITY	600	696	792	888	888	984
TOTAL PERSONNEL SERVICES		84,891	92,015	94,359	97,664	101,481	97,401
OPERATING SUPPLIES							
2-309-	215 FOOD/MEAL EXPENSE	0	0	0	250	250	250
2-309-	217 JANITORIAL SUPPLIES	9	0	525	200	200	200
2-309-	219 UNIFORMS & PROTECTIVE CLOTHING	1,417	475	755	1,200	700	1,000
2-309-	220 VEHICLE FUEL & OIL	8,573	5,079	5,907	6,250	6,200	6,550
2-309-	221 VEHICLE PARTS & LABOR	5,605	2,617	614	3,000	2,500	3,200
2-309-	234 STREET & TRAFFIC SIGNS	51,322	38,553	42,933	43,000	43,000	67,000
2-309-	235 BUILDING & GROUNDS MAINT.	0	0	8	0	290	0
2-309-	236 PAINTING SUPPLIES	198	205	948	1,500	1,200	1,350
2-309-	281 SMALL TOOLS & EQUIPMENT	8,615	2,669	1,147	3,500	3,500	3,500
TOTAL OPERATING SUPPLIES		75,739	49,598	52,837	58,900	57,840	83,050
CONTRACTUAL SERVICES							
2-309-	304 EMPLOYMENT PHYSICALS	0	0	0	175	0	175
2-309-	305 SEMINAR & TRAINING FEES	1,178	0	10	1,125	1,000	1,000
2-309-	306 OTHER PROFESSIONAL SERVICES	0	0	0	0	0	0
2-309-	311 TRAVEL EXPENSE	154	0	0	300	300	150
2-309-	318 INSURANCE	1,756	431	267	1,756	541	1,000
2-309-	325 OTHER REPAIR & MAINT	304	9,103	735	1,500	1,500	1,750
2-309-	330 DUES/MEMBERSHIPS	120	369	180	400	400	400
TOTAL CONTRACTUAL SERVICES		3,512	9,903	1,192	5,256	3,741	4,475
TOTAL TRAFFIC CONTROL		164,142	151,516	148,388	161,820	163,062	184,926
GENERAL FUND							
STORMWATER DRAINAGE							
CONTRACTUAL SERVICES							
2-311-	302 ARCHITECT & ENGINEERING	40,525	36,691	0	0	0	0
TOTAL CONTRACTUAL SERVICES		40,525	36,691	0	0	0	0
TOTAL STORMWATER DRAINAGE		40,525	36,691	0	0	0	0

City of Weatherford
2011-2012 Program of Services

Transportation and Public Works

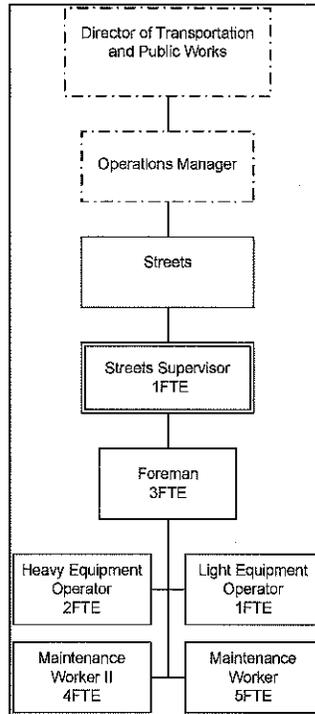
Streets

Account #: 433

Location
802 East Oak Street
(817) 598-4216

Hours of Operation:

7:00 AM to 4:00 PM Monday - Friday



PROGRAM DESCRIPTION:

The Street Maintenance Division is responsible for the maintenance of all paved and unpaved streets and City owned parking lots. Activities include major and minor construction and re-construction of streets by stabilizing and paving with hot mix, cold mix, or penetration services. Other activities include crack sealing, repairing pot holes and minor street failures, street sweeping, maintaining gutters and street shoulders, and repairing utility cuts.

MAJOR DIVISION GOALS:

1. Protect the investment in public streets through adequate repair to assure maximum street life of 20 years for asphalt streets.
2. Ensure public safety for all who drive on City of Weatherford streets.
3. Provide assistance to departments and divisions in an as needed capacity for sawing, parking lot construction, grading, and bombing.
4. Reconstruct estate type roads to meet City standards and reconstruct City urban roads through recycling or complete rebuilding.
5. Assist the public with special projects, such as the Peach Festival, Sheriff's Posse Rodeo Parade, Christmas Parade, Cancer Walk-a-thon, miscellaneous street closures for merchants and neighborhoods.

FY 2010-2011 ACCOMPLISHMENTS:

1. Developed program to use reimbursements and one-time money for items such as utility cut repairs to use limited funds as strategically as possible.
2. Implemented Pavement Management System for strategic long-term planning of Neighborhood Rehabilitation Program.

FY 2011-2012 OBJECTIVES:

1. Enhance Pavement Management System to identify candidates for preventive maintenance, and determine target allocation of funds between preventive maintenance and rehabilitation.
2. Begin implementing a preventive maintenance program.

BUDGETARY ISSUES:

1. Several positions are still being held vacant, limiting the department's effectiveness and ability to perform additional street rehabilitation projects.
2. Current funding levels are not sufficient to maintain the system-wide street condition index from year to year. Additional funds will be needed in order to get ahead of continual street deterioration, particularly for preventive maintenance.

**City of Weatherford
2011-2012 Program of Services**

**Transportation and Public Works
Streets**

Account #: 433

EXPENDITURE SUMMARY:	2009-10	2010-11	2010-11	2011-12
Expenditure Classification	ACTUAL	APPROVED	PROJECTED	PROPOSED
Personal Services	\$749,321	\$669,475	\$664,060	\$660,314
Supplies	\$245,556	\$799,485	\$700,350	\$726,850
Services	\$234,480	\$380,803	\$423,312	\$658,768
Capital Outlay	\$8,477	\$0	\$0	\$121,000
TOTAL EXPENDITURES	\$1,237,834	\$1,849,763	\$1,787,722	\$2,166,932

PERSONNEL SCHEDULE:	Pay Class	2009-10	2010-11	2010-11	2011-12
Position		ACTUAL	APPROVED	PROJECTED	PROPOSED
Street Supervisor	22	1.00	1.00	1.00	1.00
Crew Leader	14	3.00	3.00	3.00	3.00
Heavy Equipment Operator	12	1.00	2.00	2.00	2.00
Light Equipment Operator	11	1.00	1.00	1.00	1.00
Maintenance Worker II	9	3.00	4.00	4.00	4.00
Maintenance Worker	7	2.00	5.00	5.00	5.00
TOTAL POSITIONS		11.00	16.00	16.00	16.00

SIGNIFICANT BUDGET CHANGES:	Cost
Adjusted accounting for utility cut/patch reimbursements (includes offsetting revenue)	\$ 80,000
Inflationary adjustments for asphalt and concrete materials	\$ 33,000
Dura Patcher Injection Patching System	\$ 121,000
Drainage Improvement Program	\$ 100,000
Pavement Condition Survey	\$ -

PERFORMANCE MEASURES:	FY2009-10	FY2010-11	FY2011-12
INPUT / DEMAND			
Citizen Service Requests			
Programmed Maintenance			
OUTPUT / WORKLOAD			
Citizen Service Requests Completed			
Programmed Maintenance Completed			
EFFICIENCY / IMPACT			
Potholes Repaired	4.3	2500	2500
Crack Seal (ft)	4.3	55000	60000
Square Yards Street Repaired	4.3	195000	200000
ROW mowing	1.2	80Ac	80Ac
Street Sweeping (miles)	4.3	600	550
EFFECTIVENESS / OUTCOME			
Citizen Satisfaction	1.2	95%	95%
Programmed Maintenance Completed	4.3	95%	100%

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			2007-2008	2008-2009	2009-2010	2011	2011	2012
			ACTUAL	ACTUAL	ACTUAL	CURRENT	PROJECTED	REQUESTED
						BUDGET	YEAR END	BUDGET
GENERAL FUND								
STREETS								
PERSONNEL SERVICES								
2-433-	101	SALARIES OF REGULAR EMPLOYEES	541,193	558,571	501,970	422,547	436,180	418,891
2-433-	102	OVERTIME	23,986	17,061	5,777	30,000	20,000	25,000
2-433-	107	GROUP HEALTH/LIFE BENEFITS	92,254	94,618	94,730	74,974	75,848	81,270
2-433-	108	FICA	43,233	44,161	38,927	34,953	33,178	34,305
2-433-	109	RETIREMENT	81,356	86,348	79,993	75,298	73,388	74,818
2-433-	110	WORKERS COMPENSATION	12,814	16,442	20,668	24,377	18,946	18,528
2-433-	111	TEC	1,618	983	1,986	2,970	1,600	2,970
2-433-	112	LONGEVITY	5,296	5,688	5,272	4,356	4,920	4,532
TOTAL PERSONNEL SERVICES			801,750	823,872	749,323	669,475	664,060	660,314
OPERATING SUPPLIES								
2-433-	202	GENERAL OFFICE SUPPLIES	116	596	292	500	350	500
2-433-	204	COMPUTERS & OFFICE EQUIPMENT	1,515	0	0	0	0	0
2-433-	205	RADIO & COMMUNICATION EQUIP	0	525	156	385	300	500
2-433-	213	PHOTO SUPPLIES/DEVELOPING	509	0	0	0	0	0
2-433-	215	FOOD/MEAL EXPENSE	1,050	989	116	1,000	1,000	1,000
2-433-	217	JANITORIAL SUPPLIES	681	841	1	600	600	600
2-433-	219	UNIFORMS/PROTECTIVE CLOTHING	4,505	8,104	4,878	7,500	6,500	7,250
2-433-	220	VEHICLE/EQUIP FUEL & OIL	95,010	50,598	41,142	45,000	48,000	48,000
2-433-	221	VEHICLE/EQUIP PARTS & LABOR	69,210	78,574	44,373	52,500	52,500	62,500
2-433-	222	EQUIPMENT PARTS & LABOR	0	0	0	0	0	0
2-433-	229	MISCELLANEOUS SUPPLIES	719	1,613	329	2,500	2,500	101,500
2-433-	233	STREET REPAIR MATERIALS	595,642	441,205	143,163	655,000	584,000	500,000
2-433-	234	TRAFFIC/STREET SIGN MATERIALS	492	286	0	0	0	0
2-433-	235	BUILDING MAINTENANCE SUPPLIES	340	0	385	1,000	800	1,000
2-433-	236	PAINTING SUPPLIES	839	302	333	1,000	800	1,000
2-433-	281	SMALL TOOLS & EQUIPMENT	2,078	1,854	10,388	2,500	3,000	3,000
TOTAL OPERATING SUPPLIES			772,706	585,487	245,556	769,485	700,350	726,850
CONTRACTUAL SERVICES								
2-433-	302	ARCHITECT & ENGINEERING SERVIC	0	0	0	0	11,285	0
2-433-	304	MEDICAL SERVICES	465	305	225	335	335	300
2-433-	305	SEMINARS & TRAINING	215	945	174	1,000	0	1,000
2-433-	306	OTHER PROFESSIONAL SERVICES	16,886	19,164	8,790	15,000	25,768	15,000
2-433-	308	TELEPHONE/COMMUNICATION SVCS	2,810	4,030	1,435	2,939	2,900	2,939
2-433-	309	POSTAGE	0	0	0	0	11	0
2-433-	311	TRAVEL EXPENSE	67	0	0	500	250	500
2-433-	318	INSURANCE	15,626	10,690	10,547	14,829	11,763	14,829
2-433-	319	UTILITY SERVICES	171,895	169,073	162,009	175,000	175,000	175,000
2-433-	321	R & M OF RADIO & COMM EQUIP	87	213	46	1,100	1,000	1,100
2-433-	323	STREET MAINTENANCE SERVICES	230,154	120,066	41,102	100,000	100,000	355,000
2-433-	324	OFFICE MACHINE MAINTENANCE	347	874	270	600	500	600
2-433-	325	OTHER REPAIR & MAINT SERVICE	33,296	21,711	679	17,000	17,000	10,000
2-433-	327	MACHINERY & EQUIPMENT RENTAL	27,890	15,529	9,203	20,000	15,000	20,000
2-433-	328	OTHER RENTAL	52	3,589	0	2,500	2,500	2,500
2-433-	337	WASTE DISPOSAL FEES	0	0	0	60,000	60,000	60,000
TOTAL CONTRACTUAL SERVICES			499,790	366,189	234,480	410,803	423,312	658,768
CAPITAL OUTLAY								
2-433-	410	MOTOR VEHICLES	0	19,000	0	0	0	0
2-433-	420	OTHER EQUIPMENT	163,708	18,490	8,477	0	0	121,000
TOTAL CAPITAL OUTLAY			163,708	37,490	8,477	0	0	121,000
TOTAL STREETS			2,237,954	1,813,038	1,237,836	1,849,763	1,787,722	2,166,932

City of Weatherford
2011-2012 Program of Services

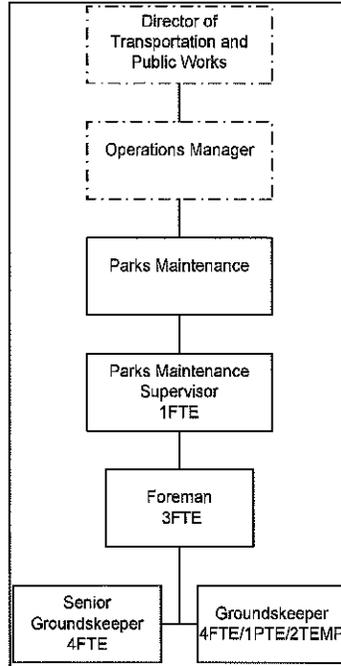
Transportation & Public Works
Parks & Properties

Account #: 483

Location
802 East Oak Street
Phone Number (817) 598-4124

Hours of Operation:

Monday - Friday, 8:00 am - 5:00 pm



PROGRAM DESCRIPTION:

The Parks Division is responsible for providing maintenance, development, improvements, and service availability to the City's parks, municipal building grounds, green spaces, and athletic fields. Additional properties maintained include City owned cemeteries, Harberger Hill Community Center, First Monday Grounds, public grounds and City owned property. This division currently has 29 properties under maintenance.

MAJOR DIVISION GOALS:

1. Provide maintenance and improvements of City parks, facilities, and property in a safe, efficient, and orderly environment in order to promote public approval and community pride.
2. Further renovate public parks to meet current standards and citizen expectations.
3. Further develop new park and recreation facilities.

FY 2010-2011 ACCOMPLISHMENTS:

1. Implemented digital park maintenance system (ParkMan).
2. Revised and update Parks Master Plan.
3. Determined maintenance actions required for Cherry Park Pool.

FY 2011-2012 OBJECTIVES:

1. Enhance ParkMan to provide better business analytics to increase efficiency of the department.
2. Increase and diversify the number of employees holding certifications and licenses.

BUDGETARY ISSUES:

1. Staffing levels are still down from 2008 levels, which strains the department's ability to maintain new and existing parks and facilities.

**City of Weatherford
2011-2012 Program of Services**

**Transportation & Public Works
Parks & Properties**

Account #: 483

EXPENDITURE SUMMARY:	2009-10	2010-11	2010-11	2011-12
Expenditure Classification	ACTUAL	APPROVED	PROJECTED	PROPOSED
Personal Services	\$535,211	\$497,377	\$488,071	\$504,670
Supplies	\$109,203	\$106,750	\$108,501	\$125,550
Services	\$142,341	\$176,210	\$168,665	\$225,350
Capital Outlay	\$37,930	\$0	\$36,000	\$8,000
TOTAL EXPENDITURES	\$824,685	\$780,337	\$801,237	\$863,570

PERSONNEL SCHEDULE:	Pay	2009-10	2010-11	2010-11	2011-12
Position	Class	ACTUAL	APPROVED	PROJECTED	PROPOSED
Assistant Parks & Recreation Director	26	0.00	1.00	0.00	0.00
Park Supervisor	22	1.00	1.00	1.00	1.00
Grounds Crew Leader	14	3.00	4.00	3.00	3.00
Senior Groundskeeper	8	4.00	4.00	4.00	4.00
Groundskeeper	6	1.00	4.00	1.00	1.00
P/T Groundskeeper	6	0.50	0.50	0.50	0.50
Temporary Groundskeeper	6	1.00	1.00	0.67	0.67
TOTAL POSITIONS		10.50	15.50	10.17	10.17

SIGNIFICANT BUDGET CHANGES:

	Cost
Estimated electricity cost for lights on Hike and Bike Trail	\$ 15,000
Included previously unbudgeted costs for ballfield maintenance at Holland Lake Park	\$ 4,500
Increases for fuel	\$ 1,500
Cherry Park Pool Hydro-Washing	\$ 15,000
Hike and Bike Maintenance Vehicle	\$ 8,400
City Hall Atrium Renovation	\$ 6,000
Cemetery Mowing	\$ 20,000
Contractual Services	\$ 20,000
Prior Year Capital	\$ (36,000)

PERFORMANCE MEASURES:

	Strategic Plan #	FY2009-10	FY2010-11	FY2011-12
INPUT / DEMAND				
Provide quality public facilities	1 & 6			
OUTPUT / WORKLOAD				
1) Park Renovations	6	0%	0%	0%
2) Park Development	6			0%
3) Consistent quality maintenance	1.2			
4) Land/funding acquisition per capita ratio	1.2			
EFFICIENCY / IMPACT				
1) # acres renovated	1.2	0	0	0
2) # acres developed	1.2	0	0	0
3) Maintenance inspection scoring	1.2	85%	85%	85%
4) Park acres per 1000 residents	1.2	16.6	16.5	16.5
EFFECTIVENESS / OUTCOME				
1) Citizen satisfaction	1.2	90%	90%	93%
2) Percentage of 16.5 acres/1000	N/A	100%	100%	100%

		2007-2008	2008-2009	2009-2010	2011	2011	2012
		ACTUAL	ACTUAL	ACTUAL	CURRENT	PROJECTED	REQUESTED
					BUDGET	YEAR END	BUDGET
GENERAL FUND							
PARKS & PROPERTIES							
PERSONNEL SERVICES							
2-483-	101 SALARIES OF REGULAR EMPLOYEES	467,932	471,034	360,248	327,478	326,408	334,807
2-483-	102 OVERTIME	27,495	1,560	3,614	2,750	2,300	3,250
2-483-	107 GROUP HEALTH/LIFE BENEFITS	98,869	102,065	79,606	74,974	75,600	75,465
2-483-	108 FICA	36,527	35,589	26,436	25,440	25,110	26,070
2-483-	109 RETIREMENT	66,744	67,311	53,528	54,803	50,191	53,787
2-483-	110 WORKERS COMPENSATION	3,330	4,280	6,477	6,364	4,946	5,307
2-483-	111 TEC	1,858	863	1,983	3,252	1,200	3,252
2-483-	112 LONGEVITY	3,140	3,988	3,320	2,316	2,316	2,732
TOTAL PERSONNEL SERVICES		705,895	686,690	535,212	497,377	488,071	504,670
OPERATING SUPPLIES							
2-483-	202 GENERAL OFFICE SUPPLIES	1,005	1,943	1,097	1,250	1,250	1,350
2-483-	204 COMPUTERS & OFFICE EQUIPMENT	2,325	0	0	0	0	0
2-483-	205 RADIO & COMMUNICATION EQUIP	0	0	0	0	0	0
2-483-	211 AGRICULTURAL & BOTANICAL	12,934	7,867	4,861	6,000	6,800	6,250
2-483-	212 CHEMICALS	1,714	5,756	7,018	5,000	4,800	5,250
2-483-	215 FOOD/MEAL EXPENSE	1,107	1,082	199	1,000	1,000	1,000
2-483-	217 JANITORIAL SUPPLIES	1,147	2,092	2,634	2,250	4,500	4,250
2-483-	219 UNIFORMS/PROTECTIVE CLOTHING	8,381	9,456	7,581	9,000	5,500	7,000
2-483-	220 VEHICLE/EQUIP FUEL & OIL	27,093	17,510	17,885	19,500	19,250	21,200
2-483-	221 VEHICLE/EQUIP PARTS & LABOR	11,778	17,630	16,591	14,000	14,000	17,200
2-483-	229 MISCELLANEOUS SUPPLIES	1,226	915	241	500	500	550
2-483-	235 BUILDING MAINTENANCE SUPPLIES	17,141	13,908	18,204	13,250	14,500	17,750
2-483-	236 PAINTING SUPPLIES	3,617	2,912	3,573	3,000	3,000	3,250
2-483-	257 STREET & PUBLIC LIGHT REPAIR	8,690	2,330	2,565	2,500	2,773	3,000
2-483-	260 VALVES & HYDRANTS REPAIR/MAINT	5,469	6,586	3,254	4,000	5,628	4,500
2-483-	263 PARK/PLAYGROUND SUPPLIES	29,281	15,670	12,368	14,500	14,000	21,500
2-483-	281 SMALL TOOLS & EQUIPMENT	13,552	9,789	11,131	11,000	11,000	11,500
TOTAL OPERATING SUPPLIES		146,460	115,446	109,202	106,750	108,501	125,550
CONTRACTUAL SERVICES							
2-483-	304 MEDICAL SERVICES	780	955	285	480	75	480
2-483-	305 SEMINARS & TRAINING	1,231	2,508	1,343	1,500	1,500	1,500
2-483-	306 OTHER PROFESSIONAL SERVICES	49,723	1,630	0	0	0	35,000
2-483-	308 TELEPHONE/COMMUNICATION SVCS	4,171	4,247	2,995	3,358	3,538	3,898
2-483-	309 POSTAGE	56	49	28	100	0	100
2-483-	311 TRAVEL EXPENSE	873	666	0	300	302	300
2-483-	313 OTHER ADVERTISING	50	0	0	50	0	50
2-483-	314 PRINTING AND BINDING	0	0	0	300	250	150
2-483-	318 INSURANCE	6,322	5,722	6,237	6,322	6,100	6,322
2-483-	319 UTILITY SERVICES	68,566	148,715	115,171	140,000	135,000	155,000
2-483-	320 R & M BUILDINGS & STRUCTURES	18,652	28,980	4,923	7,000	6,000	4,500
2-483-	324 R & M OF OFFICE EQUIPMENT	0	557	0	0	0	0
2-483-	325 OTHER REPAIR & MAINT SERVICE	12	0	0	0	0	0
2-483-	326 OFFICE & COPY EQUIPMENT RENTAL	979	1,194	1,243	1,000	500	0
2-483-	327 MACHINERY & EQUIPMENT RENTAL	21,423	5,127	697	4,500	4,500	5,750
2-483-	328 OTHER RENTAL	0	0	0	0	250	0
2-483-	330 DUES/MEMBERSHIPS	235	315	265	300	150	300
2-483-	331 LAUNDRY & SANITATION SVCS	13,304	11,952	9,155	11,000	10,500	12,000
TOTAL CONTRACTUAL SERVICES		186,377	212,617	142,342	176,210	168,665	225,350

		2007-2008	2008-2009	2009-2010	2011	2011	2012
		ACTUAL	ACTUAL	ACTUAL	CURRENT	PROJECTED	REQUESTED
					BUDGET	YEAR END	BUDGET
CAPITAL OUTLAY							
2-483-	404 AGRICULTURE & BOT. EQUIP	6,245	0	0	0	0	0
2-483-	410 MOTOR VEHICLES	33,960	0	0	0	0	8,000
2-483-	420 OTHER EQUIPMENT	0	26,063	8,477	0	0	0
2-483-	426 OTHER IMPROVEMENTS	51,184	156,295	29,453	0	36,000	0
2-483-	427 PUBLIC GROUND LIGHTS	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY		91,389	182,358	37,930	0	36,000	8,000
TOTAL PARKS & PROPERTIES		1,130,121	1,197,111	824,686	780,337	801,237	863,570

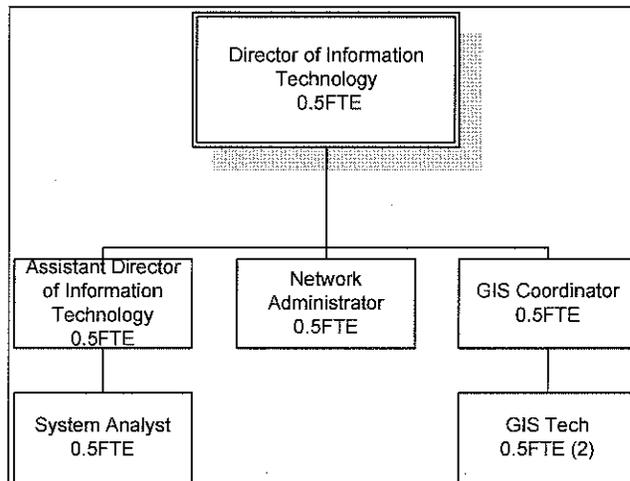
**City of Weatherford
2011-2012 Program of Services**

**General Government
Technical Services**

Account #: 307

Location
917 Eureka Street
Phone Number (817) 598-4276

Hours of Operation:
M-F 8am-5pm (On Call 24/7)



PROGRAM DESCRIPTION:

The Technical Services Division is responsible for ensuring the efficient operations of the City's computers, networking systems, and Geographical Information Systems (GIS). The Wide Area Network (WAN), GIS, and computer support operations are managed under the Technical Services Division. Maintenance of the WAN involves networking hardware and software troubleshooting, network device upgrades, contract negotiations, fiber optic coordination, data management, and network administration duties. GIS employees coordinate and manage functions of mapping services to all users including database integrity and data validation. The GIS system is used by internal employees and outside consultants to make decisions and recommendations regarding infrastructure improvements and changes. HelpDesk/PC Support performs PC hardware and software troubleshooting, incident management for all city staff, HelpDesk problem resolution for approximately 600 computers, thin clients, phones and mobile devices throughout the City. Technical Services is under the direction of the Director of Information Technology and reports directly to the Assistant City Manager of Infrastructure.

MAJOR DIVISION GOALS:

1. Implement and maintain technology solutions that improve the delivery of quality services to our citizens.
2. Ensuring responsive communication and improving customer service through effective deployment of technology.
3. Provide timely and accurate information to City Council, city staff, and citizens through the continued expansion of GIS and web-based technologies.

FY 2010-2011 ACCOMPLISHMENTS:

Deployment of Microsoft Office SharePoint Server 2010
Deployment of enterprise project management system
Virtualization completed for 60 percent of server hardware

FY 2011-2012 OBJECTIVES:

Establish formal Information Technology Governance plan
Create Information Technology disaster recovery plan
Complete virtualization of server hardware

BUDGETARY ISSUES:

**City of Weatherford
2011-2012 Program of Services**

**General Government
Technical Services**

Account #: 307

EXPENDITURE SUMMARY:	2009-10	2010-11	2010-11	2011-12
Expenditure Classification	ACTUAL	APPROVED	PROJECTED	PROPOSED
Personal Services	\$0	\$0	\$0	\$297,111
Supplies	\$0	\$0	\$0	\$136,176
Services	\$0	\$0	\$0	\$349,624
Capital Outlay	\$0	\$0	\$0	\$408,000
TOTAL EXPENDITURES	\$0	\$0	\$0	\$1,190,911

PERSONNEL SCHEDULE:	Pay	2009-10	2010-11	2010-11	2011-12
Position	Class	ACTUAL	APPROVED	PROJECTED	PROPOSED
Director of Information Technology	36	0.00	0.00	0.00	0.50
Assistant Director of Information Technology	28	0.00	0.00	0.00	0.50
Technical Services Manager	25	0.00	0.00	0.00	0.00
Network Administrator	25	0.00	0.00	0.00	0.50
GIS Coordinator	24	0.00	0.00	0.00	0.50
System Analyst	23	0.00	0.00	0.00	0.50
GIS Technician	20	0.00	0.00	0.00	1.00
GIS Tech/Computer Support Specialist	20	0.00	0.00	0.00	0.00
TOTAL POSITIONS		0.00	0.00	0.00	3.50

SIGNIFICANT BUDGET CHANGES:

	Cost
Enterprise Document Management Solution	\$ 175,000
Granicus Solution	\$ 73,800
Fire MDT Air Cards	\$ 3,200
Inspection Mobility	\$ 2,600
Municipal Community Services Cisco Phones	\$ 4,200
Chandor Gardens Wireless Phone System	\$ 3,650
Animal Shelter Camera System	\$ 16,400
San Storage System Split Utility Fund and General Fund	\$ 42,500
Consumer Health Software	\$ 15,000
Fire House Software	\$ 14,000
Panasonic Toughbooks	\$ 100,000
Department is now split between Utility Fund Department 423 and General Fund Department 307	\$ 1,641,261

PERFORMANCE MEASURES:

	Strategic Plan #	FY2009-10	FY2010-11	FY2011-12
INPUT / DEMAND				
IT Accounts Supported	N/A	530	724	900
Servers/Computers/Phones/Copiers/Mobile Devices	N/A	585	618	625
Networked Fiber/Wireless Sites	N/A	24	27	27
Networked VPN/Mobile	N/A	121	168	200
OUTPUT / WORKLOAD				
Support Issues Completed	1.2	1,450	1,518	1,600
GIS Map / Copy request	1.2	3,200	2,883	3,000
EFFICIENCY / IMPACT				
Average Time to Complete	1.2	55 minutes	51 Minutes	51 Minutes
Gigabyte (GB) of Data Stored	4.2	7,200 GB	20,073 GB	55800 GB
EFFECTIVENESS / OUTCOME				
Employee Satisfaction Survey	1.2	4.7 out of 5	4.8 out of 5	4.8 out of 5
GIS Website Hits	5.5	50,000	6,935	7,100
GIS Layers Maintained	4.2	230	234	234

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		2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2011 CURRENT BUDGET	2011 PROJECTED YEAR END	2012 REQUESTED BUDGET
GENERAL FUND							
TECHNICAL SERVICES							
PERSONNEL SERVICES							
2-307-	101 SALARIES & WAGES	42,393	46,385	(464)	0	0	214,968
2-307-	102 OVERTIME	405	1,174	0	0	0	5,750
2-307-	104 SALARY PACKAGE	0	0	0	0	0	0
2-307-	107 GROUP MEDICAL/LIFE INSURANCE	5,523	5,782	0	0	0	20,318
2-307-	108 FICA	3,303	3,756	(35)	0	0	16,416
2-307-	109 RETIREMENT (TMRS)	6,128	7,190	(68)	0	0	35,802
2-307-	110 WORKERS' COMPENSATION	64	86	0	0	0	1,556
2-307-	111 UNEMPLOYMENT TAX (TEC)	99	45	0	0	0	945
2-307-	112 LONGEVITY	344	392	0	0	0	1,358
TOTAL PERSONNEL SERVICES		58,259	64,810	(567)	0	0	297,112
OPERATING SUPPLIES							
2-307-	202 GENERAL OFFICE SUPPLIES	2,550	1,277	0	0	0	6,161
2-307-	203 FURNITURE & FIXTURES	0	0	0	0	0	0
2-307-	204 COMPUTERS & OFFICE EQUIPMENT	5,977	3,184	0	0	0	120,455
2-307-	205 RADIO & COMMUNICATION EQUIP	0	0	0	0	0	370
2-307-	215 FOOD/MEAL EXPENSE	0	0	0	0	0	190
2-307-	219 UNIFORMS/PROTECTIVE CLOTHING	0	0	0	0	0	0
2-307-	220 VEHICLE/EQUIP FUEL & OIL	0	0	0	0	0	1,250
2-307-	221 VEHICLE/EQUIP PARTS & LABOR	0	0	0	0	0	500
2-307-	228 SAFETY EQUIPMENT	0	0	0	0	0	200
2-307-	229 MISCELLANEOUS SUPPLIES	16	0	0	0	0	2,500
2-307-	281 SMALL TOOLS & EQUIPMENT	200	0	0	0	0	4,550
TOTAL OPERATING SUPPLIES		8,743	4,461	0	0	0	136,176
CONTRACTUAL SERVICES							
2-307-	304 MEDICAL SERVICES	0	0	0	0	0	15
2-307-	305 SEMINARS & TRAINING	1,574	0	0	0	0	10,600
2-307-	306 OTHER PROFESSIONAL SERVICES	11,783	1,582	0	0	0	26,066
2-307-	308 TELEPHONE/COMMUNICATION SVCS	0	0	0	0	0	14,276
2-307-	309 POSTAGE	0	0	0	0	0	357
2-307-	310 AUTO ALLOWANCE	0	0	0	0	0	2,400
2-307-	311 TRAVEL EXPENSE	39	0	0	0	0	1,000
2-307-	318 INSURANCE	79	(5)	0	0	0	850
2-307-	321 R & M OF RADIO & COMM EQUIP	0	0	0	0	0	325
2-307-	324 R & M OF OFFICE EQUIPMENT	0	2,405	0	0	0	12,300
2-307-	325 OTHER REPAIR & MAINT SERVICE	0	0	0	0	0	5,000
2-307-	326 OFFICE & COPY EQUIPMENT RENTAL	0	0	0	0	0	53,930
2-307-	330 DUES/MEMBERSHIPS	0	0	0	0	0	550
2-307-	350 R&M - SOFTWARE	0	0	0	0	0	179,561
2-307-	352 INTEREST EXPENSE	0	0	0	0	0	2,500
2-307-	382 PRINCIPAL	0	0	0	0	0	39,894
TOTAL CONTRACTUAL SERVICES		13,475	3,982	0	0	0	349,623
CAPITAL OUTLAY							
2-307-	413 OFFICE EQUIPMENT	0	0	0	0	0	161,500
2-307-	451 SPECIALIZED EQUIPMENT	0	0	0	0	0	246,500
TOTAL CAPITAL OUTLAY		0	0	0	0	0	408,000
TOTAL TECHNICAL SERVICES		80,477	73,253	(567)	0	0	1,190,911

**City of Weatherford
2011-2012 Program of Services**

Recreation

First Monday

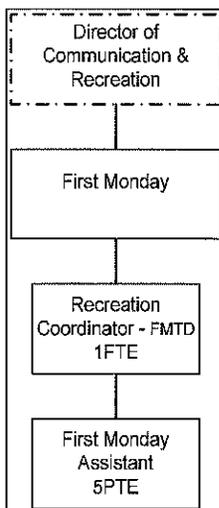
Account #: 462

Location

**Main: 119 Palo Pinto FMTD: 500 Oak St.
Phone Number (817) 598-4124, (817) 598-4359**

Hours of Operation:

Main Office: Monday - Friday 8:00 a.m. to 5:00 pm
FMTD Weekends: Thursday 1:00 pm - 5:00 pm; Friday - Sunday 7:00 am - 5:00 pm



PROGRAM DESCRIPTION:

First Monday Trade Days is held the weekend before the first Monday of each month. The main market area has approximately 486 spaces (12 ft. x 15 ft. in average size) available for a daily rental. Reserved vendors rates are \$10.00 per day per space, plus \$10.00 per day for electricity, if needed. Walk up vendors are charged \$15.00 per day per space. Non-Inspected food vendors are \$15.00 per day per space. Inspected Food vendors are charged \$30.00 per day for the first space and \$10.00 for each additional space per day.

MAJOR DIVISION GOALS:

1. Promote event to attract more out-of-town visitors and vendors.
2. Keep grounds and facilities clean and attractive.
3. Continually improve grounds and facilities to attract a greater number and variety of vendors.
4. Continue to develop ways to make visitor and vendor experience more satisfying.

FY 2010-2011 ACCOMPLISHMENTS:

The First Monday Trade Days Division will continue to take steps to provide it's visitors and vendors with a safe and enjoyable environment. Due to construction of the bridge over Hwy 180, the North Lot is being used as a staging area by TX DOT. Half of the lot will be converted into parking spaces for vendors and visitors until road construction is complete. We anticipate parking to be heavily utilized.

FY 2011-2012 OBJECTIVES:

1. Continue construction and renovation on grounds to enhance appearance and efficiency; complete animal area and implement livestock sales back into the Trade Days. Complete renovation of the North Lot (now used as parking) so it can be utilized as vendor spaces.
2. When North Lot is complete, begin renovation of middle and south lots.
3. Create a destination location for special events in addition to First Monday Trade Day.
4. Create a safe and healthy environment for tourists, vendors and buyers for animal sales.

BUDGETARY ISSUES:

1. With expansion of grounds and allotment for more vendors during the Trade Days, more staff will be needed during the event to provide sufficient service.
2. Marketing/advertising amount needs to increase in order for public to be educated on expansion and the ability for use of grounds for special events.

**City of Weatherford
2011-2012 Program of Services**

**Recreation
First Monday**

Account #: 462

EXPENDITURE SUMMARY:	2009-10	2010-11	2010-11	2011-12
Expenditure Classification	ACTUAL	APPROVED	PROJECTED	PROPOSED
Personal Services	\$21,236	\$68,364	\$66,186	\$69,186
Supplies	\$6,702	\$7,050	\$7,050	\$10,800
Services	\$26,293	\$30,715	\$30,629	\$30,175
Capital Outlay	\$0	\$850,000	\$850,000	\$408,000
TOTAL EXPENDITURES	\$54,231	\$956,129	\$953,865	\$518,161

PERSONNEL SCHEDULE:	Pay	2009-10	2010-11	2010-11	2011-12
Position	Class	ACTUAL	APPROVED	PROJECTED	PROPOSED
Recreation Coordinator (Facility Op. Supervisor)	16	0.00	1.00	1.00	1.00
P/T First Monday Assistants	6	2.00	2.00	2.00	2.50
TOTAL POSITIONS		2.00	3.00	3.00	3.50

SIGNIFICANT BUDGET CHANGES:

	Cost
ATV/Motorized Vehicle for Grounds	\$ 8,400
Advertising & Marketing Funds	\$ 3,000
PT Staff Member	\$ 4,168
Trash Barrels	\$ 1,200
Restroom Supplies	\$ 1,200
First Monday Improvement Transfer from SW (Difference between FY11 and FY12)	\$ (450,000)

PERFORMANCE MEASURES:

	Strategic Plan #	FY2009-10	FY2010-11	FY2011-12
INPUT / DEMAND				
Number of available rental spaces	1 & 5	476	309	
OUTPUT / WORKLOAD				
Average number of spaces rented annually	1.2	390		
# returning vendors	1.2			
# new vendors	1.2			
EFFICIENCY / IMPACT				
Average annual percentage of rented spaces	5.1	81%		
EFFECTIVENESS / OUTCOME				
Attendance average per month	1.2	4000		
FY end revenue	5.1	\$ 108,702	\$ 93,865	\$ 100,000

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		2007-2008	2008-2009	2009-2010	2011	2011	2012
		ACTUAL	ACTUAL	ACTUAL	CURRENT	PROJECTED	REQUESTED
					BUDGET	YEAR END	BUDGET
GENERAL FUND							
FIRST MONDAY							
PERSONNEL SERVICES							
2-462-	101 SALARIES OF REGULAR EMPLOYEES	39,704	40,072	17,476	49,571	50,772	51,977
2-462-	107 GROUP HEALTH/LIFE BENEFITS	5,523	5,782	1,436	5,768	4,667	5,805
2-462-	108 FICA	3,063	3,100	1,337	3,802	3,894	3,986
2-462-	109 RETIREMENT	1,081	3,101	694	8,191	6,042	5,981
2-462-	110 WORKERS COMPENSATION	78	59	138	214	166	546
2-462-	111 TEC	240	130	155	686	513	759
2-462-	112 LONGEVITY	0	36	0	132	132	132
TOTAL PERSONNEL SERVICES		49,689	52,280	21,236	68,364	66,186	69,186
OPERATING SUPPLIES							
2-462-	202 GENERAL OFFICE SUPPLIES	1,348	1,375	1,619	1,000	1,000	1,000
2-462-	203 FURNITURE & FIXTURES	0	0	0	300	300	300
2-462-	204 COMPUTERS & OFFICE EQUIPMENT	2,198	0	0	0	0	0
2-462-	217 JANITORIAL SUPPLIES	1,040	1,613	1,070	1,500	1,500	4,150
2-462-	219 UNIFORMS & PROTECTIVE CLOTHING	706	433	559	750	750	750
2-462-	220 VEHICLE/EQUIP FUEL & OIL	0	0	0	300	300	800
2-462-	221 VEHICLE/EQUIP PARTS & LABOR	0	0	1,170	150	150	350
2-462-	234 TRAFFIC/STREET SIGN MATERIALS	0	0	323	500	500	500
2-462-	235 BUILDING MAINTENANCE SUPPLIES	348	1,193	1,961	2,550	2,550	2,950
TOTAL OPERATING SUPPLIES		5,640	4,614	6,702	7,050	7,050	10,800
CONTRACTUAL SERVICES							
2-462-	304 MEDICAL SERVICES	0	160	150	175	175	75
2-462-	305 SEMINARS & TRAINING	0	0	5	50	50	0
2-462-	306 OTHER PROFESSIONAL SERVICES	1,826	1,938	1,858	2,850	2,850	3,000
2-462-	308 TELEPHONE/COMMUNICATION SRVCS	996	951	928	840	840	840
2-462-	309 POSTAGE	230	450	450	400	400	400
2-462-	313 OTHER ADVERTISING	8,068	5,610	6,687	8,000	8,000	11,000
2-462-	314 PRINTING/BINDING SERVICES	0	79	87	200	200	200
2-462-	318 INSURANCE	157	90	91	200	114	160
2-462-	319 UTILITY SERVICES	9,576	8,300	7,690	9,500	9,500	9,500
2-462-	320 BUILDING & GROUND MAINTENANCE	0	183	546	500	500	500
2-462-	324 R & M OF OFFICE EQUIPMENT	0	1,115	0	0	0	0
2-462-	326 OFFICE & COPY EQUIPMENT RENTAL	1,068	1,194	1,353	500	500	500
2-462-	328 OTHER RENTAL	7,453	7,453	6,448	7,500	7,500	4,000
TOTAL CONTRACTUAL SERVICES		29,374	27,523	26,293	30,715	30,629	30,175
CAPITAL OUTLAY							
2-462-	401 LAND	0	0	0	71,100	250,000	0
2-462-	403 BUILDINGS	0	0	0	18,861	18,861	0
2-462-	410 MOTOR VEHICLES	0	0	0	0	0	8,000
2-462-	426 OTHER IMPROVEMENTS	0	0	0	760,039	581,139	400,000
TOTAL CAPITAL OUTLAY		0	0	0	850,000	850,000	408,000
FIRST MONDAY		84,703	84,417	54,231	956,129	953,865	518,161

**City of Weatherford
2011-2012 Program of Services**

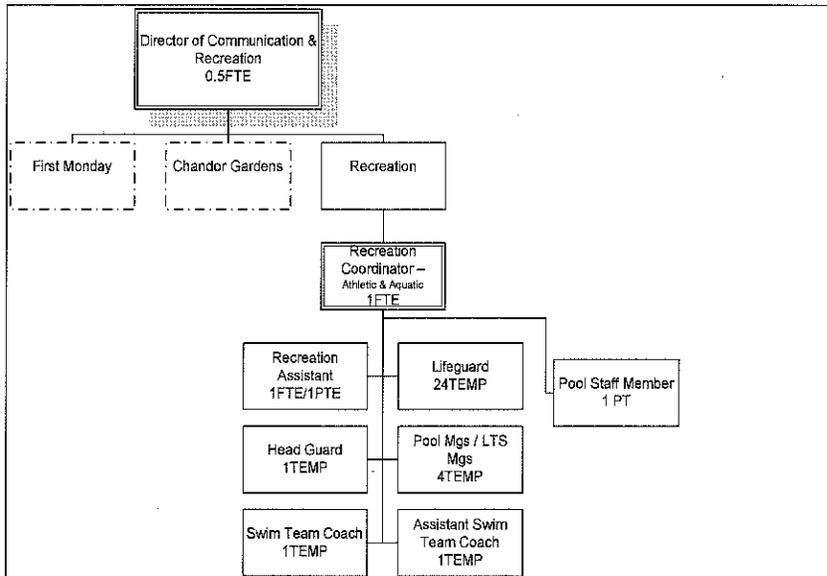
**Recreation
Recreation**

Account #: 485

**Old City Hall
119 Palo Pinto
817-598-4124**

Hours of Operation:

Monday - Friday, 8:00 am - 5:00 pm



PROGRAM DESCRIPTION:

The Recreation Division enriches lives by providing staff, facilities, and resources for a variety of leisure activities, programs, and opportunities in both structured and unstructured settings. These services are available to a broad demographic segment of the population. The division operates the municipal pool, oversees building, pavilion and ball field rentals, and coordinates recreation, athletic, and special events. The division also provides support services for various special events, First Monday Trade Days, Main Street, Chandor Gardens, and the Chamber of Commerce. Recreation division also offers and organizes staff development activities for COW employees.

MAJOR DIVISION GOALS:

1. Maintain quantity and quality in all program areas through fiscally responsible service.
2. Provide programming that meets the needs of the community as a whole, for both youth and adults.
3. Ensure the safety of all participants while maintaining programs and properties.
4. Provide competition and leisure in a safe, sportsman-like atmosphere.
5. Increase program participation within current facilities and budget.
6. Properly manage and maintain current facilities while planning for future growth.

FY 2010-2011 ACCOMPLISHMENTS:

Rebuilding of staff through re-classification of some current positions. Increased resident awareness of benefits of residency versus non-residency. Maintained high staff morale and quality service while transitioning from partial staff to full staff and inheriting new programs such as Downtown Revitalization and the Special Event and Itinerant Vendor processes. Bid to be host of and were awarded an adult softball tournament through the Texas Amateur Athletic Federation.

FY 2011-2012 OBJECTIVES:

1. Organize and revive the City's participation in the annual Fall Festival held at Weatherford College.
2. Increase public awareness of the special events process.
3. Implement one unique winter activity that would appeal to youth and adults which would encourage family participation.
4. Work with City Attorney to modify ordinances that would increase appeal for tournament awards. Re-develop expiring contracts allowing for additional community partnerships and in-turn increase tourism.
5. Assist with a long-term plan for the log cabins at Holland Lake Park and the Girl Scout Camp.
6. Create revenue-generating use for home located inside Cartwright Park.

BUDGETARY ISSUES:

1. For the convenience of the community registration for activities and programs is held after hours; therefore, in accordance with personnel policies, employees are no longer available to volunteer their time to assist. Overtime monies are required for compensation.
2. Equipping and staffing concessions located at Holland Lake Park.

**City of Weatherford
2010-2011 Program of Services**

Recreation

Recreation

Account #: 485

EXPENDITURE SUMMARY:	2009-10	2010-11	2010-11	2011-12
Expenditure Classification	ACTUAL	APPROVED	PROJECTED	PROPOSED
Personal Services	\$360,043	\$253,193	\$237,406	\$246,941
Supplies	\$30,786	\$38,796	\$38,796	\$50,196
Services	\$22,260	\$54,070	\$53,503	\$55,495
Capital Outlay	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$413,089	\$346,059	\$329,705	\$352,632

PERSONNEL SCHEDULE:	Pay Class	2009-10	2010-11	2010-11	2011-12
Position		ACTUAL	APPROVED	PROJECTED	PROPOSED
Director of Communication & Recreation	36	0.00	0.00	0.50	0.50
Community Relations Manager (Interim Director)	32	0.50	0.50	0.00	0.00
Recreation Manager (Aquatic/Athletic Supervisor)	18	1.00	1.00	0.00	0.00
Recreation Coordinator (Facility Op Supervisor)	16	1.00	0.00	1.00	1.00
Recreation Assistant (Facility Op Assistant)	11	0.00	1.00	1.00	1.00
Pool Manager/Learn to Swim Coordinator	Temp	0.67	0.67	0.67	0.67
Head Guard	Temp	0.33	0.33	0.33	0.33
Lifeguards/Swim Instructors	Temp	6.33	6.33	6.33	6.33
Swim Team Coach	Temp	0.33	0.33	0.33	0.33
Assistant Swim Team Coach	Temp	0.33	0.33	0.33	0.33
Recreation Assistant	11	0.50	0.50	0.00	0.00
TOTAL POSITIONS		10.99	10.99	10.49	10.49

SIGNIFICANT BUDGET CHANGES:

Cost

Annual Trout Fishing Event	\$	1,325
Weatherford Fall Festival	\$	3,000
Holland Lake Ballfield Concessions	\$	12,527
Overtime for Special Event Workers	\$	1,914

PERFORMANCE MEASURES:

	Strategic Plan #	FY2009-10	FY2010-11	FY2011-12
INPUT / DEMAND				
City Population	N/A	26650	26650	
OUTPUT / WORKLOAD				
Special Events - number offered	1.2	5	6	
vday dance; TJA; movies; concerts; swim meet; hayride;				
Recreation classes and trips - number offered	1.2	0	0	
Cherry Park Pool - # days open	1.2	72	84	
EFFICIENCY / IMPACT				
Recreation budget per capita	N/A			
EFFECTIVENESS / OUTCOME				
Special Events	1.2	Attendance	n/a	
Athletic teams	1.2	ytd - 98		
Recreation classes and trips	1.2	0		
Cherry Park Pool	1.2	est 34000		

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		2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2011 CURRENT BUDGET	2011 PROJECTED YEAR END	2012 REQUESTED BUDGET
GENERAL FUND							
RECREATION							
PERSONNEL SERVICES							
2-485-	101 SALARIES OF REGULAR EMPLOYEES	270,975	276,032	271,956	175,095	183,536	192,679
2-485-	102 OVERTIME	0	0	0	0	351	1,778
2-485-	107 GROUP MEDICAL/LIFE INSURANCE	16,651	16,949	7,252	20,193	10,468	11,610
2-485-	108 FICA	20,872	21,346	17,722	13,448	14,227	14,899
2-485-	109 RETIREMENT	27,643	29,303	29,949	28,972	17,037	17,769
2-485-	110 WORKERS COMPENSATION	1,465	1,730	2,472	2,734	2,125	2,636
2-485-	111 TEC	846	888	1,334	3,067	2,000	5,280
2-485-	112 LONGEVITY	572	724	884	684	664	290
2-485-	115 CONTRACT LABOR	13,877	12,834	28,475	9,000	6,998	0
TOTAL PERSONNEL SERVICES		352,901	359,806	360,044	253,193	237,406	246,941
OPERATING SUPPLIES							
2-485-	202 GENERAL OFFICE SUPPLIES	2,153	1,284	1,655	1,500	1,500	1,500
2-485-	203 FURNITURE & FIXTURES	161	1,066	0	2,000	2,000	2,000
2-485-	204 COMPUTERS & OFFICE EQUIPMENT	2,993	0	0	0	0	0
2-485-	212 CHEMICALS	16,564	17,288	13,807	19,000	19,000	19,000
2-485-	215 FOOD/MEALS EXPENSE	601	247	71	300	300	300
2-485-	217 JANITORIAL SUPPLIES	1,208	518	791	750	750	750
2-485-	218 MEDICAL/LABORATORY SUPPLIES	634	411	73	750	750	750
2-485-	219 UNIFORMS/PROTECTIVE CLOTHING	1,129	71	(40)	500	500	500
2-485-	220 VEHICLE/EQUIP FUEL & OIL	1,205	637	418	500	500	500
2-485-	221 VEHICLE/EQUIP PARTS & LABOR	366	119	114	150	150	150
2-485-	229 MISCELLANEOUS SUPPLIES	0	(240)	0	0	0	3,000
2-485-	263 PARK/PLAYGROUND SUPPLIES	10,743	12,753	13,897	13,346	13,346	21,746
TOTAL OPERATING SUPPLIES		37,757	34,154	30,786	38,796	38,796	50,196
CONTRACTUAL SERVICES							
2-485-	304 MEDICAL SERVICES	960	1,183	1,240	1,170	1,170	1,170
2-485-	305 SEMINARS & TRAINING	1,315	2,319	(33)	2,000	2,000	2,000
2-485-	306 OTHER PROFESSIONAL SRVC	7,924	11,024	9,513	33,300	33,300	34,625
2-485-	308 TELEPHONE/COMMUNICATION SVCS	1,791	2,595	2,606	2,900	2,900	2,900
2-485-	309 POSTAGE	553	479	354	400	400	400
2-485-	310 AUTO ALLOWANCE	4,800	4,400	1,200	2,400	2,400	2,700
2-485-	311 TRAVEL EXPENSE	2,202	3,131	0	2,000	2,000	2,000
2-485-	313 OTHER ADVERTISING	2,549	2,148	575	3,000	3,000	3,000
2-485-	314 PRINTING & BINDING	150	247	204	500	500	500
2-485-	318 INSURANCE	926	510	768	1,200	633	1,000
2-485-	319 UTILITY SERVICES	39,559	0	0	0	0	0
2-485-	324 REPAIR & MAINT SRVCS - OFF EQP	0	557	0	0	0	0
2-485-	326 OFFICE & COPY EQUIPMENT RENTAL	1,554	2,388	2,709	700	700	700
2-485-	330 DUES/MEMBERSHIPS	3,329	3,682	3,125	4,500	4,500	4,500
TOTAL CONTRACTUAL SERVICES		67,612	34,663	22,261	54,070	53,503	55,495
CAPITAL OUTLAY							
2-485-	417 RECREATION EQUIPMENT	5,200	12,508	0	0	0	0
TOTAL CAPITAL OUTLAY		5,200	12,508	0	0	0	0
TOTAL RECREATION		463,470	441,131	413,091	346,059	329,705	352,632

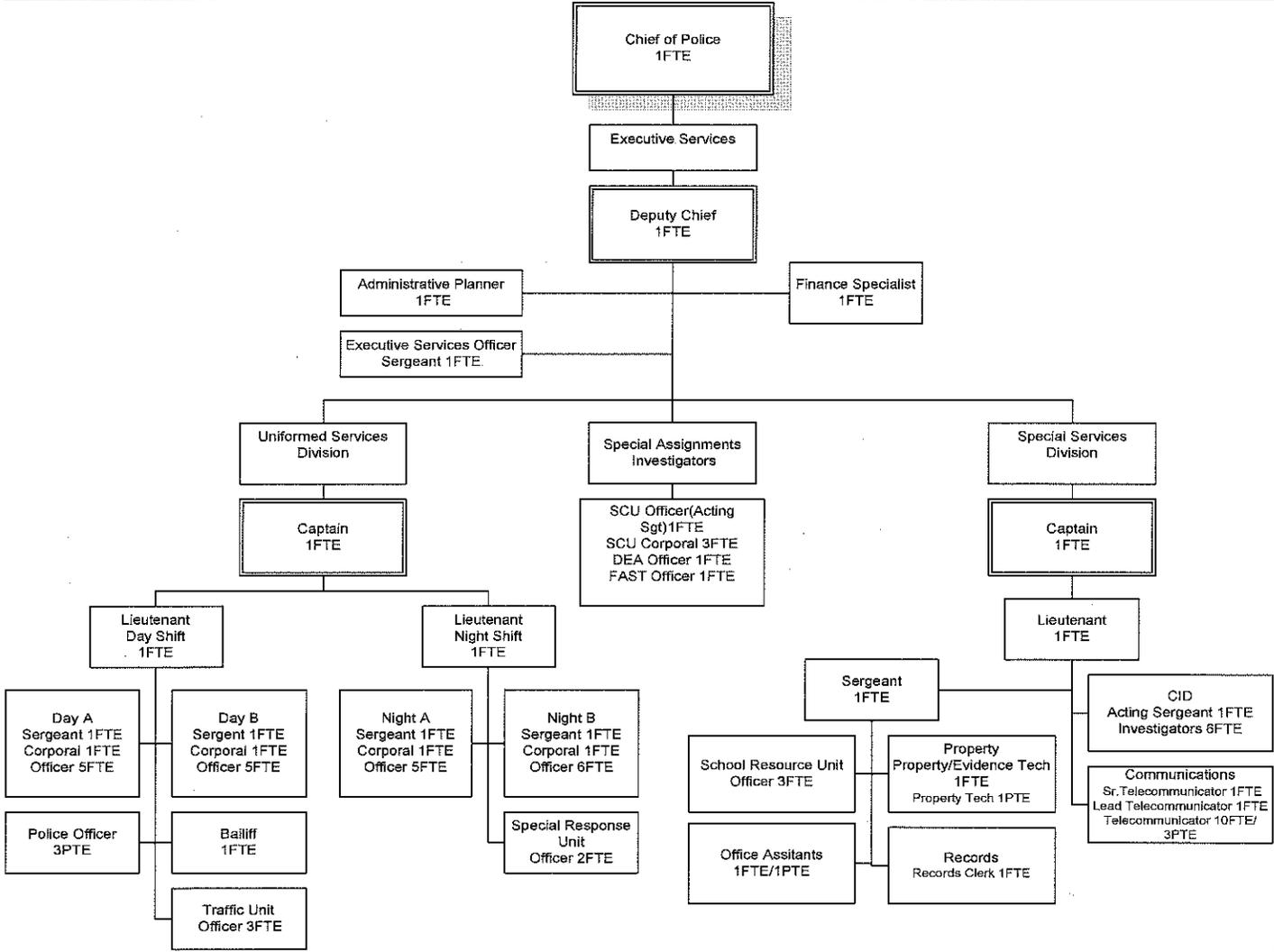
City of Weatherford 2011-2012 Program of Services

Police Police

Account #: 501

Location
801 Santa Fe Drive
(817) 598-4310

Hours of Operation:
Admin: Monday - Friday 8:00 a.m - 5:00 p.m.
Patrol: 24 hours a day - 7 days a week



FY 2010-2011 ACCOMPLISHMENTS:

1. Reduced reported accidents by 13%.
2. Established Neighborhood Watch program in the Lake Hills subdivision.
3. Reduced the Part I crime rate from 2009, even though the Patrol division was short officers due to held positions, retirements, and injuries.
4. Implemented a new Records Management System, Computer Aided Dispatch, Mobile Field Reports, and other modules to enhance the Departments service to the public.

FY 2011-2012 OBJECTIVES:

1. Increase staffing levels in the Investigation Division by one investigator.
2. Re-develop the Special Response Unit of the Patrol Division.
3. Continue to increase targeted enforcement of traffic violations that cause accidents in areas with a high number of accidents.

BUDGETARY ISSUES:

1. The Department is falling behind in the Officer to Citizen ratio goal of 2.4 Officers per 1000 population.
2. The Department vehicle fleet is continuing to age due to budget constraints that do not allow for the replacement of those vehicles.

**City of Weatherford
2011-2012 Program of Services**

**Police
Police**

Account #: 501

EXPENDITURE SUMMARY:	2009-10	2010-11	2010-11	2011-12
Expenditure Classification	ACTUAL	APPROVED	PROJECTED	PROPOSED
Personal Services	\$5,714,714	\$6,131,928	\$6,274,557	\$6,608,617
Supplies	\$214,847	\$270,918	\$296,628	\$325,620
Services	\$294,474	\$332,791	\$318,441	\$321,814
Capital Outlay	\$0	\$116,600	\$116,600	\$129,500
TOTAL EXPENDITURES	\$6,224,035	\$6,852,237	\$7,006,226	\$7,385,551

PERSONNEL SCHEDULE:	Pay Class	2009-10	2010-11	2010-11	2011-12
Position		ACTUAL	APPROVED	PROJECTED	PROPOSED
Chief of Police	38	1.00	1.00	1.00	1.00
Deputy Chief	37	1.00	1.00	1.00	1.00
Captain	31	2.00	2.00	2.00	2.00
Police Lieutenant	29	4.00	3.00	3.00	3.00
Sergeant	26	5.00	5.00	5.00	7.00
Police Detective/Corporal	23	13.00	12.00	13.00	11.00
Police Officer	21	30.00	31.00	32.00	34.00
P/T Police Officer	21	1.50	1.50	1.50	1.50
Police Bailiff	19	1.00	1.00	1.00	1.00
Special Services Planner	17	1.00	1.00	1.00	1.00
Senior Police Telecommunicator	15	1.00	1.00	1.00	1.00
Lead Telecommunicator	14	1.00	1.00	1.00	1.00
Police Telecommunicators	13	8.00	8.00	8.00	10.00
P/T Police Telecommunicators	13	1.50	1.50	1.50	1.50
Senior Records Clerk	11	1.00	1.00	0.00	0.00
Finance Specialist	11	1.00	1.00	1.00	1.00
Property & Evidence Technician	10	1.00	1.50	1.50	1.50
Records Clerk	9	1.00	1.00	1.00	1.00
Office Assistant	7	1.00	1.00	1.50	1.50
TOTAL POSITIONS		76.00	75.50	77.00	81.00
Retirees		8.00	8.00	8.00	8.00

SIGNIFICANT BUDGET CHANGES:	Cost
FT Police Officer	\$ 34,309
FT Police Telecommunications Officers (2)	\$ 91,350
FT Police Investigator	\$ 34,309
Replace Carpet in the PD Offices	\$ 8,466
Replace Cabinet Top and Faucet in Break room	\$ 1,000
Full-Size 4 Door Police Package Sedan (2)	\$ 74,000
Mid-Size 4 Door Unmarked Sedan (3)	\$ 55,500
Retiree Payout	\$ 61,344

PERFORMANCE MEASURES:	Strategic Plan #	2009	2010
INPUT / DEMAND			
1. Population	N/A	25,000	25,300
2. Number of Investigators	1.3	12	12
3. Number of School Resource Officers	1.3	4	3
4. Traffic Officers	1.3	2	3
OUTPUT / WORKLOAD			
1. Calls For Service	N/A	30,058	29,323
2. Officer Initiated Activity	N/A	16,746	17,586
3. Traffic Stops	N/A	7,330	8,739
2. Number of 9-1-1 calls	N/A	15,779	14,723
3. Accidents	N/A	2,084	1,809
4. Number of Citations including warnings	N/A	11,130	11,837
5. Number of Administrative calls handled by dispatch	N/A	116,841	95,234
EFFICIENCY / IMPACT			
1. Avg Number of Sworn Officers per 1,000 Population	1.3	2.24	2.28
EFFECTIVENESS / OUTCOME			
1. Number of Adult Arrests:	N/A	1625	1387
2. Number of Juvenile Arrests:	N/A	193	132
3. UCR Aggravated Assault	N/A	27	45
4. UCR Auto Theft	N/A	32	32
5. UCR Burglary	N/A	128	133
6. UCR Larceny - Theft	N/A	684	568
7. UCR Sexual Assault	N/A	6	9
8. UCR Robbery	N/A	10	16
9. Part 1 Crimes	N/A	887	803
10. Homicide	N/A	0	0

		2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2011 CURRENT BUDGET	2011 PROJECTED YEAR END	2012 REQUESTED BUDGET
GENERAL FUND							
POLICE							
PERSONNEL SERVICES							
2-501-	101 SALARIES OF REGULAR EMPLOYEES	3,873,658	4,056,498	4,085,683	4,226,925	4,399,159	4,516,902
2-501-	102 OVERTIME	170,062	171,955	47,172	150,318	150,318	150,318
2-501-	103 EDUCATION/CERTIFICATION PAY	63,988	68,028	67,868	70,800	72,838	71,400
2-501-	104 SALARY PACKAGE	0	0	0	0	0	124,340
2-501-	107 GROUP HEALTH/LIFE BENEFITS	439,347	446,370	434,382	469,247	463,751	499,254
2-501-	108 FICA	308,673	323,743	317,472	342,730	349,917	357,166
2-501-	109 RETIREMENT	593,041	636,357	659,425	738,365	737,950	767,498
2-501-	110 WORKERS COMPENSATION	30,648	38,678	56,097	80,117	62,268	62,892
2-501-	111 TEC	7,835	3,581	14,131	21,710	7,300	22,275
2-501-	112 LONGEVITY	31,440	29,676	32,484	31,716	31,056	36,572
TOTAL PERSONNEL SERVICES		5,518,692	5,774,886	5,714,714	6,131,928	6,274,557	6,608,617
OPERATING SUPPLIES							
2-501-	202 GENERAL OFFICE SUPPLIES	14,241	11,854	9,536	13,890	13,890	12,390
2-501-	203 FURNITURE & FIXTURES	0	1,248	1,247	1,550	1,550	1,550
2-501-	204 COMPUTERS & OFFICE EQUIPMENT	17,321	11,810	(95)	0	320	1,005
2-501-	205 RADIO & COMMUNICATION EQUIP	4,396	2,851	467	4,830	4,830	9,430
2-501-	213 PHOTO SUPPLIES/DEVELOPING	206	532	105	400	440	300
2-501-	214 ANIMAL FEED/SUPPLIES	1,919	689	97	0	0	0
2-501-	215 FOOD/MEAL EXPENSE	927	682	72	750	750	750
2-501-	218 MEDICAL/LABORATORY SUPPLIES	4,704	1,831	2,786	3,018	3,018	3,018
2-501-	219 UNIFORMS/PROTECTIVE CLOTHING	27,027	16,251	14,913	27,691	27,691	31,536
2-501-	220 VEHICLE/EQUIP FUEL & OIL	134,097	81,505	99,662	106,066	106,066	137,559
2-501-	221 VEHICLE/EQUIP PARTS & LABOR	59,478	65,908	51,948	64,909	89,909	74,909
2-501-	229 MISCELLANEOUS SUPPLIES	34,327	18,961	7,889	15,420	15,420	16,615
2-501-	230 COMMUNITY PROGRAM SUPPLIES	3,466	2,992	2,234	3,000	3,000	3,000
2-501-	231 FIRE ARMS SUPPLIES	0	11,311	16,147	19,958	19,958	19,888
2-501-	234 TRAFFIC/STREET SIGN MATERIALS	322	433	0	525	875	525
2-501-	235 BUILDING MAINTENANCE SUPPLIES	569	187	97	500	500	500
2-501-	281 SMALL TOOLS & EQUIPMENT	11,495	7,163	7,742	8,411	8,411	12,645
TOTAL OPERATING SUPPLIES		314,495	236,208	214,847	270,918	296,628	325,620
CONTRACTUAL SERVICES							
2-501-	304 MEDICAL SERVICES	472	1,430	650	670	670	600
2-501-	305 SEMINARS & TRAINING	20,868	23,947	10,005	24,570	24,570	24,705
2-501-	306 OTHER PROFESSIONAL SERVICES	14,396	47,206	20,782	16,625	16,625	15,530
2-501-	307 INVESTIGATION/INFORMANT SVCS	941	0	0	1,000	1,000	1,000
2-501-	308 TELEPHONE/COMMUNICATION SVCS	51,085	58,503	45,167	48,774	44,755	48,774
2-501-	309 POSTAGE	2,935	3,139	2,568	2,500	2,500	2,500
2-501-	311 TRAVEL EXPENSE	9,479	10,213	6,098	10,200	10,200	10,200
2-501-	312 LEGAL ADVERTISING	400	0	0	600	600	600
2-501-	313 OTHER ADVERTISING	2,246	1,456	35	3,000	3,000	3,000
2-501-	314 PRINTING & BINDING	2,888	5,601	2,235	6,671	6,671	6,611
2-501-	318 INSURANCE	46,520	42,618	56,544	50,000	44,505	50,000
2-501-	319 UTILITY SERVICES	66,411	55,508	49,986	57,677	52,841	48,981
2-501-	320 R & M BULIDINGS & STRUCTURES	4,519	2,804	1,610	2,962	2,962	12,428
2-501-	321 R & M OF RADIO & COMM EQUIP	1,892	5,058	3,343	4,125	4,125	4,125
2-501-	324 R & M OF OFFICE EQUIPMENT	20,413	48,460	1,639	2,700	2,700	2,700
2-501-	325 OTHER REPAIR & MAINT SERVICE	650	1,398	910	1,100	1,100	1,100
2-501-	326 OFFICE & COPY EQUIPMENT RENTAL	9,029	15,957	15,105	4,320	4,320	4,800
2-501-	327 MACHINERY & EQUIPMENT RENTAL	8,990	12,800	4,800	25,400	25,400	14,400
2-501-	328 OTHER RENTAL	33,830	54,098	42,090	36,060	36,060	36,060
2-501-	330 DUES/MEMBERSHIPS	5,252	5,909	6,748	8,177	8,177	7,620
2-501-	331 LAUNDRY & SANITATION SVCS	19,460	26,915	22,862	24,360	24,360	24,780
2-501-	361 AWARDS & RECOGNITION	773	1,676	1,297	1,300	1,300	1,300
TOTAL CONTRACTUAL SERVICES		323,449	424,696	294,474	332,791	318,441	321,814

	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2011 CURRENT BUDGET	2011 PROJECTED YEAR END	2012 REQUESTED BUDGET
CAPITAL OUTLAY						
2-501- 410 MOTOR VEHICLES	82,168	0	0	116,600	116,600	129,500
2-501- 413 OFFICE EQUIPMENT	16,506	0	0	0	0	0
2-501- 416 RADIO & COMMUNICATION EQUIP	0	16,270	0	0	0	0
TOTAL CAPITAL OUTLAY	98,674	16,270	0	116,600	116,600	129,500
TOTAL POLICE	6,255,310	6,452,060	6,224,035	6,852,237	7,006,226	7,385,551

	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2011 CURRENT BUDGET	2011 PROJECTED YEAR END	2012 REQUESTED BUDGET
GENERAL FUND						
FEDERAL STIMULUS GRANT						
OPERATING SUPPLIES						
2-503- 204 COMPUTERS & OFFICE EQUIPMENT	0	0	4,501	0	0	0
2-503- 205 RADIO/COMMUNICATION EQUIPMENT	0	0	3,600	0	0	0
2-503- 281 SMALL TOOLS & EQUIPMENT	0	0	9,289	0	0	0
TOTAL OPERATING SUPPLIES	0	0	17,390	0	0	0
CONTRACTUAL SERVICES						
2-503- 308 TELEPHONE/COMMUNICATION SVC	0	0	1,036	5,978	1,539	4,439
TOTAL CONTRACTUAL SERVICES	0	0	1,036	5,978	1,539	4,439
TOTAL FEDERAL STIMULUS GRANT	0	0	18,426	5,978	1,539	4,439
GENERAL FUND						
LEOSE POLICE GRANT						
CONTRACTUAL SERVICES						
2-504- 305 SEMINARS & TRAINING	5,955	1,910	0	2,000	2,000	2,000
2-504- 311 TRAVEL EXPENSE	743	1,653	425	2,000	2,000	2,000
TOTAL CONTRACTUAL SERVICES	6,698	3,563	425	4,000	4,000	4,000
TOTAL LEOSE POLICE GRANT	6,698	3,563	425	4,000	4,000	4,000
GENERAL FUND						
TOBACCO COMPLIANCE GRANT						
PERSONNEL SERVICES						
2-506- 102 OVERTIME	2,598	3,354	3,908	0	0	0
TOTAL PERSONNEL SERVICES	2,598	3,354	3,908	0	0	0
OPERATING SUPPLIES						
2-506- 229 MISCELLANEOUS SUPPLIES	152	178	183	3,000	3,000	3,000
TOTAL OPERATING SUPPLIES	152	178	183	3,000	3,000	3,000
TOTAL TOBACCO COMPLIANCE GRANT	2,750	3,532	4,091	3,000	3,000	3,000
GENERAL FUND						
BULLET PROOF VEST GRANT						
OPERATING SUPPLIES						
2-507- 219 UNIFORMS/PROTECTIVE CLOTHING	14,490	0	8,999	200	8,280	0
TOTAL OPERATING SUPPLIES	14,490	0	8,999	200	8,280	0
TOTAL BULLET PROOF VEST GRANT	14,490	0	8,999	200	8,280	0
GENERAL FUND						
OFFICE OF THE GOVERNOR GRANT						
CONTRACTUAL SERVICES						
2-508- 306 OTHER PROFESSIONAL SERVICES	0	0	7,737	0	0	0
TOTAL CONTRACTUAL SERVICES	0	0	7,737	0	0	0
CAPITAL OUTLAY						
2-508- 420 OTHER EQUIPMENT	0	0	75,883	12,584	12,584	0
TOTAL CAPITAL OUTLAY	0	0	75,883	12,584	12,584	0
TOTAL OFFICE OF THE GOVERNOR GRANT	0	0	83,620	12,584	12,584	0

	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2011 CURRENT BUDGET	2011 PROJECTED YEAR END	2012 REQUESTED BUDGET
GENERAL FUND						
LETPP GRANT						
CAPITAL OUTLAY						
2-509- 410 MOTOR VEHICLES	106,859	0	0	0	0	0
TOTAL CAPITAL OUTLAY	106,859	0	0	0	0	0
TOTAL LETPP GRANT	106,859	0	0	0	0	0
GENERAL FUND						
PETSMART GRANT						
OPERATING SUPPLIES						
2-510- 218 MEDICAL/LABORATORY SUPPLIES	1,011	188	0	0	0	0
TOTAL OPERATING SUPPLIES	1,011	188	0	0	0	0
CONTRACTUAL SERVICES						
2-510- 306 OTHER PROFESSIONAL SVCS	1,510	400	0	0	0	0
TOTAL CONTRACTUAL SERVICES	1,510	400	0	0	0	0
PETSMART GRANT	2,521	588	0	0	0	0

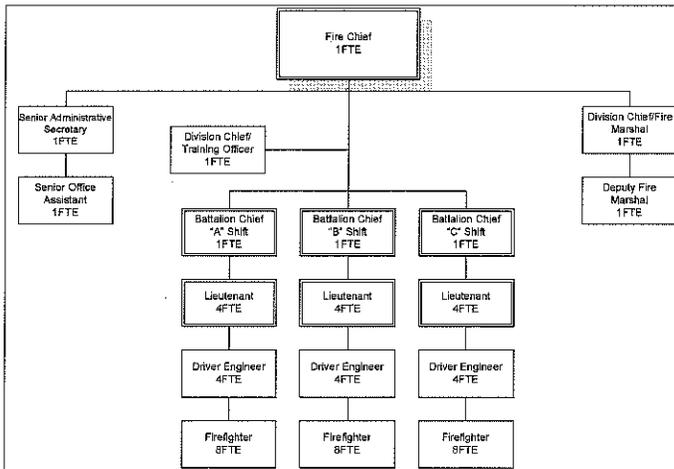
**City of Weatherford
2011-2012 Program of Services**

**Fire
Fire Protection**

Account #: 603

Location
Administration: 202 West Oak St.
(817) 598-4292 or 4293

Hours of Operation:
Administration: Monday - Friday 8:00 a.m. - 5:00 p.m.



PROGRAM DESCRIPTION:

The department is organized into the divisions of: Administration, Fire Prevention, Operations, and Training. The Administrative Division staffed by the Fire Chief, Senior Administrative Secretary, and Senior Office Assistant is responsible for providing overall direction of the department and for managing the department's resources. It provides policy and guidance to Fire Prevention, Operations, and Training. Fire Prevention is carried out by the Fire Marshal and Deputy Fire Marshal under the supervision of the Fire Chief. This division determines cause, purpose, and legal outcome of fire investigations, directs public safety through code compliance and inspections, and champions public education. The Training Division, under the direction of the Fire Chief, is comprised of a Training Officer. The Training Officer is responsible for the design and delivery of fire, rescue, and EMS continuing education and training. Operations, under the direction of the Fire Chief, is composed of firefighters who are each assigned to one of three 24-hour shifts at the City's four fire stations. Each shift is comprised of a Battalion Chief, four Lieutenants, four Driver Engineers, and eight Firefighters. This division responds to the needs of the citizenry by providing timely suppression, rescue, first responder (EMS) activities, hazardous materials mitigation, and pre-incident planning.

MAJOR DIVISION GOALS:

1. Implement a continuous improvement plan that will improve our City's PPC rating to include planning, building, and staffing strategically located fire stations.
2. Increase level of service that firefighters provide to citizens on medical incidents.
3. Offer specialized response services to the citizens for hazardous materials incidents and technical water rescues.
4. Champion fire and life safety education for all age levels and socio-economic groups.
5. Investigate causes of all fires and prosecute arson offenders.
6. Implement a vehicle replacement program.
7. Transition to a step pay plan.

FY 2010-2011 ACCOMPLISHMENTS:

1. In cooperation with the Utilities Department, instituted a Fire Hydrant Maintenance Program that tracks and records the appearance, functionality, capacity, and identity of every hydrant in our water system.
2. Implemented a pre-incident survey program and conducted surveys for all target hazards and high-priority buildings.
3. Implemented a general inspection program on all buildings that contain fire protection and suppression systems.
4. Created a wildland task force and assisted with the wildland fires in West Texas.
5. Made repairs to the roof at Station 1.
6. Received a SAFER Grant and increased staffing.
7. Received an AFG (Assistance to Firefighters Grant) under Homeland Security which provided computers for all front line apparatus and ability to interface with Computer Aided Dispatch.
8. Received a Texas Forest Service Grant including a fully funded wildland firefighting vehicle.
9. Received an Emergency Preparedness Grant from the State of Texas for interoperable radio equipment.
10. Developed policies regarding hiring and promotions.
11. Utilized state grant money for various certification classes (Driver Operator, Fire Inspector, Basic Wildland Firefighting).
12. Participated in outside training opportunities including Comm-L training, leadership symposiums, Courage To Be Safe, and various TCLEOSE training classes.
13. Enrolled several members in career development degree programs.

FY 2011-2012 OBJECTIVES:

1. Utilize a consultant to provide information to assist us in attaining the best possible ISO rating for our citizens.
2. Upgrade equipment and increase training for first responder medical response.
3. Continue to build specialized programs to provide service for hazardous material response and technical water rescues.
4. Develop a fire prevention program utilizing firefighters in a clown troupe and continue the National Fire Safety Council Program.
5. Battalion Chiefs will become certified as Fire Investigators providing additional support to the Fire Prevention Division.
6. Develop a procedure which ensures the most efficient use and replacement for the fleet of emergency response vehicles.
7. With the completion of the restructuring of the department, implement a step plan which eliminates overlapping pay issues.

BUDGETARY ISSUES:

Texas Commission on Fire Protection has increased mandatory certification fees for firefighters from \$35/year to \$65/year per firefighter. This increase will impact the department's Contractual Services proportionally.

**City of Weatherford
2011-2012 Program of Services**

**Fire
Fire Protection**

Account #: 603

EXPENDITURE SUMMARY:	2009-10	2010-11	2010-11	2011-12
Expenditure Classification	ACTUAL	APPROVED	PROJECTED	PROPOSED
Personal Services	\$4,321,329	\$4,184,285	\$4,396,442	\$4,489,198
Supplies	\$153,044	\$161,550	\$168,800	\$208,925
Services	\$160,654	\$172,895	\$151,642	\$175,403
Capital Outlay	\$0	\$56,500	\$45,220	\$169,750
TOTAL EXPENDITURES	\$4,635,027	\$4,575,230	\$4,762,104	\$5,043,276

PERSONNEL SCHEDULE:	Pay Class	2009-10	2010-11	2010-11	2011-12
Position		ACTUAL	APPROVED	PROJECTED	PROPOSED
Fire Chief	37	1.00	1.00	1.00	1.00
Assistant Fire Chief	35	1.00	0.00	0.00	0.00
Division Chief/Fire Marshal	29	1.00	1.00	1.00	1.00
Division Chief/Training Officer	26	0.00	0.00	1.00	1.00
Battalion Chief	26	3.00	3.00	3.00	3.00
Fire Lieutenant/Company Officer	23	12.00	12.00	12.00	12.00
Deputy Fire Marshal	22	0.00	0.00	1.00	1.00
Driver/Engineer	22	0.00	0.00	12.00	12.00
Fire Fighter	20	33.00	34.00	24.00	24.00
Senior Administrative Secretary	15	1.00	1.00	1.00	1.00
Senior Office Assistant	9	1.00	1.00	1.00	1.00
TOTAL POSITIONS		53.00	53.00	57.00	57.00

SIGNIFICANT BUDGET CHANGES:	Cost
Seminars & Training	\$ 18,000
Mandatory Certifications/Increased Fees	\$ 6,000
Medical Supplies	\$ 13,000
4 Heart Monitors	\$ 25,750
Promotional Testing & Assessments	\$ 5,500
Motorola XTL 2500 Radio	\$ 3,400
Rescue Equipment and Airbags	\$ 15,000
4 Gas Meter Detectors	\$ 4,000
Furnishings and Appliances	\$ 7,550
Repairs/Maintenance to WFD Admin Office	\$ 2,500
Hydrant Marker Program (Phase 1 of 3)	\$ 2,000
Hydrocarbon Detector Unit	\$ 1,500
Pierce/PUC Rescue Pumper	\$ 80,000
Dodge Ram 2500	\$ 45,000
Retiree Payout	\$ 24,189

PERFORMANCE MEASURES:	Strategic Plan #	2009	2010	2011
INPUT / DEMAND				
Total Calls for Service	N/A	3900	4154	4420
OUTPUT / WORKLOAD				
Fires	N/A	277	233	281
Over pressure, rupture, explosion (no fire)	N/A	6	11	9
Rescues and Emergency Medical Services	N/A	1998	2272	2349
Hazardous Conditions (no fire)	N/A	603	497	620
Service Calls	N/A	558	658	581
Good Intent Calls	N/A	182	180	277
False Alarms and False Calls	N/A	257	281	284
Severe Weather and Natural Disasters	N/A	9	10	7
Special Incident Types	N/A	10	12	12
EFFICIENCY / IMPACT				
Response Time Less Than 5 Minutes	1.2	84%	N/A	N/A
Average Response Time to Structure Fires	1.2	3:22	N/A	N/A
Inspections Performed Same Day	1.2	145	N/A	N/A
EFFECTIVENESS / OUTCOME				
Overall Average Response Time (Minutes)	1.2	5:21	5:04	5:06
Fire Deaths	N/A	0	0	0

		2007-2008	2008-2009	2009-2010	2011	2011	2012
		ACTUAL	ACTUAL	ACTUAL	CURRENT	PROJECTED	REQUESTED
					BUDGET	YEAR END	BUDGET
GENERAL FUND							
FIRE PROTECTION							
PERSONNEL SERVICES							
2-603-	101 SALARIES OF REGULAR EMPLOYEES	2,475,622	2,854,968	3,039,522	2,846,460	3,052,919	2,895,485
2-603-	102 OVERTIME	133,607	143,657	132,204	147,601	147,601	75,466
2-603-	103 EDUCATION/CERTIFICATION PAY	35,468	35,054	35,493	33,300	36,520	44,125
2-603-	104 SALARY PACKAGE	0	0	0	0	0	11,938
2-603-	106 FIRE FLSA OT	0	0	0	0	0	228,157
2-603-	107 GROUP HEALTH/LIFE BENEFITS	265,153	309,801	313,159	338,342	337,672	354,105
2-603-	108 FICA	190,886	221,298	234,625	233,073	241,268	248,582
2-603-	109 RETIREMENT	378,490	449,590	500,698	502,302	518,320	542,160
2-603-	110 WORKERS COMPENSATION	15,725	25,259	34,886	49,863	38,754	40,354
2-603-	111 TEC	5,023	3,048	10,123	14,310	5,200	15,390
2-603-	112 LONGEVITY	19,332	18,596	20,620	19,034	18,188	21,436
2-603-	113 STEP UP PAY	0	0	0	0	0	12,000
TOTAL PERSONNEL SERVICES		3,519,306	4,061,271	4,321,330	4,184,285	4,396,442	4,489,198
OPERATING SUPPLIES							
2-603-	202 GENERAL OFFICE SUPPLIES	6,607	5,305	3,507	5,950	5,950	5,950
2-603-	203 FURNITURE & FIXTURES	1,663	1,102	734	800	800	8,350
2-603-	204 COMPUTERS & OFFICE EQUIPMENT	10,662	3,410	119	500	100	150
2-603-	205 RADIO & COMMUNICATION EQUIP	3,128	386	573	2,000	1,125	3,400
2-603-	211 AGRICULTURAL & BOTANICAL	0	16	252	250	250	250
2-603-	212 CHEMICALS	6,809	8,195	6,888	7,000	9,000	9,000
2-603-	213 PHOTO SUPPLIES/DEVELOPMENT	966	84	125	300	150	150
2-603-	215 FOOD/MEAL EXPENSE	2,124	1,304	1,685	1,250	1,600	1,700
2-603-	217 JANITORIAL SUPPLIES	9,661	7,303	10,127	9,500	7,125	7,500
2-603-	218 MEDICAL/LABORATORY SUPPLIES	918	440	135	500	300	14,000
2-603-	219 UNIFORMS/PROTECTIVE CLOTHING	48,835	43,160	38,863	30,000	30,000	32,500
2-603-	220 VEHICLE/EQUIP FUEL & OIL	49,289	32,498	40,353	42,000	50,400	50,400
2-603-	221 VEHICLE/EQUIP PARTS & LABOR	46,029	49,035	36,013	35,000	36,500	38,500
2-603-	222 EQUIPMENT PARTS & LABOR	0	0	0	0	0	225
2-603-	223 EQUIPMENT FUEL & OIL	0	0	0	0	0	100
2-603-	228 SAFETY EQUIPMENT	13,692	6,268	5,119	10,000	10,000	10,000
2-603-	229 MISCELLANEOUS SUPPLIES	8,545	5,808	4,823	6,000	6,000	8,000
2-603-	230 FIRE PREVENT PROGRAM SUPPLIES	0	0	0	500	500	1,500
2-603-	235 BUILDING MAINTENANCE SUPPLIES	2,173	2,077	1,718	4,000	1,500	4,000
2-603-	236 PAINTING SUPPLIES	148	680	648	500	500	500
2-603-	258 CHRISTMAS LIGHTING SUPPLIES	64	198	261	500	200	250
2-603-	281 SMALL TOOLS & EQUIPMENT	6,291	6,928	1,103	5,000	6,800	12,500
TOTAL OPERATING SUPPLIES		217,604	174,197	153,046	161,550	168,800	208,925

		2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2011 CURRENT BUDGET	2011 PROJECTED YEAR END	2012 REQUESTED BUDGET
CONTRACTUAL SERVICES							
2-603-	304 MEDICAL SERVICES	960	70	300	280	1,500	500
2-603-	305 SEMINARS & TRAINING	11,084	8,537	5,201	3,500	6,500	18,000
2-603-	306 OTHER PROFESSIONAL SERVICES	26,653	4,130	6,635	7,500	7,500	13,000
2-603-	308 TELEPHONE/COMMUNICATION SVCS	9,336	10,574	10,666	11,500	11,500	11,500
2-603-	309 POSTAGE	1,829	479	882	750	500	500
2-603-	311 TRAVEL EXPENSE	6,713	2,819	1,537	1,099	1,600	2,500
2-603-	314 PRINTING & BINDING	3,113	4,652	1,970	3,000	1,800	1,800
2-603-	317 R&M SAFETY EQUIP/PROTECTIVE GR	0	0	0	5,000	5,000	5,000
2-603-	318 INSURANCE	13,992	12,228	17,739	17,800	18,642	17,800
2-603-	319 UTILITY SERVICES	83,593	88,803	70,573	90,000	67,000	66,603
2-603-	320 R & M BUILDINGS & STRUCTURES	14,238	15,554	18,030	9,000	9,750	12,250
2-603-	321 R & M OF RADIO & COMM EQUIP	2,821	3,977	2,737	2,700	700	700
2-603-	324 R&M OFFICE EQUIP	0	3,448	0	500	0	0
2-603-	325 OTHER REPAIR & MAINT SERVICE	5,777	5,130	4,718	2,000	3,800	3,800
2-603-	326 OFFICE & COPY EQUIP RENTAL	2,906	3,774	3,015	3,216	0	0
2-603-	328 OTHER RENTAL	3,769	3,374	4,370	3,500	4,000	4,000
2-603-	330 DUES/MEMBERSHIPS	6,801	7,113	8,868	8,000	8,600	7,900
2-603-	331 LAUNDRY & SANITATION SVCS	25	20	0	0	0	0
2-603-	339 CERTIFICATIONS	0	0	0	0	0	6,000
2-603-	341 CONTRIBUTIONS	1,600	2,400	2,000	2,600	2,600	2,600
2-603-	361 EMPLOYEE SERVICE AWARDS	673	796	1,413	950	650	950
TOTAL CONTRACTUAL SERVICES		195,883	177,878	160,654	172,895	151,642	175,403
CAPITAL OUTLAY							
2-603-	403 BUILDINGS	0	70,250	0	40,000	33,520	0
2-603-	406 FIRE FIGHTING EQUIP	0	0	0	0	0	15,000
2-603-	410 MOTOR VEHICLES	0	0	0	0	0	125,000
2-603-	420 OTHER EQUIPMENT	0	0	0	12,500	11,700	25,750
2-603-	426 OTHER IMPROVEMENTS	0	0	0	4,000	0	4,000
TOTAL CAPITAL OUTLAY		0	70,250	0	56,500	45,220	169,750
TOTAL FIRE PROTECTION		3,932,793	4,483,596	4,635,030	4,575,230	4,762,104	5,043,276

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	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2011 CURRENT BUDGET	2011 PROJECTED YEAR END	2012 REQUESTED BUDGET
GENERAL FUND						
LEOSE FIRE DEPT GRANT						
CONTRACTUAL SERVICES						
2-604- 305 TRAINING & SEMINARS	91	1,265	175	900	175	900
2-604- 311 TRAVEL EXPENSES	247	260	863	0	751	0
TOTAL CONTRACTUAL SERVICES	338	1,525	1,038	900	926	900
TOTAL LEOSE FIRE DEPT GRANT	338	1,525	1,038	900	926	900
GENERAL FUND						
SHSP GRANT						
CAPITAL OUTLAY						
2-606- 416 RADIO & COMMUNICATION EQUIP	0	0	0	73,822	73,822	0
TOTAL CAPITAL OUTLAY	0	0	0	73,822	73,822	0
TOTAL SHSP GRANT	0	0	0	73,822	73,822	0
GENERAL FUND						
FEMA ASSISTANCE GRANT						
OPERATING SUPPLIES						
2-607- 204 COMPUTERS & OFFICE EQUIPMENT	0	0	0	27,390	27,390	0
TOTAL OPERATING SUPPLIES	0	0	0	27,390	27,390	0
FEMA ASSISTANCE GRANT	0	0	0	27,390	27,390	0

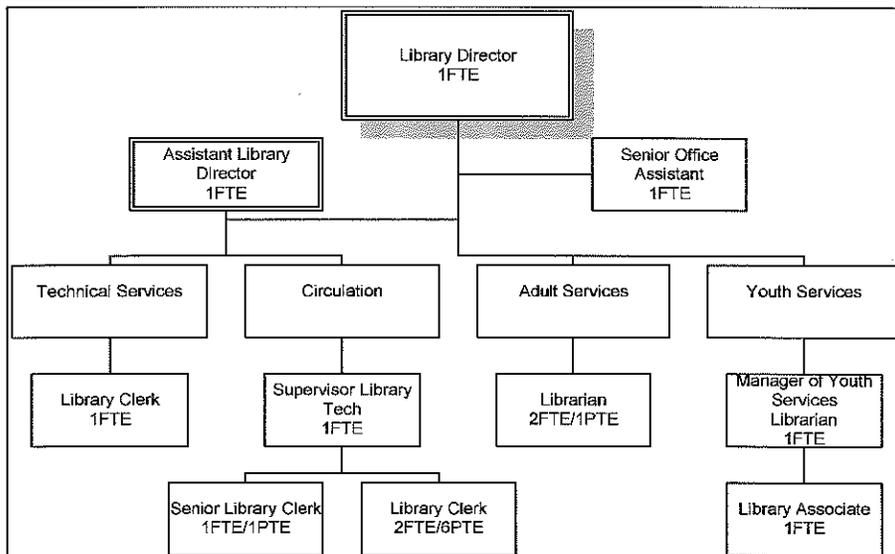
**City of Weatherford
2011-2012 Program of Services**

**Library
Public Library**

Account #: 801

Location
Street Address 1014 Charles Street
Phone Number (817) 598-4150

Hours of Operation:
Monday-Thursday 10:00-8:00
Friday-Saturday 10:00-6:00
Sunday 2:00-6:00



PROGRAM DESCRIPTION:

The Weatherford Public Library exists to promote reading, support the formal educational efforts of the community, and provide resources for life long learning for all citizens. To achieve these goals, a well-trained and professional staff collects and organizes current materials focusing on educational, informational, civic, cultural, business and recreational interests. The staff provides assistance in the use of print and online reference sources; organizes and offers programs that advance the growth of the individual; classifies city and county documents of historical, genealogical, or governmental interest; and serves as a referral source for other community services.

MAJOR DIVISION GOALS:

1. Provide staffing and hours of service that meet community needs.
2. Maintain a collection of resources that support the identified needs of the community.
3. Provide for the delivery of accurate and timely information and services that focus on satisfying the information needs of the community.
4. Based on an understanding of the community, and using staff or through partnerships with other individuals or agencies, offer meaningful programs designed to meet the identified needs of the community.
5. Implement methods to better determine the information and programming needs and interests of all citizens in the service area.
6. Take advantage of all avenues to maintain community awareness of the library and the services available.
7. Continue to review all aspects of the library's operation to identify ways to improve current services and explore innovations that can be incorporated into services offered.
8. Look for ways to conserve energy throughout the library operation.
9. Establish a process for long term library development that will allow for systematic and planned growth of the Weatherford Public Library.
10. Seek out and foster partnerships with other libraries and organizations that strengthen the Weatherford Public Library and the community.

FY 2010-2011 ACCOMPLISHMENTS:

FY 2011-2012 OBJECTIVES:

BUDGETARY ISSUES:

**City of Weatherford
2011-2012 Program of Services**

**Library
Public Library**

Account #: 801

EXPENDITURE SUMMARY:

Expenditure Classification	2009-10 ACTUAL	2010-11 APPROVED	2010-11 PROJECTED	2011-12 PROPOSED
Personal Services	\$875,626	\$801,893	\$813,020	\$813,516
Supplies	\$115,365	\$133,050	\$132,770	\$135,700
Services	\$77,490	\$90,655	\$86,319	\$96,380
Capital Outlay	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$1,068,481	\$1,025,598	\$1,032,109	\$1,045,596

PERSONNEL SCHEDULE:

Position	Pay Class	2009-10 ACTUAL	2010-11 APPROVED	2010-11 PROJECTED	2011-12 PROPOSED
Library Director	36	1.00	1.00	1.00	1.00
Assistant Library Director	25	1.00	1.00	1.00	1.00
Librarian	19	3.00	3.00	3.00	3.00
P/T Librarian	19	0.50	0.50	0.50	0.50
Supervising Library Technician	15	1.00	1.00	1.00	1.00
Librarian Associate	15	1.00	1.00	1.00	1.00
Senior Library Clerk	12	1.00	1.00	1.00	1.00
P/T Senior Library Clerk	12	0.50	0.50	0.50	0.50
Senior Office Assistant/Circulation Assistant	9	1.00	1.00	1.00	1.00
Library Clerk	7	3.00	3.00	3.00	3.00
P/T Library Clerk	7	3.00	3.00	3.00	3.00
TOTAL POSITIONS		16.00	16.00	16.00	16.00

SIGNIFICANT BUDGET CHANGES:

Cost

PERFORMANCE MEASURES:

	Strategic Plan #	FY2009-10	FY2010-11	FY2011-12
INPUT / DEMAND				
Population (Assigned by the Texas State Library)		N/A		
Holdings		1.2		
Estimated average net increase in holdings per month		1.2		
OUTPUTS/WORKLOAD				
Registered borrowers				
(1) With registration expiration date > 01-01-07		N/A		
(2) Used library within the past year		N/A		
(3) Used library within the past two years		N/A		
(4) With registration expiration date > 01-01-07 (within Parker County)		N/A		
(5) Used library within the past year (within Parker County)		N/A		
(6) Used library within the past two years (within Parker County)		N/A		
Average number of patrons added per month		N/A		
Items circulated		N/A		
2007-2008 estimate		N/A		
Estimated circulation growth per year		1.2		
Inter-library Loans (monthly average October 07-April 08)		N/A		
Special events: Average number of adult programs per month Oct 07 - Mar 08		1.2		
Special events: Average number of children's programs per month Oct 07 - Mar 08		1.2		
Reference transactions (monthly average October 07-March 08)		N/A		
Internet sessions (monthly average October 07-April 08)		N/A		
Internet session time (in hours - monthly average October 07-April 08)		N/A		
Program attendance (Adult: monthly average October 07-March 08)		1.2		
Program attendance (Child: monthly average October 07-March 08)		1.2		
EFFICIENCY/IMPACT				
Holdings per capita		1.2		
Circulation per borrower				
(1) With registration expiration date > 01-01-07		1.2		
(2) Used library within the past year		1.2		
(3) Used library within the past two years		1.2		
EFFECTIVENESS/OUTCOME				
Percent of the population registered				
(4) With registration expiration date > 01-01-07 (within Parker County)		3		
(5) Used library within the past year (within Parker County)		3		
(6) Used library within the past two years (within Parker County)		3		
Number of visits daily average				
Average attendance at events (Adult programs: October 07 - March 08)		1.2		
Average attendance at events (Children's programs: October 07 - March 08)		1.2		

		2007-2008	2008-2009	2009-2010	2011	2011	2012
		ACTUAL	ACTUAL	ACTUAL	CURRENT	PROJECTED	REQUESTED
					BUDGET	YEAR END	BUDGET
GENERAL FUND							
PUBLIC LIBRARY							
PERSONNEL SERVICES							
2-801-	101 SALARIES OF REGULAR EMPLOYEES	611,033	620,088	641,476	578,293	590,998	584,002
2-801-	102 OVERTIME	545	403	0	261	261	300
2-801-	107 GROUP HEALTH/LIFE BENEFITS	83,770	89,545	88,423	86,508	90,094	92,880
2-801-	108 FICA	46,468	46,668	48,150	44,491	44,722	44,921
2-801-	109 RETIREMENT	75,432	79,125	89,009	83,499	81,267	82,334
2-801-	110 WORKERS COMPENSATION	509	619	890	1,263	982	1,013
2-801-	111 TEC	1,963	1,117	3,155	5,130	2,200	5,130
2-801-	112 LONGEVITY	2,432	2,984	4,524	2,448	2,496	2,936
TOTAL PERSONNEL SERVICES		822,152	840,549	875,627	801,893	813,020	813,516
OPERATING SUPPLIES							
2-801-	202 GENERAL OFFICE SUPPLIES	13,075	10,211	10,549	10,500	10,000	11,000
2-801-	203 FURNITURE & FIXTURES	0	0	0	1,600	1,600	0
2-801-	204 COMPUTERS & OFFICE EQUIPMENT	8,115	554	1,001	3,000	3,000	1,500
2-801-	206 LIBRARY BOOKS	83,245	61,281	87,029	95,000	95,000	100,000
2-801-	207 LIBRARY PERIODICALS	6,954	5,833	5,601	7,000	7,000	6,500
2-801-	208 LIBRARY AUDIO VISUAL MATERIALS	20,271	8,444	10,865	15,000	15,000	16,000
2-801-	215 FOOD/MEAL EXPENSE	826	548	285	450	670	400
2-801-	229 MISCELLANEOUS SUPPLIES	302	0	8	0	0	0
2-801-	235 BUILDING MAINTENANCE SUPPLIES	0	50	0	0	0	0
2-801-	281 SMALL TOOLS & EQUIPMENT	400	713	27	500	500	300
TOTAL OPERATING SUPPLIES		133,188	87,634	115,365	133,050	132,770	135,700
CONTRACTUAL SERVICES							
2-801-	304 MEDICAL SERVICES	120	125	120	180	180	180
2-801-	305 SEMINARS & TRAINING	1,074	1,706	0	1,500	1,400	1,400
2-801-	306 OTHER PROFESSIONAL SERVICES	1,889	10,979	9,813	11,000	11,336	12,000
2-801-	308 TELEPHONE/COMMUNICATION SVCS	10,387	12,251	12,698	10,825	10,500	10,825
2-801-	309 POSTAGE	2,510	2,798	2,181	2,800	2,500	2,500
2-801-	311 TRAVEL EXPENSE	231	2,380	648	2,500	3,500	2,675
2-801-	314 PRINTING & BINDING	2,287	722	2,098	1,850	1,850	1,500
2-801-	318 INSURANCE	6,592	5,890	5,563	6,800	5,853	6,000
2-801-	319 UTILITY SERVICES	45,385	39,075	29,964	34,000	30,000	34,000
2-801-	320 R & M BULDINGS & STRUCTURES	76	0	2,789	200	200	200
2-801-	324 R & M OF OFFICE EQUIPMENT	1,921	1,670	4,531	6,100	6,100	5,800
2-801-	325 OTHER REPAIR & MAINT SERVICE	0	50	0	300	300	300
2-801-	327 MACHINERY & EQUIPMENT RENTAL	1,182	1,068	1,058	1,400	1,400	1,800
2-801-	328 LIBRARY BOOK/MATERIAL LEASE	6,014	2,870	2,870	3,500	3,500	0
2-801-	330 DUES/MEMBERSHIPS	1,280	1,333	1,100	2,700	2,700	2,700
2-801-	338 ELECTRONIC DATABASE FEES	1,993	2,045	2,056	5,000	5,000	14,500
TOTAL CONTRACTUAL SERVICES		82,941	84,962	77,489	90,655	86,319	96,380
TOTAL PUBLIC LIBRARY		1,038,281	1,013,145	1,068,481	1,025,598	1,032,109	1,045,596

	2007-2008 ACTUAL	2008-2009 ACTUAL	2009-2010 ACTUAL	2011 CURRENT BUDGET	2011 PROJECTED YEAR END	2012 REQUESTED BUDGET
GENERAL FUND						
LONE STAR LIBRARY GRANT						
OPERATING SUPPLIES						
2-803- 206 LIBRARY BOOKS	0	0	0	14,394	14,383	0
TOTAL OPERATING SUPPLIES	0	0	0	14,394	14,383	0
CONTRACTUAL SERVICES						
2-803- 399 OTHER / CONTINGENCY	0	0	0	509	0	0
TOTAL CONTRACTUAL SERVICES	0	0	0	509	0	0
LONE STAR LIBRARY GRANT	0	0	0	14,903	14,383	0
GENERAL FUND						
LSTA LIBRARY GRANT						
PERSONNEL SERVICES						
2-804- 101 SALARIES OF REGULAR EMPLOYEES	0	11,757	15,803	14,149	12,878	0
2-804- 108 FICA	0	900	1,209	873	985	0
2-804- 111 TEC	0	24	173	209	62	0
TOTAL PERSONNEL SERVICES	0	12,681	17,185	15,231	13,925	0
OPERATING SUPPLIES						
2-804- 202 OFFICE SUPPLIES	0	1,302	787	1,000	1,000	0
2-804- 204 COMPUTERS & OFFICE EQUIPMENT	5,841	16,839	3,737	0	1,306	0
2-804- 206 LIBRARY BOOKS	7,194	12,303	15,657	0	0	0
2-804- 208 LIBRARY AUDIO VISUAL MATERIALS	812	1,998	2,674	0	0	0
2-804- 281 SMALL TOOLS & EQUIPMENT	0	308	0	0	0	0
TOTAL OPERATING SUPPLIES	13,847	32,750	22,855	1,000	2,306	0
CONTRACTUAL SERVICES						
2-804- 306 OTHER PROFESSIONAL SERVICES	0	45,635	25,522	17,390	17,390	0
2-804- 308 TELEPHONE/COMMUNICATION SVCS	0	600	1,099	1,200	1,200	0
2-804- 314 PRINTING & BINDING	0	0	1,076	0	0	0
2-804- 324 R&M OFFICE EQUIPMENT	0	0	420	0	0	0
TOTAL CONTRACTUAL SERVICES	0	46,235	28,117	18,590	18,590	0
CAPITAL OUTLAY						
2-804- 413 OFFICE EQUIPMENT	0	0	0	17,000	17,000	71,803
TOTAL CAPITAL OUTLAY	0	0	0	17,000	17,000	71,803
TOTAL LSTA LIBRARY GRANT	13,847	91,666	68,157	51,821	51,821	71,803

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SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for specific revenues that are legally restricted to expenditure for particular purposes. These funds are accounted for on the modified accrual basis of accounting. Revenues are recorded when available and measurable, and expenditures are recorded when the liability is incurred.

Federal/State Forfeiture Funds - This fund is used to account for funds received from the District Attorney's office that have been seized and confiscated during criminal prosecution. These funds may only be used for law enforcement purposes.

TCDP Grant Funds - These funds were established for the receipt and reimbursement of lease payment from Weatherford Aerospace and SFX Design, Inc. to the Texas Community Development Program.

Municipal Court Technology Fund - This fund was established by action of the City Council, (Ord. 1999-40), as authorized by Article 102-0172 of the Texas Code of Criminal Procedure, to account for a \$4.00 fee assessed on each misdemeanor conviction for the purchase of technological enhancements for the Municipal Court.

Municipal Court Security Fund - This fund was established by action of the City Council, (Ord. . 336-2008-10), as authorized by Article 102-017 of the Texas Code of Criminal Procedure, to account for a \$3.00 fee assessed on each misdemeanor conviction for the purchase of providing security to Municipal Court.

Municipal Court Juvenile Case Manager Fund - This fund was established by action of the City Council, (Ord. 462-2009-43), as authorized by Article 102-0174 of the Texas Code of Criminal Procedure, to account for a \$5.00 fee assessed on each misdemeanor conviction to finance the salary and benefits of a juvenile case manager employed by the City as defined under the Code of Criminal Procedure Article 45.0596. Due to new restrictions placed on these funds during the 2011 Texas Legislative Session, the City may terminate this fund.

Hotel/Motel Tax Fund - This fund is used to account for the City's hotel/motel occupancy tax that is legally restricted by state law for use in convention center facilities, promotion of tourism, encouragement and promotion of the arts, and historical restoration or preservation per Weatherford Code of Ordinances Article 5 Chapter 6 (Ordinance 3-76) as allowed by Texas Tax Code Chapter 351.

Chandor Gardens Fund - This fund was established to account for expenditures related to the operations and maintenance of the facilities and grounds at Chandor Gardens. Funding sources include tour and rental fees and transfer of funds from hotel/motel occupancy tax collections.

Library Special Revenue Fund - This fund is used to account for donations to the public library and profits from the coin-operated copiers in the library. These funds are restricted to expenditures at the public library.

Animal Shelter Fund - This fund is used to account for donations received for improvements to the Animal Shelter.

Weatherford Beautification Fund - This fund is used to account for donations received by the City for beautification projects administered by the Keep Weatherford Beautiful Board.

**City of Weatherford
2011-2012 Program of Services**

FEDERAL FORFEITURE FUND (46)

	Actual 2008-09	Actual 2009-10	Approved 2010-11	Amended 2010-11	Proposed 2011-12
<u>Revenues</u>					
651- Forfeited Funds	110,816	195,474	30,000	142,205	30,000
601-Interest Income	935	584	500	545	500
Total Revenues	111,751	196,058	30,500	142,750	30,500
<u>Expenditures</u>					
Police Personnel Services	-	-	-	-	-
Police Supplies & Equipment	44,245	17,220	-	28,765	-
Informants & Investigations & Services	9,749	-	-	-	-
Capital	18,523	7,997	251,000	222,235	250,000
Transfer to Debt Service Fund	-	-	-	-	-
Total Expenditures	72,517	25,217	251,000	251,000	250,000
Revenues Over (Under) Expenditures	39,234	170,841	(220,500)	(108,250)	(219,500)
Beginning Fund Balance	137,638	176,872	242,775	347,713	239,463
Ending Fund Balance	176,872	347,713	22,275	239,463	19,963

**City of Weatherford
2011-2012 Program of Services**

STATE FORFEITURE FUND (06)

	Actual 2008-09	Actual 2009-10	Approved 2010-11	Amended 2010-11	Proposed 2011-12
<u>Revenues</u>					
601-Interest Income	168	104	50	70	80
604 -Sale of Fixed Assets	-	1,528	-	2,239	-
651-Forfeited Funds	61,291	11,333	5,000	2,500	5,000
Total Revenues	61,459	12,965	5,050	4,809	5,080
<u>Expenditures</u>					
200 - Police Supplies & Equipment	1,329	2,265	-	-	-
300 - Contractual Services	21,015	15,997	15,000	15,000	15,000
400 - Capital Outlay	-	-	-	-	-
Total Expenditures	22,344	18,262	15,000	15,000	15,000
Revenues Over (Under) Expenditures	39,116	(5,297)	(9,950)	(10,191)	(9,920)
Beginning Fund Balance	14,092	53,208	43,732	47,911	37,720
Ending Fund Balance	53,208	47,911	33,782	37,720	27,800

**City of Weatherford
2011-2012 Program of Services**

TCDP - SFX GRANT FUND (20)

	Actual 2008-09	Actual 2009-10	Approved 2010-11	Amended 2010-11	Proposed 2011-12
<u>Revenues</u>					
620-Rent Income	22,368	22,368	22,368	22,368	22,368
Total Revenues	22,368	22,368	22,368	22,368	22,368
<u>Expenditures</u>					
328-Rent Expense	22,368	22,368	22,368	22,368	22,368
Total Expenditures	22,368	22,368	22,368	22,368	22,368
Revenues Over (Under) Expenditures	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-
Ending Fund Balance	-	-	-	-	-

**City of Weatherford
2011-2012 Program of Services**

TCDP - WEATHERFORD AEROSPACE GRANT (21)

	Actual 2008-09	Actual 2009-10	Approved 2010-11	Amended 2010-11	Proposed 2011-12
<u>Revenues</u>					
620 - Rent Income	13,875	13,875	13,875	13,875	13,875
Total Revenues	13,875	13,875	13,875	13,875	13,875
<u>Expenditures</u>					
328-Other Rental	13,875	13,875	13,875	13,875	13,875
Total Expenditures	13,875	13,875	13,875	13,875	13,875
Revenues Over (Under) Expenditures	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-
Ending Fund Balance	-	-	-	-	-

**City of Weatherford
2011-2012 Program of Services**

MUNICIPAL COURT TECHNOLOGY FUND (32)

	Actual 2008-09	Actual 2009-10	Approved 2010-11	Amended 2010-11	Proposed 2011-12
<u>Revenues</u>					
501 - Municipal Court Fees	19,935	19,102	22,126	19,117	19,380
601 - Interest	108	24	20	35	20
Total Revenues	20,043	19,126	22,146	19,152	19,400
<u>Expenditures</u>					
204 - Computer Equipment & Supplies	9,854	1,217	200	200	1,300
281 - Small Tools & Equipment	-	-	8,231	13,231	-
306 - Other Prof. Services	-	-	-	-	-
324 - Repair & Maint. Office Equip.	20,770	2,994	1,108	1,500	8,000
413 - Office Equipment	-	-	13,461	13,461	-
Total Expenditures	30,624	4,211	23,000	28,392	9,300
Revenues Over (Under) Expenditures	(10,581)	14,915	(854)	(9,240)	10,100
Beginning Fund Balance	15,851	5,270	23,354	20,185	10,945
Ending Fund Balance	5,270	20,185	22,500	10,945	21,045

**City of Weatherford
2011-2012 Program of Services**

MUNICIPAL COURT BUILDING SECURITY FUND (44)

	Actual 2008-09	Actual 2009-10	Approved 2010-11	Amended 2010-11	Proposed 2011-12
<u>Revenues</u>					
501 - Municipal Court Fees	13,937	13,915	16,595	14,320	14,058
601 - Interest	60	54	50	50	50
Total Revenues	13,997	13,969	16,645	14,370	14,108
<u>Expenditures</u>					
100- Personnel Services	-	-	-	-	-
229 - Supplies	-	-	28,913	28,913	12,000
300 - Contractual Services	-	667	1,500	1,500	1,500
Total Expenditures	-	667	30,413	30,413	13,500
Revenues Over (Under) Expenditures	13,997	13,302	(13,768)	(16,043)	608
Beginning Fund Balance	6,498	20,495	33,844	33,797	17,754
Ending Fund Balance	20,495	33,797	20,076	17,754	18,362

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**City of Weatherford
2011-2012 Program of Services**

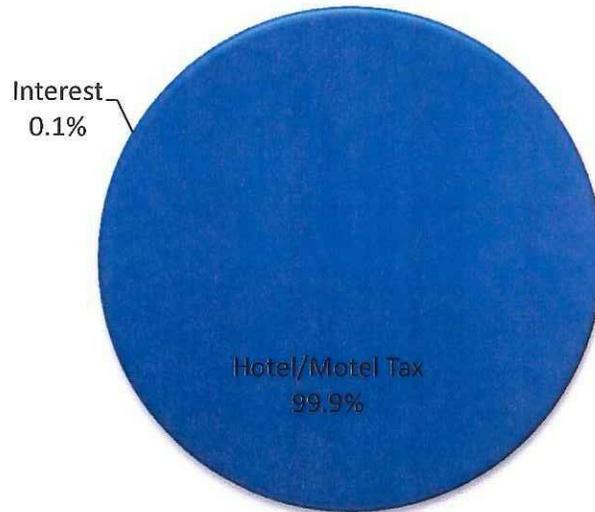
MUNICIPAL COURT JUVENILE CASE MANAGER FUND (47)

	Actual 2008-09	Actual 2009-10	Approved 2010-11	Amended 2010-11	Proposed 2011-12
<u>Revenues</u>					
501 - Municipal Court Fees	-	14,801	17,700	22,678	-
601 - Interest	-	8	20	6	-
Total Revenues	-	14,809	17,720	22,684	-
<u>Expenditures</u>					
100 - Personnel Services	-	14,808	17,105	12,747	-
200 - Supplies	-	-	-	-	-
300 - Contractual Services	-	-	-	-	-
Total Expenditures	-	14,808	17,105	12,747	-
Revenues Over (Under) Expenditures	-	1	615	9,937	-
Beginning Fund Balance	-	-	-	1	9,938
Ending Fund Balance	-	1	615	9,938	9,938

Hotel Occupancy Tax Fund

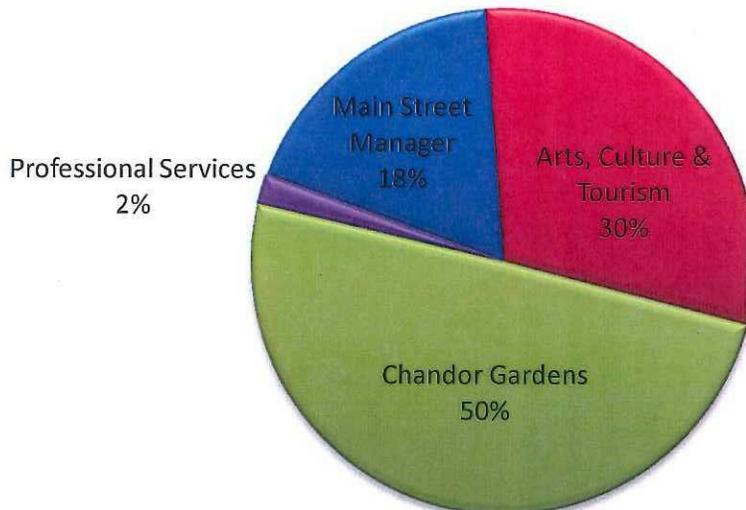
This fund is used to account for the City's hotel/motel occupancy tax that is legally restricted by state law, for use in convention center facilities, promotion of tourism, encouragement and promotion of the arts, and historical restoration or preservation. Per the City of Weatherford Code of Ordinances Article 5 Chapter 6 as allowed by Texas Tax Code 351, the tax is 7% of consideration paid by an occupant of a room in any hotel within the City where the rate is \$2 or more per day. This fund is accounted for on the modified accrual basis of accounting. Revenues are recorded when available and measurable, and expenditures are recorded when the liability is incurred.

WHERE DOES THE MONEY COME FROM? HOTEL OCCUPANCY FUND REVENUES & TRANSFERS



TOTAL REVENUES & TRANSFERS - \$455,300

WHERE DOES THE MONEY GO? HOTEL OCCUPANCY FUND EXPENDITURES & TRANSFERS



TOTAL EXPENDITURES & TRANSFERS - \$500,722

**City of Weatherford
2011-2012 Program of Services**

HOTEL/MOTEL TAX FUND (13)

	Actual 2008-09	Actual 2009-10	Approved 2010-11	Amended 2010-11	Proposed 2011-12
<u>Revenues</u>					
113-Hotel/Motel Tax	452,312	474,607	450,000	452,402	455,000
Other	-	554	-	-	-
601-Interest Income	4,023	619	500	412	300
Total Revenues	456,335	475,780	450,500	452,814	455,300
<u>Expenditures</u>					
105-Main Street Program	55,696	118,739	85,065	86,056	91,199
306-Professional Services	76,310	26,940	9,250	10,830	9,600
313-Chamber of Commerce (Tourism)	121,400	121,400	121,400	121,400	121,400
306-Historic Downtown Project (Grant Match)/1st Monday	-	-	-	-	-
340-Parker County Fine Arts Assn. (TOTS)	32,000	32,000	32,000	32,000	-
340-Doss Historic & Cultural Center	30,000	30,000	30,000	30,000	30,000
340-Texas Opry Theater	-	-	12,000	12,000	-
347-Transfer to Chandor Gardens Fund	103,586	105,913	103,905	103,905	104,968
346-Chandor Gardens Debt Service	147,030	147,768	148,230	148,230	143,555
Total Expenditures	566,022	582,760	541,850	544,421	500,722
Revenues Over (Under) Expenditures	(109,687)	(106,980)	(91,350)	(91,607)	(45,422)
Beginning Fund Balance	676,224	566,537	295,747	459,557	367,950
Ending Fund Balance	566,537	459,557	204,397	367,950	322,528

Target Fund Balance 20% Operations

\$ 69,462

Reserved for OPEB

\$ 9,612

Available

\$ 243,454

**City of Weatherford
2011-2012 Program of Services**

General Government

Hotel Occupancy Tax Fund

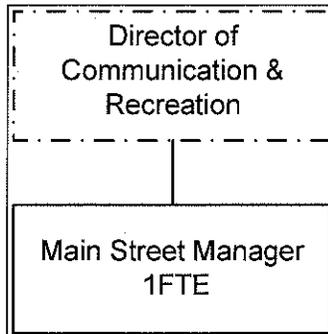
Account #: 105

Location

**303 Palo Pinto, Weatherford, TX 76086
Phone Number (817) 817-598-4034**

Hours of Operation:

Monday to Friday; 8:00 a.m. to 5:00 p.m.



PROGRAM DESCRIPTION:

The Texas Main Street Program is part of the Texas Historical Commission's Community Heritage Development Division. The Main Street Program helps Texas Cities revitalize their historic downtowns by utilizing preservation and economic development strategies.

MAJOR DIVISION GOALS:

Enhance the pedestrian environment by including streetscape, lighting, parking area plans and way-finding signage. Support current businesses within the downtown area and create a recruitment program for new businesses. Create a mix of uses downtown that will allow the center of Weatherford to be revitalized. Support historic preservation within the downtown area. Create residential opportunities downtown. Implement more activity and special events downtown to encourage growth and tourism.

FY 2010-2011 ACCOMPLISHMENTS:

Received recognition from the National Trust and have been named a "2011 Nationally Accredited Main Street Community" after only a year and a half in the Main Street Program. Organized, sponsored and executed Weatherford Blooms Home & Garden Show. This was our first large event since becoming a Main Street Community; it is estimated that 3,000-4,000 people were in attendance. Implemented a Building Placard Project to honor historic downtown buildings in honor of Preservation Month. Created Downtown Weatherford website to promote and educate the public on the Downtown Revitalization District.

FY 2011-2012 OBJECTIVES:

Finalize and implement Downtown Revitalization District Ordinance and guidelines. In addition, start a "Façade Fund" encouraging building owners to be eligible for certain incentives if they follow guidelines while updating buildings. Implement one special event in the fall, such as an art walk or taste of downtown, which would allow for a major event in the downtown district every quarter of the year. Enhance communication to downtown building and business owners on special Main Street projects by creating a monthly update and fliers on programs that are in place.

BUDGETARY ISSUES:

The Texas Historical Commission is facing budget cuts which may hinder them from being able to offer sufficient resources for Main Street Communities.

**City of Weatherford
2011-2012 Program of Services**

**General Government
Hotel Occupancy Tax Fund**

Account #: 105

EXPENDITURE SUMMARY:	2009-10	2010-11	2010-11	2011-12
Expenditure Classification	ACTUAL	APPROVED	PROJECTED	PROPOSED
Personal Services	\$107,537	\$67,365	\$68,186	\$67,099
Supplies	\$1,672	\$3,950	\$3,950	\$3,950
Services	\$9,529	\$13,750	\$13,920	\$20,150
Capital Outlay	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$118,738	\$85,065	\$86,056	\$91,199

PERSONNEL SCHEDULE:	Pay Class	2009-10	2010-11	2010-11	2011-12
Position		ACTUAL	APPROVED	PROJECTED	PROPOSED
Community Relations Manager	32	0.00	0.00	0.00	0.00
Main Street Manager	16	1.00	1.00	1.00	1.00
TOTAL POSITIONS		1.00	1.00	1.00	1.00

SIGNIFICANT BUDGET CHANGES:	Cost
Downtown Building Placard Project	\$ 1,000
Other Advertising	\$ 3,000

PERFORMANCE MEASURES:	Strategic Plan #	FY2009-10	FY2010-11	FY2011-12
INPUT / DEMAND				
Attended Advisory Board & Committee Meetings	N/A	12	12	
OUTPUT / WORKLOAD				
Monthly reports, quarterly reinvestment reports, and annual criteria report	N/A	17	17	
Required training seminars	N/A	3	2	
State on-site visits and professional services	N/A	3	3	
EFFICIENCY / IMPACT				
Increased economic development	7			
EFFECTIVENESS / OUTCOME				
Occupancy rate	7			

	2007-2008	2008-2009	2009-2010	2011	2011	2012
	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROJECTED	REQUESTED
				BUDGET	YEAR END	BUDGET
HOTEL/MOTEL TAX FUND						
REVENUES						
1-000- 113 MOTEL TAX	707,136	452,312	474,607	450,000	452,402	455,000
1-000- 601 INTEREST INCOME	17,186	4,023	619	500	412	300
1-000- 822 TRANSFERS FROM GENERAL FUND	0	0	554	0	0	0
TOTAL REVENUES	724,322	456,335	475,780	450,500	452,814	455,300

HOTEL/MOTEL TAX FUND GENERAL

EXPENDITURES

CONTRACTUAL SERVICES

2-000- 306 OTHER PROFESSIONAL SERVICES	0	76,310	26,940	9,250	10,830	9,600
2-000- 313 TOURISM PROMOTION	121,400	121,400	121,400	121,400	121,400	121,400
2-000- 340 PARKER CO FINE ARTS/DOSS CTR	62,000	62,000	62,000	74,000	74,000	30,000
2-000- 346 TRANS TO DEBT SERVICE FUND	151,155	147,030	147,768	148,230	148,230	143,555
2-000- 347 TRANS TO CHANDOR GARDENS FUND	65,000	103,586	105,913	103,905	103,905	104,968
TOTAL CONTRACTUAL SERVICES	399,555	510,326	464,021	456,785	458,365	409,523

TOTAL HOTEL/MOTEL TAX FUND GENERAL

399,555	510,326	464,021	456,785	458,365	409,523
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HISTORIC & CULTURAL DEVELOPMENT

PERSONNEL SERVICES

2-105- 101 SALARIES OF REGULAR EMPLOYEES	0	36,013	82,056	47,278	50,442	47,278
2-105- 104 SALARY PACKAGE	0	0	0	2,411	0	2,014
2-105- 107 GROUP HEALTH/LIFE BENEFITS	0	2,891	7,195	5,768	5,811	5,805
2-105- 108 FICA	0	2,701	5,817	3,638	3,730	3,626
2-105- 109 RETIREMENT	0	4,907	12,260	7,836	7,988	7,908
2-105- 110 WORKERS COMPENSATION	0	0	0	96	75	82
2-105- 111 TEC	0	0	189	270	72	270
2-105- 112 LONGEVITY	0	0	20	68	68	116
TOTAL PERSONNEL SERVICES	0	46,512	107,537	67,365	68,186	67,099

OPERATING SUPPLIES

2-105- 202 GENERAL OFFICE SUPPLIES	0	397	63	1,200	1,200	1,200
2-105- 213 PHOTO SUPPLIES/DEVELOPING	0	0	0	250	250	250
2-105- 229 MISCELLANEOUS SUPPLIES	0	91	1,609	2,500	2,500	2,500
TOTAL OPERATING SUPPLIES	0	488	1,672	3,950	3,950	3,950

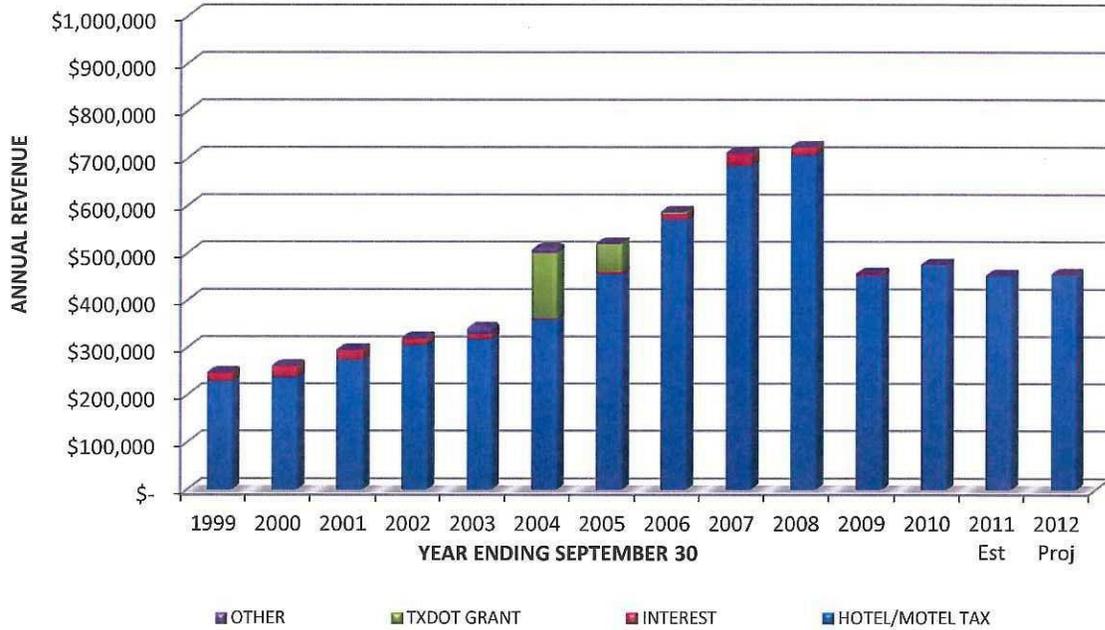
	2007-2008	2008-2009	2009-2010	2011	2011	2012
	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROJECTED	REQUESTED
				BUDGET	YEAR END	BUDGET
CONTRACTUAL SERVICES						
2-105- 305 SEMINARS & TRAINING	0	0	500	500	500	500
2-105- 306 OTHER PROFESSIONAL SERVICES	0	0	1,033	2,400	2,570	5,800
2-105- 309 POSTAGE	0	0	0	500	500	500
2-105- 311 TRAVEL EXPENSE	0	2,987	1,312	1,750	1,750	1,750
2-105- 313 OTHER ADVERTISING	0	5,409	6,134	7,000	7,000	10,000
2-105- 314 PRINTING & BINDING	0	0	0	1,000	1,000	1,000
2-105- 330 DUES/MEMBERSHIPS	0	300	550	600	600	600
TOTAL CONTRACTUAL SERVICES	0	8,696	9,529	13,750	13,920	20,150
TOTAL HISTORIC & CULTURAL DEVELOPMENT	0	55,696	118,738	85,065	86,056	91,199
HISTORIC DOWNTOWN PROJECT						
CONTRACTUAL SERVICES						
2-464- 306 OTHER PROFESSIONAL SERVICES	134	0	0	0	0	0
2-464- 325 OTHER REPAIR & MAINTENANCE SVC	494,979	0	0	0	0	0
TOTAL CONTRACTUAL SERVICES	495,113	0	0	0	0	0
TOTAL HISTORIC DOWNTOWN PROJECT	495,113	0	0	0	0	0
HOTEL/MOTEL TAX FUND	894,668	566,022	582,759	541,850	544,421	500,722

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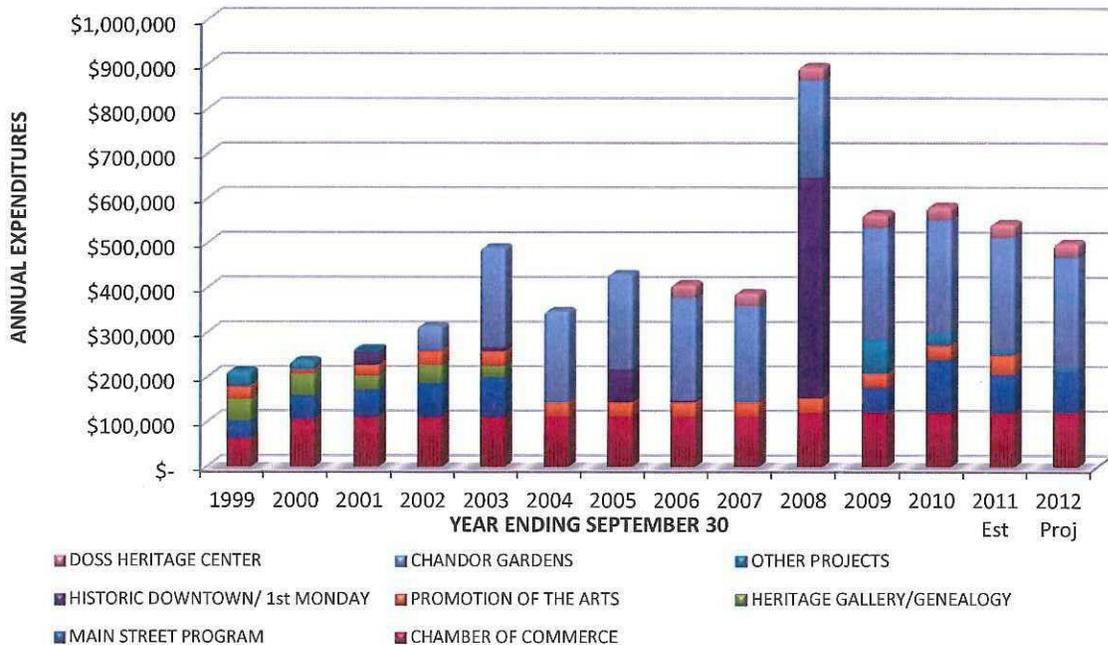
CITY OF WEATHERFORD 2011-12 ANNUAL BUDGET

HOTEL/MOTEL TAX COLLECTIONS



CITY OF WEATHERFORD 2011-12 ANNUAL BUDGET

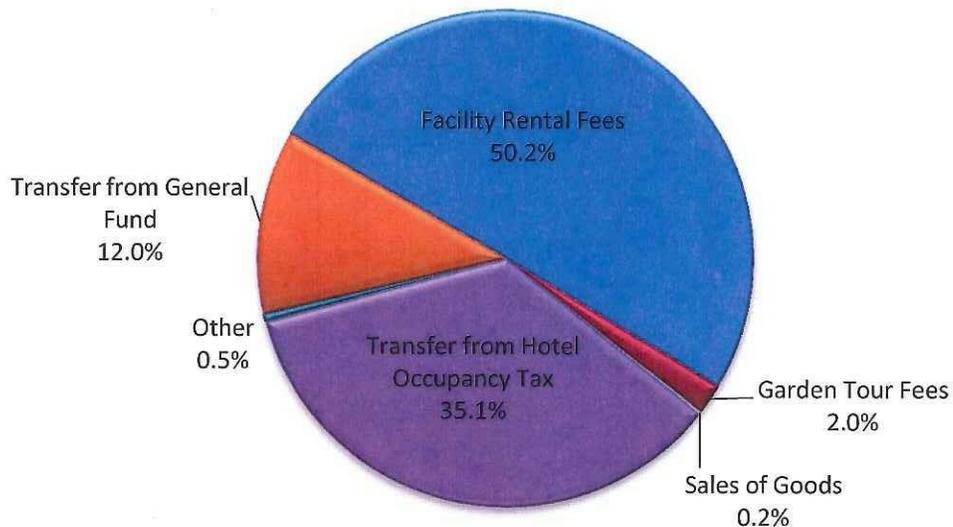
HOTEL/MOTEL TAX EXPENDITURES



Chandor Gardens

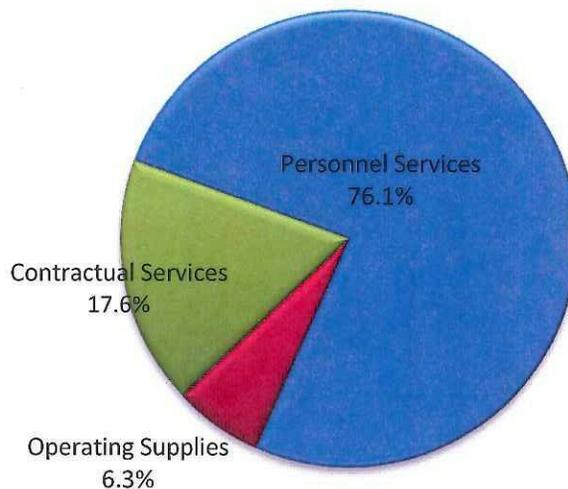
This fund was established to account for expenditures related to the operations and maintenance of the facilities and grounds at Chandor Gardens. Funding sources include tour and rental fees and transfer of funds from hotel/motel occupancy tax collections. This fund is accounted for on the modified accrual basis of accounting. Revenues are recorded when available and measurable, and expenditures are recorded when the liability is incurred.

WHERE DOES THE MONEY COME FROM? CHANDOR GARDEN FUND REVENUES & TRANSFERS



TOTAL REVENUES & TRANSFERS - \$298,721

WHERE DOES THE MONEY GO? CHANDOR GARDEN FUND EXPENDITURES & TRANSFERS



TOTAL EXPENDITURES & TRANSFERS - \$320,888

**City of Weatherford
2011-2012 Program of Services**

CHANDOR GARDENS FUND (35)

	Actual 2008-09	Actual 2009-10	Approved 2010-11	Amended 2010-11	Proposed 2011-12
<u>Revenues</u>					
412-Facility Rental Fees	149,821	134,360	160,000	140,000	150,000
414-Labor Use Fees	-	1,750	1,000	1,250	1,200
435-Garden Tour Fees	6,831	6,083	7,000	6,100	6,000
437-Sale of Goods	818	1,176	500	336	500
601-Interest Income	952	394	400	283	300
608-Contributions	430	2,275	-	320	-
651-Misc.	1	1,378	-	-	35,753
825-Transfer from Hotel/Motel Tax Fund	103,586	105,913	103,905	103,905	104,968
Total Revenues	262,439	253,329	272,805	252,194	298,721
<u>Expenditures</u>					
490-Chandor Gardens	226,806	248,216	284,085	279,236	320,888
Total Expenditures	226,806	248,216	284,085	279,236	320,888
Revenues Over (Under) Expenditures	35,633	5,113	(11,280)	(27,042)	(22,167)
Beginning Fund Balance	135,952	171,585	178,697	176,698	149,656
Ending Fund Balance	171,585	176,698	167,417	149,656	127,489

Target Fund Balance 20% Operations

\$ 62,566

Reserved for OPEB

\$ 19,224

Available

\$ 45,698.80

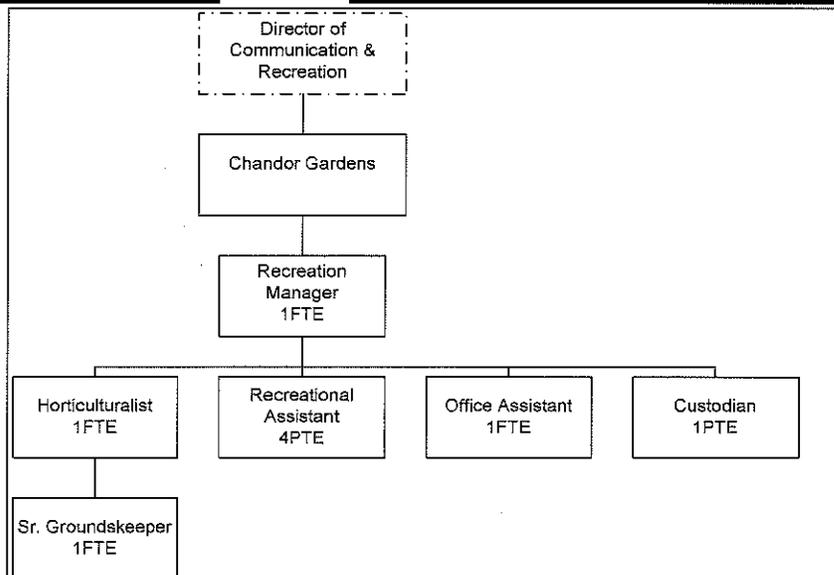
**City of Weatherford
2011-12 Program of Services**

**Recreation
Chandor Gardens**

Account #: 490

Location
711 West Lee Street
(817)-613-1700

Hours of Operation:
Monday-Friday, 9AM-5PM
Saturday 9AM-3PM and Sunday 12NOON-4PM
(hours may vary depending on scheduled events and reservations)



PROGRAM DESCRIPTION:

Chandor Gardens consists of 3.5 developed acres that include a 5,685 square foot residence, Chinese gardens, and four (4) out buildings. The undeveloped property consists of 13 acres located due west of the residence. Chandor Gardens are available for public and private tours as well as special events and wedding celebrations. Convention, retreat, and meeting room facilities are also available.

MAJOR DIVISION GOALS:

1. Offer quality tours, events, and weddings.
2. Promote Chandor Gardens through marketing materials, trade shows and local/ regional media.
3. Maintain the grounds and residence to ensure a high degree of quality and excellence.
4. Recruit and maintain a volunteer/docent program to assist with private tours/events and maintenance.

FY 2010-2011 ACCOMPLISHMENTS:

Continued to market the gardens as one of the premiere locations for weddings, retreats, and other large scale events. In the process, we worked with partners to incorporate more local events, opportunities, and uses in an attempt to utilize the gardens to the fullest year-round. As always, we continued to maintain the integrity of the historical and aesthetic design.

FY 2011-2012 OBJECTIVES:

1. Encourage more participation from the Friends of the Garden and work with the group to receive non-profit status.
2. Increase educational activities with staff horticulturists within the gardens.
3. Create a master plan for the undeveloped acreage of the garden.

BUDGETARY ISSUES:

Due to increasing activity and events per goals achieved in the 2010-2011 Fiscal year, additional staff is needed to work. As the garden is open for general business M-F 8:00 am-5:00pm, events such as group tours, weddings and receptions are held 7 days a week.

**City of Weatherford
2011-2012 Program of Services**

**Recreation
Chandor Gardens**

Account #: 490

EXPENDITURE SUMMARY:	2009-10	2010-11	2010-11	2011-12
Expenditure Classification	ACTUAL	APPROVED	PROJECTED	PROPOSED
Personal Services	\$191,631	\$209,299	\$204,887	\$244,182
Supplies	\$17,020	\$18,800	\$19,012	\$20,150
Services	\$39,564	\$55,986	\$55,337	\$56,556
Capital Outlay	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$248,215	\$284,085	\$279,236	\$320,888

PERSONNEL SCHEDULE:	Pay Class	2009-10	2010-11	2010-11	2011-12
Position		ACTUAL	APPROVED	PROJECTED	PROPOSED
Recreational Manager	18	0.00	0.00	1.00	1.00
Horticulturalist	17	1.00	1.00	1.00	1.00
Facility Coordinator	16	1.00	1.00	0.00	0.00
Senior Groundskeeper	8	1.00	1.00	1.00	1.00
Custodian (part-time)	6	0.50	0.50	0.50	0.50
Recreational Assistant (4 part-time)	6	2.00	2.00	2.00	2.00
Office Assistant	7	0.00	0.00	0.00	1.00
TOTAL POSITIONS		5.50	5.50	5.50	6.50

SIGNIFICANT BUDGET CHANGES:	Cost
FT Staff Member	\$ 35,753

PERFORMANCE MEASURES:	Strategic Plan #	FY2009-10	FY2010-11	FY2011-12
INPUT / DEMAND				
Weatherford Population	N/A	26,650	26,650	
Regional Population	N/A			
Tourism and Wedding Industry	N/A			
OUTPUT / WORKLOAD				
Facility Rentals	N/A	85	85	
Garden Tours	N/A	50	55	
Maintained Acreage	N/A	3.5	3.5	
EFFICIENCY / IMPACT				
Facility Rental Revenues	5.1	150,000	150,000	
Garden Tour Revenues	5.1	7,000	7,000	
Volunteer Hours	5	570	575	
EFFECTIVENESS / OUTCOME				
Repeat Visits and Events	1.2	15%	15%	
Referrals	1.2	22%	25%	

		2007-2008	2008-2009	2009-2010	2011	2011	2012
		ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	PROJECTED YEAR END	REQUESTED BUDGET
CHANDOR GARDENS							
REVENUES							
1-000-	412 FACILITY RENTAL FEES	156,995	149,821	134,360	160,000	140,000	150,000
1-000-	414 LABOR USE FEE	0	0	1,750	1,000	1,250	1,200
1-000-	435 GARDEN TOUR FEES	7,417	6,831	6,083	7,000	6,100	6,000
1-000-	437 SALE OF GOODS	321	818	1,176	500	336	500
1-000-	601 INTEREST INCOME	5,837	952	394	400	283	300
1-000-	608 CONTRIBUTIONS/MEMORIALS	1,500	430	2,275	0	320	0
1-000-	651 MISCELLANEOUS REVENUE	0	1	1	0	0	0
1-000-	822 TRANSFER FROM GENERAL FUND	0	0	1,377	0	0	35,753
1-000-	825 TRF FROM HOTEL/MOTEL TAX FUND	65,000	103,586	105,913	103,905	103,905	104,968
TOTAL REVENUES		237,070	262,439	253,329	272,805	252,194	298,721
EXPENDITURES							
PERSONNEL SERVICES							
2-490-	101 SALARIES & WAGES	104,963	132,353	141,140	139,798	153,559	168,333
2-490-	102 OVERTIME	48	348	0	1,000	0	1,000
2-490-	104 SALARY PACKAGE	0	0	0	10,274	0	8,057
2-490-	107 GROUP MEDICAL/LIFE INSURANCE	11,046	11,564	14,844	17,302	15,249	23,309
2-490-	108 FICA	7,630	9,658	10,418	10,813	11,560	13,692
2-490-	109 RETIREMENT	13,369	18,076	19,941	23,294	19,612	25,649
2-490-	110 WORKERS COMPENSATION	1,742	2,031	3,733	4,776	3,712	1,706
2-490-	111 UNEMPLOYMENT TAX (TEC)	376	276	940	1,494	647	1,764
2-490-	112 LONGEVITY	260	436	616	548	548	672
TOTAL PERSONNAL SERVICES		139,434	174,742	191,632	209,299	204,887	244,182
OPERATING SUPPLIES							
2-490-	202 OFFICE SUPPLIES	385	57	91	100	100	700
2-490-	203 FURNITURE & FIXTURES	495	1,178	0	1,500	1,500	1,500
2-490-	204 COMPUTERS & OFFICE EQUIPMENT	800	383	225	0	0	0
2-490-	211 AGRICULTURE & BOTANICAL	11,004	6,124	8,236	7,400	7,400	7,500
2-490-	212 CHEMICALS	84	288	269	300	300	300
2-490-	215 FOOD/MEALS EXPENSE	555	655	471	600	600	600
2-490-	217 JANITORIAL SUPPLIES	0	101	8	100	100	250
2-490-	219 UNIFORMS/PROTECTIVE CLOTHING	947	263	977	1,300	1,300	1,000
2-490-	220 EQUIPMENT FUEL AND OIL	82	0	1	100	200	500
2-490-	221 VEHICLE/EQUIP PARTS & LABOR	59	155	56	350	212	500
2-490-	229 MISCELLANEOUS SUPPLIES	2,602	1,760	799	2,300	2,300	2,300
2-490-	235 BUILDING & GROUNDS MAINT	5,066	1,950	3,371	3,200	3,200	3,200
2-490-	260 VALVES & HYDRANTS	2,059	1,124	2,090	1,000	1,000	1,000
2-490-	281 SMALL TOOLS & EQUIPMENT	817	495	426	800	800	800
TOTAL OPERATING SUPPLIES		24,955	14,533	17,020	19,050	19,012	20,150

		2007-2008	2008-2009	2009-2010	2011	2011	2012
		ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	PROJECTED YEAR END	REQUESTED BUDGET
CONTRACTUAL SERVICES							
2-490-	304 EMPLOYMENT PHYSICALS	30	120	135	30	75	100
2-490-	305 SEMINARS & TRAINING	155	49	0	600	600	600
2-490-	306 OTHER PROFESSIONAL SERVICES	8,322	4,206	3,865	8,000	8,000	8,000
2-490-	308 TELEPHONE/COMMUNICATIONS	2,382	1,858	2,204	2,600	2,600	2,600
2-490-	309 POSTAGE	92	47	52	100	100	600
2-490-	311 TRAVEL EXPENSE	321	201	0	200	350	450
2-490-	313 ADVERTISING & PRINTING	5,460	3,332	8,056	7,000	7,000	7,000
2-490-	318 INSURANCE	1,941	1,635	1,250	2,000	1,406	2,000
2-490-	319 UTILITIES	19,041	19,373	15,419	22,700	22,700	22,700
2-490-	320 BUILDING & GROUNDS MAINT	8,519	3,574	8,418	3,200	3,200	3,200
2-490-	324 R & M OF OFFICE EQUIPMENT	0	557	0	0	0	0
2-490-	325 OTHER MAINTENANCE	5,332	2,248	75	4,000	4,000	4,000
2-490-	330 MEMBERSHIP DUES/SUBSCRIPTIONS	90	329	90	500	500	500
2-490-	350 OPEB CONTRIBUTION	0	0	0	4,806	4,806	4,806
TOTAL CONTRACTUAL SERVICES		51,685	37,529	39,564	55,736	55,337	56,556
TOTAL CHANDOR GARDENS		216,074	226,804	248,216	284,085	279,236	320,888

**City of Weatherford
2011-2012 Program of Services**

LIBRARY SPECIAL REVENUE FUND (14)

	Actual 2008-09	Actual 2009-10	Approved 2010-11	Amended 2010-11	Proposed 2011-12
<u>Revenues</u>					
407-Charges for Services	8,752	12,302	10,048	12,000	10,686
601-Interest Income	435	138	150	115	150
608-Contributions	26,050	8,790	1,000	541	1,000
828-Income from Trust	7,294	1,899	457	457	100
Total Revenues	42,531	23,129	11,655	13,113	11,936
<u>Expenditures</u>					
200-Supplies	26,117	1,810	-	-	-
300-Services	7,898	8,157	-	6,171	8,000
400-Capital	-	-	10,000	3,829	10,000
Total Expenditures	34,015	9,967	10,000	10,000	18,000
Revenues Over (Under) Expenditures	8,516	13,162	1,655	3,113	(6,064)
Beginning Fund Balance	57,612	66,128	74,587	79,290	82,403
Ending Fund Balance	66,128	79,290	76,242	82,403	76,339

**City of Weatherford
2011-2012 Program of Services**

ANIMAL SHELTER FUND (38)

	Actual 2008-09	Actual 2009-10	Approved 2010-11	Amended 2010-11	Proposed 2011-12
<u>Revenues</u>					
601 - Interest	584	50	50	48	40
608 - Contributions	41,160	23,481	5,018	17,578	-
Total Revenues	41,744	23,531	5,068	17,626	40
<u>Capital Outlay</u>					
403 - Improvements to Animal Shelter	98,560	30,441	30,000	30,000	6,000
Total Capital Outlay	98,560	30,441	30,000	30,000	6,000
Revenues Over (Under) Expenditures	(56,816)	(6,910)	(24,932)	(12,374)	(5,960)
Beginning Fund Balance	83,583	26,767	6,258	19,857	7,483
Ending Fund Balance	26,767	19,857	(18,674)	7,483	1,523

**City of Weatherford
2011-2012 Program of Services**

WEATHERFORD BEAUTIFICATION FUND (07)

	Actual 2008-09	Actual 2009-10	Approved 2010-11	Amended 2010-11	Proposed 2011-12
<u>Revenues</u>					
601-Interest	16	5	5	4	-
Total Revenues	16	5	5	4	-
<u>Expenditures</u>					
211-Botanical Supplies	-	-	2,396	-	2,396
Total Expenditures	-	-	2,396	-	2,396
Revenues Over (Under) Expenditures	16	5	(2,391)	4	(2,396)
Beginning Fund Balance	2,370	2,386	2,391	2,391	2,395
Ending Fund Balance	2,386	2,391	-	2,395	(1)

GENERAL DEBT SERVICE FUND

This fund has been established by bond ordinance for the purpose of servicing the City's general obligation debt. A portion of the annual ad valorem tax collections are allocated to the fund and payments are forwarded to the designated paying agent bank as principal and interest requirements come due for each debt issue. Payments on lease/purchase agreements for city equipment are also financed and paid from this fund.

The City does not have any legal debt limits for General Debt Service, however, Financial Management Policy Statements included in the Appendix section of this document provide specific guidelines for considering new debt obligations.

During Fiscal Year 2008-2009 the City's General Obligation Bonds and Certificates of Obligation were reviewed by Standard & Poor's and upgraded from a "A" to a "AA-" rating while affirming the stable outlook. December of 2010 Standard & Poor's reaffirmed the City's AA- long-term rating and stable outlook to a refunding issue in 2010 and a new issue in 2011.

April 2010 Moody's recalibrated their municipal ratings to a global scale and Weatherford General Obligation rating increased from "A2" to Aa3." This was reaffirmed in December of 2010 for the 2010 refunding and 2011 issuance. The Utility System Revenues rating increased from "A3" to "A1" in April 2010.

This City does not plan to issue new debt for General Debt Service during Fiscal Year 2012.

**City of Weatherford
2011-2012 Program of Services**

GENERAL DEBT SERVICE REQUIREMENTS

<i>DESCRIPTION</i>	<i>PRINCIPAL</i>	<i>INTEREST</i>	<i>TOTAL</i>
<i>Series 2002 Certificates of Obligation</i>	\$ 85,000	\$ 58,555	\$ 143,555
<i>Series 2003 Certificates of Obligation</i>	175,000	110,555.63	\$ 285,556
<i>Series 2006 Certificates of Obligation</i>	120,000	156,938	276,938
<i>Series 2007 G.O. Bonds</i>	415,000	405,321	820,321
<i>Series 2007 Certificates of Obligation</i>	20,000	1,065,038	1,085,038
<i>Series 2008 C.O. Bonds</i>	110,000	114,863	224,863
<i>Series 2010 G.O. Refunding Bonds</i>	155,000	1,001,994	1,156,994
<i>Series 2011 C.O. Bonds</i>	60,000	550,525	610,525
Total Bonded Debt Requirements	<u>1,140,000</u>	<u>3,463,789</u>	<u>4,603,789</u>
 Current Lease Requirements			
	<u>-</u>	<u>-</u>	<u>-</u>
	-	-	-
 TOTAL GENERAL DEBT	<u>\$ 1,140,000</u>	<u>\$ 3,463,789</u>	<u>\$ 4,603,789</u>

**City of Weatherford
2011-2012 Program of Services**

GENERAL DEBT SERVICE FUND (03)

	Actual 2008-09	Actual 2009-10	Approved 2010-11	Amended 2010-11	Proposed 2011-12
<u>Revenues</u>					
110-Current Taxes~	2,240,739	2,900,836	2,654,990	2,724,325	2,900,836
601-Interest Income	3,721	3,354	4,000	111,742	4,000
651-Miscellaneous Income	-	-	-	-	-
822-Transfer from General Fund [^]	603,868	71,207	64,564	64,564	160,315
826-Transfer from Law Enforcement Fund	-	-	-	-	-
825-Transfer from Hotel/Motel Fund	147,030	147,768	148,230	148,230	143,555
827-Transfer from 2007 C.O. Fund'	1,195,411	1,656,818	505,442	505,442	-
Reimbursement from TxDOT	-	-	450,000	745,514	1,700,000
Total Revenues	4,190,769	4,779,983	3,827,226	4,299,817	4,908,706
<u>Expenditures</u>					
352-Interest	3,113,432	3,066,398	3,001,803	3,181,784	3,341,435
371-Fiscal Agent Fees	3,147	2,823	5,500	5,500	5,500
3XX- Lease Purchase	-	-	-	-	95,751
382-Principal Retirement	1,030,242	1,065,000	1,200,000	1,115,000	1,732,500
Total Expenditures	4,146,821	4,134,221	4,207,303	4,302,284	5,175,186
Revenues Over (Under) Expenditures	43,948	645,762	(380,077)	(2,467)	(266,480)
Beginning Fund Balance	707,854	751,802	1,361,155	1,397,564	1,395,097
Ending Fund Balance	751,802	1,397,564	981,078	1,395,097	1,128,617

[^] Added transfer of \$376,412 for FY2009 since the 2.5 cent tax rate was not added as planned for during issuance of 2007 C.O.'s.

~ 2.5 cent tax rate was added in FY2010 as previously planned to pay for 2007 C.O.'s.

' Fund transfer from 2007 C.O. interest income will soon be depleted and must be offset with tax and / or toll income.

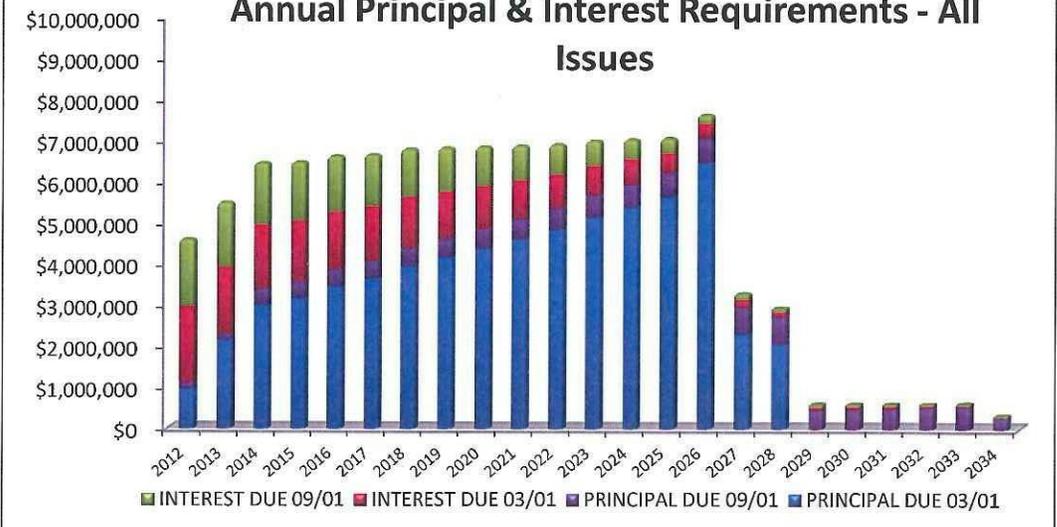
**CITY OF WEATHERFORD
GENERAL OBLIGATION DEBT**

Annual Principal & Interest Requirements - All Issues

FISCAL YEAR	PRINCIPAL DUE 03/01	PRINCIPAL DUE 09/01	INTEREST DUE 03/01	INTEREST DUE 09/01	TOTAL
2012	970,000	170,000	1,853,075	1,610,714	4,603,789
2013	2,175,000	160,000	1,608,366	1,557,486	5,500,851
2014	3,010,000	410,000	1,555,030	1,489,350	6,464,381
2015	3,180,000	415,000	1,486,788	1,406,870	6,488,658
2016	3,470,000	425,000	1,404,201	1,330,258	6,629,458
2017	3,665,000	435,000	1,327,482	1,235,845	6,663,327
2018	3,970,000	455,000	1,232,962	1,140,585	6,798,547
2019	4,185,000	465,000	1,137,489	1,038,263	6,825,752
2020	4,405,000	485,000	1,035,060	930,395	6,855,455
2021	4,630,000	505,000	927,086	821,019	6,883,105
2022	4,860,000	530,000	817,603	709,019	6,916,622
2023	5,160,000	550,000	705,389	592,004	7,007,394
2024	5,405,000	575,000	588,268	469,196	7,037,464
2025	5,670,000	595,000	465,247	340,418	7,070,665
2026	6,495,000	620,000	336,362	191,268	7,642,630
2027	2,330,000	650,000	186,998	127,963	3,294,961
2028	2,075,000	675,000	123,479	68,688	2,942,167
2029	0	480,000	64,098	53,898	597,995
2030	0	500,000	53,898	43,148	597,045
2031	0	520,000	43,148	31,838	594,985
2032	0	545,000	31,838	19,575	596,413
2033	0	570,000	19,575	6,750	596,325
2034	0	300,000	6,750	0	306,750
	65,655,000	11,035,000	17,010,190	15,214,547	108,914,737

**CITY OF WEATHERFORD
GENERAL OBLIGATION DEBT**

Annual Principal & Interest Requirements - All Issues



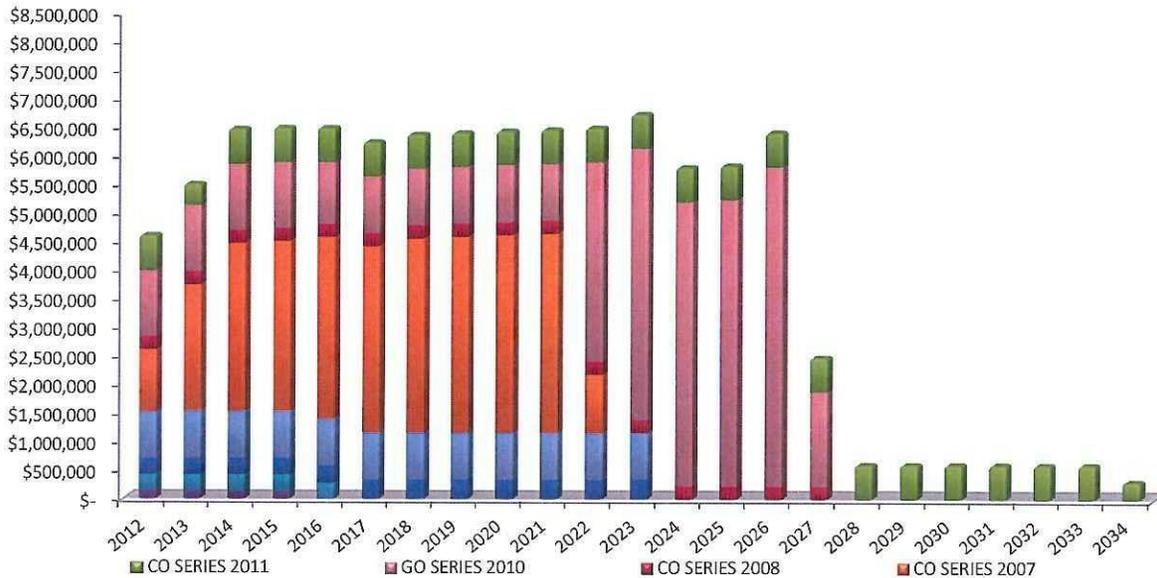
**CITY OF WEATHERFORD
GENERAL OBLIGATION DEBT**

Annual Debt Service Requirements - By Issue

FISCAL YEAR	CO SERIES 2002	CO SERIES 2003	CO SERIES 2006	GO SERIES 2007	CO SERIES 2007	CO SERIES 2008	GO SERIES 2010	CO SERIES 2011	TOTAL
2012	143,555	285,556	276,938	820,321	1,085,038	224,863	1,156,994	610,525	4,603,789
2013	144,058	283,308	286,838	819,071	2,215,138	225,166	1,153,894	373,380	5,500,851
2014	144,618	281,188	286,338	821,696	2,941,138	225,256	1,147,794	613,355	6,464,381
2015	144,913	283,588	290,538	823,071	2,969,263	225,132	1,147,500	604,655	6,488,658
2016	144,941	285,331	299,238	820,846	3,178,788	224,794	1,074,641	600,880	6,629,458
2017	144,645	281,513	341,638	820,246	3,265,563	224,243	988,525	596,955	6,663,327
2018	144,020	282,210	337,800	818,846	3,400,863	228,479	988,525	597,805	6,798,547
2019	143,145	282,310	343,328	821,190	3,428,113	227,287	988,525	591,855	6,825,752
2020	141,958	281,850	343,186	822,162	3,457,938	225,882	988,525	593,955	6,855,455
2021	140,455	285,713	337,605	821,870	3,489,219	224,264	988,525	595,455	6,883,105
2022	143,570	283,847	341,400	820,144	1,021,250	227,432	3,482,625	596,355	6,916,622
2023	-	281,359	344,410	821,672	-	225,173	4,738,125	596,655	7,007,394
2024	-	-	419,000	821,484	-	227,700	4,972,925	596,355	7,037,464
2025	-	-	420,000	819,984	-	224,801	5,010,425	595,455	7,070,665
2026	-	-	415,125	822,063	-	226,688	5,584,800	593,955	7,642,630
2027	-	-	-	822,609	-	228,148	1,647,669	596,535	3,294,961
2028	-	-	-	-	-	224,181	2,120,131	597,855	2,942,167
2029	-	-	-	-	-	-	-	597,995	597,995
2030	-	-	-	-	-	-	-	597,045	597,045
2031	-	-	-	-	-	-	-	594,985	594,985
2032	-	-	-	-	-	-	-	596,413	596,413
2033	-	-	-	-	-	-	-	596,325	596,325
2034	-	-	-	-	-	-	-	306,750	306,750
	1,579,876	3,397,771	5,083,379	13,137,277	30,452,306	3,839,484	38,183,147	13,241,498	108,914,737

**CITY OF WEATHERFORD
GENERAL OBLIGATION DEBT**

Annual Debt Service Requirements - By Issue



**CITY OF WEATHERFORD
GENERAL OBLIGATION DEBT**

Certificates of Obligation - Series 2002

Fiscal Year	Principal Due 3/1	Interest Due 3/1	Interest Due 9/1	Total Requirement
2012	85,000.00	30,446.25	28,108.75	143,555.00
2013	90,000.00	28,108.75	25,948.75	144,057.50
2014	95,000.00	25,948.75	23,668.75	144,617.50
2015	100,000.00	23,668.75	21,243.75	144,912.50
2016	105,000.00	21,243.75	18,697.50	144,941.25
2017	110,000.00	18,697.50	15,947.50	144,645.00
2018	115,000.00	15,947.50	13,072.50	144,020.00
2019	120,000.00	13,072.50	10,072.50	143,145.00
2020	125,000.00	10,072.50	6,885.00	141,957.50
2021	130,000.00	6,885.00	3,570.00	140,455.00
2022	140,000.00	3,570.00	0.00	143,570.00
	\$1,215,000.00	\$ 197,661.25	\$ 167,215.00	\$1,579,876.25

\$1,800,000 2002 Certificates of Obligation, to acquire and improve property for a convention center, due in annual installments through March 1, 2022, 4.80% - 5.50%.

Certificates of Obligation - Series 2003

Fiscal Year	Principal Due 3/1	Interest Due 3/1	Interest Due 9/1	Total Requirement
2012	175,000.00	57,191.88	53,363.75	285,555.63
2013	180,000.00	53,363.75	49,943.75	283,307.50
2014	185,000.00	49,943.75	46,243.75	281,187.50
2015	195,000.00	46,243.75	42,343.75	283,587.50
2016	205,000.00	42,343.75	37,987.50	285,331.25
2017	210,000.00	37,987.50	33,525.00	281,512.50
2018	220,000.00	33,525.00	28,685.00	282,210.00
2019	230,000.00	28,685.00	23,625.00	282,310.00
2020	240,000.00	23,625.00	18,225.00	281,850.00
2021	255,000.00	18,225.00	12,487.50	285,712.50
2022	265,000.00	12,487.50	6,359.38	283,846.88
2023	275,000.00	6,359.38	0.00	281,359.38
	\$2,635,000.00	\$ 409,981.26	\$ 352,789.38	\$3,397,770.64

\$3,500,000 2003 Certificates of Obligation, for street improvement projects, due in annual installments through March 1, 2023, 2.50% - 4.625%.

**CITY OF WEATHERFORD
GENERAL OBLIGATION DEBT**

Certificates of Obligation - Series 2006

Fiscal Year	Principal Due 3/1	Interest Due 3/1	Interest Due 9/1	Total Requirement
2012	120,000.00	79,668.75	77,268.75	276,937.50
2013	135,000.00	77,268.75	74,568.75	286,837.50
2014	140,000.00	74,568.75	71,768.75	286,337.50
2015	150,000.00	71,768.75	68,768.75	290,537.50
2016	165,000.00	68,768.75	65,468.75	299,237.50
2017	215,000.00	65,468.75	61,168.75	341,637.50
2018	220,000.00	61,168.75	56,631.25	337,800.00
2019	235,000.00	56,631.25	51,696.25	343,327.50
2020	245,000.00	51,696.25	46,490.00	343,186.25
2021	250,000.00	46,490.00	41,115.00	337,605.00
2022	265,000.00	41,115.00	35,285.00	341,400.00
2023	280,000.00	35,285.00	29,125.00	344,410.00
2024	370,000.00	29,125.00	19,875.00	419,000.00
2025	390,000.00	19,875.00	10,125.00	420,000.00
2026	405,000.00	10,125.00	0.00	415,125.00
	\$ 3,585,000.00	\$ 789,023.75	\$ 709,355.00	\$ 5,083,378.75

\$4,000,000 2006 Certificates of Obligation, for constructing and improving park and recreational facilities and street improvements, due in annual installments through March 1, 2026, 4.00% - 5.00%.

General Obligation Bonds - Series 2007

Fiscal Year	Principal Due 3/1	Interest Due 3/1	Interest Due 9/1	Total Requirement
2012	415,000.00	207,848.13	197,473.13	820,321.26
2013	435,000.00	197,473.13	186,598.13	819,071.26
2014	460,000.00	186,598.13	175,098.13	821,696.26
2015	485,000.00	175,098.13	162,973.13	823,071.26
2016	505,000.00	162,973.13	152,873.13	820,846.26
2017	525,000.00	152,873.13	142,373.13	820,246.26
2018	545,000.00	142,373.13	131,473.13	818,846.26
2019	570,000.00	131,473.13	119,716.88	821,190.01
2020	595,000.00	119,716.88	107,445.00	822,161.88
2021	620,000.00	107,445.00	94,425.00	821,870.00
2022	645,000.00	94,425.00	80,718.75	820,143.75
2023	675,000.00	80,718.75	65,953.13	821,671.88
2024	705,000.00	65,953.13	50,531.25	821,484.38
2025	735,000.00	50,531.25	34,453.13	819,984.38
2026	770,000.00	34,453.13	17,609.38	822,062.51
2027	805,000.00	17,609.38	0.00	822,609.38
	\$ 9,490,000.00	\$ 1,927,562.56	\$ 1,719,714.43	\$ 13,137,276.99

\$10,800,000 2007 General Obligation Bonds, for constructing and equipping Fire Station 4 and street improvements, due in annual installments through March 1, 2027, 4.00% - 5.00%.

**CITY OF WEATHERFORD
GENERAL OBLIGATION DEBT**

Certificates of Obligation - Series 2007

Fiscal Year	Principal Due 3/1	Interest Due 3/1	Interest Due 9/1	Total Requirement
2012	20,000.00	532,718.75	532,318.75	1,085,037.50
2013	1,180,000.00	532,318.75	502,818.75	2,215,137.50
2014	1,975,000.00	502,818.75	463,318.75	2,941,137.50
2015	2,095,000.00	463,318.75	410,943.75	2,969,262.50
2016	2,405,000.00	410,943.75	362,843.75	3,178,787.50
2017	2,605,000.00	362,843.75	297,718.75	3,265,562.50
2018	2,870,000.00	297,718.75	233,143.75	3,400,862.50
2019	3,030,000.00	233,143.75	164,968.75	3,428,112.50
2020	3,200,000.00	164,968.75	92,968.75	3,457,937.50
2021	3,375,000.00	92,968.75	21,250.00	3,489,218.75
2022	1,000,000.00	21,250.00	0.00	1,021,250.00
	\$23,755,000.00	\$ 3,615,012.50	\$ 3,082,293.75	\$ 30,452,306.25

\$46,490,000 2007 Certificates of Obligation, for street construction and improvements, due in annual installments through March 1, 2022, 4.00% - 5.00%.

Certificates of Obligation - Series 2008

Fiscal Year	Principal Due 9/1	Interest Due 3/1	Interest Due 9/1	Total Requirement
2012	110,000.00	57,431.50	57,431.50	224,863.00
2013	115,000.00	55,083.00	55,083.00	225,166.00
2014	120,000.00	52,627.75	52,627.75	225,255.50
2015	125,000.00	50,065.75	50,065.75	225,131.50
2016	130,000.00	47,397.00	47,397.00	224,794.00
2017	135,000.00	44,621.50	44,621.50	224,243.00
2018	145,000.00	41,739.25	41,739.25	228,478.50
2019	150,000.00	38,643.50	38,643.50	227,287.00
2020	155,000.00	35,441.00	35,441.00	225,882.00
2021	160,000.00	32,131.75	32,131.75	224,263.50
2022	170,000.00	28,715.75	28,715.75	227,431.50
2023	175,000.00	25,086.25	25,086.25	225,172.50
2024	185,000.00	21,350.00	21,350.00	227,700.00
2025	190,000.00	17,400.25	17,400.25	224,800.50
2026	200,000.00	13,343.75	13,343.75	226,687.50
2027	210,000.00	9,073.75	9,073.75	228,147.50
2028	215,000.00	4,590.25	4,590.25	224,180.50
	\$ 2,690,000.00	\$ 574,742.00	\$ 574,742.00	\$ 3,839,484.00

\$3,000,000 2008 Certificates of Obligation, for acquiring, constructing and improving roads, streets, and highways within the City due in annual installments through September 1, 2028, 4.27%.

**CITY OF WEATHERFORD
GENERAL OBLIGATION DEBT**

General Obligation Refunding Bonds - Series 2010

Fiscal Year	Principal Due 3/1	Interest Due 3/1	Interest Due 9/1	Total Requirement
2012	155,000.00	501,771.88	500,221.88	1,156,993.76
2013	155,000.00	500,221.88	498,671.88	1,153,893.76
2014	155,000.00	498,671.88	497,121.88	1,150,793.76
2015	155,000.00	497,121.88	495,378.13	1,147,500.01
2016	85,000.00	495,378.13	494,262.50	1,074,640.63
2017	0.00	494,262.50	494,262.50	988,525.00
2018	0.00	494,262.50	494,262.50	988,525.00
2019	0.00	494,262.50	494,262.50	988,525.00
2020	0.00	494,262.50	494,262.50	988,525.00
2021	0.00	494,262.50	494,262.50	988,525.00
2022	2,545,000.00	494,262.50	443,362.50	3,482,625.00
2023	3,930,000.00	443,362.50	364,762.50	4,738,125.00
2024	4,330,000.00	364,762.50	278,162.50	4,972,925.00
2025	4,545,000.00	278,162.50	187,262.50	5,010,425.00
2026	5,320,000.00	187,262.50	77,537.50	5,584,800.00
2027	1,525,000.00	77,537.50	45,131.25	1,647,668.75
2028	2,075,000.00	45,131.25	0.00	2,120,131.25
	\$ 24,975,000.00	\$ 6,854,959.40	\$ 6,353,187.52	\$ 38,183,146.92

\$25,130,000 2010 General Obligation Refunding Bonds, refunding Series 2000 G.O.'s, 2001 C.O.'s and a portion of the 2007 C.O.'s, due in annual installments through March 1, 2028, 2.00% - 4.35%.

Certificates of Obligation - Series 2011

Fiscal Year	Principal Due 9/1	Interest Due 3/1	Interest Due 9/1	Total Requirement
2012	60,000.00	385,997.50	164,527.50	610,525.00
2013	45,000.00	164,527.50	163,852.50	373,380.00
2014	290,000.00	163,852.50	159,502.50	613,355.00
2015	290,000.00	159,502.50	155,152.50	604,655.00
2016	295,000.00	155,152.50	150,727.50	600,880.00
2017	300,000.00	150,727.50	146,227.50	596,955.00
2018	310,000.00	146,227.50	141,577.50	597,805.00
2019	315,000.00	141,577.50	135,277.50	591,855.00
2020	330,000.00	135,277.50	128,677.50	593,955.00
2021	345,000.00	128,677.50	121,777.50	595,455.00
2022	360,000.00	121,777.50	114,577.50	596,355.00
2023	375,000.00	114,577.50	107,077.50	596,655.00
2024	390,000.00	107,077.50	99,277.50	596,355.00
2025	405,000.00	99,277.50	91,177.50	595,455.00
2026	420,000.00	91,177.50	82,777.50	593,955.00
2027	440,000.00	82,777.50	73,757.50	596,535.00
2028	460,000.00	73,757.50	64,097.50	597,855.00
2029	480,000.00	64,097.50	53,897.50	597,995.00
2030	500,000.00	53,897.50	43,147.50	597,045.00
2031	520,000.00	43,147.50	31,837.50	594,985.00
2032	545,000.00	31,837.50	19,575.00	596,412.50
2033	570,000.00	19,575.00	6,750.00	596,325.00
2034	300,000.00	6,750.00	0.00	306,750.00
	\$ 8,345,000.00	\$ 2,641,247.50	\$ 2,255,250.00	\$ 13,241,497.50

\$8,645,000 2011 Certificates of Obligation, for street construction and improvements, due in annual installments through March 1, 2034, 3.00% - 4.50%.

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CAPITAL PROJECTS FUNDS

Capital Projects Funds are used to account for the acquisition and construction of major capital facilities other than those financed by proprietary and trust funds. Capital project budgets are approved by project. Projects may go into different fiscal years so unused but appropriated funds will roll into the new fiscal year until a project is completed. Upon completion, unused funds will be returned to fund balance totals.

General Capital Projects Fund - This fund is used to account for capital asset acquisition and construction from general government resources.

Park Development Fund - This fund was established to account for funds collected through a Park Dedication fee on residential development for use solely and exclusively for the purpose of acquisition and development of new community parks and existing park facilities intended for access and use by the entire City.

Series 2003 C.O. Fund - This fund was established to account for proceeds from the issuance of certificates of obligation for various transportation projects including Hwy 171/51 Improvements, State Median Improvements, College Park Traffic Signal, and the start of the Denton/Santa Fe/Foster Project. These projects are complete and this fund has been closed. Only presented here since recent historic data must be presented.

Series 2006 C.O. Fund - This fund was established to account for proceeds from the issuance of certificates of obligation for design of Holland Lake Park Improvements and Causbie Road (Hwy. 171/51) improvements. Remaining funds are being used for TxDOT project.

Series 2007 C.O. Fund - This fund was established to account for proceeds from the issuance of certificates of obligation for the TxDOT project.

Series 2007 G.O. Fund - This fund was established to account for the issuance of a general obligation bond in 2007 for Fire Station No. 4 and street improvement projects. Remaining funds are being used for TxDOT project.

Series 2008 C.O. Fund - This fund was established to account for proceeds from the issuance of certificates of obligation for transportation projects including BB Fielder East. Remaining funds are being used for TxDOT project.

Series 2011 C.O. Fund - This fund was established to account for proceeds from the issuance of certificates of obligation for the TxDOT project.

City of Weatherford
2011-2012 Program of Services

GENERAL CAPITAL PROJECTS FUND (17)

	Actual 2008-09	Actual 2009-10	Approved 2010-11	Amended 2010-11	Proposed 2011-12
<u>Revenues</u>					
601 - Interest Income	54,085	8,244	5,000	3,757	4,000
651 - Miscellaneous (including Natural Gas Lease)~	153,034	154,766	120,000	337,330	150,000
320 - Grant Revenue (Town Creek Trail)	-	342,076	2,871,223	1,648,221	880,927
822 - Transfer from General Fund	-	-	-	-	-
833 - Transfer from Solid Waste Fund^	-	-	500,000	500,000	-
Total Revenues	207,120	505,086	3,496,223	2,489,308	1,034,927
<u>Expenditures</u>					
Town Creek Trail Project	70,955	356,675	3,639,650	3,639,650	235,000
Love Street Park	-	-	-	-	-
Marshall Park Sprayground`	-	-	-	-	-
Tin Top Road, I-20 to Bethel	-	-	-	-	-
Washington Drive, Texas to Holland Lake	103,396	571,313	583,077	583,077	-
Texas Drive, Adams to I-20	-	-	-	-	-
Holland Lake Road to Foster Drive Prjct	197,999	-	-	-	-
Adams Drive from South Main East	-	-	-	-	-
Heritage Park / Miller Park""	19,300	-	-	-	-
Signal at Texas and Washington	-	-	125,000	125,000	-
Transfer for Utility Construction	1,000,000	-	-	-	-
General	274,597	467,778	-	-	110,000
TxDOT Project	-	-	488,115	488,115	1,120,315
Public Works Service Center	1,140,255	231,137	255,813	255,813	-
Total Expenditures	2,806,503	1,626,903	5,091,655	5,091,655	1,465,315
Revenues Over (Under) Expenditures	(2,599,383)	(1,121,817)	(1,595,432)	(2,602,347)	(430,388)
Beginning Fund Balance	7,312,562	4,713,179	(1,332,129)	3,591,362	989,015
Ending Fund Balance	4,713,179	3,591,362	(2,927,561)	989,015	558,627

Timing difference that we have budgeted entire project for Town Creek Trail but will get reimbursed as we go through the project even though this document shows it all for FY2011.

**City of Weatherford
2011-2012 Program of Services**

PARK DEVELOPMENT FUND (28)

	Actual 2008-09	Actual 2009-10	Approved 2010-11	Amended 2010-11	Proposed 2011-12
<u>Revenues</u>					
Interest Income / Misc.	3,402	167	150	183	150
Park Dedication Fees	78,225	58,800	49,875	111,504	50,000
Total Revenues	81,627	58,967	50,025	111,687	50,150
<u>Expenditures</u>					
Cherry Park Improvements	122,040	-	-	-	-
Other	5,182	-	-	-	-
Heritage Master Plan		27,300	133,737	133,737	65,000
Total Expenditures	127,222	27,300	133,737	133,737	65,000
Revenues Over (Under) Expenditures	(45,595)	31,667	(83,712)	(22,050)	(14,850)
Beginning Fund Balance	101,330	55,735	83,712	87,402	65,352
Ending Fund Balance	55,735	87,402	-	65,352	50,502

**City of Weatherford
2011-2012 Program of Services**

SERIES 2003 C.O. FUND (37)

	Actual 2008-09	Actual 2009-10	Approved 2010-11	Amended 2010-11	Proposed 2011-12
<u>Revenues</u>					
601-Interest Income	4,435	-	-	-	-
Total Revenues	4,435	-	-	-	-
<u>Expenditures</u>					
Denton/Santa Fe/Foster Project	971,054	-	-	-	-
Hwy 171/51 Improvements	-	-	-	-	-
State Medians Improvements	-	-	-	-	-
College Park Traffic Signal	-	-	-	-	-
Total Expenditures	971,054	-	-	-	-
Revenues Over (Under) Expenditures	(966,619)	-	-	-	-
Beginning Fund Balance	966,619	-	-	-	-
Ending Fund Balance	-	-	-	-	-

11/14/08 \$1,163,876.06 contract awarded. Remainder of funding to be paid in Fund 17 General Capital Projects Holland Lake Road since that has been moved to Fund 42 TxDOT projects.

Fund Closed

**City of Weatherford
2011-2012 Program of Services**

SERIES 2006 C.O. FUND (39)

	Actual 2008-09	Actual 2009-10	Approved 2010-11	Amended 2010-11	Proposed 2011-12
<u>Revenues</u>					
601-Interest Income	10,065	628	-	969	-
807-Debt Issuance Proceeds	-	-	-	-	-
817-Debt Premium Proceeds	-	-	-	-	-
Misc. Income	85,696	-	-	-	-
Total Revenues	95,761	628	-	969	-
<u>Expenditures</u>					
Holland Lake Park Improvements	1,896,846	-	-	-	-
BB Fielder Rd E of 171 [^]	2,007	-	-	-	-
TxDOT Project Funding	-	-	352,624	353,651	-
Debt Issuance Costs	-	-	-	-	-
Total Expenditures	1,898,853	-	352,624	353,651	-
Revenues Over (Under) Expenditures	(1,803,092)	628	(352,624)	(352,682)	-
Beginning Fund Balance	2,155,146	352,054	303,453	352,682	(0)
Ending Fund Balance	352,054	352,682	(49,171)	(0)	(0)

[^] The transfer of \$85,696 is to reimburse the 2003 CO's from the 2008 CO's as the 2008 CO's were to pay for anything exceeding \$200,000 for the BB Fielder Rd East of 171 project.

**City of Weatherford
2011-2012 Program of Services**

SERIES 2007 C.O. FUND (42)

	Actual 2006-07	Actual 2007-08	Actual 2008-09	Actual 2009-10	Approved 2010-11	Amended 2010-11	Proposed 2011-12
Revenues							
Interest Income	932,784	1,555,841	1,252,615	720,402	200,000	14,118	-
Debt Proceeds/ Other	47,251,188	-	-	51,600	-	12,276	-
Total Revenues	48,183,972	1,555,841	1,252,615	772,002	200,000	26,394	-
Expenditures							
S Denton-Hwy 180 to SH 2552	42,476	10,877	5,290,052	2,408,059	1,432,934	1,432,934	-
SH 171/51-I-20 to Causbie Road	134,532	255,572	1,594,613	2,335,033	127,000	127,000	-
Grouped Projects	543,511	1,476,651	8,601,432	9,712,053	6,701,480	6,701,480	-
EB Frontage Road-S. Bowie to FM 1884	35,294	79,430	126,183	156,387	3,551,678	3,551,678	-
WB Frontage Road-FM 1884 to S. Bowie	34,436	62,973	141,196	144,336	3,565,702	3,565,702	-
SH 171/51-I-20 to FM 1884	66,657	113,912	292,382	73,399	7,803,801	7,803,801	-
Debt Issuance Costs	1,337,732	-	-	-	-	-	-
General Costs	-	-	52,286	244,720	592,759	592,759	-
Transfer to General Debt Service Fund	-	1,303,569	1,195,411	1,656,818	505,442	505,442	-
Total Expenditures	2,194,638	3,302,984	17,293,555	16,730,805	24,280,796	24,280,796	-
Revenues Over (Under) Expenditures	45,989,334	(1,747,143)	(16,040,940)	(15,958,803)	(24,080,796)	(24,254,402)	-
Beginning Fund Balance	-	45,989,334	44,242,191	28,201,251	(11,560,356)	12,242,448	(12,011,954)
Ending Fund Balance	45,989,334	44,242,191	28,201,251	12,242,448	(35,641,152)	(12,011,954)	(12,011,954)

Grouped Projects

Funding issued in January 2011 for needs.

Additional Funding Sources:

General Capital Projects Fund	\$1,608,430
Remainder of 2006 CO's	\$353,651
Remainder of 2007 GO's	\$932,919
Remainder of 2008 CO's	\$818,332
2011 CO's	\$8,298,622
Total	<u>12,011,954</u>

**City of Weatherford
2011-2012 Program of Services**

SERIES 2007 G.O. BOND FUND (43)

	Actual 2008-09	Actual 2009-10	Approved 2010-11	Amended 2010-11	Proposed 2011-12
<u>Revenues</u>					
601-Interest Income	53,626	8,225	2,000	2,400	-
807-Debt Proceeds	-	-	-	-	-
Total Revenues	53,626	8,225	2,000	2,400	-
<u>Expenditures</u>					
Fire Station No. 4	7,671	-	-	-	-
Fire Station No. 1 Expansion*	194,621	-	-	-	-
BB Fielder Drive West of Hwy 171	788,147	2,279,438	998,346	998,346	-
Spring Street Extension to Bridge	10,120	-	593,390	593,390	-
Franklin Street Bridge	1,955,235	57,870	-	-	-
TxDOT Project Funding	-	-	933,077	932,919	-
Debt Issuance Costs	-	-	-	-	-
Total Expenditures	2,955,794	2,337,308	2,524,813	2,524,655	-
Revenues Over (Under) Expenditures	(2,902,168)	(2,329,083)	(2,522,813)	(2,522,255)	-
Beginning Fund Balance	7,753,506	4,851,338	931,077	2,522,255	-
Ending Fund Balance	4,851,338	2,522,255	(1,591,736)	-	-

* Jim Wright House \$194,621

**City of Weatherford
2011-2012 Program of Services**

SERIES 2008 C.O. FUND (45)

	Actual 2008-09	Actual 2009-10	Approved 2010-11	Amended 2010-11	Proposed 2011-12
<u>Revenues</u>					
601-Interest Income	21,340	1,806	500	950	-
807-Debt Proceeds	-	-	-	-	-
Misc. Income	12,760	-	-	-	-
Total Revenues	34,100	1,806	500	950	-
<u>Expenditures</u>					
Debt Issuance Costs	-	-	-	-	-
Transportation Improvements*	1,436,953	740,307	817,916	818,332	-
Total Expenditures	1,436,953	740,307	817,916	818,332	-
Revenues Over (Under) Expenditures	(1,402,853)	(738,501)	(817,416)	(817,382)	-
Beginning Fund Balance	2,958,736	1,555,883	820,016	817,382	(0)
Ending Fund Balance	1,555,883	817,382	2,600	(0)	(0)

* BB Fielder East - Saving expected planned to go to TxDOT Project Funding.

**City of Weatherford
2011-2012 Program of Services**

SERIES 2011 C.O. FUND (50)

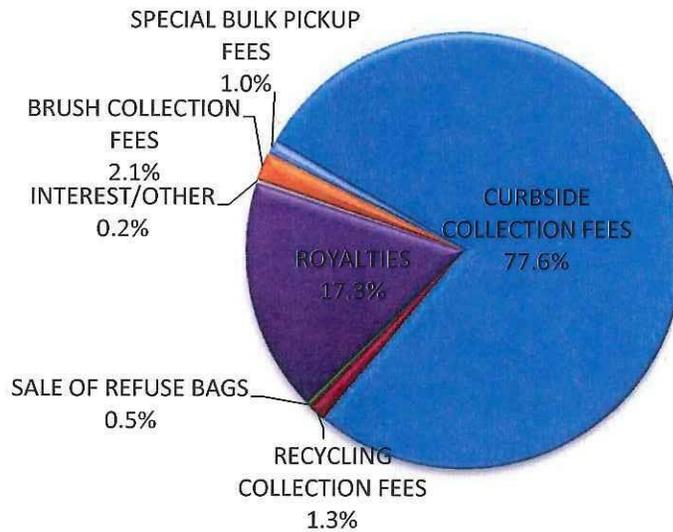
	Actual 2008-09	Actual 2009-10	Approved 2010-11	Amended 2010-11	Proposed 2011-12
<u>Revenues</u>					
601-Interest Income	-	-	-	6,222	8,400
807-Debt Proceeds	-	-	-	8,345,000	-
Misc. Income	-	-	-	28,895	-
Total Revenues	-	-	-	8,380,117	8,400
<u>Expenditures</u>					
Debt Issuance Costs	-	-	-	89,895	-
Transportation Improvements*	-	-	-	-	8,298,622
Total Expenditures	-	-	-	89,895	8,298,622
Revenues Over (Under) Expenditures	-	-	-	8,290,222	(8,290,222)
Beginning Fund Balance	-	-	-	-	8,290,222
Ending Fund Balance	-	-	-	8,290,222	-

* TxDOT Project Funding.

Solid Waste Enterprise Fund

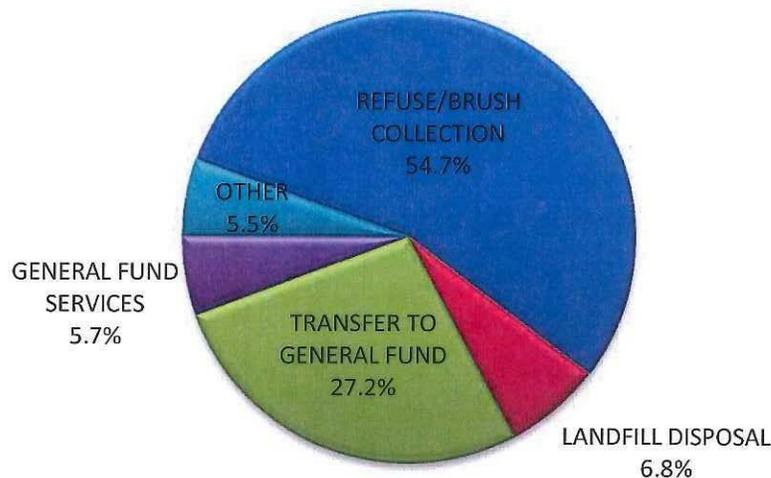
All expenses associated with the operation and maintenance of the City's Solid Waste Collection System are accounted for in this fund. Its purpose is to account for operations that are financed and operated in a manner similar to private business enterprises where the intent of the City Council is that cost of providing services to the general public on a continuing basis be financed or recovered primarily through user charges. Revenues to support the system are derived from monthly collection fees and special brush pickup fees. A new curbside recycling collection program was implemented in October 2009 and revenues associated with the landfill royalties began in May 2009 and are expected to continue until 2025 or the closure of the landfill. Accounting records for the Solid Waste Fund are maintained on the accrual basis.

WHERE DOES THE MONEY COME FROM? SOLID WASTE FUND REVENUES & TRANSFERS



TOTAL REVENUES & TRANSFERS - \$2,428,806

WHERE DOES THE MONEY GO? SOLID WASTE FUND EXPENDITURES & TRANSFERS



TOTAL EXPENDITURES & TRANSFERS - \$2,753,798

**City of Weatherford
2011-2012 Program of Services**

SOLID WASTE ENTERPRISE FUND SUMMARY (08)

	Actual 2008-09	Actual 2009-10	Approved 2010-11	Amended 2010-11	Proposed 2011-12
Revenues					
421-Sanitation Collection Fees	1,812,728	1,823,909	1,851,612	1,867,135	1,885,806
424-Recycling Collection Fees	-	22,371	22,424	30,800	31,000
427-Sale of Refuse Bags	16,519	12,214	10,000	10,200	11,000
432-Brush Pickup Fees	51,002	52,150	50,000	51,000	50,000
433-Special Pickup Fees	27,614	20,274	30,000	21,200	25,000
437-Sale of Carts	-	32,739	1,650	4,500	2,000
601-Interest	10,857	3,865	3,500	3,385	2,000
605-Royalties	281,006	595,666	700,000	495,346	420,000
651-Other Miscellaneous	50,905	2,263	2,000	2,100	2,000
800's-Transfers from Other Funds	-	-	-	-	-
Total Revenues	2,250,631	2,565,451	2,671,186	2,485,666	2,428,806
Expenditures					
443-Solid Waste/Brush Collection	1,204,826	1,120,605	1,402,468	1,364,786	1,507,209
306-Other Professional Services (905)	-	-	-	-	-
343-Transfer to General Fund (905)	350,000	350,000	1,350,000	1,350,000	750,000
332-Administrative Charges (905)	132,628	137,251	144,215	144,215	156,554
337-Waste Disposal Fees (905)	195,366	162,791	203,677	180,000	188,500
352-Interest Expense (905)	-	-	-	-	-
356-Depreciation Expense (905)	86,172	121,454	86,172	86,172	121,454
350-OPEB Contribution (905)	28,257	30,081	28,257	30,081	30,081
Transfer to Other Funds	-	-	500,000	500,000	-
Total Expenditures	1,997,249	1,922,182	3,714,789	3,655,254	2,753,798
Excess of Revenues Over (Under) Expenditures	253,382	643,269	(1,043,603)	(1,169,588)	(324,992)
Non-Budgetary Working Capital Adjustments	(116,409)	178,187	-	-	-
Beginning Working Capital Balance	1,515,188	1,652,161	2,008,556	2,473,617	1,304,029
Ending Working Capital Balance	1,652,161	2,473,617	964,953	1,304,029	979,037

Reserve for Capital Equipment Replacement	\$ 480,814
Target Fund Balance 90 Days of Operations	\$ 500,405
Total Available	\$ (2,182)

City of Weatherford
2011-2012 Program of Services

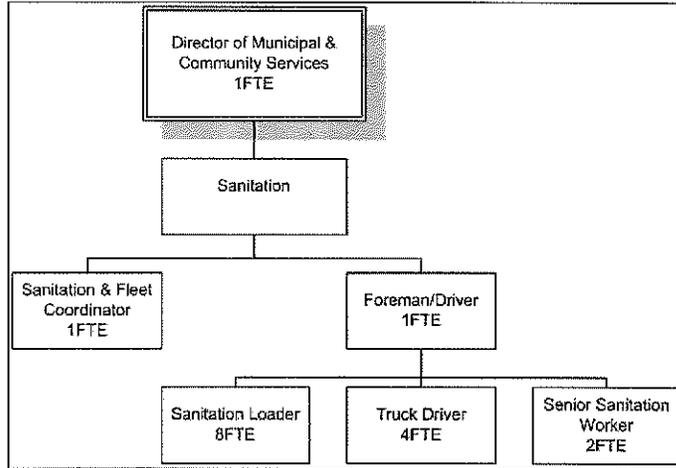
Sanitation & Fleet Services

Sanitation & Brush Collection

Account #: 443

Location
612 Fort Worth Highway
(817) 598-4145

Hours of Operation:
Monday through Friday 7:00a.m. to 4:00 p.m.



PROGRAM DESCRIPTION:

Solid Waste provides curbside collection twice weekly for each resident and a "as needed basis" pick-up service for commercial entities to ensure a clean and healthy environment to the City of Weatherford.

The Solid Waste Division supports various organizations within the City and outside the city, i.e., Peach Festival, carnivals, phonebook recycling, and etc.

Brush Collection consists of one crew that collects brush on a four week schedule. Also, Brush Collection supports and participates in events such as the Citywide Cleanup, Christmas in April, and Arbor Day, etc.

MAJOR DIVISION GOALS:

1. Provide curbside solid waste collection services to the residents and commercial firms and ensure a clean and healthy environment to the City of Weatherford.
2. Contribute to the cleanliness of the City and enhance community awareness.
3. Encourage waste minimization and recycling of solid waste by the residents of Weatherford.

FY 2010-11 ACCOMPLISHMENTS:

Successfully increase the residential curbside recycling program for at least 12% of the citizens of Weatherford. Reducing cost for recycling efforts of this community

FY 2011-12 OBJECTIVES:

BUDGETARY ISSUES:

**City of Weatherford
2011-2012 Program of Services**

**Sanitation & Fleet Services
Sanitation & Brush Collection**

Account #: 443

EXPENDITURE SUMMARY:	2009-10	2010-11	2010-11	2011-12
Expenditure Classification	ACTUAL	APPROVED	PROJECTED	PROPOSED
Personal Services	\$796,261	\$897,673	\$861,695	\$881,771
Supplies	\$289,475	\$251,581	\$264,325	\$289,505
Services	\$34,869	\$53,250	\$38,803	\$45,800
Capital Outlay	\$0	\$199,965	\$199,963	\$290,133
NonDepartmental	\$801,577	\$2,312,231	\$2,290,468	\$1,246,589
TOTAL EXPENDITURES	\$1,922,182	\$3,714,700	\$3,655,254	\$2,753,798

PERSONNEL SCHEDULE:	Pay	2009-10	2010-11	2010-11	2011-12
Position	Class	ACTUAL	APPROVED	PROJECTED	PROPOSED
Sanitation Director	36	0.00	1.00	1.00	1.00
Foreman	14	0.00	1.00	1.00	1.00
Sanitation & Fleet Coordinator	13	1.00	1.00	1.00	1.00
Truck Driver	11	5.00	4.00	4.00	4.00
Senior Sanitation Worker	8	2.00	2.00	2.00	2.00
Sanitation Worker	6	8.00	8.00	8.00	8.00
TOTAL POSITIONS		16.00	17.00	17.00	17.00

SIGNIFICANT BUDGET CHANGES:	Strategic Plan #	Cost
2012 Freightliner Rear Loader Garbage Truck		\$ 142,133
Transfer to General Fund for FMTD Project (Difference between FY11 and FY12)		\$ (450,000)
1012 Freightliner Printice Knuckle Boom Loader		\$ 148,000
Refuse Bags		\$ 44,512
Building Construction		\$ (192,432)
Transfers to other Funds		\$ (650,000)
Depr. For Equipment Replacement		\$ 35,282
Waste Disposal Fees		\$ 8,500
Interfund Charges		\$ 12,339

PERFORMANCE MEASURES:	Strategic Plan #	FY2009-10	FY2010-11	FY2011-12
INPUT / DEMAND				
Citizen service request completed (Bulk, Brush)	N/A	3633	2860	2889
Programmed pickup (residential pickups)	N/A	8900	8937	8937
Programmed curbside recycling pick ups	N/A	981	1054	1100
OUTPUT / WORKLOAD				
Citizen service request completed	N/A	2100	2860	2889
Programmed pickup completed within scheduled cycle	1.2	8900	8937	8937
EFFICIENCY / IMPACT				
Total pounds of household garbage picked up	N/A	17,902,000	17,240,000	17,412,400
Total pounds of bulk debris picked up (programmed)	N/A	3,201,520	3,302,400	3,335,424
EFFECTIVENESS / OUTCOME				
Citizen satisfaction	1.2	96%	96%	96%
Programmed pickup completed within scheduled cycle	1.2	98%	98%	98%
Programmed pickup bulk debris within programmed cycle	1.2	100%	100%	100%

	2007-2008	2008-2009	2009-2010	2011	2011	2012
	ACTUAL	ACTUAL	ACTUAL	CURRENT BUDGET	PROJECTED YEAR END	REQUESTED BUDGET
SOLID WASTE FUND						
REVENUES						
1-000- 207 COMMERCIAL HAULER LICENSE	0	0	1,500	1,500	1,500	1,500
1-000- 421 GARBAGE FEES	1,803,887	1,812,728	1,823,909	1,851,612	1,867,135	1,885,806
1-000- 424 RECYCLING FEES	0	0	22,371	22,424	30,800	31,000
1-000- 427 SALE OF SACKS	16,940	16,519	12,214	10,000	10,200	11,000
1-000- 432 BRUSH PICK-UP	68,482	51,002	52,150	50,000	51,000	50,000
1-000- 433 SPECIAL PICK-UP	38,377	27,614	20,274	30,000	21,200	25,000
1-000- 437 SALE OF GOODS - CARTS	0	0	32,739	1,650	4,500	2,000
1-000- 438 HAZ MAT VOUCHER REVENUES	0	47	0	0	0	0
1-000- 601 INTEREST INCOME	53,008	10,857	3,865	3,500	3,385	2,000
1-000- 604 SALE OF FIXED ASSETS	-109	50,000	0	0	0	0
1-000- 605 ROYALTIES	0	281,006	595,666	700,000	495,346	420,000
1-000- 651 MISCELLANEOUS	2,627	858	763	500	600	500
TOTAL REVENUES	1,983,212	2,250,631	2,565,451	2,671,186	2,485,666	2,428,806

SOLID WASTE / BRUSH COLLECTION

EXPENDITURES

PERSONNEL SERVICES

2-443- 101 SALARIES OF REGULAR EMPLOYEES	464,836	449,643	524,595	553,722	576,125	558,114
2-443- 102 OVERTIME	20,164	16,715	14,891	16,731	16,500	19,800
2-443- 103 EDUCATION/CERTIFICATION PAY	130	130	125	130	130	130
2-443- 104 SALARY PACKAGE	0	0	0	40,974	0	34,243
2-443- 107 GROUP HEALTH/LIFE BENEFITS	80,884	72,140	82,958	103,810	97,764	102,555
2-443- 108 FICA	34,862	34,083	41,313	44,060	44,475	44,256
2-443- 109 RETIREMENT	61,733	71,165	98,713	94,887	93,855	96,553
2-443- 110 WORKERS COMPENSATION	23,126	25,039	25,677	33,295	25,878	16,070
2-443- 111 TEC	1,636	1,071	3,525	4,708	2,100	4,590
2-443- 112 LONGEVITY	4,190	3,788	4,464	5,356	4,868	5,460
TOTAL PERSONNEL SERVICES	691,561	673,774	796,261	897,673	861,695	881,771

OPERATING SUPPLIES

2-443- 202 GENERAL OFFICE SUPPLIES	1,281	698	1,120	975	975	975
2-443- 204 COMPUTERS & OFFICE EQUIPMENT	84	847	0	0	0	0
2-443- 205 RADIO & COMMUNICATION EQUIP	72	227	128	1,575	1,575	375
2-443- 215 FOOD/MEAL EXPENSE	1,328	1,155	1,022	875	875	875
2-443- 216 REFUSE BAGS	90,455	105,730	86,770	70,988	75,000	115,500
2-443- 217 JANITORIAL SUPPLIES	475	447	406	500	500	500
2-443- 218 MEDICAL/LABORATORY SUPPLIES	0	0	70	200	200	200
2-443- 219 UNIFORMS/PROTECTIVE CLOTHING	5,124	5,362	4,200	4,500	4,500	4,500
2-443- 220 VEHICLE/EQUIP FUEL & OIL	86,628	57,316	77,730	107,000	107,000	107,880
2-443- 221 VEHICLE/EQUIP PARTS & LABOR	40,224	36,390	43,349	62,468	70,000	55,000
2-443- 229 MISCELLANEOUS SUPPLIES	1,094	1,849	1,835	1,300	2,500	2,500
2-443- 235 BUILDING MAINTENANCE SUPPLIES	2,613	784	164	1,000	1,000	1,000
2-443- 281 SMALL TOOLS & EQUIPMENT	187	35	154	200	200	200
2-443- 282 RECYCLING CARTS	0	0	72,527	0	0	0
TOTAL OPERATING SUPPLIES	229,565	210,840	289,475	251,581	264,325	289,505

	2007-2008	2008-2009	2009-2010	2011	2011	2012
	ACTUAL	ACTUAL	ACTUAL	CURRENT	PROJECTED	REQUESTED
				BUDGET	YEAR END	BUDGET
CONTRACTUAL SERVICES						
2-443- 304 MEDICAL SERVICES	780	760	1,240	450	450	450
2-443- 305 SEMINARS & TRAINING	0	49	474	900	900	900
2-443- 306 OTHER PROFESSIONAL SERVICES	0	143,168	3,180	0	0	0
2-443- 308 TELEPHONE/COMMUNICATION SVCS	1,433	1,729	1,749	3,000	3,000	3,000
2-443- 309 POSTAGE	0	104	3,252	5,100	5,100	5,100
2-443- 311 TRAVEL EXPENSE	0	0	462	1,200	1,200	1,200
2-443- 314 PRINTING & BINDING	0	0	3,347	5,000	5,000	5,000
2-443- 318 INSURANCE	9,099	10,851	11,268	18,150	11,200	18,150
2-443- 319 UTILITY SERVICES	3,768	2,950	2,979	4,800	4,800	4,800
2-443- 321 R & M OF RADIO & COMM EQUIP	0	0	327	700	700	700
2-443- 324 R&M OF OFFICE EQUIPMENT	0	587	570	600	600	650
2-443- 326 OFFICE & COPY EQUIPMENT RENTAL	0	0	0	500	500	500
2-443- 328 OTHER RENTAL	0	0	2,339	4,500	2,503	2,500
2-443- 330 DUES/MEMBERSHIPS	0	0	131	350	350	350
2-443- 338 RECYCLING SERVICES	116,734	160,017	3,551	8,000	2,500	2,500
TOTAL CONTRACTUAL SERVICES	131,814	320,215	34,869	53,250	38,803	45,800
CAPITAL OUTLAY						
2-443- 403 BUILDINGS	0	0	0	192,432	192,432	0
2-443- 410 MOTOR VEHICLES	0	0	0	0	0	142,133
2-443- 420 OTHER EQUIPMENT	0	0	0	7,532	7,531	148,000
TOTAL CAPITAL OUTLAY	0	0	0	199,964	199,963	290,133
TOTAL SOLID WASTE / BRUSH COLLECTION	1,052,940	1,204,829	1,120,605	1,402,468	1,364,786	1,507,209
NON-DEPARTMENTAL EXPENDITURES						
CONTRACTUAL SERVICES						
2-905- 332 INTER-FUND SERVICE CHARGES	119,307	132,628	137,251	144,215	144,215	156,554
2-905- 337 WASTE DISPOSAL FEES	175,318	195,366	162,791	203,677	180,000	188,500
2-905- 343 TRANS TO GENERAL FUND	350,000	350,000	350,000	1,350,000	1,350,000	750,000
2-905- 347 TRANSFER TO OTHER FUNDS	0	0	0	500,000	500,000	0
2-905- 350 OPEB CONTRIBUTION	0	28,257	30,081	28,257	30,081	30,081
2-905- 356 DEPRECIATION EXPENSE	214,764	86,172	121,454	86,172	86,172	121,454
TOTAL CONTRACTUAL SERVICES	859,389	792,423	801,577	2,312,321	2,290,468	1,246,589
TOTAL NON-DEPARTMENTAL	859,389	792,423	801,577	2,312,321	2,290,468	1,246,589
TOTAL SOLID WASTE	1,912,329	1,997,252	1,922,182	3,714,789	3,655,254	2,753,798

PERMANENT LIBRARY FUND

On September 11, 1980 the City of Weatherford approved Resolution 1980-T which accepted an offer from James and Dorothy Doss for 1.55 acres of land to be conveyed to the State of Texas for the proceeds of \$50,000 that was to be held by the City in trust for perpetuity and the interest income from the trust to be used toward the goals of the Weatherford Public Library.

Budgeted revenues for the Permanent Library Fund consist of interest earned on the \$50,000 Doss Trust. Expenditures are transfers to the Library special revenue fund for supplies and new library equipment as recommended by the Library Board. This fund is accounted for with the modified accrual basis of accounting.

**City of Weatherford
2011-2012 Program of Services**

**JAMES & DOROTHY DOSS PERMANENT LIBRARY FUND (15)
Retain Permanent \$50,000**

	Actual 2008-09	Actual 2009-10	Approved 2010-11	Amended 2010-11	Proposed 2011-12
<u>Revenues</u>					
601-Interest Income	457	100	100	72	100
Total Revenues	457	100	100	72	100
<u>Expenditures</u>					
Library Equipment, Materials, Supplies	-	-	-	-	-
Transfer to Library Revenue Fund	7,294	1,899	457	457	100
Total Expenditures	7,294	1,899	457	457	100
Revenues Over (Under) Expenditures	(6,837)	(1,799)	(357)	(385)	-
Beginning Fund Balance	59,194	52,357	50,536	50,558	50,173
Ending Fund Balance	52,357	50,558	50,179	50,173	50,173

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APPENDIX A

SCHEDULE OF COUNCIL DECISION PACKAGES

General Fund Supplemental Vehicle/Equipment Replacement Requests

	FTE POSITION	STRATEGIC PLAN #	SUPPLEMENTAL	ONE-TIME	TOTAL	FUNDED
City Council						
Contingency Funds		Open for All	\$ -	\$ 10,000	\$10,000	\$10,000
Total			\$ -	\$ 10,000	\$10,000	\$10,000
City Administration						
2011 Ford Focus or Similar Vehicle		1.2	\$ -	\$ 15,000	\$15,000	\$15,000
Total			\$ -	\$ 15,000	\$15,000	\$15,000
Planning & Development						
Contract Labor Building Inspector II		1.1	\$ -	\$ 54,283	\$54,283	\$54,283
Total			\$ -	\$ 54,283	\$54,283	\$54,283
Human Resources/Risk Management						
PT Office Assistant	0.5	1.3	\$ 11,857	\$ -	\$11,857	\$0
Handheld Fire Extinguisher		Compliance	\$ 10,000	\$ -	\$10,000	\$10,000
Inspections of Fire Alarms and Sprinklers		Compliance	\$ 2,000	\$ -	\$2,000	\$2,000
Total			\$ 23,857	\$ -	\$23,857	\$12,000
Finance Administration						
Records Retention System		1.2	\$ -	\$ 23,450	\$23,450	\$ 23,450
Total			\$ -	\$ 23,450	\$23,450	\$ 23,450
Field Operations/Inspections						
Chevrolet 4X4 Pickup 1500 Crew Cab		1.2	\$ -	\$ 26,113	\$26,113	\$26,113
Total			\$ -	\$ 26,113	\$26,113	\$26,113
Traffic Control						
MUTCD Compliance Program		4.3	\$ 20,000	\$ -	\$20,000	\$20,000
Total			\$ 20,000	\$ -	\$20,000	\$20,000
Facilities Maintenance						
Contract Labor PT Custodian		1.2	\$ -	\$ 11,731	\$11,731	\$11,731
Contract Labor FT Custodian		1.2	\$ -	\$ 35,282	\$35,282	\$35,282
Refurbish Front Steps at City Hall		5.5	\$ -	\$ 5,000	\$5,000	\$5,000
Painting Interior of City Hall		2.1	\$ -	\$ 30,000	\$30,000	\$30,000
Performance Contract Improvements		5.5	\$ -	\$ 1,013,727	\$1,013,727	\$0
Total			\$ -	\$ 1,095,740	\$1,095,740	\$82,013
Public Works						
Briarwood Drainage Engineering & Permits		1.2	\$ -	\$ 600,000	\$600,000	\$0
Total			\$ -	\$ 600,000	\$600,000	\$0
Streets						
Dura Patcher Injection Patching System		4.3	\$ -	\$ 121,000	\$121,000	\$121,000
Drainage Improvement Program		4.2	\$ 100,000	\$ -	\$100,000	\$100,000
Pavement Condition Survey		4.3	\$ -	\$ 40,000	\$40,000	\$0
Total			\$ 100,000	\$ 161,000	\$261,000	\$221,000
First Monday						
ATV/Motorized Vehicle for Grounds		1.1	\$ 400	\$ 8,000	\$8,400	\$8,400
Advertising & Marketing Funds		3.1	\$ 3,000	\$ -	\$3,000	\$3,000
PT Staff Member	0.5	1.1	\$ 4,168	\$ -	\$4,168	\$4,168
Trash Barrels		6.1	\$ 1,200	\$ -	\$1,200	\$1,200
Restroom Supplies		6.1	\$ 1,200	\$ -	\$1,200	\$1,200
First Monday Improvement Transfer from SW		6.1	\$ -	\$ 400,000	\$400,000	\$400,000
Total			\$ 9,968	\$ 408,000	\$417,968	\$417,968

General Fund Supplemental Vehicle/Equipment Replacement Requests

	FTE POSITION	STRATEGIC PLAN #	SUPPLEMENTAL	ONE-TIME	TOTAL	FUNDED
Parks & Properties						
Cherry Park Pool Hydro-Washing		6.1	\$ -	\$ 15,000	\$15,000	\$15,000
Hike and Bike Maintenance Vehicle		6.1	\$ 400	\$ 8,000	\$8,400	\$8,400
City Hall Atrium Renovation		6.1	\$ -	\$ 6,000	\$6,000	\$6,000
Soldier Springs Park Lighting		1.2	\$ -	\$ 100,000	\$100,000	\$0
Cemetery Mowing		6.1	\$ -	\$ 20,000	\$20,000	\$20,000
Highway Mowing		6.1	\$ -	\$ 75,000	\$75,000	
Contractual Services		1.3	\$ -	\$ 20,000	\$20,000	\$20,000
Total			\$ 400	\$ 244,000	\$244,400	\$69,400
Recreation						
Annual Trout Fishing Event		1.1	\$ 1,325	\$ -	\$1,325	\$1,325
Weatherford Fall Festival		1.1	\$ 3,000	\$ -	\$3,000	\$3,000
Holland Lake Ball field Concessions		5.1	\$ 9,527	\$ 3,000	\$12,527	\$12,527
Park Ranger		6.1	\$ 25,092	\$ -	\$25,092	
Overtime for Special Event Workers		2.4	\$ 1,914	\$ -	\$1,914	\$1,914
Total			\$ 40,858	\$ 3,000	\$43,858	\$18,766
Police						
FT Police Officer - Partial Year Funding	1.0	1.2	\$ 61,385	\$ 7,233	\$68,618	\$34,309
FT Police Telecommunications Officers	2.0	1.2	\$ 91,350	\$ -	\$91,350	\$91,350
FT Police Investigator - Partial Year Funding	1.0	1.2	\$ 61,385	\$ 7,233	\$68,618	\$34,309
Police Special Crimes Vehicle Lease		1.2	\$ 24,000	\$ -	\$24,000	Seizure Fund
1/2 of Crime Analyst Position with PCSO		1.2	\$ 34,615	\$ -	\$34,615	Seizure Fund
Replace Carpet in the PD Offices		1.2	\$ -	\$ 8,466	\$8,466	\$8,466
Replace Cabinet Top and Faucet in Break room		1.2	\$ -	\$ 1,000	\$1,000	\$1,000
Full-Size 4 Door Police Package Sedan		1.2	\$ -	\$ 37,000	\$37,000	Seizure Fund
Full-Size 4 Door Police Package Sedan		1.2	\$ -	\$ 37,000	\$37,000	\$37,000
Full-Size 4 Door Police Package Sedan		1.2	\$ -	\$ 37,000	\$37,000	\$37,000
Mid-Size 4 Door Unmarked Sedan		1.2	\$ -	\$ 18,500	\$18,500	\$18,500
Mid-Size 4 Door Unmarked Sedan		1.2	\$ -	\$ 18,500	\$18,500	\$18,500
Mid-Size 4 Door Unmarked Sedan		1.2	\$ -	\$ 18,500	\$18,500	\$18,500
Retiree Payout		2.1	\$ -	\$ 61,344	\$61,344	\$61,344
Total			\$ 272,735	\$ 251,776	\$524,511	\$360,278
Animal Control						
Professional Animal Control Services		1.2	\$ -	\$ 30,000	\$30,000	\$30,000
Total			\$ -	\$ 30,000	\$30,000	\$30,000
Environmental Health						
Contract Labor for Health Inspector		1.2	\$ -	\$ 15,000	\$15,000	\$15,000
Total			\$ -	\$ 15,000	\$15,000	\$15,000

General Fund Supplemental Vehicle/Equipment Replacement Requests

	FTE POSITION	STRATEGIC PLAN #	SUPPLEMENTAL	ONE-TIME	TOTAL	FUNDED
Fire						
Seminars & Training		2.2	\$ 18,000	\$ -	\$18,000	\$18,000
Mandatory Certifications/Increased Fees		2.2	\$ 6,000	\$ -	\$6,000	\$6,000
Medical Supplies		5.5	\$ 13,000	\$ -	\$13,000	\$13,000
4 Heart Monitors		5.5	\$ -	\$ 25,750	\$25,750	\$25,750
Promotional Testing & Assessments		2.2	\$ -	\$ 5,500	\$5,500	\$5,500
Motorola XTL 2500 Radio		5.5	\$ -	\$ 3,400	\$3,400	\$3,400
Rescue Equipment and Airbags		5.5	\$ -	\$ 15,000	\$15,000	\$15,000
4 Gas Meter Detectors		5.5	\$ -	\$ 4,000	\$4,000	\$4,000
Step Plan (Phase 1 of 3)		5.5	\$ 22,959	\$ -	\$22,959	
Furnishings and Appliances		5.5	\$ -	\$ 7,550	\$7,550	\$7,550
Repairs/Maintenance to WFD Admin Office		5.5	\$ -	\$ 2,500	\$2,500	\$2,500
Clown Troupe		2.4	\$ -	\$ 13,000	\$13,000	
Hydrant Marker Program (Phase 1 of 3)		5.5	\$ 2,000	\$ -	\$2,000	\$2,000
Hydrocarbon Detector Unit		5.5	\$ -	\$ 1,500	\$1,500	\$1,500
Pierce/PUC Rescue Pumper		1.2	\$ -	\$ 145,000	\$145,000	\$80,000
Dodge Ram 2500		1.2	\$ -	\$ 45,000	\$45,000	\$45,000
Retiree Payout		2.1	\$ -	\$ 24,189	\$24,189	\$24,189
Total			\$ 61,959	\$ 292,389	\$354,348	\$253,389
Municipal Court						
PT Deputy Court Clerk	0.5	1.2	\$ 14,467	\$ -	\$14,467	\$14,467
Total			\$ 14,467	\$ -	\$14,467	\$14,467
Technical Services						
Enterprise Document Management Solution (1A)		1.2	\$ -	\$ 500,000	\$500,000	
* OR Phase In Enterprise Document Management Solution (1B)			\$ -	\$ 175,000	\$175,000	\$175,000
* Granicus Solution		1.2	\$ 12,300	\$ 61,500	\$73,800	\$73,800
* Fire MDT Air Cards		2.1	\$ -	\$ 3,200	\$3,200	\$3,200
* Inspection Mobility		5.5	\$ 600	\$ 2,000	\$2,600	\$2,600
* Municipal Community Services Cisco Phones		5.5	\$ -	\$ 4,200	\$4,200	\$4,200
* Chandor Gardens Wireless Phone System		5.5	\$ -	\$ 3,650	\$3,650	\$3,650
* Animal Shelter Camera System		5.5	\$ -	\$ 16,400	\$16,400	\$16,400
Hike and Bike Trail Camera System		1.2	\$ -	\$ 120,000	\$120,000	
San Storage System		1.2	\$ -	\$ 85,000	\$85,000	\$42,500
* Consumer Health Software		1.2	\$ -	\$ 34,400	\$34,400	\$15,000
* Fire House Software		1.2	\$ -	\$ 14,000	\$14,000	\$14,000
* Panasonic Toughbooks		1.2	\$ -	\$ 100,000	\$100,000	\$100,000
Subtotal General Fund with 1A			\$ 12,900	\$ 944,350	\$ 957,250	\$ 450,350
Subtotal General Fund with 1B			\$ 12,900	\$ 619,350	\$632,250	
Non-departmental						
Sales Tax Audit of Reporting Businesses		5.1	\$ 3,500	\$ -	\$3,500	\$3,500
Downtown Restroom Facility		1.3	\$ -	\$ 175,000	\$175,000	
Freedom House		1.2	\$ -	\$ 15,000	\$15,000	\$15,000
Parker County Committee on Aging		1.2	\$ -	\$ 30,000	\$30,000	\$30,000
Crossroads Youth Ministries of Parker County		1.2	\$ -	\$ 25,000	\$25,000	
Transfer to Utilities		1.2	\$ -	\$ 779,023	\$779,023	\$0
Transfer to Chandor		1.2	\$ 35,753	\$ -	\$35,753	\$35,753
Total			\$ 39,253	\$ 1,024,023	\$1,063,276	\$84,253
Grand Total						\$ 2,177,730

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APPENDIX B
PERSONNEL SCHEDULE

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**City of Weatherford
2011-2012 Personnel Schedule***

	Positions			Seasonal/	Position
	Full-Time	On Hold	Part-Time	Temporary	Total
General Government					
<i>City Council</i>	0	0	5	0	5
<i>City Administration</i>	4.5	0	0	0	4.5
<i>Economic Development</i>	2	0	0	0	2
<i>Planning & Development</i>	8	1	0	0	9
<i>Human Resources</i>	3	0	0	0	3
<i>City Attorney</i>	0	0	1	0	1
Finance					
<i>Administration</i>	2	0	0	0	2
<i>Accounting</i>	4	0	0	0	4
<i>Municipal Court</i>	5	0	1	1	7
Special Projects					
<i>Administration</i>	1	0	0	0	1
<i>Public Market</i>	0	0	0	0	0
<i>Facilities Maintenance</i>	5	1	4	0	10
<i>Environmental Health</i>	1	0	0	0	1
Municipal & Community Services					
<i>Animal Control</i>	8	0	0	0	8
<i>Code / Health Services</i>	2	0	1	0	3
<i>Vehicle/Equip. Maintenance</i>	2	0	0	0	2
Transportation & Public Works					
<i>Administration</i>	5.5	0	0	0	5.5
<i>Field Services</i>	2	0	0	0	2
<i>Traffic Control</i>	2	0	0	0	2
<i>Street Maintenance</i>	11	5	0	0	16
<i>Parks</i>	9	5	1	3	18
Technical Services					
<i>Technical Svcs (Split 7 Positions with Utility Fund)</i>	3.5	0	0	0	3.5
Parks & Recreation					
<i>First Monday</i>	1	0	5	0	6
<i>Recreation</i>	2.5	0.5	0	32	35
Police					
<i>Police Services</i>	77	0	8	0	85
Fire					
	57	0	0	0	57
Public Library					
	11	1	8	0	20
TOTAL (GENERAL FUND)					
	229	13.5	34	36	312.5
Solid Waste Enterprise					
<i>Sanitation/Brush</i>	17	0	0	0	17
Capital Projects					
<i>TxDOT</i>	0.5	0	0	0	0.5
Hotel Occupancy Tax Fund					
<i>Main Street</i>	1	0	0	0	1
Chandor Gardens Fund					
<i>Chandor Gardens</i>	4	0	5	0	9
TOTAL (ALL FUNDS)					
	251.5	13.5	39	36	340

City Attorney Contract Labor

*This report shows actual positions. Divisional Summaries presented in this document show Full Time Equivalents.

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APPENDIX C

TRANSFER CALCULATION

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**City of Weatherford
2011-12 Annual Budget**

RETURN ON INVESTMENT TRANSFER CALCULATION

As Adopted by City Council June 14, 2011

	Estimated Volume	Rate of Return Per Unit Sold	Estimated Transfer
2011-12 Electric KWH Sales	361,371,434	\$0.0056	\$2,023,680
2011-12 Water (1,000 Gal.) Sales	1,223,899	\$0.2469	\$302,181
2011-12 Wastewater (1,000 Gal.) Treated	787,114	\$0.2716	\$213,780
			<u>\$2,539,641</u>

GROSS RECEIPTS CHARGE CALCULATION

As Adopted by City Council June 14, 2011

	Estimated Volume	Gross Receipts Per Unit Sold	Estimated Transfer
2011-12 Electric KWH Sales	361,371,434	\$0.0044	\$1,590,034
2011-12 Water (1,000 Gal.) Sales	1,223,899	\$0.2223	\$272,073
2011-12 Wastewater (1,000 Gal.) Treated	787,114	\$0.1975	\$155,455
			<u>\$2,017,562</u>

STREET MAINTENANCE TRANSFER CALCULATION

As Adopted by City Council March 13, 2006

	Estimated Volume	Transfer Per Unit Sold	Estimated Transfer
2011-12 Commercial/Industrial Water (cubic ft)	2,000,000	\$ 0.0100	\$20,000

ADMINISTRATIVE SERVICES TRANSFER CALCULATION

DEPARTMENT	PROPOSED BUDGET	PERCENT ALLOCATED	ALLOCATED AMOUNT	TRANSFER ALLOCATION BASED ON SYSTEM REVENUES & DIRECT EXPENDITURES		
Administration	691,278	45.0%	\$ 311,075	Electric	76%	\$601,852
Human Resources	314,918	50.0%	157,459	Water	15.50%	\$123,383
Finance Administration	228,999	50.0%	114,500	Wastewater	8.86%	\$70,529
Accounting / Purchasing	245,287	50.0%	122,644			<u>795,763</u>
Audit Services	63,000	50.0%	31,500			
Fleet Services	166,221	0.0%	0			
City Attorney	141,490	50.0%	70,745			
Economic Development	215,000	50.0%	107,500			
City Hall (3,628 sf)	(65,304)	100.0%	(65,304)			
IT Space @ Srvc Cntr (1,760 sf)	(31,680)	50.0%	(15,840)			
Graduate Engineer	(96,290)	40.0%	(38,516)			
	<u>\$ 1,872,919</u>		<u>\$ 795,763</u>			

SUMMARY - ALL TRANSFERS

	ACTUAL 2008-09	ACTUAL 2009-10	PROJECTED 2010-11	PROPOSED 2011-12	INCREASE/ (DECREASE)
Gross Receipts Fee	1,883,390	1,975,255	\$2,031,680	\$2,017,562	(\$14,118)
Administrative Services	813,051	378,894	299,855	795,763	\$495,908
Return on Investment	2,375,252	2,464,257	2,553,509	2,539,641	(\$13,868)
Total Transfers	<u>5,071,693</u>	<u>4,818,406</u>	<u>4,885,044</u>	<u>5,352,966</u>	<u>\$467,922</u>
TRANSFERS AS % OF REVENUES	8.59%	10.33%	10.38%	9.73%	-0.64%

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APPENDIX D

BUDGET/TAX ORDINANCES

ORDINANCE NO. 544-2011-25

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WEATHERFORD, TEXAS, ADOPTING AN AMENDED BUDGET FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2011, AND MAKING APPROPRIATIONS FOR THE SEVERAL DEPARTMENTS FOR SAID YEAR IN ACCORDANCE WITH THE CHARTER AND ORDINANCES OF THE CITY OF WEATHERFORD, TEXAS AND THE LAWS OF THE STATE OF TEXAS; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT; AND PROVIDING A SAVINGS CLAUSE.

Whereas, The City Council finds that all provisions pertaining to the adoption of a budget contained in the City Charter and Ordinances of said City, and the laws of the State have been in all things complied with, and

Whereas, after full and final consideration, the City Council is of the opinion that the revised budget should be approved and adopted, and that appropriations for the several departments for said fiscal year should be amended as proposed.

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

Section 1: That the revised budget estimate of the expenditures of the City of Weatherford, Texas, for conducting the affairs thereof for the fiscal year ending September 30, 2011 be and the same is, in all things adopted and approved as the amended budget estimate of all current expenses and fixed charges against said city for the fiscal year ending September 30, 2011.

Section 2: That there be, and hereby are appropriated the following sums of money for each of the designated departments, purposes, and uses for the current year ending September 30, 2011, being within and as provided in said budget, to-wit:

GENERAL FUND	Adopted	Adjustment	Amended
City Council	74,365	(23,775)	50,590
Administration	603,396	11,042	614,438
Economic Development	181,168	3,107	184,275
Planning & Development	715,840	1,530	717,370
Human Resources	313,992	12,430	326,422
Finance – Administration	220,994	9,531	230,525
Finance – Accounting/Purchasing	243,647	9,377	253,024
Public Works - Administration	345,237	9,637	354,874
Public Works - Field Services	113,846	4,089	117,935
Public Works - Traffic Control	161,820	1,242	163,062
Community Development - Administration	141,342	2,399	143,741
Sanitation -Vehicle/ Equipment Maintenance	166,277	2,003	168,280
Community Development - Street Maintenance	1,849,763	(62,041)	1,787,722
First Monday	956,129	(2,264)	953,865

Community Development - Public Market	3,350	(842)	2,508
Parks	780,337	20,900	801,237
Recreation	346,059	(16,354)	329,705
Community Development - Facilities Maintenance	610,467	(15,369)	595,098
Police Services	6,877,999	157,630	7,035,629
Community Development - Animal Control	604,929	55,466	660,395
Community Dev. - Code and Health Services	215,657	676	216,333
Fire Protection	4,677,342	186,900	4,864,242
City Attorney	136,610	(120)	136,490
Finance - Municipal Court	308,804	8,140	316,944
Public Library	1,025,598	6,511	1,032,109
Library Grants	66,724	(520)	66,204
Bad Debt Expense	3,000	-	3,000
Parker County Appraisal District	128,972	-	128,972
Audit Services	56,000	(5,540)	50,460
Parker County Committee on Aging	30,000	-	30,000
Rape Crisis / Freedom House	15,000	-	15,000
Weatherford Economic Development Authority	215,400	-	215,400
OPEB Contribution	414,901	-	414,901
Other Non-Departmental	833,675	(600,000)	233,675
Transfer to Other Funds	64,564	-	64,564
Total General Fund Expenditures and Transfers	23,503,204	(224,215)	23,278,989

SOLID WASTE FUND **3,714,789** **3,714,789**

CAPITAL PROJECT FUNDS in addition to prior year construction in progress unused and appropriated capital budget rolling forward.

General Capital Projects Fund	525,000		525,000
Park Development Fund	133,737		133,737
Series 2007 C.O. Fund	505,442		505,442
Series 2006 C.O. Fund	352,624	1,027	353,651
Series 2007 G.O.Fund	933,077	(158)	932,919
Series 2008 C.O. Fund			

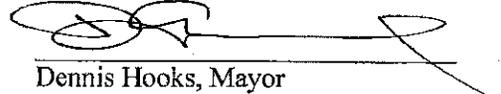
	820,516	(2,194)	818,322
Series 2011 C.O. Fund	-	89,895	89,895
GENERAL DEBT SERVICE FUND	4,207,303	94,981	4,302,284
SPECIAL REVENUE FUNDS			
State Forfeiture Fund	15,000		15,000
Federal Forfeiture Fund	251,000		251,000
Hotel/Motel Tax Fund	541,850	2,571	544,421
TCDP - SFX Grant Fund	22,368		22,368
TCDP - Weatherford Aerospace Grant Fund	13,875		13,875
Chandor Gardens Fund	284,085	(4,849)	279,236
Animal Shelter Fund	30,000		30,000
Library Special Revenue Fund	10,000		10,000
Municipal Court Technology Fund	23,000	5,392	28,392
Municipal Court Building Security Fund	30,413		30,413
Juvenile Case Manager Fund	17,105	(4,358)	12,747
Weatherford Beautification Fund	2,396	(2,396)	-
Doss Permanent Fund	457		457

for the reasonable and proper expenditures of so much of each of said sum as aforesaid itemized, not in excess of the amounts designated, as may be necessary for the operation of said Departments, purposes and uses, by the persons and in the manner provided and authorized by laws.

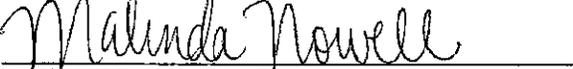
Section 3: If any section, subsection, paragraph, sentence, clause, phrase or word of this ordinance or the application thereof to any person or circumstance is held invalid or unconstitutional, such holding shall not affect the validity of the remaining portions of this ordinance, and the City Council hereby declares that it would have passed such remaining portion despite such invalidity or unconstitutionality.

The foregoing ordinance was introduced, read, approved, passed and adopted by the City Council of the City of Weatherford, Texas, at it's meeting on the 27th day of September, 2011, by the following vote: Ayes 5 No 0

CITY OF WEATHERFORD, TEXAS


Dennis Hooks, Mayor

ATTEST:


Malinda Nowell, City Secretary

APPROVED AS TO FORM:


Ed Zellers, City Attorney

ORDINANCE 545-2011-26

AN ORDINANCE ADOPTING AN ANNUAL PROGRAM OF SERVICES (BUDGET) FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2012, AND MAKING APPROPRIATIONS FOR THE SEVERAL DEPARTMENTS FOR SAID YEAR IN ACCORDANCE WITH THE CHARTER AND ORDINANCES OF THE CITY OF WEATHERFORD, TEXAS AND THE LAWS OF THE STATE OF TEXAS; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING A SAVINGS CLAUSE.

WHEREAS, the City Manager of the City of Weatherford has submitted an Annual Program of Services (Budget) proposal to the City Council setting forth the estimated revenues and expenditures of said City as required by the City Charter and Ordinances of the City of Weatherford, Texas, and

WHEREAS, the City Council finds that all provisions pertaining to the adoption of an Annual Program of Services (budget) contained in the City Charter and Ordinances of said City, and the laws of the State have been in all things complied with, and

WHEREAS, after full and final consideration, the City Council has determined that the Annual Program of Services (Budget) should be approved and adopted, and that appropriations for the several departments for said fiscal year should be adopted as proposed:

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

Section 1: That the Annual Program of Services (Budget) estimate of the revenue of the City of Weatherford, Texas, and the expenses of conducting the affairs thereof for the fiscal year ending September 30, 2012, as submitted to the City Council by the City Manager of said City and adjusted by City Council, be and the same is, in all things adopted and approved as the budget estimate of all current expenses and fixed charges against said City for the fiscal year ending September 30, 2012.

Section 2: That there be, and hereby are appropriated the following sums of money for each of the designated departments, purposes, and uses for the fiscal year ending September 30, 2012, being within and as provided in said Annual Program of Services (Budget), to-wit:

GENERAL FUND

City Council	89,350
Administration	706,278
Economic Development	181,602
Planning & Development	754,922
Human Resources	326,918
Finance – Administration	252,449
Finance – Accounting/Purchasing	245,287

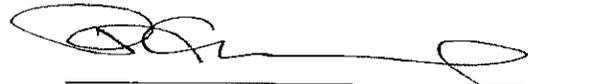
Public Works - Administration	550,572
Public Works - Field Services	139,548
Public Works - Traffic Control	184,926
Special Projects - Administration	140,512
Municipal & Community Services - Vehicle/ Equipment Maintenance	166,221
Street Maintenance	2,166,932
First Monday	518,161
Special Projects - Public Market	3,400
Parks	863,570
Recreation	352,632
Special Projects - Facilities Maintenance	1,580,795
Technical Services	1,190,911
Police Services	7,396,990
Municipal & Community Services - Animal Control	692,684
Municipal & Community Services - Code Enforcement	190,739
Special Projects - Environmental Health	92,269
Fire Protection	5,044,176
City Attorney	141,490
Finance - Municipal Court	343,692
Public Library	1,045,596
Library Grants	71,803
Bad Debt Expense	5,000
Parker County Appraisal District	132,040
Audit Services	66,500
Parker County Committee on Aging	30,000
Rape Crisis / Freedom House	15,000
Weatherford Economic Development Authority	215,000
OPEB Contribution	414,901
Other Non-Departmental	705,234
Transfer to Other Funds	196,068
Total General Fund Expenditures and Transfers	<u>27,214,168</u>
SOLID WASTE FUND	2,753,798
CAPITAL PROJECT FUNDS in addition to prior year construction in progress unused and appropriated capital budget rolling forward.	
General Capital Projects Fund	1,465,315
Park Development Fund	65,000
Series 2011 C.O. Fund	8,298,622
GENERAL DEBT SERVICE FUND	5,175,186
SPECIAL REVENUE FUNDS	
State Forfeiture Fund	15,000
Federal Forfeiture Fund	250,000
Hotel/Motel Tax Fund	500,722
TCDP - SFX Grant Fund	22,368
TCDP - Weatherford Aerospace Grant Fund	13,875

Chandor Gardens Fund	320,888
Animal Shelter Fund	6,000
Library Special Revenue Fund	18,000
Municipal Court Technology Fund	9,300
Municipal Court Building Security Fund	13,500
Weatherford Beautification Fund	2,396
Doss Permanent Fund	100

for the reasonable and proper expenditures of so much of each of said sum as aforesaid itemized, not in excess of the amounts designated, as may be necessary for the operation of said Departments, purposes and uses, by the persons and in the manner provided and authorized by laws, of the City and the State of Texas.

Section 3: If any section, subsection, paragraph, sentence, clause, phrase or word of this ordinance or the application thereof to any person or circumstance is held invalid or unconstitutional, such holding shall not affect the validity of the remaining portion of this ordinance, and the City Council hereby declares that it would have passed such remaining portion despite such invalidity or unconstitutionality.

The foregoing ordinance was introduced, read, approved, passed and adopted by the City Council of the City of Weatherford, Texas, at it's meeting on the 27th day of September, 2011, by the following vote: Ayes: 5, No: 0.


Dennis Hooks, Mayor

ATTEST:


Malinda Nowell, City Secretary

APPROVED AS TO FORM:


Ed Zellers, City Attorney

ORDINANCE 546-2011-27

AN ORDINANCE LEVYING TAXES FOR THE YEAR A.D. 2011 FOR THE CITY OF WEATHERFORD, TEXAS.

WHEREAS, on August 23, 2011, the City Council of the City of Weatherford, Texas, by vote of five to zero of those present, proposed a property tax rate for the year 2011 of forty-six and thirty-six one-thousandths cents (\$0.4636) upon each one hundred dollar (\$100) valuation of all taxable real and personal property within the City of Weatherford, Texas, and

WHEREAS, the City Council of the City of Weatherford, Texas caused to be published a "Notice of Effective Tax Rate" on August 16, 2011,

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

Section 1. That there shall be levied and collected upon all taxable property in the City of Weatherford, Texas for the year A.D. 2011, a tax of and at the rate of forty-six and thirty-six one-hundredth cents (\$0.4636) on the one hundred dollar (\$100) valuation on all such taxable property for the following purposes to-wit:

First: An ad valorem tax of 29.20 cents on the \$100 valuation for general purposes, said ad valorem tax to be used for maintenance and operation expenditures within the General Fund of the City of Weatherford.

Second: A tax of 17.16 cents on the \$100 valuation for the purpose of paying the interest on and creating a sinking fund to pay the bonded indebtedness of the City of Weatherford, Texas.

Section 2. All current and delinquent tax collections on the 2011 tax levy collected prior to October 1, 2012 shall be deposited as provided in Section 1 of this Ordinance. All interest and penalties and collections of delinquent taxes levied in prior years shall be deposited in the General Fund of the City.

The foregoing ordinance was introduced, read, approved, passed and adopted by the City Council of the City of Weatherford, Texas at its meeting on the 27th day of September, 2011, by the following vote: Ayes 5, Nays 0.

CITY OF WEATHERFORD, TEXAS


Dennis Hooks, Mayor

ATTEST:


Malinda Nowell, City Secretary

APPROVED AS TO FORM:


Ed Zellers, City Attorney

APPENDIX E

FISCAL MANAGEMENT POLICY STATEMENTS



FINANCIAL MANAGEMENT POLICY STATEMENTS

These policy statements were prepared to provide a framework for fiscal decision-making to ensure that financial resources are available to meet the present and future needs of the citizens of Weatherford.

The benefits of a financial policy are:

- Improve and streamline the decision-making process by allowing elected officials and staff to consider approaches to financial management from a long-term perspective.
- Enhanced credibility with the public, investors, and bond rating agencies.
- Provide a sense of continuity as changes occur in elected officials and staff.
- Provide a means for dealing with fiscal emergencies.

Financial policies should be reviewed periodically by the City Council and revised and updated as necessary.

The following are the fiscal objectives of this policy:

- **Revenues:** Design, maintain, and administer revenues that will ensure reliable, equitable, and sufficient amounts to support desired services.
 - A. **Balance and Diversify Revenue Sources:** Maintain a balanced and diversified revenue system to avoid fluctuations in any one source due to changes in economic conditions that adversely impact that source.
 - B. **Property Tax Revenues:** Strive to reduce reliance on property tax revenues by implementation of user fees, economic development, and revenue diversification.
 - C. **User fees:** Establish and collect fees to recover the costs for services that benefit specific users. When feasible, the City shall recover full direct and indirect costs. These fees should be reviewed on a regular basis to calculate full cost recovery levels, compare them with current structures, and recommend adjustments when necessary.
 - D. **Utility/Enterprise Fund Service Fees:** Utility rates shall be set at sufficient levels to recover operating expenditures, meet debt obligations, provide funding for capital improvements, and provide an adequate level of working capital.

- E. Administrative Service Charges: An annual administrative service charges due to or from the General Fund from enterprise and special revenue funds for overhead and staff support shall be established.
 - F. Revenue Estimates for Budgeting: A conservative, objective, and analytical approach shall be used when preparing revenue estimates. This should include an analysis of probable economic changes, historical collection rates, and trends in revenues. This should maintain a stable level of services, and reduce the probability of actual revenues being short of budget estimates.
 - G. Revenue Collection: The revenue system should be as simple as possible in order to expedite payments. Since a revenue should exceed the cost of producing it, administrative costs should be controlled and reduced as much as possible. The City shall pursue to the full extent allowed by law all delinquent taxpayers and others overdue in their payments to the City.
 - H. One-Time and/or Unpredictable Revenues: One-time and/or unpredictable revenues shall only be used for non-recurring capital equipment purchases or retained in fund balance or working capital balances. At no time may the funds be used for recurring costs (salaries, dues, etc...), except for cases of emergency as defined by City Council.
- **Expenditures:** Prioritize services, establish appropriate levels of service, and administer the resources to ensure that fiscal stability is attained and that services are delivered in an effective, efficient manner.
 - A. Current Funding Basis: Expenditures shall be budgeted and controlled to not exceed current revenues plus the planned use of fund balance accumulated through prior year saving. (Use of fund balance discussed in another section).
 - B. Operating Deficits: Immediate corrective action should be taken if at any time during a fiscal year expenditures are projected to be greater than projected revenues at year-end. Corrective actions could include, but are not limited to expenditure reductions, fee increases, or use of fund balances. Short-term loans, use of one-time revenue sources, or expenditure deferral to the following fiscal year should be avoided.
 - C. Capital Asset Maintenance: As resources are available each year, capital assets and infrastructure should be maintained at sufficient levels to minimize future replacement and repair costs, to continue prescribed service levels and to protect the City's investment in the assets. Capitalization of capital asset shall only occur with assets that have a useful life of at least two years following the date of acquisition, are applied to individual items purchased only and only grouped like assets if it is a material portion of total capital assets, and is not less than \$5,000 for any individual item. Assets shall be reasonably safeguarded, properly accounted for, and prudently insured.

D. Program Reviews: Periodic staff and third-party reviews of programs should be made to ensure efficiency and effectiveness. Privatization and contracting with other governmental agencies should be considered as alternative approaches for service delivery. Programs that are determined to be inefficient or ineffective should be eliminated.

E. Purchasing: Every effort should be made to maximize discounts offered by vendors. Competitive bidding should be used to receive the most advantageous prices on good and services. All State and local purchasing policies and laws shall be followed. See City of Weatherford Purchasing Procedures under a separate cover. The use of co-ops and/or interlocal agreements that have already been competitively bid may be used and are even preferred methods of procurement at times.

- **Fund Balances/Working Capital:** Maintain fund balances/working capital in the various funds at sufficient levels to protect the creditworthiness of the City, mitigate current and future risks, and to ensure stable rates.

A. Governmental Fund's Fund Balance Categories: City fund balances are divided and designated into various categories based on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in a fund can be spent.

1. *Non-Spendable Fund Balance* are amounts of the City's fund balance that are:

- i. not in a spendable form including inventory and prepaid items,
- ii. cannot be converted to cash within the current period including long-term portion of loans receivable and non-financial assets held for resale, or
- iii. are required to be maintained intact pursuant to legal or contractual requirements including an endowment or permanent fund.

The City has various amounts of non-spendable monies in various funds but only has one permanent fund and it is the Permanent Library Fund.

2. *Restricted Fund Balance* are amounts of the City's fund balance that reflect resources that are subject to externally enforceable legal restrictions including those imposed by:

- i. creditors (through debt covenants),
- ii. grantors,
- iii. contributors, and
- iv. other government's legislation or regulations.

City Special Revenue Funds that fall in this category shall maintain a positive restricted fund balance and those same funds that pay any personnel services shall maintain a target twenty percent (20%) of operating budget in restricted fund balance. This twenty percent (20%) fund balance should only be used in emergency situations where mid-year unanticipated budgetary shortfalls in

excess of ten percent (10%) of fund revenues arise. Should the use reduce the balance below the appropriate level of unassigned funds, recommendations will be made on how to restore the balance to its appropriate level in a timely manner. The balance must be restored to its appropriate level within one fiscal year. Restricted special revenue funds of the City include State/Federal Forfeiture Funds, Hotel/Motel Tax Fund, Municipal Court Technology Fund, Municipal Court Building Security Fund, Juvenile Case Manager Fund, SFX Grant Fund, and Weatherford Aerospace Grant Fund. Other restricted funds include all capital bond issuance funds and the General Debt Service Fund.

3. *Committed Fund Balance* are the amounts of the City's fund balance that represent resources whose use is constrained by limitations of the City Council and that remain binding unless removed, modified, or rescinded by the City Council prior to the last day of the fiscal year for which the commitment is made.
 - i. *Stabilization Arrangement for General Fund*: It is the goal of the City to achieve and maintain a minimum of committed fund balance in the general fund of 90 days of the operating budget for that fiscal year. This amount is annually and formally, through this policy, set aside for use in emergency situations where mid-year unanticipated budgetary shortfalls in excess of ten percent (10%) of fund revenues arise or an unforeseen event occurs that costs the City more than five percent (5%) of budget appropriations. Should the use reduce the balance below the appropriate level of committed funds, recommendations will be made on how to restore the balance to its appropriate level in a timely manner. The balance must be restored to its appropriate level within one fiscal year.
 - ii. *Other Post Employee Benefit Committed Fund Balance*: This amount is annually and formally, through this policy, set aside by the amount appropriated through the budget ordinance, for each fund applicable for use to pay current and/or future other post employee benefits.
 - iii. *Other Fund Committed Fund Balances*: Funds created by the City for a specific service or purpose shall retain in each of those specific funds its remaining fund balance for use only in compliance with original purpose of the fund and/or revenue source. Any special revenue funds that pay any personnel services shall maintain a target twenty percent (20%) operating budget committed fund balance. This twenty percent (20%) fund balance should only be used in emergency situations where mid-year unanticipated budgetary shortfalls in excess of ten percent (10%) of fund revenues arise. Should the use reduce the balance below

the appropriate level of committed funds, recommendations will be made on how to restore the balance to its appropriate level in a timely manner. The balance must be restored to its appropriate level within one fiscal year. Committed funds include Weatherford Beautification Fund, Chandor Gardens Fund, Library Fund, Animal Shelter Fund, General Capital Projects Fund, and Park Development Fund.

4. *Assigned Fund Balance* are those amounts of the City's fund balance that reflect the government's intended use of resources. This would include any future appropriation amounts of fund balance. The City Council has authorized the City Manager as the official authorized to assign fund balance to a specific purpose but retains the power of final appropriation of those funds.
 5. *Unassigned Fund Balance* are those amounts of the City's fund balance that are excess of what can properly be classified in one of the previous four categories. These funds are available for any purpose. Unassigned fund balance shall be held to mitigate financial risk that can occur from unforeseen revenues fluctuations and unanticipated expenditures, and provide cash flow for the City's general operations. Annual amounts may vary pending tolerable risk associated with volatility of the economy or exposure to natural risks. Fund unassigned balance should be used only for emergencies, major capital purchases or non-recurring expenditures that cannot be provided by savings in the current year.
- B. Order of Expenditure of Fund Balance: When multiple categories of fund balance are available for expenditure, the City will start with the most restricted category and spend those funds first before moving to the next category with available funds.
- C. If amounts in a non-spendable form would someday convert into a spendable form and those funds would then be restricted by one of the fund balance categories listed in this policy, those assets should always be classified into that category.
- D. Working Capital of Proprietary Funds: Positive working capital shall be maintained in enterprise operating funds in order to ensure that sufficient reserves are available for emergencies and revenue shortfalls. In the Municipal Utility Fund an operating reserve will be established and maintained at 60 days of the fiscal year's budget established for operations and maintenance (total budget less debt service and capital project expenditures). Consideration shall be made in the future to increase the number of days in the Utility Fund once rate structure is fully implemented. In the Solid Waste Enterprise Fund an operating reserve will be established and maintained at 90 days for the fiscal year's budget established for maintenance and operations. This reserve should only be used in emergency situations where mid-year unanticipated budgetary shortfalls in excess of ten percent (10%) of fund revenues arise or an

unforeseen event occurs that costs the City more than five percent (5%) of budget appropriations. Should the reserve fall below the acceptable level, recommendations will be made on how to restore the reserve to its appropriate level in a timely manner. The reserve must be restored to its appropriate level within one fiscal year.

- **Capital Expenditures and Improvements:** Review and monitor the condition of capital equipment and infrastructure, establish priorities for replacement and repair based on needs and availability of resources.
 - A. **Capital Improvement Planning Program:** An annual review of the need for capital improvements and equipment should be conducted to evaluate the current status of the infrastructure, replacement and repair and any potential new projects. All projects, both ongoing and proposed, shall be prioritized based on an analysis of current needs and resource availability. All operations, maintenance, and replacement costs should be listed for every capital project.
 - B. **Scheduled Replacement of Capital Assets:** An annual schedule should be prepared for the replacement of non-infrastructure capital assets. As resources are available, these assets shall be replaced according to the schedule.
 - C. **Capital Expenditure Financing:** There are three methods of financing capital requirements:
 1. Budget funds from current revenues.
 2. Use funds from fund balance/working capital as allowed.
 3. Borrow money through debt.Debt financing includes general obligations bonds, revenue bonds, certificates of obligation, tax notes, and lease/purchase agreements. Guidelines for assuming debt are established in the Debt Policy Statements.
 - D. **Capital Projects Reserve Fund:** A fund can be established and maintained to accumulate proceeds from the sale of real property, and transfers from the General Fund unassigned fund balance. This fund should be used to pay for capital improvements and equipment with an expected life of greater than 10 years.
- **Debt:** Establish guidelines for debt financing that will provide capital equipment and infrastructure improvements while minimizing the impact of principal and interest payments on current revenues.
 - A. **Use of Debt Financing:** Debt financing, including general obligation bonds, revenue bonds, certificates of obligation, tax notes, and lease/purchase agreements shall be used only when capital assets cannot be financed from current revenues or when the useful life of the asset or project exceeds the payout schedule of any debt.
 - B. **Assumption of Additional Debt:** Additional tax supported debt should not be assumed without conducting an analysis to determine the community's ability to support additional debt service payments.

- C. **Affordability Targets:** An objective analytical approach should be used to determine whether or not new general-purpose debt can be assumed beyond what is retired each year. Generally accepted standards of affordability should be used in the analysis. These include debt per capita, debt as a percent of taxable value or revenue source, debt service payments as a percent of current revenues and current expenditures, and the level of overlapping net debt of all local taxing jurisdictions. The direct costs and benefits of the proposed expenditures should be examined. The decision to assume new debt should be based on the costs and benefits plus the ability to assume the new debt without detriment to the City or its citizens.
- D. **Debt Structure:** Debt payments should be structured to ensure level repayment. Level payment schedules improve budget planning and financial management.
- E. **Bond Coverage Ratios and Reserves:** Bond covenant requirements shall be followed completely.
- F. **Competitive v. Negotiated:** The City will analyze on a per issue and market basis the desire to utilize competitive versus negotiated sale of bonds.
- **Budget:** An annual strategic planning session at the start of the budget process in the early spring should occur. The City Manager shall prepare and submit to the governing body, prior to the beginning of each fiscal year, a budget of estimated income and proposed expenditures for the ensuing year, showing in as much detail as practicable the estimated amount required for the efficient operation of each department of the city government under his/her supervision and the reason for such estimated expenditures and be responsible for its administration after adoption. The submitted budget shall be a balanced budget with operating current revenues, exclusive of beginning resources, greater than or equal to operating expense / expenditures with consideration of previously stated use of one-time / unpredictable revenues, use of available fund balances, and the inclusion of sufficient fund balances as stated.
 - **Investments:** Invest the City's operating cash to ensure its safety, provide for necessary liquidity, insure public trust, and optimize yield.

Funds of the City should be invested in accordance with the City of Weatherford Investment Policy, which is under a separate cover, so as to ensure the absolute safety of principal and interest, to meet the liquidity needs of the City, insure public trust, and to optimize yield. Interest earned from investments shall be distributed to the operating and other City funds from which the money was provided.

- **Fiscal Monitoring:** Prepare and present regular reports that analyze, evaluate, and forecast the City's financial performance and economic condition.
 - A. **Financial Status and Performance Reports:** Monthly reports showing the cumulative income and expenditures of each department for the preceding months, and a comparison of such monthly expenditures by department with the monthly allowances made for such departments in the annual budget and outlining any remedial actions necessary to maintain the City's financial position shall be prepared for review by the City Manager and the City Council.
- **Financial Consultants:** With available resources, employ the assistance of qualified financial advisors and consultants, as needed, in the management and administration of the City's financial functions.

These areas include but are not limited to investments, debt administration, financial accounting systems, program evaluations and financial impact modeling. Advisors should be selected on a competitive basis using objective questionnaires and requests for proposals based on the scope of the work to be performed.

- **Accounting, Auditing and Financial Reporting:** Comply with prevailing federal, state and local regulations. Conform to generally accepted accounting principles as prescribed by the Governmental Accounting Standards Board (GASB), the American Institute of Certified Public Accountants (AICPA), and the Government Finance Officers Association (GFOA).
 - A. External auditor rotation is not required but the City should circulate requests for proposals for audit services at least every five years.
 - B. Internal auditing should be performed as necessary, as risks warrant, and expanded as resources permit.
- **Internal Controls:** Provide reasonable assurance that assets are safeguarded against loss from unauthorized use or disposition. At all times the City shall maintain an environment conducive to good internal controls. Each Department Manager is responsible to ensure that good internal controls are followed throughout his/her department, that any and all guidelines on accounting and internal controls are implemented, and that all auditor recommendations are addressed.

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APPENDIX E

GLOSSARY & ABBREVIATION GUIDE

Glossary of Key Budget Terms

Accrual Accounting: A basis of accounting in which revenues are recognized in the accounting period in which they are earned, and expenses are recognized in the period in which they are incurred.

Ad Valorem Tax: A tax assess against property (land, improvements, and personal property) for the purpose of financing general operations of the City and debt service requirements.

Advanced Refunding: A transaction in which new debt is issued to provide monies to pay interest on old, outstanding debt as it becomes due, and to pay the principal on the old debt either as it matures or at an earlier call date.

Allocation: A part of a lump-sum appropriation, which is designed for expenditures by specific organization units and/or for special purposes, activities, or objects.

Appraised Value: The market value of real and personal property located in the City as of January 1 each year, determined by the Parker County Appraisal District.

Appropriation: The maximum level of spending for each fund and for each department as authorized annually by the City Council.

Appropriation Ordinance: The official enactment by the legislative body by means of which appropriations are given legal effect. It is the method by which the expenditure side of the annual operating budget is enacted into law by the legislative body.

Assessed Valuation: A value that is established for real or personal property for use as a basis for levying property taxes. The Parker County Appraisal District establishes property values in Weatherford.

Assessment Ratio: The ratio at which tax rate is applied to tax base. State Law currently sets the assessment ratio at 100%.

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

Balanced Budget: A budget where expenditures are equal to income or sometimes where expenditures are less than income. A balanced budget can include a planned draw down of fund balances within set guidelines.

Basis of Accounting: The timing of recognition, that is, when the effects of transactions or events should be recognized for financial reporting purposes.

Bond: A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date in the future, call the maturity date, together with periodic interest at a specified rate. The most common types of bonds are general obligation and revenue bonds. There are most frequently used for construction of large capital projects, such as buildings, streets and bridges.

Budget: A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year.

Budget Calendar: The schedule of key dates or milestones, which the City departments follow 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.

Glossary of Key Budget Terms (Continued)

Budgetary Control: The control or management of a governmental or enterprise fund in accordance with an approved budget to keep expenditures within the limitations of available appropriations of revenue.

Capital Budget: A plan for the financing and completion of designated capital projects, financed for the most part with proceeds from general obligation bond issues. The "capital improvements program" is similar multi-year plan, which includes the year covered by the "capital budget".

Capital Projects Fund: A fund created to account for financial resources to be used for the acquisitions or the construction of major capital facilities or equipment.

Capital Outlay: type of expenditure within the budget, which results in the acquisition of an asset which has a value of at least \$5,000 and a useful life of more than one year.

Certificate of Obligation: A type of municipal debt that is unconditionally backed that can be issued without voter approval, usually by a vote of the City Council. Often used for smaller projects.

City Charter: The document of a home rule City similar to a constitution, which established the City's government structure and provides for the distribution of powers and duties among the various branches of government.

City Council: The Mayor and four (4) Council members collectively acting as the legislative and policymaking body of the City.

Comprehensive Annual Financial Report (CAFR): This report is published to provide to the Council, the representatives of financial institutions, our citizens and other interested persons, detailed information concerning the financial condition of the City government.

Contractual Services: The cost related to services performed for the City by individuals, business, or utilities.

Current Refunding: A refunding transaction in which the proceeds of the refunding debt are applied immediately to redeem the debt to be refunded.

Current Taxes: Property 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 the payment of principal and interest on long term debt. May also be called Interest and Sinking Fund.

Delinquent Taxes: Taxes that remain unpaid on and after the date 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 divisions.

Depreciation: The portion of the cost of a fixed asset charged as an expense during a particular period. In accounting for depreciation, the cost of a fixed asset, less any salvage value, is prorated over the estimated service life of such an asset. Through this process, the entire cost of the asset is ultimately charged off as an expense.

Glossary of Key Budget Terms (Continued)

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

Effectiveness: The degree to which an entity, program, or procedure is successful at achieving its goals and objectives.

Effective Tax Rate: State law in Texas prescribes a formula for calculating the effective tax rate for cities. The net effect of the formula is to produce a tax rate that decreases when property values rise because of inflation and vice versa. The intent is to generate a rate that produces approximately the same revenue as the year before. The formula does make adjustments for newly annexed property and newly constructed property for the effective tax rate calculation; however, for notice and hearing requirements, the benefit of new growth is excluded.

Efficiency: The degree to which an entity, program, or procedure is successful at achieving its goals and objectives with the least use of scarce resources.

Encumbrances: Obligations in the form of purchase orders and contracts, which are chargeable to an appropriation and for which a part of the appropriation is reserved because the goods or services have not been received. When paid, the encumbrance is liquidated.

Enterprise Fund: A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. The rate schedules for these services are established to insure that revenues are adequate to meet all necessary expenditures.

Estimated Revenue: The amount of projected revenues to be collected during the fiscal year.

Expenditure: Decreases in net financial resources. Expenditures include current operating expenses require the present or future use of net current assets, debt service and capital outlay.

Expenses: This term refers to the outflows or other using up of assets or incurrence of liabilities from rendering services or carrying out other activities that constitute the City's major operations.

Fiduciary Fund: A fund used to report and record assets held in trust or as in an agency capacity for others.

Fiscal Management Policy Statements: Financial policies are used to enable the City to achieve a sound financial position. They are in writing and are periodically updated and endorsed.

Fiscal Year: The 12-month period covered by the budget. For the City of Weatherford, the fiscal year begins October 1 and ends September 30.

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

Franchise Fee: A fee paid by public service utilities for use of public property in providing their services to the citizens of the community.

Fund: An accounting entity with a separate set of self-balancing accounts, which comprise its assets, liabilities, fund balances, revenues and expenditures.

Fund Balance: The assets of a fund less liabilities, as determined at the end of each fiscal year. Any reservations of fund balance are deducted to result in an "unreserved fund balance".

Fund Type: In governmental accounting, all funds are classified into eight fund types: General, Special Revenue, Debt Service, Capital Projects, Special Assessment, Enterprise, Internal Service, and Trust and Agency.

Glossary of Key Budget Terms (Continued)

GAAP: Generally accepted accounting principles as determined through common practice or as promulgated by the Governmental Accounting Standards Board, Financial Accounting Standards Board, or various other accounting standard setting bodies.

General Fund: The General Fund accounts for most of the financial resources of the government. General Fund revenues include property taxes, licenses and permits, local taxes, service charges, and other types of revenue. This fund usually includes most of the basic operating services, such as fire and police protection, park and recreation, library, public works and general administration.

General Obligation Bonds: Bonds that finance a variety of public projects, which pledge the full faith and credit of the City.

Governmental Accounting Standards Board: The ultimate authoritative accounting and financial reporting standard – setting body for state and local governments.

Governmental Fund: A fund used to account for mainly tax-supported activities.

Impact Fees: Fees charged to developers to cover, in whole or in part, the anticipated cost of improvements that will be necessary as a result of the development.

Infrastructure: The underlying permanent foundation or basic framework.

Interest and Sinking Fund: See Debt Service Fund.

Interest Earnings: The earnings from available funds invested during the year in investments authorized by the City of Weatherford Investment Policy.

Interfund Transfer: Amounts transferred from one fund to another.

Internal Service Fund: A fund used to account for the financing of goods or services provided by one department to another on a cost reimbursement basis.

Investments: Securities, bonds and real property (land or buildings) held for the production of revenues in the form of interest, dividends, rentals or lease payments. The term does not include fixed assets used in the normal course of governmental operations.

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

Liabilities: Debt or other legal obligations arising out of transactions in the past, which must be liquidated, renewed or refunded at some future date.

Long-term Debt: Debt with a maturity of more than one year after the date earmarked for its retirement.

(M)aintenance & (O)perations: Represents the portion of taxes assessed for the maintenance and operations of the General Fund Services.

Materials and Supplies: Expendable materials and operating supplies necessary to conduct departmental activity.

Glossary of Key Budget Terms (Continued)

Modified Accrual Accounting: A basis of accounting in which revenues are recognized in the accounting period when they become available and measurable. Expenditures are recognized in the accounting period in which the fund liability is incurred.

Net Bonded Debt: Gross bonded debt less any cash or other assets available and earmarked for its retirement.

Non-Departmental Expense: Expenses that benefit the fund as a whole rather than a particular department within the fund.

Operating Budget: A financial plan outlining estimated revenues and expenditures and other information for a specified period (usually a fiscal year). The “proposed budget” is the financial plan presented by the City Manager for consideration by the City Council, and the “adopted budget” is the financial plan ultimately approved and authorized by the City Council.

Ordinance: A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a State statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Revenue raising measures, such as the imposition of taxes, special assessments and service charges, universally require ordinances. Ordinances and other legislation are not passed until the plans for and costs of endorsements are known.

Overlapping Debt: Proportionate share that property within a government must bear of the debts of other local governments located wholly or in part within the geographic boundaries of the reporting government.

Paying (Fiscal) Agent Fee: Fee paid to the financial institution that receives and disburses bond payments made on the City’s debt obligations.

Per Capita Costs: The cost of service per person. Per capital costs are based on the population estimates provided by the North Texas Council of Governments.

Performance Measures: Specific quantitative measures of work performed within a City department.

Personnel Services: The costs associated with compensating employees for their labor. This includes salaries and fringe benefits.

Proprietary Fund: A fund to account for activities that focus on operating income and cash flows. Such activities are often business like whether internal or external in operations to the organization.

Refunding: The issuance of new debt whose proceeds are used to repay previously issued debt.

Reserve: An account used to indicate that a portion of a fund balance is restricted for a specific purpose.

Revenues: All amounts of money earned or received by the City from external sources.

Revenue Bonds: Bonds usually sold for constructing a project that will produce revenue for the governmental entity. All or part of the produced revenue is used to pay the principle and interest of the bond.

Glossary of Key Budget Terms (Continued)

SCADA: Supervisory Control and Data Acquisition is an automated system that is the normal daily means of water system operation. This automated system records flow data, operates pumps and valves.

Special Revenue Fund: A governmental fund, which is used to account for activities in which a specific revenue source is legally restricted for a specific activity.

Tap Fees: Fees charged to join or to extend an existing utility system.

Tax Anticipation Notes: Short-term, interest bearing note issued by a government in anticipation of tax revenues to be received at a later date.

Taxes: Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. The term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges as, for example, sewer service charges.

Tax Levy: The resultant product when the tax rate per one hundred dollars is multiplied by the tax base.

Tax Rate: An amount applied to the taxable value of assessed property, expressed as so many cents per \$100 of assessed property.

Tax Roll: The official list of taxable property for a given tax year and the amount of taxes levied against each taxpayer.

Texas Municipal Retirement System (T.M.R.S.): An agent multiple-employer public retirement system. Weatherford provides pension benefits for all permanent employees through a joint contributory plan in the state wide Texas Municipal Retirement System.

Utility Franchise Tax: A tax paid by the utilities for a special privilege granted by the Weatherford City Council, permitting the continued use of public property, such as city streets, and usually involving the elements of monopoly and regulation.

Warrants: A legal writ authorizing an officer to make an arrest, seizure, or search.

Abbreviations in the Budget Document

A.V.	Ad Valorem
A/C	Air Conditioning
C.A.F.R.	Comprehensive Annual Financial Report
C.C.	City Council
C.F.O.	Chief Financial Officer
C.M.O.	City Manager's Office
C.O.	Certificate of Obligation
C.O.W.	City of Weatherford
C.S.O.	City Secretary's Office
F.T.E.	Full-Time Equivalent
F/T	Full-Time
G.A.A.P.	Generally Accepted Accounting Principles
G.A.S.B.	Governmental Accounting Standards Board
G.F.	General Fund
G.F.O.A.	Government Finance Officer's Association
G.O.	General Obligation
H.V.A.C.	Heating Ventilation and Air Conditioning
I & S	Interest and Sinking
M & O	Maintenance and Operations
N.C.T.C.O.G.	North Central Texas Council of Governments
P/T	Part-Time
R.O.W.	Right of Way
U.C.R.	Uniform Crime Report
W.I.S.D.	Weatherford Independent School District