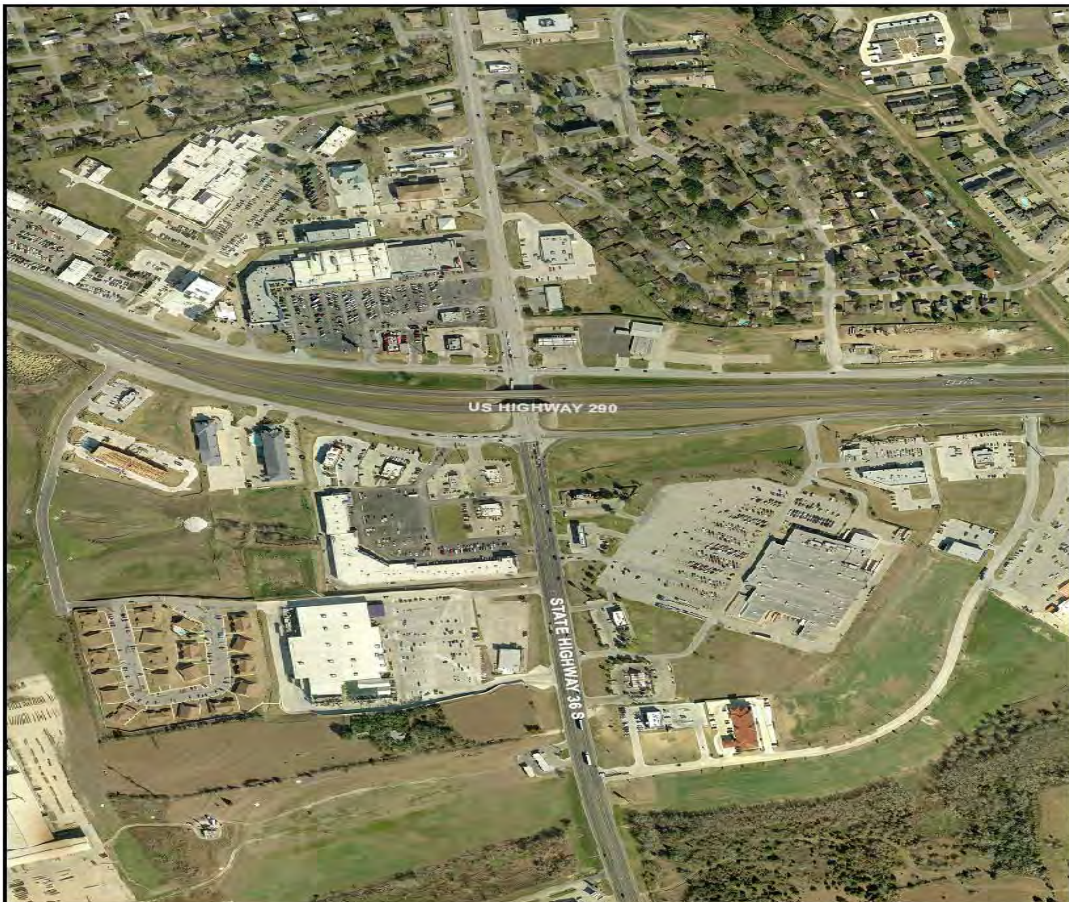




2010-11 BUDGET





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Brenham
Texas**

For the Fiscal Year Beginning

October 1, 2009

President

Executive Director

Annual Budget

CITY OF BRENHAM, TEXAS

Fiscal Year

October 1, 2010 - September 30, 2011

Mayor

Milton Y. Tate, Jr.

Council Members

Keith Herring Ward 1
Weldon C. Williams, Jr. Ward 2
Andrew Ebel Ward 3
Danny Goss Ward 4
Charlie Pyle At Large
Gloria Nix, Mayor Pro-Tem At Large

Budget Team

Terry K. Roberts City Manager
Kyle D. Dannhaus Assistant City Manager
Carolyn D. Miller, CPA Chief Financial Officer
Debra D. Gaffey, CPA Budget Officer
Adam Griffin Budget Assistant
Doug Baker Public Works Director
Lowell Ogle Public Utilities Director
Rex Phelps Police Chief
Ricky Boeker Fire Chief
Wesley Brinkmeyer Community Services Director

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To: Mayor and City Council
From: Terry K. Roberts, City Manager
Subject: Transmittal Letter for FY2010-11 Budget
Date: October 1, 2010

I am pleased to submit the City of Brenham Fiscal Year (FY) 2011 Annual Budget which includes **final** property valuations certified by the County Tax Appraiser. This budget message provides a narrative highlight of economic factors, budget priorities and a budget summary. The budget summary provides a financial overview of all budgeted funds and addresses key budget initiatives for personnel, street maintenance and the capital plan.

The FY11 Budget takes into consideration the direction and priorities of City Council, as well as the City's management staff. Last year's budget emphasis was public safety staffing (nine new positions) and expanded street paving. Balancing the growing service demands and the limited financial resources is always challenging. The current national and local economic climate, as well as the future financial outlook has magnified this challenge.

ECONOMIC FACTORS

The economy remains the biggest budget challenge. The City is fortunate to have a diversified revenue base which has helped mitigate some of the economic hardships other governmental entities are having to endure. Nationally, unemployment remains high and the economy is sputtering it's way to a sustained recovery. How long it will take is anyone's guess. Primary economic considerations affecting the FY11 Budget include:

- **Decline in Property Valuations** - Property valuations have declined -0.59% from \$982,228,556 (adjusted) last year to \$976,451,381 this year which includes \$16,814,296 in new improvements.
- **Shortfall in Property Tax Revenue** - With the slight decline in valuations and maintaining the current (proposed) tax rate of .5042, the City will generate less property taxes in the FY11 Budget than the FY10 Budget. Total property taxes will decline (\$28,732).

- **Flat City Sales Tax Revenue** - Sales tax which is the largest revenue source for funding General Fund operations and maintenance, is expected to end the FY10 declining -1.3% . Only a 1.24% increase is planned for the FY11 Budget. Consumer spending is expected to remain tight until economic recovery is established.
- **Reduced Hotel Occupancy Tax (HOT) Funds** - Increased vacancies, due to the sluggish economy, have reduced revenue generated by hotel occupancy tax. As a result, the Hotel/Motel Fund has reduced funding of Parks and Recreation programs and Main Street event advertising. The City Hotel/Motel tax revenues are down by 14%.

Despite economic pressures, the City has elected not to increase property tax rates and no utility rate increases, other than Sanitation, are planned in the FY11 Budget. Instead, City departments will strive to tighten spending and improve operating efficiencies. Balancing the growing service demands of citizens with limited financial resources is always a challenge but City staff is confident that the challenge will be met.

BUDGET PRIORITIES

During July's budget workshops, Council and management deliberated on the proposed budget, department capital needs and taxes. The proposed FY11 Budget takes into consideration the direction and priorities of City Council, as well as the City's management staff, that arose out of these meetings.

The City's budget team has successfully prepared a balanced budget that addresses the following priorities:

1. Maintain public service levels without increasing the property tax rate. Review utility rates to ensure rates are sufficient to cover the cost of utility services.

This budget preserves the current level of services to the community and citizens. The FY11 Budget proposes the same tax rate as last year - \$0.5042 per \$100 of property valuation. Of this rate, \$0.3420 is for maintenance and operations and \$0.1622 is for debt service (interest and sinking), which is consistent with the current split of the total rate. The proposed rate is lower than the effective tax rate of \$0.5152 and rollback rate of \$0.5439.

For 2010, Washington County Appraisal District has certified taxable values of \$976,451,381 which includes \$16,814,296 in new properties and improvements. This is lower than 2009 (adjusted) values of \$982,228,556. Since the proposed tax rate maintains the current tax rate of \$.05042, tax revenue in the FY11 Budget will be less than FY10 tax collections due to the decline in values.

This budget maintains the current Electric, Gas, Water and Wastewater rates. The budget includes an increase in Transfer Station and Collection Station fees, as well as, fees for garbage bags deposited at the Recycling Center and Collection Station.

2. Commencement of the Highway 290 transportation project and debt service funding.

The City and County are obligated to pay \$15 million at the start of the US 290 project. TXDOT will repay 100% of the principal over time based on the vehicle count. The City and County will contribute the interest estimated at \$3.5 million, or less than 10% of project costs. This project will aid in transportation mobility and safety for the 26,000 vehicles per day traveling US 290.

In early 2011, construction will begin which carries a \$500,000 increase in debt service expenditures for the General Government. The FY11 Budget includes the County's reimbursement of \$250,000 representing 50% of this increase. The net impact to the City is \$250,000. The first year debt service cost of the project will come from existing funds deferring a tax rate increase until a later fiscal year.

3. Utilize FY10 above budget net revenues (ABNR) to help fund department decision packages primarily concerning capital equipment and vehicle replacements.

The General Fund is projected to end the current fiscal year with \$458,653 in ABNR due in large part to departmental spending in FY 10 being held to 96% of budget authorization. Since the City maintains nearly 90 days in reserves, these savings will be used to fund over 80% of the decision packages submitted for the proposed FY11 Budget.

4. Continue the Street Overlay Project.

The funding level of street maintenance over the years has not enabled the City to maintain over 81 mile of City streets as effectively as needed. At the close of FY09, General Fund ABNR was used to establish a Street and Drainage Fund for Phase I of the Street Overlay Project. Some of the ABNR in the current fiscal year (see item 3 above) will be moved to the Street and Drainage Fund to begin the second phase of the Street Overlay Project. During FY11, the Staff will be evaluating options for funding this Council priority in future years.

5. Increase medical insurance premiums if needed to balance the Medical Self-Insurance Fund.

Review of medical claims experience necessitates a 10% increase for both the City and its employees in medical insurance premiums. The increase is needed to balance the fund.

6. Provide a mid-year pay scale adjustment to employees if the economic climate becomes more favorable.

The FY11 Budget contains a 2.5% mid-year pay scale adjustment impacting the General Fund and Utility Funds by \$75,122 and \$52,133 respectively. The adjustment is conditional upon a mid-year assessment of economic conditions and must be approved by Council before initiated.

BUDGET SUMMARY

Financial Overview

The FY11 Budget totals \$73.8 million net of inter-fund transfers. The FY11 budget is \$16 million higher than the budget adopted for FY10. \$15.7 million of this difference is due to bond proceeds for funding the Highway 290 project. The budget includes appropriations of operating resources for 25 funds including new funds for Hotel/Tax County Fund and Fire Department Grant Fund. The following funds were closed during FY10 or are inactive for FY11: Community/Fire Hall Fund, 2002 Capital Projects Fund, 2006 Capital Projects Fund and the Airport Capital Project Fund.

FUND	REVENUES* & TRANSFERS IN	EXPENDITURES* & TRANSFERS OUT	NET REVENUES NET (DEFICIT)**
101 - General	\$15,140,637	\$15,140,637	\$0
118 - Debt	2,498,407	2,851,345	(352,938)
109 - Hotel/Motel	400,000	360,000	40,000
110 - Hotel/County	45,000	45,000	0
236 - Equipment	101,511	342,320	(240,809)
237 - Streets/Drainage	0	217,844	(217,844)
221 - Emergency Mgmt	3,000	3,000	0
226 - Public Safety	2,700	0	2,700
229 - Criminal Law	10,200	8,500	1,700
235 - Fire Grants	1,000	1,000	0
232 - Donations	22,240	149,500	(127,260)
233 - Courts Tech	80,500	77,008	3,492
234 - Parks Special	91,000	201,000	(110,000)
290 - 290 Pass Through	15,798,500	15,423,000	375,500
214 - Capital Leases	0	77,922	(77,922)
250 - BCDC	1,245,481	1,245,481	0
102 - Electric Distribution	6,654,485	6,659,632	(5,147)
102 - Electric Generation	18,823,883	18,796,867	27,016
103 - Gas Distribution	1,275,378	1,284,420	(9,042)
103 - Gas Commodity	2,563,865	2,462,536	101,329
104 - Water	4,271,445	3,948,307	323,138
105 - Wastewater	3,611,933	3,797,698	(185,765)
106 - Sanitation	3,229,250	3,315,858	(86,608)
600 - Medical	2,069,030	2,063,000	6,030
700 - Workers Comp	131,771	130,000	1,771
Subtotal	<u>\$78,071,217</u>	<u>\$78,601,875</u>	<u>(\$530,659)</u>
Transfers	(4,773,780)	(4,773,780)	0
Total	<u>\$73,297,437</u>	<u>\$73,828,095</u>	<u>(\$530,659)</u>

* Revenues include inter-local agreements which are treated as a contra-expense in department expenditure budgets.

** Deficits are covered by excess fund balance.

Capital Budget

A capital expenditure occurs when the City spends money either to buy fixed assets or to add to the value of an existing asset with a useful life that extends beyond the taxable year. For budget purposes, these items are expensed. For GAAP financial reporting, most of these items are capitalized meaning the costs are amortized or depreciated over the useful life of the asset. The City's criteria for capitalization can be found in the Appendix under Financial Policies. The following capital items are included in the FY11 Budget.

FUND	DESCRIPTION	VEHICLES/			TOTAL
		IT	EQUIP	INFRASTRUCTURE	
236 - Equipment	4 police vehicles	-	\$116,320	-	\$116,320
	Iron wheel roller	-	79,000	-	79,000
	2 - 3/4 ton trucks	-	50,000	-	50,000
	Sign shop roof	-	-	12,000	12,000
	Zetron radio move	-	-	30,000	30,000
	Tractor w/loader	-	12,000	-	12,000
	1/2 ton truck	-	18,000	-	18,000
	Utility vehicle	-	16,000	-	16,000
	VMWare Phase 2	9,000	-	-	9,000
232 - Donations	Toubin Park	-	-	140,000	140,000
233 - Courts/Tech	Handheld writers	-	7,790	-	7,790
	Crash software	2,500	-	-	2,500
	Mobile data term	6,663	-	-	6,663
	Lic plate software	23,555	-	-	23,555
234 - Pks Special	Hohlt Pk building	-	-	201,000	201,000
290 - Hwy 290	ROW	-	-	200,000	200,000
102 - Electric	Meter truck	-	16,617	-	16,617
	SCADA/web server	50,000	-	-	50,000
	Wireless Mesh	40,900	-	-	40,900
	Service bucket	-	115,000	-	115,000
	Pickup truck	-	18,000	-	18,000
	Building	-	-	84,000	84,000
	Utility lines	-	-	359,000	359,000
	Transformers	-	-	110,000	110,000
	Meters	-	-	27,000	27,000
103 - Gas	Truck	-	18,000	-	18,000
	Utility lines	-	-	27,000	27,000
	Meters/Regulators	-	-	55,000	55,000
104 - Water	Truck	-	18,000	-	18,000
	Utility lines	-	-	193,900	193,900
	Meters	-	-	70,560	70,560
105 - Wastewater	Utility lines	-	-	167,800	167,800
	Rehab. Lift Station	-	-	200,000	200,000
106 - Sanitation	Haul Truck	-	65,000	-	65,000
	Roll-off trailer	-	35,000	-	35,000
	4 - 60yd. Containers	-	32,000	-	32,000
Total		\$132,618	\$616,727	\$1,877,260	\$2,626,605

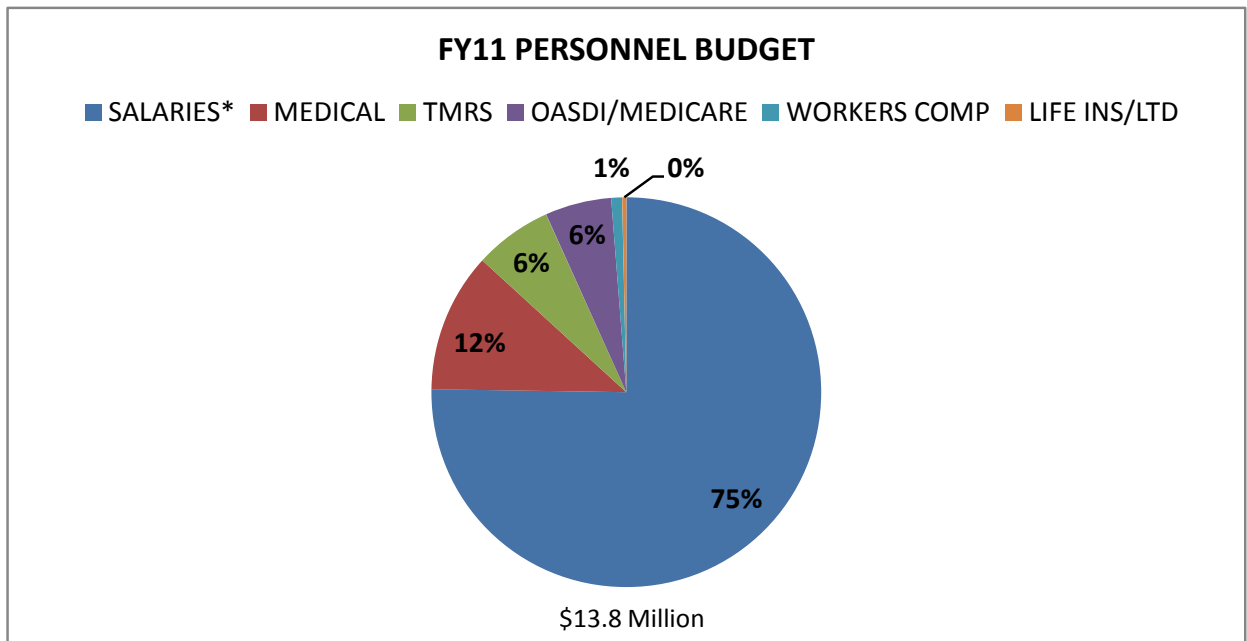
Personnel Budget

The largest departmental operating expense is the cost of personnel. The City budgets at full complement meaning the impact of employee turnover is not factored into personnel costs. The FY10 Budget included an increase of nine (9) full-time public safety positions. A pay plan adjustment reflecting cost-of-living increases was not funded but the Step Pay Program remained intact.

There are one (1) personnel addition in the FY11 Budget. A full-time contract position has been converted to a full-time employee position at the Animal Shelter. In the Aquatics department, a part-time life guard position has been moved to full-time status. The net budgetary impact of this change is the cost of benefits. Finally, there is a reduction in force of one (1) full-time supervisor position shared between the Water and Wastewater Construction departments. This reduction is offset by the addition of one (1) electrician in the Electric Department.

As mentioned earlier, there is a 2.5% mid-year pay scale adjustment funded in the FY11 Budget. This increase is conditioned upon the mid-year economic outlook and must be reviewed by Council before implementation. In addition, employees will receive an increase in accordance with the Step Pay Program. Step adjustments occur on the anniversary date of the position; therefore, the increases are staggered throughout the year.

The personnel budget for FY11 was also impacted by a 10% increase in the cost of medical premiums due to higher claims experience and an increase in the TMRS rate from 8.73% to 9.15% of eligible earnings.



* Includes overtime, standby, longevity and certification pay and car allowances.

GENERAL FUND HIGHLIGHTS

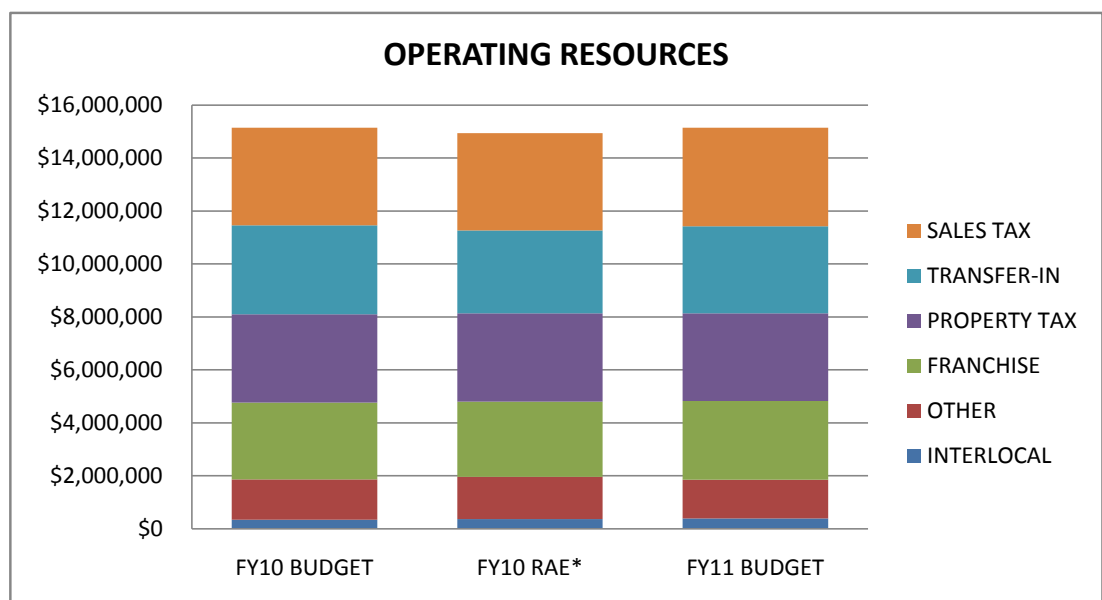
Operating Resources

The General Fund is the City's primary operating fund. Major General Fund operating resources are derived from revenues and inter-fund transfers. Sales tax, property tax and franchise tax are the primary sources for General Fund revenue covering 66% of General Fund expenditures. Most of the inter-fund transfers are from the Utility Funds to help offset the costs of shared service departments. In addition, the City has entered into a number of inter-local agreements which are treated as contra-expenses in operating department budgets.

A conservative approach was taken with regard to the revenue projections in the FY11 Budget. There were a number of assumptions made in projecting FY11 revenues.

- Sales tax revenue will grow 1.24% over the FY10 projection as the economy recovers;
- Property tax revenue was calculated using the current tax rate against the certified values received from the Washington County Appraisal District which declined -0.59%, primarily in commercial/industrial sectors;
- Utility franchise tax was based upon 7% of utility generated revenues. Overall utility revenues are expected to increase during FY11 due to growing consumption.
- Utility transfers to the General Fund reflect the City management decision to gradually reduce General Fund dependence on utility operations. Transfers-in from the Utility Funds are budgeted at \$3.3 million which is 2.4% lower than the FY10 Budget.

Combined operating resources for FY11 Budget are projected at \$15,140,638, an increase of \$204,544 or 1.6% from operating resource projections for FY10.

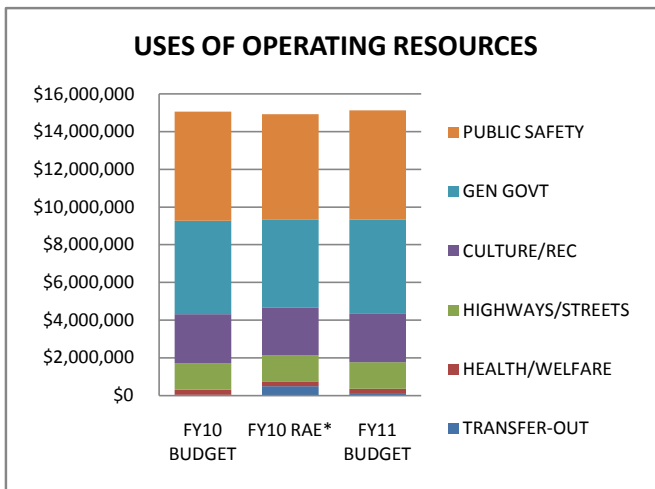


- Revised annual estimate.

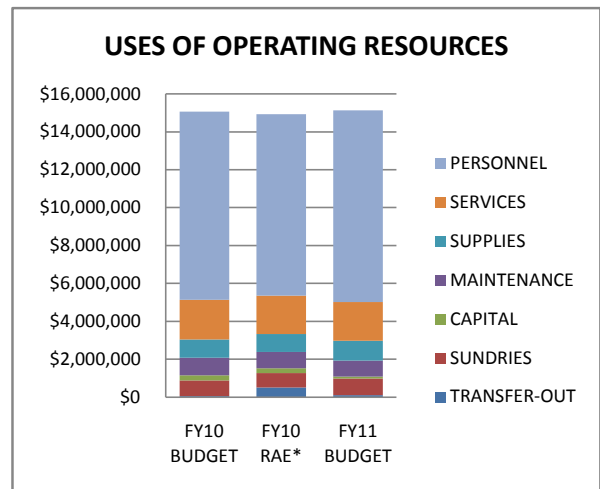
Uses of Operating Resources

For the General Fund, the FY11 Budget is a balanced budget with operating resources (revenues and transfers-in) equal to operating expenditures and transfers-out. Overall resource requirements for FY11 are 1.4% higher than FY10 projected but relatively flat when compared to the FY10 Budget. This expenditure variance is created primarily by employee turnover which is reflected in the FY10 Revised Annual Estimate (RAE). The City budgets at full complement without a turnover factor. Thus, actual experience will appear favorable to budget comparisons if there is turnover within City positions.

The General Fund supports 20 service departments. Approximately 38% (\$5.8 million) of \$15.1 million of budgeted expenditures is for public safety which includes police, fire and communication services. General government services consume another 33% or \$5.0 million of the operating resources. There is \$3.0 million in transfers from the Utility Funds to help pay for general government service departments that also support utility operations. Almost \$2.6 million (17%) of operating resources are budgeted for culture and recreation services. This service category includes Recreation, Aquatics and Park departments, as well as the Library. Both BCDC and the Hotel/Motel funds have budgeted \$200,000 and \$48,000, respectively, as transfers to the General Fund to help fund the operations of the Blue Bell Aquatic Center and park programs. 9% of the FY11 Budget is for highways and street services which includes the City's airport. The remaining 2% of FY11 Budget appropriations is for health and welfare services that support Animal Control and Animal Shelter departments.



- Revised annual estimate.



- Revised annual estimate.

When examined by expenditure category, personnel costs consume over 66% or \$10.1 million of the operating resources. The personnel budget does include step adjustments, increases for medical insurance, TMRS and workers compensation costs. The budget includes a mid-year 2.5% pay scale adjustment. The services category accounts for almost 14% of the appropriations and is budgeted at a slight decrease from FY10 Budget. Supplies includes fuel costs which is expected to rise in 2011. In addition, there are more computers budgeted for replacement in FY11 than prior year. Supplies accounts for almost 7% of the budget. Another 6% of the budget is for maintenance expenses. Capital expenditures appear lower in the FY11 General Fund Budget because vehicle and equipment appropriations are now budgeted in the Equipment Fund. The City started migrating to this methodology during FY10. Capital items are treated as Decision Packages during the budget process.

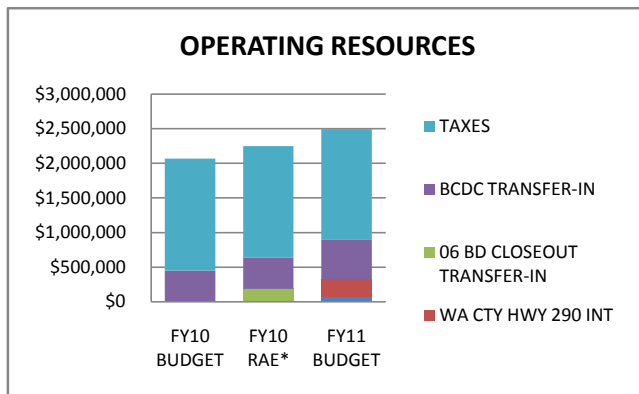
There is almost \$900,000 (6%) budgeted in sundries before \$389,521 in inter-local agreement offsets. Sundries include contingency funds of \$124,811 that are used during the year for any unforeseen but necessary expenditures. Contingency funds get transferred to other department expenditure categories as used which is why the sundries budget for FY11 appears higher than FY10 Budget or FY10 RAE.

Projected beginning and ending fund balance for the General Fund is \$2,764,850.

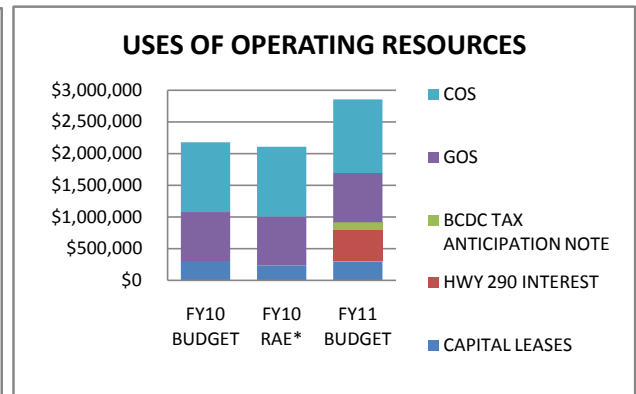
DEBT SERVICE FUND HIGHLIGHTS

Operating Resources

The FY11 revenue projections for the Debt Service Fund are based on the certified property tax valuations of \$976,451,381. The proposed interest and sinking tax rate (total tax rate of .5042) of .1622, is projected to generate tax revenues of \$1,583,805. A transfer-in of \$567,780 from the Brenham Community Development Corporation (BCDC) covers the debt service requirements of their portion of the 2009 refunding certificates of obligation and tax anticipation notes. In addition, Washington County is reimbursing the City \$250,000 for one-half of the interest payments on the revenue bonds issued to fund the Highway 290 Project. Finally, \$77,922 in excess funds for the BVWAC radios purchase is being transferred from the Capital Equipment Fund to help offset principal and interest payments on the BVWAC radio lease.



- Revised annual estimate.



- Revised annual estimate.

Uses of Operating Resources

Expenditures for the year include the principal and interest for bond and capital lease payments of \$2,237,570 which were previously obligated. Utility fund debt is not carried in the Debt Service Fund, but rather carried in the separate utility fund associated with the specific bond project.

There is \$113,775 in principal and interest budgeted for tax anticipation notes issued on behalf of BCDC. Note proceeds are being used to pay for infrastructure at the Brenham Business Park. BCDC reimburses the Debt Service Fund for this expenditure via an interfund transfer. In addition, the City will make the first interest payment of \$500,000 for the Highway 290 Pass-Thru Project as part of the City's and County's \$15 million obligation. The City and County will contribute the interest estimated at \$3.5 million, or less than 10% of project costs. Washington County will reimburse the City for its half of the interest payment.

Since operating resources will be insufficient to cover debt service expenditures, \$352,938 in fund balance will be used to cover the shortfall. This will lower fund balance reserves from FY10 RAE of \$479,468 to FY11 Budget of \$126,530.

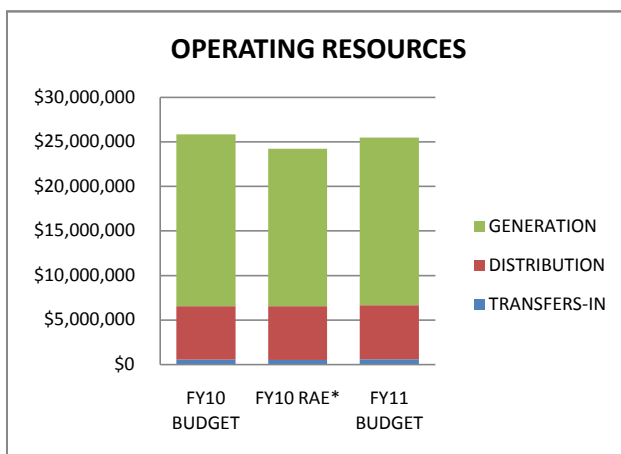
ELECTRIC FUND HIGHLIGHTS

Operating Resources

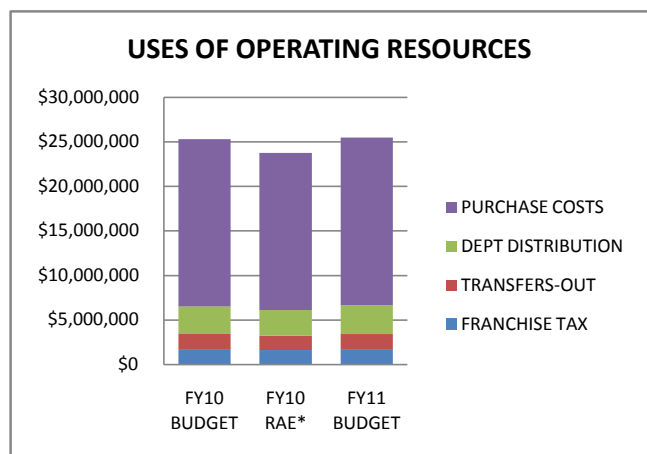
In the Electric Fund, operating resources consist of utility revenues and transfers-in from the other Utility Funds. \$25.5 million in operating resources is projected for FY11, a decrease of -1.4% or (\$350,597), primarily due to the decline in generation costs. Utility revenues are a product of electric consumption and electric rates. There has been a slight increase in consumption during FY10 due to a growing customer base and a very hot summer.

A portion of the electric rate and ensuing revenues resulting from that component are to cover the City's cost of electric distribution. The distribution component of the rate has remained unchanged since 2003. The other component of the electric rate is to cover generation costs – the purchase costs charged by Lower Colorado River Authority (LCRA) for electricity. This cost is a pass-through cost to Brenham customers. Since purchase costs vary month-to-month, the generation rate component is adjusted monthly by a price cost adjustment factor (PCRF). For FY11, generation costs, which decreased during FY10, are projected to increase slightly. The City's projection was based upon LCRA projections.

The Gas, Water, Wastewater and Sanitation funds reimburse the Electric Fund a portion of shared service costs for Utility Billing and Public Utilities administration. Reimbursements are received through transfers into the Electric Fund.



- Revised annual estimate.



- Revised annual estimate.

Uses of Operating Resources

At \$25.5 million, operating appropriations will be used to cover purchase costs, operating costs for distribution, a transfer to the General Fund for shared services reimbursement and franchise tax paid to the General Fund. Purchase costs will be slightly lower than FY10 due to lower average fuel costs. There is a 6.9% increase in distribution costs for operating departments offset by a (4.0)% reduction in the General Fund transfer. Franchise tax is based on 7% of utility revenues.

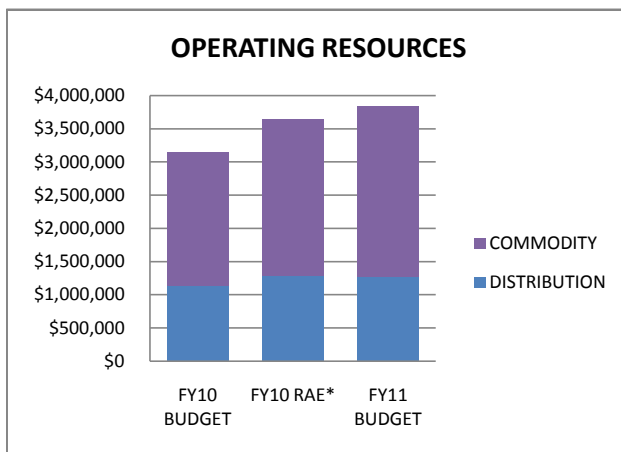
Net revenues of \$21,868 are anticipated for the Electric Fund in FY10. (\$5,148) of this net revenue amount is attributable to distribution and \$27,016 in net revenues is from generation. Working capital balance is projected to increase from \$4,661,542 to \$4,683,410.

GAS FUND HIGHLIGHTS

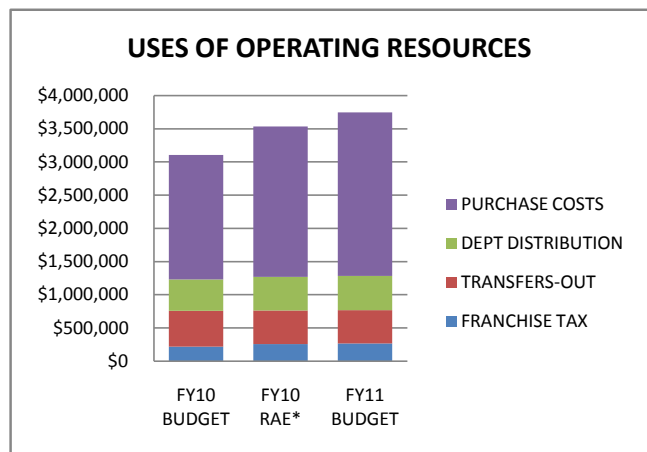
Operating Resources

For FY11, operating resources total \$3.8 million for the Gas Fund. This is almost a 5% increase over FY10 projection due to higher consumption estimates and rising natural gas prices. Operating resources are made up of utility revenues which are determined by consumption and gas rate estimates. Natural gas price estimates are based on the Henry Hub Futures Index. The gas rate is comprised of a fixed monthly distribution charge to cover Gas Department operations, franchise tax and transfers to the General and Electric funds. The purchase cost of gas is passed through to the gas customer in the commodity component of the gas rate. Gas prices change monthly and the City adjusts this portion of the rate monthly, using a gas cost adjustment (GCA) factor.

While there is no rate change assumed in revenue projections, gas rates will be reviewed in FY11 to ensure the fund is covering its distribution costs given the 2009 loss of Mount Vernon Mills, formally the City's largest natural gas customer.



- Revised annual estimate.



- Revised annual estimate.

Uses of Operating Resources

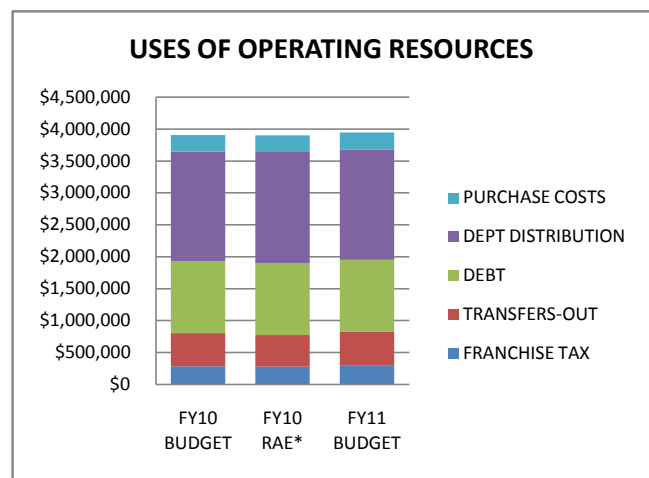
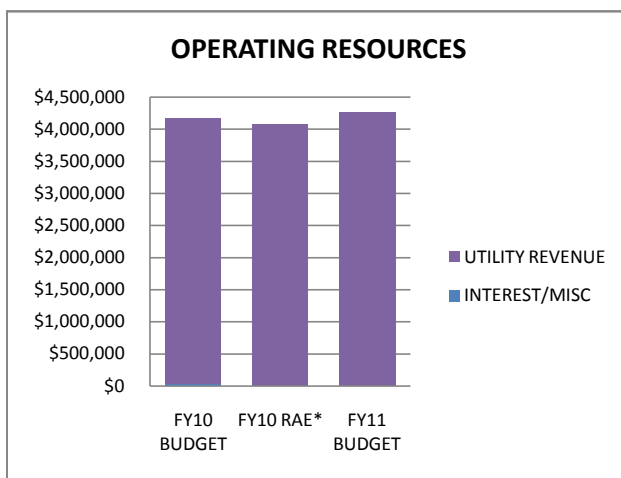
There is \$3.7 million budgeted for uses of operating resources in FY11. The 6% increase from the FY10 projection is because of higher average natural gas prices in FY10 despite a more moderate consumption forecast. FY10 natural gas consumption was unusually high because of a long, cold winter. The FY11 consumption forecast has been tempered by more "normalized" estimates. Higher natural gas utility revenues will increase FY11 franchise tax which is based on 7% of utility sales. City management reduced the shared service cost allocation for the Gas Fund in FY10, in order to assist the fund in its recovery from the loss of its major customer, Mount Vernon Mills. As a result, the transfer to the General Fund transfer was less than the FY10 amount.

For FY11, total net revenues are projected at \$92,287. The commodity component net revenue is \$101,329 and is indicative of a timing difference in the GCA calculation. The distribution component is expected to incur a loss of (\$9,043). Projected beginning working capital balance is \$1,003,321. Projected ending working capital balance is \$1,095,607.

WATER FUND HIGHLIGHTS

Operating Resources

For the Water Fund, projected operating resources are \$4.3 million in FY11. This increase from FY10 projection is consumption driven. FY10 experienced a long, wet winter followed by a periodically wet spring and summer. Water consumption levels were significantly lower than the norm. Since Texas is in a drought cycle, a consumption estimate of 860 million gallons was used in the FY10 Budget – a bit above normalized level but significantly below FY09 consumption which was a drought year. Actual FY10 results are far below this level at 804 million gallons. A water consumption average of 852 million gallons was used for the FY11 Budget. No water rate increases were proposed in the FY11 Budget. However, a water rate study is planned for FY11 to ascertain the adequacy of rate coverage given long-term infrastructure projects, debt requirements and the shift from treated water to well water usage by a major customer.



- Revised annual estimate.

- Revised annual estimate.

Uses of Operating Resources

Operating resources are used to cover water purchase costs, operating department expenditures, debt service, transfers to the General and Electric funds and General Fund franchise tax payments. A 4.4% increase is budgeted for the City's contract with the Brazos River Authority for water purchases in FY11. This contract is adjusted annually. The Water Fund support of the Water Treatment and Water Construction departments accounts for 44% of the FY11 Budget. Overall appropriations for these departments are less than 1% higher than FY10 Budget as chemical and utility costs for treating water have stabilized. Debt service accounts for approximately 29% of resource usage in the Water Fund. Transfers to the General and Electric funds have been reduced in FY11, reflecting shifts in cost allocations to the Sanitation Fund.

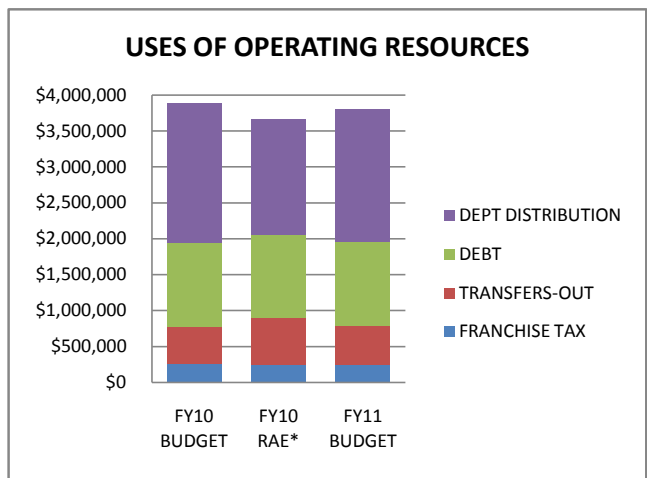
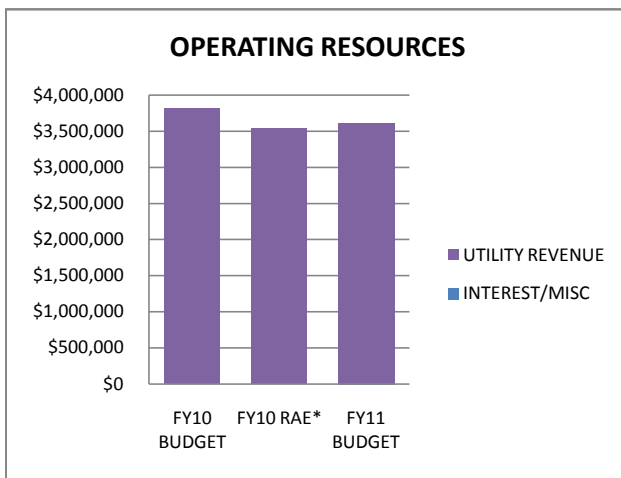
Projected beginning working capital balance for the Water Fund is 771,659. With \$323,138 in net revenues planned for FY11, ending working capital balance will grow to \$1,094,797.

WASTEWATER FUND HIGHLIGHTS

Operating Resources

There is \$3.6 million in operating resources projected in FY11 for the Wastewater Fund. A 2.1% increase over FY10 projections is anticipated due to growth in the number of average monthly customers. Gallons processed are expected to increase from 320.5 million per FY10 projection to 342.5 million in FY11. Growth is anticipated across customer classes.

Residential sales are expected to decline because of an April 2010 rate reduction due to a lower water January/February water consumption. Like the other utilities, there are no rate changes proposed in the FY11 Budget. However, a wastewater rate study is planned for FY11 to gauge the adequacy of overall rates given long-term strategies and idle capacity created by the closure of Mount Vernon Mills.



- Revised annual estimate.

- Revised annual estimate.

Uses of Operating Resources

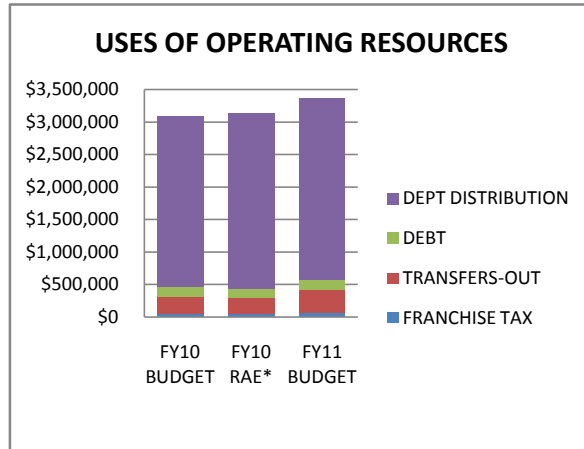
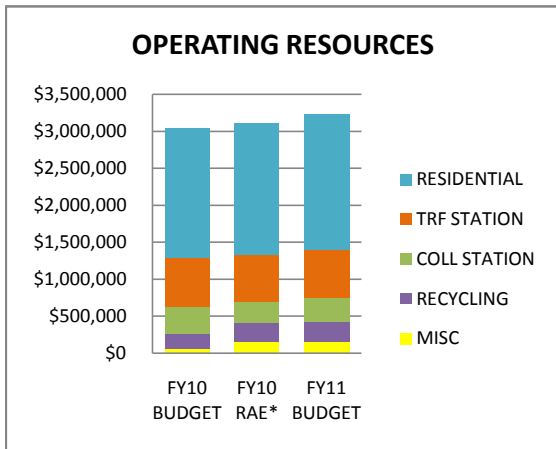
The \$3.8 million budgeted in FY11 includes department expenditures, debt payments, transfers-out and franchise tax. There are two departments in the Wastewater Fund - Wastewater Construction and Wastewater Treatment. Together they account for 48% of the usage of operating resources. Department budgets for FY11 are 14.8% above FY10 projections due to the \$200,000 overhaul of a lift station. The loss of revenue from the Mount Vernon Mills closure in 2009 has been successfully offset by cost savings resulting from the shut down of one digester blower resulting in significant savings in electric costs. The second largest use of operating resources is for debt service. There is \$1.2 million budgeted for principal and interest payments. Transfers to the General and Electric funds have been increased in FY11 to obtain a more equitable allocation of shared service usage by the fund. Franchise tax declined in FY11 because of lower utility revenues.

Projected beginning working capital balance for the Wastewater Fund is \$564,588. A net loss of (\$185,766) is budgeted for FY11 which will reduce working capital to \$378,822 by year-end.

HIGHLIGHTS

Operating Resources

Projected operating resources for FY11 Budget total \$3.2 In comparison to FY10 projected, revenues are expected to increase 3.9%, primarily in residential garbage revenue and transfer station fees. Residential garbage revenue includes commercial revenue. Texas Commercial Waste (TCW) is contracted to pick up all commercial waste in the within the city limits. Since we handle the billing for TCW, this increase in revenue is just a pass-through for the Sanitation Fund. Also, the Transfer Station and Collection Station have budgeted rate increases across the board for the various types of waste that they collect and haul to the landfill.



- Revised annual estimate.

- Revised annual estimate.

Uses of Operating Resources

Almost 83% of the FY11 Budget is used to fund operating departments in the Sanitation Fund. These departments include Residential Collection, Transfer Station, Collection Station and Recycling. Overall department budgets have increased 7%. Most of this increase is due to an increase in the collection charge by Texas Commercial Waste Management and the transfer station fees for hauling to the College Station landfill. In the past, the Collection Station outsourced the disposal of non-compactible waste. The Collection Station has found that it can haul it more efficiently and will move this operation in house. Due to this change in operations some one time capital purchases are budgeted to get the necessary equipment to complete this transition. The \$138,000 capital expenditures is \$70,000 above normal and will have a negative effect on the working capital balance in FY11. The FY11 shared services allocation has been increased for the Sanitation Fund by 57% resulting in an increase in General and Electric fund transfers-in.

Projected beginning working capital balance for the Sanitation Fund is \$631,008. A net loss of (\$86,608) is budgeted for FY11 which will reduce working capital to \$544,400 by year-end.

CLOSING REMARKS

The staff and I have worked diligently to prepare a budget that maintains essential services, attempts to fund initiatives that address Council priorities and continues service delivery levels at an acceptable level. We have also worked to present a budget that recognizes the current economic conditions being faced by citizens of Brenham and by our organization.

The FY11 Budget is balanced without a tax rate increase. This budget maintains the current Electric, Gas, Water and Wastewater rates. The budget includes an increase in Transfer Station and Collection Station fees, as well as, fees for garbage bags deposited at the Recycling Center and Collection Station.

The management looks forward to an early FY11 Strategic Planning Retreat with Council to focus on priorities and identify core service important to the Mayor and Council. The FY11 Budget does not address funding recommendations associated with the work of the City/County Interlocal Agreement Task Force. The work of the Task Force was not completed by the time of budget adoption. The staff recommends increased funding for services rendered by the City for Non-City/County residents, particularly in Public Safety. The same analysis needs to be performed for the other intergovernmental services including BISD and Blinn.

I appreciate the work of City staff that developed the budget proposals and I especially appreciate the work of the budget management team of Debbie Gaffey, Adam Griffin, Carolyn Miller, and Kyle Dannhaus who assisted me in reviewing and analyzing the various funding requests. Our division directors and department heads also deserve recognition for their cooperation during this process and their willingness to hold the line on spending.

Thank you for your assistance in the budget process.

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READER' GUIDE

The purpose of this reader's guide is to assist users in navigating their way through the FY11 Budget document.

INTRODUCTION

The Introduction provides background information on the City of Brenham. Also included is an overview of the Planning Process, from strategic planning to budget preparation. The section concludes with exhibits containing the combined fund summary, budget calendar, organization chart and personnel counts.

GENERAL FUND

This section contains a General Fund overview discussing budget assumptions, resources and uses of resources, net revenue and impact on fund balance. A fund level financial statement is provided followed by line item revenue detail. Highlights of each operating department are included, complete with department goals, performance measures, funded decision packages and five-year capital plan. Each department summary concludes with the budget line item detail.

DEBT SERVICE FUND

The Debt Service Fund is used to accumulate monies for the payment of principal, interest and related costs on long-term, general obligation debt. This section contains a fund overview discussing budget assumptions, resources and uses of resources, net revenue and impact on fund balance. A fund level financial statement is provided identifying principal and interest payments for each debt issue and capital lease. Debt service schedules are also provided.

OTHER GOVERNMENTAL FUNDS

The Other Governmental Funds section is used to account for 15 minor funds classified as special revenue, major capital project and non-major capital project funds. This section describes the purpose of each fund. A fund level financial statement showing revenues, appropriations, net revenues and fund balance are included.

BCDC

The Brenham Community Development Corporation (BCDC) oversees revenues and expenditures of a special three-eighths cents sales tax for economic development and community recreational development. This section contains a fund overview discussing budget assumptions, resources and uses of resources, net revenue and impact on fund balance. A fund level financial statement is provided containing line item detail on FY11 budget appropriations.

ELECTRIC FUND

This section contains an Electric Fund overview discussing budget assumptions, resources and uses of resources, net revenue and impact on fund balance. A fund level financial statement is provided followed by line item revenue detail. Highlights of each operating department are included, complete with department goals, performance measures, funded decision packages and five-year capital plan. Each department summary concludes with the budget line item detail.

GAS FUND

This section contains a Gas Fund overview discussing budget assumptions, resources and uses of resources, net revenue and impact on fund balance. A fund level financial statement is provided followed by line item revenue detail. Highlights the Gas department is included, complete with department goals, performance measures, funded decision packages and five-year capital plan. A budget line item detail is also included.

WATER FUND

This section contains a Water Fund overview discussing budget assumptions, resources and uses of resources, net revenue and impact on fund balance. A fund level financial statement is provided followed by line item revenue detail. Highlights of each operating department are included, complete with department goals, performance measures, funded decision packages and five-year capital plan. Each department summary concludes with the budget line item detail.

WASTEWATER FUND

This section contains a Wastewater Fund overview discussing budget assumptions, resources and uses of resources, net revenue and impact on fund balance. A fund level financial statement is provided followed by line item revenue detail. Highlights of each operating department are included, complete with department goals, performance measures, funded decision packages and five-year capital plan. Each department summary concludes with the budget line item detail.

SANITATION FUND

This section contains a Sanitation Fund overview discussing budget assumptions, resources and uses of resources, net revenue and impact on fund balance. A fund level financial statement is provided followed by line item revenue detail. Highlights of each operating department are included, complete with department goals, performance measures, funded decision packages and five-year capital plan. Each department summary concludes with the budget line item detail.

INTERNAL SERVICE FUND

The Internal Service Fund is used to account for the City's risk management services. This section provides an overview of the Medical Self-Insurance Fund and the Worker's Compensation Fund. Financials for each fund are provided showing revenues, appropriations, net revenues and fund balance.

SUPPLEMENTAL INFORMATION

The Supplemental Information section contains tax and budget ordinances, in addition to statistical and historical data pertaining to taxable values, tax rates, debt margin, major employers, population and utility billing information.

INFORMATION ON THE CITY OF BRENHAM

HISTORY

The Washington County area was first opened to settlement in 1821 as a territory of Spain. The area in and around Washington County was settled by members of the Austin Colony. The City of Brenham originated from the Hickory Grove community, changing its name to Brenham in 1843 in honor of Dr. Richard Fox Brenham, a local physician and Republic of Texas hero. The City of Brenham became the county seat in 1843 and was incorporated in 1858. The Houston and Central Texas Railroad was extended to Brenham in 1860 to serve the rich farming area. During the Civil War, the City was occupied by Federal troops, who partially burned the City in 1867 followed by a confrontation with citizens. After the Civil War, many of the large plantations were divided into smaller farms and acquired by German and Polish immigrants. The Gulf, Colorado, and Santa Fe Railroads were built across the county through Brenham in 1880, and several industries located to the City.

The City took over the operation of electrical power distribution in 1941 and purchased a local gas company in 1959. The Brenham Municipal Airport was dedicated in 1947. A new sewage disposal plant opened in 1950. Work began on the lake Somerville Reservoir in 1964 and the water supply line to Brenham was completed in 1973. St. Jude Hospital built in 1976 merged to become Trinity Medical Center in 1988. In January, 1983, Brenham was one of six Texas cities selected for the Main Street Project, a pilot downtown renovation program. Since 1983, restoration of the historic buildings has continued and the downtown area is attracting tourists to its antique and arts and crafts shops.

LOCATION

Brenham is located in the Post Oak Belt and Blackland Prairies of south central Texas. The City is 72 miles northwest of Houston, 80 miles east of Austin, and 30 miles from Bryan/College Station. The City sits at the crossroads of US Highway 290 and State Highway 36. The City covers 10.14 square miles of level to rolling hills and is at a mean elevation of approximately 330 feet above sea level.

DEMOGRAPHICS

Population growth of any significance did not occur until 1860 with the construction of the Washington County Railroad where Brenham was the rail terminus. From 1860 to 1900, the population of Brenham doubled every decade. With the exception of 1910 when there was a slight decline, population has grown steadily. The City's population in the 2000 census was 13,507. The largest ancestry segment (over 25%) of the population is of German descent and cultural influences can be seen in the architecture of historic homes and annual events such as Maifest. In the 2000 Census, median household income was \$32,198. More than 26% of the population between the ages of 25 and over had their high school diploma. Another 19.79% had some college and 17.9% had attained a bachelor's degree or higher.

GOVERNMENT

The charter provides for a City Council-City Manager form of government. The City Council is the principal legislative body of the City. The Mayor and two Council members are elected from the City at large to service three year terms. Four Council members are elected by ward, one from each of the four wards, to serve three year terms. The Mayor presides at meetings of the City Council. The City Manager is responsible to Council for the day-to-day operations of the City and adherence to ordinances and policies.

CITY AMENITIES/SERVICES

City services are provided by a staff of 250.69 full-time equivalent employees. Public safety is a primary objective of the City of Brenham. All City departments are dedicated to serving the public in the most efficient and cost effective way possible. There are 30 sworn police officers protecting the citizens. The Brenham Fire Department provides fire suppression and rescue protection and the City has a disaster preparedness plan. The City's Animal Control Department responds to all animal calls. An animal shelter and adoption program are also offered.

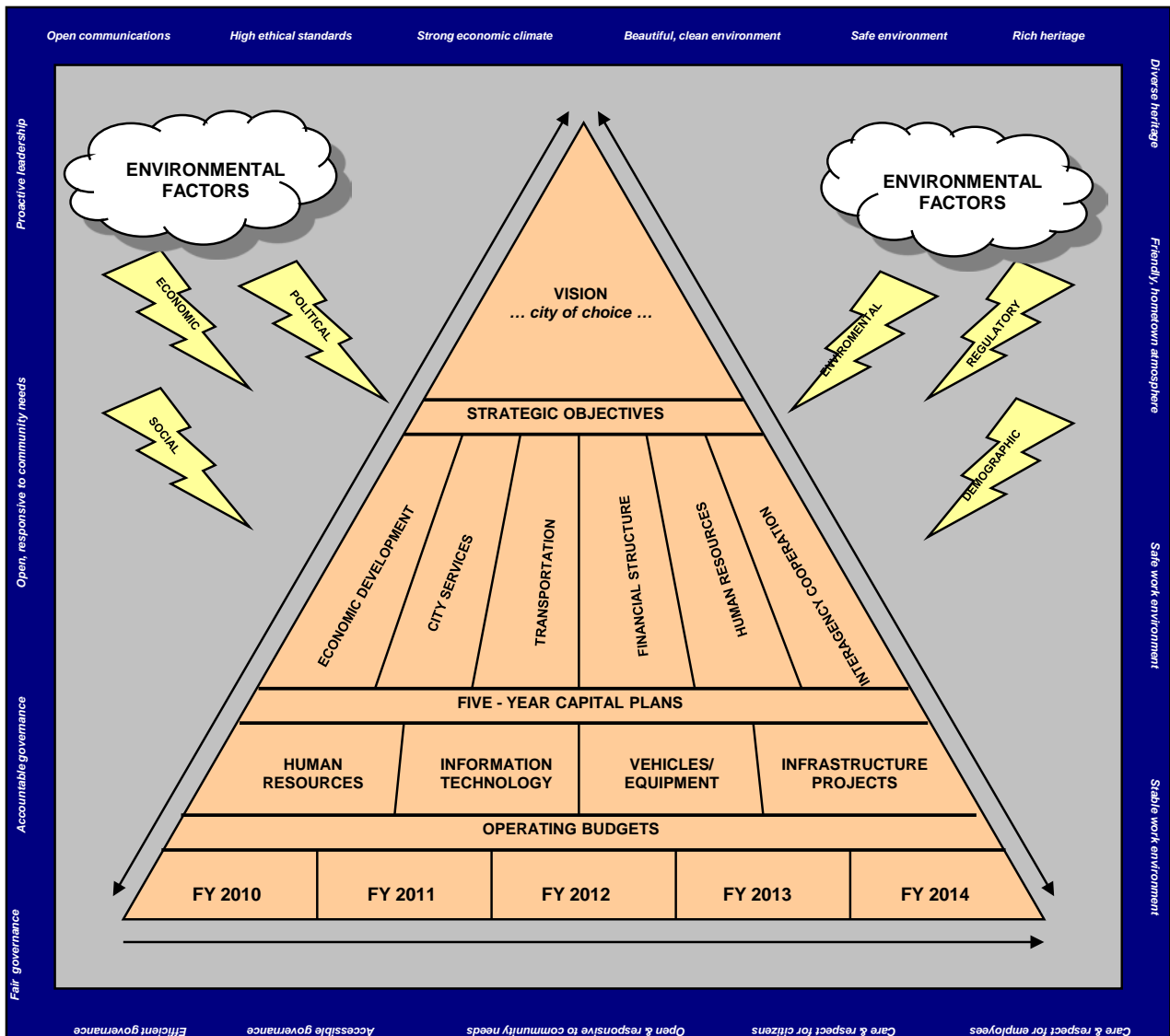
The City of Brenham owns and operates electric, gas, water, wastewater, and sanitation utilities, providing citizens with the convenience of "one-stop shopping" while ensuring quality service. There are 81 miles of streets and drainage that are maintained by the City. In addition, the City mows and maintains the appearance along streets, creeks, and parks.

Sports and recreation are popular in Brenham. There are seven City parks, the Blue Bell Aquatic Center, the Brenham Skate Park, and Hasskarl Tennis Center. More than 400 athletic games and 30 tournaments are held at City facilities during a year. Approximately 162 acres of parkland is maintained by the City.

PLANNING PROCESS

OVERVIEW

The City of Brenham follows a two stage, integrated planning process. At the beginning of the calendar year, the Finance department projects revenues and operating expenditures for the next five years. Projections are developed within the context of environmental factors, such as economic, political, regulatory influences, inflation, etc. The operating departments submit five-year capital plans which are broken into four categories: human resources, information technology; vehicles/equipment; and infrastructure projects. The Finance department incorporates these capital requests under various revenue scenarios. The results are then presented to Council who provides guidance to staff with regards to Council preferences on capital requests and funding options. The outcomes from this meeting then set the directional tone for the upcoming fiscal year budget. Both the Strategic Plan and the Budget are developed within the framework established under the City's vision and strategic objectives.



PLANNING PROCESS**VISION STATEMENT**

A vision statement is a futuristic depiction of where the City is heading. In comparison to a mission statement which says “This is what I am”, a vision statement says “This is what I want to become”. The vision statement for the City of Brenham is as follows:

The City of Brenham aspires to be the city of choice for both present and future generations.

- We will achieve our vision through proactive leadership, open communications, and by employing high ethical standards;
- We aspire to develop a strong economic climate, balanced by our desire to maintain a beautiful, clean, and safe environment;
- We value our rich and diverse heritage and will preserve our friendly hometown atmosphere;
- We are committed to providing our employees with a safe and stable work environment. In addition, all employees will be treated with a high level of care and respect and they are expected to share the same with every citizen in our community; and
- Together staff and Council pledge to be open and responsive to the warranted needs of the community and will develop proactive governance that is accessible, efficient, fair, and accountable.

PLANNING PROCESS

STRATEGIC OBJECTIVES

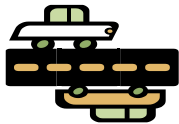
Strategic objectives are broadly defined targets that the City must achieve to realize its vision. The objectives provide the basis for department decision making in the allocation of resources, including capital and personnel in pursuit of Council defined strategies. All department goals and objectives align with one or more the strategic objectives listed below. An icon key to this linkage is identified with each objective.



Economic Development – The City will develop strategies to attract environmentally safe businesses that ensure and enhance employment opportunities for a wide range of income groups.



City Services (fire, police, utilities, parks, etc.) – The City will enhance and maintain the level of service it provides the citizens of Brenham by developing plans to deliver a variety of safe, reliable, and cost effective products and services.



Transportation – The City of Brenham will establish a mobility plan to ensure safe and efficient vehicular and pedestrian traffic in and around the community.



Financial Structure – The City will develop a fair and equitable revenue plan that will provide the income necessary to support the City's current infrastructure while providing the income necessary to develop new products and services.



Human Resources – The City will develop the organizational structure and culture necessary to recruit, train, and develop the staff, management, and Council members to ensure the achievement of the organization's vision.



Interagency Cooperation – The City will establish strategies to strengthen cooperation among public agencies and non-profit organizations to develop shared financial commitments for common goals and services.

PLANNING PROCESS

CAPITAL PLANS

The departments identify their capital needs for the next five fiscal years. The capital requests are broken into the following categories:

- Human Resources (HR) – Since the City is a service intense type of enterprise, the largest operating expenditure city-wide is for personnel. Capital requests for additions to personnel are included in this category.
- Information Technology (IT) – Capital requests for new hardware or software additions are included in this category. The City maintains a computer replacement program for desktops and laptops. Items in the replacement plan are included in department operations instead and are not submitted as capital requests.
- Vehicles/Equipment (VE/EQ) – The City maintains a large fleet of vehicles. Vehicles and equipment are integral to employees' ability to provide City services. All additions or replacements of vehicles and equipment costing more than \$5,000 are submitted as capital requests in this category.
- Infrastructure Projects (Infra) – One-time, infrequent major infrastructure items are found in this category. Such items include road improvements, new buildings, and utility system enhancements or major maintenance projects.

Capital request detail for each department is contained in the Appendix section of this document.

BUDGETED FUNDS

The City uses the budgeting process in planning, controlling, and making decisions pertaining to the allocation of limited resources required for the delivery of annual City services. The City utilizes a traditional budget process but is migrating to more of a results-oriented approach. The City hopes to complete this transition by fiscal year end 2011.

The City of Brenham, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. Budgeted funds for the City can be divided into two categories: governmental funds and proprietary funds.

Governmental Funds

The City maintains budgets for 16 governmental funds. Governmental funds include:

- General Fund – A governmental fund used to account for the resources used to finance the fundamental operations of the City.
- Debt Fund – A governmental fund used to account for property taxes levied for the payment of principal and interest on general, long-term debt of the City.
- Special Revenue Funds – Non-major government funds used to account for the proceeds of specific revenue sources that are restricted to expenditures for specific purposes.

PLANNING PROCESS

- Major and Non-Major Capital Project Funds – Governmental funds used to account for financial resources used for the acquisition and construction of capital facilities other than those financed by proprietary funds and trust funds.
- Brenham Community Development Corporation (BCDC) – A legally separate entity from the City that is governed by a board appointed by City Council. The City is financially accountable for the BCDC which is why it is reported as a governmental fund.

Proprietary Funds

The City of Brenham maintains two types of proprietary funds. There are five enterprise type funds budgeted. In addition, there are budgets for two risk management internal service funds. Proprietary funds include:

- Electric Fund – An enterprise fund used to account for the acquisition, operation, and maintenance of electric facilities and services funded through electric rates and other customer charges.
- Gas Fund – An enterprise fund used to account for the acquisition, operation, and maintenance of gas facilities and services funded through gas rates and other customer charges.
- Water Fund – An enterprise fund used to account for the acquisition, operation, construction, and maintenance of water facilities and services funded through water rates and other customer charges.
- Wastewater Fund – An enterprise fund used to account for the acquisition, operation, construction, and maintenance of wastewater facilities and services funded through wastewater rates and other customer charges.
- Sanitation Fund – An enterprise fund used to account for the acquisition, operation, and maintenance of sanitation facilities and services funded through customer charges.
- Medical Insurance Fund – A risk-management internal service fund that provides self-insured health insurance risk management services to other funds of the City on a cost reimbursement basis.
- Workers Compensation Fund – A risk-management internal service fund that provides zero deductible plans for workers' compensation to other funds of the City on a cost reimbursement basis.

BASIS OF BUDGETING

Fund budgets are on a basis consistent with modified and full accrual accounting basis, with exceptions. Depreciation, amortization and bad debt expenses are not included in the budget. Capital purchases are budgeted in the year of purchase and debt principal is budgeted in the year it is paid. Budget emphasis is on cash transactions and focus is on the net change in working capital.

BUDGET AMENDMENTS

The legal level of budgetary control is the fund level. The budget must be amended for any budget revisions that increase or decrease revenues or expenditures. Since the budget is originally enacted by ordinance, any amendments to the budget must be made by ordinance and presented during a formal session at two subsequent meetings of City Council.

BUDGET CALENDAR

DATE	DAY(S)	DESCRIPTION
JANUARY 2010		
02-29	Mon-Fri	Department meetings: Five-Year Plan updates.
MARCH 2010		
01-26	Mon-Fri	Personnel budget completed.
APRIL 2010		
01-16	Mon-Fri	Personnel budget input into Incode.
19-23	Mon-Fri	2nd quarter review and RAE; RAE projections input into Incode.
26	Mon	RAE projections and FY2011 Personnel Budget input into Incode.
27-28	Tues-Wed	Department budget training binders assembled.
29-30	Thu-Fri	Department budget training.
MAY 2010		
03-07	Mon-Fri	General Fund revenue projections for FY10 and FY11 input into Incode and Excel.
10-14	Mon-Fri	Utility Fund revenue projections for FY10 and FY11 input into Incode and Excel.
17-21	Mon-Fri	Misc. Special Revenue Funds budgets completed in Excel and input into Incode.
28	Fri	Input budgets into Incode for all utilities and general fund shared departments.
JUNE 2010		
04	Fri	Budgets input into Incode for remaining general fund departments and all other funds
01-04	Tue-Fri	Utility Funds review in Finance.
07-11	Mon-Fri	General Fund department reviews in Finance.
21-25	Mon-Fri	Preliminary budgets presented to City Manager - all departments.
JULY 2010		
05-09	Mon-Fri	Budget Book containing proposed budget prepared for council workshops.
26	Mon	Last day for chief appraiser to certify appraisal roll to each taxing unit.
27	Tues	Final calculation of Effective and Rollback tax rates.
AUGUST 2010		
02	Mon	Calculation of effective and rollback tax rates by chief appraiser.
05	Thu	Discuss budget. Record vote, if req, on proposed tax rate; sch public hearings. obligation schedule and other applicable items by chief appraiser.
12	Thu	<i>Notice of Public Hearings on Tax Increase</i> published.
13	Fri	Proposed budget filed with City Secretary.
19	Thu	Council meeting: First public hearing on tax increase.
20	Fri	<i>Notice of Public Hearing on Proposed Budget</i> published.
SEPTEMBER 2010		
02	Thu	Second public hearing on tax increase (Council can adopt 3-14 days from this date).
03	Fri	<i>Notice of Tax Revenue Increase</i> published before meeting* to adopt tax rate.
13	Mon	Special council meeting: Public hearing on budget. First reading of ordinances to adopt the tax rate and budget.
16	Thu	Council meeting: Second reading of ordinances to adopt the tax rate and budget.
29	Wed	Last day for taxing units to adopt 2010 tax rate, or no later than 60th day after the chief appraiser certifies appraisal roll.

PERSONNEL - FULL-TIME EQUIVALENTS

	FY09			FY10			FY11			FY11 VERSUS FY10		
	FT	PT	TOTAL	FT	PT	TOTAL	FT	PT	TOTAL	FT	PT	TOTAL
GENERAL FUND												
COMMUNITY DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	1.00	1.00	0.00	1.00
RECREATION	3.00	1.74	4.74	3.00	1.74	4.74	3.00	1.74	4.74	0.00	0.00	0.00
AQUATIC CENTER	1.75	13.29	15.04	1.75	13.29	15.04	2.75	12.29	15.04	1.00	(1.00)	0.00
PARKS	16.25	6.39	22.64	16.25	4.81	21.06	16.25	4.81	21.06	0.00	0.00	0.00
LIBRARY	5.00	3.03	8.03	5.00	3.14	8.14	5.00	3.14	8.14	0.00	0.00	0.00
ADMINISTRATION	6.00	2.08	8.08	6.00	2.08	8.08	5.00	1.28	6.28	(1.00)	(0.80)	(1.80)
HR/RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00	0.00	2.00	0.80	2.80	2.00	0.80	2.80
MAIN ST/COMMUNITY DEV	2.00	0.00	2.00	2.00	0.00	2.00	2.00	0.00	2.00	0.00	0.00	0.00
MAINTENANCE/CENTRAL WHSE	8.00	0.00	8.00	8.00	0.00	8.00	8.00	0.00	8.00	0.00	0.00	0.00
FINANCE	10.33	0.12	10.45	10.00	0.39	10.39	9.00	0.39	9.39	(1.00)	0.00	(1.00)
PUBLIC INFORMATION/GRAPHIC	2.00	0.00	2.00	2.00	0.00	2.00	0.00	0.00	0.00	(2.00)	0.00	(2.00)
INFORMATION TECHNOLOGY	5.00	0.00	5.00	5.00	0.00	5.00	5.00	0.00	5.00	0.00	0.00	0.00
MUNICIPAL COURT	4.00	0.75	4.75	4.00	0.60	4.60	4.00	0.60	4.60	0.00	0.00	0.00
PUBLIC WORKS	6.00	0.00	6.00	6.00	0.00	6.00	6.00	0.00	6.00	0.00	0.00	0.00
ANIMAL SHELTER	1.50	0.00	1.50	1.50	0.00	1.50	2.50	0.00	2.50	1.00	0.00	1.00
ANIMAL CONTROL	2.50	0.00	2.50	1.50	0.00	1.50	1.50	0.00	1.50	0.00	0.00	0.00
STREETS	16.00	0.90	16.90	16.00	0.90	16.90	16.00	0.90	16.90	0.00	0.00	0.00
AIRPORT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
COMMUNICATIONS	12.00	1.13	13.13	15.00	2.16	17.16	15.00	2.16	17.16	0.00	0.00	0.00
POLICE	34.00	0.00	34.00	37.00	0.00	37.00	38.00	0.00	38.00	1.00	0.00	1.00
FIRE	12.00	0.13	12.13	15.00	0.00	15.00	15.00	0.00	15.00	0.00	0.00	0.00
SUBTOTAL	147.33	29.56	176.89	155.00	29.11	184.11	156.00	28.11	184.11	2.00	(1.00)	1.00
ELECTRIC FUND												
UTILITY CUSTOMER SERVICE	10.00	0.00	10.00	10.00	0.00	10.00	10.00	0.00	10.00	0.00	0.00	0.00
PUBLIC UTILITIES	7.00	0.00	7.00	7.00	0.00	7.00	7.00	0.00	7.00	0.00	0.00	0.00
ELECTRIC	12.00	0.00	12.00	12.00	0.00	12.00	13.00	0.00	13.00	1.00	0.00	1.00
SUBTOTAL	29.00	0.00	29.00	29.00	0.00	29.00	30.00	0.00	30.00	1.00	0.00	1.00
GAS FUND												
GAS	5.00	0.00	5.00	5.00	0.00	5.00	5.00	0.00	5.00	0.00	0.00	0.00
WATER FUND												
WATER TREATMENT	7.00	0.00	7.00	6.50	0.00	6.50	6.50	0.00	6.50	0.00	0.00	0.00
WATER CONSTRUCTION	5.50	0.00	5.50	5.50	0.00	5.50	5.00	0.00	5.00	(0.50)	0.00	(0.50)
SUBTOTAL	12.50	0.00	12.50	12.00	0.00	12.00	11.50	0.00	11.50	(0.50)	0.00	(0.50)
WASTEWATER FUND												
WASTEWATER CONSTRUCTION	5.50	0.00	5.50	5.50	0.00	5.50	5.00	0.00	5.00	(0.50)	0.00	(0.50)
WASTEWATER TREATMENT	5.50	0.00	5.50	4.50	0.00	4.50	4.50	0.00	4.50	0.00	0.00	0.00
SUBTOTAL	11.00	0.00	11.00	10.00	0.00	10.00	9.50	0.00	9.50	(0.50)	0.00	(0.50)
SANITATION FUND												
TRANSFER STATION	3.08	0.00	3.08	2.75	0.00	2.75	2.75	0.00	2.75	0.00	0.00	0.00
COLLECTION STATION	1.08	0.31	1.39	2.25	0.58	2.83	2.25	0.58	2.83	0.00	0.00	0.00
RECYCLING CENTER	2.25	0.00	2.25	2.25	0.00	2.25	2.25	0.00	2.25	0.00	0.00	0.00
RESIDENTIAL COLLECTION	3.59	0.00	3.59	2.75	0.00	2.75	2.75	0.00	2.75	0.00	0.00	0.00
SUBTOTAL	10.00	0.31	10.31	10.00	0.58	10.58	10.00	0.58	10.58	0.00	0.00	0.00
TOTAL CITY	214.83	29.87	244.70	221.00	29.69	250.69	222.00	28.69	250.69	2.00	(1.00)	1.00

COMBINED FUND SUMMARY

	GENERAL	DEBT	HOTEL/ MOTEL	HOTEL/ TAX COTY	EQUIP- MENT	STREET DRAINAGE	EMER MGMT	PUBLIC SAFETY	CRIM LAW ENFORCE	FD GRANTS	DONA- TIONS	COURTS TECH	PARKS SPECIAL	290 PASS THRU
BEGINNING BALANCE	\$2,764,850	\$479,468	\$24,920	\$0	\$240,809	\$217,844	\$8,286	\$9,437	\$24,970	\$0	\$258,684	\$110,526	\$139,807	\$450,302
REVENUES														
AD VALOREM TAX	3,311,333	1,601,305												
SALES TAX	3,724,443													
FRANCHISE TAX	2,972,088													
OTHER TAX	23,200		400,000	45,000										
LICENSES AND PERMITS	75,090													
INTERGOVERNMENTAL (1)	534,196	250,000					2,000	2,700		1,000		80,500		
CHARGES FOR SERVICES	409,760													
FINES AND FORFEITURES	662,725													
INVESTMENT EARNINGS	6,700	1,400							200					8,500
CONTRIBUTIONS AND DONATIONS							1,000				22,240			
MISCELLANEOUS REVENUE	142,895								10,000					
TRANSFERS IN	3,278,208	645,702			101,511								91,000	100,000
DEBT/LEASE PROCEEDS														15,690,000
TOTAL OPERATING RESOURCES	\$15,140,638	\$2,498,407	\$400,000	\$45,000	\$101,511	\$0	\$3,000	\$2,700	\$10,200	\$1,000	\$22,240	\$80,500	\$91,000	\$15,798,500
DEPARTMENT EXPENDITURES														
COMMUNITY DEVELOPMENT	268,130													
RECREATION	294,730													
AQUATIC CENTER	607,038													
PARKS (1)	1,187,405													
LIBRARY (1)	474,064													
ADMINISTRATION	1,056,155													
HR/RISK MANAGEMENT	235,427													
MAIN ST/COMMUNITY DEV	210,500													
MAINTENANCE/CENTRAL WHSE	736,127													
FINANCE	818,722													
INFORMATION TECHNOLOGY (1)	600,579													
MUNICIPAL COURT	347,356													
PUBLIC WORKS	451,654													
ANIMAL SHELTER (1)	174,993													
ANIMAL CONTROL	104,821													
STREETS	1,316,713													
AIRPORT	87,524													
COMMUNICATIONS	1,055,289													
POLICE (1)	3,351,742													
FIRE (1)	1,389,949													
HOTEL/MOTEL			312,000	45,000										
FIRE/COMMUNITY HALL RENOV														
EQUIPMENT					342,320									
STREETS AND DRAINAGE						217,844								
EMERGENCY MANAGAMENT							3,000							
POLICE TRAINING														
CRIMINAL LAW ENFORCEMENT									8,500					
FIRE DEPT GRANTS										1,000				
DONATIONS											149,500			
COURTS TECHNOLOGY/SECURITY												40,508		
PARKS SPECIAL REVENUE													201,000	
US 290 PASS THRU FINANCE														15,423,000
2002 CAPITAL														
2006 CAPITAL														
CAPITAL LEASES														
AIRPORT CAPITAL														
BCDC														
UTILITY CUSTOMER SERVICE														
PUBLIC UTILITIES														
ELECTRIC														
GAS														
WATER TREATMENT														
WATER CONSTRUCTION														
WASTEWATER CONSTRUCTION														
WASTEWATER TREATMENT														
TRANSFER STATION														
COLLECTION STATION														
RECYCLING CENTER														
COLLECTION														
MEDICAL INSURANCE														
WORKERS' COMPENSATION														
SUBTOTAL DEPARTMENT	14,768,918	0	312,000	45,000	342,320	217,844	3,000	0	8,500	1,000	149,500	40,508	201,000	15,423,000
OTHER EXPENDITURES														
SOURCE COST														
FRANCHISE TAX														
DEBT SERVICE		2,851,345												
NON-DEPT AND MISC	270,209													
SUBTOTAL OTHER	270,209	2,851,345	0	0	0	0	0	0	0	0	0	0	0	0
TRANSFERS OUT	101,511		48,000									36,500		
TOTAL EXPENDITURES	\$15,140,637	\$2,851,345	\$360,000	\$45,000	\$342,320	\$217,844	\$3,000	\$0	\$8,500	\$1,000	\$149,500	\$77,008	\$201,000	\$15,423,000
CHANGE IN FUND BALANCE	0	(352,938)	40,000	0	(240,809)	(217,844)	0	2,700	1,700		(127,260)	3,492	(110,000)	375,500
ENDING FUND BALANCE	\$2,764,850	\$126,530	\$64,920	\$0	\$0	\$0	\$8,286	\$12,137	\$26,670	\$0	\$131,424	\$114,018	\$29,807	\$825,802

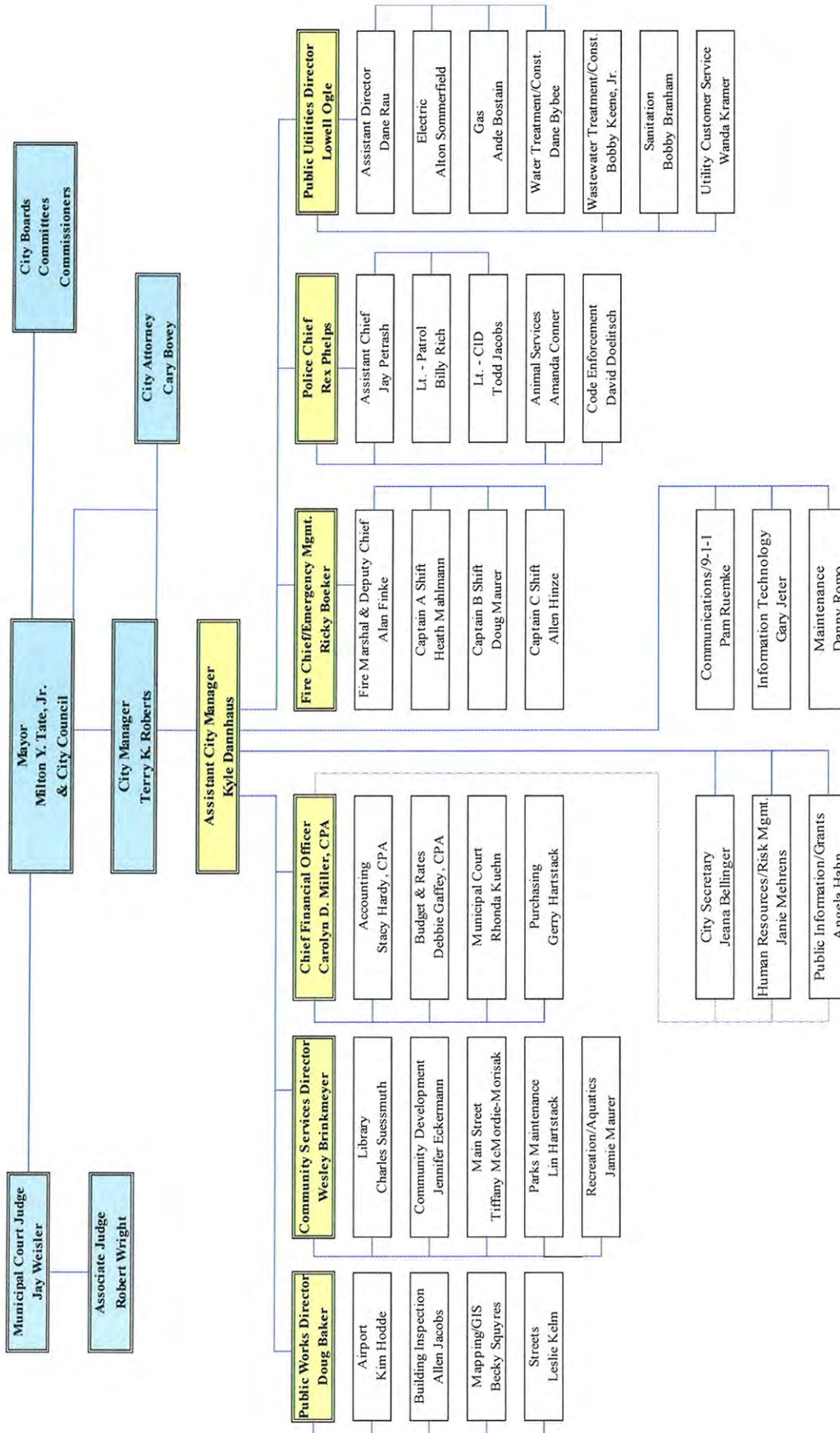
(1) Intergovernmental includes inter-local agreements that are budgeted as contra-expenses in departments.

COMBINED FUND SUMMARY

	CAPITAL LEASES	BCDC	ELECTRIC	GAS	WATER	WASTE- WATER	SANI- TATION	MEDICAL INS	WORKER'S COMP	TOTAL
BEGINNING BALANCE	\$82,613	\$761,460	\$4,661,542	\$1,003,321	\$771,659	\$564,588	\$631,008	\$0	\$206,889	\$13,412,981
REVENUES										
AD VALOREM TAX										4,912,638
SALES TAX		1,241,481								4,965,924
FRANCHISE TAX										2,972,088
OTHER TAX										468,200
LICENSES AND PERMITS										75,090
INTERGOVERNMENTAL (1)										789,896
CHARGES FOR SERVICES			24,921,009	3,839,243	4,271,445	3,611,933	3,229,250	2,069,030	131,771	42,563,941
FINES AND FORFEITURES										662,725
INVESTMENT EARNINGS		4,000								20,800
CONTRIBUTIONS AND DONATIONS										23,240
MISCELLANEOUS REVENUE										152,895
TRANSFERS IN			557,359							4,773,780
DEBT/LEASE PROCEEDS										15,690,000
TOTAL OPERATING RESOURCES	\$0	\$1,245,481	\$25,478,368	\$3,839,243	\$4,271,445	\$3,611,933	\$3,229,250	\$2,069,030	\$131,771	\$78,071,217
DEPARTMENT EXPENDITURES										
COMMUNITY DEVELOPMENT										268,130
RECREATION										294,730
AQUATIC CENTER										607,038
PARKS (1)										1,187,405
LIBRARY (1)										474,064
ADMINISTRATION										1,056,155
HR/RISK MANAGEMENT										235,427
MAIN ST/COMMUNITY DEV										210,500
MAINTENANCE/CENTRAL WHSE										736,127
FINANCE										818,722
INFORMATION TECHNOLOGY (1)										600,579
MUNICIPAL COURT										347,356
PUBLIC WORKS										451,654
ANIMAL SHELTER (1)										174,993
ANIMAL CONTROL										104,821
STREETS										1,316,713
AIRPORT										87,524
COMMUNICATIONS										1,055,289
POLICE (1)										3,351,742
FIRE (1)										1,389,949
HOTEL/MOTEL										357,000
FIRE/COMMUNITY HALL RENOV										0
EQUIPMENT										342,320
STREETS AND DRAINAGE										217,844
EMERGENCY MANAGAMENT										3,000
POLICE TRAINING										0
CRIMINAL LAW ENFORCEMENT										8,500
FIRE DEPT GRANTS										1,000
DONATIONS										149,500
COURTS TECHNOLOGY/SECURITY										40,508
PARKS SPECIAL REVENUE										201,000
US 290 PASS THRU FINANCE										15,423,000
2002 CAPITAL										0
2006 CAPITAL										0
CAPITAL LEASES	0									0
AIRPORT CAPITAL										0
BCDC		315,476								315,476
UTILITY CUSTOMER SERVICE			613,030							613,030
PUBLIC UTILITIES			596,627							596,627
ELECTRIC			1,998,414							1,998,414
GAS				513,848						513,848
WATER TREATMENT					1,091,991					1,091,991
WATER CONSTRUCTION					635,188					635,188
WASTEWATER CONSTRUCTION						550,600				550,600
WASTEWATER TREATMENT						1,290,766				1,290,766
TRANSFER STATION							665,483			665,483
COLLECTION STATION							422,826			422,826
RECYCLING CENTER							173,892			173,892
COLLECTION							1,534,976			1,534,976
MEDICAL INSURANCE								2,063,000		2,063,000
WORKERS' COMPENSATION									130,000	130,000
SUBTOTAL DEPARTMENT	0	315,476	3,208,071	513,848	1,727,179	1,841,367	2,797,177	2,063,000	130,000	44,108,708
OTHER EXPENDITURES										
SOURCE COST			18,796,867	2,462,536	270,000					21,529,403
FRANCHISE TAX			1,710,445	267,571	290,587	247,050	56,435			2,572,088
DEBT SERVICE		71,224	9,564	2,034	1,129,503	1,163,276	93,342			5,320,288
NON-DEPT AND MISC			27,400		0					297,609
SUBTOTAL OTHER	0	71,224	20,544,276	2,732,141	1,690,090	1,410,326	149,777	0	0	29,719,387
TRANSFERS OUT	77,922	858,781	1,704,153	500,967	531,037	546,006	368,904			4,773,781
TOTAL EXPENDITURES	\$77,922	\$1,245,481	\$25,456,499	\$3,746,956	\$3,948,307	\$3,797,699	\$3,315,858	\$2,063,000	\$130,000	\$78,601,876
CHANGE IN FUND BALANCE	(77,922)	0	21,869	92,287	323,138	(185,766)	(86,608)	6,030	1,771	(530,660)
ENDING FUND BALANCE	\$4,691	\$761,460	\$4,683,410	\$1,095,607	\$1,094,797	\$378,822	\$544,400	\$6,030	\$208,660	\$12,882,321

(1) Intergovernmental includes inter-lk

CITY OF BRENHAM - ORGANIZATIONAL CHART
(As of October 19, 2010)



GENERAL FUND OVERVIEW

The General Fund is the government’s primary operating fund. It accounts for all financial resources of the City, except those required to be accounted for in another fund.

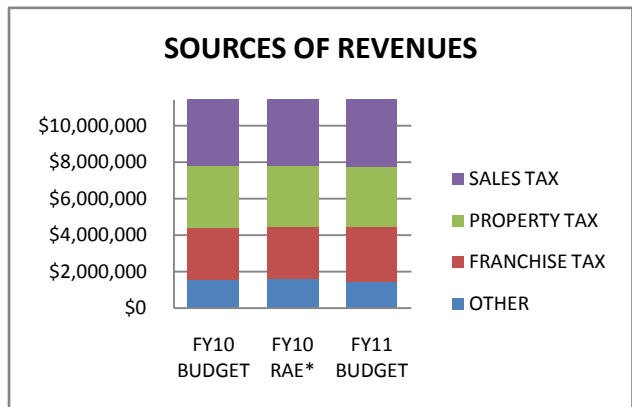
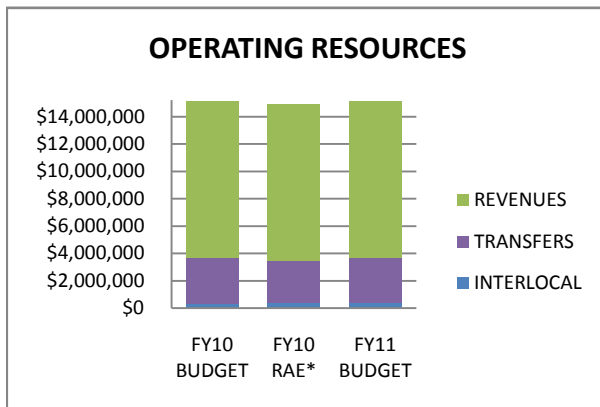
OPERATING RESOURCES

The primary sources for General Fund operating resources are revenues and inter-fund transfers. In addition, the City has entered into a number of inter-local agreements which are treated as contra-expenses in operating department budgets. Combined operating resources for fiscal year FY11 Budget are \$15,140,638. Of this figure, \$11,472,909 (76%) is derived from revenues; \$3,278,208 (22%) is derived from inter-fund transfers; and \$389,521 (2%) is derived from inter-local agreements.

Revenues

The major underlying assumption in the budget revenue forecast for FY11 is that a sustained economic recovery will boost consumer confidence and spending. There will be a gradual loosening of credit and eventual decline in unemployment. Economic constraints hampering sales, property and franchise tax growth which comprise more than 87% of revenues should diminish over the next 12 to 24 months. Assumptions specific to these budget revenue projections include:

- Continued strengthening in sales tax revenue growth through FY11, with an expected increase of 1.2% over the FY10 RAE;
- A small decrease in tax revenue as result of the decline in property valuations (e.g. certified values of \$976,451,381 in 2010 versus \$982,228,556 adjusted for 2009) coupled with maintenance of the current tax rate of \$0.5042 (e.g. \$0.3420 O&M and \$0.1622 I&S) which is lower than the effective tax rate; and
- A 4.8% increase in utility generated franchise tax collections which are based on 7% of utility revenue, as a result of customer growth and a rise in electric, gas and water consumption.

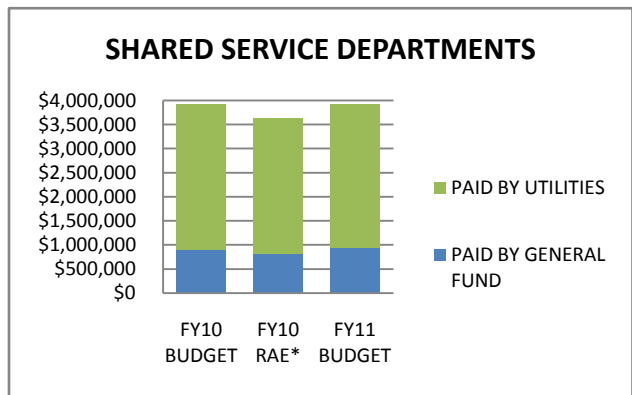
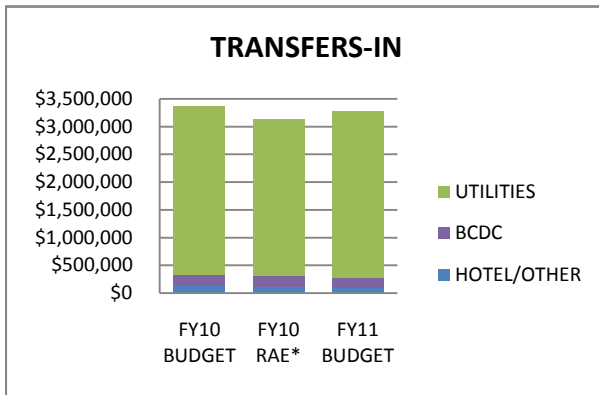


- Revised annual estimate.

- Revised annual estimate.

Inter-Fund Transfers

For FY11, \$3,278,208 is budgeted for inter-fund transfers. Over 91% of the inter-fund transfers are from City-owned utilities. These transfers are used to offset a portion of shared administrative services performed by General Fund departments for utility operations. Costs from the Administrative, Community Services, Main Street/Community Development, Central Warehouse/Maintenance, Finance, HR/Risk Management and Information Technology departments are allocated to utility funds. As part of a budget initiative began in FY09, these cost allocations have been reduced from FY10 levels. There are also transfers from BCDC to help cover costs of aquatic programs and the Hotel/Motel fund to help offset the costs of parks/recreation programs that bring in overnight visitors to the City. In addition, there is a transfer from the Courts Technology/Security Fund to help pay for juvenile case management responsibilities handled by the Municipal Court.

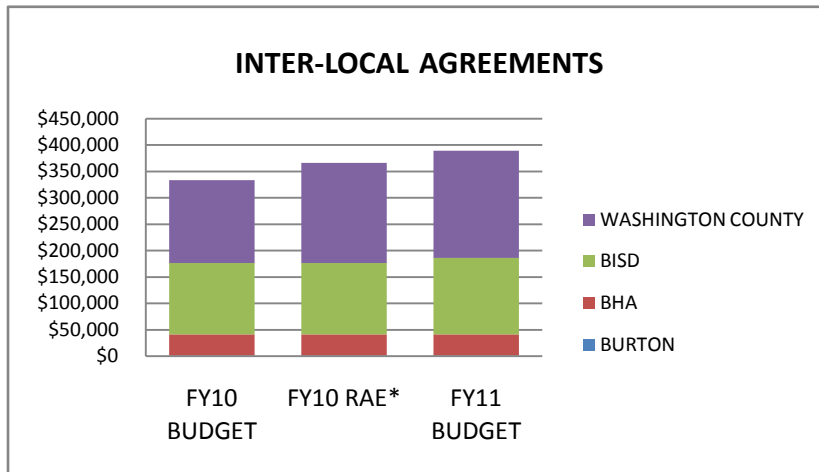


- Revised annual estimate.

- Revised annual estimate.

Inter-Local Agreements

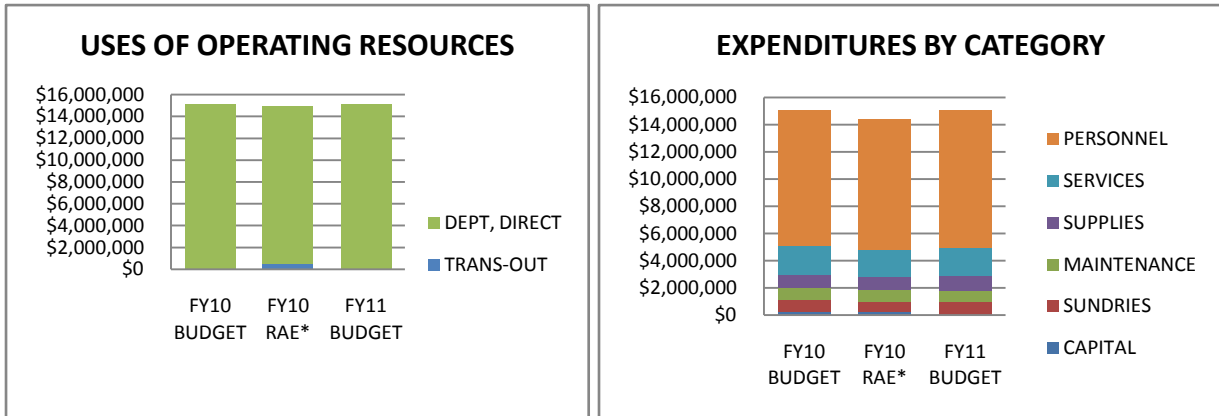
In an effort to achieve economies of scale and reduce cost associated with duplication of effort, the City has entered into inter-local agreements. There is \$389,521 budgeted in inter-local agreements for FY11.



- Revised annual estimate.

USES OF OPERATING RESOURCES

For FY11, there is \$15,140,637 appropriated for General Fund uses of operating resources, excluding inter-local agreement offsets. \$15,039,126 or 99% has been budgeted for department and other direct expenditures. The FY11 Budget exceeds the FY10 Amended Budget by less than 1%. Expenditures are grouped into six categories.



- Revised annual estimate.

- Revised annual estimate.

Personnel

Over 67% of department and other direct expenditures is for personnel which includes salaries and benefits. The personnel budget for FY11 is \$10,124,659 representing a 1.9% (\$192,500) increase over FY10 Amended Budget and a 5.6% (\$538,439) increase over the FY10 RAE. The FY11 Budget includes a 2.5% mid-year pay scale adjustment and a 10% increase in medical insurance premiums. The mid-year pay scale adjustment has a budget impact of \$75,122 for the General Fund.

Services

The second largest expenditure category is services. Almost 14% of department and other direct expenditures is for services which include utility costs (e.g. electric, gas, water, sewer), phone services, contracts for software maintenance and attorney fees. The FY11 services budget is slightly lower than FY10 Amended Budget with savings in attorney fees. In addition, utility costs are expected to remain fairly stable during the year. There is \$2,044,831 budgeted for services.

Supplies

Almost 7% of FY11 Budget or \$1,040,649 is for supplies. Supplies generally includes items expected to be consumed within the fiscal year operating cycle. However, the City budgets its computer replacements program in the supplies category. Computers and servers are schedule for replacement every five years. Increases in the computer replacement plan and fuel costs contribute to the 6.5% increase in the supplies budget over FY10 Amended Budget.

Maintenance, Sundries, Capital

The remaining 12% of department and other direct expenditures for FY11 Budget is for maintenance, sundries and capital. There is \$857,106 appropriated for maintenance; \$879,886 appropriated for sundries; and \$91,995 appropriated for capital. Maintenance expenditures are made for vehicle, equipment and building repairs, as well as pool repairs at the aquatics center. Sundries includes property insurance, seminars and travel expenditures and community service expenditures. The City provides approximately \$200,000 in support of various non-profit community service organizations.

The capital category is used to budget those items that are not expected to be consumed within the fiscal year. Some capital items are *capitalized* under GAAP and depreciated based upon their life expectancy. Other small capital items (e.g. a vehicle costing less than \$15,000) are expensed. Beginning in FY10, most capital items of the General Fund are budgeted in the Streets and Drainage Fund and the Equipment Fund. Since reserve requirement are met, prior year above-budget-net-revenues (ABNR) and current year operating resources in excess of operating resource uses were moved to these two funds for FY11 budget appropriations. These transfers have diminished the capital category in the General Fund.

FUND BALANCE

Projected beginning General Fund balance for FY11 is \$2,764,850. The FY11 Budget is a balanced budget. Total operating resources are equal to uses of operating resources. Therefore the net change to fund balance for FY11 is \$0. As previously mentioned and outlined under Financial Policies (see Appendix), the City strives to maintain a 90-day reserve for its General Fund. Resources above the 90-day threshold may be used for one-time expenditures, including transfers into the Streets and Drainage Fund or the Equipment Fund.

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
BEGINNING BALANCE	2,687,654	2,764,850	2,764,850	2,764,850	2,764,850
NET REVENUES	77,196	0	62,246	0	0
SUBTOTAL	77,196	0	62,246	0	0
ENDING BALANCE	2,764,850	2,764,850	2,827,096	2,764,850	2,764,850

- Revised annual estimate.

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GENERAL FUND SUMMARY

\$	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
REVENUES - TAXES					
PROPERTY TAXES	3,239,666	3,339,099	3,339,099	3,330,924	3,311,333
CITY SALES TAX	3,727,329	3,678,992	3,678,992	3,678,992	3,724,443
FRANCHISE TAX	3,031,923	2,898,365	2,898,365	2,850,621	2,972,088
MIXED BEVERAGE TAX	23,454	26,032	26,032	23,200	23,200
SUBTOTAL TAX REVENUES	10,022,372	9,942,488	9,942,488	9,883,738	10,031,064
LICENSES, PERMITS & FEES	729,635	731,404	731,404	826,583	814,615
REVENUES - MISCELLANEOUS					
SALE OF PROPERTY	70,451	0	0	4,608	0
INTEREST INCOME	29,597	31,500	31,500	6,600	6,700
CONCESSIONS	104,680	99,500	99,500	102,490	102,490
WASHINGTON COUNTY	22,347	22,500	22,500	16,543	0
OTHER MISCELLANEOUS	253,427	297,253	419,251	390,149	302,020
SUBTOTAL MISC REVENUES	480,502	450,753	572,751	520,390	411,210
AQUATICS	174,809	160,155	160,155	182,620	182,620
ANIMAL CONTROL	47,472	36,620	36,620	33,400	33,400
TOTAL REVENUES	11,454,790	11,321,420	11,443,418	11,446,731	11,472,909
EXPENDITURES BY DEPT					
COMMUNITY SERVICE	0	0	46,023	49,078	268,130
RECREATION	280,202	297,179	297,179	290,194	294,730
AQUATIC CENTER	633,510	605,349	618,349	619,437	607,038
PARKS DEPARTMENT	1,205,312	1,163,378	1,187,378	1,131,660	1,154,405
LIBRARY	381,327	444,233	449,425	422,415	444,064
ADMINISTRATION	1,009,866	1,156,466	1,134,189	1,032,499	1,056,155
HR/RISK MANAGEMENT	0	0	0	0	235,427
MAIN ST/COMMUNITY DEV	210,942	200,388	200,388	209,857	210,500
MAINT/CENTRAL WHSE	735,006	712,774	712,774	680,894	736,127
FINANCE	846,343	885,924	843,761	754,450	818,722
PUBLIC INFO/GRAPHICS	403,368	403,362	403,362	371,525	0
INFORMATION TECH	605,992	583,232	583,232	576,109	596,473
MUNICIPAL COURT	329,500	341,308	341,308	324,714	347,356
PUBLIC WORKS	403,154	411,376	423,876	393,278	451,654
ANIMAL SHELTER	89,285	130,350	130,350	110,078	129,393
ANIMAL CONTROL	127,995	93,829	93,829	103,902	104,821

GENERAL FUND SUMMARY

\$	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
EXPENDITURES BY DEPT					
STREETS	1,358,089	1,306,589	1,306,589	1,277,692	1,316,713
AIRPORT	41,223	88,002	88,002	87,715	87,524
CENTRAL COMMUNICATIONS	732,829	956,333	956,333	927,938	980,374
POLICE DEPARTMENT	2,988,393	3,216,939	3,237,771	3,128,579	3,155,342
FIRE DEPARTMENT	1,299,009	1,431,034	1,387,152	1,300,593	1,384,449
SUBTOTAL DEPT EXPEND	13,681,345	14,428,045	14,441,270	13,792,607	14,379,397
OTHER DIRECT EXPENDITURES					
UNCOLLECTIBLE ACCTS	(1,799)	0	0	595	0
INVENTORY ADJUSTMENTS	7,175	0	0	0	0
NON-DEPT CONTINGENCY	0	61,324	32,770	32,770	44,811
ELECTRICAL ST LIGHTS	110,087	106,395	106,395	101,500	106,000
DECOR POLES/SIGNS/LTS	0	2,200	2,451	2,450	2,200
ST LIGHTS AND SIGNALS	0	0	0	0	10,000
201 N PARK	0	0	0	13,402	13,740
ELECT-CONST PHSE PD	0	0	17,010	17,010	0
TAX APPRAISAL DIST COSTS	87,550	83,379	83,379	83,379	85,958
OFFICE FURN/EQUIP	24,024	0	0	0	0
PHONE LEASE	49,224	0	0	4,102	0
OTHER CAPITAL	85	0	7,500	12,867	7,500
SUBTOTAL OTHER DIR EXP	276,346	253,298	249,505	268,075	270,209
TOTAL EXPENDITURES	13,957,691	14,681,343	14,690,775	14,060,682	14,649,605
REVENUES BEFORE TRFS	(2,502,901)	(3,359,923)	(3,247,357)	(2,613,951)	(3,176,696)
TRANSFERS					
TRNSF-HOTEL/MOTEL	52,250	60,000	60,000	60,000	48,000
TRNF-ELECTRIC	1,780,028	1,765,333	1,765,333	1,609,244	1,704,153
TRNF-GAS	438,237	386,283	386,283	366,007	348,412
TRNF-WATER	385,532	350,244	350,244	335,968	322,368
TRNF-WASTEWATER	326,850	348,378	348,378	334,226	318,210
TRNF-SANITATION	176,593	185,120	185,120	170,098	300,565
TRNF-AIRPORT	(44,000)	0	0	0	0
TRANSFER-PD GRANTS	(5,058)	0	0	0	0
TRNF-FD GRANT	0	0	(7,320)	(7,320)	0
TRNF-CENTRAL STAT & EOC	(150,879)	0	(31,600)	(31,600)	0
TRNSF-COURT TECH/SEC	27,223	25,185	25,185	47,381	36,500

GENERAL FUND SUMMARY

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$					
TRANSFERS					
TRNSF-EQUIPMENT FUND	(262,814)	0	0	(240,809)	(101,511)
TRNF-PHONE LEASE	39,380	39,380	39,380	0	0
TRNSF-STREETS AND DRAINAGE	(242,245)	0	0	(217,844)	0
TRNSF-GRANTS	0	0	(11,400)	(11,400)	0
TRNSF-BCDC	209,000	200,000	200,000	200,000	200,000
TRNSF-US 290	(150,000)	0	0	0	0
TOTAL TRANS IN (OUT)	2,580,097	3,359,923	3,309,603	2,613,951	3,176,697
REVENUES AFTER TRFS	77,196	0	62,246	0	0

GENERAL FUND REVENUES

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL 2010		
\$					
102.00 TAX RECEIPTS	3,202,923	3,302,828	3,302,828	3,292,037	3,272,674
130.00 PENALTY AND INT/TAX	33,718	32,312	32,312	34,566	34,363
131.00 PENALTY LATE REND	3,025	3,959	3,959	4,321	4,295
140.00 CITY SALES TAX	3,727,329	3,678,992	3,678,992	3,678,992	3,724,443
150.00 UTIL FRANCHISE TAXES	2,729,950	2,599,365	2,599,365	2,523,818	2,644,088
156.00 GROSS RECPTS/FRAN	276,945	278,000	278,000	305,803	307,000
157.00 SANITATION FRAN	25,028	21,000	21,000	21,000	21,000
170.00 MIXED BEV TAX RECPT	23,454	26,032	26,032	23,200	23,200
TOTAL TAXES	10,022,371	9,942,488	9,942,488	9,883,738	10,031,064
210.00 BEER/WINE LICENSE	5,010	3,950	3,950	9,125	5,000
250.00 WHIS/MLT/MIXED BEV	5,390	4,265	4,265	5,880	5,500
260.00 NON-CON TOWING LIC	3,000	3,000	3,000	6,000	6,000
270.00 MOBILE HOME PK LIC	75	75	75	0	0
TOTAL LICENSES	13,474	11,290	11,290	21,005	16,500
310.00 BUILDING PERMITS	40,163	30,000	30,000	47,583	47,500
320.00 ELECT/PLUMB PERMI	8,351	7,000	7,000	9,924	9,900
335.00 PARADE PERMITS	90	90	90	90	90
340.00 VENDORS PERMITS	(90)	10	10	1,100	1,100
TOTAL PERMITS	48,513	37,100	37,100	58,697	58,590
410.00 CORP COURT FINES	319,765	353,767	353,767	329,672	330,000
410.05 TRAFFIC FINES	200,461	190,570	190,570	257,076	250,000
410.30 ADMINISTRATIVE FEES	25,503	23,000	23,000	28,535	28,000
410.50 CHILD SAFETY FEES	2,313	2,600	2,600	700	700
410.60 TRAFFIC/ARREST/TIME	48,641	46,000	46,000	54,000	54,000
410.74 CIVIL JUSTICE FEE	0	0	0	23	25
430.00 PARK/REC FEES	33,160	32,477	32,477	46,675	46,600
440.00 POLICE DEPT REPORTS	2,645	2,700	2,700	2,600	2,600
466.00 FALSE ALARMS	5,430	5,600	5,600	3,900	3,900
467.00 PHONE ACCESS FEES	7,954	7,200	7,200	6,500	6,500
469.00 MISC FIRE DEPT FEES	5,041	3,100	3,100	500	500
470.00 LIBRARY FINES/FEES	16,736	16,000	16,000	16,700	16,700
TOTAL FINES & FEES	667,649	683,014	683,014	746,881	739,525

GENERAL FUND REVENUES

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$					
512.00 SALES OF PROPERTY	70,451	0	0	4,608	0
513.00 INTEREST INCOME	1,758	2,100	2,100	100	100
513.30 INTEREST -TEXPOOL	24,745	26,000	26,000	2,900	3,000
513.35 INTEREST-TEXSTAR	3,094	3,400	3,400	3,600	3,600
514.20 CONCESSION STAND	101,679	97,000	97,000	101,000	101,000
514.30 VENDING -SOFT DRINKS	1,571	1,500	1,500	890	890
514.35 VENDING -SNACKS	1,430	1,000	1,000	600	600
515.00 PARKING INCOME	22,943	30,000	30,000	4,700	4,700
516.00 CAROUSEL RENTAL	4,357	4,200	4,200	6,000	6,000
518.00 RENTAL INCOME	5,201	4,801	4,801	4,800	4,800
520.00 MAIN ST EVENT REV	29,252	25,000	25,000	52,000	52,000
521.00 GRANT REVENUES	8,602	661	661	3,250	3,250
521.52 SAFER GRANT	0	119,923	119,923	79,673	104,025
521.10 GRANT REV-AIRPORT	9,461	30,000	30,000	8,400	28,000
521.46 GRANT REV-LIBRARY	6,897	6,900	6,900	9,415	9,400
525.00 PKING SPACES RENTAL	960	1,080	1,080	420	360
528.40 WA CTY-WAGE BASED	22,347	22,500	22,500	16,543	0
528.55 VOLUNTEER FIRE DEPT	2,805	2,805	2,805	2,805	2,805
529.00 AIRPORT REVENUES	44,088	45,000	45,000	49,706	50,000
530.00 INSURANCE PROCEEDS	19,339	0	17,088	21,665	0
533.00 GRANT-FEDERAL REV	15,595	0	0	0	0
535.00 MISC POLICE REV	4,705	5,300	5,300	7,850	7,850
537.00 RESTITUTION PMENTS	717	1,000	1,000	600	600
538.00 BVWACS COM TOWER	23,248	0	104,910	104,910	0
545.00 ST PAVING RECEIPTS	314	0	0	0	0
546.00 BLDING LIEN REVENUES	87	0	0	6,000	0
555.00 LEASE/ROYALTY PAY	2,405	3,200	3,200	1,730	1,730
590.00 MISC REVENUES	52,451	17,383	17,383	26,225	26,500
TOTAL MISC	480,502	450,753	572,751	520,390	411,210
740.00 AQUATICS ADMIS FEES	77,811	63,250	63,250	78,000	78,000
740.20 AQUAS MEMBER PASS	48,757	50,000	50,000	48,700	48,700
740.30 PROGRAM REV-AQUA	15,142	15,000	15,000	15,000	15,000
740.40 PROGRAM REV-REC	7,360	7,500	7,500	15,000	15,000
770.10 POOL RENTALS-LEISURE	7,338	6,375	6,375	7,000	7,000
770.20 POOL RENT/COMP	15,930	15,400	15,400	16,000	16,000

GENERAL FUND REVENUES

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$		2010	2010	2010	2011
770.40 LOCKER/TABLE RENTAL	590	430	430	500	500
770.50 AQUA MTING RM RENT	1,881	2,025	2,025	420	420
770.90 AQUA/REC MISC REV	0	175	175	2,000	2,000
TOTAL AQUATICS	174,809	160,155	160,155	182,620	182,620
820.00 ADOPTION FEES	15,250	11,100	11,100	12,000	12,000
830.00 ANIM SHEL-MISC/RAB	12,974	10,250	10,250	5,000	5,000
850.00 DOG LICENSE	7,450	6,100	6,100	7,000	7,000
860.00 MULTI-ANIM PERMITS	195	170	170	150	150
870.00 IMPOUNDED ANIMALS	7,335	6,000	6,000	6,300	6,300
880.00 EDUCATION FEES	3,863	2,700	2,700	2,900	2,900
890.00 SURRENDER FEES	405	300	300	50	50
TOTAL SHELTER/CONT	47,472	36,620	36,620	33,400	33,400
TOTAL REVENUES	11,454,790	11,321,420	11,443,418	11,446,731	11,472,909

DEPT 122 - COMMUNITY SERVICES DEPARTMENT

\$268,130



STAFFING (FTES)







Director	<u>1.00</u>
Total	1.00

The Community Services Department provides managerial oversight for Parks, Recreation, Aquatics, Main Street, Community Development, and the Nancy Carol Roberts Memorial Library. The department works to coordinate efforts and maximize the experience for residents and visitors to the City of Brenham. The Community Services Department also serves as a liaison for the Community Service Committee, Park and Recreation Advisory Board, Main Street Board, Library Board, Hotel Occupancy Tax Board, and assists with the Brenham Community Development Corporation 4B Sales Tax Board.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for Economic Development  and City Services 

-  Actively seek and identify economic and community development opportunities;
-  Identify opportunities to improve the experience of residence and visitors as well as improve our quality of place;
-  Plan, coordinate and direct diversified year round, city wide leisure services programs including Parks, Recreation, and Library; and
-  Manage and supervise economic development programs, community preservation and planning and programs and the Main Street program.

DEPT 122 - COMMUNITY SERVICES DEPARTMENT

BUDGET HIGHLIGHTS

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
\$					
Personnel	0	0	42,163	42,163	82,050
Supplies	0	0	0	2,689	2,100
Maintenance	0	0	0	0	0
Services	0	0	0	366	0
Capital	0	0	3,860	3,860	0
Sundries	0	0	0	0	183,980
	0	0	46,023	49,078	268,130
Total					

DECISION PACKAGES FUNDED

NONE

PERFORMANCE MEASURES

FACTOR	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
# of Econ. Dev. Projects	N/A	N/A	N/A	6	8
# of Comm. Dev. Projects	N/A	N/A	N/A	1	6
# of Envision 2020 Identified Projects	N/A	N/A	N/A	3	10
# Visitors of Comm. Serv. Projects/Programs	N/A	N/A	N/A	204,719	200,000

* REVISED ANNUAL ESTIMATE

DEPT 122 - COMMUNITY SERVICES DEPARTMENT**LINE ITEM DETAIL**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	2010		
\$						
101.00	SALARIES & WAGES	0	0	34,236	34,236	64,385
102.00	OVERTIME PAY	0	0	0	0	0
103.00	OASDI/MEDICARE	0	0	2,619	2,619	4,927
103.02	MATCHING RETIREMENT	0	0	2,992	2,992	5,838
105.00	LONGEVITY PAY	0	0	0	0	25
105.01	EDUCATION/MISCELLANEOUS	0	0	0	0	0
105.02	OTHER PAY	0	0	0	0	0
105.03	STANDBY	0	0	0	0	0
106.00	MEDICAL INSURANCE	0	0	2,135	2,135	5,511
106.01	LIFE INSURANCE	0	0	96	96	231
106.02	LONG TERM DISABILITY	0	0	35	35	84
107.00	WORKERS' COMPENSATION	0	0	50	50	111
116.00	SALARIES/WAGES CONTINGENCY	0	0	0	0	938
118.00	ACCRUED COMP TIME	0	0	0	0	0
203.00	TOOLS/SMALL EQUIPMENT	0	0	0	0	0
204.00	POSTAGE & FREIGHT	0	0	0	40	150
205.00	OFFICE SUPPLIES	0	0	0	200	500
206.00	EMPLOYEE RELATIONS	0	0	0	125	500
207.00	REPRODUCTION & PRINTING	0	0	0	38	0
208.00	CLOTHING	0	0	0	0	200
209.00	EDUCATIONAL	0	0	0	0	0
211.00	CLEANING AND JANITORIAL	0	0	0	0	0
212.00	COMPUTER SUPPLIES	0	0	0	2,216	250
213.00	COMMUNICATIONS EQUIPMENT	0	0	0	0	0
218.00	PHOTOGRAPHY	0	0	0	0	0
223.00	SMALL APPLIANCES	0	0	0	0	0
250.00	OTHER SUPPLIES	0	0	0	70	500
313.00	COMPUTER/OFFICE EQUIPMENT	0	0	0	0	0

DEPT 122 - COMMUNITY SERVICES DEPARTMENT**LINE ITEM DETAIL (CONTINUED)**

		BUDGET			RAE*	BUDGET
		ACTUAL	ORIGINAL	AMENDED		
\$		2009	2010	2010	2010	2011
402.00	AUDITS/CONSULTANTS FEES	0	0	0	0	0
403.00	TELEPHONE	0	0	0	0	0
407.00	LEGAL NOTICES	0	0	0	0	0
409.00	ADVERTISEMENTS	0	0	0	0	0
410.00	PHYSICALS	0	0	0	0	0
424.00	SERVICE CONTRACTS	0	0	0	366	0
450.00	OTHER SERVICES	0	0	0	0	0
712.00	OFFICE FURNITURE/EQUIPMENT	0	0	3,860	3,860	0
901.00	LIAB/CASUALTY INSURANCE	0	0	0	0	0
908.00	SEMINARS/MEMBERSHIP/TRAVEL	0	0	0	0	3,000
908.10	MILEAGE	0	0	0	0	500
924.00	CONTINGENCY	0	0	0	0	0
926.00	WASHINGTON CO HEALTHLY LIVING	0	0	0	0	50,000
932.05	A DAY AWAY PROGRAM	0	0	0	0	900
932.10	BOYS AND GIRLS CLUB-PROGRAM	0	0	0	0	37,500
932.11	BOYS AND GIRLS CLUB-UTILITIES	0	0	0	0	30,000
932.12	BOYS AND GIRLS CLUB-INSURANCE	0	0	0	0	2,021
932.20	COMMUNITY EDUCATION	0	0	0	0	0
932.30	FAITH MISSION	0	0	0	0	20,000
932.31	FAITH MISSION-SANITATION CHGS	0	0	0	0	10,000
932.32	THRIFT SHOP-SANITATION CHGS	0	0	0	0	0
932.70	JOB PARTNERSHIP OF WASH CO	0	0	0	0	500
934.00	HERITAGE MUSEUM-UTILITES	0	0	0	0	10,000
934.01	HERITAGE MUSEUM-INSURANCE	0	0	0	0	1,059
950.00	OTHER SUNDRY	0	0	0	0	1,000
963.00	GOODFELLOWS	0	0	0	0	5,000
964.00	HOSPICE BRENHAM	0	0	0	0	12,500
TOTAL DEPARTMENT		0	0	46,023	49,078	268,130

* REVISED ANNUAL ESTIMATE

DEPT 049 - RECREATION DEPARTMENT

\$294,730









STAFFING (FTES)

Superintendent	0.50
Supervisor	1.00
Service Coordinator	0.50
Recreation Coordinator	1.00
PT Workers	1.74
 Total	 4.74

The Recreation Department strives to provide outstanding recreation programs for all citizens. A primary objective is to provide opportunities that are fun and affordable for everyone. Programs include adult sports leagues, summer camps, youth sports clinics, and softball tournaments. The department is responsible for all concession stand sales within the parks. This is a service the department strives to keep economically affordable and profitable. Reservations of park kitchens and ball fields are additional department responsibilities. The department works with a number of community organizations including Washington County Little League, Washington County Youth Soccer, Washington County Youth Football, Brenham Dolphins, Brenham Swim Club, Brenham ISD, and Washington County Healthy Living Association. The Parks and Recreation Advisory Board provides ongoing oversight of departmental activities.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for City Services. 

-  Increase the number of non-sports related recreation opportunities offered to the community including the introduction of Texas Parks and Wildlife angler classes and CRP and/or ARC babysitting classes;
-  Continue to attract and retain sports tournaments by maintaining a professional relationship with tournament directors, assisting with tournament logistics and making staff available for onsite help;
-  Increase social media networking to advertise programs and events;
-  Poll park users for all parks to assess future needs and wants of the community; and
-  Re-evaluate park user fees.

DEPT 049 - RECREATION DEPARTMENT**BUDGET HIGHLIGHTS**

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$					
		2010	2010	2010	2011
Personnel	163,942	172,835	172,835	167,480	174,568
Supplies	103,941	106,500	106,500	106,679	105,325
Maintenance	801	1,200	1,200	1,343	1,000
Services	7,965	12,182	12,182	10,988	9,377
Capital	382	0	0	0	0
Sundries	3,171	4,462	4,462	3,704	4,460
Total	280,202	297,179	297,179	290,194	294,730

DECISION PACKAGES FUNDED

NONE

PERFORMANCE MEASURES

FACTOR	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
		2010	2010	2010	2011
Total hosted tournaments	35	50	50	48	50
Total teams	475	1,050	1,050	1,025	1,050
Program participation					
- Adult program participants	230	300	300	420	450
- Youth program participants	95	125	125	680	725
- Summer camp participants	46	70	70	63	65
- Community Fitness Walk	2,100	2,500	2,500	2,040	2,000
- Jingle Bell Stroll	150	300	300	175	250
- Movie in the Park	N/A	N/A	N/A	1,850	2,000

* REVISED ANNUAL ESTIMATE

DEPT 049 - RECREATION DEPARTMENT**LINE ITEM DETAIL**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	ORIGINAL		
\$						
101.00	SALARIES & WAGES	124,760	130,490	130,490	129,275	132,272
102.00	OVERTIME PAY	888	1,325	1,325	775	1,325
103.00	OASDI/MEDICARE	9,424	9,779	9,779	9,667	9,801
103.02	MATCHING RETIREMENT	9,690	9,661	9,661	9,259	9,887
105.00	LONGEVITY PAY	421	735	735	310	425
105.01	EDUCATION/MISCELLANEOUS	1,754	2,400	2,400	0	0
105.02	OTHER PAY	0	0	0	0	0
105.03	STANDBY	0	0	0	0	0
106.00	MEDICAL INSURANCE	14,549	16,692	16,692	16,263	17,283
106.01	LIFE INSURANCE	291	404	404	384	384
106.02	LONG TERM DISABILITY	142	206	206	183	198
107.00	WORKERS' COMPENSATION	1,291	1,143	1,143	1,364	1,464
116.00	SALARIES/WAGES CONTINGENCY	0	0	0	0	1,529
118.00	ACCRUED COMP TIME	732	0	0	0	0
202.00	FUEL	451	1,000	1,000	910	1,000
203.00	TOOLS/SMALL EQUIPMENT	0	0	0	0	0
203.10	CONCESSION EQUIPMENT	298	300	300	300	400
204.00	POSTAGE & FREIGHT	27	50	50	44	50
205.00	OFFICE SUPPLIES	542	750	750	486	600
206.00	EMPLOYEE RELATIONS	438	600	600	590	600
207.00	REPRODUCTION & PRINTING	2,401	4,000	4,000	3,936	4,000
208.00	CLOTHING	901	750	750	744	750
209.00	EDUCATIONAL	80	50	50	225	275
210.00	BOTANICAL & AGRICULTURAL	0	0	0	0	0
211.00	CLEANING AND JANITORIAL	412	300	300	300	300
212.00	COMPUTER SUPPLIES	2,272	2,000	2,000	2,491	350
213.00	COMMUNICATIONS EQUIPMENT	150	0	0	0	0
214.00	RECREATION PROGRAMS	11,072	15,000	15,000	15,000	16,000
216.00	RESALE ITEMS-CONCESSIONS	82,677	78,000	78,000	77,984	78,000
216.10	RESALE ITEMS-VENDING	729	3,000	3,000	2,620	2,000
218.00	PHOTOGRAPHY	19	0	0	0	0
221.00	SAFETY/FIRST AID SUPPLIES	0	50	50	50	50
223.00	SMALL APPLIANCES	664	150	150	149	200
250.00	OTHER SUPPLIES	808	500	500	850	750

DEPT 049 - RECREATION DEPARTMENT

LINE ITEM DETAIL (CONTINUED)

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
303.00 VEHICLES/LARGE EQUIPMENT	318	500	500	600	500
312.00 BUILDINGS/APPLIANCES	472	500	500	743	500
313.00 COMPUTER/OFFICE EQUIPMENT	0	0	0	0	0
350.00 OTHER MAINTENANCE	11	200	200	0	0
403.00 TELEPHONE	1,754	2,332	2,332	2,496	2,027
407.00 LEGAL NOTICES	0	0	0	0	0
409.00 ADVERTISEMENTS	1,031	4,500	4,500	3,500	2,250
410.00 PHYSICALS	458	500	500	200	0
424.00 SERVICE CONTRACTS	4,150	4,250	4,250	4,150	4,500
450.00 OTHER SERVICES	572	600	600	642	600
712.00 OFFICE FURNITURE/EQUIPMENT	382	0	0	0	0
714.00 RADIOS/RADAR/CAMERAS	0	0	0	0	0
901.00 LIAB/CASUALTY INSURANCE	225	262	262	252	260
908.00 SEMINARS/MEMBERSHIP/TRAVEL	2,294	3,000	3,000	2,332	3,000
908.10 MILEAGE	599	1,200	1,200	1,120	1,200
949.00 UNEMPLOYMENT BENEFITS	53	0	0	0	0
950.00 OTHER SUNDRY	0	0	0	0	0
TOTAL DEPARTMENT	280,202	297,179	297,179	290,194	294,730

* REVISED ANNUAL ESTIMATE

DEPT 149 - AQUATICS CENTER DEPARTMENT

\$607,038



STAFFING (FTES)

Superintendent	0.50
Supervisor	1.00
Service Coordinator	0.25
Lifeguards	10.56
Front Desk	1.88
Front Gate	0.45
Party Hostess	0.20
Programs	<u>0.20</u>
Total	15.04

The Blue Bell Aquatics Center is part of the City of Brenham’s recreation program. A primary objective of the department is to provide a fun and safe aquatic experience for all citizens, year round. The Aquatic Center accommodated more than 68,000 visitors during fiscal year 2010. Summer is the busiest season. For June through August 2010, the Aquatic Center had 41,620 visitors. The Aquatic Center also plays host to parties that can be scheduled during regular pool hours or reserved off-hours for private festivities. The Aquatic Center offers swimming lessons for all ages, event nights, and CPR training. Popular programs include: Learn to Swim, Junior Guard, Water Babies, AquaJogger, WaterWorks, and Community Education Aquasize.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for City Services.



- Develop additional aquatics programs to generate revenue;
- Research new ideas for hosting birthday parties and private parties;
- Receive audit feedback of EXCEEDS on lifeguard program;
- Increase social media networking to advertise programs and events;
- Increase private and group swim lesson opportunities; and
- Evaluate current times and staff hours and cut back to decrease expenses without losing quality, service or revenue.

DEPT 149 - AQUATICS CENTER DEPARTMENT**BUDGET HIGHLIGHTS**

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
\$					
Personnel	353,022	352,113	352,113	362,198	364,328
Supplies	50,751	49,850	47,850	49,875	49,400
Maintenance	48,914	35,850	50,850	47,450	34,500
Services	153,214	156,532	154,532	147,854	149,370
Capital	17,190	0	4,000	4,000	0
Sundries	10,419	11,004	9,004	8,060	9,440
Total	633,510	605,349	618,349	619,437	607,038

DECISION PACKAGES FUNDED

BENEFITS ADJUSTMENT - HEAD LIFE GUARD 7,424

PERFORMANCE MEASURES

FACTOR	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
# of monthly passes	563	725	725	550	550
# of annual passes	87	90	90	90	90
# of visitors	66,418	68,000	68,000	66,000	68,000
# of parties	89	113	113	90	95
# of participants in programs	395	425	425	450	425
# of swim meets	9	7	7	8	8

* REVISED ANNUAL ESTIMATE

DEPT 149 - AQUATICS CENTER DEPARTMENT**LINE ITEM DETAIL**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	ORIGINAL		
\$						
101.00	SALARIES & WAGES	302,039	302,853	302,853	310,648	303,483
102.00	OVERTIME PAY	2,744	2,790	2,790	2,600	2,790
103.00	OASDI/MEDICARE	23,253	23,204	23,204	24,106	23,633
103.02	MATCHING RETIREMENT	6,901	6,636	6,636	6,583	9,380
105.00	LONGEVITY PAY	504	523	523	905	1,085
105.01	EDUCATION/MISCELLANEOUS	3,046	2,400	2,400	4,798	4,800
105.02	OTHER PAY	0	0	0	0	0
105.03	STANDBY	0	0	0	0	0
106.00	MEDICAL INSURANCE	9,502	10,199	10,199	9,161	14,946
106.01	LIFE INSURANCE	336	279	279	265	262
106.02	LONG TERM DISABILITY	166	167	167	149	172
107.00	WORKERS' COMPENSATION	4,531	3,062	3,062	2,983	2,735
116.00	SALARIES/WAGES CONTINGENCY	0	0	0	0	1,042
118.00	ACCRUED COMP TIME	0	0	0	0	0
201.00	CHEMICALS	16,032	16,000	16,000	15,969	16,000
202.00	FUEL	0	0	0	0	0
203.00	TOOLS/SMALL EQUIPMENT	251	500	500	702	500
204.00	POSTAGE & FREIGHT	229	100	100	105	100
205.00	OFFICE SUPPLIES	1,376	1,500	1,500	1,500	1,500
206.00	EMPLOYEE RELATIONS	1,049	800	800	1,203	1,000
207.00	REPRODUCTION & PRINTING	1,448	1,000	1,000	2,500	1,500
208.00	CLOTHING	8,250	8,500	8,500	8,496	8,500
209.00	EDUCATIONAL	1,869	2,000	2,000	1,500	1,500
210.00	BOTANICAL & AGRICULTURAL	255	250	250	0	100
211.00	CLEANING AND JANITORIAL	5,053	4,500	4,500	4,609	5,000
212.00	COMPUTER SUPPLIES	3,055	500	500	2,000	2,000
213.00	COMMUNICATIONS EQUIPMENT	406	200	200	200	200
214.00	AQUATICS PROGRAMS	8,659	9,000	7,000	6,587	7,000
218.00	PHOTOGRAPHY	0	50	50	50	0
220.00	LAB SUPPLIES	0	0	0	0	0
221.00	SAFETY/FIRST AID SUPPLIES	1,840	2,750	2,750	2,754	2,750
223.00	SMALL APPLIANCES	112	200	200	200	250
250.00	OTHER SUPPLIES	867	2,000	2,000	1,500	1,500

DEPT 149 - AQUATICS CENTER DEPARTMENT**LINE ITEM DETAIL (CONTINUED)**

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$					
303.00 VEHICLES/LARGE EQUIPMENT	0	0	0	0	0
304.00 MACHINERY/EQUIPMENT	25	600	600	200	0
309.00 COMMUNICATION/PHOTO EQUIP	0	0	0	0	0
310.00 LAND/GROUNDS	0	0	0	0	0
311.10 POOL MAINTENANCE	30,790	20,000	33,000	33,000	20,000
312.00 BUILDINGS/APPLIANCES	13,542	9,000	9,000	9,000	9,000
313.00 COMPUTER/OFFICE EQUIPMENT	0	0	2,000	0	0
316.00 JANITORIAL	3,380	4,250	4,250	4,250	4,500
350.00 OTHER MAINTENANCE	1,177	2,000	2,000	1,000	1,000
401.00 ELECTRICAL	83,767	82,316	82,316	81,805	83,515
402.00 AUDITS/CONSULTANTS FEES	1,361	2,215	2,215	1,500	2,215
403.00 TELEPHONE	829	1,328	1,328	1,113	1,357
404.00 GAS	15,380	16,296	16,296	17,854	19,000
405.00 WATER	10,476	10,453	10,453	10,433	10,453
406.00 SEWER	6,619	7,430	7,430	7,105	7,430
406.50 GARBAGE	1,594	1,594	1,594	1,539	1,800
406.60 TRNSF STATION/LANDFILL FEE	0	0	0	0	0
409.00 ADVERTISEMENTS	21,002	18,500	16,500	12,585	11,000
410.00 PHYSICALS	3,598	5,000	5,000	4,973	5,000
422.00 CONTRACT LABOR	1,818	4,000	4,000	1,914	500
424.00 SERVICE CONTRACTS	5,448	4,800	4,800	4,500	4,500
450.00 OTHER SERVICES	1,321	2,600	2,600	2,533	2,600
702.00 OFFICE FURNITURE/EQUIPMENT	0	0	0	0	0
712.00 VEHICLES	0	0	0	0	0
714.00 RADIOS/RADAR/CAMERAS	0	0	4,000	4,000	0
715.00 OTHER NON-CAPITAL	17,190	0	0	0	0
815.00 OTHER CAPITAL	0	0	0	0	0
901.00 LIAB/CASUALTY INSURANCE	5,504	5,504	5,504	4,199	4,940
908.00 SEMINARS/MEMBERSHIP/TRAVEL	3,608	4,000	2,000	2,405	3,000
908.10 MILEAGE	1,053	1,000	1,000	856	1,000
932.91 MEDICAL ASSISTANCE PROGRAM	0	0	0	0	0
949.00 UNEMPLOYMENT BENEFITS	0	0	0	0	0
950.00 OTHER SUNDRY	253	500	500	600	500
TOTAL DEPARTMENT	633,510	605,349	618,349	619,437	607,038

* REVISED ANNUAL ESTIMATE

DEPT 144 - PARKS DEPARTMENT

\$1,154,405

STAFFING (FTES)








Superintendent	1.00
Assistant Superintendent	1.00
Crew Leader	2.00
Service Coordinator	0.25
Material Coordinator	1.00
Mechanic	1.00
Land/Maint Worker	1.00
Maintenance Worker II	6.00
Maintenance Worker I	3.00
PT Maintenance Worker	4.81
Total	21.06

The Parks Department is primarily responsible for the upkeep of City parks, athletic fields, hike and bike trails, and vegetation control within downtown Brenham, City facilities, lots, and medians. Maintenance includes mowing, landscaping, tree trimming, trash removal, and cleaning of public restrooms and kitchens housed within the 20 buildings scattered across 150 acres of parkland and the downtown area. Additionally, the Parks Department is responsible for servicing the Antique Carousel. There are 7 City parks, 17 baseball/softball fields, 16 soccer fields, tennis courts, and a skate board park. There are more than 400 athletic games and 30 tournaments held at City facilities each year attracting over 50,000 players and fans. The Parks Department preps all fields for the majority of these events.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for City Services.



-  Continue vegetation control and landscaping to enhance appearance around public buildings, public facilities, and the downtown area;
-  Keep parks and athletic fields in pristine condition in order to attract visitors and maintain the City's image as a sports venue;
-  Continue to work with youth sports organizations as they grow and as new ones start new leagues that may use City facilities;
-  Continue working on the All Sports Building and the Amphitheater at Hohlt Park; and
-  Purchase park property for future athletic fields and park area.

DEPT 144 - PARKS DEPARTMENT

BUDGET HIGHLIGHTS

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
Personnel	724,902	764,541	764,541	728,644	767,871
Supplies	104,444	112,325	112,325	113,769	108,806
Maintenance	114,574	90,300	90,300	89,842	88,100
Services	228,055	210,914	210,914	199,551	210,828
Capital	53,640	3,500	27,500	27,376	0
Sundries	(20,304)	(18,202)	(18,202)	(27,522)	(21,200)
Total	1,205,312	1,163,378	1,187,378	1,131,660	1,154,405

DECISION PACKAGES FUNDED

PURCHASE USED TRACTOR WITH FRONT-END LOADER**	12,000
REPLACE UTILITY VEHICLE (UNIT #87)**	16,000

**FUND 236 APPROPRIATIONS

PERFORMANCE MEASURES

FACTOR	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
Parks acreage maintained	191	191	191	191	191
Playground units inspected	14	14	14	14	14
Sports fields maintained	33	33	33	33	33
Sports courts maintained	19	19	19	19	19
Restrooms cleaned per week	18	18	18	18	18

* REVISED ANNUAL ESTIMATE

DEPT 144 - PARKS DEPARTMENT**LINE ITEM DETAIL**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	2010		
\$						
101.00	SALARIES & WAGES	514,710	545,077	545,077	521,462	539,458
102.00	OVERTIME PAY	15,156	12,500	12,500	13,298	12,500
103.00	OASDI/MEDICARE	41,003	42,856	42,856	41,339	42,631
103.02	MATCHING RETIREMENT	47,054	44,346	44,346	42,884	45,210
105.00	LONGEVITY PAY	8,270	9,163	9,163	7,636	7,990
105.01	EDUCATION/MISCELLANEOUS	4,800	4,800	4,800	4,798	4,800
105.03	STANDBY	7,333	7,000	7,000	6,700	7,000
106.00	MEDICAL INSURANCE	78,174	88,901	88,901	80,777	90,564
106.01	LIFE INSURANCE	1,753	1,852	1,852	1,707	1,732
106.02	LONG TERM DISABILITY	860	916	916	707	669
107.00	WORKERS' COMPENSATION	7,688	7,130	7,130	7,336	8,750
116.00	SALARIES/WAGES CONTINGENCY	0	0	0	0	6,567
202.00	FUEL	20,592	22,000	22,000	22,468	24,206
203.00	TOOLS/SMALL EQUIPMENT	3,506	3,500	3,500	4,500	3,500
204.00	POSTAGE & FREIGHT	20	50	50	50	50
205.00	OFFICE SUPPLIES	84	600	600	344	400
206.00	EMPLOYEE RELATIONS	1,580	1,300	1,300	1,414	1,500
207.00	REPRODUCTION & PRINTING	541	375	375	283	200
208.00	CLOTHING	4,319	7,000	7,000	7,002	5,000
209.00	EDUCATIONAL	0	100	100	138	0
210.00	BOTANICAL & AGRICULTURAL	29,712	32,000	32,000	31,888	31,000
210.01	BOTANICAL-BEAUTIFICATION	6,259	9,000	9,000	8,000	8,000
211.00	CLEANING AND JANITORIAL	16,610	15,000	15,000	15,706	15,000
212.00	COMPUTER SUPPLIES	1,370	3,000	3,000	2,966	1,500
213.00	COMMUNICATIONS EQUIPMENT	513	200	200	545	200
221.00	SAFETY/FIRST AID SUPPLIES	488	500	500	479	500
223.00	SMALL APPLIANCES	1,386	700	700	1,048	750
250.00	OTHER SUPPLIES	17,464	17,000	17,000	16,938	17,000
303.00	VEHICLES/LARGE EQUIPMENT	20,821	14,000	14,000	13,949	14,000
304.00	MACHINERY/EQUIPMENT	3,713	4,600	4,600	4,600	4,600
310.00	LAND/GROUNDS	36,370	39,000	39,000	38,921	37,000
312.00	BUILDINGS/APPLIANCES	27,752	9,500	9,500	9,477	9,500
350.00	OTHER MAINTENANCE	25,918	23,000	23,000	22,895	23,000

DEPT 144 - PARKS DEPARTMENT**LINE ITEM DETAIL (CONTINUED)**

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$					
401.00 ELECTRICAL	126,682	116,700	116,700	105,000	110,000
402.00 AUDITS/CONSULTANTS FEES	1,012	0	0	0	0
403.00 TELEPHONE	2,096	2,138	2,138	2,270	2,100
404.00 GAS	3,353	3,416	3,416	4,000	4,844
405.00 WATER	20,950	17,726	17,726	17,735	20,588
406.00 SEWER	18,774	16,078	16,078	16,065	19,896
406.50 GARBAGE	24,064	23,906	23,906	23,906	24,000
406.60 TRNSF STATION/LANDFILL FEE	292	500	500	436	500
408.00 RENTAL & LEASES	0	250	250	0	0
409.00 ADVERTISEMENTS	0	300	300	505	0
410.00 PHYSICALS	1,475	800	800	793	0
422.00 CONTRACT LABOR	21,600	21,600	21,600	21,600	21,600
424.00 SERVICE CONTRACTS	6,227	6,300	6,300	6,300	6,300
425.00 LABORATORY TEST FEES	0	0	0	0	0
450.00 OTHER SERVICES	1,530	1,200	1,200	941	1,000
710.00 MACHINERY/EQUIPMENT	0	3,500	3,500	3,376	0
712.00 OFFICE FURNITURE/EQUIPMENT	0	0	0	0	0
713.00 VEHICLES	0	0	13,000	13,000	0
714.00 RADIOS/RADAR/CAMERAS	1,702	0	0	0	0
715.00 OTHER CAPITAL	14,216	0	11,000	11,000	0
801.00 LAND	18,821	0	0	0	0
802.00 BUILDINGS	0	0	0	0	0
810.00 MACHINERY/EQUIPMENT	0	0	0	0	0
813.00 VEHICLES	18,900	0	0	0	0
815.00 OTHER CAPITAL OUTLAY	0	0	0	0	0
901.00 LIAB/CASUALTY INSURANCE	8,318	8,498	8,498	7,028	8,000
908.00 SEM./MEMBERSHIP/TRAVEL	3,099	5,500	5,500	3,000	3,000
908.10 MILEAGE	119	300	300	300	300
949.00 UNEMPLOYMENT BENEFITS	720	0	0	0	0
950.00 OTHER SUNDRY	440	500	500	650	500
999.00 WASH CO-LAP REIMBURSEMENT	(33,000)	(33,000)	(33,000)	(38,500)	(33,000)
TOTAL DEPARTMENT	1,205,312	1,163,378	1,187,378	1,131,660	1,154,405

* REVISED ANNUAL ESTIMATE

DEPT 146 - LIBRARY DEPARTMENT

\$444,064









STAFFING (FTES)

Librarian	1.00
Tech Specialist	1.00
Tech Coordinator	1.00
Administrative Assistant	1.00
Clerk	1.00
Child Services Coordinator	0.68
PT Clerks	1.73
PT Library Aide	0.48
PT Story Teller	0.25
Total	8.14

The Nancy Carol Roberts Memorial Library was erected in 1974 and expanded in 1990. The library is owned by the City of Brenham. The Library’s Advisory Board is comprised of nine members approved by Council. Five members are nominated by the Fortnightly Club; three are nominated by the Mayor or City Council members; and one is nominated by the Commissioner’s Court. The library is approximately 12,000 square feet and houses over 47,000 items including hardback, paperback and audio books. In addition, the Library subscribes to 71 magazines and newspapers and 53 State library licensed databases which enhance research, educational, and/or recreational opportunities. There are 11 computer terminals available for internet access, word processing, and genealogy research. The card catalog is on computer and accessible through the Library’s website or the City’s webpage. There are programs for seniors at area nursing homes that include programs and large print books. Year-round story time and summer reading programs are offered for children. Copying, fax, and microfilm services are also available. Currently, 15,855 people have library cards.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City’s strategic objective for City Services. 

-  Continue expanding community outreach such as: Attend business and social functions; make presentations as requested; and Appear before new-teacher orientation sessions to talk about the Library;
-  Organize and develop a teen program;
-  Continue expanding the DVD and CD collections;
-  Continue to expand the e-book collection; and
-  Continue in-house multigenerational story times.

DEPT 146 - LIBRARY DEPARTMENT**BUDGET HIGHLIGHTS**

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
\$					
Personnel	262,051	293,553	293,553	277,929	299,791
Supplies	79,780	83,640	83,640	86,946	87,150
Maintenance	16,868	39,400	39,400	21,672	20,310
Services	60,879	59,969	59,969	61,457	68,763
Capital	0	0	5,192	5,842	0
Sundries	(38,251)	(32,329)	(32,329)	(31,431)	(31,950)
Total	381,327	444,233	449,425	422,415	444,064

DECISION PACKAGES FUNDED

NONE

PERFORMANCE MEASURES

FACTOR	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
# of library card holders	15,885	15,500	15,500	16,359	18,300
Circulation	70,147	75,000	75,000	48,603	74,000
Total items	47,842	55,000	55,000	51,469	50,800
Library visits	92,516	85,000	85,000	64,447	100,000
Internet hits	92,215	60,000	60,000	69,200	112,000

* REVISED ANNUAL ESTIMATE

DEPT 146 - LIBRARY DEPARTMENT

		LINE ITEM DETAIL				
		BUDGET			RAE*	BUDGET
		ACTUAL	ORIGINAL	AMENDED		
\$		2009	2010	2010	2010	2011
101.00	SALARIES & WAGES	193,678	219,706	219,706	210,246	223,313
102.00	OVERTIME PAY	2,764	2,000	2,000	2,258	2,000
103.00	OASDI/MEDICARE	15,061	16,500	16,500	16,005	16,873
103.02	MATCHING RETIREMENT	15,596	15,570	15,570	14,866	16,479
105.00	LONGEVITY PAY	1,650	1,950	1,950	1,845	2,160
105.01	EDUCATION/MISCELLANEOUS	103	0	0	0	0
105.02	OTHER PAY	40	0	0	0	0
106.00	MEDICAL INSURANCE	31,462	36,474	36,474	31,590	35,454
106.01	LIFE INSURANCE	557	604	604	584	590
106.02	LONG TERM DISABILITY	274	299	299	240	216
107.00	WORKERS' COMPENSATION	420	450	450	295	365
116.00	SALARIES/WAGES CONTINGENCY	0	0	0	0	2,341
118.00	ACCRUED COMP TIME	445	0	0	0	0
203.00	TOOLS/SMALL EQUIPMENT	0	150	150	150	150
204.00	POSTAGE & FREIGHT	541	700	700	548	600
205.00	OFFICE SUPPLIES	10,278	6,500	6,500	9,307	10,200
206.00	EMPLOYEE RELATIONS	725	800	800	714	700
207.00	REPRODUCTION & PRINTING	7,230	6,500	6,500	6,494	6,500
208.00	CLOTHING	0	200	200	100	150
210.00	BOTANICAL & AGRICULTURAL	0	150	150	50	50
211.00	CLEANING AND JANITORIAL	563	800	800	452	500
212.00	COMPUTER SUPPLIES	2,439	5,000	5,000	4,500	4,500
214.00	LIBRARY READING PROGRAMS	2,478	4,500	4,500	4,555	4,000
214.01	LOST BOOKS	0	140	140	50	100
221.00	SAFETY/FIRST AID SUPPLIES	0	100	100	50	100
223.00	SMALL APPLIANCES	20	100	100	100	100
224.00	CIRCULATION ITEMS	48,436	50,000	50,000	49,962	50,000
224.10	BOOKS-LONE STAR LIBRARIES	6,896	7,000	7,000	9,415	9,000
250.00	OTHER SUPPLIES	173	1,000	1,000	499	500
310.00	LANDS/GROUNDS	500	0	0	0	200
312.00	BUILDINGS/APPLIANCES	1,368	23,800	23,800	6,071	2,000
316.00	JANITORIAL	15,000	15,600	15,600	15,601	18,060
350.00	OTHER MAINTENANCE	0	0	0	0	50

DEPT 146 - LIBRARY DEPARTMENT**LINE ITEM DETAIL (CONTINUED)**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	ORIGINAL		
\$						
401.00	ELECTRICAL	24,370	23,450	23,450	22,900	26,518
403.00	TELEPHONE	0	0	0	0	0
405.00	WATER	3,068	2,370	2,370	2,369	3,445
406.00	SEWER	1,783	1,593	1,593	1,596	1,500
406.50	GARBAGE	1,594	1,594	1,594	1,542	1,800
406.60	TRNSF STATION/LANDFILL FEE	0	0	0	0	0
409.00	ADVERTISEMENTS	1,310	500	500	1,817	1,500
409.10	PUBLIC ED/INFORMATION	0	0	0	0	0
410.00	PHYSICALS	235	0	0	0	0
424.00	SERVICE CONTRACTS	11,141	11,250	11,250	12,509	12,200
446.00	SUBSCRIPTIONS & OTHER MEDIA	0	18,570	18,570	18,321	20,800
450.00	OTHER SERVICES	17,378	642	642	403	1,000
712.00	OFFICE FURNITURE/EQUIPMENT	0	0	0	0	0
715.00	OTHER	0	0	5,192	5,842	0
810.00	VEHICLES	0	0	0	0	0
812.00	RADIOS/RADAR/CAMERAS	0	0	0	0	0
901.00	LIAB/CASUALTY INSURANCE	2,171	2,171	2,171	1,667	1,950
908.00	SEMINARS/MEMBERSHIP/TRAVEL	541	6,200	6,200	6,200	6,000
908.10	MILEAGE	531	800	800	800	900
908.20	CONTINUING EDUCATION	0	500	500	300	100
949.00	UNEMPLOYMENT BENEFITS	596	0	0	100	0
950.00	OTHER SUNDRY	110	0	0	81	100
999.00	WASHINGTON COUNTY REIMB	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)
999.01	FORTNIGHTLY BOOK SALE REV	(12,200)	(12,000)	(12,000)	(10,579)	(11,000)
TOTAL DEPARTMENT		381,327	444,233	449,425	422,415	444,064

* REVISED ANNUAL ESTIMATE

DEPT 121 - ADMINISTRATION DEPARTMENT

\$1,056,155

STAFFING (FTES)






City Manager	1.00
Assistant City Manager	1.00
City Secretary	1.00
Administrative Assistant	1.00
Public Information Manager	1.00
Receptionist	<u>1.28</u>
 Total	 6.28

The Administration Department includes the Office of City Manager and the Office of City Secretary. The Office of City Manager is responsible for supervising day-to-day operations of all City departments. In addition to supervising department heads, the City Manager is responsible for the annual budget; researching and making recommendations to Council; meeting with citizens to understand their needs; and providing executive leadership.


The Office of City Secretary maintains and preserves the official records of the City, including Council minutes, contracts, agreements, ordinances, resolutions and deeds. The City Secretary is the designated Records Management Officer for the City. In addition, the City Secretary provides election services to all voters and candidates. The City Secretary's Office is also responsible for the issuance of certain permits and licenses including alcoholic beverage licenses, taxi and limousine vehicle permits and solicitor and vendor permits. This Office also collects various franchise fees and hotel/motel occupancy taxes.


The Public Information Manager is responsible for media relations, open records and public information requests and grant management.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for Economic Development  , City Services  and Interagency Cooperation .

 Actively seek economic and community development opportunities;

 Work with other governmental agencies to develop and deliver cost effective services to the public;

 Continue the comprehensive review of the Code of Ordinances.

DEPT 121 - ADMINISTRATION

BUDGET HIGHLIGHTS

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$		2010	2010	2010	2011
Personnel	649,121	666,906	666,906	643,715	576,983
Supplies	27,360	24,500	29,985	30,017	31,800
Maintenance	0	0	0	0	0
Services	197,652	231,050	231,050	167,163	204,822
Capital	5,910	0	14,400	14,519	0
Sundries	129,823	234,010	191,848	177,085	242,550
Total	1,009,866	1,156,466	1,134,189	1,032,499	1,056,155

DECISION PACKAGES FUNDED

NONE

PERFORMANCE MEASURES

FACTOR	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
		2010	2010	2010	2011
Council meetings held	29	31	31	25	30
Ordinances passed	25	50	50	20	45
Resolutions passed	30	35	35	34	35
Open records requests	200	280	280	261	290
Liquor licenses processed	72	80	80	75	80

* REVISED ANNUAL ESTIMATE

DEPT 121 - ADMINISTRATION**LINE ITEM DETAIL**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	ORIGINAL 2010		
\$						
101.00	SALARIES & WAGES	491,553	504,267	504,267	490,369	429,416
102.00	OVERTIME PAY	111	200	200	15	0
103.00	OASDI/MEDICARE	36,904	38,655	38,655	36,751	33,285
103.02	MATCHING RETIREMENT	45,746	46,228	46,228	41,554	37,138
105.00	LONGEVITY PAY	4,105	4,360	4,360	4,040	2,593
105.01	EDUCATION/MISCELLANEOUS	19,700	19,700	19,700	19,697	19,700
105.02	OTHER PAY	305	0	0	0	0
105.03	STANDBY	0	0	0	0	0
106.00	MEDICAL INSURANCE	46,322	49,934	49,934	48,172	49,170
106.01	LIFE INSURANCE	1,776	1,852	1,852	1,679	1,334
106.02	LONG TERM DISABILITY	875	936	936	678	478
107.00	WORKERS' COMPENSATION	769	774	774	760	765
116.00	SALARIES/WAGES CONTINGENCY	0	0	0	0	3,104
118.00	ACCRUED COMP TIME	956	0	0	0	0
203.00	TOOLS/SMALL EQUIPMENT	3	0	0	4	0
204.00	POSTAGE & FREIGHT	1,016	1,500	1,500	1,342	1,000
205.00	OFFICE SUPPLIES	6,765	5,500	5,500	5,500	8,000
206.00	EMPLOYEE RELATIONS	3,213	3,500	3,500	1,720	2,000
207.00	REPRODUCTION & PRINTING	8,453	6,000	6,000	9,000	15,000
208.00	CLOTHING	278	200	200	200	500
209.00	EDUCATIONAL	608	1,200	1,200	1,143	500
211.00	CLEANING AND JANITORIAL	377	100	100	93	100
212.00	COMPUTER SUPPLIES	2,618	4,500	8,500	7,494	2,500
213.00	COMMUNICATIONS EQUIPMENT	1,572	1,000	1,000	1,100	800
218.00	PHOTOGRAPHY	393	500	500	421	250
223.00	SMALL APPLIANCES	56	200	200	0	150
250.00	OTHER SUPPLIES	2,008	300	1,785	2,000	1,000

DEPT 121 - ADMINISTRATION**LINE ITEM DETAIL (CONTINUED)**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	ORIGINAL		
\$						
402.00	AUDITS/CONSULTANTS FEES	8,546	5,000	5,000	4,818	30,000
403.00	TELEPHONE	2,363	2,600	2,600	2,523	3,600
407.00	TRNSF STATION/LANDFILL FEE	4,035	1,200	1,200	2,709	8,000
409.00	ADVERTISEMENTS	0	0	0	494	8,000
410.00	PHYSICALS	0	0	0	396	0
411.00	CITY ATTORNEY'S FEES	128,158	140,000	140,000	99,488	100,000
413.00	ACCIDENT/DAMAGE CLAIMS	10,141	20,000	20,000	12,215	10,000
419.00	LEGAL FEES	0	25,000	25,000	6,920	25,000
422.00	CONTRACT LABOR	10,971	15,000	15,000	18,000	0
424.00	SERVICE CONTRACTS	19,174	22,000	22,000	15,600	19,972
450.00	OTHER SERVICES	14,265	250	250	4,000	250
712.00	OFFICE FURNITURE/EQUIPMENT	0	0	14,400	14,519	0
713.00	VEHICLES	5,910	0	0	0	0
901.00	LIAB/CASUALTY INSURANCE	75,337	90,010	90,010	88,075	84,950
907.00	ELECTION EXPENSE	400	8,000	3,000	270	12,000
908.00	SEMINARS/MEMBERSHIP/TRAVE	25,661	23,000	23,000	21,495	33,600
908.05	EMPLOYEE TRAINING	23	2,000	2,000	522	2,000
908.10	MILEAGE	3,720	5,000	5,000	2,139	4,000
908.20	CONTINUING EDUCATION	0	2,000	2,000	0	0
924.00	CONTINGENCY	0	80,000	42,838	42,838	80,000
924.10	EMERGENCY PREPAREDNESS	0	0	0	0	0
928.00	BRAZOS VALLEY COUNCIL	3,000	3,000	3,000	2,250	3,000
930.00	SPECIAL EVENTS	17,307	16,000	16,000	15,000	18,000
948.00	EMPLOYEE MOVING EXPENSE	0	0	0	0	0
949.00	UNEMPLOYMENT BENEFITS	0	0	0	0	0
950.00	OTHER SUNDRY	4,375	5,000	5,000	4,496	5,000
TOTAL DEPARTMENT		1,009,868	1,156,466	1,134,189	1,032,499	1,056,155

* REVISED ANNUAL ESTIMATE

DEPT 123 - HR/RISK MANAGEMENT DEPARTMENT

\$235,427


STAFFING (FTES)






Personnel Manager	1.00
Assistant Personnel Manager	1.00
Personnel Clerk	<u>0.80</u>
Total	2.80

The Human Resources/Risk Management Department is responsible for everything from the acceptance of employment applications to the retirement of employees. The department is responsible for the coordination of all employee benefits. The risk management function includes coordination of the placement of property and liability coverage, as well as, employee group health coverage, group life insurance coverage and long-term disability coverage. Each year, the department coordinates the employee health fair. The department provides on-site computer software training. Managerial training classes are also offered.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for Human Resources  .

-  Coordinate training to improve competency and encourage leadership;
-  Develop a Performance Review program with ADP software; and
-  Provide loss prevention/risk management training.

DEPT 123 - HR/RISK MANAGEMENT DEPARTMENT**BUDGET HIGHLIGHTS**

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
\$					
Personnel	0	0	0	0	199,257
Supplies	0	0	0	0	8,200
Maintenance	0	0	0	0	0
Services	0	0	0	0	18,800
Capital	0	0	0	0	0
Sundries	0	0	0	0	9,170
Total	0	0	0	0	235,427

DECISION PACKAGES FUNDED

NONE

PERFORMANCE MEASURES

FACTOR	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
New hires processed	86	35	35	80	80
Terminations processed	64	40	40	55	60
Job applications processed	468	560	560	560	600
Jobs advertised	21	20	20	36	35
Training classes held	8	15	15	20	30
Workers' compensation claims	23	25	25	15	15

* REVISED ANNUAL ESTIMATE

DEPT 123 - HR/RISK MANAGEMENT DEPARTMENT

LINE ITEM DETAIL

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$					
101.00 SALARIES & WAGES	0	0	0	0	153,763
102.00 OVERTIME PAY	0	0	0	0	0
103.00 OASDI/MEDICARE	0	0	0	0	11,571
103.02 MATCHING RETIREMENT	0	0	0	0	14,141
105.00 LONGEVITY PAY	0	0	0	0	2,279
105.01 EDUCATION/MISCELLANEOUS	0	0	0	0	0
105.02 OTHER PAY	0	0	0	0	0
105.03 STANDBY	0	0	0	0	0
106.00 MEDICAL INSURANCE	0	0	0	0	14,214
106.01 LIFE INSURANCE	0	0	0	0	557
106.02 LONG TERM DISABILITY	0	0	0	0	210
107.00 WORKERS' COMPENSATION	0	0	0	0	269
116.00 SALARIES/WAGES CONTINGENCY	0	0	0	0	2,253
118.00 ACCRUED COMP TIME	0	0	0	0	0
203.00 TOOLS/SMALL EQUIPMENT	0	0	0	0	0
204.00 POSTAGE & FREIGHT	0	0	0	0	0
205.00 OFFICE SUPPLIES	0	0	0	0	250
206.00 EMPLOYEE RELATIONS	0	0	0	0	100
207.00 REPRODUCTION & PRINTING	0	0	0	0	1,850
209.00 EDUCATIONAL	0	0	0	0	0
211.00 CLEANING AND JANITORIAL	0	0	0	0	0
212.00 COMPUTER SUPPLIES	0	0	0	0	6,000
218.00 PHOTOGRAPHY	0	0	0	0	0
223.00 SMALL APPLIANCES	0	0	0	0	0
250.00 OTHER SUPPLIES	0	0	0	0	0

DEPT 123 - HR/RISK MANAGEMENT DEPARTMENT

LINE ITEM DETAIL (CONTINUED)

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$					
402.00 AUDITS/CONSULTANTS FEES	0	0	0	0	0
403.00 TELEPHONE	0	0	0	0	250
407.00 TRNSF STATION/LANDFILL FEE	0	0	0	0	0
409.00 ADVERTISEMENTS	0	0	0	0	4,000
410.00 PHYSICALS	0	0	0	0	11,500
412.00 CDL DOT DRUG TESTS	0	0	0	0	2,100
419.00 LEGAL FEES	0	0	0	0	0
422.00 CONTRACT LABOR	0	0	0	0	0
424.00 SERVICE CONTRACTS	0	0	0	0	950
450.00 OTHER SERVICES	0	0	0	0	0
901.00 LIAB/CASUALTY INSURANCE	0	0	0	0	0
908.00 SEMINARS/MEMBERSHIP/TRAVE	0	0	0	0	4,420
908.05 EMPLOYEE TRAINING	0	0	0	0	3,000
908.10 MILEAGE	0	0	0	0	1,200
908.20 CONTINUING EDUCATION	0	0	0	0	0
950.00 OTHER SUNDRY	0	0	0	0	550
TOTAL DEPARTMENT	0	0	0	0	235,427

* REVISED ANNUAL ESTIMATE

DEPT 125 - MAIN STREET/COMMUNITY DEVELOPMENT DEPARTMENT

\$210,500













STAFFING (FTES)

Managers	2.00
Total	2.00

The purpose of the Main Street program is to revitalize the central Brenham business district. A four point approach (e.g. design, organization, promotion, and economic restructuring) is utilized to encourage reinvestment and preservation and to entice businesses, customers, visitors, and downtown residents to the historic district. The unique assets of downtown Brenham are promoted, such as, its distinctive architecture, pedestrian-friendly access, local ownership, and historical significance. Under the direction of the Main Street Board, the program partners with the Chamber of Commerce, the Convention and Visitors Bureau, the Hotel Occupancy Tax Board, the BCDC, and a number of community volunteers to accomplish objectives that will preserve the heart of the community.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for City Services and Economic Development  and Economic Development  .

-  Pursue economic development through tourism by promoting downtown as a shopping and dining destination;
-  Educate the public on the importance of preserving the community's architectural heritage;
-  Encourage the development of stagnant properties;
-  Update Envision 2020 plan with input from community leaders;
-  Entice the interest and support of the public in downtown revitalization efforts;
-  Promote business retention, expansion and recruitment in the historic district;
-  Aggressively pursue funding options for professional Downtown Master Plan to address key issues facing the City of Brenham that impact economic development; and
-  Sustain National Recognition of Main Street Brenham.

DEPT 125 - MAIN STREET/COMMUNITY DEVELOPMENT DEPARTMENT**BUDGET HIGHLIGHTS**

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
\$					
Personnel	122,595	122,078	122,078	122,527	128,650
Supplies	4,194	3,550	3,550	3,520	5,750
Maintenance	0	0	0	0	0
Services	2,556	7,510	7,510	5,010	3,400
Capital	17,391	0	0	2,000	0
Sundries	64,207	67,250	67,250	76,800	72,700
Total	210,942	200,388	200,388	209,857	210,500

DECISION PACKAGES FUNDED

NONE

PERFORMANCE MEASURES

FACTOR	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
Downtown reinvestment	\$619,859	\$1,200,000	\$1,200,000	\$921,755	\$1,750,000
# Downtown events	10	9	9	9	9
# Event visitors	34,000	26,000	26,000	29,700	27,000
Volunteer hours logged	1,600	1,750	1,750	1,700	1,700
National Main St Recognition	Yes	Yes	Yes	Yes	Yes
Main St/HOT Board Meetings	10	18	19	17	17

* REVISED ANNUAL ESTIMATE

DEPT 125 - MAIN STREET/COMMUNITY DEVELOPMENT DEPARTMENT

LINE ITEM DETAIL

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$					
101.00 SALARIES & WAGES	91,645	92,206	92,206	93,026	95,598
102.00 OVERTIME PAY	42	100	100	50	100
103.00 OASDI/MEDICARE	6,629	6,655	6,655	6,817	7,072
103.02 MATCHING RETIREMENT	8,887	8,172	8,172	8,221	8,752
105.00 LONGEVITY PAY	655	870	870	760	880
106.00 MEDICAL INSURANCE	12,426	13,403	13,403	13,029	14,214
106.01 LIFE INSURANCE	353	356	356	345	347
106.02 LONG TERM DISABILITY	174	176	176	138	125
107.00 WORKERS' COMPENSATION	138	140	140	141	166
116.00 SALARIES/WAGES CONTINGENCY	0	0	0	0	1,396
118.00 ACCRUED COMP TIME	1,647	0	0	0	0
204.00 POSTAGE & FREIGHT	219	250	250	251	1,100
205.00 OFFICE SUPPLIES	501	550	550	550	550
206.00 EMPLOYEE RELATIONS	345	250	250	248	100
207.00 REPRODUCTION & PRINTING	1,882	2,500	2,500	2,471	4,000
212.00 COMPUTER SUPPLIES	1,007	0	0	0	0
213.00 COMMUNICATIONS EQUIPMENT	100	0	0	0	0
223.00 SMALL APPLIANCES	140	0	0	0	0
250.00 OTHER SUPPLIES	0	0	0	0	0

DEPT 125 - MAIN STREET/COMMUNITY DEVELOPMENT DEPARTMENT

LINE ITEM DETAIL (CONTINUED)

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$					
403.00 TELEPHONE	990	1,010	1,010	1,010	400
409.00 ADVERTISEMENTS	1,496	6,500	6,500	4,000	3,000
450.00 OTHER SERVICES	70	0	0	0	0
715.00 OTHER	17,391	0	0	2,000	0
908.00 SEMINARS/MEMBERSHIP/TRAVEL	8,417	7,750	7,750	4,500	5,500
908.10 MILEAGE	2,904	2,500	2,500	2,000	1,700
948.00 DOWNTOWN EXPENSE-OTHER	45,379	12,500	12,500	9,000	9,000
948.10 DOWNTOWN IMPROVEMENTS	0	0	0	0	0
948.20 COUNTRY FLAVORS FESTIVAL	374	15,000	15,000	28,000	26,000
948.30 MAIN ST 10TH ANNIVERSARY	1,991	0	0	0	0
948.40 CHRISTMAS STROLL	0	7,500	7,500	6,300	3,500
948.50 HOT NIGHTS, COOL TUNES	0	17,000	17,000	23,000	23,000
959.00 MAIN ST INCENTIVE AWARDS	425	0	0	0	0
961.50 FARMER'S MARKET EXPENSE	2,023	5,000	5,000	4,000	4,000
961.62 COMPREHENSIVE PLAN UPDATE	2,694	0	0	0	0
TOTAL DEPARTMENT	210,942	200,388	200,388	209,857	210,500

* REVISED ANNUAL ESTIMATE

DEPT 131 - MAINTENANCE DEPARTMENT

\$736,127




STAFFING (FTES)



Superintendent	1.00
Assistant Superintendent	1.00
Senior Mechanic	1.00
Maintenance Tech III	1.00
Aquatics Maint Tech	1.00
Warehouse Clerk	1.00
Mechanic	1.00
Maintenance Tech I	1.00
Total	8.00

The Maintenance/Central Warehouse consists of facility maintenance, vehicle maintenance, and central warehouse functions. The department is responsible for preventative maintenance and repairs on all City buildings, vehicles, and equipment. Typical building maintenance includes routine A/C, heating, and elevator services. Vehicle maintenance includes brake, engine tune-ups and overhauls and hydraulics. Central warehouse stocks all inventory for public utilities and supplies for the operating departments. Such items as safety supplies, paper goods, cleaners, small tools, repair parts, chemicals, lights, pumps, and motors can be found in inventory. The department is responsible for all shipping and receiving for the City of Brenham.



GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for City Services. 



Facility Maintenance

-  Ensure all buildings are in compliance with all city, state and federal codes; and
-  Conduct walk-throughs of new facilities to identify any issues that may require attention of contractors warranties.

Vehicle Maintenance

-  Conduct evaluation of fleet vehicles/equipment that may need to be replaced; and
-  Assist in taking old vehicles/equipment to an auction.

Central Warehouse

-  Initiate and integrate new inventory control barcoding system to increase efficiency and accuracy of inventory disbursements; and
-  Installation of additional pallet shelving for warehouse inventory supplies.

DEPT 131 - MAINTENANCE DEPARTMENT**BUDGET HIGHLIGHTS**

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
\$					
Personnel	413,682	419,731	419,731	414,687	435,706
Supplies	30,814	33,813	33,813	24,832	29,965
Maintenance	90,465	89,100	89,100	81,255	85,300
Services	175,038	160,589	160,589	152,932	159,906
Capital	19,915	3,000	3,000	2,993	18,700
Sundries	5,092	6,541	6,541	4,195	6,550
Total	735,006	712,774	712,774	680,894	736,127

DECISION PACKAGES FUNDED

NONE

PERFORMANCE MEASURES

FACTOR	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
Building Maintenance					
Remodel projects	5	5	5	9	7
New construction	4	0	0	3	2
Roof repairs	2	3	3	0	2
HVAC repairs (major)	0	2	2	7	5
Vehicle Maintenance					
Brake repairs	223	225	225	78	120
Oil changes	960	975	975	810	900
State inspections	150	150	150	220	225
Service Calls					
Facility maintenance	885	900	900	405	500
Vehicle maintenance	930	975	975	327	400

* REVISED ANNUAL ESTIMATE

DEPT 131 - MAINTENANCE DEPARTMENT**LINE ITEM DETAIL**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	ORIGINAL		
\$						
101.00	SALARIES & WAGES	282,418	289,514	289,514	289,776	296,314
102.00	OVERTIME PAY	2,592	4,000	4,000	2,109	4,000
103.00	OASDI/MEDICARE	21,094	21,579	21,579	21,849	22,538
103.02	MATCHING RETIREMENT	28,363	26,501	26,501	26,437	28,116
105.00	LONGEVITY PAY	4,300	4,660	4,660	4,700	5,130
105.01	EDUCATION/MISCELLANEOUS	4,800	4,800	4,800	4,799	4,800
105.02	OTHER PAY	250	0	0	0	0
105.03	STANDBY	0	0	0	0	0
106.00	MEDICAL INSURANCE	55,865	60,930	60,930	57,763	62,223
106.01	LIFE INSURANCE	1,089	1,142	1,142	1,093	1,088
106.02	LONG TERM DISABILITY	536	565	565	439	397
107.00	WORKERS' COMPENSATION	5,960	6,040	6,040	5,722	6,759
116.00	SALARIES/WAGES CONTINGENCY	0	0	0	0	4,341
118.00	ACCRUED COMP TIME	6,415	0	0	0	0
202.01	CHEMICALS	170	500	500	200	200
202.00	FUEL	4,165	4,613	4,613	4,544	5,065
203.00	TOOLS/SMALL EQUIPMENT	3,949	5,000	5,000	3,512	4,000
204.00	POSTAGE & FREIGHT	364	1,000	1,000	222	400
205.00	OFFICE SUPPLIES	633	600	600	447	600
206.00	EMPLOYEE RELATIONS	1,192	1,000	1,000	1,009	1,200
207.00	REPRODUCTION & PRINTING	791	500	500	500	500
208.00	CLOTHING	2,783	6,500	6,500	2,650	6,500
209.00	EDUCATIONAL	650	100	100	650	100
210.00	BOTANICAL & AGRICULTURAL	23	100	100	50	50
211.00	CLEANING AND JANITORIAL	4,428	6,000	6,000	4,342	4,400
212.00	COMPUTER SUPPLIES	4,553	500	500	477	500
213.00	COMMUNICATIONS EQUIPMENT	301	600	600	100	200
218.00	PHOTOGRAPHY	0	100	100	0	0
221.00	SAFETY/FIRST AID SUPPLIES	1,141	1,500	1,500	1,141	1,200
223.00	SMALL APPLIANCES	18	200	200	0	50
250.00	OTHER SUPPLIES	5,653	5,000	5,000	4,988	5,000

DEPT 131 - MAINTENANCE DEPARTMENT**LINE ITEM DETAIL (CONTINUED)**

		BUDGET		RAE*	BUDGET
		ACTUAL	ORIGINAL		
\$		2009	2010	2010	2011
303.00	VEHICLES/LARGE EQUIPMENT	2,460	3,000	3,000	3,000
304.00	MACHINERY/EQUIPMENT	262	2,000	2,000	300
309.00	COMMUNICATION/PHOTO EQUIP	0	0	0	0
310.00	LAND/GROUNDS	8,311	1,000	1,000	600
312.00	BUILDINGS/APPLIANCES	24,891	29,000	29,000	24,817
313.00	COMPUTER/OFFICE EQUIPMENT	0	100	100	0
316.00	JANITORIAL	53,765	53,000	53,000	51,551
350.00	OTHER MAINTENANCE	776	1,000	1,000	987
401.00	ELECTRICAL	119,820	113,607	113,607	113,665
402.00	AUDITS/CONSULTANTS FEES	810	1,500	1,500	1,130
403.00	TELEPHONE	2,811	2,843	2,843	2,956
404.00	GAS	3,159	3,203	3,203	4,052
405.00	WATER	2,192	2,500	2,500	2,420
406.00	SEWER	1,483	1,090	1,090	1,000
406.50	GARBAGE	4,188	4,396	4,396	3,803
406.60	TRNSF STATION/LANDFILL FEE	0	0	0	0
409.00	ADVERTISEMENTS	0	1,000	1,000	0
410.00	PHYSICALS	0	500	500	0
411.00	CITY ATTORNEY'S FEES	118	200	200	0
422.00	CONTRACT LABOR	0	750	750	0
424.00	SERVICE CONTRACTS	36,299	25,000	25,000	20,000
450.00	OTHER SERVICES	4,158	4,000	4,000	3,906
702.00	OFFICE FURNITURE/EQUIPMENT	18,784	0	0	0
710.00	OFFICE FURNITURE/EQUIPMENT	0	0	0	0
712.00	VEHICLES	1,131	3,000	3,000	2,993
713.00	RADIOS/RADAR/CAMERAS	0	0	0	0
714.00	OTHER	0	0	0	0
901.00	LIAB/CASUALTY INSURANCE	3,542	3,841	3,841	2,911
908.00	SEMINARS/MEMBERSHIP/TRAVE	1,124	2,000	2,000	1,000
908.10	MILEAGE	102	500	500	168
950.00	OTHER SUNDRY	324	200	200	116
TOTAL DEPARTMENT		735,006	712,774	712,774	680,894
					736,127

* REVISED ANNUAL ESTIMATE

DEPT 133 - FINANCE DEPARTMENT


\$818,722








	STAFFING (FTES)
Chief Financial Officer	1.00
Accounting Manager	1.00
Budget Officer	1.00
Accounting Supervisor	1.00
Budget Assistant	1.00
Accounts Payable Clerk	1.00
Accounts Receivable Clerk	1.00
Purchasing Agent	1.00
Fixed Asset Clerk	1.00
Student Clerk	0.39
	9.39
Total	9.39

The Finance Department is responsible for the City’s fiscal administration and provides financial and budget support City-wide. The Accounting Department ensures the integrity of the City’s accounting services and consists of the following functions: accounts receivable/payable, cash and treasury management, general ledger, grant accounting, financial reporting, fixed assets, payroll, and procurement card management. The Budget Unit has primary responsibility for preparing and monitoring the general fund, utility funds, internal service, special revenue and grant funds. The annual strategic plan is updated and presented to Council, City Manager, Citizens and staff. This department also utilizes third party pricing models in the development of utility rate tariffs that will sustain projected utility operating and capital plans. The Purchasing Unit oversees the purchasing function and is responsible for developing bid specifications jointly with City departments, obtaining bids through advertising, and establishing and monitoring price agreements/contracts and issuing purchase orders.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for Financial Structure .

-  Provide accurate and timely financial information to Council, City Manager, Citizens and Staff;
-  Ensure fiscal practices are in compliance with the the City's financial policies, ordinances and state statutes;
-  Maintain fund balances and working capital at sufficient levels to protect the City's creditworthiness and provide reserves for unforeseen emergencies;
-  Monitor utility fund revenues so that utility rates remain competitive and are sufficient to cover ongoing operating and capital needs; and
-  Administer federal and state grants to ensure compliance with grant requirements.

DEPT 133 - FINANCE DEPARTMENT**BUDGET HIGHLIGHTS**

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
\$					
Personnel	659,403	663,381	621,218	564,168	602,372
Supplies	30,536	32,850	32,850	31,080	31,100
Maintenance	0	500	500	0	500
Services	143,439	173,118	173,118	151,887	170,750
Capital	0	0	0	0	0
Sundries	12,965	16,075	16,075	7,315	14,000
Total	846,343	885,924	843,761	754,450	818,722

DECISION PACKAGES FUNDED

NONE

PERFORMANCE MEASURES

FACTOR	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
Accounting					
- Accounts payable transactions	7,532	7,500	7,500	6,150	6,500
- Payroll transactions	7,239	7,100	7,100	7,560	7,600
Purchasing					
- Total purchase orders	816	854	854	854	870
- Bids	19	20	20	10	12
Financial reports					
- Management financials	4	4	4	4	4
- CAFR auditor opinion	Unqualified	Unqualified	Unqualified	Unqualified	Unqualified
- GFOA CAFR award	1	1	1	1	1
Budget management					
- Performance reports	4	4	4	4	4
- GFOA budget awards	1	1	1	1	1

* REVISED ANNUAL ESTIMATE

DEPT 133 - FINANCE DEPARTMENT**LINE ITEM DETAIL**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	ORIGINAL		
\$						
101.00	SALARIES & WAGES	502,415	512,258	478,022	432,913	449,832
102.00	OVERTIME PAY	1,256	1,100	1,100	757	1,200
103.00	OASDI/MEDICARE	37,773	38,322	35,703	31,114	33,477
103.02	MATCHING RETIREMENT	48,764	45,353	42,361	37,414	40,076
105.00	LONGEVITY PAY	5,660	5,188	5,188	4,808	5,418
105.02	OTHER PAY	182	0	0	0	0
105.03	STANDBY	0	0	0	0	0
106.00	MEDICAL INSURANCE	56,658	57,282	55,147	54,414	63,078
106.01	LIFE INSURANCE	1,936	2,059	1,963	1,484	1,568
106.02	LONG TERM DISABILITY	953	1,015	980	599	584
107.00	WORKERS' COMPENSATION	766	804	754	665	761
116.00	SALARIES/WAGES CONTINGENCY	0	0	0	0	6,378
118.00	ACCRUED COMP TIME	3,040	0	0	0	0
204.00	POSTAGE & FREIGHT	3,219	4,000	4,000	2,938	3,500
205.00	OFFICE SUPPLIES	9,542	12,000	12,000	9,302	10,000
206.00	EMPLOYEE RELATIONS	946	750	750	962	1,000
207.00	REPRODUCTION & PRINTING	13,807	12,000	12,000	11,072	12,000
208.00	CLOTHING	0	0	0	0	0
209.00	EDUCATIONAL	70	1,000	1,000	900	1,500
211.00	CLEANING AND JANITORIAL	71	0	0	0	0
212.00	COMPUTER SUPPLIES	2,755	2,850	2,850	5,110	2,850
213.00	COMMUNICATIONS EQUIPMENT	100	100	100	0	100
223.00	SMALL APPLIANCES	0	100	100	0	100
250.00	OTHER SUPPLIES	26	50	50	796	50
313.00	COMPUTER/OFFICE EQUIPMENT	0	500	500	0	0

DEPT 133 - FINANCE DEPARTMENT**LINE ITEM DETAIL (CONTINUED)**

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$					
402.00 AUDITS/CONSULTANTS FEES	83,087	62,546	62,546	56,655	65,000
402.90 APPRAISAL DISTRICT COSTS	0	0	0	0	0
403.00 TELEPHONE	699	660	660	407	0
407.00 LEGAL NOTICES	2,986	3,250	3,250	3,038	3,250
409.00 ADVERTISEMENTS	427	250	250	16	0
410.00 PHYSICALS	65	130	130	208	0
422.00 CONTRACT LABOR	0	0	0	0	0
424.00 SERVICE CONTRACTS	38,254	79,454	79,454	77,504	82,500
426.00 ADP PAYROLL SERVICES	0	0	0	0	0
450.00 OTHER SERVICES	17,921	26,828	26,828	14,059	20,000
901.00 LIAB/CASUALTY INSURANCE	71	75	75	75	0
908.00 SEMINARS/MEMBERSHIP/TRAVE	10,804	14,000	14,000	6,484	12,000
908.10 MILEAGE	1,600	1,500	1,500	697	1,500
950.00 OTHER SUNDRY	490	500	500	59	500
TOTAL DEPARTMENT	846,343	885,924	843,761	754,450	818,722

* REVISED ANNUAL ESTIMATE

DEPT 172 - INFORMATION TECHNOLOGY DEPARTMENT

\$596,473


STAFFING (FTES)









I.T. Manager	1.00
Network Security Administrator	1.00
Public Safety Administrator	1.00
Network Infrastructure Administrator	1.00
IT Technician	1.00
<hr/>	
Total	5.00

The Information Technology Department is responsible for maintenance and management of the City’s computers, servers, telephone system, surveillance cameras, fiber optic and wireless networks. In addition to hardware, the department also supports and maintains several enterprise wide applications, including Microsoft Exchange, Outlook Web Access, Incode, New World Systems, Laserfiche and Performance Impact Workplace. The department is responsible for the network connectivity to over 25 buildings, including the installation, configuration and maintenance of the Cisco switches. The department provides desktop support for over 250 users and voicemail accounts.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for City Services. 

-  Continue installation of server virtualization hardware;
-  Expand wireless mesh network within the City limits;
-  Expand fiber network to the new Recreation Office and Parks Office at Hohlt and a second route to the new Police Station;
-  Upgrade desktop and laptop operating systems to Windows 7 and Office 2010;
-  Install Microsoft SharePoint server and create department and project portals; and
-  Overhaul ONSSI Video server and expand video data storage capacity.

DEPT 172 - INFORMATION TECHNOLOGY DEPARTMENT

BUDGET HIGHLIGHTS

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$		2010	2010	2010	2011
Personnel	273,899	334,490	334,490	319,469	331,547
Supplies	106,470	30,550	30,550	31,193	42,721
Maintenance	2,067	1,500	1,500	2,424	902
Services	200,286	195,518	195,518	203,550	204,238
Capital	3,643	0	0	0	0
Sundries	19,627	21,174	21,174	19,473	17,064
Total	605,992	583,232	583,232	576,109	596,473

DECISION PACKAGES FUNDED

PHASE 2 SERVER VIRTUALIZATION PROJECT** 9,000

**FUND 236 APPROPRIATIONS

PERFORMANCE MEASURES

FACTOR	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
		2010	2010	2010	2011
# of computers	239	270	270	270	270
# of physical servers	43	51	51	51	51
# of wireless access points	48	53	53	53	64
# of cameras	21	22	22	22	33

* REVISED ANNUAL ESTIMATE

DEPT 172 - INFORMATION TECHNOLOGY DEPARTMENT**LINE ITEM DETAIL**

		ACTUAL	BUDGET		RAE*	BUDGET			
			2009	ORIGINAL			AMENDED	2010	2011
				2010			2010		
\$									
101.00	SALARIES & WAGES	204,472	246,768	246,768	233,698	238,130			
102.00	OVERTIME PAY	665	420	420	2,350	420			
103.00	OASDI/MEDICARE	15,524	18,533	18,533	17,432	17,545			
103.02	MATCHING RETIREMENT	20,394	22,112	22,112	21,058	22,137			
105.00	LONGEVITY PAY	1,245	803	803	625	923			
105.01	EDUCATION/MISCELLANEOUS	4,800	4,800	4,800	4,798	4,800			
105.02	OTHER PAY	0	0	0	0	0			
105.03	STANDBY	0	0	0	0	0			
106.00	MEDICAL INSURANCE	24,976	38,674	38,674	37,335	41,871			
106.01	LIFE INSURANCE	708	964	964	881	875			
106.02	LONG TERM DISABILITY	349	477	477	351	312			
107.00	WORKERS' COMPENSATION	766	939	939	941	1,045			
116.00	SALARIES/WAGES CONTINGENCY	0	0	0	0	3,489			
118.00	ACCRUED COMP TIME	0	0	0	0	0			
202.00	FUEL	431	700	700	806	879			
203.00	TOOLS/SMALL EQUIPMENT	2,775	1,800	1,800	1,255	1,000			
204.00	POSTAGE & FREIGHT	305	100	100	44	100			
205.00	OFFICE SUPPLIES	790	1,500	1,500	1,482	1,000			
206.00	EMPLOYEE RELATIONS	444	150	150	673	800			
207.00	REPRODUCTION & PRINTING	228	2,000	2,000	1,000	1,000			
208.00	CLOTHING	1,434	1,500	1,500	1,459	1,500			
209.00	EDUCATIONAL	1,787	2,500	2,500	1,211	1,800			
210.00	BOTANICAL & AGRICULTURAL	0	200	200	0	0			
211.00	CLEANING AND JANITORIAL	157	100	100	107	100			
212.00	COMPUTER SUPPLIES	74,474	11,200	11,200	13,000	23,742			
213.00	COMMUNICATIONS EQUIPMENT	14,835	2,000	2,000	2,571	3,000			
213.10	NETWORK TECH EQUIPMENT	7,329	5,000	5,000	6,000	6,000			
218.00	PHOTOGRAPHY	18	200	200	0	1,300			
221.00	SAFETY/FIRST AID SUPPLIES	45	100	100	35	0			
223.00	SMALL APPLIANCES	1,073	1,000	1,000	1,000	0			
250.00	OTHER SUPPLIES	345	500	500	550	500			

DEPT 172 - INFORMATION TECHNOLOGY DEPARTMENT**LINE ITEM DETAIL (CONTINUED)**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	ORIGINAL 2010		
\$						
303.00	VEHICLES/LARGE EQUIPMENT	101	500	500	500	152
304.00	MACHINERY/EQUIPMENT	0	0	0	0	0
309.00	COMMUNICATION/PHOTO EQUIP	0	0	0	419	0
312.00	BUILDINGS/APPLIANCES	63	0	0	490	250
313.00	COMPUTER/OFFICE EQUIPMENT	0	1,000	1,000	1,015	500
313.10	NETWORK TECH MAINTENANCE	1,884	0	0	0	0
350.00	OTHER MAINTENANCE	19	0	0	0	0
402.00	AUDITS/CONSULTANTS FEES	0	0	0	0	0
402.80	SPECIAL SERVICES	6,649	7,000	7,000	6,540	7,000
403.00	TELEPHONE	52,814	50,000	50,000	53,700	54,711
409.00	ADVERTISEMENTS	0	400	400	100	0
410.00	PHYSICALS	353	200	200	100	0
424.00	SERVICE CONTRACTS	125,170	136,918	136,918	136,872	138,421
424.10	PROFESSIONAL SERVICES	0	0	0	6,028	4,106
450.00	OTHER SERVICES	15,300	1,000	1,000	210	0
710.00	MACHINERY/EQUIPMENT	3,643	0	0	0	0
712.00	OFFICE FURNITURE/EQUIPMENT	0	0	0	0	0
714.00	RADIOS/RADAR/CAMERAS	0	0	0	0	0
901.00	LIAB/CASUALTY INSURANCE	236	274	274	236	270
908.00	SEMINARS/MEMBERSHIP/TRAVE	19,170	20,000	20,000	19,773	20,000
908.10	MILEAGE	221	700	700	1,200	700
950.00	OTHER SUNDRY	0	200	200	100	200
999.00	WASHINGTON COUNTY REIMB	0	0	0	(1,836)	(4,106)
TOTAL DEPARTMENT		605,992	583,232	583,232	576,109	596,473

* REVISED ANNUAL ESTIMATE

DEPT 155 - MUNICIPAL COURT DEPARTMENT

\$347,356









STAFFING (FTES)

Administrator	1.00
City Marshall	1.00
Deputy Court Clerk	<u>2.60</u>
Total	4.60
 Judges	 2.00

The City of Brenham Municipal Court is the judicial branch of City government. The City of Brenham Municipal Court is dedicated to promoting and upholding the integrity of the Court and building public trust and confidence in the judicial system while maintaining the highest standards in customer service. The Court has jurisdiction over offenses occurring within the City limits and has extra-territorial jurisdiction. The Court adjudicates Class C misdemeanors punishable by a maximum fine of \$500 and City ordinance violations carrying a maximum fine of \$2,000. The Court processes over 8,500 cases per year. Municipal Court technology and security projects are funded out of the special revenue fund, Courts-Technology/Security Fund. The department also receives revenues from this fund to help offset costs for juvenile case management.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for City Services. 

-  Replace City Marshall's mobile and vehicle radio system;
-  Purchase License Plate Recognition for City Marshal's vehicle;
-  Purchase two additional handheld citation writers;
-  Purchase Crash Reporting Software for Handhelds; and
-  Redesign Municipal Court Webpage.

DEPT 155 - MUNICIPAL COURT DEPARTMENT

BUDGET HIGHLIGHTS

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
\$					
Personnel	265,767	283,707	283,707	272,912	288,403
Supplies	18,764	16,654	16,654	12,931	13,309
Maintenance	3,770	1,250	1,250	536	850
Services	30,508	33,405	33,405	33,486	37,824
Capital	0	0	0	0	0
Sundries	10,690	6,292	6,292	4,849	6,970
Total	329,500	341,308	341,308	324,714	347,356

DECISION PACKAGES FUNDED

Crash Reporting Software**	2,500
Mobile Data Terminal For City Marshal's Vehicle**	6,663
Two Additional Electronic Ticket Writers**	7,790
Mobile Automatic License Plate Recognition Camera's (ALPR) for City Marshal's Vehicle**	23,555
TOTAL	40,508

**FUND 233 APPROPRIATIONS

PERFORMANCE MEASURES

FACTOR	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
# New Cases	8,567	8,500	8,500	7,750	8,000
# Dispositions	7,147	7,200	7,200	6,700	7,000
# Warrants	806	1,000	1,000	2,000	1,500

* REVISED ANNUAL ESTIMATE

DEPT 155 - MUNICIPAL COURT DEPARTMENT**LINE ITEM DETAIL**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	ORIGINAL		
\$						
101.00	SALARIES & WAGES	200,882	213,572	213,572	207,776	216,105
102.00	OVERTIME PAY	202	500	500	435	0
103.00	OASDI/MEDICARE	14,212	15,056	15,056	15,067	15,938
103.02	MATCHING RETIREMENT	16,872	19,201	19,201	15,814	17,058
105.00	LONGEVITY PAY	2,788	3,060	3,060	3,026	3,254
105.01	EDUCATION/MISCELLANEOUS	2,239	2,400	2,400	1,661	2,162
105.02	OTHER PAY	62	0	0	0	0
105.03	STANDBY	0	0	0	0	61
106.00	MEDICAL INSURANCE	25,792	27,782	27,782	27,074	29,322
106.01	LIFE INSURANCE	667	717	717	719	807
106.02	LONG TERM DISABILITY	327	355	355	292	309
107.00	WORKERS' COMPENSATION	1,061	1,064	1,064	1,048	1,143
116.00	SALARIES/WAGES CONTINGENCY	0	0	0	0	2,244
118.00	ACCRUED COMP TIME	663	0	0	0	0
202.00	FUEL	1,821	2,254	2,254	2,082	2,389
203.00	TOOLS/SMALL EQUIPMENT	0	250	250	0	150
204.00	POSTAGE & FREIGHT	7,597	7,000	7,000	6,036	6,000
205.00	OFFICE SUPPLIES	4,350	3,000	3,000	1,263	1,500
206.00	EMPLOYEE RELATIONS	192	350	350	283	350
207.00	REPRODUCTION & PRINTING	2,173	2,000	2,000	1,961	2,000
208.00	CLOTHING	885	500	500	547	500
209.00	EDUCATIONAL	115	300	300	300	300
211.00	CLEANING AND JANITORIAL	28	0	0	45	45
212.00	COMPUTER SUPPLIES	1,485	0	0	0	0
213.00	COMMUNICATIONS EQUIPMENT	63	600	600	300	0
218.00	PHOTOGRAPHY	0	0	0	0	0
221.00	SAFETY/FIRST AID SUPPLIES	9	100	100	6	25
223.00	SMALL APPLIANCES	0	100	100	100	0
250.00	OTHER SUPPLIES	46	200	200	8	50

DEPT 155 - MUNICIPAL COURT DEPARTMENT**LINE ITEM DETAIL (CONTINUED)**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	ORIGINAL		
\$						
303.00	VEHICLES/LARGE EQUIPMENT	757	700	700	428	700
304.00	MACHINERY/EQUIPMENT	80	200	200	0	100
309.00	COMMUNICATION/PHOTO EQUIP	0	100	100	0	0
312.00	BUILDINGS/APPLIANCES	2,933	0	0	70	0
313.00	COMPUTER/OFFICE EQUIPMENT	0	200	200	0	0
350.00	OTHER MAINTENANCE	0	50	50	38	50
402.00	AUDITS/CONSULTANTS FEES	0	0	0	0	0
403.00	TELEPHONE	299	305	305	332	324
409.00	ADVERTISEMENTS	0	0	0	0	0
412.00	JURY DUTY	0	0	0	0	0
419.00	LEGAL FEES	16,625	17,500	17,500	16,750	17,500
424.00	SERVICE CONTRACTS	12,805	15,000	15,000	15,091	18,500
450.00	OTHER SERVICES	779	600	600	1,313	1,500
901.00	LIAB/CASUALTY INSURANCE	517	592	592	499	570
908.00	SEMINARS/MEMBERSHIP/TRAVE	5,268	4,500	4,500	3,500	5,000
908.10	MILEAGE	2,134	1,000	1,000	923	1,200
908.20	CONTINUING EDUCATION	0	0	0	0	0
949.00	UNEMPLOYMENT BENEFITS	2,717	0	0	0	0
950.00	OTHER SUNDRY	54	200	200	(73)	200
TOTAL DEPARTMENT		329,500	341,308	341,308	324,714	347,356

* REVISED ANNUAL ESTIMATE

DEPT 167 - PUBLIC WORKS DEPARTMENT

\$451,654

STAFFING (FTES)







Director	1.00
Building Official	1.00
Building Inspector	1.00
GIS Technician	1.00
Admin Assistant	1.00
Admin Secretary	1.00
	1.00
Total	6.00

The Public Works Department provides managerial oversight for the Streets and Airport Department which have their own separate budgets. The department deals with all issues related to planning and zoning within the City of Brenham, including requests for variances. Plat and subdivision plans are reviewed and approved by department personnel to ensure compliance with all ordinances. The department issues building permits and sign permits. The department also conducts building inspections and subdivision inspections. Finally, transportation planning is an integral part of department programs.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for City Services.



-  Review subdivision and zoning ordinances and make changes as required to improve clarity and continuity between the two documents;
-  Review permit fees charged for residential and commercial building construction and adjust the fees if adjustments are determined to be warranted;
-  Review fees charged for subdivision plats and adjust the fees if adjustments are determined to be warranted; and
-  Review transportation/drainage fees in other cities and make a recommendation to the City Council concerning findings.

DEPT 167 - PUBLIC WORKS DEPARTMENT

BUDGET HIGHLIGHTS

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
\$					
Personnel	358,163	364,622	364,622	361,502	394,294
Supplies	12,118	17,717	17,717	8,652	21,850
Maintenance	537	950	950	1,016	500
Services	35,672	31,545	44,045	20,145	25,800
Capital	0	0	0	5,600	0
Sundries	(3,336)	(3,458)	(3,458)	(3,637)	9,210
Total	403,154	411,376	423,876	393,278	451,654

DECISION PACKAGES FUNDED

REPLACE 1/2 TON CHEVY PICKUP** 18,000

**FUND 236 APPROPRIATIONS

PERFORMANCE MEASURES

FACTOR	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
# of building inspections	1,788	1,750	1,750	1,820	1,800
Building permits issued	340	300	300	350	350

* REVISED ANNUAL ESTIMATE

DEPT 167 - PUBLIC WORKS DEPARTMENT**LINE ITEM DETAIL**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	ORIGINAL		
\$						
101.00	SALARIES & WAGES	260,708	265,025	265,025	264,539	285,363
102.00	OVERTIME PAY	66	100	100	188	100
103.00	OASDI/MEDICARE	19,458	19,648	19,648	19,976	21,543
103.02	MATCHING RETIREMENT	26,068	24,029	24,029	24,084	26,809
105.00	LONGEVITY PAY	4,415	4,798	4,798	4,745	5,578
105.01	EDUCATION/MISCELLANEOUS	4,800	4,800	4,800	4,798	4,800
105.02	OTHER PAY	0	0	0	0	0
105.03	STANDBY	0	0	0	0	0
106.00	MEDICAL INSURANCE	40,657	43,849	43,849	40,987	44,124
106.01	LIFE INSURANCE	1,024	1,050	1,050	998	1,047
106.02	LONG TERM DISABILITY	505	519	519	399	375
107.00	WORKERS' COMPENSATION	790	804	804	788	834
116.00	SALARIES/WAGES CONTINGENCY	0	0	0	0	3,721
118.00	ACCRUED COMP TIME	(329)	0	0	0	0
201.00	CHEMICALS	180	8,600	8,600	250	0
202.00	FUEL	2,342	2,882	2,882	2,298	2,550
203.00	TOOLS/SMALL EQUIPMENT	0	100	100	50	50
204.00	POSTAGE & FREIGHT	2,755	1,560	1,560	630	1,100
205.00	OFFICE SUPPLIES	359	700	700	1,400	1,450
206.00	EMPLOYEE RELATIONS	443	200	200	300	450
207.00	REPRODUCTION & PRINTING	2,158	2,000	2,000	2,000	12,200
208.00	CLOTHING	307	500	500	500	250
209.00	EDUCATIONAL	0	200	200	200	0
210.00	BOTANICAL & AGRICULTURAL	351	0	0	0	0
211.00	CLEANING AND JANITORIAL	24	0	0	64	50
212.00	COMPUTER SUPPLIES	2,922	500	500	535	3,500
213.00	COMMUNICATIONS EQUIPMENT	250	150	150	300	150
218.00	PHOTOGRAPHY	0	0	0	0	0
221.00	SAFETY/FIRST AID SUPPLIES	0	25	25	25	0
223.00	SMALL APPLIANCES	0	200	200	0	0
250.00	OTHER SUPPLIES	27	100	100	100	100

* REVISED ANNUAL ESTIMATE

DEPT 167 - PUBLIC WORKS DEPARTMENT**LINE ITEM DETAIL (CONTINUED)**

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$	2009	2010	2010	2010	2011
303.00 VEHICLES/LARGE EQUIPMENT	537	750	750	550	500
309.00 COMMUNICATION/PHOTO EQUIP	0	0	0	0	0
310.00 BUILDINGS/APPLIANCES	0	0	0	0	0
313.00 COMPUTER/OFFICE EQUIPMENT	0	200	200	0	0
350.00 OTHER MAINTENANCE	0	0	0	466	0
402.00 AUDITS/CONSULTANTS FEES	10,000	0	12,500	0	0
403.00 TELEPHONE	1,564	1,621	1,621	1,815	2,200
406.60 TRNSF STATION/LANDFILL FEE	98	500	500	0	0
407.00 LEGAL NOTICES	5,664	4,000	4,000	2,008	3,000
409.00 ADVERTISEMENTS	0	0	0	0	0
410.00 PHYSICALS	823	0	0	285	0
418.00 SUBSTANDARD BLDGS EXPENSE	0	10,000	10,000	0	5,000
424.00 SERVICE CONTRACTS	9,428	10,424	10,424	11,037	15,600
450.00 OTHER SERVICES	8,094	5,000	5,000	5,000	0
712.00 OFFICE FURNITURE/EQUIPMENT	0	0	0	5,600	0
901.00 LIAB/CASUALTY INSURANCE	818	842	842	722	810
908.00 SEMINARS/MEMBERSHIP/TRAVEL	5,442	5,500	5,500	5,541	6,500
908.10 MILEAGE	1,339	1,100	1,100	1,100	1,900
949.00 UNEMPLOYMENT BENEFITS	0	0	0	0	0
950.00 OTHER SUNDRY	0	100	100	0	0
999.00 WASH COUNTY-HEALTH INSP.	(9,719)	(10,000)	(10,000)	(10,000)	0
999.01 CITY OF BURTON-HEALTH INSP.	(1,216)	(1,000)	(1,000)	(1,000)	0
TOTAL DEPARTMENT	403,154	411,376	423,876	393,278	451,654

* REVISED ANNUAL ESTIMATE

DEPT 054 - ANIMAL SHELTER DEPARTMENT

\$129,393









STAFFING (FTES)

Supervisor	0.50
Officer	1.00
Animal Shelter Assistant	<u>1.00</u>
Total	2.50

The City provides the Donald G. Austin Memorial Animal Shelter, a temporary housing facility and the Craig C. Cantey Adoption Center, where animals are available for adoption. The animal shelter was opened in 1986 and was designed to house 18 dogs and 25 cats. Animal surrenders have far surpassed building design and the shelter has housed as many as 300 animals at one time. Whether impounded or surrendered, most animals are held 72 hours and then evaluated for eligibility to enter the adoption program. Adoptable animals are vaccinated, spayed/neutered and micro chipped. Almost 400 animals were adopted during fiscal year 2009.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for City Services. 

-  To promote responsible pet ownership;
-  To reduce the population of abandoned cats and dogs by spaying and neutering;
-  To promote proper care of animals impounded at our local shelter;
-  To promote animal adoptions and finding homeless pets forever homes; and
-  To promote the importance of animal safety.

DEPT 054 - ANIMAL SHELTER DEPARTMENT**BUDGET HIGHLIGHTS**

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
\$					
Personnel	26,965	73,300	73,300	57,739	100,057
Supplies	22,196	20,179	20,179	18,037	20,321
Maintenance	2,512	3,000	3,000	8,543	2,400
Services	82,465	77,926	77,926	70,801	50,570
Capital	0	0	0	0	0
Sundries	(44,853)	(44,055)	(44,055)	(45,042)	(43,955)
Total	89,285	130,350	130,350	110,078	129,393

DECISION PACKAGES FUNDED

NONE

PERFORMANCE MEASURES

FACTOR	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
Animals Surrendered					
- City	383	289	289	575	600
- County	788	430	430	860	900
Animals Adopted	397	183	183	350	375
Animals reclaimed	198	82	82	160	175
Animals euthanized	936	578	578	1,100	1,000

* REVISED ANNUAL ESTIMATE

DEPT 054 - ANIMAL SHELTER DEPARTMENT**LINE ITEM DETAIL**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	ORIGINAL		
\$						
101.00	SALARIES & WAGES	17,288	43,171	43,171	36,489	64,514
102.00	OVERTIME PAY	2,231	6,200	6,200	3,827	3,400
103.00	OASDI/MEDICARE	1,484	3,660	3,660	2,789	4,539
103.02	MATCHING RETIREMENT	1,944	4,615	4,615	3,654	6,271
105.00	LONGEVITY PAY	48	239	239	31	73
105.02	OTHER PAY	50	0	0	0	0
105.03	STANDBY	571	3,150	3,150	1,208	1,200
106.00	MEDICAL INSURANCE	3,276	11,526	11,526	9,116	17,727
106.01	LIFE INSURANCE	15	166	166	127	243
106.02	LONG TERM DISABILITY	7	82	82	78	148
107.00	WORKERS' COMPENSATION	50	491	491	420	996
116.00	SALARIES/WAGES CONTINGENC'	0	0	0	0	946
201.00	CHEMICALS	677	900	900	220	900
202.00	FUEL	1,135	829	829	1,500	1,996
203.00	TOOLS/SMALL EQUIPMENT	408	250	250	243	250
204.00	POSTAGE & FREIGHT	78	150	150	107	100
205.00	OFFICE SUPPLIES	1,362	1,500	1,500	635	1,375
206.00	EMPLOYEE RELATIONS	374	150	150	375	300
207.00	REPRODUCTION & PRINTING	1,438	1,500	1,500	892	1,500
208.00	CLOTHING	239	200	200	159	200
209.00	EDUCATIONAL	0	0	0	0	0
210.00	BOTANICAL & AGRICULTURAL	53	150	150	139	150
211.00	CLEANING AND JANITORIAL	4,561	4,000	4,000	4,762	4,200
212.00	COMPUTER SUPPLIES	2,506	500	500	30	250
213.00	COMMUNICATIONS EQUIPMENT	0	0	0	89	0
215.00	ANIMAL SHELTER SUPPLIES	7,733	9,000	9,000	7,656	8,000
218.00	PHOTOGRAPHY	129	0	0	(50)	0
221.00	SAFETY/FIRST AID SUPPLIES	410	250	250	671	500
223.00	SMALL APPLIANCES	390	300	300	50	100
250.00	OTHER SUPPLIES	702	500	500	559	500
303.00	VEHICLES/LARGE EQUIPMENT	183	500	500	500	250
309.00	COMMUNICATION/PHOTO EQUI	22	25	25	0	25
310.00	LAND/GROUNDS	0	75	75	69	75
312.00	BUILDINGS/APPLIANCES	2,307	2,000	2,000	7,105	2,000
313.00	COMPUTER/OFFICE EQUIPMENT	0	300	300	0	0
316.00	JANITORIAL	0	0	0	866	0
350.00	OTHER MAINTENANCE	0	100	100	3	50

DEPT 054 - ANIMAL SHELTER DEPARTMENT

LINE ITEM DETAIL (CONTINUED)

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$					
401.00 ELECTRICAL	10,117	10,200	10,200	9,616	10,740
402.00 AUDITS/CONSULTANTS FEES	0	0	0	0	0
403.00 TELEPHONE	299	305	305	322	360
405.00 WATER	869	832	832	626	731
406.00 SEWER	1,251	1,139	1,139	830	1,139
409.00 ADVERTISEMENTS	166	1,000	1,000	1,024	1,100
416.00 VETERINARIAN SERVICES	3,264	3,000	3,000	2,712	3,000
417.50 ANIMAL ADOPTION COUPON EXP	36,953	30,000	30,000	28,413	30,000
422.00 CONTRACT LABOR	25,431	27,000	27,000	24,462	0
424.00 SERVICE CONTRACTS	3,014	3,250	3,250	1,796	2,300
450.00 OTHER SERVICES	1,100	1,200	1,200	1,000	1,200
901.00 LIAB/CASUALTY INSURANCE	0	1,145	1,145	0	1,145
908.00 SEMINARS/MEMBERSHIP/TRAVE	150	0	0	0	0
908.10 MILEAGE	0	0	0	0	0
950.00 OTHER SUNDRY	597	400	400	558	500
999.00 WASHINGTON COUNTY REIMB	(45,600)	(45,600)	(45,600)	(45,600)	(45,600)
TOTAL DEPARTMENT	89,285	130,350	130,350	110,078	129,393

* REVISED ANNUAL ESTIMATE

DEPT 154 - ANIMAL CONTROL DEPARTMENT

\$104,821









STAFFING (FTES)

Supervisor	0.50
Officer	<u>1.00</u>
Total	1.50

The City of Brenham adopted an animal control ordinance to regulate the keeping of animals and fowls within the city to promote the health, safety, and welfare of the public as is provided by state law. The City responds to all animal control calls within City limits and county requests for assistance in animal bite cases, injured animal cases, and county arrests with an animal in the vehicle. Animal control officers are available to respond to calls for service Monday through Friday from 8 AM to 5 PM. For emergencies, they may respond to calls after 5 PM and on weekends and holidays.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for City Services. 

-  To protect the public's health and safety from vicious, sick and injured animals;
-  To educate the public about responsible animal care and ownership;
-  To reduce the number of unwanted animals in the community;
-  To enforce animal control ordinances; and
-  to investigate reports of cruelty and neglect of animals.

DEPT 154 - ANIMAL CONTROL DEPARTMENT

BUDGET HIGHLIGHTS

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
\$					
Personnel	109,216	73,300	73,300	85,544	81,654
Supplies	7,903	10,004	10,004	7,892	12,437
Maintenance	2,899	2,200	2,200	2,895	2,100
Services	6,495	7,275	7,275	6,455	6,400
Capital	0	0	0	0	0
Sundries	1,482	1,050	1,050	1,116	2,230
Total	127,995	93,829	93,829	103,902	104,821

DECISION PACKAGES FUNDED

NONE

PERFORMANCE MEASURES

FACTOR	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
Number of City calls:					
- Bite cases	25	15	15	30	35
- Impounded	685	290	290	600	625
- Injured Animals	32	6	6	30	35
- Trapped Animals	156	145	145	280	290
Number of County calls:					
- Bite cases	38	20	20	40	45
- Impounded	79	56	56	110	125
- Injured Animals	10	2	2	5	8
- Arrest Cases	6	2	2	5	8

* REVISED ANNUAL ESTIMATE

DEPT 154 - ANIMAL CONTROL DEPARTMENT**LINE ITEM DETAIL**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	ORIGINAL		
\$						
101.00	SALARIES & WAGES	61,809	43,171	43,171	48,071	43,404
102.00	OVERTIME PAY	10,578	6,200	6,200	8,997	9,600
103.00	OASDI/MEDICARE	5,477	3,660	3,660	4,133	3,784
103.02	MATCHING RETIREMENT	7,534	4,615	4,615	5,425	5,319
105.00	LONGEVITY PAY	323	239	239	508	608
105.02	OTHER PAY	76	0	0	0	0
105.03	STANDBY	5,221	3,150	3,150	4,417	5,100
106.00	MEDICAL INSURANCE	16,877	11,526	11,526	13,051	12,216
106.01	LIFE INSURANCE	274	166	166	194	164
106.02	LONG TERM DISABILITY	134	82	82	110	118
107.00	WORKERS' COMPENSATION	912	491	491	638	704
116.00	SALARIES/WAGES CONTINGENC'	0	0	0	0	637
202.00	FUEL	4,745	5,814	5,814	4,721	5,987
203.00	TOOLS/SMALL EQUIPMENT	243	300	300	225	300
204.00	POSTAGE & FREIGHT	218	150	150	142	150
205.00	OFFICE SUPPLIES	329	500	500	248	500
206.00	EMPLOYEE RELATIONS	7	0	0	150	100
207.00	REPRODUCTION & PRINTING	780	750	750	391	600
208.00	CLOTHING	258	500	500	191	500
210.00	BOTANICAL & AGRICULTURAL	5	50	50	0	0
211.00	CLEANING AND JANITORIAL	126	300	300	108	200
212.00	COMPUTER SUPPLIES	330	150	150	0	150
213.00	COMMUNICATIONS EQUIPMENT	120	100	100	65	100
215.00	ANIMAL SHELTER SUPPLIES	491	600	600	1,100	1,000
218.00	PHOTOGRAPHY	0	100	100	50	100
221.00	SAFETY/FIRST AID SUPPLIES	46	150	150	40	150
223.00	SMALL APPLIANCES	0	0	0	211	0
230.00	AMMO/GUN SUPPLIES	14	40	40	0	2,300
250.00	OTHER SUPPLIES	190	500	500	250	300
303.00	VEHICLES/LARGE EQUIPMENT	2,871	1,500	1,500	1,501	1,500
310.00	LAND/GROUNDS	0	0	0	69	0
312.00	BUILDINGS/APPLIANCES	20	500	500	400	500
313.00	COMPUTER/OFFICE EQUIPMENT	2	100	100	0	0
350.00	OTHER MAINTENANCE	6	100	100	925	100

DEPT 154 - ANIMAL CONTROL DEPARTMENT**LINE ITEM DETAIL (CONTINUED)**

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$					
401.00 ELECTRICAL	629	800	800	1,142	1,000
402.00 AUDITS/CONSULTANTS FEES	0	0	0	0	0
403.00 TELEPHONE	745	773	773	664	750
405.00 WATER	304	248	248	129	100
406.00 SEWER	362	204	204	128	150
410.00 PHYSICALS	948	850	850	0	0
416.00 VETERINARIAN SERVICES	39	500	500	250	500
417.00 CITY LICENSE-VET EXP	2,830	3,000	3,000	2,814	3,000
417.50 ANIMAL ADOPTION COUPON EXP	0	0	0	0	0
422.00 CONTRACT LABOR	0	0	0	0	0
424.00 SERVICE CONTRACTS	286	600	600	828	600
450.00 OTHER SERVICES	352	300	300	500	300
901.00 LIAB/CASUALTY INSURANCE	1,033	0	0	953	1,080
908.00 SEMINARS/MEMBERSHIP/TRAVE	402	0	0	21	1,000
908.10 MILEAGE	0	0	0	40	100
908.20 CONTINUING EDUCATION	0	1,000	1,000	0	0
950.00 OTHER SUNDRY	47	50	50	102	50
999.00 WASHINGTON COUNTY REIMB	0	0	0	0	0
TOTAL DEPARTMENT	127,993	93,829	93,829	103,902	104,821

* REVISED ANNUAL ESTIMATE

DEPT 141 - STREETS DEPARTMENT

\$1,316,713


STAFFING (FTES)









Superintendent	1.00
Crew Leader	3.00
Equipment Operator II	3.00
Equipment Operator I	2.00
Maintenance Worker II	2.00
Maintenance Worker I	5.00
PT Maintenance Worker	0.90
Total	16.90

The Street Department maintains over 81 miles of streets and drainage within the City of Brenham. A significant portion of street projects are associated with road, curb, and gutter reconstruction following gas, water, and sewer line repairs or replacements. Most of these utility lines lie beneath city streets. The Street Department has to work closely with the utility departments in coordinating reconstruction projects in order to minimize any road associated inconveniences to citizens. The Street Department performs maintenance work on existing roads by patching holes or applying seal coats to extend street life. There are over 130 streets and portions of streets, comprising 13 miles of surface that are scheduled for seal coating. The Street Department is also responsible for tree trimming, keeping trees out of the path of roadways and installing or replacing street signs. Part of department daily operations is mowing. The Street Department mows along all the major creek systems within the city and keeps these areas free of debris. The department also mows along major thoroughfares, particularly those located south and east of the city and also maintains the airport.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for Transportation 

-  Continue ongoing patch maintenanc, tree trimming, and mowing services;
-  Extend street life by overlaying asphalt with chip-rock and seal coat and repairing potholes;
-  Make sure all streets are swept in a timely manner;
-  Make repairs to streets due to utility work;
-  Make repairs to broken sidewalks, curbs and gutters; and
-  Respond to citizen complaints in a timely manner.

DEPT 141 - STREETS DEPARTMENT**BUDGET HIGHLIGHTS**

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
\$					
Personnel	670,195	728,898	728,898	699,251	740,798
Supplies	67,655	70,400	70,400	74,664	79,127
Maintenance	453,920	449,450	449,450	447,771	448,800
Services	48,760	38,742	38,742	39,089	29,488
Capital	101,246	0	0	0	0
Sundries	16,313	19,099	19,099	16,917	18,500
Total	1,358,089	1,306,589	1,306,589	1,277,692	1,316,713

DECISION PACKAGES FUNDED

IRON WHEEL ROLLER**	79,000
OVERLAY PROJECT - PHASE 2 (OF 3)***	205,844
REPLACE DODGE 3/4 TON TRUCK (UNIT #10)**	25,000
REPLACE ROOF OVER SIGN SHOP**	12,000
RESTRIPING***	12,000

**FUND 236 APPROPRIATIONS

***FUND 237 APPROPRIATIONS

PERFORMANCE MEASURES

FACTOR	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
Chip seal (linear feet)	9,250	9,500	9,500	2,800	8,072
Curb & gutter (linear feet)	1,450	1,500	1,500	2,608	2,609
Sidewalks (linear feet)	1,800	2,400	2,400	1,746	1,750
Utility cut reconstruction (lf)	2,890	3,000	3,000	3,000	3,000
Street signs installed	265	200	200	345	355

* REVISED ANNUAL ESTIMATE

DEPT 141 - STREETS DEPARTMENT**LINE ITEM DETAIL**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	ORIGINAL 2010		
\$						
101.00	SALARIES & WAGES	455,935	493,693	493,693	473,730	491,482
102.00	OVERTIME PAY	3,995	7,350	7,350	7,319	7,350
103.00	OASDI/MEDICARE	35,012	38,053	38,053	36,678	37,962
103.02	MATCHING RETIREMENT	45,119	44,867	44,867	43,065	46,178
105.00	LONGEVITY PAY	7,168	7,995	7,995	7,799	8,608
105.01	EDUCATION/MISCELLANEOUS	4,800	4,800	4,800	4,799	4,800
105.02	OTHER PAY	544	0	0	0	0
105.03	STANDBY	6,426	6,500	6,500	6,309	6,500
106.00	MEDICAL INSURANCE	89,629	101,878	101,878	98,073	108,054
106.01	LIFE INSURANCE	1,695	1,868	1,868	1,768	1,788
106.02	LONG TERM DISABILITY	830	924	924	711	654
107.00	WORKERS' COMPENSATION	19,163	20,970	20,970	19,000	20,661
116.00	SALARIES/WAGES CONTINGENCY	0	0	0	0	6,761
118.00	ACCRUED COMP TIME	(120)	0	0	0	0
202.00	FUEL	46,986	50,500	50,500	53,000	58,902
203.00	TOOLS/SMALL EQUIPMENT	2,435	3,000	2,000	1,983	2,000
204.00	POSTAGE & FREIGHT	0	50	50	41	25
205.00	OFFICE SUPPLIES	120	350	350	195	200
206.00	EMPLOYEE RELATIONS	1,610	1,000	1,000	1,000	1,000
207.00	REPRODUCTION & PRINTING	192	350	350	348	350
208.00	CLOTHING	4,314	4,600	4,600	4,612	5,000
209.00	EDUCATIONAL	0	100	100	2,500	100
210.00	BOTANICAL & AGRICULTURAL	2,270	2,500	2,500	2,499	2,000
211.00	CLEANING AND JANITORIAL	1,898	2,500	2,500	1,987	2,000
212.00	COMPUTER SUPPLIES	2,701	500	500	500	2,000
213.00	COMMUNICATIONS EQUIPMENT	757	325	325	300	300
218.00	PHOTOGRAPHY	18	125	125	125	250
221.00	SAFETY/FIRST AID SUPPLIES	2,339	3,000	3,000	3,090	3,000
223.00	SMALL APPLIANCES	1,162	500	500	500	500
250.00	OTHER SUPPLIES	853	1,000	2,000	1,984	1,500

DEPT 141 - STREETS DEPARTMENT**LINE ITEM DETAIL (CONTINUED)**

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$		2010	2010	2010	2011
303.00 VEHICLES/LARGE EQUIPMENT	55,868	50,000	48,000	47,519	50,000
304.00 LAND/GROUNDS	3,581	3,500	5,500	5,481	3,500
309.00 BUILDINGS/APPLIANCES	0	150	150	150	0
310.00 LAND/GROUNDS	0	0	0	16	0
312.00 BUILDINGS/APPLIANCES	1,044	1,000	1,000	0	500
313.00 COMPUTER/OFFICE EQUIPMENT	0	0	0	0	0
315.00 STREETS/INLETS/CURBS	371,320	364,800	364,800	364,606	364,800
317.00 TRAFFIC SIGNS & ST MARKERS	21,880	29,500	29,500	29,500	29,500
350.00 OTHER MAINTENANCE	228	500	500	499	500
401.00 ELECTRICAL	4,469	3,956	3,956	3,956	4,692
402.00 AUDITS/CONSULTANTS FEES	0	0	0	0	0
403.00 TELEPHONE	1,946	2,072	2,072	2,072	1,860
404.00 GAS	0	0	0	0	0
405.00 WATER	675	591	591	590	636
406.00 SEWER	857	1,114	1,114	1,113	900
406.50 GARBAGE	859	859	859	858	900
406.60 TRNSF STATION/LANDFILL FEE	13	0	0	0	0
408.00 RENTAL & LEASES	23,408	14,000	14,000	13,900	5,000
409.00 ADVERTISEMENTS	176	150	150	600	0
410.00 PHYSICALS	575	500	500	500	0
422.00 CONTRACT LABOR	13,798	14,500	14,500	14,500	14,500
424.00 SERVICE CONTRACTS	1,016	0	0	0	0
450.00 OTHER SERVICES	969	1,000	1,000	1,000	1,000
703.00 STREETS/INLETS/CURBS	13,000	0	0	0	0
710.00 MACHINERY/EQUIPMENT	6,900	0	0	0	0
813.00 VEHICLES	81,346	0	0	0	0
901.00 LIAB/CASUALTY INSURANCE	13,456	14,599	14,599	12,836	14,500
908.00 SEM./MEMBERSHIP/TRAVEL	2,138	3,500	3,500	3,499	3,500
908.10 MILEAGE	691	1,000	1,000	500	500
949.00 UNEMPLOYMENT BENEFITS	28	0	0	82	0
950.00 OTHER SUNDRY	0	0	0	0	0
TOTAL DEPARTMENT	1,358,089	1,306,589	1,306,589	1,277,692	1,316,713

* REVISED ANNUAL ESTIMATE

DEPT 148 -AIRPORT DEPARTMENT

\$87,524

STAFFING (FTES)



None

The Brenham Municipal Airport was constructed in 1964 and 1965. Funds for the airport construction were provided equally by the Federal Aviation Administration (FAA) and the City of Brenham. The airport has experienced steady growth since its inception. In 1999, the City of Brenham applied for and received a Terminal Building Grant from TxDOT for construction of a new airport terminal. Terminal plans were modified by adding footage for a diner named the Southern Flyer Diner. The fixed based operator who handles day-to-day airport operations, also owns and operates the diner. More recently, in 2007, a new airport-hanger was developed. A 500 foot runway extension project was just recently completed in June 2010.

Approximately \$60,000 of airport operating expenditures are eligible for TxDOT’s Routine Airport Maintenance Program (RAMP). The RAMP program includes lower cost airside and landside airport improvements. These items can be more than just maintenance and may be new or additional items of work. The City’s match is 50% of actual costs. The City fronts 100% of the costs and is then reimbursed by RAMP for 50% of the eligible expenditures.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for City Services.



To provide courteous, professional and friendly service to airport patrons;



To continue to utilize TXDOT's Routine Airport Maintenance Program to improve all aspects of the City's airport;



To continue striving to lease all available hanger space; and



Explore options for expansion of vehicle parking

DEPT 148 -AIRPORT DEPARTMENT

BUDGET HIGHLIGHTS

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
\$ Personnel	0	0	0	0	0
Supplies	3,878	8,546	8,546	5,272	4,538
Maintenance	7,771	13,850	13,850	12,691	6,600
Services	25,226	24,605	24,605	28,800	25,016
Capital (1)	0	35,900	35,900	35,867	46,000
Sundries (2)	4,348	5,101	5,101	5,085	5,370
Total	41,223	88,002	88,002	87,715	87,524

DECISION PACKAGES FUNDED

NONE

PERFORMANCE MEASURES

FACTOR	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
% TxDOT RAMP	36%	100%	100%	100%	100%
T-Hanger Occupancy Rate	95%+	95%+	95%+	100%	100%

* REVISED ANNUAL ESTIMATE

DEPT 148 -AIRPORT DEPARTMENT

LINE ITEM DETAIL

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	ORIGINAL		
\$						
203.00	TOOLS/SMALL EQUIPMENT	0	0	0	0	0
210.00	BOTANICAL & AGRICULTURAL	1,545	2,500	2,500	2,138	2,500
211.00	CLEANING AND JANITORIAL	293	546	546	314	338
212.00	COMPUTER SUPPLIES	0	0	0	0	0
221.00	SAFETY/FIRST AID SUPPLIES	0	200	200	200	200
250.00	OTHER SUPPLIES	2,040	5,300	5,300	2,620	1,500
304.00	MACHINERY/EQUIPMENT	0	500	500	250	250
309.00	COMMUNICATION/PHOTO EQUIP	0	100	100	50	100
310.00	LAND/GROUNDS	0	2,000	2,000	1,000	1,000
312.00	BUILDINGS/APPLIANCES	2,005	250	250	400	250
350.00	OTHER MAINTENANCE	5,766	11,000	11,000	10,991	5,000
401.00	ELECTRICAL	11,977	12,093	12,093	13,184	12,000
402.00	AUDITS/CONSULTANTS FEES	4,973	4,930	4,930	7,330	4,880
403.00	TELEPHONE	2,171	2,146	2,146	2,894	2,000
405.00	WATER	2,438	1,000	1,000	1,079	1,800
424.00	SERVICE CONTRACTS	3,335	4,100	4,100	3,977	4,000
450.00	OTHER SERVICES	332	336	336	336	336
715.00	OTHER CAPITAL	0	35,900	35,900	35,867	0
815.00	OTHER CAPITAL OUTLAY	0	0	0	0	46,000
901.00	LIAB/CASUALTY INSURANCE	4,141	4,901	4,901	4,906	5,170
908.00	SEM./MEMBERSHIP/TRAVEL	0	0	0	100	200
950.00	OTHER SUNDRY	207	200	200	79	0
TOTAL DEPARTMENT		41,223	88,002	88,002	87,715	87,524

* REVISED ANNUAL ESTIMATE

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DEPT 150 - COMMUNICATIONS DEPARTMENT

\$980,374


STAFFING (FTES)








Manager	1.00
Shift Supervisors	2.00
Telecomm Operator III	4.00
Telecomm Operator II	1.00
Telecomm Operator I	2.00
Telecomm Operator Trainee	5.00
PT Operators	2.16
Total	17.16

The Brenham Emergency Communications Department dispatches for all public safety agencies located within Washington County. The department answers all incoming 9-1-1 calls. The Communications Center is staffed 24 hours a day, 7 days a week. With the use of computer aided dispatch software, Communications' personnel document all calls for service, the responder's locations and any comments that are made in reference to the calls for service. Communications also maintains recordings and documents of all non-emergency phone calls, 9-1-1 calls, and all radio traffic. The department is responsible for five local radio channels and monitors radio traffic on several others. Through the use of advanced communications technology, the department can communicate with other local and/or state agencies and is equipped to handle any incident which may involve multi-jurisdictional response.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for City Services. 

-  Promote/Fill one Shift Supervisor Positions;
-  Upgrade/replace the following hardware/software: Replace CAD Workstations CAD01-CAD06, Replace Aegis Domain Controller;
-  Upgrade NWS Mobile Software and Records Management Software to Version 9;
-  Increase Emergency Medical Dispatch call accuracy to 98% utilizing ProQA software; and
-  Implement Quality Assurance Program for calls handled by operators.

DEPT 150 - COMMUNICATIONS DEPARTMENT

BUDGET HIGHLIGHTS

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
\$					
Personnel	594,216	769,797	769,797	726,163	795,308
Supplies	32,826	26,250	35,962	31,132	38,099
Maintenance	4,629	4,100	4,100	2,634	3,400
Services	128,509	175,263	169,716	219,251	211,312
Capital	0	0	0	0	0
Sundries	(27,351)	(19,077)	(23,242)	(51,242)	(67,745)
Total	732,829	956,333	956,333	927,938	980,374

DECISION PACKAGES FUNDED

RELOCATION OF ZETRON RADIO SYSTEM* 30,000

*FUND 236 APPROPRIATION

PERFORMANCE MEASURES

FACTOR	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
# of incoming calls	749,499	780,000	780,000	720,744	725,000
# of 9-1-1 calls	30,594	31,000	31,000	29,759	31,000

* REVISED ANNUAL ESTIMATE

DEPT 150 - COMMUNICATIONS DEPARTMENT**LINE ITEM DETAIL**

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$					
101.00 SALARIES & WAGES	397,518	533,181	533,181	499,033	551,240
102.00 OVERTIME PAY	52,201	36,000	36,000	52,362	36,000
103.00 OASDI/MEDICARE	32,992	44,196	44,196	40,069	42,540
103.02 MATCHING RETIREMENT	40,030	47,161	47,161	43,689	47,145
105.00 LONGEVITY PAY	3,720	3,943	3,943	4,474	4,365
105.01 EDUCATION/MISCELLANEOUS	0	0	0	0	0
105.02 OTHER PAY	3,532	0	0	0	0
106.00 MEDICAL INSURANCE	61,478	101,645	101,645	83,495	103,473
106.01 LIFE INSURANCE	1,266	1,851	1,851	1,575	1,782
106.02 LONG TERM DISABILITY	621	1,016	1,016	695	789
107.00 WORKERS' COMPENSATION	664	804	804	771	945
116.00 SALARIES/WAGES CONTINGENCY	0	0	0	0	7,029
118.00 ACCRUED COMP TIME	194	0	0	0	0
202.00 FUEL	0	0	0	200	200
203.00 TOOLS/SMALL EQUIPMENT	0	100	100	0	0
204.00 POSTAGE & FREIGHT	216	100	100	51	100
205.00 OFFICE SUPPLIES	796	2,000	2,000	700	1,000
206.00 EMPLOYEE RELATIONS	579	750	750	792	750
207.00 REPRODUCTION & PRINTING	379	500	500	341	800
208.00 CLOTHING	1,680	2,750	2,750	2,000	2,000
209.00 EDUCATIONAL	1,625	500	500	500	500
210.00 BOTANICAL & AGRICULTURAL	49	100	100	50	50
211.00 CLEANING AND JANITORIAL	1,158	1,000	1,000	1,019	1,000
212.00 COMPUTER SUPPLIES	25,022	13,500	23,212	23,212	28,860
213.00 COMMUNICATIONS EQUIPMENT	298	2,100	2,100	1,200	1,200
218.00 PHOTOGRAPHY	0	0	0	0	0
221.00 SAFETY/FIRST AID SUPPLIES	0	100	100	0	0
223.00 SMALL APPLIANCES	162	500	500	354	500
250.00 OTHER SUPPLIES	862	2,250	2,250	713	1,139
304.00 MACHINERY/EQUIPMENT	0	0	0	0	0
309.00 COMMUNICATION/PHOTO EQUIP	218	100	100	0	0
310.00 LAND/GROUNDS	0	100	100	0	0
312.00 BUILDINGS/APPLIANCES	3,286	1,000	1,000	834	1,000
313.00 COMPUTER/OFFICE EQUIPMENT	0	100	100	0	0
316.00 JANITORIAL	1,125	2,600	2,600	1,800	2,200
350.00 OTHER MAINTENANCE	0	200	200	0	200

DEPT 150 - COMMUNICATIONS DEPARTMENT

LINE ITEM DETAIL (CONTINUED)

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$		2010	2010	2010	2011
401.00 ELECTRICAL	11,700	12,214	12,214	10,788	12,112
402.00 AUDITS/CONSULTANTS FEES	0	0	0	0	0
403.00 TELEPHONE	2,897	4,015	4,015	3,933	4,400
404.00 GAS	566	622	622	493	570
405.00 WATER	208	207	207	191	207
406.00 SEWER	206	204	204	192	264
406.50 GARBAGE	0	0	0	0	0
408.00 RENTALS & LEASES	54	100	100	56	100
409.00 ADVERTISEMENTS	483	500	500	101	0
410.00 PHYSICALS	640	500	500	948	0
422.00 VETERINARIAN SERVICES	0	0	0	0	0
424.00 SERVICE CONTRACTS	108,206	114,783	109,236	160,432	141,570
424.05 BVWACS	0	34,206	34,206	34,205	51,677
450.00 OTHER SERVICES	3,550	7,912	7,912	7,912	412
901.00 LIAB/CASUALTY INSURANCE	747	747	747	644	670
908.00 SEMINARS/MEMBERSHIP/TRAVE	4,858	6,500	6,500	5,000	5,000
908.10 MILEAGE	1,472	2,000	2,000	1,560	1,500
908.20 CONTINUING EDUCATION	0	4,165	0	0	0
950.00 OTHER SUNDRY	94	500	500	106	0
999.00 WASH CO-NEW WORLD SOFT.	(34,522)	(32,989)	(32,989)	(58,552)	(74,915)
TOTAL DEPARTMENT	732,829	956,333	956,333	927,938	980,374

* REVISED ANNUAL ESTIMATE

DEPT 151 - POLICE DEPARTMENT

\$3,155,342








STAFFING (FTES)

Police Chief	1.00
Assistant Police Chief	1.00
Lieutenant	2.00
Sergeant	6.00
Corporal	17.00
Patrol Officer	6.00
Evidence/Property Clerk	1.00
Administrative Assistant	1.00
Secretary	2.00
Code Enforcement Officer	1.00
<hr/>	
Total	38.00

The Brenham Police Department works in partnership with the community in addressing problems that threaten community safety and order. The department is organized into three major divisions. In the Patrol Division, officers patrol the City limits, primarily in police vehicles, to enforce laws and prevent crime. They respond to dispatch calls, make arrests of violators and suspects, serve arrest warrants, make traffic stops, issue citations and warnings, and write incident reports. Patrol officers may serve in specialized units, such as, Bike Patrol, SWAT Team, and Hostage Negotiation Team. The Criminal Investigation Division is responsible for investigation and follow up on offenses reported to the Police Department. Narcotics Enforcement is under this division. One detective is assigned to the local housing authority to help reduce crime. The Community Relations Division includes Crime Stoppers, Honor Guard, Citizen’s Police Academy, Citizen’s On Patrol, Police Explorers, School Resource Officers, and the Anti-Drinking and Driving Program.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for City Services. 

-  Reduce the crime rate through specialized training, implementation of new canine (K-9) program, fugitive apprehension element, increased traffic stops and self-initiated activities;
-  Re-establish routine and mandatory training for tactical team;
-  Continuously strive to become more effective and efficient regarding the balance between fiscal responsibilities and service delivery; and
-  Continue routine meetings with prosecutors, judges, and other elements of the criminal justice system. It is imperative that we coordinate efforts and communicate to ensure successful prosecution of habitual offenders.

DEPT 151 - POLICE DEPARTMENT**BUDGET HIGHLIGHTS**

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
\$					
Personnel	2,451,503	2,693,524	2,693,524	2,615,055	2,740,827
Supplies	177,090	200,666	200,666	205,726	242,615
Maintenance	92,962	90,200	90,200	93,251	96,150
Services	135,621	168,980	168,980	170,003	164,240
Capital (1)	218,808	137,196	158,028	125,271	1,200
Sundries (2)	(87,591)	(73,627)	(73,627)	(80,727)	(89,690)
Total	2,988,393	3,216,939	3,237,771	3,128,579	3,155,342

DECISION PACKAGES FUNDED

REPLACE 4 UNITS (CARS)** 116,320

**FUND 236 APPROPRIATIONS

PERFORMANCE MEASURES

FACTOR	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
Officers per 1,000 residents	2.0	2.3	2.3	2.3	2.3
Calls for service	25,094	26,000	26,000	26,500	27,000
Mileage on police units	296,382	382,597	382,597	390,000	395,000
Total # of traffic stops	9,877	12,000	12,000	12,500	12,800
Total # of arrests	1,155	1,050	1,050	1,300	1,320

* REVISED ANNUAL ESTIMATE

DEPT 151 - POLICE DEPARTMENT**LINE ITEM DETAIL**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	ORIGINAL		
\$						
101.00	SALARIES & WAGES	1,702,162	1,891,805	1,891,805	1,806,590	1,866,782
102.00	OVERTIME PAY	76,701	95,000	95,000	125,000	115,000
103.00	OASDI/MEDICARE	136,530	149,629	149,629	144,879	149,512
103.02	MATCHING RETIREMENT	180,665	180,221	180,221	173,849	185,241
105.00	LONGEVITY PAY	25,693	27,145	27,145	25,984	26,139
105.01	EDUCATION/MISCELLANEOI	41,126	46,200	46,200	41,837	40,383
105.02	OTHER PAY	25,457	0	0	0	0
106.00	MEDICAL INSURANCE	228,287	262,880	262,880	258,962	290,940
106.01	LIFE INSURANCE	6,555	7,422	7,422	6,635	6,789
106.02	LONG TERM DISABILITY	3,228	3,634	3,634	2,649	2,450
107.00	WORKERS' COMPENSATION	27,697	29,588	29,588	28,670	30,245
116.00	SALARIES/WAGES CONTING	0	0	0	0	27,346
118.00	ACCRUED COMP TIME	(2,599)	0	0	0	0
202.00	FUEL	75,373	83,166	83,166	93,000	103,415
203.00	TOOLS/SMALL EQUIPMENT	2,171	1,500	1,500	2,728	2,700
204.00	POSTAGE & FREIGHT	1,465	1,500	1,500	1,681	3,000
205.00	OFFICE SUPPLIES	6,279	8,000	8,000	8,953	10,000
206.00	EMPLOYEE RELATIONS	2,777	2,800	2,800	3,500	3,500
207.00	REPRODUCTION & PRINTING	5,697	8,000	8,000	8,000	8,500
208.00	CLOTHING	18,574	27,500	27,500	25,000	21,000
209.00	EDUCATIONAL	3,038	1,000	1,000	1,000	2,000
210.00	BOTANICAL & AGRICULTURAL	0	1,000	1,000	0	0
211.00	CLEANING AND JANITORIAL	1,913	2,800	2,800	2,848	2,500
212.00	COMPUTER SUPPLIES	42,117	40,000	40,000	40,072	58,500
213.00	COMMUNICATIONS EQUIPMENT	4,439	3,000	3,000	1,000	1,000
218.00	PHOTOGRAPHY	2,189	2,000	2,000	1,497	4,000
221.00	SAFETY/FIRST AID SUPPLIES	2,095	2,000	2,000	1,947	3,000
223.00	SMALL APPLIANCES	0	2,000	2,000	100	100
230.00	AMMO/GUN/TASER/MISC	6,111	11,000	11,000	11,000	16,000
250.00	OTHER SUPPLIES	2,852	3,400	3,400	3,400	3,400
303.00	VEHICLES/LARGE EQUIPMENT	67,806	40,000	40,000	44,287	50,000
304.00	MACHINERY/EQUIPMENT	288	200	200	150	150
309.00	COMMUNICATION/PHOTOGRAPHY	1,032	2,500	2,500	2,320	2,500
312.00	BUILDINGS/APPLIANCES	151	1,000	1,000	1,181	1,500
313.00	COMPUTER/OFFICE EQUIPMENT	60	500	500	0	0
316.00	JANITORIAL	22,325	45,000	45,000	45,000	41,000
350.00	OTHER MAINTENANCE	1,300	1,000	1,000	313	1,000

DEPT 151 - POLICE DEPARTMENT**LINE ITEM DETAIL (CONTINUED)**

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$					
401.00 ELECTRICAL	54,991	70,000	70,000	90,000	80,000
402.00 AUDITS/CONSULTANTS FEES	0	0	0	0	2,000
403.00 TELEPHONE	29,840	28,286	28,286	27,998	30,000
404.00 GAS	3,555	4,500	4,500	749	300
405.00 WATER	1,232	1,500	1,500	1,629	1,500
406.00 SEWER	950	1,100	1,100	800	750
406.50 GARBAGE	1,624	1,594	1,594	1,636	1,800
406.60 TRNSF STATION/LANDFILL FEE	0	500	500	430	500
409.00 ADVERTISEMENTS	951	1,000	1,000	2,340	500
410.00 PHYSICALS	202	1,000	1,000	988	0
411.00 CITY ATTORNEY'S FEES	13,090	10,000	10,000	14,147	13,000
424.00 SERVICE CONTRACTS	26,024	46,000	46,000	24,000	28,690
450.00 OTHER SERVICES	3,162	3,500	3,500	5,286	5,200
714.00 RADIOS/RADAR/CAMERAS	6,948	17,657	17,657	0	0
715.00 OTHER	19,550	0	0	0	1,200
813.00 VEHICLES	192,310	119,539	140,371	125,271	0
901.00 LIAB/CASUALTY INSURANCE	32,940	51,124	51,124	45,081	49,810
908.00 SEMINARS/MEMBERSHIP/TRAVE	25,460	23,000	23,000	22,355	25,000
908.10 MILEAGE	1,406	1,000	1,000	1,310	1,200
908.20 CONTINUING EDUCATION	3,207	4,500	4,500	2,248	3,500
939.00 EMPLOYEE MOVING EXPENSE	5,762	0	0	1,538	0
950.00 OTHER SUNDRY	1,597	1,200	1,200	1,191	1,200
950.11 CITIZEN POLICE ACADEMY-EXP	3,555	5,000	5,000	5,000	5,000
950.21 CRIMINAL ENFORCEMENT	7,225	1,000	1,000	1,000	3,000
950.40 NARCOTICS ENFORCEMENT	10,000	15,000	15,000	15,001	18,000
999.00 BISD-RESOURCE OFFICER REIMB	(138,743)	(135,451)	(135,451)	(135,451)	(145,400)
999.01 BHA-SEC. AGREEMENT REIMB	(40,000)	(40,000)	(40,000)	(40,000)	(40,000)
999.02 WASH CO.-HEALTH INSPECT^	0	0	0	0	(10,000)
999.03 BURTON-HEALTH INSPECT^	0	0	0	0	(1,000)
TOTAL DEPARTMENT	2,988,393	3,216,939	3,237,771	3,128,579	3,155,342

* REVISED ANNUAL ESTIMATE

^ INTERLOCAL AGREEMENT REIMBURSEMENT WAS IN DEPT 167 PUBLIC WORKS PRIOR TO FY11.

DEPT 152 - FIRE DEPARTMENT

\$1,384,449











STAFFING (FTES)

Fire Chief	1.00
Deputy Fire Chief	1.00
Captain	3.00
Apparatus Operator	9.00
Secretary	1.00
 Total	 15.00

The Brenham Fire Department (BFD) evolved from the Brenham Hook and Ladder Company No. 1 that was organized in 1867. BFD provides fire suppression and rescue protection to 35 square miles of the Brenham metro area and rescue services to all of Washington County. BFD has mutual aid agreements with 10 county departments and counties bordering Washington County. BFD is dispatched by the Brenham Emergency Communications department. As a result of 9/11 and hurricanes Katrina, Rita, and Ike, the City of Brenham is one of many cities that have increased resources and funding for disaster preparedness. The department maintains and annually updates the Emergency Management Plan. The department also maintains all emergency management training records as required for FEMA funding and is responsible for the Emergency Operations Center.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for City Services. 

-  Update Emergency Management Plan;
-  Conduct table top training exercises for Emergency Operations Center (EOC);
-  Continue to work on objectives to maintain and possibly lower ISO rating for the City;
-  Seek public approval for sub-station funding;
-  Evaluate and define duties of Deputy Fire Marshall and create a job description;
-  Evaluate and define duties of Training Officer/Emergency Mgmt. Asst. and create a job description; and
-  Evaluate and define duties of Fire Lieutenant and create a job description.

DEPT 152 - FIRE DEPARTMENT

BUDGET HIGHLIGHTS

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
Personnel	921,606	1,055,830	1,007,486	981,815	1,020,195
Supplies	108,597	99,296	99,296	84,942	106,036
Maintenance	50,213	86,494	86,494	53,038	65,694
Services	89,472	78,055	82,517	86,849	86,029
Capital	34,928	12,230	12,230	0	8,595
Sundries	94,193	99,129	99,129	93,949	97,900
Total	1,299,009	1,431,034	1,387,152	1,300,593	1,384,449

DECISION PACKAGES FUNDED

NONE

PERFORMANCE MEASURES

FACTOR	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
# Fire responses	404	450	450	535	550
# Fire prevention inspections	265	350	350	144	275
# Construction plan reviews	37	70	70	25	50
# Pre-fire plans performed	373	375	375	475	540

* REVISED ANNUAL ESTIMATE

DEPT 152 - FIRE DEPARTMENT**LINE ITEM DETAIL**

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$	2009	2010	2010	2010	2011
101.00 SALARIES & WAGES	577,730	725,950	662,424	644,123	670,168
102.00 OVERTIME PAY	92,405	43,000	65,000	85,000	63,476
103.00 OASDI/MEDICARE	52,547	62,181	59,004	56,950	56,268
103.02 MATCHING RETIREMENT	67,938	73,353	69,712	67,440	68,754
105.00 LONGEVITY PAY	8,990	9,470	9,470	9,645	10,398
105.01 EDUCATION/MISCELLANEOUS	15,311	15,300	15,300	14,769	14,769
105.02 OTHER PAY	15,717	0	0	0	0
106.00 MEDICAL INSURANCE	79,333	108,489	108,489	92,364	108,894
106.01 LIFE INSURANCE	2,210	2,787	2,787	2,300	2,443
106.02 LONG TERM DISABILITY	1,087	1,381	1,381	915	884
107.00 WORKERS' COMPENSATION	8,338	13,919	13,919	8,309	14,596
116.00 SALARIES/WAGES CONTINGENCY	0	0	0	0	9,545
201.00 CHEMICALS	0	1,000	1,000	500	500
202.00 FUEL	14,971	17,376	17,376	15,807	17,366
203.00 TOOLS/SMALL EQUIPMENT	1,713	4,300	4,300	3,000	3,000
204.00 POSTAGE & FREIGHT	993	1,100	1,100	919	1,000
205.00 OFFICE SUPPLIES	5,810	4,200	4,200	4,200	9,150
206.00 EMPLOYEE RELATIONS	1,843	1,700	1,700	1,478	1,700
207.00 REPRODUCTION & PRINTING	2,948	3,000	3,000	2,537	3,000
208.00 CLOTHING	24,426	32,670	32,670	32,670	32,670
209.00 EDUCATIONAL	16,609	7,000	7,000	3,000	3,500
210.00 BOTANICAL & AGRICULTURAL	8	1,000	1,000	109	1,000
211.00 CLEANING AND JANITORIAL	3,355	2,700	2,700	1,515	1,600
212.00 COMPUTER SUPPLIES	10,116	2,900	2,900	3,760	13,750
213.00 COMMUNICATIONS EQUIPMENT	10,885	9,500	9,500	5,600	6,600
217.00 FIRE DEPT-GROCERIES/MISC	1,418	1,600	1,600	1,478	1,600
218.00 PHOTOGRAPHY	0	750	750	678	750
221.00 SAFETY/FIRST AID SUPPLIES	677	2,000	2,000	1,580	1,600
223.00 SMALL APPLIANCES	2,395	1,000	1,000	1,328	1,500
230.00 AMMO/GUN/TASER/MISC	123	500	500	500	750
250.00 OTHER SUPPLIES	10,308	5,000	5,000	4,283	5,000
303.00 VEHICLES/LARGE EQUIPMENT	25,491	24,000	24,000	19,274	24,000
304.00 MACHINERY/EQUIPMENT	5,941	18,794	18,794	18,050	18,794
309.00 COMMUNICATION/PHOTO EQUIP	2,762	3,500	3,500	1,600	1,500
310.00 LAND/GROUNDS	0	800	800	0	0
312.00 BUILDINGS/APPLIANCES	13,956	31,000	31,000	6,000	13,000
313.00 COMPUTER/OFFICE EQUIPMENT	0	800	800	800	800
316.00 JANITORIAL	1,311	7,000	7,000	6,925	7,000
350.00 OTHER MAINTENANCE	752	600	600	389	600

DEPT 152 - FIRE DEPARTMENT**LINE ITEM DETAIL (CONTINUED)**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	ORIGINAL		
\$						
401.00	ELECTRICAL	34,030	33,293	33,293	37,118	38,755
402.00	AUDITS/CONSULTANTS FEES	0	0	4,462	4,461	0
403.00	TELEPHONE	11,013	11,828	11,828	12,151	13,200
404.00	GAS	1,735	1,274	1,274	2,682	2,207
405.00	WATER	2,224	1,912	1,912	1,615	1,981
406.00	SEWER	3,053	3,255	3,255	2,382	2,382
406.50	GARBAGE	3,943	4,313	4,313	3,903	4,620
409.00	ADVERTISEMENTS	307	150	150	101	0
410.00	PHYSICALS	65	130	130	158	0
416.00	VETERINARIAN SERVICES	567	200	200	0	0
424.00	SERVICE CONTRACTS	14,914	20,100	20,100	20,970	21,684
424.05	BVWACS	16,476	0	0	0	0
450.00	OTHER SERVICES	1,145	1,600	1,600	1,308	1,200
702.00	BUILDINGS/BUILDING IMPRVMN'	1,796	2,000	2,000	0	4,995
710.00	MACHINERY/EQUIPMENT	1,781	0	0	0	0
712.00	OFFICE FURNITURE	1,478	0	0	0	0
714.00	RADIOS/RADAR/CAMERAS	0	10,230	10,230	0	3,600
802.00	BUILDINGS	0	0	0	0	0
813.00	VEHICLES	29,873	0	0	0	0
901.00	LIAB/CASUALTY INSURANCE	10,454	11,379	11,379	8,824	10,150
908.00	SEMINARS/MEMBERSHIP/TRAVE	23,051	22,500	22,500	22,405	22,500
908.10	MILEAGE	2,317	2,250	2,250	1,498	2,250
908.20	CONTINUING EDUCATION	0	0	0	0	0
909.00	EXPENSE ALLOWANCE	0	0	0	0	0
929.00	FIRE FIGHTERS' PENSION	62,900	67,200	67,200	66,180	67,200
950.00	OTHER SUNDRY	971	1,300	1,300	542	1,300
999.00	WASHINGTON COUNTY REIMB	(5,500)	(5,500)	(5,500)	(5,500)	(5,500)
TOTAL DEPARTMENT		1,299,009	1,431,034	1,387,152	1,300,593	1,384,449

* REVISED ANNUAL ESTIMATE

DEPT 100 - NON-DEPT DIRECT

						LINE ITEM DETAIL
						BUDGET
\$	ACTUAL	ORIGINAL		AMENDED	RAE*	BUDGET
	2009	2010	2010	2010	2010	2011
401.10 ELECTRICAL-STREET LIGHTS	110,087	106,395	106,395	106,395	101,500	106,000
401.14 DECORATIVE LIGHTS/POLES	0	2,200	2,451	2,451	2,450	2,200
401.16 ELECTRIC-210 N PARK BLDG	0	0	0	0	12,000	12,000
401.18 ELECTRIC-CONST PHASE-NEW PD	0	0	17,010	17,010	17,010	0
402.90 TAX APPRAISAL DISTRICT COSTS	87,550	83,379	83,379	83,379	83,379	85,958
404.16 GAS-210 N PARK BLDG	0	0	0	0	350	600
405.16 WATER-210 N PARK BLDG	0	0	0	0	381	720
406.16 SEWER-210 N PARK BLDG	0	0	0	0	400	420
406.56 GARBAGE-210 N PARK BLDG	0	0	0	0	271	0
709.00 STREET LIGHTS/SIGNALS	0	0	0	0	0	10,000
715.00 OTHER CAPITAL	85	0	7,500	7,500	12,867	7,500
812.00 OFFICE FURNITURE/EQUIPMENT	24,024	0	0	0	0	0
860.22 PRINCIPAL	47,832	0	0	0	3,986	0
860.23 INTEREST	1,393	0	0	0	116	0
TOTAL DEPARTMENT	270,970	191,974	216,735	216,735	234,710	225,398

* REVISED ANNUAL ESTIMATE

DEPT 110 - MISCELLANEOUS

LINE ITEM DETAIL

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$					
903.00 UNCOLLECTABLE ACCOUNTS	(1,799)	0	0	595	0
906.00 INVENTORY ADJUSTMENTS	7,175	0	0	0	0
924.00 CONTINGENCY	0	61,324	32,770	32,770	44,811
TOTAL DEPARTMENT	5,376	61,324	32,770	33,365	44,811

* REVISED ANNUAL ESTIMATE

DEBT SERVICE FUND OVERVIEW

The Debt Service Fund is a governmental fund used to accumulate monies for the payment of principal, interest and related costs on long-term general obligation debt and capital leases.

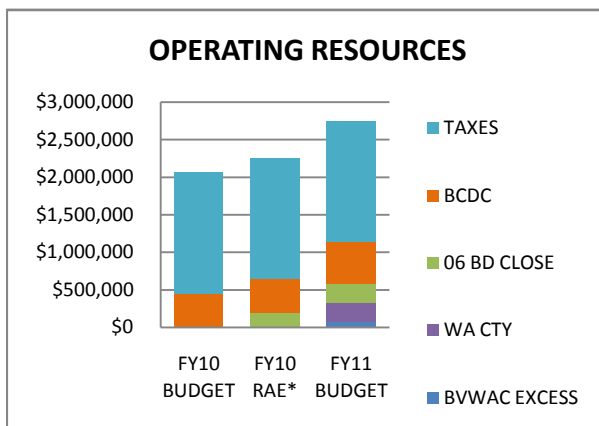
OPERATING RESOURCES

Projected operating resources are estimated at \$2,498,407 for FY11. The primary revenue source, taxes (63%). However, other revenue sources have emerged in FY11.

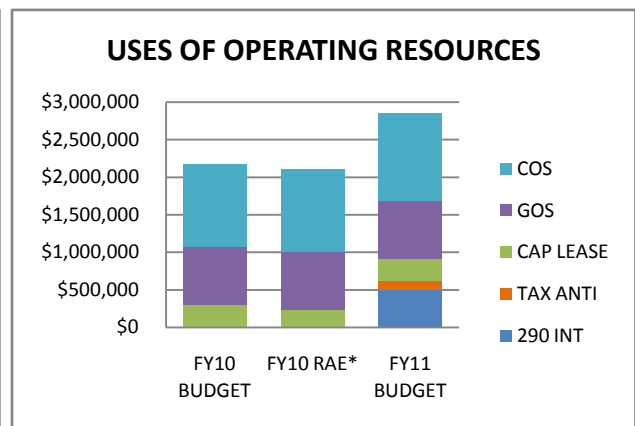
Revenues

Tax revenue projections are for debt service are based on the tax rate and the City's assessed values (AV). Although the assessed values declined slightly for FY11, the City decided to maintain its current I&S rate and use excess fund balance to offset any revenue shortfalls. The major underlying assumptions in projecting FY11 Debt Service Fund revenues include:

- No change from prior year in the debt I&S rate of \$0.1622 per \$100 of AV;
- Secured (via inter-local agreement) commitment from Washington County to remit to the City, 50% of the interest payment (\$250,000) annually for the series 2010 pass-through toll revenue and limited-tax notes; and
- Increased transfer-in from BCDC to cover the 2010 (BCDC) issued tax anticipation note.



- Revised annual estimate.



- Revised annual estimate.

USES OF OPERATING RESOURCES

Operating resources are used to cover debt service. New obligations for FY11 include the interest only portion of the pass-through toll revenue and limited-tax bonds issued for Highway 290 improvements and BCDC tax notes which will be used for utility infrastructure enhancements at the business park. As mentioned, Washington County will reimburse the City for one-half the interest payment, or \$250,000 on the Highway 290 project. BCDC remits via a transfer-in, principal and interest payments on any debt the City undertakes on its behalf. Long-term debt payments are listed on the following pages.

LEGAL DEBT LIMIT

The tax limit per \$100 valuation is 1.6500 with an O&M rate of .3420 for FY11, the debt limit per \$100 valuation is 1.308 or \$12,771,984 on \$976,451,381 of taxable assessed valuations. Total debt obligations are 22.3% of the legal limit. In FY11, the City plans to refund \$3,600,000 in General Obligation Refunding Bonds; issue \$760,000 in Limited Tax Notes (to be reimbursed by the BCDC) for infrastructure expansion at the Industrial Park; and issue \$14,180,000 in Pass-Through Toll Revenue and Limited Tax Bonds for the Highway 290 project.

WORKING CAPITAL

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
BEGINNING BALANCE	418,335	337,949	337,949	337,949	479,468
NET REVENUES	(80,386)	(107,976)	(107,976)	141,519	(352,938)
ADJUSTMENTS	0	0	0	0	0
SUBTOTAL	(80,386)	(107,976)	(107,976)	141,519	(352,938)
ENDING BALANCE	337,949	229,973	229,973	479,468	126,530

**

* REVISED ANNUAL ESTIMATE

** FUND BALANCE MUST BE DRAWN DOWN IN ORDER TO MAINTAIN THE I&S RATE.

DEBT SERVICE REQUIREMENTS

YEAR	COB				LIMITED TAX SERIES 2010
	SERIES 2001	SERIES 2002	SERIES 2006	SUBTOTAL	
2011	237,762	227,807	692,273	1,157,842	113,776
2012	238,124	227,187	687,198	1,152,509	115,570
2013	240,882	227,931	687,029	1,155,842	112,340
2014	248,366	227,056	686,269	1,161,691	114,110
2015	17,113	227,512	599,918	844,543	110,710
2016	17,113	227,268	606,325	850,706	112,310
2017	17,113	226,603	611,944	855,660	113,740
2018	17,113	228,867	611,775	857,755	-
2019	17,113	227,094	716,015	960,222	-
2020	359,364	228,233	715,527	1,303,124	-
2021	-	227,309	724,251	951,560	-
2022	-	229,031	736,793	965,824	-
2023	-	227,052	742,956	970,008	-
2024	-	-	747,937	747,937	-
2025	-	-	756,736	756,736	-
2026	-	-	769,156	769,156	-
	1,410,063	2,958,950	11,092,102	15,461,115	792,556

YEAR	GO REFUNDING			HWY 290 INTEREST	TOTAL
	SERIES 2007	SERIES 2009	SUBTOTAL		
2011	66,377	708,810	775,187	500,000	2,546,805
2012	66,103	708,213	774,316	500,000	2,542,395
2013	67,203	706,966	774,169	500,000	2,542,351
2014	66,874	700,719	767,593	500,000	2,543,394
2015	66,545	1,028,394	1,094,939	500,000	2,550,192
2016	66,216	1,027,855	1,094,071	500,000	2,557,087
2017	67,262	1,029,188	1,096,450	500,000	2,565,850
2018	446,240	634,400	1,080,640	500,000	2,438,395
2019	485,699	-	485,699	42,800	1,488,721
2020	142,228	-	142,228	-	1,445,352
2021	503,129	-	503,129	-	1,454,689
2022	-	-	-	-	965,824
2023	-	-	-	-	970,008
2024	-	-	-	-	747,937
2025	-	-	-	-	756,736
2026	-	-	-	-	769,156
	2,043,876	6,544,545	8,588,421	4,042,800	28,884,892

DEBT SERVICE REQUIREMENTS

YEAR	06 EQUIP	07 NEW WLD	08 EQUIP	09 EQUIP	10 BVWACS	TOTAL LEASES
2011	70,209	53,768	28,752	46,993	104,816	113,776
2012	-	-	28,752	-	104,816	115,570
2013	-	-	-	-	104,816	112,340
2014	-	-	-	-	104,816	114,110
2015	-	-	-	-	104,816	110,710
2016	-	-	-	-	104,816	112,310
2017	-	-	-	-	52,408	113,740
	70,209	53,768	57,504	181,481	681,304	792,556

DEBT FUND SUMMARY

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL 2010		
\$					
REVENUES					
130.00 PENALTY/ INTEREST	16,670	15,100	15,100	17,205	17,500
183.00 TAX RECEIPTS	1,521,163	1,598,397	1,598,397	1,593,175	1,583,805
184.00 WA COUNTY 290 PROJ	0	0	0	0	250,000
513.00 INTEREST INCOME	7,764	8,000	8,000	1,410	1,400
TOTAL REVENUES	1,545,597	1,621,497	1,621,497	1,611,790	1,852,705
EXPENDITURES					
421.00 BD PAYING AGT FEES	(62,069)	1,500	1,500	300	300
860.20 03 CAPITAL LEASE PRIN	42,655	0	0	0	0
860.21 03 CAPITAL LEASE INT	1,416	0	0	0	0
860.32 06 CAPITAL LEASE PRIN	56,307	58,571	58,571	58,571	67,760
860.33 06 CAPITAL LEASE INT	7,067	4,804	4,804	4,804	2,449
860.34 06 COB D/S PRIN	250,000	305,000	305,000	305,000	375,000
860.35 06 COB D/S INT	338,840	328,990	328,990	328,990	316,974
860.36 07 CAPITAL LEASE PRIN	47,511	49,512	49,512	49,511	51,596
860.37 07 CAPITAL LEASE INT	6,257	4,257	4,257	4,257	2,172
860.38 08 CAPITAL LEASE PRIN	24,315	25,356	25,356	25,355	26,441
860.39 08 CAPITAL LEASE INT	4,438	3,397	3,397	3,397	2,312
860.42 09 CAPITAL LEASE PRIN	43,274	43,465	43,465	43,465	45,195
860.43 09 CAPITAL LEASE INT	3,719	3,529	3,529	3,529	1,799
860.45 10 CAP LSE PRIN-BVWACS	0	86,945	86,945	34,963	86,016
860.46 10 CAP LSE INT-BVWACS	0	25,948	25,948	8,710	18,800
860.60 98 COB D/S PRINCIPAL	435,000	0	0	0	0
860.61 98 COB D/S INTEREST	127,058	0	0	0	0
860.62 07 PRIN-GO REFUNDING	6,873	6,873	6,873	6,873	6,873
860.63 07 INT-GO REFUNDING	60,052	59,778	59,778	59,778	59,504
860.64 09 GO REF PRINCIPAL	68,501	458,725	458,725	458,725	477,431
860.65 09 GO REF INTEREST	66,413	245,606	245,606	245,606	231,379
860.80 01 COB D/S PRINCIPAL	174,562	180,060	180,060	180,060	185,557
860.81 01 COB D/S INTEREST	94,323	59,857	59,857	59,857	52,205
860.90 02 COB D/S PRINCIPAL	122,371	127,018	127,018	127,018	131,665
860.91 02 COB D/S INTEREST	105,505	101,223	101,223	101,223	96,142
860.67 10 BCDC TAX NOTE PRIN	0	0	0	0	95,000
860.68 10 BCDC TAX NOTE INT	0	0	0	0	18,775
860.92 10 HWY 290 INTEREST	0	0	0	0	500,000
TOTAL EXPENDITURES	2,024,388	2,180,414	2,180,414	2,109,992	2,851,345
REVENUES BEFORE TRFS	(478,791)	(558,917)	(558,917)	(498,202)	(998,640)

* REVISED ANNUAL ESTIMATE

DEBT FUND SUMMARY

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$		2010	2010	2010	2011
TRANSFERS IN (OUT)					
602.50 TRNSF BCDC-PRIN	336,894	300,929	300,929	300,929	408,462
602.51 TRNSF BCDC-INT	123,880	150,012	150,012	150,012	159,318
681.00 PMT REFUNDING ESC AGT	(6,004,364)	0	0	0	0
602.13 06 BOND CLOSEOUT	0	0	0	188,780	0
602.14 BVWAC RADIO EXCESS	0	0	0	0	77,922
685.00 OTHER FINANCING-REF BD	5,941,995	0	0	0	0
TOTAL TRANSFERS IN (OUT)	398,405	450,941	450,941	639,721	645,702
REVENUES AFTER TRFS	(80,386)	(107,976)	(107,976)	141,519	(352,938)

* REVISED ANNUAL ESTIMATE

OTHER GOVERNMENTAL FUNDS OVERVIEW

Other governmental funds are grouped into special revenue funds and major capital project funds. There are budgets for twelve special revenue funds and one major capital project fund. A description of each fund follows.

SPECIAL REVENUE FUNDS

Hotel/Motel Fund – This fund is used to account for a 7% occupancy tax assessed on hotel and motel occupants in the City of Brenham that is restricted to various functions and organizations that develop and promote tourism.

Washington County Hotel/Motel Fund– This fund is used to account for a 7% occupancy tax assessed on hotel and motel occupants in Washington County and outside the Brenham city limits. These funds are restricted to various functions and organizations that develop and promote tourism.

Equipment Fund – This fund is used to account for General Fund transfers specifically designated for IT, vehicle and equipment purchases by General Fund departments.

Street/Drainage Fund – This fund is used to account for General Fund transfers specifically designated for the Street Overlay Project.

Emergency Management Fund – This fund is used to account for revenues specifically designated for emergency management programs and activities.

Public Safety Training Fund – This fund is used to account for revenues specifically designated for public safety programs and activities.

Criminal Law Enforcement Fund – This fund is used to account for revenues specifically designated for police department criminal law enforcement.

Fire Department Grants Fund–This fund is used to account for revenues specifically designated for fire department activities or equipment.

Donations Fund – This fund is used to account for donations designated for specific purposes or activities.

Courts Technology/Security Fund – This fund is used to account for revenues restricted for providing security services, technology, and staffing for the Municipal Court.

Parks Special Revenue Fund– This fund is used to account for revenues specifically designated for parks projects.

US 290 Pass-Through Fund – This fund is used to account for revenues specifically designated for the US 290 Pass-Through project.

MAJOR CAPITAL PROJECT FUNDS

Capital Lease Fund – This fund is used to account for lease proceeds used for the purchase of BVWAC radios.

HOTEL/MOTEL FUND SUMMARY

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
REVENUES					
HOTEL/MOTEL OCCUPANCY TAX	438,632	485,365	485,365	400,000	400,000
INTEREST EARNED	477	700	700	250	0
TOTAL REVENUES	439,109	486,065	486,065	400,250	400,000
EXPENDITURES					
BRENHAM HERITAGE MUSEUM	1,000	3,000	3,000	3,000	0
CHAPPELL HILL HISTORICAL	6,800	5,000	5,000	5,000	0
WASH CO CC CVB-ADMIN	142,200	149,700	149,700	149,700	140,662
WASHINGTON ON THE BRAZOS	2,095	12,307	12,307	12,307	9,521
WASH CO ARTS COUNCIL	0	0	0	0	0
CONTINGENCY	0	75,000	0	0	500
UNITY THEATER	7,039	3,762	3,762	3,762	5,032
MAIN STREET BRENHAM	25,259	27,605	27,605	20,482	6,450
WASH CO CC CVB-PROMO/ADV	196,380	205,005	205,005	205,005	105,240
HERITAGE SOCIETY OF WC	600	5,000	5,000	5,000	0
FRIENDSHIP QUILT GUILD	0	0	800	800	0
BRENHAM FINE ARTS LEAGUE	0	0	0	0	0
DOWNTOWN ASSOCIATION		0	0	0	0
CITY PARK DEPT REC PROG		0	0	0	0
BURTON COTTON GIN FESTIVAL	17,171	18,371	6,000	6,000	0
SIMON CENTER	0	0	0	0	44,595
BRENHAM VOLUNTEER FIRE DEPT.	0	0	0	0	0
BRENHAM'S CHILDREN'S CHORUS	1,000	1,200	1,200	1,200	0
TOTAL SUNDRIES	399,544	505,950	419,379	412,256	312,000
TOTAL EXPENDITURES	399,544	505,950	419,379	412,256	312,000
REVENUES BEFORE TRFS	39,565	(19,885)	66,686	(12,006)	88,000
TRANSFERS IN (OUT)					
INTERFUND TRNSF-GENERAL	(52,250)	(60,000)	(60,000)	(60,000)	(48,000)
INTERFUND TRNSF-PARKS SPE REV	0	0	0	0	0
TOTAL TRANSFERS	(52,250)	(60,000)	(60,000)	(60,000)	(48,000)
REVENUES AFTER TRFS	(12,685)	(79,885)	6,686	(72,006)	40,000
FUND BALANCE	96,926	17,041	23,727	24,920	64,920

**

* REVISED ANNUAL ESTIMATE

** THE BUDGET REFLECTS CUTS IN PROGRAM FUNDING DUE TO REVENUE UNCERTAINTY CAUSING BALANCE GROWTH.

WASHINGTON COUNTY HOTEL/MOTEL FUND SUMMARY

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
REVENUES					
WASH CO-HOT TAX	0	0	0	0	45,000
INTEREST EARNED	0	0	0	0	0
TOTAL REVENUES	0	0	0	0	45,000
EXPENDITURES					
WASH. CO. C of C PROMO/ADVERTISEMENT	0	0	0	0	36,000
TEXAS HOTEL & LODGING ASSOCIATION	0	0	0	0	9,000
TOTAL SUNDRIES	0	0	0	0	45,000
TOTAL EXPENDITURES	0	0	0	0	45,000
REVENUES BEFORE TRFS	0	0	0	0	0
TRANSFERS IN (OUT)					
INTERFUND TRNSF-GENERAL	0	0	0	0	0
INTERFUND TRNSF-PARKS SPE REV	0	0	0	0	0
TOTAL TRANSFERS	0	0	0	0	0
REVENUES AFTER TRFS	0	0	0	0	0
FUND BALANCE	0	0	0	0	0

* REVISED ANNUAL ESTIMATE

EQUIPMENT FUND SUMMARY

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
REVENUES					
INTEREST	0	0	0	0	0
TOTAL REVENUES	0	0	0	0	0
EXPENDITURES					
CAPITAL					
OTHER CAPITAL (NOTE 1)	0	262,814	262,814	262,814	342,320
SUBTOTAL CAPITAL	0	262,814	262,814	262,814	342,320
TOTAL EXPENDITURES	0	262,814	262,814	262,814	342,320
REVENUES BEFORE TRFS	0	(262,814)	(262,814)	(262,814)	(342,320)
TRANSFERS IN (OUT)					
INTERFUND TRNSF-GENERAL	262,814	0	0	240,809	101,511
TOTAL TRANSFERS	262,814	0	0	240,809	101,511
REVENUES AFTER TRFS	262,814	(262,814)	(262,814)	(22,005)	(240,809)
FUND BALANCE	262,814	0	0	240,809	0

**

NOTE 1:

FUNDING FOR ANY OF THE FOLLOWING ITEMS -

REPLACE UNITS: 4 UNITS (CARS) - DEPT 151	116,320
IRON WHEEL ROLLER - DEPT 141	79,000
REPLACE DODGE 3/4 TON TRUCK (UNIT #10) - DEPT 141	25,000
REPLACE 3/4 TON TRUCK (UNIT #219) - DEPT 154	25,000
REPLACE ROOF OVER SIGN SHOP - DEPT 141	12,000
RELOCATION OF ZETRON RADIO SYSTEM - 150	30,000
PURCHASE USED TRACTOR W/FRONT END LOADER - DEPT 144	12,000
REPLACE 1/2 TON CHEVY PICKUP - DEPT 167	18,000
REPLACE UTILITY VEHICLE (UNIT #87) - DEPT 144	16,000
PHASE 2 OF VMWARE SERVER VIRTUALIZATION - DEPT 172	9,000

* REVISED ANNUAL ESTIMATE

** FUND BALANCE USAGE IS DISCLOSED IN NOTE 1.

STREETS AND DRAINAGE FUND SUMMARY

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
REVENUES					
INTEREST	0	0	0	0	0
TOTAL REVENUES	0	0	0	0	0
EXPENDITURES					
MAINTENANCE					
STREETS OVERLAY PROJ. - PHASE 1	0	242,245	242,245	242,245	0
STREETS OVERLAY PROJ. - PHASE 2	0	0	0	0	205,844
RESTRIPING	0	0	0	0	12,000
SUBTOTAL MAINTENANCE	0	242,245	242,245	242,245	217,844
TOTAL EXPENDITURES	0	242,245	242,245	242,245	217,844
REVENUES BEFORE TRFS	0	(242,245)	(242,245)	(242,245)	(217,844)
TRANSFERS IN (OUT)					
INTERFUND TRNSF-GENERAL	242,245	0	0	217,844	0
TOTAL TRANSFERS	242,245	0	0	217,844	0
REVENUES AFTER TRFS	242,245	(242,245)	(242,245)	(24,401)	(217,844)
FUND BALANCE	242,245	0	0	217,844	0

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* REVISED ANNUAL ESTIMATE

** ALL OF FUND BALANCE (CREATED BY ABNR) IS FOR PHASE 2 OF STREET OVERLAY PROJECT.

EMERGENCY MANAGEMENT GRANT FUND SUMMARY

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
REVENUES					
SALE OF PROPERTY	0	0	0	0	0
DONATIONS	1,000	0	0	1,000	1,000
GRANT REVENUES	2,784	0	0	2,000	2,000
TOTAL REVENUES	3,784	0	0	3,000	3,000
EXPENDITURES					
SUPPLIES					
COMPUTER SUPPLIES	2,528	0	0	0	0
COMMUNICATIONS EQUIPMENT	1,994	0	0	0	0
OTHER SUPPLIES	0	3,604	3,604	2,000	3,000
SUBTOTAL SUPPLIES	4,522	3,604	3,604	2,000	3,000
SERVICES					
OTHER SERVICES	2,700	0	0	0	0
SUBTOTAL SERVICES	2,700	0	0	0	0
TOTAL EXPENDITURES	7,222	3,604	3,604	2,000	3,000
REVENUES BEFORE TRFS	(3,438)	(3,604)	(3,604)	1,000	0
TRANSFERS IN (OUT)					
INTERFUND TRANSFER-GENERAL FD	0	0	0	0	0
TOTAL TRANSFERS	0	0	0	0	0
REVENUES AFTER TRFS	(3,438)	(3,604)	(3,604)	1,000	0
FUND BALANCE	7,286	3,682	3,682	8,286	8,286

* REVISED ANNUAL ESTIMATE

PUBLIC SAFETY TRAINING FUND SUMMARY

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
REVENUES					
INTEREST EARNED	0	0	0	0	0
UNREALIZED GAIN/LOSS ON INV	0	0	0	0	0
GRANT REVENUES	2,617	2,700	2,700	3,250	2,700
TOTAL REVENUES	2,617	2,700	2,700	3,250	2,700
EXPENDITURES					
SUPPLIES					
AMMO/GUN SUPPLIES	3,194	0	0	0	0
SUBTOTAL SUPPLIES	3,194	0	0	0	0
CAPITAL					
VEHICLES/LARGE EQUIPMENT	0	3,000	3,000	0	0
SUBTOTAL CAPITAL	0	3,000	3,000	0	0
SUNDRIES					
SEMINARS/MEMBERSHIP/TRAV.	1,711	1,000	1,000	0	0
SEMINARS/MEMBERSHIP/TRAV.-FD	0	0	0	375	0
OTHER SUNDRY	0	2,000	2,000	0	0
SUBTOTAL SUNDRIES	1,711	3,000	3,000	375	0
TOTAL EXPENDITURES	4,905	6,000	6,000	375	0
REVENUES BEFORE TRFS	(2,288)	(3,300)	(3,300)	2,875	2,700
FUND BALANCE	6,562	3,262	3,262	9,437	12,137

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* REVISED ANNUAL ESTIMATE

** SINCE THERE ARE NO EXPENDITURES, FUND BALANCE IS EXPECTED TO GROW BY GRANT REVENUES RECEIVED.

PD CRIMINAL LAW ENFORCEMENT FUND SUMMARY

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
REVENUES					
INTEREST EARNED	123	200	200	25	200
DONATIONS	0	0	0	0	0
PROGRAM INCOME/RESTITUTION	3,060	10,000	10,000	7,500	10,000
TOTAL REVENUES	3,183	10,200	10,200	7,525	10,200
EXPENDITURES					
NON-CAPITAL					
RADIOS/RADAR/CAMERAS	0	5,000	5,000	0	8,500
OTHER CAPITAL	0	0	0	0	0
SUBTOTAL NON-CAPITAL	0	5,000	5,000	0	8,500
CAPITAL					
VEHICLES/LARGE EQUIPMENT	0	10,000	10,000	0	0
SUBTOTAL SERVICES	0	10,000	10,000	0	0
TOTAL EXPENDITURES	0	15,000	15,000	0	8,500
REVENUES BEFORE TRFS	3,183	(4,800)	(4,800)	7,525	1,700
FUND BALANCE	17,445	12,645	12,645	24,970	26,670

* REVISED ANNUAL ESTIMATE

FIRE DEPARTMENT GRANT FUND SUMMARY

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
REVENUES					
GRANT REVENUES	800	0	0	388,760	1,000
GRANT REVENUE-CAPITAL	0	0	0	0	0
DONATIONS	0	0	0	652	0
GRANT MATCHING REVENUE	0	0	0	83,387	0
TOTAL REVENUES	800	0	0	472,799	1,000
EXPENDITURES					
SUPPLIES					
EDUCATIONAL	800	0	0	930	1,000
COMPUTER SUPPLIES	0	0	0	0	0
SUBTOTAL SUPPLIES	800	0	0	930	1,000
CAPITAL					
EQUIPMENT	0	0	0	0	0
VEHICLES/LARGE EQUIPMENT	0	0	0	25,652	0
RADIOS/RADAR/VIDEO CAMERAS	0	0	0	453,537	0
SUBTOTAL CAPITAL	0	0	0	479,189	0
TOTAL EXPENDITURES	800	0	0	480,119	1,000
REVENUES BEFORE TRFS	0	0	0	(7,320)	0
TRANSFERS IN (OUT)					
INTERFUND TRANSFER-GENERAL FD	0	0	0	7,320	0
TOTAL TRANSFERS	0	0	0	7,320	0
REVENUES AFTER TRFS	0	0	0	0	0
FUND BALANCE	0	0	0	0	0

* REVISED ANNUAL ESTIMATE

DONATIONS FUND SUMMARY

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
REVENUES					
DONATIONS-DTWN IMPRVMENTS	20,900	9,000	34,000	39,000	10,000
DONATIONS-PARKS DEPARTMENT	1,665	1,700	1,700	0	0
DONATIONS/MEMORIALS-LIBRARY	4,500	3,200	3,200	5,000	5,000
DONATIONS-POLICE DEPARTMENT	500	0	21,319	0	0
DONATIONS-ANIMAL SHELTER	8,768	6,200	16,200	15,700	7,000
GRANT REVENUES	0	0	0	25,000	0
INTEREST-LIBRARY FUNDS	965	1,000	1,000	240	240
TOTAL REVENUES	38,797	21,100	77,419	84,940	22,240
EXPENDITURES					
SUPPLIES					
OFFICE SUPPLIES-ANIMAL SHELTER	0	0	0	750	500
COMP. SUPPLIES-ANIMAL SHELTER	0	0	0	1,387	0
OTHER SUPPLIES-ANIMAL SHELTER	0	12,028	12,028	578	500
OTHER SUPPLIES-RECREATION	1,059	0	0	0	0
SUBTOTAL SUPPLIES	1,459	14,753	14,753	2,715	1,000
SUNDRIES					
K-9 PROGRAM EXPENSE	0	0	21,319	18,800	2,500
MAIN ST INCENTIVE GRANT AWARD	13,000	13,000	13,000	431	6,000
DOWNTOWN IMPROVEMENTS	7,847	5,000	91,400	47,000	140,000
SUBTOTAL SUNDRIES	20,847	18,000	125,719	66,231	148,500
TOTAL EXPENDITURES	22,306	32,753	140,472	68,946	149,500
REVENUES BEFORE TRFS	16,491	(11,653)	(63,053)	15,994	(127,260)
TRANSFERS IN (OUT)					
INTERFUND TRNSF-GENERAL	0	0	11,400	11,400	0
INTERFUND TRNSF-MAIN STREET	0	0	0	0	0
INTERFUND TRNSF-PARKS CAPITAL	0	0	0	0	0
INTERFUND TRNSF-BCDC	0	0	50,000	50,000	0
TOTAL TRANSFERS	0	0	61,400	61,400	0
REVENUES AFTER TRFS	16,491	(11,653)	(1,653)	77,394	(127,260)
FUND BALANCE	181,290	169,637	179,637	258,684	131,424

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* REVISED ANNUAL ESTIMATE

** FUND BALANCE IS BEING USED FOR DOWNTOWN IMPROVEMENT PROJECTS.

COURTS - TECHNOLOGY/SECURITY FUND SUMMARY

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
REVENUES					
FINE TIME PYMT-JUDICIAL	1,922	1,928	1,928	1,856	1,900
JUDICIAL FEE-CITY	3,116	2,896	2,896	3,791	3,600
JUVENILE CASE MGMT FEE	27,223	25,185	25,185	29,860	31,000
TECHNOLOGY FEES	22,398	21,064	21,064	24,335	25,000
SECURITY FEES	16,844	15,847	15,847	19,000	19,000
TOTAL REVENUES	71,503	66,920	66,920	78,842	80,500
EXPENDITURES					
SUNDRIES					
COURT TECH. EXP (NOTE 1)	36,778	57,000	57,000	14,530	10,290
COURT SEC FUND EXP (NOTE 2)	9,107	50,860	50,860	425	30,218
SUBTOTAL SUNDRIES	45,885	107,860	107,860	14,955	40,508
TOTAL EXPENDITURES	45,885	107,860	107,860	14,955	40,508
REVENUES BEFORE TRFS	25,618	(40,940)	(40,940)	63,887	39,992
TRANSFERS IN (OUT)					
INTERFUND TRNSF-GENERAL	(27,223)	(25,185)	(25,185)	(47,381)	(36,500)
TOTAL TRANSFERS	(27,223)	(25,185)	(25,185)	(47,381)	(36,500)
REVENUES AFTER TRFS	(1,605)	(66,125)	(66,125)	16,506	3,492
FUND BALANCE	94,020	27,895	27,895	110,526	114,018

NOTE 1:

FUNDING FOR ANY OF THE FOLLOWING ITEMS-

CRASH REPORTING SOFTWARE	2,500
TWO ADDITIONAL ELECTRONIC TICKET WRITERS	7,790

NOTE 2:

FUNDING FOR ANY OF THE FOLLOWING ITEMS-

MOBILE DATA TERMINAL FOR CITY MARSHAL'S VEHICLE	6,663
MOBILE AUTOMATIC LICENSE PLATE RECOGNITION CAMERA'S FOR CITY MARSHALL'S VEHICLE	23,555

* REVISED ANNUAL ESTIMATE

PARKS SPECIAL REVENUE FUND SUMMARY

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
REVENUES					
TEXPOOL INTEREST	0	4,000	4,000	0	0
DONATIONS-PARKS	2,000	0	0	0	0
MISCELLANEOUS REVENUES	50	0	0	0	0
TOTAL REVENUES	2,050	4,000	4,000	0	0
EXPENDITURES					
MAINTENANCE					
OTHER MAINTENANCE	9,110	0	0	0	0
SUBTOTAL MAINTENANCE	9,110	0	0	0	0
NON-CAPITAL					
OTHER CAPITAL	16,599	0	0	0	0
SUBTOTAL NON-CAPITAL	16,599	0	0	0	0
SUNDRIES					
PARK IMPROV- SKATE PARK	30,000	0	0	0	0
PARK IMPROV-HOHLT PARK	600	100,000	100,000	21,526	201,000
PARK IMPROV-CAROUSEL	3,200	0	0	0	0
PARK IMPROV-GREENWADE FIELD	83,800	25,000	25,000	45,483	0
PARK IMPROV- PLAYGROUND	24,950	0	0	0	0
PARK IMPROV-JACKSON ST	0	0	0	10,400	0
PARK IMPROV- RESTROOMS	46,745	0	0	0	0
SUBTOTAL SUNDRIES	189,295	125,000	125,000	77,409	201,000
TOTAL EXPENDITURES	215,004	125,000	125,000	77,409	201,000
REVENUES BEFORE TRFS	(212,954)	(121,000)	(121,000)	(77,409)	(201,000)
TRANSFERS IN (OUT)					
INTERFUND TRNSF-BCDC	262,000	125,000	125,000	150,000	91,000
TOTAL TRANSFERS	262,000	125,000	125,000	150,000	91,000
REVENUES AFTER TRFS	49,046	4,000	4,000	72,591	(110,000)
FUND BALANCE	67,216	71,216	71,216	139,807	29,807

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* REVISED ANNUAL ESTIMATE

** FUND BALANCE IS BEING USED FOR HOHLT PARK PROJECT.

HIGHWAY 290 FUND SUMMARY

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
REVENUES					
TEXPOOL INTEREST	2,219	4,750	4,750	775	8,500
TOTAL REVENUES	2,219	4,750	4,750	775	8,500
EXPENDITURES					
SERVICES					
AUDITS/CONSULTANTS FEES	0	0	0	7,150	0
PAYMENTS TO TXDOT	0	0	0	0	15,000,000
ROW ACQUISITION COSTS	0	0	0	0	200,000
BOND ISSUE COSTS	0	0	0	0	223,000
OTHER SERVICES	0	0	0	0	0
SUBTOTAL SERVICES	0	0	0	7,150	15,423,000
TOTAL EXPENDITURES	0	0	0	7,150	15,423,000
REVENUES BEFORE TRFS	2,219	4,750	4,750	(6,375)	(15,414,500)
TRANSFERS IN (OUT)					
INTERFUND TRNSF-GENERAL	150,000	0	0	0	0
INTERFUND TRNSF-WATER	0	0	0	0	40,000
INTERFUND TRNSF-SEWER	0	0	0	0	60,000
OTHER SOURCE-BOND PROCEEDS	0	0	0	0	15,690,000
TOTAL TRANSFERS	150,000	0	0	0	15,790,000
REVENUES AFTER TRFS	152,219	4,750	4,750	(6,375)	375,500
FUND BALANCE	456,677	461,427	461,427	450,302	825,802

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* REVISED ANNUAL ESTIMATE

** FUND BALANCE WILL BE USED TO COVER ADDITIONAL HWY 290 EXPENDITURES SUBSEQUENT TO FY11.

CAPITAL LEASES FUND SUMMARY

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
REVENUES					
DIVIDEND INCOME	93	100	100	5	0
LEASE/BOND PROCEEDS	0	0	0	0	0
TOTAL REVENUES	93	100	100	5	0
EXPENDITURES					
CAPITAL					
STREET DEPT - DISTRIBUTION TRUCK	131,933	0	0	0	0
BVWACS RADIOS	0	817,387	817,387	567,700	0
SUBTOTAL CAPITAL	131,933	817,387	817,387	567,700	0
TOTAL EXPENDITURES	131,933	817,387	817,387	567,700	0
REVENUES BEFORE TRFS	(131,840)	(817,287)	(817,287)	(567,695)	0
TRANSFERS IN (OUT)					
INTERFUND TRNSF- DEBT SERVICE	0	0	0	0	(77,922)
OTHER FINANCING SRCS-ESCROW	131,933	817,387	817,387	645,621	0
TOTAL TRANSFERS	131,933	817,387	817,387	645,621	(77,922)
REVENUES AFTER TRFS	93	100	100	77,926	(77,922)
FUND BALANCE	4,687	4,787	4,787	82,613	4,691

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* REVISED ANNUAL ESTIMATE

** FUND BALANCE REFLECTS TRANSFER OUT OF EXCESS PROCEEDS FOR BVWACS RADIOS.

BCDCFUND OVERVIEW

The Brenham Community Development Corporation (BCDC) is a legally separate entity from the City and is governed by a board appointed by City Council. The BCDC was formed to oversee revenues and expenditures of a special three-eighth cents sales tax for economic development and community recreational development under the Development Corporation Act, Section 4B. The City is financially accountable for the BCDC because the City's Council approves the BCDC budget and the City Manager serves as its Chief Executive Officer. For financial reporting purposes, the BCDC is reported as a component unit.

OPERATING RESOURCES

Sales tax is the primary resource for funding BCDC operations and projects. Total operating resources for FY11 are budgeted at \$1,245,481.

Revenues

For FY11, sales tax is projected at \$1,241,481. This is a 1.24% increase over FY10 projection primarily due to stabilization in the local and regional economy. In addition, \$4,000 is projected in interest income.

USES OF OPERATING RESOURCES

Operating resources are used to cover BCDC operations, debt service and projects specific to economic development and community recreation. Uses of operating resources total \$1,245,481 for FY11.

Department Expenditures

There is \$315,476 budgeted for BCDC operating expenses exclusive of debt service. Over 43% of this budget is for marketing and operations of the Economic Development Foundation. The BCDC is also responsible for the landscaping and lighting at the Brenham Business Center. In addition, there is a contingency balance of \$126,837 set aside for any unforeseen recreational projects.

Debt Service

BCDC makes note payments to the Electric Fund. There is \$71,224 budgeted for FY11 that covers both principal and interest on the note which matures in 2018. At the end of FY10, the BCDC borrowed \$1 million from the Electric Fund to purchase 122 acres of land for expansion of the Southwest Industrial Park. No expenditures are budgeted for FY11 because the 20 year note is structured so that payments are deferred until 2017.

Accrued interest expense for FY11 will be calculated and recorded for the component unit when the comprehensive annual financial report is prepared.

Inter-Fund Transfers

The General Fund is budgeted to receive \$200,000 as an operating subsidy from BCDC for support of the Blue Bell Aquatic Center. An additional \$454,005 is being remitted to the Debt Service Fund for payment on 2009 General Obligation Refunding Bonds which were issued to refund the Series 1998 COs that were (originally) issued in part to fund construction of a Business Center and recreational facilities. Another \$113,776 is being transferred to the Debt Service Fund for payment on 2010 Limited Tax Notes issued for Phase I infrastructure improvements related to the Southwest Industrial Park, Section 3. Finally, BCDC will provide a transfer of \$91,000 to the Parks Special Revenue Fund for Hohlt Park improvements.

WORKING CAPITAL BALANCE

Projected beginning (ending FY10) BCDC Fund balance is \$761,460. For FY11, total net revenues are projected at \$0. Ending working capital balance is projected to be \$761,460.

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
\$ BEGINNING BALANCE	890,107	1,110,693	1,110,693	1,110,693	761,460
NET REVENUES	220,586	0	0	(349,233)	0
SUBTOTAL	1,110,693	1,110,693	1,110,693	761,460	761,460
ENDING BALANCE	1,110,693	1,110,693	1,110,693	761,460	761,460

- Revised annual estimate.

DEBT SERVICE REQUIREMENTS TO MATURITY

Series 2009 GO Refunding

FYE	PRINCIPAL	INTEREST	TOTAL
2011	313,462	140,543	454,005
2012	323,083	130,628	453,711
2013	332,633	120,287	452,920
2014	339,232	109,572	448,804
2015	396,164	55,048	451,212
2016	409,050	42,205	451,255
2017	426,489	26,917	453,406
2018	419,687	16,787	436,474

2010 Limited Tax Notes

FYE	PRINCIPAL	INTEREST	TOTAL
2011	105,000	14,484	119,484
2012	105,000	14,506	119,506
2013	105,000	12,406	117,406
2014	110,000	10,306	120,306
2015	110,000	8,106	118,106
2016	110,000	5,631	115,631
2017	115,000	3,019	118,019

BCDC FUND SUMMARY

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
REVENUES					
SALES TAX	1,242,443	1,226,331	1,226,331	1,226,331	1,241,481
SALES OF PROPERTY	137,838	0	0	277,000	0
TEXSTAR INTEREST	7,088	8,000	8,000	3,000	4,000
TOTAL REVENUES	1,387,369	1,234,331	1,234,331	1,506,331	1,245,481
EXPENDITURES					
OTHER SUPPLIES	0	0	0	0	1,000
SUBTOTAL SUPPLIES	0	0	0	0	1,000
LAND/GROUNDS	7,920	8,320	8,320	8,320	8,320
OTHER MAINTENANCE	0	0	0	0	10,773
SUBTOTAL MAINTENANCE	7,920	8,320	8,320	8,320	19,093
ELECTRICAL	110	3,400	3,400	3,400	3,400
ELECTRICAL-STREET LIGHTS	6,308	8,600	8,600	8,600	8,600
AUDITS/CONSULTANTS FEES	3,795	3,000	3,000	68,360	20,090
LEGAL NOTICES	22	0	0	0	0
LEGAL FEES	7,288	5,000	5,000	10,000	5,000
OTHER SERVICES	0	5,000	5,000	0	0
SUBTOTAL SERVICES	17,523	25,000	25,000	90,360	37,090
LAND	0	0	0	1,685,850	0
INTERSECTION HWY 290/FM577	0	80,000	80,000	0	0
SUBTOTAL CAPITAL	0	80,000	80,000	1,685,850	0
CONTINGENCY	0	89,977	39,977	0	122,053
INTEREST EXPENSE	26,974	24,711	24,711	24,711	22,331
PRINCIPAL RETIREMENTS	44,249	46,513	46,513	46,513	48,893
PRINCIPAL-NO INTEREST LOAN	0	25,000	25,000	0	0
EDF-MARKETING	20,261	35,000	35,000	25,000	15,000
EDF-OPERATIONS	118,083	123,869	123,869	123,869	121,240
TOTAL SUNDRIES	209,567	345,070	295,070	220,093	329,517
TOTAL EXPENDITURES	235,010	458,390	408,390	2,004,623	386,700
REVENUES BEFORE TRFS	1,152,359	775,941	825,941	(498,292)	858,781

TRANSFERS IN (OUT)

INTERFUND TRNF-GENERAL	(209,000)	(200,000)	(200,000)	(200,000)	(200,000)
INTERFUND TNSF-'98 D/S FD-PRIN	(299,285)	(300,929)	0	0	0
INTERFUND TRNSF-'98 D/S FD-INT	(75,902)	(150,012)	0	0	0
INTERFUND TRNSF-'09 D/S FD-PRIN	(37,609)	0	(300,929)	(300,929)	(313,462)
INTERFUND TRNSF-'09 D/S FD-INT	(47,977)	0	(150,012)	(150,012)	(140,543)
INTERFUND TRNSF-'10 TAX ANTP NT	0	0	0	0	(95,000)
INTERFUND TRNSF-'10 TAX ANTP NT	0	0	0	0	(18,776)
INTERFUND TRNSF-SEWER FUND	0	0	0	0	0
INTERFUND TRNSF-MAIN ST	0	0	0	0	0
INTERFUND TRNSF-DONATIONS	0	0	(50,000)	(50,000)	0
INTERFUND TRNSF-PARKS SPECIAL	(262,000)	(125,000)	(125,000)	(150,000)	(91,000)
INTERFUND TRNSF-LOAN PROCEEDS	0	0	0	1,000,000	0
INTERFUND TRNSF-BOND PROCEEDS	0	0	0	0	0
TOTAL TRANSFERS	(931,773)	(775,941)	(825,941)	149,059	(858,781)
REVENUES AFTER TRFS	220,586	0	0	(349,233)	0
FUND BALANCE	1,110,693	1,110,693	1,110,693	761,460	761,460

ELECTRIC FUND OVERVIEW

The Electric Fund is an enterprise fund used to account for the acquisition, operation and maintenance of electric facilities and services funded through electric rates and other customer charges.

OPERATING RESOURCES

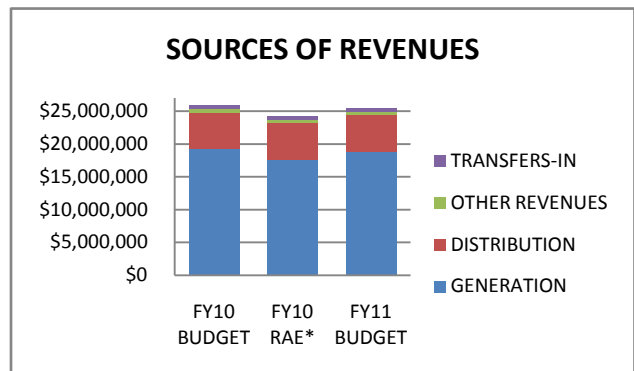
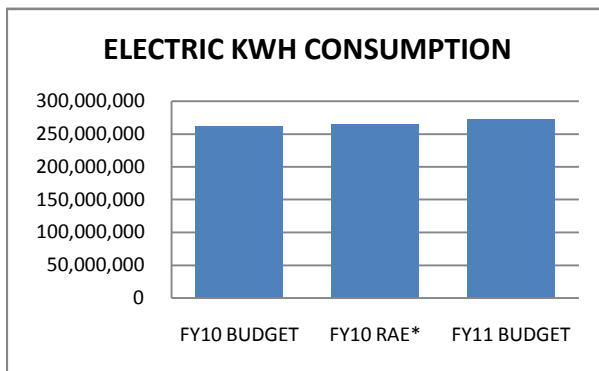
Operating resources consist of utility revenues and inter-fund transfers. Approximately 98% of Electric Fund operating resources is revenue from customer electricity consumption. Electric utility revenue is a function of consumption and rate. The electric rate is comprised of a fixed minimum monthly distribution charge and a volume charge. The volumetric charge has two components. One component is a wires charge which covers the costs of electric distribution. Electricity is purchased from the Lower Colorado River Authority (LCRA) and transmitted from LCRA to two City substations. At the substations, electricity is stepped down from 137,000 kv transmission voltage to 7,200 kv distribution voltage. From the substations, electric lines are dispersed throughout the City to provide service to local residents, businesses and industries.

The second volumetric rate component is to cover generation charges from LCRA as the cost of electricity is a pass through to Brenham customers. LCRA sets winter and summer rates at the beginning of their fiscal year which runs July to June. Actual generation costs are adjusted monthly by LCRA for market conditions and operations and billed to the City using a Pay-As-You-Go amount which in turn is a passed through to Brenham customers as a price cost adjustment factor (PCRF).

Revenues

The major underlying assumptions in projecting FY11 electric fund revenues include:

- No changes in electric distribution rates;
- A 3.3% increase in electric consumption from growth in customer base; and
- A reduction in LCRA generation rates are offset by an increase in generation transmission charges resulting in an increase in overall customer pass through charges.



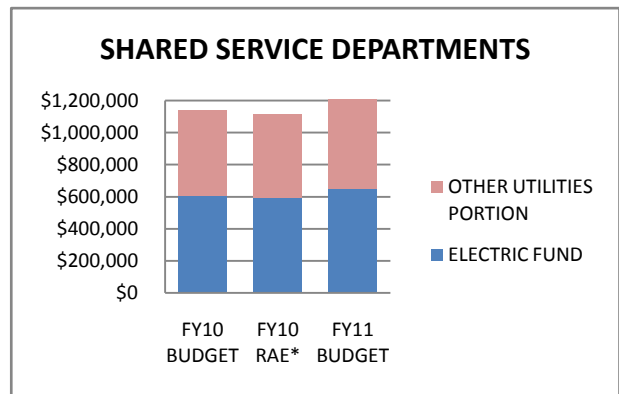
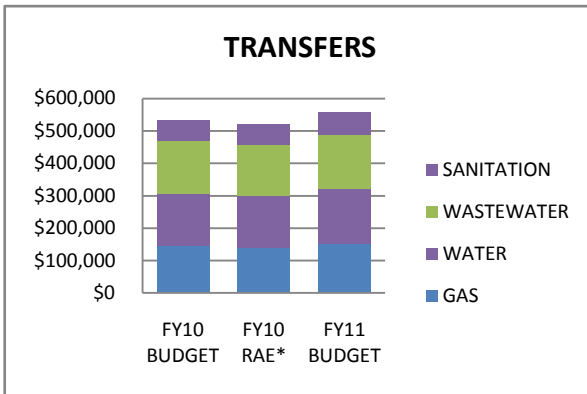
- Revised annual estimate.

- Revised annual estimate.

Electric consumption is projected at 272 million kWh for FY11. Of the \$24.9 million in revenues projected for FY11, \$18.8 million or 76% is (pass-through) generation revenues and \$5.6 million or 23% is distribution revenues. There is \$486,086 in other revenue projected which includes interest and other small revenue items.

Inter-Fund Transfers

The Electric Fund receives transfers-in from the Gas, Water, Wastewater and Sanitation Funds to help offset the shared cost of services from Public Administration and Utility Customer Service. For FY11, transfers-in total \$557,359. This represents 46% of these shared service departments budgets.

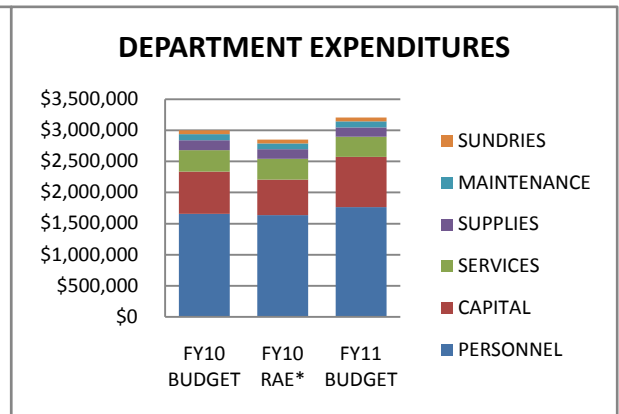
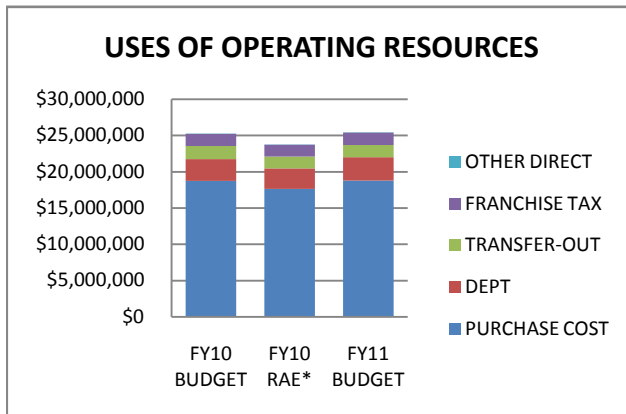


• Revised annual estimate.

• Revised annual estimate.

USES OF OPERATING RESOURCES

Operating resources are used to cover electricity purchase costs, franchise tax, department operations and the transfer-out to the General Fund. There are three operation departments in the Electric Fund - Public Utilities Department, Utility Customer Service Department and the Electric Department. The General Fund transfer-out is a payment made to cover the Electric Funds's portion of shared services it receives from General Fund departments.



• Revised annual estimate.

• Revised annual estimate.

Purchase Costs

The largest use of operating resources is for the cost of electricity purchased from LCRA. For FY11, purchase costs were determined based on LCRA estimates. Planned purchases total more than 287 million kWh creating over \$16.5 million in generation costs, \$2.1 million in transmission charges and another \$117,000 in ERCOT and other fees. While generation charges per kWh declined, transmission costs increased resulting in a small increase in overall purchase costs per kWh.

Operating Departments

There is \$3,208,071 budgeted for three operating departments in the Electric Fund. As previously discussed, two of the departments provide shared services to the other utility funds which reimburse the Electric Fund via transfers-in. For reporting purposes, all departments are treated as distribution costs. Almost 55% of total operating department expenditure budgets are for Personnel. The Electric Department is adding an Electrician position to their FY11 budget. Over 25% of the budget is for capital items. The budget includes \$355,898 in Decision Packages.

Transfers-Out

The Electric Fund has a budgeted transfer-out to the General Fund of \$1.7 million. This transfer is the pro-rated portion of services received from General Fund departments.

Franchise Tax

The Electric Fund is budgeted to remit \$1.7 million in franchise tax to the General Fund. The tax imitates the charge that would be incurred if the Electric Fund was a private-sector entity. Franchise tax is calculated at 7% of utility revenues net of the price cost recover factor (PCRF).

	WORKING CAPITAL				
	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$					
BEGINNING BALANCE	3,219,895	5,197,486	5,197,486	5,197,486	4,661,541
DISTRIBUTION NET REVENUES	133,038	42,294	42,294	431,600	(5,148)
GENERATION NET REVENUES	1,844,553	508,526	508,526	32,456	27,016
BCDC NOTE	0	0	0	(1,000,000)	0
SUBTOTAL	<u>1,977,591</u>	<u>550,820</u>	<u>550,820</u>	<u>(535,944)</u>	<u>21,868</u>
ENDING BALANCE	<u>5,197,486</u>	<u>5,748,306</u>	<u>5,748,306</u>	<u>4,661,541</u>	<u>4,683,410</u>

DECISION PACKAGES

The following items were presented as Decision Packages and approved by City Council. They are incorporated in department budgets.

DEPT	DESCRIPTION	\$
132 UTILITY BILLING	813.00 REPLACE 2002 CHEVY TRUCK - METER READER	16,617
	TOTAL DEPARTMENT	16,617
160 PUBLIC UTILITIES	814.10 WEB-SERVER FOR SCADA (PHASE 1)	40,000
	TOTAL DEPARTMENT	40,000
161 ELECTRIC	ELECTRICIAN I POSITION	41,381
	814.15 WIRELESS MESH EXPANSION	40,900
	810.00 REPLACE SMALL SERVICE BUCKET UNIT #150	115,000
	813.00 REPLACE METER TECH PICKUP UNIT #46	18,000
	801.00 BUILDING ADDITION	84,000
	TOTAL DEPARTMENT	299,281

DEBT SERVICE/CAPITAL LEASE SCHEDULE

FYE	PRINCIPAL	INTEREST	TOTAL
2011	7,849	1,715	9,564
2012	8,100	1,464	9,564
2013	8,372	1,192	9,564
2014	8,652	912	9,564
2015	8,942	622	9,564
2016	9,242	322	9,564
2017	4,736	46	4,782

ELECTRIC FUND SUMMARY - DISTRIBUTION

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL 2010		
\$					
ELECTRIC UTILITY REVENUES					
CUSTOMER CHARGE	1,263,166	1,297,453	1,297,453	1,237,674	1,255,544
WIRES CHARGE	4,303,444	4,204,652	4,204,652	4,270,935	4,355,496
ANCILLARY SERVICE REVENUES	443,787	433,000	433,000	456,915	438,405
INTEREST EARNED	67,297	72,000	72,000	33,183	30,331
OTHER REVENUE	26,179	16,850	16,850	28,566	17,350
TOTAL REVENUES	6,103,873	6,023,955	6,023,955	6,027,273	6,097,126
DEPARTMENT EXPENDITURES					
PERSONNEL	1,586,315	1,661,464	1,657,764	1,637,115	1,762,993
SUPPLIES	138,466	159,369	160,569	155,013	152,252
MAINTENANCE	89,428	96,225	96,225	96,280	95,450
SERVICES	346,839	329,989	340,794	334,825	321,856
CAPITAL/NON-CAP	656,441	689,817	681,512	568,845	812,417
SUNDRIES	58,325	64,388	64,388	61,490	63,103
SUBTOTAL DEPARTMENT EXP	2,875,814	3,001,252	3,001,252	2,853,568	3,208,071
OTHER DIRECT EXPENDITURES					
FRANCHISE TAX	1,777,975	1,709,210	1,709,210	1,621,878	1,710,445
DEBT/LEASE PAYMENTS	0	8,302	8,302	3,985	9,564
OTHER DIRECT	27,834	20,360	20,360	27,360	27,400
SUBTOTAL DIRECT EXP	1,805,809	1,737,872	1,737,872	1,653,223	1,747,409
TOTAL EXPENDITURES	4,681,623	4,739,124	4,739,124	4,506,791	4,955,480
NET REVENUES BEFORE TRFS	1,422,250	1,284,831	1,284,831	1,520,482	1,141,646
TRANSFERS IN (OUT)					
GENERAL FUND	(1,789,873)	(1,775,178)	(1,775,178)	(1,609,244)	(1,704,153)
GAS FUND	143,045	144,121	144,121	140,600	152,554
WATER FUND	172,004	162,514	162,514	158,925	168,670
WASTEWATER FUND	151,117	161,672	161,672	158,102	167,796
SANITATION FUND	34,495	64,334	64,334	62,735	68,339
TOTAL DIRECT EXP	(1,289,212)	(1,242,537)	(1,242,537)	(1,088,882)	(1,146,794)
NET REVENUES AFTER TRFS	133,038	42,294	42,294	431,600	(5,148)

* REVISED ANNUAL ESTIMATE

ELECTRIC FUND SUMMARY - GENERATION

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$		2010	2010	2010	2011
ELECTRIC UTILITY REVENUES					
GENERATION CHARGE	20,294,632	19,601,048	19,601,048	19,779,708	18,223,369
PCRF	(588,708)	(685,863)	(685,863)	(2,118,627)	600,514
LCRA ABNR	414,840	357,184	357,184	0	0
TOTAL REVENUES	20,120,764	19,272,369	19,272,369	17,661,081	18,823,883
OTHER DIRECT EXPENDITURES					
PURCHASE COSTS	18,276,211	18,763,843	18,763,843	17,628,625	18,796,867
TOTAL EXPENDITURES	18,276,211	18,763,843	18,763,843	17,628,625	18,796,867
NET REVENUES	1,844,553	508,526	508,526	32,456	27,016

* REVISED ANNUAL ESTIMATE

REVENUES

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL 2010		
\$					
601.00 ELECTRIC REVENUES	25,861,243	25,103,153	25,103,153	25,288,317	23,834,409
601.05 AVG MO PAYMENT	(6,342)	0	0	9,247	0
606.00 SECURITY LIGHTS	39,090	39,000	39,000	39,553	39,900
608.00 FORFEITED DISC/PEN	311,548	300,000	300,000	307,456	300,550
609.00 RECONNECT FEES	0	0	0	35	0
611.00 PCRFB	(588,708)	(685,863)	(685,863)	(2,118,627)	600,514
618.00 CONNECT/TRANS FEE	57,480	55,000	55,000	56,637	57,000
632.00 STATE SALES TAX	10,923	5,000	5,000	12,936	10,000
640.00 INSUFFICIENT CK CHG	4,310	4,000	4,000	3,877	4,000
650.00 CUST REPAIR/REPL	218	5,000	5,000	500	500
655.00 LINE TAPS	4,740	5,000	5,000	4,662	5,000
660.00 POLE LINE RENTAL	8,455	10,000	10,000	8,455	8,455
690.00 MISC UTIL REVENUE	13,365	10,000	10,000	13,557	13,000
TOTAL UTILITY REV	25,716,322	24,850,290	24,850,290	23,626,605	24,873,328
706.00 LCRA RATE REFUND	414,840	357,184	357,184	0	0
710.00 INTEREST EARNED	0	0	0	472	0
710.30 INTEREST-TEXPOOL	16,807	19,500	19,500	3,000	3,000
710.31 TEXSTAR INTEREST	23,516	25,000	25,000	5,000	5,000
710.35 BCDC-INT ON INT	26,974	27,500	27,500	24,711	22,331
720.00 INSUR PROCEEDS	0	0	0	11,216	0
770.00 RENTAL INCOME	10,350	10,350	10,350	10,350	10,350
780.00 JUDGEMT/REST PMTS	2,980	1,500	1,500	2,000	2,000
790.00 MISC OTHER REV	4,943	5,000	5,000	5,000	5,000
790.60 GAIN/LOSS ASSETS	2,250	0	0	0	0
790.61 SALES NONCP ASSETS	5,656	0	0	0	0
TOTAL MISC REV	508,316	446,034	446,034	61,749	47,681
TOTAL REVENUES	26,224,637	25,296,324	25,296,324	23,688,354	24,921,009
KWH SOLD	270,970,122	261,340,338	261,340,338	263,728,451	272,324,478
AVG MONTHLY CUSTOMERS	7,972	8,019	8,019	8,186	8,237

* REVISED ANNUAL ESTIMATE

DEPT 132 - UTILITY BILLING DEPARTMENT

\$613,030

STAFFING (FTES)







Supervisor	1.00
Assistant Supervisor	1.00
Cashier	1.00
Utility Clerk	3.00
Meter Technician	4.00
Total	10.00

The Utility Customer Service Department manages the City’s billing for electric, gas, water, wastewater, and sanitation services. The department is responsible for generating bills and penalties weekly based on the cycle billing schedule. A high priority is to remain on schedule when retrieving meter readings and maintaining accuracy. All cash collections for the City are posted in this department for accurate disbursement to the general ledger. Providing customers with a high standard of courteous and effective service is a key initiative. The Utility Customer Service office is open Monday through Friday, from 8:00 AM to 4:00 PM. A drive-through window, a utility bill drop-off box for after-hour use, as well as, bank and credit card drafting for residential accounts, are all offered for customer convenience, at no extra charge.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for City Services.



-  Receive and accurately post all payments and receipts;
-  Stay on schedule for obtaining monthly readings and maintain accuracy;
-  Provide excellent customer service with quick response time on problem issues; and
-  Receive and accurately post all payments and receipts.

DEPT 132 - UTILITY BILLING DEPARTMENT**BUDGET HIGHLIGHTS**

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
\$					
Personnel	434,918	426,140	422,440	416,002	439,546
Supplies	60,427	83,658	84,858	79,206	72,657
Maintenance	1,878	3,500	3,500	3,530	2,500
Services	68,026	72,515	75,015	78,228	74,100
Capital	13,865	16,617	16,617	14,117	20,617
Sundries	2,948	3,565	3,565	3,340	3,610
Total	582,062	605,995	605,995	594,423	613,030

DECISION PACKAGES FUNDED

Replace Chevy 2002 Chevy Truck Used by Meter Reader 16,617

PERFORMANCE MEASURES

FACTOR	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
Payments processed	93,049	97,300	97,300	95,395	97,300
Meters read	241,361	241,650	241,650	239,960	241,650
Customers billed	92,332	92,400	92,400	93,500	93,500
Lobby/drive-thru customer assisted	48,523	48,700	48,700	50,600	50,650
Service orders processed	5,379	5,900	5,900	5,770	5,900

* REVISED ANNUAL ESTIMATE

DEPT 132 - UTILITY BILLING DEPARTMENT**LINE ITEM DETAIL**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	ORIGINAL 2010		
\$						
101.00	SALARIES & WAGES	302,082	307,967	304,267	302,459	311,671
102.00	OVERTIME PAY	1,270	1,000	1,000	919	1,000
103.00	OASDI/MEDICARE	22,788	23,056	23,056	23,022	23,801
103.02	MATCHING RETIREMENT	29,853	27,681	27,681	27,128	28,931
105.00	LONGEVITY PAY	6,040	6,670	6,670	6,180	6,565
105.02	OTHER PAY	266	0	0	0	0
105.03	STANDBY	0	0	0	0	0
106.00	MEDICAL INSURANCE	52,979	57,176	57,176	53,904	60,639
106.01	LIFE INSURANCE	1,183	1,198	1,198	1,119	1,152
106.02	LONG TERM DISABILITY	581	595	595	450	421
107.00	WORKERS' COMPENSATION	779	797	797	821	1,096
116.00	SALARIES/WAGES CONTINGENCY	0	0	0	0	4,270
118.00	ACCRUED COMP TIME	17,097	0	0	0	0
202.00	FUEL	7,643	9,558	9,558	7,000	8,207
203.00	TOOLS/SMALL EQUIPMENT	181	300	300	275	860
204.00	POSTAGE & FREIGHT	33,324	44,000	44,000	41,980	42,000
205.00	OFFICE SUPPLIES	1,443	1,100	1,100	1,100	1,200
206.00	EMPLOYEE RELATIONS	2,097	2,000	2,000	1,605	1,500
207.00	REPRODUCTION & PRINTING	9,104	9,000	9,000	9,000	9,000
208.00	CLOTHING	1,426	1,500	1,500	1,500	1,000
209.00	EDUCATIONAL	0	0	0	0	0
210.00	BOTANICAL & AGRICULTURAL	21	50	50	45	50
211.00	CLEANING AND JANITORIAL	192	800	800	208	200
212.00	COMPUTER SUPPLIES	3,935	13,500	13,500	13,466	6,000
213.00	COMMUNICATIONS EQUIPMENT	0	400	400	400	0
221.00	SAFETY/FIRST AID SUPPLIES	548	50	50	40	40
223.00	SMALL APPLIANCES	0	100	100	93	100
250.00	OTHER SUPPLIES	513	1,300	2,500	2,494	2,500
303.00	VEHICLES/LARGE EQUIPMENT	1,838	3,000	3,000	3,030	2,000
312.00	BUILDINGS/APPLIANCES	40	0	0	0	0
313.00	COMPUTER/OFFICE EQUIP	0	500	500	500	500
350.00	OTHER MAINTENANCE	0	0	0	0	0

DEPT 132 - UTILITY BILLING DEPARTMENT

LINE ITEM DETAIL (CONTINUED)

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$		2010	2010	2010	2011
402.00 AUDITS/CONSULTANTS FEES	0	150	150	150	0
403.00 TELEPHONE	299	305	305	2,182	1,300
408.00 RENTAL & LEASES	360	500	500	500	400
409.00 ADVERTISEMENTS	0	400	400	383	0
410.00 PHYSICALS	0	400	400	338	0
422.00 CONTRACT LABOR	0	0	0	0	0
424.00 SERVICE CONTRACTS	67,076	70,360	72,860	74,280	72,000
450.00 OTHER SERVICES	291	400	400	395	400
712.00 OFFICE FURNITURE/EQUIPMENT	0	0	0	0	4,000
713.00 VEHICLES	13,865	0	0	0	0
813.00 VEHICLES	0	16,617	16,617	14,117	16,617
901.00 LIAB/CASUALTY INSURANCE	1,074	1,265	1,265	1,175	1,310
908.00 SEM./MEMBERSHIP/TRAVEL	1,341	1,500	1,500	1,500	1,500
908.10 MILEAGE	289	500	500	235	300
950.00 OTHER SUNDRY	245	300	300	430	500
TOTAL DEPARTMENT	582,062	605,995	605,995	594,423	613,030

* REVISED ANNUAL ESTIMATE

DEPT 160 - PUBLIC UTILITIES DEPARTMENT

\$596,627


STAFFING (FTES)







Director	1.00
Assistant Director	1.00
SCADA Manager	1.00
Pre-Treatment Coordinator	1.00
Mapping Technician	1.00
Administrative Secretary	1.00
Administrative Assistant	1.00
Total	7.00

The Public Utilities Department is responsible for the operations of eleven departments that make up the City’s utility funds. The department provides administrative oversight for the Electric, Gas, Water, Wastewater, and Sanitation Funds. A primary responsibility is monitoring regulatory compliance and reporting to multiple state and federal agencies. A major objective is to provide Brenham citizens with safe, economical services while ensuring system reliability. All service issues, as well as new taps and commercial sanitation customers are handled within this department. The department is also responsible for the City’s Wastewater Pre-treatment Program, Backflow Prevention Program, utility mapping, and SCADA system operation.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for City Services. 

-  To provide the public with superior, reliable services in a safe and economical manner;
-  To focus on the needs of our customers by providing quality service and rapid response time whether it is an emergency call out or an ordinary customer service call;
-  To continually improve the reliability and structural integrity of all utilities provided to Brenham residents, businesses and industry; and
-  Continue to maintain good, working relationships with wholesale utility suppliers and state agencies.

DEPT 160 - PUBLIC UTILITIES DEPARTMENT

BUDGET HIGHLIGHTS

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
\$					
Personnel	450,246	456,892	456,892	452,461	472,367
Supplies	21,666	19,331	19,331	17,082	19,795
Maintenance	3,127	3,000	3,000	1,432	1,700
Services	28,460	29,903	29,903	24,341	44,250
Capital	0	4,000	4,000	4,000	40,000
Sundries	19,474	20,304	20,304	17,446	18,515
Total	522,973	533,430	533,430	516,762	596,627

DECISION PACKAGES FUNDED

Web-Server for Scada (Phase I) 40,000

PERFORMANCE MEASURES

FACTOR	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
# of utility taps issued	371	381	381	390	400
Calls received/dispatched	2,962	2,713	2,713	2,713	2,800
Utility line locates called-in	613	424	424	810	780

* REVISED ANNUAL ESTIMATE

DEPT 160 - PUBLIC UTILITIES DEPARTMENT**LINE ITEM DETAIL**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	ORIGINAL		
\$						
101.00	SALARIES & WAGES	317,665	332,793	332,793	330,983	337,933
102.00	OVERTIME PAY	215	0	0	91	0
103.00	OASDI/MEDICARE	24,305	25,336	25,336	25,266	25,768
103.02	MATCHING RETIREMENT	31,826	30,336	30,336	30,159	31,925
105.00	LONGEVITY PAY	3,970	4,443	4,443	4,358	4,753
105.01	EDUCATION/MISCELLANEOUS	9,600	9,600	9,600	8,861	9,600
105.02	OTHER PAY	215	0	0	0	0
105.03	STANDBY	0	0	0	0	0
106.00	MEDICAL INSURANCE	46,028	51,299	51,299	49,863	54,375
106.01	LIFE INSURANCE	1,233	1,326	1,326	1,256	1,242
106.02	LONG TERM DISABILITY	607	656	656	500	443
107.00	WORKERS' COMPENSATION	1,059	1,103	1,103	1,124	1,378
116.00	SALARIES/WAGES CONTINGENCY	0	0	0	0	4,950
118.00	ACCRUED COMP TIME	13,523	0	0	0	0
202.00	FUEL	1,077	1,131	1,131	2,000	1,595
203.00	TOOLS/SMALL EQUIPMENT	114	500	500	222	250
204.00	POSTAGE & FREIGHT	1,180	1,200	1,200	864	1,200
205.00	OFFICE SUPPLIES	3,835	5,300	5,300	3,506	4,300
206.00	EMPLOYEE RELATIONS	1,518	1,500	1,500	1,195	1,500
207.00	REPRODUCTION & PRINTING	3,434	3,000	3,000	4,000	3,400
208.00	CLOTHING	1,034	1,200	1,200	800	1,000
209.00	EDUCATIONAL	0	0	0	0	0
210.00	BOTANICAL & AGRICULTURAL	8	0	0	0	0
211.00	CLEANING AND JANITORIAL	0	50	50	30	50
212.00	COMPUTER SUPPLIES	7,329	3,500	3,500	3,275	5,200
213.00	COMMUNICATIONS EQUIPMENT	967	1,000	1,000	567	600
218.00	PHOTOGRAPHY	0	250	250	0	0
221.00	SAFETY/FIRST AID SUPPLIES	14	200	200	197	200
223.00	SMALL APPLIANCES	873	0	0	0	0
250.00	OTHER SUPPLIES	283	500	500	426	500

DEPT 160 - PUBLIC UTILITIES DEPARTMENT**LINE ITEM DETAIL (CONTINUED)**

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL 2010		
\$					
303.00 VEHICLES/LARGE EQUIPMENT	384	500	500	382	400
309.00 COMMUNICATION/PHOTO EQUIP	421	1,000	1,000	400	500
312.00 BUILDINGS/APPLIANCES	2,191	750	750	650	500
313.00 COMPUTER/OFFICE EQUIP	115	500	500	0	200
350.00 OTHER MAINTENANCE	16	250	250	0	100
401.00 ELECTRICAL	0	0	0	0	0
402.00 AUDITS/CONSULTANTS FEES	9,440	10,000	10,000	5,800	2,000
403.00 TELEPHONE	3,320	3,603	3,603	3,422	3,600
404.00 GAS	0	0	0	0	0
405.00 WATER	0	0	0	0	0
406.00 SEWER	0	0	0	0	0
406.50 GARBAGE	0	0	0	0	0
406.60 TRNSF STATION/LANDFILL FEE	0	0	0	0	0
407.00 LEGAL NOTICES	32	250	250	0	50
409.00 ADVERTISEMENTS	238	300	300	0	0
410.00 PHYSICALS	1,555	1,000	1,000	1,364	0
419.00 LEGAL FEES	0	0	0	0	0
424.00 SERVICE CONTRACTS	13,288	14,000	14,000	13,574	38,000
450.00 OTHER SERVICES	587	750	750	181	600
814.10 SCADA COMMUNICATIONS	0	4,000	4,000	4,000	40,000
901.00 LIAB/CASUALTY INSURANCE	1,693	1,804	1,804	1,179	1,390
908.00 SEM./MEMBERSHIP/TRAVEL	14,218	15,000	15,000	13,490	14,000
908.10 MILEAGE	3,474	3,500	3,500	2,648	3,000
949.00 UNEMPLOYMENT BENEFITS	0	0	0	0	0
950.00 OTHER SUNDRY	89	0	0	129	125
TOTAL DEPARTMENT	522,973	533,430	533,430	516,762	596,627

* REVISED ANNUAL ESTIMATE

DEPT 161 - ELECTRIC DEPARTMENT

\$1,998,414


STAFFING (FTES)








Superintendent	1.00
Assistant Superintendent	1.00
Senior Line Worker	2.00
Line Worker II	3.00
Line Worker I	3.00
Electrician I	1.00
Apprentice Line Worker	1.00
Meter Technician	1.00
Total	13.00

The Electric Department is responsible for the delivery of power to Brenham residences, businesses, and industries. A primary department responsibility is maintaining the extensive web of distribution lines that transmit electricity throughout the area. The department is responsible for the operation and maintenance of 116 miles of distribution feeder lines which deliver electricity to the substations providing electrical service to more than 7,000 customers. Electric Department crews respond to routine service calls concerning power outages and repair damages caused by weather and other events. The department is dedicated to providing safe, reliable power to Brenham citizens and all emergencies are treated as a priority.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for City Services. 

-  Maintain electrical reliability by providing routine maintenance including replacing poles, distribution lines, transformers and service drops;
-  Continue upgrades on main feeder circuits to replace broken and damaged hardware;
-  Continue the annual tree trimming program which increases system reliability;
-  Continue with PCB transformer removal and disposal;
-  Install smart devices in the electric system that will minimize outages, increase system reliability and improve operating efficiencies.

DEPT 161 - ELECTRIC DEPARTMENT**BUDGET HIGHLIGHTS**

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
\$					
Personnel	701,151	778,432	778,432	768,652	851,080
Supplies	56,373	56,380	56,380	58,725	59,800
Maintenance	84,423	89,725	89,725	91,318	91,250
Services	250,353	227,571	235,876	232,256	203,506
Capital	642,576	669,200	660,895	550,728	751,800
Sundries	35,903	40,519	40,519	40,704	40,978
Total	1,770,779	1,861,827	1,861,827	1,742,383	1,998,414

DECISION PACKAGES FUNDED

Add Electrician I	41,381
Wireless Mesh Expansion	40,900
Replace Small Service Bucket Unit #150	115,000
Replace Meter Tech Pickup Unit #46	18,000
Building Addition	84,000
Total	299,281

PERFORMANCE MEASURES

FACTOR	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
kWh Sold	271M	261M	261M	264M	272M
Miles of Service Lines	118	124	124	125	127
Line Loss	5.14%	5.42%	5.42%	5.25%	5.25%

* REVISED ANNUAL ESTIMATE

DEPT 161 - ELECTRIC DEPARTMENT

		LINE ITEM DETAIL				
		BUDGET			RAE*	BUDGET
		ACTUAL	ORIGINAL	AMENDED		
\$		2009	2010	2010	2010	2011
101.00	SALARIES & WAGES	511,460	532,279	532,279	532,900	572,931
102.00	OVERTIME PAY	27,076	25,000	25,000	20,497	25,000
103.00	OASDI/MEDICARE	41,604	43,230	43,230	42,557	45,821
103.02	MATCHING RETIREMENT	54,882	51,611	51,611	51,193	57,117
105.00	LONGEVITY PAY	8,318	8,993	8,993	8,479	9,050
106.00	MEDICAL INSURANCE	78,709	87,129	87,129	84,821	102,072
106.01	LIFE INSURANCE	1,962	2,085	2,085	1,992	2,112
106.02	LONG TERM DISABILITY	965	1,032	1,032	787	756
107.00	WORKERS' COMPENSATION	2,680	3,273	3,273	2,973	4,434
116.00	SALARIES/WAGES CONTINGENCY	0	0	0	0	7,987
202.00	FUEL	15,253	17,505	17,505	17,447	22,000
203.00	TOOLS/SMALL EQUIPMENT	7,680	11,300	11,300	11,301	11,000
204.00	POSTAGE & FREIGHT	213	125	125	115	125
205.00	OFFICE SUPPLIES	1,867	2,850	2,850	2,850	500
206.00	EMPLOYEE RELATIONS	1,072	1,200	1,200	1,220	1,100
207.00	REPRODUCTION & PRINTING	398	150	150	200	600
208.00	CLOTHING	6,001	4,000	4,000	5,441	7,075
210.00	BOTANICAL & AGRICULTURAL	350	600	600	600	200
211.00	CLEANING AND JANITORIAL	1,484	1,000	1,000	1,027	1,000
212.00	COMPUTER SUPPLIES	6,172	3,700	3,700	3,689	2,000
213.00	COMMUNICATIONS EQUIPMENT	1,847	1,200	1,200	1,500	1,600
221.00	SAFETY/FIRST AID SUPPLIES	6,910	6,500	6,500	6,548	6,500
250.00	OTHER SUPPLIES	6,693	6,000	6,000	6,341	6,100
301.00	UTILITY LINES	30,460	48,500	48,500	48,500	48,500
303.00	VEHICLES/LARGE EQUIPMENT	31,845	17,000	17,000	18,762	18,500
304.00	MACHINERY/EQUIPMENT	2,826	2,500	2,500	2,435	2,500
306.00	STREET LIGHTING/SIGNALS	6,398	6,000	6,000	6,104	6,200
308.00	METERS	4,341	5,750	5,750	5,704	5,750
310.00	LAND/GROUNDS	0	250	250	248	250
311.00	UTILITY PLANTS	2,654	2,200	2,200	2,331	2,400
312.00	BUILDINGS/APPLIANCES	3,295	2,800	2,800	2,781	2,800
313.00	COMPUTER/OFFICE EQUIPMENT	592	500	500	500	200
314.00	TRANSFORMERS	1,895	4,000	4,000	3,880	4,000
350.00	OTHER MAINTENANCE	117	150	150	73	150

DEPT 161 - ELECTRIC DEPARTMENT**LINE ITEM DETAIL (CONTINUED)**

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$	2009	2010	2010	2010	2011
401.00 ELECTRICAL	5,158	5,093	5,093	5,093	5,259
402.00 AUDITS/CONSULTANTS FEES	68,290	45,000	45,000	46,728	45,000
402.80 SPECIAL SVCS.-TREE TRIMMING	144,822	150,000	150,000	148,098	135,000
403.00 TELEPHONE	7,326	2,100	2,100	8,316	1,800
404.00 GAS	653	703	703	699	907
405.00 WATER	233	212	212	208	215
406.00 SEWER	253	204	204	204	205
406.50 GARBAGE	859	859	859	840	960
406.60 TRNSF STATION/LANDFILL FEE	666	750	750	748	750
409.10 PUBLIC ED/INFORMATION	4,524	5,000	5,000	3,306	250
424.00 SERVICE CONTRACTS	1,804	1,300	1,300	1,661	2,300
425.00 LABORATORY TEST FEES	157	100	100	360	360
450.00 OTHER SERVICES	14,838	16,000	24,305	15,995	10,500
704.00 UTILITY LINES	47,838	35,000	35,000	1,800	0
707.00 TRANSFORMERS	120,149	55,500	55,500	67,716	0
708.00 METERS	21,467	27,000	23,290	22,710	0
709.00 STREET LIGHTING/SIGNALS	6,305	10,000	10,000	9,201	0
710.00 MACHINERY/EQUIPMENT	33,546	50,200	48,600	17,683	4,500
714.00 RADIOS/RADAR/CAMERAS	0	3,000	4,600	9,500	2,400
802.00 BUILDINGS	0	55,000	55,000	0	84,000
804.00 UTILITY LINES	155,826	240,000	240,000	248,740	275,000
804.10 UTILITY LINE-CONTINGENCY	20,757	65,000	56,695	800	65,000
807.00 TRANSFORMERS	68,404	55,500	55,500	55,448	110,000
808.00 METERS	1,853	0	3,710	8,309	27,000
810.00 MACHINERY/EQUIPMENT	0	0	0	0	115,000
813.00 VEHICLES	53,263	0	0	0	18,000
814.00 SCADA COMMUNICATIONS	66,426	73,000	73,000	73,000	10,000
814.15 WIRELESS MESH	0	0	0	0	40,900
901.00 LIAB/CASUALTY INSURANCE	6,124	6,571	6,571	6,571	6,280
908.00 SEM./MEMBERSHIP/TRAVEL	27,630	33,000	33,000	32,937	33,500
908.10 MILEAGE	443	500	500	300	300
932.60 UNEMPLOYMENT BENEFITS	1,391	132	132	568	568
950.00 OTHER SUNDRY	316	316	316	328	330
TOTAL DEPARTMENT	1,770,780	1,861,827	1,861,827	1,742,383	1,998,414

* REVISED ANNUAL ESTIMATE

DEPT 100 - NON-DEPT DIRECT**LINE ITEM DETAIL**

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$					
117.00 POST RETIRE. BENEFITS	24,811	0	0	0	0
701.00 ELEC. PURC/BASE COST	18,276,211	18,763,843	18,763,843	17,628,625	18,796,867
709.00 ELEC. SYS LCRA TCOS FEE	2,400	2,360	2,360	2,360	2,400
860.11 DEBT SVC. - INTEREST	0	1,908	1,908	795	1,715
860.15 DEBT SVC. - PRINCIPAL	0	6,394	6,394	3,190	7,849
904.00 GROSS REVENUE TAX	1,777,975	1,709,210	1,709,210	1,621,878	1,710,445
TOTAL DEPARTMENT	20,081,397	20,483,715	20,483,715	19,256,848	20,519,276

* REVISED ANNUAL ESTIMATE

DEPT 110 - MISCELLANEOUS

LINE ITEM DETAIL

	ACTUAL	BUDGET		RAE*	BUDGET
		ORIGINAL	AMENDED		
\$	2009	2010	2010	2010	2011
903.00 UNCOLLECTIBLE ACCTS	37,346	0	0	0	0
905.00 DEPRECIATION	339,891	0	0	0	0
906.00 INVENTORY ADJUSTMENTS	9,631	0	0	0	0
950.00 OTHER SUNDRY	25,434	18,000	18,000	25,000	25,000
TOTAL DEPARTMENT	412,302	18,000	18,000	25,000	25,000

* REVISED ANNUAL ESTIMATE

GAS FUND OVERVIEW

The Gas Fund is an enterprise fund used to account for the acquisition, operation and maintenance of natural gas facilities and services funded through gas rates and other customer charges.

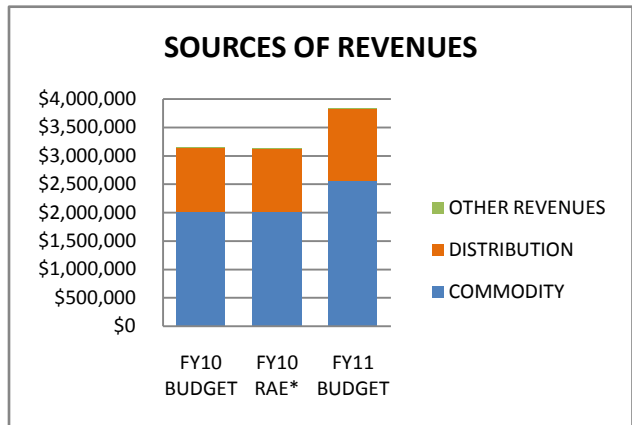
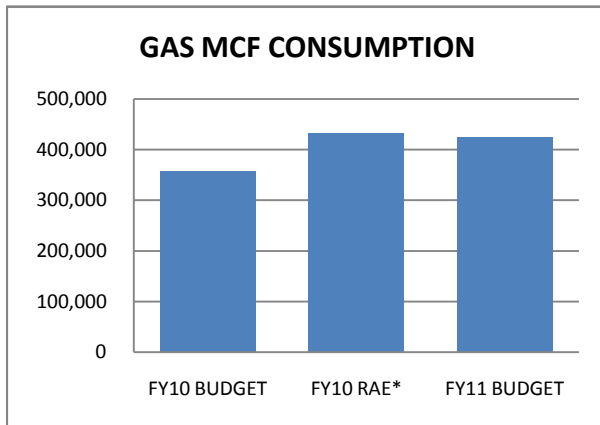
OPERATING RESOURCES

Operating resources consist primarily of utility revenues. Gas utility revenue is a function of consumption and rate. The gas rate is set by tariff and is comprised of a fixed minimum monthly distribution charge and a commodity component. Distribution charges are designed to cover Gas Department operations, including maintenance of gas lines and capital required for infrastructure improvements. Distribution charges also cover franchise tax and inter-fund transfers. The City purchases gas from Millennium Midstream Energy LLC and the cost, which fluctuates monthly, is passed through to the gas customer. Total budgeted operating resources of \$3,839,243 consists primarily of gas utility revenue. A small amount of revenue is generated by interest and other miscellaneous revenue. Of this amount, \$1,275,378 (33%) is expected to be generated to cover gas distribution and \$2,563,865 (67%) is projected to cover gas purchase costs.

Revenues

The major underlying assumptions in projecting FY11 Gas Fund revenues include:

- No changes in gas distribution rates;
- A -1.8% decrease from RAE in gas consumption due to a moderate Winter forecast; and
- Long-term, gradual rise in natural gas prices throughout FY11 based on Henry Hub Futures Index.



- Revised annual estimate.

- Revised annual estimate.

USES OF OPERATING RESOURCES

Budgeted resource uses total \$3,746,956 and include operating department expenditures, debt service payments, transfers to the General and Electric funds, payment of franchise taxes to the General Fund and commodity costs for natural gas purchases.

Department Expenditures

There is only one operating department in the Gas Fund and represents almost 14% of resource usage. The FY11 budget for the department is \$513,848 which is about 11% higher the FY10 Budget. Personnel costs for salaries and benefits account for 61% of department expenditures. There are no other staffing changes anticipated in either department. Approximately 19% of the budget is for capital items. The capital budget includes \$27,000 in infrastructure improvements, \$55,000 for gas meters and regulators and \$18,000 in decision packages.

Debt Service

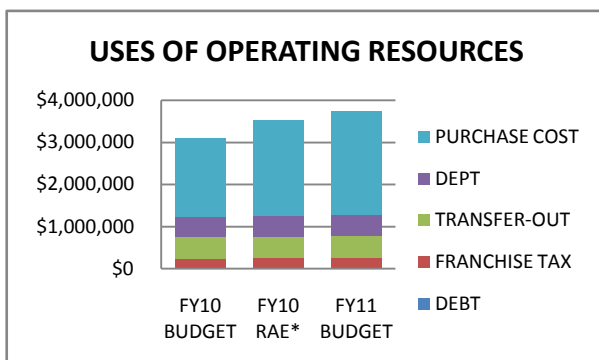
The Gas Fund has no bond debt. The fund does have a capital lease for BVWAC radios.

Inter-Fund Transfers

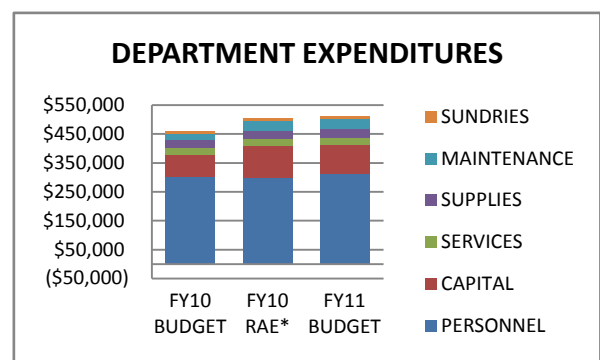
The Gas Fund is projected to transfer \$348,412 to the General Fund and \$152,555 to the Electric Fund in FY11. These transfers are the pro-rated portion of services received by the Water Fund from departments in the General and Electric Funds.

Franchise Tax

The Gas Fund is expected to remit \$267,671 in franchise tax to the General Fund. Franchise tax is calculated at 7% of gas utility revenues net of gas cost adjustment.



- Revised annual estimate.



- Revised annual estimate.

Purchase Costs

The largest use of operating resources is for natural gas purchase costs. Purchase costs are passed through to the customer and treated as a commodity cost for reporting purposes. Natural gas prices have fluctuated significantly over several fiscal cycles. The City adjusts the purchase cost component of the natural gas rate, monthly, through a gas cost adjustment (GCA) factor. For FY11 Budget, purchase costs are estimated at \$2,462,536, reflecting gradually rising natural gas prices and expanding customer base.

WORKING CAPITAL BALANCE

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
BEGINNING BALANCE	918,333	890,753	890,753	890,753	1,003,321
DISTRIBUTION NET REVENUES	(163,640)	(97,632)	(97,632)	16,641	(9,043)
COMMODITY NET REVENUES	102,638	135,988	135,988	95,926	101,329
ADJUSTMENTS	33,422	0	0	0	0
SUBTOTAL	(27,580)	38,356	38,356	112,567	92,286
ENDING BALANCE	890,753	929,109	929,109	1,003,321	1,095,607

* REVISED ANNUAL ESTIMATE

DECISION PACKAGES

The following items were presented as Decision Packages and approved by City Council. They are incorporated in department budgets.

DEPT		DESCRIPTION	\$
162 GAS	813.00	REPLACE FORD TRUCK	18,000

DEBT SERVICE/CAPITAL LEASE SCHEDULE

FYE	PRINCIPAL	INTEREST	TOTAL
2011	1,669	365	2,033
2012	1,722	311	2,033
2013	1,780	253	2,033
2014	1,840	194	2,033
2015	1,901	132	2,033
2016	1,965	69	2,033
2017	1,007	10	1,017

GAS FUND SUMMARY - DISTRIBUTION

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL 2010		
\$					
UTILITY REVENUES					
GAS UTILITY REVENUES	1,178,425	1,128,968	1,128,968	1,283,370	1,274,578
INTEREST EARNED	5,252	5,000	5,000	756	800
OTHER REVENUE	291	0	0	0	0
TOTAL REVENUES	1,183,968	1,133,968	1,133,968	1,284,126	1,275,378
DEPARTMENT EXPENDITURES					
PERSONNEL	286,305	302,498	302,498	298,492	313,272
SUPPLIES	23,890	23,005	23,862	27,152	29,206
MAINTENANCE	40,857	22,750	22,893	34,387	37,325
SERVICES	29,394	24,473	24,473	25,195	23,875
CAPITAL/NON-CAP	73,251	79,400	78,400	110,426	100,000
SUNDRIES	11,654	10,125	10,125	10,202	10,170
SUBTOTAL DEPARTMENT EXP	465,350	462,251	462,251	505,854	513,848
OTHER DIRECT EXPENDITURES					
FRANCHISE TAX	235,410	218,775	218,775	254,176	267,571
DEBT/LEASE PAYMENTS	1,238	10,325	10,325	847	2,034
SUBTOTAL DIRECT EXP	236,648	229,100	229,100	255,023	269,605
TOTAL EXPENDITURES	701,998	691,351	691,351	760,877	783,453
NET REVENUES BEFORE TRFS	481,970	442,617	442,617	523,249	491,925
TRANSFERS IN (OUT)					
GENERAL FUND	(448,082)	(396,128)	(396,128)	(366,007)	(348,412)
ELECTRIC FUND	(143,045)	(144,121)	(144,121)	(140,600)	(152,555)
TOTAL DIRECT EXP	(591,127)	(540,249)	(540,249)	(506,607)	(500,967)
NET REVENUES AFTER TRFS	(109,157)	(97,632)	(97,632)	16,641	(9,043)
ACCRUAL ACCTING ADJ	(54,483)	0	0	0	0
NET REVENUES	(163,640)	(97,632)	(97,632)	16,641	(9,043)

* REVISED ANNUAL ESTIMATE

GAS FUND SUMMARY - COMMODITY

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$	2009	2010	2010	2010	2011
GAS UTILITY REVENUES					
UTILITY REVENUES	2,161,806	2,009,993	2,009,993	2,363,718	2,563,865
TOTAL REVENUES	2,161,806	2,009,993	2,009,993	2,363,718	2,563,865
OTHER DIRECT EXPENDITURES					
SOURCE COSTS	2,059,168	1,874,005	1,874,005	2,267,792	2,462,536
TOTAL EXPENDITURES	2,059,168	1,874,005	1,874,005	2,267,792	2,462,536
NET REVENUES	102,638	135,988	135,988	95,926	101,329

* REVISED ANNUAL ESTIMATE

REVENUES

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$	2009	2010	2010	2010	2011
602.00 GAS UTIL REVENUES	4,622,507	4,046,702	4,046,702	4,816,733	3,956,337
611.00 GAS COST ADJ	(1,297,589)	(921,341)	(921,341)	(1,185,645)	(133,894)
632.00 STATE SALES TAX	2,738	600	600	3,000	3,000
655.00 LINE TAPS	10,540	10,500	10,500	10,500	10,500
690.00 MISC REVENUE	2,035	2,500	2,500	2,500	2,500
TOTAL UTILITY	3,340,231	3,138,961	3,138,961	3,647,088	3,838,443
710.00 INTEREST EARNED	5,651	6,000	6,000	1,500	1,500
710.30 INTEREST-TEXPOOL	22,133	28,000	28,000	5,400	5,500
790.60 GAIN/LOSS ASSETS	0	0	0	537	0
TOTAL MISC REV	27,784	34,000	34,000	7,437	7,000
TOTAL REVENUES	3,368,015	3,172,961	3,172,961	3,654,525	3,845,443
MCFS	420,851	356,610	356,610	431,796	424,844
AVG MTHLY CUST	4,151	4,183	4,183	4,212	4,272

* REVISED ANNUAL ESTIMATE

DEPT 162 - GAS DEPARTMENT

\$513,848


STAFFING (FTES)









Superintendent	1.00
Technician II	3.00
Technician I	<u>1.00</u>
Total	5.00

The City of Brenham Gas Department is responsible for the distribution of natural gas to Brenham residents, businesses, and industries. The City receives its gas from one purchase point where odorant is added and then the gas is distributed to three regulator stations where the gas pressure is decreased for distribution to gas customers. The department maintains, replaces, and constructs gas lines that range from one-half inch to six inches in diameter. The Gas Department is responsible for the maintenance and operation of over 100 miles of gas mains distributing more than 500 million cubic feet of gas and servicing more than 4,000 customers. The department is on call 24/7 and is dedicated to the safe distribution of natural gas.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for City Services. 

-  Continue annual program of replacing outdated meters to ensure accuracy for billing;
-  Continue replacing deteriorating steel mains with polyethylene pipe reducing leakage and increasing system reliability;
-  Prevent atmospheric corrosion by continuing with scheduled painting of above ground piping and meters;
-  Install new services for anticipated City growth;
-  Rebuild regulators at border stations; and
-  Provide educational outreach to the general public covering issues such as safety and economical uses of natural gas.

DEPT 162 - GAS DEPARTMENT**BUDGET HIGHLIGHTS**

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
\$					
Personnel	286,305	302,498	302,498	298,492	313,272
Supplies	23,890	23,005	23,862	27,152	29,206
Maintenance	40,857	22,750	22,893	34,387	37,325
Services	29,394	24,473	24,473	25,195	23,875
Capital (1)	73,251	79,400	78,400	110,426	100,000
Sundries (2)	11,654	10,125	10,125	10,202	10,170
Total	465,349	462,251	462,251	505,854	513,848

DECISION PACKAGES FUNDED

Replace 1994 Ford 3/4 ton truck (Unit #117) 18,000

PERFORMANCE MEASURES

FACTOR	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
Feet of lines replaced	3,779	2,725	2,725	2,800	2,800
Service taps installed	74	66	66	71	72
Service calls	1,100	1,154	1,154	1,030	1,100
Mcf delivered	421K	357K	357K	432K	425K
Customers served	4,161	4,183	4,183	4,230	4,250
Avg price mcf sold	7.90	8.7641	8.7641	8.41	9.00
Avg price mcf purchased	4.85	5.2079	5.2079	5.09	5.65
% line loss	0.85	0.90%	0.90%	3%	3%

* REVISED ANNUAL ESTIMATE

DEPT 162 - GAS DEPARTMENT**LINE ITEM DETAIL**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	ORIGINAL		
\$						
101.00	SALARIES & WAGES	194,347	201,826	201,826	200,054	204,902
102.00	OVERTIME PAY	9,326	8,000	8,000	7,361	8,000
103.00	OASDI/MEDICARE	15,443	15,422	15,422	15,788	16,285
103.02	MATCHING RETIREMENT	21,216	19,838	19,838	19,604	20,854
105.00	LONGEVITY PAY	3,663	3,938	3,938	3,943	4,228
105.01	EDUCATION/MISCELLANEOUS	4,800	4,800	4,800	4,431	4,800
105.03	STANDBY	8,019	8,200	8,200	7,957	8,200
106.00	MEDICAL INSURANCE	35,129	37,877	37,877	36,813	40,128
106.01	LIFE INSURANCE	774	805	805	758	758
106.02	LONG TERM DISABILITY	381	398	398	302	273
107.00	WORKERS' COMPENSATION	1,421	1,394	1,394	1,481	1,842
116.00	SALARIES/WAGES CONTINGENCY	0	0	0	0	3,002
201.00	CHEMICALS	1,695	1,800	2,657	4,357	3,540
202.00	FUEL	8,415	8,555	8,555	8,554	9,841
203.00	TOOLS/SMALL EQUIPMENT	2,523	2,900	2,900	2,861	4,900
204.00	POSTAGE & FREIGHT	295	300	300	300	375
205.00	OFFICE SUPPLIES	277	500	500	673	600
206.00	EMPLOYEE RELATIONS	1,060	750	750	675	750
207.00	REPRODUCTION & PRINTING	556	300	300	2,340	300
208.00	CLOTHING	1,718	1,500	1,500	1,481	1,500
210.00	BOTANICAL & AGRICULTURAL	121	100	100	0	100
211.00	CLEANING AND JANITORIAL	1,339	1,000	1,000	1,159	1,200
212.00	COMPUTER SUPPLIES	0	200	200	365	200
213.00	COMMUNICATIONS EQUIPMENT	247	1,000	1,000	22	1,800
221.00	SAFETY/FIRST AID SUPPLIES	1,690	1,600	1,600	1,673	1,600
250.00	OTHER SUPPLIES	3,954	2,500	2,500	2,610	2,500
301.00	UTILITY LINES	16,058	10,000	10,000	20,000	15,000
303.00	VEHICLES/LARGE EQUIPMENT	6,650	6,000	6,000	5,910	6,000
304.00	MACHINERY/EQUIPMENT	6,896	2,500	2,500	2,402	2,500
308.00	METERS	7,324	300	300	275	300
309.00	COMMUNICATIONS/PHOTO EQUIP	0	0	0	22	75
311.00	UTILITY PLANTS	3,334	3,500	2,643	2,640	12,000
312.00	BUILDINGS/APPLIANCES	402	300	1,300	2,992	1,300
350.00	OTHER MAINTENANCE	193	150	150	146	150

DEPT 162 - GAS DEPARTMENT**LINE ITEM DETAIL (CONTINUED)**

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$		2010	2010	2010	2011
401.00 ELECTRICAL	2,464	2,189	2,189	2,189	2,200
402.00 AUDITS/CONSULTANTS FEES	8,000	9,000	9,000	8,951	6,000
402.15 STATE FEES	0	0	0	0	0
403.00 TELEPHONE	911	1,316	1,316	1,313	1,300
404.00 GAS	1,571	1,700	1,700	1,696	2,005
405.00 WATER	203	70	70	214	200
406.00 SEWER	209	75	75	199	200
406.50 GARBAGE	373	373	373	373	380
406.60 TRNSF STATION/LANDFILL FEE	0	50	50	101	100
408.00 RENTAL & LEASES	1,580	1,200	1,200	1,700	1,640
409.00 ADVERTISEMENTS	500	0	0	0	0
409.10 PUBLIC ED/INFORMATION	11,277	5,000	5,000	4,999	5,500
410.00 PHYSICALS	0	0	0	0	0
424.00 SERVICE CONTRACTS	241	1,200	1,200	1,300	2,050
425.00 LABORATORY TEST FEES	660	800	800	660	800
450.00 OTHER SERVICES	1,405	1,500	1,500	1,500	1,500
704.00 UTILITY LINES	1,754	0	0	0	0
704.10 UTILITY LINES-CONTINGENCY	12,120	0	0	259	0
708.00 METERS	36,448	35,000	23,000	27,104	0
708.10 NEW SVC INSTALL	1,848	0	10,000	5,000	0
709.00 GAS REGULATORS	14,785	0	0	10,185	0
804.00 UTILITY LINES	0	10,000	10,000	10,047	10,000
804.10 UTILITY LINE-CONTINGENCY	6,296	20,000	9,000	19,959	15,000
808.00 METERS	0	6,400	18,400	37,576	45,000
808.10 NEW SVC INSTALL	0	0	0	296	2,000
809.00 GAS REGULATORS	0	8,000	8,000	0	10,000
813.00 VEHICLES	0	0	0	0	18,000
901.00 LIAB/CASUALTY INSURANCE	1,702	1,425	1,425	1,259	1,470
908.00 SEM./MEMBERSHIP/TRAVEL	9,592	8,000	8,000	8,255	8,000
908.10 MILEAGE	504	500	500	490	500
949.00 UNEMPLOYMENT BENEFITS	(144)	0	0	0	0
950.00 OTHER SUNDRY	0	200	200	198	200
TOTAL DEPARTMENT	465,349	462,251	462,251	505,854	513,848

* REVISED ANNUAL ESTIMATE

DEPT 100 - NON-DEPT DIRECT

LINE ITEM DETAIL

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$					
117.00 POST RETIREMENT BENEFITS	7,710	0	0	0	0
705.00 GAS PURCHASE BASE/COST ADJ	2,059,168	1,874,005	1,874,005	2,267,792	2,462,536
860.11 DEBT SVC. - INTEREST	1,238	1,459	1,459	169	365
860.15 DEBT SVC. - PRINCIPAL	0	8,866	8,866	678	1,669
904.00 GROSS REVENUE TAX	235,410	218,775	218,775	254,176	267,571
TOTAL DEPARTMENT	2,303,526	2,103,105	2,103,105	2,522,815	2,732,141

* REVISED ANNUAL ESTIMATE

DEPT 110 - MISCELLANEOUS

LINE ITEM DETAIL

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$					
903.00 UNCOLLECTIBLE ACCTS	1,848	0	0	0	0
905.00 DEPRECIATION	172,413	0	0	0	0
906.00 INVENTORY ADJUSTMENTS	3,751	0	0	0	0
TOTAL DEPARTMENT	178,012	0	0	0	0

* REVISED ANNUAL ESTIMATE

WATER FUND OVERVIEW

The Water Fund is an enterprise fund used to account for the acquisition, operation and maintenance of water treatment facilities and services funded through water rates and other customer charges.

OPERATING RESOURCES

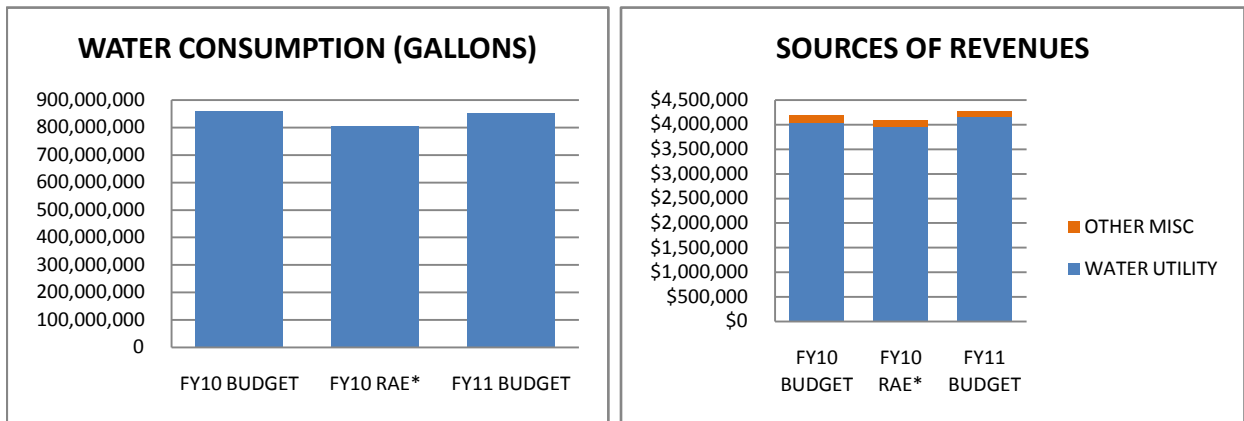
Projected operating resources are estimated at \$4,271,445 for FY11. The primary revenue source is generated by water sales and contributes \$4,151,245 to total operating resources. Other major operating resources are revenues from fire line and line tap charges and interest.

Revenues

Revenue projections for water are based on factors such as historical consumption, water rates and weather predictions. Consumption is higher in hot, dry years and lower in cool, wet years. This is particularly true for residential customers and irrigation meters. Economic pressures can also impact water consumption patterns, particularly irrigation usage. The major underlying assumptions in projecting FY11 Water Fund revenues include:

- No changes in water rates;
- Normalized water consumption of 852,247,657 gallons based on average weather conditions (e.g. not too wet/dry and not too hot/cold); and
- A 1.8% growth in customer based on historical trends.

Water revenues for FY10 RAE are expected to fall short of budget estimates due to an excessively wet winter. Wet winter conditions resulted in below average water consumption. Therefore, water revenues were below budget. Under normalized consumption assumption, revenues for FY11 should exceed FY10 because consumption is expected to be higher. The 1.8% growth in customer base will also add to consumption and revenue



- Revised annual estimate.

- Revised annual estimate.

USES OF OPERATING RESOURCES

Budgeted resource uses total \$3,907,711 and include operating department expenditures, debt service payments, transfers to the General and Electric funds, payment of franchise taxes to the General Fund and purchase costs for surface water.

Department Expenditures

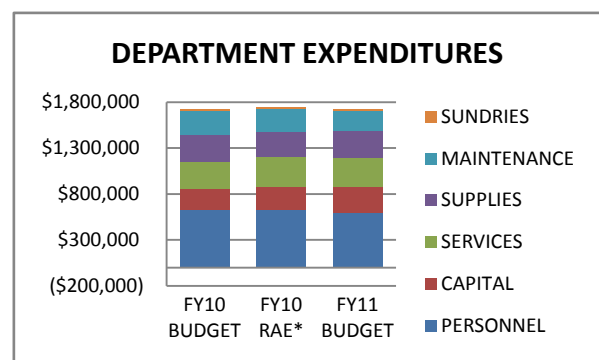
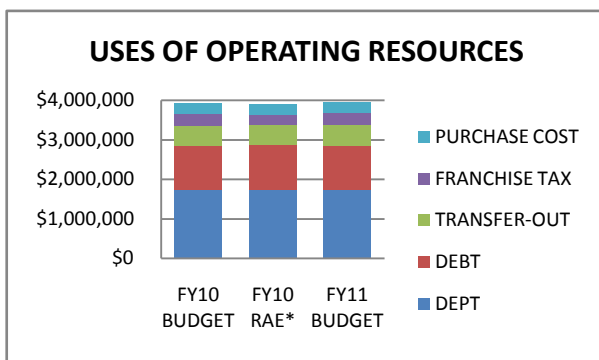
The Water Fund supports the Water Treatment and Water Construction departments. The combined FY11 budgets for these departments are \$1,727,179 which is relatively flat (<0.4%) to FY10. At 51%, these department budgets represent the largest use of operating resources. Personnel costs for salaries and benefits account for 35% of department expenditures. Half of a supervisor position in Water Construction was eliminated in the FY11 Budget. There are no other staffing changes anticipated in either department. Exactly 84% of the supplies budget is for chemicals needed in water treatment. Most of the maintenance budget (over 93%) is for routine plant and utility line maintenance. The service category includes \$250,000 in electricity needed for operating the water treatment facility. The capital budget includes \$185,851 in infrastructure improvements, \$70,560 for water meters and \$26,049 in decision packages.

Debt Service

The second largest use of operating resources is for debt service. There is \$1,129,503 budgeted for principal and interest payments in FY11. Debt service is the largest non-operating expenditure for the fund. No new debt issue is expected in FY11.

Inter-Fund Transfers

The Water Fund is projected to transfer \$322,368 to the General Fund and \$168,670 to the Electric Fund in FY10. These transfers are the pro-rated portion of services received by the Water Fund from departments in the General and Electric Funds. \$40,000 will be transferred to the Highway 290 Fund to cover costs associated with water line movement.



- Revised annual estimate.

- Revised annual estimate.

Franchise Tax

The Water Fund is expected to remit \$290,587 in franchise tax to the General Fund. Franchise tax is calculated at 7% of water utility revenues.

Purchase Costs

The City of Brenham contracts with the Brazos River Authority and receives water from Lake Somerville. \$270,000 is budgeted for FY11 water purchase costs, a 4.4% increase over FY10 RAE.

	WORKING CAPITAL				
	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$		2010	2010	2010	2011
BEGINNING BALANCE	355,241	585,779	585,779	585,779	771,659
NET REVENUES	87,767	273,251	273,251	185,880	323,138
ADJUSTMENTS	142,771	0	0	0	0
SUBTOTAL	230,538	273,251	273,251	185,880	323,138
ENDING BALANCE	585,779	859,030	859,030	771,659	1,094,797

**

* REVISED ANNUAL ESTIMATE

** FUND BALANCE GROWTH IS DUE TO NORMALIZED CONSUMPTION/SALES VOLUMES.

DECISION PACKAGES

The following items were presented as Decision Packages and approved by City Council. They are incorporated in department budgets.

DEPT	DESCRIPTION	\$
163 TREATMENT	715.00 WIDENING OF FRONT DRIVEWAY	8,049
164 CONSTRUCT	813.00 REPLACE UNIT #119 1/2 TON TRUCK	18,000
	TOTAL FUND	26,049

DEBT SERVICE/CAPITAL LEASE SCHEDULE

FYE	PRINCIPAL	INTEREST	TOTAL
2011	662,220	467,283	1,129,503
2012	689,051	440,021	1,129,072
2013	719,177	411,099	1,130,276
2014	752,410	380,074	1,132,485
2015	475,426	360,506	835,932
2016	494,505	341,260	835,766
2017	513,755	319,882	833,637
2018	547,763	295,842	843,605
2019	571,263	272,523	843,786
2020	591,265	249,487	840,752
2021	622,800	222,229	845,029
2022	510,000	196,515	706,515
2023	540,000	173,820	713,820
2024	565,000	148,980	713,980
2025	595,000	122,990	717,990
2026	625,000	94,728	719,728
2027	660,000	65,040	725,040
2028	695,000	33,360	728,360

WATER FUND SUMMARY

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL 2010		
\$					
REVENUES					
WATER UTILITY REVENUES	4,614,094	4,144,962	4,144,962	4,077,619	4,261,945
INTEREST EARNED	27,784	34,000	34,000	6,900	7,000
OTHER MISCELLANEOUS	6,447	2,000	2,000	3,037	2,500
TOTAL REVENUES	4,648,325	4,180,962	4,180,962	4,087,556	4,271,445
DEPARTMENT EXPENDITURES					
PERSONNEL	614,390	637,650	637,650	633,003	597,737
SUPPLIES	337,712	293,949	293,949	273,174	298,594
MAINTENANCE	245,332	251,900	252,900	260,780	220,800
SERVICES	358,708	300,772	300,772	314,843	298,439
CAPITAL ASSETS	218,984	219,400	218,400	251,721	295,509
SUNDRIES	14,162	15,842	15,842	13,867	16,100
SUBTOTAL DEPARTMENT	1,789,289	1,719,513	1,719,513	1,747,388	1,727,179
OTHER DIRECT EXPENDITURES					
WATER PURCHASED	243,513	257,161	257,161	258,464	270,000
DEBT SERVICE	996,185	1,125,081	1,125,081	1,123,232	1,129,503
FRANCHISE TAX	318,426	282,353	282,353	277,699	290,587
BOND PAYING AGENT FEES	818	1,000	1,000	0	0
SUBTOTAL OTHER DIRECT	1,558,942	1,665,595	1,665,595	1,659,395	1,690,090
TOTAL EXPENDITURES	3,348,230	3,385,108	3,385,108	3,406,784	3,417,269
REVENUES BEFORE TRFS	1,300,094	795,854	795,854	680,773	854,176
TRANSFERS IN (OUT)					
INTERFUND TRNF-GENERAL	(395,377)	(360,089)	(360,089)	(335,968)	(322,368)
INTERFUND TRNF-ELECTRIC	(172,004)	(162,514)	(162,514)	(158,925)	(168,670)
INTERFUND TRNF-HWY 290	0	0	0	0	(40,000)
TOTAL TRANSFERS IN (OUT)	(567,382)	(522,603)	(522,603)	(494,893)	(531,037)
REVENUES AFTER TRFS	732,713	273,251	273,251	185,880	323,138
ACCRUAL ACCTING ADJ	(644,946)	0	0	0	0
NET REVENUES	87,767	273,251	273,251	185,880	323,138

* REVISED ANNUAL ESTIMATE

REVENUES

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$		2010	2010	2010	2011
603.00 UTIL REVENUES	4,506,365	4,033,612	4,033,612	3,967,129	4,151,245
607.00 FIRE LINE	70,695	75,000	75,000	73,290	73,500
650.00 CUST REPAIR	286	100	100	0	0
651.00 METER HYDRANT	240	150	150	200	200
652.00 WATER FIRE STATION	826	1,000	1,000	500	500
655.00 LINE TAPS	34,167	35,000	35,000	35,000	35,000
690.00 MISC	1,514	100	100	1,500	1,500
TOTAL UTILITY	4,614,094	4,144,962	4,144,962	4,077,619	4,261,945
710.30 INT-TEXPOOL	5,651	6,000	6,000	1,500	1,500
710.31 INT-TEXSTAR	22,133	28,000	28,000	5,400	5,500
790.00 MISC OTHER	0	0	0	537	0
790.50 AMORTIZED BOND	2,429	2,000	2,000	2,500	2,500
790.60 GAIN/LOSS ASSETS	1,508	0	0	0	0
790.61 SALE OF NON CAP	2,510	0	0	0	0
TOTAL MISC REV	34,231	36,000	36,000	9,937	9,500
TOTAL REVENUES	4,648,325	4,180,962	4,180,962	4,087,556	4,271,445
GALLONS	926,510,200	860,000,000	860,000,000	804,479,414	852,247,657
AVG CUSTOMERS	6,946	7,119	7,119	7,087	7,219

* REVISED ANNUAL ESTIMATE

DEPT 163 - WATER TREATMENT DEPARTMENT

\$1,091,991


STAFFING (FTES)







Superintendent	1.00
Chief Operator	1.00
Plant Operator	4.00
Maintenance Tech III	<u>0.50</u>
Total	6.50

The Water Treatment Department is responsible for providing a plentiful supply of safe, high quality water to meet current and projected demands. Water is chemically treated in compliance with state and federal regulations. Treated water that is discharged into the system meets all requirements of the Texas Commission on Environmental Quality (TCEQ) and the Environmental Protection Agency (EPA). The City has an excellent long-range water supply, treatment, and distribution system with additional capacity for future growth. The City contracts with the Brazos River Authority and is receiving on average 2.4 million gallons of water per day from Somerville Lake. With the completion of the West Side Water Tower, the systems storage capacity has increased from 900,000 gallons overhead to 1,100,000 and from 2.4 million to 2.7 million gallons in ground storage. The water treatment plant is operated 24 hours a day and is rated at 6.98 million gallons per day capacity.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for City Services. 

-  Continue to provide safe, quality water and continue meeting or exceeding all federal, state and local regulatory standards;
-  Inspect and maintain pumps, meters, gauges, instruments and equipment to ensure proper operation of plant and minimize downtime;
-  Continue to maintain the appearance of the water treatment plant and all facilities associated with water treatment; and
-  Improve front entrance to Water Treatment Plant in order to allow for easier access which will divert deliveries off Church St.

DEPT 163 - WATER TREATMENT DEPARTMENT

BUDGET HIGHLIGHTS

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
Personnel	349,452	367,296	367,296	356,436	369,860
Supplies	318,469	275,449	275,449	255,029	277,269
Maintenance	144,133	167,600	167,600	165,320	135,100
Services	345,467	284,626	284,626	297,859	288,113
Capital	0	0	0	0	13,049
Sundries	10,107	8,835	8,835	8,915	8,600
Total	1,167,628	1,103,806	1,103,806	1,083,559	1,091,991

DECISION PACKAGES FUNDED

Widening of Front Driveway	8,049
Replace Unit #119 1/2 Ton Chevy Truck	18,000

PERFORMANCE MEASURES

FACTOR	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
Gallons pumped from Lake Somerville	1,227M	1,200M	1,200M	1,046M	1,200M
Gallons treated	1,009M	1,050M	1,050M	903M	1,050M
Gallons delivered	927M	860M	860M	805M	852M

* REVISED ANNUAL ESTIMATE

DEPT 163 - WATER TREATMENT DEPARTMENT**LINE ITEM DETAIL**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	ORIGINAL		
\$						
101.00	SALARIES & WAGES	240,977	246,613	246,613	237,824	243,290
102.00	OVERTIME PAY	5,339	8,500	8,500	12,216	8,500
103.00	OASDI/MEDICARE	17,947	17,928	17,928	18,121	18,330
103.02	MATCHING RETIREMENT	24,748	22,958	22,958	22,477	23,555
105.00	LONGEVITY PAY	2,314	2,538	2,538	2,585	3,308
105.01	EDUCATION/MISCELLANEOUS	4,800	4,800	4,800	4,431	4,800
106.00	MEDICAL INSURANCE	50,539	58,077	58,077	52,919	58,317
106.01	LIFE INSURANCE	1,078	962	962	923	904
106.02	LONG TERM DISABILITY	456	476	476	373	353
107.00	WORKERS' COMPENSATION	5,009	4,444	4,444	4,567	4,939
116.00	SALARIES/WAGES CONTINGENCY	0	0	0	0	3,564
201.00	CHEMICALS	296,809	250,000	250,000	230,171	251,000
202.00	FUEL	4,176	5,299	5,299	4,558	5,519
203.00	TOOLS/SMALL EQUIPMENT	893	500	500	498	900
204.00	POSTAGE & FREIGHT	1,978	1,700	1,700	1,718	1,000
205.00	OFFICE SUPPLIES	309	2,200	2,200	2,000	500
206.00	EMPLOYEE RELATIONS	545	600	600	690	600
207.00	REPRODUCTION & PRINTING	2,466	2,100	2,100	2,100	2,200
208.00	CLOTHING	594	1,000	1,000	1,008	1,100
210.00	BOTANICAL & AGRICULTURAL	104	300	300	300	150
211.00	CLEANING AND JANITORIAL	578	650	650	682	650
212.00	COMPUTER SUPPLIES	3,840	750	750	744	2,250
213.00	COMMUNICATIONS EQUIPMENT	65	1,150	1,150	1,334	0
220.00	LAB SUPPLIES	5,049	5,500	5,500	5,482	5,500
221.00	SAFETY/FIRST AID SUPPLIES	113	2,400	2,400	2,446	5,000
223.00	SMALL APPLIANCES	301	600	600	600	200
250.00	OTHER SUPPLIES	526	700	700	698	700
303.00	VEHICLES/LARGE EQUIPMENT	2,009	2,500	2,500	2,485	2,500
304.00	MACHINERY/EQUIPMENT	423	1,000	1,000	998	500
310.00	LAND/GROUNDS	355	500	500	496	500
311.00	UTILITY PLANTS	130,296	161,000	161,000	159,293	130,000
312.00	BUILDINGS/APPLIANCES	11,031	2,500	2,500	2,037	1,500
350.00	OTHER MAINTENANCE	19	100	100	11	100

DEPT 163 - WATER TREATMENT DEPARTMENT

LINE ITEM DETAIL (CONTINUED)

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$		2010	2010	2010	2011
401.00 ELECTRICAL	295,169	250,000	250,000	249,898	250,000
402.00 AUDITS/CONSULTANTS FEES	18,137	7,500	7,500	21,362	22,000
402.15 STATE FEES	0	0	0	0	0
403.00 TELEPHONE	1,275	1,679	1,679	1,362	1,500
404.00 GAS	600	622	622	593	643
406.50 GARBAGE	684	684	684	583	720
406.60 TRNSF STATION/LANDFILL FEE	87	50	50	0	50
408.00 RENTAL & LEASES	2,100	1,200	1,200	1,001	1,200
409.00 ADVERTISEMENTS	192	0	0	0	0
410.00 PHYSICALS	142	0	0	0	0
424.00 SERVICE CONTRACTS	0	3,891	3,891	4,257	4,000
425.00 LABORATORY TEST FEES	25,074	18,000	18,000	17,873	7,000
450.00 OTHER SERVICES	2,007	1,000	1,000	930	1,000
714.00 RADIOS/RADAR/CAMERAS	0	0	0	0	5,000
715.00 OTHER CAPITAL	0	0	0	0	8,049
901.00 LIAB/CASUALTY INSURANCE	1,448	1,485	1,485	1,416	1,600
908.00 SEM./MEMBERSHIP/TRAVEL	6,582	6,000	6,000	6,264	6,000
908.10 MILEAGE	903	1,200	1,200	1,235	1,000
950.00 OTHER SUNDRY	1,174	150	150	0	0
TOTAL DEPARTMENT	1,167,628	1,103,806	1,103,806	1,083,559	1,091,991

* REVISED ANNUAL ESTIMATE

DEPT 164 - WATER CONSTRUCTION DEPARTMENT

\$635,188

STAFFING (FTES)








Crew Leader	1.00
Equipment Operator	1.00
Customer Service Tech	1.00
Maintenance	<u>2.00</u>
Total	5.00

The Water Construction Department is responsible for maintenance, repairs, and new construction on the water distribution system. Water lines must be in good condition to ensure adequate delivery of water to Brenham businesses and households. There are over 140 miles of water lines that have to be maintained by the Water Construction Department. In addition, there are over 6,000 water meters, 2,700 water valves and more than 800 fire hydrants requiring ongoing, routine maintenance. The department is on-call 24 hours a day, 7 days a week and is dedicated to providing a reliable supply of water to all City water customers.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for City Services. 

-  To provide reliable service to all residential, commercial and industrial water customers;
-  Maintain or replace outdated meters for proper billing purposes and detection of any possible water loss;
-  Continue with annual program of replacing 12 fire hydrants a year;
-  Replace a minimum of 5,000 linear feet of water lines with PVC for water loss prevention; and
-  Install new water taps and water lines for anticipated City growth.

DEPT 164 - WATER CONSTRUCTION DEPARTMENT**BUDGET HIGHLIGHTS**

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
\$					
Personnel	264,938	270,354	270,354	276,567	227,877
Supplies	19,243	18,500	18,500	18,145	21,325
Maintenance	101,199	84,300	85,300	95,460	85,700
Services	13,241	16,146	16,146	16,984	10,326
Capital	218,984	219,400	218,400	251,721	282,460
Sundries	4,055	7,007	7,007	4,952	7,500
Total	621,661	615,707	615,707	663,829	635,188

DECISION PACKAGES FUNDED

NONE

PERFORMANCE MEASURES

FACTOR	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
New lines laid (in feet)	1,100	2,700	2,700	775	1,000
Lines replaced (in feet)	1,000	5,000	5,000	8,500	1,000
# of service calls	906	975	975	1,006	1,000
# of water taps installed	109	105	105	160	165
# of painted fire hydrants	100	800	800	0	50
Change out of fire hydrants	9	12	12	11*	10
Change out of water meters	390	400	400	300	300

* REVISED ANNUAL ESTIMATE

DEPT 164 - WATER CONSTRUCTION DEPARTMENT**LINE ITEM DETAIL**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	ORIGINAL		
\$						
101.00	SALARIES & WAGES	172,466	175,993	175,993	175,967	143,580
102.00	OVERTIME PAY	10,293	9,000	9,000	10,345	9,000
103.00	OASDI/MEDICARE	14,206	14,123	14,123	14,257	11,314
103.02	MATCHING RETIREMENT	18,913	17,285	17,285	17,554	14,586
105.00	LONGEVITY PAY	4,524	3,681	3,681	7,346	1,843
105.01	EDUCATION/MISCELLANEOUS	3,046	2,400	2,400	4,431	0
105.02	OTHER PAY	233	0	0	0	0
105.03	STANDBY	6,874	6,500	6,500	6,475	6,500
106.00	MEDICAL INSURANCE	34,526	36,740	36,740	35,517	35,454
106.01	LIFE INSURANCE	661	696	696	712	542
106.02	LONG TERM DISABILITY	324	344	344	381	196
107.00	WORKERS' COMPENSATION	3,702	3,592	3,592	3,582	2,759
116.00	SALARIES/WAGES CONTINGENCY	0	0	0	0	2,103
118.00	ACCRUED COMP TIME	(4,830)	0	0	0	0
201.00	CHEMICALS	0	200	200	159	200
202.00	FUEL	11,640	9,500	9,500	10,000	11,900
203.00	TOOLS/SMALL EQUIPMENT	1,651	2,000	2,000	1,794	2,000
205.00	OFFICE SUPPLIES	121	150	150	122	150
206.00	EMPLOYEE RELATIONS	348	500	500	347	500
207.00	REPRODUCTION & PRINTING	7	100	100	57	100
208.00	CLOTHING	1,882	2,000	2,000	1,821	2,000
210.00	BOTANICAL & AGRICULTURAL	29	50	50	7	50
211.00	CLEANING AND JANITORIAL	667	500	500	540	600
221.00	SAFETY/FIRST AID SUPPLIES	1,942	2,300	2,300	2,236	2,825
250.00	OTHER SUPPLIES	798	1,000	1,000	1,000	1,000
301.00	UTILITY LINES	88,354	75,000	75,000	84,430	75,000
303.00	VEHICLES/LARGE EQUIPMENT	10,921	7,000	7,000	7,500	8,000
304.00	MACHINERY/EQUIPMENT	671	700	700	630	700
308.00	METERS	875	1,000	1,000	0	500
309.00	COMMUNICATIONS/PHOTO EQUIP	0	50	50	0	0
310.00	LAND/GROUNDS	0	0	0	0	0
312.00	BUILDINGS/APPLIANCES	252	300	1,300	1,300	1,000
316.00	JANITORIAL	0	0	0	0	0
350.00	OTHER MAINTENANCE	126	250	250	1,600	500

DEPT 164 - WATER CONSTRUCTION DEPARTMENT**LINE ITEM DETAIL (CONTINUED)**

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$		2010	2010	2010	2011
401.00 ELECTRICAL	1,901	1,797	1,797	1,953	2,000
402.00 AUDITS/CONSULTANTS FEES	8,378	10,000	10,000	11,256	5,000
402.80 SPECIAL SVCS.-TREE TRIMMING	0	0	0	0	0
403.00 TELEPHONE	755	1,727	1,727	1,038	900
404.00 GAS	406	425	425	841	550
405.00 WATER	203	70	70	154	200
406.00 SEWER	209	150	150	142	168
406.50 GARBAGE	373	747	747	413	408
406.60 TRNSF STATION/LANDFILL FEE	0	100	100	0	0
408.00 RENTAL & LEASES	0	0	0	0	0
409.00 ADVERTISEMENTS	33	100	100	51	0
410.00 PHYSICALS	203	130	130	26	0
422.00 CONTRACT LABOR	0	0	0	0	0
424.00 SERVICE CONTRACTS	218	400	400	321	400
450.00 OTHER SERVICES	562	500	500	789	700
704.00 UTILITY LINES	6,818	0	0	0	0
704.10 UTILITY LINES-CONTINGENCY	14,448	0	0	0	0
708.00 METERS	72,416	0	0	145	0
708.10 NEW SVC INSTALL	16,567	0	0	3,007	0
804.00 UTILITY LINES	73,977	62,400	62,400	63,036	150,000
804.10 UTILITY LINE-CONTINGENCY	17,727	57,000	56,000	58,181	30,000
808.00 METERS	0	67,200	67,200	94,652	70,560
808.10 NEW SVC INSTALL	0	13,300	13,300	13,200	13,900
810.00 MACHINERY/EQUIPMENT	0	10,000	10,000	10,000	0
813.00 VEHICLES	17,031	9,500	9,500	9,500	18,000
901.00 LIAB/CASUALTY INSURANCE	2,869	3,782	3,782	2,845	3,250
908.00 SEM./MEMBERSHIP/TRAVEL	1,219	3,000	3,000	1,984	4,000
908.10 MILEAGE	0	200	200	100	200
949.00 UNEMPLOYMENT BENEFITS	(33)	0	0	0	0
950.00 OTHER SUNDRY	0	25	25	23	50
TOTAL DEPARTMENT	621,661	615,707	615,707	663,829	635,188

* REVISED ANNUAL ESTIMATE

DEPT 100 - NON-DEPT DIRECT

LINE ITEM DETAIL

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$					
117.00 POST RETIREMENT BENEFITS	13,037	0	0	0	0
421.00 BOND PAYING AGENT FEES	818	1,000	1,000	0	0
708.00 WATER PURCHASED	243,513	257,161	257,161	258,464	270,000
860.11 DEBT SVC. - INTEREST	426,688	492,821	492,821	492,354	467,283
860.15 DEBT SVC. - PRINCIPAL	569,498	632,260	632,260	630,878	662,220
904.00 GROSS REVENUE TAX	318,426	282,353	282,353	277,699	290,587
TOTAL DEPARTMENT	1,571,979	1,665,595	1,665,595	1,659,395	1,690,090

* REVISED ANNUAL ESTIMATE

DEPT 110 - MISCELLANEOUS

LINE ITEM DETAIL

	ACTUAL	BUDGET		RAE*	BUDGET
		ORIGINAL	AMENDED		
\$	2009	2010	2010	2010	2011
903.00 UNCOLLECTIBLE ACCTS	7,152	0	0	0	0
905.00 DEPRECIATION	572,052	0	0	0	0
905.50 AMORTIZED ISSUANCE COSTS	11,904	0	0	0	0
905.55 AMORITIZED CHARGES	33,493	0	0	0	0
906.00 INVENTORY ADJUSTMENTS	15,969	0	0	0	0
TOTAL DEPARTMENT	640,570	0	0	0	0

* REVISED ANNUAL ESTIMATE

WASTEWATER FUND OVERVIEW

The Wastewater Fund is an enterprise fund used to account for the acquisition, operation and maintenance of wastewater treatment facilities and services funded through wastewater rates and other customer charges.

OPERATING RESOURCES

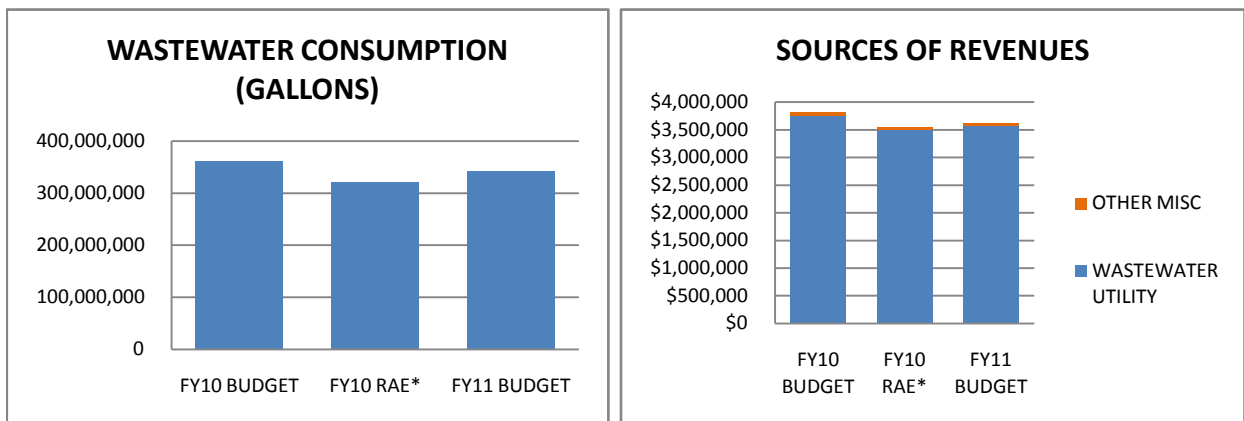
Projected operating resources are estimated at \$3,611,933 for FY11. The primary revenue source is generated by wastewater sales and contributes \$3,529,283 to total operating resources. Other major operating resources are revenues from sewage accepted at the plant, line taps, and interest.

Revenues

Revenue projections for wastewater are based on factors such as historical gallons processed and wastewater rates for all customer classes except residential. Residential sales are based on average gallons of water consumption per customer in the winter months of January and February. Wastewater rates are applied to that consumption and used for the following 12 months running April thru March. The major underlying assumptions in projecting FY11 Wastewater Fund revenues include:

- No changes in wastewater rates;
- Lower residential rates through March 2011 due to lower than average water consumption during January and February of 2010; and
- A 0.8% growth in customer based on historical trends.

Wastewater revenues are expected to trend lower than historical averages due to the loss of Mount Vernon Mills in 2008, a key customer.



- Revised annual estimate.

- Revised annual estimate.

USES OF OPERATING RESOURCES

Budgeted resource uses total \$3,797,699 and include operating department expenditures, debt service payments, transfers to the General, Electric and Highway 290 funds and payment of franchise taxes to the General Fund.

Department Expenditures

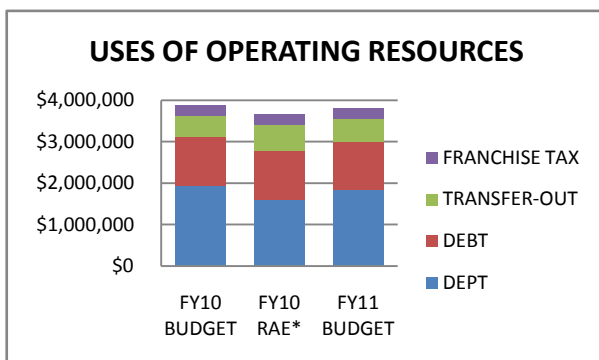
The Wastewater Fund supports the Wastewater Construction and Wastewater Treatment departments. The combined FY11 budgets for these departments are \$1,841,366 which is 5.3% lower than FY10 Budget. At 48%, these department budgets represent the largest use of operating resources. Personnel costs for salaries and benefits account for 29% of department expenditures. Half of a supervisor position in Wastewater Construction was eliminated in the FY11 Budget. There are no other staffing changes anticipated in either department. Exactly 66% of the supplies budget is for chemicals needed in wastewater treatment. Most of the maintenance budget (over 68%) is for routine plant and utility line maintenance. The service category includes \$500,000 in electricity needed for operating the wastewater treatment facility. The capital budget includes \$172,700 in infrastructure improvements and \$215,000 in decision packages.

Debt Service

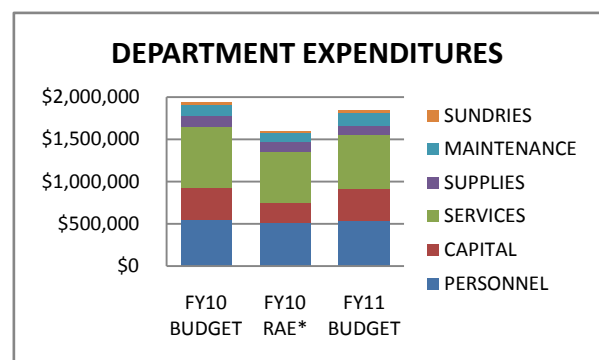
The second largest use of operating resources is for debt service. There is \$1,163,276 budgeted for principal and interest payments in FY11. Debt service is the largest non-operating expenditure for the fund. No new debt issue is expected in FY11.

Inter-Fund Transfers

The Wastewater Fund is projected to transfer \$318,210 to the General Fund and \$167,796 to the Electric Fund in FY10. These transfers are the pro-rated portion of services received by the Wastewater Fund from departments in the General and Electric Funds. \$60,000 will be transferred to the Highway 290 Fund to cover costs associated with wastewater line



- Revised annual estimate.



- Revised annual estimate.

Franchise Tax

The Wastewater Fund is expected to remit \$247,050 in franchise tax to the General Fund. Franchise tax is calculated at 7% of Wastewater utility revenues.

	WORKING CAPITAL				
	ACTUAL	BUDGET		RAE*	BUDGET
		2009	2010		
\$				2010	
BEGINNING BALANCE	457,854	691,429	691,429	691,429	564,588
NET REVENUES	265,200	(77,920)	(77,920)	(126,841)	(185,766)
ADJUSTMENTS	(31,625)	0	0	0	0
SUBTOTAL	233,575	(77,920)	(77,920)	(126,841)	(185,766)
ENDING BALANCE	691,429	613,509	613,509	564,588	378,823

**

* REVISED ANNUAL ESTIMATE

** WORKING CAPITAL WILL BE USED TO FUND CAPITAL PROJECTS.

DECISION PACKAGES

The following items were presented as Decision Packages and approved by City Council. They are incorporated in department budgets.

DEPT	DESCRIPTION	\$
166 TREATMENT	713.00 CRANE FOR UNIT #3	15,000
	402.00 FOG PHASE II	30,376
	311.00 NON-POTABLE WATER	10,000
	806.00 REHAB INDUSTRIAL BLVD LIFT STATION	200,000
	TOTAL FUND	255,376

WASTEWATER DEBT SERVICE/CAPITAL LEASE SCHEDULE

FYE	PRINCIPAL	INTEREST	TOTAL
2011	692,080	471,196	1,163,276
2012	718,277	443,462	1,161,739
2013	755,600	414,745	1,170,344
2014	796,727	384,385	1,181,112
2015	969,147	383,960	1,353,106
2016	1,004,019	346,822	1,350,841
2017	1,041,233	304,843	1,346,076
2018	1,108,217	256,847	1,365,064
2019	1,223,541	210,836	1,434,377
2020	1,274,703	159,957	1,434,660
2021	1,335,104	100,336	1,435,440
2022	465,885	44,371	510,256
2023	483,140	22,708	505,848

WASTEWATER FUND REVENUES

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$		2010	2010	2010	2011
604.00 UTIL REVENUES	3,956,255	3,703,224	3,703,224	3,452,970	3,529,283
650.00 CUSTOM REPAIR	1,532	2,600	2,600	2,000	2,000
655.00 LINE TAPS	18,635	19,200	19,200	18,600	18,600
675.00 ACCEPTED AT PLANT	49,339	54,000	54,000	41,000	41,000
690.00 MISC	25,850	25,300	25,300	15,300	18,000
TOTAL UTILITY	4,051,610	3,804,324	3,804,324	3,529,870	3,608,883
710.30 INT-TEXPOOL	4,630	5,100	5,100	50	50
710.31 TEXSTAR INTEREST	4,334	4,450	4,450	2,900	3,000
790.00 MISC OTHER REV	0	0	0	537	0
790.50 AMORT BOND PREM	9,554	0	0	0	0
790.60 GAIN/LOSS ASSETS	0	0	0	2,250	0
790.61 SALE NONCAP ASSET	0	0	0	1,970	0
TOTAL MISC REV	18,518	9,550	9,550	7,707	3,050
TOTAL REVENUES	4,070,128	3,813,874	3,813,874	3,537,577	3,611,933
GALLONS PROCESSED	385,150,300	362,002,351	362,002,351	320,478,888	342,519,909
AVG MONTHLY CUST	6,284	6,353	6,353	6,371	6,432

* REVISED ANNUAL ESTIMATE

WASTEWATER FUND SUMMARY

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$	2009	2010	2010	2010	2011
REVENUES					
WASTEWATER UTILITY REVENUES	4,002,272	3,750,324	3,750,324	3,488,870	3,567,883
WASTEHAULERS	49,339	54,000	54,000	41,000	41,000
INTEREST EARNED	8,964	9,550	9,550	2,950	3,050
OTHER MISCELLANEOUS	9,554	0	0	4,757	0
TOTAL REVENUES	4,070,128	3,813,874	3,813,874	3,537,577	3,611,933
DEPARTMENT EXPENDITURES					
PERSONNEL	523,147	549,898	549,898	518,918	531,095
SUPPLIES	124,602	123,863	123,863	113,546	118,776
MAINTENANCE	101,203	210,090	141,090	115,288	146,150
SERVICES	766,067	745,888	724,988	605,242	628,705
CAPITAL ASSETS	141,495	284,000	373,900	228,429	387,700
SUNDRIES	37,155	30,130	30,130	22,504	28,940
SUBTOTAL DEPARTMENT	1,693,670	1,943,869	1,943,869	1,603,927	1,841,366
OTHER DIRECT EXPENDITURES					
DEBT SERVICE	1,178,075	1,168,804	1,168,804	1,166,455	1,163,276
FRANCHISE TAX	277,563	259,226	259,226	241,708	247,050
SETTLEMENT	104,750	0	0	0	0
SUBTOTAL OTHER DIRECT	1,560,388	1,428,030	1,428,030	1,408,163	1,410,327
TOTAL EXPENDITURES	3,254,058	3,371,899	3,371,899	3,012,090	3,251,693
REVENUES BEFORE TRFS	816,070	441,975	441,975	525,487	360,240
TRANSFERS IN (OUT)					
INTERFUND TRNF-GENERAL	(336,695)	(358,223)	(358,223)	(334,226)	(318,210)
INTERFUND TRNF-ELECTRIC	(151,117)	(161,672)	(161,672)	(158,102)	(167,796)
INTERFUND TRNF-HENDERSON	0	0	0	(160,000)	0
INTERFUND TRNF-HWY 290	0	0	0	0	(60,000)
TOTAL TRANSFERS IN (OUT)	(487,812)	(519,895)	(519,895)	(652,328)	(546,006)
REVENUES AFTER TRFS	328,258	(77,920)	(77,920)	(126,841)	(185,766)
ACCRUAL ACCTING ADJ	(63,058)	0	0	0	0
NET REVENUES	265,200	(77,920)	(77,920)	(126,841)	(185,766)

* REVISED ANNUAL ESTIMATE

DEPT 165 - WASTEWATER CONSTRUCTION DEPARTMENT

\$550,600


STAFFING (FTES)









Crew Leader	1.00
Equipment Operator	1.00
Customer Service Tech	1.00
Maintenance	<u>2.00</u>
Total	5.00

The Wastewater Construction Department is responsible for maintenance, repairs, and new construction on the wastewater system. Wastewater lines must be in good condition to ensure movement of waste from Brenham businesses and households to the wastewater treatment plant. The department continuously inspects wastewater lines to prevent any overflows or wastewater spills. The proper maintenance of the City’s wastewater system is imperative for a safe and healthy environment. There are over 137 miles of wastewater lines that have to be maintained by the Wastewater Construction Department. The department services more than 6,200 customers.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for City Services. 

-  Continue maintenance and operation of 137 miles of wastewater lines with over 6,200 sewer connections and 2,000 manholes;
-  Continue replacement of deteriorated sewer lines to maintain proper functioning of the wastewater collection system;
-  Continue repair of damaged or deteriorating manholes to prevent infiltration into the sewer system;
-  Continue to install new wastewater services for anticipated City growth;
-  Conduct in-house “Smoke” testing to detect any inflow or infiltration problems; and
-  Continue with the wastewater line video program to determine the extent of damage to wastewater lines.

DEPT 165 - WASTEWATER CONSTRUCTION DEPARTMENT**BUDGET HIGHLIGHTS**

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
\$					
Personnel	261,300	270,354	270,354	259,293	239,493
Supplies	16,974	20,650	20,650	19,995	21,400
Maintenance	42,462	75,300	76,300	61,547	77,300
Services	46,492	48,194	48,194	46,863	36,247
Capital	131,500	184,000	183,000	138,429	167,800
Sundries	5,262	7,904	7,904	6,131	8,360
Total	503,991	606,402	606,402	532,258	550,600

DECISION PACKAGES FUNDED

NONE

PERFORMANCE MEASURES

FACTOR	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
New lines laid (in feet)	3,700	4,054	4,054	1,265	3,755
Lines replaced (in feet)	3,752	4,000	4,000	400	1,000
# of service calls	276	269	269	252	260
# of sewer taps installed	96	92	92	93	97
Smoke testing	1/4 of City	1/4 of City	1/4 of City	0	50,000 ft
# of manholes rehabilitated	4	6	6	36	54
# of new manholes installed	12	44	44	6	8

* REVISED ANNUAL ESTIMATE

DEPT 165 - WASTEWATER CONSTRUCTION DEPARTMENT**LINE ITEM DETAIL**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	ORIGINAL		
\$						
101.00	SALARIES & WAGES	172,323	175,993	175,993	173,429	151,451
102.00	OVERTIME PAY	10,293	9,000	9,000	10,174	9,000
103.00	OASDI/MEDICARE	14,331	14,123	14,123	13,713	12,321
103.02	MATCHING RETIREMENT	18,900	17,285	17,285	17,032	15,495
105.00	LONGEVITY PAY	2,471	3,681	3,681	0	4,010
105.01	EDUCATION/MISCELLANEOUS	1,754	2,400	2,400	0	0
105.02	OTHER PAY	234	0	0	0	0
105.03	STANDBY	6,874	6,500	6,500	6,387	6,500
106.00	MEDICAL INSURANCE	33,918	36,740	36,740	34,269	34,566
106.01	LIFE INSURANCE	661	696	696	603	570
106.02	LONG TERM DISABILITY	324	344	344	380	206
107.00	WORKERS' COMPENSATION	3,645	3,592	3,592	3,306	3,155
116.00	SALARIES/WAGES CONTINGENCY	0	0	0	0	2,219
118.00	ACCRUED COMP TIME	(4,428)	0	0	0	0
201.00	CHEMICALS	0	200	200	0	200
202.00	FUEL	9,405	10,000	10,000	10,285	11,900
203.00	TOOLS/SMALL EQUIPMENT	2,429	2,000	2,000	1,988	2,000
204.00	POSTAGE	0	150	150	0	150
205.00	OFFICE SUPPLIES	121	150	150	122	150
206.00	EMPLOYEE RELATIONS	303	500	500	307	500
207.00	REPRODUCTION & PRINTING	8	100	100	20	100
208.00	CLOTHING	1,710	2,000	2,000	1,788	2,000
210.00	BOTANICAL & AGRICULTURAL	17	50	50	57	50
211.00	CLEANING AND JANITORIAL	401	500	500	484	525
221.00	SAFETY/FIRST AID SUPPLIES	1,751	2,300	2,300	2,236	2,825
250.00	OTHER SUPPLIES	671	1,000	1,000	1,146	1,000
301.00	UTILITY LINES	27,541	65,000	65,000	47,845	65,000
303.00	VEHICLES/LARGE EQUIPMENT	13,784	9,000	9,000	9,567	10,000
304.00	MACHINERY/EQUIPMENT	782	700	700	1,813	700
307.00	MOTORS/PUMPS/AC	0	0	0	0	0
309.00	COMMUNICATIONS/PHOTO EQUIP	0	50	50	50	100
310.00	LAND/GROUNDS	0	0	0	0	0
312.00	BUILDINGS/APPLIANCES	252	300	1,300	1,300	1,000
350.00	OTHER MAINTENANCE	103	250	250	972	500

DEPT 165 - WASTEWATER CONSTRUCTION DEPARTMENT**LINE ITEM DETAIL (CONTINUED)**

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$	2009	2010	2010	2010	2011
401.00 ELECTRICAL	1,901	1,797	1,797	1,923	2,000
402.00 AUDITS/CONSULTANTS FEES	15,517	17,500	17,500	20,526	5,000
402.80 SPECIAL SVCS.-TREE TRIMMING	23,990	25,000	25,000	20,000	25,000
403.00 TELEPHONE	755	952	952	878	900
404.00 GAS	406	425	425	841	547
405.00 WATER	203	70	70	154	200
406.00 SEWER	209	97	97	139	200
406.50 GARBAGE	373	373	373	405	500
406.60 TRNSF STATION/LANDFILL FEE	0	50	50	50	0
408.00 RENTAL & LEASES	2,099	800	800	800	800
409.00 ADVERTISEMENTS	33	100	100	100	0
410.00 PHYSICALS	203	130	130	26	0
422.00 CONTRACT LABOR	0	0	0	0	0
424.00 SERVICE CONTRACTS	241	400	400	321	400
450.00 OTHER SERVICES	562	500	500	700	700
704.00 UTILITY LINES	39,153	0	0	0	0
704.10 UTILITY LINES-CONTINGENCY	10,333	0	0	0	0
708.10 NEW SVC INSTALL	2,481	0	0	0	0
714.00 RADIOS/RADAR/VIDEO/CAMERA	12,150	0	0	0	0
804.00 UTILITY LINES	25,980	67,000	67,000	30,061	67,000
804.10 UTILITY LINE-CONTINGENCY	24,372	57,500	56,500	48,868	90,500
808.10 NEW SVC INSTALL	0	10,000	10,000	10,000	10,300
810.00 MACHINERY/EQUIPMENT	0	40,000	40,000	40,000	0
813.00 VEHICLES	17,031	9,500	9,500	9,500	0
901.00 LIAB/CASUALTY INSURANCE	4,372	4,679	4,679	3,614	4,110
908.00 SEM./MEMBERSHIP/TRAVEL	923	3,000	3,000	2,400	4,000
908.10 MILEAGE	0	200	200	100	200
949.00 UNEMPLOYMENT BENEFITS	(33)	0	0	0	0
950.00 OTHER SUNDRY	0	25	25	17	50
TOTAL DEPARTMENT	503,990	606,402	606,402	532,258	550,600

* REVISED ANNUAL ESTIMATE

DEPT 166 - WASTEWATER TREATMENT DEPARTMENT

\$1,290,766







STAFFING (FTES)

Superintendent	1.00
Chief Plant Operator	1.00
Plant Operator	2.00
Maintenance Tech III	0.50
Total	4.50

The mission of the Wastewater Treatment Department is to provide the citizens of Brenham with a dependable means of wastewater collection and discharge. The Wastewater Treatment Department is responsible for the treatment of wastewater received from the wastewater collection system. The treatment plant has the capacity to handle 3.55 million gallons of wastewater per day. The wastewater must be treated and meet strict federal and state regulations. Through a series of activities, the wastewater that enters the plant is cleaned of miscellaneous debris and aerated for additional treatment. The wastewater is held in clarifiers which allow solids to settle out and then clear water is treated and disinfected and released into Hog Branch Creek. The solids are sent to large digesters which are aerated and allowed to thicken before ultimately being sent to the belt press room for the production of Class A bio-solids. These bio-solids are sold as soil enhancer to local farmers and ranchers.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for City Services. 

-  Provide up to date training for all personnel enabling efficient duty performance;
-  Continue preventative maintenance on equipment to ensure maximum life;
-  Continue to update technology to keep in line with changing environmental regulations; and
-  Continue to provide to the citizens of Brenham the best management practices, rules and regulations to minimize the safety hazards inherent in wastewater collection and treatment.

DEPT 166 - WASTEWATER TREATMENT DEPARTMENT

BUDGET HIGHLIGHTS

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
\$					
Personnel	261,847	279,544	279,544	259,625	291,602
Supplies	107,628	103,213	103,213	93,551	97,376
Maintenance	58,741	134,790	64,790	53,741	68,850
Services	719,575	697,694	676,794	558,379	592,458
Capital (1)	9,995	100,000	190,900	90,000	219,900
Sundries (2)	31,893	22,226	22,226	16,373	20,580
Total	1,189,679	1,337,467	1,337,467	1,071,669	1,290,766

DECISION PACKAGES FUNDED

Crane for Unit #3	15,000
FOG Phase II	30,376
Non-Potable Water	10,000
Rehab Industrial Blvd. Lift Station	200,000
Total	255,376

PERFORMANCE MEASURES

FACTOR	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
Gallons treated sewage	739M	750M	750M	730M	740M
Cubic yards of sludge treated	5,719	5,700	5,700	5,968	5,900
Waste haulers (gallons)	587M	580M	580M	475M	500M

* REVISED ANNUAL ESTIMATE

DEPT 166 - WASTEWATER TREATMENT DEPARTMENT**LINE ITEM DETAIL**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	ORIGINAL		
\$						
101.00	SALARIES & WAGES	180,178	181,179	181,179	171,291	191,674
102.00	OVERTIME PAY	5,126	8,000	8,000	8,659	8,000
103.00	OASDI/MEDICARE	14,937	14,995	14,995	14,460	15,982
103.02	MATCHING RETIREMENT	20,329	18,197	18,197	17,220	19,721
105.00	LONGEVITY PAY	4,566	4,175	4,175	3,540	3,620
105.01	EDUCATION/MISCELLANEOUS	2,677	5,144	5,144	3,507	4,800
105.03	STANDBY	8,472	9,500	9,500	9,089	9,500
106.00	MEDICAL INSURANCE	29,234	34,986	34,986	28,574	31,530
106.01	LIFE INSURANCE	557	728	728	634	708
106.02	LONG TERM DISABILITY	349	360	360	281	278
107.00	WORKERS' COMPENSATION	2,188	2,280	2,280	2,370	2,981
116.00	SALARIES/WAGES CONTINGENCY	0	0	0	0	2,808
201.00	CHEMICALS	87,406	78,080	78,080	69,827	78,726
202.00	FUEL	8,581	7,081	7,081	7,036	8,500
203.00	TOOLS/SMALL EQUIPMENT	1,409	2,000	2,000	1,898	1,300
204.00	POSTAGE & FREIGHT	29	50	50	50	50
205.00	OFFICE SUPPLIES	264	150	150	357	150
206.00	EMPLOYEE RELATIONS	252	800	800	417	600
207.00	REPRODUCTION & PRINTING	668	800	800	952	800
208.00	CLOTHING	976	1,200	1,200	685	1,200
210.00	BOTANICAL & AGRICULTURAL	268	500	500	300	300
211.00	CLEANING AND JANITORIAL	1,157	500	500	639	500
212.00	COMPUTER SUPPLIES	2,169	6,000	6,000	5,637	450
213.00	COMMUNICATIONS EQUIPMENT	128	50	50	40	50
220.00	LAB SUPPLIES	1,681	3,102	3,102	1,690	2,000
221.00	SAFETY/FIRST AID SUPPLIES	1,464	2,250	2,250	3,367	2,250
250.00	OTHER SUPPLIES	606	500	500	506	500

DEPT 166 - WASTEWATER TREATMENT DEPARTMENT**LINE ITEM DETAIL (CONTINUED)**

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$		2010	2010	2010	2011
303.00 VEHICLES/LARGE EQUIPMENT	5,577	4,365	4,365	6,000	5,000
304.00 MACHINERY/EQUIPMENT	712	950	950	753	950
309.00 COMMUNICATION/PHOTO EQUI	271	100	100	287	300
310.00 LAND/GROUNDS	780	4,000	4,000	3,381	1,000
311.00 UTILITY PLANTS	17,811	97,575	27,575	20,319	35,000
312.00 BUILDINGS/APPLIANCES	173	1,500	1,500	320	1,500
313.00 COMPUTER/OFFICE EQUIPMENT	0	250	250	200	0
322.00 LIFT STATION MAINTENANCE	32,635	24,000	24,000	21,507	24,000
322.10 PRE-TREATMENT/FLOWMETER	536	2,000	2,000	924	1,000
350.00 OTHER MAINTENANCE	246	50	50	50	100
401.00 ELECTRICAL	611,617	611,026	587,626	478,546	500,000
402.00 AUDITS/CONSULTANTS FEES	63,950	41,188	43,688	39,770	50,376
402.15 STATE FEES	0	0	0	0	0
403.00 TELEPHONE	1,058	1,496	1,496	1,269	1,300
405.00 WATER	827	620	620	690	620
407.00 LEGAL NOTICES	622	0	0	0	0
409.00 ADVERTISEMENTS	304	0	0	1,000	0
410.00 PHYSICALS	32	0	0	0	0
424.00 SERVICE CONTRACTS	0	1,564	1,564	1,305	4,362
425.00 LABORATORY TEST FEES	40,416	41,000	41,000	35,000	35,000
450.00 OTHER SERVICES	749	800	800	799	800
705.00 UTILITY PLANTS-NON CAPITAL	5,938	0	0	0	0
713.00 VEHICLES/LARGE EQUIPMENT	0	0	0	0	15,000
714.00 RADIOS/RADAR/CAMERAS	4,057	0	0	0	4,900
805.00 UTILITY PLANTS	0	0	90,900	90,000	0
806.00 RESERVOIRS/TANKS/STATIONS	0	100,000	100,000	0	200,000
901.00 LIAB/CASUALTY INSURANCE	17,634	17,826	17,826	13,723	15,980
908.00 SEM./MEMBERSHIP/TRAVEL	2,463	3,200	3,200	1,375	4,000
908.10 MILEAGE	506	1,200	1,200	413	600
949.00 UNEMPLOYMENT BENEFITS	11,290	0	0	862	0
TOTAL DEPARTMENT	1,189,679	1,337,467	1,337,467	1,071,669	1,290,766

* REVISED ANNUAL ESTIMATE

DEPT 100 - NON-DEPT DIRECT**LINE ITEM DETAIL**

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$					
117.00 POST RETIREMENT BENEFITS	10,142	0	0	0	0
860.11 DEBT SVC. - INTEREST	544,879	498,228	498,228	497,640	471,196
860.15 DEBT SVC. - PRINCIPAL	633,196	670,576	670,576	668,815	692,080
860.50 TIELKE SETTLEMENT	104,750	0	0	0	0
904.00 GROSS REVENUE TAX	277,563	259,226	259,226	241,708	247,050
TOTAL DEPARTMENT	1,570,530	1,428,030	1,428,030	1,408,163	1,410,326

* REVISED ANNUAL ESTIMATE

DEPT 110 - MISCELLANEOUS

LINE ITEM DETAIL

	ACTUAL	BUDGET		RAE*	BUDGET
		ORIGINAL	AMENDED		
\$	2009	2010	2010	2010	2011
903.00 UNCOLLECTIBLE ACCTS	5,771	0	0	0	0
905.00 DEPRECIATION	818,591	0	0	0	0
905.50 AMORTIZED ISSUANCE COSTS	12,854	0	0	0	0
905.53 AMORTIZED BOND DISCOUNT	725	0	0	0	0
905.55 AMORTIZED CHARGES	14,813	0	0	0	0
906.00 INVENTORY ADJUSTMENTS	2,816	0	0	0	0
TOTAL DEPARTMENT	855,570	0	0	0	0

* REVISED ANNUAL ESTIMATE

SANITATION FUND OVERVIEW

The Sanitation Fund is an enterprise fund used to account for the acquisition, operation and maintenance of sanitation facilities and services funded through sanitation and other customer charges.

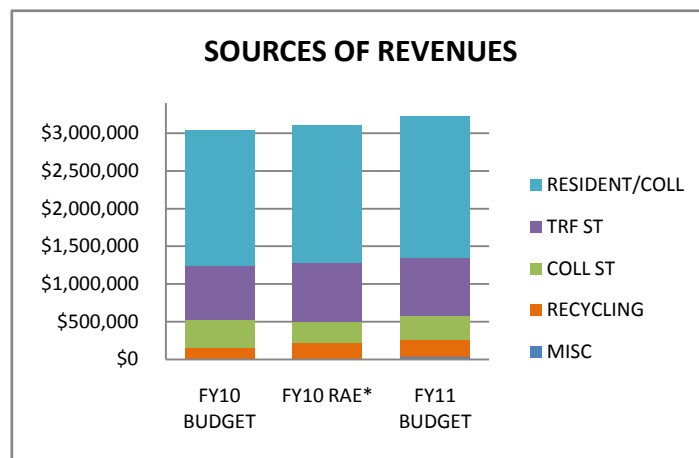
OPERATING RESOURCES

For FY11 Budget, total projected operating resources are estimated at \$3,229,250. Primary revenue sources include fees from residential garbage collection, Transfer and Collection Station fees and Recycling Center charges. Other operating resources are revenues from interest and other miscellaneous charges.

Revenues

Sanitation revenue projections are based on historical experience. The largest revenue generator is garbage collection (58%), including curb pickup and collection station drop offs. \$1,880,546 is projected for FY11 garbage revenue. Of this amount, \$1,026,000 is a pass through charge for collection service provided by Texas Commercial Waste Management. The second largest revenue source is from Transfer Station fees which are expected to generate \$766,050 or 24% of revenue. The fees collected are paid by customers to haul compactable waste to a landfill in College Station. Revenue from Collection Station fees for non-compactable waste are estimated at \$324,000 and the Recycling Center is expected to generate \$220,827 for FY11. The major underlying assumptions in projecting FY11 Sanitation Fund revenues include:

- An increase in transfer station and collection station fees to bring revenues in line with rising expenditures;
- Continued strong markets for recycle material; and
- A 1.0% growth in residential customer based on historical trends.



- Revised annual estimate.

USES OF OPERATING RESOURCES

Budgeted resource uses total \$3,315,858. Uses include operating department expenditures, transfers to the General and Electric funds, debt payments and payment of franchise taxes.

Department Expenditures

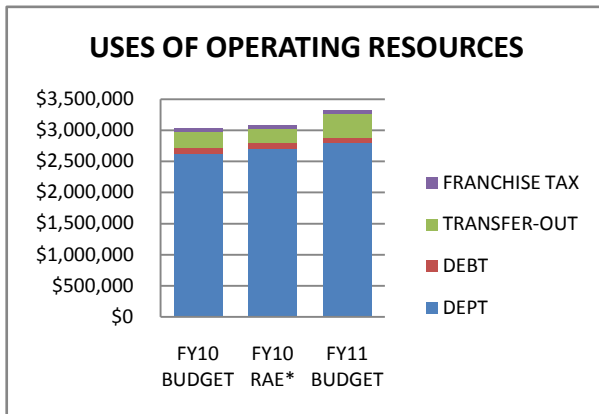
There are four operating departments within the Sanitation Fund - Transfer Station, Collection Station, Recycling Center and Sanitation (Residential) Collection. The combined FY11 budgets for these departments are \$2,797,177. These department budgets account for 84% operating resource uses. Personnel costs for salaries and benefits account for 18% of department expenditures. There are no staffing changes anticipated in any department. The supplies and maintenance budgets account for 7% and 3% respectively of overall department expenditures. The most significant budget category is services. The services category is inflated by the \$1,026,000 commercial collection charge from Texas Commercial Waste Management. Capital budgets include \$132,000 in funded Decision Packages.

Debt Service

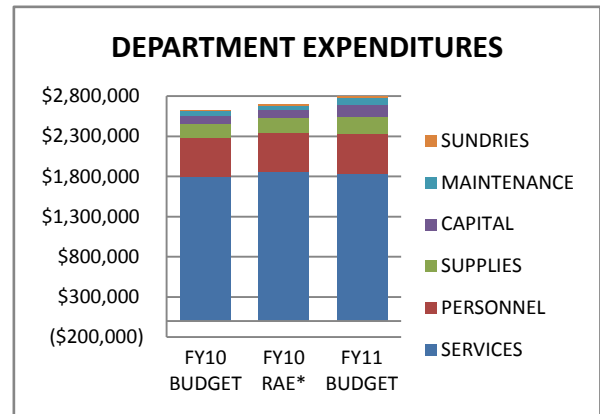
Outstanding Sanitation Fund debt service consists of capital lease payments for a haul truck, trash trucks and BVWAC radios. There is \$93,342 budgeted for principal and interest payments in FY11.

Inter-Fund Transfers

The Sanitation Fund is projected to transfer \$300,565 to the General Fund and \$68,339 to the Electric Fund in FY11.



- Revised annual estimate.



- Revised annual estimate.

WORKING CAPITAL

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
BEGINNING BALANCE	815,742	606,085	606,085	606,085	631,008
NET REVENUES	213,499	7,619	7,619	24,923	(86,608)
ADJUSTMENTS	(423,156)	0	0	0	0
SUBTOTAL	(209,657)	7,619	7,619	24,923	(86,608)
ENDING BALANCE	606,085	613,704	613,704	631,008	544,400

**

* REVISED ANNUAL ESTIMATE

** FUND BALANCE IS BEING USED TO COVER ONE-TIME CAPITAL EXPENDITURES.

DECISION PACKAGES

The following items were presented as Decision Packages and approved by City Council. They are incorporated in department budgets.

DEPT	DESCRIPTION	\$
042 TRANS STATION	813.00 PURCHASE HAUL TRUCK (50%)	32,500
043 COLLECTION STAT	813.00 PURCHASE HAUL TRUCK (50%)	32,500
	813.00 PURCHASE ROLL OFF TRAILER	35,000
	813.00 PURCHASE 4 PURCHASE 4 - 60 YD CONTAINERS	32,000
140 RECYCLING	304.00 OVERHAUL 3 BALERS	12,000
142 RESID COLLECT	715.00 FENCE/ENTRY GATES OLD LANDFILL	10,000
TOTAL FUND		154,000

DEBT SERVICE/CAPITAL LEASE SCHEDULE

FYE	PRINCIPAL	INTEREST	TOTAL
2011	86,238	7,104	93,342
2012	71,829	3,489	75,318
2013	3,107	443	3,550
2014	3,211	338	3,550
2015	3,319	231	3,550
2016	3,430	120	3,550
2017	1,758	17	1,775

SANITATION FUND SUMMARY

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
		2010	2010	2010	2011
\$					
REVENUES					
GARBAGE REVENUE	1,723,662	1,750,000	1,750,000	1,775,187	1,832,220
GARBAGE BAG SALES	16,351	17,000	17,000	14,785	14,785
MULCH SALES	0	5,000	5,000	100,000	105,000
TRANSFER STATION FEES	992,176	1,025,000	1,025,000	922,278	976,964
SANITATION BILLING FEE	28,478	28,200	28,200	28,654	28,941
RECYCLING REVENUE	164,496	200,000	200,000	257,583	261,913
MISC UTILITY REVENUE	6,445	3,000	3,000	7,284	3,025
PROPERTY RENTAL	2,300	2,300	2,300	2,300	4,600
INTEREST	5,756	3,000	3,000	1,488	1,802
MISC OTHER REVENUE	168,256	0	0	0	0
TOTAL REVENUES	3,107,920	3,033,500	3,033,500	3,109,559	3,229,250
DEPARTMENT EXPENDITURES					
PERSONNEL	468,306	487,602	487,602	480,806	504,475
SUPPLIES	191,373	174,883	175,483	188,347	205,123
MAINTENANCE	73,109	56,450	56,450	58,380	84,300
SERVICES	1,732,651	1,799,617	1,799,017	1,861,821	1,829,629
CAPITAL ASSETS	111,291	92,000	92,000	98,623	157,800
SUNDRIES	10,240	12,521	12,521	14,014	15,850
SUBTOTAL DEPARTMENT	2,586,970	2,623,073	2,623,073	2,701,991	2,797,177
OTHER DIRECT EXPENDITURES					
DEBT SERVICE	91,327	94,904	94,904	92,806	93,342
FRANCHISE TAX	54,128	58,450	58,450	57,006	56,435
SUBTOTAL OTHER DIRECT	145,455	153,354	153,354	149,812	149,777
TOTAL EXPENDITURES	2,732,425	2,776,427	2,776,427	2,851,803	2,946,954
REVENUES BEFORE TRFS	375,495	257,073	257,073	257,756	282,296
TRANSFERS IN (OUT)					
INTERFUND TRNF-GENERAL	(176,593)	(185,120)	(185,120)	(170,098)	(300,565)
INTERFUND TRNF-ELECTRIC	(34,495)	(64,334)	(64,334)	(62,735)	(68,339)
TOTAL TRANSFERS IN (OUT)	(211,088)	(249,454)	(249,454)	(232,833)	(368,904)
REVENUES AFTER TRFS	164,407	7,619	7,619	24,923	(86,608)
ACCRUAL ACCTING ADJ	49,092	0	0	0	0
NET REVENUES	213,499	7,619	7,619	24,923	(86,608)

* REVISED ANNUAL ESTIMATE

SANITATION FUND REVENUES

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$		2010	2010	2010	2011
605.00 GARBAGE RES	835,763	835,000	835,000	853,817	866,624
615.00 GARBAGE COM	887,899	915,000	915,000	921,370	965,596
620.00 GARBAGE BAG SALES	16,351	17,000	17,000	14,785	14,785
630.00 TRNS STAT-COM	392,593	438,000	438,000	421,287	446,564
630.10 COLLECT STAT FEES	395,106	365,000	365,000	273,327	324,000
630.15 MULCH REVENUE	0	5,000	5,000	100,000	105,000
630.20 TRNS STAT-CITY COLL	60,154	54,000	54,000	67,109	33,000
630.30 TRNS STAT-CITY RES	144,323	168,000	168,000	160,555	173,400
630.40 BILLING FEE	28,478	28,200	28,200	28,654	28,941
632.00 STATE SALES TAX	5,310	1,800	1,800	6,084	1,825
680.00 RECYCLING REV	129,852	155,000	155,000	216,497	220,827
681.00 RECYC-COLL STAT	34,644	45,000	45,000	41,086	41,086
690.00 MISC	1,135	1,200	1,200	1,200	1,200
691.00 PROPERTY RENTAL	2,300	2,300	2,300	2,300	4,600
TOTAL UTILITY	2,933,908	3,030,500	3,030,500	3,108,071	3,227,448
710.00 INTEREST EARNED	334	0	0	229	229
710.30 INTEREST-TEXPOOL	5,422	3,000	3,000	1,259	1,573
730.00 GRANT RECEIPTS	7,816	0	0	0	0
775.00 DONATIONS	500	0	0	0	0
790.00 MISC OTHER	109,190	0	0	0	0
790.60 GAIN/LOSS ASSETS	50,750	0	0	0	0
TOTAL MISC	174,012	3,000	3,000	1,488	1,802
TOTAL REVENUES	3,107,920	3,033,500	3,033,500	3,109,559	3,229,250

* REVISED ANNUAL ESTIMATE

DEPT 042 - TRANSFER STATION DEPARTMENT

\$665,483



STAFFING (FTES)

Superintendent	0.25
Transfer Driver	2.00
Station Attendant	<u>0.50</u>
Total	2.75

The City of Brenham Transfer Station opened in 1993 as an alternative method to land filling municipal solid waste in Washington County. At the Transfer Station compactable, solid waste is accepted and transferred to large transfer trailers which are then hauled to the BSWMA Landfill in College Station, Texas. In addition to the City of Brenham, the Transfer Station customers include the City of Bellville, Texas Commercial Waste, BFI, and two local rural waste collectors. The Transfer Station operates three trucks and three trailers. On average, three trips per day are made to the BSWMA Landfill, with total load maximized at 20 tons. Rates at the Transfer Station range from \$37.50 to \$39.50 per ton.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for City Services.



Maximize each load that is hauled at approximately 20 tons;



Direct majority of waste that is brought into the Collection Station to the Transfer Station to eliminate roll-offs by 3rd party; and



Provide continual upkeep and maintenance on all fleet associated with the Transfer Station to ensure durability and representation of the City of Brenham.

DEPT 042 - TRANSFER STATION DEPARTMENT

BUDGET HIGHLIGHTS

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
\$					
Personnel	151,792	134,015	134,015	135,586	137,102
Supplies	59,878	45,000	45,800	52,232	54,931
Maintenance	38,478	27,600	27,600	29,928	32,600
Services	334,101	446,137	446,137	446,057	403,960
Capital	58,093	27,500	27,500	31,017	32,500
Sundries (2)	3,642	4,500	4,500	4,001	4,390
Total	645,983	684,752	685,552	698,821	665,483

DECISION PACKAGES FUNDED

PURCHASE HAUL TRUCK (50%) 32,500

PERFORMANCE MEASURES

FACTOR	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
Tons hauled to landfill	16,430	16,000	16,000	15,886	16,000
Trips to landfill	833	850	850	792	840

* REVISED ANNUAL ESTIMATE

DEPT 042 - TRANSFER STATION DEPARTMENT**LINE ITEM DETAIL**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	ORIGINAL		
\$						
101.00	SALARIES & WAGES	102,735	89,625	89,625	93,779	92,073
102.00	OVERTIME PAY	5,497	5,500	5,500	4,042	5,500
103.00	OASDI/MEDICARE	8,219	7,153	7,153	7,342	7,190
103.02	MATCHING RETIREMENT	10,587	8,629	8,629	8,766	8,945
105.00	LONGEVITY PAY	2,444	2,319	2,319	2,610	2,753
105.01	EDUCATION/MISCELLANEOUS	877	1,200	1,200	0	0
105.02	OTHER PAY	51	0	0	0	0
105.03	STANDBY	0	0	0	0	0
106.00	MEDICAL INSURANCE	18,319	16,147	16,147	15,754	15,953
106.01	LIFE INSURANCE	429	416	416	379	339
106.02	LONG TERM DISABILITY	211	200	200	181	193
107.00	WORKERS' COMPENSATION	3,260	2,826	2,826	2,733	2,809
116.00	SALARIES/WAGES CONTINGENCY	0	0	0	0	1,347
118.00	ACCRUED COMP TIME	(837)	0	0	0	0
202.00	FUEL	56,791	40,000	40,000	46,742	50,031
203.00	TOOLS/SMALL EQUIPMENT	360	500	500	500	500
205.00	OFFICE SUPPLIES	64	300	300	164	200
206.00	EMPLOYEE RELATIONS	134	300	300	272	300
207.00	REPRODUCTION & PRINTING	345	750	750	750	700
208.00	CLOTHING	1,100	1,000	1,000	1,309	1,200
210.00	BOTANICAL & AGRICULTURAL	112	200	200	163	150
211.00	CLEANING AND JANITORIAL	246	500	500	264	300
212.00	COMPUTER SUPPLIES	0	0	800	800	200
213.00	COMMUNICATIONS EQUIPMENT	47	200	200	100	250
218.00	PHOTOGRAPHY	0	0	0	0	0
221.00	SAFETY/FIRST AID SUPPLIES	324	400	400	425	400
223.00	SMALL APPLIANCES	0	150	150	150	0
250.00	OTHER SUPPLIES	355	700	700	593	700
303.00	VEHICLES/LARGE EQUIPMENT	34,705	25,000	25,000	25,021	25,000
304.00	MACHINERY/EQUIPMENT	0	200	200	200	200
309.00	COMMUNICATION/PHOTO EQUIP	0	0	0	0	0
310.00	LAND/GROUNDS	3,189	1,500	1,500	4,100	4,500
312.00	BUILDINGS/APPLIANCES	105	500	500	500	2,500
350.00	OTHER MAINTENANCE	479	400	400	107	400

DEPT 042 - TRANSFER STATION DEPARTMENT**LINE ITEM DETAIL (CONTINUED)**

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$					
401.00 ELECTRICAL	2,974	2,812	2,812	2,812	2,820
402.00 AUDITS/CONSULTANTS FEES	60	200	200	120	240
406.60 TRNSF STATION/LANDFILL FEE	329,864	442,000	442,000	442,000	400,000
406.61 COLL ST/CITY RESID FEE CONTRA	0	0	0	0	0
409.00 ADVERTISEMENTS	0	300	300	300	0
409.10 PUBLIC ED/INFORMATION	0	100	100	100	0
410.00 PHYSICALS	0	0	0	0	0
422.00 CONTRACT LABOR	0	0	0	0	0
422.20 CONTAINER SERVICE	0	0	0	0	0
424.00 SERVICE CONTRACTS	1,138	625	625	625	800
450.00 OTHER SERVICES	65	100	100	100	100
702.00 BUILDINGS/BLDG. IMPRVMENTS	0	0	1,482	0	0
710.00 MACHINERY/EQUIPMENT	821	0	0	0	0
715.00 OTHER CAPITAL	0	0	6,018	6,018	0
802.00 UTILITY PLANTS	0	7,500	2,500	7,499	0
810.00 MACHINERY/EQUIPMENT	0	20,000	17,500	17,500	0
813.00 VEHICLES	57,272	0	0	0	32,500
815.00 OTHER CAPITAL	0	0	0	0	0
901.00 LIAB/CASUALTY INSURANCE	3,642	4,000	4,000	3,544	3,990
908.00 SEM./MEMBERSHIP/TRAVEL	0	500	500	392	400
908.10 MILEAGE	0	0	0	65	0
932.50 ADVISORY COUNCIL	0	0	0	0	0
949.00 UNEMPLOYMENT BENEFITS	0	0	0	0	0
950.00 OTHER SUNDRY	0	0	0	0	0
TOTAL DEPARTMENT	645,984	684,752	685,552	698,821	665,483

* REVISED ANNUAL ESTIMATE

DEPT 043 - COLLECTION STATION DEPARTMENT

\$422,826



STAFFING (FTES)

Superintendent	0.25
Driver/Equipment Operator	1.50
Attendant	<u>1.08</u>
Total	2.83

The Citizens Collection Station collects non-compactable waste from residents, businesses and contractors. This waste is assessed a \$70.00 per ton fee and is discarded in four roll-off containers that are strategically placed at the center for easy disposal. The four roll-off containers are supplied and picked up by Texas Commercial Waste and taken to the BSWMA landfill in College Station, Texas. The Collection Station accepts solid waste, scrap metal, construction and demolition debris (except for cement and bricks), brush and yard debris. Used tires along with computers and computer accessories are also accepted at the station and eventually recycled. The Collection Station also provides Municipal Mulch to residential and commercial customers. Municipal Mulch is produced by grinding brush that is brought into the Collection Station by citizens, businesses, and contractors through the Diamond Z grinder. The product is sold in bulk at \$20.00 per ton and by the bag at \$2.00 per bag.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for City Services.



Promote more green wood recycling; and



Divert solid waste from the Collection Station to the Transfer Station in order to eliminate use of third party roll-offs.

DEPT 043 - COLLECTION STATION DEPARTMENT

BUDGET HIGHLIGHTS

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$		2010	2010	2010	2011
Personnel	71,141	119,869	119,869	106,277	121,736
Supplies	20,401	21,389	23,639	26,412	41,351
Maintenance	26,175	17,000	17,000	17,047	25,100
Services	196,904	161,224	161,224	170,626	133,119
Capital	38,019	37,500	37,500	43,771	99,500
Sundries	2,097	2,293	2,293	1,906	2,020
Total	354,735	359,275	361,525	366,039	422,826

DECISION PACKAGES FUNDED

PURCHASE HAUL TRUCK (50%)	32,500
PURCHASE ROLL-OFF TRAILER	35,000
PURCHASE 4 - 60YD. CONTAINERS	32,000
Total	99,500

PERFORMANCE MEASURES

FACTOR	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
Tons of mulch sold	4,435	5,000	5,000	5,524	5,500
Tons of metal recycled	344	375	375	277	285
Total # of tickets processed	32,558	39,600	39,600	38,822	39,000

* REVISED ANNUAL ESTIMATE

DEPT 043 - COLLECTION STATION DEPARTMENT**LINE ITEM DETAIL**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	ORIGINAL		
\$						
101.00	SALARIES & WAGES	50,580	82,932	82,932	76,497	85,578
102.00	OVERTIME PAY	1,927	2,500	2,500	2,263	2,500
103.00	OASDI/MEDICARE	4,010	6,171	6,171	5,680	6,111
103.02	MATCHING RETIREMENT	3,979	7,669	7,669	6,334	7,973
105.00	LONGEVITY PAY	532	1,042	1,042	185	305
105.01	EDUCATION/MISCELLANEOUS	877	1,200	1,200	0	0
105.02	OTHER PAY	0	0	0	0	0
105.03	STANDBY	0	0	0	0	0
106.00	MEDICAL INSURANCE	8,004	15,989	15,989	13,022	15,535
106.01	LIFE INSURANCE	118	326	326	238	317
106.02	LONG TERM DISABILITY	58	161	161	148	212
107.00	WORKERS' COMPENSATION	1,058	1,879	1,879	1,910	2,121
116.00	SALARIES/WAGES CONTINGENCY	0	0	0	0	1,084
202.00	FUEL	17,876	19,089	19,089	21,774	35,651
203.00	TOOLS/SMALL EQUIPMENT	374	500	500	500	500
205.00	OFFICE SUPPLIES	0	150	150	150	150
206.00	EMPLOYEE RELATIONS	332	300	300	400	350
207.00	REPRODUCTION & PRINTING	621	400	400	575	600
208.00	CLOTHING	223	100	100	200	350
210.00	BOTANICAL & AGRICULTURAL	112	200	200	150	150
211.00	CLEANING AND JANITORIAL	125	100	100	100	100
212.00	COMPUTER SUPPLIES	0	0	800	800	200
213.00	COMMUNICATIONS EQUIPMENT	47	0	0	13	250
221.00	SAFETY/FIRST AID SUPPLIES	216	150	150	150	150
223.00	SMALL APPLIANCES	0	0	0	0	0
250.00	OTHER SUPPLIES	475	400	1,850	1,600	2,900
303.00	VEHICLES/LARGE EQUIPMENT	22,398	15,000	15,000	15,000	20,000
304.00	MACHINERY/EQUIPMENT	0	100	100	100	100
309.00	COMMUNICATION/PHOTO EQUIP	0	0	0	0	0
310.00	LAND/GROUNDS	3,160	1,500	1,500	1,500	4,500
312.00	BUILDINGS/APPLIANCES	157	200	200	247	100
350.00	OTHER MAINTENANCE	460	200	200	200	400

DEPT 043 - COLLECTION STATION DEPARTMENT**LINE ITEM DETAIL (CONTINUED)**

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$					
401.00 ELECTRICAL	1,715	1,574	1,574	1,574	1,574
402.00 AUDITS/CONSULTANTS FEES	60	0	0	0	0
406.60 TRNSF STATION/LANDFILL FEE	69,133	54,000	54,000	80,000	80,000
406.70 TRNSF STATION FEES	0	0	0	0	0
409.00 ADVERTISEMENTS	694	400	400	400	600
409.10 PUBLIC ED/INFORMATION	228	300	300	700	700
410.00 PHYSICALS	0	0	0	0	0
413.00 DAMAGE CLAIMS	0	150	150	150	0
422.00 CONTRACT LABOR	0	0	0	0	0
422.20 CONTAINER SERVICE	115,783	95,000	95,000	79,278	41,445
424.00 SERVICE CONTRACTS	1,138	800	800	800	800
450.00 OTHER SERVICES	8,153	9,000	9,000	7,724	8,000
710.00 MACHINERY/EQUIPMENT	821	0	0	0	0
802.00 UTILITY PLANTS	37,198	7,500	0	7,500	0
810.00 MACHINERY/EQUIPMENT	0	30,000	30,000	30,000	0
813.00 VEHICLES	0	0	0	0	99,500
815.00 OTHER CAPITAL	0	0	7,500	6,271	0
901.00 LIAB/CASUALTY INSURANCE	1,693	1,693	1,693	1,300	1,520
908.00 SEM./MEMBERSHIP/TRAVEL	55	500	500	500	500
949.00 UNEMPLOYMENT BENEFITS	277	0	0	67	0
950.00 OTHER SUNDRY	72	100	100	39	0
TOTAL DEPARTMENT	354,735	359,275	361,525	366,039	422,826

* REVISED ANNUAL ESTIMATE

DEPT 140 - RECYCLING DEPARTMENT

\$173,892

STAFFING (FTES)



Superintendent	0.25
Maintenance Worker I	1.00
Attendant	<u>1.00</u>
Total	2.25

Since 1999, the City of Brenham has operated and maintained the Brenham Recycling Center located at 307 South Market Street. The center is a full-time operation that accepts recyclable materials from residents, businesses and other organizational groups. Materials accepted at the center include cardboard, aluminum and tin cans, newspaper, magazines, plastics, oil and oil filters, automotive batteries, dry cell batteries, ink jet cartridges, used cooking oil and cell phones. The City also coordinates a cardboard recycling route which includes approximately 95 businesses throughout the Brenham area. The center is open from 8:00 AM to 5:00 PM, Monday thru Friday and 8:00 AM to 1:00 PM on Saturday. The Recycling Center is currently operated by two full-time employees.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for City Services.



Increase the amount of material brought into the Recycling Center;



Continue to educate the public on the importance of recycling to keep materials from being dumped into a landfill;



Continue to promote recycling by passing out recycling bins to school children in order to increase recycling in households; and



Provide cardboard recycling containers to new construction sites.

DEPT 140 - RECYCLING DEPARTMENT**BUDGET HIGHLIGHTS**

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
\$					
Personnel	90,037	94,511	94,511	92,459	96,510
Supplies	8,393	10,025	10,625	11,182	9,260
Maintenance	3,881	5,850	5,850	5,130	15,600
Services	32,140	32,701	32,101	31,685	34,842
Capital	14,358	14,800	14,800	13,776	15,800
Sundries	1,146	1,572	1,572	1,436	1,880
Total	149,955	159,459	159,459	155,668	173,892

DECISION PACKAGES FUNDED

OVERHAUL 3 BALERS 12,000

PERFORMANCE MEASURES

FACTOR	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
Recycled					
- Cardboard	601	605	605	643	645
- Scrap metal	344	375	375	277	285
- Paper	438	425	425	461	470
- Glass	124	136	136	220	230
- Aluminum	58	52	52	49	50
- Plastic	60	51	51	84	90
Number of:					
- Batteries (lbs)	17,956	19,000	19,000	20,875	23,000
- Used Cooking Oil (new product) (lbs)	0	0	0	2,124	2,900

* REVISED ANNUAL ESTIMATE

DEPT 140 - RECYCLING DEPARTMENT**LINE ITEM DETAIL**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	ORIGINAL		
\$						
101.00	SALARIES & WAGES	60,270	62,798	62,798	62,770	64,334
102.00	OVERTIME PAY	1,158	1,500	1,500	1,201	750
103.00	OASDI/MEDICARE	4,621	4,803	4,803	4,655	4,642
103.02	MATCHING RETIREMENT	6,107	5,819	5,819	5,630	5,971
105.00	LONGEVITY PAY	774	1,027	1,027	710	823
105.01	EDUCATION/MISCELLANEOUS	877	1,200	1,200	0	0
105.02	OTHER PAY	0	0	0	0	0
105.03	STANDBY	0	0	0	0	0
106.00	MEDICAL INSURANCE	12,739	15,455	15,455	15,026	16,390
106.01	LIFE INSURANCE	217	249	249	239	239
106.02	LONG TERM DISABILITY	107	123	123	121	137
107.00	WORKERS' COMPENSATION	1,790	1,537	1,537	2,107	2,281
116.00	SALARIES/WAGES CONTINGENCY	0	0	0	0	943
118.00	ACCRUED COMP TIME	1,377	0	0	0	0
202.00	FUEL	3,797	3,500	3,500	3,500	3,900
203.00	TOOLS/SMALL EQUIPMENT	348	300	300	290	300
205.00	OFFICE SUPPLIES	36	150	150	300	75
206.00	EMPLOYEE RELATIONS	770	600	600	886	800
207.00	REPRODUCTION & PRINTING	24	500	500	50	0
208.00	CLOTHING	435	600	600	565	775
210.00	BOTANICAL & AGRICULTURAL	55	100	100	117	100
211.00	CLEANING AND JANITORIAL	503	400	400	452	450
212.00	COMPUTER SUPPLIES	17	1,625	1,625	1,625	0
213.00	COMMUNICATIONS EQUIPMENT	103	0	600	554	60
218.00	PHOTOGRAPHY	9	0	0	0	0
221.00	SAFETY/FIRST AID SUPPLIES	272	250	250	150	300
223.00	SMALL APPLIANCES	0	0	0	0	0
250.00	OTHER SUPPLIES	2,024	2,000	2,000	2,693	2,500
303.00	VEHICLES/LARGE EQUIPMENT	1,586	2,000	2,000	1,500	1,500
304.00	MACHINERY/EQUIPMENT	424	2,500	2,500	2,500	12,500
309.00	COMMUNICATION/PHOTO EQUIP	0	0	0	0	0
310.00	LAND/GROUNDS	160	500	500	0	500
312.00	BUILDINGS/APPLIANCES	1,329	250	250	250	500
350.00	OTHER MAINTENANCE	382	600	600	880	600

DEPT 140 - RECYCLING DEPARTMENT

LINE ITEM DETAIL (CONTINUED)

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$	2009	2010	2010	2010	2011
401.00 ELECTRICAL	3,147	2,994	2,994	2,994	3,213
402.00 AUDITS/CONSULTANTS FEES	120	0	0	0	120
405.00 WATER	261	290	290	290	229
406.00 SEWER	306	317	317	317	480
409.00 ADVERTISEMENTS	577	600	600	1,158	750
409.10 PUBLIC ED/INFORMATION	0	500	500	500	500
410.00 PHYSICALS	118	0	0	0	0
422.00 CONTRACT LABOR	0	0	0	0	0
422.20 CONTAINER SERVICE	3,376	2,500	2,500	4,248	4,500
424.00 SERVICE CONTRACTS	0	0	0	0	0
440.00 RECYCLING-ALUMINUM	24,115	25,000	24,400	21,923	25,000
450.00 OTHER SERVICES	119	500	500	255	50
702.00 MACHINERY/EQUIPMENT	0	8,000	8,000	6,500	0
712.00 OFFICE FURNITURE/EQUIPMENT	0	0	0	575	0
714.00 RADIOS/RADAR/VIDEO CAMERAS	8,115	1,800	1,800	1,701	2,300
715.00 OTHER CAPITAL	6,243	5,000	5,000	5,000	7,000
810.00 MACHINERY/EQUIPMENT	0	0	0	0	0
813.00 VEHICLES	0	0	0	0	6,500
814.00 RADIOS/RADAR/VIDEO CAMERAS	0	0	0	0	0
901.00 LIAB/CASUALTY INSURANCE	1,127	1,172	1,172	933	1,080
908.00 SEM./MEMBERSHIP/TRAVEL	19	300	300	0	300
908.10 MILEAGE	0	0	0	0	0
950.00 OTHER SUNDRY	0	100	100	503	500
TOTAL DEPARTMENT	149,954	159,459	159,459	155,668	173,892

* REVISED ANNUAL ESTIMATE

DEPT 142 - RESIDENTIAL COLLECTION DEPARTMENT

\$1,534,976

STAFFING (FTES)



Superintendent	0.25
Driver	2.00
Driver/Equipment Operator	<u>0.50</u>
Total	2.75

The Sanitation Collection Department provides curbside garbage collection to approximately 5,000 customers. Curbside collection is provided to residents twice a week with routes on Monday/Thursday and Tuesday/Friday. In January and July, City crews distribute garbage bags to residents who utilize the sanitation service. Every Wednesday, the Sanitation Collection Department offers brush pickup to City residents on an on-call basis. City drivers are assisted by temporary collectors in the delivery of garbage pickup.

GOALS AND OBJECTIVES

Department goals and objectives align best with the City's strategic objective for City Services.



Establish a schedule to balance collection days due to the service area expansion created by annexation and subdivision growth; and



Provide collection truck drivers with continuing driver education training.

DEPT 142 - RESIDENTIAL COLLECTION DEPARTMENT

BUDGET HIGHLIGHTS

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
\$					
Personnel	155,336	139,207	139,207	146,484	149,127
Supplies	102,701	98,469	95,419	98,521	99,581
Maintenance	4,575	6,000	6,000	6,275	11,000
Services	1,169,506	1,159,555	1,159,555	1,213,453	1,257,708
Capital	821	12,200	12,200	10,059	10,000
Sundries	3,355	4,156	4,156	6,671	7,560
Total	1,436,294	1,419,587	1,416,537	1,481,463	1,534,976

DECISION PACKAGES FUNDED

Barbwire Fence & 2 Entry Gates @ Old Landfill 10,000

PERFORMANCE MEASURES

FACTOR	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
Customers served	4,875	5,050	5,050	5,097	5,130
Tons collected	4,052	4,055	4,055	4,091	4,150

* REVISED ANNUAL ESTIMATE

DEPT 142 - RESIDENTIAL COLLECTION DEPARTMENT**LINE ITEM DETAIL**

		ACTUAL	BUDGET		RAE*	BUDGET
			2009	ORIGINAL 2010		
\$						
101.00	SALARIES & WAGES	105,576	91,038	91,038	94,223	92,921
102.00	OVERTIME PAY	6,152	6,720	6,720	5,829	6,720
103.00	OASDI/MEDICARE	8,589	7,287	7,287	7,755	7,635
103.02	MATCHING RETIREMENT	11,185	8,868	8,868	9,540	9,784
105.00	LONGEVITY PAY	2,650	2,434	2,434	3,355	3,533
105.01	EDUCATION/MISCELLANEOUS	2,169	1,200	1,200	4,430	4,800
105.02	OTHER PAY	54	0	0	0	0
105.03	STANDBY	0	0	0	0	0
106.00	MEDICAL INSURANCE	18,765	17,256	17,256	17,384	18,290
106.01	LIFE INSURANCE	432	362	362	365	342
106.02	LONG TERM DISABILITY	212	179	179	183	196
107.00	WORKERS' COMPENSATION	4,567	3,863	3,863	3,420	3,544
116.00	SALARIES/WAGES CONTINGENCY	0	0	0	0	1,362
118.00	ACCRUED COMP TIME	(5,014)	0	0	0	0
201.00	CHEMICALS	0	0	0	0	0
202.00	FUEL	19,354	22,419	22,419	22,645	24,006
203.00	TOOLS/SMALL EQUIPMENT	508	400	400	358	50
205.00	OFFICE SUPPLIES	0	850	850	600	250
206.00	EMPLOYEE RELATIONS	572	500	500	500	500
207.00	REPRODUCTION & PRINTING	125	400	400	150	125
208.00	CLOTHING	1,191	1,500	1,500	1,500	1,700
210.00	BOTANICAL & AGRICULTURAL	46	50	50	0	0
211.00	CLEANING AND JANITORIAL	2,395	1,500	1,500	2,218	2,000
212.00	COMPUTER SUPPLIES	1,372	0	0	1,737	0
213.00	COMMUNICATIONS EQUIPMENT	97	50	50	13	50
219.00	GARBAGE BAGS	76,220	70,000	66,950	68,000	70,000
221.00	SAFETY/FIRST AID SUPPLIES	646	500	500	500	600
223.00	SMALL APPLIANCES	0	0	0	0	0
250.00	OTHER SUPPLIES	175	300	300	300	300
303.00	VEHICLES/LARGE EQUIPMENT	4,559	6,000	6,000	6,064	6,000
304.00	MACHINERY/EQUIPMENT	4	0	0	19	0
309.00	COMMUNICATION/PHOTO EQUIP	0	0	0	0	0
312.00	BUILDINGS/APPLIANCES	0	0	0	192	5,000
350.00	OTHER MAINTENANCE	12	0	0	0	0

DEPT 142 - RESIDENTIAL COLLECTION DEPARTMENT

LINE ITEM DETAIL (CONTINUED)

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$					
402.00 AUDITS/CONSULTANTS FEES	0	15,000	15,000	14,773	0
403.00 TELEPHONE	312	705	705	529	708
405.00 WATER	292	300	300	300	300
406.70 TRANSFER STATION FEES	144,323	168,000	168,000	164,555	165,000
406.80 TCW-COMMERCIAL COLLECTION	949,258	915,000	915,000	960,814	1,026,000
408.00 RENTAL & LEASES	0	0	0	0	0
409.00 ADVERTISEMENTS	74	0	0	0	300
409.10 PUBLIC ED/INFORMATION	0	350	350	0	200
410.00 PHYSICALS	0	0	0	0	0
422.00 CONTRACT LABOR	74,804	60,000	60,000	72,286	65,000
450.00 OTHER SERVICES	444	200	200	196	200
710.00 MACHINERY/EQUIPMENT	821	0	0	0	0
713.00 VEHICLES/LARGE EQUIPMENT	0	3,200	3,200	2,857	0
715.00 OTHER CAPITAL	0	0	0	0	10,000
810.00 MACHINERY/EQUIPMENT	0	0	0	0	0
813.00 VEHICLES	0	9,000	9,000	7,202	0
901.00 LIAB/CASUALTY INSURANCE	3,155	3,556	3,556	6,573	6,960
908.00 SEM./MEMBERSHIP/TRAVEL	200	500	500	0	500
908.10 MILEAGE	0	0	0	0	0
950.00 OTHER SUNDRY	0	100	100	98	100
TOTAL DEPARTMENT	1,436,294	1,419,587	1,416,537	1,481,463	1,534,976

* REVISED ANNUAL ESTIMATE

DEPT 100 - NON-DEPT DIRECT

LINE ITEM DETAIL

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$					
117.00 POST RETIREMENT BENEFITS	7,579	0	0	0	0
860.11 DEBT SVC. - INTEREST	13,258	10,784	10,784	10,257	7,105
860.15 DEBT SVC. - PRINCIPAL	78,069	84,120	84,120	82,549	86,237
904.00 GROSS REVENUE TAX	54,128	58,450	58,450	57,006	56,435
TOTAL DEPARTMENT	153,034	153,354	153,354	149,812	149,777

* REVISED ANNUAL ESTIMATE

DEPT 110 - MISCELLANEOUS

LINE ITEM DETAIL

	ACTUAL	BUDGET		RAE*	BUDGET
		2009	ORIGINAL		
\$					
903.00 UNCOLLECTIBLE ACCTS	3,494	0	0	0	0
905.00 DEPRECIATION	112,718	0	0	0	0
906.00 INVENTORY ADJUSTMENTS	399	0	0	0	0
TOTAL DEPARTMENT	116,611	0	0	0	0

* REVISED ANNUAL ESTIMATE

INTERNAL SERVICE FUNDS OVERVIEW

The City of Brenham uses an internal service fund to account for its risk management services. Although reported with proprietary fund statements in the CAFR, these services benefit both governmental and business-type functions. There are two risk management services budgeted.

MEDICAL SELF-INSURANCE FUND

The City purchased individual stop-loss of \$75,000 per claim and aggregate stop-loss of approximately 125% of anticipated claims for FY10. The City currently funds the program by contributing an amount equal to 95% of the cost of the employee premium and approximately 56% of the cost of the dependent premium. The employee pays 5% of the employee premium and approximately 44% of the cost of dependent coverage. The premiums collected are amounts paid to the re-insurer for individual and aggregate stop-loss coverage; the third party administrator for claims processing and administrative costs; and amounts paid to the wellness program, employee assistance program, and payments for medical claims and miscellaneous administration costs.

The City of Brenham has continued to experience rising costs, particularly the cost of prescription drugs and higher dollar claims. Total claims for FY11 are estimated at \$1,700,000, approximately 26.9% lower than FY10 projected claims cost. This amount is net of stop loss reimbursement. Fixed costs are expected to decrease because of favorable fixed costs and are budgeted at \$305,000, primarily because of rising costs for stop-loss coverage. For FY11, revenues from premiums paid into the fund are estimated to total \$2,069,300. These revenues will cover anticipated expenses.

The anticipated lower claims costs reflect changes in the group health plan to include engaging a new pharmacy benefit management provider which will result in lower drug costs and other plan changes reduce claim costs.

The City of Brenham engaged the services of Holmes Murphy & Associates in the spring of 2005 to analyze the current group medical program, as well as other employee benefits. Holmes Murphy then sought biennial proposals for group medical coverage and other employee benefits which were last selected by the City Council in December 2009. Because of favorable experience with the services of benefit consultants, the City Council again engaged Holmes Murphy & Associates for services for FY11.

WORKERS COMPENSATION FUND

For a number of years, the City purchased coverage with a self-insured retention of \$50,000 per claim and purchased excess coverage above the self-insured retention up to statutory limits. The City funded the program by contributing an amount equal to the premium for excess coverage, estimated claims based upon previous experience, and

the estimated amount needed to fund reserves for future claims. Since the City has experienced extremely favorable operating results since initiation of this program, the internal charge for coverage has been substantially reduced and a sizable fund balance has accrued.

Because of favorable claims experience, the City has attained an experience modifier which significantly lowers the standard premium with discounts so that the City is able to lower its risk by purchasing coverage with no self-insured retention. This means that all claims which originate in FY11 will be paid in their entirety through the elected coverage with TML IRP. The estimated cost of the no-retention coverage for FY11 is \$129,500 for all costs related to the Workers' Compensation Fund. Expenses are based on costs of contributions for coverage, claims for medical costs and lost time originating prior to FY11, and a disability policy covering primary lost wages for volunteer firefighters and administrative costs.

MEDICAL SELF-INSURANCE FUND SUMMARY

	ACTUAL 2009	BUDGET		RAE*	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
REVENUES					
COBRA ADMINISTRATIVE FEES	85	125	125	50	50
INTEREST INCOME	292	300	300	5	0
INS-MEDICAL	1,671,438	1,772,571	1,772,571	1,792,914	2,018,980
STOP LOSS REIMBURSEMENT	151,256	25,004	25,004	130,000	50,000
MISCELLANEOUS REVENUES	0	0	0	0	0
REALIZED LOSS/GAIN INVESTMENTS	0	0	0	0	0
UNREALIZED GAIN/LOSS ON INVEST	0	0	0	0	0
TOTAL REVENUES	1,823,071	1,798,000	1,798,000	1,922,969	2,069,030
EXPENDITURES					
SERVICES					
AUDITS/CONSULTANT FEES	27,083	25,000	25,000	25,000	25,000
OTHER SERVICES	0	0	0	0	0
SUBTOTAL SERVICES	27,083	25,000	25,000	25,000	25,000
SUNDRIES					
MEDICAL CLAIMS	1,236,577	1,385,000	1,385,000	1,818,000	1,700,000
MEDICAL INS PREMIUMS	353,664	360,000	360,000	305,000	305,000
OTHER SUNDRY	0	0	0	5	0
WELLNESS PROGRAM	16,977	20,000	20,000	25,000	25,000
EMPLOYEE ASSISTANCE PROGRAM	7,869	8,000	8,000	8,000	8,000
INCURR-NOT REPORTED CLAIMS	(18,804)	0	0	0	0
SUBTOTAL SUNDRIES	1,596,283	1,773,000	1,773,000	2,156,005	2,038,000
TOTAL EXPENDITURES	1,623,366	1,798,000	1,798,000	2,181,005	2,063,000
REVENUES BEFORE TRFS	199,705	0	0	(258,036)	6,030
TRANSFERS IN (OUT)					
INTERFUND TRANSFER-GENERAL FD	0	0	0	0	0
INTERFUND TRANSFER-WKS COMP	0	0	0	71,944	0
TOTAL TRANSFERS	0	0	0	71,944	0
REVENUES AFTER TRFS	199,705	0	0	(186,092)	6,030
FUND BALANCE	186,092	186,092	186,092	0	6,030

**

* REVISED ANNUAL ESTIMATE

** FUND BALANCE REFLECTS AN INCREASE IN MEDICAL PREMIUMS TO COVER EXPENDITURES.

WORKERS COMPENSATION FUND SUMMARY

	ACTUAL 2009	BUDGET		RAE* 2010	BUDGET 2011
		ORIGINAL 2010	AMENDED 2010		
REVENUES					
INTEREST INCOME	2,615	3,000	3,000	595	1,000
WORKERS' COMP RECEIPTS	112,325	115,699	115,699	107,106	126,171
DEDUCTIBLE REFUND	0	0	0	0	0
MISCELLANEOUS REVENUES	0	5,000	5,000	4,505	4,600
REALIZED LOSS/GAIN ON INVEST	0	0	0	0	0
UNREALIZED GAIN/LOSS ON INVEST	0	0	0	0	0
TOTAL REVENUES	114,940	123,699	123,699	112,206	131,771
EXPENDITURES					
SAFETY PROGRAM	0	500	500	0	500
SUBTOTAL SERVICES	0	500	500	0	500
AUDITS/CONSULTANTS FEES	0	0	0	0	0
OTHER SERVICES	0	500	500	30	500
WORKERS' COMP PREMIUM	98,815	167,432	167,432	144,323	125,000
MEDICAL CLAIMS-CURRENT YR	0	0	0	0	0
MEDICAL-PRIOR YEAR	1,258	0	0	0	0
MEDICAL-PRIOR YEARS	0	0	0	0	0
VOLUNTEER BENEFITS	3,804	4,000	4,000	3,858	4,000
SUBTOTAL SUNDRIES	103,877	171,932	171,932	148,211	129,500
TOTAL EXPENDITURES	103,877	172,432	172,432	148,211	130,000
REVENUES BEFORE TRFS	11,063	(48,733)	(48,733)	(36,005)	1,771
TRANSFERS IN (OUT)					
INTERFUND TRNF- SELF INS	0	0	0	(71,944)	0
TOTAL TRANSFERS	0	0	0	(71,944)	0
REVENUES AFTER TRFS	11,063	(48,733)	(48,733)	(107,949)	1,771
FUND BALANCE	412,304	363,571	314,838	206,889	208,660

* REVISED ANNUAL ESTIMATE

ORDINANCE NO. O-10-013

AN ORDINANCE LEVYING TAXES FOR THE TAX YEAR 2010 FOR THE CITY OF BRENHAM, TEXAS AND PROVIDING AN EFFECTIVE DATE.

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

SECTION I.

That there be and is hereby levied an ad valorem tax of \$0.3420 on each one hundred dollars worth of property owned and situated within the City Limits of the City of Brenham, Texas, both real and personal and mixed, for General Fund maintenance and operating purposes for the Tax Year 2010.

SECTION II.

That there be and is hereby levied for the use of the City of Brenham, for the Tax Year 2010, an ad valorem tax of \$0.1622 on each one hundred dollars worth of real, personal and mixed property owned and situated in the City Limits of the City of Brenham, Texas, for the payment of principal and interest on all outstanding bonds and lease payments, not otherwise provided for, of the City of Brenham.

SECTION III.

Wherefore, the combined tax rate in accordance with V.T.C.A. Tax Code Section 26.05 shall be \$0.5042 on each one hundred dollars worth of real, personal, and mixed property of owned and situated within the City Limits of the City of Brenham, Texas.

SECTION IV.

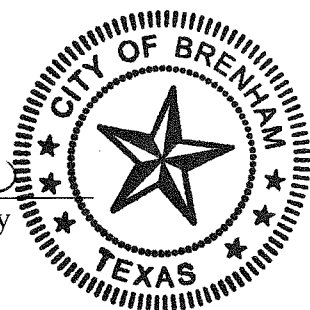
This Ordinance shall become effective as provided by the Charter of the City of Brenham, Texas.

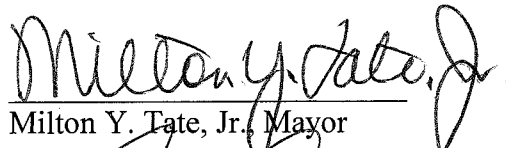
PASSED AND APPROVED on its first reading this the 19th day of August, 2010.

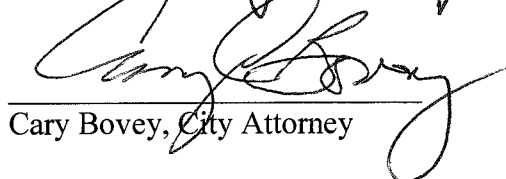
PASSED AND ADOPTED on its second reading this the 2nd day of September, 2010.

ATTEST:


Jeana Bellinger, City Secretary




Milton Y. Tate, Jr., Mayor


Cary Bovey, City Attorney

ORDINANCE NO. O-10-012

AN ORDINANCE ADOPTING A BUDGET FOR THE CITY OF BRENHAM, TEXAS FOR THE FISCAL YEAR 2010-2011; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Brenham, Texas, has prepared a budget for the fiscal year October 1, 2010 through September 30, 2011 and has filed same with the City Secretary and has held public hearings on same, all after due notice as required by statute.

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

SECTION I.

That the City Council of the City of Brenham, Texas does hereby adopt the Budget for the City of Brenham, Texas, for the fiscal year October 1, 2010 through September 30, 2011 as shown in the attached Exhibit "A", which is incorporated herein as though copied herein verbatim.

SECTION II.

That authority is hereby given to the City Manager to approve transfers of portions of any item of appropriation within the same department and transfers from one department to another department within the same fund.

SECTION III.

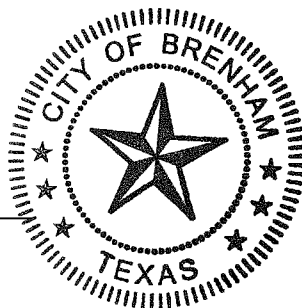
This Ordinance shall become effective as provided by the Charter of the City of Brenham, Texas.

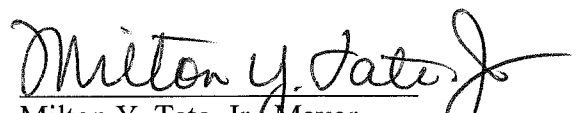
PASSED AND APPROVED on its first reading this the 19th day of August, 2010.


PASSED AND ADOPTED on its second reading this the 2nd day of September, 2010.

ATTEST:


Jeana Bellinger, City Secretary




Milton Y. Tate, Jr., Mayor


Cary Bovey, City Attorney

**ESTIMATE OF TAX RATE AND VALUATION
FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2010**

Estimated Assessed Valuation of Real and Personal Property for 2010	\$976,451,381
Percentage of Collection	98.0%

Proposed Property Taxes on 2010 Values for FY10-11 Budget:

	<u>Tax Rate *</u>	<u>Levy Amount</u>	<u>Estimated Collections</u>
General Fund	0.3420	\$3,339,464	\$3,272,674
Debt Service Fund	<u>0.1622</u>	<u>\$1,583,805</u>	<u>\$1,583,805</u>
Totals	<u>0.5042</u>	<u>\$4,923,269</u>	<u>\$4,856,480</u>

Certified values 7/31/2010

* 1 Cent = \$96,320 in Estimated Collections

ASSESSED (1) AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY*Last Ten Fiscal Years*

Fiscal Year	Residential	Commercial	Personal Property	Gross Valuation	Exemption	Net Taxable Value	Total Direct Tax Rate
2002	294,146,981	207,576,271	201,341,491	703,064,743	96,893,031	606,171,712	0.39500
2003	313,526,154	222,282,517	200,099,154	735,907,825	92,511,210	643,396,615	0.41160
2004	342,870,991	256,701,023	188,770,685	788,342,699	101,481,686	686,861,013	0.41160
2005	361,775,150	256,868,274	177,812,355	796,455,779	90,675,166	705,780,613	0.43620
2006	370,683,893	208,798,536	251,690,047	831,172,476	88,694,515	742,477,961	0.46620
2007	422,316,663	220,190,107	257,897,502	900,404,272	103,247,446	797,156,826	0.50630
2008	465,073,145	247,703,127	290,075,024	1,002,851,296	123,033,453	879,817,843	0.50630
2009	496,035,865	293,274,572	302,853,623	1,092,164,060	146,352,615	945,811,445	0.50420
2010	517,718,970	328,284,124	309,243,970	1,155,247,064	169,799,038	985,448,026	0.50420
2011	498,950,561	363,416,325	276,135,575	1,138,502,461	162,051,080	976,451,381	0.50420

(1) The property is reassessed each year. The assessed value is based on 100% of estimated actual value. Tax rates are per \$100 of assessed value.

DIRECT AND OVERLAPPING PROPERTY AND SALES TAX RATES
Last Ten Fiscal Years

Fiscal Year	PROPERTY TAX RATES (per \$100 of assessed value) (1)										SALES TAX RATES (2)		
	City Direct Rates			Brenham			Total			City of Brenham	Washington County	Total Overlapping Governments	
	General Fund	Debt Service	Total	Independent School District	Blinn College	Washington County	Washington County	Washington County	Washington County				
2002	0.27500	0.12000	0.39500	1.57170	0.05440	0.45000	2.47110	0.01500	0.00500	0.02000			
2003	0.28750	0.12410	0.41160	1.59900	0.05490	0.45160	2.51710	0.01500	0.00500	0.02000			
2004	0.30000	0.11160	0.41160	1.59900	0.05670	0.45160	2.51890	0.01500	0.00500	0.02000			
2005	0.30510	0.13110	0.43620	1.56900	0.05520	0.44350	2.50390	0.01500	0.00500	0.02000			
2006	0.31650	0.14970	0.46620	1.61000	0.05100	0.44350	2.57070	0.01500	0.00500	0.02000			
2007	0.31650	0.18980	0.50630	1.44500	0.05130	0.43350	2.43610	0.01500	0.00500	0.02000			
2008	0.32450	0.18180	0.50630	1.10840	0.05480	0.43490	2.10440	0.01500	0.00500	0.02000			
2009	0.34200	0.16220	0.50420	1.08840	0.05320	0.42600	2.07180	0.01500	0.00500	0.02000			
2010	0.34200	0.16220	0.50420	1.08840	0.05450	0.42600	2.07310	0.01500	0.00500	0.02000			
2011	0.34200	0.16220	0.50420	1.11840	0.05590	0.43580	2.11430	0.01500	0.00500	0.02000			

(1) Data is from Washington County Appraisal District.

(2) Data is from Texas Comptroller of Public Accounts.

LEGAL DEBT MARGIN INFORMATION
Last Ten Fiscal Years

	Fiscal Year									
	2010	2009	2008	2007	2006	2005	2004	2003	2002	2001
Taxable assessed valuations	\$ 985,448,026	\$ 945,811,445	\$ 879,817,843	\$ 797,156,826	\$ 742,477,961	\$ 705,780,613	\$ 686,861,013	\$ 643,396,615	\$ 606,171,712	\$ 553,587,303
Tax limit per \$100 valuation	1.65000	1.65000	1.65000	1.65000	1.65000	1.65000	1.65000	1.65000	1.65000	1.65000
O&M tax rate per \$100 valuation	0.34200	0.34200	0.32450	0.31650	0.31650	0.30510	0.30000	0.28750	0.27500	0.27300
Debt limit per \$100 valuation	1.30800	1.30800	1.32550	1.33350	1.33350	1.34490	1.35000	1.36250	1.37500	1.37700
Debt limit	12,889,660	12,371,214	11,661,986	10,630,086	9,900,944	9,492,043	9,272,624	8,766,279	8,334,861	7,622,897
Total net debt applicable to limit	2,109,992	2,219,350	2,046,971	1,980,831	1,754,883	1,655,433	1,574,263	1,485,812	1,385,364	1,234,998
Legal debt margin	\$ 10,779,668	\$ 10,151,864	\$ 9,615,015	\$ 8,649,255	\$ 8,146,061	\$ 7,836,610	\$ 7,698,361	\$ 7,280,467	\$ 6,949,497	\$ 6,387,899
Total net debt applicable to the limit as a percentage of debt limit	16.37%	17.94%	17.55%	18.63%	17.72%	17.44%	16.98%	16.95%	16.62%	16.20%

DEMOGRAPHIC AND ECONOMIC STATISTICS
Last Ten Fiscal Years

Fiscal Year	Population (1)	Total Personal Income (000's) (2)	Per Capita Personal Income (3)	Unemployment Rate (4)
2001	14,026	401,466	28,623	3.5
2002	13,988	400,574	28,637	4.4
2003	14,171	404,299	28,530	5.1
2004	14,407	436,921	30,327	5.2
2005	14,484	469,267	32,399	4.6
2006	14,614	495,239	33,888	4.4
2007	14,873	531,516	35,737	3.8
2008	15,049	555,248	36,896	3.8
2009	15,270	592,949	38,831	5.3
2010	16,480	672,380	40,800	6.5

(1) 2001 to 2010 population are projections provided by the Population Division of the U.S. Census Bureau.

(2) Total personal income derived by taking Brenham population multiplied by per capita personal income for Washington County (see note 3).

(3) Data for years 2000 to 2008, is for Washington County and comes from the Bureau of Economic Analysis. 2009 and 2010 are estimates based on a five year compound average annual growth rate.

(4) Unemployment rates are taken from U.S. Bureau of Labor Statistics. Under the new U.S. Bureau of Labor Statistics mandated methodology for producing labor statistics, a city must have a population of at least 25,000 for city-level estimates to be produced; therefore, the unemployment rates shown for 2005 to 2009 are for Washington County.

PRINCIPAL EMPLOYERS*Current Year and Ten Years Ago*

2010			2000		
Employer (1)	Employees	Percentage of Total City Employment	Employer	Employees	Percentage of Total City Employment
Blinn College	900	12.58%	Brenham State School	1,062	17.57%
Brenham State School	880	12.30%	Blue Bell Creameries	741	12.26%
Blue Bell Creameries	786	10.98%	Brenham I.S.D.	620	10.26%
Brenham I.S.D.	719	10.05%	Blinn College	600	9.93%
Wal-Mart Supercenter	380	5.31%	Mount Vernon Mills	350	5.79%
Germania Insurance	324	4.53%	Germania Insurance	285	4.72%
Scott & White Hospital	285	3.98%	Trinity Medical Center	250	4.14%
City of Brenham	240	3.35%	Wal-Mart Supercenter	241	3.99%
Sealy Mattress Company	211	2.95%	Valmont A.L.S.	240	3.97%
Valmont	203	2.84%	Brenham Wholesale Grocery	227	3.76%
Total	4,928	68.87%	Total	4,616	76.37%
Employment (2)	7,155		Employment (3)	6,044	

(1) Major employers as identified in a report issued by Washington County Chamber of Commerce, revised October 2009.

(2) Employment is taken from U.S. Bureau of Labor Statistic reports. A city must have a population of at least 25,000 for city-level estimates. Employment shown for 2008 is an estimate based on Washington County employment estimates reported by the U.S. Bureau of Labor Statistics for 2007, increased by the percentage change in employment reported for Texas in 2008. City employment is an allocation using the proportion of City to County estimated populations.

(3) Employment is taken from the 2000 Census.

THE ELECTRIC SYSTEM - UTILITY BILLING STATISTICS
September 30, 2010

	2010	2009	(DECREASE) INCREASE
NUMBER OF CUSTOMERS			
Residential	5,337	5,273	64
Commercial	1,154	1,146	8
Large Commercial	308	303	5
Industrial	23	23	-
Street Lights	1,238	1,228	10
Security Lights	175	176	(1)
TOTAL	<u>8,235</u>	<u>8,149</u>	<u>86</u>
CONSUMPTION (in K.W.H.)			
Residential	76,664,387	74,039,837	2,624,550
Commercial	16,364,454	16,334,810	29,644
Large Commercial	65,006,673	64,052,067	954,606
Industrial	111,567,780	115,129,160	(3,561,380)
Street Lights	1,426,728	1,414,248	12,480
Security Lights	289,440	278,448	10,992
TOTAL	<u>271,319,462</u>	<u>271,248,570</u>	<u>70,892</u>
SALES (in dollars)			
Residential	\$ 7,861,811	\$ 8,077,592	\$ (215,781)
Commercial	1,727,624	1,838,138	(110,514)
Large Commercial	5,662,262	6,055,319	(393,058)
Industrial	8,461,265	9,322,374	(861,109)
Street Lights	95,651	106,217	(10,566)
Security Lights	40,639	39,090	1,549
TOTAL	<u>\$ 23,849,252</u>	<u>\$ 25,438,730</u>	<u>\$ (1,589,478)</u>
ANNUAL AVERAGE CONSUMPTION PER CUSTOMER			
Residential (in K.W.H.)	14,365	14,041	\$ 324
Commercial	14,181	14,254	(73)
Large Commercial	211,061	211,393	(332)
Industrial	4,850,773	5,005,616	(154,843)
Street Lights	1,152	1,152	0
Security Lights	1,654	1,582	72
TOTAL	<u>\$ 32,947</u>	<u>\$ 33,286</u>	<u>(339)</u>
MONTHLY AVERAGE BILL PER CUSTOMER			
Residential	\$ 123	\$ 128	\$ (5)
Commercial	125	134	(9)
Large Commercial	1,532	1,665	(133)
Industrial	30,657	33,777	(3,120)
Street Lights	6	7	(1)
Security Lights	19	19	0
AVERAGE PRICE PER K.W.H. PURCHASED	0.0637	0.0626	0.0011
AVERAGE PRICE PER K.W.H. SOLD	0.0879	0.0938	(0.0059)
% LINE LOSS	5.83%	5.14%	0.69%

THE GAS SYSTEM - UTILITY BILLING STATISTICS
September 30, 2010

	2010	2009	(DECREASE) INCREASE
NUMBER OF CUSTOMERS			
Residential	3,653	3,611	42
Small Commercial	368	351	17
Large Commercial	126	126	-
Governmental	64	63	1
Industrial	1	2	(1)
TOTAL	<u>4,212</u>	<u>4,153</u>	<u>59</u>
CONSUMPTION			
Residential	133,709	93,011	40,698
Small Commercial	27,617	20,183	7,434
Large Commercial	153,974	135,696	18,278
Governmental	46,813	41,174	5,639
Industrial	81,232	130,787	(49,555)
TOTAL	<u>443,345</u>	<u>420,851</u>	<u>22,494</u>
SALES (in dollars)			
Residential	\$ 1,430,671.00	\$ 1,036,495.35	\$ 394,176
Small Commercial	253,361	181,313	72,048
Large Commercial	1,141,328	966,950	174,378
Governmental	351,882	295,795	56,087
Industrial	542,846	882,454	(339,608)
TOTAL	<u>\$ 3,720,089</u>	<u>\$ 3,363,007</u>	<u>\$ 357,082</u>
ANNUAL AVERAGE CONSUMPTION PER CUSTOMER			
Residential	37	26	11
Small Commercial	75	58	17
Large Commercial	1,222	1,077	145
Governmental	731	654	77
Industrial	81,232	65,394	15,838
MONTHLY AVERAGE BILL PER CUSTOMER			
Residential	\$ 33	\$ 24	\$ 9
Small Commercial	57	43	14
Large Commercial	755	640	115
Governmental	458	391	67
Industrial	45,237	36,769	8,468
AVERAGE PRICE PER M.C.F. PURCHASED	\$ 5.14	\$ 4.85	0.29
AVERAGE PRICE PER M.C.F. SOLD	8.39	7.99	0.40
% LINE LOSS (GAIN)	2.72%	0.85%	1.87%

THE WATER SYSTEM - UTILITY BILLING STATISTICS
September 30, 2010

	<u>2010</u>	<u>2009</u>	<u>(DECREASE)</u> <u>INCREASE</u>
NUMBER OF CUSTOMERS			
Residential	5,361	5,284	77
Commercial	1,234	1,219	15
Meter on Fire Hydrant	9	11	(2)
Sprinkler	473	432	41
TOTAL	<u>7,077</u>	<u>6,946</u>	<u>131</u>
CONSUMPTION (in thousands of gallons)			
Residential	356,686,700	420,736,400	(64,049,700)
Commercial	286,464,400	344,305,400	(57,841,000)
Meter on Fire Hydrant	2,681,700	4,052,700	(1,371,000)
Sprinkler	106,915,300	157,415,700	(50,500,400)
TOTAL	<u>752,748,100</u>	<u>926,510,200</u>	<u>(173,762,100)</u>
SALES (in dollars)			
Residential	\$ 1,906,120	\$ 2,190,075	\$ (283,955)
Commercial	1,241,648	1,444,384	(202,736)
Meter on Fire Hydrant	19,634	30,012	(10,378)
Sprinkler	593,904	884,476	(290,572)
TOTAL	<u>\$ 3,761,306</u>	<u>\$ 4,548,947</u>	<u>(787,641)</u>
ANNUAL AVERAGE CONSUMPTION PER CUSTOMER			
Residential (in thousands of gallons)	66,534	79,625	(13,091)
Commercial	232,143	282,449	(50,306)
Meter on Fire Hydrant	297,967	368,427	(70,460)
Sprinkler	226,037	364,388	(138,351)
MONTHLY AVERAGE BILL PER CUSTOMER			
Residential	\$ 30	\$ 35	\$ (5)
Commercial	84	99	(15)
Meter on Fire Hydrant	182	227	(45)
Sprinkler	105	171	(66)
AVERAGE PRICE PER 1000 GALLONS PURCHASED	0.260	0.196	0.064
AVERAGE PRICE PER 1000 GALLONS SOLD	4.997	4.910	0.087
% LINE LOSS	10.50% *	6.93% *	3.57%

*12,249,600 and 12,249,600 gallons respectively unbilled City water usage

THE WASTEWATER SYSTEM - UTILITY BILLING STATISTICS

September 30, 2010

	<u>2010</u>	<u>2009</u>	<u>(DECREASE) INCREASE</u>
NUMBER OF CUSTOMERS			
Residential	5,290	5,207	83
Commercial	1,075	1,067	8
Industrial	7	8	(1)
Oak Hill Acres Flow Meter	1	1	-
TOTAL	<u>6,373</u>	<u>6,284</u>	<u>89</u>
SALES (in dollars)			
Residential	\$ 1,581,512.71	\$ 1,609,466.88	\$ (27,954)
Commercial	1,180,115	1,283,691	(103,576)
Industrial	646,212	1,012,446	(366,234)
Oak Hill Acres Flow Meter	69,960	59,586	10,374
TOTAL	<u>\$ 3,477,800</u>	<u>\$ 3,965,191</u>	<u>\$ (487,391)</u>
MONTHLY AVERAGE BILL PER CUSTOMER			
Residential	\$ 25	\$ 26	\$ (1)
Commercial	91	100	(9)
Industrial	7,693	10,546	(2,853)
Oak Hill Acres Flow Meter	5,830	4,966	864

THE SANITATION SYSTEM - UTILITY BILLING STATISTICS

September 30, 2010

	<u>2010</u>	<u>2009</u>	<u>(DECREASE) INCREASE</u>
NUMBER OF CUSTOMERS			
Residential	5,069	4,448	621
Residential - Rural	3	4	(1)
Commercial	538	536	2
Dumpster	-	-	-
TOTAL	<u>5,610</u>	<u>4,988</u>	<u>622</u>
SALES (in dollars)			
Residential	\$ 857,800	\$ 836,532	\$ 21,268
Residential - Rural	623	845	\$ (222)
Commercial	918,387	885,989	\$ 32,398
Dumpster	-	-	-
TOTAL	<u>\$ 1,776,810</u>	<u>\$ 1,723,366</u>	<u>\$ 53,444</u>
MONTHLY AVERAGE BILL PER CUSTOMER			
Residential	\$ 14	\$ 16	(2)
Residential - Rural	17	18	(1)
Commercial	142	138	4

FINANCIAL POLICIES

The City of Brenham is responsible to its citizens and customers to carefully account for public funds, to manage City finances wisely and to plan for the adequate funding of services desired by the public. The primary objective of financial policies is to help the City achieve a long-term, stable and positive, financial condition. Hence, the following financial policies have been adopted by the City of Brenham.

Budget Policy

1. The budget process of the City shall conform to the Texas Uniform Budget Law.
2. The City Manager, as chief executive officer, has ultimate responsibility for the budget.
3. The City Manager formulates the budget goals for the City under the direction of City Council.
4. All agencies of the City are required to submit requests for appropriations to the City Manager on or before the 15th of July each year.
5. All budgets are prepared and adopted on a basis consistent with generally accepted accounting principles which is the same basis of accounting used for financial reporting.
6. The appropriated budget is prepared by fund and department.
7. The City Manager must present a proposed budget to the City Council for review prior to August 30th each year.
8. The City Council will hold public hearings on the proposed budget and adopt a final budget by ordinance no later than September 30th each year.
9. The City Council shall adopt a balanced budget; the revenues must equal the expenditures. The budget may include a fund balance transfer as a resource to balance the budget.
 - a. The City will strive to maintain an unrestricted fund balance reserve in the General Fund sufficient to cover 90 days of operating expenditures.
 - b. The City will strive to maintain an unrestricted fund balance reserve in the Utility Funds sufficient to cover 60 days of operating expenditures.
10. Annual appropriated budgets are adopted for all governmental fund types except the following:
 - a. Budgets for certain grants, established as special revenue funds, which are created pursuant to the terms of the related grant documents.
 - b. Budgets for funds set up to receive special donations or assessments for specific purposes, which are established as special revenue funds.
 - c. Budgets for certain major capital improvements that are set up as capital projects funds. Annual budgets are not adopted because these projects span more than one fiscal year.
11. All annual budget appropriations lapse at the end of the fiscal year.
12. Department heads may make transfers of appropriations within a department up to \$2,500. Transfers over this amount require the approval of the City Manager or Assistant City Manager.

13. The City Manager is authorized to transfer budgeted amounts between line items and departments within any fund.
14. Any budget revisions that alter the total expenditures of any fund must be approved by the City Council.
15. The legal level of budgetary control (the level at which expenditures may not legally exceed appropriations) is the fund level.
16. The budget is originally enacted by ordinance; therefore, any amendments to the budget must also be made by ordinance.
 - a. Proposed amendments and the justification thereof will be presented during a work session of a meeting of the City Council.
 - b. The proposed ordinance amending the budget will be presented during a formal session at two subsequent meetings of the City Council.

Investment Policy

1. The City of Brenham adopts a written investment policy annually.

Debt Policy

1. The City of Brenham may borrow money and issue bonds for the following purposes:
 - a. Improving streets
 - b. Purchasing or constructing sewers
 - c. Erecting and maintaining public buildings of every kind
 - d. Purchasing or constructing waterworks
 - e. Purchasing or constructing gas plants and systems
 - f. Purchasing, erecting, maintaining and operating electric light and power plant
 - g. Other public utilities as City Council may deem expedient.
2. Bonds will specify for what purpose they are issued and will be sold for cash.
3. When bonds are issued, a fund will be provided to pay bond interest and create a sinking fund for bond redemption.
4. Bond proceeds may not be diverted or drawn upon for any other purpose than what was expressed.
5. Bond sinking funds may be invested in securities secured by the pledge of the United States Bonds or Federal Agency Bonds, Texas State or County Bonds, or Bonds of the City of Brenham, or other municipality, or any school district.
6. Bonds will be issued for a period of time not to exceed forty years.

Purchasing Policy

1. The City of Brenham will comply with Purchasing Laws of the State as adopted by Resolution R-07-020.
2. Department heads may authorize purchases less than \$3,000.

3. Three vendor quotes are required on all purchases between \$3,000 and \$49,999.
4. Department heads may authorize non-contractual purchases between \$3,000 and \$24,999.
5. The City Manger must authorize contractual purchases between \$3,000 and \$24,999.
6. The City Council must authorize all contractual purchases be of \$25,000 or more.
7. Purchases of \$50,000 or more must go through a formal bid process and be authorized by City Council.

Capital Asset Policy

1. Infrastructure assets (e.g. roads, bridges, sidewalks, utility lines and plants, and similar items) in excess of \$50,000 and an estimated useful life of 40 to 50 years, will be capitalized and recorded at historical cost.
2. Capital assets, other than infrastructure assets, costing more than \$15,000 and possessing an estimated useful life in excess of one year, will be capitalized and recorded at historical cost.
3. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives will not be capitalized.
4. Major outlays for capital assets and improvements will be capitalized as projects are constructed.
5. Property, plant and equipment will be depreciated using the straight line method over the useful lives.



INVESTMENT POLICY

I. POLICY

It is the policy of the City of Brenham that all available funds shall be invested in conformance with these legal and administrative guidelines with consideration for anticipated cash flow requirements and consideration of the safety and risk of investments. The City shall seek to optimize interest earnings to the extent possible based on these risk parameters.

Effective cash management is recognized as essential to good fiscal management. Investment interest is a source of revenue to City of Brenham funds. The City of Brenham's investment portfolio shall be designed and managed in a manner designed to obtain the highest reasonable earnings from this revenue source, to be responsive to public trust, and to be in compliance with legal requirements and limitations.

Investments shall be made with the primary objectives of:

- * **Safety** and preservation of principal
- * Maintenance of sufficient **liquidity** to meet operating needs
- * Diversification to avoid concentrated risk
- * **Public trust** from prudent investment activities
- * Optimization of **interest earnings** on the portfolio

The Investment Policy addresses the methods, procedures and practices that must be exercised to ensure effective and judicious fiscal management of the City of Brenham's funds. This Policy serves to satisfy the statutory requirements of the Public Funds Investment Act, the "Act", (Texas Government Code, Chapter 2256) in defining and adopting a formal investment policy and strategy. The policy and strategy shall be reviewed by the Audit / Investment Committee and adopted by resolution of the City Council no less than annually. Any modifications to the Policy will be noted in the written resolution.

II. SCOPE

This Investment Policy shall govern the investment of all financial assets of the City of Brenham. These funds are accounted for in the City of Brenham's Comprehensive Annual Financial Report (CAFR) and include:

- General Fund
- Special Revenue Funds
- Capital Projects Funds
- Enterprise Funds
- Trust and Agency Funds, to the extent not required by law or existing contract to be kept segregated and managed separately
- Debt Service Funds, including reserves and sinking funds, to the extent not required by law or existing contract to be kept segregated and managed separately
- Brenham Community Development Corporation Funds
- Internal Service Funds
- Self-Insurance Funds
- Any new fund created by the City of Brenham, unless specifically exempted from this Policy by the City Council or by law.

The City of Brenham may consolidate cash balances from all funds for investment purposes and efficiencies. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles. The consolidated portfolio will address the varying needs, goals, and objectives of each fund.

This Investment Policy shall apply to all transactions involving the financial assets and related activity for all the foregoing funds. However, this Policy does not apply to the assets administered for the benefit of the City of Brenham by outside agencies or under deferred compensation programs.

III. INVESTMENT OBJECTIVES

The City of Brenham shall manage and invest its cash with five primary objectives, listed in order of priority: **safety, liquidity, diversification, public trust, and yield**. The safety of the principal invested always remains the primary objective. All investments shall be designed and managed in a manner responsive to the public trust and consistent with state and local law.

The City of Brenham shall maintain a comprehensive cash management program, which includes timely collection of account receivables, vendor payments in accordance with invoice terms, and prudent investment of funds. Cash management is defined as the process of managing monies in order to ensure cash availability and reasonable market earnings on the City's assets.

Safety

Safety of principal is the foremost objective of the investment program. Investments of the City of Brenham shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. Competitive bidding and perfected ownership of investments will be in place at all times. The objective will be to mitigate credit and interest rate risk. Each investment transaction shall be conducted in a manner to control the risk of capital loss by investing in high credit quality securities.

- Credit Risk – The Entity will minimize credit risk, the risk of loss due to the failure of the issuer or backer of the investment, by:
 - Limiting investments to the highest credit quality investments
 - Pre-qualifying the financial institutions and broker/dealers with which the City of Brenham transacts business
 - Perfecting City ownership by delivery versus payment settlement, and
 - Diversifying the investment portfolio so that potential credit or market risk is minimized.

- Market Risk – the City will minimize the risk from interest rate volatility by:
 - Structuring the investment portfolio to meet cash requirements for ongoing operations, thereby avoiding the need to liquidate investments prior to maturity.
 - Investing operating funds in laddered securities and maintaining a liquidity portion to cover unanticipated expenses.

Liquidity

The City of Brenham investment portfolio shall be structured in a ladder of maturities to match expected liabilities along with a liquidity portion to meet unanticipated liabilities. Securities will have active secondary markets.

Public Trust

All participants in the City of Brenham's investment process shall seek to act responsibly as custodians of the public trust. Investment officers shall avoid any transaction that might impair public confidence in the City of Brenham's ability to govern effectively.

Diversification

The portfolio will be diversified by market sector and maturity based on the cash flow and risk tolerances of the City.

Yield

The City of Brenham investment portfolio shall be designed with the objective of attaining a reasonable market yield throughout budgetary and economic cycles, taking into account the City's investment risk constraints and the cash flow characteristics of the portfolio. Yield is secondary to the safety and liquidity objectives described above.

Based upon the cash flow of the City the maximum dollar- weighted average maturity of the consolidated portfolio shall be six months. The benchmark used to determine whether reasonable yields are being achieved shall be the six month U.S. Treasury Bill.

IV. INVESTMENT STRATEGY

The City of Brenham maintains a consolidated portfolio which is designed to address the unique characteristics of the fund groups represented in the portfolio.

Operating Funds: The primary objective for operating funds is to assure anticipated cash flows are matched with adequate investment liquidity. The secondary objective is to create a portfolio structure which will experience minimal volatility during economic cycles. This may be accomplished by purchasing high credit quality, short to medium term securities in a laddered structure. The maximum dollar weighted average maturity of six months reflects the expenditure cash flow of operating funds and will be calculated using the *stated* final maturity dates of each security.

Capital Project Funds: Funds for capital projects or special purposes should be invested based on anticipated cash flows and allow for flexibility and unanticipated project outlays. At no time will the stated final maturity dates of investments exceed the estimated project completion date on capital project funds.

Debt Service Funds: Debt service funds shall be invested with the primary objective of funding debt service obligations on the required payment date. Priority will be given to funding the next debt service due before any extensions are made in the funds.

Debt Service Reserve Funds: Debt Service Reserves should be invested to generate a dependable revenue stream from securities with a low degree of volatility. Securities should be short to medium term maturities and of high credit quality.

The City primarily utilizes a passive “buy and hold” portfolio strategy. Maturity dates are primarily matched with cash flow requirements and investments are purchased with the intent to be held until maturity. However, investments may be liquidated prior to maturity for the following reasons:

- An investment with declining credit may be liquidated early to minimize loss of principal.
- Cash flow needs require that the investment be liquidated.
- Market conditions present an opportunity to benefit from the trade.

V. RESPONSIBILITY AND CONTROL

City Council Responsibilities

The City Council, in accordance with the Act, shall:

- Designate Investment Officers by resolution
- Receive and review quarterly investment reports

- Annually review and approve the City's broker/financial institution certification list – *As noted in Section VIII, the governing body has designated this responsibility to the Audit & Investment Committee*
- Review and adopt the investment policy and strategy at least annually

Investment Officers

The Chief Financial Officer and the City Manager are hereby designated as "Investment Officers" pursuant to the Act. Investment Officers are delegated authority to invest the funds on behalf of the City and such authorization shall remain in effect until rescinded by the City Council or until the Officer resigns or is terminated. The Investment Officers are authorized to execute investment transactions on behalf of the City. No person may engage in an investment transaction or the management of City of Brenham funds except as provided under the terms of this Investment Policy as approved by the City Council.

Investment Officers shall:

- Obtain training as defined by the Act and this Policy
- Prepare, sign, and submit quarterly investment reports to Council
- Maintain compliance files on all counter-parties (brokers) and provide the list for Council approval at least annually
- Provide for competitive bidding
- Maintain full and complete records of the City's portfolio and transactions.

Quality and Capability of Investment Management

The Investment Officers shall obtain training in investments. The seminars should be offered by professional organizations, associations, and other independent sources approved by Council. The training is to insure the quality and capability of investment management in compliance with the Act.

In accordance with the Act, the designated Investment Officers shall attend 10 hours of investment training session within 12 months of their designation and every successive two years. A newly appointed Investment Officer must attend a training session of at least 10 hours of instruction within twelve months of the date the officer took office or assumed the officer's duties. For purposes of this policy, an "independent source" from which investment training shall be obtained shall include a professional organization, an institution of higher education or any other sponsor other than a business organization with whom the City of Brenham may engage in an investment transaction.

Internal Controls

The Chief Financial Officer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft, or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

The Chief Financial Officer shall establish a process for a compliance audit on policies and procedures. The internal controls shall address the following points at a minimum.

- Control of collusion.
- Separation of transactions authority from accounting and record keeping.
- Custodial safekeeping.
- Avoidance of physical delivery securities.
- Clear delegation of authority to subordinate staff members.
- Written confirmation for telephone (voice) transactions for investments and wire transfers.
- Development of a wire transfer agreement with the depository bank or third party custodian.
- Review of compliance with the Act and this Policy.

Prudence

The standard of prudence to be applied to all transactions shall be the "prudent person rule". This rule states that "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

In determining whether an Investment Officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

- The investment of all funds, or funds under the City's control, over which the Officer had responsibility rather than a consideration as to the prudence of a single investment.
- Whether the investment decision was consistent with the written approved Investment Policy of the City.

Indemnification

The Investment Officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally liable for a specific investment's credit risk or market price changes, provided that these deviations are reported immediately and the appropriate action is taken to control adverse developments.

Ethics and Conflicts of Interest

All participants in the investment process shall seek to act responsibly as custodians of the public trust. Investment officers shall avoid any transaction that might impair public confidence in the City's ability to govern effectively. Officers and employees involved in the investment process shall refrain from personal business activity that would conflict with the proper execution and management of the investment program, or that would impair their ability to make impartial decisions.

Council members, employees and Investment Officers shall disclose to the Texas Ethics Commission and the City Manager, and the City Manager discloses to the City Council if:

- a) The officer has a personal business relationship with a business organization offering to engage in an investment transaction with the City; or
- b) The officer is related within the second degree by affinity of consanguinity, as determined under Chapter 573 of the Texas Government Code, to an individual seeking to transact investment business with the City; or
- c) The officer has any material interests in financial institutions with which they conduct business; or
- d) The officer has any personal financial/investment positions that could be related to the performance of the investment portfolio.

Employees and officers shall refrain from undertaking personal investment transactions with the same individual with which business is conducted on behalf of the City of Brenham.

VI. SUITABLE AND AUTHORIZED INVESTMENTS

City funds may be invested only in the instruments described below, all of which are authorized and further defined by the Act. The City will not be required to liquidate an investment that becomes unauthorized subsequent to its purchase.

I. Authorized Investments

1. Obligations of the United States of America, its agencies and instrumentalities with stated maturities not to exceed three (3) years excluding mortgage backed securities.
2. Obligations of the this State or any State or agency thereof including political subdivisions having been rated as investment quality by two nationally recognized investment rating firm, and having received a rating of not less that "AA" or its equivalent with maturities not to exceed three (3) years.
3. Fully insured or collateralized Certificates of Deposit issued by a bank doing business in Texas insured by the Federal Deposit Insurance Corporation or its successor or secured by obligations in a manner provided for by this Policy and state law with maturities not to exceed 12 months .
4. Fully collateralized direct repurchase agreements as defined by the Act with a defined termination date. Collateral shall be pledged to the City, held in the City's name, and deposited with a third party approved by the City. Repurchase agreements must be purchased through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in Texas. A Bond market Association Master Repurchase Agreement must be executed prior to investment. All repurchase agreement

transactions will be on a delivery vs. payment basis. Securities received for repurchase agreements must have a continuous market value equal to or greater than 102%. Repurchase agreements shall not have maturities over 3 months. Flex repurchase agreements used exclusively for capital project funds may exceed three months but may not be for a period longer than the expected expenditure of the bond proceeds.

5. AAA-rated money market mutual funds that are 1) registered and regulated by the Securities and Exchange Commission, 2) have a dollar weighted average stated maturity of 90 days or less, 3) are rated AAA by at least one nationally recognized rating service, and 4) seek to maintain a net asset value of \$1.00 per share.
6. Constant dollar, local government investment pools, which 1) are created under and conform to the requirements of the Act, 2) are rated no lower than AAA or an equivalent rating by at least one nationally recognized rating service, 3) seek to maintain a \$1.00 net asset value, and 4) are authorized by resolution or ordinance by the City Council.

II. Un-authorized Investments

The Act and this Policy prohibits investment in the following investment instruments:

- Obligations whose payment represents the coupon payments of the outstanding principal balance of the underlying mortgage-backed security collateral and pay no principal (Interest Only mortgage backed securities);
- Obligations whose payment represents the principal stream of cash flow from underlying mortgage-backed security collateral and bear no interest (Principal only mortgage backed securities);
- Collateralized mortgage obligations that have a stated final maturity date of greater than 10 years;
- Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index; and

The practice of “leveraging” whereby funds are borrowed for the sole purpose of investing is prohibited.

VII. INVESTMENT PARAMETERS

Maximum Maturities

The longer the maturity of investments, the greater their price volatility; therefore, it is the City’s policy to concentrate its investment portfolio in shorter-term securities in order to limit principal risk caused by changes in interest rates.

The City shall attempt to match its investments with anticipated cash flow requirements. The City will not directly invest in securities maturing more than three (3) years from the

date of purchase; however, the above described obligations, certificates, or agreements may be collateralized using longer dated investments.

The consolidated portfolio will have a maximum dollar-weighted average maturity of six months. This dollar-weighted average will be calculated using the stated final maturity dates of each security.

Diversification

The City of Brenham recognizes that investment risks can result from issuer defaults, market price changes or various technical complications leading to temporary illiquidity. Risk is controlled through portfolio diversification that shall be achieved by the following general guidelines:

- Limiting investments to avoid over concentration in investments from a specific issuer or business,
- Limiting investment in investments that have higher credit risks
- Investing in investments with varying maturities, and
- Continuously investing a portion of the portfolio in readily available funds such as local government investment pools (LGIPs), or money market funds to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

The following maximum limits, by instrument, are established for the City of Brenham’s total portfolio:

1. U.S. Treasury Securities	90%
2. Agencies and Instrumentalities	80%
3. Certificates of Deposit	20%
4. Repurchase Agreements*	80%
5. Money Market Mutual Funds.....	20%
6. Authorized Pools	100%

*Excluding flexible repurchase agreements for bond proceeds investments

VIII. SELECTION OF BANKS AND DEALERS

Depository

As required by the City of Brenham Charter, every two (2) years a banking services depository shall be selected through a competitive process, which shall include a formal request for proposal (RFP) and be consistent with state law. The selection of a depository will be determined by competitive bid and evaluation of bids will be based on the following selection criteria:

- The ability to qualify as a depository for public funds in accordance with state law.
- The ability to provide required services.
- The ability to meet all requirements in the banking RFP.

- The lowest net banking service cost, consistent with the ability to provide an appropriate level of service.
- The credit worthiness and financial stability of the bank.

All banks will execute a written depository agreement in accordance with FIRREA¹ designating authorized collateral.

Authorized Brokers/Dealers

The City Audit/Investment Committee shall, at least annually, review, revise, and adopt a list of qualified broker/dealers and financial institutions (banks and pools) authorized to engage in securities transactions with the City. Those firms that request to become qualified bidders for securities transactions will be required to provide information for the City's questionnaire that provides information regarding creditworthiness, contact information, and experience; and 2) the City's certification stating the firm has received, read and understood the City of Brenham's Investment Policy and have in place controls to prohibit selling the City any security not authorized by that Policy.

The City shall have a minimum of three broker/dealers to assure competitive bidding. Authorized firms may include primary dealers or regional dealers and qualified depositories. All investment providers, including financial institutions, banks, and local government investment pools, must sign the City's certification

Competitive Bids

All transactions will be made on a competitive basis. The Chief Financial Officer shall develop and maintain procedures for ensuring a competition in the investment of the City funds.

Delivery vs. Payment

Securities shall be purchased only using the **delivery vs. payment** method with the exception of investment pools and mutual funds. Funds will be released after notification that the purchased security has been received by the custodian.

IX. SAFEKEEPING OF SECURITIES AND COLLATERAL

Safekeeping and Custodian Agreements

The City of Brenham shall contract with a depository for the safekeeping of securities either owned by the City of Brenham as part of its investment portfolio or held as collateral to secure demand or time deposits. Securities owned by the City of Brenham shall be held in the City's name as evidenced by safekeeping receipts of the institution holding the securities.

Collateral for deposits will be held by an independent third party custodian outside of the pledging bank and evidenced by original safekeeping receipts of the pledging institution

¹The Financial Institutions Resource and Recover Enforcement Act governs the actions of the FDIC in cases of bank default.

with which the collateral is deposited. Original safekeeping receipts shall be delivered to the City.

Collateral Policy

Consistent with the requirements of the Public Funds Collateral Act, it is the policy of the City to require collateralization of City funds in time and demand deposit with any depository bank. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 102% of market value of principal and accrued interest on the deposits or investments less an amount insured by the FDIC. At its discretion, the City of Brenham may require a higher level of collateralization for certain investment securities.

Securities pledged as collateral shall be held by an independent third party outside the holding company of the pledging bank with whom the City has a current custodial agreement. The Chief Financial Officer is responsible for entering into collateralization agreements with custodians. The agreements are to specify the acceptable investment securities for collateral, including provisions relating to possession of the collateral, the substitution or release of investment securities, ownership of securities, and the method of valuation of securities. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to and retained by the City. Collateral shall be priced weekly at a minimum and to assure that the market value of the pledged securities is adequate.

Any substitution of collateral shall require prior City approval. The substituted security's market value will be equal to or greater than the required security value. Written notification of the substitution must be provided to the bank or safekeeping agent prior to any security release.

Collateral Defined

The Entity shall accept only the following types of collateral:

- Obligations of the United States or its agencies and instrumentalities including mortgage backed securities
- Direct obligations of the state of Texas or its agencies and instrumentalities rated as to investment quality by a nationally recognized rating firm not less than A or its equivalent
- Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized rating firm not less than A or its equivalent

Subject to Audit

All collateral shall be subject to inspection and audit by the Chief Financial Officer or the City of Brenham's independent auditors.

X. PERFORMANCE**Performance Standards**

The City of Brenham's investment portfolio will be managed in accordance with the parameters specified within this Policy. The portfolio shall be designed with the objective of obtaining a reasonable yield throughout budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow requirements of the City.

Performance Benchmark

It is the policy of the City of Brenham to purchase investments with maturity dates coinciding with cash flow needs. Through this strategy, the City shall seek to optimize interest earnings utilizing allowable investments available on the market at that time. Market value will be calculated on a monthly basis on all securities owned and compared to current book value. The City of Brenham's portfolio shall be designed with the objective of regularly meeting or exceeding the period average yield on the six month U.S. Treasury Bill which is comparable to the City's maximum weighted average maturity in days based on its cash flow analysis.

XI. REPORTING**Methods**

The Investment Officer shall prepare an internal investment report on a monthly basis and on a quarterly basis for Council that summarizes investment strategies employed in the most recent quarter and describes the portfolio in terms of investment securities, maturities including the yield for the quarter.

The quarterly investment report shall be in compliance with the Act and include a summary statement of investment activity prepared in compliance with generally accepted accounting principals. This summary will be prepared in a manner that will allow the City Audit/Investment Committee to ascertain whether investment activities during the reporting period have conformed to the Investment Policy. The report will be provided to the City Council for review. The report will include the following:

- A listing of individual securities held at the end of the reporting period.
- Unrealized gains or losses as calculated on the beginning and ending book and market value of securities for the period.
- Additions and changes to the market value during the period.
- Average weighted yield of portfolio as compared to the City's benchmark.
- Listing of investments by maturity date.
- Fully accrued interest and earnings for the reporting period

- The percentage of the total portfolio that each type of investment represents.
- Any additional reporting information as required by the Act.
- Statement of compliance of the City of Brenham's Investment Policy and the Act

Month-end market prices on each security are to be obtained from nationally recognized security databases (e.g., The Wall Street Journal, Bloomberg, etc.).

An independent auditor will perform an annual formal review of the quarterly reports with the results reported to the governing body.

Monitoring Market Value

Market value of all securities in the portfolio will be determined on a monthly basis. These values will be obtained from a reputable and independent source reported in the quarterly report.

XII. INVESTMENT POLICY ADOPTION

The City of Brenham's Investment Policy shall be adopted no less than annually by resolution of the City Council. The City of Brenham's Investment Policy shall be subject to revisions consistent with changing laws, regulations, and needs of the City but any such changes must be adopted by the Council before use. The resolution adopting the policy and strategies must include any changes or modifications to the Policy.

Amended: November 15, 2007
Approved: November 4, 2010

ABBREVIATIONS AND ACRONYMS

ABNR	Above Budget Net Revenues
BCDC	Brenham Community Development Corporation
BFD	Brenham Fire Department
BHA	Brenham Housing Authority
BNSF	BurlingtonNorthern Santa Fe Railway
BVSMA	BrazosValley Solid Waste Management
BVWACS	BrazosValley Wide Area Communication Systems
CAFR	Comprehensive Annual Financial Report
CO	Certificate of Obligation
DP	Decision Package
EDF	Economic Development Foundation
EPA	Environmental Protection Agency
FAA	Federal Aviation Association
FEMA	Federal Emergency Management Agency
FOG	Fats, Oils, and Grease Program
FT	Full Time
FTE	Full Time Equivalent
FY	Fiscal Year
FYE	Fiscal Year Ending
GIS	Geographical Information Systems
GO	General Obligation Bond
GOB	General Obligation Bond
HVAC	Heating, Ventilating, and Air Conditioning
IFERC	InternationalFusionEnergyResearchCenter
IT	Information Technology
KV	Kilovolt
KWH	Kilowatt Hour
LCRA	Lower Colorado River Authority
MCF	One Thousand Cubic Feet
mmBTU	One Million British Thermal Units
NSF	Non-Sufficient Funds
O&M	Operations & Maintenance
OASDI	Old-Age, Survivors, and Disability Insurance
PT	Part Time
RAMP	Routine Airport Maintenance Program
SAFER	Staffing for Adequate Fire and Emergency Response Grant
SCADA	Supervisory Control and Data Acquisition
TCEQ	Texas Commission on Environmental Quality
TCW	Texas Commercial Waste Management
TRNFS	Transfers
TxDOT	Texas Department of Transportation

GLOSSARY

This document contains specialized and technical terminology that is unique to public finance and budgeting. To help the reader of this document understand these terms, this budget glossary has been included.

A

Abatement

An official reduction or elimination of one's assessed valuation after completion of the original assessed value.

Accrual Basis

The recording of the financial effects on a government of transactions, events, and circumstances that have cash consequences for the government in the periods in which those transactions, events and circumstances occur, rather than only in the periods in which cash is received or paid by the government.

Ad Valorem Tax

A tax based on the assessed value of real estate or personal property.

Appropriation

A legal authorization granted by a legislative body to make expenditures or incur obligations for specific purposes. An appropriation usually is limited in amount and time it may be expended in.

Assessed Value

The fair market value placed upon real and personal property by the City as the basis for levying property taxes.

Audit

A systematic collection of the sufficient, competent evidential matter needed to attest to the fairness of management's assertions in the financial statements or to evaluate whether management has carried out its responsibilities.

B

Balanced Budget

A budget in which estimated revenues are equal to or greater than estimated expenditures.

Basis of Accounting

A term used to refer to when transactions and economic events are recognized in the accounts and reported in the financial statements.

Brenham Community Development Corporation(BCDC)

A legally separate entity from the City and is governed by a board appointed by City Council. The BCDC was formed to oversee revenues and expenditures of a special three-eight cents sales tax for economic development and community recreational development.

Budget

A plan of financial operation embodying an estimate of proposed expenditures for a given period of time and the proposed means of financing the estimates.

C*Capital Asset*

An asset owned by a governmental unit, which has an initial cost of \$1,000 or more and a useful life extending beyond a single financial reporting period. Examples of capital assets include land, improvements to land, buildings, furniture, fixtures, and equipment.

Capital/Major Project Expenditure/Expense

Expenditures resulting in the acquisition of or addition to the state's general fixed assets.

Capital Improvement Program (CIP)

A multi-year plan of projects that addresses repair and replacement of existing infrastructure, as well as development of new facilities to accommodate future growth.

Capital Outlay

A category of accounts used to account for the authorization and expenditure of monies for the acquisition of capital assets which are not properly recorded in a capital project fund.

Capital Project

A project authorized by the governing body for the acquisition or construction of a major capital facility or capital asset.

Capital Projects Fund

Funds used to account for financial resources to be used for the acquisition or construction of major capital facilities other than those financed by proprietary funds and trust funds.

Cash Basis

Accounting method that recognizes revenues and expenses when cash is actually received or paid out.

Certificate of Obligation (CO)

Long term debt that is authorized by the City Council and does not require prior voter approval.

Certified Annual Financial Report (CAFR)

The published results of the City's annual audit.

City Council

The current elected officials of the City as set forth in the City's Charter.

City Manager

An official appointed as the administrative manager of a city.

Competitive Bidding Process

The following process: Until August 31, 2007, state law requiring that for purchases of \$15,000 or more, a city must advertise, solicit, and publicly open sealed bids from prospective vendors. After a review period, the Council then awards the bid to the successful bidder. Effective September 1, 2007, the statutory limit increased to \$50,000.

Contract Obligation Bonds

Long term debt that places the assets purchased or constructed as a part of the security for the issue.

D*Debt Service*

A category of accounts which represent the authorization and expenditure of resources allocated for the payment of principal, interest, and related charges on long term bonded debt.

Debt Service Fund

Funds used to account for the accumulation of resources for, and the payment of, general long term debt principal and interest.

Deferred Revenue

Deferred revenues are amounts for which asset recognition criteria have been met, but for which revenue recognition criteria have not been met.

Deficit

The excess of the liabilities of a fund over its assets; or the excess of expenditures over revenues during an accounting period; or, in the case of proprietary fund, the excess of expense over income during an accounting period.

Delinquent Taxes

Taxes that remain unpaid after the date on which a penalty for nonpayment is attached, i.e., tax statements mailed out in October and become delinquent if unpaid by January 31.

Department

A major organizational unit of the administrative structure of the government, headed by an individual who reports directly to the City Manager and who has direct responsibility for the overall operation of the unit.

Depreciation

Expiration in the service life of fixed assets, other than wasting assets, attributable to wear and tear, deterioration, action of the physical elements, inadequacy and obsolescence; the portion of the cost of a fixed asset, other than a wasting asset, charged as an expense during a particular period.

Division

An organizational unit of the government which is a subset of a department, usually a specialized operating unit with a specific area of responsibility (*i.e.*, patrol, traffic, and investigation are divisions in the police department).

E*Encumbrance*

A reservation of funds to cover obligations arising from purchase orders, contracts, or salary commitments that is chargeable to, but not yet paid from, a specific appropriation account.

Enterprise Fund

A fund established to record the financial transactions of an enterprise operation. An enterprise operation is one which receives its revenues from fees charged for services rendered, operates like a private sector business, and focuses its financial accounting on capital preservation and income measurement.

Expenditure

A decrease in net current financial resource. Expenditures represent current operating charges incurred during the current period where the disbursement has occurred or will occur within one year, debt service and capital outlays. Expenditures do not include encumbrances.

Expense

Decreases in net total assets. Expenses represent the cost of operations incurred during the current period regardless of the timing of the related disbursements.

F*Fiscal Year*

A 12-month budget period to which the annual operating budget applies, generally extending from October 1st through the following September 30th.

Fixed Assets

Long-lived, tangible assets such as buildings, equipment and land obtained or controlled as a result of past transactions or circumstances.

Full Time Equivalent (FTE)

A position converted to the decimal equivalent of a full-time position based on 2,080 hours per year (40 hour work week).

Fund

A fiscal and accounting entity with a self balancing set of accounts in which cash and other financial resources, all related liabilities and residual equities, or balances, and changes therein are recorded and segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions, or limitations.

Fund Balance

The excess of fund assets over liabilities. A negative fund balance is a deficit balance.

G*General Fund*

The fund used to account for all financial resources and expenditures, except those required to be accounted for in another fund.

General Ledger

A ledger containing the accounts in which are recorded, in detail or in summary, all transactions of a governmental unit.

General Long-Term Debt

Long term debt expected to be repaid from governmental funds.

Generally Accepted Accounting Principles (GAAP)

Uniform minimum standards of and guidelines to financial accounting and reporting as set forth by the Governmental Accounting Standards Board (GASB).

General Obligation Bonds (GO or GOB)

Bonds issued by a municipality for purposes allowed by statute that are backed by the full faith and credit of its taxing authority.

Governmental Accounting Standards Board (GASB)

The ultimate authoritative accounting and financial reporting standard-setting body for state and local governments.

Governmental Fund Types

Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, capital projects funds, debt service funds, and permanent funds.

Grants

A contribution by a government or other organization to support a particular function. Grants may be classified as either operational or capital, depending on the grantee.

I*Impact Fees*

Fees that are implemented by a local government on a new or proposed development to help assist or pay for a portion of the costs that the new development may cause with public services.

Interfund Transfers

The movement of monies between funds of the same governmental entity.

Intergovernmental Revenues

Funds received from federal, state, and other local government sources in the form of grants, shared revenues, and payments in lieu of taxes.

Internal Service Fund

A fund used to account for the financing of goods and services provided by one department or agency to other departments or agencies of the governmental unit, or to other governmental units, on a cost-reimbursement basis.

Investments

Securities and real estate held for the production of income in the form of interest, dividends, rentals, or lease payments. The term does not include fixed assets used in governmental operations.

L*Levy*

The total amount of taxes, special assessments or service charges imposed by a government.

Liabilities

Probable future sacrifices of economic benefits, arising from present obligations of a particular entity to transfer assets or provide services to other entities in the future as a result of past transactions or events. The term does not include encumbrances.

Line Item Budget

A budget that separates spending into categories, or greater detail, as opposed to a program budget.

Long-Term Debt

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

M*Mission Statement*

A brief written statement of the purpose of an organization that guides the actions of the organization, spells out its overall goal, provides a sense of direction, and guides decision making for all levels of management.

Modified Accrual Basis

A method of accounting that recognizes revenues in the accounting period in which they become available and measurable. Available revenues are those that are collectible in the current period or soon enough thereafter to be used to pay liabilities of the current period.

N*Net Working Capital*

Operating liquidity, current assets less current liabilities, available.

Non-Recurring Revenues

A one-time or inconsistent source of money available to a city or town.

O*Object*

A classification of expenditures that is used for coding any department disbursement, such as "personal services," "expenses," or "capital outlay".

Official Budget

The budget as adopted by the City Council.

Operating Budget

A plan of financial operation embodying an estimate of proposed expenditures for the fiscal year and the proposed means of financing them.

Ordinance

A formal legislative enactment of the city carrying the full force and effect of a law within the city. An ordinance has more legal formality than a resolution, which has lower legal status. Enactment of ordinances is often specified or implied by the City Charter. Revenue – raising measures or assessment of fees and fines are normally established by ordinance.

P*Performance Measure*

A measurement of results or conditions, related to a program, which can be used to determine the degree of performance achieved.

Proprietary Fund Types

Funds that account for government's business-type activities, those that receive a significant portion of their funding through user charges, such as proprietary funds are the enterprise fund and the internal service fund.

Purchase Order

A document issued to a vendor to deliver specified merchandise or render a specified service for a stated price. Outstanding purchase orders are called encumbrances.

R*Reserves*

An amount set aside annually within the budget of a city to provide a funding source for extraordinary or unforeseen expenditures.

Retained Earnings

An equity account reflecting the accumulated earnings of an enterprise or internal service fund that may be used to fund capital improvements, to reimburse the general fund for prior year subsidies, to reduce user charges and to provide for enterprise revenue deficits.

Revenues

An increase in cash or other current asset without a corresponding reduction in expenditures or increase in liabilities or equity. Revenues are cash receipts or amounts due which meet the applicable revenue recognition criteria.

S*Sinking Fund*

A fund established by a government agency or business for the purpose of reducing debt.

Special Revenue Fund

Funds containing revenues that are earmarked for and restricted to expenditures for specific purposes.

Strategy

A plan of action designed to achieve a particular goal.

T*Tax Base*

The total value of all real and personal property in the City of Brenham on January 1st of each year, as certified by the Chief Appraiser. The tax base represents net value after all exemptions.

Tax Levy

Taxes that are imposed and collected.

Tax Rate

The amount of property tax stated in terms of a unit of the municipal tax base.

Tax Roll

A list of all taxable property within a given jurisdiction.

Transfers

Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

Trust Funds

A fund for money donated or transferred to a municipality with specific instructions on its use.

U*Undesignated Fund Balance*

The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

Unreserved, Designated

A limitation on the use of all or part of the expendable balance in a governmental fund.

Unreserved, Undesignated

Money, assets, or other resource available for appropriating.

User-Based Fee/Charge

A municipal funding source where payment is collected from the user of a service to help defray the cost of providing the service.

User Fees

The payment of a fee for direct receipt of a public service by the person benefiting from the service.

Utility Funds

Funds used to account for the operations of the electric, sanitation, and wastewater disposal activities.

Utility Revenue Bonds

A special type of municipal bond distinguished by its guarantee of repayment solely from revenues generated by a specified revenue-generating entity associated with the purpose of the bonds.

W*Working Capital*

Operating liquidity, current assets less current liabilities, available.