



NOTICE OF A REGULAR MEETING OF THE
BUDGET AND FINANCE COMMITTEE
OF THE CITY OF SUNSET VALLEY, TEXAS
THURSDAY, JULY 15, 2021 at 6:00 P.M.

REVISED

This meeting will be held in-person and virtually. To actively participate in the meeting virtually, please register at:

Registration URL: <https://attendee.gototraining.com/r/6933882479216880385>

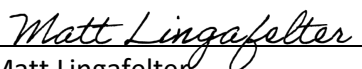
Training ID: 327-897-548

Notice is hereby given that the Budget and Finance Committee of the City of Sunset Valley, Texas will hold a Regular Meeting on Thursday, July 15, 2021 at 6:00 PM in the EOC, Police Building, 3207 Jones Rd, at which time the following items will be discussed, to-wit:

1. 6:00 P.M. Call to Order
2. 6:00 – 6:05 Citizen Comments
3. 6:05 – 6:15 Approve minutes from the 6/10/21, 6/17/21, and 7/8/21 meetings
4. 6:35 – 7:00 Review and discuss the sales tax revenue for July 2021
5. 6:30 – 6:40 Budget Overview – where we are in the process so far
6. 6:40 – 7:00 Review, discuss, and possibly make a recommendation to City Council for Public Works Department Operating Expenses
7. 7:00 – 7:55 Review, discuss, and possibly make a recommendation to City Council for Drainage Department Operating Expenses
8. 7:55 – 8:00 Suggestions for future agenda items
9. 8:00 P.M. Adjourn

A quorum of the City Council may attend the meeting, however, no official action by the City Council shall be taken.

I certify that the above notice of meeting was posted at City Hall, 3205 Jones Road, Sunset Valley, Texas, on the 12TH day of July 2021 at 6:00 PM.


Matt Lingafelter
City Secretary

The City of Sunset Valley is committed to the compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request.

COUNCIL MEETING DATE: JULY 15, 2021



BUDGET AND FINANCE – AGENDA #3

STAFF PREPARER/CONTACT INFORMATION: Suzanna Fleegal
sfleegal@sunsetvalley.org

SUBJECT: ADMINISTRATION

DESCRIPTION: Approve minutes from the 6/10/21, 6/17/21, and 7/8/21 meetings

Background:

APPLICABLE CODE SECTIONS: City of Sunset Valley Financial Policies

FUNDING: N/A

SUPPORTING MATERIALS PROVIDED: MINUTES



MINUTES OF A REGULAR MEETING OF THE
BUDGET AND FINANCE COMMITTEE
OF THE CITY OF SUNSET VALLEY, TEXAS
THURSDAY, JUNE 10, 2021 at 6:00 P.M.

Members Present

Rudi Rosengarten, Council Liaison
Chip Young, Committee Chair
Liz Wright, Committee Member
Justin Litchfield, Committee Member
Charles Goyette, Committee Member
Terry Cowan, Committee Member
Ariel Cloud, Committee Member
Michael Francis, Committee Member

Ketan Kharod, Vice Chair
Rose Hargrave, Committee Member

Members Not Present

Staff Present

Sylvia Carrillo, City Administrator
Suzanna Fleegal, Accountant
Lenn Carter, Chief of Police

This is not an official transcript of the minutes; the recorded audio is the official record.

1. Meeting called to order at 6:01 PM
2. Citizen Comments
No comments
3. Council Liaison Report
Councilmember Rosengarten discussed council approving March Financial Statements, Financial Policies, and Ampersand Marketing.
4. Approve Minutes from June 3, 2021 Meeting
Chip requested minutes added to website
Motion to approve: Terry
2nd: Michael
All in favor, motion passes
5. Budget overview- where we are in the process so far
6. Review, Discuss, and possibly make a recommendation to the City Council for Municipal Court Expenses
Members requested salaries broken down in the budget
Members requested a more concrete audit trail when looking at the budget
Motion to approve: Charles Goyette
2nd: Ketan
All in favor, motion passes
7. Review, discuss, and possibly make a recommendation to Council for General Government Expenses

Motion- Approve General Government budget without SFC contributions: Rose

2nd: Charles Goyette

5 against (Michael, Ketan, Chip, Terry, Justin), 1 abstain (Ariel), and 1 yes (Charles), motion does not pass

Motion- accept as General Government as presented: Justin

2nd: Ariel

6 for (Michael, Ketan, Chip, Terry, Ariel, Rose) and 1 against (Charles), motion passes

8. Presentation of HOT Funds Proposals for review and discussion

9. Review, Discuss, and possible action on HOT Funds expenses

Motion to approve: Michael

2nd: Terry

All in favor, motion passes

10. Review, discuss, and possibly approve Budget Calendar

Moved Water, Wastewater, Solid Waste and Drainage to July 8 and leave July 15th open for any further discussion

11. Suggestions for Future Agenda Items

CIP request- open space discussion

Mayor's Budget priorities for next meeting

Discussing contingency plan in case CCD doesn't pass- bring back 8/5

12. Adjourn

Motion: Terry

2nd: Michael

Adjourned at 8:14 PM

A quorum of the City Council may attend the meeting, however, no official action by the City Council shall be taken.



MINUTES OF A REGULAR MEETING OF THE
BUDGET AND FINANCE COMMITTEE
OF THE CITY OF SUNSET VALLEY, TEXAS
THURSDAY, JUNE 17, 2021 at 6:00 P.M.

Members Present

Rudi Rosengarten, Council Liaison
Chip Young, Committee Chair
Liz Wright, Committee Member
Charles Goyette, Committee Member
Terry Cowan, Committee Member
Ariel Cloud, Committee Member
Michael Francis, Committee Member
Ketan Kharod, Vice Chair

Rose Hargrave, Committee Member

Members Not Present

Justin Litchfield, Committee Member

Staff Present

Sylvia Carrillo, City Administrator
Suzanna Fleegal, Accountant
J Horry, Public Works Director

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1. Meeting called to order at 6:00 PM
2. Citizen Comments
Ariel called attention to the open town hall comments
3. Review and discuss Mayor's Budget priorities
4. Review, discuss, and possibly make a recommendation to City Council for Public Works Expenses (moved from item #7 to item #4)
Members requested to see all items with a >3% change from the prior budget explained in the notes
Members requested comments showing the breakout of \$100k for 5332 Planning Services
Members requested comments showing which line items were requested by other committees
Motion to increase 5444 Energy Conservation Rebates from \$10k - \$15k: Ketan
2nd: Terry
Rose against, all others for, motion passes
Motion to approve: Michael
2nd: Ketan
Michael and Ketan for, all others against, motion does not pass
5. Review and discuss Sales Tax Revenue numbers
6. Review, discuss, and possibly make a recommendation to the City Council for FY20 Audit

Requested FY20 numbers on July 15 budget items

Motion to approve: Ketan

2nd: Terry

No objections, motion passes

7. Budget Overview – where we are in the process so far

8. Suggestions for future agenda items

Moved public works budget item to July 15

9. Adjourn

Motion: Ketan

2nd: Terry

No objections, motion passes

Adjourned at

A quorum of the City Council may attend the meeting, however, no official action by the City Council shall be taken.



**MINUTES OF THE
BUDGET AND FINANCE COMMITTEE**

THURSDAY, July 8, 2021 at 6:00 P.M.

Members Present

Rudi Rosengarten, Council Liaison
Charles Young, Committee Chair
Ketan Kharod, Vice Chair
Rose Hargrave, Committee Member
Liz Wright, Committee Member
Justin Litchfield, Committee Member
Ariel Cloud, Committee Member

Members Absent:

Terry Cowan, Committee Member
Charles Goyette, Committee Member

Staff Present

Sylvia Carrillo, City Administrator
Suzanna Fleegal, Accountant
J Horry, Director of Public Works
Carolyn Meredith, Parks and Natural Resource Manager

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1. 6:00 P.M. Call to Order
Meeting was called to order at 6:01 PM
2. 6:00 – 6:05 Citizen Comments
Committee member Ketan Karod made comments regarding meeting rules and civility among committee and staff. Chair Young made comments regarding a collaborative relationship and cooperative effort. Councilmember Rosengarten gave the Council liaison report.
3. 6:05 – 6:30 Review, discuss, and possibly make a recommendation to City Council for a budget adjustment.
 - (A) Motion was made by Ketan, seconded by Justin to request a list of task orders and associated costs regarding the engineering fees, as well as a list of projects that have been greenlighted by Council or prior Councils still ongoing. Motion passed unanimously.
 - (B) Motion made by Justin to recommend approval to Council all of the budget amendments except IT, requesting staff follow the Mayor's request to review the lease versus purchase cost. Motion was passed with Ariel and Rose voting No.
4. 6:30 – 7:00 Budget Overview – where we are in the process so far
Suzanna presented the budget development thus far showing \$1.4M in surplus revenues yet to be allocated with several departments still needing review.
5. 7:00 – 7:55 Review, discuss, and possibly make a recommendation to City Council for the Utility Fund Operating Expenses
Ketan raised a policy discussion regarding fees for solid waste and water rates. Discussion was routed back to the expenses and revenues. Motion was made by Micheal and seconded by Ketan. Motion passes unanimously.

6. 7:55 – 8:00 Suggestions for future agenda items

- (A) Rétrospective for budget process
- (B) IT costs- leasing vs buying
- (C) Proposed Ampersand marketing costs.

7. Adjourned at 7:32PM

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COUNCIL MEETING DATE: JULY 15, 2021



BUDGET AND FINANCE – AGENDA #4

STAFF PREPARER/CONTACT INFORMATION: Suzanna Fleegal
sfleegal@sunsetvalley.org

SUBJECT: ADMINISTRATION

DESCRIPTION: Review and discuss the sales tax revenue for July 2021

Background:

APPLICABLE CODE SECTIONS:

FUNDING: N/A

SUPPORTING MATERIALS PROVIDED: SALES TAX REPORT

Date	Sales for the month of		PROJECTED Monthly Collections (Budget) FY21	ACTUAL Monthly Collections FY21	Monthly Overage/ (Shortfall)	% Above or (Below) Monthly Budget	Total Collections FY21	% of Total Projected Budget	% Above or (Below) Total Budget	ACTUAL Monthly Collections FY20	Increase/ (Decrease) from previous year	% Above or (Below) from previous year
Oct	August	2020	\$361,239.67	\$433,705.34	\$72,465.67	20.1%	\$433,705.34	9.6%	20.1%	\$465,419.82	-\$31,714.48	-6.8%
Nov	September	2020	\$386,187.26	\$497,738.79	\$111,551.53	28.9%	\$931,444.13	20.6%	19.8%	\$495,228.41	\$2,510.38	0.5%
Dec	October	2020	\$381,046.95	\$476,090.58	\$95,043.63	24.9%	\$1,407,534.71	31.2%	19.8%	\$517,783.60	-\$41,693.02	-8.1%
Jan	November	2020	\$396,345.10	\$492,701.94	\$96,356.84	24.3%	\$1,900,236.65	42.1%	19.8%	\$525,321.43	-\$32,619.49	-6.2%
Feb	December	2020	\$512,893.26	\$673,293.18	\$160,399.92	31.3%	\$2,573,529.83	57.0%	20.8%	\$679,963.17	-\$6,669.99	-1.0%
Mar	January	2021	\$345,343.38	\$430,955.99	\$85,612.61	24.8%	\$3,004,485.82	66.5%	20.7%	\$462,567.83	-\$31,611.84	-6.8%
Apr	February	2021	\$322,435.93	\$360,764.53	\$38,328.60	11.9%	\$3,365,250.35	74.5%	19.6%	\$387,192.29	-\$26,427.76	-6.8%
May	March	2021	\$367,010.16	\$652,948.54	\$285,938.38	77.9%	\$4,018,198.89	88.9%	23.5%	\$388,573.00	\$264,375.54	68.0%
Jun	April	2021	\$332,795.96	\$570,943.47	\$238,147.51	71.6%	\$4,589,142.36	101.6%	25.8%	\$294,578.24	\$276,365.23	93.8%
Jul	May	2021	\$359,756.50	\$572,801.00	\$213,044.50	59.2%	\$5,161,943.36	114.3%	27.1%	\$390,052.50	\$182,748.50	46.9%
Aug	June	2021	\$388,923.85							\$487,412.37		
Sep	July	2021	\$364,021.97							\$440,433.85		
			\$4,517,999.99	\$5,161,943.36					21.7%	\$5,534,526.51	\$555,263.07	17.3%

COMMITTEE MEETING DATE: JULY 15, 2021



BUDGET AND FINANCE – AGENDA #5

STAFF PREPARER/CONTACT INFORMATION: Suzanna Fleegal
sfleegal@sunsetvalley.org

SUBJECT: ADMINISTRATION

DESCRIPTION: Budget Overview- where we are in the process so far

Background: [Access the Budget Process Report here.](#)

To date, the committee has reviewed revenues of \$6,772,930 and expenses of \$5,581,244. This is not the complete budget, and more expenses will be added as the budget progresses.

While the overall budget began at (\$1.3M) dollars, that amount was based on prior year activity and a reduced revenue projection. The committee work has moved the overall budget to a positive position of \$1,191,685. This amount does not include funds and departments, or projects not yet reviewed by the committee.

APPLICABLE CODE SECTIONS: City of Sunset Valley Financial Policies

FUNDING: N/A

SUPPORTING MATERIALS PROVIDED: LINKS PROVIDED IN THE COVERSHEET

COUNCIL MEETING DATE: JULY 15, 2021



BUDGET AND FINANCE – AGENDA #6

STAFF PREPARER/CONTACT INFORMATION: Suzanna Fleegal
sfleegal@sunsetvalley.org

SUBJECT: ADMINISTRATION

DESCRIPTION: Review, discuss, and possibly make a recommendation to City Council for the Public Works Department Operating Expenses

[Please access the budget here in OpenGov](#)

APPLICABLE CODE SECTIONS: City of Sunset Valley Financial Policies

FUNDING: N/A

SUPPORTING MATERIALS PROVIDED: WORKSHEETS ATTACHED

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	
1	Funds	Funds Name	Departments	Departments Name	Type	Account Code	Account Name	FY17 Actuals	FY18 Actuals	FY19 Actuals	FY20 Actuals	FY21 Budget	FY22 Base	FY22 Adjustments	FY22 Position Request	FY22 Proposed	% Change	Description	
2	FY22 Public Works Proposed Budget																		
3	Revenues																		
4	Funds	Funds Name	Departments	Departments Name	Type	Account Code	Account Name	FY17 Actuals	FY18 Actuals	FY19 Actuals	FY20 Actuals	FY21 Budget	FY22 Base	FY22 Adjustments	FY22 Position Request	FY22 Proposed	% Change	Description	
5	01	General Operating Fund	04	Public Works	Revenues	4000	Adopt A Tree Energy Program	7,187.91	5,770.22	9,147.33	8,212.81	-	-	4,723.89		4,723.89	100%	Plant sales - reduction in program- * reduction in originally proposed amount of \$4972.52	
6	01	General Operating Fund	04	Public Works	Revenues	4001	Revenue - Ant Bait Program	496.50	117.54	449.36	190.03	-	-	188.97		188.97	100%	Program was suspended in last year's budget and is not recommended to continue. There is still stock to be sold, but we will not be buying more.	
7							Total	7,684.41	5,887.76	9,596.69	8,402.84	-	-	4,912.86	-	4,912.86	100%		
8																			
9	Expenses																		
10	Funds	Funds Name	Departments	Departments Name	Type	Account Code	Account Name	FY17 Actuals	FY18 Actuals	FY19 Actuals	FY20 Actuals	FY21 Budget	FY22 Base	FY22 Adjustments	FY22 Position Request	FY22 Proposed	% Change	Description	
11	01	General Operating Fund	04	Public Works	Expenses	5000	Salaries	-	-	-	-	-	73,398.28	-	3,276.00	76,674.28	100%	All salaries moved to one line item per industry standard	
12	01	General Operating Fund	04	Public Works	Expenses	5010	Salary - PW Operations Manager	51,035.76	55,159.01	73,910.60	48,357.94	-	-	-	-	-	0%	Position eliminated FY20	
13	01	General Operating Fund	04	Public Works	Expenses	5030	Salary - Parks & Natural Resources Mgr.	74,270.10	79,829.20	83,326.60	89,071.80	36,183.37	36,183.37	(36,183.37)	-	-	-100%	Exempt Position	
14	01	General Operating Fund	04	Public Works	Expenses	5046	Salary - Longevity	3,258.00	5,011.00	3,490.00	4,006.00	558.00	526.68	-	-	526.68	-6%	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.	
15	01	General Operating Fund	04	Public Works	Expenses	5057	Salary - Administrative Clerk	27,830.88	30,128.38	42,570.80	26,846.80	-	-	-	-	-	0%	Position eliminated FY20	
16	01	General Operating Fund	04	Public Works	Expenses	5060	Salary - Public Works Director	68,577.97	74,037.06	111,897.95	37,512.74	10,504.00	-	-	-	-	-100%		
17	01	General Operating Fund	04	Public Works	Expenses	5061	Salary - Maintenance Tech (GG)	-	17,905.25	26,402.87	20,049.85	-	-	-	-	-	0%	Position eliminated FY20	
18	01	General Operating Fund	04	Public Works	Expenses	5062	Salary - Maintenance Tech (DV)	-	14,158.60	30,262.40	5,600.00	3,120.00	3,120.00	(3,120.00)	-	-	-100%		
19	01	General Operating Fund	04	Public Works	Expenses	5063	Salary - Maintenance Tech 1 (RS)	7,155.43	6,824.24	26,163.00	30,234.13	3,224.00	3,224.00	(3,224.00)	-	-	-100%		
20	01	General Operating Fund	04	Public Works	Expenses	5064	Salary - Maintenance Tech (QD)	28,292.64	30,356.11	42,369.60	21,309.01	-	-	-	-	-	0%	Position eliminated FY20	
21	01	General Operating Fund	04	Public Works	Expenses	5066	Salary - Ground Maintenance Supervisor	54,193.14	58,309.99	64,479.60	66,229.13	23,150.40	23,150.40	(23,150.40)	-	-	-100%	Hourly position	
22	01	General Operating Fund	04	Public Works	Expenses	5068	Salary - Maintenance Tech (CW)	23,549.40	20,149.56	22,731.32	30,317.50	-	-	-	-	-	0%	Position eliminated FY20	
23	01	General Operating Fund	04	Public Works	Expenses	5077	Salary - Youth Program	14,379.06	24,036.66	23,924.77	731.13	10,000.00	10,000.00	28,880.00		38,880.00	289%	The Youth Program provides salaries for Teen employees and Interns. The Planning and Environmental Committee has recommended reinstating this program to full funding in FY21. Reinstating the program back to full capacity.	
24	01	General Operating Fund	04	Public Works	Expenses	5080	Salary - Utilities Superintendent	100.00	1,197.60	64,435.20	54,813.66	6,614.40	6,614.40	(6,614.40)	-	-	-100%	Hourly Position	
25	01	General Operating Fund	04	Public Works	Expenses	5084	Salary - Cell phone allowance	7,475.00	7,160.00	10,120.00	3,820.00	504.00	406.80	-	-	406.80	-19%	Monthly personal phone allowance paid to employees that are required to have a cell phone/radio for city use. Includes funds for 3 replacement phone allowance (every 2 years)	
26	01	General Operating Fund	04	Public Works	Expenses	5086	Salary - Bilingual	2,350.00	2,350.00	2,250.00	2,225.00	270.00	258.00	-	-	258.00	-4%	Paid to employees that passed a test that is certified by the City. 4 employees paid at \$50 per month.	
27	01	General Operating Fund	04	Public Works	Expenses	5087	Salary - Education	2,737.50	1,900.00	2,800.00	2,200.00	480.00	270.00	-	-	270.00	-44%	Paid to employees that have certain degrees and certification. Paid different amounts for different degrees and certifications.	
28	01	General Operating Fund	04	Public Works	Expenses	5088	Salary - Shift Differential	-	-	-	-	-	-	-	-	-	0%		
29	01	General Operating Fund	04	Public Works	Expenses	5089	Tuition Reimbursement	-	-	-	-	-	-	1,500.00		1,500.00	100%	B&F Requested this to be spread out between Admin, PW, & PD instead of Gen Gov	
30	01	General Operating Fund	04	Public Works	Expenses	5090	Salary - Overtime	3,482.52	2,217.76	3,134.82	4,140.93	1,083.00	1,874.58	-	-	1,874.58	73%	Overtime calculates for hourly employees. This amount also includes call back and standby. This item reduced in FY 16/17 because water sampling was moved to a separate line item. Increase due to more employees	
31	01	General Operating Fund	04	Public Works	Expenses	5091	Salary - Licensing Incentives	2,537.50	600.00	2,950.00	2,150.00	465.00	399.00	-	-	399.00	-14%	Paid to employees that have certain degrees and certification. Paid different amounts for different degrees and certifications. Increase due to additional certifications.	
32	01	General Operating Fund	04	Public Works	Expenses	5094	Salary-Water Sampling	-	166.06	5,784.54	7,499.14	7,893.00	7,893.00	-	-	7,893.00	0%	Provides for weekend water testing and lift station inspections.	
33	01	General Operating Fund	04	Public Works	Expenses	5100	Exams/ Testing / Certifications	-	275.00	670.00	-	750.00	750.00	750.00		1,500.00	100%	Applicant testing, includes physical and drug screens, psychological test, written and physical aptitude test for applicants. More new employees means more testing for incences	
34	01	General Operating Fund	04	Public Works	Expenses	5120	Life Insurance Benefits	447.32	460.07	457.20	345.60	50.00	52.88	-	4.68	57.56	15%	Employer pays 100% of the Life Insurance Premium for the employee. Increase due to more employees	
35	01	General Operating Fund	04	Public Works	Expenses	5121	Medical Insurance Benefits	51,175.57	64,787.98	73,667.02	58,828.87	7,824.00	8,759.06	-	-	8,759.06	12%	Employer pays 100% of the Medical Insurance Premium for the employee and contributes \$200 to dependent coverage. Increase due to more employees	
36	01	General Operating Fund	04	Public Works	Expenses	5122	Dental Insurance Benefits	4,111.84	4,404.63	5,282.70	3,534.97	484.00	475.55	-	42.08	517.63	7%	Employer pays 100% of Dental Insurance Premiums for the employee. Increase due to more employees	
37	01	General Operating Fund	04	Public Works	Expenses	5123	Vision Insurance	687.09	698.79	808.44	676.86	100.00	93.16	-	8.24	101.40	1%	New benefit started in March 2012. Employer pays 100% of premium	
38	01	General Operating Fund	04	Public Works	Expenses	5124	Long Term Disability Insurance	2,241.65	2,199.95	2,185.13	1,811.77	325.00	352.56	-	31.20	383.76	18%	New benefit started in March 2012. Employer pays 100% of premium. Increase due to more employees	
39	01	General Operating Fund	04	Public Works	Expenses	5126	Short Term Disability Insurance	1,265.18	1,357.53	1,558.27	1,191.78	214.00	271.20	-	24.00	295.20	38%	New benefit started in March 2012. Employer pays 100% of premium. Increase due to more employees	
40	01	General Operating Fund	04	Public Works	Expenses	5130	Medicare Tax - Employers Contribution	6,143.90	5,486.88	9,133.48	6,584.25	1,249.00	1,118.43	-	47.50	1,165.94	-7%	Employer match to the Medicare portion of social security benefits for teens, interns, and non-regular part-time employees.	
41	01	General Operating Fund	04	Public Works	Expenses	5131	TWC - Employers Contribution	124.88	2,028.32	1,904.18	106.63	276.00	271.20	-	24.00	295.20	7%	Provides funds for state mandated employer contribution to unemployment compensation fund. \$9000 max salary. Increase due to an increase in the rate. Increase due to more employees	
42	01	General Operating Fund	04	Public Works	Expenses	5133	Urban Forestry	10,009.79	9,448.23	4,084.63	803.64	4,000.00	4,000.00	-	-	4,000.00	0%	The Urban Forestry funds a cover the cost of maintaining and enhancing the Sunset Valley urban forest including residential assistance with Oak Wilt. This fund has been reduced as part of the funding for this program is found within the Venue Tax as part of the Water Quality Protection Program. The funds allocated in the general fund is used for hazard mitigation and street tree removal..	
43	01	General Operating Fund	04	Public Works	Expenses	5135	Social Security Contribution	2,287.46	1,477.01	1,633.33	45.33	-	-	-	-	-	0%	Employer match to social security benefits for teens, interns, and non-regular part-time employees.	

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
1	Funds	Funds Name	Departments	Departments Name	Type	Account Code	Account Name	FY17 Actuals	FY18 Actuals	FY19 Actuals	FY20 Actuals	FY21 Budget	FY22 Base	FY22 Adjustments	FY22 Position Request	FY22 Proposed	% Change	Description
44	01	General Operating Fund	04	Public Works	Expenses	5140	TMRS City Contribution	52,456.17	49,367.20	81,780.66	61,400.10	9,998.00	9,001.46	-	-	9,001.46	-10%	Retirement Fund. Provides for employers contribution based on gross earnings to the Texas Municipal Retirement System.
45	01	General Operating Fund	04	Public Works	Expenses	5150	Workers Compensation Benefits	14,434.93	16,627.72	20,937.18	20,007.04	3,678.00	3,312.20	-	-	3,312.20	-10%	Provides state mandated coverage in the event an employee is injured on the job.
46	01	General Operating Fund	04	Public Works	Expenses	5325	Construction Management Services	-	-	-	-	-	-	-	-	-	0%	Billed to project- \$0 expense in this fund. Provides funds for contract project management assistance for city improvements. Move \$5000 Green Tax FY18/19.
47	01	General Operating Fund	04	Public Works	Expenses	5332	Planning Services	52.07	-	2,022.00	27.00	-	-	100,000.00	-	100,000.00	100%	Land Development Code (\$50k) and Parks and Open Space Master Plan (\$50k). The City does not have Parks and Open Space Master Plan. The proposed funds will include using a third party to facilitate a community planning process for these areas. Additionally, funds are included to assist with revisions to the Land Development Code.
48	01	General Operating Fund	04	Public Works	Expenses	5343	IT Management Services	-	-	-	-	9,793.00	9,793.00	9,793.00	-	19,586.00	100%	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. Increase is due to added services. \$38,400.00 - Annual fee for monthly maintenance for 6 servers, 5 MDCs, and 35 computers. \$6,650.00 – Annual fee for hourly services to cover 70 hours of non-maintenance services \$45,050.00 – Total services; Public Works – 10 Computers \$9,793. Increase due to always going over-budget in prior years
49	01	General Operating Fund	04	Public Works	Expenses	5350	Grounds Maintenance	112,565.82	111,251.95	116,757.20	128,400.00	135,000.00	135,000.00	26,702.00	-	161,702.00	20%	Funds to employ contractors to mow, pick up litter and provide landscape and irrigation maintenance services on some of the public grounds and right of ways. Increase due to Texasapescapes mowing the residential right of ways and other areas of the City.
50	01	General Operating Fund	04	Public Works	Expenses	5379	Traffic Consultant	-	-	-	-	-	-	-	-	-	0%	Funds for professional services for traffic surveys and engineering.
51	01	General Operating Fund	04	Public Works	Expenses	5400	Adopt A Tree Energy Conservation	7,080.68	5,764.83	10,187.68	10,263.13	-	-	7,500.00	-	7,500.00	100%	3 times per year- increase because not funded last year
52	01	General Operating Fund	04	Public Works	Expenses	5401	Ant Bait Program	734.40	702.81	-	595.37	-	-	-	-	-	0%	This program has been removed as a non-essential service.
53	01	General Operating Fund	04	Public Works	Expenses	5436	Trails Master Plan	-	930.08	4,297.95	867.52	1,500.00	1,500.00	-	-	1,500.00	0%	This is for signage, etc along the Trails.
54	01	General Operating Fund	04	Public Works	Expenses	5437	Community Gardens	1,904.49	918.37	1,144.09	405.13	700.00	700.00	300.00	-	1,000.00	43%	The Community Garden is in use and requires maintenance. Provides funds to help support a Community Garden including maintenance of common areas and water system. Increased because unable to do enough basic maintenance with prior budgeted amount
55	01	General Operating Fund	04	Public Works	Expenses	5438	Community Habitat Program-Rebates	-	-	-	-	-	-	-	-	-	0%	Program cancelled.
56	01	General Operating Fund	04	Public Works	Expenses	5444	Energy Conservation Rebates	23,619.20	15,710.00	21,810.00	12,392.00	10,000.00	10,000.00	5,000.00	-	15,000.00	50%	Reinstated in FY 2021. Requested increase from B&F
57	01	General Operating Fund	04	Public Works	Expenses	5445	Env & Planning Library / Information	-	-	-	177.26	-	-	-	-	-	0%	
58	01	General Operating Fund	04	Public Works	Expenses	5446	Environmental Monitoring Program	-	-	-	-	-	-	-	-	-	0%	Moved to green tax.
59	01	General Operating Fund	04	Public Works	Expenses	5447	Pollution reduction Program	714.44	952.94	601.95	79.70	1,000.00	1,000.00	-	-	1,000.00	0%	This program aims to reduce air, light, soil, and water pollution. This item was reduced to not include funds for rebates. The remaining funds will be used for program funds.
60	01	General Operating Fund	04	Public Works	Expenses	5472	Spring Cleaning Program	1,885.27	-	3,703.30	2,515.00	-	-	3,750.00	-	3,750.00	100%	This program is recommended to be reinstated in FY22.
61	01	General Operating Fund	04	Public Works	Expenses	5476	Teen Program Expenses	1,928.58	1,472.61	1,882.97	-	2,000.00	2,000.00	-	-	2,000.00	0%	Provides uniforms, training, and misc. costs associated with the Teen Program.
62	01	General Operating Fund	04	Public Works	Expenses	5490	Tree Fund - Expenses	-	-	-	960.00	-	-	-	-	-	0%	
63	01	General Operating Fund	04	Public Works	Expenses	5523	Building Services	20,240.74	18,683.42	24,009.85	32,497.16	35,353.50	35,353.50	2,646.50	-	38,000.00	7%	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, and solar panel semi-annual maintenance. Increase for cost inflation.
64	01	General Operating Fund	04	Public Works	Expenses	5547	Ice Service	2,117.40	998.36	1,012.87	2,192.31	2,200.00	2,200.00	(2,200.00)	-	-	-100%	
65	01	General Operating Fund	04	Public Works	Expenses	5565	Conservation Rangers	2,353.31	1,059.17	-	363.04	-	-	-	-	-	0%	Volunteer Program in Green Tax
66	01	General Operating Fund	04	Public Works	Expenses	5570	Consumables	588.86	608.15	559.01	443.63	900.00	900.00	-	-	900.00	0%	Provides funds to replace one-time use items such as batteries and first aid supplies.
67	01	General Operating Fund	04	Public Works	Expenses	5575	Wildlife Management & Implementation	39.15	2,619.08	-	399.00	2,500.00	2,500.00	-	-	2,500.00	0%	Provides funds for deer management and Golden Cheek Warbler Surveys which happens every year.
68	01	General Operating Fund	04	Public Works	Expenses	5600	Dues / Subscriptions / Fees	906.13	918.58	295.24	598.84	1,000.00	1,000.00	-	-	1,000.00	0%	Provides funds for payment of dues, subscriptions, and fees related to the Public Works field. Includes certifications and exams.; additional staff
69	01	General Operating Fund	04	Public Works	Expenses	5645	Fuel	7,539.53	7,314.99	9,891.41	6,187.12	8,000.00	8,000.00	-	-	8,000.00	0%	Provides funds for fuel for Public Works department vehicles. In FY 15/16 transferred \$500 to Vehicle expense-Insurance
70	01	General Operating Fund	04	Public Works	Expenses	5695	Eco Event/Native Tree Planting	1,075.60	1,114.26	1,339.14	1,581.64	-	-	1,500.00	-	1,500.00	100%	Promotional materials for Arbor Day Event in November 2021. Requested program reinstatement
71	01	General Operating Fund	04	Public Works	Expenses	5711	Open Space Management	11,551.55	2,274.24	510.33	152.14	500.00	500.00	-	-	500.00	0%	Provides funds for repair and maintenance to the open areas. This funding is used to manage nearly 270 acres of greenspaces. This line item remains in the General Fund for any open space management activity not related to the watershed protection program. Moved to Green Tax FY 18/19.
72	01	General Operating Fund	04	Public Works	Expenses	5735	Rental Expense - Equipment	443.01	543.47	33.61	-	750.00	750.00	-	-	750.00	0%	Provides funds for rental equipment needed in the Public Works Department.
73	01	General Operating Fund	04	Public Works	Expenses	5740	Repair & Maintenance - Buildings	6,572.18	11,451.59	7,170.01	4,575.75	10,500.00	10,500.00	4,500.00	-	15,000.00	43%	Provides funds for repair and maintenance of all City buildings including repair/replacement of mechanical equipment, light bulbs,etc. Also includes janitorial, toiletries, and cleaning supplies. The increase includes upkeep on City Hall which is not being utilized.
74	01	General Operating Fund	04	Public Works	Expenses	5743	Repair & Maintenance - Landscaped Areas	4,625.38	2,683.73	4,416.88	4,185.35	4,500.00	4,500.00	-	-	4,500.00	0%	Provides funds to purchase replacement plants material, irrigation supplies and contractual assistance for the repair and maintenance of city landscaping and ROW.
75	01	General Operating Fund	04	Public Works	Expenses	5744	Repair & Maintenance - Parks & Grounds	7,741.59	3,270.54	9,000.87	5,742.70	8,000.00	8,000.00	2,000.00	-	10,000.00	25%	Provides funding to maintain the safety and maintenance of city parks and grounds including playground equipment, sidewalks, facilities, signage, safety surfacing. Increase due to increased use

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
1	Funds	Funds Name	Departments	Departments Name	Type	Account Code	Account Name	FY17 Actuals	FY18 Actuals	FY19 Actuals	FY20 Actuals	FY21 Budget	FY22 Base	FY22 Adjustments	FY22 Position Request	FY22 Proposed	% Change	Description
76	01	General Operating Fund	04	Public Works	Expenses	5745	Repair & Maintenance - Equipment	11,363.67	9,069.56	6,082.58	3,521.62	6,000.00	6,000.00	-		6,000.00	0%	Provides funds for the repairs, maintenance, purchase and replacement of Public Works equipment. This includes maintenance of large equipment such as the backhoe and tractor as well as maintenance and purchase of smaller equipment such as chainsaws.
77	01	General Operating Fund	04	Public Works	Expenses	5748	Repair & Maintenance - Fencing	2,965.97	1,158.46	2,496.58	696.63	2,500.00	2,500.00	-		2,500.00	0%	Provides funds for the repair, replacement, or minor construction of fencing, signage, gates, and other boundary markers. This includes maintenance and repair of the storage yard gate.
78	01	General Operating Fund	04	Public Works	Expenses	5753	Repair & Maintenance - Trails & Footpaths	6,804.28	3,156.86	3,762.90	2,706.35	2,500.00	2,500.00	1,000.00		3,500.00	40%	Provides funds for the repair and maintenance of trails and footpaths in the city. This fund is primarily used for the maintenance of granite gravel trails. Increase due to increased use
79	01	General Operating Fund	04	Public Works	Expenses	5755	Repair & Maintenance - Vehicles	3,468.31	5,253.70	3,360.48	5,821.78	5,000.00	5,000.00	-		5,000.00	0%	Provide funds for tires, batteries, oil changes, car washes, misc. maintenance, parts and repairs of City owned vehicles.
80	01	General Operating Fund	04	Public Works	Expenses	5762	Reprographics Services	35.13	12.00	21.12	590.84	500.00	500.00	-		500.00	0%	Provides funds for reproducing plans and other copies as required for misc. projects and file management.
81	01	General Operating Fund	04	Public Works	Expenses	5775	Small Tools	3,994.89	3,596.93	3,872.27	3,853.95	4,000.00	4,000.00	(1,000.00)		3,000.00	-25%	Provides funds for the purchase of various smaller tools/supplies and accessories as needed. This item includes consumable items such as weed eater string, disinfectant for tools, screws, nails, etc.
82	01	General Operating Fund	04	Public Works	Expenses	5815	Training - Mileage Reimbursement	1,270.22	561.45	287.26	837.90	1,750.00	1,750.00	1,250.00		3,000.00	71%	Increase due to anticipated travel for training courses. Provides funds to purchase or reimburse employees for travel expenses including hotel, travel expenses, meal per Diem, and other expenses.
83	01	General Operating Fund	04	Public Works	Expenses	5820	Training & Education - City Staff	3,478.66	2,794.91	2,177.05	2,985.94	2,500.00	2,500.00	4,800.00		7,300.00	192%	Provides continued instructional and informational classes for employees in areas relating to departmental responsibilities. Includes exams fees and licensing. Increase due to more new employees needing training
84	01	General Operating Fund	04	Public Works	Expenses	5830	Uniforms	2,440.64	3,110.62	1,583.60	692.34	2,000.00	2,000.00	-		2,000.00	0%	Funds to provide new or replacement uniforms for the Public Works personnel .
85	01	General Operating Fund	04	Public Works	Expenses	5860	Vehicle Insurance	4,400.34	4,241.30	5,708.38	8,045.22	5,230.00	5,230.00	-		5,230.00	0%	Provides funds for vehicle insurance including deductibles.
86	01	General Operating Fund	04	Public Works	Expenses	PROPOSED	Proposed New Line	-	-	-	-	-	-	-		-	0%	
87							Total	773,112.17	814,314.75	1,097,104.87	857,804.96	399,173.67	461,952.71	126,379.33	3,457.71	591,789.76	48%	

COUNCIL MEETING DATE: JULY 15, 2021



BUDGET AND FINANCE – AGENDA #7

STAFF PREPARER/CONTACT INFORMATION: Suzanna Fleegal
sfleegal@sunsetvalley.org

SUBJECT: ADMINISTRATION

DESCRIPTION: Review, discuss, and possibly make a recommendation to City Council for the Drainage Department Operating Expenses

[Please access the budget here in OpenGov](#)

APPLICABLE CODE SECTIONS: City of Sunset Valley Financial Policies

FUNDING: N/A

SUPPORTING MATERIALS PROVIDED: WORKSHEETS ATTACHED

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	Funds	Funds Name	Dpt	Dpt Name	Type	GL	GL Name	FY17 Actuals	FY18 Actuals	FY19 Actuals	FY20 Actuals	FY21 Budget	FY22 Base	FY22 Adjustments	FY22 Proposed	% Change	Description
2	Drainage Proposed FY 22 Budget																
3																	
4																	
5																	
Revenues																	
6	Funds	Funds Name	Dpt	Dpt Name	Type	GL	GL Name	FY17 Actuals	FY18 Actuals	FY19 Actuals	FY20 Actuals	FY21 Budget	FY22 Base	FY22 Adjustments	FY22 Proposed	% Change	Description
7	25	Drainage Utility	25	Drainage Utility	Revenues	4095	Interest	2,911.68	6,339.63	10,420.70	5,813.76	6,004.10	2,200.00	3,804.10	6,004.10	0%	Reduced rates *Amount differs from originally proposed amount of \$6320.11
8	25	Drainage Utility	25	Drainage Utility	Revenues	4220	Utility Sales	101,550.24	101,464.04	101,467.64	101,644.22	96,390.70	101,460.00	(5,069.30)	96,390.70	0%	No description provided
9	25	Drainage Utility	25	Drainage Utility	Revenues	4300	Operating Transfers In	-	-	-	-	-	-	-	-	0%	Transfer in from general fund
10	25	Drainage Utility	25	Drainage Utility	Revenues	SUBSIDIES	Subsidy Transfer	-	-	-	-	-	4,671.92	-	-	0%	Drainage Subsidy- Total expenses minus revenues to figure out subsidy. Must be used to make the fund balanced
11							Totals	104,461.92	107,803.67	111,888.34	107,457.98	102,394.80	108,331.92	(1,265.20)	102,394.80	0%	
12																	
13	Expenses																
14	Funds	Funds Name	Dpt	Dpt Name	Type	GL	GL Name	FY17 Actuals	FY18 Actuals	FY19 Actuals	FY20 Actuals	FY21 Budget	FY22 Base	FY22 Adjustments	FY22 Proposed	% Change	Description
15	25	Drainage Utility	25	Drainage Utility	Expenses	5000	Salaries	-	-	-	-	-	38,817.47	-	38,817.47	100%	All salaries moved to one line item per industry standard
16	25	Drainage Utility	25	Drainage Utility	Expenses	5030	Salary - Parks & Natural Resources Mgr.	-	-	-	-	4,522.92	4,522.92	(4,522.92)	-	-100%	Increase due to Carolyn and Sam having an increase in their longevity pay
17	25	Drainage Utility	25	Drainage Utility	Expenses	5046	Salary - Longevity	-	-	-	-	111.60	209.00	-	209.00	87%	
18	25	Drainage Utility	25	Drainage Utility	Expenses	5062	Salary - Maintenance Tech (DV)	-	-	-	-	3,120.00	3,120.00	(3,120.00)	-	-100%	
19	25	Drainage Utility	25	Drainage Utility	Expenses	5063	Salary - Maintenance Tech 1 (RS)	-	-	-	-	3,224.00	3,224.00	(3,224.00)	-	-100%	
20	25	Drainage Utility	25	Drainage Utility	Expenses	5066	Salary - Ground Maintenance Supervisor	-	-	-	-	6,614.40	6,614.40	(6,614.40)	-	-100%	
21	25	Drainage Utility	25	Drainage Utility	Expenses	5080	Salary - Utilities Superintendent	-	-	-	-	-	-	-	-	0%	
22	25	Drainage Utility	25	Drainage Utility	Expenses	5084	Salary - Cell phone allowance	-	-	-	-	168.00	234.00	-	234.00	39%	More employees means more cell phone allowances
23	25	Drainage Utility	25	Drainage Utility	Expenses	5086	Salary - Bilingual	-	-	-	-	120.00	90.00	-	90.00	-25%	
24	25	Drainage Utility	25	Drainage Utility	Expenses	5087	Salary - Education	-	-	-	-	105.00	90.00	-	90.00	-14%	
25	25	Drainage Utility	25	Drainage Utility	Expenses	5090	Salary - Overtime	-	-	-	-	389.00	1,025.76	-	1,025.76	164%	More employees means more overtime allocation
26	25	Drainage Utility	25	Drainage Utility	Expenses	5091	Salary - Licensing Incentives	-	-	-	-	60.00	105.00	-	105.00	75%	More employees means more license requirements
27	25	Drainage Utility	25	Drainage Utility	Expenses	5120	Life Insurance Benefits	-	-	-	-	19.00	30.42	-	30.42	60%	More employees
28	25	Drainage Utility	25	Drainage Utility	Expenses	5121	Medical Insurance Benefits	-	-	-	-	3,062.00	5,242.29	-	5,242.29	71%	More employees
29	25	Drainage Utility	25	Drainage Utility	Expenses	5122	Dental Insurance Benefits	-	-	-	-	189.00	273.55	-	273.55	45%	More employees
30	25	Drainage Utility	25	Drainage Utility	Expenses	5123	Vision Insurance	-	-	-	-	39.00	53.59	-	53.59	37%	More employees
31	25	Drainage Utility	25	Drainage Utility	Expenses	5124	Long Term Disability Insurance	-	-	-	-	106.00	202.80	-	202.80	91%	More employees
32	25	Drainage Utility	25	Drainage Utility	Expenses	5126	Short Term Disability Insurance	-	-	-	-	70.00	156.00	-	156.00	123%	More employees
33	25	Drainage Utility	25	Drainage Utility	Expenses	5130	Medicare Tax - Employers Contribution	-	-	-	-	420.00	588.28	-	588.28	40%	More employees
34	25	Drainage Utility	25	Drainage Utility	Expenses	5131	TWC - Employers Contribution	-	-	-	-	108.00	156.00	-	156.00	44%	More employees
35	25	Drainage Utility	25	Drainage Utility	Expenses	5135	Social Security Contribution	-	-	-	-	-	-	-	-	0%	
36	25	Drainage Utility	25	Drainage Utility	Expenses	5140	TMRS City Contribution	-	-	-	-	3,358.00	4,734.66	-	4,734.66	41%	More employees
37	25	Drainage Utility	25	Drainage Utility	Expenses	5150	Workers Compensation Benefits	-	-	-	-	1,272.00	1,786.60	-	1,786.60	40%	More employees
38	25	Drainage Utility	25	Drainage Utility	Expenses	5327	Engineer - Design Fees	-	-	690.31	-	-	-	-	-	0%	Allows for engineering assistance for drainage projects.
39	25	Drainage Utility	25	Drainage Utility	Expenses	5606	Flood Control/Easement Acquisition	-	-	-	-	-	-	-	-	0%	Funded out of projects. These funds are for retrofitting the Sunset Valley Regional Dam structure.
40	25	Drainage Utility	25	Drainage Utility	Expenses	5660	Land Acquisition	-	-	-	-	-	-	-	-	0%	Provides funds for assistance with acquiring property or easements.
41	25	Drainage Utility	25	Drainage Utility	Expenses	5746	Repair & Maint. - Drainage-Streets & ROW	133.76	1,094.93	1,308.33	4,304.52	20,000.00	20,000.00	-	20,000.00	0%	Provides funds for repair and maintenance of ditches, storm inlets, and other drainage issues along the streets
42	25	Drainage Utility	25	Drainage Utility	Expenses	5761	Repair & Maintenance - Water Quality Ponds	12,199.46	5,387.41	4,084.51	5,814.68	5,000.00	5,000.00	(1,000.00)	4,000.00	-20%	Provides funds for repair and maintenance to detention ponds.
43	25	Drainage Utility	25	Drainage Utility	Expenses	5823	Education Programs	-	-	229.95	-	750.00	750.00	-	750.00	0%	Education program on stormwater and flooding
44	25	Drainage Utility	25	Drainage Utility	Expenses	7184	Sunset Trail Street	-	-	-	-	15,000.00	15,000.00	(15,000.00)	-	-100%	Engineering charges for Sunset Trail Drainage issues at Jones Rd
45	25	Drainage Utility	25	Drainage Utility	Expenses	7209	Regional Detention Pond Dam	-	-	-	1,637.50	-	-	-	-	0%	Moved from expenses to fund whole project in one place.
46							Total	12,333.22	6,482.34	6,313.10	11,756.70	67,827.92	112,026.73	(33,481.32)	78,545.41	16%	

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X
1	Position Name*	Allocation %*	Funds	Departments	Incumbent Name	Salary	Overtime	Longevity	Education	Licensing	Shift Differential	Bilingual	Cell Allowance	TMRS	Medicare	FICA	TWC	Worker's Comp	Dental	Medical	Vision	AD&D	LTD	STD
62	Maintenance Tech 1	10.00%	18	18	Open	3,432.00	171.60	-	-	-	-	-	36.00	424.74	52.77	-	24.00	195.28	42.08	972.66	8.24	4.68	31.20	24.00
63	Maintenance Tech 1	10.00%	25	25	Open	3,432.00	171.60	-	-	-	-	-	36.00	424.74	52.77	-	24.00	195.28	42.08	972.66	8.24	4.68	31.20	24.00
64	Maintenance Tech 1	10.00%	01	04	Open	3,432.00	171.60	-	-	-	-	-	36.00	424.74	52.77	-	24.00	195.28	42.08	972.66	8.24	4.68	31.20	24.00
65	City Accountant	100.00%	01	01	Fleegal, Suzanna	77,250.00	-	-	600.00	-	-	-	360.00	9,127.11	1,134.05	-	240.00	347.63	420.84	9,726.60	82.44	46.80	312.00	240.00
66	Administrative Assistant	50.00%	01	01	Marquez, Melissa	26,780.00	1,339.00	-	-	-	-	300.00	-	3,316.50	412.08	-	120.00	120.51	210.42	4,863.30	41.22	23.40	156.00	120.00
67	Administrative Assistant	50.00%	01	03	Marquez, Melissa	26,780.00	1,339.00	-	-	-	-	300.00	-	3,316.50	412.08	-	120.00	120.51	210.42	4,863.30	41.22	23.40	156.00	120.00
68	Utilities Supervisor	40.00%	02	05	Sandoval, Rolando	18,853.12	942.66	-	-	480.00	-	240.00	144.00	2,411.00	299.57	-	96.00	1,072.74	168.34	2,930.64	32.98	18.72	124.80	96.00
69	Utilities Supervisor	20.00%	02	06	Sandoval, Rolando	9,426.56	471.33	-	-	240.00	-	120.00	72.00	1,205.50	149.78	-	48.00	536.37	84.17	1,465.32	16.49	9.36	62.40	48.00
70	Utilities Supervisor	20.00%	14	14	Sandoval, Rolando	9,426.56	471.33	-	-	240.00	-	120.00	72.00	1,205.50	149.78	-	48.00	536.37	84.17	1,465.32	16.49	9.36	62.40	48.00
71	Utilities Supervisor	10.00%	01	04	Sandoval, Rolando	4,713.28	235.66	-	-	120.00	-	60.00	36.00	602.75	74.89	-	24.00	268.19	42.08	732.66	8.24	4.68	31.20	24.00
72	Utilities Supervisor	10.00%	18	18	Sandoval, Rolando	4,713.28	235.66	-	-	120.00	-	60.00	36.00	602.75	74.89	-	24.00	268.19	42.08	732.66	8.24	4.68	31.20	24.00
73	Patrol Officer	100.00%	01	02	Saucedo, Luis	71,698.09	3,584.90	704.00	-	1,200.00	-	600.00	-	9,077.74	1,127.91	-	240.00	2,674.34	420.84	7,326.60	82.44	46.80	312.00	240.00

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V
1	Position Name*	Departments	Incumbent Name	Salary	Overtime	Longevity	Education	Licensing	Shift Differential	Bilingual	Cell Allowance	TMRS	Medicare	FICA	TWC	Worker's Comp	Dental	Medical	Vision	AD&D	LTD	STD
2	Lieutenant	02	Early, Tyler	89,421.51	4,471.08	576.00		1,200.00			360.00	11,206.54	1,392.41		240.00	3,335.42	420.84	9,726.60	82.44	46.80	312.00	240.00
3	Reserve Officers	19	Various	30,000.00								3,501.00	435.00	1,860.00	240.00	1,119.00	420.84	-	82.44	46.80	312.00	240.00
4	Sr Patrol Officer	19	Pierce, Jeremy	66,779.14	3,338.96	336.00		1,200.00	1,200.00			8,502.07	1,056.38		240.00	2,490.86	420.84	9,726.60	82.44	46.80	312.00	240.00
5	Maintenance Tech 1	04, 05, 06, 07, 14, 18, 25	Moore, Duncan	34,320.00	1,716.00						360.00	4,247.41	527.74		240.00	1,952.81	420.84	7,326.60	82.44	46.80	312.00	240.00
6	Patrol Officer	02	Strong, Charles	57,578.07	2,878.90			1,200.00				7,195.37	894.03		240.00	2,147.66	420.84	7,326.60	82.44	46.80	312.00	240.00
7	Detective	19	Stern, Robert	87,640.76	4,382.04	656.00		1,200.00			360.00	10,997.67	1,366.46		240.00	3,269.00	420.84	7,326.60	82.44	46.80	312.00	240.00
8	Records, Property, & Evidence Tech	02	Neubauer, Shanna	58,508.94	2,925.45	448.00						7,221.68	897.29		240.00	2,182.38	420.84	7,326.60	82.44	46.80	312.00	240.00
9	Patrol Officer	02	Varga, Levi	52,176.01	2,608.80			300.00			360.00	6,470.41	803.95		240.00	1,946.17	420.84	7,326.60	82.44	46.80	312.00	240.00
10	Parks and Nautral Resources Manager	04, 05, 06, 07, 14, 18, 25	Meredith, Carolyn	88,022.17		836.00	900.00	600.00			360.00	10,586.81	1,315.41		240.00	3,705.73	420.84	7,326.60	82.44	46.80	312.00	240.00
11	Sargent	02	Open	69,831.53	3,491.58			1,200.00			360.00	8,738.86	1,085.81		240.00	2,604.72	420.84	9,726.60	82.44	46.80	312.00	240.00
12	Accounting Clerk	01, 05, 06, 07	Comstock, Lori	57,459.17	2,872.96							7,040.76	874.82		240.00	258.57	420.84	9,726.60	82.44	46.80	312.00	240.00
13	Patrol Officer	02	Eller, Robert	57,578.07	2,878.90			600.00	1,200.00			7,265.39	902.73		240.00	2,147.66	420.84	9,726.60	82.44	46.80	312.00	240.00
14	Patrol Officer	02	Open	34,320.00	1,716.00			300.00				4,240.41	526.87		240.00	1,280.14	420.84	9,726.60	82.44	46.80	312.00	240.00
15	Assistant to the City Administrator	01	Lingafelter, Matt	77,250.00		544.00	900.00					9,183.59	1,141.06		240.00	347.63	420.84	7,326.60	82.44	46.80	312.00	240.00
16	City Administrator	01	Carrillo, Sylvia	160,000.00								18,672.00	2,320.00		240.00	720.00	420.84	9,726.60	82.44	46.80	312.00	240.00
17	Sargent	02	Open	69,831.53	3,491.58			1,200.00			360.00	8,738.86	1,085.81		240.00	2,604.72	420.84	9,726.60	82.44	46.80	312.00	240.00
18	Maintenance Tech 1	04, 05, 06, 07, 14, 18, 25	Thompson, Jordan	34,320.00	1,716.00						360.00	4,247.41	527.74		240.00	1,952.81	420.84	9,726.60	82.44	46.80	312.00	240.00
19	Patrol Officer	02	Paddon, Katie	57,578.07	2,878.90		600.00	600.00				7,195.37	894.03		240.00	2,147.66	420.84	7,326.60	82.44	46.80	312.00	240.00
20	Municipal Judge	03	Johnson, Kent	13,000.00								1,517.10	188.50	806.00	240.00	-	420.84		82.44	46.80	312.00	240.00
21	Sr Patrol Officer	19	Gill, Crystal	59,027.40	2,951.37	320.00		1,200.00	1,200.00			7,550.35	938.13		240.00	2,201.72	420.84	9,726.60	82.44	46.80	312.00	240.00
22	Public Works Director	04, 05, 06, 07, 14, 18, 25	Horry, J	95,000.00							360.00	11,128.51	1,382.72		240.00	3,999.50	420.84	7,326.60	82.44	46.80	312.00	240.00
23	Police Chief	02	Carter, Lenn	128,719.50			900.00	1,200.00			360.00	15,308.65	1,902.10		240.00	4,801.24	420.84	9,726.60	82.44	46.80	312.00	240.00
24	Ground Maintenance Supervisor	04, 05, 06, 07, 14, 18, 25	Cantu, Sam	68,128.32	3,406.42	836.00		300.00		600.00	360.00	8,592.71	1,067.65		240.00	2,868.20	420.84	7,326.60	82.44	46.80	312.00	240.00
25	Maintenance Tech 1	04, 05, 06, 07, 14, 18, 25	Jimenez, Michael	34,320.00	1,716.00			-			360.00	4,247.41	527.74		240.00	1,952.81	420.84	9,726.60	82.44	46.80	312.00	240.00
26	City Accountant	01	Fleegal, Suzanna	77,250.00			600.00	-			360.00	9,127.11	1,134.05		240.00	347.63	420.84	9,726.60	82.44	46.80	312.00	240.00
27	Administrative Assistant	01, 03	Marquez, Melissa	53,560.00	2,678.00			-		600.00		6,632.99	824.15		240.00	241.02	420.84	9,726.60	82.44	46.80	312.00	240.00
28	Utilities Supervisor	04, 05, 06, 14, 18	Sandoval, Rolando	47,132.80	2,356.64			1,200.00		600.00	360.00	6,027.49	748.92		240.00	2,681.86	420.84	7,326.60	82.44	46.80	312.00	240.00
29	Patrol Officer	02	Saucedo, Luis	71,698.09	3,584.90	704.00		1,200.00		600.00		9,077.74	1,127.91		240.00	2,674.34	420.84	7,326.60	82.44	46.80	312.00	240.00