City of Wichita Falls

Notice of Public Hearing

Notice is hereby given that the City of Wichita Falls City Council will conduct a public hearing on the proposed Fiscal Year 2018-2019 Annual Budget at a regular meeting on September 18, 2018, at 8:30 a.m. in the City Council Chambers located at 1300 7th Street, Wichita Falls, TX.

This budget will raise more total property taxes than last year's budget by $1,999,704, or 5.79 percent increase, and of that amount $275,235 is tax revenue to be raised from new property added to the tax roll this year.

The public is encouraged to attend the public hearing, and will be given an opportunity to be heard on any item contained in the proposed budget. Wheelchair or handicapped accessibility to the meeting is possible by using the handicapped parking spaces and ramp located off the east parking lot on the 6th Street entrance nearest the Council chambers. There are additional handicapped parking spaces and ramp on 7th Street at the main building entrance. Interpreters or any other special needs will be provided to any person requesting a special service with at least 24-hour notice. Please call the City Clerk's Office at 761-7409 for assistance. Wireless Listening System devices are available at the City Manager's reception area or you may call 761-7404 for inquiries.

A copy of the proposed budget is available for viewing during normal business hours at the City Clerk's Office, 1300 7th Street, Room 104, and is also located on the City's website at www.wichitafallstx.gov.

CITY OF WICHITA FALLS
PROPOSED ANNUAL BUDGET
FISCAL YEAR 2018-19

MAYOR
STEPHEN SANTELLANA

MAYOR PRO TEM
DISTRICT 4
JESSE BROWN

CITY COUNCILORS

ERIC WEST, DISTRICT 1

JEFF BROWNING, DISTRICT 3

DEANDRA CHENAULT, DISTRICT 2

MITESH DESAI, DISTRICT 5

BOBBY WHITELEY, COUNCILOR AT LARGE

CITY MANAGEMENT STAFF

DARRON LEIKER
CITY MANAGER

JIM DOCKERY
DEPUTY CITY MANAGER

PAUL MENZIES
ASSITANT CITY MANAGER

KINLEY HEGGLUND
CITY ATTORNEY

MANUEL BORREGO
POLICE CHIEF

JOHN BURRUS
DIR OF AVIATION, TRAFFIC & TRANSPORTATION

LINDSAY BARKER
DIRECTOR OF CVB

TERRY POINTS
PARKS SUPERINTENDENT

LOU KREIDLER
DIRECTOR OF HEALTH

JON REESE
FIRE CHIEF

PATRICK HALVERSON
DIRECTOR OF FINANCE

RUSSELL SCHREIBER
DIRECTOR OF PUBLIC WORKS AND UTILITIES

MARIE BALTHROP
CITY CLERK

CHRISTI KLYN
DIRECTOR OF HUMAN RESOURCES

BLAKE JURECEK
DIRECTOR OF IT & FACILITIES

DANA SCHOENING
DIRECTOR OF COMMUNITY DEVELOPMENT

PREFACE

The 2018-19 proposed budget is organized to present general summary information first. This information includes the City Manager's Budget Message, revenue summaries by fund and expenditure summaries by fund and department. These summaries present the 2017-18 adopted and revised budgets, 2018-19 proposed budget and percentage changes between the 2018-19 proposed budget and the previous year. The revised budget for 2017-18 reflects changes through June 30, 2018 as a result of prior year balances in grant programs that were re-appropriated at the close of the 2016-17 fiscal year, City Council action for new appropriations and transfers between funds and/or departments, City Manager approved transfers within a department, and revisions between funds and/or departments that were anticipated to be necessary to complete the 2017-18 fiscal year.

Following the summary information, is detailed information for each budget unit by department. Generally speaking, a budget unit is defined as a division within a department or an organizational unit which can be identified clearly as a cost center. For coherence in presentation, these budget units are sorted by department and fund.

In most instances, three pages of information are provided for each budget unit. The first page provides summary information at the major expenditure class level. The major expenditure classes are:

> Personnel Services - Appropriations for employee salaries and benefits.
> Supplies - Appropriations for such items as office supplies, janitorial supplies, etc.
> Maintenance - Appropriations for such items as maintenance and repair of motor vehicles and heavy equipment, street repairs, etc.
> Services - Appropriations for such items as electricity, natural gas, telephones, professional services, etc.
> Insurance and Contracts - Appropriations for such items as workers' compensation, insurance, contributions to other agencies, etc.
> Debt Expenditures - Appropriations for costs associated with debt service payments on the City's outstanding bond indebtedness, etc.
> Other Expenditures - Appropriations for such items as travel, education registration, lease payments, administrative overhead, etc.
> Non Capital Improvements - Appropriations for improvements that are not classified as a fixed asset.
> Capital Improvements - Appropriations for capital items such as building improvements, purchases of motor vehicles, heavy equipment, etc.
> Other Financing Uses - Appropriations for operating transfers to and from other City funds.

The summary information presented for the major expenditure classes includes 2016-17 actual expenditures, 2017-18 adopted and revised budgets, 2018-19 proposed

budget and percentage change between the 2018-19 budget and the previous year. This information should allow you to identify any budgeting trends for the unit. Written commentary is provided also for each department to summarize the major functions of the department and highlight the reasons for any major expenditure changes for next year.

The remaining pages of the budget unit information presents a detailed breakdown of the budget by expenditure line item. Information is presented for each line item on 2016-17 actual expenditures, 2017-18 adopted and revised budgets and 2018-19 proposed budget. This information provides greater detail on expenditure trends and allows identification of the particular line items in which any increases or decreases in expenditures have occurred.

The appendix to the budget document provides information on personnel levels for each budget unit. The personnel schedule presents the position title and job code, the number of positions per job code and the number of full-time equivalents for each position code.

CITY OF WICHITA FALLS
INTER-OFFICE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Darron J. Leiker, City Manager

DATE: August 8, 2018

SUBJECT: 2018-19 Preliminary Budget Message

Each year, the City administrative staff prepares a preliminary budget that is submitted to the City Council for its review. The City budget process provides the City Council an opportunity to consider and adopt a budget that serves as the financial guide for the work and service programs for the ensuing fiscal year operation. This annual operating budget, as presented to the City Council, covers the fiscal period beginning October 1, 2018 and ending September 30, 2019.

BUDGET PREPARATION PROCESS

The process for developing the preliminary budget that is presented to the City Council by the City Manager began in late March. At that time, all of the City departments and divisions sent representatives to a budget kick-off meeting to discuss the budget process. Staff was presented information on the revenue status of the organization and any unusual or large changes in expected expenditure requirements. The overall economic condition of the area, the city, and the organization was discussed and each department received necessary materials and information to formulate respective department budgets.

For the next several weeks, the various departmental budgets were formulated separately. Every department head was encouraged to prepare a funding request that is necessary to finance normal operations and to give consideration to areas that would address strategic goals of the City. Additionally, this year, each division was required to submit their major accomplishments, goals and performance measures for their operations. After compilation of the departmental budget requests, the budget staff and I met with department heads to discuss the budget requests in detail and began developing priorities. These budget hearings with the department heads identified major revenue and expenditure issues that would ultimately require City Council consideration. At the conclusion of these departmental hearings, the budget and management staff conducted additional meetings with department directors to analyze each budget request on a line-item basis. It is important to note, that during these

detailed work sessions, a total of $5.1 million in budget cuts were made to the departmental requests. Once these adjustments were made, the overall revenue and expenditure picture of all the operating funds of the City organization started getting clearer.

At this point in the process, a workshop was conducted with the City Council to discuss major revenue and expenditure trends and significant issues that surfaced during the early stages of the budget process. This year, the workshop with the City Council was conducted on July 3rd. At this workshop, City Council was presented with operating revenue and expenditure issues that were expected to surface as the major budgetary considerations for the next fiscal year. The Council was made aware that revenues in the General Fund from the property tax and sales tax sources were showing moderate improvement based on the estimated property tax roll submitted by the Wichita County Appraisal District, and recent upward trends in sales tax receipts. Additionally, the Council was provided with information that showed how the City's pay and benefit programs had fallen behind market averages when compared with programs of several other benchmark cities. Staff also explained that our fund balance in the General Fund was slightly below desired levels, while other funds were at, or above, desirable levels. At the conclusion of the workshop, the City Council was asked to provide feedback on the items discussed in the workshop. That feedback was given consideration when formulating this preliminary operating budget.

In addition to this annual operating budget, which identifies the budgetary requirements to operate the City organization for one fiscal year, staff prepares a Capital Improvement Plan (CIP) that focuses on the capital budgeting needs over a multi-year basis. In developing a CIP, department heads are asked to include requests for capital improvement projects that may be required over the next five years. In the CIP that has been prepared by the staff, capital improvements are defined as tangible equipment items, one-time projects or large maintenance projects. The benchmark established for a request to be included in the CIP is that the total cost of the request must exceed $25,000. The objective of that process is to develop a planning tool that identifies large tangible projects that may be needed in the next five years and to identify potential funding sources to finance those projects.

It should be noted that many of the projects listed in the later years of the CIP may require long term debt financing to actually generate the funds necessary to accomplish those projects. Such debt financing, if approved, could have consequences on the property tax rate and/or other service charges to repay that debt. Therefore, although these projects are included in the five year CIP, they will require future financial decisions of the City Council before they can be accomplished. The 2019-2023 CIP that has been submitted to the City Council is a separate document from the Annual Operating Budget, but will also be considered for adoption by the City Council in September. It is also important to note, that when the City Council adopts the Five-Year CIP, only the projects outlined in the 2018-19 fiscal year have committed funding sources and the projects listed in the later years of the document are identified for planning purposes only.

It should also be noted that the 2019-2023 CIP is largely made up of projects that were identified as high priorities last fall when the staff and Council went through an in-depth

review of major capital improvement projects to begin addressing the City Council's adopted strategic goal of "providing adequate infrastructure". Although many of those projects were not approved by the voters in the election held in May 2018, they still remain high priorities of the staff and Council and are reflected in the later years of the CIP.

In this budget message, I have attempted to highlight the major revenue and expenditure issues for City Council review and consideration. The City Council budget workshop and public hearings that will be conducted over the next few weeks will also provide the Council with detailed information on the budget. After this information is reviewed, the City Council can make amendments to the budget if it desires, but must ultimately adopt a balanced budget by September 30, 2018.

TOTAL EXPENDITURE BUDGET OVERVIEW

The total City budget for the 2018-19 fiscal year is $178,442,949, which is an increase of $4,449,920, or 2.56% from the 2017-18 adopted budget. The table below compares total expenditures by category of the 2018-19 Proposed Budget to the 2017-18 Adopted Budget. More details will be provided in the following sections about the primary causes for this change, but as noted below, the largest dollar increase is reflected in Personnel and is due principally to a 3% across the board pay increase to all of the City's pay plans, step/merit pay, and increased contributions to the Employee/Retiree Health Insurance Program.

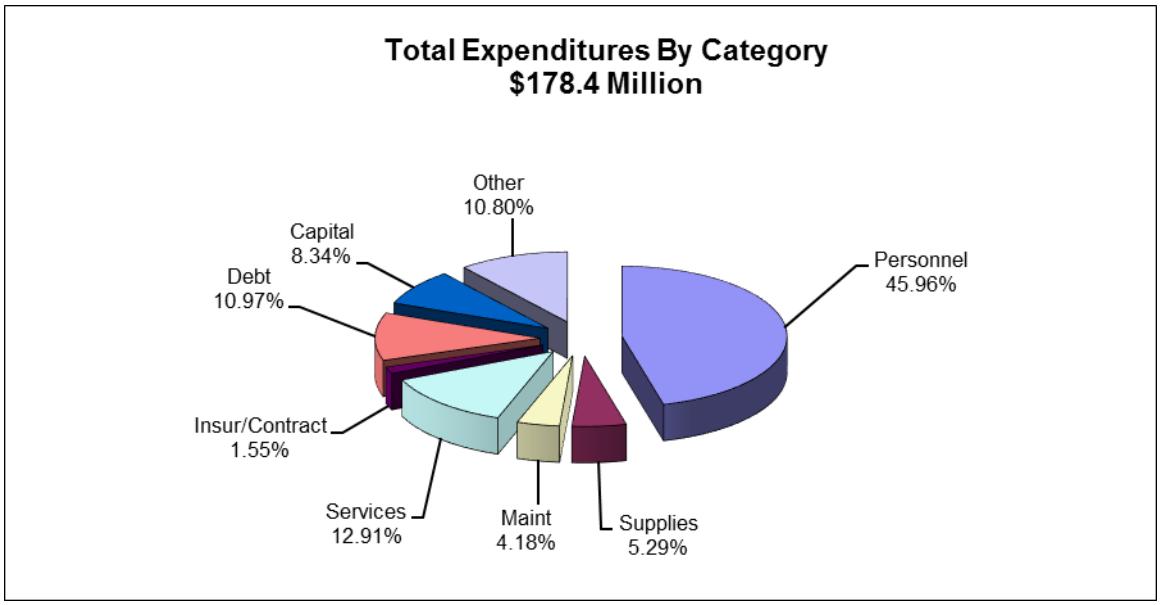
Service Accounts also represent a large increase in the total budget and is due primarily to higher Central Garage Service Charges to the departments for fueling, maintaining, and replacing motor vehicles. There is also an increase in professional services budgeted to update the City's Sewer System Master Plan.

Debt Service expenses reflect an increase to begin the first payment for 20-Year General Obligation Bonds that were issued for Street Improvements resulting from the May 2018 bond election.

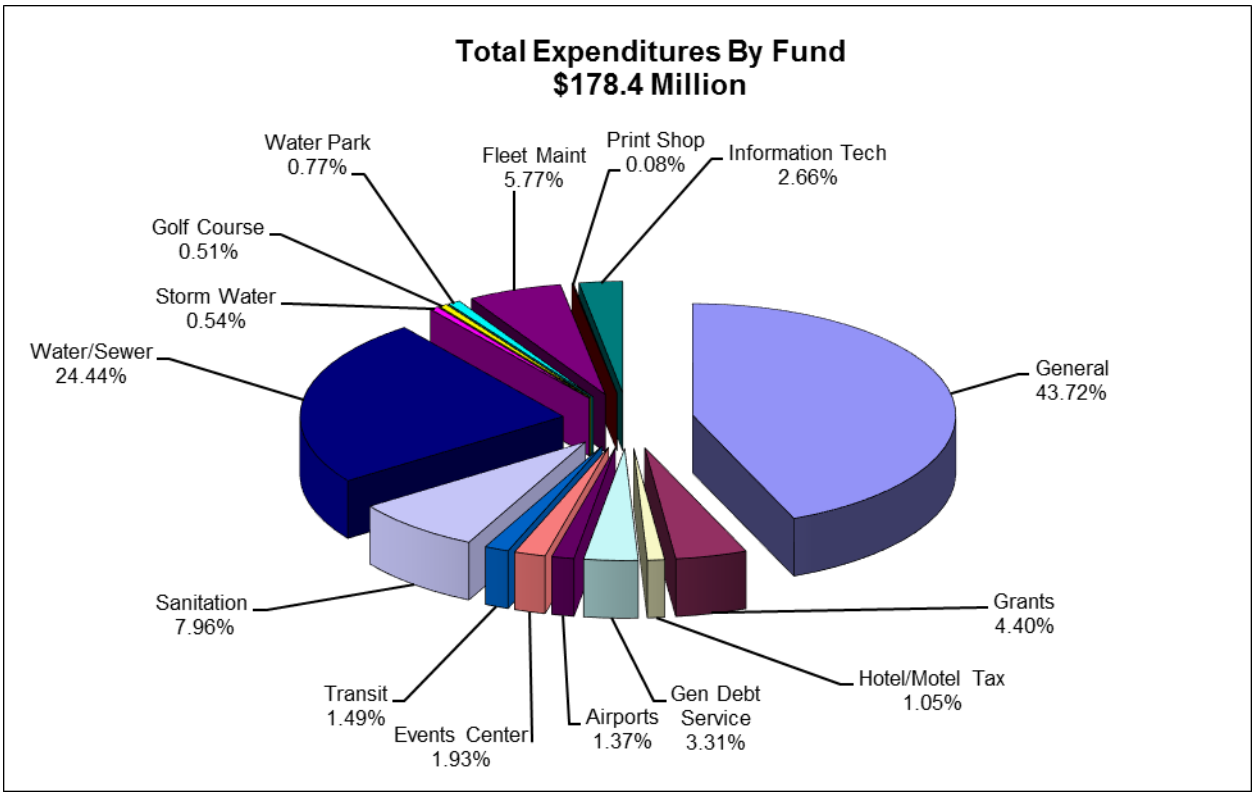
Some of these increases have been offset, however, by a reduction in Capital Outlay principally because the prior budget included $3.5 million for the final phase of the Kemp/Monroe Drainage Program. In the 2018-19 budget, funds aren't yet available to pay for a major storm water project, but we are budgeting approximately $2 million in the Information Technology Fund to replace the Computer Aided Dispatch and Records Management System for Public Safety.

Total Budget Expenditures				
Category	2017-18 Budget	2018-19 Budget	Amount Change	% Change
Personnel	$ 79,162,680	$ 82,005,115	$ 2,842,435	3.59%
Supplies	$ 8,945,195	$ 9,448,487	$ 503,292	5.63%
Maintenance	$ 7,155,996	$ 7,454,747	$ 298,751	4.17%
Services	$ 21,931,442	$ 23,045,214	$ 1,113,772	5.08%
Insurance/Contracts	$ 2,740,029	$ 2,774,278	$ 34,249	1.25%
Debt Service	$ 18,493,398	$ 19,567,413	$ 1,074,015	5.81%
Capital Outlay	$ 16,757,333	$ 14,874,636	$ (1,882,697)	-11.24%
Other Uses	$ 18,806,956	$ 19,273,059	$ 466,103	2.48%
Total Expenditures	$ 173,993,029	$ 178,442,949	$ 4,449,920	2.56%

The following pie chart shows the same expenditures by major category, but as a percentage of the total budget. Personnel expenses make up the largest category of municipal spending at 45.96%. Services, such as utilities, professional services, and central garage charges make up the next largest spending category at 12.91%. Debt service payments on the City's outstanding bonds make up 10.97% of all spending.



The chart below shows the breakdown of the total budget by the City's various operating funds. As indicated in the chart, spending in the General Governmental Fund, Water/Sewer Fund and Sanitation Fund make up 76.12% of all City expenditures.

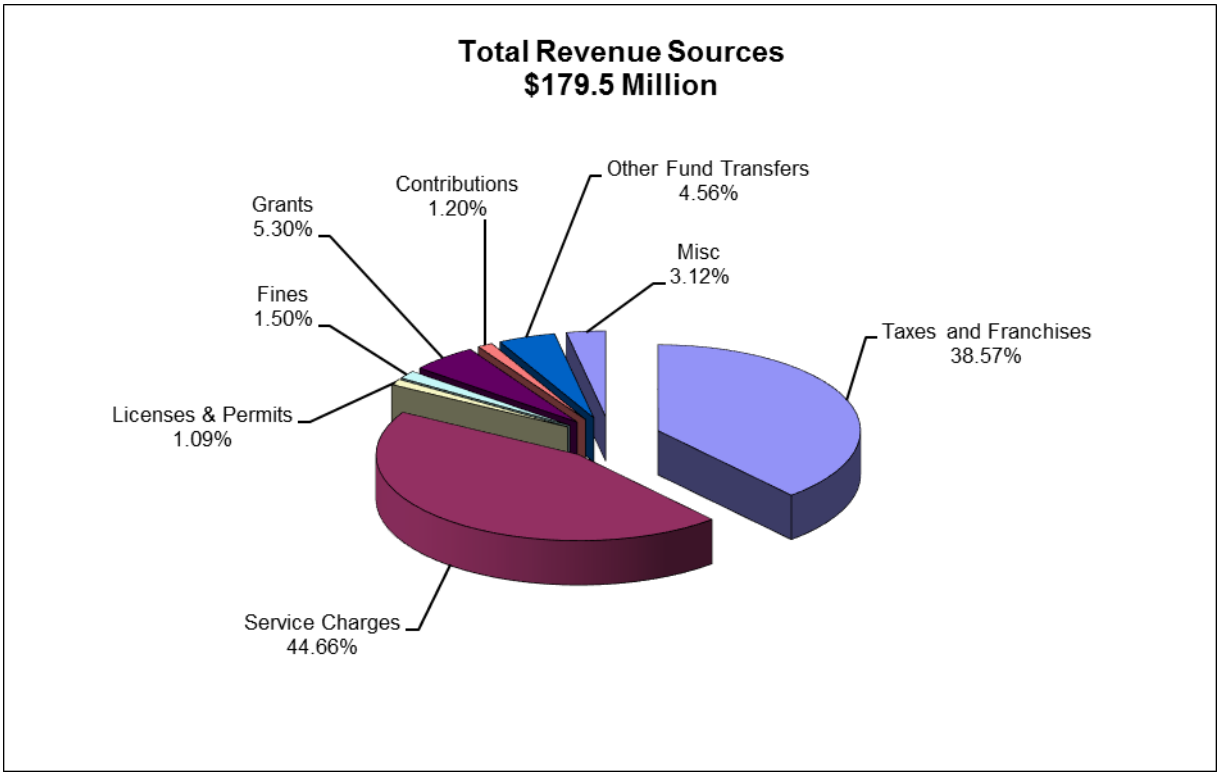


TOTAL REVENUE BUDGET OVERVIEW

Total revenues for the 2018-19 budget, not including fund balance appropriations, are projected at $179,534,242, which is an increase of $5,934,615, or 3.42% from the 2017-18 adopted budget. The principal reasons for this change will be discussed in detail in the following sections. However, as indicated in the table below, Taxes/Franchises make up the largest portion of this increase because of growth in the property tax base, increased property tax rate for debt service payments on the bonds issued for street improvements, and increasing sales tax receipts. The primary reasons for the increase in Service Charges is reflected in higher Central Garage Charges to the user departments for rising fuel prices and vehicle maintenance costs, and revenue from Sanitation Collection Charges resulting from a recommendation to increase rates by 6% to all customer classes.

Total Budget Revenues				
Category	2017-18 Budget	2018-19 Budget	Amount Change	% Change
Taxes and Franchises	$ 65,963,784	$ 69,249,854	$ 3,286,070	4.98%
Service Charges	$ 78,170,177	$ 80,187,254	$ 2,017,077	2.58%
Licenses & Permits	$ 1,973,904	$ 1,950,613	$ (23,291)	-1.18%
Fines	$ 2,552,000	$ 2,700,000	$ 148,000	5.80%
Grants	$ 9,071,353	$ 9,512,564	$ 441,211	4.86%
Contributions	$ 2,509,557	$ 2,147,268	$ (362,289)	-14.44%
Miscellaneous Revenue	$ 5,238,522	$ 5,595,714	$ 357,192	6.82%
Other Fund Transfers	$ 8,120,330	$ 8,190,975	$ 70,645	0.87%
Total Revenue	$ 173,599,627	$ 179,534,242	$ 5,934,615	3.42%

The chart below shows the breakdown of the City's revenue sources by category. It is important to note that approximately 45% of all City revenue is derived through service charges such as water sales, sewer charges, refuse collection charges, storm water fees, and internal service charges. Also, 39% is derived from taxes and franchises such as property, sales, and hotel/motel taxes, and payments from ONCOR Electric, ATMOS Gas, Time Warner Cable, and various telecommunication providers.



GENERAL FUND REVENUES

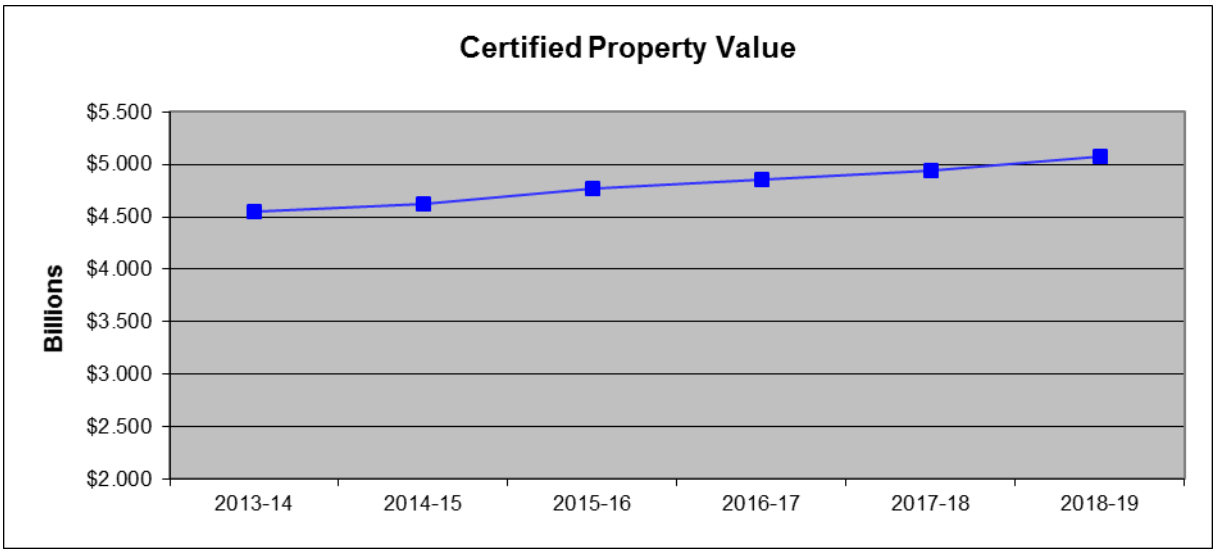
General Fund Revenues, without reserve appropriations, total $78,024,330, which is an increase of $2,569,249, or 3.41% from the prior year adopted budget. Some of the primary changes in revenues, resulting in this increase are outlined in the table below.

General Fund Revenue

Revenue Source	2017-18 Budget	2018-19 Budget	Amount Change	% Change
Property Tax	$ 33,653,860	$ 34,400,499	$ 746,639	2.22%
Sales Tax	$ 22,379,694	$ 23,520,755	$ 1,141,061	5.10%
Franchise Fees	$ 6,163,497	$ 5,936,142	$ (227,355)	-3.69%
Payments In Lieu of Tax	$ 1,099,024	$ 1,382,106	$ 283,082	25.76%
Municipal Court Fines	$ 2,491,000	$ 2,635,000	$ 144,000	5.78%
Other Fund Transfers	$ 5,207,736	$ 5,369,111	$ 161,375	3.10%
Interest Earnings	$ 186,000	$ 401,000	$ 215,000	115.59%
Other Misc Revenue	$ 4,274,270	$ 4,379,717	$ 105,447	2.47%
Total Revenue	$ 75,455,081	$ 78,024,330	$ 2,569,249	3.41%

Property Tax Base:

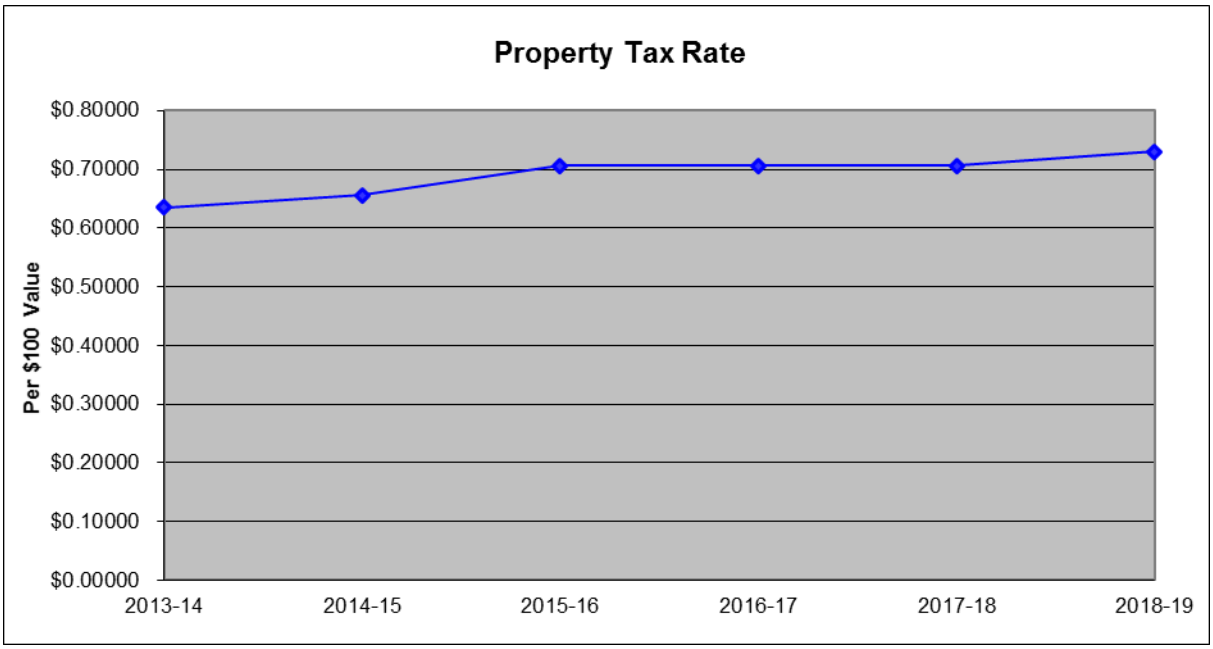
The Property Tax is the largest source of revenue in the General Fund and is relied upon heavily to provide general City services. The property tax base, as certified by the Wichita County Appraisal District, is $5.08 billion, an increase of $132.9 million, or 2.69% from the prior year. As indicated in the line graph and table below, over the last six years, the property tax base has grown only modestly, but fairly consistently. During that timeframe, the average annual growth rate in taxable property value has been 2.21%.



Certified Property Tax Values				
Fiscal Year	Taxable Value	Amount Change	% Change	Avg. Annual Change
2013-14	$ 4,548,664,931			
2014-15	$ 4,620,465,472	$ 71,800,541	1.58%	
2015-16	$ 4,767,682,652	$ 147,217,180	3.19%	
2016-17	$ 4,850,260,964	$ 82,578,312	1.73%	
2017-18	$ 4,941,651,841	$ 91,390,877	1.88%	
2018-19	$ 5,074,521,656	$ 132,869,815	2.69%	
				2.21%

Property Tax Rate:

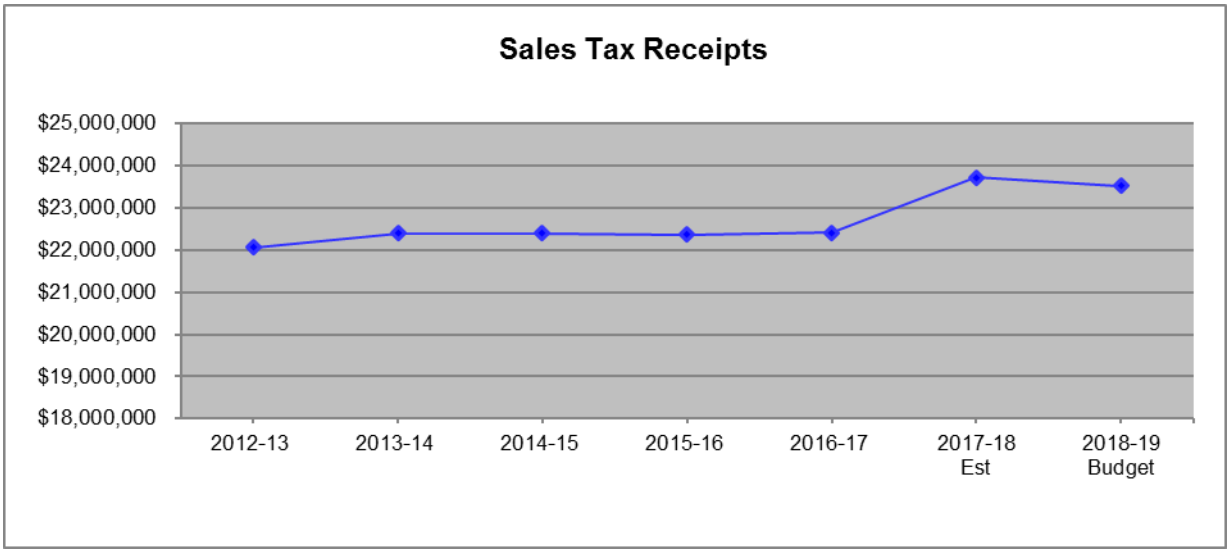
As indicated in the line graph and table below, the City Council approved an increase to the property tax rate twice over the last four years. These two tax rate increases were specifically to address employee pay related issues in the General Fund. In the 2018-19 budget, the tax rate is proposed to be $0.72988, which is an increase by 2.39 cents per $100 of taxable property value. However, the additional revenue generated from this tax rate increase is accounted for in the Debt Service Fund and is needed entirely to pay for new debt payments on the 20-year General Obligation Bonds that were issued for street improvements. Property tax revenue to the General Fund is anticipated to grow by $746,639, or 2.22%, and is based entirely on the growth in the tax base (net of growth in Tax Increment Financing Funds). It should be noted, that while this property tax rate is somewhat higher when compared to our benchmark cities, our tax base ranks near the bottom, generally resulting in less per capita revenue to provide basic governmental services.



Property Tax Rate				
Fiscal Year	Tax Rate Per $100 Of Value	Amount Change	% Change	Avg. Annual Change
2013-14	$0.63526			
2014-15	$0.65526	$ 0.02000	3.15%	
2015-16	$0.70598	$ 0.05072	7.74%	
2016-17	$0.70598	$ -	0.00%	
2017-18	$0.70598	$ -	0.00%	
2018-19	$0.72988	$ 0.02390	3.39%	
				2.82%

Sales Tax Receipts:

The Sales Tax is the second largest revenue source of the City's General Fund, and is also relied upon heavily to finance the City's general operations. The City's General Fund receives 1% of retail sales and 0.50% for property tax relief. The line graph below illustrates historical trends in sales tax receipts. As can be seen in the graph, the growth in this revenue source from fiscal year 2013-14 to 2016-17 was very flat. However, through June 2018, receipts in the 2017-18 fiscal year are running 5.86% above the prior year. Revenue projections for 2018-19 are based on the current fiscal year estimate for the 1% portion of the tax, and the last twelve months of receipts for the portion being received for property tax relief. As a result, sales tax revenues for the 2018-19 budget are projected to be $23,520,755, which is $1,141,061, or 5.10% above the prior year budget. This revenue forecasting methodology does not apply future growth because the average annual increase in sales tax receipts for the City of Wichita Falls over the last five years has only been 1.46%.



Franchise Fees:

The City receives payments from ONCOR Electric, ATMOS Gas, Time Warner Cable, and various telecommunication providers for the use of the City's right-of-ways for their

distribution lines. This proposed budget applies a three-year average of payments from ONCOR and ATMOS to arrive at the revenue projection for those franchises. The budgeted amount for Time Warner Cable is based on current year estimates, and the amount from telecommunication providers is based on the most recent number of access lines in our right-of-ways. When applying these forecasting methods, the proposed budget includes $5,936,142 from these franchises, which is a reduction of $227,355, or 3.69% from the prior year.

Payments-In-Lieu of Taxes:
The City receives payments-in-lieu of property taxes from a few industries that are located outside the city limits as part of non-annexation agreements. These agreements guarantee that the City will provide fire protection services and won't annex the industry into the city limits, in exchange for a payment to the City that is based on a percentage of what they would have paid in property taxes had they been located inside the city limits. For the 2018-19 fiscal year, three positive things are happening that will cause this revenue source to increase from the prior year: 1) a few of these industries have substantially more taxable property value compared to the prior year; 2) the increase in the property tax rate; and 3) a few of the agreements call for a higher percentage of payment to the City. As a result, this revenue source is projected at $1,382,106, which is an increase of $283,082 from the prior year.

Municipal Court Fines: It is anticipated that the average fine amount and the number of tickets issued at the Municipal Court will increase revenue by $144,000 in the 2018-19 fiscal year.

Other Fund Transfers: All non-General Fund operations receive administrative support from General Fund operations for such things as Finance and Accounting, Purchasing, Human Resources, Building Maintenance, Legal, City Clerk, and other General Administration. Each year, the cost of these support services is allocated to the user departments through an administrative overhead charge. As the costs for these services increase, and/or other non-General Fund operations use a higher percentage of these services, the administrative overhead charges received in the General Fund increase. Additionally, enterprise operations like the Water/Sewer System and Sanitation System make a payment to the General Fund for use of the City's right-of-way similar to franchise fees from a privately run company. These "franchise fees" are based on a percentage of gross receipts for the enterprise operation. Furthermore, the Sanitation Fund continues to make a payment of $800,000 to the General Fund for the Street Overlay Program. In total, these internal assessments are $5,369,111, which is an increase of $161,375, or 3.10% from the prior budget.

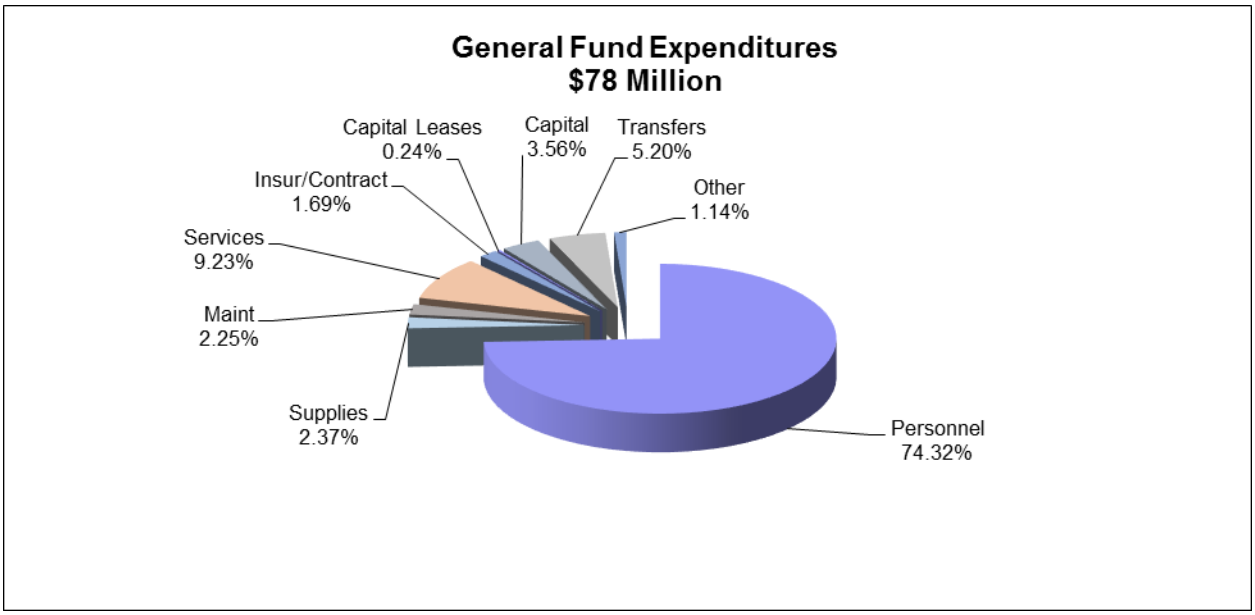
Interest Earnings: The City receives interest earnings from idle funds that are invested with local government investment pools and fixed income securities. Over the last decade, interest rates on our investments dropped to less than 0.25%. Needless to say, these interest rates resulted in very little revenue for the City. However, lately we have seen these interest rates begin to rise and currently we are earning approximately 1.75%. As a result, the preliminary budget shows an increase in interest earnings to the General Fund of $215,000.

GENERAL FUND EXPENDITURES

Expenditures in the General Fund total $78,024,330, an increase of $2,569,249, or 3.41% from the 2017-18 adopted budget. Some of the major highlights of the General Fund Expenditure Budget are illustrated in the table and chart below and described in more detail over the next several sections.

General Fund Expenditures

Expenditures	2017-18 Budget	2018-19 Budget	Amount Change	% Change
Personnel	$ 55,947,786	$ 57,982,178	$ 2,034,392	3.64%
Supplies	$ 1,762,467	$ 1,845,719	$ 83,252	4.72%
Maintenance	$ 1,827,444	$ 1,758,987	$ (68,457)	-3.75%
Services	$ 7,090,483	$ 7,202,736	$ 112,253	1.58%
Insur/Contracts	$ 1,356,535	$ 1,321,068	$ (35,467)	-2.61%
Capital Leases	$ -	$ 190,323	$ 190,323	
Capital Improvements	$ 2,856,383	$ 2,781,194	$ (75,189)	-2.63%
Other Fund Transfers	$ 3,753,924	$ 4,054,876	$ 300,952	8.02%
Other Misc Expenditures	$ 860,059	$ 887,249	$ 27,190	3.16%
Total Expenditures	$ 75,455,081	$ 78,024,330	$ 2,569,249	3.41%



Personnel Expenses:

Services provided in the General Fund include: Police and Fire, Municipal Court, Building Maintenance, Streets/Engineering/Traffic, Parks/Recreation/Library, Planning/Inspections/Property Mgt., Animal Services/Nursing/Environmental Health,

and Administrative Support. As indicated in the chart above, the major expense in the General Fund is the cost of the personnel necessary to provide these services to the community. The 2018-19 General Fund budget dedicates $57,982,178, or 74.32% of total spending on personnel related expenses. Personnel expenses in the General Fund represent an increase of $2,034,392, or 3.64% above the 2017-18 adopted budget.

Pay Programs:

The City's goal for employee pay and benefit programs is to remain near the market average when compared to our peer cities and other competitors, after adjusting for differences in the cost of living between these cities. We do not want these programs to fall behind the market average, which would negatively affect our competitive position in the workforce, nor do we want to get ahead of these cities, which would result in unnecessary spending. However, over the last several years, the downturn in our local economy has made it difficult to remain competitive in these important areas of the City organization. In the 2014-15 and 2015-16 budgets, increases to the property tax rate were required to bring our employee pay programs more in line with the market average. In the 2016-17 budget, a total of 22 full-time equivalent positions were eliminated to allow for a 1.5% pay increase across all of the City's pay plans (cost-of-living). In the prior budget, a cost-of-living adjustment wasn't possible. Because we have been unable to improve these plans much in the last two years, the latest survey information shows that beginning pay for our pay plans has again fallen behind our peers by approximately 6% in Police, Fire, and Non-Exempt pay plans. Our exempt employees fare a little better by comparison. Fortunately, the recent growth in General Fund revenue sources discussed above is generating needed revenue to address the pay plans in this year's budget without increasing the property tax rate for operations. I am recommending that all pay plans receive a 3% cost-of-living increase. The personnel cost to the General Fund for this pay adjustment totals $1,426,000. Although this amount will not catch our pay plans up with our peer cities, it should help to some degree, or at least keep us from falling further behind.

Merit/Step Pay Programs: The preliminary budget also includes funding to continue the merit and/or step pay program. This program is designed to reward existing employees for tenure and stability. All civil service police and firefighter positions receive an automatic 2% step pay increase for each additional year of service if they are not already topped out in their pay grade. All non-civil service employees receive a 2.5% merit pay adjustment on the anniversary of their hiring date if they satisfy minimum performance standards and are not at the top of their pay grade. This important program recognizes longevity and performance, and is an essential element of our pay plan. Without it, employees with long tenures and experience with the City would make the same pay as a newly hired employee in the same position classification with little or no experience. The program also serves as a tool to encourage improved job performance, as the merit pay adjustment can be deferred or withheld for unsatisfactory performance. The cost to the General Fund to maintain this program is approximately $460,000. This program would cost more, but approximately 55% of fire civil service employees, 35% of police civil service employees, and 10% of non-civil service employees are at the top of their respective pay grades.

The table below shows a history of pay plan adjustments that have been approved and what is recommended in the 2018-19 budget. As shown, in 5 of the last 11 budgets, we have been unable to provide a cost-of-living adjustment, and two of those years, we even deferred the merit/step program.

Pay Plan Adjustments

Fiscal Year	Step Program	COLA Increase
2008-09	Yes	None
2009-10	No	None
2010-11	No	2.0%*
2011-12	Yes	1.0%*
2012-13	Yes	None
2013-14	Yes	None
2014-15	Yes	4.0%
2015-16		
Police	Yes	9.0%
Fire	Yes	7.0%
Civilian	Yes	1.0%
2016-17	Yes	1.5%
2017-18	Yes	None
2018-19	Yes	3.0%

Note: Asterisks indicate mid-year implementation.

Longevity/Stability Pay Programs: The budget also includes funding to continue the longevity and stability pay for our employees. Longevity pay is paid to civil service police and firefighter positions for each year of service up to a maximum of $3,200 per year after 15 years of service. Employees receive this pay in their paychecks throughout the year. Stability pay is paid to our non-civil service employees in the amount of $138 per year after one year of service to a maximum of $1,210 after five years of service. Stability pay is distributed to employees in December of each year. Both of these pay programs compare better than our benchmark cities and help alleviate the difference from our benchmark cities to some degree. In total, the budget includes $1,445,000 ($832,000 for longevity and $613,000 for stability) to continue these important pay plans for our employees.

Employee & Retiree Health Care: The General Fund also includes an additional $314,000, or 4.92% more funding for the City's contribution to the Employee/Retiree Health Care Program. The cost for employee/retiree health care continues to rise at a fairly rapid pace compared to other expenditure categories. As a result, there is a need to increase City contributions in next year's budget to maintain health care benefits, at or near, the same benefits that are currently provided. The program offered is a very typical employee health care program, with $1,000 to $2,000 deductibles, average

premiums and co-pays. However, our program does have fairly high out-of-pocket maximums. Currently, employee/retiree premiums make up about 30% of the cost for health claims and City contributions make up the remaining 70%. In total, the budget dedicates $10,255,000 to this program. The Employee Benefit Trust Committee, that is responsible for managing this program, will be considering the need for increases to employee/retiree premiums over the next several weeks. If these premium increases are approved, they will go into effect in January 2019.

Staffing Adjustments: As mentioned above, 22 full-time equivalent positions were eliminated in the 2016-17 budget to allow for a 1.5% cost-of-living adjustment. As indicated in the table below, the overall staffing levels in the General Fund for the 2018-19 budget have been held fairly constant. However, there have been a few notable adjustments:

- One additional position is budgeted in Community Development to address a backlog of water system backflow inspections. The State requires that these systems be tested periodically by a certified inspector to protect the water supply. This position will also work with property owners that are found through our sewer system smoke tests to have leaks in their private sewer systems. This position is budgeted in the Building Inspections Division, but the Water/Sewer Fund will pay for the cost through an inter-fund transfer.

- Fourteen seasonal positions routinely budgeted in the Parks Maintenance Division have been converted to seven full-time positions with benefits. This adjustment is an attempt to address the manpower shortage issues the Parks Department has experienced over the last few years due to the inability to promptly hire and maintain seasonal employees. It should also help address the growth in maintenance responsibilities that has occurred in this division over the last two decades such as the circle trail, numerous additional park amenities, and several new City facilities (Animal Reclaim Center, Regional Airport, Muehlberger Travel Center, Public Safety Training Center, etc.).

- One Traffic Control Technician position has been eliminated through attrition in the Traffic & Transportation Department as part of the savings resulting from the program to replace all of the older high pressure sodium street lights with newer LED lights.

- The General Fund includes funding to reclassify the Deputy City Clerk's position from part-time to full-time status. This additional help will be required to continue advancing the City's records management program.

- The General Fund includes $10,000 to begin a more comprehensive internship program in our organization. One of the City Council's strategic goals is to consider internship programs to help retain young professionals from leaving the community by providing a marketable skill that we may be able to capitalize on once they finish high school or college.

General Fund Staffing Comparison		
Department	2017-18	2018-19
Administrative Services	77.19	77.13
Health	47.10	46.84
Finance	8.70	8.70
Police	295.50	295.50
Fire	161.50	161.50
Parks/Recreation	85.83	85.76
Community Development	27.71	28.96
Traffic & Transportation	16.10	15.10
Public Works	70.97	70.97
Legal	6.00	6.00
City Clerk	1.75	2.00
Total	798.35	798.46

Supplies:
The Supply Accounts in the General Fund total $1,845,719, which is an increase of 4.72% from the prior year. Notable causes for this increase include $36,000 of additional spending for Fire and Police Clothing to provide gloves and boots for cancer protection and to more accurately reflect recent expenditure requirements. There is a $24,000 increase budgeted to replace 2 Microfilm Reader/Printers for the Library and the iPads for Environmental Health. Lastly, the Traffic Division budget includes $30,000 to improve the pavement markings on our roadways.

Maintenance:
Maintenance Accounts in the General Fund total $1,758,987, which is a reduction of $68,457, or 3.75% from the prior year adopted budget. Much of this reduction is due to lower building maintenance expenses. Last year's budget included $185,000 for feasibility study of renovating the City Hall and architectural and engineering work on the recommended approach to stabilizing the west wing of the facility; $116,000 for elevator work at Library/Recreation facility; and $86,000 for leveling and securing Fire Station 5 and remodeling restrooms at Fire Stations 5 & 6.

The 2018-19 General Fund budget for maintenance includes $110,000 to replace several HVAC units at six facilities; $32,000 to address flooring in several rooms in Police Station; $104,000 to replace the roof at the Police Station; $19,000 to replace the Library's stairwell carpet and elevator starters; and $50,000 to install tile flooring and update the restrooms at Municipal Court. It should be noted, that $200,000 and $50,000 is budgeted in the Water/Sewer Fund and Sanitation Fund, respectively, for potential stabilization of the West Wing of the Memorial Auditorium.

Services:
The budget for the Services Accounts shows an increase of $112,253, or 1.58% from the prior adopted budget. The areas increasing in this category include Central Garage Charges to user departments as prices for fueling our fleet and the cost to maintain it continue to rise, and the Parks Maintenance budget includes $90,000 to hire the Work Services Corporation to mow, edge and blow the grass in 18 smaller parks. Some of these increases are offset, however, in the Traffic Control budget due to a reduction in electricity costs guaranteed to be lower due to installation of LED street lighting.

Insurance and Contracts:
The reduction of costs in Insurance and Contract Accounts is almost entirely related to a recent amendment with our ambulance service provider, which eliminated a $25,000 annual payment to deliver ambulance response to the community.

Capital Leases:
The 2018-19 budget includes $190,000 in the Traffic Engineering Division to begin a 5-Year lease payment for the recently acquired Traffic Signal Communication System and the payment of the 15-Year LED Street Light Program.

Other Fund Transfers:
This are of the budget represents an increase of $301,952, or 8.02% from the prior year. Areas causing much of this change include: an increase of $137,000 for support received from the City's Information Technology Fund; an increase of $132,000 based on the current year estimated subsidy for MPEC operations; and $160,000 to the Airport Fund as lower airport revenues are projected and there is no longer funds available in Kickapoo Airport to help with the debt service on the Regional Airport Terminal. Some of these increases are offset, due to a reduction of $89,000 in subsidy for the Transit System as additional funding from the State has been awarded to the program, and Health Grant subsides have been reduced by $36,000.

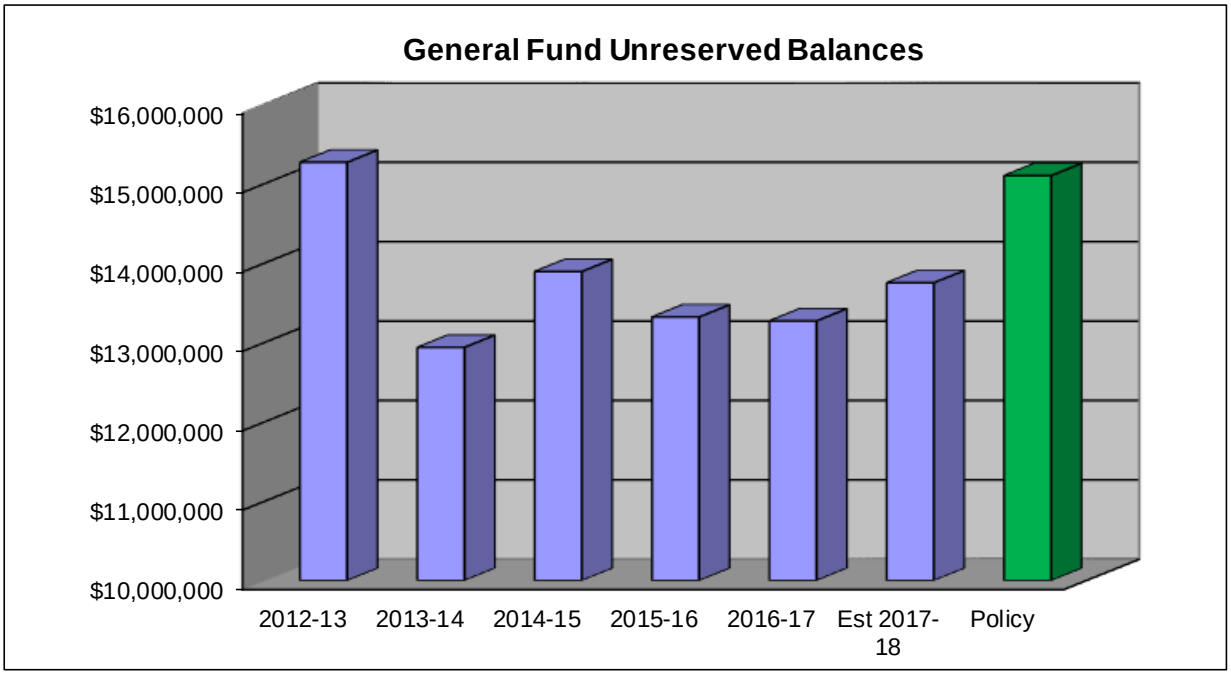
Other Miscellaneous Expenditures:
Other Miscellaneous Expenditures remain relatively unchanged from the prior year. There is one notable increase of $15,000 in the City Council's budget to review and update its Strategic Goals. It has been two years since these goals and objectives were created and several of those objectives have been met. Additionally, several new City Councilors will be on the Council next year so it is important that they be allowed to provide input into that planning process. There is also an increase of $10,000 budgeted to account for additional costs associated with our election agreement with the Wichita County.

GENERAL FUND RESERVE APPROPRIATIONS

The City maintains reserves in the General Fund to be used for major emergencies such as a widespread tornado, large legal liabilities or important one-time expenditures. The Government Finance Officer's Association recommends maintaining a fund balance in the General Fund between 15 to 25% of the annual operational cost of the fund. The City's fund balance policy established a goal of maintaining 20% of expenditures in General Fund Reserves, which at present would be $15.1 million. However, with poorly performing sales taxes, and the need to transfer $1.9 million of

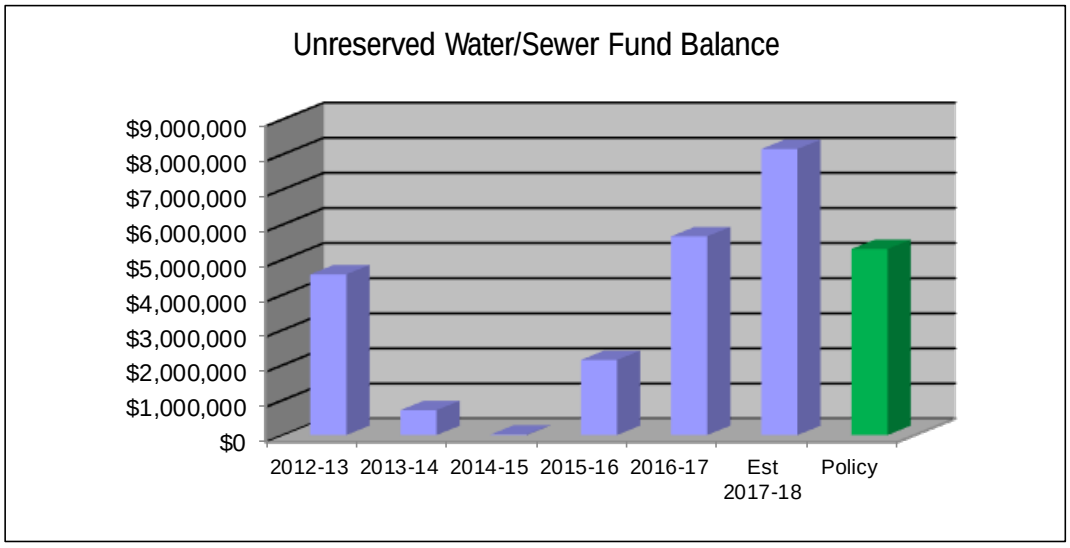
these reserves to the Information Technology Fund a few years ago for the replacement of the Public Safety Radio System, the unreserved fund balance is estimated to be $13.7 million at the end of the 2017-18 fiscal year. As a result, General Fund Reserves are not at levels to finance any one-time capital improvements.

The chart below shows a six-year history of General Fund reserve balances. As mentioned above, General Fund reserves were relied upon four or five years ago for significant one-time capital improvements, reducing unreserved fund balances slightly below desired levels. Additionally, poorly performing sales tax revenue over this time has not provided any surpluses to help replenish those reserves.

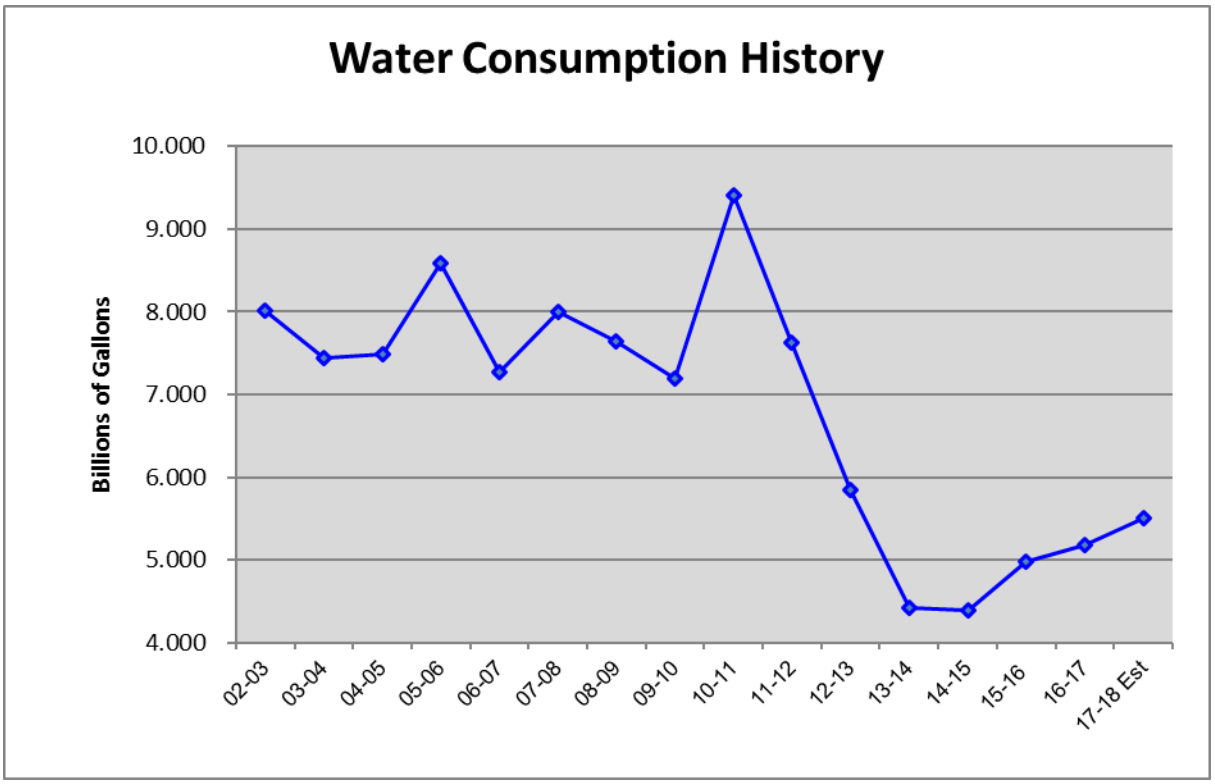


WATER/SEWER SYSTEM FUND

The Water/Sewer System Fund has begun to show improvement over the last three years since the end of the drought of record. Although water production dropped to historic lows of 4.4 billion gallons in 2014-15, water rate increases that were approved in September 2014, along with slightly rising consumption, has allowed the City to replenish its Water/Sewer Fund reserves to approximately $8.1 million. The City's fund balance policy sets our goal of retaining 17% of operating costs in reserve (not including debt expenditures), which is approximately $5.3 million. This position is much improved, and is a significant relief, as we were at extremely low reserves in 2014-15 at the peak of the drought. In fact, our water revenue bond rating was lowered by one level when we issued bonds for the Direct Potable Reuse Project four years ago principally because of these low balances. We are optimistic that this credit rating will be reinstated the next time we are reviewed by Standard & Poor's and Moody's Rating Agency.



The line graph below shows historical water consumption since 2003. As can be seen, prior to the drought that hit in 2011, we were averaging about 7.6 billion gallons of water produced. However, without substantial population growth, we don't anticipate that water production will ever again reach those production levels. We have seen a modest increase in demand over the last three years since water restrictions were removed, but nowhere near pre-drought levels. It is estimated that water production will end the 2017-18 fiscal year at about 5.5 billion gallons produced. The 2018-19 budget applies a usage figure of 5.3 billion gallons to project revenues from water and sewer charges.



Revenues for the Water/Sewer System Fund are budgeted at $43,326,521, which is an increase of $737,924, or 1.73% from the prior year adopted budget. The budget anticipates 5.3 billion gallons produced compared to 5.2 billion gallons in the prior year budget (1.92% increase). In addition, revenues have been adjusted by nearly $300,000 to reflect additional revenue resulting from the Advanced Metering Infrastructure (AMI) System. There is also a budgeted increase of $260,000 for additional revenue anticipated from the investment of a larger pool of idle funds and rising interest rates being earned on those investments.

It should be noted, however, that the amount of this revenue increase would have been larger, but the latest rate study for our 15 wholesale water customers indicates that their rates should be lowered on average by 16%. This rate reduction is expected to lower revenue by approximately $800,000 based on current usage patterns. The results of that study showed that there were two primary issues causing the decline in the cost of service in this year's wholesale customer rate study: (1) the retail customer base (Wichita Falls customers) increased its usage, while the wholesale customer's usage remained about the same; and (2) a significant shift in peak water use from the wholesale customer class to the retail customer base. This rate adjustment is required by contract.

Water/Sewer Fund Revenues

Revenue Source	2017-18 Budget	2018-19 Budget	Amount Change	% Change
Water/Sewer Charges	$ 41,329,097	$ 41,730,021	$ 400,924	0.97%
Other Service Charges	$ 1,031,500	$ 1,124,500	$ 93,000	9.02%
Interest Earnings	$ 100,000	$ 360,000	$ 260,000	260.00%
Miscellaneous Revenue	$ 128,000	$ 112,000	$ (16,000)	-12.50%
Total Expenditures	$42,588,597	$ 43,326,521	$ 737,924	1.73%

<u>This preliminary budget recommends maintaining the same water/sewer rates that have been in place since September 2014.</u> At that time, the City was required to increase the rates substantially to address much lower water demand due to the drought, annual debt service for the Direct and Indirect Potable Reuse Projects, replenish reserve fund balances, and begin addressing a future water supply project at Lake Ringgold. When this rate increase was adopted, there were concerns that our rates were fairly high when compared to our peer cities. However, now that these rates have remained the same for four consecutive years, our utility bills for water and sewer services combined appear to be on average, or even slightly lower than our peer cities. The survey of water and sewer rates that is conducted annually by the Texas Municipal League is provided below.

Water/Sewer Combined Rate Survey 2018					
Population Group	**# of Cities Reporting**	**5,000 Gal. (6.68 Units)**	**10,000 Gal. (13.37 Units)**	**50,000 Gal. (66.84 Units)**	**200,000 Gal. (267.38 Units)**
2,000 OR Less	267	$ 70.11	$ 102.05	$ 465.74	$ 1,705.16
2,001 - 5,000	121	$ 68.67	$ 103.18	$ 497.83	$ 1,853.31
5,001 - 10,000	83	$ 65.96	$ 100.29	$ 474.86	$ 1,741.49
10,001 - 15,000	41	$ 63.65	$ 99.72	$ 532.03	$ 1,898.28
15,001 - 20,000	33	$ 61.74	$ 98.00	$ 480.59	$ 1,688.18
20,001 - 25,000	14	$ 74.20	$ 113.09	$ 546.51	$ 1,970.55
25,001 - 30,000	10	$ 67.70	$ 111.58	$ 555.26	$ 2,101.43
30,001 - 50,000	24	$ 67.26	$ 111.81	$ 564.62	$ 2,018.97
50,001 - 75,000	9	$ 59.84	$ 99.50	$ 530.87	$ 1,917.50
75,001 - 100,000	8	$ 46.36	$ 76.93	$ 367.62	$ 1,250.31
100,001 - 200,000	19	$ 58.71	$ 97.65	$ 491.09	$ 1,757.02
200,001 - 350,000	5	$ 56.19	$ 105.20	$ 526.83	$ 1,826.80
350,001 - 500,000	1	$ 56.55	$ 91.40	$ 533.33	$ 1,634.33
More Than 500,000	3	$ 75.55	$ 150.74	$ 636.15	$ 2,301.52
Total / Averages	**638**	**$ 67.57**	**$ 102.49**	**$ 489.05**	**$ 1,784.90**
WF Rates		**$ 62.24**	**$ 99.66**	**$ 488.80**	**$ 1,621.85**

The 2018-19 expenditure budget for the Water/Sewer System Fund is $43,611,521, which is an increase of $1,022,924, or 2.40% from the prior year adopted budget. It should be noted, that the 2018-19 budget plans for the use of $285,000 of fund balance. The table below identifies the most notable areas of increase in this budget.

Water/Sewer Fund Expenditures				
Expenditures	2017-18 Budget	2018-19 Budget	Amount Change	% Change
Personnel	$ 9,998,380	$ 10,465,336	$ 466,956	4.67%
Supplies	$ 2,965,073	$ 2,608,889	$ (356,184)	-12.01%
Maintenance	$ 1,605,043	$ 1,841,521	$ 236,478	14.73%
Services	$ 4,480,790	$ 4,612,515	$ 131,725	2.94%
Insur/Contracts	$ 920,894	$ 1,000,974	$ 80,080	8.70%
Capital Improvements	$ 5,684,865	$ 5,787,850	$ 102,985	1.81%
Debt Expenditures	$ 12,619,646	$ 12,758,755	$ 139,109	1.10%
Other Fund Transfers	$ 2,843,829	$ 3,078,142	$ 234,313	8.24%
Other Misc Expenditures	$ 1,470,077	$ 1,457,539	$ (12,538)	-0.85%
Total Expenditures	$ 42,588,597	$ 43,611,521	$ 1,022,924	2.40%

Personnel Services:

Personnel Accounts represent an increase of $466,956, or 4.67% from the prior year. Much of this increase is due to the 3% cost-of-living and merit pay program adjustments that are recommended, along with increased contributions to the Employee Health Insurance Program. The remainder of this increase is attributed to the addition of the following three positions.

- Heavy Equipment Operator. Water Distribution must perform excavations to repair or modify the Water Distribution system and customers expect prompt repairs and services restored. Over 2,000 excavations are conducted each year, and a majority of them are made after hours and on weekends. This additional Heavy Equipment Operator will expand our responsiveness to customers and our depth of personnel. An additional benefit of this position will be to supplement the Dead End Main Flushing Program during slow maintenance periods by proactively reducing the number of dead end mains through looping, rerouting service, and/or deletion. The Dead End Main Program is mandated by the TCEQ,

- Utility System Worker III. Water Distribution and Wastewater Collections should be responding to an estimated 7,200 locate requests for water, sewer, and storm water piping each year according to data collected from One Call ticket volume. According to research, we are only receiving about 1,600 requests per year as contractors or citizens believe calling 811 handles all infrastructure, including water, storm water, and wastewater. This position would allow us to join the 811 Call System and respond to all requests for line spotting prior to construction jobs.

- Lead Wastewater Plant Operator. The latest plant expansion for the Indirect Potable Reuse System and tighter permit requirements from the TCEQ have caused the staff to fall below needed staffing levels for this work. Currently, we have difficulty meeting the requirements for operators as prescribed by the TCEQ. This additional position will help meet those requirements.

Supply Accounts:
As shown, Supply Accounts have decreased $356,184, or 12.01% from the prior year adopted budget. This reduction is entirely due to a decrease in the chemical supply budgets as the prior budget over anticipated the need for treatment chemicals for the IPR Project and to address taste and odor issues. We also received a price reduction in the latest bid process for these chemicals.

Maintenance Budget:
The Maintenance Budget includes $200,000 of fund balance appropriations as the Water/Sewer System's share of the costs expected to stabilize the west wing of City Hall. Additionally, funds are included to replace two water sondes used to measure raw water conditions, and to replace an oven and freezer at the Water Treatment Laboratory.

Services:
Service Accounts include $330,000 to prepare an update to the City's Sewer Collection System Master Plan. However, some of this increase is offset through reductions for electricity charges, sludge disposal costs and central garage charges.

Insurance/Contracts:
This category of spending represents an increase of $85,000, or 8.70% from the prior year. Much of this increase is due to on-going worker's compensation claims, insurance

for building and contents coverage at a few facilities at the Cypress Water Plant, and general liability claims.

Capital Improvements:
Capital Improvement Accounts total $5.8 million, which represents an increase of $102,985 from the prior year. A total of $85,000 of fund balance is budgeted to purchase the new backhoe that will be needed for the additional Heavy Equipment Operator mentioned above. The remainder of the capital outlay is very similar to the prior year, and includes funds for water/sewer line replacements, continued work on the Ringgold Reservoir Project, large valve replacements, and upgrades to sewer lift stations.

Other Fund Transfers:
This category of spending accounts for transfers from the Water/Sewer Fund to the General Fund and IT Fund for franchise payment for use of the City's right-of-way, administrative overhead, and the cost for technological support. There is an increase in the 2018-19 budget of $234,311, or 8.24% from the prior year for these transfers. The franchise payment is up $21,000, which is based on the previous year gross receipts for the Water/Sewer Fund. The payment to the IT Fund has increased by approximately $91,000 due to costs associated with the maintenance on the AMI System. Additionally, administrative overhead provided from the General Fund has increased by $122,000 to recover inflationary costs and for the new Irrigation Inspector position accounted for in Building Inspections.

SANITATION FUND

The Sanitation Fund accounts for all of the City's business activity related to the collection of solid waste and composting materials, transfer of that waste to the centrally located transfer station where collection units transfer waste into much larger semi-trucks, transportation of that waste to the landfill for disposal, and daily operation of the landfill.

The 2018-19 expenditure budget for the Sanitation Fund totals $14,195,683, which is an increase of $891,882, or 6.70% from the prior year adopted budget. There are principally three changes in this budget causing that change. First, Central Garage Charges have been increased by $656,000 to account for significant cost increases for fueling and maintaining aging collection vehicles and large landfill equipment such as compactors, motor graders and dozers. Additionally, Personnel Accounts show an increase of $159,005 to cover the cost-of-living and merit pay adjustments and increased contributions to the Employee Health Insurance Program. Finally, $50,000 of fund balance is budgeted to finance the Sanitation Fund's share of expected costs to stabilize the west wing of City Hall.

Sanitation Fund Expenditures				
Expenditures	2017-18 Budget	2018-19 Budget	Amount Change	% Change
Personnel	$ 4,388,441	$ 4,547,446	$ 159,005	3.62%
Supplies	$ 354,243	$ 306,672	$ (47,571)	-13.43%
Maintenance	$ 158,150	$ 210,300	$ 52,150	32.98%
Services	$ 4,365,568	$ 5,019,734	$ 654,166	14.98%
Insur/Contracts	$ 73,000	$ 83,400	$ 10,400	14.25%
Capital Improvements	$ 1,946,500	$ 1,993,500	$ 47,000	2.41%
Transfers to General Fund	$ 1,847,020	$ 1,871,976	$ 24,956	1.35%
Other Misc Expenditures	$ 170,879	$ 162,655	$ (8,224)	-4.81%
Total Expenditures	$ 13,303,801	$ 14,195,683	$ 891,882	6.70%

Revenues for the Sanitation Fund are made up of the monthly refuse collection charge (87%), landfill tonnage fees (11%), transfer station fees and other miscellaneous charges (2%). At the current sanitation collection and disposal rates, revenues are insufficient to finance the operating budget outlined above. As a result, I am recommending that sanitation collection rates be increased by 6.00% for all customer classifications. This rate adjustment would increase a residential customer's monthly charge for alley service by $1.25, from $20.55 to $21.80, and curbside service by $0.90, from $14.65 to $15.55. It has been two years since the previous rate increase, so this proposal essentially averages to an increase of 3% per year over that time period. Included below is a recently conducted rate comparison with other peer cities that shows even with this increase, Wichita Falls will remain near the average and many of these cities only provide service once per week.

Sanitation Fund Revenues				
Revenue Source	2017-18 Budget	2018-19 Budget	Amount Change	% Change
Sanitation Collection	$ 11,591,500	$ 12,312,683	$ 721,183	6.22%
Transfer Station Fees	$ 30,000	$ 30,000	$ -	0.00%
Landfill Fees	$ 1,500,000	$ 1,500,000	$ -	0.00%
Interest Earnings	$ 42,500	$ 90,000	$ 47,500	111.76%
Miscellaneous Revenue	$ 213,000	$ 213,000	$ -	0.00%
Total Revenues	$13,377,000	$ 14,145,683	$ 737,924	1.73%

City	CURRENT RATE	SERVICE
Waco	$14.20	1/wk
Abilene	$17.89	2/wk
Beaumont	$18.25	1/wk
McKinney	$15.36	1/wk
Midland	$15.81	2/wk
Killeen	$19.78	1/wk
Tyler	$16.07	2/wk
Richardson	$19.40	2/wk
Odessa	$19.93	2/wk
Lewisville	$12.06	1/wk
Round Rock	$20.52	1/wk
San Angelo	$15.10	1/wk
College Station	$14.40	1/wk
Average of 14 Cities	$16.83	
W Falls Curbside	$14.65	$16.46
W Falls Alley	$20.55	

Rate Remained the Same

Increased Rate since 2017

NOTE: The Average Figures Include Fourteen Other Texas Cities With Populations Between 80,000 and 120,000 in Population.

STORM WATER UTILTY FUND

In 2000, the City Council authorized the establishment of a Storm Water Drainage Utility System. This system, which took effect on May 1, 2001, provides a funding mechanism for drainage improvements in the city as allowed under Chapter 402, Subchapter C of the Texas Local Government Code. The system is designed to assign a fair and equitable charge to the public for storm water drainage management services including capital improvements. The fee is based upon the impervious area of all real property, whereby each residential water customer is assessed for one Single Family Living Unit Equivalent (SFLUE), and each commercial customer pays a multiplier of the SFLUE based upon the impervious area of their property. The monthly fee for a SFLUE is $5.00 and generates $3.7 million annually for the operating and capital costs of this program.

The 2018-19 total expenditure budget is $957,537, which is $4,041,670 less than the prior year adopted budget principally because the prior year adopted budget included $3.5 million for Phase II of the Kemp/Monroe Drainage Project, $290,000 to replace an aged street sweeper that was needed to comply with the TCEQ's MS4 permit, and $210,000 to replace two tractors, a flail mower, and brush hog that are used for drainage channel maintenance. The next large drainage project (Quail Creek) is under design and funds aren't yet available in this utility fund to begin that project, which is estimated to cost $8 to $10 million. This project is expected to be undertaken in the 2019-20 fiscal year, but may have to be separated into phases to correspond to when funding is available. The 2018-19 budget does include $40,000 to address a small drainage issue on Fairfax.

OTHER FUND HIGHLIGHTS

Fleet Maintenance Fund:

The 2018-19 budget for the Fleet Maintenance Fund is $10,296,155, which is $473,656, or 4.82% above the prior year adopted budget. The primary reasons for this increase include: (1) a $461,100 increase in the Fuel Account as prices have trended upward over the last year; (2) a $111,000 increase in the Motor Vehicle Replacement Account as we continue to increase capital outlays to keep up with depreciation of equipment; and (3) an increase of $95,000 in Personnel Service Accounts due to the cost-of-living and merit pay adjustments and increased contributions to the Employee Health Insurance Program. There is also an increase of $55,000 other supply accounts to address a shortage of inventory in small engine equipment and the rising cost of tires. Some of these increases are offset, however, through a reduction in the Vehicle Maintenance Account of $204,000 now that Transit Maintenance costs will be charged directly to that organization to meet grant requirements. There is also a reduction of $50,000 reflected in the Workers Compensation Account because the prior budget included funds to cover costs anticipated for a large claim.

Regional Airport:

Total operating revenues for the Regional Airport are budgeted at $1,200,188, a decrease of $39,227, or 3.16% from the prior year adopted budget. Revenue decreases are due to adjustments to Customer and Passenger Facility Fees (set at maximum allowable amounts) to current year estimated revenues, and Terminal Office Rent has declined because the prior year included a payment from the rental car agencies that was in arrears.

The expenditure budget for the Regional Airport totals $1,382,004, which is $31,362, or 2.32% above the prior adopted budget. Items in the budget driving much of this increase include: a $14,000 increase in administrative overhead to the General Fund and IT fund for support services; an $8,000 increase for matching contributions for the Routine Airport Maintenance Program Grant (RAMP) for eligible maintenance projects such as jet bridges, parking control equipment, airfield lighting, surveillance system, etc., and a $4,500 increase for the rental agreement with SAFB. There is also an increase of $9,300 in Personnel Service Accounts for cost-of-living pay adjustments, merit pay, and increased contributions to the Employee Health Insurance Program. It should also be noted that approximately $669,000 of this budget is dedicated to pay the annual debt service costs for the new airport terminal, which will be retired in fifteen years. This large debt service burden causes an operating loss of $181,816 in the Regional Airport Fund, which is now covered entirely with a transfer from the General Fund.

Kickapoo Airport:

The revenue budget for Kickapoo Airport is $1,069,205, which is $17,771, or 1.69% above last year's adopted budget. This increase is principally due to higher prices for fuel sales at the airport even though overall markup on the fuel has been reduced. There is also some increase in hangar rental payments which are tied to the growth in the CPI. Expenditures for the Kickapoo Airport also total $1,069,205, an increase of 1.69% from the prior year. However, in the prior budget, expenditures included an operating transfer of $90,230 to the Regional Airport to help with the operating subsidy,

which is not budgeted in 2018-19 because expenditures have increased in several other areas: the Fuel Supply Account has increased by $71,000 to account for the higher fuel prices experienced lately; the Insurance Account shows an increase of $13,000 to add 35 airplane hangars to our building coverage; $15,000 is budgeted to replace a 15-year old utility vehicle used by the Linemen; and a $20,000 increase is reflected in Personnel Service Accounts to cover the cost-of-living and merit pay adjustments and increased contributions to the Employee Health Insurance Program

Transit Fund:

In 2018-19, the total budget for the Transit System is at $2,655,552, which is an increase of $255,919, or 10.66% from the prior year adopted budget. Much of this increase is because the 2018-19 budget includes $425,500 to replace one 35-foot bus and the prior year included $280,000 for costs for parking, routing and shelter improvements for the bus system located at the entrance to Sheppard Air Force Base. Additionally, the 2018-19 budget for supplies shows an increase of $91,000 for higher fuel prices and parts to maintain the bus fleet. There is also an increase of $11,000 for self-insured fleet claims and $6,800 to produce new bus route books. It should be noted, that some of this increase is offset by a reduction in personnel expenses as one supervisory position was eliminated.

Of the total budget, $2,635,323, or 99.24% of the cost of the Transit System is expected to be funded with Federal and State Grants and system operating revenues from passenger fees, advertising sales, Transit Hub Operations, and a contract with MSU. The remaining $20,229, or 0.76% is supported by the General Fund. This amount is approximately $88,500 less than the prior budget principally because TxDOT has agreed to an increase in funding.

Hotel/Motel Tax Fund:

Revenues from the Hotel/Motel Occupancy Tax are projected at $1,880,010, or 0.80% above the 2017-18 Adopted Budget. Expenditures are balanced with revenues. A total of $1,202,653 is expected to be used to cover the operating subsidy for the Multi-Purpose Events Center (MPEC) and the Memorial Auditorium. This operating subsidy amount is based on our current management agreement with Spectra Venue Management. Other expenditure items included in the Hotel/Motel Fund include $579,857 for the operations of the City's Convention and Visitor's Bureau, and continued funding for a few outside agency programs. Funding is provided for support of the Wichita Falls Arts Alliance & Culture ($86,500), River Bend Nature Works ($4,500), and the Fantasy of Lights Basketball Tournament ($6,500).

Multi-Purpose Events Center Fund:

Revenues for MPEC are projected to be $1,197,577in the 2018-19 fiscal year, which is a reduction of $169,497, or 12.40% less than the prior year adopted budget. Much of the reason for this decrease is to be more realistic in the amount of revenue that will be achieved through sponsorships and/or advertising sales. The expenditure budget for MPEC totals $2,772,577, which is a reduction of $46,988, or 1.67% from the prior year adopted budget. The budget shows a decrease of $55,000 in the capital lease payment for energy retrofit projects that were installed several years ago. There is also a decrease of approximately $93,000 in overhead and utility expenses. Some of these reductions have been offset, however, by increases in the marketing and operations

budgets for the facilities. The operating subsidy of $1,575,000 is anticipated to be paid for with $1,202,653 of Hotel/Motel Occupancy Taxes and $372,347 of General Funds. That subsidy is on par with the amount required when the City was managing the facility.

The 2018-19 budget for the CVB totals $664,857, which represents an increase of $74,852, or 12.65% more than the prior year. This increase is almost entirely due to a need for more promotional and incentive funding related to conventions, particularly the National Horseshoe Pitcher's Association Convention. A total of $579,857 of these expenditures are programmed to be received from the Hotel/Motel Occupancy Tax, and the remaining $85,000 is programmed to be received from the Wichita Falls 4B Sales Tax Corporation. If this amount is approved by the 4B Corporation, that would amount to an increase of $50,000 in funding from that organization over the prior year.

Information Technology Fund:

The 2018-19 budget for the Information Technology Division totals $4,745,973, which is an increase of $2,072,074, or 77.49% above the prior year. Almost all of this increase is due to costs associated with replacement of the Public Safety Computer Aided Dispatch/Records Management System. This system was initially installed 15 years ago and software support is no longer available without a major system upgrade. The cost to upgrade the software is budgeted at $1,419,000, server upgrades are $150,000, and $171,000 is included for ticket writers, printers, and other ancillary equipment. The budget also includes $374,000 to replace about ½ of the mobile data terminals associated with this system. The funding for this project is available in the Information Technology Fund as user charges have been adjusted over the years to provide sufficient funding for operations, maintenance and replacement.

Golf Course Fund:

The 2018-19 budget anticipates revenues to be $800,000, which is approximately $50,000 above the two prior year actual receipts. This revenue estimate is based on approximately 27,000 rounds, which is the current year expectation. However, $45,000 of this increase in revenue is planned to be spent for two capital repair projects at the clubhouse (siding/facia board and to drop the ceiling in the food/beverage area), and to enter into a five-year capital lease for two new rough mowers. As a result, expenditures are programmed to increase from $865,000 to $910,000. The operating subsidy from the City's General Fund is budgeted to be $110,000, or $5,000 less than the prior year budgeted amount.

Water Park Fund:

This fund accounts for the operating revenues and expenditures related to Castaway Cove Water Park. Total revenues for this Enterprise Fund are estimated to be $1,412,135 and total expenditures are budgeted at $1,368,014, or an estimated net income of $44,121. This net income is based on estimated attendance of 82,000 and may be slightly conservative. However, any net income that is generated at the park will remain in this Enterprise Fund for future improvements and repairs that are needed at the park.

CONCLUSION

This 2018-19 preliminary budget provides a clear and viable work plan for the upcoming fiscal year operation. Funds are provided for projects and programs that maintain critical services and enhance the overall quality of life of the city's residents and visitors.

The City's various department heads and their assistants or division heads were very helpful in the production of this budget. Particular appreciation goes to Jim Dockery, Deputy City Manager, Paul Menzies, Assistant City Manager, Susan White, Accounting and Budget Manager, and Pat Halverson, Director of Finance, for their overall leadership in the development of the document. I also want to thank all City employees who have worked hard to provide quality services to our citizens and who are committed to the success of our great City.

The City staff looks forward to working with the Mayor and City Council as we address the challenges of the coming year.

Respectfully submitted,

Darron J. Leiker
City Manager

City of Wichita Falls
Revenue Fund Summary
All City Funds

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
TOTAL REVENUE						
General Fund	74,249,292	75,455,081	76,005,111	78,024,330	2.66	3.41
Federal Grants	8,422,705	7,582,648	8,688,391	7,850,279	-9.65	3.53
State Grants	10,253	0	0	0	0.00	0.00
Auditorium Fund	23,636	0	0	0	0.00	0.00
Hotel/Motel Tax Fund	1,825,778	1,865,000	1,880,000	1,880,010	0.00	0.80
General Debt Service Fund	5,817,129	5,109,490	5,109,490	5,913,694	15.74	15.74
Regional Airport Fund	1,341,877	1,350,642	1,350,642	1,382,004	2.32	2.32
Kickapoo Airport Fund	886,768	1,051,434	951,434	1,069,205	12.38	1.69
Multi-Purpose Events Ctr Fund	2,200,977	3,409,570	3,409,570	3,437,434	0.82	0.82
Transit Fund	2,293,534	2,399,633	2,399,633	2,655,552	10.66	10.66
Sanitation Fund	13,451,361	13,377,000	13,586,801	14,195,683	4.48	6.12
Water and Sewer Fund	43,466,079	42,588,597	42,588,597	43,611,521	2.40	2.40
Stormwater Drainage Fund	3,796,907	4,999,207	5,611,207	3,694,000	-34.17	-26.11
Golf Course Fund	873,098	865,000	865,000	910,000	5.20	5.20
Waterpark Fund	1,323,005	1,454,660	1,454,660	1,412,135	-2.92	-2.92
Fleet Maintenance Fund	9,837,420	9,822,499	10,503,499	10,296,155	-1.97	4.82
Duplicating Services Fund	141,752	143,665	143,665	145,558	1.32	1.32
Information Technology Fund	3,301,211	3,430,708	3,430,708	4,745,973	38.34	38.34
TOTAL REVENUE	**173,262,782**	**174,904,834**	**177,978,408**	**181,223,533**	**1.82**	**3.61**
Grand Total	**173,262,782**	**174,904,834**	**177,978,408**	**181,223,533**	**1.82**	**3.61**

City of Wichita Falls
Fund Expenditure Summary
All City Funds

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
TOTAL EXPEN						
General Fund	74,233,319	75,455,081	76,005,111	78,024,330	2.66	3.41
Federal Grants	7,799,643	7,582,648	8,688,391	7,850,280	-9.65	3.53
State Grants	400	0	0	0	0.00	0.00
Auditorium Fund	23,636	0	0	0	0.00	0.00
Hotel/Motel Tax Fund	1,825,778	1,865,000	1,880,000	1,880,010	0.00	0.80
General Debt Service Fund	5,116,022	5,109,490	5,109,490	5,913,694	15.74	15.74
Regional Airport Fund	1,341,764	1,350,642	1,350,642	1,382,004	2.32	2.32
Kickapoo Airport Fund	1,096,089	1,051,434	951,434	1,069,205	12.38	1.69
Multi-Purpose Events Ctr Fund	2,200,977	3,409,570	3,409,570	3,437,434	0.82	0.82
Transit Fund	2,283,150	2,399,633	2,399,633	2,655,552	10.66	10.66
Sanitation Fund	12,957,034	13,303,801	13,586,801	14,195,683	4.48	6.70
Water and Sewer Fund	35,819,804	42,588,597	42,588,597	43,611,521	2.40	2.40
Stormwater Drainage Fund	1,215,483	4,999,207	5,611,207	957,537	-82.94	-80.85
Golf Course Fund	873,098	865,000	865,000	910,000	5.20	5.20
Waterpark Fund	1,311,219	1,372,863	1,372,863	1,368,014	-0.35	-0.35
Fleet Maintenance Fund	9,686,331	9,822,499	10,503,499	10,296,155	-1.97	4.82
Duplicating Services Fund	131,573	143,665	143,665	145,558	1.32	1.32
Information Technology Fund	2,511,980	2,673,899	2,673,899	4,745,973	77.49	77.49
TOTAL EXPEN	**160,427,299**	**173,993,029**	**177,139,802**	**178,442,949**	**0.74**	**2.56**
Grand Total	**160,427,299**	**173,993,029**	**177,139,802**	**178,442,949**	**0.74**	**2.56**

City of Wichita Falls
Fund Expenditure Summary By Account Class
All City Funds

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
City of Wichita Falls						
PERSONNEL	77,328,069	79,162,680	79,144,611	82,005,115	3.61	3.59
SUPPLIES	7,990,024	8,945,195	9,469,852	9,448,487	-0.23	5.63
MAINT	7,547,420	7,155,996	7,589,219	7,454,747	-1.77	4.17
SERVICES	20,969,294	21,931,442	22,722,470	23,045,214	1.42	5.08
INSUR/CONT	3,035,712	2,740,029	3,017,029	2,774,278	-8.05	1.25
DEBT EXPEN	17,737,135	18,493,398	18,493,398	19,567,413	5.81	5.81
OTHER	11,047,734	11,378,486	11,689,210	11,707,984	0.16	2.90
NONCAPITAL	41,814	76,700	76,700	195,040	154.29	154.29
CAP IMPROV	7,381,701	16,757,333	17,413,543	14,874,636	-14.58	-11.24
OTHER USES	7,348,396	7,351,770	7,523,770	7,370,035	-2.04	0.25
City of Wichita Falls	**160,427,299**	**173,993,029**	**177,139,802**	**178,442,949**	**0.74**	**2.56**
Grand Total	**160,427,299**	**173,993,029**	**177,139,802**	**178,442,949**	**0.74**	**2.56**

City of Wichita Falls
Revenue Detail By Fund
General Fund

		FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
CITY	**City of Wichita Falls**				
100	**General Fund**				
50010	Ad Valorem Tax Revenue	32,599,773	33,653,860	33,653,860	34,400,499
50015	County Vehicle Tax	194,480	0	0	0
50020	Hous Auth-In Lieu of Tax	104,741	90,000	90,000	100,000
50030	Payment In Lieu of Taxes	983,690	1,009,024	1,009,024	1,282,106
50070	Penalties and Interest	335,604	320,000	320,000	335,000
50090	General City Sales Tax	14,942,264	14,937,564	15,487,594	15,817,489
50100	Sales Tax-Prop Reduct	7,397,139	7,442,130	7,442,130	7,703,266
50140	Franchise-ONCOR Electric	3,430,835	3,544,928	3,544,928	3,487,067
50160	Franchise-ATMOS Gas	1,067,598	1,144,990	1,144,990	1,054,319
50170	Franchise-Cable	695,188	705,000	705,000	705,000
50183	Franchise-Ambulance	100	200	200	200
50200	Bingo Taxes	9,098	25,000	25,000	12,500
50210	Mixed Beverage Tax	281,687	290,000	290,000	290,000
50220	Occupation Tax	52,283	41,745	41,745	45,000
TAXES	**TAXES AND FRANCHISES**	**62,094,482**	**63,204,441**	**63,754,471**	**65,232,446**
50330	Record Copy Sales	7,244	9,000	9,000	9,000
50370	Administrative Overhead	1,598,942	1,582,352	1,582,352	1,712,341
50390	Dead Animal Pickup	6,188	6,000	6,000	5,000
50400	Vital Statistics	173,990	181,000	181,000	178,500
50410	Lab Water Analysis	21,571	25,000	25,000	25,000
50415	Grease Trap Permits	35,538	39,300	39,300	38,000
50420	Percolation Tests	31,060	30,000	30,000	30,000
50430	Pool Operator Fees	7,600	8,000	8,000	8,000
50440	Industrial Pretreatment	60	0	0	0
50450	Medical Specimen Fees	6,900	6,000	6,000	8,800

City of Wichita Falls
Revenue Detail By Fund
General Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
CITY City of Wichita Falls				
100 General Fund				
50470 Immunizations	51,258	74,354	74,354	65,000
50480 STD Clinic Fees	12,911	11,500	11,500	12,500
50500 Pregnancy Testing	1,620	1,500	1,500	2,500
50515 Health/Safety Inspection Fee	6,591	7,000	7,000	6,000
50520 Co Nurse/Vector Control	104,444	118,977	118,977	94,027
50580 Police False Alarms	46,760	35,000	35,000	35,000
50585 Fire Cost Recovery Fees	0	1,500	1,500	0
50600 Police Accident Reports	12,711	10,000	10,000	10,000
50610 Police Training Academy	2,600	1,000	1,000	1,000
50620 Impound Admin Fee	52,750	60,000	60,000	60,000
50630 Impound Storage Fee	153	0	0	0
50680 Tennis Fees	26,573	35,000	35,000	35,000
50690 Swimming Pool Fees	33,858	32,200	32,200	34,000
50700 Cemetery Interment Fees	81,418	80,000	80,000	80,000
50720 Lake Lot Transfer Fee	5,925	4,500	4,500	4,500
50750 Mowing Charges	16,603	13,000	13,000	16,000
50760 Site Plan Review Fees	4,575	3,200	3,200	4,470
50770 Subdivision Plat Fees	10,770	10,500	10,500	12,075
50790 School Crossing Guards	43,874	45,805	45,805	49,306
51045 Credit Card Processing Fee	2,341	2,500	2,500	2,600
51510 Resale of Labor	360,715	371,535	371,535	382,681
51540 Misc Service Charges	31,279	22,000	22,000	25,000
SVCCHG SERVICE CHARGES	**2,798,822**	**2,827,723**	**2,827,723**	**2,946,300**
52022 Telecom Access Fees	713,328	768,579	768,579	689,756
52110 Dog License & Pound Fee	32,656	33,600	33,600	35,500

City of Wichita Falls
Revenue Detail By Fund
General Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
CITY City of Wichita Falls				
100 General Fund				
52111 Animal Permits	6,311	6,500	6,500	7,000
52112 Animal Reclaim	41,227	41,500	41,500	41,000
52113 Animal Services	7,427	5,000	5,000	25,707
52114 Animal Adoption Fees	18,615	17,500	17,500	22,500
52120 Food Handler's Permits	9,562	12,000	12,000	7,000
52130 Food Permits	213,417	215,000	215,000	218,000
52131 Health - Late Fees	1,825	2,000	2,000	2,500
52132 Ambulance Permit Fee	100	800	800	800
52133 Soft Serve Certification Fee	780	1,200	1,200	1,000
52135 Health Re-Inspection Fees	450	200	200	200
52140 Vacuum Truck Permits	7,400	2,500	2,500	2,500
52150 Tattoo Permits	5,400	3,000	3,000	5,500
52151 Tattoo Artist License Fee	3,300	5,000	5,000	5,000
52155 Private Insurance Revenue	40,246	27,000	27,000	42,500
52160 Lodging Permits	7,450	6,600	6,600	7,025
52220 Burglar Alarm Permits	76,565	85,000	85,000	85,000
52310 Fire Alarm Permits	120	200	200	200
52315 Commercial Fire Inspection F	26,750	72,000	72,000	52,000
52320 Fireworks Permits	600	1,000	1,000	600
52510 Building Permits	338,578	350,000	350,000	360,000
52505 Inspection Permits-Outside E	1,875	0	0	0
52520 Electrical Permits	74,269	75,000	75,000	75,000
52530 Excavation Permits	1,786	2,625	2,625	2,625
52540 Plumbing Permits	260,139	202,000	202,000	212,000
52570 Elec Contractor Licenses	37	0	0	0

City of Wichita Falls
Revenue Detail By Fund
General Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
CITY City of Wichita Falls				
100 General Fund				
52572 Fire Clearance Inspection Fe	11,030	11,550	11,550	11,550
52574 Pier Inspection Fee	14,181	14,000	14,000	14,000
52602 Street Closure Permit	1,050	0	0	2,000
52710 Driveway Approach/Curb/Gut	3,046	2,000	2,000	2,000
52711 Utility Excavation Fees	5,879	5,000	5,000	500
52712 Sale of Map Books	0	50	50	50
52910 Misc Licenses & Permits	20,355	5,500	5,500	19,600
LICPERM LICENSES & PERMITS	**1,945,753**	**1,973,904**	**1,973,904**	**1,950,613**
53000 Mun Court Warrant Fees	238,157	260,000	260,000	240,000
53010 Mun Crt Deferred Adjud	263	0	0	0
53020 Municipal Court Fines	2,020,001	2,000,000	2,000,000	2,180,000
53025 Municipal Court Arrest Fees	85,543	83,000	83,000	80,000
53030 Mun Crt Conviction Tax	112,039	103,000	103,000	90,000
53040 Mun Crt DDC Admin Fee	44,088	45,000	45,000	45,000
53060 Library Fines	22,148	22,000	22,000	27,000
53065 Library Lost Materials	8,383	11,000	11,000	10,000
53090 Police Restitutions	4,105	3,000	3,000	3,000
53091 Police-County Arrest Fees	2,880	3,000	3,000	3,000
53092 Health Restitutions	1,098	0	0	0
53110 Unclaimed/Confisc Prop	7,854	22,000	22,000	22,000
FINEFOR FINES & FORFEITURE	**2,546,559**	**2,552,000**	**2,552,000**	**2,700,000**
54000 Medicaid-Dental Program	560	0	0	0
54020 Medicaid-Lab Reimburse	1,655	800	800	1,200
54070 Medicare-Flu Vaccines	3,015	4,000	4,000	0
GOVTREV INTERGOVT REVENUE	**5,230**	**4,800**	**4,800**	**1,200**

City of Wichita Falls
Revenue Detail By Fund
General Fund

		FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
CITY	**City of Wichita Falls**				
100	**General Fund**				
55031	Contributions-4A Sales Tax C	139,695	159,571	159,571	170,937
55033	Contributions-4B Sales Tax C	10,000	10,000	10,000	10,000
55040	Donations	(63)	0	0	0
CONTRIB	**CONTRIBUTIONS**	**149,632**	**169,571**	**169,571**	**180,937**
56030	MLK Center Rent	1,301	1,300	1,300	1,300
56210	Lucy Park Concessions	4,737	4,500	4,500	4,500
56220	Baseball Park Rental	815	2,000	2,000	1,000
56230	Log Cabin Rental	18,807	18,000	18,000	20,000
56232	Park Shelter Rentals	143	3,000	3,000	600
56241	RV Park Rental	12,648	11,000	11,000	12,000
56260	Lake Arrowhead Leases	207,345	149,365	149,365	190,282
56270	Lake Kickapoo Leases	142,728	142,388	142,388	147,377
56276	Property Lease	5,000	5,000	5,000	5,000
56290	Parking Meter Revenue	418	1,100	1,100	0
56415	Hunting Leases	19,749	17,000	17,000	30,000
56536	Communication Tower Lease	19,200	19,200	19,200	19,200
56600	Concessions-Vending	5,377	6,500	6,500	5,500
56610	Concessions-Other	19,689	30,000	30,000	22,000
56640	Office Space Rental	39,405	39,405	39,405	39,405
56650	Other Rents & Concess	800	0	0	0
57010	Interest-Mowing	11,697	7,500	7,500	10,000
57030	Interest-Texpool Fund	12,569	35,700	35,700	78,200
57040	Interest-Logic Investment	242,650	142,800	142,800	312,800
57120	Sale of Junk	29,278	17,000	17,000	22,000
57145	Plans and Specs Sales	2,000	1,000	1,000	500

City of Wichita Falls
Revenue Detail By Fund
General Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
CITY City of Wichita Falls				
100 General Fund				
57160 Traffic Sign Sales	1,835	4,000	4,000	2,000
57200 Miscellaneous Sales	3,470	500	500	400
57230 Sale of Cemetery Lots	(1,244)	0	0	0
57242 Summer Day Camp	28,247	32,000	32,000	34,000
57244 Rec and Tournament Fee	87,208	110,000	110,000	100,000
57246 Gen Recreation Classes	123,518	120,000	120,000	120,000
57255 Fees for Signs ROW	7,350	6,000	6,000	7,000
57258 Property Sales	206,971	65,000	65,000	65,000
57260 Operating Transfers In	3,245,079	3,625,384	3,625,384	3,656,770
57280 Reimb-Prior Yr Expense	113,088	50,000	50,000	50,000
57276 Reimbursement-Training Exp	10,983	0	0	0
57282 Reimb-Current Yr Expense	63,932	56,000	56,000	56,000
57285 Subpoena/Witness Fees	1,653	0	0	0
57310 Cash Long and Short	(361)	0	0	0
57340 Health Program Income	320	0	0	0
57350 Other Misc Revenue	20,408	0	0	0
MISCREV MISC REVENUE	**4,708,815**	**4,722,642**	**4,722,642**	**5,012,834**
Total General Fund	74,249,292	75,455,081	76,005,111	78,024,330
Total City of Wichita Falls	74,249,292	75,455,081	76,005,111	78,024,330
Grand Total	74,249,292	75,455,081	76,005,111	78,024,330

City of Wichita Falls
Fund Expenditure Summary By Account Class
General Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
General Fund						
PERSONNEL	54,536,873	55,947,786	55,653,586	57,982,178	4.18	3.64
SUPPLIES	1,647,749	1,762,467	1,766,267	1,845,719	4.50	4.72
MAINT	1,890,325	1,827,444	1,829,462	1,758,987	-3.85	-3.75
SERVICES	7,463,791	7,090,483	7,342,015	7,202,736	-1.90	1.58
INSUR/CONT	1,445,350	1,356,535	1,621,535	1,321,068	-18.53	-2.61
DEBT EXPEN	0	0	0	190,323	0.00	0.00
OTHER	3,706,513	3,848,042	3,883,442	4,018,084	3.47	4.42
NONCAPITAL	41,435	73,200	73,200	67,300	-8.06	-8.06
CAP IMPROV	2,455,732	2,856,383	2,895,633	2,781,194	-3.95	-2.63
OTHER USES	1,045,550	692,741	939,971	856,740	-8.85	23.67
General Fund	**74,233,319**	**75,455,081**	**76,005,111**	**78,024,330**	**2.66**	**3.41**
Grand Total	**74,233,319**	**75,455,081**	**76,005,111**	**78,024,330**	**2.66**	**3.41**

City of Wichita Falls
Revenue Detail By Fund
Federal Grants

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
TOTAL REVENUE						
City of Wichita Falls						
Community Dev Block Grant	1,126,984	1,122,227	1,533,698	1,473,898	-3.90	31.34
Section 8	4,305,785	3,809,766	3,809,766	3,814,650	0.13	0.13
HOME	312,852	274,508	719,918	398,264	-44.68	45.08
Transportation Security Admin	58,400	0	0	0	0.00	0.00
Traffic Enforcement	90,690	0	0	0	0.00	0.00
Transportation Planning	221,349	278,354	278,354	243,100	-12.67	-12.67
Community & Rural Health	141,276	149,021	149,021	149,021	0.00	0.00
Texas Heart & Stoke Program AS	11,918	0	0	0	0.00	0.00
Community Clinical Linkage Gra	64,663	0	113,123	136,363	20.54	0.00
Public Health Emerg Response	120,667	0	126,937	0	-100.00	0.00
Health Promo & Chronic Disease	48,483	50,000	50,000	50,000	0.00	0.00
HIV CTRPN	109,980	0	7,320	0	-100.00	0.00
Tobacco Grant - DSHS	275,084	308,825	232,913	0	-100.00	-100.00
IDCU/SUREB Infectious Disease	82,981	83,468	83,468	83,468	0.00	0.00
DIAB-CDEPT2 Comm Diabetes	251,998	251,400	232,960	251,400	7.92	0.00
Tuberculosis Program	106,706	108,426	108,426	76,341	-29.59	-29.59
Immunization	250,462	267,263	263,097	264,925	0.69	-0.87
Comprehensive Cancer Control	0	0	100,000	100,000	0.00	0.00
Women Infants and Children	742,941	767,458	767,458	697,312	-9.14	-9.14
Emergency Mgt Assistance	99,486	111,932	111,932	111,537	-0.35	-0.35
City of Wichita Falls	*8,422,705*	*7,582,648*	*8,688,391*	*7,850,279*	*-9.65*	*3.53*
TOTAL REVENUE	**8,422,705**	**7,582,648**	**8,688,391**	**7,850,279**	**-9.65**	**3.53**
Grand Total	**8,422,705**	**7,582,648**	**8,688,391**	**7,850,279**	**-9.65**	**3.53**

City of Wichita Falls
Fund Expenditure Summary By Account Class
Federal Grants

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Federal Grants						
PERSONNEL	2,591,554	2,521,022	2,797,153	2,567,008	-8.23	1.82
SUPPLIES	98,794	124,642	158,499	93,736	-40.86	-24.80
MAINT	249,824	289,465	524,310	432,114	-17.58	49.28
SERVICES	901,193	960,026	1,223,842	1,026,157	-16.15	6.89
INSUR/CONT	0	2,000	2,000	2,000	0.00	0.00
OTHER	3,945,258	3,684,493	3,981,587	3,609,525	-9.34	-2.03
NONCAPITAL	0	0	0	118,740	0.00	0.00
CAP IMPROV	13,020	1,000	1,000	1,000	0.00	0.00
Federal Grants	**7,799,643**	**7,582,648**	**8,688,391**	**7,850,280**	**-9.65**	**3.53**
Grand Total	**7,799,643**	**7,582,648**	**8,688,391**	**7,850,280**	**-9.65**	**3.53**

City of Wichita Falls
Revenue Detail By Fund
State Grants

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
TOTAL REVENUE						
City of Wichita Falls						
Texas Tobacco Compliance	10,253	0	0	0	0.00	0.00
City of Wichita Falls	*10,253*	*0*	*0*	*0*	*0.00*	*0.00*
TOTAL REVENUE	**10,253**	**0**	**0**	**0**	**0.00**	**0.00**
Grand Total	**10,253**	**0**	**0**	**0**	**0.00**	**0.00**

City of Wichita Falls
Fund Expenditure Summary By Account Class
State Grants

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
State Grants						
SERVICES	400	0	0	0	0.00	0.00
State Grants	**400**	**0**	**0**	**0**	**0.00**	**0.00**
Grand Total	**400**	**0**	**0**	**0**	**0.00**	**0.00**

City of Wichita Falls
Revenue Detail By Fund
Auditorium Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
CITY City of Wichita Falls				
276 Auditorium Fund				
57260 Operating Transfers In	23,636	0	0	0
MISCREV MISC REVENUE	**23,636**	**0**	**0**	**0**
Total Auditorium Fund	23,636	0	0	0
Total City of Wichita Falls	23,636	0	0	0
Grand Total	23,636	0	0	0

City of Wichita Falls
Fund Expenditure Summary By Account Class
Auditorium Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Auditorium Fund						
PERSONNEL	1,604	0	0	0	0.00	0.00
SERVICES	2,370	0	0	0	0.00	0.00
INSUR/CONT	14	0	0	0	0.00	0.00
OTHER	19,648	0	0	0	0.00	0.00
Auditorium Fund	**23,636**	**0**	**0**	**0**	**0.00**	**0.00**
Grand Total	**23,636**	**0**	**0**	**0**	**0.00**	**0.00**

City of Wichita Falls
Revenue Detail By Fund
Hotel/Motel Tax Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
CITY City of Wichita Falls				
278 Hotel/Motel Tax Fund				
50230 Hotel/Motel Tax	1,825,778	1,865,000	1,880,000	1,880,000
TAXES TAXES AND FRANCHISES	**1,825,778**	**1,865,000**	**1,880,000**	**1,880,000**
EQUITY FUND EQUITY	0	0	0	10
OTHERREV Equity & Prior Yr	**0**	**0**	**0**	**10**
Total Hotel/Motel Tax Fund	1,825,778	1,865,000	1,880,000	1,880,010
Total City of Wichita Falls	1,825,778	1,865,000	1,880,000	1,880,010
Grand Total	1,825,778	1,865,000	1,880,000	1,880,010

City of Wichita Falls
Fund Expenditure Summary By Account Class
Hotel/Motel Tax Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Hotel/Motel Tax Fund						
INSUR/CONT	97,220	97,500	97,500	97,500	0.00	0.00
OTHER USES	1,728,558	1,767,500	1,782,500	1,782,510	0.00	0.85
Hotel/Motel Tax Fund	**1,825,778**	**1,865,000**	**1,880,000**	**1,880,010**	**0.00**	**0.80**
Grand Total	**1,825,778**	**1,865,000**	**1,880,000**	**1,880,010**	**0.00**	**0.80**

City of Wichita Falls
Revenue Detail By Fund
Debt Service FUnd

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
CITY City of Wichita Falls				
300 General Debt Service Fund				
50010 Ad Valorem Tax Revenue	666,433	894,343	894,343	2,137,408
50015 County Vehicle Tax	5,371	0	0	0
50070 Penalties and Interest	14,585	0	0	0
TAXES TAXES AND FRANCHISES	**686,389**	**894,343**	**894,343**	**2,137,408**
55022 Contrib-GO Debt Svc Fund	2,276,344	2,270,672	2,270,672	1,881,331
CONTRIB CONTRIBUTIONS	**2,276,344**	**2,270,672**	**2,270,672**	**1,881,331**
57030 Interest-Texpool Fund	9,804	0	0	0
57260 Operating Transfers In	2,837,515	1,944,475	1,944,475	1,894,955
57350 Other Misc Revenue	7,076	0	0	0
MISCREV MISC REVENUE	**2,854,395**	**1,944,475**	**1,944,475**	**1,894,955**
Total General Debt Service Fund	5,817,129	5,109,490	5,109,490	5,913,694
Total City of Wichita Falls	5,817,129	5,109,490	5,109,490	5,913,694
Grand Total	5,817,129	5,109,490	5,109,490	5,913,694

City of Wichita Falls
Fund Expenditure Summary By Account Class
Debt Service Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
General Debt Service Fund						
DEBT EXPEN	5,116,022	5,109,490	5,109,490	5,913,694	15.74	15.74
General Debt Service Fund	**5,116,022**	**5,109,490**	**5,109,490**	**5,913,694**	**15.74**	**15.74**
Grand Total	**5,116,022**	**5,109,490**	**5,109,490**	**5,913,694**	**15.74**	**15.74**

City of Wichita Falls
Revenue Detail By Fund
Regional Airport Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
CITY City of Wichita Falls				
510 Regional Airport Fund				
50805 Passenger Facility Fees	168,512	175,000	170,000	170,000
50806 Customer Facility Fees	163,741	205,000	195,000	195,000
SVCCHG SERVICE CHARGES	**332,253**	**380,000**	**365,000**	**365,000**
56290 Parking Meter Revenue	180,711	200,000	200,000	200,000
56295 Terminal Office Rent	152,672	175,000	153,000	153,373
56300 Landing Fees	4,960	10,000	10,000	10,000
56302 Ground Lease Rent	23,334	23,334	23,334	23,334
56310 Hangar Rentals	30,135	30,135	30,135	30,135
56315 Airport Fuel Surcharge	14,972	18,000	18,000	15,000
56320 Other Airport Rentals	64,043	80,000	80,000	80,400
56322 Airport Charter Flight Revenu	34,536	42,000	42,000	42,000
56330 Airport Concessions	250,849	240,000	240,000	240,000
56600 Concessions-Vending	17,707	20,500	20,500	20,500
57030 Interest-Texpool Fund	4,363	446	446	446
57235 Advertising Sales	4,725	10,000	10,000	10,000
57260 Operating Transfers In	216,598	111,227	148,227	181,816
57350 Other Misc Revenue	10,019	10,000	10,000	10,000
MISCREV MISC REVENUE	**1,009,624**	**970,642**	**985,642**	**1,017,004**
Total Regional Airport Fund	1,341,877	1,350,642	1,350,642	1,382,004
Total City of Wichita Falls	1,341,877	1,350,642	1,350,642	1,382,004
Grand Total	1,341,877	1,350,642	1,350,642	1,382,004

City of Wichita Falls
Fund Expenditure Summary By Account Class
Regional Airport Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Regional Airport Fund						
PERSONNEL	189,359	193,344	193,344	202,604	4.79	4.79
SUPPLIES	4,509	7,900	7,900	8,250	4.43	4.43
MAINT	41,985	58,954	58,954	48,162	-18.31	-18.31
SERVICES	196,249	157,541	157,541	164,534	4.44	4.44
INSUR/CONT	29,330	25,000	25,000	25,000	0.00	0.00
OTHER	208,001	237,174	237,174	264,625	11.57	11.57
OTHER USES	672,329	670,729	670,729	668,829	-0.28	-0.28
Regional Airport Fund	**1,341,764**	**1,350,642**	**1,350,642**	**1,382,004**	**2.32**	**2.32**
Grand Total	**1,341,764**	**1,350,642**	**1,350,642**	**1,382,004**	**2.32**	**2.32**

City of Wichita Falls
Revenue Detail By Fund
Kickapoo Airport Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
CITY City of Wichita Falls				
512 Kickapoo Airport Fund				
51052 Late Payment Chgs	425	120	120	120
SVCCHG SERVICE CHARGES	**425**	**120**	**120**	**120**
56295 Terminal Office Rent	4,375	4,800	4,800	4,800
56302 Ground Lease Rent	103,974	102,180	102,180	106,380
56310 Hangar Rentals	104,395	107,804	107,804	110,640
56312 Hangar Electricity Reimburse	435	0	0	0
56330 Airport Concessions	90	100	100	100
56600 Concessions-Vending	487	300	300	300
57030 Interest-Texpool Fund	2,414	500	500	500
57185 Kickapoo-Fuel & Oil Gross Sa	657,287	815,630	715,630	827,765
57186 Kickapoo-Maps/Pilot Supplies	2,134	3,000	3,000	3,600
57191 Testing Center Profit	8,906	15,000	15,000	13,000
57350 Other Misc Revenue	1,846	2,000	2,000	2,000
MISCREV MISC REVENUE	**886,343**	**1,051,314**	**951,314**	**1,069,085**
Total Kickapoo Airport Fund	886,768	1,051,434	951,434	1,069,205
Total City of Wichita Falls	886,768	1,051,434	951,434	1,069,205
Grand Total	886,768	1,051,434	951,434	1,069,205

City of Wichita Falls
Fund Expenditure Summary By Account Class
Kickapoo Airport Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Kickapoo Airport Fund						
PERSONNEL	266,583	276,493	276,493	296,379	7.19	7.19
SUPPLIES	382,980	447,710	447,710	518,752	15.87	15.87
MAINT	2,771	12,420	12,420	11,970	-3.62	-3.62
SERVICES	104,655	106,053	106,053	107,544	1.41	1.41
INSUR/CONT	10,834	11,500	23,500	24,636	4.83	114.23
OTHER	278,631	107,028	85,258	94,924	11.34	-11.31
CAP IMPROV	0	0	0	15,000	0.00	0.00
OTHER USES	49,635	90,230	0	0	0.00	-100.00
Kickapoo Airport Fund	**1,096,089**	**1,051,434**	**951,434**	**1,069,205**	**12.38**	**1.69**
Grand Total	**1,096,089**	**1,051,434**	**951,434**	**1,069,205**	**12.38**	**1.69**

City of Wichita Falls
Revenue Detail By Fund
Multi-Purpose Events Center Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
CITY City of Wichita Falls				
515 Multi-Purpose Events Ctr Fund				
55017 Contrib-MPEC Private Bal	0	35,000	35,000	85,000
55033 Contributions-4B Sales Tax C	35,000	0	0	0
CONTRIB CONTRIBUTIONS	**35,000**	**35,000**	**35,000**	**85,000**
57200 Miscellaneous Sales	75	0	0	0
57260 Operating Transfers In	2,165,903	2,007,496	2,127,496	2,154,857
57350 Other Misc Revenue	0	1,367,074	1,247,074	1,197,577
MISCREV MISC REVENUE	**2,165,977**	**3,374,570**	**3,374,570**	**3,352,434**
Total Multi-Purpose Events Ctr Fund	2,200,977	3,409,570	3,409,570	3,437,434
Total City of Wichita Falls	2,200,977	3,409,570	3,409,570	3,437,434
Grand Total	2,200,977	3,409,570	3,409,570	3,437,434

City of Wichita Falls
Fund Expenditure Summary By Account Class
Multi-Purpose Events Center Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Multi-Purpose Events Ctr Fund						
PERSONNEL	275,881	287,066	287,066	275,405	-4.06	-4.06
SUPPLIES	22,600	23,894	23,894	37,258	55.93	55.93
MAINT	11,591	4,508	4,508	2,644	-41.35	-41.35
SERVICES	1,488,622	2,683,701	2,683,701	2,767,048	3.11	3.11
INSUR/CONT	41,343	41,000	41,000	45,000	9.76	9.76
DEBT EXPEN	0	289,446	289,446	229,719	-20.63	-20.63
OTHER	360,940	79,955	79,955	80,360	0.51	0.51
Multi-Purpose Events Ctr Fund	**2,200,977**	**3,409,570**	**3,409,570**	**3,437,434**	**0.82**	**0.82**
Grand Total	**2,200,977**	**3,409,570**	**3,409,570**	**3,437,434**	**0.82**	**0.82**

City of Wichita Falls
Revenue Detail By Fund
Transit Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
CITY City of Wichita Falls				
520 Transit Fund				
50800 Bus Passenger Fees	268,621	285,000	285,000	275,000
50802 Greyhound Commissions	18,903	30,000	30,000	30,000
50803 Transit Advertising Fees	133,810	125,000	125,000	130,000
50804 MSU Shuttle Route Fee	0	68,000	68,000	66,000
SVCCHG SERVICE CHARGES	**421,335**	**508,000**	**508,000**	**501,000**
54210 Oper Grants-Current Year	1,701,652	1,775,165	1,775,165	2,127,023
GOVTREV INTERGOVT REVENUE	**1,701,652**	**1,775,165**	**1,775,165**	**2,127,023**
56560 Office Rental	8,600	4,000	4,000	4,000
56600 Concessions-Vending	1,543	3,000	3,000	2,600
56610 Concessions-Other	607	600	600	600
57260 Operating Transfers In	159,798	108,768	108,768	20,229
57310 Cash Long and Short	0	100	100	100
MISCREV MISC REVENUE	**170,547**	**116,468**	**116,468**	**27,529**
Total Transit Fund	2,293,534	2,399,633	2,399,633	2,655,552
Total City of Wichita Falls	2,293,534	2,399,633	2,399,633	2,655,552
Grand Total	2,293,534	2,399,633	2,399,633	2,655,552

City of Wichita Falls
Fund Expenditure Summary By Account Class
Transit Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Transit Fund						
PERSONNEL	1,262,969	1,301,943	1,301,943	1,289,747	-0.94	-0.94
SUPPLIES	394,118	326,348	326,348	417,620	27.97	27.97
MAINT	428,344	303,194	303,194	304,260	0.35	0.35
SERVICES	66,909	60,511	60,511	70,289	16.16	16.16
INSUR/CONT	55,372	52,500	52,500	64,500	22.86	22.86
OTHER	75,437	75,137	75,137	83,636	11.31	11.31
CAP IMPROV	0	280,000	280,000	425,500	51.96	51.96
Transit Fund	**2,283,150**	**2,399,633**	**2,399,633**	**2,655,552**	**10.66**	**10.66**
Grand Total	**2,283,150**	**2,399,633**	**2,399,633**	**2,655,552**	**10.66**	**10.66**

City of Wichita Falls
Revenue Detail By Fund
Sanitation

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
CITY City of Wichita Falls				
530 Sanitation Fund				
50910 Sanitation Fees	166,548	0	0	0
50911 Sanitation Fees-Alley Reside	6,026,564	6,381,500	6,381,500	6,617,698
50912 Sanitation Fees-Commercial	5,058,477	4,950,000	4,950,000	5,414,985
50915 Recycle Container Fee	264,231	260,000	260,000	260,000
50916 Recycle Container Fee - Con	24,602	0	0	20,000
50920 Landfill Fees	1,532,316	1,500,000	1,500,000	1,500,000
50930 Transfer Station Fees	50,915	30,000	30,000	30,000
51510 Resale of Labor	214,541	210,000	210,000	210,000
SVCCHG SERVICE CHARGES	**13,338,193**	**13,331,500**	**13,331,500**	**14,052,683**
57030 Interest-Texpool Fund	7	0	0	0
57040 Interest-Logic Investment	57,168	42,500	42,500	90,000
57200 Miscellaneous Sales	53,923	0	0	0
57320 Other Financing Sources	575	0	0	0
57350 Other Misc Revenue	1,496	3,000	3,000	3,000
MISCREV MISC REVENUE	**113,169**	**45,500**	**45,500**	**93,000**
EQUITY FUND EQUITY	0	0	209,801	50,000
OTHERREV Equity & Prior Yr	**0**	**0**	**209,801**	**50,000**
Total Sanitation Fund	13,451,361	13,377,000	13,586,801	14,195,683
Total City of Wichita Falls	13,451,361	13,377,000	13,586,801	14,195,683
Grand Total	13,451,361	13,377,000	13,586,801	14,195,683

City of Wichita Falls
Fund Expenditure Summary By Account Class
Sanitation Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Sanitation Fund						
PERSONNEL	4,243,664	4,388,441	4,388,441	4,547,446	3.62	3.62
SUPPLIES	307,013	354,243	360,243	306,672	-14.87	-13.43
MAINT	88,347	158,150	158,150	210,300	32.98	32.98
SERVICES	4,287,693	4,365,568	4,644,908	5,019,734	8.07	14.98
INSUR/CONT	98,091	73,000	73,000	83,400	14.25	14.25
OTHER	408,853	423,991	423,991	424,980	0.23	0.23
NONCAPITAL	0	500	500	6,000	1100.00	1100.00
CAP IMPROV	1,955,969	1,946,500	1,944,160	1,993,500	2.54	2.41
OTHER USES	1,567,404	1,593,408	1,593,408	1,603,651	0.64	0.64
Sanitation Fund	**12,957,034**	**13,303,801**	**13,586,801**	**14,195,683**	**4.48**	**6.70**
Grand Total	**12,957,034**	**13,303,801**	**13,586,801**	**14,195,683**	**4.48**	**6.70**

City of Wichita Falls
Revenue Detail By Fund
Water and Sewer Fund

		FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
CITY	**City of Wichita Falls**				
550	**Water and Sewer Fund**				
50440	Industrial Pretreatment	62,336	40,000	40,000	40,000
50950	Water Sales - Residential	15,138,151	15,372,597	15,372,597	15,592,295
50951	Water Sales - Wholesale	5,463,012	5,000,000	5,000,000	4,200,000
50952	Water Sales - Commercial	9,965,655	9,967,000	9,967,000	10,264,625
50953	Water Sales - Contract	307,592	300,000	300,000	316,820
50954	Water Sales - City Accounts	23,992	15,000	15,000	15,000
50955	Water Sales - Irrigation - Res	1,198,220	1,075,000	1,075,000	1,234,166
50956	Water Sales - Irrigation - Con	48,599	15,000	15,000	49,570
50960	Sewer Sales	5,570,113	5,483,000	5,483,000	5,681,516
50962	Sewer Sales - Commercial	3,599,120	3,500,000	3,500,000	3,671,102
50963	Sewer Sales - Contract	689,634	600,000	600,000	703,427
50964	Sewer Sales - City Accounts	(329)	1,500	1,500	1,500
50965	Coin Operated Water Sales	9,164	11,000	11,000	11,000
50970	Water Tap Charges	143,185	120,000	120,000	140,000
50980	Sewer Tap Charges	2,307	3,000	3,000	3,000
50990	Reconnect Charges	(202)	0	0	0
51000	Meter Damage Charges	6,897	4,500	4,500	4,500
51020	Meter Re-Read Charges	340	0	0	0
51030	Removal & Reinstall Chgs	821	4,000	4,000	2,000
51040	Bad Check Collect Chgs	28,440	24,000	24,000	24,000
51045	Credit Card Processing Fee	(3)	0	0	0
51050	Water Turn On/Off Chgs	522,690	425,000	425,000	500,000
51052	Late Payment Chgs	163,961	400,000	400,000	400,000
51070	Fill Station Admin Fee - City	1,090	0	0	0
51540	Misc Service Charges	2,812	0	0	0

City of Wichita Falls
Revenue Detail By Fund
Water and Sewer Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
CITY City of Wichita Falls				
550 Water and Sewer Fund				
SVCCHG SERVICE CHARGES	**42,947,597**	**42,360,597**	**42,360,597**	**42,854,521**
56410 Grazing Land Leases	57,050	50,000	50,000	50,000
56420 Oil and Gas Leases	7,943	7,000	7,000	7,000
56430 Ringold Lease	30,069	40,000	40,000	35,000
57030 Interest-Texpool Fund	844	11,000	11,000	0
57040 Interest-Logic Investment	120,922	100,000	100,000	300,000
57090 Interest-Other	45,924	0	0	60,000
57120 Sale of Junk	243,935	20,000	20,000	20,000
57280 Reimb-Prior Yr Expense	5,926	0	0	0
57282 Reimb-Current Yr Expense	6,076	0	0	0
57310 Cash Long and Short	(209)	0	0	0
MISCREV MISC REVENUE	**518,481**	**228,000**	**228,000**	**472,000**
EQUITY FUND EQUITY	0	0	0	285,000
OTHERREV Equity & Prior Yr	**0**	**0**	**0**	**285,000**
Total Water and Sewer Fund	43,466,079	42,588,597	42,588,597	43,611,521
Total City of Wichita Falls	43,466,079	42,588,597	42,588,597	43,611,521
Grand Total	43,466,079	42,588,597	42,588,597	43,611,521

City of Wichita Falls
Fund Expenditure Summary By Account Class
Water and Sewer Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Water and Sewer Fund						
PERSONNEL	9,923,406	9,998,380	9,998,380	10,465,336	4.67	4.67
SUPPLIES	2,041,559	2,965,073	2,965,073	2,608,889	-12.01	-12.01
MAINT	1,621,842	1,605,043	1,605,043	1,841,521	14.73	14.73
SERVICES	4,683,383	4,480,790	4,477,130	4,612,515	3.02	2.94
INSUR/CONT	1,018,419	920,894	920,894	1,000,974	8.70	8.70
DEBT EXPEN	12,368,003	12,619,646	12,619,646	12,758,755	1.10	1.10
OTHER	1,702,795	2,590,930	2,590,930	2,791,562	7.74	7.74
NONCAPITAL	379	3,000	3,000	3,000	0.00	0.00
CAP IMPROV	1,094,342	5,684,865	5,688,525	5,787,850	1.75	1.81
OTHER USES	1,365,675	1,719,976	1,719,976	1,741,119	1.23	1.23
Water and Sewer Fund	**35,819,804**	**42,588,597**	**42,588,597**	**43,611,521**	**2.40**	**2.40**
Grand Total	**35,819,804**	**42,588,597**	**42,588,597**	**43,611,521**	**2.40**	**2.40**

City of Wichita Falls
Revenue Detail By Fund
Storm Water Drainage Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
CITY City of Wichita Falls				
552 Stormwater Drainage Fund				
51205 Stormwater Chrgs-Res	1,785,200	1,786,000	1,786,000	1,786,000
51210 Stormwater Chrgs-Comm	1,907,296	1,900,000	1,900,000	1,900,000
SVCCHG SERVICE CHARGES	**3,692,496**	**3,686,000**	**3,686,000**	**3,686,000**
57030 Interest-Texpool Fund	0	8,000	8,000	0
57040 Interest-Logic Investment	58,888	0	0	8,000
57280 Reimb-Prior Yr Expense	13,000	0	0	0
57282 Reimb-Current Yr Expense	32,523	0	0	0
MISCREV MISC REVENUE	**104,411**	**8,000**	**8,000**	**8,000**
EQUITY FUND EQUITY	0	1,305,207	1,917,207	0
OTHERREV Equity & Prior Yr	**0**	**1,305,207**	**1,917,207**	**0**
Total Stormwater Drainage Fund	3,796,907	4,999,207	5,611,207	3,694,000
Total City of Wichita Falls	3,796,907	4,999,207	5,611,207	3,694,000
Grand Total	3,796,907	4,999,207	5,611,207	3,694,000

City of Wichita Falls
Fund Expenditure Summary By Account Class
Storm Water Drainage Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Stormwater Drainage Fund						
PERSONNEL	200,107	308,993	308,993	313,115	1.33	1.33
SUPPLIES	3,664	2,500	2,500	9,550	282.00	282.00
MAINT	20,485	25,107	21,467	23,933	11.49	-4.68
SERVICES	251,319	157,956	157,956	154,688	-2.07	-2.07
INSUR/CONT	100	100	100	200	100.00	100.00
OTHER	5,807	9,365	9,365	10,865	16.02	16.02
CAP IMPROV	328,815	4,090,000	4,705,640	40,000	-99.15	-99.02
OTHER USES	405,186	405,186	405,186	405,186	0.00	0.00
Stormwater Drainage Fund	**1,215,483**	**4,999,207**	**5,611,207**	**957,537**	**-82.94**	**-80.85**
Grand Total	**1,215,483**	**4,999,207**	**5,611,207**	**957,537**	**-82.94**	**-80.85**

City of Wichita Falls
Revenue Detail By Fund
Golf Course Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
CITY City of Wichita Falls				
570 Golf Course Fund				
50684 Golf Green Fee-Weekday	62,983	750,000	750,000	800,000
50685 Golf Green Fee-Weekend	30,595	0	0	0
50686 Golf Green Fee-Twilight	4,897	0	0	0
50687 Golf Green Fee-Jr/Sr	70,093	0	0	0
50688 Golf Cart Fees	152,128	0	0	0
50689 Golf Club Repair Service	19,283	0	0	0
50691 Golf Cart Fees-9 Hole	736	0	0	0
50692 Green Fees - Pass Holder Gı	2,618	0	0	0
50694 Gree Fees-Player Develop C	71,403	0	0	0
SVCCHG SERVICE CHARGES	**414,735**	**750,000**	**750,000**	**800,000**
57201 Golf Course-Player Developr	77,158	0	0	0
57204 Golf Pass-Family Unrestricte	36,436	0	0	0
57205 Golf Pass-Family Weekday	198,005	0	0	0
57206 Golf Pass-Senior Unrestricte	47,240	0	0	0
57207 Golf Pass-Senior Weekday	5,632	0	0	0
57260 Operating Transfers In	93,892	115,000	115,000	110,000
MISCREV MISC REVENUE	**458,363**	**115,000**	**115,000**	**110,000**
Total Golf Course Fund	873,098	865,000	865,000	910,000
Total City of Wichita Falls	873,098	865,000	865,000	910,000
Grand Total	873,098	865,000	865,000	910,000

City of Wichita Falls
Fund Expenditure Summary By Account Class
Golf Course Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Golf Course Fund						
MAINT	6,098	0	0	0	0.00	0.00
SERVICES	849,047	865,000	865,000	910,000	5.20	5.20
INSUR/CONT	3,088	0	0	0	0.00	0.00
OTHER	14,865	0	0	0	0.00	0.00
Golf Course Fund	**873,098**	**865,000**	**865,000**	**910,000**	**5.20**	**5.20**
Grand Total	**873,098**	**865,000**	**865,000**	**910,000**	**5.20**	**5.20**

City of Wichita Falls
Revenue Detail By Fund
Waterpark Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
CITY City of Wichita Falls				
580 Waterpark Fund				
50701 Waterpark Admissions-Adult	390,033	500,000	500,000	472,500
50702 Waterpark Admissions-Junior	12,655	23,000	23,000	21,735
50703 Waterpark Admissions-Senio	11,317	12,000	12,000	11,340
50704 Waterpark Admissions-After 4	114,964	125,000	125,000	118,125
50705 Waterpark Season Pass-Plat	306,631	368,365	368,365	347,525
50707 Waterpakr Season Pass-Silv	9,992	0	0	0
50708 Waterpark Admissions-Group	67,534	0	0	0
51045 Credit Card Processing Fee	5,565	0	0	0
SVCCHG SERVICE CHARGES	**918,690**	**1,028,365**	**1,028,365**	**971,225**
57030 Interest-Texpool Fund	1,382	0	0	0
57171 Waterpark Rentals	50,820	48,641	48,641	54,688
57172 Waterpark Mdse Sales	41,331	39,949	39,949	44,492
57173 Waterpark Food & Bev Sales	259,505	328,487	328,487	330,888
57174 Waterpark Alcohol Sales	41,919	0	0	0
57175 Waterpark Training Reimburs	5,653	0	0	0
57176 Waterpark Uniform Sales	104	0	0	0
57178 Waterpark Sponsorship Sales	3,500	0	0	0
57350 Other Misc Revenue	102	9,218	9,218	10,842
MISCREV MISC REVENUE	**404,314**	**426,295**	**426,295**	**440,910**
Total Waterpark Fund	1,323,005	1,454,660	1,454,660	1,412,135
Total City of Wichita Falls	1,323,005	1,454,660	1,454,660	1,412,135
Grand Total	1,323,005	1,454,660	1,454,660	1,412,135

City of Wichita Falls
Fund Expenditure Summary By Account Class
Waterpark Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Waterpark Fund						
PERSONNEL	535,047	570,272	570,272	576,366	1.07	1.07
SUPPLIES	200,525	0	0	0	0.00	0.00
MAINT	48,566	0	0	0	0.00	0.00
SERVICES	439,200	802,591	802,591	791,648	-1.36	-1.36
INSUR/CONT	49,075	0	0	0	0.00	0.00
OTHER	24,571	0	0	0	0.00	0.00
CAP IMPROV	14,234	0	0	0	0.00	0.00
Waterpark Fund	**1,311,219**	**1,372,863**	**1,372,863**	**1,368,014**	**-0.35**	**-0.35**
Grand Total	**1,311,219**	**1,372,863**	**1,372,863**	**1,368,014**	**-0.35**	**-0.35**

City of Wichita Falls
Revenue Detail By Fund
Fleet Maintenance Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
CITY City of Wichita Falls				
600 Fleet Maintenance Fund				
50840 County Vehicle Maint	246,658	252,477	252,477	260,000
50841 MPEC Vehicle Maint	5,806	10,000	10,000	8,000
50842 Golf Course Vehicle Mainten	12,236	15,000	15,000	15,000
50843 Volunteer Fire Dept Fuel Sale	5,188	3,500	3,500	3,500
50844 WCWID#2 Fuel Sales	4,481	4,000	4,000	4,000
50845 Regional Public Trans Fuel S	54,230	55,000	55,000	68,000
50850 Central Garage Services	8,792,906	8,858,522	9,447,522	9,584,655
50860 Transit Garage Services	525,491	525,000	617,000	290,000
SVCCHG SERVICE CHARGES	**9,646,996**	**9,723,499**	**10,404,499**	**10,233,155**
52602 Street Closure Permit	100	0	0	0
LICPERM LICENSES & PERMITS	**100**	**0**	**0**	**0**
56640 Office Space Rental	12,000	12,000	12,000	12,000
57110 Sale of Fixed Assets	146,802	85,000	85,000	50,000
57120 Sale of Junk	14,326	2,000	2,000	1,000
57180 Gain/Loss Sale of Assets	16,278	0	0	0
57282 Reimb-Current Yr Expense	917	0	0	0
MISCREV MISC REVENUE	**190,324**	**99,000**	**99,000**	**63,000**
Total Fleet Maintenance Fund	9,837,420	9,822,499	10,503,499	10,296,155
Total City of Wichita Falls	9,837,420	9,822,499	10,503,499	10,296,155
Grand Total	9,837,420	9,822,499	10,503,499	10,296,155

City of Wichita Falls
Fund Expenditure Summary By Account Class
Fleet Maintenance Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Fleet Maintenance Fund						
PERSONNEL	2,073,711	2,073,472	2,073,472	2,168,313	4.57	4.57
SUPPLIES	2,645,751	2,719,901	3,200,901	3,223,347	0.70	18.51
MAINT	2,513,877	2,131,338	2,331,338	1,924,205	-17.46	-9.72
SERVICES	71,865	72,395	72,395	71,156	-1.71	-1.71
INSUR/CONT	187,460	160,000	160,000	110,000	-31.25	-31.25
DEBT EXPEN	253,111	474,816	474,816	474,922	0.02	0.02
OTHER	183,144	187,992	187,992	208,812	11.07	11.07
CAP IMPROV	1,445,413	1,690,585	1,690,585	1,803,400	6.67	6.67
OTHER USES	312,000	312,000	312,000	312,000	0.00	0.00
Fleet Maintenance Fund	**9,686,331**	**9,822,499**	**10,503,499**	**10,296,155**	**-1.97**	**4.82**
Grand Total	**9,686,331**	**9,822,499**	**10,503,499**	**10,296,155**	**-1.97**	**4.82**

City of Wichita Falls
Revenue Detail By Fund
Duplicating Services Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
CITY City of Wichita Falls				
610 Duplicating Services Fund				
50360 Resale of Print Shop Serv	141,752	143,665	143,665	145,558
SVCCHG SERVICE CHARGES	**141,752**	**143,665**	**143,665**	**145,558**
Total Duplicating Services Fund	141,752	143,665	143,665	145,558
Total City of Wichita Falls	141,752	143,665	143,665	145,558
Grand Total	141,752	143,665	143,665	145,558

City of Wichita Falls
Fund Expenditure Summary By Account Class
Duplicating Services Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Duplicating Services Fund						
PERSONNEL	30,690	32,882	32,882	34,318	4.37	4.37
SUPPLIES	2,198	3,500	3,500	7,040	101.14	101.14
SERVICES	637	0	0	0	0.00	0.00
OTHER	98,048	107,283	107,283	104,200	-2.87	-2.87
Duplicating Services Fund	**131,573**	**143,665**	**143,665**	**145,558**	**1.32**	**1.32**
Grand Total	**131,573**	**143,665**	**143,665**	**145,558**	**1.32**	**1.32**

City of Wichita Falls
Revenue Detail By Fund
Information Technology Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
CITY City of Wichita Falls				
620 Information Technology Fund				
50350 Resale of IS Services	3,301,211	3,430,708	3,430,708	3,631,692
SVCCHG SERVICE CHARGES	**3,301,211**	**3,430,708**	**3,430,708**	**3,631,692**
EQUITY FUND EQUITY	0	0	0	1,114,281
OTHERREV Equity & Prior Yr	**0**	**0**	**0**	**1,114,281**
Total Information Technology Fund	3,301,211	3,430,708	3,430,708	4,745,973
Total City of Wichita Falls	3,301,211	3,430,708	3,430,708	4,745,973
Grand Total	3,301,211	3,430,708	3,430,708	4,745,973

City of Wichita Falls
Fund Expenditure Summary By Account Class
Information Technology Fund

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Information Technology Fund						
PERSONNEL	1,196,621	1,262,586	1,262,586	1,286,901	1.93	1.93
SUPPLIES	238,563	207,017	207,017	371,653	79.53	79.53
MAINT	623,363	740,373	740,373	896,651	21.11	21.11
SERVICES	161,961	128,827	128,827	147,165	14.23	14.23
INSUR/CONT	15	0	0	0	0.00	0.00
OTHER	15,223	27,096	27,096	16,411	-39.43	-39.43
CAP IMPROV	74,176	208,000	208,000	2,027,192	874.61	874.61
OTHER USES	202,058	100,000	100,000	0	-100.00	-100.00
Information Technology Fund	**2,511,980**	**2,673,899**	**2,673,899**	**4,745,973**	**77.49**	**77.49**
Grand Total	**2,511,980**	**2,673,899**	**2,673,899**	**4,745,973**	**77.49**	**77.49**

City of Wichita Falls
Department Expenditure Summary
All Departments

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
TOTAL EXPEN						
Admin Services	16,502,947	15,651,394	16,508,624	16,261,473	-1.50	3.90
Health	5,550,291	5,336,130	6,023,341	5,294,454	-12.10	-0.78
Finance and Debt	21,923,883	22,198,967	22,198,967	25,243,548	13.71	13.71
Police	23,809,106	24,439,981	24,139,981	25,279,871	4.72	3.44
Fire	15,859,014	16,096,489	16,171,489	16,505,800	2.07	2.54
Parks	6,502,370	6,993,085	6,841,586	7,439,738	8.74	6.39
Community Develop	6,915,371	7,138,085	7,978,485	7,518,259	-5.77	5.33
Aviation, Traffic & Transp	16,624,151	16,845,087	17,466,087	17,614,392	0.85	4.57
Public Works	43,695,528	54,895,690	55,804,470	52,799,100	-5.39	-3.82
City Attorney	820,824	822,836	822,836	858,786	4.37	4.37
City Clerk	181,154	165,715	212,715	190,095	-10.63	14.71
Multi Purpose Events Center	2,200,977	3,409,570	3,409,570	3,437,434	0.82	0.82
TOTAL EXPEN	**160,585,616**	**173,993,029**	**177,578,151**	**178,442,949**	**0.49**	**2.56**
Grand Total	**160,585,616**	**173,993,029**	**177,578,151**	**178,442,949**	**0.49**	**2.56**

City of Wichita Falls
Department Expenditures By Account Class
Administrative Services

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Admin Services						
PERSONNEL	4,707,723	4,869,667	4,954,667	5,123,847	3.41	5.22
SUPPLIES	489,704	488,175	488,175	491,841	0.75	0.75
MAINT	1,130,356	856,430	856,430	785,239	-8.31	-8.31
SERVICES	2,473,536	2,113,657	2,365,657	2,201,171	-6.95	4.14
INSUR/CONT	1,501,944	1,371,945	1,636,945	1,373,893	-16.07	0.14
OTHER	3,482,915	3,560,895	3,553,895	3,715,469	4.55	4.34
OTHER USES	2,716,768	2,390,625	2,652,855	2,570,013	-3.12	7.50
Admin Services	**16,502,947**	**15,651,394**	**16,508,624**	**16,261,473**	**-1.50**	**3.90**
Grand Total	**16,502,947**	**15,651,394**	**16,508,624**	**16,261,473**	**-1.50**	**3.90**

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Mayor and City Council						
PERSONNEL	28,497	29,709	29,709	29,709	0.00	0.00
SUPPLIES	775	300	300	300	0.00	0.00
SERVICES	1,299	1,353	1,353	1,353	0.00	0.00
OTHER	48,699	34,171	34,171	50,062	46.50	46.50
Mayor and City Council	**79,269**	**65,533**	**65,533**	**81,424**	**24.25**	**24.25**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
1040 Mayor and City Council				
100 General Fund				
60015 Salaries-Supervision	26,472	27,600	27,600	27,600
60300 FICA	2,025	2,109	2,109	2,109
6000 PERSONNEL	**28,497**	**29,709**	**29,709**	**29,709**
70060 Supplies-Office	292	100	100	100
70350 Supplies-Pers Computer	0	0	0	200
70900 Supplies-Other	483	200	200	0
7000 SUPPLIES	**775**	**300**	**300**	**300**
72010 Services-Telephone	1,080	1,153	1,153	1,153
72270 Services-Binding/Printing	219	200	200	200
7200 SERVICES	**1,299**	**1,353**	**1,353**	**1,353**
75010 Travel Expenses	9,571	10,500	10,500	10,500
75020 Education Registration	1,950	2,000	2,000	2,000
75060 Council Retreat Expense	17,856	3,000	3,000	18,000
75090 Memberships	11,402	11,981	11,981	11,981
75100 Boards/Local Meetings	5,020	4,440	4,440	5,331
75150 Public Relation/Promo	2,603	2,000	2,000	2,000
75160 Postage/Freight	297	250	250	250
7500 OTHER	**48,699**	**34,171**	**34,171**	**50,062**
Total General Fund	79,269	65,533	65,533	81,424
Total Mayor and City Council	79,269	65,533	65,533	81,424

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
City Manager						
PERSONNEL	596,199	639,277	702,277	733,486	4.44	14.74
SUPPLIES	17,287	1,210	1,210	1,210	0.00	0.00
SERVICES	2,142	2,230	2,230	2,430	8.97	8.97
INSUR/CONT	118	0	0	0	0.00	0.00
OTHER	27,546	28,898	28,898	35,568	23.08	23.08
City Manager	**643,291**	**671,615**	**734,615**	**772,694**	**5.18**	**15.05**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
1060 City Manager				
100 General Fund				
60015 Salaries-Supervision	423,368	444,708	494,708	514,015
60075 Salaries-Clerical	35,325	36,080	36,080	38,091
60120 Pool Clerical	1,034	756	756	1,026
60250 Stability Pay	3,630	3,630	3,630	3,630
60275 Cell Phone Allowance	1,440	1,440	1,440	1,440
60290 Deferred Comp	21,061	18,000	18,000	18,500
60300 FICA	24,275	30,717	37,717	38,945
60310 TMRS Retirement	61,006	74,581	80,581	84,181
60320 Life Insur Contribution	569	433	433	483
60325 Long Term Disability	430	576	576	643
60330 Health Insur Contrib	24,060	28,356	28,356	32,531
6000 PERSONNEL	**596,199**	**639,277**	**702,277**	**733,486**
70050 Supplies-Minor Furniture	1,998	0	0	0
70060 Supplies-Office	746	1,100	1,100	1,100
70250 Supplies-Periodicals	324	110	110	110
70360 Supplies-PC Software	14,100	0	0	0
70900 Supplies-Other	118	0	0	0
7000 SUPPLIES	**17,287**	**1,210**	**1,210**	**1,210**
72010 Services-Telephone	1,571	1,730	1,730	1,730
72270 Services-Binding/Printing	571	500	500	700
7200 SERVICES	**2,142**	**2,230**	**2,230**	**2,430**
73050 Insurance Expense	118	0	0	0
7300 INSUR/CONT	**118**	**0**	**0**	**0**
75000 In City Mileage Reimburs	7,200	7,200	7,200	7,200
75010 Travel Expenses	7,563	8,000	8,000	12,000

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
1060 City Manager				
100 General Fund				
75020 Education Registration	1,605	2,950	2,950	3,500
75040 Lease Payments	769	800	800	800
75090 Memberships	8,319	8,648	8,648	10,468
75100 Boards/Local Meetings	859	400	400	400
75160 Postage/Freight	1,230	900	900	1,200
7500 OTHER	**27,546**	**28,898**	**28,898**	**35,568**
Total General Fund	643,291	671,615	734,615	772,694
Total City Manager	643,291	671,615	734,615	772,694

Human Resources
Department Summary

Description

The Human Resources department is comprised of two divisions: Personnel and Risk Management. The Personnel Division provides the following quality services to the City's approximately 1,300 employees:

- Recruitment of qualified individuals;
- Retention of valuable employees;
- Training, development, and education to promote individual success and increase overall value to the organization;
- Employee morale through recognition, effective communication, and feedback;
- Administration of the City's compensation plan, policies, and procedures.

The Risk Management Division is responsible for working with departments to promote safety programs that will protect and serve the City 's employees and citizens, and oversees the processing of Workers' Compensation, General Liability, Fleet, and Property damage insurance claims.

The 2018-19 budget for Personnel and Risk Management has increased by $47,359, or 6.64% from the prior year. This increase is principally due to a reclassification of a Human Resources Coordinator position to a Human Resources Supervisor, the 3% cost-of-living pay adjustment, and increased contributions to the Employee Health Insurance Program. The Services Accounts reflect a reduction of approximately $7,500 as it is anticipated that fewer Police promotional exams will be required next year.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Decreased Injury Count, Lost Days, and Total Claims Costs.	Efficiently Deliver City Services
Worked with consultant in assessing and making recommendations for improvement to the City's insurance and safety programs.	Efficiently Deliver City Services
Performed a Property Schedule audit and review of current insurance coverage and policies.	Efficiently Deliver City Services
Developed City internship program	Attract & Retain Young Workers and Graduates
Conducted annual salary survey	Maintain Market Competitive Compensation

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Continue working to decrease injury count, lost days, and total claims costs.	Efficiently Deliver City Services
Work with consultant to implement safety program improvements, and insurance brokerage recommendations.	Efficiently Deliver City Services
Reduce time from job posting to hire for non-civil service positions	Efficiently Deliver City Services
Implementation of Tyler/Munis HRIS system	Efficiently Deliver City Services
Implement City internship program.	Attract & Retain Young Workers and Graduates
Update employee policies: Harassment, leave, modified duty, grievance, etc	Efficiently Deliver City Services
Conduct annual salary survey	Maintain Market Competitive Compensation

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Injury Count	130	62 FYTD (148 Avg)	<130
Lost Days	1220	348 FYTD (1396 Avg)	<1220
Total Claims Costs	$750,000	$554,267 FYTD ($854,279 Avg)	<$750,000
Time to fill non-civil service positions	45 days	62 days	50
Retention rate: all employees	90%	New measure	

City of Wichita Falls
Organization Expenditure Summary

		FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Personnel							
	PERSONNEL	542,994	540,174	562,174	596,319	6.07	10.39
	SUPPLIES	5,207	8,399	8,399	8,082	-3.77	-3.77
	MAINT	28,941	30,888	30,888	30,388	-1.62	-1.62
	SERVICES	67,220	76,824	61,824	69,342	12.16	-9.74
	INSUR/CONT	15	0	0	0	0.00	0.00
	OTHER	39,753	57,222	50,222	56,735	12.97	-0.85
Personnel		**684,130**	**713,507**	**713,507**	**760,866**	**6.64**	**6.64**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
1080 Personnel				
100 General Fund				
60015 Salaries-Supervision	96,917	96,736	100,736	104,620
60075 Salaries-Clerical	21,396	24,082	24,082	24,201
60120 Pool Clerical	10,987	0	0	0
60135 Salaries-Operational	262,271	266,167	284,167	293,764
60180 Pool Operational	0	0	0	10,296
60192 Overtime	1,138	0	0	0
60250 Stability Pay	4,044	4,593	4,593	4,318
60275 Cell Phone Allowance	720	720	720	720
60300 FICA	28,141	30,011	30,011	33,515
60310 TMRS Retirement	47,886	50,332	50,332	54,626
60320 Life Insur Contribution	534	349	349	368
60325 Long Term Disability	403	464	464	491
60330 Health Insur Contrib	68,170	66,720	66,720	69,400
60331 HSA Contributions Employer	387	0	0	0
6000 PERSONNEL	**542,994**	**540,174**	**562,174**	**596,319**
70030 Supplies-Minor Tools	300	800	800	800
70050 Supplies-Minor Furniture	243	299	299	582
70060 Supplies-Office	2,826	4,200	4,200	4,200
70070 Supplies-Photographic	814	500	500	500
70240 Supplies-Educational	983	2,600	2,600	2,000
70900 Supplies-Other	41	0	0	0
7000 SUPPLIES	**5,207**	**8,399**	**8,399**	**8,082**
71115 Maint-Systems Software	28,941	30,888	30,888	30,388
7100 MAINT	**28,941**	**30,888**	**30,888**	**30,388**
72010 Services-Telephone	4,318	4,171	4,171	4,901

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
1080 Personnel				
100 General Fund				
72011 Services-Wireless Phone	296	300	300	300
72065 Services-Central Garage	312	253	253	801
72170 Services-Other Prof	33,971	61,250	46,250	50,750
72260 Services-Advertising	25,441	3,500	3,500	5,000
72270 Services-Binding/Printing	1,377	2,750	2,750	2,750
72330 Services-Other Misc	1,505	4,600	4,600	4,840
7200 SERVICES	**67,220**	**76,824**	**61,824**	**69,342**
73050 Insurance Expense	15	0	0	0
7300 INSUR/CONT	**15**	**0**	**0**	**0**
75010 Travel Expenses	5,811	6,700	6,700	8,900
75020 Education Registration	1,345	1,670	1,670	2,195
75025 Training/Tuition Asst	19,059	31,230	24,230	31,230
75040 Lease Payments	3,806	3,150	3,150	4,350
75090 Memberships	1,732	1,920	1,920	1,960
75100 Boards/Local Meetings	3,637	8,000	8,000	3,400
75150 Public Relation/Promo	845	1,352	1,352	1,500
75160 Postage/Freight	3,517	3,200	3,200	3,200
7500 OTHER	**39,753**	**57,222**	**50,222**	**56,735**
Total General Fund	684,130	713,507	713,507	760,866
Total Personnel	684,130	713,507	713,507	760,866

Martin Luther King Center
Division Summary

Description
The MLK Center is dedicated for service to all citizens within the City of Wichita Falls. The Center encourages and promote education and social service as well as promote a positive relationship between all of the people in the Community.

The 2018-19 budget for the MLK Center represents an increase of $5,039, or 4.16% from the prior year. This increase is reflected in Personnel Service Accounts for the cost-of-living pay adjustment, merit pay increases, and increased contributions to the Employee Health Care Program.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
29th Annual MLK Prayer Breakfast – 530 In Attendance	Actively Communicate and Engage the Public
MLK Mural Dedication with students from MSU Art Department – 80 in Attendance	Actively Communicate and Engage the Public
Community Garden participation - 61 plots rented	Actively Communicate and Engage the Public
Senior Farmers Market Voucher Program - 250 participants	Actively Communicate and Engage the Public
Summer Heat relief program - 33 participants	Efficiently deliver City services
Thanksgivings Family relief program - 40 participants	Efficiently deliver City services
Kids Happy Easter program - 35 participants	Actively Communicate and Engage the Public
Fresh vegetable substance relief program with the Area Food bank – 1,430	Efficiently deliver City services
Children attending childcare through Childcare Inc. – 6,600	Efficiently deliver City services
Seniors attending the Green Door program – 9,240	Actively Communicate and Engage the Public
Building use for walk-in visit and meetings - 4,356	Efficiently deliver City services

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
30th Annual MLK Prayer Breakfast – 530	Actively Communicate and Engage the Public
Community Garden participation 55 plots rented	Efficiently deliver City services
Senior Farmers Market Voucher Program 250 participants	Efficiently deliver City services
Summer Heat relief program 30 participants	Efficiently deliver City services
Thanksgivings Family relief program 40 participants	Efficiently deliver City services
Kids Happy Easter program 70 participants	Actively Communicate and Engage the Public
Fresh vegetable substance relief program with the Area Food bank - 1,560	Efficiently deliver City services
Children attending childcare through Childcare Inc. – 6,600	Efficiently deliver City services
Seniors attending the Green Door program – 9,600	Actively Communicate and Engage the Public
Building walk-in visit and meetings 4,500	Efficiently deliver City services

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
MLK Prayer Breakfast attendance	600	530	530
Building walk-in visit and meetings	5,000	4,356	4,500
Community Garden participation	82	61	55
Members of the community assisted	23,000	22,114	22,500
Total cost/attendee	New measure		

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
General MLK Center Oper						
PERSONNEL	87,334	88,755	88,755	93,727	5.60	5.60
SUPPLIES	1,504	3,625	3,625	3,825	5.52	5.52
MAINT	234	1,100	1,100	1,100	0.00	0.00
SERVICES	28,324	25,158	25,158	25,025	-0.53	-0.53
OTHER	1,241	2,400	2,400	2,400	0.00	0.00
General MLK Center Oper	**118,637**	**121,038**	**121,038**	**126,077**	**4.16**	**4.16**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
1105 General MLK Center Oper				
100 General Fund				
60015 Salaries-Supervision	0	39,362	39,362	41,556
60020 FT Perm Supervision	38,880	0	0	0
60075 Salaries-Clerical	19,927	20,220	20,220	21,347
60120 Pool Clerical	457	0	0	0
60192 Overtime	275	0	0	0
60250 Stability Pay	0	138	138	413
60300 FICA	4,319	4,569	4,569	4,846
60310 TMRS Retirement	7,298	7,662	7,662	8,087
60320 Life Insur Contribution	79	53	53	55
60325 Long Term Disability	60	71	71	73
60330 Health Insur Contrib	16,040	16,680	16,680	17,350
6000 PERSONNEL	**87,334**	**88,755**	**88,755**	**93,727**
70040 Supplies-Minor Off Equip	117	300	300	300
70050 Supplies-Minor Furniture	205	2,125	2,125	2,125
70060 Supplies-Office	1,182	1,200	1,200	1,000
70900 Supplies-Other	0	0	0	400
7000 SUPPLIES	**1,504**	**3,625**	**3,625**	**3,825**
71050 Maint-Office Furn/Equip	0	250	250	250
71070 Maint-Instruments	108	250	250	250
71385 Maint-Buildings	126	600	600	600
7100 MAINT	**234**	**1,100**	**1,100**	**1,100**
72010 Services-Telephone	3,387	3,645	3,645	3,645
72011 Services-Wireless Phone	0	0	0	480
72020 Services-Electricity	13,798	10,513	10,513	9,500
72040 Services-Gas	2,942	3,000	3,000	3,300

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
1105 General MLK Center Oper				
100 General Fund				
72050 Services-Water/Sew/San	3,310	3,200	3,200	3,300
72170 Services-Other Prof	3,629	3,800	3,800	3,800
72270 Services-Binding/Printing	1,257	1,000	1,000	1,000
7200 SERVICES	**28,324**	**25,158**	**25,158**	**25,025**
75000 In City Mileage Reimburs	0	200	200	200
75110 Rent-Equipment	0	800	800	800
75160 Postage/Freight	1,241	1,400	1,400	1,400
7500 OTHER	**1,241**	**2,400**	**2,400**	**2,400**
Total General Fund	118,637	121,038	121,038	126,077
Total General MLK Center Oper	118,637	121,038	121,038	126,077

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
CDBG Child Care Ctr Oper						
SERVICES	117,161	107,834	107,834	129,559	20.15	20.15
CDBG Child Care Ctr Oper	**117,161**	**107,834**	**107,834**	**129,559**	**20.15**	**20.15**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
1112 CDBG Child Care Ctr Oper				
204 Community Dev Block Grant				
72310 Services-Subcontractors	117,161	107,834	107,834	129,559
7200 SERVICES	**117,161**	**107,834**	**107,834**	**129,559**
Total Community Dev Block Grant	117,161	107,834	107,834	129,559
Total CDBG Child Care Ctr Oper	117,161	107,834	107,834	129,559

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
CDBG Child Care Inc Renov						
MAINT	0	0	0	26,280	0.00	0.00
CDBG Child Care Inc Renov	**0**	**0**	**0**	**26,280**	**0.00**	**0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
1120 CDBG Child Care Inc Renov				
204 Community Dev Block Grant				
71385 Maint-Buildings	0	0	0	26,280
7100 MAINT	**0**	**0**	**0**	**26,280**
Total Community Dev Block Grant	0	0	0	26,280
Total CDBG Child Care Inc Renov	0	0	0	26,280

Public Safety Training Center
Summary

Description
The Training Center budget, that accounts primarily for utilities for the Public Safety Training Center, has decreased by $1,741 due to a reduced lease for the Xerox copy machine at the training center.

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Training Center/Radio Comm						
SERVICES	145,129	130,166	130,166	130,500	0.26	0.26
OTHER	4,442	4,225	4,225	2,150	-49.11	-49.11
Training Center/Radio Comm	**149,571**	**134,391**	**134,391**	**132,650**	**-1.30**	**-1.30**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
1150 Training Center/Radio Comm				
100 General Fund				
72010 Services-Telephone	86,178	85,000	85,000	85,000
72020 Services-Electricity	49,848	36,666	36,666	37,000
72040 Services-Gas	2,528	2,500	2,500	2,500
72050 Services-Water/Sew/San	6,576	6,000	6,000	6,000
7200 SERVICES	**145,129**	**130,166**	**130,166**	**130,500**
75040 Lease Payments	4,205	4,225	4,225	2,150
75160 Postage/Freight	237	0	0	0
7500 OTHER	**4,442**	**4,225**	**4,225**	**2,150**
Total General Fund	149,571	134,391	134,391	132,650
Total Training Center/Radio Comm	149,571	134,391	134,391	132,650

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Farmers Market						
SERVICES	1,113	0	0	0	0.00	0.00
Farmers Market	**1,113**	**0**	**0**	**0**	**0.00**	**0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
1160 Farmers Market				
100 General Fund				
72050 Services-Water/Sew/San	1,113	0	0	0
7200 SERVICES	**1,113**	**0**	**0**	**0**
Total General Fund	1,113	0	0	0
Total Farmers Market	1,113	0	0	0

Library
Division Summary

Description
The Wichita Falls Public Library operates to act as a public information center for all citizens of Wichita Falls by addressing educational, informational, recreational, and cultural needs. The library has in excess of 297,800 circulations, with 151,327 visitors and an average of 983 circulations per day open. The library contains approximately 207,727 physical items with 9,099 non-circulating items, and 29 public computers resulting in more than 112,000 computer sessions. Special collections include genealogy, the Texas and Southwest Reference Collection, Spanish collections for both children and adults, and a seed library. Digital collections add more than 600,000 titles for use by cardholders. The library operates with a staff of seventeen, is open 9 a.m. to 8 p.m. Monday through Wednesday, and 9 a.m. to 5 p.m. Thursday through Saturday.

The 2018-19 budget for the Library maintains the same staffing level, but Personnel Service Accounts reflect an increase of $18,952, or 2.078% from the prior year due to the cost-of-living pay adjustment, merit pay increases, and additional costs for the Employee Health Care Program. Some of this increase is offset due to turnover of a few positions that resulted in lower starting pay for those employees. There is $12,000 budgeted to replace two aged microfilm reader/printers for the Genealogy Program and $1,500 to add an "ask a librarian chat" feature on the Library's website. These increases, however, were offset by reductions in other accounts to reduce the digital materials subscriptions that weren't being used regularly by patrons.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Addition of the Family Place Learning Center	Support local educational institutions; Enhance public outreach and engagement
New technologies made available to library cardholders: Hoopla, BrainHQ, Digital Archives, Universal Class, AtoZdatabases, World Book Web	Support local educational institutions
Facility improvements: combined service desk, increased library hours from 54 to 57 per week; Remodeled study rooms; Provided 27 power charging stations along west walls in the library; new furniture	Enhance public outreach and engagement; Promote Downtown as a destination; Practice effective governance
Code of Conduct policy update and the creation of Service Model and Principles	Practice effective governance
Programming additions/adjustments: Neighborhood Economics forums, Harry Potter-themed escape rooms, Play with Purpose workshops, Women's History Month presentation, STEM programming such as Curiosity Day, Summer Reading, partnering with the Wichita Falls Alliance for Arts and Culture for "Don't Fence Me In."	Promote Downtown as a destination ; Support local educational institutions ; Enhance public outreach and engagement ; Establish and leverage public private partnerships
Library staff dedicated an entire year of programming to celebrating the library's 100th anniversary, including a year-long reading challenge, an oral history project, the creation of a new mascot and mural, an anniversary party at the Kemp Center for the Arts, an art competition, and a time capsule to be opened in 100 years.	Actively communicate and engage the public – Enhance public outreach and engagement ; Promote Downtown as a destination

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Develop a system for faster and more accurate re-shelving of materials, reducing turn-around time from 72 hours to 36 hours.	Efficiently Deliver City Services
Reduce book cataloging backlog from 8 months to 5 months	Efficiently Deliver City Services
Cap the wait time for downloadable titles from the North Texas on the Go at 3 months	Efficiently Deliver City Services
Create marketing and utilize city advertising services to market programs and library products to reach community.	Aggressively market the city/Promote Downtown as a destination/Actively Communicate and Engage the public.
Promote library services and products to local schools and educators, and community events, and vice versa to bridge the gap between school and the library for educational resources.	Support Educational Institutions

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Re-shelving of materials/turn-around time	24 hours	72 hours	36 hours
Book cataloging/turn-around time	4 months	8 months	5 months
Active library cardholders	38,000	28,368	37,729
Public outreach events	1/month	4 events	15 events
Number of library visitors	160,000	151,000 (2017)	155,000
Hard copy circulation per registered borrower	New measure		
Electronic circulation per registered borrower	New measure		

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
General Library Operations						
PERSONNEL	888,626	914,873	914,873	933,825	2.07	2.07
SUPPLIES	354,189	349,049	349,049	349,683	0.18	0.18
MAINT	91,348	101,837	101,837	101,275	-0.55	-0.55
SERVICES	163,276	130,246	130,246	131,146	0.69	0.69
OTHER	80,724	84,740	84,740	87,740	3.54	3.54
General Library Operations	**1,578,162**	**1,580,745**	**1,580,745**	**1,603,669**	**1.45**	**1.45**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
1182 General Library Operations				
100 General Fund				
60015 Salaries-Supervision	70,763	76,621	76,621	78,920
60075 Salaries-Clerical	205,201	173,694	173,694	171,597
60135 Salaries-Operational	336,272	379,099	379,099	393,135
60250 Stability Pay	10,890	11,166	11,166	8,225
60300 FICA	46,277	49,002	49,002	49,887
60310 TMRS Retirement	79,212	82,186	82,186	83,274
60320 Life Insur Contribution	826	568	568	562
60325 Long Term Disability	623	757	757	750
60330 Health Insur Contrib	136,340	141,780	141,780	147,475
60331 HSA Contributions Employer	2,222	0	0	0
6000 PERSONNEL	**888,626**	**914,873**	**914,873**	**933,825**
70030 Supplies-Minor Tools	803	930	930	530
70050 Supplies-Minor Furniture	11,089	4,600	4,600	4,070
70060 Supplies-Office	33,384	30,000	30,000	30,000
70150 Supplies-Concession	105	0	0	0
70240 Supplies-Educational	3,536	4,000	4,000	4,000
70250 Supplies-Periodicals	8,572	11,280	11,280	8,600
70255 Supplies-Digital Media	106,492	116,989	116,989	108,725
70270 Supplies-Library Materials	188,747	180,000	180,000	180,000
70350 Supplies-Pers Computer	874	950	950	13,458
70360 Supplies-PC Software	527	0	0	0
70900 Supplies-Other	60	300	300	300
7000 SUPPLIES	**354,189**	**349,049**	**349,049**	**349,683**
71050 Maint-Office Furn/Equip	0	1,100	1,100	1,100
71105 Maint-Sys Hardware	22,207	23,050	23,050	22,800

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
1182 General Library Operations				
100 General Fund				
71115 Maint-Systems Software	69,141	77,687	77,687	77,375
7100 MAINT	**91,348**	**101,837**	**101,837**	**101,275**
72010 Services-Telephone	16,560	17,505	17,505	17,505
72020 Services-Electricity	118,447	82,611	82,611	82,611
72040 Services-Gas	3,207	4,000	4,000	4,000
72050 Services-Water/Sew/San	3,167	3,000	3,000	3,200
72051 Services-Cable TV	12,016	12,020	12,020	12,020
72140 Services-Bank	988	810	810	810
72170 Services-Other Prof	5,364	6,300	6,300	7,000
72260 Services-Advertising	3,003	4,000	4,000	4,000
72270 Services-Binding/Printing	522	0	0	0
7200 SERVICES	**163,276**	**130,246**	**130,246**	**131,146**
75000 In City Mileage Reimburs	0	450	450	450
75010 Travel Expenses	1,933	5,600	5,600	5,600
75020 Education Registration	580	3,590	3,590	4,000
75040 Lease Payments	44,593	44,180	44,180	43,680
75090 Memberships	19,453	18,070	18,070	21,160
75100 Boards/Local Meetings	323	300	300	300
75110 Rent-Equipment	336	350	350	350
75150 Public Relation/Promo	3,288	4,000	4,000	4,000
75160 Postage/Freight	10,218	8,200	8,200	8,200
7500 OTHER	**80,724**	**84,740**	**84,740**	**87,740**
Total General Fund	1,578,162	1,580,745	1,580,745	1,603,669
Total General Library Operations	1,578,162	1,580,745	1,580,745	1,603,669

Auditorium Fund
Summary

Description

Effective October 1, 2017, the City began contracting the management of the three facilities at the Multi-Purpose Events Center (MPEC) and the Memorial Auditorium to Spectra Venue Management. As a result, all of the revenues and expenses related to the Memorial Auditorium that were previously accounted for in the Auditorium Fund have been consolidated with the MPEC Fund.

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Auditorium						
PERSONNEL	1,604	0	0	0	0.00	0.00
SERVICES	2,370	0	0	0	0.00	0.00
INSUR/CONT	14	0	0	0	0.00	0.00
OTHER	19,648	0	0	0	0.00	0.00
Auditorium	**23,636**	**0**	**0**	**0**	**0.00**	**0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
1220 Auditorium				
276 Auditorium Fund				
60330 Health Insur Contrib	1,604	0	0	0
6000 PERSONNEL	**1,604**	**0**	**0**	**0**
72010 Services-Telephone	2,156	0	0	0
72140 Services-Bank	94	0	0	0
72150 Services-Audit	119	0	0	0
7200 SERVICES	**2,370**	**0**	**0**	**0**
73050 Insurance Expense	14	0	0	0
7300 INSUR/CONT	**14**	**0**	**0**	**0**
75160 Postage/Freight	237	0	0	0
75250 Administrative Overhead	19,411	0	0	0
7500 OTHER	**19,648**	**0**	**0**	**0**
Total Auditorium Fund	23,636	0	0	0
Total Auditorium	23,636	0	0	0

Hotel/Motel Tax Fund
Summary

Description

Revenues from the Hotel/Motel Occupancy Tax are projected at $1,880,000, or 0.80% above the 2017-18 Adopted Budget. Expenditures are balanced with revenues. A total of $1,202,653 is expected to be used to cover the operating subsidy for the Multi-Purpose Events Center (MPEC) and the Memorial Auditorium. This operating subsidy amount is based on our current management agreement with Spectra Venue Management. Other expenditure items included in the Hotel/Motel Fund include $579,857 for the operations of the City's Convention and Visitor's Bureau, and continued funding for a few outside agency programs. Funding is provided for support of the Wichita Falls Arts Alliance & Culture ($86,500), River Bend Nature Works ($4,500), and the Fantasy of Lights Basketball Tournament ($6,500).

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Hotel Motel Proj & Programs						
INSUR/CONT	97,220	97,500	97,500	97,500	0.00	0.00
OTHER USES	1,728,558	1,767,500	1,782,500	1,782,510	0.00	0.85
Hotel Motel Proj & Programs	**1,825,778**	**1,865,000**	**1,880,000**	**1,880,010**	**0.00**	**0.80**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
1240 Hotel Motel Proj & Programs				
278 Hotel/Motel Tax Fund				
73170 Contract-Arts Comm	79,720	82,000	82,000	86,500
73350 Contract-Other Agencies	17,500	15,500	15,500	11,000
7300 INSUR/CONT	**97,220**	**97,500**	**97,500**	**97,500**
80010 Oper Transfer-Auditorium	23,636	0	0	0
80070 Oper Transfer-Other	1,704,923	1,767,500	1,782,500	1,782,510
8000 OTHER USES	**1,728,558**	**1,767,500**	**1,782,500**	**1,782,510**
Total Hotel/Motel Tax Fund	1,825,778	1,865,000	1,880,000	1,880,010
Total Hotel Motel Proj & Programs	1,825,778	1,865,000	1,880,000	1,880,010

Public Information Office
Division Summary

Description

The City of Wichita Falls Public Information Office is responsible for effectively communicating to the public and the media the business and activities of City government, departments, services and events. This is accomplished through the City website, Facebook, Twitter, Instagram, the City's television station-Spectrum Cable Channel 1300, daily communication with City leaders, department heads and employees and press releases sent to all print media and broadcast television and radio stations.

The 2018-19 budget for the Public Information Office reflects an increase of $13,042, or 8.34% from the prior year. This increase is accounted for principally in Personnel Service Accounts. Although staffing levels have remained the same as the prior budget, last year the Media/Marketing Specialist position was vacant and budgeted at the entry step in the pay grade. During the 2017-18 fiscal year, this position was filled with an employee at a higher salary in the pay grade due to experience levels. Additionally, Personnel Service Accounts reflect the cost-of-living increase, merit pay adjustments, and increased contributions to the Employee Health Insurance Program. All other accounts remain relatively unchanged from the prior year.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
That City Show is now being aired on KAUZ each week twice a week	Actively Communicate & Engage the Public
Wichita Nature Bluff Trail video exceeded 24,038 views	Actively Communicate & Engage the Public
Produced Ornamental Structures (17,890), Downtown Candlewalk (13,704), Falls Back On (10,285), Golden Opportunities @ Dispatch (7,415).	Actively Communicate & Engage the Public
Expanded Social Media platform to Instagram with 993 number of followers	Actively Communicate & Engage the Public
Developed quarterly process for regular promotion of (MyH20, Access City Hall, Code Red, Bus Tracking System, on-line water bill system)	Actively Communicate & Engage the Public

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Continue Social Media growth and related citizen engagement	Actively Communicate & Engage the Public
Enter PIO produced content into state level contests (TAMIO, TML)	Enhance the Wichita Falls brand
Redesign City Website	Actively Communicate & Engage the Public
Start plan for Council Conference Room update	Actively Communicate & Engage the Public
Assist HR in developing a director level Media relations training	Actively Communicate & Engage the Public

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Facebook Followers	17,029	15,329	17,029
Twitter Followers	3,044	2,744	3,044
Instagram Followers	1,993	993	1,993
Awareness Campaigns (Fight the Bite, Bond Proposal, Double Map App, Play Ground)	10	7	10

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
General Public Information						
PERSONNEL	116,911	139,260	139,260	151,467	8.77	8.77
SUPPLIES	2,594	4,550	4,550	2,850	-37.36	-37.36
MAINT	0	500	500	300	-40.00	-40.00
SERVICES	4,412	5,750	5,750	8,480	47.48	47.48
OTHER	6,053	6,355	6,355	6,360	0.08	0.08
General Public Information	**129,970**	**156,415**	**156,415**	**169,457**	**8.34**	**8.34**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
1262 General Public Information				
100 General Fund				
60075 Salaries-Clerical	13,054	17,464	17,464	17,988
60120 Pool Clerical	4,900	0	0	0
60135 Salaries-Operational	60,831	78,506	78,506	86,592
60250 Stability Pay	275	413	413	1,210
60300 FICA	5,399	7,374	7,374	8,095
60310 TMRS Retirement	9,246	12,366	12,366	13,514
60320 Life Insur Contribution	107	86	86	91
60325 Long Term Disability	80	116	116	122
60330 Health Insur Contrib	22,055	22,935	22,935	23,856
60331 HSA Contributions Employer	964	0	0	0
6000 PERSONNEL	**116,911**	**139,260**	**139,260**	**151,467**
70030 Supplies-Minor Tools	0	500	500	300
70060 Supplies-Office	1,494	1,500	1,500	1,500
70070 Supplies-Photographic	345	1,500	1,500	0
70250 Supplies-Periodicals	60	250	250	250
70900 Supplies-Other	695	800	800	800
7000 SUPPLIES	**2,594**	**4,550**	**4,550**	**2,850**
71140 Maint-Other Equipment	0	500	500	300
7100 MAINT	**0**	**500**	**500**	**300**
72010 Services-Telephone	1,669	1,500	1,500	1,730
72170 Services-Other Prof	1,104	2,300	2,300	2,300
72260 Services-Advertising	1,532	1,200	1,200	4,200
72270 Services-Binding/Printing	107	750	750	250
7200 SERVICES	**4,412**	**5,750**	**5,750**	**8,480**
75010 Travel Expenses	827	1,500	1,500	1,500

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
1262 General Public Information				
100 General Fund				
75020 Education Registration	745	600	600	600
75025 Training/Tuition Asst	845	0	0	0
75040 Lease Payments	816	900	900	900
75090 Memberships	255	355	355	360
75100 Boards/Local Meetings	310	0	0	0
75150 Public Relation/Promo	1,932	3,000	3,000	3,000
75160 Postage/Freight	323	0	0	0
7500 OTHER	**6,053**	**6,355**	**6,355**	**6,360**
Total General Fund	129,970	156,415	156,415	169,457
Total General Public Information	129,970	156,415	156,415	169,457

Duplicating Services
Summary

Description

The budget for the Duplicating Services Fund (Print Shop/Mail Room Services) has increased by $1,893, or 1.31% from the prior year. Much of this increase is due to the cost-of-living adjustment, merit pay increases, and increased contribution to the Employee Health Insurance Program for those employees in the Finance Department allocated to this function. This is a slight increase in administrative overhead costs that are paid to the General Fund and Information Technology Fund for support services received from those areas.

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Duplicating Services Internal Svc						
PERSONNEL	30,690	32,882	32,882	34,318	4.37	4.37
SUPPLIES	2,198	3,500	3,500	7,040	101.14	101.14
SERVICES	637	0	0	0	0.00	0.00
OTHER	98,048	107,283	107,283	104,200	-2.87	-2.87
Duplicating Services Internal Svc	**131,573**	**143,665**	**143,665**	**145,558**	**1.32**	**1.32**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
1282 Duplicating Services Internal Svc				
610 Duplicating Services Fund				
60075 Salaries-Clerical	14,234	14,321	14,321	14,887
60135 Salaries-Operational	5,893	7,396	7,396	7,809
60250 Stability Pay	169	0	0	0
60300 FICA	1,452	1,662	1,662	1,738
60310 TMRS Retirement	2,486	2,786	2,786	2,898
60320 Life Insur Contribution	23	20	20	20
60325 Long Term Disability	17	25	25	26
60330 Health Insur Contrib	6,416	6,672	6,672	6,940
6000 PERSONNEL	**30,690**	**32,882**	**32,882**	**34,318**
70060 Supplies-Office	2,198	3,500	3,500	7,040
7000 SUPPLIES	**2,198**	**3,500**	**3,500**	**7,040**
72140 Services-Bank	33	0	0	0
72190 Services-Empl Physicals	604	0	0	0
7200 SERVICES	**637**	**0**	**0**	**0**
75040 Lease Payments	19,411	19,021	19,021	19,446
75160 Postage/Freight	73,069	80,000	80,000	80,000
75250 Administrative Overhead	5,568	7,630	7,630	4,104
75260 IT Support Services	0	632	632	650
7500 OTHER	**98,048**	**107,283**	**107,283**	**104,200**
Total Duplicating Services Fund	131,573	143,665	143,665	145,558
Total Duplicating Services Internal Svc	131,573	143,665	143,665	145,558

Municipal Court
Division Summary

Description
The Wichita Falls Municipal Court is part of the Texas Judiciary, one of the three branches of government created by the Texas Constitution. The role of the court is to provide a fair, independent, and impartial forum for handling and deciding fine-only criminal cases arising within the Wichita Falls city limits. These include traffic, minor penal code, and city ordinance cases. The court is responsible for maintaining accurate case files, collection of fines and past due Warrant status cases.

The 2018-19 budget for the Municipal Court Division has an increase of $31,802, or 3.59% from the prior year. This increase is accounted for principally in Personnel Service Accounts for the cost-of-living pay adjustment, annual merit pay adjustments, and increased employee health insurance contributions. An increase was also seen in the Services Accounts for additional bank fees and substitute judge and interpreter services.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Continuing the automation of processing and case file maintenance.	Efficiently Deliver City Services
Partnered with a 3rd party collections group; improved and increased collections.	Efficiently Deliver City Services

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Continue to improve/increase collections with new software program with text, call, and email capabilities	Efficiently Deliver City Services
Continue to improve/increase collections program with staff training and partnership with collection agencies.	Efficiently Deliver City Services

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Total collections rate	New measure		

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Gen Municipal Crt Operations						
PERSONNEL	675,113	715,695	715,695	738,837	3.23	3.23
SUPPLIES	9,676	11,650	11,650	12,340	5.92	5.92
SERVICES	117,318	102,966	102,966	110,936	7.74	7.74
OTHER	21,007	24,550	24,550	24,550	0.00	0.00
Gen Municipal Crt Operations	**823,115**	**854,861**	**854,861**	**886,663**	**3.72**	**3.72**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
1302 Gen Municipal Crt Operations				
100 General Fund				
60015 Salaries-Supervision	169,442	169,959	169,959	180,208
60075 Salaries-Clerical	0	176,410	176,410	184,219
60135 Salaries-Operational	319,437	171,546	171,546	166,226
60192 Overtime	1,240	1,500	1,500	1,545
60250 Stability Pay	6,875	7,703	7,703	10,230
60275 Cell Phone Allowance	720	720	720	720
60300 FICA	35,763	40,383	40,383	41,581
60310 TMRS Retirement	52,444	54,860	54,860	57,788
60320 Life Insur Contribution	555	375	375	384
60325 Long Term Disability	419	499	499	512
60330 Health Insur Contrib	88,220	91,740	91,740	95,425
6000 PERSONNEL	**675,113**	**715,695**	**715,695**	**738,837**
70050 Supplies-Minor Furniture	185	0	0	690
70060 Supplies-Office	4,335	5,800	5,800	5,800
70250 Supplies-Periodicals	2,057	2,350	2,350	2,350
70360 Supplies-PC Software	51	0	0	0
70900 Supplies-Other	3,048	3,500	3,500	3,500
7000 SUPPLIES	**9,676**	**11,650**	**11,650**	**12,340**
72010 Services-Telephone	9,520	9,324	9,324	9,324
72011 Services-Wireless Phone	296	0	0	0
72020 Services-Electricity	9,447	7,098	7,098	7,098
72040 Services-Gas	1,340	1,141	1,141	1,141
72050 Services-Water/Sew/San	1,287	1,200	1,200	1,200
72065 Services-Central Garage	8,030	7,203	7,203	7,173
72140 Services-Bank	54,054	40,000	40,000	45,000

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
1302 Gen Municipal Crt Operations				
100 General Fund				
72170 Services-Other Prof	31,697	34,000	34,000	37,000
72270 Services-Binding/Printing	1,647	3,000	3,000	3,000
7200 SERVICES	**117,318**	**102,966**	**102,966**	**110,936**
75010 Travel Expenses	2,303	4,000	4,000	4,000
75020 Education Registration	1,219	3,850	3,850	3,850
75040 Lease Payments	1,758	1,900	1,900	1,900
75080 Jury Fees	534	1,800	1,800	1,800
75090 Memberships	235	0	0	0
75160 Postage/Freight	14,958	13,000	13,000	13,000
7500 OTHER	**21,007**	**24,550**	**24,550**	**24,550**
Total General Fund	823,115	854,861	854,861	886,663
Total Gen Municipal Crt Operations	823,115	854,861	854,861	886,663

Building Maintenance
Division Summary

Description

The Building Maintenance Division oversees the maintenance of most City Facilities, providing day-to-day maintenance and support for the City Staff. Also, they manage the Janitorial staff and assist in numerous special projects throughout the year, doing research and developing specifications for project both planned and emergency.

Overall, the budget for the Building Maintenance Division represents a decrease of $52,430 from the prior year. The 2018-19 budget includes: (1) a net increase of $90,000 in the HVAC Maintenance Account to replace units at the Library, MLK Center, Police Department, Health Department, and the Public Safety Training Center; (2) $114,000 to replace the roof at the Police Department; (3) $32,000 to replace flooring in Room 210 and 213, men's and women's locker rooms, and plumbing in the men's and women's locker rooms at the Police Department; (4) $13,000 to replace the flooring at Fires Station #4; (5) $19,000 to install new starters in both elevators and replace the carpet on the north stairwell at the Library; and (6) $49,500 to replace the carpet and improve the restrooms at the Municipal Court. The 2017-18 budget included: (1) $185,000 for continued work on Auditorium Structural Improvements and a Feasibility Study on the future improvements needed for the building; (2) $127,200 to make substantial repairs to the three elevators at the Library/Recreation Center that have exhausted their useful lives; (3) $86,500 to make improvements at several fire stations including adding female restrooms at Fire Stations #4 and #6, replacing the flooring at Fire Stations #6 and #7, and leveling/securing Fire Station #8; and (4) $12,000 to install RV connections at the Auditorium to be used by entertainers performing in the Auditorium. Some of this reduction in maintenance projects has been offset in Personnel Service Accounts due to application of the cost-of-living pay adjustment and increased contributions to the Employee Health Care Program.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Replaced Health Department Roof	Provide Adequate Infrastructure
Remodeled Kemp Sunnyside Community Center – Exterior and Interior	Provide Adequate Infrastructure
Installed New IVUE 6 HVAC Control System	Efficiently Deliver City Services
Replacing both elevators at the Library	Provide Adequate Infrastructure
Installed vinyl flooring on the second floor of the Library (50 Plus Zone)	Efficiently Deliver City Services

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
New Roof for the Police Department – Other upgrades	Provide Adequate Infrastructure
Memorial Auditorium Stabilization project	Provide Adequate Infrastructure
RFP for outsourcing Janitorial service	Efficiently Deliver City Services
Room Dividers at the Public Safety Training Center	Provide Adequate Infrastructure

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Total full-time employees	40	40	40
Annual Cost of Custodial Per 1000 square feet	< $.70	$.68	< $.70
Square Feet for one 8 hour FTE	> 20,000	22,000	> 20,000
Service Requests	1,600	1,669	1,600

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Building Maint Services						
PERSONNEL	1,218,237	1,243,542	1,243,542	1,287,159	3.51	3.51
SUPPLIES	96,161	105,892	105,892	106,511	0.58	0.58
MAINT	1,003,657	722,105	722,105	625,896	-13.32	-13.32
SERVICES	282,743	310,298	310,298	312,141	0.59	0.59
INSUR/CONT	50	0	0	0	0.00	0.00
OTHER	1,579	5,200	5,200	2,900	-44.23	-44.23
Building Maint Services	**2,602,427**	**2,387,037**	**2,387,037**	**2,334,607**	**-2.20**	**-2.20**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
1327 Building Maint Services				
100 General Fund				
60015 Salaries-Supervision	89,359	53,448	53,448	56,426
60075 Salaries-Clerical	27,465	27,681	27,681	29,224
60120 Pool Clerical	531	996	996	1,026
60135 Salaries-Operational	663,361	702,780	702,780	726,415
60180 Pool Operational	0	0	0	0
60192 Overtime	13,587	15,000	15,000	15,450
60230 Terminal Pay	185	0	0	0
60250 Stability Pay	24,773	26,128	26,128	25,714
60300 FICA	59,496	63,187	63,187	65,403
60310 TMRS Retirement	102,977	105,809	105,809	109,063
60320 Life Insur Contribution	1,079	708	708	709
60325 Long Term Disability	839	941	941	948
60330 Health Insur Contrib	234,585	246,864	246,864	256,781
6000 PERSONNEL	**1,218,237**	**1,243,542**	**1,243,542**	**1,287,159**
70030 Supplies-Minor Tools	1,509	3,423	3,423	3,723
70050 Supplies-Minor Furniture	0	299	299	544
70060 Supplies-Office	390	670	670	670
70080 Supplies-Medical/Drug	0	100	100	0
70100 Supplies-Janitorial	76,660	82,000	82,000	82,000
70110 Supplies-Chemical	10,722	10,500	10,500	10,500
70210 Supplies-Cloth & Uniform	6,879	8,700	8,700	8,874
70250 Supplies-Periodicals	0	200	200	200
7000 SUPPLIES	**96,161**	**105,892**	**105,892**	**106,511**
71030 Maint-Machinery/Tools	9,260	10,576	10,576	11,142
71060 Maint-Radios	0	200	200	200

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
1327 Building Maint Services				
100 General Fund				
71070 Maint-Instruments	4,937	19,770	19,770	15,190
71130 Maint-HVAC Systems	251,306	160,500	160,500	250,024
71140 Maint-Other Equipment	6,616	13,000	13,000	10,000
71385 Maint-Buildings	125,785	97,078	97,078	111,120
71390 Maint-Auditorium	0	197,000	197,000	0
71400 Maint-Health Facilities	335,991	1,700	1,700	0
71410 Maint-Police Facilities	25,809	8,600	8,600	135,725
71420 Maint-Fire Facilities	49,624	86,462	86,462	13,000
71460 Maint-Library	169,336	127,219	127,219	30,040
71470 Maint-Municipal Court	8,130	0	0	49,455
71480 Maint-MLK Center	16,864	0	0	0
7100 MAINT	**1,003,657**	**722,105**	**722,105**	**625,896**
72010 Services-Telephone	2,257	2,595	2,595	2,595
72011 Services-Wireless Phone	191	360	360	720
72020 Services-Electricity	109,920	86,248	86,248	82,000
72040 Services-Gas	10,320	10,000	10,000	11,000
72050 Services-Water/Sew/San	14,744	10,500	10,500	12,500
72065 Services-Central Garage	21,173	23,172	23,172	21,315
72170 Services-Other Prof	122,525	172,223	172,223	178,811
72270 Services-Binding/Printing	1,613	5,200	5,200	3,200
7200 SERVICES	**282,743**	**310,298**	**310,298**	**312,141**
73185 Contract-Heritage Society	50	0	0	0
7300 INSUR/CONT	**50**	**0**	**0**	**0**
75020 Education Registration	381	4,000	4,000	1,500
75160 Postage/Freight	1,158	1,200	1,200	1,400

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
1327 Building Maint Services				
100 General Fund				
75214 Permit Expense-City Project	40	0	0	0
7500 OTHER	**1,579**	**5,200**	**5,200**	**2,900**
Total General Fund	2,602,427	2,387,037	2,387,037	2,334,607
Total Building Maint Services	2,602,427	2,387,037	2,387,037	2,334,607

Non-Departmental
Division Summary

Description

The Non-Departmental Section of the budget is used to account for various expenses in the General Fund which either do not belong to a specific City department, such as outside agency support contracts, or are accounted for more accurately on a fund basis rather than by department. Examples of this kind of expenditure include separation pay, unemployment and workers compensation, audit and banking services, and operating transfers to other operating funds. The 2018-19 budget represents an increase of $317,000 from the prior year adopted budget for several reasons: (1) $137,000 of additional support for internal technology services is allocated to the General Fund; (2) an increase of $132,000 is budgeted for operational subsidy of MPEC operations based on estimates for the 2017-18 fiscal year; and (3) $161,000 is budgeted for Regional Airport Debt Service as lower revenues are anticipated at the Airport and Kickapoo Airport isn't anticipated to produce a profit to help with that cost. Some of these increases are offset, however, due to the elimination of a $25,000 subsidy to the privately operated ambulance service, and an $89,000 reduction in support to the Transit System as more State funds are being awarded to the City for those services.

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Non Departmental						
PERSONNEL	521,520	525,500	525,500	525,000	-0.10	-0.10
SUPPLIES	113	0	0	0	0.00	0.00
MAINT	78	0	0	0	0.00	0.00
SERVICES	691,345	355,832	622,832	370,259	-40.55	4.05
INSUR/CONT	1,401,439	1,274,445	1,539,445	1,276,393	-17.09	0.15
OTHER	3,119,311	3,205,851	3,205,851	3,342,804	4.27	4.27
OTHER USES	988,210	623,125	870,355	787,503	-9.52	26.38
Non Departmental	**6,722,016**	**5,984,753**	**6,763,983**	**6,301,959**	**-6.83**	**5.30**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
1360 Non Departmental				
100 General Fund				
60230 Terminal Pay	521,520	525,000	525,000	525,000
60350 Eye Glass Reimburse	0	500	500	0
6000 PERSONNEL	**521,520**	**525,500**	**525,500**	**525,000**
70060 Supplies-Office	113	0	0	0
7000 SUPPLIES	**113**	**0**	**0**	**0**
71130 Maint-HVAC Systems	78	0	0	0
7100 MAINT	**78**	**0**	**0**	**0**
72010 Services-Telephone	1,954	789	789	789
72050 Services-Water/Sew/San	2,027	0	0	0
72065 Services-Central Garage	298,128	3,061	250,061	2,957
72140 Services-Bank	39,443	43,000	43,000	39,570
72150 Services-Audit	36,306	33,000	33,000	32,576
72170 Services-Other Prof	116,870	120,982	120,982	119,367
72190 Services-Empl Physicals	195,481	155,000	175,000	175,000
72260 Services-Advertising	1,114	0	0	0
72270 Services-Binding/Printing	22	0	0	0
7200 SERVICES	**691,345**	**355,832**	**622,832**	**370,259**
73010 Workers Compensation	719,069	600,000	650,000	600,000
73020 Unemploy Compensation	18,635	20,000	20,000	16,038
73050 Insurance Expense	98,344	94,000	109,000	110,000
73060 Claims and Settlements	0	5,000	5,000	5,000
73070 General Liability Claims	37,398	25,000	225,000	40,000
73090 Contract-Hel Farabee Ctr	100,000	100,000	100,000	100,000
73093 Contract-Teen Court	5,000	7,250	7,250	7,250
73100 Contract-Nortex Planning	18,820	18,820	18,820	19,420

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
1360 Non Departmental				
100 General Fund				
73110 Contract-Neighborhood Ctrs	15,261	17,000	17,000	17,000
73120 Contract-Co Apprais Dist	362,394	362,260	362,260	361,685
73340 Contract-Ambulance Serv	24,336	25,115	25,115	0
73350 Contract-Other Agencies	2,181	0	0	0
7300 INSUR/CONT	**1,401,439**	**1,274,445**	**1,539,445**	**1,276,393**
75040 Lease Payments	161,744	128,368	128,368	128,368
75100 Boards/Local Meetings	1,300	1,300	1,300	1,300
75150 Public Relation/Promo	15,000	15,000	15,000	15,000
75260 IT Support Services	2,941,267	3,061,183	3,061,183	3,198,136
7500 OTHER	**3,119,311**	**3,205,851**	**3,205,851**	**3,342,804**
80020 Oper Transfer-Transit	159,798	108,768	108,768	20,229
80040 Oper Transfer-MPEC	460,980	239,996	359,996	372,347
80066 Oper Transfer-Airport Grants	166,963	20,997	148,227	181,816
80070 Oper Transfer-Other	106,577	138,364	138,364	103,111
80080 Other Financing Uses	93,892	115,000	115,000	110,000
8000 OTHER USES	**988,210**	**623,125**	**870,355**	**787,503**
Total General Fund	6,722,016	5,984,753	6,763,983	6,301,959
Total Non Departmental	6,722,016	5,984,753	6,763,983	6,301,959

Champions Golf Course
Division Summary

Description

The Golf Course Budget is devised to align with our Management Services agreement with A.P.G.L. Under the terms of that agreement, the City is responsible for reimbursing A.P.G.L. for golf course expenses plus $130,000 for management oversight of the course. In exchange, the City receives nearly all of the revenue at the course. The golf course was completely renovated in 2007-08 with General Obligation Debt that is being retired with 4B Sales Tax Corporation funds.

The 2018-19 budget anticipates revenues to be $800,000, which is approximately $50,000 above the two prior year actual receipts. This revenue estimate is based on approximately 27,000 rounds, which is the latest current year expectation. However, $45,000 of this increase in revenue is planned to be spent for two capital repair projects at the clubhouse (siding/facia board and to drop the ceiling in the food/beverage area), and to enter into a five-year capital lease for two new rough mowers. As a result, expenditures are programmed to increase from $865,000 to $910,000. The operating subsidy from the City's General Fund is budgeted to be $110,000, or $5,000 less than the prior year budgeted amount.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Repaired Several Cart Paths That Were Buckling	Provide Adequate Infrastructure
Entered Into New 4-Year Lease for Fuel Injection Golf Carts at Lower Rental Rates	Efficiently Deliver City Services
Increased Revenue and Rounds Played	Efficiently Deliver City Services
Maintained Expenditures at Present Amounts	Efficiently Deliver City Services
Satisfactorily Met City Contractual Standards on Course Maintenance	Provide Adequate Infrastructure

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Replace Siding and Facia on Clubhouse	Provide Adequate Infrastructure
Drop Ceiling in Food/Beverage Area	Provide Adequate Infrastructure
Enter New Four-Year Capital Lease for 2 Rough Mowers	Efficiently Deliver City Services
Maintain Golf Course To Contractual Standards	Provide Adequate Infrastructure

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Total full-time employees	0	0	0
Total Rounds Played	28,000	27,000	27,000
Revenue Per Cap	$32.00	$32.00	$32.00

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Golf Shop/Administration						
MAINT	6,098	0	0	0	0.00	0.00
SERVICES	56,602	0	0	0	0.00	0.00
INSUR/CONT	3,088	0	0	0	0.00	0.00
OTHER	14,865	0	0	0	0.00	0.00
Golf Shop/Administration	**80,653**	**0**	**0**	**0**	**0.00**	**0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
1385 Golf Shop/Administration				
570 Golf Course Fund				
71385 Maint-Buildings	6,098	0	0	0
7100 MAINT	**6,098**	**0**	**0**	**0**
72010 Services-Telephone	479	0	0	0
72020 Services-Electricity	56,122	0	0	0
72050 Services-Water/Sew/San	1	0	0	0
7200 SERVICES	**56,602**	**0**	**0**	**0**
73050 Insurance Expense	3,088	0	0	0
7300 INSUR/CONT	**3,088**	**0**	**0**	**0**
75040 Lease Payments	14,621	0	0	0
75160 Postage/Freight	244	0	0	0
7500 OTHER	**14,865**	**0**	**0**	**0**
Total Golf Course Fund	80,653	0	0	0
Total Golf Shop/Administration	80,653	0	0	0

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Golf Course Management						
SERVICES	792,445	865,000	865,000	910,000	5.20	5.20
Golf Course Management	**792,445**	**865,000**	**865,000**	**910,000**	**5.20**	**5.20**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
1388 Golf Course Management				
570 Golf Course Fund				
72170 Services-Other Prof	792,445	865,000	865,000	910,000
7200 SERVICES	**792,445**	**865,000**	**865,000**	**910,000**
Total Golf Course Fund	792,445	865,000	865,000	910,000
Total Golf Course Management	792,445	865,000	865,000	910,000

City of Wichita Falls
Department Expenditures By Account Class
Health

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Health						
PERSONNEL	4,061,049	4,066,279	4,346,953	4,165,693	-4.17	2.44
SUPPLIES	402,302	445,455	483,790	440,548	-8.94	-1.10
MAINT	138,570	21,532	68,770	21,873	-68.19	1.58
SERVICES	676,877	547,288	561,691	524,550	-6.61	-4.15
INSUR/CONT	28,573	21,015	21,015	13,515	-35.69	-35.69
OTHER	216,519	221,161	527,722	128,275	-75.69	-42.00
CAP IMPROV	26,400	13,400	13,400	0	-100.00	-100.00
Health	**5,550,291**	**5,336,130**	**6,023,341**	**5,294,454**	**-12.10**	**-0.78**
Grand Total	**5,550,291**	**5,336,130**	**6,023,341**	**5,294,454**	**-12.10**	**-0.78**

Health - Administration
Division Summary

Description
The Administration Division of the Health Department is responsible for a variety of functions to include vital records (birth & death certificates), receipt of payments for all services (except Animal Services), and billing private insurance for rendered clinical services. Also included in the division are public health emergency preparedness and accreditation; both programs are grant-funded. Leadership of the Health Department is also included in Administration, to include the Director of Health and Assistant Director of Health; the Administrative Secretary provides support to both positions as well as the Senior Administrative Clerks within the Department.

There is an increase seen in the Health Administration Division of $51,944 or 6.9% from the prior year. This increase is principally due to, the 3% cost-of-living pay adjustment, annual merit increases and increased contributions to the Employee Health Care Program. There is also a significant increase seen in the professional services associated with the contract for the medical director services due to the closing of the North Central Texas Medical Foundation.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
The Health District was awarded Housing and Urban Development (HUD) funding to support a construction project to completely remodel a kitchen, with the goal of teaching cooking classes to community members.	Efficiently Deliver City Services
Substantial improvements have been made in the use of social media to engage the public and respond to their questions and concerns. FaceBook, Twitter, Instagram, and SnapChat accounts were linked together to increase presence on those platforms, and a universal 'hashtag' was developed and made mandatory for all staff to use when posting health district activities for continuity.	Actively communicate and engage the public
The Health District underwent a Health Insurance Portability and Accountability Act (HIPAA) audit this year. This was done in an effort to gain HIPAA compliance and determine the steps we would need to undergo to maintain Protected Health Information (PHI) and Personally Identifiable Information (PII) electronically.	Efficiently Deliver City Services
The Community Themes and Strengths Assessment (CTSA) survey continues to be administered, with 760 survey results being recorded and analyzed during this year.	Actively communicate and engage the public
A major undertaking each year is the annual health fair; as in previous years, specific programs of the Health District are highlighted as well as community partners that set up booths and interact with participants. This year, there were approximately 500 people in attendance; there were over 40 outside partner agencies and activities that were also featured, to include a Zumbathon. This year, to improve community engagement throughout the week, a scavenger hunt using social media was added to the activities.	Actively communicate and engage the public
Leadership engaged specific programs in a "360 Assessment" process that included each staff member completing a survey, analysis and discussion of the survey, and a rigorous in-person process to identify positive and negative assessments of things such as communication, teamwork, supervision, leadership, and resources. Questions and discussion focus on each layer of staff, to include supervisors and leadership. Staff set mutual goals as well as individual goals that are followed-up at designated intervals. During this year, we held 360 Assessments with Animal Services, the Community Diabetes Education Program (CDEP), and the Tobacco Prevention and Control Coalition (TPCC) Program.	Efficiently Deliver City Services

Implemented quarterly all-staff meetings. Four meetings have been held, with the following information being provided: health district purpose and overview, staff updates, and overviews of the agency Strategic Plan, Community Health Assessment (CHA), and Community Health Improvement Plan (CHIP). Each meeting focuses on a specific division and/or service so that all staff members can learn and be advocates for public health in the community. Staff complete a post-meeting survey that is designed with open-ended questions; responses are reviewed by leadership and incorporated into future meetings.	Efficiently Deliver City Services
Completed substantial revision to Annex H, Health & Medical Plan for the mitigation, response and recovery to disasters and public health emergencies. Secondary document, Field Operations Guide, was created and is a model for other agencies across the state.	Efficiently Deliver City Services

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Continue implementation of District's Strategic Plan and provide annual report on progress.	Efficiently Deliver City Services
Achieve National "Accredited" Status from the Public Health Accreditation Board (PHAB).	Efficiently Deliver City Services
Add one additional City campus as a designated tobacco-free campus.	Efficiently Deliver City Services
Continue coordination with Information Systems (IS) to implement necessary safeguards outlined in HIPAA audit report to maintain HIPAA compliance.	Efficiently Deliver City Services
Update the Community Themes & Strength and the Forces of Change Assessments based on current trends and information; subsequently update Strengths, Weaknesses, Opportunities and Threats (SWOT) information to be used in continued planning and implementation of the strategic plan.	Efficiently Deliver City Services
Conduct the 360 Assessment with the WIC division and two other programs within the nursing division.	Efficiently Deliver City Services
Continue quarterly all staff meetings.	Efficiently Deliver City Services

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Number of vital records issued	9,883	9,883	9,883

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Health Administration						
PERSONNEL	485,807	494,736	494,736	520,575	5.22	5.22
SUPPLIES	3,585	4,580	4,580	5,180	13.10	13.10
MAINT	0	1,300	1,300	1,300	0.00	0.00
SERVICES	183,402	177,067	177,067	202,829	14.55	14.55
INSUR/CONT	15	15	15	15	0.00	0.00
OTHER	24,641	23,955	23,955	23,698	-1.07	-1.07
Health Administration	**697,450**	**701,653**	**701,653**	**753,597**	**7.40**	**7.40**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2050 Health Administration				
100 General Fund				
60015 Salaries-Supervision	191,949	191,996	191,996	202,699
60075 Salaries-Clerical	157,775	160,022	160,022	168,945
60250 Stability Pay	7,673	8,470	8,470	8,470
60275 Cell Phone Allowance	1,080	1,080	1,080	1,080
60300 FICA	25,959	27,659	27,659	29,184
60310 TMRS Retirement	44,406	46,389	46,389	48,715
60320 Life Insur Contribution	470	318	318	325
60325 Long Term Disability	354	422	422	433
60330 Health Insur Contrib	56,140	58,380	58,380	60,725
6000 PERSONNEL	**485,807**	**494,736**	**494,736**	**520,575**
70030 Supplies-Minor Tools	2	400	400	400
70060 Supplies-Office	3,277	3,800	3,800	4,000
70210 Supplies-Cloth & Uniform	82	120	120	520
70250 Supplies-Periodicals	224	260	260	260
7000 SUPPLIES	**3,585**	**4,580**	**4,580**	**5,180**
71030 Maint-Machinery/Tools	0	100	100	100
71070 Maint-Instruments	0	1,200	1,200	1,200
7100 MAINT	**0**	**1,300**	**1,300**	**1,300**
72010 Services-Telephone	7,052	8,053	8,053	11,130
72011 Services-Wireless Phone	0	0	0	1,315
72020 Services-Electricity	34,794	27,892	27,892	28,000
72040 Services-Gas	2,976	3,600	3,600	4,500
72050 Services-Water/Sew/San	7,373	6,900	6,900	7,500
72051 Services-Cable TV	0	0	0	1,620
72065 Services-Central Garage	568	362	362	3,748

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2050 Health Administration				
100 General Fund				
72140 Services-Bank	6,893	6,500	6,500	6,000
72170 Services-Other Prof	122,992	123,310	123,310	138,310
72270 Services-Binding/Printing	564	450	450	706
72330 Services-Other Misc	190	0	0	0
7200 SERVICES	**183,402**	**177,067**	**177,067**	**202,829**
73050 Insurance Expense	15	15	15	15
7300 INSUR/CONT	**15**	**15**	**15**	**15**
75010 Travel Expenses	130	400	400	500
75020 Education Registration	459	500	500	100
75040 Lease Payments	553	490	490	288
75090 Memberships	3,350	3,365	3,365	3,410
75100 Boards/Local Meetings	968	1,700	1,700	1,900
75160 Postage/Freight	3,853	3,500	3,500	3,500
75180 Administration Fees	15,329	14,000	14,000	14,000
7500 OTHER	**24,641**	**23,955**	**23,955**	**23,698**
Total General Fund	697,450	701,653	701,653	753,597
Total Health Administration	697,450	701,653	701,653	753,597

Nursing
Division Summary

Description
The Nursing Division offers an array of primary and preventive services. The scope of services includes care of the individual through clinical services as well as disease prevention and health promotion directed toward the community as a whole. Clinical Services include the Immunizations Clinic, The Tuberculosis Clinic(TB), and the Sexual Transmitted Infection Clinic (STI).

The overall budget for the Nursing Division shows an increase of $23,153 or 3.44% for fiscal year 2018-19. This increase is reflected in Personnel Services Accounts for the cost-of-living pay adjustment, merit pay increases, and increased contributions to the Employee Health Care Program. An increase is also seen in the Supply Accounts of $8,321 for the increased costs in vaccines. The other accounts are relatively the same as the prior year.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
The Department of State Health Services (DSHS) audited both the Vaccines for Children (VFC) and Adult Safety Net (ASN) programs and found that we were highly compliant, with a 90% vaccine rate.(Immunization Clinic)	Efficiently Deliver City Services
The Tuberculosis (TB) Program increased their outreach to include Faith Refuge, Faith Mission, Salvation Army and Midwestern State University (MSU) Vinson Health Center.	Actively communicate and engage the public
The STI clinic increased the number of clients seen, and decreased wait time. We were able to provide more medication in house at the time of visit instead of giving a prescription, which increases compliance and cure rate. We also conducted outreach in area high schools.	Actively Communicate & Engage the Public

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
To increase the number of clients seen in each program and to increase outreach to the public	Actively communicate and engage the public
To continue to educate and treat the community regarding TB	Actively communicate and engage the public
To continue to provide immunizations to underserved population to help eliminate vaccine preventable diseases.	Efficiently Deliver City Services
STI: Established outreach with one of the high schools. To continue to educate and provide treatment to the public regarding sexually transmitted infections	Efficiently Deliver City Services, actively communicate and engage the public

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
TB Clients (Active and LTBI Clients)	25	20	25
STI Clients	1,500	1,307	1,500
Immunizations Clients	6,000	5,674	6,000

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
General City Nursing						
PERSONNEL	469,289	498,144	498,144	511,988	2.78	2.78
SUPPLIES	120,353	128,474	128,474	136,795	6.48	6.48
MAINT	55	895	895	900	0.56	0.56
SERVICES	20,346	21,734	21,734	21,384	-1.61	-1.61
INSUR/CONT	10,164	0	0	0	0.00	0.00
OTHER	4,650	2,330	2,330	3,663	57.21	57.21
General City Nursing	**624,856**	**651,577**	**651,577**	**674,730**	**3.55**	**3.55**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2110 General City Nursing				
100 General Fund				
60015 Salaries-Supervision	130,273	58,398	58,398	61,654
60075 Salaries-Clerical	57,438	29,345	29,345	30,981
60120 Pool Clerical	3,604	0	0	0
60135 Salaries-Operational	134,415	260,328	260,328	266,483
60250 Stability Pay	5,666	5,253	5,253	4,181
60300 FICA	24,276	27,032	27,032	27,805
60310 TMRS Retirement	41,473	45,331	45,331	46,410
60320 Life Insur Contribution	436	314	314	315
60325 Long Term Disability	330	419	419	419
60330 Health Insur Contrib	71,378	71,724	71,724	73,741
6000 PERSONNEL	**469,289**	**498,144**	**498,144**	**511,988**
70030 Supplies-Minor Tools	16	0	0	0
70040 Supplies-Minor Off Equip	249	500	500	0
70050 Supplies-Minor Furniture	473	0	0	0
70060 Supplies-Office	6,350	7,300	7,300	9,400
70080 Supplies-Medical/Drug	108,544	114,978	114,978	119,000
70110 Supplies-Chemical	430	1,150	1,150	1,150
70210 Supplies-Cloth & Uniform	1,304	2,460	2,460	3,639
70240 Supplies-Educational	303	600	600	600
70250 Supplies-Periodicals	1,006	1,186	1,186	1,186
70340 Supplies-Promotional	286	300	300	1,500
70350 Supplies-Pers Computer	1,084	0	0	0
70360 Supplies-PC Software	307	0	0	320
7000 SUPPLIES	**120,353**	**128,474**	**128,474**	**136,795**
71070 Maint-Instruments	55	535	535	540

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2110 General City Nursing				
100 General Fund				
71100 Maint-PC Hardware	0	360	360	360
7100 MAINT	**55**	**895**	**895**	**900**
72010 Services-Telephone	9,223	10,669	10,669	10,669
72011 Services-Wireless Phone	0	360	360	360
72170 Services-Other Prof	8,925	7,005	7,005	7,005
72260 Services-Advertising	0	250	250	250
72270 Services-Binding/Printing	158	950	950	600
72330 Services-Other Misc	2,039	2,500	2,500	2,500
7200 SERVICES	**20,346**	**21,734**	**21,734**	**21,384**
73020 Unemploy Compensation	10,164	0	0	0
7300 INSUR/CONT	**10,164**	**0**	**0**	**0**
75000 In City Mileage Reimburs	649	300	300	150
75010 Travel Expenses	447	330	330	600
75020 Education Registration	260	0	0	300
75040 Lease Payments	2,952	1,200	1,200	1,973
75090 Memberships	0	0	0	140
75160 Postage/Freight	342	500	500	500
7500 OTHER	**4,650**	**2,330**	**2,330**	**3,663**
Total General Fund	624,856	651,577	651,577	674,730
Total General City Nursing	624,856	651,577	651,577	674,730

Women, Infants, and Children (WIC) Program
Division Summary

Description
The WIC Program is a federally-funded food and nutrition program for pregnant, postpartum, and breastfeeding women, as well as infants, and children up to the age of five. The Program is designed to improve the overall health of participants during the most critical periods of human growth and development. WIC serves low/moderate-income individuals and families by providing nutrition education and counseling, healthy foods, support and help with breastfeeding, breast pumps, and referrals to health care and other programs. WIC participants attend nutrition counsels and/or classes for WIC foods benefits. Food benefits are downloaded onto their Texas WIC cards which are good at most grocery stores. The cards work just like debit cards and keep track of the food benefits received and used each month.

The WIC Division represents a decrease of $70,146, or 9.15% of the 2018-19 fiscal year budget. The primary decreases are reflected in the Other Accounts for reduced public relations/promotions accounts and decreased funding for eligible administrative overhead previously charged to the program. Some of this reduction in these areas has been offset in Personnel Service Accounts due to application of the cost-of-living pay adjustment and increased contributions to the Employee Health Care Program.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Converted Nutrition Tech positions to Nutritionist positions	Efficiently deliver services
Reorganized a Certifying Authority position, replacing an LVN position with a nutritionist position	Efficiently deliver services
Increased Community Awareness of our services	Actively communicate & engage the public
Increased Social Media Presence	Actively communicate & engage the public
Maintained implemented Quality Improvement Plan for Quarterly Record Reviews, Bi-Annual Self-Audits, and Vendor and Participant Relations	Efficiently deliver services
Collaborated with Food Bank to offer services through Grocery Store Tours	Efficiently deliver services
Offered off-site “Shopping for WIC Foods” classes at grocery stores	Efficiently deliver services

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Implement TXIN Computer System	Efficiently deliver services
Increase Social Media Presence to 4 x’s / month	Actively communicate & engage the public
Increase Community Outreach to 2 x’s / month	Actively communicate & engage the public
Expand Food Bank Collaborative to offer on-site benefits issuances	Efficiently deliver services
Expand “Shopping for WIC Benefits” class to offer on-site benefits issuances	Efficiently deliver services
Increase Participation in the WIC Program	Actively communicate & engage the public
Increase Average Monthly Rate of Breastfed Infants at Birth	Actively communicate & engage the public
Increase Average Monthly Rate of Breastfeeding Mothers	Actively communicate & engage the public
Explore out-of-the-box options/ideas to increase participation and community presence.	Actively communicate & engage the public

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Average Monthly Participation	2950	3154	2950
Show Rate of Participants	82%	82%	82%
Average Monthly Rate of Breastfed Infants at Birth	78%	77%	78%
Average Monthly Rate of Breastfeeding Mothers	30%	29%	30%

City of Wichita Falls
Organization Expenditure Summary

		FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
WIC Grant							
	PERSONNEL	617,498	570,620	570,620	589,572	3.32	3.32
	SUPPLIES	30,374	57,841	57,841	48,183	-16.70	-16.70
	MAINT	1,817	2,038	2,038	952	-53.29	-53.29
	SERVICES	21,216	22,965	22,965	25,291	10.13	10.13
	OTHER	72,036	113,994	113,994	33,314	-70.78	-70.78
WIC Grant		**742,941**	**767,458**	**767,458**	**697,312**	**-9.14**	**-9.14**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2127 WIC Grant				
258 Women Infants and Children				
60015 Salaries-Supervision	0	68,417	68,417	72,231
60075 Salaries-Clerical	122,763	73,353	73,353	78,728
60120 Pool Clerical	4,009	0	0	0
60135 Salaries-Operational	302,410	250,320	250,320	254,075
60230 Terminal Pay	1,037	2,200	2,200	1,800
60250 Stability Pay	8,883	8,470	8,470	8,884
60300 FICA	30,190	30,645	30,645	31,686
60310 TMRS Retirement	52,974	48,861	48,861	50,297
60320 Life Insur Contribution	568	336	336	336
60325 Long Term Disability	428	448	448	447
60330 Health Insur Contrib	94,235	87,570	87,570	91,088
6000 PERSONNEL	**617,498**	**570,620**	**570,620**	**589,572**
70030 Supplies-Minor Tools	159	0	0	160
70040 Supplies-Minor Off Equip	119	700	700	700
70050 Supplies-Minor Furniture	117	12,000	12,000	3,000
70060 Supplies-Office	9,167	12,390	12,390	11,750
70070 Supplies-Photographic	20	0	0	0
70080 Supplies-Medical/Drug	9,513	15,850	15,850	16,827
70210 Supplies-Cloth & Uniform	0	160	160	726
70240 Supplies-Educational	1,062	16,491	16,491	15,000
70250 Supplies-Periodicals	10	250	250	20
70350 Supplies-Pers Computer	10,208	0	0	0
7000 SUPPLIES	**30,374**	**57,841**	**57,841**	**48,183**
71015 Maint-Preventative	28	227	227	227
71050 Maint-Office Furn/Equip	1,084	1,086	1,086	0

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2127 WIC Grant				
258 Women Infants and Children				
71140 Maint-Other Equipment	705	725	725	725
7100 MAINT	**1,817**	**2,038**	**2,038**	**952**
72010 Services-Telephone	8,540	8,939	8,939	8,939
72011 Services-Wireless Phone	296	360	360	360
72020 Services-Electricity	3,026	3,126	3,126	3,030
72040 Services-Gas	285	200	200	290
72065 Services-Central Garage	909	773	773	474
72150 Services-Audit	580	497	497	580
72190 Services-Empl Physicals	57	0	0	0
72260 Services-Advertising	0	520	520	500
72270 Services-Binding/Printing	410	1,550	1,550	2,850
72330 Services-Other Misc	7,113	7,000	7,000	8,268
7200 SERVICES	**21,216**	**22,965**	**22,965**	**25,291**
75000 In City Mileage Reimburs	316	400	400	845
75010 Travel Expenses	6,553	11,107	11,107	5,460
75020 Education Registration	1,505	1,530	1,530	2,150
75040 Lease Payments	1,597	1,750	1,750	1,800
75090 Memberships	175	175	175	175
75150 Public Relation/Promo	23,540	54,519	54,519	18,384
75160 Postage/Freight	718	2,200	2,200	4,500
75250 Administrative Overhead	37,632	42,313	42,313	0
7500 OTHER	**72,036**	**113,994**	**113,994**	**33,314**
Total Women Infants and Children	742,941	767,458	767,458	697,312
Total WIC Grant	742,941	767,458	767,458	697,312

Nursing Prevention Services
Division Summary

Description

The Nursing Division offers an array of primary and preventive services. The scope of services includes care of the individual through clinical services as well as disease prevention and health promotion directed toward the community as a whole. Prevention Grants include the Tobacco Prevention and Control Coalition (TPCC), HIV Prevention, Health Promotion & Chronic Disease Prevention, Community Diabetes Education Program (CDEP), Epidemiology, Community Clinical Health Bridge Program (CCHBP), and Texas Comprehensive Cancer Control Program (TCCP).

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
TPCC: a campaign regarding the dangers of second-hand smoke in vehicles was designed and aired on television, radio and displayed on billboards. This accomplished one of the goals in the Community Health Improvement Plan (CHIP) regarding community education.	Actively communicate and engage the public
Review of available grants is a continuous process. Towards the end of this year, two new grants were added: the Community and Clinical Health Bridge Program (CCHBP) and Texas Comprehensive Cancer Control Program (TCCCP)	Efficiently Deliver City Services
The Community Diabetes Education Program (CDEP) was recognized as an accredited Diabetes Education Program with the American Association of Diabetes Educators (AADE). Diabetes Self-Management Education (DSME) classes are held in Iowa Park, Burkburnett, Electra and Wichita Falls.	Actively Communicate & Engage the Public
CDEP was also awarded 'Pending Recognition' in the CDC Diabetes Prevention Recognition Program (DPRP). Staff have worked very hard to develop an outstanding Diabetes Prevention Program (DPP), with the goal in FY18 and FY19 to continue the efforts and be fully recognized at that time. To teach the DPP classes, three staff members received certification as Lifestyle Coaches.	Efficiently Deliver City Services
The epidemiologist was able to identify a high rate of gastrointestinal (GI) issues that included associated diseases such as cryptosporidium and campylobacter. The cases were investigated, to include a review of all relevant information; two internal team meetings were held as well as a Water Quality Task Force meeting to review the information and determine next steps.	Efficiently Deliver City Services
HIV : Created a "Complete HCV treatment network" consisting of testing, case management, clinical care and pharmaceuticals	Efficiently Deliver City Services

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	***Strategic Initiative Advanced***

Implement and evaluate the CCHBP program, to include expanding and strengthening community partnerships to enhance the use of Health Information Technology (HIT).	Actively communicate and engage the public Efficiently Deliver City Services
All CDEP staff certified as Lifestyle Coaches	Efficiently Deliver City Services
To be fully recognized as a Diabetes Prevention Recognition Program	Efficiently Deliver City Services
Increase number of clients in CDEP classes	Efficiently Deliver City Services
Increase number of community member who are screened for Colon Cancer	Efficiently Deliver City Services
Epi goals for the next year include engaging in more provider outreach regarding notifiable conditions and the epidemiology ABS module (once it is live). Another goal is to start more data-driven analysis of our local disease burden	Actively communicate and engage the public
TCCCP to increase the number of persons screened for colon cancer and conduct more outreach and education on colon cancer	Actively communicate and engage the public
To increase outreach and education in all grant programs	Actively communicate and engage the public
To continue managing our HIV, Syphilis, HCV programs in a way that anyone who wants care or treatment has access to services.	Actively communicate and engage the public

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
CDEP provider referrals	119	68	119
Restaurants Participation in Eat Well	20	18	20
TCCCP # of colon cancer screening (January to March)	2,000	964	2,000
HIV # of clients seen	1,000	580	1,000
CCHHBP # of clinics signed up to use system when it goes live	4	6	4

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Immunization Grant						
PERSONNEL	224,506	236,618	236,618	242,526	2.50	2.50
SUPPLIES	7,426	10,167	10,167	7,116	-30.01	-30.01
SERVICES	12,407	12,828	8,662	8,067	-6.87	-37.11
OTHER	6,124	7,650	7,650	7,216	-5.67	-5.67
Immunization Grant	**250,462**	**267,263**	**263,097**	**264,925**	**0.69**	**-0.87**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2128 Immunization Grant				
254 Immunization				
60015 Salaries-Supervision	12,582	0	0	0
60075 Salaries-Clerical	13,827	0	0	0
60135 Salaries-Operational	144,464	161,539	161,539	167,257
60230 Terminal Pay	1,275	0	0	0
60250 Stability Pay	413	1,348	1,348	0
60300 FICA	12,114	12,463	12,463	12,796
60310 TMRS Retirement	21,381	20,898	20,898	21,358
60320 Life Insur Contribution	230	144	144	145
60325 Long Term Disability	174	194	194	195
60330 Health Insur Contrib	18,045	40,032	40,032	40,776
6000 PERSONNEL	**224,506**	**236,618**	**236,618**	**242,526**
70030 Supplies-Minor Tools	1,180	0	0	0
70060 Supplies-Office	2,800	3,685	3,685	3,585
70080 Supplies-Medical/Drug	3,054	3,487	3,487	2,621
70210 Supplies-Cloth & Uniform	392	580	580	580
70240 Supplies-Educational	0	330	330	330
70340 Supplies-Promotional	0	2,085	2,085	0
7000 SUPPLIES	**7,426**	**10,167**	**10,167**	**7,116**
72010 Services-Telephone	689	288	288	288
72011 Services-Wireless Phone	1,380	1,440	1,440	1,440
72170 Services-Other Prof	0	0	(4,166)	0
72260 Services-Advertising	9,566	10,000	10,000	5,239
72270 Services-Binding/Printing	20	200	200	200
72330 Services-Other Misc	752	900	900	900
7200 SERVICES	**12,407**	**12,828**	**8,662**	**8,067**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2128 Immunization Grant				
254 Immunization				
75000 In City Mileage Reimburs	1,035	1,300	1,300	1,395
75010 Travel Expenses	3,423	3,500	3,500	3,500
75020 Education Registration	125	800	800	800
75040 Lease Payments	583	1,650	1,650	1,121
75160 Postage/Freight	957	400	400	400
7500 OTHER	**6,124**	**7,650**	**7,650**	**7,216**
Total Immunization	250,462	267,263	263,097	264,925
Total Immunization Grant	250,462	267,263	263,097	264,925

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
HIV Prevention						
PERSONNEL	71,393	0	2,876	0	-100.00	0.00
SUPPLIES	5,386	0	520	0	-100.00	0.00
SERVICES	4,638	0	1,212	0	-100.00	0.00
OTHER	28,563	0	2,711	0	-100.00	0.00
HIV Prevention (2015)	**109,980**	**0**	**7,320**	**0**	**-100.00**	**0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2195 HIV Prevention				
244 HIV CTRPN				
60135 Salaries-Operational	49,421	0	12	0
60250 Stability Pay	1,210	0	0	0
60300 FICA	3,701	0	1,289	0
60310 TMRS Retirement	6,251	0	1,525	0
60320 Life Insur Contribution	66	0	0	0
60325 Long Term Disability	50	0	28	0
60330 Health Insur Contrib	10,693	0	23	0
6000 PERSONNEL	**71,393**	**0**	**2,876**	**0**
70060 Supplies-Office	2,122	0	0	0
70080 Supplies-Medical/Drug	220	0	520	0
70210 Supplies-Cloth & Uniform	199	0	0	0
70340 Supplies-Promotional	1,286	0	0	0
70350 Supplies-Pers Computer	1,319	0	0	0
70360 Supplies-PC Software	241	0	0	0
7000 SUPPLIES	**5,386**	**0**	**520**	**0**
72010 Services-Telephone	0	0	538	0
72260 Services-Advertising	4,000	0	674	0
72270 Services-Binding/Printing	638	0	0	0
7200 SERVICES	**4,638**	**0**	**1,212**	**0**
75000 In City Mileage Reimburs	7,011	0	2,696	0
75010 Travel Expenses	4,948	0	0	0
75020 Education Registration	400	0	0	0
75040 Lease Payments	183	0	15	0
75125 Rent-Off-site Storage Facility	1,200	0	0	0
75150 Public Relation/Promo	14,804	0	0	0

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2195 HIV Prevention				
244 HIV CTRPN				
75160 Postage/Freight	18	0	0	0
7500 OTHER	**28,563**	**0**	**2,711**	**0**
Total HIV CTRPN	109,980	0	7,320	0
Total HIV Prevention	109,980	0	7,320	0

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Tuberculosis Grant						
PERSONNEL	81,540	97,742	97,742	67,213	-31.23	-31.23
SUPPLIES	420	2,129	2,129	1,431	-32.79	-32.79
SERVICES	1,357	2,412	2,412	1,412	-41.46	-41.46
OTHER	3,849	6,143	6,143	6,285	2.31	2.31
Tuberculosis Grant	**87,165**	**108,426**	**108,426**	**76,341**	**-29.59**	**-29.59**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2161 Tuberculosis Grant				
250 Tuberculosis Program				
60015 Salaries-Supervision	10,785	0	0	0
60075 Salaries-Clerical	1,967	0	0	0
60135 Salaries-Operational	46,482	69,238	69,238	48,390
60230 Terminal Pay	854	0	0	0
60250 Stability Pay	0	0	0	138
60300 FICA	4,488	5,297	5,297	3,713
60310 TMRS Retirement	7,465	8,883	8,883	6,198
60320 Life Insur Contribution	81	63	63	42
60325 Long Term Disability	61	83	83	56
60330 Health Insur Contrib	9,357	14,178	14,178	8,676
6000 PERSONNEL	**81,540**	**97,742**	**97,742**	**67,213**
70060 Supplies-Office	220	1,518	1,518	820
70080 Supplies-Medical/Drug	149	418	418	418
70240 Supplies-Educational	0	193	193	193
70360 Supplies-PC Software	51	0	0	0
7000 SUPPLIES	**420**	**2,129**	**2,129**	**1,431**
72010 Services-Telephone	393	288	288	288
72011 Services-Wireless Phone	443	456	456	456
72170 Services-Other Prof	498	1,393	1,393	393
72270 Services-Binding/Printing	22	275	275	275
7200 SERVICES	**1,357**	**2,412**	**2,412**	**1,412**
75000 In City Mileage Reimburs	1,567	2,344	2,344	2,387
75010 Travel Expenses	2,048	3,400	3,400	3,400
75040 Lease Payments	179	183	183	498
75160 Postage/Freight	55	216	216	0

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2161 Tuberculosis Grant				
250 Tuberculosis Program				
7500 OTHER	**3,849**	**6,143**	**6,143**	**6,285**
Total Tuberculosis Program	87,165	108,426	108,426	76,341
Total Tuberculosis Grant	87,165	108,426	108,426	76,341

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
TB Prevention & Control (Federal)						
PERSONNEL	15,261	0	0	0	0.00	0.00
SUPPLIES	3,796	0	0	0	0.00	0.00
SERVICES	99	0	0	0	0.00	0.00
OTHER	408	0	0	0	0.00	0.00
TB Prevention & Control (Federal)	**19,563**	**0**	**0**	**0**	**0.00**	**0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2162 TB Prevention & Control (Federal)				
250 Tuberculosis Program				
60015 Salaries-Supervision	1,311	0	0	0
60135 Salaries-Operational	10,098	0	0	0
60230 Terminal Pay	731	0	0	0
60300 FICA	929	0	0	0
60310 TMRS Retirement	1,496	0	0	0
60320 Life Insur Contribution	16	0	0	0
60325 Long Term Disability	12	0	0	0
60330 Health Insur Contrib	668	0	0	0
6000 PERSONNEL	**15,261**	**0**	**0**	**0**
70050 Supplies-Minor Furniture	954	0	0	0
70060 Supplies-Office	1,869	0	0	0
70080 Supplies-Medical/Drug	974	0	0	0
7000 SUPPLIES	**3,796**	**0**	**0**	**0**
72010 Services-Telephone	99	0	0	0
7200 SERVICES	**99**	**0**	**0**	**0**
75000 In City Mileage Reimburs	318	0	0	0
75040 Lease Payments	89	0	0	0
7500 OTHER	**408**	**0**	**0**	**0**
Total Tuberculosis Program	19,563	0	0	0
Total TB Prevention & Control (Federal)	19,563	0	0	0

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Community Clinical Linkage Grant						
PERSONNEL	4,845	0	62,199	96,808	55.64	0.00
SUPPLIES	8,058	0	23,460	3,525	-84.97	0.00
SERVICES	51,082	0	9,631	27,482	185.35	0.00
OTHER	677	0	17,833	8,548	-52.07	0.00
Community Clinical Linkage Grant	**64,663**	**0**	**113,123**	**136,363**	**20.54**	**0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2175 Community Clinical Linkage Grant				
235 Community Clinical Linkage Grant				
60015 Salaries-Supervision	2,452	0	26,784	41,676
60135 Salaries-Operational	1,376	0	18,879	26,354
60230 Terminal Pay	197	0	0	0
60250 Stability Pay	0	0	0	0
60300 FICA	304	0	2,480	5,205
60310 TMRS Retirement	505	0	4,226	8,687
60320 Life Insur Contribution	7	0	40	59
60325 Long Term Disability	5	0	31	80
60330 Health Insur Contrib	0	0	9,758	14,748
6000 PERSONNEL	**4,845**	**0**	**62,199**	**96,808**
70030 Supplies-Minor Tools	511	0	389	0
70040 Supplies-Minor Off Equip	0	0	260	0
70050 Supplies-Minor Furniture	1,407	0	2,042	0
70060 Supplies-Office	2,717	0	1,904	1,217
70210 Supplies-Cloth & Uniform	81	0	209	64
70240 Supplies-Educational	0	0	3,500	2,244
70250 Supplies-Periodicals	52	0	3	0
70340 Supplies-Promotional	0	0	7,246	0
70350 Supplies-Pers Computer	2,809	0	3	0
70360 Supplies-PC Software	481	0	369	0
70900 Supplies-Other	0	0	7,535	0
7000 SUPPLIES	**8,058**	**0**	**23,460**	**3,525**
72010 Services-Telephone	0	0	210	411
72011 Services-Wireless Phone	82	0	1,331	935
72170 Services-Other Prof	51,000	0	5,090	24,116

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2175 Community Clinical Linkage Grant				
235 Community Clinical Linkage Grant				
72270 Services-Binding/Printing	0	0	3,000	2,020
7200 SERVICES	**51,082**	**0**	**9,631**	**27,482**
75000 In City Mileage Reimburs	21	0	627	414
75010 Travel Expenses	656	0	4,288	3,384
75090 Memberships	0	0	1,500	0
75150 Public Relation/Promo	0	0	4,543	4,750
75290 Other Expenditures	0	0	6,875	0
7500 OTHER	**677**	**0**	**17,833**	**8,548**
Total Community Clinical Linkage Gra	64,663	0	113,123	136,363
Total Community Clinical Linkage Grant	64,663	0	113,123	136,363

Environmental Health
Division Summary

Description
The Environmental Health Division serves to protect the public health in two main ways: The inspections program and the vector control program. The inspections program regulates establishments of public health significance. The vector control program, works primarily to mitigate the threat of mosquito borne diseases through the use of source reduction and pesticide application.

The Environmental Health Division shows an increase of $44,940 or 5.55% from the prior year. This increase is reflected in the Personnel Service Accounts for the cost-of-living pay adjustment, merit pay increase, and increase health insurance contributions. There is also an increase seen in the Supplies Accounts for the replacement of 6 toughpads for the inspectors. An increase is also reflected in the Service Accounts for the increased costs in fuel for Central Garage Services.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Reorganized the vector control program to have a fulltime employee	Efficiently Deliver City Services
Update the Tattoo/Body Art ordinance	Efficiently Deliver City Services
Two small grants from the Food and Drug Administration (FDA) were received for training and standardization	Efficiently Deliver City Services
In response to increased sanitary overflows, the environmental team has taken a stronger stance on the inspection of the grease trap program in conjunction with building inspections to improve compliance and reduce sanitary overflows	Efficiently Deliver City Services

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Apply for FDA small grants for training and standardization	Efficiently Deliver City Services
Complete the OSSF ordinance changes and strictly enforce the maintenance contract portion of the rules	Efficiently Deliver City Services
Complete changes to the swimming pool and lodging ordinances	Efficiently Deliver City Services
Utilizing the “After Action Model” implement a Quality Improvement Plan for the newly reorganized vector control program	Efficiently Deliver City Services
Implement electronic billing	Efficiently Deliver City Services

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Retail food inspections	2142	2210	2142
Complaints	*157*	*160*	*157*
Public swimming pool inspections	900	1077	900
Complaints	6	4	6
Lodging inspections	100	109	100
Complaints	*28*	*26*	*28*
Grease trap inspections	471	488	475
Complaints	*10*	*4*	*10*
Body art establishment inspections	80	81	80

Complaints	*3*	*5*	*3*
On-Site Sewage inspections	165	166	165
Complaints	*13*	*11*	*13*
Mosquito traps collections	70	70	70
Complaints	*668*	*679*	*668*
Smoking Complaints	*11*	*12*	*11*
Rodent Complaints	*12*	*8*	*12*

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Gen Environmental Health						
PERSONNEL	549,399	595,800	595,800	633,049	6.25	6.25
SUPPLIES	95,499	103,688	103,688	116,359	12.22	12.22
MAINT	925	420	420	1,770	321.43	321.43
SERVICES	29,003	45,340	45,340	52,927	16.73	16.73
OTHER	3,299	6,241	6,241	5,724	-8.28	-8.28
CAP IMPROV	13,380	13,400	13,400	0	-100.00	-100.00
Gen Environmental Health	**691,506**	**764,889**	**764,889**	**809,829**	**5.88**	**5.88**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2252 Gen Environmental Health				
100 General Fund				
60015 Salaries-Supervision	69,996	71,151	71,151	75,117
60075 Salaries-Clerical	32,830	33,203	33,203	35,054
60135 Salaries-Operational	237,767	288,986	288,986	306,028
60180 Pool Operational	50,550	21,504	21,504	24,201
60192 Overtime	5,026	5,004	5,004	6,180
60250 Stability Pay	5,116	5,253	5,253	5,666
60275 Cell Phone Allowance	2,040	1,800	1,800	3,240
60300 FICA	28,942	32,656	32,656	34,850
60310 TMRS Retirement	44,146	52,018	52,018	55,113
60320 Life Insur Contribution	458	354	354	365
60325 Long Term Disability	346	471	471	485
60330 Health Insur Contrib	72,180	83,400	83,400	86,750
6000 PERSONNEL	**549,399**	**595,800**	**595,800**	**633,049**
70030 Supplies-Minor Tools	562	1,825	1,825	1,900
70050 Supplies-Minor Furniture	295	0	0	0
70060 Supplies-Office	5,096	6,950	6,950	6,650
70080 Supplies-Medical/Drug	76	388	388	150
70110 Supplies-Chemical	87,512	88,390	88,390	90,900
70210 Supplies-Cloth & Uniform	291	2,560	2,560	2,705
70240 Supplies-Educational	70	200	200	200
70350 Supplies-Pers Computer	0	0	0	10,604
70360 Supplies-PC Software	1,295	750	750	775
70900 Supplies-Other	301	2,625	2,625	2,475
7000 SUPPLIES	**95,499**	**103,688**	**103,688**	**116,359**
71030 Maint-Machinery/Tools	0	0	0	750

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2252 Gen Environmental Health				
100 General Fund				
71100 Maint-PC Hardware	0	420	420	1,020
71130 Maint-HVAC Systems	925	0	0	0
7100 MAINT	**925**	**420**	**420**	**1,770**
72010 Services-Telephone	3,045	2,883	2,883	2,883
72011 Services-Wireless Phone	0	3,191	3,191	3,191
72065 Services-Central Garage	24,940	32,226	32,226	41,283
72260 Services-Advertising	0	500	500	500
72270 Services-Binding/Printing	824	3,500	3,500	3,500
72330 Services-Other Misc	195	3,040	3,040	1,570
7200 SERVICES	**29,003**	**45,340**	**45,340**	**52,927**
75010 Travel Expenses	0	1,150	1,150	1,000
75020 Education Registration	924	2,071	2,071	1,000
75040 Lease Payments	725	820	820	474
75160 Postage/Freight	1,591	2,200	2,200	3,250
75214 Permit Expense-City Project	59	0	0	0
7500 OTHER	**3,299**	**6,241**	**6,241**	**5,724**
77340 Mach/Tools/Implements	13,380	13,400	13,400	0
7700 CAP IMPROV	**13,380**	**13,400**	**13,400**	**0**
Total General Fund	691,506	764,889	764,889	809,829
Total Gen Environmental Health	691,506	764,889	764,889	809,829

Animal Services
Division Summary

Description
The Animal Services Division provides animal control for the City of Wichita Falls. They are tasked with enforcing city ordinances and State laws pertaining to animals. The shelter houses animals brought in by Animal Control Officers as well as animals surrendered or found and brought in by citizens in Wichita Falls. Animal Services also offers other services such as trap rental, city licenses and microchipping. Animal Services also began doing pet adoptions to the public in April 2014 which has been a factor in the decline in the euthanasia rate. Animal Services also works with local and out of area rescue groups and shelters to transfer animals into other adoption programs to continue to save lives and decrease the euthanasia rate.

The 2018-19 budget for the Animal Services Division represents an increase of $286 or less than 1% from the prior year. Although there is an increase in Personnel Service Accounts they are offset with a decrease in contract with other agencies leaving the budget the same as the prior year.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Developed new training process for Animal Control Officers	Efficiently deliver City Services
Reorganized Kennel Staff with 2 Part-Time Positions	Efficiently deliver City Services
Increased Community Awareness of our Services	Actively communicate and engage the public
Increased Social Media Presence	Actively communicate and engage the public

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Transition to Dispatcher View in PetPoint	Efficiently deliver City Services
Expand Volunteer Program (easier approval process)	Actively communicate and engage the public
Increase Community Outreach	Actively communicate and engage the public

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Cages Cleaned Daily	118	118	118
Dispatch calls answered daily	105	105	105
Average daily number of visitors to Animal Services	32	32	40
Euthanasia	>1400	1687	1400
Average monthly adoptions from Animal Services	55	51	60

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Animal Services						
PERSONNEL	735,920	811,530	811,530	811,924	0.05	0.05
SUPPLIES	60,309	71,647	71,647	75,519	5.40	5.40
MAINT	1,825	3,201	3,201	3,033	-5.25	-5.25
SERVICES	111,853	106,522	106,522	108,540	1.89	1.89
INSUR/CONT	18,394	21,000	21,000	13,500	-35.71	-35.71
OTHER	12,010	7,760	7,760	9,430	21.52	21.52
Animal Services	**940,311**	**1,021,660**	**1,021,660**	**1,021,946**	**0.03**	**0.03**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2253 Animal Services				
100 General Fund				
60015 Salaries-Supervision	85,261	49,631	49,631	52,399
60075 Salaries-Clerical	50,979	51,330	51,330	54,191
60135 Salaries-Operational	332,541	423,673	423,673	431,004
60192 Overtime	10,592	10,152	10,152	10,457
60230 Terminal Pay	103	0	0	0
60250 Stability Pay	5,144	5,667	5,667	6,326
60275 Cell Phone Allowance	900	720	720	720
60300 FICA	35,493	41,391	41,391	42,471
60310 TMRS Retirement	61,355	69,399	69,399	65,864
60320 Life Insur Contribution	635	475	475	436
60325 Long Term Disability	479	632	632	581
60330 Health Insur Contrib	152,380	158,460	158,460	147,475
60331 HSA Contributions Employer	58	0	0	0
6000 PERSONNEL	**735,920**	**811,530**	**811,530**	**811,924**
70030 Supplies-Minor Tools	5,417	7,708	7,708	7,608
70050 Supplies-Minor Furniture	392	598	598	582
70060 Supplies-Office	7,018	6,062	6,062	6,692
70080 Supplies-Medical/Drug	20,956	26,360	26,360	26,310
70110 Supplies-Chemical	4,306	5,720	5,720	6,495
70210 Supplies-Cloth & Uniform	5,584	5,400	5,400	8,550
70240 Supplies-Educational	1,985	3,000	3,000	3,000
70290 Supplies-Animal Feed	6,715	10,165	10,165	9,995
70340 Supplies-Promotional	36	550	550	550
70350 Supplies-Pers Computer	708	0	0	0
70360 Supplies-PC Software	409	0	0	0

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2253 Animal Services				
100 General Fund				
70370 Supplies-Radios	443	769	769	422
70900 Supplies-Other	6,339	5,315	5,315	5,315
7000 SUPPLIES	**60,309**	**71,647**	**71,647**	**75,519**
71030 Maint-Machinery/Tools	1,825	2,485	2,485	2,285
71060 Maint-Radios	0	300	300	300
71110 Maint-PC Software	0	416	416	448
7100 MAINT	**1,825**	**3,201**	**3,201**	**3,033**
72010 Services-Telephone	6,083	5,766	5,766	5,766
72011 Services-Wireless Phone	4,630	4,368	4,368	4,368
72020 Services-Electricity	30,573	18,744	18,744	18,744
72040 Services-Gas	3,845	12,000	12,000	9,000
72050 Services-Water/Sew/San	4,534	4,800	4,800	6,000
72065 Services-Central Garage	54,750	53,650	53,650	54,968
72170 Services-Other Prof	931	3,666	3,666	3,666
72260 Services-Advertising	710	0	0	2,500
72270 Services-Binding/Printing	2,004	2,500	2,500	2,500
72330 Services-Other Misc	3,795	1,028	1,028	1,028
7200 SERVICES	**111,853**	**106,522**	**106,522**	**108,540**
73330 Contract-Humane Society	7,500	0	0	0
73350 Contract-Other Agencies	10,894	21,000	21,000	13,500
7300 INSUR/CONT	**18,394**	**21,000**	**21,000**	**13,500**
75000 In City Mileage Reimburs	260	0	0	0
75010 Travel Expenses	1,087	500	500	2,000
75020 Education Registration	600	300	300	920
75040 Lease Payments	6,256	3,250	3,250	2,750

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2253 Animal Services				
100 General Fund				
75090 Memberships	410	310	310	360
75100 Boards/Local Meetings	184	400	400	400
75160 Postage/Freight	3,154	3,000	3,000	3,000
75214 Permit Expense-City Project	59	0	0	0
7500 OTHER	**12,010**	**7,760**	**7,760**	**9,430**
Total General Fund	940,311	1,021,660	1,021,660	1,021,946
Total Animal Services	940,311	1,021,660	1,021,660	1,021,946

Health - Laboratory
Division Summary

Description

The laboratory has three main functions: clinical testing for diagnostic purposes in support of the Nursing Division (licensed under CLIA), water testing for drinking and non-drinking water (licensed under TCEQ), and environmental testing (not licensed) to support the Environmental Health Division for things such as soft serve testing, hotel/motel inspections, pool/spa inspections, and disease outbreak investigations (locations including schools, daycares, etc.)

The 2018-19 budget for the Lab Division represents an increase of $15,031, or 6.67%. This increase in reflected in Personnel Service Accounts for the cost-of-living adjustment, merit pay increases, and increased contributions to the Employee Health Care Program.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Retained CLIA and TCEQ certifications; both sections were inspected/audited in the last year.	Efficiently Deliver City Services
Substantial updates were made to the Water Testing Procedure Manual.	Efficiently Deliver City Services

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Review and update processes to improve overall practice and efficiency: monthly Quality Control (QC), Clinical Procedure Manual, continued conversion of paper recording to electronic, and ways to decrease resulting time for clinical patients.	Efficiently Deliver City Services

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Number of clinical specimens	8,000	7,806	8,000
Number of water samples from private, public and environmental health	2,100	2,055	2,100
Number of environmental specimens processed (soft serve and hotel/motel)	200	181	200

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Lab/Water Pollution						
PERSONNEL	110,962	145,896	145,896	161,518	10.71	10.71
SUPPLIES	24,738	31,474	31,474	31,738	0.84	0.84
MAINT	11,738	13,678	13,678	13,918	1.75	1.75
SERVICES	11,093	16,132	16,132	15,082	-6.51	-6.51
OTHER	2,142	3,310	3,310	3,265	-1.36	-1.36
Lab/Water Pollution	**160,673**	**210,490**	**210,490**	**225,521**	**7.14**	**7.14**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2277 Lab/Water Pollution				
100 General Fund				
60015 Salaries-Supervision	23,977	0	0	0
60075 Salaries-Clerical	14,783	13,624	13,624	12,100
60120 Pool Clerical	558	0	0	0
60135 Salaries-Operational	35,819	94,913	94,913	108,721
60192 Overtime	34	0	0	0
60250 Stability Pay	707	0	0	0
60300 FICA	5,978	8,303	8,303	9,242
60310 TMRS Retirement	8,857	12,177	12,177	13,883
60320 Life Insur Contribution	113	85	85	95
60325 Long Term Disability	86	114	114	126
60330 Health Insur Contrib	20,050	16,680	16,680	17,350
6000 PERSONNEL	**110,962**	**145,896**	**145,896**	**161,518**
70040 Supplies-Minor Off Equip	88	0	0	3,450
70050 Supplies-Minor Furniture	2,919	0	0	0
70060 Supplies-Office	2,170	1,865	1,865	1,865
70080 Supplies-Medical/Drug	0	708	708	0
70120 Supplies-Lab	17,900	27,514	27,514	25,000
70210 Supplies-Cloth & Uniform	359	290	290	326
70230 Supplies-Linen	199	300	300	300
70240 Supplies-Educational	248	647	647	647
70340 Supplies-Promotional	0	150	150	150
70350 Supplies-Pers Computer	805	0	0	0
70360 Supplies-PC Software	51	0	0	0
7000 SUPPLIES	**24,738**	**31,474**	**31,474**	**31,738**
71030 Maint-Machinery/Tools	2,618	2,670	2,670	2,860

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2277 Lab/Water Pollution				
100 General Fund				
71070 Maint-Instruments	9,119	11,008	11,008	11,058
7100 MAINT	**11,738**	**13,678**	**13,678**	**13,918**
72010 Services-Telephone	3,240	3,460	3,460	3,460
72170 Services-Other Prof	3,600	6,000	6,000	6,000
72230 Services-Lab Proficiency	3,121	4,540	4,540	3,490
72270 Services-Binding/Printing	174	850	850	850
72330 Services-Other Misc	959	1,282	1,282	1,282
7200 SERVICES	**11,093**	**16,132**	**16,132**	**15,082**
75000 In City Mileage Reimburs	177	600	600	200
75010 Travel Expenses	0	350	350	500
75040 Lease Payments	104	110	110	65
75090 Memberships	345	350	350	350
75160 Postage/Freight	1,517	1,900	1,900	2,150
7500 OTHER	**2,142**	**3,310**	**3,310**	**3,265**
Total General Fund	160,673	210,490	210,490	225,521
Total Lab/Water Pollution	160,673	210,490	210,490	225,521

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Community Rural Health						
PERSONNEL	96,033	123,762	123,762	140,252	13.32	13.32
SUPPLIES	4,994	4,294	4,294	2,812	-34.51	-34.51
SERVICES	37,548	13,610	13,610	3,403	-75.00	-75.00
OTHER	2,701	7,355	7,355	2,554	-65.28	-65.28
Community Rural Health	**141,276**	**149,021**	**149,021**	**149,021**	**0.00**	**0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2405 Community Rural Health				
232 Community & Rural Health				
60015 Salaries-Supervision	6,674	0	0	0
60135 Salaries-Operational	65,630	87,204	87,204	98,290
60250 Stability Pay	0	138	138	0
60300 FICA	5,233	6,683	6,683	7,520
60310 TMRS Retirement	8,984	11,206	11,206	12,552
60320 Life Insur Contribution	88	78	78	87
60325 Long Term Disability	67	105	105	115
60330 Health Insur Contrib	9,357	18,348	18,348	21,689
6000 PERSONNEL	**96,033**	**123,762**	**123,762**	**140,252**
70060 Supplies-Office	3,043	2,500	2,500	997
70210 Supplies-Cloth & Uniform	301	150	150	171
70240 Supplies-Educational	1,099	1,644	1,644	1,644
70360 Supplies-PC Software	550	0	0	0
7000 SUPPLIES	**4,994**	**4,294**	**4,294**	**2,812**
72010 Services-Telephone	1,178	1,153	1,153	1,153
72150 Services-Audit	0	5,000	5,000	0
72170 Services-Other Prof	27,280	5,457	5,457	1,250
72260 Services-Advertising	419	0	0	0
72270 Services-Binding/Printing	8,671	2,000	2,000	1,000
7200 SERVICES	**37,548**	**13,610**	**13,610**	**3,403**
75000 In City Mileage Reimburs	601	895	895	557
75010 Travel Expenses	627	1,250	1,250	1,250
75040 Lease Payments	128	110	110	94
75150 Public Relation/Promo	1,345	5,000	5,000	553
75160 Postage/Freight	0	100	100	100

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2405 Community Rural Health				
232 Community & Rural Health				
7500 OTHER	**2,701**	**7,355**	**7,355**	**2,554**
Total Community & Rural Health	141,276	149,021	149,021	149,021
Total Community Rural Health	141,276	149,021	149,021	149,021

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Tobacco Prevention & Control						
PERSONNEL	153,264	199,061	156,709	0	-100.00	-100.00
SUPPLIES	12,164	21,532	21,532	0	-100.00	-100.00
SERVICES	65,598	65,052	31,492	0	-100.00	-100.00
OTHER	25,736	23,180	23,180	0	-100.00	-100.00
Tobacco Prevention & Control - 2015	**256,763**	**308,825**	**232,913**	**0**	**-100.00**	**-100.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2406 Tobacco Prevention & Control				
245 Tobacco Grant - DSHS				
60015 Salaries-Supervision	33,665	42,509	42,509	0
60135 Salaries-Operational	75,392	94,785	74,342	0
60192 Overtime	140	0	0	0
60230 Terminal Pay	28	0	0	0
60250 Stability Pay	138	0	0	0
60300 FICA	8,018	10,503	6,974	0
60310 TMRS Retirement	13,561	17,615	11,826	0
60320 Life Insur Contribution	152	124	118	0
60325 Long Term Disability	115	165	90	0
60330 Health Insur Contrib	22,055	33,360	20,850	0
6000 PERSONNEL	**153,264**	**199,061**	**156,709**	**0**
70040 Supplies-Minor Off Equip	125	1,000	1,000	0
70060 Supplies-Office	4,574	9,230	9,230	0
70210 Supplies-Cloth & Uniform	84	580	580	0
70240 Supplies-Educational	3,822	3,000	3,000	0
70340 Supplies-Promotional	3,406	5,722	5,722	0
70360 Supplies-PC Software	154	2,000	2,000	0
7000 SUPPLIES	**12,164**	**21,532**	**21,532**	**0**
72010 Services-Telephone	992	800	800	0
72011 Services-Wireless Phone	2,140	1,368	1,368	0
72170 Services-Other Prof	60,063	59,472	25,912	0
72270 Services-Binding/Printing	2,403	3,412	3,412	0
7200 SERVICES	**65,598**	**65,052**	**31,492**	**0**
75000 In City Mileage Reimburs	1,416	2,800	2,800	0
75010 Travel Expenses	14,980	10,000	10,000	0

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2406 Tobacco Prevention & Control				
245 Tobacco Grant - DSHS				
75020 Education Registration	6,850	6,975	6,975	0
75040 Lease Payments	146	60	60	0
75150 Public Relation/Promo	639	3,115	3,115	0
75160 Postage/Freight	58	230	230	0
75210 Matching Contributions	1,647	0	0	0
7500 OTHER	**25,736**	**23,180**	**23,180**	**0**
Total Tobacco Grant - DSHS	256,763	308,825	232,913	0
Total Tobacco Prevention & Control	256,763	308,825	232,913	0

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
TX Hearth & Stroke ASTHO Program						
PERSONNEL	3,962	0	0	0	0.00	0.00
SUPPLIES	2,854	0	0	0	0.00	0.00
SERVICES	4,997	0	0	0	0.00	0.00
OTHER	105	0	0	0	0.00	0.00
TX Hearth & Stroke ASTHO Program	**11,918**	**0**	**0**	**0**	**0.00**	**0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2412 TX Hearth & Stroke ASTHO Program				
233 Texas Heart & Stoke Program ASTHO				
60015 Salaries-Supervision	3,290	0	0	0
60300 FICA	252	0	0	0
60310 TMRS Retirement	413	0	0	0
60320 Life Insur Contribution	4	0	0	0
60325 Long Term Disability	3	0	0	0
6000 PERSONNEL	**3,962**	**0**	**0**	**0**
70060 Supplies-Office	356	0	0	0
70240 Supplies-Educational	2,497	0	0	0
7000 SUPPLIES	**2,854**	**0**	**0**	**0**
72170 Services-Other Prof	4,997	0	0	0
7200 SERVICES	**4,997**	**0**	**0**	**0**
75000 In City Mileage Reimburs	105	0	0	0
7500 OTHER	**105**	**0**	**0**	**0**
Total Texas Heart & Stoke Program AS	11,918	0	0	0
Total TX Hearth & Stroke ASTHO Progra	11,918	0	0	0

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Tx. Health Communities						
PERSONNEL	21,078	30,153	30,153	34,601	14.75	14.75
SUPPLIES	4,404	3,335	3,335	2,403	-27.95	-27.95
SERVICES	21,555	13,551	13,551	10,970	-19.05	-19.05
OTHER	1,446	2,961	2,961	2,026	-31.58	-31.58
Tx. Health Communities	**48,483**	**50,000**	**50,000**	**50,000**	**-0.00**	**-0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2413 Tx. Health Communities				
243 Health Promo & Chronic Disease Prev				
60015 Salaries-Supervision	11,698	21,254	21,254	12,503
60135 Salaries-Operational	6,457	0	0	11,866
60250 Stability Pay	138	275	275	0
60300 FICA	1,341	1,647	1,647	1,864
60310 TMRS Retirement	1,412	2,762	2,762	3,112
60320 Life Insur Contribution	19	19	19	21
60325 Long Term Disability	14	26	26	29
60330 Health Insur Contrib	0	4,170	4,170	5,206
6000 PERSONNEL	**21,078**	**30,153**	**30,153**	**34,601**
70040 Supplies-Minor Off Equip	1,095	0	0	0
70060 Supplies-Office	56	1,391	1,391	440
70240 Supplies-Educational	0	500	500	1,963
70340 Supplies-Promotional	3,254	1,444	1,444	0
7000 SUPPLIES	**4,404**	**3,335**	**3,335**	**2,403**
72010 Services-Telephone	226	283	283	360
72170 Services-Other Prof	13,015	12,268	12,268	0
72260 Services-Advertising	1,000	0	0	8,810
72270 Services-Binding/Printing	7,314	1,000	1,000	1,800
7200 SERVICES	**21,555**	**13,551**	**13,551**	**10,970**
75000 In City Mileage Reimburs	683	1,350	1,350	423
75010 Travel Expenses	750	1,351	1,351	1,403
75020 Education Registration	0	150	150	125
75040 Lease Payments	13	110	110	75

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2413 Tx. Health Communities				
243 Health Promo & Chronic Disease Prev				
7500 OTHER	**1,446**	**2,961**	**2,961**	**2,026**
Total Health Promo & Chronic Disease	48,483	50,000	50,000	50,000
Total Tx. Health Communities	48,483	50,000	50,000	50,000

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
CDBG - Health Unit Kitchen Remodel						
MAINT	75,063	0	0	0	0.00	0.00
SERVICES	235	0	0	0	0.00	0.00
CAP IMPROV	13,020	0	0	0	0.00	0.00
CDBG - Health Unit Kitchen Remodel	**88,318**	**0**	**0**	**0**	**0.00**	**0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2442 CDBG - Health Unit Kitchen Remodel				
204 Community Dev Block Grant				
71400 Maint-Health Facilities	75,063	0	0	0
7100 MAINT	**75,063**	**0**	**0**	**0**
72260 Services-Advertising	235	0	0	0
7200 SERVICES	**235**	**0**	**0**	**0**
77150 Const-Architect Fees	13,020	0	0	0
7700 CAP IMPROV	**13,020**	**0**	**0**	**0**
Total Community Dev Block Grant	88,318	0	0	0
Total CDBG - Health Unit Kitchen Remod	88,318	0	0	0

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
PHEP Ebola Preparedness						
SUPPLIES	589	0	0	0	0.00	0.00
SERVICES	3,552	0	0	0	0.00	0.00
OTHER	2,350	0	0	0	0.00	0.00
PHEP Ebola Preparedness	**6,492**	**0**	**0**	**0**	**0.00**	**0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2440 PHEP Ebola Preparedness				
239 Public Health Emerg Response				
70060 Supplies-Office	589	0	0	0
7000 SUPPLIES	**589**	**0**	**0**	**0**
72170 Services-Other Prof	2,267	0	0	0
72270 Services-Binding/Printing	1,285	0	0	0
7200 SERVICES	**3,552**	**0**	**0**	**0**
75010 Travel Expenses	2,350	0	0	0
7500 OTHER	**2,350**	**0**	**0**	**0**
Total Public Health Emerg Response	6,492	0	0	0
Total PHEP Ebola Preparedness	6,492	0	0	0

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Bioterrorism Grant						
PERSONNEL	101,529	0	110,935	0	-100.00	0.00
SUPPLIES	1,441	0	1,155	0	-100.00	0.00
SERVICES	4,899	0	8,492	0	-100.00	0.00
OTHER	6,306	0	6,355	0	-100.00	0.00
Bioterrorism Grant FY 2015/16	**114,175**	**0**	**126,937**	**0**	**-100.00**	**0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2443 Bioterrorism Grant				
239 Public Health Emerg Response				
60135 Salaries-Operational	82,795	0	88,924	0
60250 Stability Pay	1,623	0	2,422	0
60300 FICA	6,458	0	6,988	0
60310 TMRS Retirement	10,458	0	12,391	0
60320 Life Insur Contribution	111	0	118	0
60325 Long Term Disability	84	0	92	0
6000 PERSONNEL	**101,529**	**0**	**110,935**	**0**
70040 Supplies-Minor Off Equip	828	0	0	0
70060 Supplies-Office	460	0	955	0
70210 Supplies-Cloth & Uniform	0	0	200	0
70360 Supplies-PC Software	154	0	0	0
7000 SUPPLIES	**1,441**	**0**	**1,155**	**0**
72010 Services-Telephone	1,517	0	3,184	0
72011 Services-Wireless Phone	1,664	0	3,508	0
72051 Services-Cable TV	1,718	0	1,800	0
7200 SERVICES	**4,899**	**0**	**8,492**	**0**
75000 In City Mileage Reimburs	0	0	217	0
75010 Travel Expenses	3,091	0	2,168	0
75020 Education Registration	405	0	0	0
75040 Lease Payments	35	0	1,165	0
75090 Memberships	249	0	250	0
75125 Rent-Off-site Storage Facility	2,520	0	2,520	0
75160 Postage/Freight	6	0	35	0

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2443 Bioterrorism Grant				
239 Public Health Emerg Response				
7500 OTHER	**6,306**	**0**	**6,355**	**0**
Total Public Health Emerg Response	114,175	0	126,937	0
Total Bioterrorism Grant	114,175	0	126,937	0

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Infectious Disease Control-Ebola						
PERSONNEL	67,502	69,739	69,739	70,339	0.86	0.86
SUPPLIES	2,201	4,265	4,265	2,665	-37.51	-37.51
SERVICES	11,193	2,304	2,304	1,806	-21.61	-21.61
OTHER	2,085	7,160	7,160	8,658	20.92	20.92
Infectious Disease Control-Ebola	**82,981**	**83,468**	**83,468**	**83,468**	**-0.00**	**-0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2455 Infectious Disease Control-Ebola				
247 IDCU/SUREB Infectious Disease/Ebola				
60015 Salaries-Supervision	50,772	0	0	0
60135 Salaries-Operational	0	50,873	50,873	51,120
60250 Stability Pay	0	0	0	0
60300 FICA	3,798	3,892	3,892	3,911
60310 TMRS Retirement	6,295	6,527	6,527	6,528
60320 Life Insur Contribution	67	46	46	45
60325 Long Term Disability	51	61	61	60
60330 Health Insur Contrib	6,015	8,340	8,340	8,675
60331 HSA Contributions Employer	503	0	0	0
6000 PERSONNEL	**67,502**	**69,739**	**69,739**	**70,339**
70060 Supplies-Office	2,078	2,000	2,000	1,243
70210 Supplies-Cloth & Uniform	0	50	50	0
70240 Supplies-Educational	123	2,215	2,215	1,422
7000 SUPPLIES	**2,201**	**4,265**	**4,265**	**2,665**
72010 Services-Telephone	168	288	288	288
72011 Services-Wireless Phone	0	696	696	696
72170 Services-Other Prof	10,910	0	0	0
72270 Services-Binding/Printing	115	1,320	1,320	822
7200 SERVICES	**11,193**	**2,304**	**2,304**	**1,806**
75000 In City Mileage Reimburs	0	2,160	2,160	2,160
75010 Travel Expenses	1,785	3,000	3,000	4,328
75020 Education Registration	0	1,000	1,000	1,000
75040 Lease Payments	0	0	0	30
75090 Memberships	0	0	0	140
75160 Postage/Freight	0	400	400	400

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2455 Infectious Disease Control-Ebola				
247 IDCU/SUREB Infectious Disease/Ebola				
75290 Other Expenditures	300	600	600	600
7500 OTHER	**2,085**	**7,160**	**7,160**	**8,658**
Total IDCU/SUREB Infectious Disease/	82,981	83,468	83,468	83,468
Total Infectious Disease Control-Ebola	82,981	83,468	83,468	83,468

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Diabetes Education Program Tier 2						
PERSONNEL	164,003	192,478	192,478	204,594	6.29	6.29
SUPPLIES	1,997	2,029	2,029	3,785	86.55	86.55
SERVICES	68,858	47,771	29,331	30,706	4.69	-35.72
OTHER	17,140	9,122	9,122	12,315	35.00	35.00
Diabetes Education Program Tier 2	**251,998**	**251,400**	**232,960**	**251,400**	**7.92**	**-0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2456 Diabetes Education Program Tier 2				
249 DIAB-CDEPT2 Comm Diabetes Ed Tier2				
60015 Salaries-Supervision	92,712	0	0	0
60135 Salaries-Operational	26,583	135,157	135,157	145,465
60230 Terminal Pay	2,841	0	0	0
60250 Stability Pay	0	138	138	413
60300 FICA	9,063	10,350	10,350	11,161
60310 TMRS Retirement	15,139	17,359	17,359	18,630
60320 Life Insur Contribution	164	122	122	127
60325 Long Term Disability	124	162	162	169
60330 Health Insur Contrib	17,377	29,190	29,190	28,629
6000 PERSONNEL	**164,003**	**192,478**	**192,478**	**204,594**
70030 Supplies-Minor Tools	4	0	0	0
70060 Supplies-Office	1,754	1,044	1,044	2,000
70240 Supplies-Educational	99	985	985	1,785
70340 Supplies-Promotional	140	0	0	0
7000 SUPPLIES	**1,997**	**2,029**	**2,029**	**3,785**
72010 Services-Telephone	519	650	650	650
72011 Services-Wireless Phone	0	490	490	490
72170 Services-Other Prof	67,845	46,131	27,691	27,895
72260 Services-Advertising	40	0	0	0
72270 Services-Binding/Printing	454	500	500	1,671
7200 SERVICES	**68,858**	**47,771**	**29,331**	**30,706**
75000 In City Mileage Reimburs	1,823	810	810	1,090
75010 Travel Expenses	9,091	4,372	4,372	6,066
75020 Education Registration	3,025	1,075	1,075	2,970
75040 Lease Payments	0	765	765	589

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2456 Diabetes Education Program Tier 2				
249 DIAB-CDEPT2 Comm Diabetes Ed Tier2				
75090 Memberships	198	0	0	0
75100 Boards/Local Meetings	200	0	0	0
75125 Rent-Off-site Storage Facility	975	1,000	1,000	1,000
75150 Public Relation/Promo	1,780	1,000	1,000	500
75160 Postage/Freight	49	100	100	100
7500 OTHER	**17,140**	**9,122**	**9,122**	**12,315**
Total DIAB-CDEPT2 Comm Diabetes E	251,998	251,400	232,960	251,400
Total Diabetes Education Program Tier 2	251,998	251,400	232,960	251,400

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Comprehensive Cancer Control Program						
PERSONNEL	0	0	70,780	80,733	14.06	0.00
SUPPLIES	0	0	8,721	3,037	-65.18	0.00
SERVICES	0	0	16,229	14,651	-9.72	0.00
OTHER	0	0	4,270	1,579	-63.02	0.00
Comprehensive Cancer Control Program	**0**	**0**	**100,000**	**100,000**	**0.00**	**0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2486 Comprehensive Cancer Control Prog				
257 Comprehensive Cancer Control Progra				
60015 Salaries-Supervision	0	0	0	29,173
60135 Salaries-Operational	0	0	48,708	27,687
60300 FICA	0	0	4,333	4,351
60310 TMRS Retirement	0	0	7,063	7,262
60320 Life Insur Contribution	0	0	90	49
60325 Long Term Disability	0	0	70	66
60330 Health Insur Contrib	0	0	10,516	12,146
6000 PERSONNEL	**0**	**0**	**70,780**	**80,733**
70030 Supplies-Minor Tools	0	0	1,800	0
70040 Supplies-Minor Off Equip	0	0	1,040	0
70060 Supplies-Office	0	0	266	892
70210 Supplies-Cloth & Uniform	0	0	290	145
70240 Supplies-Educational	0	0	3,784	2,000
70350 Supplies-Pers Computer	0	0	1,041	0
70360 Supplies-PC Software	0	0	500	0
7000 SUPPLIES	**0**	**0**	**8,721**	**3,037**
72010 Services-Telephone	0	0	360	0
72011 Services-Wireless Phone	0	0	420	0
72170 Services-Other Prof	0	0	13,140	13,651
72270 Services-Binding/Printing	0	0	2,309	1,000
7200 SERVICES	**0**	**0**	**16,229**	**14,651**
75000 In City Mileage Reimburs	0	0	648	357
75010 Travel Expenses	0	0	1,222	1,222
75150 Public Relation/Promo	0	0	2,400	0

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2486 Comprehensive Cancer Control Prog				
257 Comprehensive Cancer Control Progra				
7500 OTHER	**0**	**0**	**4,270**	**1,579**
Total Comprehensive Cancer Control	0	0	100,000	100,000
Total Comprehensive Cancer Control Pr	0	0	100,000	100,000

City of Wichita Falls
Department Expenditures By Account Class
Finance and Debt

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Finance and Debt						
PERSONNEL	2,696,716	2,653,441	2,653,441	2,734,438	3.05	3.05
SUPPLIES	318,015	277,062	277,062	439,657	58.69	58.69
MAINT	637,203	751,394	751,394	908,927	20.97	20.97
SERVICES	303,191	281,854	281,854	272,181	-3.43	-3.43
INSUR/CONT	80	315	315	315	0.00	0.00
DEBT EXPEN	17,471,966	17,691,720	17,691,720	18,636,342	5.34	5.34
OTHER	215,670	235,181	235,181	224,496	-4.54	-4.54
CAP IMPROV	78,985	208,000	208,000	2,027,192	874.61	874.61
OTHER USES	202,058	100,000	100,000	0	-100.00	-100.00
Finance and Debt	**21,923,883**	**22,198,967**	**22,198,967**	**25,243,548**	**13.71**	**13.71**
Grand Total	**21,923,883**	**22,198,967**	**22,198,967**	**25,243,548**	**13.71**	**13.71**

Accounting and Finance Division
Division Summary

Description

The Accounting and Finance Division provides support services to all City departments including processing all payments to vendors, general accounting, debt service management, banking and investments, grant accounting, maintaining fixed asset records, and processing bi-weekly payroll. Budget development and support is conducted by the division as well. The division also provides assistance to internal and external auditors for the development of the annual financial report. In addition, all investments and revenues are monitored and recorded by the Accounting and Finance Division.

The 2018-19 budget for the Accounting and Finance Division represents an increase of $25,368, or 4.25% from the prior year. This increase is primarily reflected in Personnel Service Accounts for the cost-of-living pay adjustment, merit pay increases, and increased contributions to the Employee Health Care Program. There is also a slight increase in the Maintenance Account of $1,100 for anticipated maintenance of an aging printer.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Achieving 22nd consecutive Certificate of Achievement for Excellence in Finance from the Government Finance Officers Association of the United States and Canada	Efficiently Deliver City Services
Timely payments to vendors producing over 35,000 Accounts Payable checks	Efficiently Deliver City Services
Accurately production of payroll and related liability processing	Efficiently Deliver City Services
Grant accounting and processing with no agency or outside findings	Efficiently Deliver City Services

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Implement and train all departments on Tyler Finance and Payroll Software	Efficiently Deliver City Services
Develop more efficient time managing skills for vendor payment processing	Efficiently Deliver City Services
Establish vendor self-service for outside vendors creation	Efficiently Deliver City Services

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
% of accounts payable processed within 30 calendar days	New measure		
Vendor Check Processing	35,000	36,000 +	38,000
Payroll Processing for 1,175 + employees bi-weekly	1,175	1,175 +	1,175+

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Accounting and Finance						
PERSONNEL	518,288	522,519	522,519	546,298	4.55	4.55
SUPPLIES	19,633	17,875	17,875	18,364	2.74	2.74
MAINT	700	300	300	1,400	366.67	366.67
SERVICES	15,733	13,203	13,203	13,203	0.00	0.00
INSUR/CONT	15	15	15	15	0.00	0.00
OTHER	15,839	18,485	18,485	18,485	0.00	0.00
Accounting and Finance	**570,208**	**572,397**	**572,397**	**597,765**	**4.43**	**4.43**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2510 Accounting and Finance				
100 General Fund				
60015 Salaries-Supervision	251,400	203,742	203,742	212,679
60075 Salaries-Clerical	35,078	33,738	33,738	34,653
60135 Salaries-Operational	99,341	147,137	147,137	155,340
60250 Stability Pay	4,671	5,116	5,116	5,253
60275 Cell Phone Allowance	720	720	720	720
60300 FICA	28,328	29,870	29,870	31,274
60310 TMRS Retirement	48,507	50,095	50,095	52,208
60320 Life Insur Contribution	524	348	348	351
60325 Long Term Disability	396	462	462	469
60330 Health Insur Contrib	49,323	51,291	51,291	53,351
6000 PERSONNEL	**518,288**	**522,519**	**522,519**	**546,298**
70040 Supplies-Minor Off Equip	0	0	0	240
70050 Supplies-Minor Furniture	0	0	0	249
70060 Supplies-Office	8,633	6,450	6,450	6,450
70250 Supplies-Periodicals	0	425	425	425
70355 Supplies-System Software	11,000	11,000	11,000	11,000
7000 SUPPLIES	**19,633**	**17,875**	**17,875**	**18,364**
71050 Maint-Office Furn/Equip	700	300	300	1,400
7100 MAINT	**700**	**300**	**300**	**1,400**
72010 Services-Telephone	2,946	3,173	3,173	3,173
72170 Services-Other Prof	9,610	5,230	5,230	5,230
72260 Services-Advertising	785	2,000	2,000	2,000
72270 Services-Binding/Printing	2,392	2,800	2,800	2,800
7200 SERVICES	**15,733**	**13,203**	**13,203**	**13,203**
73050 Insurance Expense	15	15	15	15

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2510 Accounting and Finance				
100 General Fund				
7300 INSUR/CONT	**15**	**15**	**15**	**15**
75010 Travel Expenses	1,428	2,850	2,850	2,850
75020 Education Registration	1,435	2,000	2,000	2,000
75090 Memberships	1,649	1,635	1,635	1,635
75160 Postage/Freight	11,327	12,000	12,000	12,000
7500 OTHER	**15,839**	**18,485**	**18,485**	**18,485**
Total General Fund	570,208	572,397	572,397	597,765
Total Accounting and Finance	570,208	572,397	572,397	597,765

Information Technology
Division Summary

Description

The Information Technology Division oversees all computer, telephone, and data network systems, providing day-to-day maintenance and support for City Staff. They also are responsible for oversight of the public safety radio communication system, assist user departments in numerous special projects during the year, and compile research and develop specifications for new applications and hardware requirements. The department is staffed with seventeen full-time employees.

The 2018-19 budget for the Information Technology Division totals $4,745,973, which is an increase of $2,072,074, or 77.49% above the prior year. Almost all of this increase is due to costs associated with replacement of the Public Safety Computer Aided Dispatch/Records Management System. The cost to upgrade the software is budgeted at $1,419,000, server upgrades are $150,000, and $171,000 is included for ticket writers, printers, and other ancillary equipment. The budget also includes $374,000 to replace about ½ of the mobile data terminals associated with this system.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Completed AMI Project	Efficiently Deliver City Services
Upgraded Cisco VoIP phone system	Efficiently Deliver City Services
Finance system upgrade (October Deadline)	Efficiently Deliver City Services
Upgraded network infrastructure in Memorial Auditorium	Efficiently Deliver City Services
Finalization of a new P25 compliant Public Safety Voice Radio System	Efficiently Deliver City Services

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Implement new CAD\Mobile\Records System	Efficiently Deliver City Services
HR and Payroll implementation (January Deadline)	Efficiently Deliver City Services
Public Safety vehicle system upgrade (laptops)	Efficiently Deliver City Services

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Help Desk Tickets Annual	3640	3745	3640
Help Desk closed within 24 hours	75%	72% (2690)	75%

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Information Technology						
PERSONNEL	1,196,621	1,262,586	1,262,586	1,286,901	1.93	1.93
SUPPLIES	238,563	207,017	207,017	371,653	79.53	79.53
MAINT	623,363	740,373	740,373	896,651	21.11	21.11
SERVICES	161,961	128,827	128,827	147,165	14.23	14.23
INSUR/CONT	15	0	0	0	0.00	0.00
OTHER	15,223	27,096	27,096	16,411	-39.43	-39.43
CAP IMPROV	74,176	208,000	208,000	2,027,192	874.61	874.61
OTHER USES	202,058	100,000	100,000	0	-100.00	-100.00
Information Technology	**2,511,980**	**2,673,899**	**2,673,899**	**4,745,973**	**77.49**	**77.49**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2522 Information Technology				
620 Information Technology Fund				
60015 Salaries-Supervision	192,073	192,818	192,818	203,567
60135 Salaries-Operational	667,251	720,521	720,521	725,447
60192 Overtime	2,065	0	0	0
60230 Terminal Pay	9,523	0	0	0
60250 Stability Pay	11,470	14,273	14,273	14,825
60275 Cell Phone Allowance	960	1,080	1,080	720
60300 FICA	64,283	71,045	71,045	72,297
60310 TMRS Retirement	109,079	119,152	119,152	120,678
60320 Life Insur Contribution	1,146	820	820	811
60325 Long Term Disability	865	1,097	1,097	1,082
60330 Health Insur Contrib	136,340	141,780	141,780	147,475
60331 HSA Contributions Employer	1,566	0	0	0
6000 PERSONNEL	**1,196,621**	**1,262,586**	**1,262,586**	**1,286,901**
70000 Supplies-Motor Vehicles	0	2,750	2,750	0
70030 Supplies-Minor Tools	2,548	4,530	4,530	4,530
70050 Supplies-Minor Furniture	445	932	932	996
70060 Supplies-Office	11,861	19,508	19,508	14,700
70090 Supplies-Physician	110	0	0	0
70125 Supplies-Mechanical	27	500	500	500
70350 Supplies-Pers Computer	101,665	159,200	159,200	330,200
70355 Supplies-System Software	105,966	0	0	0
70360 Supplies-PC Software	10,235	14,397	14,397	14,397
70900 Supplies-Other	5,707	5,200	5,200	6,330
7000 SUPPLIES	**238,563**	**207,017**	**207,017**	**371,653**
71010 Maint-Motor Vehicles	7,267	9,400	9,400	10,400

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2522 Information Technology				
620 Information Technology Fund				
71060 Maint-Radios	36,810	26,300	26,300	26,300
71100 Maint-PC Hardware	20,274	21,700	21,700	21,700
71105 Maint-Sys Hardware	58,321	64,885	64,885	67,365
71110 Maint-PC Software	82,711	106,950	106,950	123,354
71115 Maint-Systems Software	410,752	509,241	509,241	645,635
71140 Maint-Other Equipment	7,228	1,897	1,897	1,897
7100 MAINT	**623,363**	**740,373**	**740,373**	**896,651**
72010 Services-Telephone	59,493	39,219	39,219	39,219
72011 Services-Wireless Phone	95,844	82,536	82,536	100,776
72040 Services-Gas	0	1,500	1,500	1,500
72065 Services-Central Garage	1,818	1,289	1,289	2,327
72190 Services-Empl Physicals	521	0	0	0
72270 Services-Binding/Printing	1,514	1,000	1,000	1,000
72300 Services-Subcont Mowing	1,800	1,600	1,600	600
72310 Services-Subcontractors	970	1,683	1,683	1,743
7200 SERVICES	**161,961**	**128,827**	**128,827**	**147,165**
73050 Insurance Expense	15	0	0	0
7300 INSUR/CONT	**15**	**0**	**0**	**0**
75010 Travel Expenses	6,285	16,650	16,650	11,150
75020 Education Registration	7,490	9,300	9,300	4,115
75090 Memberships	150	400	400	400
75160 Postage/Freight	1,298	746	746	746
7500 OTHER	**15,223**	**27,096**	**27,096**	**16,411**
77300 Other Sys Improvements	0	82,000	82,000	1,419,192
77410 PC Computer Equipment	115,389	126,000	126,000	608,000

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2522 Information Technology				
620 Information Technology Fund				
77440 Radios	(41,213)	0	0	0
7700 CAP IMPROV	**74,176**	**208,000**	**208,000**	**2,027,192**
80070 Oper Transfer-Other	202,058	100,000	100,000	0
8000 OTHER USES	**202,058**	**100,000**	**100,000**	**0**
Total Information Technology Fund	2,511,980	2,673,899	2,673,899	4,745,973
Total Information Technology	2,511,980	2,673,899	2,673,899	4,745,973

Purchasing
Division Summary

Description
The Purchasing Division provides support to all City departments by procuring equipment, materials, supplies, and services at economical prices. Centralization of the purchasing function places the purchasing authority in one office which is responsible for being objective and consistent in purchasing materials/services that meet user requirements and are in the City's best interest.

The Purchasing Division budget for fiscal year 2018-19 shows a slight increase of $3,693 or 2.37% from the prior year. This increase is primarily in the Personnel Service Accounts due to the cost–of-living pay adjustment, annual merit increases and increase contributions to the Employee Health Care Program.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Issued 3,000 + purchase orders	Efficiently Deliver City Services
Successfully issued and completed 46 RFBs, RFPs, RFQs & IFBs	Efficiently Deliver City Services
Sold 16 lots of surplus supplies/equipment on GovDeals.com for $39,149.01	Efficiently Deliver City Services
Assisted with implementation of Tyler Software	Efficiently Deliver City Services
Printed and out-sourced jobs at a savings of $4,228.30	Efficiently Deliver City Services
Upgraded 24 Xerox machines at an estimated savings of $14,880.00	Efficiently Deliver City Services

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Successfully implement and train others on Tyler Software	Efficiently Deliver City Services
Hold public auction - May 2019	Efficiently Deliver City Services

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Proceeds from public auction	Under development		
Tyler software implementation	Under development		

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Purchasing						
PERSONNEL	137,565	138,647	138,647	142,043	2.45	2.45
SUPPLIES	1,714	1,750	1,750	1,750	0.00	0.00
MAINT	39	100	100	100	0.00	0.00
SERVICES	8,401	8,453	8,453	8,750	3.51	3.51
INSUR/CONT	50	100	100	100	0.00	0.00
OTHER	1,889	3,675	3,675	3,675	0.00	0.00
Purchasing	**149,657**	**152,725**	**152,725**	**156,418**	**2.42**	**2.42**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2530 Purchasing				
100 General Fund				
60015 Salaries-Supervision	0	50,873	50,873	53,708
60020 FT Perm Supervision	50,772	0	0	0
60075 Salaries-Clerical	14,301	12,807	12,807	13,521
60135 Salaries-Operational	31,404	32,094	32,094	30,698
60250 Stability Pay	1,210	1,486	1,486	1,485
60300 FICA	7,086	7,440	7,440	7,609
60310 TMRS Retirement	12,103	12,478	12,478	12,700
60320 Life Insur Contribution	136	87	87	86
60325 Long Term Disability	103	115	115	115
60330 Health Insur Contrib	20,451	21,267	21,267	22,121
6000 PERSONNEL	**137,565**	**138,647**	**138,647**	**142,043**
70050 Supplies-Minor Furniture	470	0	0	0
70060 Supplies-Office	1,224	1,550	1,550	1,550
70250 Supplies-Periodicals	20	75	75	75
70260 Supplies-Code Books	0	125	125	125
7000 SUPPLIES	**1,714**	**1,750**	**1,750**	**1,750**
71050 Maint-Office Furn/Equip	39	100	100	100
7100 MAINT	**39**	**100**	**100**	**100**
72010 Services-Telephone	1,080	1,153	1,153	1,450
72260 Services-Advertising	5,586	6,000	6,000	6,000
72270 Services-Binding/Printing	1,735	1,300	1,300	1,300
7200 SERVICES	**8,401**	**8,453**	**8,453**	**8,750**
73050 Insurance Expense	50	100	100	100
7300 INSUR/CONT	**50**	**100**	**100**	**100**
75010 Travel Expenses	861	1,200	1,200	1,200

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2530 Purchasing				
100 General Fund				
75020 Education Registration	0	500	500	500
75090 Memberships	715	1,225	1,225	1,225
75160 Postage/Freight	313	750	750	750
7500 OTHER	**1,889**	**3,675**	**3,675**	**3,675**
Total General Fund	149,657	152,725	152,725	156,418
Total Purchasing	149,657	152,725	152,725	156,418

Utility Collections
Division Summary

Description

Utility Collections generates water, trash, sewer, and storm water bills for the city of Wichita Falls. Utility Collections also bills surrounding towns and communities for treated and untreated water. Each month we bill and collect close to thirty-four thousand accounts. We bill the Reilly road tower customers for residents living inside and outside the county with no water lines. This division opens accounts for new customers, closes accounts, and transfers service for customers moving inside the city. This office receives an average of two hundred and fifty to three hundred calls daily from customers with billing questions or to stop or transfer service. The service workers work all of the connections/disconnections, meter reads/rereads, and consult with customers' issues. For delinquent customers the department runs a cutoff list and disconnects service to customers who have a two-month bill, a door hanger is generated letting the customers why the service was disconnected and the amount owed to restore service. If the customer has paid before 5:00 pm we will restore service, the same day. Utility Collections also works with water distribution to help customers set up new taps and fire hydrant meters.

The overall budget for the Utility Collection Division shows a slight of decrease of $1,176 or less than 1% from the prior year. Although there is a slight decrease overall, there is an increase in the Personnel Services Accounts for the cost-of-living pay adjustment, merit pay increase, and increased health insurance costs. To offset these increases, there are decreases found in the Supplies Accounts of $2,530 and the Services Accounts of $28,308. These decreases are attributed by the need for fewer meter readers supplies and Central Garage charges due to the completion of the smart meters installation.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Implemented AMI reading and billing system	Provide Adequate Infrastructure
Established department attendance policy	Efficiently Deliver City Services
Reduced the number of customers appearing on the water cutoff list	Efficiently Deliver City Services

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Run System checks for zero and low usage on water customer accounts	Efficiently Deliver City Services
Enlist the Services of a debt collection agency	Efficiently Deliver City Services
Develop a system to alert water customers of large leaks	Efficiently Deliver City Services
Implement an E-Check processing system with bank depository	Efficiently Deliver City Services

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Total % outstanding debt collected	New measure		
Customers	34,000	34,000	34,000

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Utility Collection						
PERSONNEL	844,242	729,689	729,689	759,196	4.04	4.04
SUPPLIES	58,105	50,420	50,420	47,890	-5.02	-5.02
MAINT	13,101	10,621	10,621	10,776	1.46	1.46
SERVICES	117,096	131,371	131,371	103,063	-21.55	-21.55
INSUR/CONT	0	200	200	200	0.00	0.00
OTHER	182,719	185,925	185,925	185,925	0.00	0.00
CAP IMPROV	4,809	0	0	0	0.00	0.00
Utility Collection	**1,220,073**	**1,108,226**	**1,108,226**	**1,107,050**	**-0.11**	**-0.11**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2550 Utility Collection				
550 Water and Sewer Fund				
60015 Salaries-Supervision	63,812	63,532	63,532	67,075
60075 Salaries-Clerical	94,138	220,769	220,769	231,347
60120 Pool Clerical	16,742	0	0	0
60135 Salaries-Operational	383,202	181,104	181,104	189,719
60192 Overtime	33,938	24,996	24,996	20,604
60250 Stability Pay	11,418	12,404	12,404	14,549
60300 FICA	43,947	38,460	38,460	40,058
60310 TMRS Retirement	65,581	64,434	64,434	66,893
60320 Life Insur Contribution	644	417	417	426
60325 Long Term Disability	496	558	558	569
60330 Health Insur Contrib	130,325	123,015	123,015	127,956
6000 PERSONNEL	**844,242**	**729,689**	**729,689**	**759,196**
70030 Supplies-Minor Tools	12,814	4,340	4,340	3,670
70050 Supplies-Minor Furniture	219	0	0	0
70060 Supplies-Office	42,673	43,640	43,640	42,480
70080 Supplies-Medical/Drug	0	40	40	40
70110 Supplies-Chemical	57	0	0	0
70210 Supplies-Cloth & Uniform	1,974	1,600	1,600	1,300
70350 Supplies-Pers Computer	305	0	0	0
70900 Supplies-Other	61	800	800	400
7000 SUPPLIES	**58,105**	**50,420**	**50,420**	**47,890**
71050 Maint-Office Furn/Equip	960	1,087	1,087	786
71060 Maint-Radios	38	0	0	0
71100 Maint-PC Hardware	12,104	0	0	0
71110 Maint-PC Software	0	9,534	9,534	9,990

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2550 Utility Collection				
550 Water and Sewer Fund				
7100 MAINT	**13,101**	**10,621**	**10,621**	**10,776**
72010 Services-Telephone	3,830	4,036	4,036	4,036
72011 Services-Wireless Phone	38	0	0	0
72065 Services-Central Garage	50,605	54,685	54,685	29,877
72140 Services-Bank	0	8,000	8,000	6,000
72170 Services-Other Prof	60,853	61,150	61,150	61,150
72270 Services-Binding/Printing	1,770	3,500	3,500	2,000
7200 SERVICES	**117,096**	**131,371**	**131,371**	**103,063**
73060 Claims and Settlements	0	200	200	200
7300 INSUR/CONT	**0**	**200**	**200**	**200**
75040 Lease Payments	925	925	925	925
75160 Postage/Freight	181,794	185,000	185,000	185,000
7500 OTHER	**182,719**	**185,925**	**185,925**	**185,925**
77380 Office Equipment	2,630	0	0	0
77490 Other Mach and Equip	2,179	0	0	0
7700 CAP IMPROV	**4,809**	**0**	**0**	**0**
Total Water and Sewer Fund	1,220,073	1,108,226	1,108,226	1,107,050
Total Utility Collection	1,220,073	1,108,226	1,108,226	1,107,050

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
General City Debt Service						
DEBT EXPEN	5,116,022	5,109,490	5,109,490	5,913,694	15.74	15.74
General City Debt Service	**5,116,022**	**5,109,490**	**5,109,490**	**5,913,694**	**15.74**	**15.74**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2560 General City Debt Service				
300 General Debt Service Fund				
74000 Bond Principal Payments	3,525,000	3,610,000	3,610,000	3,961,660
74010 Bond Interest Payments	1,584,022	1,489,490	1,489,490	1,944,534
74050 Paying Agent Fees	7,000	10,000	10,000	7,500
7400 DEBT EXPEN	**5,116,022**	**5,109,490**	**5,109,490**	**5,913,694**
Total General Debt Service Fund	5,116,022	5,109,490	5,109,490	5,913,694
Total General City Debt Service	5,116,022	5,109,490	5,109,490	5,913,694

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Water Sewer Debt Service						
DEBT EXPEN	12,355,944	12,582,230	12,582,230	12,722,648	1.12	1.12
Water Sewer Debt Service	**12,355,944**	**12,582,230**	**12,582,230**	**12,722,648**	**1.12**	**1.12**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
2570 Water Sewer Debt Service				
550 Water and Sewer Fund				
74000 Bond Principal Payments	7,585,000	7,975,000	7,975,000	8,420,000
74010 Bond Interest Payments	4,769,194	4,601,230	4,601,230	4,296,648
74050 Paying Agent Fees	1,750	6,000	6,000	6,000
7400 DEBT EXPEN	**12,355,944**	**12,582,230**	**12,582,230**	**12,722,648**
Total Water and Sewer Fund	12,355,944	12,582,230	12,582,230	12,722,648
Total Water Sewer Debt Service	12,355,944	12,582,230	12,582,230	12,722,648

City of Wichita Falls
Department Expenditures By Account Class
Police

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Gen Police Operations						
PERSONNEL	21,826,080	22,311,194	22,011,194	23,112,269	5.00	3.59
SUPPLIES	367,208	364,925	364,925	382,361	4.78	4.78
MAINT	39,023	50,952	50,952	44,688	-12.29	-12.29
SERVICES	1,466,987	1,568,344	1,568,344	1,632,620	4.10	4.10
INSUR/CONT	15	30,015	30,015	2,015	-93.29	-93.29
OTHER	97,563	114,551	114,551	105,918	-7.54	-7.54
CAP IMPROV	3,000	0	0	0	0.00	0.00
Gen Police Operations	**23,799,876**	**24,439,981**	**24,139,981**	**25,279,871**	**4.72**	**3.44**
Grand Total	**23,799,876**	**24,439,981**	**24,139,981**	**25,279,871**	**4.72**	**3.44**

General Police Operations
Division Summary

Description

The mission of the Police Department is to prevent crime and to protect the lives and property of the citizens of Wichita Falls. To help accomplish its mission, the Police Department has transitioned to an Intelligence Led Policing concept and also obtained Recognized status from the Texas Police Chief's Association Recognition Committee; which continues to ensure that our police department is operating within professional standards.

Overall, the Police Department's operational budget increased $839,890 or 3.4% from the prior year adopted budget primarily due to annual merit increases, rising health insurance, and TMRS contribution rates in the Personnel account.

The Personnel account series (#60015 to #60330) reflect an increase of $801,075 (3.6%) primarily due to annual merit increases, rising health insurance, and TMRS contribution rates.

The Supplies account series (#70000 through #70900) reflect an increase of $17,436 (4.8%) from the prior year adopted budget. The primary increase in the supply category is in the Clothing and Uniform category where the costs of uniforms and body armor have increased, as well as the number of expected new recruits due to vacancies. The increase in uniform and body armor costs is partially offset by a decrease in the Periodicals line item due the lack of law updates in an off-legislative year.

The Maintenance account series (#71030 through 71410) has decreased by $6,264 (12.4%). The primary reason for this decrease is in the Maintenance of Police Facilities as repairs to the parking lot at the Police Station were completed in previous year.

The Services account series (#72010 to #72330) has increased by $64,276 (4.1%) over the prior year adopted budget due to higher central garage charges because of increasing fuel prices and maintenance/replacement cost increases.

The Other account series (#75010 to #75270) has decreased by $8,633 (7.5%) mainly in the Lease Payments budget due to a reduction in copier lease costs.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Recertification -Texas Police Chief's Best Practices	Efficiently Delivery City Services
Grant approvals for equipment - $114,174	Efficiently Delivery City Services
NextDoor app - 91 neighborhood groups and 7129 residents participants	Efficiently Deliver City Services
Police Training Academy - 100% State license exam pass rate	Attract and retain young voters and graduates
Graduated 39th Citizen Police Academy	Attract and retain young voters and graduates
Patrol - Reduced UCR Part 1 crime (Property and Violent crime) by 13.1 %	Efficiently Delivery City Services
Traffic- Reduction in fatality and motorcycle accidents	Efficiently Delivery City Services
Council approval of STEP Grant	Efficiently Delivery City Services

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Maintain compliance with Texas Best practices	Efficiently Deliver City Services
Roll out facial recognition software for PD use	Efficiently Deliver City Services
Seek further Grant funding for equipment needs	Efficiently Deliver City Services
Records section transitioning to NIBRS records management	Efficiently Deliver City Services

Seek further Grant funding for equipment needs	Efficiently Deliver City Services
Records section transitioning to NIBRS records management	Efficiently Deliver City Services
Increase NextDoor app subscribers by 10%	Efficiently Deliver City Services
Crime Free Program - promote program to downtown businesses	Efficiently Deliver City Services
Develop Police Explorer Post- future employment	Attract and retain young voters and graduates
Recruit new officers/employees from WF-area with focus on minorities	Attract and retain young voters and graduates
Patrol - Reduce UCR Part 1 property crime by 10%	Efficiently Deliver City Services
Traffic – Work STEP Grant to reduce fatality accidents by 10 %	Efficiently Deliver City Services
Reduce response time for 0-3 priority calls for service	Efficiently Deliver City Services

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Maintain Texas Best Practices compliance through inspection process	168 standards	168 standards	168 standards
Process allows for 20% minority hiring for academy	3 minority hires	2	2-3 minority hires
Response time priority 0-3 calls for service	4:40 minutes	4:43 minutes	4:43 minutes
NextDoor App participants	7850	7129	7840
Reduce UCR Part 1 property crime	10% from last year	13% from 2016-17	10% reduction
Reduce fatality accidents via STEP grant	10% from last year	New measure	10% reduction

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
General Police						
PERSONNEL	21,826,080	22,311,194	22,011,194	23,112,269	5.00	3.59
SUPPLIES	367,208	364,925	364,925	382,361	4.78	4.78
MAINT	39,023	50,952	50,952	44,688	-12.29	-12.29
SERVICES	1,466,987	1,568,344	1,568,344	1,632,620	4.10	4.10
INSUR/CONT	15	30,015	30,015	2,015	-93.29	-93.29
OTHER	97,563	114,551	114,551	105,918	-7.54	-7.54
CAP IMPROV	3,000	0	0	0	0.00	0.00
General Police	**23,799,876**	**24,439,981**	**24,139,981**	**25,279,871**	**4.72**	**3.44**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
3105 General Police				
100 General Fund				
60015 Salaries-Supervision	256,477	350,142	350,142	364,175
60075 Salaries-Clerical	1,686,944	2,068,058	2,068,058	2,143,553
60120 Pool Clerical	15,045	40,596	40,596	41,814
60135 Salaries-Operational	12,972,740	12,878,233	12,578,233	13,346,609
60192 Overtime	491,669	318,696	318,696	328,257
60240 Certification Pay	237,378	240,000	240,000	254,376
60245 Assignment Pay	29,400	31,600	31,600	31,600
60250 Stability Pay	51,733	58,886	58,886	64,795
60260 Longevity	469,521	481,258	481,258	479,951
60270 Clothing Allowance	28,896	28,800	28,800	28,800
60275 Cell Phone Allowance	7,005	9,180	9,180	9,360
60300 FICA	1,178,123	1,245,333	1,245,333	1,291,721
60310 TMRS Retirement	2,017,985	2,093,186	2,093,186	2,161,994
60320 Life Insur Contribution	19,729	13,712	13,712	13,798
60325 Long Term Disability	14,957	18,234	18,234	18,367
60330 Health Insur Contrib	2,343,845	2,435,280	2,435,280	2,533,100
60331 HSA Contributions Employer	4,631	0	0	0
6000 PERSONNEL	**21,826,080**	**22,311,194**	**22,011,194**	**23,112,269**
70000 Supplies-Motor Vehicles	607	640	640	640
70030 Supplies-Minor Tools	7,760	9,033	9,033	9,690
70040 Supplies-Minor Off Equip	4,620	4,604	4,604	4,474
70050 Supplies-Minor Furniture	5,333	5,400	5,400	5,330
70060 Supplies-Office	58,792	70,000	70,000	70,000
70070 Supplies-Photographic	1,984	2,000	2,000	2,000
70080 Supplies-Medical/Drug	1,475	1,661	1,661	1,661

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
3105 General Police				
100 General Fund				
70110 Supplies-Chemical	8,384	7,823	7,823	7,823
70210 Supplies-Cloth & Uniform	154,663	131,160	131,160	157,500
70230 Supplies-Linen	827	964	964	964
70240 Supplies-Educational	2,225	3,780	3,780	2,492
70250 Supplies-Periodicals	2,466	10,609	10,609	2,823
70280 Supplies-Ammunition	75,024	72,112	72,112	72,112
70320 Supplies-Citizen Part Prog	1,983	2,000	2,000	2,000
70340 Supplies-Promotional	2,976	3,500	3,500	3,500
70350 Supplies-Pers Computer	731	778	778	749
70360 Supplies-PC Software	0	150	150	0
70900 Supplies-Other	37,357	38,711	38,711	38,603
7000 SUPPLIES	**367,208**	**364,925**	**364,925**	**382,361**
71030 Maint-Machinery/Tools	731	4,600	4,600	4,600
71050 Maint-Office Furn/Equip	3,062	3,959	3,959	4,695
71060 Maint-Radios	2,885	3,000	3,000	3,000
71070 Maint-Instruments	7,208	6,250	6,250	6,250
71110 Maint-PC Software	9,217	10,223	10,223	10,223
71410 Maint-Police Facilities	15,920	22,920	22,920	15,920
7100 MAINT	**39,023**	**50,952**	**50,952**	**44,688**
72010 Services-Telephone	49,672	44,963	44,963	45,113
72011 Services-Wireless Phone	10,996	12,380	12,380	12,380
72020 Services-Electricity	88,936	65,830	65,830	65,830
72040 Services-Gas	3,086	5,000	5,000	5,000
72050 Services-Water/Sew/San	7,649	9,500	9,500	9,500
72065 Services-Central Garage	1,135,096	1,229,894	1,229,894	1,305,348

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
3105 General Police				
100 General Fund				
72080 Services-Chem Disposal	3,416	5,000	5,000	5,000
72170 Services-Other Prof	59,402	81,560	81,560	71,560
72270 Services-Binding/Printing	4,316	9,250	9,250	5,750
72300 Services-Subcont Mowing	8,825	9,000	9,000	9,000
72330 Services-Other Misc	95,593	95,967	95,967	98,139
7200 SERVICES	**1,466,987**	**1,568,344**	**1,568,344**	**1,632,620**
73050 Insurance Expense	15	15	15	15
73060 Claims and Settlements	0	30,000	30,000	2,000
7300 INSUR/CONT	**15**	**30,015**	**30,015**	**2,015**
75010 Travel Expenses	12,201	24,166	24,166	24,162
75020 Education Registration	5,234	6,170	6,170	6,085
75025 Training/Tuition Asst	32,750	32,750	32,750	32,750
75040 Lease Payments	28,642	29,575	29,575	20,975
75090 Memberships	5,726	6,790	6,790	6,846
75100 Boards/Local Meetings	2,491	2,600	2,600	2,600
75160 Postage/Freight	10,519	12,500	12,500	12,500
7500 OTHER	**97,563**	**114,551**	**114,551**	**105,918**
77490 Other Mach and Equip	3,000	0	0	0
7700 CAP IMPROV	**3,000**	**0**	**0**	**0**
Total General Fund	23,799,876	24,439,981	24,139,981	25,279,871
Total General Police	23,799,876	24,439,981	24,139,981	25,279,871

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Police Traffic Enforcement Grant						
PERSONNEL	8,830	0	0	0	0.00	0.00
Police Traffic Enforcement Grant	**8,830**	**0**	**0**	**0**	**0.00**	**0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
3231 Police Traffic Enforcement Grant				
223 Traffic Enforcement				
60192 Overtime	7,348	0	0	0
60300 FICA	562	0	0	0
60310 TMRS Retirement	920	0	0	0
6000 PERSONNEL	**8,830**	**0**	**0**	**0**
Total Traffic Enforcement	8,830	0	0	0
Total Police Traffic Enforcement Grant	8,830	0	0	0

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
TX Tobacco Compliance Grant						
SERVICES	400	0	0	0	0.00	0.00
TX Tobacco Compliance Grant	**400**	**0**	**0**	**0**	**0.00**	**0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
3235 TX Tobacco Compliance Grant				
294 Texas Tobacco Compliance				
72170 Services-Other Prof	400	0	0	0
7200 SERVICES	**400**	**0**	**0**	**0**
Total Texas Tobacco Compliance	400	0	0	0
Total TX Tobacco Compliance Grant	400	0	0	0

City of Wichita Falls
Department Expenditures By Account Class
FIre

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Gen Fire Operations						
PERSONNEL	14,390,642	14,554,570	14,629,570	14,924,338	2.01	2.54
SUPPLIES	205,093	213,616	213,616	233,116	9.13	9.13
MAINT	13,897	23,674	23,674	28,674	21.12	21.12
SERVICES	1,044,755	1,074,025	1,074,025	1,077,121	0.29	0.29
INSUR/CONT	15	0	0	0	0.00	0.00
OTHER	49,848	49,056	49,056	61,777	25.93	25.93
CAP IMPROV	1,550	0	0	0	0.00	0.00
OTHER USES	57,340	69,616	69,616	69,237	-0.54	-0.54
Gen Fire Operations	**15,763,141**	**15,984,557**	**16,059,557**	**16,394,263**	**2.08**	**2.56**
Grand Total	**15,763,141**	**15,984,557**	**16,059,557**	**16,394,263**	**2.08**	**2.56**

Fire Department
Department Summary

Description
The Fire Department is primarily engaged in fire suppression and emergency medical response (first responders) with personnel operating from eight strategically located fire stations. In addition, the Fire Department also consists of firefighter education and training, fire inspections and investigations, emergency preparedness, community fire prevention education, and administration.

The 2018-2019 General Fund portion of the Fire Department budget reflects an overall increase of $409,706 (2.6%) over the 2017-2018 adopted budget. The Personnel account series (#60015 - #60340) reflects a total increase of $369,768, which is a 2.5% increase over the prior year adopted budget. The increase is primarily due to annual merit increases and rising health insurance and TMRS contribution rates.

The Supplies account series (#70000 - #70900) reflects an overall increase of $19,500 (9.1%) over the 2017-2018 adopted budget. The increase is primarily due to the increase in Fire Clothing related to the Department's Cancer Prevention Program.

The Maintenance account series (#71050 - #71115) reflects an overall increase of $5,000 (21.1%) over the 2017-2018 adopted budget. The increase is due the increase in maintenance and testing costs for items such as scuba gear and hazardous chemical detectors.

The Services account series has increased by $3,096, which equates to a 0.3% increase in this series over the 2017-2018 adopted budget. The primary reason for this increase is an $8,000 additional costs for telephone services. Some of this increase however, was offset with a lower budget in the Central Garage and Gas line items.

The "Other" account series (#75010 - #75210) shows an increase of $12,721, or 26.0% from the 2017-18 adopted budget. This increase is due primarily to the rise in costs for firefighter and EMS certifications.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Fire Administration:	
• Provided emergency fire and medical response to the citizens	Efficiently Deliver City Services
• Provided All-Hazard response to Hurricane Harvey through TIFMAS	Efficiently Deliver City Services
• Responded to 9,718 Incidents with no major vehicle accidents	Efficiently Deliver City Services
• Implemented a Cancer Prevention Program for all members	Efficiently Deliver City Services
• Actively engaged the public through prevention and community outreach programs	Actively Engage the Public
• Provided emergency response to the citizens at the lowest cost per resident of our peer cities	Efficiently Deliver City Services
• Completed over 2,000 Commercial Fire Inspections	Efficiently Deliver City Services
Emergency Preparedness Division:	
• Updated and received State of Texas approval for 6 Annexes of the City Emergency Management Plan	Efficiently Deliver City Services
• Participated in 3 Exercises with outside agencies	Accelerate Economic Growth
• Set up equipment, Mobile Command Unit, generators & Light Pod at 4 Downtown Proud events for Event Action Planning and response if needed	Redevelop Downtown
• Worked 68 hours in Tradeshows, seminars and workshops to educate over 20,300 citizens on Being Prepared for disasters.	Actively Communicate and Engage the Public
• Served on 4 boards / committees	Actively Communicate and Engage the Public
• Deployed to help Hurricane Harvey response	Enhance the Wichita Falls Brand
• Applied and received Emergency Management Performance Grant	Efficiently Deliver City Services
• Upgraded Mobile Command Unit with FirstNet data card and cradle point	Efficiently Deliver City Services

• Deployed to help Hurricane Harvey response	Enhance the Wichita Falls Brand
• Applied and received Emergency Management Performance Grant	Efficiently Deliver City Services
• Upgraded Mobile Command Unit with FirstNet data card and cradle point	Efficiently Deliver City Services
Fire Marshal's Office:	
• 1,153 Technical Fire Inspections Completed	Efficiently Deliver City Services
• Review and Approved 193 Construction Projects Submitted	Efficiently Deliver City Services
• Fire Education/Prevention Programs Delivered to 10,178 Participants	Efficiently Deliver City Services
• Work in Co-Operative Program w/ SAFB Fire Department Prevention/Ed	Efficiently Deliver City Services
• Reduction in Number of Structure Fires Inside City Limits	Efficiently Deliver City Services
• Provided Training for Fire Inspector/Investigator Certification	Efficiently Deliver City Services
• Smoke Detector Program Initiated for Citizens in City Limits, 103 Homes	Actively Engage the Public
• Increase Efficiency of Inspections Performed	Efficiently Deliver City Services
• Increase Training Certifications for Members of this Division	Efficiently Deliver City Services
Training and Safety Division:	
• 98% of Firefighter Rank (less Probationary) Certified as Advanced EMT	Efficiently Deliver City Services
• Assisted and Hosted the Vernon College Firefighter Academy	Actively Engage the Public
• Provided Safe, Quality Continuing Education for Firefighters	Efficiently Deliver City Services
• Provided 3 Hazardous Materials Technician Certification classes.	Efficiently Deliver City Services
• All Members Completed the Annual Physical Fitness Test.	Efficiently Deliver City Services
• Hosted the Red River Valley Wildfire Academy	Enhance the Wichita Falls Brand
• Hosted the TFCA Fire Officer Symposium	Enhance the Wichita Falls Brand
• Hosted the Red River District Area Fire School	Enhance the Wichita Falls Brand
• Hosted Multiple Community Organizations in Fire & Training Demonstrations	Actively Engage the Public
Special Operations Division:	Efficiently Deliver City Services
• 1 Qualified Strike Team Leader - Trainee Book Closed	Efficiently Deliver City Services
• 11 National Wildfire Coordinating Group Firefighter Type 2's Certified	Efficiently Deliver City Services
• 3 Qualified Engine Bosses Trained and Certified	Efficiently Deliver City Services
• 3 Qualified Sawyers Trained and Certified	Efficiently Deliver City Services
• Wildfire Strike Team Deployment to Childress 2018	Efficiently Deliver City Services
• Wildfire Strike Team Deployment to Lubbock 2018	Efficiently Deliver City Services
• Wildfire Strike Team Deployment to Amarillo 2018	Efficiently Deliver City Services
• Wildfire Strike Team Deployment to Merkel 2018	Efficiently Deliver City Services
• Wildfire Strike Team Deployment to Ft. Davis 2018	Efficiently Deliver City Services

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Fire Administration:	
• Comprehensive Goal/Career Advancement Training Program	Efficiently Deliver City Services
• Increase efficiency in the Hydrant Maintenance Program	Efficiently Deliver City Services
• Achieve a higher finished rate for Commercial Fire Inspections	Efficiently Deliver City Services
• Reduce cancer risks to members through programs and policies	Efficiently Deliver City Services/Safety & Wellness
Emergency Preparedness:	**Fire Marshal's Office:**
• Continue to achieve Certified Emergency Management certification.	Efficiently Deliver City Services

• Continue to conduct public outreach to a major portion of the City	Actively Communicate & Engage the Public
• Train more responders in Incident Command and the National Incident Management System (NIMS).	Efficiently Deliver City Services
Fire Marshal's Office:	**Training and Safety Division:**
• Increase # of Members Certified as Inspectors/Investigators	Efficiently Deliver City Services
• Growth in Fire Prevention/Education Program Involvement	Actively Engage the Public
• Include FEO's in this Division as Part of Minimum Staffing	Efficiently Deliver City Services
• Expand PSA Information Process for Smoke Detector Program for Citizens	Actively Engage the Public
• Develop Fire Prevention Program for Adults & Local Businesses	Actively Engage the Public
• Create a Positive Public Image Through Community Involvement Programs	Actively Engage the Public
• Prepare Replacement for Fire Marshal Position	Efficiently Deliver City Services
Training and Safety Division:	
• Recruit, Test, and Teach the 65th Fire Recruit Academy	Efficiently Deliver City Services
• Provide a Fire Officer I Class	Efficiently Deliver City Services
• Provide Instructor I and II class	Efficiently Deliver City Services
• Host a Junior Fire Academy	Actively Engage the Public
• Host a Citizen Fire Academy	Actively Engage the Public
• Provide Fire Apparatus Driver Training	Efficiently Deliver City Services
• Host the Red River Valley Wildfire Academy	Enhance the Wichita Falls Brand
• Host the Red River District Area Fire School	Enhance the Wichita Falls Brand
• Host Multiple Community Organizations in Fire & Training Demonstrations	Actively Engage the Public
Special Operations Division:	
• Creation of a Community Wildfire Protection Plan (3 year goal)	Efficiently Deliver City Services
• Strengthen our NWCG training and qualifications with our Partners	Efficiently Deliver City Services
• Wildfire Mitigation Treatment. Year 1: attempt to treat 75 Acres within the City of Wichita Falls around WUI infrastructure for wildfire prevention.	Efficiently Deliver City Services
• Wildfire Education and Outreach delivered to 100+ Citizens	Actively Engage the Public
• 1 Qualified Strike Team Leader	Efficiently Deliver City Services
• 2 Qualified Engine Boss	Efficiently Deliver City Services
• 6 Qualified Engine Operators	Efficiently Deliver City Services
• 3 Qualified Firefighter Type 1 / Incident Command Type 5's	Efficiently Deliver City Services
• 10 Qualified Firefighter Type 2's	Efficiently Deliver City Services

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Fire Administration:			
• Total cost per resident	≤$163	$153	$153
• Response time of < 5 minutes for priority EMS calls	90%	100%	100%
• Average response time to structure fires	3 min, 45 sec (3:45)	3 min, 33 sec (3:33)	3 min, 45 sec (3:45)
Emergency Preparedness:			

• Conduct hazard awareness activities for residents	70 hours	68 hours	75 hours
• Perform or participate in Exercises with local responding agencies.	3	3	3
Fire Marshal's Office:	**Fire Marshal's Office:**	**Fire Marshal's Office:**	**Fire Marshal's Office:**
• Plan Review turn-around time	5 business days	New measure	5 business days
Training and Safety Division:			
• Fire Training	16,556 hrs.	16,556 hrs.	17,000 hrs.
• EMS/Rescue Training	2,708	2,708	3000
• Advanced EMT Training	1,508	1,508	1,200
• Basic EMT Training	1,200	1,200	1,200
• Hazardous Materials Training	6,672	6,672	3,600
• Safety Training	480	480	480
• District Training	2,364	2,364	2,364
Special Operations Division:			
• Citizen Contacts	100	New measure	100

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
General Fire						
PERSONNEL	14,390,642	14,554,570	14,629,570	14,924,338	2.01	2.54
SUPPLIES	205,093	213,616	213,616	233,116	9.13	9.13
MAINT	13,897	23,674	23,674	28,674	21.12	21.12
SERVICES	1,044,755	1,074,025	1,074,025	1,077,121	0.29	0.29
INSUR/CONT	15	0	0	0	0.00	0.00
OTHER	49,848	49,056	49,056	61,777	25.93	25.93
CAP IMPROV	1,550	0	0	0	0.00	0.00
OTHER USES	57,340	69,616	69,616	69,237	-0.54	-0.54
General Fire	**15,763,141**	**15,984,557**	**16,059,557**	**16,394,263**	**2.08**	**2.56**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
4105 General Fire				
100 General Fund				
60015 Salaries-Supervision	195,502	231,850	231,850	242,250
60020 FT Perm Supervision	133,871	0	0	0
60075 Salaries-Clerical	45,174	46,078	46,078	48,647
60120 Pool Clerical	1,916	0	0	0
60135 Salaries-Operational	9,172,890	9,789,704	9,789,704	9,927,897
60192 Overtime	787,027	384,996	459,996	485,130
60240 Certification Pay	132,358	131,700	131,700	125,820
60245 Assignment Pay	54,600	55,200	55,200	55,200
60250 Stability Pay	3,630	8,470	8,470	7,260
60260 Longevity	400,084	358,421	358,421	352,416
60275 Cell Phone Allowance	2,520	2,340	2,340	2,340
60300 FICA	811,439	810,325	810,325	820,560
60310 TMRS Retirement	17,058	24,439	24,439	26,780
60320 Life Insur Contribution	12,473	8,622	8,622	8,688
60325 Long Term Disability	9,416	11,456	11,456	11,547
60330 Health Insur Contrib	1,281,909	1,342,740	1,342,740	1,396,675
60331 HSA Contributions Employer	4,310	0	0	0
60340 Fire Pension Contrib	1,324,468	1,348,229	1,348,229	1,413,128
6000 PERSONNEL	**14,390,642**	**14,554,570**	**14,629,570**	**14,924,338**
70030 Supplies-Minor Tools	36,823	43,750	43,750	43,750
70050 Supplies-Minor Furniture	5,424	11,600	11,600	11,600
70060 Supplies-Office	4,870	4,880	4,880	5,380
70070 Supplies-Photographic	72	500	500	500
70080 Supplies-Medical/Drug	10,508	9,502	9,502	10,002
70100 Supplies-Janitorial	12,448	11,000	11,000	11,000

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
4105 General Fire				
100 General Fund				
70110 Supplies-Chemical	4,726	4,552	4,552	4,552
70180 Supplies-Botanic/Agri	444	850	850	850
70210 Supplies-Cloth & Uniform	33,524	38,120	38,120	41,120
70220 Supplies-Fire Clothing	73,847	67,728	67,728	83,228
70230 Supplies-Linen	1,028	1,000	1,000	1,000
70240 Supplies-Educational	15,953	14,600	14,600	14,600
70250 Supplies-Periodicals	723	926	926	926
70260 Supplies-Code Books	1,305	1,458	1,458	1,458
70330 Supplies-Heating Fuel	426	0	0	0
70360 Supplies-PC Software	584	0	0	0
70900 Supplies-Other	2,389	3,150	3,150	3,150
7000 SUPPLIES	**205,093**	**213,616**	**213,616**	**233,116**
71060 Maint-Radios	6,268	6,374	6,374	6,374
71070 Maint-Instruments	7,629	17,300	17,300	22,300
7100 MAINT	**13,897**	**23,674**	**23,674**	**28,674**
72010 Services-Telephone	37,015	22,000	22,000	30,000
72011 Services-Wireless Phone	1,162	0	0	0
72020 Services-Electricity	85,081	62,191	62,191	62,000
72040 Services-Gas	15,244	15,000	15,000	12,500
72050 Services-Water/Sew/San	10,568	9,000	9,000	9,500
72065 Services-Central Garage	840,901	907,334	907,334	904,621
72170 Services-Other Prof	53,399	57,500	57,500	57,500
72270 Services-Binding/Printing	1,385	1,000	1,000	1,000
7200 SERVICES	**1,044,755**	**1,074,025**	**1,074,025**	**1,077,121**
73050 Insurance Expense	15	0	0	0

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
4105 General Fire				
100 General Fund				
7300 INSUR/CONT	**15**	**0**	**0**	**0**
75010 Travel Expenses	5,465	4,695	4,695	4,695
75020 Education Registration	37,539	37,022	37,022	49,743
75040 Lease Payments	2,373	2,128	2,128	2,128
75090 Memberships	1,649	2,511	2,511	2,511
75160 Postage/Freight	2,822	2,700	2,700	2,700
7500 OTHER	**49,848**	**49,056**	**49,056**	**61,777**
77490 Other Mach and Equip	1,550	0	0	0
7700 CAP IMPROV	**1,550**	**0**	**0**	**0**
80070 Oper Transfer-Other	57,340	69,616	69,616	69,237
8000 OTHER USES	**57,340**	**69,616**	**69,616**	**69,237**
Total General Fund	15,763,141	15,984,557	16,059,557	16,394,263
Total General Fire	15,763,141	15,984,557	16,059,557	16,394,263

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Emergency Mgt Assistance Grant						
PERSONNEL	79,373	78,435	78,435	82,520	5.21	5.21
SUPPLIES	1,872	2,250	2,250	2,286	1.60	1.60
MAINT	7,788	26,097	26,097	20,581	-21.14	-21.14
SERVICES	3,030	1,000	1,000	2,000	100.00	100.00
OTHER	3,810	4,150	4,150	4,150	0.00	0.00
Emergency Mgt Assistance Grant	**95,873**	**111,932**	**111,932**	**111,537**	**-0.35**	**-0.35**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
4234 Emergency Mgt Assistance Grant				
266 Emergency Mgt Assistance				
60135 Salaries-Operational	59,385	56,152	56,152	59,283
60250 Stability Pay	0	1,210	1,210	1,210
60275 Cell Phone Allowance	0	720	720	720
60300 FICA	4,622	4,443	4,443	4,688
60310 TMRS Retirement	7,346	7,452	7,452	7,824
60320 Life Insur Contribution	0	51	51	52
60325 Long Term Disability	0	67	67	69
60330 Health Insur Contrib	8,020	8,340	8,340	8,675
6000 PERSONNEL	**79,373**	**78,435**	**78,435**	**82,520**
70060 Supplies-Office	1,556	1,500	1,500	1,500
70210 Supplies-Cloth & Uniform	180	500	500	536
70900 Supplies-Other	136	250	250	250
7000 SUPPLIES	**1,872**	**2,250**	**2,250**	**2,286**
71060 Maint-Radios	3,392	6,097	6,097	7,581
71070 Maint-Instruments	4,396	15,000	15,000	8,000
71115 Maint-Systems Software	0	5,000	5,000	5,000
7100 MAINT	**7,788**	**26,097**	**26,097**	**20,581**
72010 Services-Telephone	2,073	0	0	0
72011 Services-Wireless Phone	662	0	0	0
72270 Services-Binding/Printing	295	1,000	1,000	2,000
7200 SERVICES	**3,030**	**1,000**	**1,000**	**2,000**
75010 Travel Expenses	1,382	2,000	2,000	2,000
75020 Education Registration	2,191	2,150	2,150	2,150
75160 Postage/Freight	237	0	0	0

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
4234 Emergency Mgt Assistance Grant				
266 Emergency Mgt Assistance				
7500 OTHER	**3,810**	**4,150**	**4,150**	**4,150**
Total Emergency Mgt Assistance	95,873	111,932	111,932	111,537
Total Emergency Mgt Assistance Grant	95,873	111,932	111,932	111,537

City of Wichita Falls
Department Expenditures By Account Class
Parks

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Parks						
PERSONNEL	4,125,444	4,298,377	4,144,177	4,497,848	8.53	4.64
SUPPLIES	328,020	172,118	174,118	156,381	-10.19	-9.14
MAINT	228,070	277,508	284,677	355,762	24.97	28.20
SERVICES	1,646,014	2,106,195	2,099,727	2,188,912	4.25	3.93
INSUR/CONT	64,090	24,900	24,900	22,900	-8.03	-8.03
OTHER	53,569	40,587	40,587	32,495	-19.94	-19.94
NONCAPITAL	41,435	72,600	72,600	185,440	155.43	155.43
CAP IMPROV	15,729	800	800	0	-100.00	-100.00
Parks	**6,502,370**	**6,993,085**	**6,841,586**	**7,439,738**	**8.74**	**6.39**
Grand Total	**6,502,370**	**6,993,085**	**6,841,586**	**7,439,738**	**8.74**	**6.39**

Recreation
Division Summary

Description
The Recreation Division is responsible for the promotion of, registration for and administration of senior adult programs, recreation classes, day camps and special events for all ages and adult athletic programs and tournaments for all ages and the tennis program as well as the reservations for park pavilions, log cabin and Kemp/Sunnyside Center, mobile stage, swimming pool, sports complex, practice fields and meeting rooms along with the grounds, equipment and facility maintenance associated with these areas. The recreation staff also monitor the performance of the Hamilton and Weeks Park Tennis Center management agreement.

The 2018-19 budget for Recreation has increased by $22,436, or 1.59% from the prior year. However, Personnel Services Accounts alone increased by $45,000 to provide for the cost-of-living pay increase, merit pay increases and increased contributions to the Employee Health Insurance Program for the same staffing levels. Supply and Service Account both show reductions due to fewer tournaments being held at the City's Sports Complex requiring less concession supplies and game officials. Much of this reduction can be attributed to teams booking tournaments at facilities with artificial turf, which would be a major expense.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Kemp/Sunnyside Center update and reservation management.	Accelerate Economic Growth
Recreation Center anchor of Downtown Stroll & Roll event.	Redevelop Downtown
Free Concert events Downtown and in various locations around town.	Enhance the Wichita Falls Brand
Completed 5th year of Internship Program with MSU Education Dept.	Attract & Retain Young Workers & Graduates
Completed 2nd year of Internship Program with MSU Mass Communication.	Attract & Retain Young Workers & Graduates
Worked with CVB to attract new major sports tournament at Sports Complex.	Accelerate Economic Growth
Combined two Tennis Centers into one without loss of revenue and usage.	Efficiently Deliver City Services
Advanced recreation projects for bond proposal.	Provide Adequate Infrastructure
Worked with MSU, WFISD, TPWD and various Civic Organizations.	Enhance the Wichita Falls Brand
Increased media presence through expanded social and print media.	Actively Communicate & Engage the Public

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Develop and Increase participation in Downtown events and activities.	Redevelop Downtown
Expand involvement in Internship program.	Attract & Retain Young Workers & Graduates
Attract & create new events for Recreation facilities.	Accelerate Economic Growth
Continue to deliver quality service and facilities at the lowest cost.	Efficiently Deliver City Services
Improve cooperation with Downtown Proud, Pride in the Falls and CVB.	Redevelop Downtown /Accelerate Economic Growth
Increase presence through media and public participation.	Actively Communicate & Engage the Public

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Facility Rentals	55,000 served	53,685 served	55,000 served
Total P&R class/program/event participants per 1,000 population	New measure		
Total Tennis Program participation	22,000	19,316	22,000

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
General City Recreation						
PERSONNEL	802,834	869,949	869,949	915,063	5.19	5.19
SUPPLIES	72,789	89,039	91,039	78,790	-13.45	-11.51
MAINT	30,580	30,500	34,968	33,200	-5.06	8.85
SERVICES	388,660	401,102	394,634	386,878	-1.97	-3.55
OTHER	16,163	19,980	19,980	19,875	-0.53	-0.53
CAP IMPROV	1,495	800	800	0	-100.00	-100.00
General City Recreation	**1,312,521**	**1,411,370**	**1,411,370**	**1,433,806**	**1.59**	**1.59**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
5150 General City Recreation				
100 General Fund				
60015 Salaries-Supervision	56,600	57,556	57,556	60,765
60075 Salaries-Clerical	55,657	56,182	56,182	59,317
60120 Pool Clerical	3,479	2,496	2,496	0
60135 Salaries-Operational	447,308	524,708	524,708	545,784
60180 Pool Operational	19,041	0	0	0
60192 Overtime	22,869	20,004	20,004	22,409
60250 Stability Pay	11,303	12,375	12,375	12,513
60275 Cell Phone Allowance	360	360	360	360
60300 FICA	45,017	51,533	51,533	53,661
60310 TMRS Retirement	52,051	54,259	54,259	59,613
60320 Life Insur Contribution	529	352	352	377
60325 Long Term Disability	399	469	469	503
60330 Health Insur Contrib	88,220	89,655	89,655	99,762
6000 PERSONNEL	**802,834**	**869,949**	**869,949**	**915,063**
70010 Supplies-Vehicle Fuel	62	0	0	0
70030 Supplies-Minor Tools	1,099	1,500	1,500	1,500
70050 Supplies-Minor Furniture	168	0	0	250
70060 Supplies-Office	3,432	1,850	1,850	3,200
70070 Supplies-Photographic	0	0	0	0
70080 Supplies-Medical/Drug	0	250	250	0
70100 Supplies-Janitorial	3,310	4,000	4,000	4,000
70110 Supplies-Chemical	5,765	7,350	7,350	6,550
70130 Supplies-Recreation	9,546	9,500	9,500	9,500
70140 Supplies-Athletic	2,328	4,000	4,000	3,400
70150 Supplies-Concession	32,142	45,000	45,000	35,000

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
5150 General City Recreation				
100 General Fund				
70210 Supplies-Cloth & Uniform	1,673	1,300	3,300	1,300
70250 Supplies-Periodicals	289	289	289	290
70320 Supplies-Citizen Part Prog	0	300	300	300
70350 Supplies-Pers Computer	0	1,200	1,200	1,000
70360 Supplies-PC Software	51	0	0	0
70900 Supplies-Other	12,921	12,500	12,500	12,500
7000 SUPPLIES	**72,789**	**89,039**	**91,039**	**78,790**
71040 Maint-Pumps/Motors	0	1,000	1,000	1,000
71050 Maint-Office Furn/Equip	1,666	2,200	6,668	2,200
71130 Maint-HVAC Systems	0	1,000	1,000	1,000
71170 Maint-Water Mains	218	0	0	0
71385 Maint-Buildings	0	2,500	2,500	2,500
71430 Maint-Parks Facilities	4,749	3,800	3,800	4,000
71460 Maint-Library	2,313	0	0	0
71640 Maint-Other Structures	21,633	20,000	20,000	22,500
7100 MAINT	**30,580**	**30,500**	**34,968**	**33,200**
72010 Services-Telephone	8,618	6,500	6,500	8,600
72011 Services-Wireless Phone	863	0	0	1,000
72020 Services-Electricity	135,151	114,611	114,611	115,000
72065 Services-Central Garage	55,348	62,291	62,291	56,578
72140 Services-Bank	4,944	6,000	6,000	6,000
72170 Services-Other Prof	156,818	183,200	178,966	171,200
72260 Services-Advertising	18,821	13,000	10,766	13,000
72270 Services-Binding/Printing	8,097	15,500	15,500	15,500
7200 SERVICES	**388,660**	**401,102**	**394,634**	**386,878**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
5150 General City Recreation				
100 General Fund				
75010 Travel Expenses	2,361	1,540	1,540	1,540
75020 Education Registration	5,814	7,380	7,380	7,400
75040 Lease Payments	1,517	1,850	1,850	1,575
75090 Memberships	540	1,260	1,260	1,160
75110 Rent-Equipment	3,536	4,600	4,600	4,600
75120 Rent-Land/Structures	500	1,600	1,600	1,600
75160 Postage/Freight	1,896	1,750	1,750	2,000
7500 OTHER	**16,163**	**19,980**	**19,980**	**19,875**
77410 PC Computer Equipment	0	800	800	0
77490 Other Mach and Equip	1,495	0	0	0
7700 CAP IMPROV	**1,495**	**800**	**800**	**0**
Total General Fund	1,312,521	1,411,370	1,411,370	1,433,806
Total General City Recreation	1,312,521	1,411,370	1,411,370	1,433,806

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
CDBG East Lynwood Bldg Const						
MAINT	0	0	0	96,176	0.00	0.00
CDBG East Lynwood Bldg Const	**0**	**0**	**0**	**96,176**	**0.00**	**0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
5684 CDBG East Lynwood Bldg Const				
204 Community Dev Block Grant				
71365 Maint-Other Improvement	0	0	0	96,176
7100 MAINT	**0**	**0**	**0**	**96,176**
Total Community Dev Block Grant	0	0	0	96,176
Total CDBG East Lynwood Bldg Const	0	0	0	96,176

Parks Maintenance
Division Summary

Description

The Parks Maintenance Division provides overall maintenance for 39 City parks, 18-miles of Circle Trail, 5 Lake Arrowhead parks, 4 ponds with fountains, over 25 miles of boulevards/medians and the landscapes at 14 Municipal facilities. Maintenance tasks include: over 1,900 acres managed, 1,235 acres of turf mowed, 150 color beds and over 10,000 irrigated trees. Other tasks include upkeep of 11 ornamental structures, 20 landscaped intersections, numerous fences, 37 drinking fountains,15 trail bridges, irrigation systems, 45 picnic shelters, 230 tables,120 benches, playground equipment, and 14 restrooms.

The 2018-19 budget for Parks Maintenance, including the Business Park/MPEC organization, shows an increase of $201,735, or 5.33% from the prior year adopted budget. Almost ½ of this increase is represented in Personnel Service Accounts for the cost-of-living adjustment, merit increases, health insurance contributions, and to reclassify 11 seasonal employees without benefits to 5 full-time positions including benefits. This reorganization is planned to aid in keeping adequate manpower during the summer months as it has been extremely difficult to hire seasonal help over the last several years. It should also help address the increase in maintenance responsibilities that have been added to this division over the last two decades in circle trail and additional facility maintenance. Other increases in this budget are shown in Maintenance Accounts to budget $45,000 to replace a 31-year old HVAC compressor at the Parks Maintenance Shop. There is also an increase in the Professional Services Account to adjust the cost for the crew provided by the Work Service's Corporation to more accurately reflect what has been needed in recent years for that contract. Additionally, $90,000 is included to begin outsourcing the mowing, edging and blowing of grass at 18 smaller parks to the Work Services Corporation.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Construction of watermill ornamental structure and landscape	Enhance the Wichita Falls Brand.
Construction and landscaped new Prairie Dog Exhibit	Enhance the Wichita Falls Brand
New Falls bridge and trail under I-44	Provide adequate Infrastructure
Wichita Bluff to L-11 trail section.	Provide adequate Infrastructure

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Recommend outsourcing the mowing/maintenance of several smaller parks	Efficiently Deliver City Services
Construct three more sections of trail, L11 to Lucy, Seymour to Barnett, LWP to Larry's Marine	Provide adequate Infrastructure
Install new playgrounds at two or more parks in low income areas	Provide adequate Infrastructure
Add picnic tables and amenities at Scotland Park shelter	Provide adequate Infrastructure
Eliminate Several Seasonal Positions and add Fewer Full-time Positions	Efficiently Deliver City Services
Replace HVAC Unit at Parks Maintenance Facility	Provide adequate Infrastructure

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Acres maintained per full-time employee - annually	26	26	26
Annual cost/acre of land maintained	New measure		

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Gen Park Maintenance						
PERSONNEL	2,335,778	2,369,664	2,215,464	2,472,321	11.59	4.33
SUPPLIES	47,855	67,627	67,627	61,999	-8.32	-8.32
MAINT	107,801	168,865	168,865	188,565	11.67	11.67
SERVICES	720,078	792,123	792,123	908,125	14.64	14.64
INSUR/CONT	15,015	24,900	24,900	22,900	-8.03	-8.03
OTHER	12,586	18,077	18,077	10,590	-41.42	-41.42
NONCAPITAL	40,872	62,600	62,600	59,200	-5.43	-5.43
Gen Park Maintenance	**3,279,985**	**3,503,856**	**3,349,656**	**3,723,700**	**11.17**	**6.27**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
5550 Gen Park Maintenance				
100 General Fund				
60015 Salaries-Supervision	192,818	156,909	156,909	129,943
60075 Salaries-Clerical	43,595	42,578	42,578	43,855
60120 Pool Clerical	3,424	0	0	3,090
60135 Salaries-Operational	1,299,808	1,337,047	1,182,847	1,388,960
60192 Overtime	56,920	68,220	68,220	70,267
60250 Stability Pay	40,497	44,169	44,169	40,538
60275 Cell Phone Allowance	2,399	2,280	2,280	2,640
60300 FICA	119,372	126,306	126,306	128,558
60310 TMRS Retirement	193,601	197,758	197,758	213,829
60320 Life Insur Contribution	1,942	1,284	1,284	1,364
60325 Long Term Disability	1,467	1,717	1,717	1,821
60330 Health Insur Contrib	379,587	391,396	391,396	447,457
60331 HSA Contributions Employer	348	0	0	0
6000 PERSONNEL	**2,335,778**	**2,369,664**	**2,215,464**	**2,472,321**
70030 Supplies-Minor Tools	7,747	10,545	10,545	8,615
70050 Supplies-Minor Furniture	345	0	0	0
70060 Supplies-Office	1,338	4,748	4,748	2,750
70070 Supplies-Photographic	0	200	200	0
70080 Supplies-Medical/Drug	139	200	200	200
70090 Supplies-Physician	3,958	0	0	0
70100 Supplies-Janitorial	6,362	15,000	15,000	13,500
70130 Supplies-Recreation	39	0	0	0
70180 Supplies-Botanic/Agri	19,272	23,274	23,274	23,274
70210 Supplies-Cloth & Uniform	2,057	2,700	2,700	2,700
70240 Supplies-Educational	140	350	350	350

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
5550 Gen Park Maintenance				
100 General Fund				
70250 Supplies-Periodicals	0	80	80	80
70290 Supplies-Animal Feed	0	150	150	150
70350 Supplies-Pers Computer	841	600	600	600
70900 Supplies-Other	5,617	9,780	9,780	9,780
7000 SUPPLIES	**47,855**	**67,627**	**67,627**	**61,999**
71030 Maint-Machinery/Tools	1,861	5,500	5,500	3,900
71040 Maint-Pumps/Motors	11,083	5,700	5,700	9,500
71050 Maint-Office Furn/Equip	0	75	75	75
71060 Maint-Radios	0	1,000	1,000	1,000
71100 Maint-PC Hardware	308	0	0	0
71110 Maint-PC Software	1,050	1,500	1,500	1,500
71130 Maint-HVAC Systems	23,948	15,000	15,000	60,000
71160 Maint-Park Lighting	0	240	240	240
71170 Maint-Water Mains	44,077	62,000	62,000	55,000
71220 Maint-Walks/Dr/Parking	0	10,000	10,000	0
71365 Maint-Other Improvement	1,032	2,500	2,500	5,000
71385 Maint-Buildings	1,691	5,000	5,000	5,000
71430 Maint-Parks Facilities	10,185	26,900	26,900	8,900
71460 Maint-Library	667	0	0	0
71610 Maint-Bridges	1,434	11,300	11,300	11,300
71635 Maint-Playground Equip	9,803	12,650	12,650	17,650
71640 Maint-Other Structures	664	9,500	9,500	9,500
7100 MAINT	**107,801**	**168,865**	**168,865**	**188,565**
72010 Services-Telephone	2,944	2,453	2,453	2,453
72011 Services-Wireless Phone	380	0	0	0

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
5550 Gen Park Maintenance				
100 General Fund				
72020 Services-Electricity	98,119	82,671	82,671	82,671
72040 Services-Gas	3,494	3,700	3,700	3,700
72050 Services-Water/Sew/San	36,906	45,000	45,000	45,000
72065 Services-Central Garage	494,472	584,919	584,919	599,701
72170 Services-Other Prof	44	0	0	0
72260 Services-Advertising	199	0	0	0
72270 Services-Binding/Printing	106	4,380	4,380	4,380
72310 Services-Subcontractors	83,415	69,000	69,000	170,220
7200 SERVICES	**720,078**	**792,123**	**792,123**	**908,125**
73050 Insurance Expense	15	0	0	0
73060 Claims and Settlements	0	8,000	8,000	6,000
73350 Contract-Other Agencies	15,000	16,900	16,900	16,900
7300 INSUR/CONT	**15,015**	**24,900**	**24,900**	**22,900**
75000 In City Mileage Reimburs	3,323	3,600	3,600	0
75010 Travel Expenses	2,919	3,925	3,925	1,125
75020 Education Registration	1,739	4,025	4,025	3,575
75040 Lease Payments	1,413	1,800	1,800	2,000
75090 Memberships	1,170	2,235	2,235	940
75110 Rent-Equipment	245	2,200	2,200	2,200
75160 Postage/Freight	320	292	292	750
75170 Housing Asst Payments	865	0	0	0
75214 Permit Expense-City Project	592	0	0	0
7500 OTHER	**12,586**	**18,077**	**18,077**	**10,590**
76020 Const-Park Improvements	1,861	0	0	0
76150 Easements/ROW	0	750	750	0

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
5550 Gen Park Maintenance				
100 General Fund				
76160 Landscape/Trees/Shrubs	39,010	61,850	61,850	59,200
7600 NONCAPITAL	**40,872**	**62,600**	**62,600**	**59,200**
Total General Fund	3,279,985	3,503,856	3,349,656	3,723,700
Total Gen Park Maintenance	3,279,985	3,503,856	3,349,656	3,723,700

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
5560 MPEC-Business Park Maint				
100 General Fund				
60135 Salaries-Operational	116,395	133,551	133,551	128,568
60192 Overtime	1,482	5,004	5,004	0
60250 Stability Pay	1,087	2,036	2,036	1,623
60275 Cell Phone Allowance	241	360	360	0
60300 FICA	8,649	10,783	10,783	9,964
60310 TMRS Retirement	13,486	15,490	15,490	16,632
60320 Life Insur Contribution	143	101	101	112
60325 Long Term Disability	109	136	136	150
60330 Health Insur Contrib	37,453	38,948	38,948	44,676
6000 PERSONNEL	**179,045**	**206,409**	**206,409**	**201,724**
70030 Supplies-Minor Tools	489	1,240	1,240	1,260
70060 Supplies-Office	278	325	325	325
70080 Supplies-Medical/Drug	22	96	96	96
70180 Supplies-Botanic/Agri	3,000	4,110	4,110	4,110
70210 Supplies-Cloth & Uniform	0	430	430	630
70350 Supplies-Pers Computer	0	75	75	150
70900 Supplies-Other	334	3,690	3,690	3,690
7000 SUPPLIES	**4,123**	**9,966**	**9,966**	**10,261**
71030 Maint-Machinery/Tools	0	480	480	480
71040 Maint-Pumps/Motors	75	0	0	0
71060 Maint-Radios	0	500	500	500
71170 Maint-Water Mains	2,255	10,770	10,770	8,900
7100 MAINT	**2,330**	**11,750**	**11,750**	**9,880**
72011 Services-Wireless Phone	380	0	0	0
72065 Services-Central Garage	38,037	43,794	43,794	34,945

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
5560 MPEC-Business Park Maint				
100 General Fund				
72270 Services-Binding/Printing	18	0	0	0
7200 SERVICES	**38,435**	**43,794**	**43,794**	**34,945**
75010 Travel Expenses	0	425	425	425
75020 Education Registration	0	1,425	1,425	925
75090 Memberships	0	580	580	580
7500 OTHER	**0**	**2,430**	**2,430**	**1,930**
76160 Landscape/Trees/Shrubs	304	8,000	8,000	5,500
7600 NONCAPITAL	**304**	**8,000**	**8,000**	**5,500**
Total General Fund	224,237	282,349	282,349	264,240
Total MPEC-Business Park Maint	224,237	282,349	282,349	264,240

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
CDBG Park Grant Program						
MAINT	16,398	37,332	40,033	0	-100.00	-100.00
NONCAPITAL	0	0	0	118,740	0.00	0.00
CDBG Park Grant Program	**16,398**	**37,332**	**40,033**	**118,740**	**196.60**	**218.06**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
5613 CDBG Park Improvements				
204 Community Dev Block Grant				
76020 Const-Park Improvements	0	0	0	118,740
7600 NONCAPITAL	**0**	**0**	**0**	**118,740**
Total Community Dev Block Grant	0	0	0	118,740
Total CDBG Park Improvements	0	0	0	118,740

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
5613 CDBG Park Improvements				
204 Community Dev Block Grant				
76020 Const-Park Improvements	0	0	0	118,740
7600 NONCAPITAL	**0**	**0**	**0**	**118,740**
Total Community Dev Block Grant	0	0	0	118,740
Total CDBG Park Improvements	0	0	0	118,740

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
5683 CDBG Jalonick Park Neighborhood C				
204 Community Dev Block Grant				
71385 Maint-Buildings	0	37,332	40,033	0
7100 MAINT	**0**	**37,332**	**40,033**	**0**
Total Community Dev Block Grant	0	37,332	40,033	0
Total CDBG Jalonick Park Neighborhood	0	37,332	40,033	0

City Lots
Division Summary

Description

The City Lots Division was initially formed to maintain the City-owned trustee lots. However, over time, the crew also began mowing privately-owned lots that were in violation of the City's Code Enforcement Ordinances. The crew three FTE's and two seasonal PTE's. The crew maintains nearly 600 trustee lots year round and average over 200 privately-owned code violation properties a month during the growing season. Since 2001, over 90,000 lots have been mowed.

The 2018-19 budget represents an increase of $28,500, or 21% from the prior year budget. All of this increase is accounted for in Personnel Services as one seasonal position without benefits has been converted to a full-time position with benefits. Additionally, the budget includes the funds for the cost-of-living adjustment, merit increases and increased contributions to the Employee Health Insurance Program.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Mowed 6510 lots combined. 5012 Trustee and 1498 code violations	Efficiently deliver City services
Cleared trees and cleaned debris on 105 trustee lots for ease of future maintenance	Efficiently deliver City services

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Improve the quality of trustee lots to market them for sale to public.	Accelerate Economic Growth
Raise the fines for code violations to encourage owners to maintain their own.	Accelerate Economic Growth

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Cost per lot/per mowing occurrence	New measure		

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
City Lot Mowing Program						
PERSONNEL	96,858	111,130	111,130	139,630	25.65	25.65
SUPPLIES	543	1,856	1,856	1,706	-8.08	-8.08
MAINT	0	770	770	650	-15.58	-15.58
SERVICES	34,160	22,249	22,249	17,858	-19.74	-19.74
City Lot Mowing Program	**131,561**	**136,005**	**136,005**	**159,844**	**17.53**	**17.53**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
5680 City Lot Mowing Program				
100 General Fund				
60135 Salaries-Operational	68,542	78,753	78,753	93,238
60192 Overtime	743	2,352	2,352	1,854
60250 Stability Pay	275	413	413	1,348
60300 FICA	5,132	6,236	6,236	7,376
60310 TMRS Retirement	6,013	6,594	6,594	9,640
60320 Life Insur Contribution	64	44	44	64
60325 Long Term Disability	48	58	58	85
60330 Health Insur Contrib	16,040	16,680	16,680	26,025
6000 PERSONNEL	**96,858**	**111,130**	**111,130**	**139,630**
70030 Supplies-Minor Tools	325	790	790	790
70060 Supplies-Office	96	96	96	96
70080 Supplies-Medical/Drug	0	50	50	50
70180 Supplies-Botanic/Agri	100	100	100	100
70210 Supplies-Cloth & Uniform	0	170	170	170
70900 Supplies-Other	22	650	650	500
7000 SUPPLIES	**543**	**1,856**	**1,856**	**1,706**
71030 Maint-Machinery/Tools	0	270	270	150
71060 Maint-Radios	0	500	500	500
7100 MAINT	**0**	**770**	**770**	**650**
72065 Services-Central Garage	34,160	22,249	22,249	17,858
7200 SERVICES	**34,160**	**22,249**	**22,249**	**17,858**
Total General Fund	131,561	136,005	136,005	159,844
Total City Lot Mowing Program	131,561	136,005	136,005	159,844

Castaway Cove Water Park
Division Summary

Description
The Water Park Fund is a part of the Parks Department and accounts for operating revenues and expenditures related to the Castaway Cove Water Park. This park is owned by the City and operated through a management agreement with Amusement/Aquatic Management Group. The park was purchased from the private sector when the investors decided to close the park. The City used 4B Sales Tax Corporation Funds to make the initial capital purchase and its operations have consistently been covered with revenues received through park operations.

Total revenues for this Enterprise Fund are estimated to be $1,412,135 and total expenditures are budgeted at $1,368,014, or an estimated net income of $44,121. This net income is based on estimated attendance of 82,000 and may be slightly conservative. However, any net income that is generated at the park will remain in this Enterprise Fund for future improvements and repairs that are needed at the park.

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Castaway Cove						
PERSONNEL	535,047	570,272	570,272	576,366	1.07	1.07
SUPPLIES	200,525	0	0	0	0.00	0.00
MAINT	48,566	0	0	0	0.00	0.00
SERVICES	439,200	802,591	802,591	791,648	-1.36	-1.36
INSUR/CONT	49,075	0	0	0	0.00	0.00
OTHER	24,571	0	0	0	0.00	0.00
CAP IMPROV	14,234	0	0	0	0.00	0.00
Castaway Cove	**1,311,219**	**1,372,863**	**1,372,863**	**1,368,014**	**-0.35**	**-0.35**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
5678 Castaway Cove				
580 Waterpark Fund				
60015 Salaries-Supervision	27,315	27,175	27,175	28,619
60135 Salaries-Operational	59,964	84,508	84,508	88,278
60170 PT Temp Operational	373,359	0	0	0
60180 Pool Operational	0	394,896	394,896	389,340
60192 Overtime	768	0	0	0
60230 Terminal Pay	1,325	0	0	0
60250 Stability Pay	1,485	1,623	1,623	2,420
60300 FICA	34,955	22,277	22,277	26,199
60310 TMRS Retirement	11,604	14,538	14,538	15,247
60320 Life Insur Contribution	122	100	100	102
60325 Long Term Disability	92	135	135	136
60330 Health Insur Contrib	24,060	25,020	25,020	26,025
6000 PERSONNEL	**535,047**	**570,272**	**570,272**	**576,366**
70010 Supplies-Vehicle Fuel	1,319	0	0	0
70030 Supplies-Minor Tools	219	0	0	0
70040 Supplies-Minor Off Equip	662	0	0	0
70060 Supplies-Office	5,016	0	0	0
70100 Supplies-Janitorial	3,922	0	0	0
70110 Supplies-Chemical	19,946	0	0	0
70190 Supplies-Landscape	4,716	0	0	0
70210 Supplies-Cloth & Uniform	4,168	0	0	0
70360 Supplies-PC Software	473	0	0	0
70365 Supplies-Waterpark Food & E	115,684	0	0	0
70366 Supplies-Waterpark Mdse-C(	14,794	0	0	0
70900 Supplies-Other	29,603	0	0	0

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
5678 Castaway Cove				
580 Waterpark Fund				
7000 SUPPLIES	**200,525**	**0**	**0**	**0**
71030 Maint-Machinery/Tools	1,455	0	0	0
71365 Maint-Other Improvement	44,492	0	0	0
71600 Maint-Other Buildings	1,175	0	0	0
71690 Maint-Other CCWP	1,444	0	0	0
7100 MAINT	**48,566**	**0**	**0**	**0**
72010 Services-Telephone	7,768	0	0	0
72020 Services-Electricity	53,939	0	0	0
72050 Services-Water/Sew/San	32,233	0	0	0
72140 Services-Bank	21,409	0	0	0
72150 Services-Audit	2,350	0	0	0
72160 Services-Consulting	120,000	0	0	0
72170 Services-Other Prof	40,014	802,591	802,591	791,648
72190 Services-Empl Physicals	3,299	0	0	0
72260 Services-Advertising	158,188	0	0	0
7200 SERVICES	**439,200**	**802,591**	**802,591**	**791,648**
73010 Workers Compensation	3,057	0	0	0
73020 Unemploy Compensation	659	0	0	0
73050 Insurance Expense	45,359	0	0	0
7300 INSUR/CONT	**49,075**	**0**	**0**	**0**
75010 Travel Expenses	5,684	0	0	0
75025 Training/Tuition Asst	5,930	0	0	0
75090 Memberships	1,722	0	0	0
75110 Rent-Equipment	7,954	0	0	0
75160 Postage/Freight	773	0	0	0

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
5678 Castaway Cove				
580 Waterpark Fund				
75213 License/Permit Expenses	2,325	0	0	0
75220 Bad Debt Expense	102	0	0	0
75290 Other Expenditures	81	0	0	0
7500 OTHER	**24,571**	**0**	**0**	**0**
77200 Other Structures	10,484	0	0	0
77340 Mach/Tools/Implements	3,750	0	0	0
7700 CAP IMPROV	**14,234**	**0**	**0**	**0**
Total Waterpark Fund	1,311,219	1,372,863	1,372,863	1,368,014
Total Castaway Cove	1,311,219	1,372,863	1,372,863	1,368,014

Cemetery
Division Summary

Description

The Cemetery Division operates and maintains the four City owned cemeteries known as Riverside, Lakeview, Rosemont, and Hillcrest and consists of property sales, providing complete funeral services, grounds maintenance, and record keeping. The crew of four FTE's and two seasonal PTE's maintain a total of 97 acres of mowing and trim around more than 23,000 grave markers.

The budget for the Cemetery Division remains relatively unchanged from the prior year.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Finished Design Plan with EDA Land Planning for Riverside Cemetery expansion.	Efficiently deliver City services
Filled the infill areas to make spaces for phase1 of expansion	Efficiently deliver City services

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Implement expansion plan in phases.	Efficiently deliver City services
Have infill areas surveyed and platted for sales.	Efficiently deliver City services
Create and adopt new cemetery rules to replace 1926 rules	Efficiently deliver City services
Open new section for sales in Rosemont.	Efficiently deliver City services

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Acres of developed cemeteries maintained	97	97	110
Acres maintained per FTE/PTE employee	16.7	16.7	18.33
Annual cost/acre of land maintained	New measure		

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
General City Cemetery						
PERSONNEL	175,882	170,953	170,953	192,744	12.75	12.75
SUPPLIES	2,185	3,630	3,630	3,625	-0.14	-0.14
MAINT	22,394	28,291	28,291	27,291	-3.53	-3.53
SERVICES	25,481	44,336	44,336	49,458	11.55	11.55
OTHER	248	100	100	100	0.00	0.00
NONCAPITAL	260	2,000	2,000	2,000	0.00	0.00
General City Cemetery	**226,449**	**249,310**	**249,310**	**275,218**	**10.39**	**10.39**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
5750 General City Cemetery				
100 General Fund				
60135 Salaries-Operational	121,650	115,209	115,209	120,915
60192 Overtime	5,239	5,124	5,124	6,180
60230 Terminal Pay	68	0	0	0
60250 Stability Pay	2,695	2,420	2,420	3,630
60275 Cell Phone Allowance	360	360	360	360
60300 FICA	8,898	9,410	9,410	10,034
60310 TMRS Retirement	12,690	13,210	13,210	16,679
60320 Life Insur Contribution	126	86	86	105
60325 Long Term Disability	96	114	114	140
60330 Health Insur Contrib	24,060	25,020	25,020	34,700
6000 PERSONNEL	**175,882**	**170,953**	**170,953**	**192,744**
70030 Supplies-Minor Tools	248	1,225	1,225	1,225
70060 Supplies-Office	80	80	80	70
70080 Supplies-Medical/Drug	0	50	50	50
70100 Supplies-Janitorial	0	25	25	25
70180 Supplies-Botanic/Agri	1,000	1,350	1,350	1,350
70210 Supplies-Cloth & Uniform	0	150	150	150
70900 Supplies-Other	857	750	750	755
7000 SUPPLIES	**2,185**	**3,630**	**3,630**	**3,625**
71030 Maint-Machinery/Tools	729	2,691	2,691	2,691
71060 Maint-Radios	0	500	500	500
71140 Maint-Other Equipment	56	3,100	3,100	2,100
71170 Maint-Water Mains	96	1,000	1,000	1,000
71220 Maint-Walks/Dr/Parking	21,513	21,000	21,000	21,000
7100 MAINT	**22,394**	**28,291**	**28,291**	**27,291**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
5750 General City Cemetery				
100 General Fund				
72010 Services-Telephone	393	245	245	245
72020 Services-Electricity	404	543	543	543
72040 Services-Gas	851	720	720	720
72050 Services-Water/Sew/San	1,455	300	300	300
72065 Services-Central Garage	22,359	42,378	42,378	47,500
72270 Services-Binding/Printing	19	150	150	150
7200 SERVICES	**25,481**	**44,336**	**44,336**	**49,458**
75160 Postage/Freight	248	100	100	100
7500 OTHER	**248**	**100**	**100**	**100**
76020 Const-Park Improvements	260	2,000	2,000	2,000
7600 NONCAPITAL	**260**	**2,000**	**2,000**	**2,000**
Total General Fund	226,449	249,310	249,310	275,218
Total General City Cemetery	226,449	249,310	249,310	275,218

City of Wichita Falls
Department Expenditures By Account Class
Community Development

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Community Develop						
PERSONNEL	2,362,164	2,608,058	2,679,751	2,759,284	2.97	5.80
SUPPLIES	21,945	33,089	32,689	35,440	8.42	7.11
MAINT	197,994	242,874	461,238	311,054	-32.56	28.07
SERVICES	539,507	725,207	1,009,625	863,226	-14.50	19.03
OTHER	3,793,761	3,522,757	3,789,082	3,548,655	-6.35	0.74
NONCAPITAL	0	600	600	600	0.00	0.00
CAP IMPROV	0	5,500	5,500	0	-100.00	-100.00
Community Develop	**6,915,371**	**7,138,085**	**7,978,485**	**7,518,259**	**-5.77**	**5.33**
Grand Total	**6,915,371**	**7,138,085**	**7,978,485**	**7,518,259**	**-5.77**	**5.33**

Planning Division
Division Summary

Description
The Planning Division provides general development services to the community in addition to public awareness regarding the various components that comprise the planning field (e.g. land use/zoning, platting, economic development, land management/encroachment, downtown/neighborhood revitalization, historic preservation, demography/socio-economics, etc). The division is engaged in a wide-variety of short-range (current, day-to-day activity) and long-range planning projects (special purpose and forecast plan development) in order to carry-out all aspects of urban planning. In addition, the division is responsible for providing staff support to the following boards and commissions: Airport Board of Adjustment; Board of Adjustment; Landmark Commission; Planning & Zoning Commission; TIF #2; TIF #3; TIF #4. Ancillary support and involvement with the following: Downtown Steering Committee initiative and Joint Land Use Study Implementation Committee to serving as the City's ex-officio representatives to the Downtown Wichita Falls Development, Inc. and Wichita County Heritage Society organizations.

Overall, the Planning Division's Budget represents an increase of $10,274, or 2.1% from the prior year adopted budget. The large majority of this increase is due routine step/merit pay increases and rising health insurance and TMRS contribution rates. There is also an increase of $1,480 in travel related accounts for the new director to attend the conferences of the American Planning Association, Texas Municipal League, and to maintain AICP certifications.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Sheppard AFB Main Gate-Transit Plaza – DEAAGrant Project Completion & Closeout	Accelerate Economic Growth
Economic Dev't – Low Income Housing Tax Credit (LIHTC) Projects	Accelerate Economic Growth
Ordinance Revisions: • Subdivision & Dev't Regulations • PUD Provisions • Outdoor Mobile Food Courts	Accelerate Economic Growth Efficiently Delivery City Services
Annexation - owner petitioned: Trophy Park – Gregg Rd	Accelerate Economic Growth
Downtown Initiatives – Zoning Diagnostic Report, Streetscapes Renderings, etc.	Redevelop Downtown

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Implement Development Review Committee (DRC) concept; formalize development submittal/review timeline(s)	Efficiently Deliver City Services
Initiate 2020 Census Preparations – LUCA, CCC, etc.	Actively Communicate and Engage the Public
JLUS Implementation: 2017 DEAAGrant Project – SAFB Main Gate Remodel	Advocate for Long Term SAFB Success
Records Retention Project: Scanning Master Plat Files	Expand City Internship Opportunities
Implement Revised Plats Processing	Efficiently Deliver City Services
Implementation of Downtown Zoning Diagnostic	Redevelop Downtown

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Plan Review Turn-around time (plats, zoning, variances, etc)	≤6 working days	New measure	6 working days

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
General Planning						
PERSONNEL	342,453	464,678	464,678	475,625	2.36	2.36
SUPPLIES	2,005	6,560	6,160	7,938	28.86	21.01
MAINT	0	158	158	214	35.44	35.44
SERVICES	5,723	6,724	6,724	8,502	26.44	26.44
OTHER	6,963	12,328	12,728	13,943	9.55	13.10
CAP IMPROV	0	5,500	5,500	0	-100.00	-100.00
General Planning	**357,145**	**495,948**	**495,948**	**506,222**	**2.07**	**2.07**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
6110 General Planning				
100 General Fund				
60015 Salaries-Supervision	81,280	179,144	179,144	210,792
60075 Salaries-Clerical	18,142	25,301	25,301	24,201
60135 Salaries-Operational	143,158	139,148	139,148	115,667
60192 Overtime	78	0	0	0
60250 Stability Pay	1,348	1,348	1,348	1,210
60300 FICA	18,769	26,388	26,388	26,922
60310 TMRS Retirement	31,025	44,256	44,256	44,938
60320 Life Insur Contribution	304	309	309	306
60325 Long Term Disability	229	412	412	407
60330 Health Insur Contrib	48,120	48,372	48,372	51,183
6000 PERSONNEL	**342,453**	**464,678**	**464,678**	**475,625**
70050 Supplies-Minor Furniture	0	427	427	1,578
70060 Supplies-Office	647	4,695	4,295	4,695
70240 Supplies-Educational	0	150	150	150
70250 Supplies-Periodicals	1,359	1,288	1,288	1,315
70900 Supplies-Other	0	0	0	200
7000 SUPPLIES	**2,005**	**6,560**	**6,160**	**7,938**
71050 Maint-Office Furn/Equip	0	158	158	158
71110 Maint-PC Software	0	0	0	56
7100 MAINT	**0**	**158**	**158**	**214**
72010 Services-Telephone	2,356	2,595	2,595	2,595
72065 Services-Central Garage	418	1,229	1,229	3,207
72260 Services-Advertising	2,495	2,100	2,100	2,200
72270 Services-Binding/Printing	454	800	800	500
7200 SERVICES	**5,723**	**6,724**	**6,724**	**8,502**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
6110 General Planning				
100 General Fund				
75010 Travel Expenses	2,427	3,870	3,870	5,350
75020 Education Registration	570	3,415	3,415	3,815
75040 Lease Payments	1,986	2,000	2,000	1,500
75090 Memberships	479	1,043	1,443	1,528
75100 Boards/Local Meetings	332	400	400	400
75160 Postage/Freight	1,051	1,600	1,600	1,350
75170 Housing Asst Payments	119	0	0	0
7500 OTHER	**6,963**	**12,328**	**12,728**	**13,943**
77370 Office Furniture/Fixtures	0	5,500	5,500	0
7700 CAP IMPROV	**0**	**5,500**	**5,500**	**0**
Total General Fund	357,145	495,948	495,948	506,222
Total General Planning	357,145	495,948	495,948	506,222

Building and Code Administration
Division Summary

Description

Building Inspections is responsible for working with the development community in attaining compliance with the City's adopted construction-related codes as part of new and remodel construction projects. The division's day-to-day activities include reviewing plans for proposed construction projects within the City, inspecting construction projects for compliance with City codes, and licensing and registering contractors. The goal of the Code Enforcement Division is to be proactive and responsive while working with residents and business owners towards compliance with the City's nuisance-related ordinance. Compliance facilitates neighborhoods that are clean, safe places to live, work, and play and can assist in reducing vandalism, deter crime, and maintain property values. Federal CDBG funds are used to assist in funding the City's demolition program and related administrative costs.

The budget for the Building & Code Administration Division reflects an increase of $99,866, or 8.1% from the prior year. This increase is shown almost entirely in Personnel Service Accounts due to step/merit pay increases, rising health insurance costs, and TMRS contribution rates. All other accounts remain relatively unchanged from the prior year.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Building Inspections:	
• PlanGrid – developed and refined the use of PlanGrid to better facilitate plan retrieval in the field. All current plans are viewable by inspectors on iPads.	Efficiently Deliver City Services
• Expanded customer counter to better facilitate "one stop shop" concept	Efficiently Deliver City Services / Actively Communicate & Engage the Public
Code Enforcement:	
• Code Zones realigned to provide one code officer for the greater downtown and eastside area.	Redevelop Downtown
• Initiated compliance efforts related to commercial parking lots: maintenance of striping and abatement of pot holes.	Enhance the Wichita Falls Brand
• Initiated compliance efforts related to commercial signage in need of maintenance or repair	Enhance the Wichita Falls Brand

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Building Inspections:	
• Scan existing plans into digital files.	Efficiently Deliver City Services
• MyGov Software Upgrade – Possible Plan Review Module Integration	Efficiently Deliver City Services
• Continue to provide support for regulatory initiatives related to the Downtown Development Program	Redeveloped Downtown
Code Enforcement:	
• Participate with Downtown Steering Committees to create ordinances that will help to enhance the greater downtown area.	Efficiently Deliver City Services
• Find more effective ways to improve the processing time it takes for demolitions.	Efficiently Deliver City Services
• Increase the number of demolitions to maximize the use of funds.	Efficiently Deliver City Services
• Increase code officer time in the field.	Enhance the Wichita Falls Brand
• Exceed prior year totals in cases and inspections.	Enhance the Wichita Falls Brand
• Abate junk vehicles on private properties using the junk vehicle ordinance.	Enhance the Wichita Falls Brand
• Continue compliance efforts related to commercial parking lots: maintenance of striping and abatement of potholes.	Enhance the Wichita Falls Brand
• Continue compliance efforts related to commercial signage in need of maintenance or repair	Enhance the Wichita Falls Brand

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Building Inspections - Plan Review Turn-around time			
• Commercial	≤6 working days	8	6
• Residential	≤1 day	≤1 day	≤1 day
Code Enforcement - % Closed Cases - voluntary compliance	>75%	76%	>76%
Average calendar days – voluntary compliance			

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Bldg & Code Administration						
PERSONNEL	1,098,235	1,125,991	1,125,991	1,230,461	9.28	9.28
SUPPLIES	5,877	11,491	11,491	11,563	0.63	0.63
MAINT	3,792	5,324	5,324	1,100	-79.34	-79.34
SERVICES	65,298	68,455	68,455	68,303	-0.22	-0.22
OTHER	20,724	23,625	23,625	23,325	-1.27	-1.27
Bldg & Code Administration	**1,193,926**	**1,234,886**	**1,234,886**	**1,334,752**	**8.09**	**8.09**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
6205 Bldg & Code Administration				
100 General Fund				
60015 Salaries-Supervision	198,572	135,237	135,237	147,884
60075 Salaries-Clerical	51,112	122,317	122,317	123,639
60135 Salaries-Operational	537,469	534,146	534,146	594,413
60250 Stability Pay	13,650	19,773	19,773	19,498
60275 Cell Phone Allowance	4,166	4,680	4,680	4,680
60300 FICA	56,801	62,434	62,434	68,150
60310 TMRS Retirement	99,716	104,712	104,712	113,761
60320 Life Insur Contribution	1,056	711	711	755
60325 Long Term Disability	797	951	951	1,009
60330 Health Insur Contrib	134,896	141,030	141,030	156,671
6000 PERSONNEL	**1,098,235**	**1,125,991**	**1,125,991**	**1,230,461**
70030 Supplies-Minor Tools	37	0	0	0
70050 Supplies-Minor Furniture	99	466	466	538
70060 Supplies-Office	3,014	6,500	6,500	6,500
70080 Supplies-Medical/Drug	0	150	150	150
70210 Supplies-Cloth & Uniform	0	700	700	700
70240 Supplies-Educational	0	300	300	300
70260 Supplies-Code Books	1,276	3,000	3,000	3,000
70350 Supplies-Pers Computer	462	0	0	0
70360 Supplies-PC Software	768	0	0	0
70900 Supplies-Other	221	375	375	375
7000 SUPPLIES	**5,877**	**11,491**	**11,491**	**11,563**
71105 Maint-Sys Hardware	36	300	300	300
71110 Maint-PC Software	3,756	5,024	5,024	800
7100 MAINT	**3,792**	**5,324**	**5,324**	**1,100**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
6205 Bldg & Code Administration				
100 General Fund				
72010 Services-Telephone	3,831	3,748	3,748	3,748
72011 Services-Wireless Phone	7,294	6,850	6,850	7,284
72065 Services-Central Garage	48,305	48,857	48,857	47,771
72270 Services-Binding/Printing	2,143	1,500	1,500	1,500
72310 Services-Subcontractors	3,726	7,500	7,500	8,000
7200 SERVICES	**65,298**	**68,455**	**68,455**	**68,303**
75010 Travel Expenses	2,924	4,000	4,000	4,000
75020 Education Registration	2,115	4,000	4,000	4,000
75040 Lease Payments	2,911	2,925	2,925	2,425
75050 Vehicle Lease	55	0	0	0
75090 Memberships	1,302	1,400	1,400	1,600
75100 Boards/Local Meetings	0	300	300	300
75160 Postage/Freight	11,418	11,000	11,000	11,000
7500 OTHER	**20,724**	**23,625**	**23,625**	**23,325**
Total General Fund	1,193,926	1,234,886	1,234,886	1,334,752
Total Bldg & Code Administration	1,193,926	1,234,886	1,234,886	1,334,752

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
CDBG Code Enforcement						
PERSONNEL	27,690	18,301	18,301	27,230	48.79	48.79
SUPPLIES	20	112	112	112	0.00	0.00
SERVICES	14,539	18,079	18,079	16,425	-9.15	-9.15
OTHER	1,380	23,508	23,508	16,233	-30.95	-30.95
CDBG Code Enforcement	**43,628**	**60,000**	**60,000**	**60,000**	**0.00**	**0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
6400 CDBG Code Enforcement				
204 Community Dev Block Grant				
60015 Salaries-Supervision	448	0	0	0
60075 Salaries-Clerical	2,483	1,264	1,264	1,669
60135 Salaries-Operational	16,928	10,954	10,954	20,154
60250 Stability Pay	2,962	0	0	0
60275 Cell Phone Allowance	352	720	720	720
60300 FICA	1,599	934	934	804
60310 TMRS Retirement	2,871	1,567	1,567	1,345
60320 Life Insur Contribution	27	12	12	9
60325 Long Term Disability	20	14	14	12
60330 Health Insur Contrib	0	2,836	2,836	2,517
6000 PERSONNEL	**27,690**	**18,301**	**18,301**	**27,230**
70060 Supplies-Office	19	100	100	100
70080 Supplies-Medical/Drug	0	12	12	12
70900 Supplies-Other	1	0	0	0
7000 SUPPLIES	**20**	**112**	**112**	**112**
72010 Services-Telephone	3,045	2,883	2,883	2,883
72065 Services-Central Garage	5,970	5,896	5,896	5,992
72240 Services-Crt Cost/Regist	500	250	250	500
72260 Services-Advertising	1,702	5,500	5,500	1,000
72270 Services-Binding/Printing	11	50	50	50
72310 Services-Subcontractors	3,310	3,500	3,500	6,000
7200 SERVICES	**14,539**	**18,079**	**18,079**	**16,425**
75010 Travel Expenses	0	300	300	300
75020 Education Registration	0	250	250	250
75090 Memberships	130	130	130	130

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
6400 CDBG Code Enforcement				
204 Community Dev Block Grant				
75160 Postage/Freight	1,250	1,000	1,000	1,250
75280 Budget Contingency	0	21,828	21,828	14,303
7500 OTHER	**1,380**	**23,508**	**23,508**	**16,233**
Total Community Dev Block Grant	43,628	60,000	60,000	60,000
Total CDBG Code Enforcement	43,628	60,000	60,000	60,000

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
CDBG Demolition						
PERSONNEL	45,942	61,581	61,581	65,123	5.75	5.75
SUPPLIES	1,217	1,497	1,497	1,510	0.87	0.87
SERVICES	14,781	184,556	314,869	181,001	-42.52	-1.93
OTHER	1,631	2,366	2,366	2,366	0.00	0.00
CDBG Demolition	**63,570**	**250,000**	**380,313**	**250,000**	**-34.26**	**-0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
6450 CDBG Demolition				
204 Community Dev Block Grant				
60015 Salaries-Supervision	361	605	605	639
60075 Salaries-Clerical	2,708	4,109	4,109	3,336
60135 Salaries-Operational	35,030	37,016	37,016	39,427
60250 Stability Pay	0	413	413	1,210
60275 Cell Phone Allowance	305	720	720	1,080
60300 FICA	2,685	3,252	3,252	3,443
60310 TMRS Retirement	4,761	5,453	5,453	5,749
60320 Life Insur Contribution	52	39	39	38
60325 Long Term Disability	39	50	50	50
60330 Health Insur Contrib	0	9,924	9,924	10,150
6000 PERSONNEL	**45,942**	**61,581**	**61,581**	**65,123**
70030 Supplies-Minor Tools	6	0	0	0
70060 Supplies-Office	96	288	288	300
70080 Supplies-Medical/Drug	0	9	9	10
70355 Supplies-System Software	1,112	0	0	1,200
70360 Supplies-PC Software	0	1,200	1,200	0
70900 Supplies-Other	4	0	0	0
7000 SUPPLIES	**1,217**	**1,497**	**1,497**	**1,510**
72240 Services-Crt Cost/Regist	619	1,000	1,000	1,500
72260 Services-Advertising	1,168	2,000	2,000	2,000
72270 Services-Binding/Printing	0	100	100	100
72310 Services-Subcontractors	12,994	181,456	311,769	177,401
7200 SERVICES	**14,781**	**184,556**	**314,869**	**181,001**
75010 Travel Expenses	0	616	616	616
75020 Education Registration	0	400	400	400

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
6450 CDBG Demolition				
204 Community Dev Block Grant				
75090 Memberships	27	50	50	50
75160 Postage/Freight	1,603	1,300	1,300	1,300
7500 OTHER	**1,631**	**2,366**	**2,366**	**2,366**
Total Community Dev Block Grant	63,570	250,000	380,313	250,000
Total CDBG Demolition	63,570	250,000	380,313	250,000

Property Management
Division Summary

Description

The Property Management Division consists of Lake Lots, Liens, and Trustee Properties, as well as all City-owned properties. The division provides property research to all City Departments, the general public, prepares and files all legal documents, handles all real property acquisitions and dispositions, negotiates, bills, and collects all City leases and City liens. Inventory consists of 575 Trustee Properties, 610 Lake Leases, 9,200 Liens and 23 miscellaneous leases (billboard, parking, tower, etc.).

The budget for Property Management has increased by $8,388, or 2.8% from the prior year. This increase is shown entirely in Personnel Service Accounts due to step/merit pay increases, rising health insurance costs, and TMRS contribution rates. The increase is partially offset by a decrease in costs for Lien Filing.

The budget for Lake Lot Administration has been increased by $6,941, or 4.9% from the prior year adopted budget. Much of this increase is resulting from routine step/merit pay increases and rising health insurance and retirement contributions. There is also an increase of $2,214 related to increased service charges in Central Garage.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Trustee Property Inventory Reduction by 9% (10-1-17 through 5-1-18)	Accelerate Economic Growth
Implementation of outdoor dining regulations downtown	Redevelop downtown

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Implement Records Mgmt. / Scanning for Legal Documents and Projects	Efficiently Deliver City Services
Acquire Software for Lake Lease Pmts./Historical Data/Tracking	Efficiently Deliver City Services
Investigate and proposed plan to replace/repair fencing at grazing leases	Efficiently Deliver City Services
Collaborate with Developers to Acquire Trustee Property for HUBZone Program	Accelerate Economic Growth
Investigate and propose plan to improve hunting lease property	Efficiently Deliver City Services
Continue proactive efforts to reduce trustee property inventory	Efficiently Deliver City Services

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Encroachment Agreements	5 working days	3 days	3 days
Lake Leases	10 working days	5 days	5 days
Lien Releases	5 working days	1 day	1 day
Trustee property inventory	New measure		

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Property Mgt/Lake Lot Admin						
PERSONNEL	326,671	332,189	332,189	349,226	5.13	5.13
SUPPLIES	6,885	6,615	6,615	7,225	9.22	9.22
MAINT	56,806	30,000	30,000	30,000	0.00	0.00
SERVICES	54,184	69,387	69,387	67,051	-3.37	-3.37
OTHER	5,701	7,125	7,125	7,125	0.00	0.00
NONCAPITAL	0	600	600	600	0.00	0.00
Property Mgt/Lake Lot Admin	**450,246**	**445,916**	**445,916**	**461,227**	**3.43**	**3.43**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
6550 Gen Property Management				
100 General Fund				
60015 Salaries-Supervision	75,304	76,621	76,621	80,893
60075 Salaries-Clerical	14,375	14,314	14,314	15,112
60135 Salaries-Operational	81,506	81,642	81,642	85,158
60250 Stability Pay	3,300	4,043	4,043	4,840
60275 Cell Phone Allowance	720	720	720	720
60300 FICA	12,927	13,566	13,566	14,297
60310 TMRS Retirement	21,703	22,753	22,753	23,866
60320 Life Insur Contribution	228	155	155	158
60325 Long Term Disability	173	207	207	211
60330 Health Insur Contrib	28,070	29,190	29,190	30,363
6000 PERSONNEL	**238,307**	**243,211**	**243,211**	**255,619**
70030 Supplies-Minor Tools	118	350	350	610
70040 Supplies-Minor Off Equip	1,687	260	260	160
70050 Supplies-Minor Furniture	0	0	0	425
70060 Supplies-Office	1,921	2,000	2,000	2,000
70080 Supplies-Medical/Drug	0	50	50	50
70210 Supplies-Cloth & Uniform	0	0	0	320
70240 Supplies-Educational	0	100	100	100
70250 Supplies-Periodicals	762	705	705	330
70355 Supplies-System Software	1,112	1,200	1,200	1,200
7000 SUPPLIES	**5,601**	**4,665**	**4,665**	**5,195**
72010 Services-Telephone	1,276	1,227	1,227	1,227
72065 Services-Central Garage	2,747	1,843	1,843	793
72170 Services-Other Prof	2,400	4,000	4,000	4,000
72175 Services-Lien Filings	23,674	30,000	30,000	26,500

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
6550 Gen Property Management				
100 General Fund				
72240 Services-Crt Cost/Regist	2,872	5,000	5,000	5,000
72260 Services-Advertising	1,764	1,500	1,500	1,500
72270 Services-Binding/Printing	2,636	1,500	1,500	1,500
72310 Services-Subcontractors	951	5,000	5,000	5,000
7200 SERVICES	**38,320**	**50,070**	**50,070**	**45,520**
75000 In City Mileage Reimburs	1,174	1,200	1,200	1,200
75010 Travel Expenses	1,187	1,400	1,400	1,400
75020 Education Registration	490	1,900	1,900	1,900
75090 Memberships	0	275	275	275
75160 Postage/Freight	1,329	750	750	750
7500 OTHER	**4,179**	**5,525**	**5,525**	**5,525**
76030 Const-Traffic Sign/St Lts	0	300	300	300
7600 NONCAPITAL	**0**	**300**	**300**	**300**
Total General Fund	286,407	303,771	303,771	312,159
Total Gen Property Management	286,407	303,771	303,771	312,159

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
6600 Lake Lot Administration				
100 General Fund				
60075 Salaries-Clerical	14,375	14,314	14,314	15,112
60135 Salaries-Operational	47,307	47,478	47,478	50,126
60250 Stability Pay	1,815	1,210	1,210	1,210
60275 Cell Phone Allowance	360	360	360	360
60300 FICA	4,428	4,847	4,847	5,115
60310 TMRS Retirement	7,905	8,129	8,129	8,538
60320 Life Insur Contribution	82	56	56	57
60325 Long Term Disability	62	74	74	76
60330 Health Insur Contrib	12,030	12,510	12,510	13,013
6000 PERSONNEL	**88,364**	**88,978**	**88,978**	**93,607**
70030 Supplies-Minor Tools	0	150	150	150
70040 Supplies-Minor Off Equip	0	200	200	200
70060 Supplies-Office	1,284	1,500	1,500	1,500
70210 Supplies-Cloth & Uniform	0	0	0	80
70900 Supplies-Other	0	100	100	100
7000 SUPPLIES	**1,284**	**1,950**	**1,950**	**2,030**
71330 Maint-Lake Roads	56,806	30,000	30,000	30,000
7100 MAINT	**56,806**	**30,000**	**30,000**	**30,000**
72010 Services-Telephone	294	245	245	245
72065 Services-Central Garage	836	2,172	2,172	4,386
72170 Services-Other Prof	0	300	300	300
72240 Services-Crt Cost/Regist	34	100	100	100
72270 Services-Binding/Printing	0	500	500	500
72310 Services-Subcontractors	14,700	16,000	16,000	16,000
7200 SERVICES	**15,864**	**19,317**	**19,317**	**21,531**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
6600 Lake Lot Administration				
100 General Fund				
75010 Travel Expenses	0	200	200	200
75020 Education Registration	106	250	250	250
75090 Memberships	0	150	150	150
75160 Postage/Freight	1,416	1,000	1,000	1,000
7500 OTHER	**1,522**	**1,600**	**1,600**	**1,600**
76030 Const-Traffic Sign/St Lts	0	300	300	300
7600 NONCAPITAL	**0**	**300**	**300**	**300**
Total General Fund	163,839	142,145	142,145	149,068
Total Lake Lot Administration	163,839	142,145	142,145	149,068

Neighborhood Resources
Division Summary

Description

Neighborhood Resources administers the (1) Community Development Block Grant (CDBG) program, (2) the HOME Investment Partnership Program, and the City's Housing Choice Voucher (HCV) Program (formerly Section 8), all of which are via funds received each year from the U.S. Department of Housing and Urban Development. Funding amounts are determined by formula and vary with economic and demographic factors and Congressional appropriation. Funding for local projects is appropriated by an application process and approved by the City Council.

Programs directly administered by the division include the Minor and Emergency Repair Programs, First Time Homebuyers Program. and programs provided to the City including Code Enforcement, Demolition, Street Department Concrete Crew, Parks, Health Department, and Public Works. The division is also responsible for related funding that supports local tax-exempt organizations that provide services to low/moderate-income persons, such as Habitat for Humanity, Child Care Inc., Senior Citizens, First Step, and Christmas in Action.

The division also manages the City's Housing Choice Voucher (HCV) Program (formerly Section 8) which provides rental assistance for low-income households. A portion of the rent is paid directly to the landlord on behalf of the families. The goal of the Housing Choice Voucher program is to provide decent, safe, and sanitary housing for low income individuals and families.

CDBG funding for the Community Development Department totals $880,656, which is an increase of $3,595, or 0.4% from the prior year adopted budget. CDBG Grant Management (6811) and CDBG Delivery Costs (6826) increased from $254,445 to $276,780. Emergency Repair (6820) increased from $70,000 to $130,000. Minor Repair Program decreased from $120,000 to $70,000. Funding for outside agencies, that are accounted for in the Community Development Department, includes Senior Citizens Meals on Wheels (6873) and Christmas in Action (6816).

Federal funding for the 2018-19 HOME Program totals $398,264, which is an increase of $123,756 (45.1%) over previous year. Funds for this program are used for down payment and closing costs for lower income families and individuals who are first-time homebuyers. The 2018-19 budget for the Section 8 Rental Assistance Program is $3,814,650, which represents an increase of $4,884 or 0.1% from the prior year. This budget is based on the number of vouchers currently in use.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Provided downpayment & closing cost assistance to first-time home buyers	Accelerate Economic Growth Actively Communicate & Engage the Public
Provided development costs for construction of new affordable housing	Accelerate Economic Growth
Provided minor and emergency repairs to low-mod income homeowners	Accelerate Economic Growth Actively Communicate & Engage the Public Efficiently Deliver City Services
Provided funding in support of City programs	Accelerate Economic Growth Provide Adequate Infrastructure Efficiently Deliver City Services
Provided funding in support of local non-profit organizations	Accelerate Economic Growth Actively Communicate & Engage the Public
Conducted monthly meetings for new clients coming on HCV program to increase program participation	Accelerate Economic Growth
7 Project Based Vouchers for the Reserves at Summit West are all occupied.	Accelerate Economic Growth

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Provide downpayment & closing cost assistance to first-time home buyers	Accelerate Economic Growth Actively Communicate & Engage the Public
Provide development costs for construction of new affordable housing	Accelerate Economic Growth
Provide minor and emergency repairs to low-mod income homeowners	Accelerate Economic Growth Actively Communicate & Engage the Public Efficiently Deliver City Services
Provide funding in support of new Lynwood East Community Center	Accelerate Economic Growth Provide Adequate Infrastructure Efficiently Deliver City Services
Provide funding in support of local non-profit organizations	Accelerate Economic Growth Actively Communicate & Engage the Public
Assist Director in investigating, proposing, and attaining HUD designation(s) or target areas in the geographic areas (1) *generally bounded by* Kemp - west, Brook - east, Kell - south, and Seymour Hwy - north (WFHS/Zundy, Bridwell Park, and Floral Heights areas), and (2) east Scott Street generally between Old Jacksboro Hwy and Hwy 79.	Accelerate Economic Growth Actively Communicate & Engage the Public
Provide assistance and maintain approximately 900 clients on the HCV program.	Accelerate Economic Growth
To improve efficiency and communication add appointment software to help remind clients of appointments.	Efficiently Deliver City Services
To enhance customer service by provide additional on-line services for clients and property owners. Reducing the need to come into the office for appointments and documents.	Efficiently Deliver City Services

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Number of first-time home buyers assisted	30	32	25
New affordable housing units developed	4	4	4
Number minor/emergency repairs completed	45	48	45
Active Clients on the HCV Program	900 (100%)	800 (88%)	900 (100%)

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
CDBG Grant Management						
PERSONNEL	134,702	157,350	157,350	138,012	-12.29	-12.29
SUPPLIES	1,918	1,836	1,836	1,960	6.75	6.75
SERVICES	6,648	6,581	6,581	26,295	299.56	299.56
OTHER	57,153	58,678	58,678	80,513	37.21	37.21
CDBG Grant Management	**200,421**	**224,445**	**224,445**	**246,780**	**9.95**	**9.95**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
6811 CDBG Grant Management				
204 Community Dev Block Grant				
60015 Salaries-Supervision	72,938	91,678	91,678	75,888
60120 Pool Clerical	0	948	948	1,236
60135 Salaries-Operational	26,571	23,033	23,033	23,272
60250 Stability Pay	1,210	1,348	1,348	1,210
60300 FICA	7,244	8,950	8,950	7,766
60310 TMRS Retirement	12,464	14,890	14,890	12,822
60320 Life Insur Contribution	136	102	102	86
60325 Long Term Disability	103	138	138	115
60330 Health Insur Contrib	14,035	16,263	16,263	15,616
6000 PERSONNEL	**134,702**	**157,350**	**157,350**	**138,012**
70030 Supplies-Minor Tools	94	50	50	0
70060 Supplies-Office	1,647	1,726	1,726	1,900
70250 Supplies-Periodicals	120	60	60	60
70900 Supplies-Other	57	0	0	0
7000 SUPPLIES	**1,918**	**1,836**	**1,836**	**1,960**
72010 Services-Telephone	1,375	1,442	1,442	1,442
72065 Services-Central Garage	1,774	2,087	2,087	1,253
72140 Services-Bank	629	725	725	629
72150 Services-Audit	971	728	728	971
72160 Services-Consulting	0	0	0	20,000
72190 Services-Empl Physicals	139	0	0	0
72260 Services-Advertising	1,734	1,599	1,599	2,000
72270 Services-Binding/Printing	26	0	0	0
7200 SERVICES	**6,648**	**6,581**	**6,581**	**26,295**
75010 Travel Expenses	2,015	1,642	1,642	3,500

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
6811 CDBG Grant Management				
204 Community Dev Block Grant				
75020 Education Registration	0	0	0	1,350
75040 Lease Payments	1,076	1,175	1,175	1,225
75090 Memberships	15	1,595	1,595	1,595
75160 Postage/Freight	358	350	350	350
75250 Administrative Overhead	41,946	42,150	42,150	44,149
75260 IT Support Services	11,743	11,766	11,766	10,798
75280 Budget Contingency	0	0	0	17,546
7500 OTHER	**57,153**	**58,678**	**58,678**	**80,513**
Total Community Dev Block Grant	200,421	224,445	224,445	246,780
Total CDBG Grant Management	200,421	224,445	224,445	246,780

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
CDBG Christmas in Action						
SERVICES	75,000	52,116	52,116	75,000	43.91	43.91
CDBG Christmas in Action	**75,000**	**52,116**	**52,116**	**75,000**	**43.91**	**43.91**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
6816 CDBG Christmas in Action				
204 Community Dev Block Grant				
72310 Services-Subcontractors	75,000	52,116	52,116	75,000
7200 SERVICES	**75,000**	**52,116**	**52,116**	**75,000**
Total Community Dev Block Grant	75,000	52,116	52,116	75,000
Total CDBG Christmas in Action	75,000	52,116	52,116	75,000

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
CDBG Emergency Repair						
SERVICES	71,310	70,000	70,000	130,000	85.71	85.71
CDBG Emergency Repair	**71,310**	**70,000**	**70,000**	**130,000**	**85.71**	**85.71**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
6820 CDBG Emergency Repair				
204 Community Dev Block Grant				
72290 Services-Emerg Repairs	0	70,000	70,000	130,000
72310 Services-Subcontractors	71,310	0	0	0
7200 SERVICES	**71,310**	**70,000**	**70,000**	**130,000**
Total Community Dev Block Grant	71,310	70,000	70,000	130,000
Total CDBG Emergency Repair	71,310	70,000	70,000	130,000

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
CDBG-Minor Repair Program						
SERVICES	128,864	120,000	120,000	70,000	-41.67	-41.67
CDBG-Minor Repair Program	**128,864**	**120,000**	**120,000**	**70,000**	**-41.67**	**-41.67**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
6821 CDBG-Minor Repair Program				
204 Community Dev Block Grant				
72310 Services-Subcontractors	128,864	120,000	120,000	70,000
7200 SERVICES	**128,864**	**120,000**	**120,000**	**70,000**
Total Community Dev Block Grant	128,864	120,000	120,000	70,000
Total CDBG-Minor Repair Program	128,864	120,000	120,000	70,000

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
CDBG Delivery Costs						
PERSONNEL	22,272	15,034	15,034	23,790	58.24	58.24
OTHER	0	14,966	14,966	6,210	-58.51	-58.51
CDBG Delivery Costs	**22,272**	**30,000**	**30,000**	**30,000**	**-0.00**	**-0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
6826 CDBG Delivery Costs				
204 Community Dev Block Grant				
60135 Salaries-Operational	18,553	10,038	10,038	16,126
60300 FICA	1,372	768	768	1,234
60310 TMRS Retirement	2,303	1,288	1,288	2,059
60320 Life Insur Contribution	25	9	9	14
60325 Long Term Disability	19	12	12	19
60330 Health Insur Contrib	0	2,919	2,919	4,338
6000 PERSONNEL	**22,272**	**15,034**	**15,034**	**23,790**
75280 Budget Contingency	0	14,966	14,966	6,210
7500 OTHER	**0**	**14,966**	**14,966**	**6,210**
Total Community Dev Block Grant	22,272	30,000	30,000	30,000
Total CDBG Delivery Costs	22,272	30,000	30,000	30,000

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
CDBG Phased-In Bldg Project						
SERVICES	0	27,000	27,000	0	-100.00	-100.00
CDBG Phased-In Bldg Project	**0**	**27,000**	**27,000**	**0**	**-100.00**	**-100.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
6827 CDBG Phased-In Bldg Project				
204 Community Dev Block Grant				
72310 Services-Subcontractors	0	27,000	27,000	0
7200 SERVICES	**0**	**27,000**	**27,000**	**0**
Total Community Dev Block Grant	0	27,000	27,000	0
Total CDBG Phased-In Bldg Project	0	27,000	27,000	0

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
HOME Program						
MAINT	127,500	197,391	415,755	269,136	-35.27	36.35
SERVICES	36,051	41,176	153,392	59,740	-61.05	45.08
HOME Program	**163,551**	**238,567**	**569,147**	**328,876**	**-42.22**	**37.85**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
6851 HOME Program				
212 HOME				
71385 Maint-Buildings	127,500	197,391	415,755	269,136
7100 MAINT	**127,500**	**197,391**	**415,755**	**269,136**
72310 Services-Subcontractors	0	0	108,221	59,740
72315 Services-Subcontract CHDO	36,051	41,176	45,171	0
7200 SERVICES	**36,051**	**41,176**	**153,392**	**59,740**
Total HOME	163,551	238,567	569,147	328,876
Total HOME Program	163,551	238,567	569,147	328,876

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
HOME Administration						
PERSONNEL	12,283	35,941	107,634	30,254	-71.89	-15.82
SERVICES	2,949	0	41,889	0	-100.00	0.00
OTHER	237	0	1,248	39,134	3036.64	0.00
HOME Administration	**15,469**	**35,941**	**150,771**	**69,388**	**-53.98**	**93.06**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
6852 HOME Administration				
212 HOME				
60015 Salaries-Supervision	0	0	10,249	0
60075 Salaries-Clerical	0	0	6,345	0
60135 Salaries-Operational	10,212	23,906	55,055	20,046
60300 FICA	767	1,829	4,603	1,533
60310 TMRS Retirement	1,279	3,067	6,894	2,561
60320 Life Insur Contribution	14	21	48	18
60325 Long Term Disability	11	29	73	24
60330 Health Insur Contrib	0	7,089	24,367	6,073
6000 PERSONNEL	**12,283**	**35,941**	**107,634**	**30,254**
72140 Services-Bank	0	0	1,147	0
72150 Services-Audit	227	0	397	0
72170 Services-Other Prof	0	0	642	0
72175 Services-Lien Filings	1,326	0	0	0
72190 Services-Empl Physicals	1,396	0	4	0
72315 Services-Subcontract CHDO	0	0	39,699	0
7200 SERVICES	**2,949**	**0**	**41,889**	**0**
75010 Travel Expenses	0	0	604	0
75160 Postage/Freight	237	0	0	0
75280 Budget Contingency	0	0	644	39,134
7500 OTHER	**237**	**0**	**1,248**	**39,134**
Total HOME	15,469	35,941	150,771	69,388
Total HOME Administration	15,469	35,941	150,771	69,388

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Section 8 Housing Voucher						
PERSONNEL	351,917	396,993	396,993	419,563	5.69	5.69
SUPPLIES	4,022	4,978	4,978	5,132	3.09	3.09
MAINT	9,897	10,001	10,001	10,604	6.03	6.03
SERVICES	13,948	17,633	17,633	19,545	10.84	10.84
OTHER	3,699,973	3,380,161	3,380,161	3,359,806	-0.60	-0.60
Section 8 Housing Voucher	**4,079,757**	**3,809,766**	**3,809,766**	**3,814,650**	**0.13**	**0.13**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
6869 Section 8 Housing Voucher				
208 Section 8 Voucher				
60015 Salaries-Supervision	30,446	86,651	86,651	93,706
60075 Salaries-Clerical	113	23,496	23,496	24,201
60120 Pool Clerical	6,858	3,000	3,000	4,120
60135 Salaries-Operational	218,822	157,675	157,675	165,431
60230 Terminal Pay	0	500	500	400
60250 Stability Pay	4,951	4,978	4,978	5,253
60275 Cell Phone Allowance	578	720	720	1,080
60300 FICA	19,264	20,898	20,898	22,117
60310 TMRS Retirement	31,535	35,048	35,048	36,919
60320 Life Insur Contribution	335	239	239	248
60325 Long Term Disability	253	321	321	330
60330 Health Insur Contrib	38,763	63,467	63,467	65,757
6000 PERSONNEL	**351,917**	**396,993**	**396,993**	**419,563**
70050 Supplies-Minor Furniture	0	466	466	582
70060 Supplies-Office	3,794	4,200	4,200	4,500
70250 Supplies-Periodicals	50	312	312	50
70360 Supplies-PC Software	102	0	0	0
70900 Supplies-Other	76	0	0	0
7000 SUPPLIES	**4,022**	**4,978**	**4,978**	**5,132**
71110 Maint-PC Software	9,897	10,001	10,001	10,604
7100 MAINT	**9,897**	**10,001**	**10,001**	**10,604**
72010 Services-Telephone	3,536	3,460	3,460	3,460
72065 Services-Central Garage	1,079	972	972	1,359
72140 Services-Bank	541	220	220	541
72150 Services-Audit	3,835	3,131	3,131	4,335

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
6869 Section 8 Housing Voucher				
208 Section 8 Voucher				
72170 Services-Other Prof	153	600	600	600
72190 Services-Empl Physicals	1,091	1,000	1,000	1,000
72260 Services-Advertising	741	900	900	900
72270 Services-Binding/Printing	1,542	4,400	4,400	4,400
72330 Services-Other Misc	1,430	2,950	2,950	2,950
7200 SERVICES	**13,948**	**17,633**	**17,633**	**19,545**
75010 Travel Expenses	0	3,000	3,000	2,500
75020 Education Registration	0	2,000	2,000	2,000
75040 Lease Payments	1,271	1,175	1,175	1,225
75090 Memberships	1,694	15,500	15,500	1,700
75160 Postage/Freight	8,818	9,000	9,000	9,000
75170 Housing Asst Payments	3,650,638	3,317,371	3,317,371	3,306,766
75180 Administration Fees	3,648	0	0	0
75250 Administrative Overhead	23,709	21,909	21,909	26,030
75260 IT Support Services	10,193	10,206	10,206	10,585
7500 OTHER	**3,699,973**	**3,380,161**	**3,380,161**	**3,359,806**
Total Section 8 Voucher	4,079,757	3,809,766	3,809,766	3,814,650
Total Section 8 Housing Voucher	4,079,757	3,809,766	3,809,766	3,814,650

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
CDBG Unprogrammed						
OTHER	0	0	264,677	0	-100.00	0.00
CDBG Unprogrammed	**0**	**0**	**264,677**	**0**	**-100.00**	**0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
6871 CDBG Unprogrammed				
204 Community Dev Block Grant				
75280 Budget Contingency	0	0	264,677	0
7500 OTHER	**0**	**0**	**264,677**	**0**
Total Community Dev Block Grant	0	0	264,677	0
Total CDBG Unprogrammed	0	0	264,677	0

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
CDBG Senior Citizens MOW						
SERVICES	50,212	43,500	43,500	55,525	27.64	27.64
CDBG Senior Citizens MOW	**50,212**	**43,500**	**43,500**	**55,525**	**27.64**	**27.64**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
6873 CDBG Senior Citizens MOW				
204 Community Dev Block Grant				
72310 Services-Subcontractors	50,212	43,500	43,500	55,525
7200 SERVICES	**50,212**	**43,500**	**43,500**	**55,525**
Total Community Dev Block Grant	50,212	43,500	43,500	55,525
Total CDBG Senior Citizens MOW	50,212	43,500	43,500	55,525

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
CDBG First Step Inc						
SERVICES	0	0	0	25,000	0.00	0.00
CDBG First Step Inc	**0**	**0**	**0**	**25,000**	**0.00**	**0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
6877 CDBG First Step Inc				
204 Community Dev Block Grant				
72170 Services-Other Prof	0	0	0	25,000
7200 SERVICES	**0**	**0**	**0**	**25,000**
Total Community Dev Block Grant	0	0	0	25,000
Total CDBG First Step Inc	0	0	0	25,000

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
CDBG N Cent Tx Comm Health						
SERVICES	0	0	0	54,000	0.00	0.00
CDBG N Cent Tx Comm Health	**0**	**0**	**0**	**54,000**	**0.00**	**0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
6890 CDBG N Cent Tx Comm Health				
204 Community Dev Block Grant				
72310 Services-Subcontractors	0	0	0	54,000
7200 SERVICES	**0**	**0**	**0**	**54,000**
Total Community Dev Block Grant	0	0	0	54,000
Total CDBG N Cent Tx Comm Health	0	0	0	54,000

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Early Head Start (Awning Bldg Ent)						
SERVICES	0	0	0	6,839	0.00	0.00
Early Head Start (Awning Bldg Ent)	**0**	**0**	**0**	**6,839**	**0.00**	**0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
6900 Early Head Start (Awning Bldg Ent)				
204 Community Dev Block Grant				
72310 Services-Subcontractors	0	0	0	6,839
7200 SERVICES	**0**	**0**	**0**	**6,839**
Total Community Dev Block Grant	0	0	0	6,839
Total Early Head Start (Awning Bldg Ent)	0	0	0	6,839

City of Wichita Falls
Department Expenditures By Account Class
Aviation,Traffic and Transportation

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Aviation, Traffic & Transp						
PERSONNEL	4,667,933	4,723,373	4,723,373	4,826,772	2.19	2.19
SUPPLIES	3,463,658	3,542,215	4,025,415	4,233,171	5.16	19.51
MAINT	3,101,054	2,638,296	2,835,846	2,411,119	-14.98	-8.61
SERVICES	1,351,654	1,170,511	1,170,511	1,027,973	-12.18	-12.18
INSUR/CONT	282,996	249,000	261,000	224,136	-14.12	-9.99
DEBT EXPEN	253,111	474,816	474,816	665,245	40.11	40.11
OTHER	758,168	631,309	610,539	672,094	10.08	6.46
CAP IMPROV	1,711,615	2,342,608	2,381,858	2,573,054	8.03	9.84
OTHER USES	1,033,964	1,072,959	982,729	980,829	-0.19	-8.59
Aviation, Traffic & Transp	**16,624,151**	**16,845,087**	**17,466,087**	**17,614,392**	**0.85**	**4.57**
Grand Total	**16,624,151**	**16,845,087**	**17,466,087**	**17,614,392**	**0.85**	**4.57**

Aviation
Division Summary

Description
The Aviation Division is comprised of two airports: Wichita Falls Regional Airport, which is a Part 139 FAA and TSA regulated commercial Airport, and the Kickapoo Downtown Airport which is a General Aviation Airport under TxDOT jurisdiction. The Regional Airport is responsible for the overall commercial aviation operation, operated upon land leased from the Department of Defense. The Kickapoo Downtown Airport, which was acquired in 2000, involves the general aviation operation located on Jacksboro Highway. This includes maintaining safe, reliable, and comfortable airport facilities and maintaining all City controlled airport buildings, grounds, and taxiways. At the Wichita Falls Regional Airport, commercial aviation shares the facilities and runways with Sheppard Air Force Base. As a result of this lease arrangement, the City is able to provide municipal airport service at a very low cost.

Regional Airport:
Total operating revenues for the Regional Airport are budgeted at $1,200,188, a decrease of $39,227, or 3.16% from the prior year adopted budget. Revenue decreases are due to adjustments to Customer and Passenger Facility Fees (set at maximum allowable amounts) to current year estimated revenues, and Terminal Office Rent has declined because the prior year included revenue from the rental car agencies that was behind in payment to the City.

The expenditure budget for the Regional Airport totals $1,382,004, which is $31,362, or 2.32% above the prior adopted budget. Items in the budget driving much of this increase include: a $14,000 increase in administrative overhead to the General Fund and IT fund for support services; an $8,000 increase for matching contributions for the Routine Airport Maintenance Program Grant (RAMP) for eligible maintenance projects such as jet bridges, parking control equipment, airfield lighting, surveillance system, etc., and a $4,500 increase for the rental agreement with SAFB. There is also an increase of $9,300 in Personnel Service Accounts for cost-of-living pay adjustments, merit pay, and increased contributions to the Employee Health Insurance Program. It should also be noted that approximately $669,000 of this budget is dedicated to pay the annual debt service costs for the new airport terminal, which will be retired in fifteen years. This large debt service burden causes an operating loss of $181,816 in the Regional Airport Fund, which is now covered entirely with a transfer from the General Fund.

Kickapoo Airport:
The revenue budget for Kickapoo Airport is $1,069,205, which is $17,771, or 1.69% above last year's adopted budget. This increase is principally due to higher prices for fuel sales at the airport even though overall markup on the fuel has been reduced. There is also some increase in hangar rental payments which are tied to the growth in the CPI. Expenditures for the Kickapoo Airport also total $1,069,205, an increase of 1.69% from the prior year. However, in the prior budget, expenditures included an operating transfer of $90,230 to the Regional Airport to help with the operating subsidy, which is not budgeted in 2018-19 because expenditures have increased in several other areas: the Fuel Supply Account has increased by $71,000 to account for the higher fuel prices experienced lately; the Insurance Account shows an increase of $13,000 to add 35 airplane hangars to our building coverage; $15,000 is budgeted to replace a 15-year old utility vehicle used by the Linemen; and a $20,000 increase is reflected in Personnel Service Accounts to cover the cost-of-living and merit pay adjustments and increased contributions to the Employee Health Insurance Program.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Regional Airport:	
• Completed Armstrong Drive Environmental CATEX and approval from FAA.	Provide Adequate Infrastructure
• Completed five-year CIP submission to FAA.	Efficiently Deliver City Services, Enhance the Wichita Falls Brand
• Continued working relationship with planners for major carriers and charter operations.	Efficiently Deliver City Services, Enhance the Wichita Falls Brand
• Continued social media, radio and television advertising campaigns focusing on	Efficiently Deliver City Services, Enhance the Wichita Falls

Marketing the Airport and programs.	Brand
• Completed overhaul and updates to the Fly Wichita Falls website.	Efficiently Deliver City Services, Enhance the Wichita Falls Brand
• All Bio Readers have been replaced with no current issues.	Efficiently Deliver City Services
• Completed JSA's and SOP's	Efficiently Deliver City Services
Kickapoo Airport:	
• Completed Phase II, Apron Expansion, Drainage, and relocating Self-Serve station.	Provide Adequate Infrastructure
• Continued work on Phase III, Apron Expansion, and Drainage.	Provide Adequate Infrastructure
• Completed paving Cobra Kai parking area.	Provide Adequate Infrastructure
• Continued working with contractor for sewer line, awaiting on completion of Phase III project.	Provide Adequate Infrastructure
• Continued LED Papi installation till the end of the year.	Efficiently Deliver City Services, Enhance the Wichita Falls Brand
• Continued social media, radio and television advertising campaigns focusing on Marketing the Airport and services.	Enhance the Wichita Falls Brand
• Completed overhaul and updates to the Kickapoo Airport website.	Efficiently Deliver City Services and Enhance the Wichita Falls Brand
• Completed JSA's and SOP's	Efficiently Deliver City Services

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Regional Airport:	
• Armstrong Drive Construction.	Provide Adequate Infrastructure
• Plan FY 19 Projects.	Efficiently Deliver City Services and Enhance the Wichita Falls Brand
• Update Master Plan.	Efficiently Deliver City Services and Enhance the Wichita Falls Brand
• Continuing working relationship with planners for major carriers and charter operations.	Efficiently Deliver City Services and Enhance the Wichita Falls Brand
• Improve marketing the Airport and Restaurant to regional markets through social media, advertising and speaking engagements.	Efficiently Deliver City Services and Enhance the Wichita Falls Brand
• Improve professional development of Airport Staff.	Efficiently Deliver City Services and Enhance the Wichita Falls Brand
• Continue to improve and monitor Budget Accounts.	Efficiently Deliver City Services
• Continue to maintain compliance with FAA and TSA regulations.	Efficiently Deliver City Services
• Continue to Market and grow VIP rewards program.	Efficiently Deliver City Services and Enhance the Wichita Falls Brand
Kickapoo Airport:	
• Construction of Phase III, Apron Expansion, and Drainage	Efficiently Deliver City Services and Enhance the Wichita Falls Brand
• Update Master Plan.	Efficiently Deliver City Services and Enhance the Wichita Falls Brand

• Install general sewer line tie in South end to address private hanger development.	Efficiently Deliver City Services.
• Install New LED Papi's	Efficiently Deliver City Services and Enhance the Wichita Falls Brand
• Improve outreach to regional market areas through social media, advertising and speaking engagements.	Efficiently Deliver City Services and Enhance the Wichita Falls Brand
• Cross train Lineman to learn clerk duties to improve Customer Service	Efficiently Deliver City Services and Enhance the Wichita Falls Brand
• Improve professional development of Airport Staff.	Efficiently Deliver City Services and Enhance the Wichita Falls Brand
• Improve Customer Service to all tenants and transients.	Efficiently Deliver City Services and Enhance the Wichita Falls Brand
• Continue to improve and monitor Budget accounts.	Efficiently Deliver City Services

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Regional Airport:			
• Baggage claim wait time	<15 minutes	New measure	<15 minutes
• Total aircraft operations per year	1460	1131	1131
• Total charter flights per year	12	10	12
• Total Passenger Enplanements Including Charters	45,000	40,124	41,000
• Total % Capacity per year	90%	76%	80%
Kickapoo Airport:			
• Total based aircraft	90	90	90
• Total Avgas Gallons	90,000	44,807	90,000
• Total Jet A Gallons	90,000	28,517	90,000

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Regional Airport Operations						
PERSONNEL	189,359	193,344	193,344	202,604	4.79	4.79
SUPPLIES	4,509	7,900	7,900	8,250	4.43	4.43
MAINT	41,985	58,954	58,954	48,162	-18.31	-18.31
SERVICES	196,249	157,541	157,541	164,534	4.44	4.44
INSUR/CONT	29,330	25,000	25,000	25,000	0.00	0.00
OTHER	208,001	237,174	237,174	264,625	11.57	11.57
OTHER USES	344,379	290,729	290,729	303,829	4.51	4.51
Regional Airport Operations	**1,013,814**	**970,642**	**970,642**	**1,017,004**	**4.78**	**4.78**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
7052 Regional Airport Operations				
510 Regional Airport Fund				
60015 Salaries-Supervision	79,062	38,971	38,971	41,144
60075 Salaries-Clerical	27,257	30,000	30,000	32,964
60135 Salaries-Operational	46,824	41,474	41,474	43,784
60180 Pool Operational	868	42,560	42,560	43,866
60230 Terminal Pay	0	3,000	3,000	1,500
60250 Stability Pay	83	413	413	688
60275 Cell Phone Allowance	792	1,080	1,080	1,080
60300 FICA	11,547	11,820	11,820	12,447
60310 TMRS Retirement	9,910	10,513	10,513	11,078
60320 Life Insur Contribution	106	72	72	74
60325 Long Term Disability	80	97	97	99
60330 Health Insur Contrib	12,832	13,344	13,344	13,880
6000 PERSONNEL	**189,359**	**193,344**	**193,344**	**202,604**
70030 Supplies-Minor Tools	284	1,000	1,000	700
70060 Supplies-Office	1,504	2,000	2,000	2,000
70100 Supplies-Janitorial	64	200	200	200
70150 Supplies-Concession	379	1,500	1,500	1,050
70210 Supplies-Cloth & Uniform	1,365	1,500	1,500	1,000
70900 Supplies-Other	913	1,700	1,700	3,300
7000 SUPPLIES	**4,509**	**7,900**	**7,900**	**8,250**
71100 Maint-PC Hardware	0	7,800	7,800	7,800
71130 Maint-HVAC Systems	1,906	5,500	5,500	3,124
71385 Maint-Buildings	780	8,580	8,580	8,699
71450 Maint-Airport	38,539	37,074	37,074	28,539
71600 Maint-Other Buildings	760	0	0	0

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
7052 Regional Airport Operations				
510 Regional Airport Fund				
7100 MAINT	**41,985**	**58,954**	**58,954**	**48,162**
72010 Services-Telephone	3,948	2,617	2,617	3,076
72011 Services-Wireless Phone	2,336	3,000	3,000	3,000
72020 Services-Electricity	116,119	83,153	83,153	83,153
72025 Services-Electricity Other Co	2,429	4,000	4,000	4,000
72040 Services-Gas	23,647	30,000	30,000	25,000
72050 Services-Water/Sew/San	5,488	5,300	5,300	5,300
72051 Services-Cable TV	1,829	2,000	2,000	2,000
72065 Services-Central Garage	5,925	5,586	5,586	3,931
72140 Services-Bank	16,654	12,000	12,000	16,654
72150 Services-Audit	9,920	7,385	7,385	9,920
72170 Services-Other Prof	365	400	400	400
72190 Services-Empl Physicals	569	600	600	600
72260 Services-Advertising	7,000	0	0	6,000
72270 Services-Binding/Printing	22	500	500	500
72330 Services-Other Misc	0	1,000	1,000	1,000
7200 SERVICES	**196,249**	**157,541**	**157,541**	**164,534**
73010 Workers Compensation	2,268	0	0	0
73050 Insurance Expense	27,063	25,000	25,000	25,000
7300 INSUR/CONT	**29,330**	**25,000**	**25,000**	**25,000**
75010 Travel Expenses	2,255	3,000	3,000	3,000
75020 Education Registration	0	1,500	1,500	1,500
75040 Lease Payments	900	1,000	1,000	1,000
75090 Memberships	600	900	900	900
75100 Boards/Local Meetings	60	250	250	250

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
7052 Regional Airport Operations				
510 Regional Airport Fund				
75120 Rent-Land/Structures	46,001	45,320	45,320	49,828
75150 Public Relation/Promo	5,204	5,000	5,000	6,000
75160 Postage/Freight	488	400	400	400
75210 Matching Contributions	0	30,000	30,000	38,000
75250 Administrative Overhead	135,395	132,696	132,696	143,537
75260 IT Support Services	17,098	17,108	17,108	20,210
7500 OTHER	**208,001**	**237,174**	**237,174**	**264,625**
80070 Oper Transfer-Other	344,379	290,729	290,729	303,829
8000 OTHER USES	**344,379**	**290,729**	**290,729**	**303,829**
Total Regional Airport Fund	1,013,814	970,642	970,642	1,017,004
Total Regional Airport Operations	1,013,814	970,642	970,642	1,017,004

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Airport Customer Facility Charges						
OTHER USES	152,950	205,000	205,000	195,000	-4.88	-4.88
Airport Customer Facility Charges	**152,950**	**205,000**	**205,000**	**195,000**	**-4.88**	**-4.88**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
7056 Airport Customer Facility Charges				
510 Regional Airport Fund				
80070 Oper Transfer-Other	152,950	205,000	205,000	195,000
8000 OTHER USES	**152,950**	**205,000**	**205,000**	**195,000**
Total Regional Airport Fund	152,950	205,000	205,000	195,000
Total Airport Customer Facility Charges	152,950	205,000	205,000	195,000

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Airport Passenger Facility Charges						
OTHER USES	175,000	175,000	175,000	170,000	-2.86	-2.86
Airport Passenger Facility Charges	**175,000**	**175,000**	**175,000**	**170,000**	**-2.86**	**-2.86**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
7053 Airport Passenger Facility Charges				
510 Regional Airport Fund				
80070 Oper Transfer-Other	175,000	175,000	175,000	170,000
8000 OTHER USES	**175,000**	**175,000**	**175,000**	**170,000**
Total Regional Airport Fund	175,000	175,000	175,000	170,000
Total Airport Passenger Facility Charges	175,000	175,000	175,000	170,000

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Kickapoo Airport Operations						
PERSONNEL	266,583	276,493	276,493	296,379	7.19	7.19
SUPPLIES	382,980	447,710	447,710	518,752	15.87	15.87
MAINT	2,771	12,420	12,420	11,970	-3.62	-3.62
SERVICES	104,655	106,053	106,053	107,544	1.41	1.41
INSUR/CONT	10,834	11,500	23,500	24,636	4.83	114.23
OTHER	278,631	107,028	85,258	94,924	11.34	-11.31
CAP IMPROV	0	0	0	15,000	0.00	0.00
OTHER USES	49,635	90,230	0	0	0.00	-100.00
Kickapoo Airport Operations	**1,096,089**	**1,051,434**	**951,434**	**1,069,205**	**12.38**	**1.69**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
7054 Kickapoo Airport Operations				
512 Kickapoo Airport Fund				
60015 Salaries-Supervision	66,590	19,852	19,852	26,760
60120 Pool Clerical	17,913	29,580	29,580	0
60135 Salaries-Operational	90,144	123,208	123,208	128,853
60180 Pool Operational	18,289	21,156	21,156	60,502
60192 Overtime	1,396	6,096	6,096	0
60230 Terminal Pay	0	1,500	1,500	1,500
60250 Stability Pay	2,475	2,695	2,695	2,833
60275 Cell Phone Allowance	648	360	360	360
60300 FICA	14,541	15,522	15,522	16,792
60310 TMRS Retirement	18,949	19,526	19,526	20,292
60320 Life Insur Contribution	199	129	129	135
60325 Long Term Disability	150	173	173	181
60330 Health Insur Contrib	35,288	36,696	36,696	38,170
6000 PERSONNEL	**266,583**	**276,493**	**276,493**	**296,379**
70030 Supplies-Minor Tools	5,195	4,000	4,000	4,325
70060 Supplies-Office	673	1,200	1,200	1,200
70100 Supplies-Janitorial	913	1,250	1,250	1,000
70150 Supplies-Concession	752	2,000	2,000	1,700
70175 Supplies-Catering	48	200	200	200
70180 Supplies-Botanic/Agri	938	1,000	1,000	1,000
70210 Supplies-Cloth & Uniform	1,485	3,000	3,000	3,000
70361 Supplies-Kickapoo Fuel/Oil	370,159	430,460	430,460	501,727
70362 Supplies-Kickapoo Maps/Pilo	1,946	3,600	3,600	3,600
70900 Supplies-Other	874	1,000	1,000	1,000
7000 SUPPLIES	**382,980**	**447,710**	**447,710**	**518,752**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
7054 Kickapoo Airport Operations				
512 Kickapoo Airport Fund				
71030 Maint-Machinery/Tools	197	750	750	500
71060 Maint-Radios	0	0	0	1,950
71080 Maint-Meters	27	0	0	0
71100 Maint-PC Hardware	0	2,500	2,500	2,500
71130 Maint-HVAC Systems	13	750	750	1,500
71385 Maint-Buildings	2,535	2,670	2,670	2,520
71600 Maint-Other Buildings	0	5,750	5,750	3,000
7100 MAINT	**2,771**	**12,420**	**12,420**	**11,970**
72010 Services-Telephone	7,435	7,490	7,490	8,802
72011 Services-Wireless Phone	0	0	0	1,300
72020 Services-Electricity	20,208	15,000	15,000	15,000
72035 Services-Elect/Hangars	13,458	10,000	10,000	10,000
72040 Services-Gas	1,272	1,500	1,500	1,500
72050 Services-Water/Sew/San	1,537	1,500	1,500	1,500
72065 Services-Central Garage	44,041	45,258	45,258	49,624
72140 Services-Bank	13,309	16,000	16,000	13,500
72150 Services-Audit	668	655	655	668
72170 Services-Other Prof	300	1,000	1,000	1,000
72190 Services-Empl Physicals	1,841	4,000	4,000	2,000
72260 Services-Advertising	586	2,550	2,550	1,750
72270 Services-Binding/Printing	0	100	100	100
72330 Services-Other Misc	0	1,000	1,000	800
7200 SERVICES	**104,655**	**106,053**	**106,053**	**107,544**
73010 Workers Compensation	655	500	500	636
73020 Unemploy Compensation	338	0	0	0

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
7054 Kickapoo Airport Operations				
512 Kickapoo Airport Fund				
73050 Insurance Expense	9,841	10,000	22,000	23,000
73060 Claims and Settlements	0	1,000	1,000	1,000
7300 INSUR/CONT	**10,834**	**11,500**	**23,500**	**24,636**
75010 Travel Expenses	567	3,000	3,000	2,200
75020 Education Registration	0	1,500	1,500	1,500
75040 Lease Payments	1,972	1,925	1,925	1,850
75090 Memberships	15	300	300	300
75100 Boards/Local Meetings	0	300	300	300
75150 Public Relation/Promo	215	2,000	2,000	2,000
75160 Postage/Freight	316	500	500	500
75210 Matching Contributions	229,732	50,000	28,230	35,000
75250 Administrative Overhead	28,817	30,489	30,489	32,982
75260 IT Support Services	16,998	17,014	17,014	18,292
7500 OTHER	**278,631**	**107,028**	**85,258**	**94,924**
77320 Motor Vehicles	0	0	0	15,000
7700 CAP IMPROV	**0**	**0**	**0**	**15,000**
80070 Oper Transfer-Other	49,635	90,230	0	0
8000 OTHER USES	**49,635**	**90,230**	**0**	**0**
Total Kickapoo Airport Fund	1,096,089	1,051,434	951,434	1,069,205
Total Kickapoo Airport Operations	1,096,089	1,051,434	951,434	1,069,205

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Airport Security Grant						
PERSONNEL	41,291	0	0	0	0.00	0.00
Airport Security Grant	**41,291**	**0**	**0**	**0**	**0.00**	**0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
7064 Airport Security Grant				
221 Transportation Security Admin				
60135 Salaries-Operational	38,357	0	0	0
60300 FICA	2,934	0	0	0
6000 PERSONNEL	**41,291**	**0**	**0**	**0**
Total Transportation Security Admin	41,291	0	0	0
Total Airport Security Grant	41,291	0	0	0

Traffic Engineering
Division Summary

Description

The Traffic Engineering Division is responsible for the following: Addressing traffic issues through analysis of traffic data and proper selection and application of traffic control devices, i.e., signs, pavement markings, and signals. Design, build, operate, and maintain traffic signals, school zone beacons, and traffic control signs. Street name signs, pavement markings, and the computerized traffic control system. Investigating and abating traffic hazards caused by vegetation. Operating school crossing guard program, providing traffic engineering expertise in the development process for upcoming projects in coordination with Public Works and Planning departments. Assisting the development community in meeting traffic related projects through information, document review, and traffic engineering expertise.

Overall, the 2018-19 budget for Traffic Engineering has increased only $25,852, or 1.33% from the prior year; however, there are changes across numerous accounts that should be mentioned. The budget shows a reduction of one Traffic Control Tech position, a reduction of $36,000 in Street Light Maintenance, and $139,000 less for Street Light Electricity Accounts, with an increase of $101,572 in Debt Accounts for one-half of an annual capital lease payment as part of the Energy Performance Contract to replace 5,800 street lights from high pressure sodium to LED technology. Additionally, Capital Improvement Accounts have been reduced by $43,000 because the 2017-18 budget included $71,000 in Street Light replacement with LED lighting for the lights on the Lloyd Ruby Overpass. These reductions have been offset, with increases in with LED lights However, the budget includes an increase of $89,000 for the first of five annual capital lease payments for the new Traffic Signal Communication System, $30,000 to improve the Annual Street Striping Program, $18,000 for Central Garage Charges, and $68,000 to replace traffic control infrastructure at several congested intersections.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Completed annual sign change out	Efficiently Deliver City Services
Completed update of Traffic Engineering Website	Transparency with the public
Installed and observed new pedestrian crossings	Efficiently Deliver City Services
Completed JSA's and SOP"s	Improving Safety Standards
Implemented new pavement marking schedule	Efficiently Deliver City Services
Continue to improve financial performance of the traffic department	Efficiently Deliver City Services

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Continue to upgrade new signal cabinet technology	Efficiently Deliver City Services
Identify maps and proposed new bicycle lanes	Enhance the Wichita Falls Brand
Annual roadway striping	Efficiently Deliver City Services
Quarterly maintenance on intersections	Efficiently Deliver City Services
Complete parking lot striping	Efficiently Deliver City Services
Complete back to school programs	Efficiently Deliver City Services
Continue signal detection system upgrades	Efficiently Deliver City Services
Continue to promote the Bike Safe Program to schools	Enhance the Wichita Falls Brand
Complete roadway lighting project	Efficiently Deliver City Services
Upgrade for signal communications on 102 signalized intersections	Efficiently Deliver City Services
Installation of Phase II Wayfinding signage and repairs to Phase I	Efficiently Deliver City Services and enhance the Wichita Falls Brand

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Annual roadway striping (miles)	New measure		
Traffic signs maintained	60,000	60,000	60,000
Traffic sign assemblies installation/replacement	3000	3200	2800
Traffic signals maintained	102	102	102
Outdoor warning sirens maintained	56	56	56

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
General Traffic Engineering						
PERSONNEL	682,437	721,525	721,525	703,350	-2.52	-2.52
SUPPLIES	32,658	33,099	35,299	58,542	65.85	76.87
MAINT	111,076	127,890	125,440	117,922	-5.99	-7.79
SERVICES	858,229	686,141	686,141	566,638	-17.42	-17.42
DEBT EXPEN	0	0	0	190,323	0.00	0.00
OTHER	1,409	2,847	3,847	3,447	-10.40	21.07
CAP IMPROV	266,202	371,023	410,273	328,154	-20.02	-11.55
General Traffic Engineering	**1,952,011**	**1,942,525**	**1,982,525**	**1,968,377**	**-0.71**	**1.33**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
7100 General Traffic Engineering				
100 General Fund				
60015 Salaries-Supervision	66,801	71,881	71,881	75,888
60135 Salaries-Operational	411,676	432,011	432,011	419,747
60192 Overtime	8,373	11,664	11,664	10,296
60230 Terminal Pay	0	0	0	0
60240 Certification Pay	55	960	960	0
60250 Stability Pay	9,955	9,680	9,680	9,680
60275 Cell Phone Allowance	1,560	1,980	1,980	1,980
60300 FICA	38,689	41,701	41,701	40,962
60310 TMRS Retirement	56,125	58,994	58,994	57,180
60320 Life Insur Contribution	560	392	392	372
60325 Long Term Disability	423	522	522	495
60330 Health Insur Contrib	88,220	91,740	91,740	86,750
6000 PERSONNEL	**682,437**	**721,525**	**721,525**	**703,350**
70030 Supplies-Minor Tools	6,416	4,045	6,045	5,540
70050 Supplies-Minor Furniture	97	0	0	0
70060 Supplies-Office	1,057	950	950	1,000
70080 Supplies-Medical/Drug	0	150	150	0
70200 Supplies-Traffic Control	15,206	16,750	16,750	41,483
70210 Supplies-Cloth & Uniform	2,572	2,750	2,750	2,750
70250 Supplies-Periodicals	22	500	500	100
70290 Supplies-Animal Feed	51	0	0	0
70300 Supplies-Container	171	0	0	0
70350 Supplies-Pers Computer	0	400	600	300
70900 Supplies-Other	7,066	7,554	7,554	7,370
7000 SUPPLIES	**32,658**	**33,099**	**35,299**	**58,542**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
7100 General Traffic Engineering				
100 General Fund				
71030 Maint-Machinery/Tools	1,184	3,050	3,050	4,900
71050 Maint-Office Furn/Equip	0	250	250	250
71070 Maint-Instruments	661	2,450	0	3,400
71115 Maint-Systems Software	9,900	9,800	9,800	10,000
71130 Maint-HVAC Systems	0	250	250	250
71160 Maint-Park Lighting	6,061	12,607	12,607	12,607
71180 Maint-Signal Lights	38,811	40,275	40,275	45,345
71190 Maint-Service Connect	71	0	0	0
71200 Maint-Street Lights	42,102	43,108	43,108	7,220
71210 Maint-Warning Sirens	9,724	14,000	14,000	31,850
71440 Maint-Central Garage	2,562	2,100	2,100	2,100
7100 MAINT	**111,076**	**127,890**	**125,440**	**117,922**
72010 Services-Telephone	5,101	2,595	2,595	5,000
72011 Services-Wireless Phone	752	1,500	1,500	750
72020 Services-Electricity	71,258	41,400	41,400	41,400
72030 Services-Elect/St Lights	660,820	488,756	488,756	350,000
72040 Services-Gas	6,704	10,000	10,000	10,000
72065 Services-Central Garage	113,549	141,690	141,690	159,288
72270 Services-Binding/Printing	45	200	200	200
7200 SERVICES	**858,229**	**686,141**	**686,141**	**566,638**
74000 Bond Principal Payments	0	0	0	190,323
7400 DEBT EXPEN	**0**	**0**	**0**	**190,323**
75000 In City Mileage Reimburs	422	712	712	712
75010 Travel Expenses	20	1,650	2,650	2,300
75020 Education Registration	70	110	110	110

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
7100 General Traffic Engineering				
100 General Fund				
75090 Memberships	113	50	50	0
75160 Postage/Freight	784	325	325	325
7500 OTHER	**1,409**	**2,847**	**3,847**	**3,447**
77320 Motor Vehicles	0	0	0	0
77340 Mach/Tools/Implements	10,428	0	0	0
77451 Signs	80,959	75,031	115,031	61,992
77452 Street Lights	57,287	139,985	66,785	80,208
77453 Traffic Signal Cabinets	21,186	50,800	50,800	50,800
77454 Traffic Signal Control Equip	73,428	77,621	43,750	67,000
77455 Traffic Signal Infrastructure	22,913	27,586	133,907	68,154
7700 CAP IMPROV	**266,202**	**371,023**	**410,273**	**328,154**
Total General Fund	1,952,011	1,942,525	1,982,525	1,968,377
Total General Traffic Engineering	1,952,011	1,942,525	1,982,525	1,968,377

Public Transportation
Division Summary

Description

The Public Transportation Division provides transportation services to the citizens of Wichita Falls. The division maintains a fleet of eleven 35-foot transit buses and 2 Ford 550, 30-foot cutaway buses. We provide more than 460,000 trips annually, and raise more than $435,000 in revenue that goes to support the division financially and reduce the money needed from the General Fund. The total budget for the Transit System is separated into five budgetary units: (1) Transit Operations (7200), Transit Capital (7201) Transit Preventative Maintenance (7202), Transit Planning (7203), and Transit Hub Operations (7206).

In 2018-19, the total budget for the Transit System is at $2,655,552, which is an increase of $255,919, or 10.66% from the prior year adopted budget. Much of this increase is because the 2018-19 budget includes $425,500 to replace one 35-foot bus and the prior year included $280,000 for costs for parking, routing and shelter improvements for the bus system located at the entrance to Sheppard Air Force Base as part of the perimeter base security project. Additionally, the 2018-19 budget for supplies shows an increase of $91,000 for higher fuel prices and parts to maintain the bus fleet. There is also an increase of $11,000 for self-insured fleet claims and $6,800 to produce new bus route books. It should be noted, that some of this increase is offset by a reduction in personnel expenses as one supervisory position was eliminated.

Of the total budget, $2,635,323, or 99.24% of the cost of the Transit System is expected to be funded with Federal and State Grants and system operating revenues from passenger fees, advertising sales, Transit Hub Operations, and a contract with MSU. The remaining $20,229, or 0.76% is supported by the General Fund. This amount is approximately $88,500 less than the prior budget principally because TxDOT has agreed to an increase in funding.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Install DoubleMaps AVL/GPS tracking system	Efficiently deliver city services
Order 3 new 35' buses	Provide adequate infrastructure
Restructure the Travel Center management	Efficiently deliver city services
Issue RFP for electronic fare collection system	Efficiently deliver city services
Issue RFQ for initial 30% design of new transit maintenance facility.	Provide adequate infrastructure
Order seating for the SAFB Main Gate Travel Plaza	Provide adequate infrastructure
Use 5310 Grant for Individuals with disabilities/elderly, low income	Efficiently deliver city services
Establish a late night home service	Efficiently deliver city services

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Install an electronic fare collection system	Efficiently deliver city services
Order 1 new 29' bus	Provide adequate infrastructure
Complete SAFB main gate project – New travel plaza	Provide adequate infrastructure
Choose designer for RFQ for 30% design of maintenance facility	Provide adequate infrastructure
Establish route to connect MSU students to Downtown	Redevelop downtown
Use 5310 Grant for Individuals with disabilities/elderly, low income	Efficiently deliver city services
Submit coordinated call grant for planning money for new maintenance facility	Provide adequate infrastructure
Update transit web page	Actively communicate and engage the public

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Revenue – passenger fares	$235,000	$228,000	$230,000
Passenger trips	485,000	458,000	460,000
Safety: number of accidents per 1,000 miles driven	New measure		

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Public Transportation Operations						
PERSONNEL	927,745	931,139	931,139	907,339	-2.56	-2.56
SUPPLIES	7,576	3,000	3,000	3,000	0.00	0.00
MAINT	877	0	0	0	0.00	0.00
SERVICES	34,057	36,848	36,848	45,311	22.97	22.97
INSUR/CONT	55,372	52,500	52,500	64,500	22.86	22.86
OTHER	74,038	73,737	73,737	82,436	11.80	11.80
Public Transportation Operations	**1,099,664**	**1,097,224**	**1,097,224**	**1,102,586**	**0.49**	**0.49**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
7200 Public Transportation Operations				
520 Transit Fund				
60015 Salaries-Supervision	92,996	73,678	73,678	37,944
60135 Salaries-Operational	451,884	431,023	431,023	432,563
60180 Pool Operational	119,680	120,216	120,216	135,960
60192 Overtime	31,019	29,436	29,436	30,900
60230 Terminal Pay	5,029	3,500	3,500	3,500
60250 Stability Pay	8,884	9,186	9,186	10,949
60275 Cell Phone Allowance	720	720	720	720
60300 FICA	52,143	50,816	50,816	49,454
60310 TMRS Retirement	64,000	69,721	69,721	65,587
60320 Life Insur Contribution	642	456	456	411
60325 Long Term Disability	499	607	607	549
60330 Health Insur Contrib	100,250	141,780	141,780	138,801
6000 PERSONNEL	**927,745**	**931,139**	**931,139**	**907,339**
70000 Supplies-Motor Vehicles	4,236	0	0	0
70050 Supplies-Minor Furniture	169	0	0	0
70060 Supplies-Office	879	800	800	800
70080 Supplies-Medical/Drug	142	200	200	200
70210 Supplies-Cloth & Uniform	1,590	1,800	1,800	1,800
70250 Supplies-Periodicals	224	0	0	0
70900 Supplies-Other	336	200	200	200
7000 SUPPLIES	**7,576**	**3,000**	**3,000**	**3,000**
71010 Maint-Motor Vehicles	877	0	0	0
7100 MAINT	**877**	**0**	**0**	**0**
72010 Services-Telephone	3,134	4,175	4,175	4,175
72011 Services-Wireless Phone	296	0	0	300

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
7200 Public Transportation Operations				
520 Transit Fund				
72020 Services-Electricity	9,151	9,600	9,600	8,000
72040 Services-Gas	6,704	10,000	10,000	10,000
72140 Services-Bank	597	688	688	597
72150 Services-Audit	1,739	1,135	1,135	1,739
72170 Services-Other Prof	0	4,000	4,000	6,000
72190 Services-Empl Physicals	8,152	6,500	6,500	7,200
72260 Services-Advertising	990	750	750	500
72270 Services-Binding/Printing	3,293	0	0	6,800
7200 SERVICES	**34,057**	**36,848**	**36,848**	**45,311**
73010 Workers Compensation	44,009	25,000	25,000	28,000
73050 Insurance Expense	4,028	2,500	2,500	2,500
73060 Claims and Settlements	0	10,000	10,000	8,000
73070 General Liability Claims	7,335	15,000	15,000	26,000
7300 INSUR/CONT	**55,372**	**52,500**	**52,500**	**64,500**
75010 Travel Expenses	3,299	1,600	1,600	2,600
75020 Education Registration	0	1,200	750	550
75040 Lease Payments	995	1,000	1,000	1,000
75090 Memberships	359	0	450	450
75100 Boards/Local Meetings	0	450	450	200
75160 Postage/Freight	400	75	75	150
75250 Administrative Overhead	57,316	57,732	57,732	63,863
75260 IT Support Services	11,669	11,680	11,680	13,623

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
7200 Public Transportation Operations				
520 Transit Fund				
7500 OTHER	**74,038**	**73,737**	**73,737**	**82,436**
Total Transit Fund	1,099,664	1,097,224	1,097,224	1,102,586
Total Public Transportation Operations	1,099,664	1,097,224	1,097,224	1,102,586

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Public Trans Capital						
SUPPLIES	60,138	0	0	0	0.00	0.00
MAINT	1,404	0	0	0	0.00	0.00
SERVICES	235	0	0	0	0.00	0.00
CAP IMPROV	0	280,000	280,000	425,000	51.79	51.79
Public Trans Capital	**61,776**	**280,000**	**280,000**	**425,000**	**51.79**	**51.79**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
7201 Public Trans Capital				
520 Transit Fund				
70350 Supplies-Pers Computer	669	0	0	0
70355 Supplies-System Software	59,469	0	0	0
7000 SUPPLIES	**60,138**	**0**	**0**	**0**
71030 Maint-Machinery/Tools	1,404	0	0	0
7100 MAINT	**1,404**	**0**	**0**	**0**
72260 Services-Advertising	235	0	0	0
7200 SERVICES	**235**	**0**	**0**	**0**
77220 Other Improvements	0	280,000	280,000	0
77320 Motor Vehicles	0	0	0	425,000
7700 CAP IMPROV	**0**	**280,000**	**280,000**	**425,000**
Total Transit Fund	61,776	280,000	280,000	425,000
Total Public Trans Capital	61,776	280,000	280,000	425,000

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Public Transp Preventive Maint						
PERSONNEL	171,403	173,807	173,807	219,452	26.26	26.26
SUPPLIES	321,951	318,488	318,488	409,810	28.67	28.67
MAINT	415,888	291,500	291,500	291,550	0.02	0.02
SERVICES	6,956	0	0	180	0.00	0.00
Public Transp Preventive Maint	**916,198**	**783,795**	**783,795**	**920,992**	**17.50**	**17.50**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
7202 Public Transp Preventive Maint				
520 Transit Fund				
60015 Salaries-Supervision	0	0	0	22,766
60135 Salaries-Operational	121,519	120,453	120,453	127,168
60192 Overtime	5,713	0	0	4,635
60250 Stability Pay	2,695	2,833	2,833	3,630
60300 FICA	9,062	9,430	9,430	12,101
60310 TMRS Retirement	16,095	15,818	15,818	20,218
60320 Life Insur Contribution	160	109	109	131
60325 Long Term Disability	120	144	144	175
60330 Health Insur Contrib	16,040	25,020	25,020	28,628
6000 PERSONNEL	**171,403**	**173,807**	**173,807**	**219,452**
70000 Supplies-Motor Vehicles	69,425	60,238	60,238	73,200
70010 Supplies-Vehicle Fuel	250,059	255,450	255,450	335,660
70060 Supplies-Office	19	0	0	0
70110 Supplies-Chemical	0	200	200	200
70230 Supplies-Linen	381	0	0	0
70900 Supplies-Other	2,068	2,600	2,600	750
7000 SUPPLIES	**321,951**	**318,488**	**318,488**	**409,810**
71010 Maint-Motor Vehicles	415,114	290,000	290,000	290,000
71060 Maint-Radios	229	300	300	300
71115 Maint-Systems Software	545	1,200	1,200	1,250
7100 MAINT	**415,888**	**291,500**	**291,500**	**291,550**
72011 Services-Wireless Phone	0	0	0	180
72170 Services-Other Prof	6,775	0	0	0
72260 Services-Advertising	181	0	0	0

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
7202 Public Transp Preventive Maint				
520 Transit Fund				
7200 SERVICES	**6,956**	**0**	**0**	**180**
Total Transit Fund	916,198	783,795	783,795	920,992
Total Public Transp Preventive Maint	916,198	783,795	783,795	920,992

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Public Transportation Planning						
PERSONNEL	5,170	23,943	23,943	76,694	220.32	220.32
SUPPLIES	800	0	0	0	0.00	0.00
MAINT	3,000	3,000	3,000	4,100	36.67	36.67
OTHER	0	200	200	0	-100.00	-100.00
CAP IMPROV	0	0	0	500	0.00	0.00
Public Transportation Planning	**8,970**	**27,143**	**27,143**	**81,294**	**199.50**	**199.50**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
7203 Public Transportation Planning				
520 Transit Fund				
60015 Salaries-Supervision	0	18,801	18,801	35,027
60135 Salaries-Operational	4,268	0	0	22,440
60250 Stability Pay	12	0	0	0
60275 Cell Phone Allowance	9	0	0	0
60300 FICA	328	1,439	1,439	4,397
60310 TMRS Retirement	542	2,412	2,412	7,339
60320 Life Insur Contribution	6	17	17	50
60325 Long Term Disability	4	23	23	67
60330 Health Insur Contrib	0	1,251	1,251	7,374
6000 PERSONNEL	**5,170**	**23,943**	**23,943**	**76,694**
70040 Supplies-Minor Off Equip	800	0	0	0
7000 SUPPLIES	**800**	**0**	**0**	**0**
71105 Maint-Sys Hardware	0	0	0	1,000
71115 Maint-Systems Software	3,000	3,000	3,000	3,100
7100 MAINT	**3,000**	**3,000**	**3,000**	**4,100**
75100 Boards/Local Meetings	0	200	200	0
7500 OTHER	**0**	**200**	**200**	**0**
77410 PC Computer Equipment	0	0	0	500
7700 CAP IMPROV	**0**	**0**	**0**	**500**
Total Transit Fund	8,970	27,143	27,143	81,294
Total Public Transportation Planning	8,970	27,143	27,143	81,294

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Transit HUB Operations						
PERSONNEL	158,651	173,054	173,054	86,262	-50.15	-50.15
SUPPLIES	3,653	4,860	4,860	4,810	-1.03	-1.03
MAINT	7,175	8,694	8,694	8,610	-0.97	-0.97
SERVICES	25,662	23,663	23,663	24,798	4.80	4.80
OTHER	1,399	1,200	1,200	1,200	0.00	0.00
Transit HUB Operations	**196,541**	**211,471**	**211,471**	**125,680**	**-40.57**	**-40.57**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
7206 Transit HUB Operations				
520 Transit Fund				
60015 Salaries-Supervision	43,714	44,662	44,662	0
60075 Salaries-Clerical	29,594	0	19,000	0
60120 Pool Clerical	5,682	24,000	5,000	0
60135 Salaries-Operational	32,546	53,695	53,695	55,127
60192 Overtime	329	500	500	515
60250 Stability Pay	1,485	1,761	1,761	1,210
60275 Cell Phone Allowance	720	720	720	360
60300 FICA	8,267	9,551	9,551	4,341
60310 TMRS Retirement	12,032	12,937	12,937	7,246
60320 Life Insur Contribution	127	89	89	48
60325 Long Term Disability	96	119	119	65
60330 Health Insur Contrib	24,060	25,020	25,020	17,350
6000 PERSONNEL	**158,651**	**173,054**	**173,054**	**86,262**
70060 Supplies-Office	1,064	1,000	1,000	1,400
70080 Supplies-Medical/Drug	42	60	60	60
70150 Supplies-Concession	229	850	850	650
70210 Supplies-Cloth & Uniform	398	700	700	700
70360 Supplies-PC Software	51	250	250	250
70900 Supplies-Other	1,870	2,000	2,000	1,750
7000 SUPPLIES	**3,653**	**4,860**	**4,860**	**4,810**
71100 Maint-PC Hardware	433	250	250	250
71110 Maint-PC Software	0	52	52	60
71385 Maint-Buildings	6,742	8,392	8,392	8,300
7100 MAINT	**7,175**	**8,694**	**8,694**	**8,610**
72010 Services-Telephone	4,149	4,175	4,175	4,175

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
7206 Transit HUB Operations				
520 Transit Fund				
72011 Services-Wireless Phone	912	800	800	912
72020 Services-Electricity	12,421	9,523	9,523	9,523
72040 Services-Gas	1,634	3,000	3,000	3,000
72050 Services-Water/Sew/San	2,343	0	0	1,761
72051 Services-Cable TV	896	892	892	892
72140 Services-Bank	900	688	688	900
72150 Services-Audit	0	1,135	1,135	1,135
72170 Services-Other Prof	2,376	2,600	2,600	2,500
72260 Services-Advertising	9	300	300	0
72270 Services-Binding/Printing	22	150	150	0
72330 Services-Other Misc	0	400	400	0
7200 SERVICES	**25,662**	**23,663**	**23,663**	**24,798**
75010 Travel Expenses	160	0	0	0
75040 Lease Payments	995	1,000	1,000	1,000
75160 Postage/Freight	244	200	200	200
7500 OTHER	**1,399**	**1,200**	**1,200**	**1,200**
Total Transit Fund	196,541	211,471	211,471	125,680
Total Transit HUB Operations	196,541	211,471	211,471	125,680

Wichita Falls Metropolitan Planning Organization (MPO)
Department Summary

Description

The MPO is a federal mandated and funded transportation policy-making organization made up of representatives from the local area. Federal funding for transportation projects and programs within the geographic area are channeled through the planning processes facilitated by the Wichita Falls MPO. The Wichita Falls MPO includes the City of Wichita Falls, Lakeside City, and Pleasant Valley. MPO staff interacts with federal, state, and local officials in the development and implementation of the Metropolitan Transportation Plan, the Transportation Improvement Program, the Unified Planning Work Program, Travel Demand Modeling, Transit Planning, and the daily operations of the office.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Approval by Policy Board of 2017 Demographic and Socioeconomic Data Forecast Update	Accelerate Economic Growth
Assisted NORTEX with development of Regional Coordination Transportation Plan (RCTP). The Federal Transit Administration (FTA) requires each state to engage in the development of a regionally coordinated transportation planning process every five years.	Accelerate Economic Growth
Development and Policy Board approval of the 2019-2022 Transportation Improvement Program (TIP)	Accelerate Economic Growth
2017 Transportation Alternative Set-Aside grants for Wichita Falls three sections of the Circle Trail System	Provide Adequate Infrastructure
Assist Falls Ride with updates to transit route maps and rider's manual	Efficiently Deliver City Services
Updated WFMPO's annual Prioritized Project List (PPL) through work done by the Technical Advisory Committee (TAC)	Provide Adequate Infrastructure
Assist Falls Ride with transit grant (FTA Section 5307) development, management of grants, and Triennial Reviews	Efficiently Deliver City Services
Update WFMPO's Public Participation Plan to reflect FAST Act changes and requirements for inclusion of public transportation providers in the metropolitan transportation planning process, and in performance based planning and programming procedures	Actively Communicate and Engage the Public

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Work with TxDOT Modeling Division in Austin to complete updates to the Wichita Falls Travel Demand Model (TDM)	Accelerate Economic Growth
Revise the 2019-2022 Transportation Improvement Program (TIP) to include newly funded projects as funding becomes available. This includes FTA funded projects for "Falls Ride," generally Section 5307 small urban public transportation grants	Efficiently Deliver City Services Accelerate Economic Growth
Begin work on updating the 2015-2040 Metropolitan Transportation Plan to the next 5-year cycle of 2020-2045	Accelerate Economic Growth
Begin work on the 2020-2021 Unified Planning Work Program (UPWP). The UPWP is a two-year document detailing the expected work of the MPO	Accelerate Economic Growth
Update the annual Prioritized Project List with new projects and remove let, completed, and under construction projects	Provide Adequate Infrastructure

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Transportation Planning Funds (TPF) expended	$259,878	$130,251	$240,000
Update the Metropolitan Transportation Plan to the new 5-year cycle of 2020-2045	100%	20%	95%
Produce a GIS bicycle and pedestrian trail map overlay for “Falls Ride” to identify possible bus shelter locations	100%	10%	100%
Develop the 2020-2021 Unified Planning Work Program	100%	0%	100%
Hold two (2) Bicycle and Pedestrian Advisory Committee (BPAC) meetings per year	100%	50%	100%
Submit the Bicycle Friendly Community application for Bronze or Silver accreditation for the City of Wichita Falls	100%	10%	100%

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Transportation Planning Grant						
PERSONNEL	151,583	156,596	156,596	166,379	6.25	6.25
SUPPLIES	3,641	7,257	7,257	6,659	-8.24	-8.24
MAINT	3,000	4,500	4,500	4,600	2.22	2.22
SERVICES	53,746	87,870	87,870	47,812	-45.59	-45.59
OTHER	11,547	21,131	21,131	16,650	-21.21	-21.21
CAP IMPROV	0	1,000	1,000	1,000	0.00	0.00
Transportation Planning Grant	**223,516**	**278,354**	**278,354**	**243,100**	**-12.67**	**-12.67**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
7225 Transportation Planning Grant				
224 Transportation Planning				
60135 Salaries-Operational	110,220	114,723	114,723	121,119
60250 Stability Pay	2,408	1,210	1,210	2,420
60275 Cell Phone Allowance	351	0	0	0
60300 FICA	8,320	8,868	8,868	9,456
60310 TMRS Retirement	13,985	14,875	14,875	15,786
60320 Life Insur Contribution	148	103	103	106
60325 Long Term Disability	111	137	137	142
60330 Health Insur Contrib	16,040	16,680	16,680	17,350
6000 PERSONNEL	**151,583**	**156,596**	**156,596**	**166,379**
70030 Supplies-Minor Tools	0	958	958	479
70040 Supplies-Minor Off Equip	247	427	427	430
70050 Supplies-Minor Furniture	450	822	822	850
70060 Supplies-Office	1,795	3,000	3,000	3,000
70240 Supplies-Educational	0	200	200	200
70250 Supplies-Periodicals	0	350	350	200
70350 Supplies-Pers Computer	1,148	500	500	500
70360 Supplies-PC Software	0	500	500	500
70900 Supplies-Other	0	500	500	500
7000 SUPPLIES	**3,641**	**7,257**	**7,257**	**6,659**
71050 Maint-Office Furn/Equip	0	500	500	500
71105 Maint-Sys Hardware	0	1,000	1,000	1,000
71115 Maint-Systems Software	3,000	3,000	3,000	3,100
7100 MAINT	**3,000**	**4,500**	**4,500**	**4,600**
72010 Services-Telephone	785	865	865	865
72011 Services-Wireless Phone	456	456	456	420

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
7225 Transportation Planning Grant				
224 Transportation Planning				
72140 Services-Bank	184	212	212	184
72150 Services-Audit	131	162	162	131
72170 Services-Other Prof	47,408	82,185	82,185	39,222
72190 Services-Empl Physicals	197	240	240	240
72260 Services-Advertising	4,585	3,500	3,500	6,500
72270 Services-Binding/Printing	0	250	250	250
7200 SERVICES	**53,746**	**87,870**	**87,870**	**47,812**
75010 Travel Expenses	3,517	6,000	6,000	7,000
75020 Education Registration	600	1,000	1,000	2,000
75040 Lease Payments	6,884	6,850	6,850	6,850
75090 Memberships	0	300	300	300
75160 Postage/Freight	495	500	500	500
75280 Budget Contingency	51	6,481	6,481	0
7500 OTHER	**11,547**	**21,131**	**21,131**	**16,650**
77380 Office Equipment	0	500	500	500
77410 PC Computer Equipment	0	500	500	500
7700 CAP IMPROV	**0**	**1,000**	**1,000**	**1,000**
Total Transportation Planning	223,516	278,354	278,354	243,100
Total Transportation Planning Grant	223,516	278,354	278,354	243,100

Central Services
Division Summary

Description

The Central Services Division provides equipment, maintenance and vehicle services for all divisions within the City organization. We have 772 registered units, 1009 non-registered small equipment and landfill heavy equipment. We have contractual agreement to maintain Wichita County equipment. The division also provides fuel for the City, County, Transit, Vernon College and County Volunteer Fire Departments.

The 2018-19 budget for Central Services is $10,296,155, which is $473,656, or 4.82% above the prior year adopted budget. The primary reasons for this increase include: (1) a $461,100 increase in the Fuel Account as prices have trended upward over the last year; (2) a $111,000 increase in the Motor Vehicle Replacement Account as we continue to increase capital outlays to keep up with depreciation of equipment; and (3) an increase of $95,000 in Personnel Service Accounts due to the cost-of-living and merit pay adjustments and increased contributions to the Employee Health Insurance Program. There is also an increase of $55,000 other supply accounts to address a shortage of inventory in small engine equipment and the rising cost of tires. Some of these increases are offset, however, through a reduction in the Vehicle Maintenance Account of $204,000 now that Transit Maintenance costs will be charged directly to that organization to meet grant requirements. There is also a reduction of $50,000 reflected in the Workers Compensation Account because the prior budget included funds to cover costs anticipated for a large claim.

FY 2017-18 Accomplishments

Accomplishment		Strategic Initiative Advanced
Emergency power Generator for Service Station		Efficiently Deliver City Services
Work orders (W/O) for 17-18 to date		Efficiently Deliver City Services
Main shop W/O to date	1641	Efficiently Deliver City Services
Service Station W/O to date	1752	Efficiently Deliver City Services
Small Engine W/O to date	603	Efficiently Deliver City Services
Service Truck infield W/O from 12/4/17 to date	42	Efficiently Deliver City Services
Fire Shop W/O to date	56	Efficiently Deliver City Services
Total Work Orders to Date	4094	Efficiently Deliver City Services

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Provide quality and timely repair and maintenance for all Divisions	Efficiently Deliver City Services
Explore what services could be out-sourced /brought in-house.	Efficiently Deliver City Services
Implementing Maintenance contract with Wichita County VFD's	Economic Development
Track downtime of all units in for repairs	Efficiently Deliver City Services
Facility Improvements and Maintenance	Efficiently Deliver City Services

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Total downtime of all units in for repairs	New measure		
Total number of units to Maintain	1781	1781	1781
Total number of outside agency units	195	176	195
Total number of units per Technician	81.5	81.5	82.3
Labor rate charged	43.81	43.81	43.81

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Fleet Maintenance						
PERSONNEL	2,073,711	2,073,472	2,073,472	2,168,313	4.57	4.57
SUPPLIES	2,645,751	2,719,901	3,200,901	3,223,347	0.70	18.51
MAINT	2,513,877	2,131,338	2,331,338	1,924,205	-17.46	-9.72
SERVICES	71,865	72,395	72,395	71,156	-1.71	-1.71
INSUR/CONT	187,460	160,000	160,000	110,000	-31.25	-31.25
DEBT EXPEN	253,111	474,816	474,816	474,922	0.02	0.02
OTHER	183,144	187,992	187,992	208,812	11.07	11.07
CAP IMPROV	1,445,413	1,690,585	1,690,585	1,803,400	6.67	6.67
OTHER USES	312,000	312,000	312,000	312,000	0.00	0.00
Fleet Maintenance	**9,686,331**	**9,822,499**	**10,503,499**	**10,296,155**	**-1.97**	**4.82**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
7250 Fleet Maintenance				
600 Fleet Maintenance Fund				
60015 Salaries-Supervision	283,369	171,657	171,657	181,227
60075 Salaries-Clerical	62,528	63,818	63,818	67,376
60135 Salaries-Operational	1,094,724	1,186,394	1,186,394	1,245,358
60192 Overtime	16,977	7,500	7,500	7,725
60230 Terminal Pay	0	6,000	6,000	0
60250 Stability Pay	31,764	33,525	33,525	36,742
60275 Cell Phone Allowance	2,160	2,520	2,520	2,520
60300 FICA	106,458	112,105	112,105	117,380
60310 TMRS Retirement	184,351	187,980	187,980	195,944
60320 Life Insur Contribution	1,915	1,282	1,282	1,305
60325 Long Term Disability	1,445	1,702	1,702	1,737
60330 Health Insur Contrib	287,517	298,989	298,989	310,999
60331 HSA Contributions Employer	503	0	0	0
6000 PERSONNEL	**2,073,711**	**2,073,472**	**2,073,472**	**2,168,313**
70000 Supplies-Motor Vehicles	469,041	512,501	512,501	545,805
70010 Supplies-Vehicle Fuel	2,028,662	2,035,500	2,516,500	2,496,600
70012 Supplies-Small Engine Equip	562	7,225	7,225	29,268
70030 Supplies-Minor Tools	13,221	13,160	13,160	12,450
70050 Supplies-Minor Furniture	460	400	400	269
70060 Supplies-Office	2,995	3,500	3,500	6,000
70080 Supplies-Medical/Drug	0	2,500	2,500	1,100
70090 Supplies-Physician	448	0	0	0
70100 Supplies-Janitorial	0	100	100	100
70210 Supplies-Cloth & Uniform	8,849	9,260	9,260	9,600
70250 Supplies-Periodicals	895	200	200	200

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
7250 Fleet Maintenance				
600 Fleet Maintenance Fund				
70300 Supplies-Container	0	0	0	12,000
70350 Supplies-Pers Computer	0	4,000	4,000	0
70360 Supplies-PC Software	5,375	2,220	2,220	2,220
70900 Supplies-Other	115,244	129,335	129,335	107,735
7000 SUPPLIES	**2,645,751**	**2,719,901**	**3,200,901**	**3,223,347**
71010 Maint-Motor Vehicles	2,470,638	2,062,570	2,262,570	1,858,690
71030 Maint-Machinery/Tools	2,172	7,500	7,500	8,500
71060 Maint-Radios	0	200	200	200
71105 Maint-Sys Hardware	0	500	500	500
71110 Maint-PC Software	314	0	0	350
71115 Maint-Systems Software	16,336	16,336	16,336	17,153
71130 Maint-HVAC Systems	4,747	5,000	5,000	4,780
71250 Maint-Reservoirs/Tanks	5,420	4,000	4,000	8,800
71385 Maint-Buildings	6,280	20,000	20,000	10,000
71440 Maint-Central Garage	7,970	15,232	15,232	15,232
7100 MAINT	**2,513,877**	**2,131,338**	**2,331,338**	**1,924,205**
72010 Services-Telephone	4,710	5,478	5,478	5,478
72011 Services-Wireless Phone	865	0	0	2,600
72020 Services-Electricity	24,278	28,800	28,800	24,500
72040 Services-Gas	6,704	7,500	7,500	7,500
72050 Services-Water/Sew/San	9,348	6,000	6,000	7,000
72140 Services-Bank	7,399	8,524	8,524	7,399
72150 Services-Audit	9,479	9,293	9,293	9,479
72170 Services-Other Prof	100	0	0	0
72190 Services-Empl Physicals	8,161	6,500	6,500	6,500

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
7250 Fleet Maintenance				
600 Fleet Maintenance Fund				
72270 Services-Binding/Printing	821	300	300	700
7200 SERVICES	**71,865**	**72,395**	**72,395**	**71,156**
73010 Workers Compensation	178,990	150,000	150,000	100,000
73020 Unemploy Compensation	4,828	7,000	7,000	7,000
73050 Insurance Expense	3,641	3,000	3,000	3,000
7300 INSUR/CONT	**187,460**	**160,000**	**160,000**	**110,000**
74000 Bond Principal Payments	253,111	474,816	474,816	474,922
7400 DEBT EXPEN	**253,111**	**474,816**	**474,816**	**474,922**
75010 Travel Expenses	1,466	4,400	4,400	5,400
75020 Education Registration	1,510	8,700	8,700	8,800
75040 Lease Payments	1,775	1,675	1,675	1,650
75090 Memberships	365	770	770	780
75110 Rent-Equipment	0	360	360	0
75160 Postage/Freight	1,895	1,000	1,000	1,000
75250 Administrative Overhead	160,498	155,432	155,432	171,622
75260 IT Support Services	15,635	15,655	15,655	19,560
7500 OTHER	**183,144**	**187,992**	**187,992**	**208,812**
77070 Buildings	64,858	36,350	36,350	29,800
77320 Motor Vehicles	1,320,506	1,580,500	1,580,500	1,691,500
77340 Mach/Tools/Implements	3,895	14,335	14,335	16,700
77350 Pumps/Motors	6,195	0	0	0
77410 PC Computer Equipment	0	0	0	6,000
77490 Other Mach and Equip	49,958	59,400	59,400	59,400
7700 CAP IMPROV	**1,445,413**	**1,690,585**	**1,690,585**	**1,803,400**
80000 Oper Transfer-General	312,000	312,000	312,000	312,000

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
7250 Fleet Maintenance				
600 Fleet Maintenance Fund				
8000 OTHER USES	**312,000**	**312,000**	**312,000**	**312,000**
Total Fleet Maintenance Fund	9,686,331	9,822,499	10,503,499	10,296,155
Total Fleet Maintenance	9,686,331	9,822,499	10,503,499	10,296,155

City of Wichita Falls
Department Expenditures By Account Class
Public Works

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Public Works						
PERSONNEL	17,380,120	17,883,175	17,883,175	18,625,140	4.15	4.15
SUPPLIES	2,356,873	3,352,433	3,358,433	2,965,037	-11.71	-11.56
MAINT	2,089,022	2,262,731	2,272,871	2,564,186	12.82	13.32
SERVICES	9,903,685	9,588,947	9,864,627	10,416,949	5.60	8.63
INSUR/CONT	1,116,626	1,001,809	1,001,809	1,092,389	9.04	9.04
DEBT EXPEN	12,059	37,416	37,416	36,107	-3.50	-3.50
OTHER	1,954,076	2,861,684	2,861,684	3,065,945	7.14	7.14
NONCAPITAL	379	3,500	3,500	9,000	157.14	157.14
CAP IMPROV	5,544,423	14,185,425	14,802,385	10,274,390	-30.59	-27.57
OTHER USES	3,338,265	3,718,570	3,718,570	3,749,956	0.84	0.84
Public Works	**43,695,528**	**54,895,690**	**55,804,470**	**52,799,100**	**-5.39**	**-3.82**
Grand Total	**43,695,528**	**54,895,690**	**55,804,470**	**52,799,100**	**-5.39**	**-3.82**

Utilities Administration
Division Summary

Description
The Utilities Administration Division's provides the administrative functions necessary to support the functions of all other Water/Sewer Utility Divisions. Primary tasks involve engineering support through modeling, mapping, and plan/specification development, as well as, operational oversight of all Utility Divisions through the Operations Manager. A portion of the Director of Public Works position is also allocated to this Division.

The 2018-19 budget for Utilities Administration shows a reduction of $16,336, or 2.18% from the prior year principally because a Civil Engineer in Training is on staff in-lieu of a fully licensed Civil Engineer until that individual receives a professional engineering license. All other accounts remain relatively unchanged from the prior year.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Training of Instructors for Operator Development within FFA	Attract & Retain Young Voters and Graduates
Purchase classroom Books for Operator Development within FFA	Attract & Retain Young Voters and Graduates
Schedule Water Resource Committee Meetings	Provide Adequate Infrastructure
Water Loss <15%	Efficient Delivery of City Services

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Submit Application to TCEQ to become Training Provider	Attract & Retain Young Voters and Graduates
Begin training H.S. Students in Water Operations (Spring 2019)	Attract & Retain Young Voters and Graduates
Revise Water Conservation & Drought Plans	Provide Adequate Infrastructure
Decrease Water Loss	Efficiently Deliver City Services
Reduce Water Use	Provide Adequate Infrastructure

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
ISD Student Course Completion and Testing for License	15	0	1
Keep Water Loss <15%	<15%	14.6%	13%

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Utilities Administration						
PERSONNEL	512,250	574,314	574,314	558,692	-2.72	-2.72
SUPPLIES	46	1,200	1,200	1,755	46.25	46.25
MAINT	4,500	6,540	6,540	6,596	0.86	0.86
SERVICES	63,425	109,442	105,782	111,717	5.61	2.08
INSUR/CONT	1,800	0	0	0	0.00	0.00
OTHER	19,452	58,623	58,623	55,023	-6.14	-6.14
CAP IMPROV	2,323	0	3,660	0	-100.00	0.00
Utilities Administration	**603,796**	**750,119**	**750,119**	**733,783**	**-2.18**	**-2.18**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8115 Utilities Administration				
550 Water and Sewer Fund				
60015 Salaries-Supervision	158,374	160,197	160,197	169,128
60075 Salaries-Clerical	27,862	28,174	28,174	29,745
60135 Salaries-Operational	187,966	235,848	235,848	211,106
60192 Overtime	58	0	0	0
60240 Certification Pay	1,800	1,800	1,800	1,800
60250 Stability Pay	5,539	5,253	5,253	4,978
60275 Cell Phone Allowance	792	720	720	720
60300 FICA	28,171	33,047	33,047	31,953
60310 TMRS Retirement	49,866	55,425	55,425	53,340
60320 Life Insur Contribution	510	382	382	359
60325 Long Term Disability	386	509	509	478
60330 Health Insur Contrib	50,927	52,959	52,959	55,086
6000 PERSONNEL	**512,250**	**574,314**	**574,314**	**558,692**
70030 Supplies-Minor Tools	0	200	200	200
70060 Supplies-Office	46	1,000	1,000	1,000
70350 Supplies-Pers Computer	0	0	0	555
7000 SUPPLIES	**46**	**1,200**	**1,200**	**1,755**
71050 Maint-Office Furn/Equip	0	200	200	200
71060 Maint-Radios	0	250	250	250
71100 Maint-PC Hardware	0	1,590	1,590	1,590
71110 Maint-PC Software	0	0	0	56
71115 Maint-Systems Software	4,500	4,500	4,500	4,500
7100 MAINT	**4,500**	**6,540**	**6,540**	**6,596**
72010 Services-Telephone	882	1,153	1,153	1,153
72011 Services-Wireless Phone	0	0	0	420

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8115 Utilities Administration				
550 Water and Sewer Fund				
72065 Services-Central Garage	2,197	2,564	2,564	4,494
72170 Services-Other Prof	56,853	100,500	96,840	100,500
72240 Services-Crt Cost/Regist	0	75	75	0
72260 Services-Advertising	3,045	4,000	4,000	4,000
72270 Services-Binding/Printing	448	1,150	1,150	1,150
7200 SERVICES	**63,425**	**109,442**	**105,782**	**111,717**
73070 General Liability Claims	1,800	0	0	0
7300 INSUR/CONT	**1,800**	**0**	**0**	**0**
75000 In City Mileage Reimburs	6,000	2,100	2,100	2,100
75010 Travel Expenses	2,842	18,500	18,500	17,500
75020 Education Registration	310	15,050	15,050	15,050
75040 Lease Payments	1,658	1,225	1,225	1,225
75090 Memberships	6,864	13,348	13,348	13,348
75150 Public Relation/Promo	0	8,000	8,000	5,000
75160 Postage/Freight	1,354	400	400	800
75190 Ad-Valorem Taxes	425	0	0	0
7500 OTHER	**19,452**	**58,623**	**58,623**	**55,023**
77360 Instruments/Apparatus	0	0	3,660	0
77410 PC Computer Equipment	2,323	0	0	0
7700 CAP IMPROV	**2,323**	**0**	**3,660**	**0**
Total Water and Sewer Fund	603,796	750,119	750,119	733,783
Total Utilities Administration	603,796	750,119	750,119	733,783

Utility Equipment Services
Summary

Description

Utility Equipment Services is a budget unit that was established to account for the cost of Equipment Operators and their office space that is related to the Water/Sewer Utility. At total of 12 Equipment Operator positions are accounted for in this budget unit. These support services are managed by the Street Superintendent so a portion of that salary is accounted for in this division as well.

The 2018-19 budget represents a reduction of $10,258, or 1.11% from the prior year due to a $36,000 reduction in equipment maintenance services charged by the Central Garage. Some of this reduction is offset, however, in Personnel Services Accounts to account for the cost-of-living and merit pay adjustments and increased contributions to the Employee Health Insurance Program.

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Utility Equipment Services						
PERSONNEL	656,577	673,683	673,683	699,405	3.82	3.82
SUPPLIES	8,499	14,368	14,368	13,410	-6.67	-6.67
MAINT	3,991	7,699	7,699	7,607	-1.19	-1.19
SERVICES	213,683	224,999	224,999	190,069	-15.52	-15.52
OTHER	1,198	610	610	610	0.00	0.00
Utility Equipment Services	**883,947**	**921,359**	**921,359**	**911,101**	**-1.11**	**-1.11**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8120 Utility Equipment Services				
550 Water and Sewer Fund				
60015 Salaries-Supervision	13,545	13,362	13,362	14,107
60135 Salaries-Operational	405,507	409,231	409,231	425,475
60192 Overtime	33,335	44,000	44,000	45,320
60250 Stability Pay	14,823	14,520	14,520	14,520
60275 Cell Phone Allowance	90	0	0	0
60300 FICA	32,499	33,437	33,437	34,773
60310 TMRS Retirement	57,555	56,080	56,080	58,045
60320 Life Insur Contribution	557	380	380	383
60325 Long Term Disability	421	508	508	513
60330 Health Insur Contrib	98,245	102,165	102,165	106,269
6000 PERSONNEL	**656,577**	**673,683**	**673,683**	**699,405**
70000 Supplies-Motor Vehicles	0	100	100	100
70030 Supplies-Minor Tools	0	400	400	400
70060 Supplies-Office	640	800	800	800
70080 Supplies-Medical/Drug	0	50	50	50
70180 Supplies-Botanic/Agri	0	2,035	2,035	2,035
70200 Supplies-Traffic Control	7,440	8,725	8,725	8,725
70230 Supplies-Linen	0	200	200	200
70330 Supplies-Heating Fuel	303	700	700	700
70350 Supplies-Pers Computer	0	958	958	0
70900 Supplies-Other	116	400	400	400
7000 SUPPLIES	**8,499**	**14,368**	**14,368**	**13,410**
71030 Maint-Machinery/Tools	0	200	200	200
71060 Maint-Radios	0	450	450	450
71110 Maint-PC Software	0	204	204	112

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8120 Utility Equipment Services				
550 Water and Sewer Fund				
71385 Maint-Buildings	124	0	0	0
71490 Maint-East Scott Facility	3,867	6,845	6,845	6,845
7100 MAINT	**3,991**	**7,699**	**7,699**	**7,607**
72010 Services-Telephone	1,735	2,018	2,018	2,018
72011 Services-Wireless Phone	0	1,200	1,200	2,040
72020 Services-Electricity	1,741	2,091	2,091	2,091
72050 Services-Water/Sew/San	0	300	300	300
72065 Services-Central Garage	210,207	218,640	218,640	182,870
72270 Services-Binding/Printing	0	750	750	750
7200 SERVICES	**213,683**	**224,999**	**224,999**	**190,069**
75010 Travel Expenses	961	0	0	0
75020 Education Registration	0	260	260	260
75090 Memberships	0	30	30	30
75110 Rent-Equipment	0	300	300	300
75160 Postage/Freight	237	20	20	20
7500 OTHER	**1,198**	**610**	**610**	**610**
Total Water and Sewer Fund	883,947	921,359	921,359	911,101
Total Utility Equipment Services	883,947	921,359	921,359	911,101

Water Distribution
Division Summary

Description
The Water Distribution Division is responsible for the maintenance and repair of the water mains throughout the City, tapping mains for new development, and the meter program. The water distribution system is comprised of 579 miles of water mains, 34,000+ meters, 877 Dead End Mains, 2,852 Fire Hydrants and 10,190 Valves.

The 2018-19 budget has increased by $240,775, or 6.49% from the prior year. Much of this increase is due to the addition of two new positions and related equipment to improve the Utility Line Repair Program and utility line spotting services. Personnel Accounts include one new Heavy Equipment Operator and one additional Utility System Worker III position. Personnel Accounts also include the cost-of-living and merit pay plan adjustments and increased contributions to the Employee Health Insurance Program. Capital Accounts include $123,000 for a backhoe, trailer and concrete breaker for the additional Heavy Equipment Operator, and $24,500 for a pickup truck and pipe locating equipment for the USW III.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Flush all Dead End Main's Monthly	Provide Adequate Infrastructure
Elimination of Number of Dead End Mains through Looping	Provide Adequate Infrastructure
New Work Order System Inaugurated	Efficiently Deliver City Services
iPad Work Order Infrastructure Deployed	Efficiently Deliver City Services
Geo Locate all Water Meters	Efficiently Deliver City Services

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Eliminate Viable Dead End Mains through Looping	Provide Adequate Infrastructure
Acoustic Monitoring of Metallic Mains for Leaks	Provide Adequate Infrastructure
Test meters for Accuracy	Efficiently Deliver City Services
Increase Staff to Address Line Spots and Heavy Equipment Operator Need	Efficiently Deliver City Services
Initiate Valve Exercising and Replacement Program	Efficiently Deliver City Services & Provide Adequate Infrastructure
Join 811 One Call Framework	Efficiently Deliver City Services

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Confirm Meter Accuracy in all sizes	2% of all sizes annually	New measure	2%
Average System Meter Accuracy	99%	New measure	99.9%
Flush All Dead Mains Monthly	877/month	877 monthly	877 monthly
Acoustically Monitor Metallic Mains	5% of Metallic Mains	New measure	5%
Number of Main Leaks	< 650 annually	670 annually	625
Valve Exercise Program	20% Annually	New measure	2038 Annually
Infrastructure Leakage Index	<6.0%	New measure	
Equipment Availability Rate	85%	New measure	
Safety Training Hours per Employee		New measure	
Water Loss Resulting from Breaks	%	New measure	

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Water Distribution						
PERSONNEL	2,581,292	2,518,779	2,518,779	2,680,363	6.42	6.42
SUPPLIES	147,293	86,775	86,775	78,834	-9.15	-9.15
MAINT	582,393	616,256	616,256	630,577	2.32	2.32
SERVICES	367,835	326,727	326,727	345,461	5.73	5.73
INSUR/CONT	170	0	0	0	0.00	0.00
OTHER	13,784	19,372	19,372	24,372	25.81	25.81
CAP IMPROV	48,237	143,425	143,425	192,500	34.22	34.22
Water Distribution	**3,741,003**	**3,711,334**	**3,711,334**	**3,952,107**	**6.49**	**6.49**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8125 Water Distribution				
550 Water and Sewer Fund				
60015 Salaries-Supervision	0	55,584	55,584	58,682
60020 FT Perm Supervision	55,388	0	0	0
60075 Salaries-Clerical	106,959	77,296	77,296	81,607
60135 Salaries-Operational	1,367,937	1,403,489	1,403,489	1,493,113
60192 Overtime	248,926	170,004	170,004	175,104
60230 Terminal Pay	940	0	0	0
60240 Certification Pay	12,696	16,440	16,440	17,700
60250 Stability Pay	26,954	28,192	28,192	30,721
60275 Cell Phone Allowance	360	360	360	720
60300 FICA	130,348	131,319	131,319	139,565
60310 TMRS Retirement	226,272	224,214	224,214	237,404
60320 Life Insur Contribution	2,001	1,382	1,382	1,425
60325 Long Term Disability	1,510	1,839	1,839	1,898
60330 Health Insur Contrib	401,000	408,660	408,660	442,425
6000 PERSONNEL	**2,581,292**	**2,518,779**	**2,518,779**	**2,680,363**
70030 Supplies-Minor Tools	25,369	22,700	22,700	23,700
70050 Supplies-Minor Furniture	303	0	0	0
70060 Supplies-Office	6,565	5,700	5,700	7,660
70070 Supplies-Photographic	595	900	900	1,040
70080 Supplies-Medical/Drug	116	250	250	250
70110 Supplies-Chemical	9,659	9,700	9,700	3,700
70125 Supplies-Mechanical	5,925	5,500	5,500	5,500
70180 Supplies-Botanic/Agri	2	100	100	100
70200 Supplies-Traffic Control	8,845	8,000	8,000	8,000
70230 Supplies-Linen	11,490	11,000	11,000	15,700

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8125 Water Distribution				
550 Water and Sewer Fund				
70240 Supplies-Educational	0	250	250	250
70250 Supplies-Periodicals	0	95	95	100
70350 Supplies-Pers Computer	2,592	11,080	11,080	1,334
70355 Supplies-System Software	65,780	0	0	0
70360 Supplies-PC Software	461	0	0	0
70900 Supplies-Other	9,592	11,500	11,500	11,500
7000 SUPPLIES	**147,293**	**86,775**	**86,775**	**78,834**
71010 Maint-Motor Vehicles	0	100	100	100
71030 Maint-Machinery/Tools	1,232	4,780	4,780	4,780
71050 Maint-Office Furn/Equip	97	700	700	700
71060 Maint-Radios	95	813	813	2,579
71070 Maint-Instruments	0	0	0	1,050
71080 Maint-Meters	26,229	10,000	10,000	14,080
71110 Maint-PC Software	0	1,508	1,508	1,568
71170 Maint-Water Mains	285,290	300,000	300,000	300,000
71190 Maint-Service Connect	263,653	286,555	286,555	292,855
71490 Maint-East Scott Facility	5,695	10,300	10,300	11,365
71660 Maint-Fire Hydrants	102	1,000	1,000	1,000
71680 Maint-Fences	0	500	500	500
7100 MAINT	**582,393**	**616,256**	**616,256**	**630,577**
72010 Services-Telephone	10,989	5,478	5,478	9,318
72011 Services-Wireless Phone	2,620	10,536	10,536	11,853
72020 Services-Electricity	13,085	8,772	8,772	8,772
72040 Services-Gas	6,923	10,000	10,000	10,000
72050 Services-Water/Sew/San	3,661	3,100	3,100	3,100

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8125 Water Distribution				
550 Water and Sewer Fund				
72065 Services-Central Garage	284,902	285,241	285,241	300,778
72190 Services-Empl Physicals	44,529	0	0	0
72270 Services-Binding/Printing	1,125	3,600	3,600	1,640
7200 SERVICES	**367,835**	**326,727**	**326,727**	**345,461**
73010 Workers Compensation	170	0	0	0
7300 INSUR/CONT	**170**	**0**	**0**	**0**
75010 Travel Expenses	4,789	2,377	2,377	2,377
75020 Education Registration	6,399	12,350	12,350	14,850
75040 Lease Payments	1,787	1,775	1,775	1,775
75090 Memberships	502	2,070	2,070	4,570
75110 Rent-Equipment	0	350	350	350
75160 Postage/Freight	307	450	450	450
7500 OTHER	**13,784**	**19,372**	**19,372**	**24,372**
77250 Distribution Line-Water	29,462	30,000	30,000	30,000
77320 Motor Vehicles	0	0	0	19,500
77330 Other Vehicles	0	0	0	123,000
77360 Instruments/Apparatus	5,200	37,125	37,125	14,000
77410 PC Computer Equipment	0	1,000	1,000	0
77450 Meters	0	13,800	13,800	0
77490 Other Mach and Equip	13,575	61,500	61,500	6,000
7700 CAP IMPROV	**48,237**	**143,425**	**143,425**	**192,500**
Total Water and Sewer Fund	3,741,003	3,711,334	3,711,334	3,952,107
Total Water Distribution	3,741,003	3,711,334	3,711,334	3,952,107

Sewer Rehabilitation & Wastewater Collections
Division Summary

Description
The Sewer Rehabilitation and Wastewater Collections Divisions are responsible for the operation and maintenance of the sewer collection system throughout the City. The sewer collections system is comprised of 540 miles of sewer mains and associated Manholes. Collections crews perform repairs, cleaning and unblocking sewer lines and manholes that convey sewage away from residences and businesses to the Resource Recovery Facilities. The Sewer Rehabilitation crews are responsible for televising and determining the condition of the sewer infrastructure.

The 2018-19 budget for Sewer Rehabilitation has increased by $20,872, or 4.48% from the prior year. Much of this increase is due to cost-of-living and merit pay adjustments and increased contributions to the Employee Health Insurance Plan. Additionally, Supply Accounts have increase by $8,800 to purchase furniture and equipment for the training room at the new facility currently under construction, and to add hearing protection equipment for improved employee safety. The budget also includes $28,000 in Capital Improvement Accounts to purchase 2 video cameras for the jet truck nozzles. These two purchases will ensure that all of the jet trucks have video jet cameras for sewer line maintenance work. Some of this increase is offset by a reduction of $16,600 in the Central Garage Services Account.

The budget for Wastewater Collections has increased $3,171, or 0.31% from the prior year. However, Supply Accounts show an increase of $25,700 to purchase hearing protection equipment, body harnesses, portable generators, a calibration station, and four additional iPads to complete the field crew's automation. There is also $12,700 and $9,000 budgeted in Capital Improvement Accounts to purchase two new types of cleaning nozzles for larger diameter pipe and another electronic entry/exit gate for the new facility, respectively. The prior budget included $25,000 to replace aging shoring equipment and $7,000 for one additional SCBA system for manhole entry. Central Garage charges have also been reduced by $10,600.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Reduced Sanitary Sewer Overflows from the Previous Year	Provide Adequate Infrastructure
Acquired JetVac Unit	Efficiently Deliver City Services
Advancing in Cityworks Work Order System	Efficiently Deliver City Services
Advancing Deployment of iPad Work Order Infrastructure	Efficiently Deliver City Services

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Reduce Sanitary Sewer Overflows	Provide Adequate Infrastructure
Grease Education	Actively Communicate & Engage the Public
I'm Not a Trashcan Program	Actively Communicate & Engage the Public
New storage Facility	Efficiently Deliver City Services & Provide Adequate Infrastructure
Improve infrastructure on Holliday Creek and large diameter lines	Provide Adequate Infrastructure

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Sanitary Sewer Overflows	<25	32	30
Annual Line Cleaning	30%	30.5%	30%
Annual Televising of system	7%	7%	7%
Annual Manhole Inspections	20%	33.12%	20%
Annual Smoke Testing	8%	4%	8%
Equipment Availability Rate	85%	New measure	
Safety Training Hours per Employee		New measure	
Distribute Public Education Literature	5000 pieces	New measure	

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Sewer Rehabilitation						
PERSONNEL	380,437	333,994	333,994	352,026	5.40	5.40
SUPPLIES	10,354	12,243	12,243	21,092	72.28	72.28
MAINT	22,770	11,300	11,300	11,550	2.21	2.21
SERVICES	80,967	79,161	79,161	62,767	-20.71	-20.71
OTHER	1,812	11,022	11,022	11,757	6.67	6.67
CAP IMPROV	53,846	18,600	18,600	28,000	50.54	50.54
Sewer Rehabilitation	**550,187**	**466,320**	**466,320**	**487,192**	**4.48**	**4.48**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8130 Sewer Rehabilitation				
550 Water and Sewer Fund				
60015 Salaries-Supervision	55,283	56,152	56,152	59,283
60135 Salaries-Operational	195,955	157,973	157,973	164,204
60192 Overtime	16,292	9,000	9,000	9,270
60240 Certification Pay	1,500	1,500	1,500	3,420
60250 Stability Pay	1,761	2,833	2,833	4,318
60275 Cell Phone Allowance	360	1,080	1,080	1,120
60300 FICA	19,172	17,423	17,423	18,440
60310 TMRS Retirement	33,389	29,203	29,203	30,790
60320 Life Insur Contribution	333	194	194	197
60325 Long Term Disability	251	256	256	260
60330 Health Insur Contrib	56,140	58,380	58,380	60,725
6000 PERSONNEL	**380,437**	**333,994**	**333,994**	**352,026**
70030 Supplies-Minor Tools	50	3,050	3,050	1,890
70050 Supplies-Minor Furniture	0	516	516	6,544
70060 Supplies-Office	539	1,200	1,200	1,200
70080 Supplies-Medical/Drug	0	50	50	50
70125 Supplies-Mechanical	0	1,250	1,250	5,380
70200 Supplies-Traffic Control	0	100	100	100
70210 Supplies-Cloth & Uniform	2,838	2,555	2,555	2,660
70230 Supplies-Linen	0	250	250	250
70240 Supplies-Educational	262	900	900	900
70350 Supplies-Pers Computer	1,947	1,010	1,010	704
70360 Supplies-PC Software	256	312	312	364
70900 Supplies-Other	4,463	1,050	1,050	1,050
7000 SUPPLIES	**10,354**	**12,243**	**12,243**	**21,092**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8130 Sewer Rehabilitation				
550 Water and Sewer Fund				
71010 Maint-Motor Vehicles	0	50	50	50
71030 Maint-Machinery/Tools	227	300	300	300
71060 Maint-Radios	0	200	200	200
71070 Maint-Instruments	10,317	8,000	8,000	8,000
71100 Maint-PC Hardware	0	750	750	1,000
71110 Maint-PC Software	2,000	2,000	2,000	2,000
71230 Maint-Sanitary Sewers	10,226	0	0	0
7100 MAINT	**22,770**	**11,300**	**11,300**	**11,550**
72010 Services-Telephone	981	1,153	1,153	1,153
72011 Services-Wireless Phone	2,186	2,880	2,880	3,000
72065 Services-Central Garage	77,800	74,608	74,608	58,014
72270 Services-Binding/Printing	0	520	520	600
7200 SERVICES	**80,967**	**79,161**	**79,161**	**62,767**
75010 Travel Expenses	0	1,025	1,025	1,650
75020 Education Registration	1,282	8,522	8,522	8,622
75090 Memberships	285	475	475	485
75160 Postage/Freight	245	1,000	1,000	1,000
7500 OTHER	**1,812**	**11,022**	**11,022**	**11,757**
77340 Mach/Tools/Implements	53,846	18,600	18,600	28,000
7700 CAP IMPROV	**53,846**	**18,600**	**18,600**	**28,000**
Total Water and Sewer Fund	550,187	466,320	466,320	487,192
Total Sewer Rehabilitation	550,187	466,320	466,320	487,192

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Wastewater Collection						
PERSONNEL	549,554	643,521	643,521	650,168	1.03	1.03
SUPPLIES	42,434	48,104	48,104	73,783	53.38	53.38
MAINT	94,940	86,000	86,000	85,950	-0.06	-0.06
SERVICES	135,632	168,757	168,757	156,782	-7.10	-7.10
OTHER	11,379	10,800	10,800	12,270	13.61	13.61
CAP IMPROV	28,857	80,300	80,300	61,700	-23.16	-23.16
Wastewater Collection	**862,796**	**1,037,482**	**1,037,482**	**1,040,653**	**0.31**	**0.31**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8142 Wastewater Collection				
550 Water and Sewer Fund				
60075 Salaries-Clerical	44,075	45,436	45,436	47,969
60135 Salaries-Operational	293,033	347,948	347,948	347,247
60192 Overtime	23,050	36,996	36,996	38,106
60230 Terminal Pay	398	0	0	0
60240 Certification Pay	2,068	1,920	1,920	1,500
60250 Stability Pay	4,180	4,319	4,319	3,522
60300 FICA	26,232	33,402	33,402	33,547
60310 TMRS Retirement	45,449	55,919	55,919	56,023
60320 Life Insur Contribution	452	352	352	345
60325 Long Term Disability	342	469	469	459
60330 Health Insur Contrib	110,275	116,760	116,760	121,450
6000 PERSONNEL	**549,554**	**643,521**	**643,521**	**650,168**
70030 Supplies-Minor Tools	1,837	3,020	3,020	4,610
70050 Supplies-Minor Furniture	402	966	966	450
70060 Supplies-Office	3,420	3,600	3,600	3,600
70080 Supplies-Medical/Drug	31	50	50	50
70110 Supplies-Chemical	1,765	4,200	4,200	4,200
70125 Supplies-Mechanical	5,728	8,300	8,300	22,905
70200 Supplies-Traffic Control	0	100	100	100
70210 Supplies-Cloth & Uniform	5,050	4,570	4,570	4,758
70230 Supplies-Linen	460	250	250	250
70350 Supplies-Pers Computer	1,410	1,680	1,680	5,016
70360 Supplies-PC Software	15,307	15,468	15,468	20,624
70900 Supplies-Other	7,026	5,900	5,900	7,220
7000 SUPPLIES	**42,434**	**48,104**	**48,104**	**73,783**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8142 Wastewater Collection				
550 Water and Sewer Fund				
71010 Maint-Motor Vehicles	33	50	50	50
71030 Maint-Machinery/Tools	0	500	500	500
71050 Maint-Office Furn/Equip	533	650	650	700
71060 Maint-Radios	0	300	300	200
71070 Maint-Instruments	728	0	0	0
71110 Maint-PC Software	16,000	0	0	0
71230 Maint-Sanitary Sewers	77,536	82,500	82,500	82,500
71385 Maint-Buildings	0	2,000	2,000	2,000
71590 Maint-Northside Facility	110	0	0	0
7100 MAINT	**94,940**	**86,000**	**86,000**	**85,950**
72010 Services-Telephone	3,113	1,153	1,153	1,153
72011 Services-Wireless Phone	2,302	4,320	4,320	5,040
72065 Services-Central Garage	129,525	159,914	159,914	148,289
72270 Services-Binding/Printing	691	3,370	3,370	2,300
7200 SERVICES	**135,632**	**168,757**	**168,757**	**156,782**
75010 Travel Expenses	0	200	200	800
75020 Education Registration	3,836	9,080	9,080	9,050
75090 Memberships	410	420	420	420
75110 Rent-Equipment	5,798	1,000	1,000	1,900
75160 Postage/Freight	1,335	100	100	100
7500 OTHER	**11,379**	**10,800**	**10,800**	**12,270**
77260 Sanitary Sewer Lines	16,197	40,000	40,000	40,000
77340 Mach/Tools/Implements	0	0	0	12,700
77360 Instruments/Apparatus	12,660	40,300	40,300	9,000

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8142 Wastewater Collection				
550 Water and Sewer Fund				
7700 CAP IMPROV	**28,857**	**80,300**	**80,300**	**61,700**
Total Water and Sewer Fund	862,796	1,037,482	1,037,482	1,040,653
Total Wastewater Collection	862,796	1,037,482	1,037,482	1,040,653

Water Source of Supply
Division Summary

Description
The Water Source of Supply Division is responsible for the management of the 3 supply lake sources; Kickapoo, Arrowhead, and Kemp/Diversion and their associated pump stations and pipelines. Three full-time employees are also accounted for in this division.

The 2018-19 budget for Water Source of Supply represents an increase of $508,786, or 93.50% from the prior year. The budget includes $531,800 to replace two vintage 1970 variable frequency drives for the Lake Arrowhead Raw Water Line. Additionally, there is an increase of $20,000 in the Instrument Maintenance Account to replace two water sondes used for raw water testing, and $12,000 is budgeted in Capital Outlay to replace an aging off-road vehicle. Some of this increase is offset, however, because the 2017-18 budget included $50,000 to replace an aging pontoon boat.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Repair upstream face of Lake Arrowhead Dam	Provide Adequate Infrastructure
Replace Headquarters Road Chlorine Dioxide Generators	Provide Adequate Infrastructure
Upgrade Secondary Reservoir Chlorine Dioxide Controllers	Provide Adequate Infrastructure

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Replace Aging Lake Arrowhead VFD Drives & Cells	Provide Adequate Infrastructure
Taste & Odor Control Program	Efficiently Deliver City Services
Maintain Adequate Communications with WCWID#2	Efficiently Deliver City Services

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
25% of supply from Kemp	25%	New measure	
Perform Quarterly Lake Analysis	4 Lakes per Quarter	New measure	
Maintain Taste & Odor Algae Counts < 500/mL	0 days > 500/mL	New measure	
Staff Certified at Correct Level	100%	New measure	
Safety Training Hours per Employee		New measure	

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Water Source of Supply						
PERSONNEL	158,550	164,499	164,499	160,034	-2.71	-2.71
SUPPLIES	19	1,200	1,200	1,200	0.00	0.00
MAINT	40,457	83,820	83,820	103,820	23.86	23.86
SERVICES	298,246	239,025	239,025	238,476	-0.23	-0.23
OTHER	10,480	15,600	15,600	15,600	0.00	0.00
CAP IMPROV	0	50,000	50,000	543,800	987.60	987.60
Water Source of Supply	**507,752**	**554,144**	**554,144**	**1,062,930**	**91.81**	**91.81**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8135 Water Source of Supply				
550 Water and Sewer Fund				
60135 Salaries-Operational	105,050	104,646	104,646	104,600
60192 Overtime	1,868	6,000	6,000	3,609
60240 Certification Pay	3,150	3,000	3,000	1,500
60250 Stability Pay	2,420	2,420	2,420	1,210
60275 Cell Phone Allowance	450	540	540	180
60300 FICA	7,297	8,462	8,462	8,502
60310 TMRS Retirement	14,007	14,191	14,191	14,194
60320 Life Insur Contribution	141	95	95	92
60325 Long Term Disability	106	125	125	122
60330 Health Insur Contrib	24,060	25,020	25,020	26,025
6000 PERSONNEL	**158,550**	**164,499**	**164,499**	**160,034**
70030 Supplies-Minor Tools	0	600	600	600
70125 Supplies-Mechanical	0	100	100	100
70900 Supplies-Other	19	500	500	500
7000 SUPPLIES	**19**	**1,200**	**1,200**	**1,200**
71030 Maint-Machinery/Tools	36	1,500	1,500	1,500
71040 Maint-Pumps/Motors	1,426	21,600	21,600	21,600
71060 Maint-Radios	0	700	700	700
71070 Maint-Instruments	9,466	8,000	8,000	28,000
71500 Maint-Streets Facilities	28	0	0	0
71600 Maint-Other Buildings	9,855	2,320	2,320	2,320
71550 Maint-Cypress Facility	186	0	0	0
71560 Maint-Jasper Facility	28	0	0	0
71620 Maint-Dams	0	20,000	20,000	20,000
71630 Maint-Canals/Conduits	16,769	24,200	24,200	24,200

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8135 Water Source of Supply				
550 Water and Sewer Fund				
71640 Maint-Other Structures	2,664	5,500	5,500	5,500
7100 MAINT	**40,457**	**83,820**	**83,820**	**103,820**
72010 Services-Telephone	980	288	288	288
72020 Services-Electricity	234,457	182,187	182,187	182,187
72065 Services-Central Garage	41,061	37,750	37,750	38,201
72170 Services-Other Prof	13,000	6,000	6,000	6,000
72270 Services-Binding/Printing	170	0	0	0
72330 Services-Other Misc	8,577	12,800	12,800	11,800
7200 SERVICES	**298,246**	**239,025**	**239,025**	**238,476**
75020 Education Registration	0	2,600	2,600	2,600
75110 Rent-Equipment	0	2,000	2,000	2,000
75160 Postage/Freight	237	0	0	0
75190 Ad-Valorem Taxes	10,243	11,000	11,000	11,000
7500 OTHER	**10,480**	**15,600**	**15,600**	**15,600**
77330 Other Vehicles	0	0	0	12,000
77360 Instruments/Apparatus	0	50,000	50,000	531,800
7700 CAP IMPROV	**0**	**50,000**	**50,000**	**543,800**
Total Water and Sewer Fund	507,752	554,144	554,144	1,062,930
Total Water Source of Supply	507,752	554,144	554,144	1,062,930

Water Purification
Division Summary

Description
The Water Purification Division is responsible for the treatment of the City's drinking water in accordance with USEPA and TCEQ rules & regulations. The Division operates and maintains 2 Water Treatment Facilities, 6 Ground Storage Tanks, 7 Elevated Storage tanks, 3 Booster Pump Stations and 4 Pressure Planes.

The 2018-19 budget for Water Purification totals $6,229,055, which is a reduction of $366,808, or 5.56% from the prior year. Areas of decrease include: (1) $282,600 in Chemical Supplies due to price reductions in several chemicals and historical spending; (2) $145,000 less spending in Capital Improvement Accounts at the plants; (3) $53,700 in the Electricity Services Account now that a full-year of lower contractual prices will be realized; and (4) $61,600 in the Water/Sewer Account to adjust for recent costs associated with water sludge disposal. Some of this increase is offset in other areas of the budget including: (1) an increase of approximately $100,000 in Personnel Service Accounts to provide for a cost-of-living and merit pay plan adjustments and increased contributions to the Employee Health Insurance Program; (2) $59,800 increase in Lab Supplies to conduct more raw water testing at Lake Arrowhead that is needed for the Indirect Potable Reuse System; (3) $27,600 in Instrument Maintenance for a new oven and freezer at the Cypress Lab.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Maintain Superior Water Status with TCEQ	Provide Adequate Infrastructure
Laboratory Interns from MSU (6)	Attract and Retain Young Voters and Graduates
Repaint Denver Water Tower	Provide Adequate Infrastructure
Taste & Odor Reduction	Efficiently Deliver City Services
Participate in MSU BEST Program (Interns/Tours)	Attract and Retain Young Voters and Graduates

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Maintain Superior Water Status with TCEQ	Provide Adequate Infrastructure
Laboratory Intern Program with MSU	Attract and Retain Young Voters and Graduates
Water Quality Program	Efficiently Deliver City Services
Taste & Odor Program	Efficiently Deliver City Services

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Chemical Regulations	100% Compliance	100%	100%
Bacteriological Regulations	100% Compliance	100%	100%
Taste & Odor Complaints	< 10 Annually	New measure	
Customer Water Quality Complaints	<100 Annually	New measure	
Staff Certified at Correct Level	100%	New measure	
Maintain System Pressure >35psi	>35 psi	New measure	
Safety Training Hours per Employee		New measure	

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Water Purification						
PERSONNEL	2,048,991	2,036,280	2,036,280	2,136,544	4.92	4.92
SUPPLIES	1,438,460	1,813,828	1,813,828	1,585,139	-12.61	-12.61
MAINT	678,385	542,457	542,457	570,045	5.09	5.09
SERVICES	1,891,029	1,768,688	1,768,688	1,646,932	-6.88	-6.88
OTHER	65,529	65,670	65,670	69,695	6.13	6.13
NONCAPITAL	379	3,000	3,000	3,000	0.00	0.00
CAP IMPROV	262,641	365,940	365,940	217,700	-40.51	-40.51
Water Purification	**6,385,414**	**6,595,863**	**6,595,863**	**6,229,055**	**-5.56**	**-5.56**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8140 Water Purification				
550 Water and Sewer Fund				
60015 Salaries-Supervision	65,767	66,071	66,071	69,755
60075 Salaries-Clerical	60,510	23,286	23,286	24,584
60120 Pool Clerical	960	0	0	0
60135 Salaries-Operational	1,198,460	1,209,819	1,209,819	1,275,187
60192 Overtime	72,007	75,000	75,000	77,250
60240 Certification Pay	30,220	32,760	32,760	33,300
60250 Stability Pay	25,745	28,300	28,300	28,714
60275 Cell Phone Allowance	2,505	2,340	2,340	2,160
60300 FICA	104,283	104,239	104,239	109,824
60310 TMRS Retirement	180,045	174,815	174,815	183,329
60320 Life Insur Contribution	1,742	1,170	1,170	1,197
60325 Long Term Disability	1,315	1,560	1,560	1,594
60330 Health Insur Contrib	304,760	316,920	316,920	329,650
60331 HSA Contributions Employer	673	0	0	0
6000 PERSONNEL	**2,048,991**	**2,036,280**	**2,036,280**	**2,136,544**
70030 Supplies-Minor Tools	67	0	0	0
70050 Supplies-Minor Furniture	292	0	0	0
70060 Supplies-Office	7,620	13,878	13,878	8,000
70080 Supplies-Medical/Drug	532	200	200	200
70100 Supplies-Janitorial	0	1,000	1,000	1,000
70110 Supplies-Chemical	1,256,884	1,630,000	1,630,000	1,347,389
70120 Supplies-Lab	143,929	143,100	143,100	202,900
70205 Supplies-Fencing	2,185	1,000	1,000	1,000
70230 Supplies-Linen	17,015	17,000	17,000	17,000
70240 Supplies-Educational	708	400	400	400

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8140 Water Purification				
550 Water and Sewer Fund				
70250 Supplies-Periodicals	383	1,300	1,300	1,300
70900 Supplies-Other	8,845	5,950	5,950	5,950
7000 SUPPLIES	**1,438,460**	**1,813,828**	**1,813,828**	**1,585,139**
71010 Maint-Motor Vehicles	36	0	0	0
71020 Maint-Other Vehicles	1,816	0	0	0
71030 Maint-Machinery/Tools	5,624	6,000	6,000	6,000
71040 Maint-Pumps/Motors	78,803	92,000	92,000	92,000
71050 Maint-Office Furn/Equip	0	1,500	1,500	1,500
71060 Maint-Radios	0	1,828	1,828	1,828
71070 Maint-Instruments	202,498	181,969	181,969	209,557
71100 Maint-PC Hardware	0	300	300	300
71130 Maint-HVAC Systems	10,416	9,000	9,000	9,000
71230 Maint-Sanitary Sewers	310	0	0	0
71250 Maint-Reservoirs/Tanks	15,912	7,500	7,500	7,500
71530 Maint-Landfill Buildings	17	0	0	0
71600 Maint-Other Buildings	54,143	20,360	20,360	20,360
71550 Maint-Cypress Facility	205,473	161,000	161,000	161,000
71560 Maint-Jasper Facility	92,913	61,000	61,000	61,000
71580 Maint-River Road Facility	143	0	0	0
71630 Maint-Canals/Conduits	3,974	0	0	0
71640 Maint-Other Structures	6,305	0	0	0
7100 MAINT	**678,385**	**542,457**	**542,457**	**570,045**
72010 Services-Telephone	33,273	28,941	28,941	28,941
72020 Services-Electricity	1,423,536	1,013,716	1,013,716	960,000
72040 Services-Gas	26,245	28,000	28,000	28,000

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8140 Water Purification				
550 Water and Sewer Fund				
72050 Services-Water/Sew/San	261,797	507,100	507,100	445,500
72065 Services-Central Garage	36,605	33,014	33,014	40,378
72230 Services-Lab Proficiency	22,895	92,228	92,228	80,224
72260 Services-Advertising	212	0	0	0
72270 Services-Binding/Printing	16,954	9,889	9,889	9,889
72330 Services-Other Misc	69,512	55,800	55,800	54,000
7200 SERVICES	**1,891,029**	**1,768,688**	**1,768,688**	**1,646,932**
75010 Travel Expenses	1,741	3,575	3,575	3,575
75020 Education Registration	34,096	32,200	32,200	36,200
75040 Lease Payments	944	975	975	1,000
75090 Memberships	5,005	0	0	0
75100 Boards/Local Meetings	2,298	3,420	3,420	3,420
75110 Rent-Equipment	3,278	7,500	7,500	7,500
75160 Postage/Freight	18,168	18,000	18,000	18,000
7500 OTHER	**65,529**	**65,670**	**65,670**	**69,695**
76030 Const-Traffic Sign/St Lts	93	0	0	0
76160 Landscape/Trees/Shrubs	286	3,000	3,000	3,000
7600 NONCAPITAL	**379**	**3,000**	**3,000**	**3,000**
77360 Instruments/Apparatus	258,706	365,940	365,940	217,700
77410 PC Computer Equipment	3,935	0	0	0
7700 CAP IMPROV	**262,641**	**365,940**	**365,940**	**217,700**
Total Water and Sewer Fund	6,385,414	6,595,863	6,595,863	6,229,055
Total Water Purification	6,385,414	6,595,863	6,595,863	6,229,055

Wastewater Treatment
Division Summary

Description
The Wastewater Treatment Division is responsible for the treatment of the City's sewage in accordance with the rules and regulations that are defined by the USEPA and TCEQ, as well as, the recovery of resources such as solids used for compositing and water used for source water augmentation. This division operates and maintains 2 Resource Recovery Facilities, and 54 Lift Stations within the Collections system.

The 2018-19 budget represents a decrease in the budget by $26,037, or 0.54% from the prior year. The Chemical Supply Account has been reduced by $155,000 to more accurately reflect the cost to treat the effluent water in the Indirect Potable Reuse System. Additionally, the prior budget included $40,000 in Maintenance of Pumps/Motors to purchase spare bearings for aeration blower motors. Much of these reductions are offset, however, in Personnel Service Accounts. These accounts have increased by $155,000 to add one Lead Plant Operator to help with additional duties resulting from the IPR System, cost-of-living and merit pay adjustments, and increased contributions to the Employee Health Insurance Program. There is also a slight increase in the cost to maintain the River Road Treatment Plant.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Initiation of Indirect Potable Reuse Program	Provide Adequate Infrastructure
Successfully Pass Biomonitoring	Provide Adequate Infrastructure
Northside WWTP Renovations	Provide Adequate Infrastructure
Change Headworks Pumps at WFRRF	Provide Adequate Infrastructure
Design & Install of new SCADA System @ WFRRF	Provide Adequate Infrastructure
Fabricate & Install new Blower Control Panels @ WFRRF	Provide Adequate Infrastructure
Install New Metal Roof on Admin. Bldg. @ WFRRF	Provide Adequate Infrastructure
Renewal Process of Permit for WFRRF (awaiting final approval)	Provide Adequate Infrastructure

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Complete Northside WWTP Renovations	Provide Adequate Infrastructure
Renovate Lab at WFRRF	Provide Adequate Infrastructure
Increase Staff	Efficiently Deliver City Services
Obtain Instructor Certification	Attract & Retain Young Workers and Graduates
Study Nitrate Reducing Process @ WFRRF	Provide Adequate Infrastructure
Institute use of Tough pads for work orders & Operator data logs	Efficiently Deliver City Services

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Meet Discharge Permit Requirements	100%	100%	100%
Pass Quarterly Biomonitoring	100%	100%	100%
Staff Certified at Correct Level	100%	New measure	
Safety Training Hours per Employee		New measure	

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Wastewater Treatment						
PERSONNEL	2,160,524	2,273,371	2,273,371	2,426,708	6.74	6.74
SUPPLIES	334,949	936,935	936,935	785,786	-16.13	-16.13
MAINT	181,306	240,350	240,350	214,600	-10.71	-10.71
SERVICES	1,277,653	1,279,797	1,279,797	1,280,519	0.06	0.06
OTHER	21,330	26,706	26,706	25,961	-2.79	-2.79
CAP IMPROV	82,724	100,600	100,600	98,150	-2.44	-2.44
Wastewater Treatment	**4,058,486**	**4,857,759**	**4,857,759**	**4,831,724**	**-0.54**	**-0.54**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8143 Wastewater Treatment				
550 Water and Sewer Fund				
60015 Salaries-Supervision	82,514	82,514	82,514	84,989
60075 Salaries-Clerical	26,271	26,345	26,345	27,815
60135 Salaries-Operational	1,304,127	1,383,658	1,383,658	1,464,591
60192 Overtime	65,055	54,996	54,996	82,404
60240 Certification Pay	28,789	30,660	30,660	30,240
60250 Stability Pay	29,728	30,693	30,693	28,271
60275 Cell Phone Allowance	1,800	2,160	2,160	2,160
60300 FICA	110,673	123,236	123,236	131,751
60310 TMRS Retirement	190,252	206,542	206,542	219,931
60320 Life Insur Contribution	1,866	1,345	1,345	1,378
60325 Long Term Disability	1,409	1,792	1,792	1,839
60330 Health Insur Contrib	316,790	329,430	329,430	351,338
60331 HSA Contributions Employer	1,250	0	0	0
6000 PERSONNEL	**2,160,524**	**2,273,371**	**2,273,371**	**2,426,708**
70030 Supplies-Minor Tools	1,743	1,000	1,000	1,000
70050 Supplies-Minor Furniture	997	1,032	1,032	622
70060 Supplies-Office	2,940	3,000	3,000	3,000
70080 Supplies-Medical/Drug	0	100	100	100
70100 Supplies-Janitorial	11,792	500	500	500
70110 Supplies-Chemical	233,291	816,253	816,253	661,214
70120 Supplies-Lab	49,339	81,500	81,500	83,500
70125 Supplies-Mechanical	14,305	6,000	6,000	6,000
70190 Supplies-Landscape	17	0	0	0
70200 Supplies-Traffic Control	26	0	0	0
70210 Supplies-Cloth & Uniform	15,579	14,900	14,900	14,900

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8143 Wastewater Treatment				
550 Water and Sewer Fund				
70230 Supplies-Linen	0	2,000	2,000	2,000
70240 Supplies-Educational	0	1,000	1,000	1,000
70250 Supplies-Periodicals	0	650	650	650
70350 Supplies-Pers Computer	0	0	0	2,300
70360 Supplies-PC Software	850	0	0	0
70900 Supplies-Other	4,070	9,000	9,000	9,000
7000 SUPPLIES	**334,949**	**936,935**	**936,935**	**785,786**
71020 Maint-Other Vehicles	2,604	0	0	0
71030 Maint-Machinery/Tools	0	1,000	1,000	1,000
71040 Maint-Pumps/Motors	65,417	130,000	130,000	90,000
71050 Maint-Office Furn/Equip	8	100	100	100
71060 Maint-Radios	0	250	250	500
71070 Maint-Instruments	17,816	20,000	20,000	21,200
71100 Maint-PC Hardware	0	1,500	1,500	1,500
71130 Maint-HVAC Systems	1,633	5,000	5,000	5,000
71230 Maint-Sanitary Sewers	210	0	0	0
71385 Maint-Buildings	894	0	0	0
71500 Maint-Streets Facilities	864	0	0	0
71600 Maint-Other Buildings	1,668	2,500	2,500	2,500
71550 Maint-Cypress Facility	118	0	0	0
71580 Maint-River Road Facility	76,811	65,000	65,000	77,800
71590 Maint-Northside Facility	13,263	15,000	15,000	15,000
7100 MAINT	**181,306**	**240,350**	**240,350**	**214,600**
72010 Services-Telephone	47,256	57,787	57,787	57,787
72020 Services-Electricity	693,942	664,000	664,000	640,000

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8143 Wastewater Treatment				
550 Water and Sewer Fund				
72040 Services-Gas	54,766	75,000	75,000	75,000
72050 Services-Water/Sew/San	249,790	247,495	247,495	247,500
72065 Services-Central Garage	157,769	148,215	148,215	167,732
72170 Services-Other Prof	0	5,000	5,000	10,000
72260 Services-Advertising	330	1,000	1,000	1,000
72270 Services-Binding/Printing	1,192	1,000	1,000	1,000
72330 Services-Other Misc	72,608	80,300	80,300	80,500
7200 SERVICES	**1,277,653**	**1,279,797**	**1,279,797**	**1,280,519**
75000 In City Mileage Reimburs	0	100	100	100
75010 Travel Expenses	250	1,000	1,000	500
75020 Education Registration	14,078	17,345	17,345	17,350
75040 Lease Payments	1,831	1,575	1,575	1,825
75090 Memberships	1,023	1,186	1,186	1,186
75110 Rent-Equipment	1,012	3,000	3,000	3,000
75160 Postage/Freight	3,136	2,500	2,500	2,000
7500 OTHER	**21,330**	**26,706**	**26,706**	**25,961**
77080 Building Improvements	32,000	0	0	0
77290 Heating/Cooling Systems	0	0	0	3,500
77340 Mach/Tools/Implements	24,763	87,500	87,500	55,200
77350 Pumps/Motors	15,822	0	0	0
77360 Instruments/Apparatus	10,139	13,100	13,100	39,450
7700 CAP IMPROV	**82,724**	**100,600**	**100,600**	**98,150**
Total Water and Sewer Fund	4,058,486	4,857,759	4,857,759	4,831,724
Total Wastewater Treatment	4,058,486	4,857,759	4,857,759	4,831,724

Water/Sewer Special Items
Division Summary

Description
The Water/Sewer Special Items budget is used to account for various expenses in the Water and Sewer Fund which do not belong to a specific division, such as separation pay, workers compensation, employee physicals, capital lease payments on the AMI System, administrative overhead costs and operating transfers to the General Fund. In addition, this budget unit accounts for $4.5 to $5 million for annual Budget Utilities Improvement Projects (major water/sewer line projects, lift stations, and large valve replacements, new buildings, etc.).

This budget unit totals $10,533,278, which is an increase of $529,517, or 5.29% from the prior year adopted budget. There are several notable reasons for this increase: (1) the 2018-19 budget includes $385,000 in Professional Services to update the City's Sewer System Master Plan that was previously conducted in the late 1990's; (2) the budget increases by $213,000 for administrative overhead charges and IT support services due to the addition of annual maintenance expenses paid for in the IT fund for the new AMI software program, and increases to the cost pool being allocated; (3) a $38,000 increase in building insurance to cover several facilities at the Cypress Water Treatment Plant; and (4) $200,000 is budgeted in Building Maintenance as the Water/Sewer Fund's share of structural improvements to the West Wing of City Hall. Some of these increases are offset by a $280,000 reduction in Capital Improvements principally because the prior budget included $800,000 to paint the Denver Water Tower and the 2018-19 budget only offsets a portion of that reduction with an increase for the Water Line Repair Program.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Replace 10,000 Linear Feet of Water Mains	Provide Adequate Infrastructure
Replace 5000 Linear Feet of Sewer Lines	Provide Adequate Infrastructure
Advanced Lake Ringgold Permitting Process	Provide Adequate Infrastructure

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Replace 12,800 Linear Feet of Water Mains	Provide Adequate Infrastructure
Replace 7500 Linear Feet of Sewer Mains	Provide Adequate Infrastructure
Revise Sewer Master Plan	Provide Adequate Infrastructure
Revise Water Master Plan	Provide Adequate Infrastructure
Continue Lake Ringgold Permitting Process	Provide Adequate Infrastructure

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Replace 1% of Water Lines	30,571 LF	New measure	
Replace 1% of Sewer Lines	28,512 LF	New measure	

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Water/Sewer Special Items						
PERSONNEL	30,989	50,250	50,250	42,200	-16.02	-16.02
SUPPLIES	1,400	0	0	0	0.00	0.00
MAINT	0	0	0	200,000	0.00	0.00
SERVICES	237,817	152,823	152,823	476,729	211.95	211.95
INSUR/CONT	1,016,449	920,694	920,694	1,000,774	8.70	8.70
DEBT EXPEN	12,059	37,416	37,416	36,107	-3.50	-3.50
OTHER	1,375,113	2,196,602	2,196,602	2,390,349	8.82	8.82
CAP IMPROV	610,905	4,926,000	4,926,000	4,646,000	-5.68	-5.68
OTHER USES	1,365,675	1,719,976	1,719,976	1,741,119	1.23	1.23
Water/Sewer Special Items	**4,650,406**	**10,003,761**	**10,003,761**	**10,533,278**	**5.29**	**5.29**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8145 Water/Sewer Special Items				
550 Water and Sewer Fund				
60230 Terminal Pay	30,735	50,000	50,000	42,000
60350 Eye Glass Reimburse	253	250	250	200
6000 PERSONNEL	**30,989**	**50,250**	**50,250**	**42,200**
70030 Supplies-Minor Tools	1,400	0	0	0
7000 SUPPLIES	**1,400**	**0**	**0**	**0**
71385 Maint-Buildings	0	0	0	200,000
7100 MAINT	**0**	**0**	**0**	**200,000**
72065 Services-Central Garage	80,088	0	0	0
72140 Services-Bank	7,606	8,761	8,761	7,606
72150 Services-Audit	3,123	3,062	3,062	3,123
72170 Services-Other Prof	146,819	140,000	140,000	465,000
72190 Services-Empl Physicals	0	1,000	1,000	1,000
72260 Services-Advertising	181	0	0	0
7200 SERVICES	**237,817**	**152,823**	**152,823**	**476,729**
73010 Workers Compensation	266,866	160,000	160,000	173,000
73020 Unemploy Compensation	5,263	9,000	9,000	10,000
73050 Insurance Expense	46,608	42,000	42,000	80,000
73060 Claims and Settlements	0	10,000	10,000	10,000
73070 General Liability Claims	120,092	4,000	4,000	42,500
73140 Contract-Wat Imp Dist #2	273,200	280,814	280,814	266,814
73160 Contract-US Geo Survey	56,360	54,280	54,280	57,860
73350 Contract-Other Agencies	248,061	360,600	360,600	360,600
7300 INSUR/CONT	**1,016,449**	**920,694**	**920,694**	**1,000,774**
74000 Bond Principal Payments	0	25,674	25,674	25,674
74135 Interest Exchanges	12,059	11,742	11,742	10,433

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8145 Water/Sewer Special Items				
550 Water and Sewer Fund				
7400 DEBT EXPEN	**12,059**	**37,416**	**37,416**	**36,107**
75010 Travel Expenses	1,354	0	0	0
75040 Lease Payments	34,118	996,348	996,348	982,879
75044 AMI Capital Lease Principal F	221,268	0	0	0
75110 Rent-Equipment	163	0	0	0
75130 Rent-Office	26,401	26,401	26,401	26,401
75160 Postage/Freight	335	0	0	0
75220 Bad Debt Expense	0	50,000	50,000	44,046
75250 Administrative Overhead	873,961	898,483	898,483	1,020,179
75260 IT Support Services	217,513	225,370	225,370	316,844
7500 OTHER	**1,375,113**	**2,196,602**	**2,196,602**	**2,390,349**
77220 Other Improvements	610,905	4,926,000	4,926,000	4,646,000
7700 CAP IMPROV	**610,905**	**4,926,000**	**4,926,000**	**4,646,000**
80000 Oper Transfer-General	1,365,675	1,719,976	1,719,976	1,741,119
8000 OTHER USES	**1,365,675**	**1,719,976**	**1,719,976**	**1,741,119**
Total Water and Sewer Fund	4,650,406	10,003,761	10,003,761	10,533,278
Total Water/Sewer Special Items	4,650,406	10,003,761	10,003,761	10,533,278

Storm Water Drainage Improvements
Summary

Description
In 2000, the City Council authorized the establishment of a Storm Water Drainage Utility System. This system, which took effect on May 1, 2001, provides a funding mechanism for drainage improvements in the city as allowed under Chapter 402, Subchapter C of the Texas Local Government Code. The system is designed to assign a fair and equitable charge to the public for storm water drainage management services including capital improvements. The fee is based upon the impervious area of all real property, whereby each residential water customer is assessed for one Single Family Living Unit Equivalent (SFLUE), and each commercial customer pays a multiplier of the SFLUE based upon the impervious area of their property. The monthly fee for a SFLUE is $5.00 and generates $3.7 million annually for the operating and capital costs of this program.

The 2018-19 total expenditure budget is $957,537, which is $4,041,670 less than the prior year adopted budget principally because the prior year adopted budget included $3.5 million for Phase II of the Kemp/Monroe Drainage Project, $290,000 to replace an aged street sweeper that was needed to comply with the TCEQ's MS4 permit, and $210,000 to replace two tractors, a flail mower, and brush hog that are used for drainage channel maintenance. Currently, the next large drainage project (Quail Creek) is under design and funds aren't yet available in this utility fund to begin that project, which is estimated to cost $8 to $10 million. This project is expected to be undertaken in the 2019-20 fiscal year, but may have to be separated into phases to correspond to when funding is available. The 2018-19 budget does include $40,000 to address a small drainage issue on Fairfax.

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Stormwater Drainage						
PERSONNEL	200,107	308,993	308,993	313,115	1.33	1.33
SUPPLIES	3,664	2,500	2,500	9,550	282.00	282.00
MAINT	20,485	25,107	21,467	23,933	11.49	-4.68
SERVICES	251,319	157,956	157,956	154,688	-2.07	-2.07
INSUR/CONT	100	100	100	200	100.00	100.00
OTHER	5,807	9,365	9,365	10,865	16.02	16.02
CAP IMPROV	328,815	4,090,000	4,705,640	40,000	-99.15	-99.02
OTHER USES	405,186	405,186	405,186	405,186	0.00	0.00
Stormwater Drainage	**1,215,483**	**4,999,207**	**5,611,207**	**957,537**	**-82.94**	**-80.85**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8162 Stormwater Drainage				
552 Stormwater Drainage Fund				
60015 Salaries-Supervision	93,403	33,695	33,695	35,573
60135 Salaries-Operational	40,173	184,555	184,555	184,852
60250 Stability Pay	674	4,043	4,043	4,043
60275 Cell Phone Allowance	119	360	360	360
60300 FICA	10,078	17,033	17,033	17,209
60310 TMRS Retirement	16,606	28,566	28,566	28,727
60320 Life Insur Contribution	181	197	197	193
60325 Long Term Disability	137	262	262	257
60330 Health Insur Contrib	38,737	40,282	40,282	41,901
6000 PERSONNEL	**200,107**	**308,993**	**308,993**	**313,115**
70030 Supplies-Minor Tools	0	100	100	100
70060 Supplies-Office	1,929	1,800	1,800	1,850
70240 Supplies-Educational	0	100	100	100
70350 Supplies-Pers Computer	1,169	0	0	0
70360 Supplies-PC Software	565	0	0	7,000
70900 Supplies-Other	0	500	500	500
7000 SUPPLIES	**3,664**	**2,500**	**2,500**	**9,550**
71110 Maint-PC Software	295	1,277	1,277	433
71365 Maint-Other Improvement	20,190	23,830	20,190	23,500
7100 MAINT	**20,485**	**25,107**	**21,467**	**23,933**
72010 Services-Telephone	196	288	288	288
72011 Services-Wireless Phone	884	1,400	1,400	1,260
72065 Services-Central Garage	143,140	145,868	145,868	143,140
72170 Services-Other Prof	37,958	10,000	10,000	10,000
72260 Services-Advertising	192	400	400	0

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8162 Stormwater Drainage				
552 Stormwater Drainage Fund				
72310 Services-Subcontractors	68,950	0	0	0
7200 SERVICES	**251,319**	**157,956**	**157,956**	**154,688**
73350 Contract-Other Agencies	100	100	100	200
7300 INSUR/CONT	**100**	**100**	**100**	**200**
75010 Travel Expenses	696	1,500	1,500	1,500
75020 Education Registration	725	2,400	2,400	3,900
75090 Memberships	246	465	465	465
75110 Rent-Equipment	2,128	5,000	5,000	5,000
75160 Postage/Freight	1,603	0	0	0
75190 Ad-Valorem Taxes	410	0	0	0
7500 OTHER	**5,807**	**9,365**	**9,365**	**10,865**
77160 Const-Engineering Fees	84,495	0	0	0
77220 Other Improvements	12,400	90,000	90,000	40,000
77271 Drainage System-Enclosed	229,597	3,500,000	4,112,000	0
77340 Mach/Tools/Implements	0	210,000	210,000	0
77360 Instruments/Apparatus	0	0	3,640	0
77410 PC Computer Equipment	2,323	0	0	0
77490 Other Mach and Equip	0	290,000	290,000	0
7700 CAP IMPROV	**328,815**	**4,090,000**	**4,705,640**	**40,000**
80070 Oper Transfer-Other	405,186	405,186	405,186	405,186
8000 OTHER USES	**405,186**	**405,186**	**405,186**	**405,186**
Total Stormwater Drainage Fund	1,215,483	4,999,207	5,611,207	957,537
Total Stormwater Drainage	1,215,483	4,999,207	5,611,207	957,537

Sanitation
Division Summary

Description

The Sanitation Division performs the collection of residential and a majority of commercial solid waste generated in the city limits, and provides the "Choose to Reuse" program which includes an Organic Reuse Program and drop off locations to recycle glass, newspaper, aluminum and #1 and #2 plastics. The Division also oversees the operations of the City's Transfer Station where waste is deposited into larger hauling units and transported to the to the City's landfill. This Division oversees the operations at the landfill, which maintains a viable compost facility in which the compost is used by City Parks and Recreation and Street Divisions to maintain landscaping and promote vegetation in City parks.

Refuse Collection:
The budget for Refuse Collection (8175) reflects an increase of $291,226, which is 3.26% above the prior year adopted budget. There are three principle reasons for this change: (1) the budget for Central Garage Services has increased $307,000 because significant maintenance expenses for collection units has been required over the last year few years; (2) $50,000 is included in the Building Maintenance Account for the Sanitation Fund's share of the structural work needed for the West Wing of City Hall; and (3) Personnel Service Accounts have increased $88,000 to provide for the cost-of-living and merit pay adjustments, and increased contributions to the Employee Health Insurance Program. Some of this increase is offset with a reduction of $142,000 in Capital Outlay Accounts as the prior budget included funding to replace 3 curbside and 2 alley collection units, whereas the 2018-19 budget includes funds to purchase 3 curbside unit and 1 front end collection unit at increased prices. Additionally, Supply Accounts reflect a reduction of $64,000 as the prior budget included funds to build up some inventory for the larger dumpsters and to purchase a welder, rolling elevator ladder and steam area with awning.

Transfer Station:
The budget for the Transfer Station (8180) represents an increase of $48,300, or 4.15% above the prior year adopted budget. The primary reason for this increase is reflected in Personnel Services Accounts to pay for the cost-of-living and merit pay adjustments along with increased contributions to the Employee Health Insurance Program. There is also $5,200 included to replace two porta-cool units and Central Garage Charges have increased slightly as well.

Landfill:
The Landfill Budget (8185) has increased by $550,356, which is 18.77% above the prior year adopted budget. The primary reasons for this increase are reflected in Central Garage Charges, Capital Replacements and Personnel Service Accounts. Central Garage Charges have increased $340,000 as we continue to incur large costs associated with maintaining and fueling landfill equipment. Capital Outlay Accounts show an increase of $191,500 from the prior year because $245,000 is budgeted to replace a front-end loader in 2018-19, but the prior budget only included funding for portable windscreens, a pick-up truck, and a new lighting unit. Personnel accounts show the cost to provide for a cost-of-living and merit pay adjustments and increased contributions to the Employee Health Insurance Program.

Sanitation Special Items:
The Sanitation Special Items Budget (8190) is used to budget for set aside funding for expansion of a landfill cell that will be required in approximately 20 years. At the end of 2017-18, $1,625,000 will be held in reserve for that project, and the $250,000 budgeted for 2018-19 will increase that amount to $1,875,000. It is anticipated that the cost of such a landfill expansion would be nearly $8 million to complete. There is also $17,000 budgeted in this organization for the Sanitation Fund's share of the cost to contract with a risk management consulting firm to provide technical expertise in Risk/Safety, Clams Advocacy, Brokerage, and Benchmarking and Analysis.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Sanitation collected residential waste for 30,000 households twice per week timely and accurately greater than 99.99% of the time.	Efficiently Deliver City Services

The Sanitation division successfully outsourced dumpster maintenance improving inventory availability from zero to 2 to 4 of all sizes available daily. The Refuse Collection section has been able to change out, deliver or repair dumpsters within 1-day reducing delivery wait from 10 days.	Efficiently Deliver City Services
The 2-man welding crew has implemented residential alley dumpster repair routes completing all visible necessary repairs on-site along with citizen complaints. Since implementation, the crew has completed 2,376 repairs.	Efficiently Deliver City Services
The Choose to Reuse campaign continues to reach citizens to participate in the City's recycling programs by choosing to Drop it or to Curb it.	Actively Communicate and Engage the Public Efficiently Deliver City Services Enhance the WF Brand
The City diverted 12% of our waste through the Choose to Reuse program.	Efficiently Deliver City Services Enhance the WF Brand
Three Sanitation vehicles have been wrapped with the Choose to Reuse logo. Staff has actively participated in the Home and Garden and presented at several city schools and the League of Women's Voters on the City's reuse program. The Choose to Reuse Facebook page continues to be a great source of information to the public.	Actively Communicate and Engage the Public Efficiently Deliver City Services Enhance the WF Brand
The Landfill and Transfer Station were inspected by TCEQ and are in full compliance.	Efficiently Deliver City Services Provide Adequate Infrastructure
The Transfer Station successfully implemented a tire disposal service for our residential and commercial customers disposing 10,070 tires over the last year. This service has decreased illegal tire dumping throughout our City. Additionally, commercial customers have the option to pay a fee for this service providing revenue for the City and saving the local commercial disposal costs.	Actively Communicate and Engage the Public Efficiently Deliver City Services

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Implement on vehicle mobile route program to efficiently guide drivers to improve curbside route efficiency, reduce missed trash, decrease training time, decrease overtime, save fuel and improve customer communication.	Efficiently Deliver City Services Actively Communicate and Engage the Public
Continue to provide a top-notch Choose to Reuse program with easy access to drop off locations and curbside organic reuse and quality compost.	Efficiently Deliver City Services Actively Communicate & Engage the Public
Maintain full environmental compliance by operating a state leading landfill facility and transfer station.	Efficiently Deliver City Services Provide Adequate Infrastructure
Provide employees with the training and resources to work safely and the ability to continue to improve performance.	Efficiently Deliver City Services

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Total full-time employees	80	80	81
Employee Turnover Rate: Refuse Collection Transfer Station Landfill	25%	22% 16% 29%	25%
Missed Curbside Collection	Less than 0.001% (Equivalent missed stops = 2,098 per year)	<.001%	<.001%
Landfill and Transfer Station Environmental Compliance	Zero Findings	Zero Findings	Zero Findings
Choose to Reuse Waste Diversion	10%	12%	10%
Equipment Availability Rate: Automated Curbside Alley Sideload Commercial Frontload Transfer Station Landfill	 80% 80% 80% 80% 80%	 74% 81% 90% 90% 80%	 80% 90% 90% 90% 80%

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Refuse Collection						
PERSONNEL	2,648,828	2,738,520	2,738,520	2,826,402	3.21	3.21
SUPPLIES	250,442	278,652	284,652	214,400	-24.68	-23.06
MAINT	18,132	34,200	34,200	84,350	146.64	146.64
SERVICES	2,060,863	2,318,065	2,318,065	2,642,155	13.98	13.98
INSUR/CONT	98,091	73,000	73,000	83,400	14.25	14.25
OTHER	292,393	276,091	276,091	290,804	5.33	5.33
CAP IMPROV	1,399,756	1,630,000	1,624,000	1,488,000	-8.37	-8.71
OTHER USES	1,567,404	1,593,408	1,593,408	1,603,651	0.64	0.64
Refuse Collection	**8,335,909**	**8,941,936**	**8,941,936**	**9,233,162**	**3.26**	**3.26**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8175 Refuse Collection				
530 Sanitation Fund				
60015 Salaries-Supervision	115,677	136,681	136,681	144,300
60075 Salaries-Clerical	52,216	53,213	53,213	56,180
60135 Salaries-Operational	1,611,124	1,645,402	1,645,402	1,686,612
60192 Overtime	40,902	45,000	45,000	46,350
60230 Terminal Pay	11,041	12,000	12,000	12,500
60250 Stability Pay	27,103	33,998	33,998	37,211
60275 Cell Phone Allowance	72	0	0	0
60300 FICA	131,852	142,997	142,997	147,294
60310 TMRS Retirement	226,123	235,120	235,120	241,854
60320 Life Insur Contribution	2,256	1,614	1,614	1,621
60325 Long Term Disability	1,713	2,151	2,151	2,160
60330 Health Insur Contrib	428,750	430,344	430,344	450,320
6000 PERSONNEL	**2,648,828**	**2,738,520**	**2,738,520**	**2,826,402**
70000 Supplies-Motor Vehicles	258	600	600	600
70030 Supplies-Minor Tools	240,175	264,500	270,500	205,000
70040 Supplies-Minor Off Equip	13	1,752	1,752	0
70050 Supplies-Minor Furniture	208	0	0	0
70060 Supplies-Office	1,433	1,500	1,500	1,500
70080 Supplies-Medical/Drug	0	300	300	300
70210 Supplies-Cloth & Uniform	0	5,000	5,000	2,000
70230 Supplies-Linen	4,206	2,000	2,000	2,000
70900 Supplies-Other	4,149	3,000	3,000	3,000
7000 SUPPLIES	**250,442**	**278,652**	**284,652**	**214,400**
71030 Maint-Machinery/Tools	13,930	29,200	29,200	29,350
71060 Maint-Radios	353	500	500	500

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8175 Refuse Collection				
530 Sanitation Fund				
71130 Maint-HVAC Systems	115	2,000	2,000	2,000
71385 Maint-Buildings	0	0	0	50,000
71510 Maint-Sanitation Offices	3,734	2,500	2,500	2,500
7100 MAINT	**18,132**	**34,200**	**34,200**	**84,350**
72010 Services-Telephone	2,358	2,306	2,306	2,306
72011 Services-Wireless Phone	0	0	0	5,304
72020 Services-Electricity	12,182	9,011	9,011	9,011
72040 Services-Gas	764	750	750	750
72050 Services-Water/Sew/San	20	50	50	50
72065 Services-Central Garage	1,687,760	1,936,314	1,936,314	2,243,685
72140 Services-Bank	7,988	1,260	1,260	2,648
72150 Services-Audit	1,401	1,374	1,374	1,401
72160 Services-Consulting	0	0	0	10,000
72170 Services-Other Prof	569	0	0	0
72190 Services-Empl Physicals	26,785	21,000	21,000	24,000
72260 Services-Advertising	18,047	4,000	4,000	1,000
72270 Services-Binding/Printing	2,402	2,000	2,000	2,000
72330 Services-Other Misc	300,585	340,000	340,000	340,000
7200 SERVICES	**2,060,863**	**2,318,065**	**2,318,065**	**2,642,155**
73010 Workers Compensation	44,514	26,000	26,000	34,000
73020 Unemploy Compensation	0	10,000	10,000	2,000
73050 Insurance Expense	3,566	2,000	2,000	2,400
73060 Claims and Settlements	0	30,000	30,000	20,000
73070 General Liability Claims	50,011	5,000	5,000	25,000
7300 INSUR/CONT	**98,091**	**73,000**	**73,000**	**83,400**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8175 Refuse Collection				
530 Sanitation Fund				
75010 Travel Expenses	946	2,250	2,250	2,750
75020 Education Registration	886	1,500	1,500	1,000
75040 Lease Payments	2,216	2,225	2,225	2,225
75090 Memberships	317	500	500	500
75130 Rent-Office	13,004	13,004	13,004	13,004
75160 Postage/Freight	1,232	3,000	3,000	3,000
75250 Administrative Overhead	214,689	193,518	193,518	205,875
75260 IT Support Services	59,103	60,094	60,094	62,450
7500 OTHER	**292,393**	**276,091**	**276,091**	**290,804**
77070 Buildings	0	0	(6,000)	0
77215 Alleys	44,902	300,000	300,000	300,000
77220 Other Improvements	47,794	0	0	0
77320 Motor Vehicles	1,307,060	1,330,000	1,330,000	1,188,000
7700 CAP IMPROV	**1,399,756**	**1,630,000**	**1,624,000**	**1,488,000**
80000 Oper Transfer-General	1,567,404	1,593,408	1,593,408	1,603,651
8000 OTHER USES	**1,567,404**	**1,593,408**	**1,593,408**	**1,603,651**
Total Sanitation Fund	8,335,909	8,941,936	8,941,936	9,233,162
Total Refuse Collection	8,335,909	8,941,936	8,941,936	9,233,162

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Transfer Station						
PERSONNEL	680,773	692,692	692,692	731,128	5.55	5.55
SUPPLIES	4,164	8,744	8,744	14,023	60.37	60.37
MAINT	22,825	69,750	69,750	69,750	0.00	0.00
SERVICES	375,721	386,261	386,261	393,346	1.83	1.83
OTHER	637	1,700	1,700	1,700	0.00	0.00
CAP IMPROV	160,718	5,000	5,000	2,500	-50.00	-50.00
Transfer Station	**1,244,838**	**1,164,147**	**1,164,147**	**1,212,447**	**4.15**	**4.15**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8180 Transfer Station				
530 Sanitation Fund				
60135 Salaries-Operational	452,764	453,876	453,876	480,457
60192 Overtime	11,363	15,000	15,000	15,450
60250 Stability Pay	10,231	10,918	10,918	12,129
60300 FICA	34,130	35,556	35,556	37,713
60310 TMRS Retirement	58,943	59,631	59,631	62,948
60320 Life Insur Contribution	605	408	408	420
60325 Long Term Disability	457	543	543	560
60330 Health Insur Contrib	112,280	116,760	116,760	121,450
6000 PERSONNEL	**680,773**	**692,692**	**692,692**	**731,128**
70030 Supplies-Minor Tools	1,463	3,650	3,650	8,850
70050 Supplies-Minor Furniture	0	794	794	873
70060 Supplies-Office	643	750	750	750
70110 Supplies-Chemical	0	200	200	200
70180 Supplies-Botanic/Agri	360	1,400	1,400	1,400
70900 Supplies-Other	1,698	1,950	1,950	1,950
7000 SUPPLIES	**4,164**	**8,744**	**8,744**	**14,023**
71030 Maint-Machinery/Tools	773	1,250	1,250	1,250
71070 Maint-Instruments	0	7,000	7,000	7,000
71115 Maint-Systems Software	600	0	0	0
71130 Maint-HVAC Systems	248	1,500	1,500	1,500
71140 Maint-Other Equipment	50	1,000	1,000	1,000
71220 Maint-Walks/Dr/Parking	0	50,000	50,000	50,000
71385 Maint-Buildings	21,154	9,000	9,000	9,000
7100 MAINT	**22,825**	**69,750**	**69,750**	**69,750**
72010 Services-Telephone	3,204	1,634	1,634	1,634

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8180 Transfer Station				
530 Sanitation Fund				
72020 Services-Electricity	17,624	13,395	13,395	13,395
72050 Services-Water/Sew/San	499	1,500	1,500	1,500
72065 Services-Central Garage	353,210	365,032	365,032	373,217
72070 Services-Tire Disposal	0	500	500	500
72270 Services-Binding/Printing	0	1,000	1,000	500
72330 Services-Other Misc	1,184	3,200	3,200	2,600
7200 SERVICES	**375,721**	**386,261**	**386,261**	**393,346**
75010 Travel Expenses	0	500	500	500
75020 Education Registration	400	1,000	1,000	1,000
75160 Postage/Freight	237	200	200	200
7500 OTHER	**637**	**1,700**	**1,700**	**1,700**
77320 Motor Vehicles	151,100	0	0	0
77360 Instruments/Apparatus	9,618	0	0	0
77490 Other Mach and Equip	0	5,000	5,000	2,500
7700 CAP IMPROV	**160,718**	**5,000**	**5,000**	**2,500**
Total Sanitation Fund	1,244,838	1,164,147	1,164,147	1,212,447
Total Transfer Station	1,244,838	1,164,147	1,164,147	1,212,447

City of Wichita Falls
Organization Expenditure Summary

		FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Landfill							
	PERSONNEL	914,063	957,229	957,229	989,916	3.41	3.41
	SUPPLIES	52,407	66,847	66,847	78,249	17.06	17.06
	MAINT	47,391	54,200	54,200	56,200	3.69	3.69
	SERVICES	1,557,453	1,646,242	1,642,582	1,967,233	19.76	19.50
	OTHER	115,823	146,200	146,200	132,476	-9.39	-9.39
	NONCAPITAL	0	500	500	6,000	1100.00	1100.00
	CAP IMPROV	395,495	61,500	65,160	253,000	288.28	311.38
Landfill		**3,082,632**	**2,932,718**	**2,932,718**	**3,483,074**	**18.77**	**18.77**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8185 Landfill				
530 Sanitation Fund				
60075 Salaries-Clerical	54,847	55,690	55,690	58,797
60135 Salaries-Operational	548,759	549,126	549,126	574,318
60192 Overtime	24,051	50,000	50,000	41,200
60230 Terminal Pay	253	0	0	0
60250 Stability Pay	13,890	15,621	15,621	16,694
60300 FICA	45,591	47,466	47,466	49,750
60310 TMRS Retirement	79,512	79,598	79,598	83,045
60320 Life Insur Contribution	802	543	543	552
60325 Long Term Disability	606	725	725	736
60330 Health Insur Contrib	144,360	158,460	158,460	164,825
60331 HSA Contributions Employer	1,392	0	0	0
6000 PERSONNEL	**914,063**	**957,229**	**957,229**	**989,916**
70000 Supplies-Motor Vehicles	1,707	1,500	1,500	4,000
70030 Supplies-Minor Tools	8,494	700	700	4,500
70040 Supplies-Minor Off Equip	1,300	397	397	249
70060 Supplies-Office	1,928	2,000	2,000	2,000
70110 Supplies-Chemical	28,151	45,000	45,000	40,000
70205 Supplies-Fencing	0	2,000	2,000	2,000
70210 Supplies-Cloth & Uniform	1,042	3,000	3,000	1,600
70330 Supplies-Heating Fuel	7,232	10,000	10,000	10,000
70900 Supplies-Other	2,554	2,250	2,250	13,900
7000 SUPPLIES	**52,407**	**66,847**	**66,847**	**78,249**
71020 Maint-Other Vehicles	7,120	7,000	7,000	7,000
71030 Maint-Machinery/Tools	112	0	0	0
71060 Maint-Radios	0	200	200	200

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8185 Landfill				
530 Sanitation Fund				
71070 Maint-Instruments	6,944	8,000	8,000	7,500
71115 Maint-Systems Software	697	0	0	0
71130 Maint-HVAC Systems	378	2,000	2,000	2,000
71140 Maint-Other Equipment	7,162	7,500	7,500	7,500
71220 Maint-Walks/Dr/Parking	13,125	25,000	25,000	18,000
71365 Maint-Other Improvement	0	0	0	10,000
71385 Maint-Buildings	11,852	4,500	4,500	4,000
7100 MAINT	**47,391**	**54,200**	**54,200**	**56,200**
72010 Services-Telephone	4,284	4,822	4,822	4,822
72011 Services-Wireless Phone	1,480	0	0	0
72020 Services-Electricity	8,432	6,729	6,729	6,729
72050 Services-Water/Sew/San	2,545	5,209	5,209	5,209
72065 Services-Central Garage	1,294,768	1,514,682	1,514,682	1,855,173
72070 Services-Tire Disposal	0	1,000	1,000	1,000
72160 Services-Consulting	64,221	107,500	103,840	84,000
72170 Services-Other Prof	200	0	0	0
72270 Services-Binding/Printing	2,040	3,500	3,500	3,500
72330 Services-Other Misc	179,484	2,800	2,800	6,800
7200 SERVICES	**1,557,453**	**1,646,242**	**1,642,582**	**1,967,233**
75010 Travel Expenses	0	1,500	1,500	1,500
75020 Education Registration	2,300	2,950	2,950	2,750
75160 Postage/Freight	886	750	750	750
75180 Administration Fees	112,637	141,000	141,000	127,476
7500 OTHER	**115,823**	**146,200**	**146,200**	**132,476**
76160 Landscape/Trees/Shrubs	0	500	500	6,000

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8185 Landfill				
530 Sanitation Fund				
7600 NONCAPITAL	**0**	**500**	**500**	**6,000**
77220 Other Improvements	52,349	25,000	25,000	0
77320 Motor Vehicles	0	26,500	26,500	0
77340 Mach/Tools/Implements	334,000	10,000	10,000	0
77360 Instruments/Apparatus	9,146	0	3,660	8,000
77490 Other Mach and Equip	0	0	0	245,000
7700 CAP IMPROV	**395,495**	**61,500**	**65,160**	**253,000**
Total Sanitation Fund	3,082,632	2,932,718	2,932,718	3,483,074
Total Landfill	3,082,632	2,932,718	2,932,718	3,483,074

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Sanitation Special Items						
SERVICES	293,656	15,000	298,000	17,000	-94.30	13.33
CAP IMPROV	0	250,000	250,000	250,000	0.00	0.00
Sanitation Special Items	**293,656**	**265,000**	**548,000**	**267,000**	**-51.28**	**0.75**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8190 Sanitation Special Items				
530 Sanitation Fund				
72065 Services-Central Garage	293,656	0	283,000	0
72170 Services-Other Prof	0	15,000	15,000	17,000
7200 SERVICES	**293,656**	**15,000**	**298,000**	**17,000**
77220 Other Improvements	0	250,000	250,000	250,000
7700 CAP IMPROV	**0**	**250,000**	**250,000**	**250,000**
Total Sanitation Fund	293,656	265,000	548,000	267,000
Total Sanitation Special Items	293,656	265,000	548,000	267,000

Engineering
Division Summary

Description

The Engineering Division develops the plans and specifications for capital improvement projects for the City. The projects improve infrastructure for the water treatment and the distribution system, wastewater treatment and collection system, drainage improvements, roadways and recreation. Additionally, the staff reviews development plans and plats and provides inspection services for the new and improved infrastructure completed within the city. The Engineering staff manages the City's infrastructure maps and maintains attributes in the GIS environment.

The 2018-19 budget for the Engineering Division represents an increase of $114,295, or 7.75% from the prior year adopted budget. Much of this increase is attributed to the cost-of-living and step/merit pay adjustments along with rising health insurance contributions. There are also increases in the following areas: (1) $21,350 in Maintenance of Buildings to replace the ceiling insulation that is coming loose in the Lab; (2) $7,000 increase for bi-annual lab inspection and renewal of our nuclear license with the Texas Department of Health; and (3) approximately $7,000 for a one-time purchase of a rock screen, sieves and portable concrete mixer. There is a reduction of $11,000 in Capital Outlay Accounts because the prior budget included $18,700 to replace a Total Station Survey Equipment, whereas the 2018-19 budget only includes $7,690 for a mechanical soil compactor.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Designed and constructed multiple infrastructure projects improving utilities, drainage, streets and trails	Provide Adequate Infrastructure
Provided key floodplain information to citizens, realtors, and engineers to ensure proper protection and insurance for multiple homeowners	Actively Communicate & Engage the Public
Provided assistance with predevelopment meetings	Accelerate Economic Growth Provide Adequate Infrastructure
Provided quality and timely review of development plans and on-site inspection	Accelerate Economic Growth Provide Adequate Infrastructure

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Execute design and award of all annual budgeted infrastructure rehabilitation projects within the Fiscal Year	Provide Adequate Infrastructure
Provide accurate infrastructure mapping to reduce damaged infrastructure during construction activities within the City ROW	Provide Adequate Infrastructure
Promote development through accurate and timely design review and on-site inspection of infrastructure.	Provide Adequate Infrastructure Accelerate Economic Growth
Recruit and retain professional engineers	Attract & Retain Young Workers and Graduates

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Engineer Manning Days (5 positions)	90% (total days filled/total days)	65.2%	90%
Annual Budgeted CIP Project Bid Schedule	Average Award w/in 28 days of Schedule	13 days	28 days
Annual Street Assessment	25% of Maintained Streets	24.2%	25%
Floodplain Outreach	2 mail outs / events	2	2
Development Plan Review	New measure/under development	8 business days	7 business days

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Engineering						
PERSONNEL	1,306,110	1,327,021	1,327,021	1,409,455	6.21	6.21
SUPPLIES	16,519	21,150	21,150	27,921	32.01	32.01
MAINT	10,436	19,600	19,600	43,465	121.76	121.76
SERVICES	59,576	74,594	74,594	85,699	14.89	14.89
INSUR/CONT	15	15	15	15	0.00	0.00
OTHER	16,979	14,320	14,320	15,460	7.96	7.96
CAP IMPROV	12,354	18,700	18,700	7,680	-58.93	-58.93
Engineering	**1,421,988**	**1,475,400**	**1,475,400**	**1,589,695**	**7.75**	**7.75**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8210 Engineering				
100 General Fund				
60015 Salaries-Supervision	271,547	140,835	140,835	148,688
60075 Salaries-Clerical	119,378	0	0	0
60120 Pool Clerical	1,274	6,240	6,240	10,296
60135 Salaries-Operational	538,473	797,683	797,683	839,874
60192 Overtime	18,713	10,000	10,000	16,476
60240 Certification Pay	960	960	960	1,920
60250 Stability Pay	17,481	20,049	20,049	20,845
60275 Cell Phone Allowance	3,337	4,140	4,140	4,140
60300 FICA	70,072	73,721	73,721	79,724
60310 TMRS Retirement	120,496	123,637	123,637	131,755
60320 Life Insur Contribution	1,290	846	846	866
60325 Long Term Disability	974	1,125	1,125	1,151
60330 Health Insur Contrib	142,115	147,785	147,785	153,721
6000 PERSONNEL	**1,306,110**	**1,327,021**	**1,327,021**	**1,409,455**
70030 Supplies-Minor Tools	2,232	2,040	2,040	2,305
70040 Supplies-Minor Off Equip	0	300	300	300
70050 Supplies-Minor Furniture	1,950	1,060	1,060	291
70060 Supplies-Office	10,049	11,815	11,815	11,415
70080 Supplies-Medical/Drug	0	100	100	100
70100 Supplies-Janitorial	0	450	450	450
70120 Supplies-Lab	1,211	3,575	3,575	10,140
70210 Supplies-Cloth & Uniform	102	410	410	410
70240 Supplies-Educational	320	800	800	800
70250 Supplies-Periodicals	60	150	150	150
70300 Supplies-Container	494	0	0	0

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8210 Engineering				
100 General Fund				
70350 Supplies-Pers Computer	100	300	300	1,410
70370 Supplies-Radios	0	150	150	150
7000 SUPPLIES	**16,519**	**21,150**	**21,150**	**27,921**
71050 Maint-Office Furn/Equip	206	1,000	1,000	1,000
71060 Maint-Radios	0	300	300	808
71070 Maint-Instruments	2,386	6,150	10,155	7,045
71110 Maint-PC Software	650	650	650	762
71115 Maint-Systems Software	6,295	6,000	6,000	6,000
71130 Maint-HVAC Systems	0	500	500	500
71210 Maint-Warning Sirens	251	0	0	0
71385 Maint-Buildings	648	5,000	995	27,350
7100 MAINT	**10,436**	**19,600**	**19,600**	**43,465**
72010 Services-Telephone	5,602	4,901	4,901	4,901
72011 Services-Wireless Phone	0	0	0	840
72020 Services-Electricity	1,326	1,830	1,830	1,830
72065 Services-Central Garage	42,082	56,838	56,838	60,183
72170 Services-Other Prof	5,845	7,825	7,825	14,745
72240 Services-Crt Cost/Regist	0	400	400	400
72260 Services-Advertising	768	2,000	2,000	2,000
72270 Services-Binding/Printing	531	800	800	800
72330 Services-Other Misc	3,422	0	0	0
7200 SERVICES	**59,576**	**74,594**	**74,594**	**85,699**
73050 Insurance Expense	15	15	15	15
7300 INSUR/CONT	**15**	**15**	**15**	**15**
75010 Travel Expenses	7,425	3,100	3,100	3,100

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8210 Engineering				
100 General Fund				
75020 Education Registration	4,262	5,600	5,600	5,600
75040 Lease Payments	1,833	1,875	1,875	2,975
75090 Memberships	1,794	1,645	1,645	1,685
75100 Boards/Local Meetings	0	100	100	100
75160 Postage/Freight	1,665	2,000	2,000	2,000
7500 OTHER	**16,979**	**14,320**	**14,320**	**15,460**
77340 Mach/Tools/Implements	1,130	0	0	0
77360 Instruments/Apparatus	0	18,700	18,700	7,680
77380 Office Equipment	1,931	0	0	0
77410 PC Computer Equipment	9,293	0	0	0
7700 CAP IMPROV	**12,354**	**18,700**	**18,700**	**7,680**
Total General Fund	1,421,988	1,475,400	1,475,400	1,589,695
Total Engineering	1,421,988	1,475,400	1,475,400	1,589,695

Streets
Division Summary

Description

The Street Maintenance Division has many responsibilities including the maintenance of 540 miles of streets and 529 miles of drainage facilities within the city limits and ETJ. The responsibilities specifically include pothole repair, minor street repair, street sweeping, utility cut repair which includes clean up, backfill and finished surface, drainage maintenance which includes culverts, bridges, open channels, residential detention ponds, ditches, easements, Lake Wichita dam and Holliday Creek, Water Treatment Plant and Tower mowing and hauling water sludge, Lake Arrowhead and Kickapoo dams, lake lot roads and mowing, and response during flooding, wind damage and ice and snow.

With the exception of an increase of $52,000 in Personnel Service Accounts for the cost-of-living and merit pay adjustments and increased health insurance contributions, the budget for this division remains relatively unchanged from the prior year. A total of $2,445,360 continues to be budgeted for annual street repairs. However, the City is planning to expend $17.3 million of bond proceeds over the next few years for street improvements that were approved by the voters in May 2018.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Repaired 688 utility cuts during 8 months within an average of less than 19 calendar days of receiving the hole.	Efficiently Deliver City Services Provide Adequate Infrastructure
Implemented CityWorks work order system and successfully completed over 2,650 work orders and responded to more than 440 customer calls.	Efficiently Deliver City Services Provide Adequate Infrastructure
Completed sweeping of over 3,700 curb miles improving the quality of City streets and protecting stormwater exceeding MS4 permit requirements	Efficiently Deliver City Services Provide Adequate Infrastructure
Responded during three weather events ensuring the timely clearing of priority 1 roadways and safe travel for emergency personnel and the public.	Efficiently Deliver City Services
Constructed 44 handicap ramps through the Community Development Block Grant (CDBG) program providing essential construction training to local citizens.	Efficiently Deliver City Services Provide Adequate Infrastructure
Cleaned, maintained and mowed 36 detention ponds and over 500 miles of drainage improvements to ensure the drainage system functions.	Efficiently Deliver City Services Provide Adequate Infrastructure

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Manage and repair utility cuts in a timely manner to ensure the safety of the public and protection of the City's infrastructure.	Actively Communicate & Engage the Public Provide Adequate Infrastructure
Maintain City streets by completing timely and quality pothole repair and patching as needed.	Efficiently Deliver City Services Actively Communicate & Engage the Public Provide Adequate Infrastructure
Ensure the City meets MS4 permit requirements	Provide Adequate Infrastructure
Manage the $17.3 million bond proceeds approved for Street Improvements	Provide Adequate Infrastructure

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Close Turned Over Utility Cuts	20 calendar days	18.4 days (as of 5/8/18)	20 days
Sweep Streets (MS4 Permit)	2,000 curb miles	3,723 curb miles	2,000 curb miles
Clean and Maintain Open Drainage Channels (MS4 Permit)	30,000 LF	10,853 LF	30,000 LF
Equipment Availability Rate	85%	New measure	80%
Respond to Pothole requests	3 business days	2 business days	3 business days

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Street Maintenance						
PERSONNEL	2,457,818	2,509,411	2,509,411	2,561,486	2.08	2.08
SUPPLIES	46,224	58,767	58,767	58,775	0.01	0.01
MAINT	352,652	453,346	453,346	451,958	-0.31	-0.31
SERVICES	735,087	639,222	639,222	643,748	0.71	0.71
INSUR/CONT	0	6,000	6,000	6,000	0.00	0.00
OTHER	2,361	7,035	7,035	7,035	0.00	0.00
CAP IMPROV	2,157,752	2,445,360	2,445,360	2,445,360	0.00	0.00
Street Maintenance	**5,751,894**	**6,119,141**	**6,119,141**	**6,174,362**	**0.90**	**0.90**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8220 Street Maintenance				
100 General Fund				
60015 Salaries-Supervision	40,637	40,086	40,086	42,320
60075 Salaries-Clerical	28,120	27,930	27,930	29,488
60135 Salaries-Operational	1,487,942	1,506,292	1,506,292	1,533,845
60192 Overtime	88,098	115,000	115,000	118,450
60230 Terminal Pay	0	0	0	0
60250 Stability Pay	41,694	40,648	40,648	35,010
60270 Clothing Allowance	0	0	0	576
60275 Cell Phone Allowance	1,230	1,080	1,080	1,080
60300 FICA	122,252	123,629	123,629	125,720
60310 TMRS Retirement	216,966	207,337	207,337	209,783
60320 Life Insur Contribution	2,173	1,413	1,413	1,400
60325 Long Term Disability	1,642	1,891	1,891	1,870
60330 Health Insur Contrib	427,066	444,105	444,105	461,944
6000 PERSONNEL	**2,457,818**	**2,509,411**	**2,509,411**	**2,561,486**
70030 Supplies-Minor Tools	6,069	8,500	7,610	8,500
70050 Supplies-Minor Furniture	0	0	890	425
70060 Supplies-Office	1,542	1,300	1,300	1,300
70070 Supplies-Photographic	0	100	100	100
70080 Supplies-Medical/Drug	0	100	100	100
70090 Supplies-Physician	75	0	0	0
70100 Supplies-Janitorial	1,131	1,000	1,000	1,000
70180 Supplies-Botanic/Agri	2,675	6,000	6,000	6,000
70200 Supplies-Traffic Control	15,001	14,900	14,900	14,900
70230 Supplies-Linen	0	350	350	350
70250 Supplies-Periodicals	0	100	100	100

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8220 Street Maintenance				
100 General Fund				
70310 Supplies-Ice Chat	6,825	10,000	10,000	10,000
70330 Supplies-Heating Fuel	1,944	2,500	2,500	2,500
70350 Supplies-Pers Computer	779	417	417	0
70900 Supplies-Other	10,183	13,500	13,500	13,500
7000 SUPPLIES	**46,224**	**58,767**	**58,767**	**58,775**
71030 Maint-Machinery/Tools	0	1,000	1,000	1,000
71040 Maint-Pumps/Motors	0	1,000	1,000	1,000
71060 Maint-Radios	1,389	550	550	550
71110 Maint-PC Software	0	356	356	168
71130 Maint-HVAC Systems	248	500	500	500
71220 Maint-Walks/Dr/Parking	8,457	6,000	6,000	6,000
71240 Maint-Storm Sewers	7,169	7,000	7,000	7,000
71270 Maint-Street Overlay	112,581	156,640	156,640	156,640
71300 Maint-Utility Cuts	218,696	269,500	269,500	269,500
71385 Maint-Buildings	1,299	2,600	2,600	1,400
71490 Maint-East Scott Facility	384	0	0	0
71610 Maint-Bridges	929	3,500	3,500	3,500
71620 Maint-Dams	0	500	500	500
71630 Maint-Canals/Conduits	0	3,200	3,200	3,200
71680 Maint-Fences	1,500	1,000	1,000	1,000
7100 MAINT	**352,652**	**453,346**	**453,346**	**451,958**
72010 Services-Telephone	2,944	3,460	3,460	3,460
72011 Services-Wireless Phone	1,663	2,616	2,616	3,876
72020 Services-Electricity	11,662	9,919	9,919	9,919
72040 Services-Gas	4,679	6,000	6,000	6,000

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8220 Street Maintenance				
100 General Fund				
72050 Services-Water/Sew/San	5,369	250	250	250
72065 Services-Central Garage	648,163	552,530	552,530	555,796
72160 Services-Consulting	773	0	0	0
72170 Services-Other Prof	49,869	50,000	50,000	50,000
72270 Services-Binding/Printing	226	1,000	1,000	1,000
72310 Services-Subcontractors	9,740	13,447	13,447	13,447
7200 SERVICES	**735,087**	**639,222**	**639,222**	**643,748**
73060 Claims and Settlements	0	6,000	6,000	6,000
7300 INSUR/CONT	**0**	**6,000**	**6,000**	**6,000**
75010 Travel Expenses	70	800	800	800
75020 Education Registration	276	1,085	1,085	1,085
75040 Lease Payments	754	950	950	950
75090 Memberships	518	350	350	350
75110 Rent-Equipment	468	3,750	3,750	3,750
75160 Postage/Freight	275	100	100	100
7500 OTHER	**2,361**	**7,035**	**7,035**	**7,035**
77220 Other Improvements	2,065,705	2,445,360	2,445,360	2,445,360
77330 Other Vehicles	92,047	0	0	0
7700 CAP IMPROV	**2,157,752**	**2,445,360**	**2,445,360**	**2,445,360**
Total General Fund	5,751,894	6,119,141	6,119,141	6,174,362
Total Street Maintenance	5,751,894	6,119,141	6,119,141	6,174,362

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
CDBG Job Training						
PERSONNEL	93,258	80,618	80,618	87,499	8.53	8.53
SUPPLIES	0	1,120	1,120	1,120	0.00	0.00
MAINT	8,361	12,106	12,106	3,785	-68.73	-68.73
SERVICES	3,723	2,188	2,188	3,628	65.81	65.81
INSUR/CONT	0	2,000	2,000	2,000	0.00	0.00
OTHER	0	1,968	1,968	1,968	0.00	0.00
CDBG Job Training	**105,342**	**100,000**	**100,000**	**100,000**	**-0.00**	**-0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8340 CDBG Job Training				
204 Community Dev Block Grant				
60135 Salaries-Operational	86,631	56,432	56,432	60,536
60250 Stability Pay	0	0	0	1,210
60300 FICA	6,627	4,317	4,317	4,727
60310 TMRS Retirement	0	7,240	7,240	7,890
60320 Life Insur Contribution	0	51	51	52
60325 Long Term Disability	0	68	68	71
60330 Health Insur Contrib	0	12,510	12,510	13,013
6000 PERSONNEL	**93,258**	**80,618**	**80,618**	**87,499**
70030 Supplies-Minor Tools	0	450	450	450
70200 Supplies-Traffic Control	0	240	240	240
70240 Supplies-Educational	0	100	100	100
70900 Supplies-Other	0	330	330	330
7000 SUPPLIES	**0**	**1,120**	**1,120**	**1,120**
71220 Maint-Walks/Dr/Parking	8,361	11,956	11,956	3,635
71310 Maint-Asphalt	0	150	150	150
7100 MAINT	**8,361**	**12,106**	**12,106**	**3,785**
72065 Services-Central Garage	3,723	2,188	2,188	3,628
7200 SERVICES	**3,723**	**2,188**	**2,188**	**3,628**
73010 Workers Compensation	0	1,500	1,500	1,500
73060 Claims and Settlements	0	500	500	500
7300 INSUR/CONT	**0**	**2,000**	**2,000**	**2,000**
75110 Rent-Equipment	0	1,968	1,968	1,968

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8340 CDBG Job Training				
204 Community Dev Block Grant				
7500 OTHER	**0**	**1,968**	**1,968**	**1,968**
Total Community Dev Block Grant	105,342	100,000	100,000	100,000
Total CDBG Job Training	105,342	100,000	100,000	100,000

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
CDBG Replace Water Lines						
MAINT	0	0	13,780	0	-100.00	0.00
CDBG Replace Water Lines	**0**	**0**	**13,780**	**0**	**-100.00**	**0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8360 CDBG Replace Water Lines				
204 Community Dev Block Grant				
71230 Maint-Sanitary Sewers	0	0	13,780	0
7100 MAINT	**0**	**0**	**13,780**	**0**
Total Community Dev Block Grant	0	0	13,780	0
Total CDBG Replace Water Lines	0	0	13,780	0

City of Wichita Falls
Department Expenditures By Account Class
Legal

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
City Attorney						
PERSONNEL	697,178	696,998	696,998	734,554	5.39	5.39
SUPPLIES	23,417	28,813	28,813	28,807	-0.02	-0.02
SERVICES	73,393	60,760	60,760	60,760	0.00	0.00
INSUR/CONT	15	15	15	15	0.00	0.00
OTHER	26,820	34,650	34,650	34,650	0.00	0.00
CAP IMPROV	0	1,600	1,600	0	-100.00	-100.00
City Attorney	**820,824**	**822,836**	**822,836**	**858,786**	**4.37**	**4.37**
Grand Total	**820,824**	**822,836**	**822,836**	**858,786**	**4.37**	**4.37**

Legal Department
Department Summary

Description
The Legal Department provides effective legal representation to the Mayor and Council and City staff in the performance of their duties.

The 2018-19 budget for the Legal Department represents an increase of $35,950, or 4.19% from the prior year. This increase is reflected in Personnel Service Accounts for the cost-of-living pay adjustment, merit pay increases, and increased contributions to the Employee Health Care Program.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
4A/Eagle Rail Car funding agreement (Phase 3)	Accelerate Economic Growth
4B/Patterson – funding agreement to renovate Brown building into apartments	Redevelop Downtown
4B/Hook & Ladder funding agreement	Redevelop Downtown
4A/Sharp Iron/Tulsa Welders economic development agreement	Accelerate Economic Growth
Legal opinion on mayoral support of local candidates	Efficiently Deliver City Services
4A/Nexstar economic development agreement	Redevelop Downtown
Assessment of permit and right-of-way usage fees	Efficiently Deliver City Services
4B Interlocal Agreement/downtown parking garage	Redevelop Downtown
SAFB $5 million gate project (4A/DEEAG grant funds)	Efficiently Deliver City Services
Selection of new Municipal Court Prosecutor	Efficiently Deliver City Services
Sharla Arredondo, Individually and as Personal Representative of the Estate of Daniel Arredondo v. City of Wichita Falls and Archer Western Construction, LLC; **No. 185,220-C; In the 89th JDC of Wichita County, Texas.**	Efficiently Deliver City Services
Austin Bounds v. Matthew Bailey and the City of Wichita Falls; **No. 7:16-cv-00124-O; In the U.S. District Court for the Northern District of Texas; Wichita Falls Division.**	Efficiently Deliver City Services
Stephen Holub v. City of Wichita Falls, Texas; **No. 186,001-B; In the 78th JDC of Wichita County, Texas.**	Efficiently Deliver City Services
Rewrite of Subdivision Ordinance	Efficiently Deliver City Services

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Initiate gang injunction on Hoova Crips	Efficiently Deliver City Services
Train new Municipal Court Prosecutor	Efficiently Deliver City Services
Finalize MPEC hotel documents	Accelerate Economic Growth

Measure/Metric	Actual FY 2017-18	Projected FY 2018-19
Contract/Questions Log (individual files opened for action items worked on by Legal staff)	229	230
Open State Cases	8	9
New State Cases	3	4
Open Federal Cases	1	2
New Federal Cases	1	2
Open Claims	14	15
New Claims	6	7

City of Wichita Falls
Organization Expenditure Summary

		FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Legal							
	PERSONNEL	697,178	696,998	696,998	734,554	5.39	5.39
	SUPPLIES	23,417	28,813	28,813	28,807	-0.02	-0.02
	SERVICES	73,393	60,760	60,760	60,760	0.00	0.00
	INSUR/CONT	15	15	15	15	0.00	0.00
	OTHER	26,820	34,650	34,650	34,650	0.00	0.00
	CAP IMPROV	0	1,600	1,600	0	-100.00	-100.00
Legal		**820,824**	**822,836**	**822,836**	**858,786**	**4.37**	**4.37**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8710 Legal				
100 General Fund				
60015 Salaries-Supervision	0	173,250	173,250	182,907
60020 FT Perm Supervision	177,325	0	0	0
60075 Salaries-Clerical	91,515	91,504	91,504	96,603
60120 Pool Clerical	2,927	3,000	3,000	3,090
60135 Salaries-Operational	254,444	256,501	256,501	267,597
60192 Overtime	0	1,200	1,200	1,236
60250 Stability Pay	5,253	6,188	6,188	6,325
60290 Deferred Comp	12,935	8,663	8,663	13,319
60300 FICA	35,457	37,730	37,730	39,454
60310 TMRS Retirement	67,990	67,827	67,827	70,859
60320 Life Insur Contribution	691	470	470	478
60325 Long Term Disability	522	625	625	636
60330 Health Insur Contrib	48,120	50,040	50,040	52,050
6000 PERSONNEL	**697,178**	**696,998**	**696,998**	**734,554**
70060 Supplies-Office	4,638	6,000	6,000	6,000
70250 Supplies-Periodicals	13,077	15,527	15,527	15,527
70270 Supplies-Library Materials	5,702	7,286	7,286	7,280
7000 SUPPLIES	**23,417**	**28,813**	**28,813**	**28,807**
72010 Services-Telephone	3,240	3,460	3,460	3,460
72170 Services-Other Prof	65,630	50,000	50,000	50,000
72210 Services-Drug Tests	3	0	0	0
72240 Services-Crt Cost/Regist	3,833	4,650	4,650	4,650
72270 Services-Binding/Printing	688	2,650	2,650	2,650
7200 SERVICES	**73,393**	**60,760**	**60,760**	**60,760**
73050 Insurance Expense	15	15	15	15

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8710 Legal				
100 General Fund				
7300 INSUR/CONT	**15**	**15**	**15**	**15**
75000 In City Mileage Reimburs	7,200	7,200	7,200	7,200
75010 Travel Expenses	9,250	12,530	12,530	12,530
75020 Education Registration	4,348	7,375	7,375	7,375
75090 Memberships	3,680	3,995	3,995	3,995
75100 Boards/Local Meetings	404	450	450	450
75160 Postage/Freight	1,938	3,100	3,100	3,100
7500 OTHER	**26,820**	**34,650**	**34,650**	**34,650**
77410 PC Computer Equipment	0	1,600	1,600	0
7700 CAP IMPROV	**0**	**1,600**	**1,600**	**0**
Total General Fund	820,824	822,836	822,836	858,786
Total Legal	820,824	822,836	822,836	858,786

City of Wichita Falls
Department Expenditures By Account Class
City Clerk

		FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
City Clerk							
	PERSONNEL	136,194	132,047	132,047	143,008	8.30	8.30
	SUPPLIES	1,030	1,150	1,150	2,584	124.70	124.70
	SERVICES	9,591	9,953	15,953	10,703	-32.91	7.54
	INSUR/CONT	15	15	15	100	566.67	566.67
	OTHER	34,324	22,550	63,550	33,700	-46.97	49.45
City Clerk		**181,154**	**165,715**	**212,715**	**190,095**	**-10.63**	**14.71**
Grand Total		**181,154**	**165,715**	**212,715**	**190,095**	**-10.63**	**14.71**

City Clerk
Department Summary

Description

The Office of the City Clerk is responsible for a variety of legally mandated functions including documenting official actions of the City Council (minutes, ordinances, resolutions, contracts, etc.); managing and conducting all City elections; maintaining legal files on all contracts, deeds, easements, etc.; processing and issuing various licenses and permits; and maintaining ownership records on all City cemeteries. The City Clerk is also the designated Records Manager for the City of Wichita Falls and in that capacity is responsible for the complete records management program for the entire City organization. This office manages all Open Record Requests received by the City.

The 2018-19 budget for the City Clerk represents an increase of $24,380, or 12.83% from the prior year. There is an increase reflected of $10,961 in the Personnel Service Accounts for the cost-of-living pay adjustment, merit pay increases, increased contributions to the Employee Health Care Program, and the conversion of the Deputy City Clerk part-time position to a full time position. Slight increases are seen in the Supplies Accounts of $1,434 and $750 in the Services Accounts based on historical use. Also, in the Other Accounts there is an increase of $11,150 primarily reflected in the Election Expense Account based on prior year expenses.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
Conducted November 2017 and May 2018 City elections	Efficiently Deliver City Services
Managed 800+ Open Records Requests	Efficiently Deliver City Services
Upgraded Deputy City Clerk position from part-time to full-time	Efficiently Deliver City Services
Laserfiche training for various city staff in advancement of city-wide electronic records retention effort	Efficiently Deliver City Services
Hired new City Clerk	Efficiently Deliver City Services

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Initiate multi-year records management project (paper to digital)	Efficiently Deliver City Services
Prepare for and conduct November 2018 City election – coordinate with Wichita County	Efficiently Deliver City Services
City Clerk website enhancements – Conflict Disclosures	Efficiently Deliver City Services
Initiate project to centralize all City contracts in Clerk's office	Efficiently Deliver City Services

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Advancement of multi-year records management project	33% completion	New measure	25% completion
Turn-around time for open records requests	≤10 business days	New measure	≤9 business days

City of Wichita Falls
Organization Expenditure Summary

		FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
City Clerk							
	PERSONNEL	136,194	132,047	132,047	143,008	8.30	8.30
	SUPPLIES	1,030	1,150	1,150	2,584	124.70	124.70
	SERVICES	9,591	9,953	15,953	10,703	-32.91	7.54
	INSUR/CONT	15	15	15	100	566.67	566.67
	OTHER	34,324	22,550	63,550	33,700	-46.97	49.45
City Clerk		**181,154**	**165,715**	**212,715**	**190,095**	**-10.63**	**14.71**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8810 City Clerk				
100 General Fund				
60015 Salaries-Supervision	75,609	75,500	75,500	72,100
60075 Salaries-Clerical	11,747	19,801	19,801	30,101
60080 FT Perm Clerical	9,111	0	0	0
60120 Pool Clerical	616	996	996	519
60192 Overtime	0	0	0	779
60250 Stability Pay	1,485	413	413	0
60275 Cell Phone Allowance	720	720	720	720
60300 FICA	7,761	7,449	7,449	7,987
60310 TMRS Retirement	12,867	12,372	12,372	13,245
60320 Life Insur Contribution	136	86	86	89
60325 Long Term Disability	102	115	115	119
60330 Health Insur Contrib	16,040	14,595	14,595	17,350
6000 PERSONNEL	**136,194**	**132,047**	**132,047**	**143,008**
70040 Supplies-Minor Off Equip	0	0	0	55
70050 Supplies-Minor Furniture	131	0	0	269
70060 Supplies-Office	899	750	750	2,000
70240 Supplies-Educational	0	200	200	200
70250 Supplies-Periodicals	0	200	200	60
7000 SUPPLIES	**1,030**	**1,150**	**1,150**	**2,584**
72010 Services-Telephone	1,080	1,153	1,153	1,153
72170 Services-Other Prof	7,352	7,000	13,000	7,000
72240 Services-Crt Cost/Regist	0	50	50	50
72260 Services-Advertising	711	1,500	1,500	1,500
72270 Services-Binding/Printing	448	250	250	1,000
7200 SERVICES	**9,591**	**9,953**	**15,953**	**10,703**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
8810 City Clerk				
100 General Fund				
73050 Insurance Expense	15	15	15	100
7300 INSUR/CONT	**15**	**15**	**15**	**100**
75010 Travel Expenses	5,361	5,000	5,000	6,000
75020 Education Registration	1,732	1,500	1,500	1,650
75040 Lease Payments	769	800	800	800
75070 Election Expense	21,683	10,000	51,000	20,000
75090 Memberships	550	650	650	650
75100 Boards/Local Meetings	1,485	2,600	2,600	2,600
75160 Postage/Freight	2,745	2,000	2,000	2,000
7500 OTHER	**34,324**	**22,550**	**63,550**	**33,700**
Total General Fund	181,154	165,715	212,715	190,095
Total City Clerk	181,154	165,715	212,715	190,095

City of Wichita Falls
Department Expenditures By Account Class
Multi-Purpose Events Center

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Multi Purpose Events Center						
PERSONNEL	275,881	287,066	287,066	275,405	-4.06	-4.06
SUPPLIES	22,600	23,894	23,894	37,258	55.93	55.93
MAINT	11,591	4,508	4,508	2,644	-41.35	-41.35
SERVICES	1,488,622	2,683,701	2,683,701	2,767,048	3.11	3.11
INSUR/CONT	41,343	41,000	41,000	45,000	9.76	9.76
DEBT EXPEN	0	289,446	289,446	229,719	-20.63	-20.63
OTHER	360,940	79,955	79,955	80,360	0.51	0.51
Multi Purpose Events Center	**2,200,977**	**3,409,570**	**3,409,570**	**3,437,434**	**0.82**	**0.82**
Grand Total	**2,200,977**	**3,409,570**	**3,409,570**	**3,437,434**	**0.82**	**0.82**

Multi-Purpose Events Center and Convention & Visitor's Bureau
Summary

Description
The Multi-Purpose Events Center (MPEC) consists of the Bridwell Agricultural Center, Ray Clymer Exhibit Hall, Kay Yeager Coliseum, and the Memorial Auditorium. Prior to the 2016-17 fiscal year, these facilities were managed by the City as an internal City department. However, effective October 1, 2016, the City contracted with Spectra Venue Management to assume the day-to-day oversight and management of the facilities. Spectra is responsible for promoting and recruiting entertainment events to Wichita Falls, and operation and maintenance of the four facilities. The Convention and Visitor's Bureau (CVB) continues to operate as a City Department and is responsible for promoting and recruiting conventions and other tourism activities to Wichita Falls. The CVB leases office space in the Ray Clymer Exhibit Hall.

Revenues for MPEC are projected to be $1,197,577 in the 2018-19 fiscal year, which is a reduction of $169,497, or 12.40% less than the prior year adopted budget. Much of the reason for this decrease is to be more realistic in the amount of revenue that will be achieved through sponsorships and/or advertising sales. The expenditure budget for MPEC totals $2,772,577, which is a reduction of $46,988, or 1.67% from the prior year adopted budget. The budget shows a decrease of $55,000 in the capital lease payment for energy retrofit projects that were installed several years ago. There is also a decrease of approximately $93,000 in overhead and utility expenses. Some of these reductions have been offset, however, by increases in the marketing and operations budgets for the facilities. The operating subsidy of $1,575,000 is anticipated to be paid for with $1,202,653 of Hotel/Motel Occupancy Taxes and $372,347 of General Funds. That subsidy is on par with the amount required when the City was managing the facility.

The 2018-19 budget for the CVB totals $664,857, which represents an increase of $74,852, or 12.65% from than the prior year. This increase is almost entirely due to a need for more promotional and incentive funding related to conventions, particularly the Annual Horseshoe Pitcher's Association Convention. A total of $579,857 of these expenditures are programmed to be received from the Hotel/Motel Occupancy Tax, and the remaining $85,000 is programmed to be received from the Wichita Falls 4B Sales Tax Corporation. If this amount is approved by the 4B Corporation, that would amount to an increase of $50,000 in funding from that organization over the prior year.

Convention and Visitors Bureau
Division Summary

Description

The CVB's mission is to ensure a wonderful experience for visitors to Wichita Falls, while also striving to positively affect the economic impact for Wichita Falls. The CVB is responsible for identifying and bidding on conventions, sports events, and miscellaneous events to select Wichita Falls as their host city. The CVB is also responsible for the promotion of travel and tourism to Wichita Falls.

FY 2017-18 Accomplishments

Accomplishment	Strategic Initiative Advanced
A total of 46 CVB related events took place in Wichita Falls	Efficiently deliver city services & accelerate economic growth
Operational policy updates	Efficiently delivery city services
Developed a new CVB website	Actively communicate & engage the public
Opening of the new CVB offices and retail section	Efficiently deliver city services & enhance the Wichita Falls brand
Facebook ads totaled a little over 30,000 impressions	Actively communicate & engage the public

Proposed FY 2018-19 Major Goals/Programs

Goal/Program	Strategic Initiative Advanced
Continue to identify and target new prospective events	Efficiently deliver city services & accelerate economic growth
Partner with DTWF and Spectra on billboard campaign	Enhance the Wichita Falls brand
Increase regional and statewide marketing	Enhance the Wichita Falls brand
Develop a referral program	Actively communicate & engage the public
Produce a CVB annual report	Actively communicate & engage the public

Measure/Performance Indicator

Measure/Metric	Demand/Goal	Actual FY 2017-18	Projected FY 2018-19
Grow new visitor website sessions by 2%	47,862 sessions	46,924 sessions	47,862 sessions
Identify new events and conventions on which to bid	15	10	15

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
MPEC Contract Management						
SERVICES	1,282,695	2,489,119	2,489,119	2,497,858	0.35	0.35
MPEC Contract Management	**1,282,695**	**2,489,119**	**2,489,119**	**2,497,858**	**0.35**	**0.35**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
9503 MPEC Contract Management				
515 Multi-Purpose Events Ctr Fund				
72170 Services-Other Prof	1,282,695	2,489,119	2,489,119	2,497,858
7200 SERVICES	**1,282,695**	**2,489,119**	**2,489,119**	**2,497,858**
Total Multi-Purpose Events Ctr Fund	1,282,695	2,489,119	2,489,119	2,497,858
Total MPEC Contract Management	1,282,695	2,489,119	2,489,119	2,497,858

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Bridwell Agricultural Center						
INSUR/CONT	3,794	5,000	5,000	5,000	0.00	0.00
Bridwell Agricultural Center	**3,794**	**5,000**	**5,000**	**5,000**	**0.00**	**0.00**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
9511 Bridwell Agricultural Center				
515 Multi-Purpose Events Ctr Fund				
73050 Insurance Expense	3,794	5,000	5,000	5,000
7300 INSUR/CONT	**3,794**	**5,000**	**5,000**	**5,000**
Total Multi-Purpose Events Ctr Fund	3,794	5,000	5,000	5,000
Total Bridwell Agricultural Center	3,794	5,000	5,000	5,000

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Ray Clymer Exhibit Hall						
INSUR/CONT	10,765	11,000	11,000	12,000	9.09	9.09
DEBT EXPEN	0	141,193	141,193	112,058	-20.63	-20.63
OTHER	141,193	0	0	0	0.00	0.00
Ray Clymer Exhibit Hall	**151,958**	**152,193**	**152,193**	**124,058**	**-18.49**	**-18.49**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
9521 Ray Clymer Exhibit Hall				
515 Multi-Purpose Events Ctr Fund				
73050 Insurance Expense	10,765	11,000	11,000	12,000
7300 INSUR/CONT	**10,765**	**11,000**	**11,000**	**12,000**
74000 Bond Principal Payments	0	141,193	141,193	112,058
7400 DEBT EXPEN	**0**	**141,193**	**141,193**	**112,058**
75040 Lease Payments	141,193	0	0	0
7500 OTHER	**141,193**	**0**	**0**	**0**
Total Multi-Purpose Events Ctr Fund	151,958	152,193	152,193	124,058
Total Ray Clymer Exhibit Hall	151,958	152,193	152,193	124,058

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Kay Yeager Coliseum						
INSUR/CONT	26,402	25,000	25,000	28,000	12.00	12.00
DEBT EXPEN	0	148,253	148,253	117,661	-20.63	-20.63
OTHER	148,253	0	0	0	0.00	0.00
Kay Yeager Coliseum	**174,655**	**173,253**	**173,253**	**145,661**	**-15.93**	**-15.93**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
9523 Kay Yeager Coliseum				
515 Multi-Purpose Events Ctr Fund				
73050 Insurance Expense	26,402	25,000	25,000	28,000
7300 INSUR/CONT	**26,402**	**25,000**	**25,000**	**28,000**
74000 Bond Principal Payments	0	148,253	148,253	117,661
7400 DEBT EXPEN	**0**	**148,253**	**148,253**	**117,661**
75040 Lease Payments	148,253	0	0	0
7500 OTHER	**148,253**	**0**	**0**	**0**
Total Multi-Purpose Events Ctr Fund	174,655	173,253	173,253	145,661
Total Kay Yeager Coliseum	174,655	173,253	173,253	145,661

City of Wichita Falls
Organization Expenditure Summary

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget	% Change From Revised	% Change From Adopted
Convention/Visitors Bureau						
PERSONNEL	275,881	287,066	287,066	275,405	-4.06	-4.06
SUPPLIES	22,600	23,894	23,894	37,258	55.93	55.93
MAINT	11,591	4,508	4,508	2,644	-41.35	-41.35
SERVICES	205,927	194,582	194,582	269,190	38.34	38.34
INSUR/CONT	381	0	0	0	0.00	0.00
OTHER	71,494	79,955	79,955	80,360	0.51	0.51
Convention/Visitors Bureau	**587,874**	**590,005**	**590,005**	**664,857**	**12.69**	**12.69**
Grand Total	**160,585,616**	**173,993,029**	**177,578,151**	**178,442,949**	**0.49**	**2.56**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
9533 Convention/Visitors Bureau				
515 Multi-Purpose Events Ctr Fund				
60015 Salaries-Supervision	54,646	73,000	73,000	78,950
60075 Salaries-Clerical	11,703	0	0	0
60135 Salaries-Operational	115,962	128,483	128,483	114,412
60180 Pool Operational	837	0	0	0
60192 Overtime	1,507	0	0	2,060
60230 Terminal Pay	5,011	1,500	1,500	2,900
60250 Stability Pay	2,420	2,420	2,420	1,348
60275 Cell Phone Allowance	420	720	720	720
60300 FICA	14,044	15,654	15,654	14,956
60310 TMRS Retirement	22,505	26,252	26,252	24,964
60320 Life Insur Contribution	251	180	180	169
60325 Long Term Disability	190	243	243	226
60330 Health Insur Contrib	46,115	38,614	38,614	34,700
60331 HSA Contributions Employer	271	0	0	0
6000 PERSONNEL	**275,881**	**287,066**	**287,066**	**275,405**
70010 Supplies-Vehicle Fuel	462	1,200	1,200	1,200
70050 Supplies-Minor Furniture	3,293	0	0	2,958
70060 Supplies-Office	3,180	3,000	3,000	3,000
70250 Supplies-Periodicals	0	574	574	0
70340 Supplies-Promotional	15,103	15,000	15,000	18,000
70350 Supplies-Pers Computer	0	120	120	2,750
70355 Supplies-System Software	0	0	0	9,350
70360 Supplies-PC Software	227	4,000	4,000	0
70900 Supplies-Other	335	0	0	0
7000 SUPPLIES	**22,600**	**23,894**	**23,894**	**37,258**

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
9533 Convention/Visitors Bureau				
515 Multi-Purpose Events Ctr Fund				
71010 Maint-Motor Vehicles	87	1,300	1,300	1,300
71100 Maint-PC Hardware	0	1,500	1,500	0
71110 Maint-PC Software	696	1,708	1,708	1,344
71170 Maint-Water Mains	120	0	0	0
71385 Maint-Buildings	10,688	0	0	0
7100 MAINT	**11,591**	**4,508**	**4,508**	**2,644**
72010 Services-Telephone	2,240	2,622	2,622	2,622
72011 Services-Wireless Phone	836	1,858	1,858	912
72190 Services-Empl Physicals	0	500	500	0
72230 Services-Lab Proficiency	4,140	0	0	0
72260 Services-Advertising	112,140	100,302	100,302	103,286
72270 Services-Binding/Printing	7,304	12,100	12,100	14,000
72275 Serv-Convention/Committ	79,268	77,200	77,200	148,370
7200 SERVICES	**205,927**	**194,582**	**194,582**	**269,190**
73010 Workers Compensation	381	0	0	0
7300 INSUR/CONT	**381**	**0**	**0**	**0**
75010 Travel Expenses	9,672	16,000	16,000	16,000
75020 Education Registration	5,912	9,000	9,000	9,000
75040 Lease Payments	1,585	1,450	1,450	2,100
75090 Memberships	6,130	6,625	6,625	5,460
75130 Rent-Office	19,800	19,800	19,800	19,800
75142 Convention Sales Incent	4,249	5,000	5,000	5,000
75150 Public Relation/Promo	10,336	7,080	7,080	11,000
75160 Postage/Freight	13,809	15,000	15,000	12,000

City of Wichita Falls
Organization Expenditure Detail

	FY 2016-17 Actual Rev / Exp	FY 2017-18 Adopted Budget	FY 2017-18 Revised Budget	FY 2018-19 Proposed Budget
9533 Convention/Visitors Bureau				
515 Multi-Purpose Events Ctr Fund				
7500 OTHER	**71,494**	**79,955**	**79,955**	**80,360**
Total Multi-Purpose Events Ctr Fund	587,874	590,005	590,005	664,857
Total Convention/Visitors Bureau	587,874	590,005	590,005	664,857
Grand Total	160,427,299	173,993,029	177,139,802	178,442,949

CITY OF WICHITA FALLS

PERSONNEL SCHEDULE

		CLASS	DESCRIPTION	17-18 COUNT	17-18 FTE	18-19 COUNT	18-19 FTE
1040	**Mayor and City Council**						
		6118	Mayor	1	1.00	1	1.00
		6120	City Councilor	6	6.00	6	6.00
		TOTAL	**Mayor and City Council**	**7**	**7.00**	**7**	**7.00**
1060	**City Manager**						
		0176	Executive Secretary	1	1.00	1	1.00
		6117	City Manager	1	1.00	1	1.00
		6125	Deputy City Manager	1	1.00	1	0.75
		6127	Asst. City Mgr	1	0.40	1	1.00
		TOTAL	**City Manager**	**4**	**3.40**	**4**	**3.75**
1080	**Personnel**						
		0169	Senior Admin Clerk	1	1.00	1	1.00
		1575	HR Specialist II	1	1.00	1	1.00
		1620	Risk and Safety Specialist	2	2.00	2	2.00
		5126	Human Resource Supervisor	0	0.00	1	1.00
		5127	Human Resources Coordinator	1	1.00	0	0.00
		5128	Human Resources Generalist	2	2.00	2	2.00
		6128	Director of Human Resources	1	1.00	1	1.00
		TOTAL	**Personnel**	**8**	**8.00**	**8**	**8.00**
1105	**General MLK Center Oper**						
		0113	Clerk	1	1.00	1	1.00
		0310	Community Center Coordinator	1	1.00	1	1.00
		TOTAL	**General MLK Center Oper**	**2**	**2.00**	**2**	**2.00**

CITY OF WICHITA FALLS

PERSONNEL SCHEDULE

		CLASS	DESCRIPTION	17-18 COUNT	17-18 FTE	18-19 COUNT	18-19 FTE
1182	**General Library Operations**						
		1405	Library Assistant	6	6.00	6	6.00
		1410	Librarian I	4	4.00	4	4.00
		1411	Librarian II	3	3.00	3	3.00
		1412	Librarian III	2	2.00	2	2.00
		1420	Library Administrator	1	1.00	1	1.00
		1479	Library Supervisor	1	1.00	1	1.00
		TOTAL	**General Library Operations**	**17**	**17.00**	**17**	**17.00**
1262	**General Public Information**						
		0174	Administrative Clerk	1	0.75	1	0.75
		0378	Social Media/Mktg Specialist	1	1.00	1	1.00
		0380	Public Information Officer	1	1.00	1	1.00
		TOTAL	**General Public Information**	**3**	**2.75**	**3**	**2.75**
1282	**Duplicating Services Internal Svc**						
		0174	Administrative Clerk	2	0.40	2	0.40
		0175	Administrative Secretary	1	0.20	1	0.20
		0213	Accounting/Payroll Analyst	1	0.20	1	0.20
		TOTAL	**Duplicating Services Internal Svc**	**4**	**0.80**	**4**	**0.80**
1302	**Gen Municipal Crt Operations**						
		0114	Deputy Court Clerk	7	7.00	7	7.00
		0115	Sr. Deputy Clerk	1	1.00	1	1.00
		5307	Court Coordinator	1	1.00	1	1.00
		5308	Mun Court Warrant Officer	13	3.44	7	3.03
		6102	MCT Administrator City Marshal	1	1.00	1	1.00
		6111	Municipal Court Judge	1	1.00	1	1.00
		TOTAL	**Gen Municipal Crt Operations**	**24**	**14.44**	**18**	**14.03**

CITY OF WICHITA FALLS

PERSONNEL SCHEDULE

		CLASS	DESCRIPTION	17-18 COUNT	17-18 FTE	18-19 COUNT	18-19 FTE
1327	**Building Maint Services**						
		0174	Administrative Clerk	1	1.00	1	1.00
		4315	Building Maintenance Worker	3	3.00	3	3.00
		4336	Building Custodial Supervisor	1	1.00	1	1.00
		4340	Facility Manager	1	1.00	1	1.00
		4371	Custodian	21	19.60	21	19.60
		4373	Lead Custodian	3	3.00	3	3.00
		4375	Painter/Custodian	1	1.00	1	1.00
		TOTAL	**Building Maint Services**	**31**	**29.60**	**31**	**29.60**
2050	**Health Administration**						
		0174	Administrative Clerk	1	1.00	1	1.00
		0175	Administrative Secretary	1	1.00	1	1.00
		1700	Billing Clerk	1	1.00	1	1.00
		1737	Assistant Director of Health	1	1.00	1	1.00
		1790	City Registrar	1	1.00	1	1.00
		1793	Assistant City Registrar	1	1.00	1	1.00
		6114	Director of Public Health	1	1.00	1	1.00
		TOTAL	**Health Administration**	**7**	**7.00**	**7**	**7.00**
2110	**General City Nursing**						
		0169	Senior Admin Clerk	0	0.00	1	1.00
		0174	Administrative Clerk	1	1.00	0	0.00
		1750	Lead Licensed Vocational Nurse	1	0.50	0	0.00
		1751	Licensed Vocational Nurse	1	0.10	0	0.00
		1755	Community Service Aide	2	0.80	2	0.80
		1756	Health Clinic Aide	2	1.40	2	1.50
		1760	Public Health Nurse	4	1.70	5	2.20
		1766	Lead Public Health Nurse	1	0.80	1	0.70
		1768	Public Health Specialist	1	0.30	1	0.30
		1769	Nursing Administrator	1	1.00	1	1.00
		1798	Lead Program Coordinator	1	1.00	1	1.00
		TOTAL	**General City Nursing**	**15**	**8.60**	**14**	**8.50**

CITY OF WICHITA FALLS

PERSONNEL SCHEDULE

		CLASS	DESCRIPTION	17-18 COUNT	17-18 FTE	18-19 COUNT	18-19 FTE
2127	**WIC Grant**						
		0113	Clerk	2	2.00	2	2.00
		0169	Senior Admin Clerk	1	1.00	1	1.00
		1715	WIC Program Administrator	1	1.00	1	1.00
		1740	WIC Peer Counselor	6	2.00	6	2.00
		1743	WIC Breastfeeding Coord/Couns	1	1.00	1	1.00
		1744	Lead WIC Clerk	1	1.00	1	1.00
		1751	Licensed Vocational Nurse	1	1.00	0	0.00
		1772	Public Health Nutritionist II	1	1.00	3	3.00
		1773	Public Health Nutritionist III	1	0.50	1	0.50
		1774	Public Health Nutrition Tech	1	1.00	0	0.00
		TOTAL	**WIC Grant**	**16**	**11.50**	**16**	**11.50**
2128	**Immunization Grant**						
		1750	Lead Licensed Vocational Nurse	1	0.50	0	0.00
		1751	Licensed Vocational Nurse	1	0.10	1	0.10
		1755	Community Service Aide	2	0.50	2	0.50
		1756	Health Clinic Aide	2	0.60	1	0.40
		1760	Public Health Nurse	4	1.00	5	1.50
		1766	Lead Public Health Nurse	1	0.10	1	0.20
		1775	Immunization Outreach Worker	2	2.00	2	2.00
		TOTAL	**Immunization Grant**	**13**	**4.80**	**12**	**4.70**
2161	**Tuberculosis Grant**						
		1751	Licensed Vocational Nurse	1	0.80	0	0.00
		1756	Health Clinic Aide	0	0.00	1	0.10
		1760	Public Health Nurse	1	0.80	1	0.80
		1766	Lead Public Health Nurse	1	0.10	1	0.10
		TOTAL	**Tuberculosis Grant**	**3**	**1.70**	**3**	**1.00**

CITY OF WICHITA FALLS

PERSONNEL SCHEDULE

		CLASS	DESCRIPTION	17-18 COUNT	17-18 FTE	18-19 COUNT	18-19 FTE
2175	**Community Clinical Linkage Grant**						
		1771	Health Educator	0	0.00	1	0.70
		1797	Program Coordinator	0	0.00	1	1.00
		TOTAL	**Community Clinical Linkage Grant**	**0**	**0.00**	**2**	**1.70**
2252	**Gen Environmental Health**						
		0169	Senior Admin Clerk	1	1.00	1	1.00
		1719	Sanitarian	6	6.00	6	6.00
		1720	Public Health Officer	1	1.00	1	1.00
		1721	Public Health Officer II	1	1.00	1	1.00
		1779	General Env Administrator	1	1.00	1	1.00
		TOTAL	**Gen Environmental Health**	**10**	**10.00**	**10**	**10.00**
2253	**Animal Services**						
		0169	Senior Admin Clerk	2	2.00	2	2.00
		1712	Animal Control Officer	7	7.00	7	7.00
		1714	Animal Control Supervisor	1	1.00	1	1.00
		1716	Animal Services Administrator	1	1.00	1	1.00
		1717	Vet Tech	1	1.00	1	1.00
		1718	Shelter Attendant	5	5.00	6	4.84
		1722	Adoption Counselor	1	1.00	1	1.00
		4702	Dispatcher	1	1.00	1	1.00
		TOTAL	**Animal Services**	**19**	**19.00**	**20**	**18.84**
2277	**Lab/Water Pollution**						
		0169	Senior Admin Clerk	1	0.50	1	0.50
		1776	Senior Medical Lab Technologis	1	1.00	1	1.00
		1781	Laboratory Technical Superviso	1	1.00	1	1.00
		TOTAL	**Lab/Water Pollution**	**3**	**2.50**	**3**	**2.50**

CITY OF WICHITA FALLS

PERSONNEL SCHEDULE

		CLASS	DESCRIPTION	17-18 COUNT	17-18 FTE	18-19 COUNT	18-19 FTE
2405	**Community Rural Health**						
		1738	Accreditation Analyst	1	1.00	1	1.00
		1760	Public Health Nurse	1	0.50	1	0.50
		1768	Public Health Specialist	1	0.70	1	0.70
		1771	Health Educator	0	0.00	1	0.30
		TOTAL	**Community Rural Health**	**3**	**2.20**	**4**	**2.50**
2406	**Tobacco Prevention & Control - 2**						
		1768	Public Health Specialist	1	1.00	0	0.00
		1771	Health Educator	1	1.00	0	0.00
		1778	Outreach Worker	1	1.00	0	0.00
		1797	Program Coordinator	1	1.00	0	0.00
		TOTAL	**Tobacco Prevention & Control - 2015**	**4**	**4.00**	**0**	**0.00**
2413	**Tx. Health Communities**						
		1771	Health Educator	0	0.00	1	0.30
		1797	Program Coordinator	1	0.50	1	0.30
		TOTAL	**Tx. Health Communities**	**1**	**0.50**	**2**	**0.60**
2455	**Infectious Disease Control-Ebola**						
		1783	Epidemiologist	1	1.00	1	1.00
		TOTAL	**Infectious Disease Control-Ebola**	**1**	**1.00**	**1**	**1.00**
2456	**Diabetes Education Program Tier 2**						
		1768	Public Health Specialist	1	1.00	0	0.00
		1771	Health Educator	2	1.30	3	1.80
		1773	Public Health Nutritionist III	1	0.20	1	0.50
		1782	CDEP Program Administrator	1	1.00	1	1.00
		TOTAL	**Diabetes Education Program Tier 2**	**5**	**3.50**	**5**	**3.30**

CITY OF WICHITA FALLS

PERSONNEL SCHEDULE

		CLASS	DESCRIPTION	17-18 COUNT	17-18 FTE	18-19 COUNT	18-19 FTE
2486	**Comprehensive Cancer Control P**						
		1771	Health Educator	0	0.00	1	0.70
		1797	Program Coordinator	0	0.00	1	0.70
		TOTAL	**Comprehensive Cancer Control Prog**	**0**	**0.00**	**2**	**1.40**
2510	**Accounting and Finance**						
		0174	Administrative Clerk	1	0.55	1	0.55
		0175	Administrative Secretary	1	0.80	1	0.80
		0210	Acccountant II	1	1.00	1	1.00
		0211	Senior Accountant	1	1.00	1	1.00
		0213	Accounting/Payroll Analyst	1	0.80	1	0.80
		0217	Accounting and Budget Manager	1	1.00	1	1.00
		6122	Director of FInance	1	1.00	1	1.00
		TOTAL	**Accounting and Finance**	**7**	**6.15**	**7**	**6.15**
2522	**Information Technology**						
		1247	Business Systems Analyst	0	0.00	1	1.00
		1249	Database Application Analyst	2	2.00	2	2.00
		1251	Network Coordinator	2	2.00	2	2.00
		1254	Micro Systems Analyst	1	1.00	1	1.00
		1255	Systems Application Analyst	2	2.00	1	1.00
		1257	Help Desk Clerk	1	1.00	1	1.00
		1258	PC Analyst	3	3.00	3	3.00
		1260	Network/Database Manager	1	1.00	1	1.00
		1262	GIS Application Coordinator	1	1.00	1	1.00
		1265	IT Administrator	1	1.00	1	1.00
		5196	Radio Technician	1	1.00	1	1.00
		5197	Radio System Technician	1	1.00	1	1.00
		6129	Director of IT & Facilities	1	1.00	1	1.00
		TOTAL	**Information Technology**	**17**	**17.00**	**17**	**17.00**

CITY OF WICHITA FALLS

PERSONNEL SCHEDULE

		CLASS	DESCRIPTION	17-18 COUNT	17-18 FTE	18-19 COUNT	18-19 FTE
2530	**Purchasing**						
		0174	Administrative Clerk	1	0.55	1	0.55
		0226	Purchasing Agent	1	1.00	1	1.00
		0278	Buyer	1	1.00	1	1.00
		TOTAL	**Purchasing**	**3**	**2.55**	**3**	**2.55**
2550	**Utility Collection**						
		0113	Clerk	1	0.75	1	0.75
		0118	Sr Customer Svc Rep	2	2.00	2	2.00
		0124	Customer Service Rep	3	3.00	3	3.00
		0177	Lead Customer Svc Rep	2	2.00	2	2.00
		0241	Customer Account Analyst	1	1.00	1	1.00
		0274	Utility Collections Manager	1	1.00	1	1.00
		4710	Water Meter Reader	1	1.00	1	1.00
		4713	Meter System Repair Worker	1	1.00	1	1.00
		4776	Water Customer Svc - Lead	1	1.00	1	1.00
		4777	Water Customer Svc Rep	2	2.00	2	2.00
		TOTAL	**Utility Collection**	**15**	**14.75**	**15**	**14.75**

CITY OF WICHITA FALLS

PERSONNEL SCHEDULE

	CLASS	DESCRIPTION	17-18 COUNT	17-18 FTE	18-19 COUNT	18-19 FTE
3105 General Police						
	0169	Senior Admin Clerk	19	19.00	19	19.00
	0175	Administrative Secretary	3	3.00	3	3.00
	5201	Lead Public Safety Dispatcher	3	3.00	3	3.00
	5205	Public Safety Comm Superv	1	1.00	1	1.00
	5222	Police Records Clk Supervisor	1	1.00	1	1.00
	5230	Community Service Officer II	2	2.00	2	2.00
	5233	Police Impound/Evidence Attend	2	2.00	2	2.00
	5236	Sentinel	5	2.50	5	2.50
	5241	Police Officer	165	165.00	165	165.00
	5242	Police Sergeant	25	25.00	25	25.00
	5243	Police Lieutenant	7	7.00	7	7.00
	5244	Police Captain	3	3.00	3	3.00
	5246	Deputy Chief	2	2.00	2	2.00
	5247	Crime Scene Technician	4	4.00	4	4.00
	5251	Crime Analyst	2	2.00	2	2.00
	5255	Police Evid/Prop/Impound Super	1	1.00	1	1.00
	5256	Lead Crime Scene Tech	1	1.00	1	1.00
	5257	Police Impound Coordinator	1	1.00	1	1.00
	5258	Police Administrative Asst	1	1.00	1	1.00
	5270	Police Records Clerk	13	12.00	13	12.00
	5271	Lead Police Records Clerk	1	1.00	1	1.00
	5272	Public Safety Dispatcher	32	32.00	32	32.00
	5274	Public Safety Dispatcher Supv	3	3.00	3	3.00
	5299	Community Service Supervisor	1	1.00	1	1.00
	6104	Police Chief	1	1.00	1	1.00
	TOTAL	**General Police**	**299**	**295.50**	**299**	**295.50**

CITY OF WICHITA FALLS

PERSONNEL SCHEDULE

		CLASS	DESCRIPTION	17-18 COUNT	17-18 FTE	18-19 COUNT	18-19 FTE
4105	**General Fire**						
		0169	Senior Admin Clerk	1	0.50	1	0.50
		0175	Administrative Secretary	1	1.00	1	1.00
		5111	Firefighter	72	72.00	72	72.00
		5112	Fire Equipment Operator	39	39.00	39	39.00
		5113	Fire Lieutenant	24	24.00	24	24.00
		5114	Fire Captain	15	15.00	15	15.00
		5115	Fire Battalion Chief	4	4.00	4	4.00
		5116	Assistant Fire Marshal	3	3.00	3	3.00
		5118	Assistant Fire Chief	1	1.00	1	1.00
		5119	Fire Marshall	1	1.00	1	1.00
		6103	Fire Chief	1	1.00	1	1.00
		TOTAL	**General Fire**	**162**	**161.50**	**162**	**161.50**
4234	**Emergency Mgt Assistance Grant**						
		5121	Emergency Preparedness Coord	1	1.00	1	1.00
		TOTAL	**Emergency Mgt Assistance Grant**	**1**	**1.00**	**1**	**1.00**

CITY OF WICHITA FALLS

PERSONNEL SCHEDULE

		CLASS	DESCRIPTION	17-18 COUNT	17-18 FTE	18-19 COUNT	18-19 FTE
5150	**General City Recreation**						
		0169	Senior Admin Clerk	1	1.00	1	1.00
		0175	Administrative Secretary	1	1.00	1	1.00
		3101	Swimming Pool Cashier	3	0.69	3	0.69
		3103	Life Guard	5	1.15	5	1.15
		3104	Swimming Pool Supervisor	2	0.40	2	0.40
		3120	Recreation Super/Track	1	0.19	1	0.19
		3123	Recreation Leader	10	1.80	10	1.80
		3127	Camp Supervisor	2	0.38	2	0.38
		3129	Recreation Leader/50+ Zone	3	2.00	3	2.00
		3142	Rec Serv Administrator	1	1.00	1	1.00
		3170	Parks/Rec Prog Coordinator	2	2.00	2	2.00
		3174	Sr Recreation Program Coord	1	1.00	1	1.00
		3201	Facility Monitor	4	2.50	4	2.50
		3271	Sr Maintenance Worker	1	1.00	1	1.00
		3401	Concession Worker I	8	0.96	8	0.96
		4470	Maintenance Worker	6	4.00	6	4.00
		TOTAL	**General City Recreation**	**51**	**21.07**	**51**	**21.07**
5550	**Gen Park Maintenance**						
		1907	Dept Administrative Assistant	1	1.00	1	1.00
		3209	Park Service Worker	2	2.00	2	2.00
		3226	Irrigation Specialist	3	3.00	3	3.00
		3271	Sr Maintenance Worker	9	7.44	8	8.00
		3272	Park Main Senior Coordinator	1	0.33	1	0.33
		3273	Park Maintenance Coordinator	4	4.00	4	4.00
		3276	Park Gen Serv Superintendent	1	1.00	1	1.00
		3277	Horticulturist	1	1.00	1	1.00
		4470	Maintenance Worker	35	31.36	31	31.00
		6125	Deputy City Manager	0	0.00	1	0.25
		6127	Asst. City Mgr	1	0.60	0	0.00
		TOTAL	**Gen Park Maintenance**	**58**	**51.73**	**53**	**51.58**

CITY OF WICHITA FALLS

PERSONNEL SCHEDULE

		CLASS	DESCRIPTION	17-18 COUNT	17-18 FTE	18-19 COUNT	18-19 FTE
5560	**MPEC-Business Park Maint**						
		3272	Park Main Senior Coordinator	1	0.67	1	0.67
		4470	Maintenance Worker	6	4.96	5	4.48
		TOTAL	**MPEC-Business Park Maint**	**7**	**5.63**	**6**	**5.15**
5678	**Castaway Cove**						
		3132	Group Sales Manager	1	1.00	1	1.00
		3134	Office Manager	1	1.00	1	1.00
		3408	Food and Beverage Manager	1	1.00	1	1.00
		TOTAL	**Castaway Cove**	**3**	**3.00**	**3**	**3.00**
5680	**City Lot Mowing Program**						
		3271	Sr Maintenance Worker	1	1.00	1	1.00
		4470	Maintenance Worker	4	2.44	4	2.96
		TOTAL	**City Lot Mowing Program**	**5**	**3.44**	**5**	**3.96**
5750	**General City Cemetery**						
		3271	Sr Maintenance Worker	1	1.00	1	1.00
		3273	Park Maintenance Coordinator	1	1.00	0	0.00
		3274	Cemetary Main Coordinator	0	0.00	1	1.00
		4470	Maintenance Worker	3	1.96	2	2.00
		TOTAL	**General City Cemetery**	**5**	**3.96**	**4**	**4.00**
6110	**General Planning**						
		0169	Senior Admin Clerk	1	1.00	1	1.00
		1105	Planning/GIS Technician	1	1.00	2	2.00
		1301	Planning Administrator	1	1.00	1	1.00
		1302	Planner II	1	1.00	1	1.00
		1303	Planner III	1	1.00	0	0.00
		6108	Director of Comm Development	1	0.80	1	0.90
		TOTAL	**General Planning**	**6**	**5.80**	**6**	**5.90**

CITY OF WICHITA FALLS

PERSONNEL SCHEDULE

		CLASS	DESCRIPTION	17-18 COUNT	17-18 FTE	18-19 COUNT	18-19 FTE
6205	**Bldg & Code Administration**						
		0169	Senior Admin Clerk	2	1.83	2	1.85
		5401	Code Enforcement Officer	4	3.78	4	3.78
		5402	Code Enf.and Housing Admin	1	0.43	1	0.51
		5411	Code Enf & Compliance Officer	1	0.93	1	1.00
		5412	Code Compliance Officer I	1	1.00	2	2.00
		5413	Code Compliance Officer II	3	3.00	3	3.00
		5414	Permit Tech	2	2.00	2	2.00
		5415	Plan Reviewer	1	1.00	1	1.00
		5442	Code Enforcement Officer II	1	0.94	1	0.92
		5450	Asst.CD Dir/Bldg.Code Admin	1	1.00	1	1.00
		5474	Assistant Building Official	1	1.00	1	1.00
		TOTAL	**Bldg & Code Administration**	**18**	**16.91**	**19**	**18.06**
6400	**CDBG Code Enforcement**						
		0169	Senior Admin Clerk	1	0.04	1	0.05
		5401	Code Enforcement Officer	4	0.19	4	0.19
		5411	Code Enf & Compliance Officer	1	0.07	0	0.00
		5442	Code Enforcement Officer II	1	0.04	1	0.05
		TOTAL	**CDBG Code Enforcement**	**7**	**0.34**	**6**	**0.29**
6450	**CDBG Demolition**						
		0169	Senior Admin Clerk	1	0.13	1	0.10
		5401	Code Enforcement Officer	2	1.03	2	1.03
		5402	Code Enf.and Housing Admin	1	0.01	1	0.01
		5442	Code Enforcement Officer II	1	0.02	1	0.03
		TOTAL	**CDBG Demolition**	**5**	**1.19**	**5**	**1.17**

CITY OF WICHITA FALLS

PERSONNEL SCHEDULE

		CLASS	DESCRIPTION	17-18 COUNT	17-18 FTE	18-19 COUNT	18-19 FTE
6550	**Gen Property Management**						
		0169	Senior Admin Clerk	1	0.50	1	0.50
		0251	Property Mgt/Lake Lot Admin	1	1.00	1	1.00
		0253	Property Mgmt Assistant	1	1.00	1	1.00
		0254	Lien Coordinator	1	1.00	1	1.00
		TOTAL	**Gen Property Management**	**4**	**3.50**	**4**	**3.50**
6600	**Lake Lot Administration**						
		0169	Senior Admin Clerk	1	0.50	1	0.50
		0252	Asst Prop Mgt/Lake Lot Admin	1	1.00	1	1.00
		TOTAL	**Lake Lot Administration**	**2**	**1.50**	**2**	**1.50**
6811	**CDBG Grant Management**						
		1306	Housing Specialist II	1	0.50	1	0.50
		1308	HOME/CDBG Program Manager	1	1.00	1	1.00
		1310	Housing/Rehab Inspector	1	0.30	1	0.30
		6108	Director of Comm Development	1	0.15	0	0.00
		TOTAL	**CDBG Grant Management**	**4**	**1.95**	**3**	**1.80**
6826	**CDBG Delivery Costs**						
		1310	Housing/Rehab Inspector	1	0.35	1	0.50
		TOTAL	**CDBG Delivery Costs**	**1**	**0.35**	**1**	**0.50**
6852	**HOME Administration**						
		1306	Housing Specialist II	1	0.50	1	0.50
		1310	Housing/Rehab Inspector	1	0.35	1	0.20
		TOTAL	**HOME Administration**	**2**	**0.85**	**2**	**0.70**

CITY OF WICHITA FALLS

PERSONNEL SCHEDULE

		CLASS	DESCRIPTION	17-18 COUNT	17-18 FTE	18-19 COUNT	18-19 FTE
6869	**Section 8 Housing Voucher**						
		1305	Housing Specialist I	3	3.00	3	3.00
		1306	Housing Specialist II	1	1.00	1	1.00
		1322	Housing Generalist	1	1.00	1	1.00
		1323	Housing Intake Specialist	1	1.00	1	1.00
		1377	Housing Inspector	1	1.00	1	1.00
		5402	Code Enf.and Housing Admin	1	0.56	1	0.48
		6108	Director of Comm Development	1	0.05	1	0.10
		TOTAL	**Section 8 Housing Voucher**	**9**	**7.61**	**9**	**7.58**
7052	**Regional Airport Operations**						
		2010	Airport Administrator	1	0.60	1	0.60
		2012	Airports Operations Supervisor	1	1.00	1	1.00
		TOTAL	**Regional Airport Operations**	**2**	**1.60**	**2**	**1.60**
7054	**Kickapoo Airport Operations**						
		2010	Airport Administrator	1	0.40	1	0.40
		2012	Airports Operations Supervisor	1	1.00	1	1.00
		2077	Airport Lineman	2	2.00	2	2.00
		2078	Lead Airport Lineman	1	1.00	1	1.00
		TOTAL	**Kickapoo Airport Operations**	**5**	**4.40**	**5**	**4.40**
7100	**General Traffic Engineering**						
		2301	School Crossing Guard	14	4.76	14	4.76
		2302	Lead School Crossing Guard	1	0.34	1	0.34
		2329	Traffic Control Technician II	2	2.00	2	2.00
		2330	Traffic Control Technician I	7	7.00	6	6.00
		2331	Traffic Superintendent	1	1.00	1	1.00
		2334	Electronics Technician	1	1.00	1	1.00
		TOTAL	**General Traffic Engineering**	**26**	**16.10**	**25**	**15.10**

CITY OF WICHITA FALLS

PERSONNEL SCHEDULE

		CLASS	DESCRIPTION	17-18 COUNT	17-18 FTE	18-19 COUNT	18-19 FTE
7200	**Public Transportation Operations**						
		2201	Transit Operator	15	15.00	15	15.00
		2207	Transit Operations Supervisor	1	1.00	1	0.50
		2210	Public Transportation Admin	1	1.00	1	0.50
		TOTAL	**Public Transportation Operations**	**17**	**17.00**	**17**	**16.00**
7202	**Public Transp Preventive Maint**						
		2210	Public Transportation Admin	0	0.00	1	0.30
		4223	Automotive Mechanic	3	3.00	3	3.00
		TOTAL	**Public Transp Preventive Maint**	**3**	**3.00**	**4**	**3.30**
7203	**Public Transportation Planning**						
		2207	Transit Operations Supervisor	0	0.00	1	0.50
		2210	Public Transportation Admin	0	0.00	1	0.20
		6110	Dir of Aviation, Traff & Trans	1	0.15	1	0.15
		TOTAL	**Public Transportation Planning**	**1**	**0.15**	**3**	**0.85**
7206	**Transit HUB Operations**						
		2204	Travel Center Operations Super	1	1.00	0	0.00
		2205	Assistant HUB Manager	1	1.00	1	1.00
		2206	Customer Svc Representative	1	1.00	1	1.00
		TOTAL	**Transit HUB Operations**	**3**	**3.00**	**2**	**2.00**
7225	**Transportation Planning Grant**						
		1314	Transportation Planner II	1	1.00	1	1.00
		1325	Transportation Planner IV	1	1.00	1	1.00
		TOTAL	**Transportation Planning Grant**	**2**	**2.00**	**2**	**2.00**

CITY OF WICHITA FALLS

PERSONNEL SCHEDULE

		CLASS	DESCRIPTION	17-18 COUNT	17-18 FTE	18-19 COUNT	18-19 FTE
7250	**Fleet Maintenance**						
		0169	Senior Admin Clerk	1	1.00	1	1.00
		0175	Administrative Secretary	1	1.00	1	1.00
		4170	Store Clerk	2	2.00	2	2.00
		4172	Warehouse Supervisor	1	1.00	1	1.00
		4204	Automotive Service Worker	6	6.00	6	6.00
		4223	Automotive Mechanic	16	16.00	16	16.00
		4224	Lead Auto Service Worker	1	1.00	1	1.00
		4227	Auto Services Coordinator	1	1.00	1	1.00
		4240	Central Service Superintendent	1	1.00	1	1.00
		4272	Fire Equipment Mechanic	2	2.00	2	2.00
		4471	Welder	2	2.00	2	2.00
		4614	Landfill Mechanic	1	1.00	1	1.00
		6110	Dir of Aviation, Traff & Trans	1	0.85	1	0.85
		TOTAL	**Fleet Maintenance**	**36**	**35.85**	**36**	**35.85**
8115	**Utilities Administration**						
		0175	Administrative Secretary	1	1.00	1	1.00
		1130	Civil Engineer In Training	0	0.00	1	1.00
		1131	Civil Engineer	1	1.00	0	0.00
		1136	Engineer Assistant	1	1.00	1	1.00
		1173	Sr Engineering Technician	2	2.00	2	2.00
		6112	Utilites Operations Manager	1	1.00	1	1.00
		6113	Director of Public Works	1	0.35	1	0.35
		TOTAL	**Utilities Administration**	**7**	**6.35**	**7**	**6.35**
8120	**Utility Equipment Services**						
		4571	Equipment Operator	4	4.00	4	4.00
		4572	Heavy Equipment Operator	8	8.00	8	8.00
		4610	Street Superintendent	1	0.25	1	0.25
		TOTAL	**Utility Equipment Services**	**13**	**12.25**	**13**	**12.25**

CITY OF WICHITA FALLS

PERSONNEL SCHEDULE

		CLASS	DESCRIPTION	17-18 COUNT	17-18 FTE	18-19 COUNT	18-19 FTE
8125	**Water Distribution**						
		0174	Administrative Clerk	3	3.00	3	3.00
		4128	Storekeeper	1	1.00	1	1.00
		4170	Store Clerk	2	2.00	2	2.00
		4440	Utilities System Worker I	13	13.00	13	13.00
		4441	Utilities System Worker II	0	0.00	1	1.00
		4442	Water Distribution Specialist	1	1.00	1	1.00
		4444	Utilities System Supervisor I	4	4.00	4	4.00
		4447	Utility System Worker III	13	13.00	13	13.00
		4572	Heavy Equipment Operator	4	4.00	5	5.00
		4702	Dispatcher	2	2.00	2	2.00
		4713	Meter System Repair Worker	4	4.00	4	4.00
		4714	Water Meter Mechanic	1	1.00	1	1.00
		4762	Water Distribution Super	1	1.00	1	1.00
		TOTAL	**Water Distribution**	**49**	**49.00**	**51**	**51.00**
8130	**Sewer Rehabilitation**						
		4440	Utilities System Worker I	3	3.00	3	3.00
		4441	Utilities System Worker II	3	3.00	3	3.00
		4751	Wastewater Coll/Rehab Super	1	1.00	1	1.00
		TOTAL	**Sewer Rehabilitation**	**7**	**7.00**	**7**	**7.00**
8135	**Water Source of Supply**						
		4771	Senior Pump/Plant Maint Mech	2	2.00	2	2.00
		4774	P/P Maintenance Mechanic	1	1.00	1	1.00
		TOTAL	**Water Source of Supply**	**3**	**3.00**	**3**	**3.00**

CITY OF WICHITA FALLS

PERSONNEL SCHEDULE

		CLASS	DESCRIPTION	17-18 COUNT	17-18 FTE	18-19 COUNT	18-19 FTE
8140	**Water Purification**						
		0174	Administrative Clerk	1	1.00	1	1.00
		4440	Utilities System Worker I	2	2.00	2	2.00
		4720	Water/Wastewater Lab Tech I	1	1.00	1	1.00
		4735	Water Oper & Maint Superv	1	1.00	1	1.00
		4745	Water P/P Maint Superv II	1	1.00	1	1.00
		4747	Electronics Instrument Tech II	1	1.00	1	1.00
		4748	Electronics Instrument Tech I	1	1.00	1	1.00
		4764	Water Supply-Purification Sup	1	1.00	1	1.00
		4771	Senior Pump/Plant Maint Mech	4	4.00	4	4.00
		4772	Lead Plant Operator	4	4.00	5	5.00
		4773	Senior Lab Technician	1	1.00	1	1.00
		4774	P/P Maintenance Mechanic	3	3.00	3	3.00
		4778	Plant Operator I	9	9.00	8	8.00
		4779	Plant Operator II	7	7.00	7	7.00
		4780	Water Laboratory Supervisor	1	1.00	1	1.00
		TOTAL	**Water Purification**	**38**	**38.00**	**38**	**38.00**
8142	**Wastewater Collection**						
		0174	Administrative Clerk	2	2.00	2	2.00
		4440	Utilities System Worker I	5	5.00	5	5.00
		4441	Utilities System Worker II	4	4.00	4	4.00
		4443	WW Collection Supervisor	1	1.00	1	1.00
		4572	Heavy Equipment Operator	2	2.00	2	2.00
		TOTAL	**Wastewater Collection**	**14**	**14.00**	**14**	**14.00**

CITY OF WICHITA FALLS

PERSONNEL SCHEDULE

		CLASS	DESCRIPTION	17-18 COUNT	17-18 FTE	18-19 COUNT	18-19 FTE
8143	**Wastewater Treatment**						
		0174	Administrative Clerk	1	1.00	1	1.00
		1132	Environmental Coordinator	1	0.50	1	0.50
		1787	Pollution Control Specialist	1	1.00	1	1.00
		4440	Utilities System Worker I	5	5.00	5	5.00
		4441	Utilities System Worker II	2	2.00	2	2.00
		4720	Water/Wastewater Lab Tech I	1	1.00	1	1.00
		4721	Water/Wastewater Lab Tech II	1	1.00	1	1.00
		4736	WW Operation & Maint Superv	1	1.00	1	1.00
		4744	WW Pump/Plant Maint Superv I	1	1.00	1	1.00
		4746	WW Pump/Plant Maint Superv II	1	1.00	1	1.00
		4747	Electronics Instrument Tech II	1	1.00	1	1.00
		4748	Electronics Instrument Tech I	1	1.00	1	1.00
		4750	Wastewater Coll/Treat Super	1	1.00	1	1.00
		4771	Senior Pump/Plant Maint Mech	3	3.00	3	3.00
		4772	Lead Plant Operator	9	9.00	10	10.00
		4773	Senior Lab Technician	1	1.00	1	1.00
		4774	P/P Maintenance Mechanic	6	6.00	6	6.00
		4778	Plant Operator I	1	1.00	1	1.00
		4779	Plant Operator II	2	2.00	2	2.00
		TOTAL	**Wastewater Treatment**	**40**	**39.50**	**41**	**40.50**
8162	**Stormwater Drainage**						
		1130	Civil Engineer In Training	1	1.00	1	1.00
		1132	Environmental Coordinator	1	0.50	1	0.50
		1135	City Engineer	1	0.33	1	0.33
		4475	Street Program Coordinator	1	1.00	1	1.00
		4572	Heavy Equipment Operator	2	2.00	2	2.00
		TOTAL	**Stormwater Drainage**	**6**	**4.83**	**6**	**4.83**

CITY OF WICHITA FALLS

PERSONNEL SCHEDULE

		CLASS	DESCRIPTION	17-18 COUNT	17-18 FTE	18-19 COUNT	18-19 FTE
8175	**Refuse Collection**						
		0169	Senior Admin Clerk	1	1.00	1	1.00
		0174	Administrative Clerk	1	1.00	1	1.00
		4401	Laborer	7	2.86	7	2.86
		4434	Sanitation Supervisor	3	3.00	3	3.00
		4471	Welder	1	1.00	1	1.00
		4477	Sanitation Worker	4	4.00	4	4.00
		4510	Sanitation Equip Operator I	12	12.00	12	12.00
		4511	Sanitation Equip Operator II	19	19.00	19	19.00
		4512	Sanitation Equip Operator III	8	8.00	8	8.00
		4630	Sanitation Superintendent	1	1.00	1	1.00
		6109	Deputy Director of Public Work	1	0.50	1	0.50
		6113	Director of Public Works	1	0.10	1	0.10
		TOTAL	**Refuse Collection**	**59**	**53.46**	**59**	**53.46**
8180	**Transfer Station**						
		4401	Laborer	2	2.00	2	2.00
		4420	Scale Attendant	2	2.00	2	2.00
		4434	Sanitation Supervisor	1	1.00	1	1.00
		4510	Sanitation Equip Operator I	2	2.00	2	2.00
		4511	Sanitation Equip Operator II	5	5.00	5	5.00
		4512	Sanitation Equip Operator III	2	2.00	2	2.00
		TOTAL	**Transfer Station**	**14**	**14.00**	**14**	**14.00**

CITY OF WICHITA FALLS

PERSONNEL SCHEDULE

		CLASS	DESCRIPTION	17-18 COUNT	17-18 FTE	18-19 COUNT	18-19 FTE
8185	**Landfill**						
		0169	Senior Admin Clerk	1	1.00	1	1.00
		0174	Administrative Clerk	1	1.00	1	1.00
		4401	Laborer	2	2.00	2	2.00
		4420	Scale Attendant	3	3.00	3	3.00
		4477	Sanitation Worker	1	1.00	1	1.00
		4510	Sanitation Equip Operator I	2	2.00	2	2.00
		4512	Sanitation Equip Operator III	7	7.00	7	7.00
		4612	Asst Landfill Supervisor	1	1.00	1	1.00
		4613	Landfill Supervisor	1	1.00	1	1.00
		TOTAL	**Landfill**	**19**	**19.00**	**19**	**19.00**
8210	**Engineering**						
		1101	Engineering Technician Manager	1	1.00	1	1.00
		1102	Engineering Tech Field Supvr	1	1.00	1	1.00
		1120	Engineering Technician	5	5.00	5	5.00
		1130	Civil Engineer In Training	1	1.00	1	1.00
		1131	Civil Engineer	1	1.00	1	1.00
		1135	City Engineer	1	0.67	1	0.67
		1173	Sr Engineering Technician	7	7.00	7	7.00
		6109	Deputy Director of Public Work	1	0.50	1	0.50
		6113	Director of Public Works	1	0.55	1	0.55
		TOTAL	**Engineering**	**19**	**17.72**	**19**	**17.72**

CITY OF WICHITA FALLS

PERSONNEL SCHEDULE

		CLASS	DESCRIPTION	17-18 COUNT	17-18 FTE	18-19 COUNT	18-19 FTE
8220	**Street Maintenance**						
		0169	Senior Admin Clerk	0	0.00	1	1.00
		0175	Administrative Secretary	1	1.00	0	0.00
		4170	Store Clerk	1	1.00	1	1.00
		4401	Laborer	4	4.00	5	5.00
		4413	Construction & Maint. Superv I	3	2.50	3	2.50
		4473	General Maintenance Worker	17	17.00	17	17.00
		4571	Equipment Operator	11	11.00	11	11.00
		4572	Heavy Equipment Operator	16	16.00	15	15.00
		4610	Street Superintendent	1	0.75	1	0.75
		TOTAL	**Street Maintenance**	**54**	**53.25**	**54**	**53.25**
8340	**CDBG Job Training**						
		4413	Construction & Maint. Superv I	1	0.50	1	0.50
		4572	Heavy Equipment Operator	1	1.00	1	1.00
		TOTAL	**CDBG Job Training**	**2**	**1.50**	**2**	**1.50**
8710	**Legal**						
		1810	Attorney I	1	1.00	1	1.00
		1811	First Assistant City Attorney	1	1.00	1	1.00
		1814	Senior Assistant City Attorney	1	1.00	1	1.00
		1816	Legal Clerk	1	1.00	1	1.00
		1817	Executive Legal Assistant	1	1.00	1	1.00
		6115	City Attorney	1	1.00	1	1.00
		TOTAL	**Legal**	**6**	**6.00**	**6**	**6.00**
8810	**City Clerk**						
		0160	Deputy City Clerk	1	0.75	1	1.00
		6101	City Clerk	1	1.00	1	1.00
		TOTAL	**City Clerk**	**2**	**1.75**	**2**	**2.00**

CITY OF WICHITA FALLS

PERSONNEL SCHEDULE

		CLASS	DESCRIPTION	17-18 COUNT	17-18 FTE	18-19 COUNT	18-19 FTE
9533	**Convention/Visitors Bureau**						
		1902	Marketing Design/Svcs Rep	1	1.00	0	0.00
		1903	Convention Services Rep	0	0.00	1	1.00
		1912	Convention Event Sales Rep	2	2.00	1	1.00
		4321	CVB Services Rep	1	0.63	1	1.00
		6121	CVB Director	1	1.00	1	1.00
		TOTAL	**Convention/Visitors Bureau**	**5**	**4.63**	**4**	**4.00**
GRAND TOTAL				**1,343**	**1,216.91**	**1,333**	**1,216.64**

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request	
1080 - Personnel		
100 - General Fund		
100 - Administrative Services		
Above Current Request		
Internship Program		

In 2017 the City Council approved the strategic initiative to Attract and Retain Young Workers and Graduates. One of the objectives associated with this initiative is to Expand City Internship Opportunities. We've had internship opportunities available and posted for some of our departments; however, these opportunities are proving difficult to fill and we find that we're competing with employers that offer paid internships. These employers are getting the higher quality intern applicants, and are getting a larger number of applicants than the City's postings receive. We believe this is mostly because the City's internships are unpaid in comparison to our competing employers.

We identified those departments that have the greatest need for an intern as it relates to workload, projects, etc., and at the same time have more opportunities to fill vacant positions; therefore, more likely to retain a intern into a permanent City position. The departments identified for this first phase of paid internships are as follows:

Engineering Intern
IT Intern
Water Lab Intern
Recreation Intern
HR Graduate Intern
Legal Graduate Intern

Undergrad interns would be paid at $10/hour, Graduate interns would be paid at $12/hour. Internship hours would be approximately 20 hours per week. We would like to place 6-8 undergraduate interns and 1-2 graduate interns in 2018/19. Total cost would be approximately $27,000, but could be reduced if we don't fill all budgeted internships. THE CITY MANAGER'S PRELIMINARY BUDGET INCLUDES $10,000 FOR THIS PROGRAM.

75280 - Budget Contingency	27,000	Internship Program
Internship Program	*27,000*	

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request
Above Current Request	**27,000**
100 - Administrative Services	***27,000***
100 - General Fund	27,000
1080 - Personnel	**27,000**

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request
1105 - General MLK Center Oper	
100 - General Fund	
100 - Administrative Services	
Above Current Request	
71050 - Replacing phone sys	
71050 - Maint-Office Furn/Equi	15,000

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Replacing old phone system	IT - CISCO	15,000

71050 - Replacing phone sys	*15,000*
Above Current Request	**15,000**
100 - Administrative Services	***15,000***
100 - General Fund	15,000
1105 - General MLK Center Oper	**15,000**

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request
1182 - General Library Operations	
100 - General Fund	
100 - Administrative Services	
Above Current Request	
Library Assistant PT Request	

In 2016, 3 library page positions were cut, reducing the library's overall budget by 1.66%. The positions provided 60 hours per week of assistance in shorting and shelving and other general library assistance, such as covering desks to assist with outreach opportunities, or due to illness and staff shortages. As a result, the essential functions of sorting and shelving returned materials had to be absorved by the remaining staff members. The mechancial sorter saves time and is very efficient at sorting materials into categories, but it cannot sort into exact alphabetical order, Dewey order, or recognize the large number of collections within collections that we have, nor can it return books to the shelves. Average number of returned of materials per week: 5670; average hours need to sort/shelve per week: 115; Average hours spent sorting and shelving per week: 86 (including volunteers). I am proposing to hire an additional half-time librarian (18 hours per week) and library assistant (18 hours per week) who will work on Thursday, Friday and Saturday. The 36 hours of additional assistance will greating benefit the library and customers by: returning books/materials to the shelves in a timely manner; providing improved customer service by increasing quality of work and response times to customers; improved employee engagement and morale; decreased call-ins due to illness; improved staffing stability; improved customer retention and satisfaction; providing the time needed to innovate on technology developments and community wants and needs; allow for greater outreach in the community. We have worked hard to recruit volunteers yet curretnly have only 2-3 dedicated volunteers who fill a 2-hour shift Mon-Thurs.

60135 - Salaries-Operational	11,248
60300 - FICA	860
60310 - TMRS Retirement	1,342
60320 - Life Insur Contribution	12
60325 - Long Term Disability	12
60330 - Health Insur Contrib	4,338
Library Assistant PT Request	*17,812*

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request
1182 - General Library Operations	
100 - General Fund	
100 - Administrative Services	
Above Current Request	
Librarian PT Request	

In 2016, 3 library page positions were cut, reducing the library's overall budget by 1.66%. The positions provided 60 hours per week of assistance in shorting and shelving and other general library assistance, such as covering desks to assist with outreach opportunities, or due to illness and staff shortages. As a result, the essential functions of sorting and shelving returned materials had to be absorved by the remaining staff members. The mechancial sorter saves time and is very efficient at sorting materials into categories, but it cannot sort into exact alphabetical order, Dewey order, or recognize the large number of collections within collections that we have, nor can it return books to the shelves. Average number of returned of materials per week: 5670; average hours need to sort/shelve per week: 115; Average hours spent sorting and shelving per week: 86 (including volunteers). I am proposing to hire an additional half-time librarian (18 hours per week) and library assistant (18 hours per week) who will work on Thursday, Friday and Saturday. The 36 hours of additional assistance will greating benefit the library and customers by: returning books/materials to the shelves in a timely manner; providing improved customer service by increasing quality of work and response times to customers; improved employee engagement and morale; decreased call-ins due to illness; improved staffing stability; improved customer retention and satisfaction; providing the time needed to innovate on technology developments and community wants and needs; allow for greater outreach in the community. We have worked hard to recruit volunteers yet curretnly have only 2-3 dedicated volunteers who fill a 2-hour shift Mon-Thurs.

60135 - Salaries-Operational	28,108
60300 - FICA	2,150
Librarian PT Request	*30,258*

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request
Above Current Request	**48,070**
100 - Administrative Services	***48,070***
100 - General Fund	48,070
1182 - General Library Operations	**48,070**

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request
1385 - Golf Shop/Administration	
570 - Golf Course Fund	
100 - Administrative Services	
Above Current Request	
Siding, Facia, and Ceilings	
Repair and replace wood, plastics, and finishes to the Golf Course building. The building is in need of major repairs to fix holes and fascia and soffits. Additionally, the ceilings in the clubhouse are extremely high and energy inefficent. This project would drop the ceilings in the pro shop and the food/beverage area. APGL has received quotes from Rick Neas Paradise Builders LLC. THE CITY MANAGER'S PRELIMINARY BUDGET INCLUDES FUNDING FOR THIS REQUEST.	
71640 - Maint-Other Structures	30,000

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Siding, Facia and Drop Ceiling		30,000

Siding, Facia, and Ceilings	*30,000*
Above Current Request	**30,000**
100 - Administrative Services	***30,000***
570 - Golf Course Fund	30,000
1385 - Golf Shop/Administration	**30,000**

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request	
3105 - General Police		
100 - General Fund		
150 - Police		
Above Current Request		
Dispatch Certification Pay		

Texas Commission on Law Enforcement (TCOLE) made changes on January 1, 2014 regarding the hiring and training of telecommunicators Under the Texas Occupations Code 1701.352. Continuing Education Programs(i). A state agency, county, special district, or municipality that appoints or employs a telecommunicator shall provide training to the telecommunicator of not less that 20 hours during each 24-month period of employment The training must be approved by the commission and consist of topics selected by the commission and the employing entity. Based on TCOLE specific training and years of experience criteria telecommunicators are awarded various cerification levels much like peace officers. I am proposing certification pay for telecommunicators with certifications above the basic certificate. *Requirements for Intermediate Certification: an active license or appointment Basic Telecommunicator Certificate 2 years of service 120 hours of training 3812 TDD.TTY for Telecommunicators or 412 TDD/TTY for Telecommunicators D.E. *Requirements for an Advanced Certification: an active license or appointment Basic Telecommunicator Certification Intermediate Telecommunicator Certificate 4 years of service 240 hours of training 3812 TDD/TTY for Telecommunicators or 412 TDD/TTY for Telecommunicators D.E. *Requirements for a Masters Certification: an active license or appointment Basic Telecommunicator Certificate Intermediate Telecommunicator Certificate Advanced Telecommunicator Certificate 8 years of service 500 hours of training 3812 TDD/TTY for Telecommunicator or 412 TDD/TTY for Telecommunicators D.E. Proposed pay for Telecommunicator certification levels. Intermediate: $50.00 monthly, $600.00 annually, $23.07 biweekly, 0.288 hourly; Advanced: $80.00 monthly, $960.00 annually, $36.92 biweekly, 0.4615 hourly; and Masters: $120.00 monthly, $1,440.00 annually, $55.38 biweekly, 0.692 hourly. THE CITY MANAGER'S PRELIMINARY BUDGET INCLUDES $10,000 FOR THIS REQUEST.

60240 - Certification Pay	7,200	This is for 12 Intermediate Certifications.
60240 - Certification Pay	1,440	This is for 1 Masters Certification.
60240 - Certification Pay	11,520	This is for 12 Advanced Certifications.
Dispatch Certification Pay	*20,160*	

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request

5550 - Gen Park Maintenance

100 - General Fund

250 - Parks

Above Current Request

Air Conditioning Unit

Our A/C unit at the Park Maintenance Facility is estimated to be 31 years old. Since we acquired the building in 2013 we have spent $66,208.04 on HVAC repairs. A new outside compressor unit is requested. Carrier Corporation gave us an estimate of $51,000.00 in 2016. We are requesting $55,000.00 to replace the 20 ton unit. The longer we put this off the more costly this gets. THIS REQUEST IS INCLUDED IN THE CITY MANAGER'S PRELIMINARY BUDGET.

71130 - Maint-HVAC Systems 55,000

Air Conditioning Unit *55,000*

Kiwanis Park Road Repair

Kiwanis Park is in need of repair to the roadways. The cost to use a seal coat is $40,508 compared to an overlay cost of $192,030. Staff recommends seal coat as park roads are less traveled and at lower speeds than normal roadways in the city.

71220 - Maint-Walks/Dr/Parking 40,508

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Kiwanis Park Road Repair		40,508

Kiwanis Park Road Repair *40,508*

City of Wichita Falls
Above Current Level Budget Detail Report
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	Abv Current Level Bud Request
5550 - Gen Park Maintenance	
100 - General Fund	
250 - Parks	
Above Current Request	
Jalonick Park	
Jalonick Park is in need of repair to the roadways. The cost to use a seal coat is $32,175 compared to an overlay cost of $128,700. Staff recommends seal coat as park roads are less traveled and at lower speeds than normal roadways in the city.	
77211 - Roads-Asphalt	32,175

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Seal Coat		32,175

Jalonick Park	*32,175*

City of Wichita Falls
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	Abv Current Level Bud Request

5550 - Gen Park Maintenance

100 - General Fund

250 - Parks

Above Current Request

Hamilton Park Road Repair

Hamilton park has a few areas that need major repairs. The cost to use a seal coat is $47,025 compared to an overlay cost of $188,100. Staff recommends seal coat as park roads are less traveled and at lower speeds than normal roadways in the city.

71220 - Maint-Walks/Dr/Parking 47,025

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Hamilton Park Road Repair		47,025

Hamilton Park Road Repair *47,025*

Lucy Park Road Repair

Lucy Park has very poor pavement throughout the entire park. The pavement crown has settled and potholes have grown more frequent. The potholes are getting deeper as we ignore the problem. The cost to use a seal coat is $90,000. THESE FUNDS ARE INCLUDED IN THE CITY MANAGER'S PRELIMINARY BUDGET AS PART OF THE ANNUAL STREET REHABILITATION PROGRAM. .

71220 - Maint-Walks/Dr/Parking 90,000

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Lucy Park Road Repair		90,000

90,000

City of Wichita Falls
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	Abv Current Level Bud Request
5550 - Gen Park Maintenance	
100 - General Fund	
250 - Parks	
Above Current Request	
Park Playgrounds	
	Lions Park, in District V, has not had any updated equipment in over 30 years. It is in a heavily populated area. We are requesting $30,000.00 to purchase a new playground with concrete wall and surfacing. In the past few years,the park has increased in acreage and we added a bridge along with 2 new benches donated by the Lions Club. Hursh Park, in District IV, has not had any updated playground equipment in over 30 years. It is in a moderately populated area. We are requesting $30,000.00 to purchase a new playgrouond with concrete wall and surfacing. Morningside Park, in District 1, has not had any updated playground equiment in over 30 years. It is in a moderately populated area. We are requesting $30,000.00 to purchase a new playground with concrete wall and surfacing.

City of Wichita Falls
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	Abv Current Level Bud Request
71635 - Maint-Playground Equi	90,000

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Lions Park Playground		30,000

Seq	Posting Col	Item	Description	Provider	Total
2	Proposed		Hursh Park Playground		30,000

Seq	Posting Col	Item	Description	Provider	Total
3	Proposed		Morningside Playground		30,000

Spudder Park/MLK Roadways

Spudder Park/MLK Center is in need of repair to the roadways. The cost to use a seal coat is $151,140 compared to an overlay cost of $604,560. Staff recommends seal coat as park roads are less traveled and at lower speeds than normal roadways in the city.

77211 - Roads-Asphalt	151,140

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Seal Coat		151,140

151,140

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	Abv Current Level Bud Request
5550 - Gen Park Maintenance	
100 - General Fund	
250 - Parks	
Above Current Request	
Williams Park Roadways	
Williams Park is in need of repair to the roadways. The cost to use a seal coat is $345,565 compared to an overlay cost of $1,382,260. Staff recommends seal coat as park roads are less traveled and at lower speeds than normal roadways in the city.	
77211 - Roads-Asphalt	345,565

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Seal Coat		345,565

Williams Park Roadways	*345,565*

City of Wichita Falls
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	Abv Current Level Bud Request
5550 - Gen Park Maintenance	
100 - General Fund	
250 - Parks	
Above Current Request	
PT to FT Maintenance Workers	

For decades, the Parks Department has increased the maintenance requirements for the Circle Trail and other new City parks and facilities, with very limited increase in staffing. Examples of new facilities and other amenities over the last 25 years without adding maintenance staff include the Muehlburger Travel Center, Parks Headquarters, Regional Airport, Public Safety Training Center, Animal Services, 16 miles of Circle Trail, 14,000 Trees with mulch/irrigation, 51 flower beds, 6 intersection triangles with ornamental structures, South Weeks Park Pond, 287 Highway Gateway/Pond/Fountain, etc. To make matters worse, recently we have had difficulty getting part time seasonal help hired when needed to begin the growing season causing maintenance efforts to fall behind in the early months of the growing season. The Department is proposing to eliminate 14 seasonal positions (without benefits) and create 7 full-time positions, with benefits. Essentially, the budget impact would be the cost of the benefits, but should help ensure that we have additional staff year-around so that we fall behind in maintenance of the park system less often throughout the year. Additionally, 5 additional personnel during the winter months will allow the Division to address many special projects that need work such as tree trimming, playground maintenance, irrigation installation/repairs, etc. that haven't been accomplished recently. The overall impact to the budget is estimated to be $79,414. THIS REQUEST IS INCLUDED IN THE CITY MANAGER'S PRELIMINARY BUDGET.

60300 - FICA	0
60310 - TMRS Retirement	18,689
60330 - Health Insur Contrib	60,725
PT to FT Maintenance Workers	*79,414*

City of Wichita Falls
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	Abv Current Level Bud Request
5550 - Gen Park Maintenance	
100 - General Fund	
250 - Parks	
Above Current Request	
Lake Wichita Park Road Repair	
The Lake Wichita Park gravel access road and parking lots to the beach area is a continual high maintenance cost resulting in many complaints of potholes. Additionally, the roads throughout the park are in need of repair. The cost to use a seal coat is $870,683 compared to an overlay cost of $3,482,732. Staff recommends seal coat as park roads are less traveled and at lower speeds than normal roadways in the city.	
77211 - Roads-Asphalt	870,683

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Seal Coat		870,683

Lake Wichita Park Road Repair	*870,683*

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	Abv Current Level Bud Request
5550 - Gen Park Maintenance	
100 - General Fund	
250 - Parks	
Above Current Request	
RV Park Roadways	

The RV Park, north of the waterfall, is in need of repair to the roadways. The cost to use a seal coat is $16,280 compared to an overlay cost of $65,120. Staff recommends seal coat as park roads are less traveled and at lower speeds than normal roadways in the city.

77211 - Roads-Asphalt 16,280

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Seal Coat		16,280

RV Park Roadways *16,280*

City of Wichita Falls
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	Abv Current Level Bud Request

5550 - Gen Park Maintenance

100 - General Fund

250 - Parks

Above Current Request

Cat 302-7D Mini Excavator

Over the years we have built several miles of trail that have hard to reach drain culverts. We are requesting a mini excavator to work on these areas to improve drainage. This machine could be used in many areas such as parks, circle trail and other drainways.

77330 - Other Vehicles 35,000

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	OTHER	Cat 302-7D Mini Excavator	1	35,000	35,000

Cat 302-7D Mini Excavator 35,000

City of Wichita Falls
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	Abv Current Level Bud Request

5550 - Gen Park Maintenance

100 - General Fund

250 - Parks

Above Current Request

Vermeer Tree Chipper and Truck

Parks is in need of a new chipper because our old one was sold at auction 6 years ago and never replaced. With the increased amount of trees dying this truck and chipper is needed.

77330 - Other Vehicles 158,000

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	OTHER	Tree Chipper	1	78,000	78,000

Seq	Posting Col	Item	Description	Qty	Price	Total
2	Proposed	OTHER	1 Ton Bucket Truck	1	80,000	80,000

Vermeer Tree Chipper and Truck 158,000

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	Abv Current Level Bud Request

Scotland Park Roadways

Scotland Park is in need of repair to the roadways. The cost to use a seal coat is $96,025 compared to an overlay cost of $384,098. Staff recommends seal coat as park roads are less traveled and at lower speeds than normal roadways in the city.

77211 - Roads-Asphalt 96,025

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Seal Coat		96,025

Scotland Park Roadways *96,025*

City of Wichita Falls
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	Abv Current Level Bud Request

5550 - Gen Park Maintenance

100 - General Fund

250 - Parks

Above Current Request

Weeks Park Roadways

Weeks Park by the Fire Station #8 is in need of repair to the roadways. The cost to use a seal coat is $61,875 compared to an overlay cost of $247,500. South Weeks Park by the Pond is also in need of roadway repairs. Staff recommends seal coat as park roads are less traveled and at lower speeds than normal roadways in the city.

77211 - Roads-Asphalt 65,937

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		By the Fire Station		61,875

Seq	Posting Col	Item	Description	Provider	Total
2	Proposed		By the Pond		4,062

Weeks Park Roadways *65,937*

City of Wichita Falls
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	Abv Current Level Bud Request

Cyclone 8000 Blower

With the circle trail and other areas of responsibilites growing, we are requesting a trailer mounted turbine blower. This could be used in many areas such as the cirle trrail, medians and the parks.

70030 - Supplies-Minor Tools 5,000

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	OTHER	Cyclone 8000 Blower	1	5,000	5,000

Cyclone 8000 Blower	*5,000*
Above Current Request	**2,177,752**
250 - Parks	***2,177,752***
100 - General Fund	2,177,752
5550 - Gen Park Maintenance	**2,177,752**

City of Wichita Falls
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	Abv Current Level Bud Request
5750 - General City Cemetery	
100 - General Fund	
250 - Parks	
Above Current Request	
Rosemont Cemetery Roads	
Rosemont Cemetery is in need of repair to the roadways. The cost to use a seal coat is $20,152 compared to an overlay cost of $80,608. Staff recommends seal coat as park roads are less traveled and at lower speeds than normal roadways in the city.	
77211 - Roads-Asphalt	20,152

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Seal Coat		20,152

Rosemont Cemetery Roads	*20,152*

City of Wichita Falls
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2018-19

	Abv Current Level Bud Request
5750 - General City Cemetery	
100 - General Fund	
250 - Parks	
Above Current Request	
Riverside Cemetery	

Riverside Cemetery is in need of repair to the roadways. The cost to use a seal coat is $59,901 compared to an overlay cost of $239,602. Staff recommends seal coat as park roads are less traveled and at lower speeds than normal roadways in the city.

77211 - Roads-Asphalt	59,901

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Seal Coat		59,901

Riverside Cemetery	*59,901*
Above Current Request	**80,053**
250 - Parks	***80,053***
100 - General Fund	80,053
5750 - General City Cemetery	**80,053**

City of Wichita Falls
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	Abv Current Level Bud Request

6110 - General Planning

100 - General Fund

350 - Community Development

Above Current Request

Downtown-ProfessionalServices

Anticipate the potential need for professional, consulting services moving forward with achieving City Council's 2017 strategic planning goals for redeveloping downtown, specificially relating to creating a comprehensive downtown master plan and major zoning ordinance/code changes. As the Downtown Development Steering Committee is appointed, begins studying/researching issues and prioritizing strategies and tasks to implement, it may be necessary to issue a Request for Proposals (RFP) to involve a consulting firm with expertise in the area of downtown revitalization and potential consideration for form-based zoning codes in the downtown core. We are recommending that $75,000 be set-aside for professional consulting services so depending on the committee's recommendations and council's direction planning staff can work closely with experts in the field to help achieve both the vision and implementation priorities for the downtown area.

72170 - Services-Other Prof 75,000

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Consulting - Downtown Plan	Consultant via RFP	75,000

Downtown-ProfessionalServices 75,000

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	Abv Current Level Bud Request
City Landmark Medallions	
	Wichita Falls established a historic preservation program in 1982 that recognized the importance of the City's heritage and preserves it for future generations. When the program was originally approved through the foresight of city leaders, staff worked with leadership and the preservation commission to establish a design unique to this community that would be featured on a special historic landmark medallion. These landmark medallions are awarded by City Council to designated individual landmarks that are deemed to have played a key role in our history or are associated with an important cultural or social connection to leaders throughout our community's development. Staff searched the preservation archives and have not located paperwork for the original order of bronze medallions nor the vendor information. The city has 34 individual landmarks and 3 historic districts. We estimate 50 plaques were originally ordered in the early 1980s when the preservation program was initiated. Currently, 9 plaques remain as we have provided replacements to owners with stolen medallions and additional plaques for properties with large acreage where buildings are not visible from the street. Texas Historical Commission (THC) requirements for Certified Local Government (CLG) communities include expanding local inventories of designated properties; to comply, we anticipate 2-5 designations annually. At this rate, we anticipate being out of medallions by 2019. It's critical moving forward that we continue the legacy initiated by previous community leaders by maintaining the preservation program. We contacted THC for a list of reputable manufacturers - the state contracts with The Southwell Co. (San Antonio) for their historical markers. Pricing estimates for 50 - 9" round, cast bronze medallions were $318 each plus freight/shipping fee $700 for a total cost of $16,600.00. An order of 50 medallions is anticipated to address preservation program needs to 2030.
75250 - Administrative Overhea	16,600
City Landmark Medallions	*16,600*

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	Abv Current Level Bud Request

6110 - General Planning

100 - General Fund

350 - Community Development

Above Current Request

Sign Ord-ConsultingServices

Planning staff initially included this above current request unsuccessfully in FY2013-14 to update the sign ordinance. The project was identified as important based on: a) implementation of the wayfinding signage program; and b) improvement of community aesthetics. However, addressing problematic sign issues in light of Supreme Court (Reed vs Town of Gilbert, AZ) case law in 2015 is important. Sign ordinances are complex and can involve constitutional issues therefore we recommend working with a professional signage consultant who was originally identified in 2013 and is still interested in working with Wichita Falls to address inconsistencies, major issues and comply with recent case law. The consultant is a respected fellow in the American Institute of Certified Planners (AICP) who initially estimated $30-40,000 to review the sign ordinance for consistency with local comprehensive plan/related ordinances, review it in the context of state and constitutional laws, and meet with staff to obtain input and recommendations, tour major commercial corridors and other problem or opportunity areas defined by staff, conduct meetings with key stakeholders, elected officials, and develop a diagnostic report or critique with recommendations for implementation and depending on revisions or specific issues the price may vary. A recent price estimate of the consultant working with staff resulted in a cost savings with a fee of approximately $15,000. Similar sign ordinance projects conducted by this consultant have included: Arlington, VA; Las Vegas, NV; Hilton Head, SC. Signage projects in mid-sized cities with a similar price range included: Tuscaloosa and Montgomery, AL; along with Tipp City, OH.

72170 - Services-Other Prof 15,000

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Signage Ord. Update	Consultant - Sherry Sefko	15,000

Sign Ord-ConsultingServices 15,000

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	Abv Current Level Bud Request
Above Current Request	**106,600**
350 - Community Development	***106,600***
100 - General Fund	106,600
6110 - General Planning	**106,600**

City of Wichita Falls
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	Abv Current Level Bud Request
6205 - Bldg & Code Administration	
100 - General Fund	
350 - Community Development	
Above Current Request	
Irrigation Inspector	
This position was cut as part of the budget reductions in 2017. Currently one code enforcement officer who is certified to do the inspections does the backflow inspections as time allows due to his primary responsibilites being code enforcement officer duties. Last budget cycle we were 300 inspections behind. We are currently 730 inpsections behind because we do not have a person in this position full time. This is a State requirement that backflow is being inspected by a certified inspector. Our other two plumbing inspectors help out as they are able with their schedule. This position will also inspect the Sewer Departments smoke test violations that is new since the position was cut. We have approximately 400 inspections annually because of the smoke test process. THIS REQUEST IS INCLUDED IN THE CITY MANAGER'S PRELIMINARY BUDGET AND WILL BE PAID FOR THROUGH A TRANSFER FROM THE WATER/SEWER FUND.	
60135 - Salaries-Operational	34,442
60300 - FICA	2,626
60310 - TMRS Retirement	4,404
60320 - Life Insur Contribution	36
60325 - Long Term Disability	36
60330 - Health Insur Contrib	8,676
Irrigation Inspector	*50,220*

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	Abv Current Level Bud Request

6205 - Bldg & Code Administration

100 - General Fund

350 - Community Development

Above Current Request

Customer Counter Expansion

Due to overcrowding and customer satisfaction during our busy times at the counter, we would like to expand our counter space to include the area on the other side of the door. We have sometimes up to 4 or 5 customers trying to work in a 6 foot space. The extra counter space will also allow for a more personal interaction between the customer and staff when issues arise that require confidentiality. THIS REQUEST IS BEING FUNDED WITH SAVINGS IN THE 2017-18 OPERATIONAL BUDGET.

71390 - Maint-Auditorium 9,800

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Counter Remodel		9,800

Customer Counter Expansion 9,800

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	Abv Current Level Bud Request

6205 - Bldg & Code Administration

100 - General Fund

350 - Community Development

Above Current Request

Customer Service Rep

During the process of daily activity at our public counter our two permit techs are usually pretty busy helping customers and contractors with residential plan reviews, all types of permits and questions. While the permit techs are busy at the counter and helping those that come to City Hall, the phones go to voice mail. We are receiving complaints that the contractors don't like the voice mail system and would prefer to speak to a person. This position will allow for the phones to be answered without too many calls going to voicemail. Thsi posiiton will also help with the basic office duties and free up our Permit techs to be able to issue permits in a more timely manner.

60135	- Salaries-Operational	26,402
60300	- FICA	2,014
60310	- TMRS Retirement	3,384
60320	- Life Insur Contribution	24
60325	- Long Term Disability	36
60330	- Health Insur Contrib	8,676
70050	- Supplies-Minor Furnitu	0

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	CHAIR5	Chair, Low-back, mesh, lumbar	0	249	0

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	Abv Current Level Bud Request
70350 - Supplies-Pers Comput	1,200

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	OTHER	Computer w/ Monitor and Office	1	1,200	1,200

71050 - Maint-Office Furn/Equi	678

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Desk	Hon 10573	678

Above Current Request	**102,434**
350 - Community Development	***102,434***
100 - General Fund	102,434
6205 - Bldg & Code Administration	**102,434**

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	Abv Current Level Bud Request
6550 - Gen Property Management	
100 - General Fund	
350 - Community Development	
Above Current Request	
Grazing Lease Fencing	
We currently generate revenue of $40,000 annually for grazing rights. The existing fencing is deteriorated to the point it is impossible to keep cattle contained, thus, we are in danger of losing furture revenue.	
71680 - Maint-Fences	200,000
Grazing Lease Fencing	*200,000*

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	Abv Current Level Bud Request
6550 - Gen Property Management	
100 - General Fund	
350 - Community Development	
Above Current Request	
IPAD	

The advantages and cost savings of having an IPAD Property Management/Lien Division would be the same as it is for the Code Enforcement Division/Building Inspections, as we are responsible for the enforcement of the same building and code requirements and violations on all Trustee and City owned properties, and a majority of the time is spent working the same MyGov software, Comcate, and internet based websites such as Wichita County Tax and Appraisal District websites. Having access to this information in the field would allow us to address problems, pull information and respond to customer concerns immediately. Immediate access to this information will improve our "citizen friendly" goals and updating of vital information, thus greatly improving efficiency and time management. The drop box feature would further enhance our ability to access and update city owned and trustee property files by documenting infractions, compliance and photographing the site then sending it directly to the file, eliminating the need to access it again back in the office.

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	Abv Current Level Bud Request
70350 - Supplies-Pers Comput	1,026

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	AIRWATCH	Software rqmt per tablet	1	52	52

Seq	Posting Col	Item	Description	Qty	Price	Total
2	Proposed	ACCESS	iPad acc,case,stylus,chrgs	1	75	75

Seq	Posting Col	Item	Description	Qty	Price	Total
3	Proposed	DATA PLAN	Ver Data Plan 34.99/mnth	1	420	420

Seq	Posting Col	Item	Description	Qty	Price	Total
4	Proposed	IPAD6	iPad Air 32GB Wi-Fi/Cell	1	479	479

Above Current Request	**201,026**
350 - Community Development	***201,026***
100 - General Fund	201,026
6550 - Gen Property Management	**201,026**

City of Wichita Falls
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	Abv Current Level Bud Request
6600 - Lake Lot Administration	
100 - General Fund	
350 - Community Development	
Above Current Request	
IPAD	

The advantages and cost savings of having an IPAD for Lake Lots would be the same as it is for Code Enforcement / Building Inspections, as we are responsible for the enforcement of the same building and code requirements and violations and the majority of time is spent working the same MyGov software, Comcate, and internet based websites, such as Wichita, Clay, and Archer County Appraisal Districts. Having access to this information in the field would allow us to address problems, pull information and respond to customer concerns immediately. Immediate access to this information will improve our "citizen friendly" goals and updating of vital information, thus greatly improving efficiency and time management. The drop box feature would further enhance our ability to update individual lease files by documenting infractions, compliance and photographing the site and sending it directly to the file, eliminating the need to access it again back in the office.

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2018-19

	Abv Current Level Bud Request
70350 - Supplies-Pers Comput	1,026

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	IPAD6	iPad Air 32GB Wi-Fi/Cell	1	479	479

Seq	Posting Col	Item	Description	Qty	Price	Total
2	Proposed	ACCESS	iPad acc,case,stylus,chrgs	1	75	75

Seq	Posting Col	Item	Description	Qty	Price	Total
3	Proposed	AIRWATCH	Software rqmt per tablet	1	52	52

Seq	Posting Col	Item	Description	Qty	Price	Total
4	Proposed	DATA PLAN	Ver Data Plan 34.99/mnth	1	420	420

IPAD *1,026*

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	Abv Current Level Bud Request
Above Current Request	**1,026**
350 - Community Development	***1,026***
100 - General Fund	1,026
6600 - Lake Lot Administration	**1,026**

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	Abv Current Level Bud Request
7052 - Regional Airport Operations	
510 - Regional Airport Fund	
100 - Administrative Services	
Above Current Request	
Administrative Assistant	

This position would be a Full Time Administrative assistant with a 40 hour work week. We currently have 3 part time temporary administrative assistants, and work them 12 hours each per week, to meet our needs. We have submitted 3 P/T administrative assistants at 20 hours a week, at $10.66 an hour for a cost of $33,259.20 due to the increase is customer service coverage for the FY19 Budget. We would be willing to down size to 2 P/T for the Full Time position. This position would work a Monday through Friday schedule with a 6-8 hour shift that meets the needs of daily arrivals and departures. They would also be beneficial to be available to monitor daily operations for customer service, answer phones, and customer assistance, in the absence of the Administrator, and Operations Supervisor. They would be available 1 hour before departures, and customer assistance for arrivals. The administrative assistant would be responsible monitoring and logging baggage times, assist wheelchair passengers, assist customers needing transportation, and any parking lot issues. Here are some of the duties that this position would accomplish: Parking meter deposits weekly and troubleshooting machine issues, Pay station weekly deposit, Credit Card transactions transmittal and troubleshooting any issues, Updating and tracking VIP members and program, Assist with diversions ensuring passengers remain in secure room, obtain Airport Security Coordinator certification to assist in the issuing and updating issued Badges per TSA guidlines. Work along side of the Operations Supervisor with operations issues, assist Airport Administrator with FAA and TSA requirements as needed.

60075 - Salaries-Clerical	22,168
60300 - FICA	1,700
60310 - TMRS Retirement	2,844
60320 - Life Insur Contribution	24
60325 - Long Term Disability	24
60330 - Health Insur Contrib	8,676
Administrative Assistant	*35,436*
Above Current Request	**35,436**
100 - Administrative Services	***35,436***

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request

7052 - Regional Airport Operations

510 - Regional Airport Fund

500 - Traffic and Transportation

Above Current Request

Car Rental Fuel Tank

This Fuel tank will be an addition to the Rent A Car Car Wash Service Facility. This was discussed during the build of the Service Center to add the fuel tank at a later time. This will assist the Rent A Car companies in refueling and servicing the vehicles upon return. Hertz currently drives to a local gas station, and Avis/Budget has a tank that was installed years ago. The plan was to incorporate this fuel tank in the service area to provide faster and better customer service to the companies involved. Avis/Budget will be removing the tank they currently have which is over 20 years old. The fuel tank will service all companies, the City of Wichita Falls will maintain and fill the fuel tank as needed. The fuel tank will be run by the fuelmaster system similiar to what is used at the Central Gas Pumps. When the companies use the fuel it will be tracked by this system and the companies will be billed accordiningly for usage monthly.

77220 - Other Improvements 10,138

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Fuelmaster System	Monitors usage	10,138

77220 - Other Improvements 24,261

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		3000 gal Fuel Tank	RAC service addition	24,261

Car Rental Fuel Tank *34,399*

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request
7052 - Regional Airport Operations	
510 - Regional Airport Fund	
500 - Traffic and Transportation	
Above Current Request	
Scissors Lift	
Need Scissor Lift to clean windows and maintain lights in terminal: Banner Installation	
77340 - Mach/Tools/Implements	19,000

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	OTHER	Scissor Lift	1	19,000	19,000

Scissors Lift	*19,000*
Above Current Request	**53,399**
500 - Traffic and Transportation	***53,399***
510 - Regional Airport Fund	88,835
7052 - Regional Airport Operations	**88,835**

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request

7100 - General Traffic Engineering

100 - General Fund

500 - Traffic and Transportation

Above Current Request

Position Upgrade to Supervisor

To prepare the Traffic Engineering Department for future responsibilites there is a need to create the Operations Supervisor position to address the following issues-
authority in the absence of the Traffic Superintendent
overall Knowledge of the departmemnt responsibilities to the Department,
Division, City, and Citizens
assist with budget and inventory manangement,
evaluations, and public response to traffic related issues,
onsite leadership with knowlwedge of infrastructure and CIPs
to oversee repairs for day to day assignments and future projects represent the Department
at City and Public meetings,
ability to work with TXDOT, vendors, and crews from other departments within the City,
formalize and communicate Department Safety policies assist in developing
the Training Program for the Department

60135	- Salaries-Operational	3,882
60300	- FICA	298
60310	- TMRS Retirement	502
70060	- Supplies-Office	0

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Office Supplies		0

Position Upgrade to Supervisor *4,682*

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request
7250 - Fleet Maintenance	
600 - Fleet Maintenance Fund	
500 - Traffic and Transportation	
Above Current Request	
Additional Sanitation Mechanic	

With the filtration systems on the Sanitation Collection trucks, staff regularly receives back logs in getting these trucks repaired in a timely manner. This is an industry wide issue, and it can be seen at places we outsource these repairs, such as Bruckner Mack. This proposal was also mentioned in the Welder outsourcing, and Sanitation staff agreed with the idea to add another mechanic. This addition would be paid fully through Sanitation, and it would be dedicated to Sanitation Collection repair. The additional mechanic would help reduce the backlog of equipment, which can sometimes reach 8+ units per day. While a reserve fleet is in place, there are limited numbers of spare equipment. This position could also help repair minor issues that come in during the route collection, putting the unit back into service while the other two Sanitation Collection mechanics work on longer repairs. Staff will provide what ever information needed to validate this request.

60135 - Salaries-Operational	31,416
60300 - FICA	2,402
60310 - TMRS Retirement	3,744
60320 - Life Insur Contribution	24
60325 - Long Term Disability	36
60330 - Health Insur Contrib	7,764
Additional Sanitation Mechanic	*45,386*
Above Current Request	**45,386**
500 - Traffic and Transportation	***45,386***
600 - Fleet Maintenance Fund	45,386
7250 - Fleet Maintenance	**45,386**

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request
8115 - Utilities Administration	
550 - Water and Sewer Fund	
400 - Public Works	
Above Current Request	
GIS Applic. Coord. 616	
This position would coordinate all GIS/GPS activities for Water, Wastewater, and Utilities, as well as support Stormwater and Engineering. The position is needed to keep the over growing GIS data maps and asset management up to date and functioning. The GIS maps are currently needed for the City Works system, but are also critical for the Water and Sewer models the the City owns.	
60135 - Salaries-Operational	42,790
60300 - FICA	3,272
60310 - TMRS Retirement	5,100
60320 - Life Insur Contribution	36
60325 - Long Term Disability	48
60330 - Health Insur Contrib	7,764
GIS Applic. Coord. 616	*59,010*
Above Current Request	**59,010**
400 - Public Works	***59,010***
550 - Water and Sewer Fund	59,010
8115 - Utilities Administration	**59,010**

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request
8125 - Water Distribution	
550 - Water and Sewer Fund	
350 - Community Development	
Above Current Request	
HEO, Backhoe & Trailer	
Water Distribution must perform excavations to repair or modify the Water Distribution system and customers expect prompt repairs and services restored. To meet this goal, Water Distribution requests one additional Heavy Equipment Operator and a backhoe with a trailer. Water Distribution performs over 2,000 excavations a year, a majority of which are made after hours and on weekends to make repairs. The additional HEO would expand our responsiveness to customers and our depth of personnel as we frequently work HEOs to the maximum number of hours possible. There has been considerable expansion to the system while the older parts of the system continue to be problematic. This combination requires considerable man hours to manage maintenance and repairs. In recent past as a result of the high rate of leaks, we have been forced to rent backhoes to use in place of an out of service backhoe in addition to borrowing backhoes and operators from Wastewater Collections to staff the three shifts of crews we had working during the peak of leak season. We have additionally loaned HEOs and equipment to Wastewater Collections to cover vacancies and heavy workloads. These types of request are common, especially throughout 2015 during the drought to address quicker response times, and during the Summer of 2016 and 2017 during our busiest time of the year. Finally, as an additional benefit to the department and the City the additional HEO and equipment requested will be utilized to supplement DEM flushing/sampling program during slow maintenance periods by proactively deleting DEM's through looping, rerouting service, and/or deletion. Currently, a full crew and backhoe are being pulled from maintnance to accomplish. THIS POSITION REQUEST IS INCLUDED IN THE CITY MANAGER'S PRELIMINARY BUDGET.	
60135 - Salaries-Operational	26,402
60300 - FICA	2,014
60310 - TMRS Retirement	3,372
60320 - Life Insur Contribution	24
60325 - Long Term Disability	36
60330 - Health Insur Contrib	8,676
HEO, Backhoe & Trailer	*40,524*

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request
8125 - Water Distribution	
550 - Water and Sewer Fund	
400 - Public Works	
Above Current Request	
Spotting Crew	

Water Distribution and Wastewater Collections should be responding to an estimated 7,200 locate requests for water, sewer, and stormwater piping a year according to data collected from One Call ticket volume (2016). According to research, we are only receiving about 1600 request a year (2016)- contractors or citizens believe calling 811 handles all infrastructure, including water, stormwater, and wastewater. The contractors and citizens that are aware of the difference call Water Distribution for water, sewer, and stormwater locates which are taken by office personnel and then dispatched and completed by the water valve maintenance crew in addition to their regular work while sewer locates are handled by a single crew in Wastewater Collections. Unfortunately due to the high volume of anticipated locates that would increase due to the advantages of joining 811, the locate process would become overwhelming for one crew to complete to meet the 48-hour time frame that is standard in the Utilities Code for Class A utilities (sec. 251.157). The addition of 3 Utilities System Worker II personnel working in Water Distribution and joining the One Call framework to meet the current, missed, and anticipated increase in locate requests for water, sewer, and stormwater are necessary to better protect the City's utility infrastructure from damage and expense because of the absence of notification. ONE OF THE THREE POSITIONS IS INCLUDED IN THE CITY MANAGER'S PRELIMINARY BUDGET.

60135 - Salaries-Operational	77,256	
60300 - FICA	5,922	
60310 - TMRS Retirement	9,684	
60330 - Health Insur Contrib	20,268	
70070 - Supplies-Photographic	420	Digital Cameras/Supplies

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Digital Camera x3	Various	420

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request	
70230 - Supplies-Linen	1,500	Uniforms
70350 - Supplies-Pers Comput	1,662	iPads & Cases x3

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	IPAD6	iPad Air 32GB Wi-Fi/Cell	3	479	1,437

Seq	Posting Col	Item	Description	Qty	Price	Total
2	Proposed	ACCESS	iPad acc,case,stylus,chrgs	3	75	225

71060 - Maint-Radios	1,500	Radios

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Radiosx3	Various	1,500

71110 - Maint-PC Software	168	Airwatch ($56x3)

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Airwatch for iPads	Various	168

75020 - Education Registration	7,500	Texas 811 Training
75090 - Memberships	7,500	Texas 811 Annual Estimated Cost

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request	
77320 - Motor Vehicles	58,500	Pickup (1/2 Ton) x3

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	PICKUP	Pickup (1/2 Ton)	3	19,500	58,500

77490 - Other Mach and Equip	18,000	Pipe Locator x3

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	OTHER	Pipe Locator	3	6,000	18,000

Spotting Crew	*209,880*

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request

8125 - Water Distribution

550 - Water and Sewer Fund

400 - Public Works

Above Current Request

HEO, Backhoe & Trailer

Water Distribution must perform excavations to repair or modify the Water Distribution system and customers expect prompt repairs and services restored. To meet this goal, Water Distribution requests one additional Heavy Equipment Operator and a backhoe with a trailer. Water Distribution performs over 2,000 excavations a year, a majority of which are made after hours and on weekends to make repairs. The additional HEO would expand our responsiveness to customers and our depth of personnel as we frequently work HEOs to the maximum number of hours possible. There has been considerable expansion to the system while the older parts of the system continue to be problematic. This combination requires considerable man hours to manage maintenance and repairs. In recent past as a result of the high rate of leaks, we have been forced to rent backhoes to use in place of an out of service backhoe in addition to borrowing backhoes and operators from Wastewater Collections to staff the three shifts of crews we had working during the peak of leak season. We have additionally loaned HEOs and equipment to Wastewater Collections to cover vacancies and heavy workloads. These types of request are common, especially throughout 2015 during the drought to address quicker response times, and during the Summer of 2016 and 2017 during our busiest time of the year. Finally, as an additional benefit to the department and the City the additional HEO and equipment requested will be utilized to supplement DEM flushing/sampling program during slow maintenance periods by proactively deleting DEM's through looping, rerouting service, and/or deletion. Currently, a full crew and backhoe are being pulled from maintnance to accomplish. THIS POSITION REQUEST IS INCLUDED IN THE CITY MANAGER'S PRELIMINARY BUDGET.

70030 - Supplies-Minor Tools 1,000 Tools & Photographic

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	OTHER	Minor Tools	1	1,000	1,000

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request	
70230 - Supplies-Linen	500	Uniform
71060 - Maint-Radios	800	Radio

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Radio's	Radio Shop	800

77330 - Other Vehicles	123,000	Back Hoe, Breaker, Trailer

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	OTHER	Backhoe	1	85,000	85,000
2	Proposed	OTHER	Concrete Breaker	1	18,000	18,000
3	Proposed	OTHER	Trailer	1	20,000	20,000

HEO, Backhoe & Trailer	*125,300*

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request

8125 - Water Distribution

550 - Water and Sewer Fund

400 - Public Works

Above Current Request

Water Meter Technician

An additional Meter Repair Technician is requested to add more depth and continue uninterrupted upkeep of the AMI infrastructure. Additional personnel will improve response time and alleviate the added maintenance workload and diagnosis of problems, both internally and externally, that have become ubiquitous with the new water meters. In 2017, Water Distribution lost a Meter Repair Technician position to Utility Collections for their daily turn on operations.

70230	- Supplies-Linen	500	Uniform
70350	- Supplies-Pers Comput	554	iPad/Case

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	IPAD6	iPad Air 32GB Wi-Fi/Cell	1	479	479

Seq	Posting Col	Item	Description	Qty	Price	Total
2	Proposed	ACCESS	iPad acc,case,stylus,chrgs	1	75	75

City of Wichita Falls
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2018-19

	Abv Current Level Bud Request	
71060 - Maint-Radios	800	Radio

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Radio	Various	800

71100 - Maint-PC Hardware	1,500	Trimble Unit for Programming

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Trimble June T415	Various	1,500

71110 - Maint-PC Software	56	Airwatch

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Airwatch	Various	56

77320 - Motor Vehicles	29,000	3/4 Ton Truck

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	3/4 TON	3/4 Ton cab & chassis w/body	1	29,000	29,000

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request

8125 - Water Distribution

550 - Water and Sewer Fund

400 - Public Works

Above Current Request

DEM USW III

Additional Utilities System Worker III and equipment needed to provide more depth to DEM program including construction related activities to mitigate DEM's by looping, rerouting services, and/or deletion. In addition to maintenance activities concerning DEM's, the additional staff will be used during peak months, typically summer, to support the current staff with the increased work load by providing quicker response times and turnaround.

70230	- Supplies-Linen	500	Uniform
70350	- Supplies-Pers Comput	554	Ipad/Case

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	IPAD6	iPad Air 32GB Wi-Fi/Cell	1	479	479

Seq	Posting Col	Item	Description	Qty	Price	Total
2	Proposed	ACCESS	iPad acc,case,stylus,chrgs	1	75	75

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request	
71060 - Maint-Radios	800	Radio

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Radio	Various	800

71110 - Maint-PC Software	56	Airwatch

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Airwatch	Various	56

77330 - Other Vehicles	65,000	Frightliner

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	OTHER	Freightliner M2106	1	65,000	65,000

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request	
8125 - Water Distribution		
550 - Water and Sewer Fund		
400 - Public Works		
Above Current Request		
DEM USW I		
Additional Utilities System Worker I is needed to provide more depth to DEM crew/program including construction related activities to mitigate DEM's by looping, rerouting services, and/or deletion. In addition to maintenance activities concerning DEM's, the additional staff will be used during peak months, typically summer, to support the current staff with the increased work load by providing quicker response times and turnaround.		
70230 - Supplies-Linen	500	Uniform
DEM USW I	*500*	
Above Current Request	**435,000**	
400 - Public Works	***435,000***	
550 - Water and Sewer Fund	475,524	
8125 - Water Distribution	**475,524**	

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request	
8130 - Sewer Rehabilitation		
550 - Water and Sewer Fund		
400 - Public Works		
Above Current Request		
USW II & I Line Cleaning Crew		
60135 - Salaries-Operational	49,896	
60300 - FICA	3,808	
60310 - TMRS Retirement	6,396	
60320 - Life Insur Contribution	48	
60325 - Long Term Disability	60	
60330 - Health Insur Contrib	17,352	
70125 - Supplies-Mechanical	7,000	Nozzles needed to equip unit

The Line Cleaning goals set for the Sewer Rehab Division were met during the last year but took some major work to reach that point. The goal is set for 30% of each Sub Basin annually. Although each sub basin was not reached, an overall count allowed for 30% overall to be achieved. The purchase of our new JetVac Recycle Unit will undoubtedly have a positive impact on reaching our goals in future years. However, having purchased this new unit has provided the department with a 3rd unit and leaving a need to fill the unit with 2 new employees to return the unit to operational status. In addition, many more tasks have been assigned to the Collections/Rehab Department as well, such as Smoke testing and Manhole inspections in which each process takes at least one full crew and also reduces our man power for completing other mandatory tasks. Having a third crew would increase production and allow for reaching and/or exceeding the goals needed for compliance with TCEQ. It will also provide extra help in achieving other mandatory goals annually if the need is required.

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Nozzle Kit		7,000

City of Wichita Falls
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	Abv Current Level Bud Request	
70200 - Supplies-Traffic Contro	100	
70210 - Supplies-Cloth & Unifo	860	New uniforms for both employees
70350 - Supplies-Pers Comput	1,108	Ipad for field use of Cityworks

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Safety Cones		100

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Uniforms (2) employees		860

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	IPAD6	iPad Air 32GB Wi-Fi/Cell	2	479	958

Seq	Posting Col	Item	Description	Qty	Price	Total
2	Proposed	ACCESS	iPad acc,case,stylus,chrgs	2	75	150

City of Wichita Falls
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2018-19

	Abv Current Level Bud Request	
70360 - Supplies-PC Software	100	Required software

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	AIRWATCH	Software rqmt per tablet	2	50	100

72011 - Services-Wireless Phoı	960
USW II & I Line Cleaning Crew	*87,688*
Above Current Request	**87,688**
400 - Public Works	***87,688***
550 - Water and Sewer Fund	87,688
8130 - Sewer Rehabilitation	**87,688**

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request

8140 - Water Purification

550 - Water and Sewer Fund

400 - Public Works

Above Current Request

1/2 Ton Pickup

This truck would be an addition to the current fleet in Water Purification, and used for daily pump runs. Currently, the pump run truck travels more than 200 miles per day, and that is all on a 3/4 ton diesel. Over a 2 year period, the oil, gas and maintenance savings would pay for the cost of the truck. This would also save premature wear and tear on the 3/4 ton diesel trucks. The 3/4 ton trucks would remain at the Cypress Treatement Facility and be assigned to the Cypress Maintenance work crews for duties at each treatment facility and for off-site repairs at pump stations and raw water line repairs.

77320 - Motor Vehicles 17,000

This truck would be used on daily maintenance pump runs, over 300 miles/day, saving on wear and tear on diesel 3/4 and 1 ton pickups.

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	PICKUP	Pickup (1/2 Ton)	1	17,000	17,000

1/2 Ton Pickup *17,000*

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request
8140 - Water Purification	
550 - Water and Sewer Fund	
400 - Public Works	
Above Current Request	
Lab Tech II Position	
This position will provide support for increased testing requirements in the Water Laboratory. Tech II position to make weekly standards for IC, ICP-MS, GC-MS, TOC analyzer, will help to maintain nitrification action plan within the distribution system, to perform monthly sample collection/testing studies on Lakes Arrowhead, Kickapoo and Wichita, will perform weekly testing at various locations in Big Wichita River to analyze effects of RO discharge without dilution of wastewater effluent (IPR to go online), perform seasonal taste and odor control studies to help preempt complaints in the distribution system, to compute/analyze RO normalization data.	
60135 - Salaries-Operational	27,570
60300 - FICA	2,116
60310 - TMRS Retirement	3,288
60320 - Life Insur Contribution	24
60325 - Long Term Disability	36
60330 - Health Insur Contrib	7,764
Lab Tech II Position	*40,798*
Above Current Request	**57,798**
400 - Public Works	***57,798***
550 - Water and Sewer Fund	57,798
8140 - Water Purification	**57,798**

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request

8142 - Wastewater Collection

550 - Water and Sewer Fund

400 - Public Works

Above Current Request

Utility System Worker III

With the work load that the Collections Department is being tasked with, it would be beneficial to divide our city into 2 areas with a Lead Crew Leader that could assist in training and providing knowledge in the field to the crews. The Department would function best if there were 2 line cleaning crews, a construction crew, a televising crew, a smoke testing crew, a spot crew, and a stop up/Hot Spot Crew on each side of the City. Having Lead System Workers would also assist Robert, the Collections Supervisor, in being able to train new employees properly which would reduce incidents and increase safety in the field. Having one Supervisor to oversee 15 workers in the field that cover over 540 miles of sewer mains is quite a heavy load and impossible to manage. If the increase in staff takes place in order to meet the goals set by the Utilities Operation Manager, the work load on the Supervisor will become so overwhelming the likelihood of losing the Supervisor will be much greater not to mention increasing the stress on a single individual. With the crews needed to perform routine work, it is estimated that the Department will need to increase its staff to at least double (15 new employees) in order to maintain the Sewer System in a manner that is acceptable for TCEQ and the EPA. During this last fiscal year, the department has also lost several employees due to insufficient pay. Having the Utility System Worker III postions will allow for another level of advancement and will help to increase the possiblity of keeping our personnel employed within the department.

60135	- Salaries-Operational	63,768
60300	- FICA	4,880
60310	- TMRS Retirement	8,184
60320	- Life Insur Contribution	48
60325	- Long Term Disability	72
60330	- Health Insur Contrib	17,352

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request
70000 - Supplies-Motor Vehicle	80,000

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Crew Truck x 2		80,000

70030 - Supplies-Minor Tools 2,400

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	OTHER	SUPPLIES/MINOR TOOLS/PPE	2	1,200	2,400

70210 - Supplies-Cloth & Unifo 860

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Uniforms x 2		860

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request	
70350 - Supplies-Pers Comput	1,108	For use in the field to create work orders using Cityworks

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	IPAD6	iPad Air 32GB Wi-Fi/Cell	2	479	958

Seq	Posting Col	Item	Description	Qty	Price	Total
2	Proposed	ACCESS	iPad acc,case,stylus,chrgs	2	75	150

70360 - Supplies-PC Software	100	Software requirements for use of Ipads on Cityworks.

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	AIRWATCH	Software rqmt per tablet	2	50	100

70370 - Supplies-Radios	1,000	

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	OTHER	Radio	2	500	1,000

72011 - Services-Wireless Phoı	960	
Utility System Worker III	*180,732*	

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request

8142 - Wastewater Collection

550 - Water and Sewer Fund

400 - Public Works

Above Current Request

UTILITY SYSTEM WORKER I

Currently, WW Collections has 5 USW II's (Crew Leaders) and 4 USW I's (Helpers) employed. This leaves us with one odd man/woman out. The byddy system is a requirement within this department due to the dangerous gases such as Hydrogen Sulfide (H2S) and Methane within the sewer system. With the addition of 1 more helper, a complet crew could be formed to allow for one of the required tasks to be performed. Having only one person assigned to any task within this department puts us at risk for injury or fatality, especially when accessing the system through manhole entries. The Department rules restrict a single man crew to access manholes which places an undesireable effect on the assignment allowances and often causes an overload of employees on one job site. My request is that a USW I postion be added to WW Collections to form a full crew that could perform any of the required duties such as construction, MH Inspections, Smoke Testing, or any other duties needed to maintain the system.

60135	- Salaries-Operational	23,494
60300	- FICA	1,794
60310	- TMRS Retirement	3,012
60320	- Life Insur Contribution	24
60325	- Long Term Disability	24
60330	- Health Insur Contrib	8,676
70030	- Supplies-Minor Tools	300

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	OTHER	SHOVELS AND MISC. TOOLS	1	300	300

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request
70210 - Supplies-Cloth & Unifo	420

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		UNIFORMS		420

70350 - Supplies-Pers Comput	554

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	ACCESS	iPad acc,case,stylus,chrgs	1	75	75
2	Proposed	IPAD6	iPad Air 32GB Wi-Fi/Cell	1	479	479

70360 - Supplies-PC Software	52

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	AIRWATCH	Software rqmt per tablet	1	52	52

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request
70900 - Supplies-Other	200

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		MISC PPE		200

72011 - Services-Wireless Phoı	480
UTILITY SYSTEM WORKER I	*39,030*

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request

8142 - Wastewater Collection

550 - Water and Sewer Fund

400 - Public Works

Above Current Request

COLLECTIONS SUPERVISOR

Currently, WW Collections has 1 Supervisor that monitors 8 crews or 17 employees. Having a second Supervisor would assist in splitting the Department into sections that perform the same duties but could work on opposite sides of town, similar to the Street Department. Having only 1 Supervisor makes it difficult to maintain training and assistance in the field due to the paperwork involved and monitoring work performed in Cityworks. Evaluations are another issue which takes up much needed time that could be used in the field to assist in training new employees or monitoring job sites that involve major safety issues. The workload for one Supervisor is extensive and needs to be divided between 2 employees to allow for safety and training purposes especially if new employees are added to the department.

60135	- Salaries-Operational	54,232
60300	- FICA	4,154
60310	- TMRS Retirement	6,960
60320	- Life Insur Contribution	48
60325	- Long Term Disability	60
60330	- Health Insur Contrib	8,676
70000	- Supplies-Motor Vehicle	40,000

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		1/2 TON PICKUP		40,000

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request
70200 - Supplies-Traffic Contro	60
70350 - Supplies-Pers Comput	554
70360 - Supplies-PC Software	52

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		SAFETY CONES		60

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	ACCESS	iPad acc,case,stylus,chrgs	1	75	75
2	Proposed	IPAD6	iPad Air 32GB Wi-Fi/Cell	1	479	479

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	AIRWATCH	Software rqmt per tablet	1	52	52

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request
70370 - Supplies-Radios	740

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	OTHER	Radio and Installation	1	740	740

72011 - Services-Wireless Phoı	480
COLLECTIONS SUPERVISOR	*116,016*

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request

8142 - Wastewater Collection

550 - Water and Sewer Fund

400 - Public Works

Above Current Request

Utility Trailer

Over the years we have gained many pieces of equipment needed to perform specific job Duties in Sewer Utilities. Having the ability to transport these has been a difficult task since no utility trailer is available to us on a spur of the moment need. At this time, equipment such as generators, pumps, core machines, suction hoses and other construction supplies are transported to the job sight in the front bucket of the backhoe and others are fitted into the bed of the truck when room is available. Other times, trailers are borrowed from other departments. Having a Utility Trailer would make a considerable difference in maintaining the equipment by having it loaded on a trailer with side rails which would allow it to remain stable and free from accidental damage from steel and cast/ductile iron parts carried in the bed of the trucks. The purchase of a small 6.5' x 10' Utility trailer would provide a safer and more efficient way to transport expensive small equipment and carry needed supplies to the job site. Currently, the crews are traveling to the job site to offload the backhoe and then traveling back to the Distribution yard and/or the Collections yard to pick up supplies such as MH sections, cones, rim and covers, and repair materials. The use of a trailer would allow less travel time, less fuel usage, and more production time.

77330 - Other Vehicles 3,000

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	OTHER	Utility Trailer	1	3,000	3,000

Utility Trailer *3,000*

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request

8142 - Wastewater Collection

550 - Water and Sewer Fund

400 - Public Works

Above Current Request

USW II & I - SMOKE TEST CREW

During the past 5 years, the Collections Dept has been tasked with specific goals for Line Cleaning, Televising, MH Inspections, & Smoke Testing. This past year, we have finally reached a point in which we can determine what percentages we are reaching using the staff that we currently have & the Cityworks work order system. Although we are making progress, I have calculated the number of feet within our collection system which equals to 2,854,104 ft. (540 miles). Within these 2.8 million feet of sewer line we have a total of 10, 851 line segments that will need to be smoked on a regular basis such as every 6 years. We have completed the Cityworks Work Order Program so that work orders are and will regenerate on a basis that we require. However, in order to keep this program moving, we will need to assign a crew specifically for smoke testing only. Using the total line segments listed above & knowing that we have 251 regular scheduled work days, we can divide this up into a 6 yr program which will allow for smoking up to 6 line segments per day. There will be days that we will be able to smoke more than 6 lines per day but this will allow for the days that we have rainfall which prevents us from performing any smoke tests. Smoke testing requires prior notification as well, so flyers will need to be distributed in advance of any smoke test which also takes up some of our time. In order to meet the demand of the annual goal of 8% the department will need a full time crew to perform this task. The Department now has 8 crew leaders, 7 helpers, and 2 heavy equip. operators. The crews are divided up so that we have 2 crews performing line cleaning (4), 1 crew to perform stop ups, hot spots, and spots(2), 2 crews to perform televising(4), and 2 crews to perform excavations(6), & 1 floater. In order to have enough staff to complete the workload required, this 2 man crew is a much needed assignment.

70030 - Supplies-Minor Tools 2,500

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	OTHER	Minor tools to equip Unit	1	2,500	2,500

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request
70210 - Supplies-Cloth & Unifo	820
70350 - Supplies-Pers Comput	1,033

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Uniforms x 2		820

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	IPAD6	iPad Air 32GB Wi-Fi/Cell	2	479	958

Seq	Posting Col	Item	Description	Qty	Price	Total
2	Proposed	ACCESS	iPad acc,case,stylus,chrgs	1	75	75

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request
70360 - Supplies-PC Software	890

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	DATA PLAN	Ver Data Plan 34.99/mnth	2	420	840

Seq	Posting Col	Item	Description	Qty	Price	Total
2	Proposed	AIRWATCH	Software rqmt per tablet	1	50	50

70370 - Supplies-Radios	510

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	OTHER	Radio & Installation	1	510	510

77320 - Motor Vehicles	35,000

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	1TONWBOD	1 Ton w/service bed	1	35,000	35,000

USW II & I - SMOKE TEST CREW	*40,753*

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request

8142 - Wastewater Collection

550 - Water and Sewer Fund

400 - Public Works

Above Current Request

Heavy Equip Oper & Equipment

With the new Work Order system, we have only been able to keep up with the work that needs immediate attention. However, we have several hundred other work orders that are still pending and will eventually need emergency repair work due to the understaffing and the inablility to get the work completed. Having an additional Operator and backhoe would allow us to get more repairs completed and provide a better service for our citizens as well as keeping a more manageable system. This operator/unit would be available for on call/recall as well as being a part of the Water Distribution on call rotation. At this time, priorities are being rearranged in order to get jobs completed that require immediate attention. There are thousands of others that need repairs but we are unable to provide the resources needed to get the work done. Over the past 10 years, the collection system has added in more than 2500 new line segmentsl which has increased the amount of work the Department has to perform. EPA regulations and State requirements have also increased which has required the Collections staff to update procedures performed in several areas. Due to these increases the need for production has also increased, however the department is understaffed which does not allow us to meet those needs.The need for another Backhoe Operator and unit is detrimental in keeping the system functioning in a manner that is acceptable. This position would require a vehicle, backhoe, and trailer with air brakes for traveling and CDL requirements. With the backlog of work we have pending, the utilization of a 10 yd dump truck as the main unit would be justifiable as it could be used to transport spoil that is removed from the dig sites and prevent customer complaints on damages to property. A dump truck would also give us the proper equipment needed to train new employees for the CDL requirement.

70030 - Supplies-Minor Tools 400

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	OTHER	MINOR TOOLS AND SUPPLIES	1	400	400

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request
70210 - Supplies-Cloth & Unifo	420

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Uniforms		420

70350 - Supplies-Pers Comput	554

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	ACCESS	iPad acc,case,stylus,chrgs	1	75	75
2	Proposed	IPAD6	iPad Air 32GB Wi-Fi/Cell	1	479	479

70360 - Supplies-PC Software	52

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	AIRWATCH	Software rqmt per tablet	1	52	52

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request
70370 - Supplies-Radios	1,020

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	OTHER	Radio for Backhoe & Unit	2	510	1,020

72011 - Services-Wireless Phoı	480
77330 - Other Vehicles	150,000

This unit could be utilized on a daily basis and relieve some of the clean up for the Street Dept. It could also reduce the damages on customer properties and allow for quick removal of spoil and debris at each job site.

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	DUMP TRUCK	Dump Truck (10 Yard)	1	150,000	150,000

77490 - Other Mach and Equip	150,000

The backhoe we have now is not capable of lifting the manhole sheild. With the purchase of a 590 Super N Backhoe Loader we could install and remove the shield without the assistance from the street departments grade all or CruiseAir.

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	OTHER	BACKHOE W/BREAKER	1	150,000	150,000

City of Wichita Falls
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2018-19

	Abv Current Level Bud Request	
77490 - Other Mach and Equip	24,000	The need for a trailer with airbrakes has become a necessity for getting our new employees licensed with a CDL A -N endorsement. Changes within the Department of Public Safety have made this a necessary commodity.

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	OTHER	16' Flatbed Trailer w/airbrake	1	24,000	24,000

Heavy Equip Oper & Equipment	*326,926*
Above Current Request	**706,457**
400 - Public Works	***706,457***
550 - Water and Sewer Fund	706,457
8142 - Wastewater Collection	**706,457**

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request	
8143 - Wastewater Treatment		
550 - Water and Sewer Fund		
400 - Public Works		
Above Current Request		
Service Truck & Tools		
77320 - Motor Vehicles	43,060	Truck needed for the new Mechanic position as we don't have any spare vehicles.

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	1TONWBOD	1 Ton w/service bed	1	39,060	39,060

Seq	Posting Col	Item	Description	Qty	Price	Total
2	Proposed	OTHER	Tools	1	4,000	4,000

Service Truck & Tools *43,060*

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request
8143 - Wastewater Treatment	
550 - Water and Sewer Fund	
400 - Public Works	
Above Current Request	
Lab Supervisor	

With ever increasing responsibilities as mandated by TCEQ and our lab being a 365 day a year lab, this position is needed for day to day QA-Qc for the lab. This includes but not limited to ordering supplies,QA-QC of the other lab staff. Conducting interviews with TCEQ inspectors. With the addition of the lake arrowhead outfall, our permit requirements are much more stringent and requires a closer attention to detail on testing procedures. This will also allow us to have a supervisor in the lab 5 days a week to provide continuity in the lab work place.

60015 - Salaries-Supervision	43,428
60300 - FICA	3,314
60310 - TMRS Retirement	5,568
60320 - Life Insur Contribution	36
60325 - Long Term Disability	48
60330 - Health Insur Contrib	8,676
Lab Supervisor	*61,070*

City of Wichita Falls
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2018-19

	Abv Current Level Bud Request
8143 - Wastewater Treatment	
550 - Water and Sewer Fund	
400 - Public Works	
Above Current Request	
(5) Lead Plant Operators	
The latest plant expansion and tighter permit requirements require close attention to detail and process control. We have always been short staffed on plant operators. In order to meet TCEQ requirements and major safety concerns, we need 5 new lead plant operators. Current staffing has 2 operators on shift, however during the night 1 of those employees have to travel to the Northside plant leaving his/her partner alone at the River Road plant for extended periods of time. This is a major safety concern. ONE POSITION IS INCLUDED IN THE CITY MANAGER'S PRELIIMINARY BUDGET.	
60135 - Salaries-Operational	172,210
60300 - FICA	13,130
60310 - TMRS Retirement	22,080
60320 - Life Insur Contribution	180
60325 - Long Term Disability	180
60330 - Health Insur Contrib	43,380
(5) Lead Plant Operators	*251,160*
Pump Plant Mechanic	
This position will be an assistant to the Senior Mechanic that has been requested. He will also work as need on the aging infrastructure of the Wastewater Plants.	
60015 - Salaries-Supervision	23,494
60300 - FICA	1,794
60310 - TMRS Retirement	3,012
60320 - Life Insur Contribution	24
60325 - Long Term Disability	24
60330 - Health Insur Contrib	8,676
Pump Plant Mechanic	*37,024*

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request
8143 - Wastewater Treatment	
550 - Water and Sewer Fund	
400 - Public Works	
Above Current Request	
Senior Plant Mechanic	
With the new equipment and an aging plant/equipment and 60 sewer lift stations within the City, a Senior Mechanic is needed to maintain the capital investments the City has invested in. This would also aid when other Senior Mechanics are off work. It currently takes 2 Senior Mechanics to work the lift stations and 1 for both treatment plants. This addition will also aid in the on-call rotation to one per month instead of the current 3 weeks.	
60135 - Salaries-Operational	29,804
60300 - FICA	2,274
60310 - TMRS Retirement	3,828
60320 - Life Insur Contribution	24
60325 - Long Term Disability	36
60330 - Health Insur Contrib	8,676
Senior Plant Mechanic	*44,642*
Above Current Request	**436,956**
400 - Public Works	***436,956***
550 - Water and Sewer Fund	436,956
8143 - Wastewater Treatment	**436,956**

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request	
8175 - Refuse Collection		
530 - Sanitation Fund		
400 - Public Works		
Above Current Request		
RouteSmart Navigator		
70350 - Supplies-Pers Comput	34,450	One-time hardware purchase

RouteSmart Navigator is the only mobile system for trash collection operations. Over 5 years ago, routes were optimized within the desktop software. The north routes were implemented; however, there were massive issues during implementation with missed trash. Multiple hours of overtime were used to train drivers on the new routes using 11 by 17 paper maps. Due to so many issues in implementation, the south routes were left unbalanced. With the growth in the south portion of the City, the current routes are a must to optimize. Residential routes, depending on growth, should typically be optimized every 5 years. Additionally, it takes at least 9 months to train new drivers with most of the time being used to learn a route. It is difficult for all the drivers to know all 25 routes. Sanitation has successfully completed the benchmark of existing routes. This summer they will be optimizing the routes and plan to conduct a pilot study on RouteSmart Nav in Oct 2018. RouteSmart will develop a webpage for the City, conduct user training and supply 1 unit to test for a minimum $5,000. If the City is satisfied with the pilot, RouteSmart will complete the implementation of additional units for $5,000. The Pilot study and full implementation is currently in the budget for FY18-19. The above current is for the remaining units and software to fully implement curbside collection with RouteSmart Nav. The expected savings per year with the implementation of RouteSmart Nav for curbside only is over $90,000, includes fuel, overtime, equipment depreciation and customer satisfaction. Annual costs after implementation are expected to be approximately $14,280. Implementation will have a payback within the first year.

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	OTHER	FZ-M1 Tablets	13	2,650	34,450

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request	
70360 - Supplies-PC Software	15,600	One-time Software Purchase

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	OTHER	RouteSmart Nav	13	1,200	15,600

71110 - Maint-PC Software	7,800	Annual Software Maintenance

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		RouteSmart Nav Annual Maint	RouteSmart	7,800

RouteSmart Navigator	*57,850*

City of Wichita Falls
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2018-19

	Abv Current Level Bud Request
8175 - Refuse Collection	
530 - Sanitation Fund	
400 - Public Works	
Above Current Request	
Senior Welder upgrade	
60135 - Salaries-Operational	8,402
60300 - FICA	638
60310 - TMRS Retirement	1,080
Senior Welder upgrade	*10,120*

The welder position will be upgraded to a mid-level supervisory position that will oversee daily welder activities, plan and oversee the daily activities of a crew that will go out daily and work autonomously to repair more than 880 alley containers and hundreds of commercial front load containers that need constant attention. The welder will be responsible to prioritize repairs based on the severity of the damage as well as the availability of replacement dumpsters, fabricate replacement parts necessary for repairs in lieu of purchasing or having custom built parts made in order to make the most cost effective repairs, and be able to operate the forklift, container truck, and grapple truck as needed to complete the daily essential duties. The Senior Welder will prepare a supply of dumpsters to be sent out for off-site repairs and coordinate the pick-up and delivery times and dates. The welder will inventory all repairs as compared to the invoicing to ensure the work is exactly what was requested and the charges match the repairs and coordinate all changes to the repair orders and approve all change request before work is authorized. The welder will maintain a complete inventory of parts required for at least two weeks of activities. Prepare supply orders weekly as needed to maintain an inventory to maximize work completion toward the goal of completing all alley repair orders. Operate both the MIG and SMAW welders, teach both techniques to all personnel on the welding crew as well as new employees that join the welding team. Provide an annual budget projection and present this to his supervisor for inclusion into the next FY budget. After adding the additional salary of $8,393.44 for this position there is a potential annual cost savings to the city of $144,000 with the added duties and responsibilities.

City of Wichita Falls
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2018-19

	Abv Current Level Bud Request
8185 - Landfill	
530 - Sanitation Fund	
400 - Public Works	
Above Current Request	
Scale Attendant Pos Upgrade	
The Scale Attendant position requires an employee with customer service skills, computer savy and mathematical abilities, yet requires the employee to work out doors in a very physically challenging environment. Not surprisingly we have experienced difficulty filling this position. Most of the applicants with the computer skills to handle the customers, scales and the billing are not very exited about the manual labor of the working face and picking up the blowing paper. Because of this we usually have a small pool of applicants that are willing and able to tackle the job. This has resulted in a very high turnover rate with many months of using the much higher paid Landfill Operators to cover the Scale Attendant duties. By using the operators we then fall behind on running and maintaining the landfill. I'm recommending a salary adjustment moving the position from Range 910 to Range 912. This will recognize the abilities of the employee to operate the scale house and take into account the difficulty of working on the slopes.	
60135 - Salaries-Operational	2,546
60300 - FICA	194
60310 - TMRS Retirement	324
Scale Attendant Pos Upgrade	*3,064*

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request

8185 - Landfill

530 - Sanitation Fund

400 - Public Works

Above Current Request

Certification Pay

The state TCEQ continues to increase the certification requirements for Solid Waste management systems. We currently need to hire certified employees, but certified applicants do not apply for our positions. The certification pay system currently utilized by the Utilities Operations appears to be helpful and we recommend a similar program for Sanitation. The Sanitation certifications are the same testing process with a greater emphasis on solid waste but still require higher lever mathematical problem solving and in-depth understanding of the regulations and disposal process. Since we have a composting facility that accepts wastewater sludge, the compost certifications has additional requirements. The permit rules require that a certified person be on-site when the landfill or transfer station are open. Since the operational hours are 58 to 59 hours per week, multiple supervisors and other personnel must be certified. 4 employees with A certificates, @ $125/month equals $6000

60240 - Certification Pay 6,000

Certification Pay *6,000*

Larger Fuel Tank

The current fuel tank requires the supplier to make weekly deliveries for fuel for landfill operations. These weekly deliveries are less than a truck load which generates service and delivery surcharges. A larger tank would allow fewer deliveries and thus save the city money.

77220 - Other Improvements 35,000 Larger fuel tank

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		New Larger Fuel Tank		35,000

Larger Fuel Tank *35,000*

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request
8185 - Landfill	
530 - Sanitation Fund	
400 - Public Works	
Above Current Request	
Landfill ATV	
With the progression of the landfill we are creating longer, higher and steeper slopes. The landfill laborers must traverse these slopes picking up the blowing paper and plastic bags. Because the slopes are getting longer, it is taking longer to pick up the paper after the wind blows. We have been discovering more and more snakes on these slopes and have had a few very close calls. This ATV would allow the landfill personnel to move up and down the slopes safely and quickly, speeding up the process of litter collection.	
77330 - Other Vehicles	15,000

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	OTHER	4X4 ATV	1	15,000	15,000

Landfill ATV	*15,000*
Above Current Request	**59,064**
400 - Public Works	***59,064***
530 - Sanitation Fund	59,064
8185 - Landfill	**59,064**

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request
8210 - Engineering	
100 - General Fund	
400 - Public Works	
Above Current Request	
Part time receptionist	

Hire a permanent part time receptionist to work from 10 AM to 2 PM. This position will provide assistance to Stephanie and provide experienced personnel to relieve Stephanie for lunch, vacation and other times when she is out of the office. This will also allow someone to be trained and familiar with the Public Works organization to serve as a backup for Stephanie. There used to be two clerical personnel in the front office but one position was taken away in the past. There are a large number of constant phone calls during the day that create an environment that makes it hard for one person to be productive with so many interuptions. The constant interruptions have a major affect when Stepahanie is inputting payroll and performing numerous other concentration intense office duties. The part time receptionist will answer phones and take driveway inspection requests along with other routine office duties. Temporary pool clerical help is utilized when Stephanie will be out for a scheduled leave but they are basicly filling a seat to answer the phone due to inexperience in the Public Works organization. The pool clerical person takes up the engineering staff or drafting staff time to explain what to do and get directions on how to handle most of the calls that are received. Currently, drafting design personnel are being used to staff the front office when Stepanie is out for lunch or other short periods of time. This has placed a burden and ineffective use of the higher paid drafting personnel. We have tried installing a drafting computer up front but their work can not be accomplished with limited computer capacity and constant interruptions required in the front office. The permanent part time receptionalist will free up design technicians and Engineers to work on their projects and other assigned duties.

60075 - Salaries-Clerical	12,496
60240 - Certification Pay	0
60300 - FICA	960
60310 - TMRS Retirement	1,608
60320 - Life Insur Contribution	12
60325 - Long Term Disability	12
60330 - Health Insur Contrib	8,676
Part time receptionist	*23,764*

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request

8220 - Street Maintenance

100 - General Fund

400 - Public Works

Above Current Request

PORTABLE BRIEFING SYSTEM

The computer, 70" flat screen TV and audio system is an integral part of training, safety meetings, HR briefings and snow/ice control command and control activities. The computer will be connected to the City intranet and internet. Information will be more readily available and presentable to the entire Division on the flat screen and information will be better heard from a proper sound system. Currently, personnel are unable to see or hear safety, training or HR related briefings leaving employees vulnerable to missing vital information. It is inefficient and costly to move personnel to another location for the required monthly briefings. There would be additional lost manhours and increased operational costs.

70350 - Supplies-Pers Comput 800 PC Tower, wireless mouse and keyboard

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	OTHER	Desktop Computer Tower	1	800	800

70350 - Supplies-Pers Comput 500 AV Flat Panel Floor Cart for 32" to 75" Displays

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	OTHER	AV Cart	1	500	500

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request	
77410 - PC Computer Equipme	3,000	70" Flat Screen

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	OTHER	70" Flat Screen w/ Sound	1	3,000	3,000

Above Current Request	**4,300**
400 - Public Works	***4,300***
100 - General Fund	4,300
8220 - Street Maintenance	**4,300**

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request

8810 - City Clerk

100 - General Fund

100 - Administrative Services

Above Current Request

Desktop Scanner for City Clerk

With the large records management project, a high volume scanner at the City Clerk's desk would be benefial in streamlining the scanning process. This would lalow the City Clerk to more efficiently scan documents and update records in Laserfiche. There is currently a scanner located at the Deputy City Clerk's desk for use by that position, but the only scanner available to the City Clerk is the Xerox copier/scanner in the front office.

70040 - Supplies-Minor Off Equ 880

Detail Box

Seq	Posting Col	Item	Description	Qty	Price	Total
1	Proposed	OTHER	Scanner	1	880	880

Desktop Scanner for City Clerk *880*

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request

8810 - City Clerk

100 - General Fund

100 - Administrative Services

Above Current Request

Services - Other Prof. RCI

Allowing RCI to come in and get our records retention program on track would ensure that we are in compliance with the Texas State Library, and also free up time for Kia and I to work with other departments to update their records retention programs. It would take at least 8-12 months for Kia and I to work through the boxes and files while keeping up with daily office activities. I am not opposed to doing the work, but I do feel that allowing RCI to come in and catch us up in a matter of a couple of weeks is a better option that would allow us to more quickly get all city departments moving in the right direction.

72330 - Services-Other Misc 6,000 RCI Records Management

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Services - Other Prof.	RCI	6,000

Services - Other Prof. RCI *6,000*

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request
8810 - City Clerk	
100 - General Fund	
100 - Administrative Services	
Above Current Request	
Deputy City Clerk PT to FT	
Currently the deputy city clerk position works 3/4 time from 8:00 a.m. - 3:00 p.m. The current volume of open records requests and normal duties do not leave adequate time for this position to assist with the large amount of work needed to update the records management policy for the City of Wichita Falls, and to work through all of the current files to scan, file or destroy records as needed. Once the Clerks records are up to date, this position would assist with education, and outreach to other departments with the goal of records retention compliance in all city departments. THIS REQUEST IS INCLUDED IN THE CITY MANAGER'S PRELIMINARY BUDGET.	
60075 - Salaries-Clerical	8,497
60300 - FICA	650
60310 - TMRS Retirement	1,092
Deputy City Clerk PT to FT	*10,239*
Above Current Request	**17,119**
100 - Administrative Services	***17,119***
100 - General Fund	17,119
8810 - City Clerk	**17,119**

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request

9533 - Convention/Visitors Bureau

515 - Multi-Purpose Events Ctr Fund

750 - Multipurpose Events Center

Above Current Request

Signage Request

The CVB fields a lot of questions on a variety of topics, but one consistent question we are asked is how to get to the Falls. Visitors want to see it, but aren't sure how to actually access it. Through those conversations, we have found that it is difficult to explain. To help alleviate this problem, I think it is a two-step process. The first step we have taken is creating a map drawn by a local artist called "Find The Falls". This will be a physical hand-out as well as posted on our website. The second step would be to install wayfinding signage. We drove the route ourselves to see how it would look for a visitor. I will bring pictures of the current signs and potential location to the budget hearing. I think the signage should illustrate which way to walk towards the falls and also where the parking is available. I have priced out two options with approximate costs. The first would be our traditional blue wayfinding signage. This would my first choice as it enhances the Wichita Falls brand, while also delivering city services and actively communicating and engaging the public. The second option is to have our internal sign shop produce a sign.

Option 1:
Traditional Wichita Falls wayfinding sign
Estimated Costs
$3,000 - Sign Design
$2,000 - Consulting Fee
Sign Shop would install to save cost here
Option 2:
Sign shop design, produce and install signage
Estimated Cost is $1,500 - $2,000

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request
72260 - Services-Advertising	5,000

Detail Box

Seq	Posting Col	Item	Description	Provider	Total
1	Proposed		Wayfinding Signage	TBD	5,000

City of Wichita Falls
Above Current Level Budget Detail Report
2018-19

	Abv Current Level Bud Request
9533 - Convention/Visitors Bureau	
515 - Multi-Purpose Events Ctr Fund	
750 - Multipurpose Events Center	
Above Current Request	
Salary Increase	
60135 - Salaries-Operational	5,000
60300 - FICA	388
60310 - TMRS Retirement	636
Salary Increase	*6,024*
Above Current Request	**11,024**
750 - Multipurpose Events Center	***11,024***
515 - Multi-Purpose Events Ctr Fund	11,024
9533 - Convention/Visitors Bureau	**11,024**
Grand Total	**4,954,698**

Through working with HR, the CVB's Convention Event Sales Representative postion, currently held by Dee VanWinkle , was reclassified to a higher level role by increasing the education and technical skill requirements. It is now considered a lead, or senior role. The update in responsibilites will allow for the position to assist with training and mentoring of the new Convention Event Sales Representative, while also attending meetings in my possible absence. In accordance with the change in the expectation level of duties, I would like to request an increase in salary for this budgeted position. Dee VanWinkle began her position with the City of Wihcita Falls in the CVB department in 2008 as the Convention Services Representative. In 2011 she was promoted to the Convention Event Sales Representatie. In this position, she currently researches and identifies conventions and events to prospect and bid on for Wichita Falls to host, while also ensuring the successful completion of each event. Dee has proven herself to be valuable to the overall success of our department and its mission. Dee has been an advocate when promoting the City for tourism and travel. Along with her normal duties, she also has willingly stepped in and assisted with the duties of the open Convention Event Sales Representative roll for the past five months, and is still currently doing so. This has included securing room blocks, room pick-ups, servicing tasks and communicating with numerous event managers.