

CITY OF EULESS

EULESS DEVELOPMENT CORPORATION

PRELIMINARY OPERATING BUDGET

Fiscal Year Ending September 30, 2013



**201 N. Ector Drive
Euless, TX 76039
www.eulesstx.gov**

**EULESS DEVELOPMENT CORPORATION
PROPOSED OPERATING BUDGET
FISCAL YEAR 2012-13**

	FY2012 Budget	FY2012 Projected	FY2013 Proposed
Beginning Fund Balance	\$ 1,324,159	1,324,159	1,702,448
Revenues:			
Sales Tax Collections	\$ 3,412,251	3,660,548	3,710,116
Transfer from EDC Debt Reserve	\$ 500	2,000	2,000
Transfer from EDC CIP	\$ -	-	-
Interest Income	\$ 1,500	1,500	1,500
Rental Income	\$ 65,346	60,681	-
Total Revenues	\$ 3,479,597	3,724,729	3,713,616
Expenditures:			
<u>PARKS</u>			
Personnel	\$ (560,494)	(560,494)	(755,883)
Supplies & Miscellaneous	\$ (90,000)	(90,000)	(90,000)
Advertising	\$ (1,000)	(1,000)	(1,000)
Contingencies	\$ (15,000)	(15,000)	(15,000)
Utilities	\$ (167,000)	(167,000)	(167,000)
Irrigation (Transfer to CIP)	\$ (25,000)	(25,000)	(25,000)
Equipment Replacement	\$ (2,560)	(2,560)	(7,626)
Mowing Contract/Flower Bed Contract	\$ (99,214)	(99,214)	(99,214)
Parks Subtotal	\$ (960,268)	(960,268)	(1,160,723)
<u>LIBRARY</u>			
Personnel	\$ (698,319)	(698,319)	(707,908)
Special Events/Promotions/Supplies	\$ (8,500)	(8,500)	(8,500)
Library Materials	\$ (241,400)	(241,400)	(243,600)
Library Subtotal	\$ (948,219)	(948,219)	(960,008)
<u>ECONOMIC DEVELOPMENT</u>			
Personnel	\$ (140,145)	(140,145)	(138,507)
Supplies and Miscellaneous	\$ (5,800)	(5,800)	(5,800)
Advertising and Promotions	\$ (7,500)	(7,500)	(7,500)
Professional Services	\$ (31,000)	(31,000)	(31,000)
Incentives (Transfer to CIP)	\$ (25,000)	(25,000)	(25,000)
Contingencies	\$ (2,000)	(2,000)	(2,000)
Art (2% of Sales Tax Collections)	\$ (67,800)	-	(72,700)
Economic Development Subtotal	\$ (279,245)	(211,445)	(282,507)
<u>OTHER</u>			
Bank Charges/Debt Serv/Audit	\$ (940,298)	(940,298)	(908,414)
Contingencies	\$ (50,000)	-	(50,000)
Sales Tax Rebate/Job Creation/Training Incentive	\$ (34,464)	(61,740)	(152,974)
Other Subtotal	\$ (1,024,762)	(1,002,038)	(1,111,388)
Excess Revenue over Expenditures	\$ 267,103	602,759	198,990
<u>CAPITAL</u>			
Capital Expenditures for FY12 (see attached)	\$ (488,715)	(224,470)	(307,804)
Capital Expenditures for FY13 (see attached)	\$ -	-	(386,500)
Capital Expenditures Subtotal	\$ (488,715)	(224,470)	(694,304)
Total Expenditures	\$ (3,701,209)	(3,346,440)	(4,208,930)
Projected Ending Fund Balance	\$ 1,102,547	1,702,448	1,207,134
Recommended Reserve Level	\$ 500,000	500,000	500,000
Excess Reserves			707,134

**EULESS DEVELOPMENT CORPORATION
 PROPOSED OPERATING BUDGET
 CAPITAL EXPENDITURE DETAIL
 FISCAL YEAR 2012-13**

<u>PROJECT DESCRIPTION</u>	<u>FY 2012 BUDGET</u>	<u>FY 2012 PROJECTED</u>	<u>FY 2013 PROPOSED</u>
FY2012 Approved Capital Expenditures			
Monument Signs	\$ 1,494	-	1,494
Replace Retaining Wall-Trailwood	\$ 47,350	24,920	-
Street Pole Marketing Banner	\$ 15,000	15,000	-
Solar Lights-Dog Park	\$ 22,500	22,465	-
Misc Park Improvements	\$ 75,000	75,000	-
Hardware/Software Replacement	\$ 15,000	15,000	-
Copier Purchase	\$ 16,330	16,330	-
Replacement of Library HVAC Control System	\$ 29,500	29,500	-
Part-time Security Officer	\$ 24,000	24,000	-
Art	\$ 207,145	2,255	272,690
Refurbish Building at 1100 Westpark Way	\$ 33,620	-	33,620
Prior Year Carryover	\$ 1,776	-	-
Total FY2012 Capital Expenditures	\$ 488,715	224,470	307,804
 FY2013 Recommended Capital Expenditures			
Hardware/Software Replacement			15,000
Part-time Security Officer			24,000
E-Books			10,000
Painting of Light Poles at West Park			15,000
Turf Aerator			22,500
Repainting Iron Bridge in South Eules Park			25,000
Misc Park Improvements			275,000
Total FY2013 Capital Expenditures	\$ -	-	386,500

**EULESS DEVELOPMENT CORPORATION
PROPOSED CAPITAL PROJECTS BUDGET
FISCAL YEAR 2012-13**

	FY2012 Budget	FY2012 Projected	FY2013 Proposed
Beginning Fund Balance	\$ 1,497,982	1,497,982	481,775
Revenues:			
Transfer from EDC Operating Fund	\$ 125,000	125,000	325,000
Interest Income	\$ 2,500	2,500	2,500
Total Revenue	\$ 127,500	127,500	327,500
Expenditures: ⁽¹⁾			
<u>PARKS</u>			
Irrigation	\$ (80,119)	(80,119)	(25,000)
Misc Park Improvements	\$ (89,118)	(89,118)	(275,000)
Phase IV Texas Star Sports Complex	\$ (599,470)	(599,470)	(46,217)
Parks Subtotal	\$ (768,707)	(768,707)	(346,217)
<u>ECONOMIC DEVELOPMENT</u>			
Incentives	\$ (125,000)	(125,000)	(25,000)
Contingencies	\$ (250,000)	(250,000)	-
Economic Development Subtotal	\$ (375,000)	\$ (375,000)	\$ (25,000)
Total Expenditures	\$ (1,143,707)	\$ (1,143,707)	\$ (371,217)
Excess (Deficiency) of Revenues over Expenditures	\$ (1,016,207)	(1,016,207)	(43,717)
Projected Ending Fund Balance	\$ 481,775	481,775	438,058

⁽¹⁾ FY2012 includes carry over from prior years. Unspent Capital Expenditures carryover until the project is complete

ANNUAL BUDGET

FY2012 -2013

CITY OF EULESS

CAPITAL AND SUPPLEMENTAL REQUESTS*

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DEPARTMENT: Information Services	ACTIVITY: EDC	FUND #: 210 DEPARTMENT #: 10 ACTIVITY #: 54
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PROJECT/PROGRAM REQUEST: Purchase replacement hardware for Library, Parks, or Economic Development, as needed	OBJ. CODE	DESCRIPTION OF EQUIPMENT/MATERIAL	AMOUNT
	74-99	Misc. Hardware	\$15,000

PURPOSE/OBJECTIVE OF THIS REQUEST: Purchase replacement hardware (PC's, servers, laptops, printers, etc.) as needed.			
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CHANGES/IMPROVEMENTS FROM CURRENT OPS: Continue to purchase hardware as needed			
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ALTERNATIVE FINANCING OPTIONS: N/A			
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ESTIMATED LIFE OF REQUEST: One Year			
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IMPACT/CONSEQUENCES OF NOT FUNDING: Hardware maintenance costs would increase.			
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LIST ANY EQUIPMENT TO BE REPLACED BY THE ABOVE REQUEST: N/A			
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RECOMMENDATION FOR DISPOSITION. EXPLAIN REASON FOR RECOMMENDATION.	Anticipated Month of Payment: _____	RECAP \$15,000								
<input type="checkbox"/> TRADE-IN <input type="checkbox"/> SALVAGE <input type="checkbox"/> USE BY OTHER DEPT. <input type="checkbox"/> OTHER	* SUPPLEMENTAL is a new or expanded program and could include both recurring cost and capital expenditure. An example is Motorcycle Patrol, which included both CAPITAL (2 motorcycles) and RECURRING (2 new patrolmen and related expenses such as uniforms). CAPITAL includes only capital request and does not relate to any supplemental.	<table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%;">SALARIES</td> <td style="width:50%;"></td> </tr> <tr> <td>OPERATIONS</td> <td></td> </tr> <tr> <td>CAPITAL</td> <td align="right">\$15,000</td> </tr> <tr> <td>TOTAL</td> <td align="right">\$15,000</td> </tr> </table>	SALARIES		OPERATIONS		CAPITAL	\$15,000	TOTAL	\$15,000
SALARIES										
OPERATIONS										
CAPITAL	\$15,000									
TOTAL	\$15,000									

ANNUAL BUDGET

FY2012 -2013

CITY OF EULESS

CAPITAL AND SUPPLEMENTAL REQUESTS*

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DEPARTMENT: Library	ACTIVITY: EDC	FUND #: 210 DEPARTMENT #: 10 ACTIVITY #: 54
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PROJECT/PROGRAM REQUEST: Part-time Security Guard	OBJ. CODE	DESCRIPTION OF EQUIPMENT/MATERIAL	AMOUNT
	11-02	Part-time Security Guard during school year (October thru May; August & September)	\$24,000

PURPOSE/OBJECTIVE OF THIS REQUEST:
 To ensure the safety of library patrons and staff and to promote a pleasant atmosphere in the library.

CHANGES/IMPROVEMENTS FROM CURRENT OPS:
 No change, continue using Public Service Officer from the Jail.

ALTERNATIVE FINANCING OPTIONS:

ESTIMATED LIFE OF REQUEST:
 One year

IMPACT/CONSEQUENCES OF NOT FUNDING:
 Library staff would need to police the facility for many hours each week. Doing so would take time away from their primary responsibilities. Personal safety is a also concern.

LIST ANY EQUIPMENT TO BE REPLACED BY THE ABOVE REQUEST:
 N/A

RECOMMENDATION FOR DISPOSITION.	Anticipated Month of Payment: _____	RECAP
EXPLAIN REASON FOR RECOMMENDATION.		\$24,000
<input type="checkbox"/> TRADE-IN <input type="checkbox"/> SALVAGE <input type="checkbox"/> USE BY OTHER DEPT. <input type="checkbox"/> OTHER	* SUPPLEMENTAL is a new or expanded program and could include both recurring cost and capital expenditure. An example is Motorcycle Patrol, which included both CAPITAL (2 motorcycles) and RECURRING (2 new patrolmen and related expenses such as uniforms). CAPITAL includes only capital request and does not relate to any supplemental.	SALARIES
		\$24,000
		OPERATIONS
		CAPITAL
		TOTAL
		\$24,000

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CITY OF EULESS

CAPITAL AND SUPPLEMENTAL REQUESTS*

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DEPARTMENT: Library	ACTIVITY: EDC	FUND #: 210 DEPARTMENT #: 10 ACTIVITY #: 54
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PROJECT/PROGRAM REQUEST: E-Books	OBJ. CODE	DESCRIPTION OF EQUIPMENT/MATERIAL	AMOUNT
	64-02	E-books	\$10,000

PURPOSE/OBJECTIVE OF THIS REQUEST:
 Provide e-books to Euleess residents

CHANGES/IMPROVEMENTS FROM CURRENT OPS:
 New service to meet the explosive demand for e-books.

ALTERNATIVE FINANCING OPTIONS:

ESTIMATED LIFE OF REQUEST:
 5 years

IMPACT/CONSEQUENCES OF NOT FUNDING:
 No ability to provide e-books to library patrons.

LIST ANY EQUIPMENT TO BE REPLACED BY THE ABOVE REQUEST:

RECOMMENDATION FOR DISPOSITION.	<i>Anticipated Month of Payment:</i> _____	RECAP \$10,000
EXPLAIN REASON FOR RECOMMENDATION.	* SUPPLEMENTAL is a new or expanded program and could include both recurring cost and capital expenditure. An example is Motorcycle Patrol, which included both CAPITAL (2 motorcycles) and RECURRING (2 new patrolmen and related expenses such as uniforms). CAPITAL includes only capital request and does not relate to any supplemental.	SALARIES
<input type="checkbox"/> TRADE-IN		OPERATIONS
<input type="checkbox"/> SALVAGE		CAPITAL \$10,000
<input type="checkbox"/> USE BY OTHER DEPT.		TOTAL \$10,000
<input type="checkbox"/> OTHER		

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DEPARTMENT: Parks and Community Services	ACTIVITY: EDC - Parks	FUND #: 210 DEPARTMENT #: 10 ACTIVITY #: 52
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PROJECT/PROGRAM REQUEST: Painting the light poles at West Park	OBJ. CODE	DESCRIPTION OF EQUIPMENT/MATERIAL	AMOUNT
		Clean, sand, prime and repaint athletic field lights at West Park	\$15,000

PURPOSE/OBJECTIVE OF THIS REQUEST: A recent inspection of light poles recommended painting of the poles at West Park.			

CHANGES/IMPROVEMENTS FROM CURRENT OPS: New paint, primer, and rust inhibitor will help prevent any future failure due to rusting.			

ALTERNATIVE FINANCING OPTIONS: General Fund			

ESTIMATED LIFE OF REQUEST: 10 - 15 years			

IMPACT/CONSEQUENCES OF NOT FUNDING: Potential future failure of another pole			

LIST ANY EQUIPMENT TO BE REPLACED BY THE ABOVE REQUEST: None			

RECOMMENDATION FOR DISPOSITION. EXPLAIN REASON FOR RECOMMENDATION.	Anticipated Month of Payment: _____	RECAP align="right">\$15,000
<input type="checkbox"/> TRADE-IN <input type="checkbox"/> SALVAGE <input type="checkbox"/> USE BY OTHER DEPT. <input type="checkbox"/> OTHER	* SUPPLEMENTAL is a new or expanded program and could include both recurring cost and capital expenditure. An example is Motorcycle Patrol, which included both CAPITAL (2 motorcycles) and RECURRING (2 new patrolmen and related expenses such as uniforms). CAPITAL includes only capital request and does not relate to any supplemental.	SALARIES
		OPERATIONS
		CAPITAL align="right">\$15,000
		TOTAL align="right">\$15,000

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CITY OF EULESS

CAPITAL AND SUPPLEMENTAL REQUESTS*

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DEPARTMENT: Parks and Community Services	ACTIVITY: EDC - Parks	FUND #: 210 DEPARTMENT #: 10 ACTIVITY #: 52
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PROJECT/PROGRAM REQUEST:	OBJ. CODE	DESCRIPTION OF EQUIPMENT/MATERIAL	AMOUNT
Redexim Verti-Drain turf aerator			
	74-99	Turf Aerator with solid or core plugs	\$22,500

PURPOSE/OBJECTIVE OF THIS REQUEST:
This tractor implement will allow for more frequent and deeper ground penetration, reduce time and labor, and improve turf conditions at City Hall, Police & Courts and Texas Star Sport Complex.

CHANGES/IMPROVEMENTS FROM CURRENT OPS:
Will have the ability to aerate more frequently to provide better turf quality for participants. Has the potential to aerify without leaving plugs on turf. Reduce work time by not having to pick up or break up plugs prior to playing on surface.

ALTERNATIVE FINANCING OPTIONS:
General Fund

ESTIMATED LIFE OF REQUEST:
15 - 20 years

IMPACT/CONSEQUENCES OF NOT FUNDING:
Continue with current core only aerator that leaves behind plugs and is time and labor intensive.

LIST ANY EQUIPMENT TO BE REPLACED BY THE ABOVE REQUEST:
Eight (8) year old core aerator

RECOMMENDATION FOR DISPOSITION. EXPLAIN REASON FOR RECOMMENDATION.	Anticipated Month of Payment: _____	RECAP \$22,500
<input type="checkbox"/> TRADE-IN <input type="checkbox"/> SALVAGE <input type="checkbox"/> USE BY OTHER DEPT. <input type="checkbox"/> OTHER	* SUPPLEMENTAL is a new or expanded program and could include both recurring cost and capital expenditure. An example is Motorcycle Patrol, which included both CAPITAL (2 motorcycles) and RECURRING (2 new patrolmen and related expenses such as uniforms). CAPITAL includes only capital request and does not relate to any supplemental.	SALARIES
		OPERATIONS
		CAPITAL \$22,500
		TOTAL \$22,500

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DEPARTMENT: Parks and Community Services	ACTIVITY: EDC - Parks	FUND #: 210 DEPARTMENT #: 10 ACTIVITY #: 52
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PROJECT/PROGRAM REQUEST:	OBJ. CODE	DESCRIPTION OF EQUIPMENT/MATERIAL	AMOUNT
Repainting of the old Iron Bridge in South Euless Park			
		Sand blasting	\$25,000
PURPOSE/OBJECTIVE OF THIS REQUEST:		Brush / scrape	
The bridge hasn't been painted in several years and is showing signs of rusting on the underneath side.		Rust Converter	
		Primer	
		Paint	
CHANGES/IMPROVEMENTS FROM CURRENT OPS:		Labor	
Bridge will be sand blasted and wire brushed / scraped, rust converter and primer will be applied, then repainted.			
ALTERNATIVE FINANCING OPTIONS:			
General Fund			
ESTIMATED LIFE OF REQUEST:			
IMPACT/CONSEQUENCES OF NOT FUNDING:			
Continued deterioration of a Euless landmark			
LIST ANY EQUIPMENT TO BE REPLACED BY THE ABOVE REQUEST:			
None			

RECOMMENDATION FOR DISPOSITION. EXPLAIN REASON FOR RECOMMENDATION.	Anticipated Month of Payment: _____	RECAP \$25,000								
<input type="checkbox"/> TRADE-IN <input type="checkbox"/> SALVAGE <input type="checkbox"/> USE BY OTHER DEPT. <input type="checkbox"/> OTHER	* SUPPLEMENTAL is a new or expanded program and could include both recurring cost and capital expenditure. An example is Motorcycle Patrol, which included both CAPITAL (2 motorcycles) and RECURRING (2 new patrolmen and related expenses such as uniforms). CAPITAL includes only capital request and does not relate to any supplemental.	<table border="1"> <tr> <td>SALARIES</td> <td></td> </tr> <tr> <td>OPERATIONS</td> <td></td> </tr> <tr> <td>CAPITAL</td> <td>\$25,000</td> </tr> <tr> <td>TOTAL</td> <td>\$25,000</td> </tr> </table>	SALARIES		OPERATIONS		CAPITAL	\$25,000	TOTAL	\$25,000
SALARIES										
OPERATIONS										
CAPITAL	\$25,000									
TOTAL	\$25,000									

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DEPARTMENT: Parks and Community Services	ACTIVITY: EDC-Parks	FUND #: 210 DEPARTMENT #: 10 ACTIVITY #: 52
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PROJECT/PROGRAM REQUEST: Miscellaneous Park Improvements	OBJ. CODE	DESCRIPTION OF EQUIPMENT/MATERIAL	AMOUNT
		Miscellaneous Park Improvements	\$275,000
PURPOSE/OBJECTIVE OF THIS REQUEST: To provide additional funding for miscellaneous park improvements and amenities			
CHANGES/IMPROVEMENTS FROM CURRENT OPS:			
ALTERNATIVE FINANCING OPTIONS:			
ESTIMATED LIFE OF REQUEST:			
IMPACT/CONSEQUENCES OF NOT FUNDING: Elimination of additional funding will limit the monies available in the upcoming budget year to address the replacement of aged park structures, park infrastructure, structure painting, and park/trail lighting.			
LIST ANY EQUIPMENT TO BE REPLACED BY THE ABOVE REQUEST:			

RECOMMENDATION FOR DISPOSITION. EXPLAIN REASON FOR RECOMMENDATION.	Anticipated Month of Payment: _____	RECAP align="right">\$275,000								
<input type="checkbox"/> TRADE-IN <input type="checkbox"/> SALVAGE <input type="checkbox"/> USE BY OTHER DEPT. <input type="checkbox"/> OTHER	* SUPPLEMENTAL is a new or expanded program and could include both recurring cost and capital expenditure. An example is Motorcycle Patrol, which included both CAPITAL (2 motorcycles) and RECURRING (2 new patrolmen and related expenses such as uniforms). CAPITAL includes only capital request and does not relate to any supplemental.	<table border="1"> <tr> <td>SALARIES</td> <td></td> </tr> <tr> <td>OPERATIONS</td> <td></td> </tr> <tr> <td>CAPITAL</td> <td align="right">\$275,000</td> </tr> <tr> <td>TOTAL</td> <td align="right">\$275,000</td> </tr> </table>	SALARIES		OPERATIONS		CAPITAL	\$275,000	TOTAL	\$275,000
SALARIES										
OPERATIONS										
CAPITAL	\$275,000									
TOTAL	\$275,000									