



**City of Sunset Valley**  
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City Council and Citizens,

As required by Section 102.005 of the Texas Local Government Code, the attached Budget for Fiscal Year 2012/13 for the City of Sunset Valley is filed for consideration by the City Council.

I would like to acknowledge the work of the Budget and Finance Committee in reviewing the budget requests and in assisting with the development of the budget. By attending the Finance Committee meetings to review the budget and hear the deliberations, I support the recommendations from the Committee on the proposed budget, with two exceptions related to Energy Conservation Rebates and funding for the Pow Wow from HOT Funds as noted in the Specific Budget Items section near the end of this letter.

The total proposed budget for all funds is \$6,880,573, compared to the FY 11/12 approved budget of \$7,796,583.

The following table shows the proposed total expenditures by major operating fund:

General Fund	Street Fund	Utility Fund	Drainage Fund	HOT Fund	Green Tax Fund	Underground Utility Fund	Total
\$3,429,067	\$402,373	\$1,238,653	\$265,500	\$399,025	\$1,105,955	\$40,000	\$6,880,573

During the past year, there has been a significant amount of attention to Long Range Financial Planning and in June, the Council received a presentation from the Long Range Financial Planning Committee. I would like to thank the members of this Committee and our Finance Committee for their hard work and for their interest in ensuring that the services that are provided by our city continue to be sustainable into the future.

The Long Range Financial Committee made a number of recommendations that will be considered in more detail by the Finance Committee and City Council in the coming months, but one of their recommendations has been implemented in preparation of the FY 2012-13 budget. This budget has been prepared with a comparison to the projections made in the Long Range Financial Plan and a number of steps have been taken to ensure that we are making reductions and changes that will help us avoid a budget crisis in a few years.

- Total operating expenditures in the General Fund are proposed to decrease by \$223,989 or 6.1% from the FY 11/12 budget.
- Total expenditures in the General Fund are \$327,925 less than projected in the Long Range Financial Plan.

- The General Fund Balance is projected to increase by \$345,098 more than projected in the Long Range Financial Plan.
- General Fund operating costs are reduced by 6.13%. In addition to the reduction mentioned above, there are reductions in all categories of expenses except for Community Programs. Community Programs actually has a very slight overall increase for FY 2012-2013.
- Overall staffing has been slightly decreased in the proposed budget.
- The transfer from the General Fund to the Utility Fund is \$17,173 less than projected in the Long Range Financial Plan.

### **Reserve Funding**

One of the issues considered by the City Council, Finance Committee and Long Range Financial Planning Committee during the past year was the issue of Utility Rates and the transfer from the General Fund to the Utility Fund to subsidize residential utility rates. With a modification of the City's Financial policies earlier this year, there is no longer a policy conflict which requires immediate action; however, making sure that our utility operations, particularly water and wastewater service, remain viable is an issue which must be dealt with each year during the budget. In the past two years, the cost of proposed utility line replacement projects have created a "spike" in the operating budget which in turn led to discussion about utility rates and the amount of the transfer from the General Fund.

As an item related to the Long Range Financial Planning project, the Finance Committee had asked the staff to revise the Utility Fund Replacement calculation model to provide for a level contribution amount to ensure both affordability and sustainability. The revised model provides for an annual contribution beginning at \$100,000 per year for Water Infrastructure and \$75,000 for Wastewater Infrastructure. Additionally, the Finance Committee has recommended a one-time transfer of \$500,000 from the General Fund surplus (generated during the current fiscal year by increased revenues and budget savings) into this Utility Fund Replacement Reserve Account. This transfer, along with continued annual contributions, will ensure that this Reserve Fund is solvent for the next 15 years, through 2028.

The City continues to maintain other city reserves at a level that exceeds the requirements of our current financial policies. Based on those policies, the reserve for this fiscal year should be \$4,567,735 but the additional amount of \$414,504 that was added in FY 2011-2012 is in the reserve balance, which brings the total to \$4,982,239.

### **Specific Budget Items**

- Energy Conservation Rebates – There has been a significant amount of discussion among the City Council and also Committees about the appropriate level of funding and use of funding for energy conservation rebates. Last year, a new rebate was added for Weatherization, with the budget being approved for a single line item of \$40,000 for Energy Conservation Rebates with subcategories within this for Solar, Weatherization, and Appliances. The Planning and Environmental Committee and the Finance Committee have each made different recommendations regarding the total amount and allocation within the three types of rebates. The Finance Committee has recommended that Energy Conservation Rebates be budgeted at

\$45,000. They also clarified that they wanted to earmark \$15,000 of that recommendation for Solar Rebates. I am in agreement with this level of funding in the proposed budget; however, these are three distinct rebate programs each with their own merits; therefor, the budget that I am submitting includes separate budget line items which should also be easier for residents and future council members to understand. I suggest that the energy conservation rebates be described as follows:

- Solar Rebates - \$15,000
- Appliance Rebates - \$15,000
- Weatherization Rebates - \$15,000

- Utility Rates – The proposed budget includes an increase in Water Rates of 4.3% and an increase in Commercial Wastewater rates of 5.2%. These are the increased amounts in the wholesale water and wastewater rates, respectively, that are being increased by the City of Austin.
- HOT Funds – The American Indian Heritage Pow Wow has requested an increase in funding to \$29,000 and although the Finance Committee included this in their recommendation, I am proposing funding of \$25,000 which is the same amount funded in FY 11-12. Last year, council made a point to reduce the funding to \$25,000; I do not see a reason to move it back up the very next year. Funding for the other events and organizations receiving HOT funds have made reductions in the past or have maintained funding at constant levels. The Pow Wow was the only single day event requesting an increase. I support the event, but do not believe they should request additional funding every year. I think a \$25,000 contribution by the city is a significant and generous contribution. I also believe they should consider charging an admittance fee as discussed in the Budget and Finance Committee presentation to offset their costs and desire to increase their project budget from year to year.
- In FY 10-11 the Drainage Utility Fund was established and the revenue generated is placed in a restricted Proprietary Fund in accordance with Chapter 552 requirements and are used for the maintenance and operations of the city's drainage and stormwater system. This fiscal year some expenses that were previously budgeted in the Public Works operating expenses have been moved to the Drainage Utility Fund. This reallocation of expenses decreased expenses in the General Fund by approximately \$60,000.
- Community Fire Planning is funded at \$14,000 so that the City is able to continue its Firewise Status.

## **Priority Projects**

In recent years, the City Council has considered rankings of priority projects as a part of the budget process prior to the development of the proposed budget; however, with two new Councilmembers elected in May and a third new Councilmember appointed in June, there was not time for the new members to be prepared to begin ranking projects in June and July. The Council will consider rankings of projects during August leading into consideration of the budget.

There are also a number of FY 11/12 Projects that are underway or may just now be going under contract. It is not uncommon for some projects funded in one budget year to get started late in the next year, based on the number of projects and their complexity. With the Pillow Road project that will be continuing into the first part of next fiscal year, there will be a limit to the number of new projects that may actually be able to be managed, regardless of funding.

Additionally, the Water Planning Project was considered by the Council during the past year and deliberation on that topic will continue in the coming months. No funding is included in the proposed budget for improvements related to the Water Plant; however, the important work of planning for our future water needs will continue, and once the community reaches a consensus on this issue, funding may be needed in future years to implement any plans.

The Finance Committee recommended that the unallocated balance of \$304,054 be considered by the Council to fund projects deemed the most important, and that consideration be given to using part of this balance to further increase reserves. I concur with this recommendation and the proposed budget has this as an unallocated amount to be used for projects and/or increased reserve funding.

Respectfully submitted this 13<sup>th</sup> day of August, 2012



Rose Cardona  
Mayor

**GENERAL FUND  
SUMMARY PAGES**

<b>ADOPTED BUDGET 2nd DRAFT General Fund</b>	<b>PROPOSED BUDGET FY 2012-2013</b>	<b>ADOPTED BUDGET FY 2011-2012</b>	<b>INCREASE (DECREASE)</b>	<b>%</b>
<b>Proposed Revenue</b>				
Court Revenue	\$91,000	\$77,000	\$14,000	18.18%
Event Income	\$2,000	\$2,000	\$0	0.00%
Fire District Collections	\$17,700	\$18,000	-\$300	-1.67%
Interest	\$20,000	\$20,000	\$0	0.00%
Miscellaneous	\$5,000	\$3,000	\$2,000	66.67%
Mixed Beverage Sales Tax	\$38,000	\$38,000	\$0	0.00%
Permits	\$20,000	\$20,000	\$0	0.00%
Rental Property	\$6,600	\$6,600	\$0	0.00%
Sales Tax Revenue	\$4,004,242	\$3,883,638	\$120,604	3.11%
Utility Franchise Tax	\$25,000	\$25,000	\$0	0.00%
<b>Total Revenue</b>	<b>\$4,229,542</b>	<b>\$4,093,238</b>	<b>\$136,304</b>	<b>3.33%</b>
<b>Proposed Expenses</b>				
Capital Outlay - General Government	\$9,000	\$9,000	\$0	0.00%
Community Programs - Administrative	\$5,300	\$2,500	\$2,800	112.00%
Community Programs - Arts Commission	\$7,000	\$6,600	\$400	6.06%
Community Programs - C & E Committee	\$5,000	\$5,000	\$0	0.00%
Community Programs - P & E Committee	\$5,000	\$5,000	\$0	0.00%
Community Programs - Police Department	\$4,800	\$4,800	\$0	0.00%
Community Programs - Public Works	\$82,160	\$81,160	\$1,000	1.23%
Contingency Fund	\$50,000	\$81,874	-\$31,874	-38.93%
Contractual Services - Administrative	\$217,400	\$228,600	-\$11,200	-4.90%
Contractual Services - General Government	\$481,450	\$482,850	-\$1,400	-0.29%
Contractual Services - Municipal Court	\$19,550	\$18,550	\$1,000	5.39%
Contractual Services - Public Works	\$186,200	\$201,200	-\$15,000	-7.46%
New Equipment - Administrative	\$0	\$26,000	-\$26,000	-100.00%
New Equipment - Police Department	\$0	\$38,829	-\$38,829	-100.00%
New Equipment - Public Works	\$4,825	\$0	\$4,825	100.00%
Operational Expenses - Administrative	\$167,250	\$171,408	-\$4,158	-2.43%
Operational Expenses - General Government	\$22,000	\$31,300	-\$9,300	-29.71%
Operational Expenses - Municipal Court	\$8,650	\$7,435	\$1,215	16.34%
Operational Expenses - Police Department	\$142,822	\$147,478	-\$4,656	-3.16%
Operational Expenses - Public Works	\$120,450	\$181,375	-\$60,925	-33.59%
Personnel Services - Administrative	\$390,165	\$421,994	-\$31,829	-7.54%
Personnel Services - Municipal Court	\$42,799	\$43,304	-\$505	-1.17%
Personnel Services - Police Department	\$1,012,886	\$1,023,940	-\$11,054	-1.08%
Personnel Services - Public Works	\$444,360	\$432,859	\$11,501	2.66%
<b>Total Proposed Expenses</b>	<b>\$3,429,067</b>	<b>\$3,653,056</b>	<b>-\$223,989</b>	<b>-6.13%</b>
<b>sub-total - Excess Revenue Funds Available</b>	<b>\$800,475</b>	<b>\$440,182</b>	<b>\$360,293</b>	<b>81.85%</b>
Beginning Balance	\$5,412,545	\$5,256,635	\$155,910	2.97%
Less reserves and other liabilities				
Reserve 18 months- Personnel Services	\$2,835,315	\$2,883,146	-\$47,831	-1.66%
Reserve 18 months - Operating Expenses	\$691,758	\$802,626	-\$110,868	-13.81%
Reserve 10 % - Contractual Services	\$90,460	\$93,120	-\$2,660	-2.86%
Reserve 10 % - Community Programs	\$10,926	\$10,506	\$420	4.00%
Reserve 12 months - Contingency Fund	\$50,000	\$81,874	-\$31,874	-38.93%
Reserve - Emergency Management Fund	\$50,000	\$50,000	\$0	0.00%
Equipment -Reserve/Replacement Fund	\$589,276	\$552,568	\$36,708	6.64%
Other Liabilities	\$250,000	\$247,157	\$2,843	1.15%
sub-total Operational Reserve	\$4,567,735	\$4,720,997	-\$153,262	-3.25%
Additional amount added in FY 11/12	\$372,480	\$372,480	\$0	0.00%
Additional Amount added FY 11-12	\$42,024	\$42,024	\$0	0.00%
<b>Total Operational Reserves</b>	<b>\$4,982,239</b>	<b>\$5,135,501</b>	<b>-\$153,262</b>	<b>-2.98%</b>
Utility Subsidy	\$426,727	\$367,359	\$59,368	16.16%
<b>Total: Reserve - Other Liabilities - Subsidy</b>	<b>\$5,408,966</b>	<b>\$5,088,356</b>	<b>\$320,611</b>	<b>6.30%</b>
<b>sub-total - Funds Available after reserves</b>	<b>\$3,579</b>	<b>\$168,280</b>	<b>-\$164,701</b>	<b>-97.87%</b>
<b>TOTAL FUNDS AVAILABLE FOR PROJECTS</b>	<b>\$804,054</b>	<b>\$608,462</b>	<b>\$195,593</b>	<b>32.15%</b>
Transfer to Utility Fund -Utility Lines R/R Fund	\$500,000	\$0		
Projects funded in FY 2011-2012		\$608,462		
Total Unallocated Funds (allocation to be determined by City Council)	\$304,054	\$0		
<b>Total Excess/Deficit</b>	<b>\$0</b>	<b>\$0</b>		



**City of Sunset Valley, Texas  
Revenue Analysis  
FY 2012-2013**

Revenue projections formulated in this report are based on historical information, current trends of retail sales, future construction activity, and the professional judgment and analysis of the Administration Department of the City of Sunset Valley.

**GENERAL FUND**

The City's General Operating Fund pays for the cost of running the day-to-day business of the City. Revenues received primarily from local sales taxes, also include fees and services, licenses and permits, and a variety of other revenues including interest income, and the sale of assets.

The General Operating Fund total projected revenue for FY 2012-2013 is \$4,228,540. The methodology for calculating revenue estimates varies depending on the source of the revenue; however, considerable weight is given to historical trends combined with mitigating economic factors.

General Fund	FY 2012-2013	% of Revenue
<b>Proposed Revenue</b>		
Court Income	\$90,000	2.13%
Event Income	\$2,000	0.05%
Fire District Collections	\$17,700	0.42%
Franchise Tax	\$25,000	0.59%
Interest	\$20,000	0.47%
Miscellaneous	\$5,000	0.12%
Mixed Beverage Sales Tax	\$38,000	0.90%
Permits	\$20,000	0.47%
Rental Property	\$6,600	0.16%
Sales Tax Revenue	\$4,004,242	94.70%
<b>Total Revenue</b>	<b>\$4,228,542</b>	<b>100.00%</b>

The following discussion highlights each source of General Fund Revenue and any significant revenue issues that confront the City.

Court Revenue \$90,000

Revenue collected by the Municipal Court is classified into three categories: Fine Income, Court Income, and Warrant Fees. Revenues generated are primarily from traffic citations. Adding credit cards as a payment method in FY 10-11 has made a significant impact on court revenue.

Event Income \$2,000

The Art Fest is an annual event sponsored by the Arts Commission and is funded by Hotel Occupancy Tax. Booth fees are collected from outside vendors. This revenue cannot be deposited into the Hotel Occupancy Tax Fund, because that fund is restricted.

Fire District Tax Collections \$17,700

Fire District tax payments are a result of an Interlocal Agreement between Travis County Emergency Services District No. 3 and Sunset Valley. The City's contract with the Austin Fire Department to provide fire protection services within Sunset Valley's City limits includes a provision covering the area within Sunset Valley's Extraterritorial Jurisdiction (ETJ). This was because the Austin Fire Department was concerned that not providing coverage to the ETJ would create islands with little to no coverage while creating loss in Sunset Valley should a substantial fire occur. The City negotiated agreement with Travis County ESD No. 3 provides any taxes collected be remitted to Sunset Valley to help offset the City's cost for providing the service.

Interest Earnings \$20,000

Historically interest income on funds deposited in TexPool had been a primary source of revenue generated by the City. In FY 2009-2010 interest rates declined dramatically causing interest revenue to decrease significantly. The City purchases Certificates of Deposit to increase interest revenue.

Miscellaneous Revenue \$5,000

Miscellaneous service fees and charges are revenue from various fees charged for copies and services provided by the City.

Mixed Beverage Sales Tax \$38,000

Sales tax on mixed beverages are collected by the State Comptroller and remitted to the City on a quarterly basis. The tax is only applicable to alcoholic beverages served and does not apply to the sale of beer or wine. Of the 14% mixed beverage gross receipts collected, Sunset Valley is allocated 10.7143% with the State keeping the balance.

FY	2008/09 Actual	2009/10 Actual	2010/11 Actual	2011/12 Projected
Tax Received	\$44,620.00	\$39,865.00	\$39,220.00	\$37,082.00

Permits & License Fees \$20,000

Building and development revenue is collected from a variety of fees and charges for permits encompassing all activity from single family and commercial development. Generally, the fees are considered a "pass through" as they are expensed to pay for outside consultants for plan review, engineer review, watershed development, and inspections to ensure compliance with City codes during construction. No large development is expected in FY 2012-2013. The majority of revenue generated will be from residential building and remodels and some commercial re-development.

Rental Property \$6,600

In 2010 Sunset Valley entered into an agreement with Sustainable Food Center to lease the property known as The Triangle, to operate a Farmer's Market. SFC pays the City \$550 per month.

### Sales and Use Tax

General Sales and Use Tax are levied on the sale, lease, or rental of all taxable goods within the Sunset Valley City limits. The Texas comptroller collects and remits a payment each month on the portion due to the City. Of the 8.125 cents for every dollar spent, the State keeps 6.25 cents, 1.5 cents is paid to the City for general operations and debt service, .25 cents is paid to the City for deposit into the street and maintenance fund, and .125 cents is deposited into the green tax fund for specific water quality land purchases.

As the primary source of revenue, the City's sales tax collections typically do not follow the general economic predictions on a national or state level. Sunset Valley's sales collections are more closely connected to our own internal growth and the external effects of economic growth of our neighbor cities.

The following table is the actual sales tax revenue received for the past three years and included the projected amount for FY 2011-2012. This table is the *total tax collected*. The .25% portion collected for the street and maintenance fund and the .125% portion collected for green tax are deducted from this amount and expensed in each of those funds.

Month	2008/09	2009/10	2010/11	2011/2012
October	\$384,889	\$358,399	\$351,919	\$393,278
November	\$370,334	\$330,276	\$358,953	\$396,353
December	\$388,241	\$413,168	\$378,347	\$385,758
January	\$367,689	\$364,755	\$377,488	\$410,420
February	\$516,765	\$490,374	\$534,759	\$569,702
March	\$335,986	\$312,006	\$347,480	\$363,652
April	\$304,674	\$310,025	\$329,994	\$399,308
May	\$375,571	\$409,302	\$444,716	\$439,755
June	\$390,820	\$376,350	\$433,292	\$450,772
July	\$358,249	\$362,983	\$455,573	\$437,495
August	\$391,078	\$392,429	\$438,077	\$440,985
September	\$368,213	\$369,388	\$405,857	\$415,000
Total Sales Tax Revenue	\$4,552,509	\$4,489,455	\$4,856,455	\$5,102,478

\*projection

The following items were noted while reviewing trends within Sunset Valley.

1. One large restaurant site and one large retail site is vacant in one shopping center. At this time, there are no proposed tenants for these sites. The revenue projections for FY 2012-2013 does not include revenue projections for the vacant sites.
2. The final site plan has been approved for The Brodie Events Center but it is not expected to be operational until next fiscal year therefore revenue projections do not include this location.
3. There is no growth planned for the area surrounding Sunset Valley that could influence the sales tax revenue.

The challenge each year is to predict the spending habits or preferences of one store or eating location over another when making sales tax revenue projections. A formula was developed several years ago that has been a useful tool in estimating sales tax revenue. The formula calculates the sales tax collected within a set time frame for each of the categorized groups listed. A 3-year average of collections is calculated by category and divided by the amount of gross square footage occupied to provide an average square foot collection rate. The square foot collection is then applied to the anticipated (existing and future) square footage of retail space per category to estimate the total sales collections for the upcoming year. The formula ensures the expense side of the budget can be maintained by providing a conservative estimate of revenues for the upcoming year.

Step 1. Divide existing square footage of retail stores within the City into the following categories.

<u>Businesses</u>	<u>Total Sq. Ft.</u>
Retail over 45k	331578
Retail 31-45k	107661
Retail 26-30k	170869
Retail 21-25k	73491
Retail 16-20k	39006
Retail 11-15k	42196
Retail 6-10k	64008
Retail 5k/under	65909
Restaurants	94645

Step 2. Calculate annual sales tax projections using square footage.

<u>Businesses</u>	<u>Total Sq. Ft.</u>	<u>Estimated Revenue</u>
Retail over 45k	331578	\$1,741,925.51
Retail 31-45k	107661	\$618,207.75
Retail 26-30k	170869	\$669,750.46
Retail 21-25k	73491	\$301,736.68
Retail 16-20k	39006	\$185,807.94
Retail 11-15k	42196	\$282,479.22
Retail 6-10k	64008	\$229,863.86
Retail 5k/under	65909	\$336,126.61
Restaurants	94645	\$509,553.24

**Total Estimated Retail Sales Tax revenue** **\$4,875,451.26**

Step 3. Add sales tax projections for Communications and Misc. collections. (Mail order, constructions, etc.)

Communications	\$37,000.00
Misc/Mail Order	<u>\$195,000</u>

**Total Sales Tax Revenue Projection FY 12/13** **\$5,107,451.26**

Step 4. Total anticipated sales tax collection and deduct portions related to the State collection fee, Street tax and green tax.

Total Sales Tax Revenue Projection 12/13	\$5,107,451.26
Less 2% State Collection Fee	<u>-\$102,149.03</u>
<b>Total Sales Tax Revenue Projection</b>	<b>\$5,005,302.23</b>

<b>A. General Fund Collections</b>	<b>\$4,004,241.79</b>
B. Street Tax Collections	\$665,705.20
C. Green Tax Collections	\$335,355.25
<b>Total Collections</b>	<b>\$5,005,302.23</b>

Sales Tax Revenue by Fund

A. General Operations and Debt Service \$4,004,242

General sales and use tax of 1.5% is paid to the City for general operations and debt service. In FY 2012/2013 Sunset Valley does not have any debt.

B. Street Tax \$665,705

The revenue projections for the street tax are directly related to the collection of sales and use tax levied on the sale, lease, or rent of all taxable goods within Sunset Valley. After holding an election to consider increasing the City's sales tax rate an additional  $\frac{1}{4}$  cent, the City began imposing the additional tax on January 1, 2001 and the tax was renewed at an election in 2009. The legislative statute allowing the collection of this tax also includes restrictions on use of the proceeds and limitations on the number of years the tax can be collected before an election for reconsideration must be held.

The statute requires that:

1. The proceeds derived from the additional tax are restricted for the sole purpose of repairing and maintaining those streets located within the City at the time the election was held; and
2. The imposition of the additional tax will expire after 4 years, unless another election is held for reconsideration. If approved at an election, the additional tax can be collected for another 4 years.
3. The proceeds collected by the State Comptroller under the  $\frac{1}{4}$  cent tax are remitted each month with the general sales and use tax collections. The  $\frac{1}{4}$  cent street tax represents 13.3% of the total sales collected each month. These monies are transferred each month out of the General Fund into a separate restricted fund.

C. Green Tax \$335,355

The City collects a local sales tax at the rate of .0125% to fund the Edwards Aquifer Protection Venue Project along Brodie Lane or Country White Lane proposition for watershed protection and preservation.

Utility Franchise Tax \$25,000

Franchise fees are assessments for a company's use of the City's right-of-way such as telecommunications, gas, and cable. There were only two major franchises in Sunset Valley – telecommunications and gas. In FY 2010-2011 the City signed a Franchise Agreement with the City of Austin for the Electric Utility which is a designated fund for Underground Utilities. The City started collecting revenue in March 2010. Several years ago, the City waived the franchise fees for cable companies in an effort to keep residential cable costs down. Franchise fees generally increase as a result of increased customers and/or increased cost of service. Due to the City being basically built out, there is no expected increase. The Greater Austin Area Telecommunications Network has lines in the City ROW serving the AISD facilities. Based on the length of line within the City, an annual fee was adopted. The revenue breakdown for 2012-2013 is projected below.

GAATN	\$ 3,600
Telecommunications/Gas	\$21,400

General Fund	PROJECTION OF REVENUE FOR FY 2011-2012	PROPOSED BUDGET FY 2012-2013	APPROVED BUDGET FY 2011-2012	Amount of Increase- (Decrease) from FY 11-12 Budget	% Increase/ (Decrease)
<b>Proposed Revenue</b>					
Court Income	\$115,000	\$90,000	\$77,000	\$13,000	16.88%
Event Income	\$1,825	\$2,000	\$2,000	\$0	100.00%
Fire District Collections	\$17,722	\$17,700	\$18,000	(\$300)	-1.67%
Franchise Tax	\$27,075	\$25,000	\$25,000	\$0	0.00%
Interest	\$22,000	\$20,000	\$20,000	\$0	0.00%
Miscellaneous	\$12,200	\$5,000	\$3,000	\$2,000	66.67%
Mixed Beverage Sales Tax	\$31,500	\$38,000	\$38,000	\$0	0.00%
Permits	\$32,000	\$20,000	\$20,000	\$0	0.00%
Rental Property	\$6,600	\$6,600	\$6,600	\$0	100.00%
Sales Tax Revenue	\$4,138,400	\$4,004,242	\$3,883,638	\$120,604	3.11%
<b>Total Revenue</b>	<b>\$4,404,322</b>	<b>\$4,228,542</b>	<b>\$4,093,238</b>	<b>\$135,304</b>	<b>3.31%</b>

**CITY OF SUNSET VALLEY  
GENERAL FUND  
REVENUE PROJECTIONS  
FY 2012-2013**

General Fund		FY 2012-2013
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<b>Proposed Revenue</b>			
Court Income		\$90,000	2.13%
Event Income		\$2,000	0.05%
Fire District Collections		\$17,700	0.42%
Franchise Tax		\$25,000	0.59%
Interest		\$20,000	0.47%
Miscellaneous		\$5,000	0.12%
Mixed Beverage Sales Tax		\$38,000	0.90%
Permits		\$20,000	0.47%
Rental Property		\$6,600	0.16%
Sales Tax Revenue		\$4,004,242	94.70%
<b>Total Revenue</b>		<b>\$4,228,542</b>	<b>100.00%</b>

CITY OF SUNSET VALLEY 3-YEAR COMPARISON BUDGET

GENERAL FUND - Administration

FY 2012-2013

G/L Code	Personnel Services:	Actual 2008/2009	Actual 2009/2010	Actual 2010/2011	Projected 2011/2012	Adopted Amended Budget 2011/2012	Projected % of Adopted Budget 2011/2012	Proposed Budget 2012/2013	% over/under Adopted Budget 2011/2012	% over/under Projected Year End 2011/2012	Page	Reserve
												18 months
	<b>SALARIES</b>											
5000	Accountant/City Secretary (exempt)	46,330	58,140	59,956	60,034	61,835	97.09%	61,835	0.00%	3.00%	Admin 1	92,753
5057	Administrative Assistant/Court Clerk (PT)	29,092	32,594	36,006	26,445	37,315	70.87%	18,658	-50.00%	-29.45%	Admin 1	27,987
0	Admin Clerk/IT (position cut)	46,977	985	0	0	0	0.00%	0	0.00%	0.00%	Admin 1	-
5027	Assistant City Administrator/IT Manager (exempt)	48,617	52,000	57,340	60,086	61,889	97.09%	61,889	0.00%	3.00%	Admin 1	92,834
5001	Bookkeeper/UT Billing Clerk Part-time (80% Of \$24,111)	14,760	19,282	16,370	18,637	19,289	96.62%	19,289	0.00%	3.50%	Admin 1	28,934
5025	City Administrator (exempt)	99,407	106,490	109,479	109,174	110,812	98.52%	110,812	0.00%	1.50%	Admin 1	166,218
5020	City Secretary/IT Manager (position cut)	35,894	13,058	0	0	0	0.00%	0	0.00%	0.00%	Admin 1	-
5070	Receptionist (reclassification)	31,541	33,352	26,261	26,520	27,040	98.08%	27,040	0.00%	1.96%	Admin 1	40,560
5090	City - Overtime (5% of full-time salaries)	9,041	124	627	1,350	3,315	40.72%	1,769	-46.64%	31.04%	Admin 1	2,654
	<b>OTHER COMPENSATION</b>											
5084	Cell Phone Allowance (for City Administrator)	606	960	960	960	960	100.00%	960	0.00%	0.00%	Admin 1	1,440
5046	Longevity Incentive	0	432	480	528	528	100.00%	696	31.82%	31.82%	Admin 1	1,044
5086	Bilingual Incentive	0	600	600	600	600	100.00%	300	-50.00%	-50.00%	Admin 1	450
5087	Education Incentive	0	50	1,200	1,200	1,200	100.00%	900	-25.00%	-25.00%	Admin 1	1,350
	Merit Increases (3% of total salaries)	0	0	0	0	0	0.00%	9,039	0.00%	0.00%	Admin 1	13,559
	Merit Increases Benefits (3% of benefits)	0	0	0	0	0	0.00%	1,037	0.00%	0.00%	Admin 1	1,556
	<b>BENEFITS</b>											
5120	Insurance- Life	313	336	474	354	504	70.24%	504	0.00%	42.37%	Admin 1	756
5121	Insurance- Medical	39,933	28,009	37,458	36,900	54,000	68.33%	34,800	-35.56%	-5.69%	Admin 2	52,200
5122	Insurance- Dental	1,199	1,528	1,936	2,050	2,160	94.91%	2,160	0.00%	5.37%	Admin 1	3,240
5150	Insurance- Workman's Comp	1060	\$2,417	\$1,360	\$821	\$1,360	60.37%	\$760	-44.12%	-7.43%	Admin 1	1,140
5123	Insurance - Vision				\$235	\$432	54.40%	\$432	0.00%	83.83%		648
5124	Insurance - Long Term Disability				\$605	\$915	66.12%	\$915	0.00%	51.24%		1,373
5126	Insurance - Short Term Disability				\$405	\$625	64.80%	\$625	0.00%	54.32%		938
5130	Medicare Tax- Employer Match	4,527	4,126	4,487	4,135	4,598	89.93%	4,410	-4.09%	6.65%	Admin 2	6,615
5135	Social Security Tax- Employer Match	850	510	0	0	0	0.00%	0	0.00%	0.00%	Admin 2	-
5131	State Unemployment Insurance (SUTA)	1,276	1,217	1,067	1,010	1,350	74.81%	1,620	20.00%	60.40%	Admin 2	2,430
5140	TMRS (Retirement)	34,155	30,792	34,173	30,635	31,267	97.98%	29,715	-4.96%	-3.00%	Admin 2	44,573
	<b>Total Personnel Services</b>	<b>445,577</b>	<b>387,000</b>	<b>390,232</b>	<b>382,684</b>	<b>421,994</b>	<b>90.68%</b>	<b>390,165</b>	<b>-7.54%</b>	<b>1.95%</b>		<b>585,248</b>
	<b>Contractual Services: (Recoupable &amp; Non-Recoupable)</b>											<b>10% of Expense</b>
5306	Attorney	77,836	62,235	47,544	50,000	60,000	83.33%	60,000	0.00%	20.00%	Admin 3	6,000
5309	Auditor/Financial Advisor	26,985	32,615	35,355	35,000	35,000	100.00%	38,500	10.00%	10.00%	Admin 3	3,850
5312	Building Inspector Structural Engineer (97% Recoupable)	8,845	21,159	15,267	15,000	20,000	75.00%	20,000	0.00%	33.33%	Admin 3	2,000
5327	Engineer-Design	57,775	30,284	12,901	10,000	58,000	17.24%	30,000	-48.28%	200.00%	Admin 3	3,000
5330	Engineer-Review & Inspect (80% Recoupable)	8,166	6,911	14,140	13,500	13,500	100.00%	20,000	48.15%	0.00%	Admin 3	2,000
5339	Fire Safety Inspector	5,060	275	0	0	0	0.00%	0	0.00%	0.00%	Admin 3	-
5343	IT Management	21,700	16,734	16,731	17,000	17,500	97.14%	24,000	0.00%	41.18%	Admin 3	2,400
5338	Health Department Inspections	0	0	0	0	0	0.00%	0	0.00%	0.00%	Admin 3	-

CITY OF SUNSET VALLEY 3-YEAR COMPARISON BUDGET

GENERAL FUND - Administration

FY 2012-2013

	Actual 2008/2009	Actual 2009/2010	Actual 2010/2011	Projected 2011/2012	Adopted Amended Budget 2011/2012	Projected % of Adopted Budget 2011/2012	Proposed Budget 2012/2013	% over/under Adopted Budget 2011/2012	% over/under Projected Year End 2011/2012	Page
<b>Contractual Services: (Recoupable &amp; Non-Recoupable)- Continued</b>										
5345	Landscape Architect (50% Recoupable)	9,164	3,544	236	2,500	5,000	50.00%	5,000	0.00%	100.00%
5361	Lobbyist	36,000	24,000	0	0	0	0.00%	0	0.00%	0.00%
5362	Ordinance Codification Maintenance	0	0	0	0	5,000	0.00%	5,000	100.00%	100.00%
5366	Records Management	2,528	2,856	3,243	4,500	4,500	100.00%	4,800	6.67%	6.67%
5200	Temporary Help/Reserve	830	210	0	0	900	0.00%	300	-66.67%	0.00%
5367	Payroll Services	4,430	4,328	4,232	4,200	4,200	100.00%	4,800	14.29%	14.29%
5370	Travis Co. Tax Collection		0	0	0	0	0.00%	0	0.00%	0.00%
5381	Water Quality Consultant (50% recoupable)	1,644	855	1,805	5,000	5,000	100.00%	5,000	0.00%	0.00%
<b>Total Contractual Services:</b>		<b>260,964</b>	<b>206,006</b>	<b>151,454</b>	<b>156,700</b>	<b>228,600</b>	<b>68.55%</b>	<b>217,400</b>	<b>-4.90%</b>	<b>38.74%</b>
<b>Community Programs:</b>										
5420	City Directory	0	1,609	3,150	0	0	0.00%	2,500	100.00%	100.00%
5480	New Resident Information	0	300	0	0	300	0.00%	300	0.00%	100.00%
5475	Volunteer Awards Banquet	3,573	1,642	2,684	2,200	2,200	100.00%	2,500	13.64%	13.64%
<b>Total Community Programs</b>		<b>3,573</b>	<b>3,551</b>	<b>5,834</b>	<b>2,200</b>	<b>2,500</b>	<b>88.00%</b>	<b>5,300</b>	<b>112.00%</b>	<b>140.91%</b>
<b>Operational Expenses:</b>										
5515	Bank Charges	1,980	247	731	600	1,200	50.00%	1,200	0.00%	100.00%
5535	Cell Phone (for City use)	0	246	194	290	300	96.67%	300	0.00%	3.45%
5545	Coffee / Food Service	12,927	9,495	9,489	9,860	10,000	98.60%	10,000	0.00%	1.42%
5600	Dues, Fees & Subscriptions	2,482	2,123	2,337	1,800	2,000	90.00%	2,000	0.00%	0.00%
	New Organizational Memberships	0	0	0	0	1,000	0.00%	1,000	0%	0.00%
5615	Election Expenses	581	258	659	700	700	100.00%	700	0.00%	0.00%
5704	Employee Appreciation by Employees	0	20	616	890	1,000	89.00%	1,000	0.00%	12.36%
5735	Equipment Leases- Copier	12,431	10,920	8,834	8,100	11,500	70.43%	9,000	-21.74%	11.11%
5655	Insurance: Fire/Theft/Vandalism/Liability/Position Bonds	15,009	18,840	18,291	22,000	22,000	100.00%	24,200	10.00%	10.00%
5706	Postage and Postage Equipment & Supplies	5,045	7,500	9,000	10,000	12,000	83.33%	12,000	0.00%	20.00%
5705	Office Supplies: General Supplies - ALL DEPARTMENTS	11,183	15,116	16,261	14,000	16,000	87.50%	14,000	-12.50%	0.00%
5725	Printing and Copying	9,826	7,340	6,596	8,700	12,000	72.50%	9,000	-25.00%	3.45%
5500	Public Notices/Employment Recruitment	7,773	6,762	5,095	4,800	5,500	87.27%	5,500	0.00%	14.58%
5770	Small Office Equipment Repair & Replacement	968	1,754	350	1,100	1,800	61.11%	1,800	0.00%	63.64%
5782	Software Maintenance Fees	5,630	13,215	10,213	10,610	10,608	100.02%	12,000	13.12%	13.10%
5820	Training & Education - Admin. Staff	3,301	3,000	1,137	800	3,000	26.67%	3,000	0.00%	275.00%
5815	Training & Education: Mileage Reimburse / per diem	1,013	336	24	220	300	73.33%	300	0.00%	36.36%
5835	Utilities: Electric/Water/Gas/Wastewater/Telephone	71,213	57,908	59,663	60,000	60,000	100.00%	60,000	0.00%	0.00%
5720	Vehicle Expense-Personal Mileage	320	30	64	250	500	50.00%	250	-50.00%	0.00%
<b>Total Operational Expenses:</b>		<b>161,685</b>	<b>155,111</b>	<b>149,555</b>	<b>154,720</b>	<b>171,408</b>	<b>90.26%</b>	<b>167,250</b>	<b>-2.43%</b>	<b>8.10%</b>
<b>Grand Total Administration</b>		<b>871,798</b>	<b>751,669</b>	<b>697,075</b>	<b>696,304</b>	<b>824,502</b>	<b>84.45%</b>	<b>780,115</b>	<b>-5.38%</b>	<b>12.04%</b>

General Fund - Administrative Department FY 2012/2013 Budget		Purpose and Description	12/13 Proposed Budget	11/12 Budget	Increase/ Decrease	% of Increase/ Decrease
G/L Code	Budget Item					
	<b>PERSONNEL SERVICES</b>					
	<b>SALARIES</b>					
01-01-5000	Accountant/City Secretary	Exempt Position	\$61,835	\$61,835	\$0	0.00%
01-01-5057	Administrative Assistant/Court Clerk	Hourly Position. Reclassification in 10/11. For FY 12-13 this position is a regular part-time position and 20 hours per week.	\$18,658	\$37,315	-\$18,657	-50.00%
01-01-5027	Assistant City Administrator/IT Manager	Exempt Position	\$61,889	\$61,889	\$0	0.00%
01-01-5001	Bookkeeper/UT Billing Clerk Part-time	Part-time Hourly. 80% of \$24,111 in Admin Department. Remaining 20% in Utility Fund.	\$19,289	\$19,289	\$0	0.00%
01-01-5025	City Administrator	Exempt Position	\$110,812	\$110,812	\$0	0.00%
01-01-5070	Receptionist	Hourly Position. Reclassification in 10/11.	\$27,040	\$27,040	\$0	0.00%
01-01-5090	Overtime on FT Hourly Positions	Based on 5% of all hourly employees annual salary.	\$1,769	\$3,315	-\$1,546	-46.64%
	<b>OTHER COMPENSATION</b>					
01-01-5084	Cell Phone Allowance	Monthly allowance of \$80 paid to the City Administrator to have a cell phone for city use.	\$960	\$960	\$0	0.00%
01-01-5086	Incentive- Bilingual	Paid to employees that passed a test that is certified by the City. Paid at \$50.00 o\per month. The employee is part-time and only received 50%.	\$300	\$600	-\$300	-50.00%
01-01-5087	Incentive- Education/Certification	Paid to employees that have certain degrees and certification. Paid different amounts for different degrees and certifications. One full-time employee and one part-time employee .	\$900	\$1,200	-\$300	-25.00%
01-01-5046	Incentive- Longevity	Paid to employees who have worked for the City for more than 5 years. Paid at \$4.00 per month for the number of years employed.	\$696	\$528	\$168	31.82%
	Merit Increases	Calculated at 3% of total salaries	\$9,039			
	Merit Increases Benefits		\$1,037			
	<b>BENEFITS</b>					
01-01-5122	Insurance- Dental	Employer pays 100% of Dental Insurance Premiums for the employee.	\$2,160	\$2,160	\$0	0.00%
01-01-5120	Insurance- Life	Employer pays 100% of the Life Insurance Premium for the employee.	\$504	\$504	\$0	0.00%

General Fund - Administrative Department		Purpose and Description	12/13 Proposed Budget	11/12 Budget	Increase/ Decrease	% of Increase/ Decrease
G/L Code	Budget Item					
01-01-5121	Insurance- Medical	Employer pays 100% of the Medical Insurance Premium for the employee and contributes \$200 to dependent coverage. 6 employees/4 dependents	\$34,800	\$54,000	-\$19,200	-35.56%
01-01-5150	Insurance- Worker's Comp	Provides state mandated coverage in the event an employee is injured on the job.	\$760	\$1,360	-\$600	-44.12%
01-02-5123	Insurance - Vision Insurance	New employee benefit approved by Council effective March 1, 2012.	\$432	\$432	\$0	0.00%
01-02-5124	Insurance - Long Term Disability Insurance	New employee benefit approved by Council effective March 1, 2012.	\$625	\$625	\$0	0.00%
01-02-5126	Insurance - Short Term Disability Insurance	New employee benefit approved by Council effective March 1, 2012.	\$915	\$915	\$0	0.00%
01-01-5130	Medicare Tax- Employer Match (.0145%)	Employer match to the Medicare portion of social security benefits.	\$4,410	\$4,598	-\$188	-4.09%
01-01-5135	Social Security Tax- Employer Match (6.2%)	Employer match to social security benefits. No employees that are time qualified.	\$0	\$0	\$0	0.00%
01-01-5131	State Unemployment Insurance (SUTA)	Provides funds for state mandated employer contribution to unemployment compensation fund.	\$1,620	\$1,350	\$270	20.00%
01-01-5140	TMRS Match (Retirement)	Retirement Fund. Provides for employers contribution based on gross earnings to the Texas Municipal Retirement System. Rate is based on 10.88% per month.	\$29,715	\$31,267	-\$1,552	-4.96%
		Total Personnel	\$390,165	\$421,994	-\$31,829	-7.54%

General Fund - Administrative Department							
FY 2012/2013 Budget							
G/L Code	Budget Item	Purpose and Description	12/13 Proposed Budget	11/12 Budget	Increase/ Decrease	% of Increase/ Decrease	
<b>CONTRACTUAL SERVICES</b>							
01-01-5306	Attorney	Provides funds for legal counsel to the City Council, Staff, Boards and Commissions. Includes research, advisement, and attendance at meetings. The attorney contract is based on a per hour basis. Budget is based on \$7500 per month.	\$60,000	\$60,000	\$0	0.00%	
01-01-5309	Auditor/Financial Advisor	Provides for expenses related to performance of a yearly audit of City's prior year finances and any state or federal mandated single audit provisions as well as any expenses related to seeking advise from a financial advisor.	\$38,500	\$35,000	\$3,500	10.00%	
01-01-5312	Building Inspector	Provide building plans and foundation reviews; building inspections during permit process and construction activities. 97% of costs are recoupable through permit fees collected at time of permit request. 3% are non-recoupable and is for inspections requested by the City.	\$20,000	\$20,000	\$0	0.00%	
01-01-5327	Engineer Design	Provides funds to investigate or design potential projects that may come under consideration during the fiscal year that were not identified at a project during the budget process.	\$30,000	\$58,000	-\$28,000	-48.28%	
01-01-5330	Engineer -Review and Inspections	Provides funding for engineering and planning services to Council, Commissions, Boards, and Staff; review of plan	\$20,000	\$13,500	\$6,500	48.15%	
01-01-5339	Fire Safety Inspector	Services provided by City of Austin contract.	\$0	\$0	\$0	0.00%	
01-01-5338	Heath Department Inspections	City of Austin began doing Health Inspections for the City of Sunset Valley in 2010/2011.	\$0	\$0	\$0	0.00%	
01-01-5343	IT Management Services	Provides funds for contract services to maintain the city computers, servers, and back-up services. Trouble shooting support for windows, office, police and utility billing, accounting software, updates for all software including firewall and anti-virus, and project and budget consulting as needed. Contract went out for bid in Fey 2012-2013.	\$24,000	\$17,500	\$6,500	37.14%	

General Fund - Administrative Department						
FY 2012/2013 Budget						
G/L Code	Budget Item	Purpose and Description	12/13 Proposed Budget	11/12 Budget	Increase/Decrease	% of Increase/Decrease
01-01-5345	Landscape Architect	Provides landscape planning services. Funds allow for investigation of complaints and on-going compliance as well as potential design and review of city projects that are considered/presented through the year. Includes expenses related to review and inspection of landscape plan submittals, which are recoupable through permit fees. Consulting for substantial revisions of the City's landscape and tree regulations, develop additional regulations for seed and revegetation, have sufficient collaborations with the City Council and attend hearings as necessary.	\$5,000	\$5,000	\$0	0.00%
01-01-5361	Legislative Lobbyist	Provides funding for a legislative lobbyist. Proposed budget is based on \$2000 per month retainer.	\$0	\$0	\$0	0.00%
01-01-5362	Ordinance Codification Maintenance	Provide funds to keep the codification of the ordinances up to date and maintained.	\$5,000	\$5,000	\$0	0.00%
01-01-5367	Payroll Services	Provides funds for time clock services and for payroll services including pay checks and payroll tax services.	\$4,800	\$4,200	\$600	14.29%
01-01-5366	Records Management	Provides funds for the proper storage and disposal of city documents. Includes off-site storage rental, supplies, professional document shredding, and required document destruction.	\$4,800	\$4,500	\$300	6.67%
01-01-5200	Temporary Help/Reserve	Provides funds for administrative support during absences and assignments or projects that are beyond the daily administrative work load.	\$300	\$900	-\$600	-66.67%
01-01-5370	Travis County Tax Collections	Provide appraisal services associated with tax assessments and real/property tax collection in lieu of in-house processing. Proposed amount based on City adopting a "zero" tax rate for 2009-2010.	\$0	\$0	\$0	0.00%
01-01-5381	Water Quality Consultant	Provides funding for professional planning and inspection services related to water quality issues. Funds allow for investigation of complaints, concerns, on-going compliance and ordinance review. Expenses include review and inspection services of water quality facility applications, which are recoupable thought permit fees.	\$5,000	\$5,000	\$0	0.00%
		Total Contractual	\$217,400	\$228,600	-\$11,200	-4.90%

General Fund - Administrative Department						
FY 2012/2013 Budget						
G/L Code	Budget Item	Purpose and Description	12/13 Proposed Budget	11/12 Budget	Increase/ Decrease	% of Increase/ Decrease
<b>COMMUNITY PROGRAMS</b>						
01-01-5420	City Directory	The City will produce the City Directory every other year starting in 2011. Funds are not budgeted in FY 2011-2012 but will be funded again in FY 2012-2013.	\$2,500	\$0	\$2,500	100.00%
01-01-5480	New Resident Information	Provides funds to purchase tote bags to be used to provide new residents with information on city services and programs as well as to encourage involvement in the city government. Funds can also be used for small incidentals to be used to welcome new residents.	\$300	\$300	\$0	0.00%
01-01-5475	Volunteer Awards Banquet	Provides funds for Volunteer Awards Banquet hosted by the City to acknowledge volunteerism. Provides for food, beverages and door prizes.	\$2,500	\$2,200	\$300	13.64%
		Total Community Programs	\$5,300	\$2,500	\$2,800	112.00%
<b>OTHER OPERATING</b>						
01-01-5515	Bank Fees	Provides for expenses related to banking services.	\$1,200	\$1,200	\$0	0.00%
01-01-5535	Cell Phone	Provides funds for the monthly usage of a city cell phone with direct connect only to be used by the receptionist. Based on \$25 per month.	\$300	\$300	\$0	0.00%
01-01-5545	Coffee and Food Services	Provides funds for complimentary coffee service for employees and all visitors to City Hall. Also provides for complimentary food for City Council meetings, committee meetings, and some staff meetings.	\$10,000	\$10,000	\$0	0.00%
01-01-5600	Dues, Subscriptions and Fees	Provides for expenses related to newspaper subscriptions, Austin Business Journal subscription, Governmental Code updates, Governmental Filing fees (deed, etc.), CAPCOG dues, Municipal Clerks Association dues, TML dues and Purchasing Co-op dues.	\$2,000	\$2,000	\$0	0.00%
01-01-5601	Organizational Memberships	Membership dues for organizations that the City would join. Proposed for FY 2012-2013 \$500 for CAMPO.	\$1,000	\$1,000	\$0	0.00%
01-01-5615	Election Expenses	Funding provides for contracting with Travis County for up to two elections each year.	\$700	\$700	\$0	0.00%
01-01-5704	Employee Appreciation (by Employees)	Provides for funds for employee appreciation expenditures such as food, awards, and certificates.	\$1,000	\$1,000	\$0	0.00%

General Fund - Administrative Department		Purpose and Description	12/13 Proposed Budget	11/12 Budget	Increase/ Decrease	% of Increase/ Decrease
FY 2012/2013 Budget						
G/L Code	Budget Item	Purpose and Description	12/13 Proposed Budget	11/12 Budget	Increase/ Decrease	% of Increase/ Decrease
01-01-5735	Equipment Leases- Copier and Postage Equipment	Provides funds for the lease purchase of the Admin copier, PD copier and PW copier. Admin and PW copiers are also scanners.	\$9,000	\$11,500	-\$2,500	-21.74%
01-01-5655	Insurance: Fire/Theft/Vandalism/Liability, Bonds	Provides funds for insurance coverage for fire, theft or vandalism to city property, buildings, and mobile equipment. Provides for liability coverage and bonding positions that handle cash transactions.	\$24,200	\$22,000	\$2,200	10.00%
01-01-5705	Office Supplies: General Supplies	Provides for expenses related to general office supplies for all departmental operations of the City. Also includes all delivery service fees such as Federal Express, UPS, and inter-city delivery. Newsletter supplies are funded from this line item.	\$14,000	\$16,000	-\$2,000	-12.50%
01-01-5706	Postage and Postage Supplies	Provides for expenses related to postage costs and equipment rental, maintenance and supplies.	\$12,000	\$12,000	\$0	0.00%
01-01-5725	Printing and Copying	Provides for expenses related to reproducing documents, stationary, pre-printed forms, checks, purchase orders, business cards, the monthly newsletter, flyers, postcards, notices, GIS maps, and other city information.	\$9,000	\$12,000	-\$3,000	-25.00%
01-01-5500	Public Notices/Employment Recruitment	Provides funds for expenses related to the advertisement of public notices as required by ordinance and statute, job vacancies, request for proposals, bids, and other required notices and advertisements.	\$5,500	\$5,500	\$0	0.00%
01-01-5770	Small Office Equip Repair & Replacement	Provides funds for expenses related to the replacement, repair, service, and parts for office equipment, including maintenance agreements.	\$1,800	\$1,800	\$0	0.00%
01-01-5782	Software Maintenance Fees	Provides funding for software maintenance fees for accounting software, live streaming and video services and Firewall protection.	\$12,000	\$10,608	\$1,392	13.12%

General Fund - Administrative Department						
FY 2012/2013 Budget						
G/L Code	Budget Item	Purpose and Description	12/13 Proposed Budget	11/12 Budget	Increase/ Decrease	% of Increase/ Decrease
01-01-5820	Training and Education	Provides funding for attendance to seminars and educational programs to enhance/improve employee skills.	\$3,000	\$3,000	\$0	0.00%
01-01-5815	Training Travel Expenses	Provides funding for mileage, lodging, per diem meals, and other travel expenses incurred for Training and Education.	\$300	\$300	\$0	0.00%
01-01-5835	Utilities	Provides funding for City Hall security services, phone equipment and phone services, natural gas, cable for emergency services, Internet and wireless services, electricity for Brodie Lane traffic lights, Home Depot traffic lights, Lovegrass street lights, Villas lights, trail lights, City Hall, PD and PW buildings, and water service for City use.	\$60,000	\$60,000	\$0	0.00%
01-01-5720	Vehicle -Personal Mileage Reimbursement	Provides funds to reimburse staff for using their personal vehicle on city business.	\$250	\$500	-\$250	-50.00%
		Total Operating Costs	\$167,250	\$171,408	-\$4,158	-2.43%
		Totals	\$780,115	\$824,502	-\$44,387	-5.38%

**CITY OF SUNSET VALLEY 3-YEAR COMPARISON BUDGET**  
**GENERAL FUND - General Government**  
**FY 2012-2013**

		Actual 2008/2009	Actual 2009/2010	Actual 2010/2011	Projected 2011/2012	Adopted Amended 2011/2012	Projected % of Adopted Budget 2011/2012	Proposed Budget 2012/2013	% over/under Adopted Budget 2011/2012	% over/under Projected Year End 2011/2012	Page	Reserve
G/L Code	<b>Contractual Services</b>											
5726	Property Lease Expense-AISD and Homestead Sign	0	0	6,600	5,200	6,600	78.79%	5,200	-21.21%	0.00%	Admin 1	\$520
5318	Committee Planning Funds	0	0	1,000	0	1,000	0.00%	1,000	0.00%	100.00%	Admin 1	\$100
5311	Education Initiative-SSV Elementary	3,500	0	0	0	0	0.00%	0	0.00%	100.00%	Admin 1	\$0
5336	Fire and Emergency Services	455,000	400,000	410,645	475,000	475,000	100.00%	475,000	0.00%	0.00%	Admin 1	\$47,500
5348	Legal Defense Fund- n/r	0	0	250	0	250	0.00%	250	0.00%	100.00%	Admin 1	\$25
	<b>Total Contractual Services</b>	<b>458,500</b>	<b>400,000</b>	<b>418,495</b>	<b>480,200</b>	<b>482,850</b>	<b>99.45%</b>	<b>481,450</b>	<b>-0.29%</b>	<b>0.26%</b>		\$48,145
	<b>Operational Expenses</b>											<b>18 months</b>
5535	Cell Phone - Mayor's use	0	0	200	300	300	100.00%	0	-100.00%	-100.00%	Admin 1	\$0
5825	City Officials Expenses	1,293	2,728	3,500	1,950	3,500	55.71%	3,500	0.00%	79.49%	Admin 1	\$5,250
7127	Community Fire Planning	0	0	0	19,000	23,000	82.61%	14,000	-39.13%	-26.32%	Admin 1	\$21,000
5089	Tuition Reimbursements	0	0	0	3,650	4,500	81.11%	4,500	0.00%	23.29%	Admin 1	\$6,750
	<b>Total Operational Expenses</b>	<b>1,293</b>	<b>2,728</b>	<b>3,700</b>	<b>24,900</b>	<b>31,300</b>	<b>79.55%</b>	<b>22,000</b>	<b>-29.71%</b>	<b>-11.65%</b>	Admin 1	\$33,000
	<b>Contingency Fund</b>											
5321	Contingency Fund	22,152	56,333	50,000	11,036	81,874	13.48%	50,000	-38.93%	353.06%	Admin 2	\$50,000
	<b>Capital Outlay</b>											
5605	Easement Acquisition	1,169	2	5,000	0	5,000	0.00%	5,000	0.00%	100.00%	Admin 2	\$0
5660	Land Acquisition	2,102	0	4,000	0	4,000	0.00%	4,000	0.00%	100.00%	Admin 2	\$0
	<b>Total Capital Outlay</b>	<b>3,271</b>	<b>2</b>	<b>9,000</b>	<b>0</b>	<b>9,000</b>	<b>0.00%</b>	<b>9,000</b>	<b>0.00%</b>	<b>100.00%</b>		
	<b>Total Non-Committee Related</b>	<b>485,216</b>	<b>459,063</b>	<b>481,195</b>	<b>516,136</b>	<b>605,024</b>	<b>85.31%</b>	<b>562,450</b>	<b>-7.04%</b>	<b>8.97%</b>		

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CITY OF SUNSET VALLEY 3-YEAR COMPARISON BUDGET  
 GENERAL FUND - General Government  
 FY 2012-2013

	Actual 2008/2009	Actual 2009/2010	Actual 2010/2011	Projected 2011/2012	Adopted Amended 2011/2012	Projected % of Adopted Budget 2011/2012	Proposed Budget 2012/2013	% over/under Adopted Budget 2011/2012	% over/under Projected Year End 2011/2012		
<b>Committee Related</b>											
<b>Arts Commission</b>											<b>Reserve 10% of exp.</b>
Community Programs											
5551 Community Outreach Programs	7,110	5400	6600	3500	6600	53.03%	7000	6.06%	100.00%	Other 1	\$700
<b>Sub-Total Arts Committee</b>	<b>7,110</b>	<b>5,400</b>	<b>6,600</b>	<b>3,500</b>	<b>6,600</b>	<b>53.03%</b>	<b>7,000</b>	<b>6.06%</b>	<b>100.00%</b>		\$700
<b>Environmental &amp; Planning Committee</b>											
Community Programs											<b>10% of exp.</b>
5436 Master Trails	0	10,000	10,000	4,000	5,000	80.00%	5,000	0.00%	25.00%	Other 1	\$500
<b>Sub-Total Environmental &amp; Planning</b>	<b>0</b>	<b>10,000</b>	<b>10,000</b>	<b>4,000</b>	<b>5,000</b>	<b>80.00%</b>	<b>5,000</b>	<b>0.00%</b>	<b>25.00%</b>		\$500
<b>NOTE: for FY 12/13 it has been requested to move this to the Public Works Budget.</b>											
<b>Community &amp; Economic Development Committee</b>											
Community Programs											<b>10% of exp.</b>
5551 Community Outreach-Spring Fling	0	4,350	4,350	3,417	3,500	97.64%	3,500	0.00%	2.42%	Other 1	\$350
Committee Programs				500	1,500	33.33%	1,500	0.00%	200.00%		\$150
5559 Activity Program for Seniors	0	0	0	100	250					Other 1	\$0
New Neighbor Helping Neighbor	0	0	0	0	250	Note: these three items were the programs for FY 11/12.					
5561 Business Appreciation	0	0	0	400	1,000	Programs could change for FY 12/13. Not included in totals					
5310 Economic Development Networking Meetings	0	360	360	0	0						\$0
5435 Wellness Initiative	0	5,000	0	0	0						\$0
<b>Sub-Total Community &amp; Economic Development Committee</b>	<b>0</b>	<b>9,710</b>	<b>4,710</b>	<b>3,917</b>	<b>5,000</b>	<b>78.35%</b>	<b>5,000</b>	<b>0.00%</b>	<b>27.64%</b>		\$500
<b>Total Committee Related</b>	<b>7,110</b>	<b>25,110</b>	<b>21,310</b>	<b>11,417</b>	<b>16,600</b>	<b>68.78%</b>	<b>17,000</b>	<b>2.41%</b>	<b>48.90%</b>		
<b>TOTAL GENERAL GOVERNMENT</b>	<b>492,326</b>	<b>484,173</b>	<b>502,505</b>	<b>527,553</b>	<b>621,624</b>	<b>84.87%</b>	<b>579,450</b>	<b>6.78%</b>	<b>9.84%</b>		<b>\$132,845</b>

General Fund - General Government - Non-Committee Related						
FY 2012/2013 Budget						
G/L Code	Budget Item	Purpose and Description	12/13 Proposed Budget	11/12 Adopted Budget	Increase/Decrease	% of Increase/Decrease
	<b>CONTRACTUAL SERVICES</b>					
01-09-5726	AISD Parking Lot Lease Agreement	Provides funds for the lease between AISD and the City of Sunset Valley to use a designated area of parking lot on Saturday and Sunday. Currently this space is used for parking during the Sustainable Food Center Farmer's Market. Revenue is received to offset this expense.	\$5,200	\$6,600	-\$1,400	-21.21%
01-09-5318	Committee Planning Funds	Provides funds for the Council Committees for projects that may be considered or presented during the fiscal year. Use of funds require plan, schedule, personnel costs and maintenance costs.	\$1,000	\$1,000	\$0	0.00%
01-09-5311	Education Initiative Elementary	Provides funds for Leadership Development Program technical assistance in Grades K-5 for Science and Math.	\$0	\$0	\$0	0.00%
01-09-5336	Fire and Emergency Services	Provides funds for fire emergency and medical emergency services through a contract with the City of Austin Fire Department.	\$475,000	\$475,000	\$0	0.00%
01-09-5348	Legal Defense Funds	Provides legal services for the defense and or filing of lawsuits.	\$250	\$250	\$0	0.00%
	<b>Total Contractual Services</b>		<b>\$481,450</b>	<b>\$482,850</b>	<b>-\$1,400</b>	<b>-0.29%</b>
	<b>OTHER OPERATING EXPENSES</b>					
01-09-5535	Cell Phone - Mayor	Provide funds for the Mayor to have a cell phone for emergency use.	\$0	\$300	-\$300	-100.00%
01-09-5825	City Official Expenses	Provides funds for the elected officials to purchase materials, equipment, furniture, and supplies to enhance their abilities to effectively govern the city. Also includes funds for expenses to attend seminars, conferences and training classes, subscriptions for needed materials, and all the expenses for the annual Council Retreat.	\$3,500	\$3,500	\$0	0.00%
01-09-7127	Community Fire Planning	Provides funds for education and annual event to maintain the City's Firewise Status and to provide funds to contract for management of new firebreaks. This was a new project in FY 2011-2012.	\$14,000	\$23,000	-\$9,000	-39.13%
01-09-5089	Tuition Reimbursements	Provides funds to reimburse tuition fees paid by employees.	\$4,500	\$4,500	\$0	0.00%
	<b>Total Other Operating Expenses</b>		<b>\$22,000</b>	<b>\$31,300</b>	<b>-\$9,300</b>	<b>-29.71%</b>

General Fund - General Government - Non-Committee Related						
FY 2012/2013 Budget						
G/L Code	Budget Item	Purpose and Description	12/13 Proposed Budget	11/12 Adopted Budget	Increase/ Decrease	% of Increase/ Decrease
	<b>CONTINGENCY FUND</b>					
01-09-5321	Contingency Fund	Provides availability of funds to be transferred into approved line items needed for cost overruns, unanticipated, undetermined or unforeseen expenses.	\$50,000	\$81,874	-\$31,874	-38.93%
		<b>Total Contingency Fund</b>	<b>\$50,000</b>	<b>\$81,874</b>	<b>-\$31,874</b>	<b>-38.93%</b>
	<b>CAPITAL OUTLAY</b>					
01-09-5605	Easement Acquisition	Provides funds for easements, land services, and surveys to purchase land for the City.	\$5,000	\$5,000	\$0	0.00%
01-09-5660	Land Acquisition and Fees	Provides funds for the acquisition of property to expand greenspace. Includes all taxes and fees necessary to purchase the land.	\$4,000	\$4,000	\$0	0.00%
01-09-5661	Land Mitigation-Brodie Lane	Provides funds to purchase land based on the Lowe's settlement.	\$0	\$0	\$0	0.00%
		<b>Total Capital Outlay</b>	<b>\$9,000</b>	<b>\$9,000</b>	<b>\$0</b>	<b>0.00%</b>
		<b>TOTAL GENERAL GOVERNMENT-NON-COMMITTEE RELATED</b>	<b>\$562,450</b>	<b>\$605,024</b>	<b>-\$42,574</b>	<b>-7.04%</b>

General Fund - General Government - Committee Related						
FY 2012/2013 Budget						
G/L Code	Budget Item	Purpose and Description	Proposed Budget 2012/2013	Adopted Budget 2011/2012	Increase/Decrease	% of Increase/Decrease
	<b>Arts Commission</b>					
01-09-5551	Community Outreach Programs	All day Art Workshop, Hidden Treasures, Summer Movie Night, and Winter Movie Night	\$7,000	\$6,600	\$400	6.06%
	<b>Planning &amp; Environmental Committee</b>					
01-09-5436	Master Trails	For FY 12/13 it has been requested to move this to the Public Works Budget. The Master Plan has been completed so the budget is for implementing and maintaining the plan.	\$5,000	\$5,000	\$0	0.00%
	<b>Community &amp; Economic Development Committee</b>					
01-09-5552	Spring Fling	The only carry over event from 10/11 is the Spring Fling. All other requests are being presented as new projects.	\$3,500	\$3,500	\$0	0.00%
	Committee Programs	Below is a list of programs that were proposed in FY 11/12. Programs could change for FY 12/13. The amount funded in FY 11/12 is included in the description.	\$1,500	\$1,500	\$0	0.00%
5559	Activity Program for Seniors	Organize a monthly get together for retirees and seniors. Seminars of interest to seniors may also be provided by City Staff, such as computer assistance, fraud, and theft protection. Funds would be used to purchase light refreshments and supplies as needed. \$250	\$0	\$0	\$0	0.00%
5557	Neighbor Helping Neighbor	Coordinate the volunteer program as outlined in the Neighbor Helping Neighbor Program. \$250	\$0	\$0	\$0	0.00%
5561	Business Appreciation	Create/purchase a small token (certificate/gift/picture) to be places in Sunset Valley businesses to thank the business for being in Sunset Valley. \$1000	\$0	\$0	\$0	0.00%
	<b>TOTAL GENERAL GOVERNMENT-NON-COMMITTEE RELATED</b>		<b>\$17,000</b>	<b>\$16,600</b>	<b>\$400</b>	<b>2.41%</b>
	<b>TOTAL GENERAL GOVERNMENT</b>		<b>\$579,450</b>	<b>\$621,624</b>	<b>-\$42,174</b>	<b>-6.78%</b>

# General Fund

## **Sunset Valley Arts Commission Winter and Summer Events**

### **Funding Request for FY 2012/2013:**

FY 2012/2013 request for this item is \$7,000

#### **4 Events:**

Art Workshop – Day long

Hidden Treasures

Summer Movie Night

Winter Movie Night

### ***Historical Example***

#### **Presentations in FY 2011/2012:**

Turk Pipkin

Hidden Treasures and Afternoon Tea

#### **History:**

These are presentations and activities held at City Hall for the community. The purpose is to provide art education and appreciation. The events may have food, lecture, and demonstrations. The funding for this project is from the general fund.

# General Fund

## Winter and Summer Event Budget

June 9, 2012

### Budget Request FY 2012/2013

Summer Art Workshop and Movie Night - Winter Hidden Treasures and Movie Night

4 Events Total

#### *Budget from general funds*

Operation Budget \$7,000	
Professional fees (teachers and appraiser)	3,000
Refreshments	1,500
Printing/Materials	500
Equipment rentals	1,000
Supplies	1,000
Total	\$7,000

CITY OF SUNSET VALLEY 3-YEAR COMPARISON BUDGET  
 GENERAL FUND - Court  
 FY 2012-2013

G/L Code	Personnel Services:	Actual	Actual	Actual	Projected	Adopted	Projected % of	Proposed	% over/under	% over/under	Page	Reserve
		2008/2009	2009/10	2010/2011	2011/2012	Amended 2011/2012	Adopted Budget 2011/2012	2012/2013	Adopted Budget 2011/2012	Year End 2011/2012		
	<b>SALARIES</b>											18 months
5005	Associate Judge (Part-time position)	19,442	20,468	24,124	24,880	24,908	99.89%	24,908	0.00%	0.11%	MC 1	37,362
5.57	Municipal Judge (monthly fee)	in cont. services	in cont. services	in cont. services	7,500	7,500	100.00%	7,500	0.00%	0.00%	MC 1	11,250
5090	Associate Judge Regular Overtime	289	281	572	223	242	92.15%	249	2.89%	11.66%	MC 1	374
	<b>OTHER COMPENSATION</b>											
5046	Incentive- Longevity	0	336	360	384	384	100.00%	408	6.25%	6.25%	MC 1	612
5086	Incentive- Bilingual	0	0	0	0	0	n/a	0	n/a	n/a	MC 1	-
5087	Incentive- Education.Certification	0	0	0	0	0	n/a	0	n/a	n/a	MC 1	-
	Merit Increases- Salary (3% of salary)	0	0	0	0	0	n/a	755	n/a	n/a	MC 1	1,133
	Merit Increases- Benefits (3% of benefits)\	0	0	0	0	0	n/a	101	n/a	n/a	MC 1	152
	<b>BENEFITS</b>											
5122	Insurance- Dental	259	306	319	341	360	94.72%	360	0.00%	5.57%	MC 1	540
5120	Insurance- Life	69	59	66	50	84	59.52%	84	0.00%	68.00%	MC 1	126
5121	Insurance- Medical	6,315	5608	5713	4720	6600	71.52%	4200	-36.36%	-11.02%	MC 1	6,300
5123	Insurance-Vision	0	0	0	40	40	100.00%	72	80.00%	80.00%	MC 1	108
5124	Insurance-Long Term Disability	0	0	0	53	53	100.00%	84	58.49%	58.49%	MC 1	126
5126	Insurance-Short Term Disability	0	0	0	36	36	100.00%	60	66.67%	66.67%	MC 2	90
5150	Insurance- Worker's Compensation	80	72	92	62	62	100.00%	81	30.65%	30.65%	MC 2	122
5130	Medicare Tax- Employer Match	286	306	363	370	370	100.00%	479	29.46%	29.46%	MC 2	719
5135	Social Security - Employer Match	0	0	0	0	0	100.00%	465	100.00%	100.00%	MC 2	698
5131	State Unemployment Insurance (SUTA)	133	189	133	230	230	100.00%	495	115.22%	115.22%	MC 2	743
5140	TMRS (Retirement) -Associate Judge	2,272	2,580	2732	2,593	2,593	100.00%	2,498	-3.66%	-3.66%	MC 2	3,747
	<b>Total Personnel Services</b>	<b>29,146</b>	<b>30,204</b>	<b>34,472</b>	<b>41,482</b>	<b>43,462</b>	<b>95.44%</b>	<b>42,799</b>	<b>-1.53%</b>	<b>3.17%</b>	<b>MC 2</b>	<b>64,199</b>
	<b>Contractual Services</b>											10% of Expense
5306	Attorney	10,260	10,936	8,562	9,800	11,000	89.09%	11,000	0.00%	12.24%	MC 3	1,100
5354	Municipal Court Services	260	0	0	550	550	100.00%	1,550	181.82%	0.00%	MC 3	155
5357	Municipal Judge	6,875	7,500	7,500	0	0	0.00%	0	0.00%	0.00%	MC 3	-
5378	Warrant Fees	4,795	6,825	7,875	2,415	7,000	34.50%	7,000	0.00%	189.86%	MC 3	700
	<b>Total Contractual Services</b>	<b>22,190</b>	<b>25,261</b>	<b>23,937</b>	<b>12,765</b>	<b>18,550</b>	<b>68.81%</b>	<b>19,550</b>	<b>5.39%</b>	<b>53.15%</b>	<b>MC 3</b>	<b>1,955</b>
	<b>Operational Expenses</b>											18 months
5600	Dues, Subscriptions & Fees	250	366	210	75	135	55.56%	100	-25.93%	33.33%	MC 3	150
5516	Credit Card Fees	n/a	0	1304.25	1775	2500	100.00%	2500	0.00%	40.85%	MC 3	3,750
5690	Municipal Court Supplies	0	300	400	50	50	100.00%	50	0.00%	0.00%	MC 3	75
5725	Printing	931	1047	2237.93	1100	1100	100.00%	2000	81.82%	81.82%	MC 3	3,000
5782	Software Maintenance Fees	0	1405	1075	2750	2750	100.00%	3100	12.73%	12.73%	MC 3	4,650
5820	Training & Education	302	442	362	300	300	100.00%	300	0.00%	0.00%	MC 3	450
5815	Training & Education: Mileage Reimbursement	215	0	400	600	600	100.00%	600	0.00%	0.00%	MC 3	900
	<b>Total Operational Expenses:</b>	<b>1,699</b>	<b>3,561</b>	<b>5,989</b>	<b>6,650</b>	<b>7,435</b>	<b>89.44%</b>	<b>8,650</b>	<b>16.34%</b>	<b>30.08%</b>		<b>12,975</b>
	<b>Grand Total - Municipal Court</b>	<b>53,035</b>	<b>59,025</b>	<b>64,399</b>	<b>60,897</b>	<b>69,447</b>	<b>87.69%</b>	<b>70,999</b>	<b>2.23%</b>	<b>16.59%</b>		<b>79,129</b>

General Fund - Municipal Court FY 2012-2013 Budget		Purpose and Description	12/13 Proposed Budget	11/12 Adopted Budget	Increase/ Decrease	% of Increase/ Decrease
G/L Code	Budget Item	Purpose and Description	12/13 Proposed Budget	11/12 Adopted Budget	Increase/ Decrease	% of Increase/ Decrease
<b>PERSONNEL SERVICES</b>						
01-03-5005	Associate Judge Part-Time Position (25 hours/wk.) Hourly Paid Position	Employee performs clerical and administrative duties related to the operations of the municipal court. Serves in an executive capacity to the presiding judge while working under the broad administration direction of the City Administrator. The administrative assistant in the Administration department acts as back-up for this position.	\$24,908	\$24,908	\$0	0.00%
01-03-5357	Municipal Judge	This is an appointed position and is paid based on a monthly fee of \$625.00. The municipal judge presides over court once a month and at all jury trials held in the City. This position is a non-regular part-time positions and is not paid any benefits except those mandated by law.	\$7,500	\$7,500	\$0	0.00%
01-03-5090	OT for Associate Judge	Overtime based on 1% of Salary for Associate Judge. Funding for additional hours to cover monthly court, jury trials, or to handle the disposition of a defendant with warrants if the Municipal Judge is unavailable. This is actually paid at regular time unless he works over 40 hours per week.	\$249	\$242	\$7	0.00%
01-03-5086	Incentive- Bilingual	This incentive started in FY 09/10. Employee must be tested. If eligible, the employee received \$50 per month. This employee is not certified.	\$0	\$0	\$0	0.00%
01-03-5087	Incentive- Education/Certification	This incentive started in FY 09/10. Based on higher education and certification. Paid once a month.		\$0	\$0	0.00%
01-03-5046	Incentive- Longevity	This incentive is paid annually. Incentive pay is based on years of service. Paid one time annually. Since this position is part-time it only received \$2.00 per month for years of service. As of October 1, 2012, this employee has been with the City for 17 years. 204 months/2*\$2	\$408	\$384	\$24	6.25%
	Merit Increases	Provides funds for merit increases based on performance reviews.	\$755	n/a	\$0	0.00%
	Merit Increase Benefits	Provides for additional benefits for merit increases based on performance reviews.	\$101	n/a	\$0	0.00%
01-03-5122	Insurance- Dental	Employer pays 100% of Dental Insurance Premiums for the employee.	\$360	\$360	\$0	0.00%
01-03-5120	Insurance- Life	Employer pays 100% of the Life Insurance Premium for the employee.	\$84	\$84	\$0	0.00%
01-03-5121	Insurance- Medical	Employer pays 100% of the Medical Insurance Premium for the employee and contributes \$200 to dependent coverage.	\$4,200	\$6,600	-\$2,400	-36.36%
01-02-5123	Insurance - Vision Insurance	New employee benefit approved by Council effective March 1, 2012.	\$72	\$40	\$32	80.00%
01-02-5124	Insurance - Long Term Disability Insurance	New employee benefit approved by Council effective March 1, 2012.	\$84	\$53	\$31	58.49%

General Fund - Municipal Court FY 2012-2013 Budget						
G/L Code	Budget Item	Purpose and Description	12/13 Proposed Budget	11/12 Adopted Budget	Increase/ Decrease	% of Increase/ Decrease
01-02-5126	Insurance - Short Term Disability Insurance	New employee benefit approved by Council effective March 1, 2012.	\$60	\$36	\$24	66.67%
01-03-5150	Insurance- Worker's Compensation	Provides state mandated coverage in the event an employee is injured on the job.	\$81	\$62	\$19	30.65%
01-03-5130	Medicare Tax- Employer Match (.0145%)	Employer match to the Medicare portion of social security benefits	\$479	\$370	\$109	29.46%
01-03-5135	Social Security -Employer Match (6.2%)	Employer's portion of the Social Security benefits.	\$465	\$0	\$465	100.00%
01-03-5131	State Unemployment Insurance (SUTA)	Provides funds for state mandated employer contribution to unemployment compensation fund.	\$495	\$230	\$265	115.22%
01-03-5140	TMRS Match	Retirement Fund. Provides for employers contribution based on gross earnings to the Texas Municipal Retirement System. Rate is based on 10.88% for 3 months and 9.33% for 9 months.	\$2,498	\$2,593	-\$95	-3.66%
Total Personnel			\$42,799	\$43,462	-\$663	-1.53%

General Fund - Municipal Court FY 2012-2013 Budget		Purpose and Description	12/13 Proposed Budget	11/12 Adopted Budget	Increase/ Decrease	% of Increase/ Decrease
G/L Code	Budget Item	Purpose and Description	12/13 Proposed Budget	11/12 Adopted Budget	Increase/ Decrease	% of Increase/ Decrease
<b>CONTRACTUAL SERVICES</b>						
01-03-5306	Attorney	Provides funds for prosecuting attorney for the Municipal Court. Includes research, advisement, attendance at monthly court dockets, and jury trials. \$750/month retainer and \$2000 for other matters.	\$11,000	\$11,000	\$0	0.00%
01-03-5354	Municipal Court Services	Provides for expenses related to auxiliary aids and services to ensure due process of law and the right to a fair trial. For example: interpreter. Increase due to expense of interpreters and the increase of the number of interpreters needed during the year.	\$1,550	\$550	\$1,000	181.82%
01-03-5357	Municipal Judge	<i>This position has moved to Personnel Services due to IRS audit conducted in FY 11-12.</i>	\$0	\$0	\$0	0.00%
01-03-5378	Warrant Fees	Collected warrant fees off-set a lot of these expenses. Provides funds for services performed in the serving and collection of warrants. Prior to this year warrants were served by SSV officers. Due to a 1099 IRS audit, the police department is researching outsourcing this project.	\$7,000	\$7,000	\$0	0.00%
		<b>Total Contractual</b>	<b>\$19,550</b>	<b>\$18,550</b>	<b>\$1,000</b>	<b>5.39%</b>
<b>OTHER OPERATING EXPENSES</b>						
01-03-5600	Dues, Subscriptions, Fees	Provides for expenses related to dues, fees, and subscriptions to journals, traffic law updates, and participation in associations.	\$100	\$135	-\$35	-25.93%
01-03-5516	Fees: Credit Card	Provides for fees charged by the credit card company and by Incode to allow credit card payments   house, over the phone, and online via the website	\$2,500	\$2,500	\$0	0.00%
01-03-5690	Municipal Court Supplies	Provides for expenses related to supplies or equipment used solely by the Municipal Court to provide more efficient or professional services.	\$50	\$50	\$0	0.00%
01-03-5725	Printing	Provides for expenses related to printing of tickets and file jackets/envelopes (red envelopes) and business cards.. Increase due to amount of tickets being printed. 2 set per year.	\$2,000	\$1,100	\$900	81.82%
01-03-5782	Software Maintenance Fees	Provides funding for software maintenance fees for InCode Court System and On-line Payments	\$3,100	\$2,750	\$350	12.73%
01-03-5820	Training and Education: Employees	Provides funding for annual classes for state and legislative updates affecting Municipal operations.	\$300	\$300	\$0	0.00%
01-03-5815	Training and Education: Travel Expenses	Provides funding for mileage, per diem meals, and other travel expenses incurred for Training and Education.	\$600	\$600	\$0	0.00%
		<b>Total Operating Costs</b>	<b>\$8,650</b>	<b>\$7,435</b>	<b>\$1,215</b>	<b>16.34%</b>
		<b>Totals</b>	<b>\$70,999</b>	<b>\$69,447</b>	<b>\$1,552</b>	<b>2.23%</b>

## CITY OF SUNSET VALLEY 3-YEAR COMPARISON BUDGET

## GENERAL FUND - Police Department

FY 2012-2013

		Actual 2008/2009	Actual 2009/2010	Actual 2010/2011	Projected 2011/2012	Amended Adopted Budget 2011/2012	Projected % of Adopted Budget 2011/2012	Proposed Budget 2012/2013	% over/under Adopted Budget 2011/2012	% over/under Projected year End 2011/2012	Page	Reserve
	Personnel Services:										18 months	
	<b>SALARIES</b>											
5015	th Chief of Police (exempt)	77,010	72,813	82,485	87,034	87,100	99.92%	87,100	0.00%	0.08%	PD 1	130,650
5045	ra Detective Sgt.	51,172	48,771	50,362	55,686	55,817	99.77%	55,817	0.00%	0.23%	PD 1	83,726
5048	sf Lieutenant	34,211	53,179	67,459	69,931	72,728	96.15%	72,728	0.00%	4.00%	PD 1	109,092
5050	pb Patrol Officer 2	351,970	353,174	44,304	44,304	45,635	97.08%	45,635	0.00%	3.00%	PD 1	68,453
5050	mz Patrol Officer 2	0	0	43,638	43,638	44,512	98.04%	44,512	0.00%	2.00%	PD 1	66,768
5050	js Patrol Ofc.3	0	0	44,304	47,405	47,872	99.02%	47,872	0.00%	0.99%	PD 1	71,808
5050	te Patrol Ofc. 3	0	0	44,741	47,872	47,405	100.99%	47,405	0.00%	-0.98%	PD 1	71,108
5050	bw Patrol Officer 2	0	0	43,867	43,867	45,177	97.10%	45,177	0.00%	2.99%	PD 1	67,766
5050	jh Patrol Officer 2	0	0	0	0	0	0.00%	41,015	100.00%	100.00%	PD 1	61,523
5050	Senior Patrol Officer I	0	0	48,464	48,464	48,464	100.00%	0	-100.00%	-100.00%	PD 1	-
5050	gg Senior Patrol Officer 3	0	0	53,290	53,290	52,748	101.03%	0	-100.00%	-100.00%	PD 1	-
	gg Senior Patrol Officer 2	0	0	0		0	0.00%	51,120	100.00%	100.00%	PD 1	76,680
5050	ls Senior Patrol Officer III	0	0	52,229	52,229	53,830	97.03%	53,830	0.00%	3.07%	PD 1	80,745
5075	rs Patrol Sergeant	114,152	112,042	57,034	57,034	60,570	94.16%	60,570	0.00%	6.20%	PD 1	90,855
5075	fb Patrol Sergeant	n/a	n/a	58,801	58,801	59,322	99.12%	59,322	0.00%	0.89%	PD 1	88,983
5055	Administrative Assistant - part time	18,556	19,103	24,452	24,249	25,451	95.28%	0	-100.00%	-100.00%	PD 1	-
5055	Administrative Assistant - full-time	0	0	0	0	0	0.00%	32,989	100.00%	100.00%	PD 1	49,484
5090	Overtime: City	10,235	10,822	7,307	7,218	7,218	100.00%	8,779	21.63%	21.63%	PD 1	13,169
5092	Overtime: Holiday Service	2,016	2,689	5,592	3,536	5,593	63.22%	3,600	-35.63%	1.81%	PD 1	5,400
5090	Overtime: Holiday Pay	0	0	0	18,700	18,700	100.00%	18,700	0.00%	0.00%	PD 1	28,050
5072	Reserve Officers Expenses - non salary expense	600	4,400	4,800	3,000	4,800	62.50%	7,000	45.83%	133.33%	PD 1	10,500
	<b>OTHER COMPENSATION</b>											
5084	Cell Phone Allowance	212	960	80	0	0	0.00%	0	0.00%	0.00%	PD 2	-
5086	Incentive: Bilingual	0	600	600	600	600	100.00%	1,200	100.00%	100.00%	PD 2	1,800
5087	Incentive: Education/Certification	0	2,400	2,550	2,700	2,700	100.00%	3,600	33.33%	33.33%	PD 2	5,400
5046	Incentive: Longevity	0	1,536	1,680	1,416	1,848	76.62%	1,152	-37.66%	-18.64%	PD 2	1,728
5088	Shift Differential	0	7,767	8,100	7,200	7,200	100.00%	7,200	0.00%	0.00%	PD 2	10,800
	Merit Increases (3% of Salaries)	0	0	0	0	0	0.00%	23,285	n/a	n/a	PD 2	34,928
	Merit Increases Benefits (3% of Benefits)	0	0	0	0	0	0.00%	3,087	n/a	n/a	PD 2	4,631
	<b>BENEFITS</b>										PD 2	-
5100	Exams, Testing & Certification	684	915	1,164	600	1,000	60.00%	1,000	0.00%	66.67%	PD 2	1,500
5122	Insurance: Dental	3,827	4,146	4,436	4,857	5,040	96.37%	5,040	0.00%	3.77%	PD 2	7,560
5120	Insurance: Life	828	1,066	1,103	788	1,176	67.02%	1,176	0.00%	49.20%	PD 2	1,764
5121	Insurance: Medical	95,226	76,994	81,445	72,504	106,800	67.89%	68,400	-35.96%	-5.66%	PD 2	102,600
5123	Insurance - Vision	0	0	0	552	1,008	54.76%	1,008	0.00%	82.61%	PD 2	1,512
5124	Insurance - Long Term Disability	0	0	0	934	1,670	55.93%	2,484	48.74%	165.95%	PD 2	3,726
5126	Insurance - Short Term Disability	0	0	0	1,391	2,484	56.00%	1,670	-32.77%	20.06%	PD 2	2,505
5150	Insurance: Workman's Compensation	17,039	13,871	16,603	15,681	16,603	94.45%	17,071	2.82%	8.87%	PD 2	25,607
5130	Medicare Tax: Employer match	9,525	10,049	10,698	10,252	11,558	88.70%	11,445	-0.98%	11.63%	PD 2	17,168
5131	State Unemployment Insurance (SUTA)	2,646	2,938	2,777	3,150	3,150	100.00%	3,780	20.00%	20.00%	PD 2	5,670
5140	TMRS (Retirement )	75,881	77,547	80,423	74,902	78,161	95.83%	77,117	-1.34%	2.96%	PD 2	115,676
	<b>Total Personnel Services</b>	<b>865,792</b>	<b>877,781</b>	<b>944,788</b>	<b>963,786</b>	<b>1,023,940</b>	<b>94.13%</b>	<b>1,012,886</b>	<b>-1.08%</b>	<b>5.09%</b>		<b>1,519,329</b>

## CITY OF SUNSET VALLEY 3-YEAR COMPARISON BUDGET

## GENERAL FUND - Police Department

FY 2012-2013

		Actual 2008/2009	Actual 2009/2010	Actual 2010/2011	Projected 2011/2012	Amended Adopted Budget 2011/2012	Projected % of Adopted Budget 2011/2012	Proposed Budget 2012/2013	% over/under Adopted Budget 2011/2012	Page
										Reserve
<b>Community Programs:</b>										
5439	Business Watch	203	0	0	100	100	100.00%	100	0.00%	0.00% PD 3 10
5440	Crime Prevention Program/Child Safety ID	902	488	257	455	500	91.05%	500	0.00%	9.83% PD 3 50
5443	D.A.R.E.	1,589	1,114	889	775	1,200	64.58%	1,200	0.00%	54.84% PD 3 120
5455	National Crime "Night Out"	2,327	2,585	2,834	2,500	2,500	100.00%	2,500	0.00%	0.00% PD 3 250
5460	Neighborhood Watch Program	44	82	0	250	500	50.00%	500	0.00%	100.00% PD 3 50
<b>Total Community Programs:</b>		<b>5,065</b>	<b>4,269</b>	<b>3,980</b>	<b>4,080</b>	<b>4,800</b>	<b>85.01%</b>	<b>4,800</b>	<b>0.00%</b>	<b>17.64% 480</b>
<b>Operational Expenses:</b>										
5613	800 mghz Operations and Maintenance	5,774	5,774	6,448	6,684	6,989	95.64%	7,110	1.73%	6.37% PD 4 10,665
5614	911 Share Call (based on MDT purchases)	35,582	46,672	47,972	51,955	51,955	100.00%	43,815	-15.67%	-15.67% PD 4 65,723
5505	Ammunition	1,021		1,908	2,454	2,500	98.16%	2,500	0.00%	1.87% PD 4 3,750
5520	Building Lease	23,016		0	0	0	0.00%	0	0.00%	0.00% PD 4 -
5535	Cellular Phones/Pagers	5,940	2,734	2,569	1,825	2,900	62.93%	2,900	0.00%	58.90% PD 4 4,350
5570	CERT	1,977	3,684	2,000	770	2,000	38.50%	2,000	0.00%	159.74% PD 4 3,000
5570	Consumables	2,123	2,262	1,698	2,000	2,000	100.00%	2,000	0.00%	0.00% PD 4 3,000
5600	Dues, Subscriptions & Fees	1,161	1,193	1,675	1,200	1,200	100.00%	1,700	41.67%	41.67% PD 4 2,550
5656	Insurance: Professional Liability	6,597	6,533	6,467	6,469	6,467	100.03%	7,110	9.94%	9.91% PD 4 10,665
5725	Printing and Copying	669	718	900	900	900	100.00%	900	0.00%	0.00% PD 4 1,350
5745	Repairs & Maintenance - Equipment	1,605	2,206	2,007	2,250	2,250	100.00%	2,250	0.00%	0.00% PD 4 3,375
5775	Small Tools	3,065	2,229	2,097	2,637	2,637	100.00%	2,637	0.00%	0.00% PD 4 3,956
5782	Software Maintenance	5,119	5,431	5,644	6,160	6,160	100.00%	8,000	29.87%	29.87% PD 4 12,000
5820	Training & Education: Employees	2,651	2,806	3,204	2,625	3,000	87.50%	3,000	0.00%	14.29% PD 4 4,500
5815	Training & Education: Mileage/per Diem Reimbursement	1,431	1,150	1,221	1,020	1,200	85.00%	1,200	0.00%	17.65% PD 5 1,800
5810	Training and Education: LEOSE Funds	0	0	2,944	3,256	3,256	100.00%	0	-100.00%	-100.00% PD 5 -
	Training and Education: LEOSE Funds Contribution	0	0	-3,146	-3,256	-3,256	100.00%	0	-100.00%	-100.00% PD 5 -
5830	Uniforms, Batons & Body Armor Vests	8,707	6,877	5,484	6,102	7,000	87.17%	7,000	0.00%	14.72% PD 5 10,500
5645	Vehicle Expenses: Fuel	16,717	24,060	32,512	37,000	37,000	100.00%	37,000	0.00%	0.00% PD 5 55,500
5865	Vehicle Expenses: Lease	12,337	0	0	0	0	0.00%	0	0.00%	0.00% PD 5 -
5755	Vehicle Expenses: Repairs and Maintenance	12,322	8,375	9,175	7,200	7,200	100.00%	7,200	0.00%	0.00% PD 5 10,800
5860	Vehicle Expenses: Insurance	2,054	4,259	3,792	4,120	4,120	100.00%	4,500	9.22%	9.22% PD 5 6,750
<b>Total Operational Expenses:</b>		<b>149,869</b>	<b>126,962</b>	<b>136,571</b>	<b>143,371</b>	<b>147,478</b>	<b>97.22%</b>	<b>142,822</b>	<b>-3.16%</b>	<b>-0.38% 214,233</b>
<b>Total Police Department</b>		<b>1,020,725</b>	<b>1,009,012</b>	<b>1,085,339</b>	<b>1,111,238</b>	<b>1,176,218</b>	<b>94.48%</b>	<b>1,160,508</b>	<b>-1.34%</b>	<b>4.43% 1,734,042</b>

General Fund - Police department						
FY 2012/2013						
G/L Code	Budget Item	Purpose and Description	FY 12/13 Proposed Budget	FY 11/12 Adopted Budget	Increase/ Decrease	% of Change
<b>PERSONNEL SERVICES</b>						
<b>SALARIES</b>						
01-02-5015	Chief of Police	Exempt Position	\$87,100	\$87,100	\$0	0.00%
01-02-5045	Detective Sergeant	Hourly Position	\$55,817	\$55,817	\$0	0.00%
01-02-5048	Lieutenant Salary	Exempt Position	\$72,728	\$72,728	\$0	0.00%
01-02-5050	Patrol Officer II (pb)	Hourly Position	\$45,635	\$45,635	\$0	0.00%
01-02-5050	Patrol Officer II (pz)	Hourly Position	\$44,512	\$44,512	\$0	0.00%
01-02-5050	Patrol Officer III (js)	Hourly Position	\$47,872	\$47,872	\$0	0.00%
01-02-5050	Patrol Officer III (te)	Hourly Position	\$47,405	\$47,405	\$0	0.00%
01-02-5050	Patrol Officer II (bw)	Hourly Position	\$45,177	\$45,177	\$0	0.00%
01-02-5050	Patrol Officer II (jh)	Hourly Position	\$41,015	\$0	\$0	#DIV/0!
01-02-5050	Senior Patrol Officer I	Hourly Position	\$0	\$48,464	-\$48,464	-100.00%
01-02-5050	Senior Patrol Officer III (gg)	Hourly Position	\$0	\$52,748	-\$52,748	-100.00%
01-02-5050	Senior Patrol Officer II (gg)	Hourly Position	\$51,120	\$0	\$51,120	100.00%
01-02-5050	Senior Patrol Officer III (ls)	Hourly Position	\$53,830	\$53,830	\$0	0.00%
01-02-5075	Patrol Sergeant (rs)	Hourly Position	\$60,570	\$60,570	\$0	0.00%
01-02-5075	Patrol Sergeant (fb)	Hourly Position	\$59,322	\$59,322	\$0	0.00%
01-02-5055	Admin. Assistant	Regular Part-time Position (28 hours per week)	\$0	\$25,451	-\$25,451	-100.00%
01-02-5055	Administrative Assistant	Full -Time Position	\$32,989	\$0	\$32,989	100.00%
01-02-5092	Overtime - Holiday Service	Salary paid at time and a half for traffic control during the holiday season. These hours are not part of the regular work week.	\$3,600	\$5,593	-\$1,993	-55.36%
01-02-5090	Overtime on FT Hourly Positions	Based on 3% of hourly employees annual salary. Includes overtime for holiday pay.	\$8,779	\$7,218	\$1,561	17.78%
01-02-5090	Overtime - Holiday Pay	In FY 11-12 City Council approved a new pay rate for employees that work holidays. If employee works a holiday they receive double time, except for Thanksgiving Day, Christmas Day, and New Years Day they receive Double time and a half. The total amount budgeted was \$21,000 but that is broken down in Pay, TMRS, and MC wages.	\$18,700	\$18,700	\$0	0.00%
01-02-5072	Reserve Officer Expenses	Officers are provided or compensated for equipment, clothing and training used for employment with SVPD	\$7,000	\$4,800	\$2,200	31.43%

General Fund - Police department						
FY 2012/2013						
G/L Code	Budget Item	Purpose and Description	FY 12/13 Proposed Budget	FY 11/12 Adopted Budget	Increase/ Decrease	% of Change
<b>OTHER COMPENSATION</b>						
01-02-5084	Cell Phone Allowance	Monthly fee paid to the Police Chief for a cell phone/radio for city use.	\$0	\$0	\$0	0.00%
01-02-5086	Incentive- Bilingual	New Employee incentive started in FY 09/10. Employee must be tested. Paid once a month.	\$1,200	\$600	\$600	50.00%
01-02-5087	Incentive- Education	New Employee incentive started in FY 09/10. Based on higher education and certification. Paid once a month.	\$3,600	\$2,700	\$900	25.00%
01-02-5046	Incentive- Longevity	New Employee incentive started in FY 09/10. Based on service years. Paid one time annually.	\$1,152	\$1,848	-\$696	-60.42%
01-02-5088	Shift Differential	New employee incentive started in FY 09/10. Paid to employees on a monthly basis for working the nightshift.	\$7,200	\$7,200	\$0	0.00%
	Merit Increases- 3%	Provides funds for merit increases based on performance reviews. Prior year are in salary amounts	\$23,285		n/a	
	Merit Increase Benefits- 3%	Provides for additional benefits for merit increases based on performance reviews. Prior years are in salary amounts.	\$3,087		n/a	
<b>BENEFITS</b>						
01-02-5100	Exams, Testing, Certification	Applicant testing, includes physical and drug screens, psychological test, written and physical aptitude test for applicants.	\$1,000	\$1,000	\$0	0.00%
01-01-5122	Insurance- Dental	Employer pays 100% of Dental Insurance Premiums for the employee. Will have a new carrier in Fy 12-13.	\$5,040	\$5,040	\$0	0.00%
01-01-5120	Insurance- Life	Employer pays 100% of the Life Insurance Premium for the employee.	\$1,176	\$1,176	\$0	0.00%
01-01-5121	Insurance- Medical	Employer pays 100% of the Medical Insurance Premium for the employee and contributes \$200 to dependent coverage. 14 employees covered/4 dependents	\$68,400	\$106,800	-\$38,400	-35.96%
01-02-5123	Insurance - Vision Insurance	New employee benefit approved by Council effective March 1, 2012.	\$1,008	\$1,008	\$0	0.00%
01-02-5124	Insurance - Long Term Disability Insurance	New employee benefit approved by Council effective March 1, 2012.	\$1,670	\$1,670	\$0	0.00%
01-02-5126	Insurance - Short Term Disability Insurance	New employee benefit approved by Council effective March 1, 2012.	\$2,484	\$2,484	\$0	0.00%
01-01-5150	Insurance- Worker's Comp	Provides state mandated coverage in the event an employee is injured on the job.	\$17,071	\$16,603	\$468	2.82%
01-01-5130	Medicare Tax- Employer Match (.0145%)	Employer match to the Medicare portion of social security benefits	\$11,445	\$11,558	-\$113	-0.98%
01-01-5131	State Unemployment Insurance (SUTA)	Provides funds for state mandated employer contribution to unemployment compensation fund.	\$3,780	\$3,150	\$630	20.00%
01-01-5140	TMRS Match	Retirement Fund. Provides for employers contribution based on gross earnings to the Texas Municipal Retirement System. Rate is based on 9.77% per month.	\$77,117	\$78,161	-\$1,044	-1.34%
		Total Personnel Services	\$1,012,886	\$1,023,940	-\$11,054	-1.08%

General Fund - Police department							
FY 2012/2013							
G/L Code	Budget Item	Purpose and Description	FY 12/13 Proposed Budget	FY 11/12 Adopted Budget	Increase/Decrease	% of Change	
<b>COMMUNITY PROGRAMS</b>							
01-02-5439	Business Watch	Provides funds for materials and equipment for the Business Watch programs which working with the business to prevent crime through education, posting of signs, surveillance, and emails.	\$100	\$100	\$0	0.00%	
01-02-5440	Crime Prevention/Child Safety	Provides funds for material for programs that promote child safety and crime prevention to include, but not limited to, the annual Halloween event, stranger danger, and kid print.	\$500	\$500	\$0	0.00%	
01-02-5453	National Night Out Event	Provides funds for planning and implementing the annual events held on National Night Out. Expenses can include food, beverages, entertainment, shirts and door prizes. 08/09 was for two years due to date change.	\$2,500	\$2,500	\$0	0.00%	
01-02-5460	Neighborhood Watch	Provides funds for materials and equipment for the Neighborhood Watch Program. The funds are used to hold meetings, distribute literature, post / changed out street signs, and recruiting additional Block Captains.	\$500	\$500	\$0	0.00%	
01-02-5443	D.A.R.E.Program	Provides funds for training, material and supplies for the program taught at Sunset Valley Elementary 5th grade.	\$1,200	\$1,200	\$0	0.00%	
		<b>Total Community Programs</b>	<b>\$4,800</b>	<b>\$4,800</b>	<b>\$0</b>	<b>0.00%</b>	

General Fund - Police department						
FY 2012/2013						
G/L Code	Budget Item	Purpose and Description	FY 12/13 Proposed Budget	FY 11/12 Adopted Budget	Increase/Decrease	% of Change
<b>OTHER OPERATING EXPENSES</b>						
01-02-5614	911 Call Share	Provides funds for 911 calls handled by Travis County. TCSO dispatches and monitors officers of the department through their CAD system. Funds are used to assist with personnel costs for TCSO dispatchers / 911 operators.	\$43,815	\$51,955	-\$8,140	-15.67%
02-02-5505	Ammunition	Provides funds to supply annual weapons qualification and issue ammunition to officers. Will also provide for training classes where officers must provide their own ammunition.	\$2,500	\$2,500	\$0	0.00%
01-02-5613	Annual 800 Mhz Radio Operations and Maintenance Fees	Provides funds for annual fees to Travis County for radio use. Annual operations and maintenance cost per radio for 22 radios is \$300.00 per radio.	\$7,110	\$6,989	\$121	1.73%
01-02-5535	Cell Phones	Provides funds for cell phones that are paid for by the City for city use only. Usage- 2 cell phones and 3 radio only phones. Pagers were deleted 09/10. New programs includes cell phone plan upgrade.	\$2,900	\$2,900	\$0	0.00%
01-02-5570	CERT Program	Provides funds for the CERT Program. Funds will be used for training and the purchase / replenishing of supplies used during training exercises. Supplies may include first aid supplies, ropes, fire extinguishers, batteries, backpacks, gloves, etc.	\$2,000	\$2,000	\$0	0.00%
01-02-5570	Consumables	Provides funds to replace one-time use items such as drug test kits, film, evidence bags, crime scene supplies, batteries, flares, first aid supplies, latex gloves, etc.	\$2,000	\$2,000	\$0	0.00%
01-02-5600	Dues, Subscriptions and Fees	Provides funds for dues, subscriptions and fees such as TPCA, IACP, CALEA, NATW, TPA and TCCLEDS.	\$1,700	\$1,200	\$500	41.67%
01-02-5656	Insurance - Professional Liability	Provides funds for liability insurance for police officers. Increase is a 10% increase from the actual amount for FY 11-12.	\$7,110	\$6,467	\$643	9.94%
01-02-5725	Printing and Copying	Provides funds for printing of letterhead, envelopes, business cards, certificates, ID cards, law books.	\$900	\$900	\$0	0.00%
01-02-5745	Repair and Maintenance-Equipment	Provides funds for parts and labor for the repair of items such as radios, weapons, in-car video systems, and other police equipment.	\$2,250	\$2,250	\$0	0.00%
01-02-5775	Small Tools	Provides funds for misc. small items for crime scene investigation, office accessories, storage, equipment, etc.	\$2,637	\$2,637	\$0	0.00%
01-02-5775	Software Maintenance Fees	Provides funds for software maintenance for the INCODE programs including upgrades and support for Calls for Service, Public Safety Records Base RMS System, TDEX Interface, On-line training, and Property Room Maintenance. The increase in budget is because we added the property room program and it covers the annual increase. For Fy 12-13 there is not an annual software maintenance fee for the MDCs because they are still under warranty.	\$8,000	\$6,160	\$1,840	29.87%
01-02-5820	Training and Education: Employees	Provides funding for attendance to seminars and educational programs to enhance/improve employee skills. Also includes required training for officers.	\$3,000	\$3,000	\$0	0.00%

General Fund - Police department						
FY 2012/2013						
G/L Code	Budget Item	Purpose and Description	FY 12/13 Proposed Budget	FY 11/12 Adopted Budget	Increase/Decrease	% of Change
01-02-5810	Training and Education: LEOSE Fund Contribution	The State is not funding the program anymore. Funds received from the State to be used for specific police officer training.	\$0	-\$3,256	\$3,256	-100.00%
01-02-5810	Training and Education: LEOSE Funds	The State is not funding this program anymore. There are still funds available but they are in a fund balance account and can be used only as outlined in the the guidelines. (Law Enforcement Officer Supplemental funds from the state. Can be allocated for training only. Funds from the state are usually received in February of each year.)	\$0	\$3,256	-\$3,256	-100.00%
01-02-5815	Training and Education: Travel Expenses	Provides funding for mileage; lodging, per diem meals, and other travel expenses incurred for Training and Education.	\$1,200	\$1,200	\$0	0.00%
01-02-5830	Uniforms	Provides funds to replace worn uniforms, jackets, raincoats, etc. Also provides funds for new uniforms for new hires and for body armor.	\$7,000	\$7,000	\$0	0.00%
01-02-5860	Vehicle Expense: Insurance	Provides funds for vehicle insurance including deductibles.	\$4,500	\$4,120	\$380	9.22%
01-02-5755	Vehicle Expense: Repair & Maintenance	Provide funds for tires, batteries, oil changes, car washes, misc. maintenance parts and repairs.	\$7,200	\$7,200	\$0	0.00%
01-02-5645	Vehicles Expense: Fuel	Provides funds for fuel for police department vehicles. The costs of fuel has increased significantly during the past year and the increase in the budget reflects that rise in fuel costs.	\$37,000	\$37,000	\$0	0.00%
		<b>Total Operating Costs</b>	<b>\$142,822</b>	<b>\$147,478</b>	<b>-\$4,656</b>	<b>-3.16%</b>
		<b>Totals</b>	<b>\$1,160,508</b>	<b>\$1,176,218</b>	<b>-\$15,710</b>	<b>-1.34%</b>

## CITY OF SUNSET VALLEY 3-YEAR COMPARISON BUDGET

## GENERAL FUND - Public Works

FY 2012-2013

G/L Code	Personnel Services:	Actual	Actual	Projected	Adopted	Projected % of	Proposed	% Over/under	% over/under	Page					
		2008/2009	2009/2010	2010/2011	2011/2012	Amended									
<b>SALARIES</b>															
5071	Administrative Assistant (80% of \$37,319)	20,557	21,155	29,070	29,070	29,070	100.00%	29,935	0.00%	2.98% PW 1					
5010	Assistant Director/Operations Manager (exempt) (75% of \$50,500)	16,221	29,503	29,250	25,251	29,250	86.33%	37,875	29.49%	49.99% PW 1					
5060	Director (exempt) (65% of \$85,567)	77,028	56,320	58,367	58,367	58,367	100.00%	55,821	-4.36%	-4.36% PW 1					
5065	Environmental Code Compliance Inspector (100%)	34,613	35,726	39,936	31,389	39,936	78.60%	39,000	-2.34%	24.25% PW 1					
5030	Environmental Manager (95% of \$57,440)	47,692	48,642	54,704	54,704	54,704	100.00%	54,567	-0.25%	-0.25% PW 1					
5066	Land Management Supervisor (90% of \$43,825)	38,711	40,654	40,034	40,034	40,034	100.00%	39,443	-1.48%	-1.48% PW 1					
5068	Maintenance Technician (CM) (20% of \$27,000)	11,800	10,700	12,366	12,366	12,366	100.00%	5,400	-56.33%	-56.33% PW 1					
5076	Maintenance Technician (QD) (80% of \$30,970)	0	22,037	25,047	25,047	25,047	100.00%	24,775	-1.09%	-1.09% PW 1					
5090	Overtime	9,468	5,529	7,428	6,428	7,428	86.54%	6,930	-6.70%	7.81% PW 1					
5077	Programs - Intern Program	14,470	15,866	10,000	14,400	14,400	100.00%	14,400	0.00%	0.00% PW 1					
5078	Programs - Teen Program	16,193	18,187	18,500	18,900	18,900	100.00%	18,900	0.00%	0.00% PW 1					
5067	Public Works-Contract Services Specialist (position eliminated in 09/10)	5,468	0	0	0	0	0.00%		0.00%	0.00% PW 1					
<b>OTHER COMPENSATION</b>															
5084	Cell Phone Allowances (for Director, Asst. Director, and Env. Mng.)	574	2,880	2,880	2,400	2,880	83.33%	2,880	0.00%	20.00% PW 1					
5046	Incentive - Longevity	0	1,872	2,400	2,736	2,736	100.00%	3,120	14.04%	14.04% PW 2					
5086	Incentive - Bilingual	0	1,800	2,400	1,800	1,800	100.00%	1,800	0.00%	0.00% PW 2					
5087	Incentive - Education/Certification	0	2,675	1,800	3,000	3,000	100.00%	3,000	0.00%	0.00% PW 2					
	Merit Increases (3% of salaries)	0	0	0	8,799	0	n/a	8,812	n/a	n/a PW 2					
	Merit Increases Benefits (3% of benefits)	0	0	0	2,705	0	n/a	1,196	n/a	n/a PW 2					
<b>BENEFITS</b>															
5100	Exams	192	64	200	200	200	100.00%	200	0.00%	0.00% PW 2					
5122	Insurance - Dental	n/a	2,773	2,041	2,203	2,203	100.00%	2,880	30.73%	30.73% PW 2					
5120	Insurance - Life	n/a	728	605	417	514	81.13%	672	30.74%	61.15% PW 2					
5121	Insurance - Medical	n/a	58,979	47,868	45,288	45,288	100.00%	42,600	-5.94%	-5.94% PW 2					
5123	Insurance - Vision				310	576	53.82%	576	0.00%	85.81%					
5124	Insurance - LTD				700	1,303	53.72%	1,303	0.00%	86.14%					
5126	Insurance - STD				470	881	53.35%	881	0.00%	87.45%					
5150	Insurance - Workman's Compensation	19,619	13,021	6,686	6,686	6,686	100.00%	7,706	15.26%	15.26% PW 2					
5130	Medicare Tax- Employer Match (.0145%)	n/a	6,731	4,564	4,030	4,030	100.00%	4,899	21.56%	21.56% PW 2					
5135	Social Security Tax- Employer Match (teens and seasonal)	1,792	3,444	1,781	2,065	2,065	100.00%	2,065	0.00%	0.00% PW 2					
5131	State Unemployment Insurance (SUTA)	n/a	2,602	1,652	1,134	1,134	100.00%	2,970	161.90%	161.90% PW 2					
5140	TMRS (Retirement )	39,311	45,719	30,238	28,061	28,061	100.00%	29,754	6.03%	6.03% PW 3					
<b>Total Personnel Services:</b>		<b>353,710</b>	<b>447,607</b>	<b>429,817</b>	<b>428,961</b>	<b>432,859</b>	<b>99.10%</b>	<b>444,360</b>	<b>2.66%</b>	<b>3.59%</b>					

## CITY OF SUNSET VALLEY 3-YEAR COMPARISON BUDGET

## GENERAL FUND - Public Works

FY 2012-2013

G/L Code	Description	Actual	Actual	Actual	Projected	Adopted	Projected % of	Proposed	% Over/under	% over/under	Page
		2008/2009	2009/2010	2010/2011	2011/2012	Amended Budget	Adopted Budget	Budget	2012/2013	Adopted Budget	
<b>Community Programs:</b>											
5400	Adopt-A-Tree Expenses	9,013	6,431	7,000	7,000	7,000	100.00%	7,000	0.00%	0.00%	PW 3
4000	Adopt-A-Tree-Revenue	-8,424	5,668	-7,000	-7,000	-7,000	100.00%	-7,000	0.00%	0.00%	PW 3
5401	Ant Bait Program-Expenses	500	253	800	800	800	100.00%	800	0.00%	0.00%	PW 3
4001	Ant Bait Program-Revenue	-389	456	-800	-800	-800	100.00%	-800	0.00%	0.00%	PW 3
5437	Community Garden	3,834	3,294	3,700	3,700	5,700	64.91%	3,700	-35.09%	0.00%	PW 3
5438	Community Habitat Program - Rebates	121	111.88	560	560	560	100.00%	560	0.00%	0.00%	PW 3
5565	Conservation Rangers	4,733	7,174	9,000	9,000	8,935	100.73%	9,000	0.73%	0.00%	PW 3
5695	Eco Events	11,053	5,599	8,000	8,000	8,000	100.00%	8,000	0.00%	0.00%	PW 3
5444-01	Energy Conservation Rebates - Energy Efficient Appliances	0	6,300	4,231	5,000	5,000	100.00%	15,000	200.00%	200.00%	PW 3
5444-02	Energy Conservation Rebates - Solar PV	7,500	2,250	24,733	23,000	23,000	100.00%	15,000	-34.78%	-34.78%	PW 3
5444-03	Energy Conservation Rebates - Weatherization	0	0	0	2,500	17,000	14.71%	15,000	-11.76%	500.00%	PW 3
5446	Environmental Monitoring Program	0	0	9,000	6,000	6,000	100.00%	4,000	-33.33%	-33.33%	PW 3
5445	Environmental & Planning Library	393	420	400	400	400	100.00%	400	0.00%	0.00%	PW 3
5447	Pollution Reduction Program	0	0	8,000	8,000	8,000	100.00%	8,000	0.00%	0.00%	PW 3
5472	Spring Cleaning Program	941	735	1,500	1,565	1,565	100.00%	1,500	-4.15%	-4.15%	PW 3
5476	Teen Program Expenses	1,758	2,135	2,000	2,000	2,000	100.00%	2,000	0.00%	0.00%	PW 3
<b>Total Community Programs</b>		<b>31,033</b>	<b>40,826</b>	<b>71,123</b>	<b>69,725</b>	<b>86,160</b>	<b>80.93%</b>	<b>82,160</b>	<b>-4.64%</b>	<b>17.83%</b>	
<b>Contractual Services:</b>											
5523	Building Services: All Buildings	19,723	19,438	22,900	27,900	27,900	100.00%	27,900	0.00%	0.00%	PW 4
5325	Contract Manager Services	0	0	45,000	15,000	15,000	100.00%	15,000	0.00%	0.00%	PW 4
5200	Contractual Labor Services	17,020	14,560	17,000	17,000	17,000	100.00%	17,000	0.00%	0.00%	PW 4
5332	GIS Technician Planning Services	0	18,952	40,000	22,000	40,000	55.00%	25,000	0.00%	13.64%	PW 1
5350	Grounds Maintenance (Name chg. 06-07)	102,193	96,804	96,800	90,180	96,800	93.16%	96,800	0.00%	7.34%	PW 4
5379	Traffic Consultant	0	4,500	4,500	4,500	4,500	100.00%	4,500	0.00%	0.00%	PW 4
<b>Total Contractual Services:</b>		<b>138,936</b>	<b>154,254</b>	<b>226,200</b>	<b>176,580</b>	<b>201,200</b>	<b>87.76%</b>	<b>186,200</b>	<b>-7.46%</b>	<b>5.45%</b>	
<b>Operational Expenses:</b>											
5535	Cell Phones for Employees	4,981	1,319	1,800	1,800	1,800	100.00%	1,800	0.00%	0.00%	PW 4
5570	Consumables	0	0	500	900	900	100.00%	900	0.00%	0.00%	PW 4
5600	Dues, Subscriptions & Fees	1,000	865	900	900	900	100.00%	900	0.00%	0.00%	PW 4
5645	Fuel	6,282	9,873	14,000	14,000	14,000	100.00%	14,000	0.00%	0.00%	PW 4
5711	Open Space Management Plan (11/12 combined with RM Cons. Areas)	0	0	9,250	12,000	12,000	100.00%	12,000	0.00%	0.00%	PW 4
5547	Rental - Ice Machine					2,500	0.00%	2,500	0.00%	#DIV/0!	
5735	Rental Expense - Equipment	535	721	750	750	750	100.00%	750	0.00%	0.00%	PW 4

## CITY OF SUNSET VALLEY 3-YEAR COMPARISON BUDGET

## GENERAL FUND - Public Works

FY 2012-2013

G/L Code		Actual	Actual	Projected	Adopted	Projected % of	Proposed	% Over/under	% over/under	Page
		2008/2009	2009/2010	2010/2011	2011/2012	Amended				
<b><i>Operational Expenses Continued</i></b>										
5740	Repair and Maintenance - City Buildings	6,965	5,527	8,000	8,500	8,500	100.00%	8,500	0.00%	0.00% PW 4
5742	Repair and Maintenance - Conservation Areas	6,795	4,192	0	0	0	0.00%	0	0.00%	0.00% PW 4
5745	Repair and Maintenance - Equipment	8,282	8,182	10,500	12,000	12,000	100.00%	12,000	0.00%	0.00% PW 4
5748	Repair and Maintenance - Fencing	1,796	749	4,000	6,000	6,000	100.00%	6,000	0.00%	0.00% PW 5
5743	Repair and Maintenance - Landscaped Areas	5,122	5,496	5,250	6,500	6,500	100.00%	6,500	0.00%	0.00% PW 5
5744	Repair and Maintenance - Parks & Grounds	2,786	3,803	3,750	5,500	5,500	100.00%	5,500	0.00%	0.00% PW 5
5753	Repair and Maintenance - Trails & Footpaths	2,497	3,361	3,000	3,000	3,000	100.00%	5,500	83.33%	83.33% PW 5
5761	Repair and Maintenance - Water Quality Ponds	2,437	2,456	5,000	5,000	5,000	100.00%	0	-100.00%	-100.00% PW 5
5762	Reprographics Services	0		2,500	2,500	2,500	100.00%	2,500	0.00%	0.00% PW 5
5775	Small Tools	3,354	1,573	3,000	5,000	5,000	100.00%	5,000	0.00%	0.00% PW 5
5699	Storm Water Program (formally R & M Drainage)	23,192	20,238	70,000	10,000	60,500	16.53%	0	-100.00%	-100.00% PW 5
5820	Training & Education - Employee	4,348	1,832	3,700	3,700	3,700	100.00%	3,700	0.00%	0.00% PW 5
5815	Training & Education: Travel Reimburse	1,808	2,468	3,500	3,500	3,500	100.00%	3,500	0.00%	0.00% PW 5
5830	Uniforms	2,831	3,184	2,500	2,500	2,500	100.00%	3,700	48.00%	48.00% PW 5
5133	Urban Forestry	11,862	5,377	11,000	11,000	11,000	100.00%	13,000	18.18%	18.18% PW 5
5860	Vehicle Expense - Insurance	24,953	3,191	2,825	2,725	2,725	100.00%	3,000	10.09%	10.09% PW 6
5755	Vehicle Expense - Repairs & Maintenance	3,354	2,935	4,000	6,700	6,700	100.00%	6,700	0.00%	0.00% PW 6
5720	Vehicle Personal Mileage Reimbursement	29	93	400	400	400	100.00%	0	-100.00%	-100.00% PW 6
5575	Wildlife Management Plan	2,743	1,515	3,500	3,500	3,500	100.00%	2,500	-28.57%	-28.57% PW 6
<b>Total Operational Expenses:</b>		<b>122,971</b>	<b>87,630</b>	<b>173,625</b>	<b>128,375</b>	<b>181,375</b>	<b>70.78%</b>	<b>120,450</b>	<b>-33.59%</b>	<b>-6.17%</b>
<b>TOTAL PUBLIC WORKS</b>		<b>646,650</b>	<b>730,317</b>	<b>900,765</b>	<b>803,641</b>	<b>901,594</b>	<b>89.14%</b>	<b>833,170</b>	<b>-7.59%</b>	<b>3.67%</b>

General Fund - Public Works Department						
FY 2012/2013 Budget						
G/L Code	Budget Item	Purpose and Description	12/13 Proposed Budget	11/12 Proposed Budget	Increase/ Decrease	% of Increase/ Decrease
<b>PERSONNEL SERVICES</b>						
<b>SALARIES</b>						
01-04-5057	Administrative Assistant (80% of \$37,419)	Hourly position	\$29,935	\$29,070	\$865	2.98%
01-04-5010	Assistant Director/Operations Mgr. (45% of \$65,000)	Exempt Position - this position was replaced with the Operations Manager Position in May 2012	\$0	\$29,250	-\$29,250	-100.00%
01-04-5011	Operations Manager (exempt) (75% of \$50,500)	Exempt Position	\$37,875	\$0	\$37,875	100.00%
01-04-5060	Director (exempt) (65% of \$85,878)	Exempt Position	\$55,821	\$58,367	-\$2,546	-4.36%
01-04-5065	Environmental Code Compliance Inspector (100%)	Hourly position - permitting, inspections	\$39,000	\$39,936	-\$936	-2.34%
01-04-5030	Environmental Manager (95 % of \$57,439)	Exempt Position	\$54,567	\$54,704	-\$137	-0.25%
01-04-5066	Land Management Supervisor (90% of \$43,825)	Hourly position	\$39,443	\$40,034	-\$591	-1.48%
01-04-5068	Maintenance Technician (CM) (20% of \$27,000)	Hourly position	\$5,400	\$12,366	-\$6,966	-56.33%
01-04-5076	Maintenance Technician (QD) (80% of \$30,969)	Hourly position	\$24,775	\$25,047	-\$272	-1.09%
01-04-5077	Programs - Intern Program	Provide funds for interns. Interns generally work more than the 9 weeks of the teen program. This increase will fund 3 interns to each work up to 40 hours per week for 12 weeks at \$10.00 per hour.	\$14,400	\$14,400	\$0	0.00%
01-04-5078	Programs - Teen Program	Teen program for Sunset Valley residents. Teens must be at least 15 years old. Sliding pay scale based on number of years in the program. (age was previously 14 years of age changed in FY 11-12)	\$18,900	\$18,900	\$0	0.00%
					\$0	
01-04-5090	Overtime on FT Hourly Positions	Overtime calculates at 5% of hourly employees.	\$6,928	\$7,428	-\$500	-6.73%
<b>OTHER COMPENSATION</b>						
01-04-5084	Cell Phone Allowance	Monthly personal phone reimbursement of \$80 paid to employees that are required to have a cell phone/radio for city use.	\$2,880	\$2,880	\$0	0.00%
01-04-5046	Incentive - Longevity	Paid to employees to have worked for the City for more than 5 years. Paid at \$4.00 per month for the number of years employed.	\$2,256	\$2,736	-\$480	-17.54%

01-04-5086	Incentive - Bilingual	Paid to employees that passed a test that is certified by the City. Paid at \$50 per month.	\$1,800	\$1,800	\$0	0.00%
01-04-5087	Incentive - Education/Certification	Paid to employees that have certain degrees and certification. Paid different amounts for different degrees and certifications.	\$2,700	\$3,000	-\$300	-10.00%
	Merit Increases- 3% of salaries	Provides funds for merit increases based on performance reviews.	\$8,812	\$0	n/a	n/a
	Merit Increase Benefits- 3% of benefits	Provides for additional benefits for merit increases based on performance reviews.	\$1,196	\$0	n/a	n/a
	<b>Benefits</b>					
01-04-5100	Exams, Testing, Certification	Applicant testing, includes physical and drug screens, psychological test, written and physical aptitude test for applicants.	\$200	\$200	\$0	0.00%
01-01-5122	Insurance - Dental	Employer pays 100% of Dental Insurance Premiums for the employee.	\$2,520	\$2,203	\$317	14.38%
01-01-5120	Insurance - Life	Employer pays 100% of the Life Insurance Premium for the employee.	\$588	\$514	\$74	14.40%
01-01-5121	Insurance - Medical	Employer pays 100% of the Medical Insurance Premium for the employee and contributes \$200 to dependent coverage.	\$38,400	\$45,288	-\$6,888	-15.21%
01-04-5123	Insurance - Vision	New benefit started in March 2012. Employer pays 100% of premium	\$504	\$576	-\$72	-12.50%
01-04-5124	Insurance - Long Term Disability	New benefit started in March 2012. Employer pays 100% of premium	\$1,145	\$1,303	-\$158	-12.13%
01-04-5216	Insurance - Short Term Disability	New benefit started in March 2012. Employer pays 100% of premium	\$775	\$881	-\$106	-12.03%
01-01-5150	Insurance - Worker's Comp	Provides state mandated coverage in the event an employee is injured on the job.	\$7,706	\$6,686	\$1,020	15.26%
01-01-5130	Medicare Tax- Employer Match (.0145%)	Employer match to the Medicare portion of social security benefits for teens, interns, and non-regular part-time employees.	\$4,882	\$4,030	\$852	21.14%
01-01-5135	Social Security Tax- Employer Match (6.2%)	Employer match to social security benefits for teens, interns, and non-regular part-time employees.	\$2,065	\$2,065	\$0	0.02%
01-01-5131	State Unemployment Insurance (SUTA)	Provides funds for state mandated employer contribution to unemployment compensation fund. \$9000 max salary. Increase due to an increase in the rate.	\$2,700	\$1,134	\$1,566	138.10%
01-01-5140	TMRS Match	Retirement Fund. Provides for employers contribution based on gross earnings to the Texas Municipal Retirement System. Rate is based on 10.88 per month for 3 months and 9.33% for 9 months.	\$29,640	\$28,061	\$1,579	5.63%
	<b>Total Personnel Services</b>		<b>\$437,813</b>	<b>\$432,859</b>	<b>\$4,954</b>	<b>1.14%</b>

COMMUNITY PROGRAMS						
01-04-5400	Adopt-A-Tree - Expenses	Residents can utilize this program for purchasing various plants and trees at wholesale prices.	\$7,000	\$7,000	\$0	0.00%
01-04-4000	Adopt-A-Tree - Revenue	Total reimbursed to the City by residents purchasing plants and trees at wholesale prices.	-\$7,000	-\$7,000	\$0	0.00%
01-04-5401	Ant Bait Program - Expense	Ant bait is purchased by the City and is sold to the residents at wholesale prices.	\$800	\$800	\$0	0.00%
01-04-4001	Ant Bait Program - Revenue	Revenue from ant bait sold to the citizens at wholesale prices	-\$800	-\$800	\$0	0.00%
01-04-5438	Community Garden	Provides funds to help support a Community Garden, including seeds, plants, supplies, promotional materials and professional services. ( <i>Infrastructure upgrades completed in fey 11/12</i> )	\$3,700	\$5,700	-\$2,000	-35.09%
01-04-5438	Community Habitat Program Rebates	Funds to provide rebates for residents that receive habitat certification.	\$560	\$560	\$0	0.00%
01-04-5565	Conservation Rangers	Educational sessions, tools, incentives (field guides, badges, t-shirts), materials, and food and beverages for the environmental education programs and Eco-Kids programs	\$9,000	\$9,000	\$0	0.00%
01-04-5695	Eco Events	Provides funds for materials, refreshments, and supplies for citizen and participation projects: Arbor Day, National Trails Day, Fall Trails and Trees Planting, and workshops.	\$8,000	\$8,000	\$0	0.00%
01-04-5444	Energy Conservation Rebates	Funds to provide rebates for energy conservation programs initiated by the city. Funds divided into three categories: Solar PV-\$15,000; Home Energy (Weatherization/audits) \$15,000; \$15,000 Energy Efficient Appliances	\$45,000	\$40,000	\$5,000	12.50%
01-04-5446	Environmental Mentoring Program	Program to monitor surface water and sediments in Sunset Valley creeks and provide air quality testing.	\$4,000	\$6,000	-\$2,000	-33.33%
01-04-5445	Environmental & Planning Library	Provides funds for books and materials in the Environmental Learning Library.	\$400	\$400	\$0	0.00%
01-04-5447	Pollution Reduction Program	This program aims to reduce air, light, solid, and water pollution. This includes rebates and program activities such as electronics recycling and hazardous waste drives.	\$8,000	\$8,000	\$0	0.00%
01-04-5472	Spring Cleaning Program	Funds for the educational and promotional materials associated with the Spring Cleaning Month Program.	\$1,500	\$1,500	\$0	0.00%
01-04-5476	Teen Program Supplies	Provides uniforms, training, and misc. costs associated with the Teen Program.	\$2,000	\$2,000	\$0	0.00%
		Total Community Programs	\$82,160	\$81,160	\$1,000	1.23%

CONTRACTUAL SERVICES: (Recoupable & Non-Recoupable)						
01-04-5523	Building Services: All Buildings	Contractual Building Services for Admin, Police, and Public Works to include janitorial services, pest control, fire extinguishers/inspections, heating and AC maintenance, door mat service, inside plant rental & maintenance, solar panel semi-annual maintenance, and ice machine rental.	\$27,900	\$27,900	\$0	0.00%
01-04-5325	Contract Management Services	Provides funds for contract project management assistance for city improvements.	\$15,000	\$15,000	\$0	0.00%
01-04-5200	Contractual Labor Services	Funds for temporary/seasonal help to assist staff with department projects and services.	\$17,000	\$17,000	\$0	0.00%
01-04-5332	Planning Services	Provides funds for Planning services related to development review, subdivision and zoning applications, residential impervious cover analysis, report and map production, records and GIS management.	\$25,000	\$40,000	-\$15,000	0.00%
01-01-5312	Building Inspector ( to be moved from Admin FY 12/13)	Provide building plans and foundation reviews; building inspections during permit process and construction activities. Proposed funding covers foundation reviews at \$110 per hour, plan reviews at \$50 per hour, and inspections at \$50 each. 97% of costs are recoupable through permit fees collected at time of permit request. 3% are non-recoupable and is for inspections requested by the City.	\$0	\$0	\$0	0.00%
01-01-5327	Engineer Design ( to be moved from Admin FY 12/13)	Provides funds to investigate or design potential projects that may come under consideration during the fiscal year that were not identified at a project during the budget process.	\$0	\$0	\$0	0.00%
01-01-5330	Engineer -Review and Inspections (to be moved from Admin FY 12/13)	Provides funding for engineering and planning services to Council, Commissions, Boards, and Staff; review of plan submittals from outside entity's and potential inspections for code violations. Includes expenses related to permit review in subdivision, site planning, zoning, and construction which are recoupable through permit fees.	\$0	\$0	\$0	0.00%
01-01-5339	Fire Safety Inspector ( (moved from Admin FY 12/13)	Services provided by City of Austin contract.	\$0	\$0	\$0	0.00%
01-01-5345	Landscape Architect (to be moved from Admin FY 12/13)	Provides landscape planning services. Funds allow for investigation of complaints and on-going compliance as well as potential design and review of city projects that are considered/presented through the year. Includes expenses related to review and inspection of landscape plan submittals, which are recoupable through permit fees. Consulting for substantial revisions of the City's landscape and tree regulations, develop additional regulations for seed and revegetation, have sufficient collaborations with the City Council and attend hearings as necessary.	\$0	\$0	\$0	0.00%
8/15/2012						4 of 1

01-01-5381	Water Quality Consultant (to be moved from Admin FY 12/13)	Provides funding for professional planning and inspection services related to water quality issues. Funds allow for investigation of complaints, concerns, on-going compliance and ordinance review. Expenses include review and inspection services of water quality facility applications, which are recoupable thought permit fees.	\$0	\$0	\$0	0.00%
01-04-5350	Grounds Maintenance	Funds to employ contractors to mow, pick up litter and provide landscape and irrigation maintenance services on public grounds and right of ways.	\$96,800	\$96,800	\$0	0.00%
01-04-5379	Traffic Consultant Services	Funds for professional services for traffic surveys and engineering.	\$4,500	\$4,500	\$0	0.00%
		Total Contractual	\$186,200	\$201,200	-\$15,000	-7.46%

<b>OTHER OPERATING EXPENSES</b>						
01-04-5535	Cell Phones for Employees	Provides funds for the monthly fee and air time of cellular phones and sales and service.	\$1,800	\$1,800	\$0	0.00%
01-04-5570	Consumables	Provides funds to replace one-time use items such as batteries and first aid supplies.	\$900	\$900	\$0	0.00%
01-04-5600	Dues, Subscriptions & Fees	Provides funds for payment of dues, subscriptions, and fees related to the Public Works field.	\$900	\$900	\$0	0.00%
01-04-5645	Fuel	Provides funds for fuel for Public Works department vehicles.	\$14,000	\$14,000	\$0	0.00%
01-04-5711	Open Space Management Plan	This line item was increased to provide repair and maintenance to the open areas and provide for invasive species and erosion control.	\$12,000	\$12,000	\$0	0.00%
01-04-5547	Rental - Ice Machine	Rental of ice machine for use in the City. Month to month rental.	\$2,500	\$2,500	\$0	0.00%
01-04-5735	Rental Expense: Equipment	Provides funds for rental equipment associated with general replacement/repair of mechanical equipment.	\$750	\$750	\$0	0.00%
01-04-5740	Repair and Maintenance: City Buildings	Provides funds for repair and maintenance of all City property including repair/replacement of mechanical equipment. Also includes janitorial, toiletries, and cleaning supplies.	\$8,500	\$8,500	\$0	0.00%
01-04-5742	Repair and Maintenance: Conservation Areas	<i>Combined with Open Space Management Plan above on 11/12.</i>	\$0	\$0	\$0	0.00%
01-04-5745	Repair and Maintenance: Equipment	Provides funds for the repairs and maintenance of Public Works equipment.	\$12,000	\$12,000	\$0	0.00%
01-04-5748	Repair and Maintenance: Fencing	<i>Increase in 11-12 is for fencing along the Gaines Greenbelt.</i> Provides funds for the repair, replacement, or minor construction of fencing, signage, gates, and other boundary markers.	\$6,000	\$6,000	\$0	0.00%
01-04-5743	Repair and Maintenance: Landscape Areas	provides funds to purchase replacement plants material, irrigation supplies and contractual assistance for the repair and maintenance of city landscaping.	\$6,500	\$6,500	\$0	0.00%
01-04-5744	Repair and Maintenance: Parks and Grounds	provides funding to maintain the safety and aesthetics of city parks and grounds including playground equipment, sidewalks, facilities, signage and landscaping.	\$5,500	\$5,500	\$0	0.00%
01-04-5753	Repair and Maintenance: Trails and Footpaths	Provides funds for the repair and maintenance of trails and footpaths in the city. Increase reflects added trail on Hwy 290 and increased maintenance needs due to drought conditions.	\$5,500	\$3,000	\$2,500	83.33%
01-04-5761	Repair and Maintenance: Water Quality Ponds	<i>Moved to Drainage Utility 2012/2013</i>	\$0	\$5,000	-\$5,000	-100.00%
new	Reprographics Services	Provides funds for reproducing plans and other copies as required for misc. projects and file management.	\$2,500	\$2,500	\$0	0.00%
01-04-5775	Small Tools	Provides funds for the purchase of various smaller tools/supplies and accessories as needed. <i>In FY 11-12 there are plans to replace two weed eaters, a blower, and a five year old cordless power tool set.</i>	\$5,000	\$5,000	\$0	0.00%

01-04-5699	Storm Water Program	<i>Moved to Drainage Utility 2012/2013</i>	\$0	\$60,500	-\$60,500	-100.00%
01-04-5820	Training and Education - Employee	Provides continued instructional and informational classes for employees in areas relating to departmental responsibilities.	\$3,700	\$3,700	\$0	0.00%
01-04-5815	Travel Expenses and Mileage Reimbursement <i>(new name)</i>	Provides funds to reimburse employees for travel expenses including hotel, travel expenses, meal per diem, and other expenses.	\$3,500	\$3,500	\$0	0.00%
01-04-5830	Uniforms	Funds to provide new or replacement uniforms for the Public Works personnel. Increase is due to the need for new winter coats.	\$3,700	\$2,500	\$1,200	48.00%
01-04-5133	Urban Forestry	The Urban Forestry funds a cover the cost of maintaining and enhancing the Sunset Valley urban forest including residential assistance with Oak Wilt. Increase reflects increase tree removal due to 2011 drought.	\$13,000	\$11,000	\$2,000	18.18%
01-04-5860	Vehicle Expense: Insurance	Provides funds for vehicle insurance including deductibles.	\$3,000	\$2,725	\$275	10.09%
01-04-5755	Vehicle Expense: Repair and Maintenance	Provide funds for tires, batteries, oil changes, car washes, misc. maintenance parts and repairs.	\$6,700	\$6,700	\$0	0.00%
01-04-5720	Vehicle Personal Mileage Reimbursement	<i>Combined with Travel Reimbursement</i>	\$0	\$400	-\$400	-100.00%
01-04-5575	Wildlife Management Plan	Provides funds for deer management and other wildlife management including supplies and equipment.	\$2,500	\$3,500	-\$1,000	-28.57%
		<b>Total Operating Costs</b>	<b>\$120,450</b>	<b>\$181,375</b>	<b>-\$60,925</b>	<b>-33.59%</b>
		<b>Totals</b>	<b>\$826,623</b>	<b>\$896,594</b>	<b>-\$69,971</b>	<b>-7.80%</b>

City of Sunset Valley  
FY 2012/2013  
New Equipment - Administration Department

Equipment	Priority	Proposed Budget
Total Requested		\$0

The Administration Department is not requesting new equipment for FY 2012/2013

City of Sunset Valley  
FY 2012/2013  
New Equipment - Police Department

Equipment	Priority	Proposed Budget
Total Requested		\$0

The Police Department is not requesting new equipment for FY 2012/2013

City of Sunset Valley  
FY 2012/2013  
New Equipment - Public Works Department

Equipment	Proposed Budget
AED	\$2,800
Mojack Lawn Mower Lift	\$525
Winch for Off Road Vehicles	\$550
Tractor Forks	\$950
Total Requested	\$4,825



**New Equipment Worksheet****General Fund**

Division # **Public Works**      Fiscal Year Implemented **2012/2013**  
Program **AED-Portable defibrillators**      Priority \_\_\_\_\_

**Program Description (attach additional pages if needed)**

Portable defibrillator - 2 each

\$1,400 each.

**Program Justification and Benefits**

These portable defibrillators are lifesaving devices that raise survival rates from cardiac events significantly. City Hall has one of these located in the foyer. Public Works employees are generally working on projects away from City Hall. When working with a crew outdoors, these devices could save lives. The proposal is for two of these devices that can be put into Public Works vehicles when crews are working on projects away from the main City Buildings.

**Division Goal(s) Affected**

Save lives.

**Total FTEs**

**0.00**

**Total New Program Costs**

**\$ 2,800**

New Equipment Worksheet		General Fund		0	0																																																												
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- ✓ FREE UPS Shipping [View here](#)

## SERVICE HOURS

Mon-Fri, 7am-7pm  
 Saturday, 8am-Noon  
 (central time - click for info)





### The Defibtech Lifeline AED

The AED Superstore staff contributed to this article

**Why buy?** Simple fool-proof design, loud and clear voice prompts, can be used with both "traditional" and new "hands-only" CPR methods with no modification, an excellent value.

When we took our first [Defibtech](#) Lifeline AED out of its box to evaluate it a couple of years ago, everyone here at the AED Superstore had a similar reaction. Initially it was all about the design and overall look of the device. It was then (and still is today) so wonderfully unlike any other AED on the market. Its beauty lies in its simplicity. And simplicity is a good thing when your task is to use an AED in a high-stress emergency.

The second feature we noticed was the Defibtech Lifeline's unique text prompts. The ingenious use of LEDs instead of an LCD screen meant the world now had an affordable AED with both text and voice prompting. That's never happened before!

We weren't the only ones who noticed. Defibtech won several prestigious awards for its efforts. And the design is as relevant to all of us today as it was those few short years ago. This is an easy-to-use AED for lay rescuers and medical professionals alike.

But enough about the beauty contest. At the end of the day your patient won't care what your AED looks like.

Two of our AED Superstore staffers--both of them [EMTs](#)--wanted to know what the user experience would be like. So we put the device through its paces. The verdict came in. The Defibtech Lifeline AED was both easy enough for any rescuer to use in almost any environment, and plenty rugged for use by police, fire, and EMS agencies, or anyone else with a history of abusing their equipment.

Another comment we made was about the volume and clarity of the voice prompt of the Defibtech Lifeline AED. It only took a little research to verify the fact professional audio engineers had everything to do with the sound quality of this AED. You'll experience it yourself the moment you slide the battery pack into the side of this machine.

The Defibtech Lifeline AED feature list is long, but you'll want to know if the right industry "buzzwords" apply to this device. Our answer is "yes." It's biphasic, it has an [IP Rating](#) of "54", it records patient data, and it may be used in conjunction with the new "hands-only" CPR method without any modification to the device whatsoever.

We think the Defibtech Lifeline AED is a great value, too. Just look at the above list of items we include with every order...all with [free UPS shipping](#) in most cases!

Overall this small and very portable AED is a winner. Use it for saving lives, or use it as an AED trainer (with this optional [training conversion kit](#)). There are plenty of accessories available for the Defibtech Lifeline AED such as pediatric electrode pads, wall cabinets and brackets, and trainers. They're all listed below so scroll down to see them anytime.

Do you need more information such as technical data, brochures, warranty, user manual or even an interactive demo? We've put everything you need to research the Defibtech Lifeline AED right on this page (scroll up to the grey box.)

And while you're here, feel free to [ask us questions](#) or order online anytime. Even better, call one of our friendly and knowledgeable customer service representatives at 800-544-0048 to help you with your AED purchase.



**New Equipment Worksheet****General Fund**

Division # **Public Works**  
Program **Mojack Lawn Mower Lift**

Fiscal Year Implemented **2012/2013**  
Priority \_\_\_\_\_

**Program Description (attach additional pages if needed)**

Mojack Lawn Mower Lift.

**Program Justification and Benefits**

In order to change blades and perform the necessary maintenance on the lawnmowers the front ends need to be lifted off the ground. The Mojack lawnmower lift has been specifically designed for this job.

**Division Goal(s) Affected**

This will provide a safe way for maintenance to be completed.

**Total FTEs**

**0.00**

**Total New Program Costs**

**\$**

**\$525**

## New Equipment Worksheet

### General Fund

0

0

Division # **Public Works**  
Program **Mojack Lawn Mower Lift**

Local Year Implemented	2012/2013
Priority #	0

Contractual Services		
Acct. #	Quantity / Description	Amount
		\$ _____
		\$ _____
		\$ _____
Total Contractual Services		\$ _____
		0 \$ _____
		\$ _____
		0 \$ _____

Total Number of FTE Positions that will be filled by this Program (No. of Persons to be hired)  0.00

Temp Position Title(s)	Months	Monthly Salary	FTE	FY 2012-2013	FY 2013-2014	FY 2014-2015
				0	0	0
				0	0	0
<b>Subtotal Temp</b>		0.00		0	0	0

al Number of Temp Positions that will be filled by this Program (No. of Persons to be hired)

	Hours	Hourly Rate				
Overtime	0	x 1.5	0	0	0	0
Elig. Pers No. of Weeks						
Standby	0	x 30	0	0	0	0
FICA	(Equals Total Salaries x )		0	0	0	0
Insurance	(Equals No. of Mos. )		0	0	0	0
TMRS	(Equals Total Salaries x )		0	0	0	0
Workers' Comp.	#N/A X Total Salaries					
TWC (Unemployment)	0.00 Persons x \$9000 x .		0	0	0	0
<b>TOTAL PERSONNEL COSTS</b>			0	0	0	0

### Total New Program Costs

get it today with free store pick up

SHOP YOUR WAY<sup>SM</sup> member exclusives

see today's Deal of the Day

## LOCAL AVAILABILITY

To see local availability for products and  
find the quickest delivery options, let us know  
where you are or sign in

 Enter ZIP Code or City, State 

Price may vary by location



\$499.99

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**MoJack**  
[MoJack Lifts](#)  
[MoJack Tractor Attachments](#)  
[All MoJack](#)
[At a Glance](#)   [Specifications](#)   [Special Offers](#)

Online Only! Free shipping on purchases of \$99 or more, items Sold by Sears. Discount seen in cart. Offer ends 04-Jul-2012 See details

Free shipping to store! Discount applied on Shipping Page after ship to store selected. Offer ends 31-Dec-2015 See details

No interest if paid in full within 12 months when you use a qualifying Sears card on all Lawn and Garden items over \$299 through 06/30/2012 Interest will be charged to your account from the purchase date if the purchase balance is not paid in full within the 12 months or if you make a late payment. Minimum payments required. Items sold by Sears only. See details

## Availability &amp; Rewards

Earn 5000 SHOP YOUR WAY REWARDS<sup>SM</sup> points on this item

Eligible for SHOP YOUR WAY MAX. Join & Save  
Special pricing for and Puerto Rico

## Specifications &amp; Dimensions

[Overview](#)
[Ratings & Reviews](#)
[Guides & Policies](#)

## Product Overview:

Type:	Lifts
Assembly Required:	Assembly Required
Package Contents:	Tower, Lift Arm, Base, Wheels, Wheel Pads, Lift Arm Inserts, Grip Handle, Ratchet Release Handle, Winch, Winch Handle, Support Rods, Safety Straps, Hardware Kit, Owners Manual
Color:	
Color/Finish:	Black Power Coated

## Warranty

General Warranty:	1 Year Limited Warranty Winch, 2 Year Limited Warranty MoJack PRO
-------------------	---

## Capacities:

Maximum Weight Capacity (lbs):	750
--------------------------------	-----

## Dimensions and Weight:

Item Weight (lbs):	115
--------------------	-----

## Product Description

## MoJack PRO Lawn Mower Lift

MoJack PRO is designed to be the commercial lawn mower lift, robust enough to lift any riding mowers or lawn tractors in the market including zero turning radius models. MoJack PRO is ideal for blade sharpening, belt replacement and debris removal. Safer and more convenient than car ramps or blocks, it features a self-braking winch and ratcheting safety-lock to prevent the machine from slipping or becoming unstable while performing maintenance. The winch makes lifting quick and easy, even if it's used several times a day.

## Feature Benefits

- Lifting capacity: 750 lbs (lifting front end only, not total weight of mower)
- Lifting height: 26 in high
- Wheel span measurement: 31.5 in – 62.5 in outside front wheel measurement
- Easily lifted with one hand or a power drill and folds flat for easy, compact storage

Added on January 22, 2010



**New Equipment Worksheet****General Fund**

Division # Public Works  
Program Winch for Off-road vehicles

Fiscal Year Implemented 2012/2013  
Priority \_\_\_\_\_

**Program Description (attach additional pages if needed)**

Winch for Off-road vehicles

**Program Justification and Benefits**

This product will help with a variety of projects including debris and brush removal in the greenspaces.

**Division Goal(s) Affected**

Total FTEs

0.00

Total New Program Costs

\$ 550

## New Equipment Worksheet

### General Fund

0

0

Division # Public Works  
Program Winch for Off-road vehicles

### Actual Year Implemented

2012/2013

Priority #

Materials and Supplies		Amount
Acct. #	Quantity / Description	
		\$ _____
		\$ _____
		\$ _____
		\$ _____
		\$ _____
Total Materials and supplies		

FY 2012-2013
FY 2013-2014
FY 2014-2015

Total Number of FTE Positions that will be filled by this Program (No. of Persons to be hired)  0.00

Temp Position Title(s)	Months	Monthly Salary	FTE	FY 2012-2013	FY 2013-2014	FY 2014-2015
				0	0	0
				0	0	0
				0	0	0
<b>Subtotal Temp</b>		<b>0.00</b>		<b>0</b>	<b>0</b>	<b>0</b>

al Number of Temp Positions that will be filled by this Program (No. of Persons to be hired)

	Hours	Hourly Rate				
Overtime	0	x 1.5	0	0	0	0
Elig. Pers No. of Weeks						
Standby	0	x 30	0	0	0	0
FICA	(Equals Total Salaries x )		0	0	0	0
Insurance	(Equals No. of Mos. )		0	0	0	0
TMRS	(Equals Total Salaries x )		0	0	0	0
Workers' Comp.	#N/A X Total Salaries					
TWC (Unemployment)	0.00	Persons x \$9000 x .	0	0	0	0
<b>TOTAL PERSONNEL COSTS</b>			0	0	0	0

### Total New Program Costs

S 550 S S

Contract Pricing Worksheet		KUBOTA TRACTOR CORPORATION NATIONAL ACCOUNT PRODUCT QUOTATION				GR01-10
		PHONE: 310-370-3370 EXT. 1813 FAX: 310-370-3846 EMAIL: CBENNETT@KUBOTA.COM				Quote # HGAC123-11R4
Purchasing Party:		Sunset Valley Josh Ronson (512) 892-1383 (512) 892-6108 City Email		REMIT TO ADDRESS CITY TORRANCE STATE: CA 90503 DLR #: 39380 PHONE (512) 385-2800 CONTACT Les Madding FAX:		Kubota Tractor Corporation 3401 DEL AMO BLVD Torrance, CA 90503
COMMENTS: Prices for product quoted are good for 60 days from quote date.						
IMPORTANT -This WORKSHEET MUST BE VERIFIED BY KUBOTA NATIONAL ACCOUNTS before a PO is issued. Please fax to Cynthia Bennett (310) 370-3846 or email email the worksheet to cbennett@kubota.com. PO's without verified quote may be subject to change. PO Must Be Issued To Kubota Tractor Corporation						
General Description of Product Discounts from MSRP		B, BX, L, M Series (20%)		RTV Series (17%)	Z & F Series (20%)	T/G Series (18%)
ORDERING INFORMATION						
QTY	Product Code	MODEL CODE	Assembly Fees Apply	UNIT LIST PRICE	NATIONAL ACCT DISCOUNT PRICE	TOTAL LIST PRICE
A. Catalog / Price Sheet Items being purchased - Itemize Below						
1	1	V4278	Warn Winch Kit 3 0RT w/ Remote	\$ 600.00	\$ 498.00	\$ 600.00
Subtotal A: \$ 600.00 \$ 498.00 \$ 600.00 \$ 498.00						
B. Unpublished Options, Accessory or Service Items- Itemize Below						
Subtotal B: \$ 0.00 \$ 0.00 \$ 0.00						
C. Other Allowances, Discounts, Trade-Ins, Freight, Make Ready or Miscellaneous Charges						
Subtotal C: \$ 0.00 \$ 0.00 \$ 0.00						
Check: Total cost of Unpublished Options (B) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B)		For this transaction the percentage is:				
TOTAL= (A+B+C)		\$ 600.00	\$ 498.00	\$ 600.00	\$ 498.00	
AUTHORIZED SIGNATURE: X		DATE				
HGAC order processing charge of 1.5% on Section B items is the responsibility of the delivering dealer. Kubota will reimburse HGAC for the entire order processing charge and deduct the amount applicable to Section B from internal Kubota bid discounts						
All orders are subject to the terms and conditions as outlined in the National Purchase Agreement. The Standard Kubota Warranty Applies, which does not include pick up or delivery.						
Payment Terms = Net 45 Days						
FOR KTC INTERNAL USE-		Quote #: HGAC123-11 R4	Quote Date: 10/19/2011	Verified By: crb		



**New Equipment Worksheet****General Fund**

Division # **Public Works**  
Program **Tractor Forks**

Fiscal Year Implemented **2012/2013**  
Priority \_\_\_\_\_

**Program Description (attach additional pages if needed)**

Tractor Forks.

**Program Justification and Benefits**

In order to move pallets and other items delivered to the City, these attach to the bucket of the tractor. These will allow Public Works to safely and effectively move items around the City.

**Division Goal(s) Affected**

Total FTEs

**0.00**

Total New Program Costs

\$

**\$950**

New Equipment Worksheet		General Fund		0	0						
Division #	Public Works	Cal Year Implemented									
Program	Tractor Forks	Priority #									
Contractual Services											
Acct. #	Quantity / Description	Amount									
		\$									
		\$									
		\$									
		\$									
		Total Contractual Services	\$	FY 2012-2013	FY 2013-2014	FY 2014-2015					
			0			0					
Materials and Supplies											
Acct. #	Quantity / Description	Amount									
		\$									
		\$									
		\$									
		\$									
		Total Materials and Supplies	\$	FY 2012-2013	FY 2013-2014	FY 2014-2015					
			0		0	0					
Other Expenses											
Acct. #	Quantity / Description	Amount									
		\$									
		\$									
		\$									
		\$									
		Total Other Expenses	\$	FY 2012-2013	FY 2013-2014	FY 2014-2015					
			0								
Capital Outlay											
Acct. #	Quantity / Description	Amount									
	Tractor Forks	950									
		\$									
		\$									
		\$									
		\$									
		Total Capital Outlay	\$	FY 2012-2013	FY 2013-2014	FY 2014-2015					
			950		0	0					
PERSONNEL											
Pay Grade	FTE Position Title	Months	Monthly Salary	FTE	FY 2012-2013	FY 2013-2014	FY 2014-2015				
					0	0	0				
					0	0	0				
					0	0	0				
					0	0	0				
					0	0	0				
					0	0	0				
Subtotal FTES			0.00	0	0	0	0				
Total Number of FTE Positions that will be filled by this Program (No. of Persons to be hired)						0.00					
Temp Position Title(s)						Months	Monthly Salary	FTE	FY 2012-2013	FY 2013-2014	FY 2014-2015
									0	0	0
									0	0	0
Subtotal Temp							0.00	0	0	0	0
Total Number of Temp Positions that will be filled by this Program (No. of Persons to be hired)									0.00		
Hours      Hourly Rate											
Overtime	0	x 1.5		0	0	0	0				
Elig. Pers No. of Weeks											
Standby	0	x 30		0	0	0	0				
FICA	(Equals Total Salaries x )				0	0	0				
Insurance	(Equals No. of Mos. )				0	0	0				
TMRS	(Equals Total Salaries x )				0	0	0				
Workers' Comp.	#N/A	X Total Salaries		0	0	0					
TWC (Unemployment)	0.00	Persons x \$9000 x .		0	0	0					
TOTAL PERSONNEL COSTS						0	0	0			
Total New Program Costs						\$	950	\$	\$		



more

GET WORK DONE



### PFL SERIES

PALLET FORKS:  
Skid Steer or Front Loader Plate

- PFL20: 2,100 lbs Lift capacity
- PFL30: 3,000 lbs Lift capacity
- PFL45: 4,500 lbs Lift capacity
- Tall rear guard keeps loads from slipping backwards
- Quick and easy attachment
- Easy adjustable forks

391-9836

**SALES QUOTATION  
LANFORD EQUIPMENT CO., INC.**

**900 Ed Bluestein Blvd.  
AUSTIN, TEXAS 78721  
Phone: 512 - 385-2800  
[www.lanfordequipment.com](http://www.lanfordequipment.com)**

CUSTOMER  
NAME

ADDITION  
CITY  
STATE  
ZIP

City of Sunset Valley DATE June 25 2012 QUOTE  
CUSTOMER PHONE NO. 66

QUOTE VALID FOR \_\_\_\_\_ DAYS.

CUSTOMER  
PHONE NO

GAL. PHILIP

ADDRESS: *c/o Josh Ronson*  
CITY: STATE: ZIP:

Les Madding

FY 2012-2013									
REPAIR/REPLACEMENT FUND									
GENERAL FUND EQUIPMENT									
EQUIPMENT REPLACEMENT/INFRASTRUCTURE REPLACEMENT		Average	Estimate	Age as of 9/30/2013	Adopted	Expenses	Add Year	Proposed	
		Year Life	to Replace		2011/2012	2011/2012	2012/2013		
<b>Administrative</b>									
Computer /Software Upgrades/Battery/Servers		varies	64,200		46,200	18,000	18,000	46,200	
Audio System (3205 Jones Rd) (upgraded in 08/09)		8	20,000	8 years	15,000		5,000	20,000	
<b>City Facilities Infrastructure</b>									
AC/HEATING/Water Heaters/Appliances/Parking Lot Lights, Floors		10	110,000	9 years	88,000		11,000	99,000	
<b>Police Department</b>									
Communication 800mghz System									
- 5 Motorola Car Radios at \$4581 ea		5	24,900	5 years	17,600		7,300	24,900	
- Hand Held Radios (3-2010) \$4318 ea (4 each)		5	17,275	3 years	4,200		6,165	10,365	
- Hand Held Radios (6-2011) \$4318 ea (2 each)		5	8,650	2 years	1,800		1,660	3,460	
- Hand Held radios (old) \$4318 ea (9 each)		5	38,870	8 years	46,200	8,636	1,306	38,870	
- Hand Held radios (01-2012) \$4318 (2 each)		5	8,650	1 years	0		1,730	1,730	
								0	
MDC - 5 each - 1 per vehicle \$7500 w/installation		5	37,500	2 years	7,500		7,500	15,000	
Evidence Cage		20	8,000	8 years	2,800		400	3,200	
Police Equipment Reserve		-	-	years	5,000			5,000	
Speed Trailer		7	7,500	7 years	7,500	69	69	7,500	
Utility Vehicle (Bad Boy Buggy) PD		5	12,000	5 years	12,000		-12,000	0	
ATV Vehicle PD-purchased from confiscated funds (12)		5	18,000	1 years	0		3,600	3,600	
Digital In-Car Video Cameras (5 each)-Digital Ally		4	25,000	3 years	10,000		8,750	18,750	
Crown Vic with Accessories 2007 (sold)		5	32,000	6 years	32,000	32,000		0	
Crown Vic with Accessories (10/21/2010)		5	35,000	2 years	6,400	0	7,600	14,000	
Crown Vic with Accessories (Unit # 0922) (11/6/2009)		5	35,000	4 years	19,200	0	8,800	28,000	
Ford Freestar Van (Unit # 0416)		10	25,000	9 years	20,000	0	2,500	22,500	
Tahoe (purchase 09-2011)		5	35,000	2 years	6,400	0	7,600	14,000	
Tahoe (purchase 12/2011)		5	35,000	2 years	0		14,000	14,000	
Tahoe (purchase 2/2012)		5	35,000	1 years	0		7,000	7,000	

FY 2012-2013								
REPAIR/REPLACEMENT FUND								
GENERAL FUND EQUIPMENT								
EQUIPMENT REPLACEMENT/INFRASTRUCTURE REPLACEMENT		Average	Estimate	Age as of 9/30/2013	Adopted	Expenses	Add Year	Proposed
		Year Life	to Replace		2011/2012	2011/2012	2012/2013	2012/2013
<b>Public Works</b>								
ESRI GPS Tablet		5	6,200	2 years	1,240		1,240	2,480
Brush Chipper 12" **		5	30,000	4 years	18,000		6,000	24,000
Mower -01 Kubota 48"		5	8,000	2 years	2,074		1,126	3,200
Mower -02 Gravely		5	6,000	3 years	2,400		1,200	3,600
Plotter Printer		6	6,000	2 years	1,000		1,000	2,000
Ferrotech Large Color Format Scanner		5	12,000	2 years	2,400		2,400	4,800
Re-irrigation Pond Pumps		5	20,000	6 years	20,000		4,000	24,000
Tractor Package (purchased 2010)		5	30,000		18,000	18,000		0
Tractor Package (purchased 2012)		5	32,500	1 years	0		6,500	6,500
Vehicles - Public Works 01 - F450- Dump Truck (purchased 04)		8	35,000	8 years	28,000		4,375	32,375
Public Works - Chevy Xcab (purchased 02) (sold)		7	28,000	9 years	28,000	28,000	0	0
Public Works - Chevy Xcab (purchased 2012)		8	28,000	1 years	0		3,500	3,500
Utility Vehicle - Chevy 250 (purchased 04)		8	35,000	8 years	25,000		4,375	29,375
Public Works - Silverado Hybrid		7	28,000	7 years	24,000		4,000	28,000
Public Works - Ford super cab		8	28,000	3 years	8,000		2,500	10,500
Utility Vehicle - Gator (sold)		5	15,500	6 years	15,550	15,550	0	0
ATV Vehicle (purchased 12)		5	15,000	1 years	0		3,000	3,000
ATV Vehicle (purchased 11)		5	15,500	2 years	3,100		3,100	6,200
<b>TRAIL BRIDGE REPLACEMENT</b>								
Village Trail Buffer Bridge		30	20,000	13 years	8,004		667	8,671
<b>Total Equipment Replacement Costs:</b>					552,568	120,255	156,963	589,276

### **Street Repair and Maintenance Fund**

In 2001, an election was held and the voters authorized the collection of a 1/4 of one percent Sales Tax under Chapter 327 Texas Tax Code to repair and maintain streets. This tax provides funding for the maintenance and repair of municipal streets existing on the date of the election to adopt or reauthorize the tax. "Municipal street" is defined as the entire width of a right of way held by a municipality in fee or by easement or dedication that has a part open for public use for vehicular travel. This does not include a designated state or federal highway or road or a designated county road.

A ten year schedule of street repair and maintenance activities is updated annually as part of the budget process to project the use of this tax to repair and maintain city streets.

Collection of this tax began in January 2002. This tax must be reauthorized every four years. It was most recently reauthorized in May 2009. In order to continue, the tax would need to be reauthorized in 2013.

**CITY OF SUNSET VALLEY**  
**General Fund - Street Repair and Replacement**  
**FY 2012-2013**

	<b>Proposed Budget 2012/2013</b>	<b>Adopted Budget 2011/2012</b>
Beginning Yr Balance 10/1	\$1,254,459	\$2,172,418
<b>REVENUE:</b>		
Sales Tax Revenue	665,705	\$645,655
Interest Income	3,500	\$5,500
Total Revenue:	669,205	\$651,155
<b>TOTAL FUNDS AVAILABLE</b>	<b>\$1,923,664</b>	<b>\$2,823,573</b>
<b>OPERATION AND STREET MAINTENANCE</b>		
Brodie Lane	11219	\$1,000
Curley Mesquite	273	\$1,000
Ernest Robles Way North	20849	\$1,000
Ernest Robles Way South	7722	\$1,000
Home Depot Blvd	4626	\$1,000
Jones Road	66037	\$64,114
Lone Oak Trail	4331	\$1,000
Lovegrass Lane	4303	\$1,000
Msg. Sgt. Horrigan Trail (formally Pillow Rd. North)	185679	\$1,000
Oakdale Drive	3928	\$1,000
Pillow Road South	3298	\$1,000
Reese Road	2760	\$1,000
Sunset Trail	2574	\$1,000
Yellow Tail Cove	1964	\$1,000
Sunflower	2396	\$1,000
Sycamore	414	\$1,000
<b>TOTAL OPERATION AND STREET MAINTENANCE PROPOSED</b>	<b>322373</b>	<b>\$79,114</b>
<b>STREET DRAINAGE &amp; CONSTRUCTION PROJECTS</b>		
Pillow Road	0	\$1,200,000
Ernest Robles Way South	0	\$180,000
Home Depot Blvd	0	\$30,000
<b>TOTAL STREET &amp; DRAINAGE PROJECTS</b>	<b>0</b>	<b>\$1,410,000</b>
<b>ENGINEERING FOR STREETS</b>		
Lone Oak Trail	40000	\$40,000
Sunset Trail	40000	\$40,000
<b>TOTAL ENGINEERING FOR STREETS</b>	<b>80000</b>	<b>\$80,000</b>
<b>TOTAL PROJECT EXPENSES</b>	<b>\$80,000</b>	<b>\$1,490,000</b>
<b>TOTAL EXPENSES</b>	<b>\$402,373</b>	<b>\$1,569,114</b>
<b>TOTAL SURPLUS/DEFICIT</b>	<b>\$1,521,291</b>	<b>\$1,254,459</b>

### **Hotel Occupancy Tax Fund**

This fund accounts for the collection and expenditures of a 7% local occupancy tax imposed on the cost of a hotel room. This local tax is in addition to the state tax and is authorized by Chapter 351 of the Texas Tax Code. Funds can only be used for the enhancement and promotion of tourism, the convention industry, the arts, and historical restoration programs. Revenue is received quarterly from the hotel located in Sunset Valley. There are very specific criteria for spending these funds. Some of the programs funded from these funds include the city's Marketing Campaign, the Annual Powwow, the Farmer's Market, the Donkey Dash, Arts Fest, and some of the City's Arts Commission events. The Recreational Venue (playscape) adjacent to the Homestead Shopping Center was funded based on a revision to state law that allowed for this project in 2010. Additionally, a reserve fund has been established for a future convention center facility or visitor information center as authorized by state law.

**CITY OF SUNSET VALLEY**  
**HOTEL OCCUPANCY TAX**  
**FY 2012/2013**

		<b>Proposed Budget 2012/2013</b>	<b>% OF REVENUE</b>	<b>Adopted Budget 2011/2012</b>	<b>% OF REVENUE</b>
	<b>Balance as of 10/01</b>	<b>710,000</b>		<b>603,618</b>	
	<b>REVENUE</b>				
4080	Hotel Occupancy Tax Revenue	210,000		200,000	
4095	Interest Earned	1,500		1,200	
	<b>TOTAL REVENUE</b>	<b>211,500</b>		<b>201,200</b>	
	<b>TOTAL FUNDS</b>	<b>921,500</b>		<b>804,818</b>	
	Less Reserve for Future Visitor Center	413,175		413,175	
	Reduce Reserve Fund for Future Visitor Center	0		0	
	Less Reserve for Recreational Venue	0		0	
	<b>TOTAL FUNDS AVAILABLE</b>	<b>508,325</b>		<b>391,643</b>	
	<b>EXPENDITURES</b>				
	<b>Promotional (minimum 15%)</b>				
5500	Advertising- Marketing Program	\$100,000		<u>100,000</u>	
	Total Advertising - Marketing Program	\$100,000		\$100,000	
5551	Advertising - ArtsFest	\$37,100		37,100	
5556	Advertising - SFC	\$39,950		34,596	
5651	American Indian Heritage Pow Wow	\$25,000		25,000	
5649	Youth Event in conjunction with POWWOW	\$3,000		3,000	
5554	Donkey Dash	\$10,000		<u>10,000</u>	
	Total Advertising - Events	\$115,050	<b>54%</b>	\$109,696	<b>55%</b>
	<b>Sub-total Promotional</b>	<b>\$315,050</b>		<b>\$309,696</b>	
	<b>Arts Commission (maximum 15%)</b>				
5551	Sunset Valley Arts Commission-Arts Fest	25,100		25,100	
5551	Sunset Valley Arts Commission-Concert Series	6,000		6,000	
	<b>sub-total Arts Commission</b>	<b>31,100</b>	<b>15%</b>	<b>31,100</b>	<b>15%</b>
	Future Visitor Center-Reserve	52,875	<b>25.00%</b>	35,404	<b>18%</b>
	re: 351.101 a(1) & 5 (25% of revenue)				
	<b>TOTAL EXPENDITURES</b>	<b>399,025</b>		<b>376,200</b>	
	<b>Excess/Deficiency</b>	<b>109,300</b>		<b>15,443</b>	

# Sunset Valley Arts Commission

## FY 2012-2013 Budget Request

### **City of Sunset Valley Hotel Occupancy Tax Fund (HOT Fund)**

Line Item Description:	Expenses: Sunset Valley Arts Commission		
Hotel - HOT Fund:	<b>Category: Art 351.101.4 and Advertising 351.101.3</b>		
Line Item Purpose:	To provide funds for art projects and events in the City as presented by the Arts Commission and authorized by City Council.		
2011/2012 Budgeted	2011/2012 Projected	2012/2013 Proposed	Dollars (+ or -)
\$68,200	\$68,200	68,200	\$0
Comments:	The Arts Commission may sponsor and advertise certain art events and projects as <u>allowed by the statute and rules for the use of Hotel Occupancy Tax Funds (HOT funds)</u> . The Arts Commission will make recommendations to the City Council on art events and projects. Activities will include, but are not limited to, an annual Sunset Valley ArtFest Spring Event and one Fall Event. The plan and budget for each event or project will be submitted to City Council for approval.		

# Proposed Sunset Valley Arts Commission FY 2012 - 2013 Work Plan

Month	Activity	Activity Date	Hotel Occupancy Tax Funds (HOT Funds)	General Funds
Fall 2012	One event to incorporate music, culture, dance and educational presentation*	TBD	\$6,000	
Winter 2012-2013	1. Hidden Treasures ** 2. Movie Night**	TBD		\$3,500
Spring 2013	Artfest	April 27	\$62,200 (\$ 25,100 - 351.101.4 - arts) (\$ 37,100 - 351.101.3 - advertising)	
Summer 2013	1. Art workshop day** 2. Movie Night**	TBD		\$3,500
<hr/>				
		Funding Source	HOT Funds	General Funds
		(351.101.4 Arts)	\$ 31,100	
		(351.101.3 - Advertising)	\$ 37,100	
		Total	\$68,200	\$7,000
<b>TOTAL BUDGET</b>	<b>\$75,200</b>			

\*This year rather than have a concert series and world art and culture events we decided to combine them and do one larger event to incorporate the aspects of both.

\*\*These replace the four lectures

# ***Hotel Occupancy Tax Fund (HOT fund)***

## **Seventh Annual Sunset Valley ArtFest 2013**

### **Funding Request for FY 2012-2013:**

The Sunset Valley Arts Commission (SVAC) requests City Council approval for the expenditure of HOT funds, dedicated to arts funding Section 351.101.4, for production of ArtFest 2013 and Section 351.101.3, for advertising to promote the 7<sup>th</sup> Annual Sunset Valley ArtFest.

### **Event Date:**

Saturday, April 27, 2013

### **History:**

This is a community art and music festival produced by the Sunset Valley Arts Commission, funded by Hotel Occupancy Tax funds. The 6<sup>th</sup> Annual Sunset Valley ArtFest drew approximately 6,000 attendees, 450 kids for the Adventure Build, Home Depot interactive area and kids' stage featuring the Biscuit Brothers, and fifty vendors including many resident artists. Sunset Valley Elementary art department students continued to impress visitors to the show with their wonderful art display. The show is held on the parking lot of the Toney Berger Center and triangle in conjunction with the Sunset Valley Farmer's Market. This is a growing and successful show bringing together Public Works-Adventure Build, Sunset Valley Elementary School, Sunset Valley Arts Commission, local businesses, including Home Depot, and others for a day of family fun in our community.

### **Comments from ArtFest 2012:**

*"Again, thank you for allowing me to participate in this year's event. Sales were fantastic and I was very pleased. This was the best year so far for me in the last 6 years I've been participating in your event."*

- James Rattlesnake Romero, Aloha Southwest Artistry

*"You all put on a very well run event Saturday and we were thrilled to be there. If you ever need us again we will be there."*

- Joe Holland, DOGellos Chili Dogs

### **Requirements for Exhibiting Artists:**

Entries must be the original work of the artist. All prints, lithographs, serigraphs, etchings, work or linoleum blocks, etc., must be hand pulled and signed by the artist. All booth spaces will be 11' x 11'; artists are to provide their own tents, tables, chairs, etc. Booth fees are \$50 general and FREE for Sunset Valley residents.

### **Parking:**

Parking will be at the Toney Berger Center

## HOTEL OCCUPANCY TAX FUND (HOT FUND)

2012-2013 Sunset Valley ArtFest Budget  
**Budget Request FY 2011/2012**

6/9/2012

Operation Budget \$25.100	Budget
<b>Budget from Arts HOT fund - 351.101.4</b>	
Music	13,000.00
Production Manager	3,500.00
Stage equipment & engineers	3,950.00
Tent/table/chairs for stage & food	1,200.00
Installation for Art Seen tents	1,200.00
Austin Outhouse	500.00
Dumpster, recycle, trash	200.00
Refreshments for volunteers	150.00
Labor	1,400.00
total	<b>25,100.00</b>
<b>Income</b>	
Booth and shirt sales	2,000.00

Advertising Budget \$37,100

**Budget from Advertising HOT fund-351.101.3**

Radio advertising	8,800.00
Television advertising	9,400.00
Print advertising	3,800.00
Production	3,000.00
Advertising Management	7,000.00
Shirts and Bags	2,000.00
Posters, Flyers, cards	1,000.00
Promotional decoration and signage	2,100.00
total	<b>37,100.00</b>

## **Hotel Occupancy Tax Fund (HOT fund)**

### **2012 Fall Event**

June 9, 2012

### **Budget Request FY 2012/2013**

One Main Fall Event

Operating Budget \$6,000	
<b>Budget from Arts HOT fund 351.101.4</b>	
Music/Entertainment	2,000
Equipment and engineers	500
Speciality food representative of region	2,000
Promotional decoration and signage	1,000
Prinitng & postage	400
Supplies	\$100
Total	\$6,000

# **Hotel Occupancy Tax Fund**

## **(HOT Fund)**

### **Sunset Valley Arts Commission**

#### **Fall Event**

##### **Funding Request for FY 2012-2013:**

FY 2012/2013 request for this item is \$6,000

1 Event

#### ***Historical Example***

##### **Events from FY 2011/2012:**

Andean Art and Culture  
Concert Series

##### **History:**

This was previously only the concert series. For FY 2012-2013 we will combine our events into one larger event incorporating the best of our World Art & Culture, Lecture and Concert Series.

These are typically events held at City Hall for family enjoyment. The purpose is to focus on cultures from around the world, education, music, and art. The events may have food, art, music, how to workshops, games and/or demonstrations from other cultures.

# SFC Farmers' Market

## www.sfcfarmersmarket.org

### REPORT FOR 2011



Conducted year round farmers' markets at Republic Square Park (Sat.), Triangle (Wed.) and started first full year of management for the year-round farmers' market at Sunset Valley (Sat.).

- Saturday Downtown: Median attendance 3,000 people; 152,800 visits in ninth season.
- Saturday Sunset Valley: Median attendance 1,200 people; 63,800 visits in first full year.
- Wednesday: Median attendance 600 people; 33,710 visits in fifth season.

- Generated an estimated \$1,843,310 in gross sales in 2011 at Saturday Downtown, \$765,170 in gross sales at the Saturday Sunset Valley location, and \$405,000 on Wednesday at the Triangle. More than \$3 million in sales at all markets combined. More than \$1.7 million additional dollars are spent at surrounding businesses on Saturdays and Wednesdays together, raising the total economic impact to more than \$4.7 million.
- Hosted a median of 58 vendors weekly on Saturday Downtown, 42 vendors at Saturday in Sunset Valley, and 26 vendors on Wednesday from membership of 120 total – including 72 farmers, ranchers, and growers.
- Procured more than \$60,000 in in-kind, public service and paid advertising space and promotion.
- Invigorated Republic Square Park, the grassy land of Sunset Valley at Toney Burger Center and The Triangle with chefs' demos, educational outreach, an outdoor café, plus live music performances:
  - More than 20 chefs gave demonstrations that were *delicious and seasonal*;
  - Created a **Taste the Place** tasting tent at both Saturday and Wednesday markets with a more consistent weekly presence;
  - More than 20 non-profit groups informed market goers of their services;
  - At least 40 local musical bands played at the market (some repeats);
  - Hosted at least 10 educational and festive events during the season, featuring kid's activities, a Farm.Fresh.Taste. Event with 8 chefs, and experiential education. Continued the holiday-time market during Downtown Austin Alliance Stroll.
  - More than \$22,800 was used in food stamp purchases at all markets.
  - Initiated a feasibility study to explore a fourth market to provide access in a 'food desert' where no fresh produce options were readily available. Chose YMCA East Branch Communities as new market site.
  - More than 100 community volunteers give more than 1,800 hours to help keep the market operating strong.

## EXHIBIT A

### Budget for SFC Farmers' Market at Sunset Valley October 2012 to September 2013

Edible Austin X 5 issues (1/4 page)	4,050
KGSR prime time live spots, Fri-Sat / April event & May-mid July & Oct move, holidays	4,200
KUT prime, Fri-Sat / April event & May-mid July, Oct move/Holidays	6,000
KLBJ prime live liner, esp. Garden Show, Fri-Sat / April event & May -1st of July, Oct move/Holidays	5,000
Production costs for radio ads	700
20,000 full color brochures majority of cost - SFC Farmers' Market all	1,400
Outdoor Billboard on S. Lamar for 6 months	18,000
Design work on print production of pieces, as well as design on special April event pieces, and design any other future pieces	600
TOTAL	<hr/> 39,950

#### Budget narrative:

Edible Austin continues to be well read food magazine and is offered to "new" customers of local food system via restaurant, grocery store, coffee shop and festival distribution of 30,000 copies quarterly

KGSR, KUT, KLBJ are where the main body of listeners are also Farmers' Market shoppers; the radio serves as a constant reminder to not let the FM slip out of awareness and to also switch brands/markets to SV

Our color brochures of the markets are distributed throughout the year at restaurants, boutique farm to table outlets coffee shops, other SFC programs and festivals and health fairs as well as at Visitor's Bureau and hotels

Outdoor has been an added marketing strategy in 2011-12 and serves well for the provincial type of shopper who becomes a new customer as they continuously see the outdoor billboard on their daily travels and finally they try out the market. It is also good for Saturday shoppers from other areas to spot the board and add the market to their shopping routine for the day. We were only able to have it up for three months in the previous year and would like to extend the contract to 6 months, using the vinyl that is already produced.



## Consumer Research Summary

**June – August 2011**

**SFC Farmers' Market at Sunset Valley**

### Market Research:

Consumer survey of 108 market-goers in June, July and August, conducted at the Saturday market at Sunset Valley.

### Demographics:

Gender distribution: 73% females and 27% males; considerably more females are shopping at the farmers' market and/or are more willing to complete the survey. This distribution is consistent with 2010 survey results.

### Age distribution:

- 3% 18-24 year-olds
- 23% 25-34 year-olds
- 33% 35-44 year-olds
- 16% 45-54 year-olds
- 16% 55-64 year-olds
- 7% 65+
  - Shoppers between the ages of 25 and 44 combined make up 56% of all shoppers, slightly higher than 2010 survey results of 51%.

### Household income brackets:

- 5% Under \$15,000
- 9% \$15,000 - \$21,999
- 0% \$22,000 – \$27,999
- 6% \$28,000 – \$35,999
- 10% \$36,000 - \$49,999
- 27% \$50,000-74,999
- 38% \$75,000+ income

### Ethnicity:

- 77% White / Caucasian
- 12% Hispanic/ Latino
- 4% Asian / Pacific Islander

- 2% Black / African American
- 2% Bi-racial / Multi-racial
- 1% American Indian/Eskimo/Aleutian
- 2% Other

The ethnic distribution of survey respondents is predominantly White / Caucasian, which may be a function of location, prices, or the economy.

#### Household Size:

In this year's survey, smaller household groups continue to be strong and nearly 40% of households have children.

- 38% have two people in the household,
- 19% of respondents reported three-person households
- 22% reported households of 4 people
- 16% of respondents are from single person households
- 4% have 5 people.
- Six and seven person households made up 1% of respondents

#### Zip codes:

A large percentage of respondents appear to come from the South and Southwest parts of Austin. The most prevalent zip codes include: 78749 (28%); 78745 (21%); 78748 (20%), 78704 (14%); 78737 (8%). There is also a large contingent of 786 prefix zip codes.

#### Expenditures:

- The market goers report that they spend
 

○ 8%	Over \$50
○ 11%	\$41-50
○ 18%	\$31-40
○ 25%	\$21-30
○ 23%	\$16-20
○ 5%	\$11-15
○ 8%	\$6-10
○ 3%	Less than \$6

This year saw an increase to 84% from 75% in survey respondents spending \$15 or more.

#### Frequency:

We have a mix of first-time customers and repeat shoppers

- 19% first timers
- 23% monthly
- 21% come about twice a month
- 35% weekly

Eight percent of customers surveyed have been coming all seven years of operation, with 35% of the respondents counting this as their first year, 5% for six years, 7% for five years, 11% for four years, 18% for three years, and 16% coming the last two years.

#### Distance and Travel Method:

Customers surveyed come from an average of 6 miles away and a median of 4 miles away, with most (91%) traveling by car.

- The remaining respondents used the following methods of transportation:
  - 5% carpool with someone else,
  - 3% walk
  - 2% bicycle to the market, and
  - 0% use the bus

#### Incentive for Sunset Valley:

- A majority of the customers report that they would not have come to Sunset Valley except for the farmers' market (66%). Fifty-one percent of the shoppers at the market plan on going to other Sunset Valley locations to shop and visit.

#### Goals:

People come to the market for specific reasons.

- 85 % to obtain fruits and vegetables
- 50 % to support local farms and businesses
- 43 % to eat a meal
- 29 % to buy baked goods
- 22 % to buy meats
- 22 % to buy cheese or other dairy products
- 20 % to buy foods for later consumption
- 15 % to visit with friends
- 15 % to buy crafts / artisan wares
- 14 % curiosity

Sixty-seven percent of consumers surveyed said that they have **increased** their consumption of fruits and vegetables, and correspondingly, 70% report they have increased the amount of household dollars spent on fruits and vegetables.

A good portion of the consumers are willing to explore new tastes—

- 66 % tried a new fruit or vegetable, and
- 44 % tried a new recipe that they received at the market.

#### Communication about market:

How people come to hear about the market covers all layers of 'reaching out', with the **predominant means of communication** being

- 48% word of mouth
- 23% saw signs
- 23% saw it while passing by
- 8% surfing the web
- 5% advertisements
- 2% saw a news story

Word of mouth appears to be the most powerful marketing tool of the farmers' market.

### Suggestions:

- 43% of customers surveyed said they would like to see additional product offerings
- People asked for more variety in general, more meat, seafood and dairy, as well as more prepared foods.
- **Social Atmosphere and Vendor's Attitude** had the highest "excellent" marks, with
  - 79% and 83% respectively. These categories had a combined 100% and 98% excellent and good rating, respectively.
- **Safety**
  - 97% of respondents agreed in "excellent and good" categories that the market was safe
- **Quality of products**
  - 98% of respondents agreed in "excellent and good" categories that the market farmers and vendors had high quality products
- People considered the **value for the cost of the products** offered at the SFC Farmers' Market in a combined total of excellent and good of 89%

### Convenience:

- Convenience was rated 96% with excellent and good combined
  - 71% excellent
  - 25 % good
- Parking was ranked 100% in sum of excellent and good,
  - 85% excellent
  - 15% good
- Hours were reported 94% in sum of excellent and good,
  - 52% in excellent,
  - 42% in good categories.
- Cleanliness ranked 100% in sum of excellent and good.

### Ways to improve:

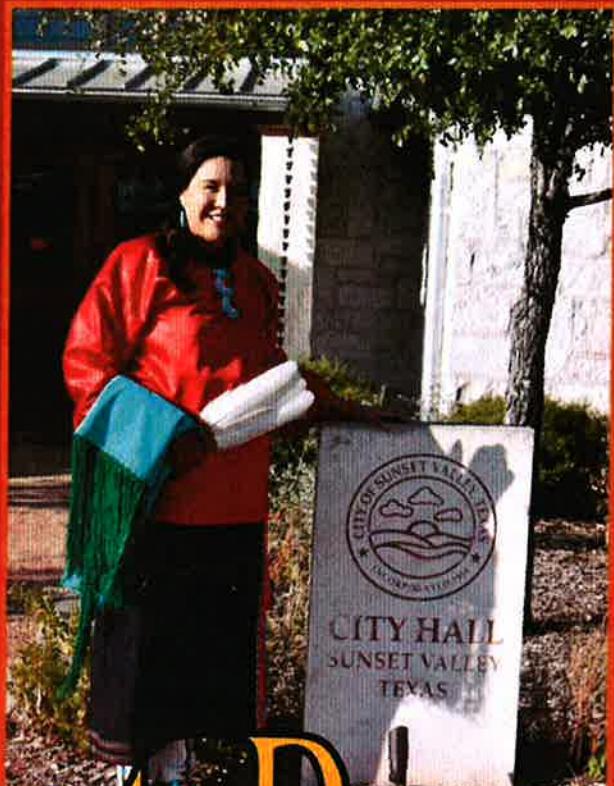
more tomatoes; kids music; we are happy with it; another breakfast taco option; more trees, water feature, landscaping, another shade structure; promote market at other venue, more music; Sunday; Not really!; more shaded seating; more vendors; more shade; anything for kids is appreciated; extended hours; more trash receptacles; not really, I go more often when it's not so hot; It's great!; more vendors; make it available in the evening too; Preferred old arrangement, it was better for people watching; bigger; store location where vendors sell M-F, more days, hours; Very happy to see prices, Attract more diverse customers, more affordable produce.

Ways customer lives are different because of the SFC Sunset Valley Market:

We are planning on moving south and one reason is the farmers market; We just like fresh food and supporting local farmers and ranchers; We try to make Saturday morning at the market a tradition!; More access to high quality local food; Happier about the food I eat and prepare; more real, sense of community and supporting the community; relaxing atmosphere for starting out my weekend; healthy; much improved! more farmers markets in biking distance!; fun, new things to try, getting veggies for my vitamix; availability of local, organic foods at affordable prices; great local feeling and connection, I love it; Improved diet and health, enjoying supporting local market; we have a fun family Saturday thing now; Preserves the weeks tradition; better; educates people on local produce; much richer, it's become a Saturday morning tradition; love buying directly from the farmers; postpone other errands; try different healthy items not available at grocery store; better quality food; I consume more fresh, local foods - especially meats; availability of local produce greatly increased; better foods; We're eating way better, not worried about our food; eating healthier and supporting local business/farms more; local food is great; Healthier / more able to support LOCAL; like the homegrown taste I liked growing up; healthy!; eating healthy food more often; Saturday AM joy!; love coming; pleasant way to support local merchants, good products; experience new foods; I feel like I am a part of the neighborhood/community; Better food for my family and support local, small farmer; Get up and outside!; good social atmosphere; More relaxed, good warm-up to Saturday errands;

Additional comments:

the move to the grass is excellent!; wished it opened a little earlier, especially in the summer; keep up the good work; we're glad you replaced the other farmer's market here - it's a vast improvement; I enjoy the shaded seating area, music, and space to walk- due to dogs, strollers, etc.; Love it!; Y'all are doing great, keep it up, gold star!; glad it's here!; I just wish the market that was here did not split from the one at Barton Mall, I know the vendors and customers were upset when it happened, now I'm torn at which one to visit each Saturday; Where is kettle corn guy?



# Great Promise Brings Powwow to Sunset Valley!

**Great Promise for American Indians**

**Powwow Proposed Budget Resources**

Line #	Funding Category	SV Funds	Other Fund Sources	Amount
<b><u>Income</u></b>				
1	Earned Income		Event Proceeds	50,000
2	Private Support		Individual & Businesses	17,500
3	City of Sunset Valley	32,000		
4	City of Austin			45,000
5	Nati'l Endowment Arts			10,000
6	Tx Arts Agencies			6,000
7	Regional Funds (MAAA)			2,500
8	Total Cash Income	32,000		131,000
9	In-Kind Support			21,910
10	Total Income	32,000		152,910
<b><u>Expenses</u></b>				
11	Staff Costs			20,000
	Vol.- In-Kind			21,910
12	Artists	3,000		51,500
13	Travel			14,500
14	Space Rental			7,400
15	Equipment Rental			2,600
16	Supplies & Materials			6,000
17	Marketing/Promotion	29,000		
18	Production			29,000
19	Total Expenses	32000		152,910

Budget Itemization  
 Proposal to City of Sunset Valley  
 Great Promise for American Indians

**Budget Itemization**

**Income**

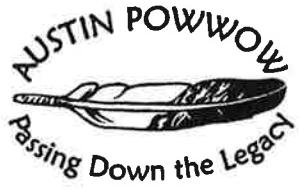
Line 1:	<b>Earned Income</b>	\$ 50,000
	Proceeds from sales \$25,000	
	Exhibit space rental \$25,000	
Line 2:	<b>Total Private Support</b>	\$ 17,500
	Individual & Corporate	
Line 3-7:	<b>Total Public Support</b>	\$ 95,500
	City of Sunset Valley \$32,000	
	City of Austin \$45,000	
	Nat'l Endowment for the Arts, \$10,000	
	Tx Comm Arts \$3,500	
	Mid-Amer. Arts Alliance \$2,500	
	Humanities TX \$2,500	
Line 8:	<b>Total Cash Income</b>	\$ 163,000
Line 9:	<b>Total In-kind Support</b>	\$ 21,910
	Volunteer Talent and Time	
	32 Year long vols.x31.25 hrs each x 21.91*	
	*Independent Sector's value of vol hour for Texas	
Line 10:	<b>Total Income</b>	<u>\$ 184,910</u>

**Expenses**

Line 11:	<b>Administrative Empl.</b>	\$ 20,000
	Powwow Administration	
Line 11:	<b>Adm. Non-Empl. - InKind</b>	\$ 21,910
	Volunteer Planning & Staffing	
Line 12:	<b>Artistic Non-Employee</b>	\$ 54,500
	Drums: \$18,000; Headstaff : \$12,500	
	Education Program: \$3000	
	Dancers \$25,500, Heritage Artists \$9000	
Line 13:	<b>Travel:</b>	\$ 14,500
	Lodging for headstaff, drums, heritage artists \$10,500	
	Meals \$4000,	
Line 14:	<b>Arena /Storage/Adm Space</b>	\$ 7,400

Budget Itemization  
Proposal to City of Sunset Valley  
Great Promise for American Indians

Line 15:	Equipment Rental Sound, stage dressing, etc.	\$ 2,600
Line 16:	Supplies and Materials	\$ 6,000
Line 17:	Marketing and Promotion Promotional ads & materials,	\$ 29,000
Line 18:	Production Costs Electrical – Site, set-up \$11,000 Program \$6000, Printing & other \$4000 Other Production Costs \$8000	\$ 29,000
Line 19:	Total Expenses	<u>\$184,910</u>



## Great Promise for American Indians

3710 Cedar Street #10  
Austin, Texas 78705  
512-371-0628

To: City Council Members  
Finance Committee Members  
Clay Collins, City Administrator  
Rae Gene Greenough, City Secretary

From: Lois Jebo Duncan  
Executive Director

Great Promise for American Indians is requesting \$29,000 to present The American Indian Heritage Festival and Powwow of 2012. In addition, we request \$3,000 for Red Voices in the Schools, which has a program for each individual classroom, plus a mini-powwow demo for all students. This year's annual event, held Nov. 3<sup>rd</sup>, is the 21<sup>th</sup> anniversary of the Powwow and Great Promise.

Previous attendees indicate that even with a cautious consumer economy, they will be here again. The number of arts and crafts exhibit applications has increased and the number of returning sellers remains stable. A few new sellers with authentic native made goods will be added. Additional food vendors are sought; though only those with American Indian foods and cuisine will be added. This is the best free, family-oriented American Indian event of its size. People come from across the U.S. as well as Canada to attend. We even have tourists from Europe and Asia. American Indians often come from very rural areas and reservations. They take advantage of their time here to shop and enjoy local sites.

All Sunset Valley funds will be for the promotion of the event using local and national media outlets. Since this event falls so early in the fiscal year, there is a need to get advertising expenses reimbursed over the period of time when regional and national ads need to be placed. For out-of-state attendees to have time to make travel and lodging plans, they must know months ahead of time about this wonderful event. Putting in place a process to achieve the purpose of the funding means finding a way to span two fiscal years. Following is the amount that is needed, and the fiscal year in which it will be incurred.

Promotional ads and materials	FY 2012	\$ 6,500
Advertising Contract	FY 2012	\$ 2,500
Promotional ads and materials	FY 2013	\$20,000
School Program	FY 2013	<u>\$ 3,000</u>
Total Request		\$32,000

Details are attached.

## **Some of the Benefits to Sunset Valley of the Annual Powwow and American Indian Heritage Festival**

### **A program of Great Promise for American Indians (GPAI)**

#### Revenue:

- The Powwow provides Sunset Valley with a “boost” in sales tax revenue. More than 100 booths in the Indian Market, and a dozen Food Court vendors collect sales tax on their sales.
- GPAI requires that all exhibitors and vendors have a current Texas sales tax permit in order to participate in the Powwow. Each vendor receives a Sunset Valley sales tax chart to help them charge the correct amount of sales tax.
- All first time vendors also receive information on the proper method of remitting their sales tax collections to the State of Texas.

#### Publicity:

- The Powwow is now the largest single day powwow in the country. Sunset Valley is well known in the American Indian community as the host city for the Powwow.
- GPAI estimates that between the dancers and drummers; the exhibitors and vendors; and the Powwow staff (and all their families), some 1200 to 2000 American Indians also come to Sunset Valley.
- The Powwow regularly brings 40,000 to 50,000 visitors to the City of Sunset Valley for the annual event.
- While they are in the area, our visitors do take advantage of the shops and restaurants in Sunset Valley.

#### Other Economic Benefits:

- Each year, GPAI houses the head staff, Powwow artists, and our honored elders at the Sunset Valley Holiday Inn Express, which is our host hotel.
- GPAI also refers vendors and out-of-town visitors to the hotel as well.
- On the Friday night before the Powwow, GPAI hosts a dinner to honor the Powwow staff and artists, and our elders, at BJ’s restaurant in Sunset Valley.
- Many of our vendors tell us that they fill their vehicles at Sunset Valley outlets before making the journey home.

**The 2012 Powwow takes place on Saturday, November 3, 2012**

Event Description:

Great Promise for American Indians (GPAI), works to preserve the traditions, heritage and culture of American Indians through presentations of their arts to all audiences, and through education of native ways to all ages of visitors. GPAI reaches out, in particular, to the youth of native ancestry who want to know the story of their pasts. Acceptance and appreciation of the rich cultures of the First Peoples depends on passing down the legacy and knowledge to everyone. Acceptance of American Indians by everyone is key to our mission.

To accomplish this mission, GPAI presents the annual Austin Powwow and American Indian Heritage Festival. The activities that make up this twin event are held the first Saturday of November each year; this year it is 11/03. The venue is the Toney Burger Center, an Austin ISD facility with a large arena for dancing and drumming and other Powwow activities. The several acres around the arena accommodate the traffic generated by this event.

The Austin Powwow has become the largest single day Powwow in the country. The accompanying Indian Market, at which artists exhibit and sell their works of art and their native crafts runs 9:00 AM to 9:00 PM, which allows for even working guests and shoppers to experience the artistry of over two hundred exhibiting artists. The Powwow begins at 10:00 AM with two host drum groups of up to ten drummer/singers each, performing songs of welcome, national anthems, and a grand entry of several hundred native dancers. The multitude of dancers, all in their best regalia (attire), are an incredible sight. First time attendees report the feeling of thrill at this unique procession. The Heritage Stage opens at 11:00 AM with a traditional native blessing and continues until sundown, presenting storytellers and musicians for children and adults and includes historical tales, comedies and native poetry.

Other activities occur 11/01 – 11/04, and consist of an exhibition at the Bullock Texas State History Museum on Sunday afternoon at which the details of the event in Sunset Valley are described, and Red Voices in the Schools, which takes advantage of the many American Indian artists coming to the powwow; sending artisans, singers, dancers and storytellers into the Sunset Valley Elementary School, doing assembly and classroom activities on the Friday prior to the Saturday events. These presentations are educational; and, also alert students and parents to the coming weekend activities.

Participating artists are local, regional, from around the state and nation, as well as Canada. Dancing, drumming, native music on indigenous instruments, storytelling, poetry; plus visual arts, sculpture, jewelry and fine crafts are all part of the cultural celebration that make up these extraordinary events. Audiences are educated in what to look for in excellence in all the arts, and how these art forms would have applied to tribal life and practices.

Artistic Excellence and Innovation:

*The proposed programming demonstrates artistic excellence.*

A powwow is staged using a group of leaders known as head staff. The group that makes up the Head Saff is chosen carefully from several native nations and are renown and respected for their knowledge of the many traditions and common practices of North American Indians. This group will guide the activities of the Powwow, so only the most knowledgeable people are invited to fill these positions. The drum groups that serve as host drums are vetted by the Culture Committee, made up of elders who keep the heritage of powwow true and authentic. Other sitting drums, (drum groups invited to join the circle) are also vetted for quality. Head dancers are all award winners and have performed across America, as well as Europe, and some in Asia. Pariticipating visual artists and artisans are juried for their skill, tradition, or innovation in their work. GPAI enforces the American Indian Arts and Crafts Act passed by Congress to ensure authenticity for audiences and shoppers.

*Great Promise has a history of high quality programs and services.*

Great Promise has operated successfully and experienced continual growth for twenty years. The annual Powwow and Heritage Festival has grown from an initial attendance of 2000 total participants held at a local high school to the mega event of up to 50,000 audience participants plus the several hundred artists attending. Even with pressures from success, the core mission of educating the public, and in particular, children and families of native heritage, has never been sacrificed. Programming in the schools receives endorsements from teachers and principals. National Endowment of the Arts, (NEA), funding is in itself an endorsement of sorts. This is the only Powwow in the nation to receive continuing NEA funding.

*The project make use of high quality artists and promote culture.*

Artists that are featured at the Powwow are winners of Grammys and other awards. Vanessa Jennings has pieces in the Smithsonian and several other top museums, and was named as a national treasure by NEA. Most of the heritage artists appear on touring rosters of their home states. The exhibiting artists show in some of the top national galleries and major museums. The Powwow is an unique opportunity for Austinites to meet the artists exhibiting their own work. GPAI uses local artists whenever possible. GPAI has brought in accomplished artists to help increase the skill level of native artists of the area. This effort has brought success to several local artists, which are now sought across Texas for their expertise in their specific genres, such as drumming, dancing, regalia making and the visual arts.

Administrative Capability:

*The project adhers to and furthers the mission or goals of GPAI.*

The Powwow and Heritage Festival were designed and continue to be the embodiment of our mission; preserving American Indian culture and passing it down to succeeding generations; and, at the same time educating the public about the rich cultures of all American Indians.

*GPAI demonstrates business, production and administrative skills needed to complete the proposed programming.*

Great Promise has governed itself successfully through twenty years of growth into a major cultural organization using mostly voluntary leadership. The Executive Director is a past leader in non-profit management, was a member of the Texas Management Assistance Network, a founding member of Texas Assoc. of Nonprofit Orgs. (TANO), and has trained and taught non-profit management nationally, as well as a guest presenter at the LBJ Schl. Of Public Affairs, and UTs Thompson Center.

*GPAI has a history of financial stability and sound financial practices.*

GPAI has experience steady growth through the years. GPAI adheres to the best financial practices of non-profits as defined by the Independent Sector, recognized for setting standards.

*Is the project budget appropriate, complete and reasonable for the proposed program activities?*

Since this project is annual, GPAI is able to determine the needs for successful completion. Any improvements or expansion are studied carefully, and if accepted, adequate financial resources are included in the budget.

*The festival budget shows a variety of revenues and/or support.*

Revenue sources include a range of public and private support. Public support comes from cities of Sunset Valley and Austin, the state and the federal government. As part of its capacity building project in FY 2012, GPAI is working on building support from individual donors, as well increased corporate support.

#### Economic, Cultural, and Social Impact:

*This event is marketed to a broad constituency, including visitors, residents and tourists?*

GPAI utilized all forms of media to reach both residents and visitors. Ads were placed with four radio stations, print ads appeared in the American Statesman, the Chronicle, Austin Families, and several other local publications available at supermarkets and businesses. Fliers were distributed at regional powwows and several national gatherings for several months prior to the event. Members attend many other gatherings in the region, and always distribute fliers about the powwow months in advance of the event. When talking about our local events, the opportunity to tell of the other attractions in this area are never missed. This event appears in books that are placed in hotel rooms, is on most powwow listings on the web, and uses the most popular method with Native Americans, word of mouth.

*The proposed programming accessible to all audiences, both physical and economically?*

Both the Powwow and Heritage Festival are completely accessible. The venue, the Toney Burger Center, is a public building that meets and exceeds ADA requirements. GPAI has a special Inclusion Committee that works year-round with public agencies and private facilities to organize assistive support and transportation arrangements to special groups of people.

*This festival provides a measurable economic impact throughout the community, including expansion of cultural tourism, use of local merchants, and leveraging of dollars.*

The economic impact of Great Promise programs is felt in several ways. The first is the tremendous revenue generated by the Heritage Festival and Powwow. Nearly four hundred dancers, over 100 drummers and several dozen storytellers and musicians make up the performance participants. In addition, there are the art exhibitors, filling over 100 spaces, most of which have more than one artist. The majority of artists, even some locals, come to stay in hotels for at least two days or more. Since this is a Powwow and gathering, they bring their families, plus others from their tribes or communities. They fill the greater part of three large hotels, in addition to many that stay in RV parks. Even though they come to perform and participate in the festival, they also take advantage of the local restaurants, entertainment and shopping. Each year sees more people coming to participate as word of mouth shares the spirit of this festival and the attractions of Austin. Rosters of participating artists are kept, and all receive communication about the next events, plus news of accommodations. This news also alerts those wanting to find lodging of other events in the same weekend, like UT home games, and now the F 1 racing, which may follow immediately.

*The proposed activities promote tourism. How?*

By their nature these this festival is a magnet for people that are local, regional, national and sometimes international tourists. Each year people visit from almost every state in the nation. There are Europeans that regularly schedule trips to the Powwow. There seems to be a great fascination about the native culture in many countries aborad. GPAI tries to stay in touch with those that make an annual trek to join us. Our new newsletter will keep us in their thoughts.

### **Green Tax (Edwards Aquifer Venue Project)**

In November 2007, an election was held and the voters authorized the collection of a 1/8 of one percent Sales Tax under Chapter 334 of the Local Government Code to establish a Watershed Protection and Preservation Project under Section 334.001 (4)(F). This tax provides for the planning, acquisition, and development of a watershed protection and preservation program, entitled the Edwards Aquifer Protection Venue Project along Brodie Land or Country White Lane, with funds to be limited to watershed protection, acquisition of property and acquisition of conservation easements. The tax began to be collected in April 2008. In 2009, the City acquired a 5 acre tract on Brodie Lane. No other expenditures or purchases have been made since that time. There is no requirement or provision to reauthorize this tax, as with the Street Maintenance tax. The City will continue to collect this tax until the City Council determines that the project has been completed.

**CITY OF SUNSET VALLEY FY BUDGET 2012-2013**

**3 YEAR COMPARISON**

**Green Tax Fund**

		Actual 2008/2009	Actual 2009/2010	Actual 2010/2011	Projected Year End 2011/2012	Adopted Budget 2011/2012	Projected % of Adopted Budget 2011/2012	Proposed Budget 2012/2013	% over/under Projected Year End 2011/2012	% over/under Adopted Budget 2011/2012
	Balance as of 10/01	90,920	397,727	96,041	\$404,407	\$418,482	97%	\$749,900		
G/L Code	<b>REVENUE</b>									
4184	Sales Tax Revenue	305,018	281,906	325,382	\$344,790	\$325,255	106%	\$355,355	-100.00%	9.25%
4095	Interest Earned	1,789	362	329	\$700	\$500	140%	\$700	-100.00%	40.00%
	Total Revenue	306,807	282,268	325,711	345,490	325,755	106%	\$356,055	-100.00%	9.30%
	<b>TOTAL FUNDS AVAILABLE</b>	<b>397,727</b>	<b>679,995</b>	<b>421,752</b>	<b>749,897</b>	<b>744,237</b>	<b>101%</b>	<b>\$1,105,955</b>	<b>-100.00%</b>	<b>48.60%</b>
	<b>EXPENDITURES</b>									
5660	Watershed Venue Acquisition	0	583,954	17,345	\$0	\$744,000	0%	\$1,105,955	100.00%	48.65%
	<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>583,954</b>	<b>17,345</b>	<b>0</b>	<b>744,000</b>	<b>0%</b>	<b>\$1,105,955</b>	<b>100.00%</b>	<b>48.65%</b>
	<b>Balance as of 9/30</b>	<b>397,727</b>	<b>96,041</b>	<b>404,407</b>	<b>749,897</b>	<b>237</b>	<b>316412%</b>	<b>\$0</b>	<b>-100.00%</b>	<b>-100.00%</b>

### **AISD Playground Fund**

This fund was created in 1999 by an Interlocal Agreement between the City of Sunset Valley and the Austin Independent School District for the playground at Sunset Valley Elementary School. At that time, the PTA raised \$5,000 and the City contributed the same amount toward development of the Playground at the school. The agreement provides for funding of maintenance and improvements.

**CITY OF SUNSET VALLEY FY BUDGET 2012/2013**

**3 YEAR COMPARISON**

**Sunset Valley Elementary School Playground**

		Actual 2008/2009	Actual 2009/2010	Actual 2010/2011	Projected 2011/2012	Adopted Budget 2011/2012	Projected % of Adopted Budget 2011/2012	Proposed Budget 2012/2013	% over/under Adopted Budget 2011/2012
	<b>Balance as of 10/01</b>	10,089	10,140	10,158	10,170	10,170	100.00%	10,185	
G/L Code	<b>REVENUE</b>								
4130	AISD Contribution	0	0	0	0	0	0.00%	0	0.00%
4300	Transfer from GN Fund-SSV Contribution	0	0	0	0	0	0.00%	0	0.00%
4095	Interest Earned	82	18	20	15	15	100.00%	15	0.00%
	<b>Total Revenue</b>	0	18	20	15	15	0.00%	15	0.00%
	<b>TOTAL FUNDS AVAILABLE</b>	10,089	10,158	10,178	10,185	10,185	100.00%	10,200	0.15%
	<b>EXPENDITURES</b>								
5360	Playground Repairs and Upgrades	0	0	0	0	0	0.00%	10,200	0.00%
	<b>TOTAL EXPENDITURES</b>	0	0	0	0	0	0.00%	10,200	0.00%
	<b>Balance as of 9/30</b>	10,089	10,158	10,178	10,185	10,185	100.00%	0	-100.00%

CITY OF SUNSET VALLEY UTILITY FUND BUDGET - TOTALS FY 2012-2013		Water Proposed Budget 2012-2013	Wastewater Proposed Budget 2012-2013	Solid Waste Proposed Budget 2012-2013	TOTAL Proposed Budget 2012-2013
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**REVENUE**

4060	General Fees and Inspections	2,500	2,000	0	4,500
4095	Interest	300	300	0	600
4100	Penalty Fees	0	0	0	0
4210	Tap Fees/Reconnection Fees	1,500	1,200	0	2,700
4170	Recycle/Reclamation of Disposed Materials	0	0	50	50
4220	Utility Sales	584,000	394,500	576	979,076
<b>TOTAL REVENUE:</b>		<b>588,300</b>	<b>398,000</b>	<b>626</b>	<b>986,926</b>
Add Subsidy from General Fund		99,395	222,170	105,162	426,727
Less Contribution to Utility Infrastructure		100,000	75,000	0	175,000
<b>Total Funds Available for Expenses</b>		<b>587,695</b>	<b>545,170</b>	<b>105,788</b>	<b>1,238,653</b>

**EXPENDITURES**

5057	Administrative Assistant	\$5,613	\$1,871	\$0	\$7,484
5027	Operations Manager	\$7,575	\$5,050	\$0	\$12,625
5025	Director	\$17,176	\$8,588	\$4,294	\$30,058
5027	Environmental Manager	\$0	\$0	\$2,872	\$2,872
5066	Land Management Supervisor	\$0	\$0	\$4,382	\$4,382
5020	Maintenance Technician (CM)	\$16,199	\$5,400	\$0	\$21,599
5021	Maintenance Technician (QD)	\$0	\$0	\$6,194	\$6,194
5000	Utilities Supervisor	\$33,940	\$14,545	\$0	\$48,485
5081	Utility Billing Clerk	\$2,411	\$1,206	\$1,206	\$4,823
5090	Overtime	\$2,788	\$1,091	\$529	\$4,408
n/a	Merit Increases (3% Salary )	\$2,571	\$1,133	\$584	\$4,288
n/a	Benefit Increases	\$355	\$157	\$79	\$591
5046	Incentive - Longevity	\$864	\$0	\$0	\$864
5086	Incentive - Bilingual	\$0	\$0	\$0	\$0
5087	Incentive - Education	\$300	\$0	\$0	\$300
5122	Dental Insurance	\$360	\$0	\$0	\$360
5120	Life Insurance	\$84	\$0	\$0	\$84
5121	Medical Insurance	\$4,200	\$0	\$0	\$4,200
5123	Vision Insurance	\$72	\$0	\$0	\$72
5124	LTD Insurance	\$158	\$0	\$0	\$158
5126	STD Insurance	\$106	\$0	\$0	\$106
5150	Workers Comp Insurance	\$2,206	\$984	\$455	\$3,645
5130	Medicare Employer Match (.0145%)	\$1,260	\$547	\$282	\$2,089
5135	Social Security Employer Match (6.2%)	\$0	\$0	\$0	\$0
5140	TMRS Match	\$8,487	\$3,688	\$1,903	\$14,078
5131	Unemployment Insurance	\$0	\$0	\$0	\$0
<b>Total Personnel Services</b>		<b>106,725</b>	<b>44,260</b>	<b>22,780</b>	<b>173,765</b>

**Community Programs**

5877	Water Conservation Program	20,000	0	0	20,000
<b>Total Community Programs</b>		<b>20,000</b>	<b>0</b>	<b>0</b>	<b>20,000</b>

CITY OF SUNSET VALLEY UTILITY FUND BUDGET - TOTALS FY 2012-2013		Water Proposed Budget 2012-2013	Wastewater Proposed Budget 2012-2013	Solid Waste Proposed Budget 2012-2013	TOTAL Proposed Budget 2012-2013
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**Contractual Services**

5303	Aquifer District Fee	3,500	0	0	3,500
5798	Annual Wastewater Line Inspections	0	15,000	0	15,000
5410	Brush Chipping	0	0	18,000	18,000
5327	Engineer Services	4,000	8,000	0	12,000
5375	Inspections	500	1,000	0	1,500
5512	Permitting Review and Inspections	3,000	1,500	0	4,500
New	Industrial Waste Services	0	2,500	0	2,500
New	Dumpster Rental	0	0	6,000	6,000
5373	Utility Purchases	412,820	457,785	57,458	928,063
<b>Total Contractual Services</b>		<b>423,820</b>	<b>485,785</b>	<b>81,458</b>	<b>991,063</b>

**Operational Expenses**

5510	Animal Control	0	0	800	800
5600	Dues, Fees & Subscriptions	2,350	575	0	2,925
5645	Fuel	500	500	0	1,000
5650	Haz-Mat Material Disposal	0	0	250	250
5665	Landfill Use	0	0	0	0
5705	Office Supplies, Postage, Printing	1,000	800	0	1,800
5710	Oil Disposal/Disposal Program	0	0	0	0
5735	Rental Expense - Equipment	1,000	750	0	1,750
5745	Repair & Maintenance - Equipment	2,000	3,000	0	5,000
5758	Repair & Maintenance: System	15,000	5,000	0	20,000
5775	Small Tools & Supplies	3,000	1,100	0	4,100
5782	Software Maintenance	4,200	0	0	4,200
5795	Tire Recycling	0	0	500	500
5820	Training and Education: Employees	4,000	800	0	4,800
5815	Training and Education: Travel Expenses	500	600	0	1,100
5830	Uniforms	600	500	0	1,100
5835	Utilities: Electric/Gas/Telephone	2,500	1,000	0	3,500
5755	Vehicle Expense: Repair and Maintenance	500	500	0	1,000
<b>Total Operational Expenses</b>		<b>37,150</b>	<b>15,125</b>	<b>1,550</b>	<b>53,825</b>

<b>TOTAL EXPENDITURES</b>	<b>587,695</b>	<b>545,170</b>	<b>105,788</b>	<b>1,238,653</b>
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<b>EXCESS/DEFICIENCY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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Utility Fund- Water Department Budget						
FY 2012-2013						
G/L Code	Budget Item	Purpose and Description	12/13 Proposed Budget	11/12 Proposed Budget	Increase/ Decrease	% of Increase/ Decrease
	<b>PERSONNEL SERVICES</b>					
02-05-5070	Administrative Assistant	Hourly Position- 15% of \$37,419	\$5,613	\$5,613	\$0	0.00%
02-05-5027	Operations Manager	Exempt Position- 15% of \$50,500	\$7,575	\$19,500	-\$11,925	-61.15%
02-05-5025	Director	Exempt Position- 20% of \$85,878	\$17,176	\$14,940	\$2,236	14.97%
02-05-5020	Maintenance Technician I (CM)	Hourly Position- 60% of \$27,000	\$16,199	\$7,419	\$8,780	118.35%
02-05-5000	Utilities Supervisor	Hourly Position- 70% of \$48,485	\$33,940	\$33,940	\$0	0.00%
02-05-5001	Utility Billing Clerk	Part-Time Position- 10% of \$24,111	\$2,411	\$4,659	-\$2,248	-48.25%
02-05-5090	Overtime on FT Hourly Positions	Based on 5% of all hourly employees annual salary.	\$2,788	\$2,557	\$231	9.03%
	Merit Increases	Calculated at 3% of total salaries	\$2,571	\$0	\$2,571	100.00%
	Benefits Increases	Calculated at 3% of total salary benefits	\$355	\$0	\$355	100.00%
02-05-5046	Incentive - Longevity	Paid to employees to have worked for the City for more than 5 years. Paid at \$4.00 per month for the number of years employed.	\$864	\$816	\$48	5.88%
02-05-5087	Incentive - Education/Certification	Paid to employees that have certain degrees and certification. Paid different amounts for different degrees and certifications.	\$300	\$300	\$0	0.00%
02-05-5122	Insurance- Dental	Employer pays 100% of Dental Insurance Premiums for the employee.	\$360	\$616	-\$256	-41.52%
02-05-5120	Insurance- Life	Employer pays 100% of the Life Insurance Premium for the employee.	\$84	\$144	-\$60	-41.52%
02-05-5121	Insurance- Medical	Employer pays 100% of the Medical Insurance Premium for the employee and contributes \$200 to dependent coverage.	\$4,200	\$12,654	-\$8,454	-66.81%
02-05-5123	Insurance - Vision	Employer pays 100% of premium	\$72	\$72	\$0	0.00%
02-05-5124	Insurance - LTD	Employer pays 100% of premium	\$158	\$158	\$0	0.00%
02-05-5126	Insurance-STD	Employer pays 100% of premium	\$106	\$106	\$0	0.00%
02-05-5150	Insurance- Worker's Comp	Provides state mandated coverage in the event an employee is injured on the job.	\$2,206	\$2,072	\$134	6.47%
02-05-5130	Medicare Match (.0145%)	Employer match to the Medicare portion of social security benefits.	\$1,260	\$1,285	-\$25	-1.95%
02-05-5140	TMRS Match	Retirement Fund. Provides for employers contribution based on gross earnings to the Texas Municipal Retirement System. Rate is based on 10.88% per month for 3 months and 9.33% per month for 9 months	\$8,487	\$8,600	-\$113	-1.31%
02-05-5131	TWC Insurance	Provides funds for state mandated employer contribution to unemployment compensation fund.	\$0	\$324	-\$324	-100.00%
	<b>Total Personnel</b>		<b>\$106,725</b>	<b>\$115,774</b>	<b>-\$9,049</b>	<b>-7.82%</b>

Utility Fund- Water Department Budget						
FY 2012-2013						
G/L Code	Budget Item	Purpose and Description	12/13 Proposed Budget	11/12 Proposed Budget	Increase/ Decrease	% of Increase/ Decrease
	<b>CONTRACTUAL SERVICES</b>					
02-05-5303	Aquifer District Fee	Provides funds to cover expenses related to the pumpage of 18.5 million gallon of water sold to residential customers.	\$3,500	\$3,500	\$0	0.00%
02-05-5327	Engineer Services	Provides funds to investigate or design potential projects that may come under consideration during the fiscal year that were not identified at a project during the budget process.	\$4,000	\$4,000	\$0	0.00%
02-05-5375	Inspections	Provides funds to cover expenses related to the on-site inspection of water line installation and connection to the city system.	\$500	\$500	\$0	0.00%
02-05-5512	Permitting Review and Inspections	Provides funds for the review of permits and inspections of water lines and service connections.	\$3,000	\$3,000	\$0	0.00%
02-05-5373	Wholesale Water Purchases	Provides funds to cover expenses paid to the City of Austin for the purchase of water to serve both residential and commercial areas.	\$412,820	\$395,300	\$17,520	4.43%
		<b>Total Contractual</b>	<b>\$423,820</b>	<b>\$406,300</b>	<b>\$17,520</b>	<b>4.31%</b>
	<b>Community Programs</b>					
02-05-5877	Water Conservation Program	Expend funds for educational and promotional materials to encourage water conservation within the community.	\$20,000	\$20,000	\$0	0.00%
		<b>Total Community Programs</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$0</b>	<b>0.00%</b>
	<b>OTHER OPERATING</b>					
02-05-5600	Dues, Fees, and Subscriptions	Provides funds to cover expenses related to dues, fees, and subscriptions associated with the water system.	\$2,350	\$2,550	-\$200	-7.84%
02-05-5645	Fuel	Provides funds for fuel for the utility truck.	\$500	\$500	\$0	0.00%
02-05-5705	Office Supplies, Postage, Printing	Provides funds to cover expenses related to the purchase of office supplies, printed material, and postage to mail utility invoices, late notices, correspondence, and mail outs.	\$1,000	\$1,000	\$0	0.00%
02-05-5735	Rental Expense: Equipment	Provides funds to cover expenses for rental equipment needed in the repair of the water system.	\$1,000	\$1,000	\$0	0.00%
02-05-5745	Repair and Maintenance Equipment	Provides funds for the repair and maintenance of the Water Department equipment. New item 11/12.	\$2,000	\$2,000	\$0	0.00%

Utility Fund- Water Department Budget						
FY 2012-2013						
G/L Code	Budget Item	Purpose and Description	12/13 Proposed Budget	11/12 Proposed Budget	Increase/ Decrease	% of Increase/ Decrease
02-05-5758	Repair and Maintenance: System	Provides funds to cover expenses related to the repair, maintenance, and materials for the water system.	\$15,000	\$18,000	-\$3,000	-16.67%
02-05-5775	Small Tools and Supplies	Provides funds to cover expenses for the purchase of small tools, supplies, and accessories related to the water system.	\$3,000	\$3,000	\$0	0.00%
02-05-5782	Software Maintenance	Provides funds for software maintenance fees.	\$4,200	\$4,200	\$0	0.00%
02-05-5820	Training and Education - Employee	Provides funding for attendance to seminars and educational programs to enhance/improve employee skills.	\$4,000	\$6,000	-\$2,000	-33.33%
02-05-5815	Travel Expenses and Mileage Reimbursement (new name)	Provides funds to reimburse employees for travel expenses including hotel, travel expenses, meal per diem, and other expenses.	\$500	\$600	-\$100	-16.67%
02-05-5830	Uniforms	Funds to provide new or replacement uniforms for utility personnel.	\$600	\$500	\$100	20.00%
02-05-5835	Utilities: Electric, Gas, Telephone	Provides funds to cover expenses related to electrical power at the city water plant.	\$2,500	\$2,500	\$0	0.00%
02-05-5755	Vehicle Expense: Repair and Maintenance	Provide funds for tires, batteries, oil changes, car washes, misc. maintenance parts and repairs.	\$500	\$500	\$0	0.00%
		<b>Total Operating Costs</b>	<b>\$37,150</b>	<b>\$42,350</b>	<b>-\$5,200</b>	<b>-12.28%</b>
		<b>Totals</b>	<b>\$587,695</b>	<b>\$584,424</b>	<b>\$3,271</b>	<b>0.56%</b>

Utility Fund- Wastewater Department							
FY 2012/2013 Budget							
G/L Code		Budget Item	Purpose and Description	12/13 Proposed Budget	11/12 Proposed Budget	Increase/ Decrease	% of Increase/ Decrease
<b>PERSONNEL SERVICES</b>							
02-06-5070		Administrative Assistant	Hourly Position- 5% of \$37,419	\$1,871	\$1,871	\$0	0.02%
02-06-5027		Operations Manager	Exempt Position- 10% of \$50,500	\$5,050	\$13,000	-\$7,950	-61.15%
02-06-5025		Director	Exempt Position- 10% of \$85,878	\$8,588	\$8,588	\$0	0.00%
02-06-5020		Maintenance Technician I (CM)	Hourly Position- 20% of \$27,000	\$5,400	\$5,046	\$354	7.01%
02-06-5000		Utilities Supervisor	Exempt Position- 30% of \$48,485	\$14,545	\$14,402	\$143	0.99%
02-05-5001	new	Utility Billing Clerk	Part-Time Position- 5% of \$24,111	\$1,206	\$0	\$1,206	100.00%
02-06-5090		Overtime on FT Hourly Positions	Based on 5% of all hourly employees annual salary.	\$1,091	\$1,058	\$33	3.12%
		Merit Increases	Calculated at 3% of total salaries	\$1,133	\$0	\$1,133	100.00%
		Benefits Increases	Calculated at 3% of total salary benefits	\$157	\$0	\$157	100.00%
02-06-5122		Insurance- Dental	Employer pays 100% of Dental Insurance Premiums for the employee.	\$0	\$324	-\$324	-100.00%
02-06-5120		Insurance- Life	Employer pays 100% of the Life Insurance Premium for the employee.	\$0	\$76	-\$76	-100.00%
02-06-5121		Insurance- Medical	Employer pays 100% of the Medical Insurance Premium for the employee and contributes \$200 to dependent coverage.	\$0	\$6,660	-\$6,660	-100.00%
02-06-5150		Insurance- Worker's Comp	Provides state mandated coverage in the event an employee is injured on the job.	\$984	\$720	\$264	36.67%
02-06-5130		Medicare Match (.0145%)	Employer match to the Medicare portion of social security benefits.	\$547	\$637	-\$90	-14.20%
02-06-5140		TMRS Match	Retirement Fund. Provides for employers contribution based on gross earnings to the Texas Municipal Retirement System. Rate is based on 9.88%	\$3,688	\$4,131	-\$443	-10.72%
02-06-5131		TWC Insurance	Provides funds for state mandated employer contribution to unemployment compensation fund.	\$0	\$81	-\$81	-100.00%
		Total Personnel		\$44,261	\$56,594	-\$12,334	-21.79%
<b>CONTRACTUAL SERVICES</b>							
02-06-5303		Annual Wastewater Line Inspections	Provides funds for the annual wastewater line inspections including contractual camera/cleaning service, equipment rental and contractual labor.	\$15,000	\$15,000	\$0	0.00%
02-06-5327		Engineer Services	Provides funds for general engineering services related to wastewater and to investigate or design potential projects that may come under consideration during the fiscal year that were not identified at a project during the budget process.	\$8,000	\$8,000	\$0	0.00%
02-06-5375		Inspections	Provides funds to cover expenses related to the on-site inspection of wastewater line installation and connections to the city system.	\$1,000	\$1,000	\$0	0.00%

Utility Fund- Wastewater Department							
FY 2012/2013 Budget							
G/L Code		Budget Item	Purpose and Description	12/13 Proposed Budget	11/12 Proposed Budget	Increase/ Decrease	% of Increase/ Decrease
New		Industrial Waste Services	Provides funds for the review of industrial waste limits, pretreatment compliance, and inspections.	\$2,500	\$2,500	\$0	0.00%
02-06-5512		Permitting Review and Inspections	Provides funds for the review of permits and inspections on residential wastewater lines.	\$1,500	\$1,500	\$0	0.00%
02-06-5373		Wholesale Waste Water Purchases	Provides funds to cover expenses paid to the City of Austin for contractual wastewater treatment services for both residential and commercial areas.	\$457,785	\$435,155	\$22,630	5.20%
				<b>Total Contractual</b>	<b>\$485,785</b>	<b>\$463,155</b>	<b>\$22,630</b>
<b>OTHER OPERATING</b>							
02-06-5600		Dues, Fees, and Subscriptions	Provides funds to cover expenses related to dues, fees, and subscriptions associated with the wastewater system.	\$575	\$975	-\$400	-41.03%
02-06-5645		Fuel	Provides funds for fuel for the utility truck.	\$500	\$500	\$0	0.00%
02-06-5705		Office Supplies, Postage, Printing	Provides funds to cover expenses related to the purchase of office supplies, printed material, and postage to mail utility invoices, late notices, correspondence, and mail outs.	\$800	\$800	\$0	0.00%
02-06-5735		Rental Expense: Equipment	Provides funds to cover expenses for rental equipment needed in the repair of the wastewater system.	\$750	\$750	\$0	0.00%
02-06-5745		Repair and Maintenance Equipment	Provides funds for equipment repair to the Backhoe, sewer jet, and other wastewater specialty equipment. Also provides for the purchase and replacement of small equipment.	\$3,000	\$2,000	\$1,000	50.00%
02-06-5758		Repair and Maintenance: System	Provides funds to cover expenses related to the repair, maintenance, and materials for the wastewater system.	\$5,000	\$6,000	-\$1,000	-16.67%
02-06-5775		Small Tools and Supplies	Provides funds to cover expenses for the purchase of small tools, supplies, and accessories related to the wastewater system.	\$1,100	\$1,100	\$0	0.00%
02-06-2820		Training and Education: Employees	Provides funding for attendance to seminars and educational programs to enhance/improve employee skills.	\$800	\$1,000	-\$200	-20.00%
02-06-5815		Training and Education: Travel Expenses	Provides funds to reimburse employees for travel expenses including hotel, travel expenses, meal per diem, and other expenses.	\$600	\$600	\$0	0.00%
02-06-5830		Uniforms	Funds to provide new or replacement uniforms for utility personnel.	\$500	\$500	\$0	0.00%
02-06-5835		Utilities: Electric, Gas, Telephone	Provides funds to cover expenses related to electrical power at the city wastewater lift station.	\$1,000	\$1,000	\$0	0.00%
02-05-5755		Vehicle Expenses: Repair and Maintenance	Provides funds for tires, batteries, oil changes, car washes, misc. maintenance parts and repairs for the utility truck.	\$500	\$500	\$0	0.00%
				<b>Total Operating Costs</b>	<b>\$15,125</b>	<b>\$15,725</b>	<b>-\$600</b>
				<b>Totals</b>	<b>\$545,171</b>	<b>\$535,474</b>	<b>\$9,696</b>

Utility Fund- Solid Waste Department						
FY 2012/2013 Budget						
G/L Code	Budget Item	Purpose and Description	12/13 Proposed Budget	11/12 Proposed Budget	Increase/ Decrease	% of Increase/ Decrease
	<b>PERSONNEL SERVICES</b>					
02-07-5027	Environmental Manager	Exempt Position- 5% of \$57,439	\$2,872	\$3,250	-\$378	-11.63%
02-07-5025	Director	Exempt Position- 5% of \$85,883	\$4,294	\$4,169	\$125	3.00%
02-07-5066	Land Management Supervisor	Hourly Position- 10% of \$43,825	\$4,382	\$2,107	\$2,275	107.97%
02-07-5020	Maintenance Technician II (QD)	Hourly Position- 20% of \$30,969	\$6,194	\$2,783	\$3,411	122.57%
02-05-5001	Utility Billing Clerk	Part-Time Position- 5% of \$24,111	\$1,206	\$0	\$1,206	100.00%
02-07-5090	Overtime on FT Hourly Positions	Based on 5% of all hourly employees annual salary.	\$529	\$245	\$285	116.36%
	Merit Increases	Calculated at 3% of total salaries	\$584	\$377	\$207	55.07%
	Benefits Increases	Calculated at 3% of total salary benefits	\$79	\$53	\$26	49.62%
02-07-5122	Insurance- Dental	Employer pays 100% of Dental Insurance Premiums for the employee.	\$0	\$97	-\$97	-100.00%
02-07-5120	Insurance- Life	Employer pays 100% of the Life Insurance Premium for the employee.	\$0	\$23	-\$23	-100.00%
02-07-5121	Insurance- Medical	Employer pays 100% of the Medical Insurance Premium for the employee and contributes \$300 to dependent coverage.	\$0	\$1,782	-\$1,782	-100.00%
02-07-5150	Insurance- Worker's Comp	Provides state mandated coverage in the event an employee is injured on the job.	\$455	\$333	\$122	36.64%
02-07-5130	Medicare Match (.0145%)	Employer match to the Medicare portion of social security benefits.	\$282	\$182	\$100	54.92%
02-07-5140	TMRS Match	Retirement Fund. Provides for employers contribution based on gross earnings to the Texas Municipal Retirement System. Rate is based on 10.88% per month for 3 months and 9.33% for 9 months.	\$1,903	\$1,200	\$703	58.58%
02-07-5131	TWC Insurance	Provides funds for state mandated employer contribution to unemployment compensation fund.	\$0	\$45	-\$45	-100.00%

Utility Fund- Solid Waste Department						
FY 2012/2013 Budget						
G/L Code	Budget Item	Purpose and Description	12/13 Proposed Budget	11/12 Proposed Budget	Increase/ Decrease	% of Increase/ Decrease
		Total Personnel	\$22,780	\$16,645	\$6,135	36.86%
<b>CONTRACTUAL SERVICES</b>						
02-07-5410	Brush Chipping	Provides funds for expenses related to chipping of brush on-site and at City Hall. Increase due to rise in residential brush volume. Includes funds for tub grinding, chipper rental and temp labor.	\$18,000	\$15,000	\$3,000	20.00%
02-07-5374	Dumpster Rental/Landfill Disposal	Provides funds for dumpster rental for City and resident use and for landfill disposal if necessary.	\$6,000	\$6,000	\$0	0.00%
02-07-5373	Trash and Recycling Service	Provides funds for expenses related to City solid waste services account. Increase 4% per contract agreement.	\$57,458	\$55,248	\$2,210	4.00%
		Total Contractual	\$81,458	\$76,248	\$5,210	6.83%
<b>OTHER OPERATING</b>						
02-07-5510	Animal Control	Provides funds for expenses related to the proper disposal of animal carcass, live animal rescue, and animal handling equipment.	\$800	\$1,000	-\$200	-20.00%
02-07-5650	Haz-Mat Disposal	Provide funds for expenses related to the proper disposal of hazardous materials.	\$250	\$250	\$0	0.00%
02-07-5665	Landfill Use	Provides funds for expenses related to general charges associated with use of landfill facilities in Travis County or Austin. Dumpster service is provided and picked-up from the yard. Combined with Dumpster Rental in FY 11/12.	\$0	\$0	\$0	0.00%
02-07-5710	Oil Disposal/Disposal Program	Provides funds for expenses related to the continuation of the curbside oil recycle program. As per COA the City can not be a disposal location for oil. Deleted Fy 2011-2012.	\$0	\$0	\$0	0.00%
02-07-5795	Tire Recycling	Provides funds for expenses related to the used tire recycling program.	\$500	\$350	\$150	42.86%
		Total Operating Costs	\$1,550	\$1,600	-\$50	-3.13%
		Totals	\$105,788	\$94,493	\$11,295	11.95%

## City of Sunset Valley Utility Rates

### UTILITY RATES EFFECTIVE October 1, 2011

#### **Residential Water Non Seasonal (November thru June)**

Monthly Base Fee	\$ 7.75
0 - 14,999 gals.	\$ 2.80 per 1,000 gallons
15,000 - 24,999 gals.	\$ 3.50 per 1,000 gallons
25,000 gals. and over	\$ 4.39 per 1,000 gallons

#### **Residential Water Seasonal (July thru October)**

Monthly Base Fee	\$ 7.75
0 - 14,999 gals.	\$ 2.80 per 1,000 gallons
15,000 - 24,999 gals.	\$ 5.62 per 1,000 gallons
25,000 gals. and over	\$ 8.41 per 1,000 gallons

**Residential Wastewater: \$0.00 per month**

**Residential Solid Waste Services: \$0.00 per month**

#### **Residential Drainage Utility:**

Small residential	\$2.20 per month
Average residential	\$4.00 per month
Large residential	\$6.80 per month

#### **Commercial Water Non-Seasonal (November thru June):**

\$ 4.90 per 1,000 gallons

#### **Commercial Water Seasonal (July thru October):**

\$ 5.34 per 1,000 gallons

#### **Commercial Meter Base Rates per month:**

5/8"	\$ 107.54
1"	\$ 120.97
1-1 1/2"	\$ 161.30
2"	\$ 215.07
3"	\$ 430.14
4"	\$ 537.68
6"	\$ 752.75

#### **Commercial Wastewater:**

\$ 8.02 per 1,000 gallons of water use  
(excludes irrigation only meters)

#### **Commercial Drainage Utility**

Variable based on actual impervious cover

### NEW UTILITY RATES EFFECTIVE October 1, 2012

(4.3% across the board increase due to increased cost from City of Austin)

#### **Residential Water Non Seasonal (November thru June)**

Monthly Base Fee	\$ 8.08
0 - 14,999 gals.	\$ 2.92 per 1,000 gallons
15,000 - 24,999 gals.	\$ 3.65 per 1,000 gallons
25,000 gals. and over	\$ 4.58 per 1,000 gallons

#### **Residential Water Seasonal (July thru October)**

Monthly Base Fee	\$ 8.08
0 - 14,999 gals.	\$ 2.92 per 1,000 gallons
15,000 - 24,999 gals.	\$ 5.86 per 1,000 gallons
25,000 gals. and over	\$ 8.77 per 1,000 gallons

**Residential Wastewater: \$0.00 per month**

**Residential Solid Waste Services: \$0.00 per month**

#### **Residential Drainage Utility:**

Small residential	\$2.20 per month
Average residential	\$4.00 per month
Large residential	\$6.80 per month

#### **Commercial Water Non-Seasonal (November thru June):**

\$ 5.11 per 1,000 gallons

#### **Commercial Water Seasonal (July thru October):**

\$ 5.57 per 1,000 gallons

#### **Commercial Meter Base Rates per month:**

5/8"	\$ 112.16
1"	\$ 126.17
1-1 1/2"	\$ 168.24
2"	\$ 224.32
3"	\$ 448.64
4"	\$ 560.80
6"	\$ 785.12

#### **Commercial Wastewater:**

(5.2% increase due to increased cost from City of Austin)

\$ 8.44 per 1,000 gallons of water use  
(excludes irrigation only meters)

#### **Commercial Drainage Utility**

Variable based on actual impervious cover

TABLE 2  
CITY OF SUNSET VALLEY  
Water Model

LOCATION/COST CATEGORY	YEAR																										
	Length (feet)	Width (dia)	Pipe Type	Installation year	2012 Cost	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20		
						2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031		
Water Facilities																											
Backhoe					\$ 60,000				69,556																		
Sewer Jet Trailer					\$ 40,000												57,030										
Water Plant ?					?																						
Sunset Trail Section I	944	4	PVC	1989	\$ 94,400				106,248																		
Interconnection Lone Oak to Pillow	501	6	PVC	1994	\$ 50,100				56,388																		
Interconnection Pillow to Reese	523	6	PVC	1994	\$ 52,300				58,864																		
Jones Road 8"	1693	8	PVC	1994	\$ 169,300																101390						
Ernest Robles Way at Cannoli Joe's 6"	586	6	DI	1995	\$ 87,900															132,957							
Home Depot Blvd to Market Fair	557	12	DI	1996	\$ 83,550															130,168							
Ernest Robles South 6"	2650	6	PVC	1998	\$ 265,000																438,005						
Sunset Trail Section II	986	6	PVC	1998	\$ 98,600				110,975												162,971						
Lone Oak	2573	6	PVC	1998	\$ 257,300				289,593																		
Sunset Valley Village 8"	585	8	DI	1998	\$ 87,750																145,037						
Sunset Valley Village 16"	557	16	DI	1998	\$ 111,400																184,127						
Sunset Valley Meadows 12"	3338	12	DI	1998	\$ 500,700																827,581						
Oakdale Warken Line	848	8	PVC	1999	\$ 84,800																	144,366					
Sunset Valley Meadows 8"	3338	8	PVC	2000	\$ 333,800																	585,320					
Home Depot	1052	12	PVC	2002	\$ 105,200																						
Meadowview 8"	437	8	PVC	2002	\$ 43,700																						
Ernest Robles North 12 "	665	12	PVC	2002	\$ 99,750																						
Highway 290 West Section I	1085	8	PVC	2004	\$ 108,500																						
Highway 290 West Section II	650	8	PVC	2005	\$ 65,000																						
Sunset Valley Villas	2317	8	DI	2005	\$ 347,550																						
Jones Road 16"	1460	16	DI	2005	\$ 292,000																						
Ernest Robles South 12 " La Madeline	437	12	DI	2006	\$ 65,550																						
Ernest Robles South 12 "Homestead	835	12	DI	2006	\$ 125,250																						
Oakdale	3288	8	PVC	2010	\$ 328,800																						
Reese	2526	8	PVC	2011	\$ 252,600																						
Interconnection Lone Oak to Pillow	677	8	PVC	2012	\$ 67,700																						
Pillow	3123	8	PVC	2012	\$ 312,300																						
Other meter/vault/backflow replacements					\$ 325,000				\$15,000			\$90,000			\$20,000			\$40,000			\$40,000			\$30,000			
<b>TOTAL COST</b>					0	0	0	637,069	0	90,000	0	20,000	0	40,000	0	40,000	30,000	132,957	180,168	181,390	1,757,721	144,366	585,320	0			

BEGINNING BALANCE AS OF 10/1					1,075,916	1,175,916	1,278,916	1,385,006	857,210	969,761	995,688	1,115,093	1,218,081	1,344,758	1,435,235	1,569,627	1,668,050	1,780,626	1,794,523	1,765,614	1,740,021	142,770	163,689	-251,388	
add one time contribution in 12-13																									
LESS COSTS PAID IN FY					0	0	0	637,069	0	90,000	0	20,000	0	40,000	0	40,000	30,000	132,957	180,168	181,390	1,757,721	144,366	585,320	0	
ANNUAL CONTRIBUTION					100,000	103,000	106,090	109,273	112,551	115,927	119,405	122,987	126,677	130,477	134,392	138,423	142,576	146,853	151,259	155,797	160,471	165,285	170,243	175,351	
ENDING BALANCE AS OF 9/30					1,175,916	1,278,916	1,385,006	857,210	969,761	995,688	1,115,093	1,218,081	1,344,758	1,435,235	1,569										

LOCATION/COST CATEGORY													
	Length (feet)	Width (dia)	Pipe Type	21	22	23	24	25	26	27	28	29	30
				2032	2033	2034	2035	2036	2037	2038	2039	2040	2041
<b>Water Facilities</b>													
Backhoe													
Sewer Jet Trailer													
Water Plant ?													
Sunset Trail Section I	944	4	PVC										
Interconnection Lone Oak to Pillow	501	6	PVC										
Interconnection Pillow to Reese	523	6	PVC										
Jones Road 8"	1693	8	PVC										
Ernest Robles Way at Cannoli Joe's 6"	586	6	DI										
Home Depot Blvd to Market Fair	557	12	DI										
Ernest Robles South 6"	2650	6	PVC										
Sunset Trail Sector II	986	6	PVC										
Lone Oak	2573	6	PVC										
Sunset Valley Village 8"	585	8	DI										
Sunset Valley Village 16"	557	16	DI										
Sunset Valley Meadows 12"	3338	12	DI										
Oakdale Warken Line	848	8	PVC										
Sunset Valley Meadows 8"	3338	8	PVC										
Home Depot	1052	12	PVC	195,703									
Meadowview 8"	437	8	PVC	81,295									
Ernest Robles North 12 "	665	12	PVC	185,564									
Highway 290 West Section I	1085	8	PVC		220,558								
Highway 290 West Section II	650	8	PVC			132,132							
Sunset Valley Villas	2317	8	DI			706,498							
Jones Road 16"	1460	16	DI			593,576							
Ernest Robles South 12 " La Madeline	437	12	DI			137,247							
Ernest Robles South 12 "Homestead	835	12	DI			262,246							
Oakdale	3288	8	PVC								774,839		
Reese	2526	8	PVC									613,127	
Interconnection Lone Oak to Pillow	677	8	PVC									164,326	
Pillow	3123	8	PVC									758,034	
Other meter/vault/backflow replacements				\$50,000		60000	\$30,000		\$90,000		\$30,000		
<b>TOTAL COST</b>				512,562	0	0	1,712,763	429,493	0	90,000	0	804,839	1,535,486

BEGINNING BALANCE AS OF 10/1			-76,038	-407,989	-221,959	-30,349	-1,545,753	-1,771,967	-1,562,589	-1,436,930	-1,214,801	-1,790,847
add one time contribution in 12-13												
LESS COSTS PAID IN FY			512,562	0	0	1,712,763	429,493	0	90,000	0	804,839	1,535,486
ANNUAL CONTRIBUTION			180,611	186,029	191,610	197,359	203,279	209,378	215,659	222,129	228,793	235,657
ENDING BALANCE AS OF 9/30			-407,989	-221,959	-30,349	-1,545,753	-1,771,967	-1,562,589	-1,436,930	-1,214,801	-1,790,847	-3,090,677

TABLE 2  
CITY OF SUNSET VALLEY

LOCATION/COST CATEGORY	Wastewater Facility	Length (feet)	Width (dia)	Pipe Type	Installatio n year	2012 Cost	YEAR																			
							1 2012	2 2013	3 2014	4 2015	5 2016	6 2017	7 2018	8 2019	9 2020	10 2021	11 2022	12 2023	13 2024	14 2025	15 2026	16 2027	17 2028			
Lift Station (Stearns/290)					1991	175,000																				
Lone Oak Trail 8"	2631	8	SDR 35	1991	328,875					370,152																
Sunset Trail	1676	8	SDR 35	1991	209,500					235,794																
Clarmac	331	8	SDR 35	1991	41,375					46,568																
Reese Drive line O	284	8	SDR 35	1991	35,500																				55,308	
Stearns Lane connection lift station to COA	473	8	SDR 26	1991	59,125													79,459								
Oakdale Drive line A	2676	8	SDR 35	1991	334,500																				521,140	
Oakdale Drive line C	548	8	SDR 5	1991	68,500																				106,721	
Sunset Valley Meadows	5164	8	SDR 35	1998	645,500																				1,066,913	
Sunset Valley Village	420	8	SDR 35	1998	52,500																				86,775	
Oakdale Drive line B	568	8	SDR 35	1998	71,000																				117,352	
Home Depot Blvd	210	8	SDR 35	2001	26,250																					
Stearns Lane	1101	8	SDR 35	2002	137,625																					
Highway 290 East	1786	8	SDR 35	2002	223,250																					
Highway 290 West	1892	8	SDR 26	2003	236,500																					
Sunset Valley Villas (all streets)	2058	8	SDR 35	2005	257,250																					
LaMadeline	325	8	SDR 35	2005	40,625																					
Homestead	638	8	SDR 35	2009	79,750																					
Reese Drive main line	1804	8	SDR 35	2011	225,500																					
Pillow Road	2176	8	SDR 35	2012	272,000																					
<b>TOTAL COST PAID IN FY</b>						0	0	0	652,514	0	0	0	0	0	0	0	314,644	0	0	0	0	683,169	0	1,271,040		
<b>BEGINNING BALANCE AS OF 10/1</b>						639,936	1,214,936	1,292,186	1,371,754	801,194	885,607	972,553	1,062,107	1,154,347	1,249,355	1,032,569	1,133,363	1,237,180	1,344,112	1,454,252	884,528	1,001,375				
<b>add one time contribution in 12-13</b>						500,000																				
<b>LESS COSTS PAID IN FY</b>						0	0	0	652,514	0	0	0	0	0	0	0	314,644	0	0	0	0	683,169	0	1,271,040		
<b>ANNUAL CONTRIBUTION</b>						75,000	77,250	79,568	81,955	84,413	86,946	89,554	92,241	95,008	97,858	100,794	103,818	106,932	110,140	113,444	116,848	120,353				
<b>ENDING BALANCE AS OF 9/30</b>						1,214,936	1,292,186	1,371,754	801,194	885,607	972,553	1,062,107	1,154,347	1,249,355	1,032,569	1,133,363	1,237,180	1,344,112	1,454,252	884,528	1,001,375	-149,312				

LOCATION/COST CATEGORY Wastewater Facility	Length (feet)	Width (dia)	Pipe Type													
				18 2029	19 2030	20 2031	21 2032	22 2033	23 2034	24 2035	25 2036	26 2037	27 2038	28 2039	29 2040	30 2041
Lift Station (Stearns/290)																
Lone Oak Trail 8"	2631	8	SDR 35			593,985										
Sunset Trail	1676	8	SDR 35													
Clarmac	331	8	SDR 35													
Reese Drive line O	284	8	SDR 35													
Stearns Lane connection lift station to COA	473	8	SDR 26													
Oakdale Drive line A	2676	8	SDR 35													
Oakdale Drive line C	548	8	SDR 5													
Sunset Valley Meadows	5164	8	SDR 35													
Sunset Valley Village	420	8	SDR 35													
Oakdale Drive line B	568	8	SDR 35													
Home Depot Blvd	210	8	SDR 35		47,410											
Stearns Lane	1101	8	SDR 35				256,023									
Highway 290 East	1786	8	SDR 35				415,311									
Highway 290 West	1892	8	SDR 26					453,158								
Sunset Valley Villas (all streets)	2058	8	SDR 35						522,936							
LaMadeline	325	8	SDR 35						82,582							
Homestead	638	8	SDR 35									182,462				
Reese Drive main line	1804	8	SDR 35										531,406			
Pillow Road	2176	8	SDR 35											660,215		
<b>TOTAL COST PAID IN FY</b>				0	0	641,395	671,334	453,158	0	605,519	0	0	0	182,462	531,406	660,215
<b>BEGINNING BALANCE AS OF 10/1</b>				-149,312	-25,348	102,334	-407,548	-943,423	-1,257,060	-1,113,352	-1,570,851	-1,418,392	-1,261,359	-1,099,614	-1,115,480	-1,475,291
<b>add one time contribution in 12-13</b>																
<b>LESS COSTS PAID IN FY</b>				0	0	641,395	671,334	453,158	0	605,519	0	0	0	182,462	531,406	660,215
<b>ANNUAL CONTRIBUTION</b>				123,964	127,682	131,513	135,458	139,522	143,708	148,019	152,460	157,033	161,744	166,597	171,595	176,742
<b>ENDING BALANCE AS OF 9/30</b>				-25,348	102,334	-407,548	-943,423	-1,257,060	-1,113,352	-1,570,851	-1,418,392	-1,261,359	-1,099,614	-1,115,480	-1,475,291	-1,958,764

#### DRAINAGE UTILITY FUND

The City Council voted to implement a Drainage Utility effective October 1, 2010 in accordance with the provisions of Chapter 552 of the Local Government Code. An annual determination is made of the funding requirements of the Drainage Utility and all lots are assessed a monthly fee based on the impervious cover of the lot. For commercial properties, the fee is assessed on actual impervious cover. For residential lots, a table is used to classify the impervious cover of the lot into three different categories, with the majority of residential lots being in the middle category. The monthly fee for this middle category is determined to be one Living Unit Equivalent (LUE) and all other fees are based on the relationship to one LUE. For FY 11-12, the monthly assessment is \$4.00 per LUE. Funds generated by the fee are placed in a restricted Proprietary Fund in accordance with Chapter 552 requirements and are used for the maintenance and operation of the city's drainage and stormwater system. Property located in the city's extraterritorial jurisdiction along Brodie Land and Country White Land is included in Drainage Utility because stormwater from these properties drains into the city's stormwater system.

CITY OF SUNSET VALLEY FY BUDGET 2012-2013

Drainage Utility Fund

		Actual 2008/2009	Actual 2009/2010	Actual 2010/2011	Projected Actual 2011/2012	Adopted Budget 2011/2012	% Projected is over/under Adopted Budget	Proposed Budget 2012/2013	% over/under Adopted Budget 2011/2012	% over/under Projected Year End 2011/2012
	<b>Balance as of 10/01</b>	n/a	n/a	0	100,634	100,622		201,392		
<b>G/L Code</b>	<b>REVENUE</b>									
4184	Drainage Utility Fees	n/a	n/a	100,592	100,578	100,548	0.03%	100548	0.00%	-0.03%
4095	Interest Earned	n/a	n/a	42	180	65	176.92%	240	269.23%	33.33%
	<b>Total Revenue</b>	n/a	n/a	100,634	100,758	100,613	0.14%	100,788	0.17%	0.03%
	<b>TOTAL FUNDS AVAILABLE</b>	n/a	n/a	100,634	201,392	201,235	0.08%	302,180	50.16%	50.05%
	<b>EXPENDITURES</b>									
5595	Drainage Projects Construction	0	0	0	0	50,000	-100.00%	50000	0.00%	100.00%
5327	Engineering Design	0	0	0	0	45,000	-100.00%	45000	0.00%	100.00%
	FEMA Community Rating System Education									
5823	Program	0	0	0	0	5,000	-100.00%	5000	0.00%	100.00%
5660	Property Acquisition	0	0	0	0	100,000	-100.00%	100000	0.00%	100.00%
5699	Lot to Lot Drainage Program	0	0	0	0	0	0.00%	22000	100.00%	100.00%
	New Natural Waterway Maintenance	0	0	0	0	0	0.00%	20000	100.00%	100.00%
	Repair & Maintenance Drainage-Streets and Right of Ways	0	0	0	0	0	0.00%	18500	100.00%	100.00%
	New Repair and Maintenance-Water Quality Ponds and Storm Water Controls	0	0	0	0	0	0.00%	5000	100.00%	100.00%
	<b>TOTAL EXPENDITURES</b>	0	0	0	0	200,000	-100.00%	265,500	32.75%	100.00%
	<b>Balance as of 9/30</b>	0	0	100,634	201,392	1,235		36,680		

Note: FY 12/13: Lot to Lot Drainage Program, Natural Waterway Maintenance R&M Drainage and RM Water Quality Ponds were funded in Public Works department prior to FY 12/13. The funding was the same amount.

Drainage Utility FY 2012/2013 Budget		Purpose and Description	12/13 Proposed Budget	11/12 Adopted Budget	Increase/ Decrease	% of Increase/ Decrease
G/L Code	Budget Item	Purpose and Description	12/13 Proposed Budget	11/12 Adopted Budget	Increase/ Decrease	% of Increase/ Decrease
	<b>REVENUE</b>					
4220	Drainage Utility Fees	Funds received from the Utility Drainage Fees billed to residents and commercial customers. Fees are based on the total impervious cover on the property.	\$100,548	\$100,548	\$0	0.00%
4095	Interest Earned	Income derived from investment of principal and interest from funds on hand. Interest revenue is based on current interest rates.	\$240	\$65	\$175	269.23%
	<b>Total Revenue</b>		<b>\$100,788</b>	<b>\$100,613</b>		
	<b>EXPENSES</b>					
5595	Drainage Projects Construction	Provides funds for drainage related capital improvement projects.	\$50,000	\$50,000	\$0	0.00%
5327	Engineering Design	Provides fund for engineering services for drainage projects.	\$45,000	\$45,000	\$0	0.00%
5823	FEMA Community Rating System Education Program	Provides funds for educational materials related to flood proofing and emergency preparedness.	\$5,000	\$5,000	\$0	0.00%
5660	Property Acquisition	Provides funds for easements and land acquisition.	\$100,000	\$100,000	\$0	0.00%
	<b>Prior to FY 12/13 the following items were funded in the Public Works Dept. in the General Fund.</b>					
	<b>These items were moved to the Drainage Utility in FY 12/13 but funded at the same amounts.</b>					
5699 formally called Storm Water Program	Lot to Lot Drainage Program ( <i>moved from Public Works FY 12/13</i> )	Lot-to-Lot Drainage Program identifies drainage problems that affect 2 or more adjacent properties. The city will assist with technical support to identify solutions and provide minor grading work within easements as needed.	\$22,000	\$22,000	\$0	0.00%
New code	Natural Waterway maintenance ( <i>moved from Public Works FY 12/13</i> )	Creek Debris and vegetation removal and post storm event clean up.	\$20,000	\$20,000	\$0	0.00%
New code	Repair and Maintenance Drainage - Streets and Rights of Way ( <i>moved from Public Works FY 12/13</i> )	This provides for the routine maintenance of ditch lines, storm water inlets, storm water lift stations, storm preparation, and clean up.	\$18,500	\$18,500	\$0	0.00%
5761	Repair and Maintenance: Water Quality Ponds and storm water controls ( <i>moved from Public Works FY 12/13</i> )	Provides funds for the monitoring and repair and maintenance of water quality treatment facilities.	\$5,000	\$5,000	\$0	0.00%
	<b>Total Operating Costs</b>		<b>\$265,500</b>	<b>\$265,500</b>		0.00%
	<b>Totals</b>		<b>\$265,500</b>	<b>\$265,500</b>		0.00%

### **Underground Utility Fund**

This fund was created in 2011 when an agreement was approved with Austin Energy for the City of Sunset Valley to begin receiving a 3% Franchise Fee on Electric Service provided in Sunset Valley. The City Council established this fund to use as a source to pay for future underground utility expenses related to Phase II underground utility relocations. The Electric Franchise Fee is not required to be dedicated for this purpose, but this local designation was approved with the budget.

**CITY OF SUNSET VALLEY FY BUDGET 2012-2013**  
**Underground Utilities Projects Fund**

		Adopted Budget 2012/2013	Adopted Budget 2011/2012
	<b>Balance as of 10/01</b>	98,155	45,000
	<b>G/L Code</b>	<b>REVENUE</b>	
New	COA Electric Franchise Fee	95,000	90,000
4095	Interest Earned	50	25
	Total Revenue	95,050	90,025
	<b>TOTAL FUNDS AVAILABLE</b>	<b>193,205</b>	<b>135,025</b>
		<b>EXPENDITURES</b>	
New	Underground Utility Projects-Planning	40,000	40,000
	<b>TOTAL EXPENDITURES</b>	<b>40,000</b>	<b>40,000</b>
	<b>Balance as of 9/30</b>	<b>153,205</b>	<b>95,025</b>