

FY 2024-2025
PROPOSED BUDGET



FROM CLIFFORD BLACKWELL
CITY MANAGER

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Proposed Operating

Budget

and

Capital Improvement

Projects

FOR

FY 2024-25

City of Glenn Heights



Fiscal Year 2024-2025 Budget Cover Page



This budget will raise more revenue from property taxes than last year's budget by an amount of \$ 528,220 which is a 5.52 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$ 473,271.

The members of the governing body voted on a budget as follows:

FOR:

AGAINST:

PRESENT and not voting:

ABSENT:

Property Tax Rate Comparison

	2024-2025	2023-2024
Property Tax Rate:	\$0.565015/100	\$0.564729/100
No-New-Revenue Tax Rate:	\$0.547525/100	\$0.548837/100
No-New-Revenue Maintenance & Operations Tax Rate:	\$0.487497/100	\$0.481680/100
Voter-Approval Tax Rate:	\$0.565015/100	\$0.564729/100
Debt Rate:	\$0.077518/100	\$0.083049/100

Total debt obligation for the City of Glenn Heights secured by property taxes:
\$1,400,818.



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July 30, 2024

Honorable Mayor and Members of City Council:

In accordance with the City of Glenn Heights Charter, Section 7.02, I am pleased to present the City of Glenn Heights Proposed Annual Budget for the fiscal year (FY) 2024-25 beginning October 1, 2024, and ending September 30, 2025.

The proposed FY 2024-25 annual budget is a structurally balanced spending plan that will preserve our financial foundation and provide the resources needed to deliver the high-quality public services our community expects, while preserving the City's long-term financial viability.

The annual budget process, along with the subsequent preparation of the budget, is the most important collaborative responsibility of the City Council, City Manager and City Staff. This document serves four key roles in communicating the work programs of the City Council and City Departments to the City of Glenn Heights' current or prospective citizens and business community members. The budget serves first as a policy document that provides information about the policies, goals and objectives for the year. Second, the budget serves as a financial plan that provides an explanation of the financial structure and operations of the City of Glenn Heights. The information included in this document provides projections for the current year's financial activity while also comparing this information to historical trends. Third, the budget serves as an operations guide for each department, linking resources to approved work plans. Finally, and most importantly, this budget document is utilized to comprehensively communicate and provide transparency to the public about how the organization operates.



SUMMARY:

The proposed budget for FY 2024-25 for the City of Glenn Heights is designed to maintain current service levels and address the needs arising from ongoing growth. It includes capital investments in some infrastructure/public improvements, along with some enhancements to public safety resources. This budget also reflects the City's continued commitment to the community's economic vitality and development potential.

The FY 2024-25 combined proposed revenue for the City of Glenn Heights is \$26.6 million for the operating fund and 6.9 million for the Capital Improvement Projects funds. This represents an increase of 8.2% from the approved FY 2023-24 budget.

The FY 2024-25 City-wide combined budget expenditures are \$38.4 million. The expenditures are comprised of five (5) components: General Fund, Debt Service, Special Revenue, Capital Projects, and Utilities Fund. Based on the ongoing needs identified by Staff across all funds, the proposed combined budget addresses the following needs: current debt obligations, major equipment purchases, and a commitment to compensating within the target market.

The certified taxable value, once again, has increased from the previous fiscal year by 6.7%, totaling \$1.8 billion. Last year's certified value among both Ellis County and Dallas County appraisal districts totaled \$1.7 billion. Coincidentally, this increase represents the lowest growth rate in five years. However, with future development activity on the horizon, this downward trend in assessed values is not expected to continue beyond next year.

The proposed FY 2024-25 budget has been prepared based on conservative revenue estimates for property and sales taxes, assuming collection rates are slightly less than 100%. Overall, the financial and economic outlook for FY 2024-25 indicates that the proposed budget can be supported by steady tax revenue growth while minimizing expenditures.

FY 2024-25 GENERAL FUND BUDGET

The proposed FY 2024-25 General Fund budget, which is 53.6% of the overall total budget (across all funds), estimates a fund balance of \$9.9 million, which represents 262 days of operations. The City's fund balance policy requires a minimum of 60 days. Typically, the fund balance would be used for one-time cost items and capital projects.



Total General Fund revenues are projected to be almost \$14 million, while total expenditures are projected to be \$13.8 million, thus generating a surplus of approximately \$176,000. Total revenues have increased by 7.52%, while the total expenditures have increased by 8.37%.

Ad Valorem (Property Tax): The largest source of revenue for the General Fund is property taxes, which represent 63 percent of the total budget. The recommended tax rate for this year's budget is **\$0.565015** per \$100 assessed valuation, which is equivalent to the **Voter Approval Rate**. The new tax rate represents a slight increase over the current year's rate of \$0.564729 by 0.1 percent. The No-New-Revenue Rate, which is the rate that would generate the same tax levy as the previous year is \$0.547525 per \$100 assess valuation.

Sales and Use Tax: Sales tax revenues continue to climb each year at an average pace of 11% over the past three years. However, the budget remained conservative during those periods. Therefore, the proposed FY 2024-25 budget includes an increase in sales tax revenues that is more aligned with the current pace of \$1.3 million. This represents a 34.7% increase from the prior year's conservative budgets.

Franchise Fees: Staff has projected a total proposed FY2024-25 budget for franchise fees at \$630,000. This reflects a 5.6 percent increase over the prior year due to increased electric franchise activity.

Permit Fees: Permit fees are continuing their trend downward due to a slower pace in development activity, occurring citywide. However, there will be increased activity in the coming years, which will allow for a considerable increase within this revenue category. But at this time, the FY 2024-25 budget includes a decrease of 21.1% in permits and licensing for next year.

Recreation: The City has completed its first year of community center operations and is now poised for future revenue projections based on multi-faceted programming. Therefore, the proposed budget includes an increase of 10.3 percent in Recreation revenue.

Interest Earnings: The City has made concerted efforts investing its cash reserves in higher yielding markets. Therefore, interest revenue is projected to increase by 100% to be more aligned with current revenue trends, totaling \$300,000.



Court Fines and Forfeitures: This area is projected to remain consistent with current trends. Therefore, no change is presented to the budget.

GENERAL FUND EXPENDITURES

A summarization of the budgetary impacts to the General Fund are as follows:

Administrative Services Cluster:

- *A 6.5% increase in Insurance Premiums with no cost passed on to the employees.*
- *Step increase across all departments with a continued commitment to keep employees' market relevant.*
- *Addition of City Council Sponsored Close-Up Program sponsoring a total of eight DeSoto ISD and Red Oak ISD students for scheduled trip to Washington D.C.*
- *Combining two part-time positions to create a full-time Human Resources position, which led to an increase in its departmental budget.*
- *Additional funding for an Economic Development Consultant*
- *Introduction of an internship program within the City Manager's Office*
- *Recodification and legal analysis review of City's Code of Ordinances*
- *Increase in the risk management's pool for Auto Liability Insurance and Fire & Property Insurance*
- *Information Technology increase in hardware, software, telecommunications and professional services*
- *Community Engagement increase for City-sponsored special events.*
- *Finance increase appraisal district fees and software.*

Infrastructure and Development Cluster:

- *Streets Maintenance increase due to repair and maintenance of equipment, streets, signs & markings and training.*
- *Water Maintenance increase due to repair and maintenance of equipment, water system, storage tank, meter replacement, software, training, and other professional services.*
- *Park Maintenance increases due to equipment, technology, events and programs.*

Public Safety Cluster:

- *Fire Department increase due to Cancer screening being moved from Human resources and an increase in Everbridge Mass Notification System*



- *Police Department increase due to Demolitions being moved from Planning and Development to Police Department and an increase in annual contract cost from Axon and Midlothian Ellis County Radio System*

WATER SEWER FUND REVENUES

Water Sales: Per the consultant who conducted the water rate study in FY 2022, a recommendation to adjust the rates was to be considered for three consecutive years. The first year of the rate adjustment went into effect on October 1, 2023. However, the council recommends tabling the recommended adjustment for year-two. Therefore, total water and sewer rates will remain status quo for FY 2024-2025. In addition, water sales are projected to be \$4.75 million, which is the same as the previous year's revenues.

Sewer Sales: The sewer revenue is projected to be 19.5% higher than the previous year's budget, primarily to be more aligned with the current trend, totaling over \$5 million.

WATER AND SEWER FUND EXPENDITURES

The largest expenditure in the Water Sewer Fund is its contractual services. This is due in large part to the third-party agencies that provide treated water as well as wastewater collection services to the City of Glenn Heights. Despite both parties increasing their costs for the City, the current year's estimates have not met budgetary projections yet. Therefore, the City will keep the budgetary estimates status quo for next year, thus leaving the budget amount for Sewage Treatment, at \$2,120,000 and the City's portion of TRA's Debt Service at \$3,500,000. FY 2024-25 budget for water purchased from the Dallas Water Utilities will remain at \$2,150,000. Both line items make up approximately 78% of the Water Fund's operational budget.

MUNICIPAL DRAINAGE FUND

The Municipal Drainage Fund provides funding for activities the City is committed to undertaking in compliance with the Small Municipal Separate Storm Sewer System (MS4) permit issued by TCEQ. This permit requires the City to implement best management practices for Public Education, Public Involvement, Illicit Discharge, Construction Site Runoff, Post Construction infiltration control and Pollution Prevention/Good Housekeeping.



SPECIAL REVENUE FUNDS

There are several special revenue funds to manage revenues designed for specific purposes. These revenues were formally accounted for in the General Fund. The funds include revenues from the Municipal Court Security Fund, Municipal Court Technology Fund, and the 911 Wireless Fund.

DEBT SERVICE FUND

The proposed FY 2024-25 Interest & Sinking (I&S) rate is \$0.077518 per \$100 assessed valuation, which is 6.7 percent less than last year's rate of \$0.083044. The proposed FY 2024-25 total revenue for this fund is \$1.4 million, which is a small decrease from the previously budgeted amount of \$1.412 million.

IMPACT FEE FUND

An impact fee represents a charge or assessment imposed by a subdivision against new development to generate revenue for funding or recouping the costs of capital improvements or facility expansions necessitated by and attributable to the new development. The City has currently suspended impact fee while the state mandated impact fee study is being conducted. The study is scheduled for completion by February 2025, after which the City will commence its impact fee program once again.

FUND RESERVES

The City's General Fund Reserve continues to remain stable. The projected year-end fund balance for FY 2024-25 is \$9.9 million. For the Water/Sewer Fund the year-end net position is estimated at \$3.4 million.

FUTURE CHALLENGES and CONSIDERATIONS

- Anticipating a reduction in growth, while planning for current development to slow down.
 - The City will need to diversify its revenue resources so it can rely less on property taxes to support the overall budget.
- Addressing infrastructure needs, such as roadway improvements, as well as wastewater and water infrastructure improvements



- With future growth on the rise perhaps the City could consider leveraging its growth position by issuing debt to address major thoroughfare improvements.
- Addressing the need to improve/replace outdated wastewater lines.
- Addressing the need to improve water lines and water storage capabilities.
- Develop a strategic plan to relocate the water tower and staff facilities.
- Addressing the need to improve the sustainability of the Water and Sewer Fund.
- Consider using fund balance for one-time purposes, i.e. construction improvements to older city facilities.
- Enhancing our services to current and future employees
 - Addressing salaries to try and stay market relevant and improve employee retention.
 - Addressing the rising cost of health care for the employees.

CONCLUSION

The City of Glenn Heights is proud of its prudent use of resources which has enabled it to successfully navigate through these times of growth. The impacts of additional economic growth and the strains it has upon the infrastructure will require the City to reevaluate its priorities and develop a funding plan to address the City's needs. We must continue down the pathway of fiscal discipline and wise stewardship, as this has made it possible for the City to take a balanced approach to strategically plan for the future while maintaining the level of services desired by our citizens.

I would like to thank the City Council and City staff for their continued partnership that has allowed us to effectively meet the challenges we face and take advantage of new opportunities moving forward.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "C Blackwell", with a stylized flourish at the end.

Clifford Blackwell, City Manager



Calendar for 2024-2025 Budget Year

Monday	Tuesday	Wednesday	Thursday	Friday	Comments
March 2024					
18 Budget Calendar reviewed with City Manager	19	20	21	22	18 th – Discuss and approve budget calendar with City Manager
25	26	27 Budget Calendar distributed to departments	28	29	27 th – Distribute budget calendar to department heads

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
April 2024					
15	16 City Council approves FY2024-2025 Budget Calendar	17	18	19	20 COUNCIL RETREAT: City Manager will begin meeting with the City Council to discuss the 2024-2025 budget priorities.

Monday	Tuesday	Wednesday	Thursday	Friday	Comments
May 2024					
6	7	8	9	10	
13	14	15	16	17	Budget proposals due in OpenGov by all departments. 17 th -Department heads will complete budget proposals (base, capital, personnel) and submit proposals for
27	28	29	30	31	
Holiday	Deputy CM and CM review budget summary				

Monday	Tuesday	Wednesday	Thursday	Friday	Comments
June 2024					
10	11	12	13	14	
Departments meet with City Manager to discuss budget proposals					
17	18	19	20	21	
		Holiday			
24	25	26	27	28	24 th -Department Heads will complete their revised budget requests
Final revised budget proposals due	Review preliminary budget totals				

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Comments
July 2024						
1	2	3	4	5	6	
			Holiday			
8	9	10	11	12	13	
Reserved for meetings with Departments						
15	16	17	18	19	20	
Review preliminary budget totals						
22	23	24	25	26	27	
			Last day to receive certified values from the Appraisal Districts	Truth-in-Taxation Calculation (Prepared by Dallas County Tax Office) Prepare NNR, VAR, and De minimis rate		25th- Receive the certified values from DCAD and ECAD and performs the tax rate calculations for the 2024 Tax Year
29	30	31				31st - The City Manager submits the Proposed FY2025 Budget to the City
		Final Day per City Charter to submit Proposed Budget				

Monday	Tuesday	Wednesday	Thursday	Friday	Comments
August 2024					
5	6	7	8	9	
	Submit NNR. & VAR Rate Calculations. & Certified Values to CC				6 th - The effective & rollback rate calculation will be presented to City Council.
12	13	14	15	16	
	Council vote on Tax Rate consideration and set public hearing dates				13 th - Public hearing on tax rate as required by Texas Local Government Code

Monday	Tuesday	Wednesday	Thursday	Friday	Comments
September 2024					
2	3	4	5	6	
Holiday	*Public Hearing Tax Rate - 1st Reading *Public Hearing FY2025 Budget: 1 st Reading *FY2024 amended budget 1 st reading				3 rd – first reading of tax rate ordinance, budget ordinance for FY 2025, and amended budget ordinance for FY2024 3 rd - Public Hearing on the Budget as required by City Charter and Public Hearing on the Tax Rate as required by Texas Local Government Code Budget & Tax Rate Adoption
16	17	18	19	20	
	FY 25 Budget 2 nd Reading : Adopt Budget & Tax Rate *Adopt amended budget FY2024				

The City must adopt the Tax Rate by September 22nd or 60 days after receiving the Certified Appraisal Roll, whichever date is later

Calendar Dates are subject to be changed based on the Direction of the City Council. However, certain schedules are mandated by Truth in Taxation

***Mandated by Truth in Taxation Law**

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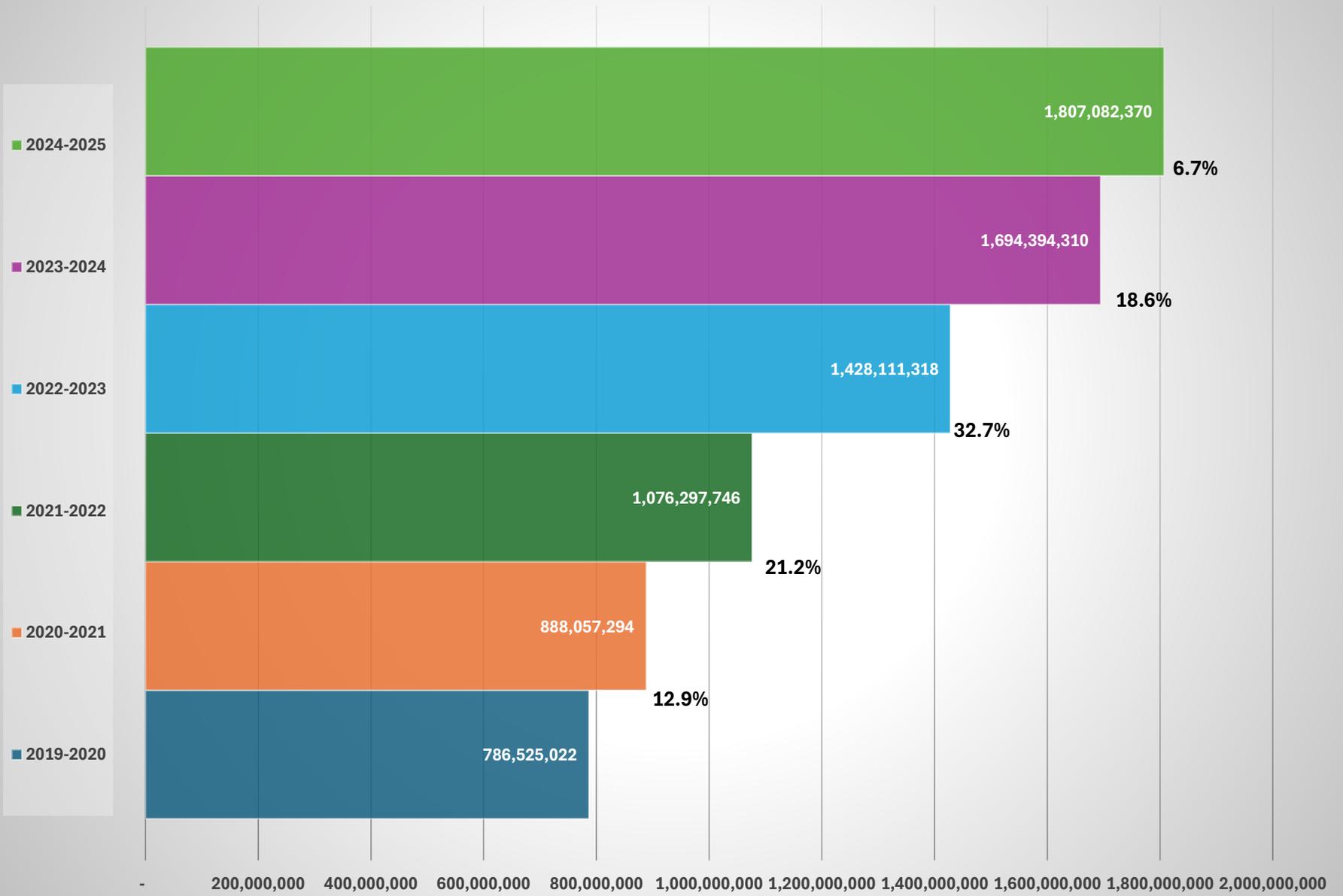


**MAJOR OPERATING FUNDS
FY 2024-2025**

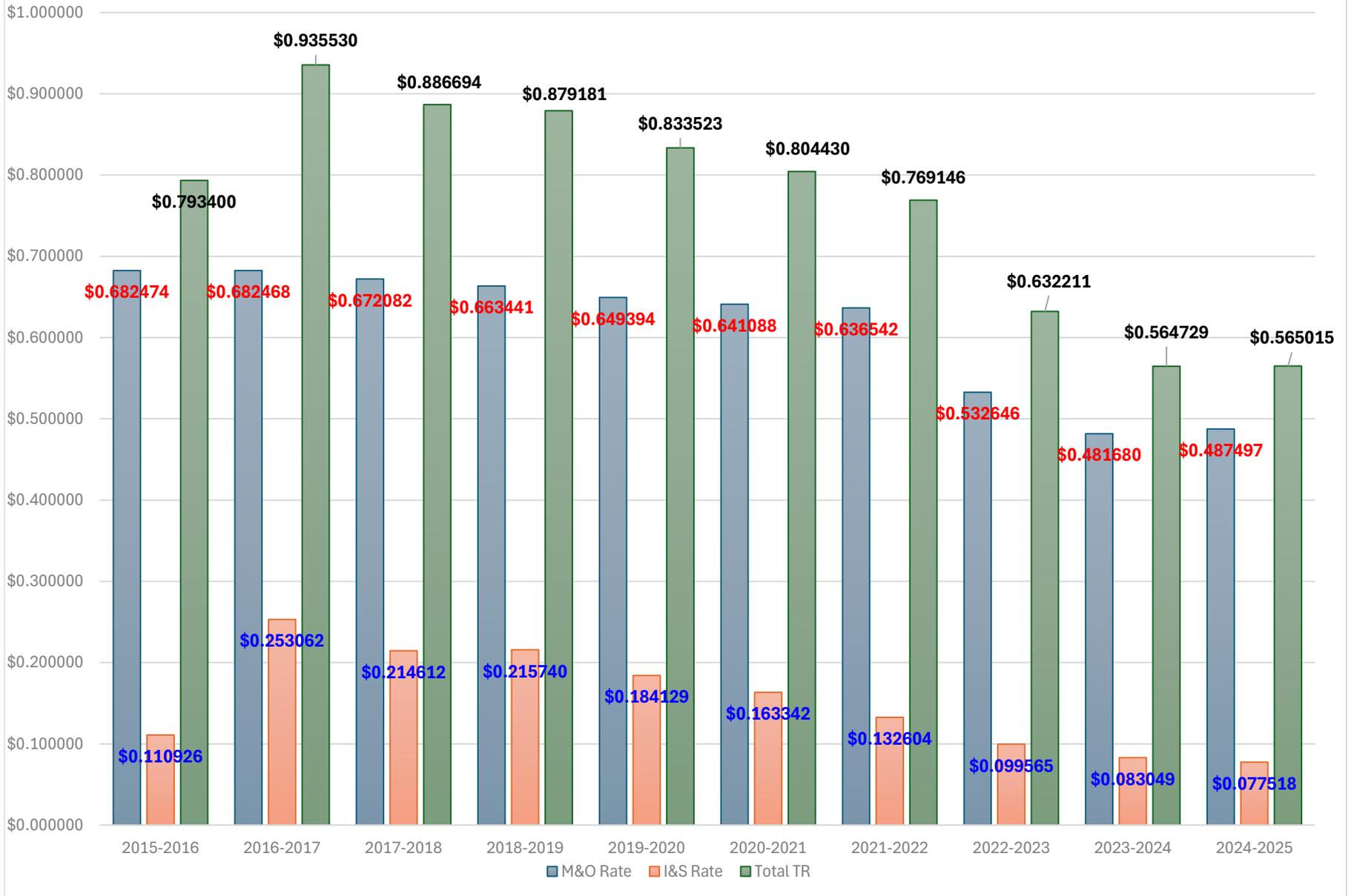
**City of Glenn Heights
Proposed Budget - Revenues and Expenses
Fiscal Year 2024-25**

ALL FUNDS		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget	2024-25 C.I.P. Budget
REVENUES	PROPERTY TAXES	6,544,456	7,327,760	8,296,756	8,872,852	9,255,369	9,632,357	10,184,200	-
REVENUES	SALES TAXES	827,365	944,926	1,015,376	1,131,746	1,049,266	965,000	1,300,000	-
REVENUES	FRANCHISE TAXES	581,890	484,368	622,996	709,589	492,457	596,500	630,000	-
REVENUES	CHARGE FOR SERVICES	7,993,940	8,324,219	10,125,493	10,025,422	9,475,037	11,655,480	12,720,850	-
REVENUES	PERMITS AND LICENSES	2,580,074	2,218,789	1,553,518	1,232,836	475,540	758,650	598,250	-
REVENUES	COURT FINES	190,124	226,706	199,737	251,366	195,243	257,500	257,500	-
REVENUES	RECREATION	195,000	230,020	157,323	266,800	155,655	154,800	170,700	-
REVENUES	MISCELLANEOUS	937,038	358,182	218,294	183,350	113,616	27,400	99,200	6,120,433
REVENUES	MAJOR DONATION	930,349	718,543	129,458	-	192,842	220,000	150,000	-
REVENUES	INTEREST	320,659	149,420	122,229	928,861	1,046,664	164,350	353,850	-
REVENUES	GRANTS & CONTRIBUTIONS	195,792	542,454	3,358,887	123,539	4,775	-	-	829,350
REVENUES	IMPACT	1,211,088	1,445,278	968,572	669,988	-	-	-	-
REVENUES	TRANSFERS IN/(OUT)	2,061,654	4,178,253	7,950,793	125,775	79,331	125,775	125,775	-
REVENUES	OTHER FINANCING RESOURC	536,744	-	-	-	-	-	-	-
REVENUES		25,106,173	27,148,918	34,719,432	24,522,124	22,535,795	24,557,812	26,590,325	6,949,783
EXPENSES	SALARIES	4,721,428	5,127,621	4,836,664	6,732,201	5,514,816	7,292,091	7,696,634	-
EXPENSES	BENEFITS	1,215,786	1,149,286	1,094,318	1,541,990	1,416,746	2,170,840	2,168,102	-
EXPENSES	SUPPLIES	454,269	359,270	654,670	503,918	379,051	693,705	993,859	-
EXPENSES	REPAIRS AND MAINTENANCE	257,293	453,810	268,906	294,170	607,351	555,500	849,500	-
EXPENSES	OPERATING	599,403	447,996	746,384	841,422	604,309	927,018	1,155,355	-
EXPENSES	UTILITIES	294,657	317,751	327,279	386,262	327,865	361,370	405,470	-
EXPENSES	GRANTS	25,000	41,575	688	1,650	19,234	10,000	10,000	1,397,486
EXPENSES	EVENTS	20,376	4,250	28,003	58,381	81,761	217,870	243,299	-
EXPENSES	CONTRACTUAL SERVICES	6,300,553	6,750,961	7,948,114	9,372,994	6,670,244	9,918,690	10,087,660	-
EXPENSES	TRANSFERS	641,136	4,178,253	7,950,793	125,775	2,354,956	390,000	69,000	-
EXPENSES	DEBT	1,531,236	1,573,748	2,208,380	1,827,937	1,547,155	1,780,923	1,826,102	-
EXPENSES	CAPITAL OUTLAY	3,458,777	7,899,384	9,775,176	2,158,666	3,777,462	118,900	35,000	11,404,800
EXPENSES		19,519,914	28,303,905	35,839,375	23,845,366	23,300,950	24,436,907	25,539,981	12,802,286
Revenues Less Expenses		5,586,259	(1,154,987)	(1,119,943)	676,758	(765,155)	120,905	1,050,344	(5,852,503)

Change in Taxable Values over the years



Tax Rate History





GENERAL FUND

**City of Glenn Heights
Proposed Budget - Revenues and Expenses
Fiscal Year 2024-25**

GENERAL FUND

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
REVENUES	PROPERTY TAXES	5,084,787	5,838,479	6,867,090	7,473,948	7,894,324	8,215,757	8,779,380
REVENUES	SALES TAXES	827,365	944,926	1,015,376	1,131,746	1,049,266	965,000	1,300,000
REVENUES	FRANCHISE TAXES	581,890	465,537	605,280	709,589	490,482	596,500	630,000
REVENUES	CHARGE FOR SERVICES	1,242,388	1,321,891	1,435,999	1,566,697	1,244,764	1,502,000	1,558,430
REVENUES	PERMITS AND LICENSES	2,580,074	1,899,939	1,424,467	1,232,836	475,540	758,650	598,250
REVENUES	COURT FINES	181,533	215,927	190,609	239,631	183,385	247,000	247,000
REVENUES	RECREATION	330	1,360	2,205	104,884	114,867	154,800	170,700
REVENUES	MISCELLANEOUS	60,727	156,868	10,623	144,657	13,296	20,200	92,000
REVENUES	MAJOR DONATION	-	-	-	-	192,842	220,000	150,000
REVENUES	INTEREST	173,921	129,829	46,844	296,618	310,301	150,000	300,000
REVENUES	GRANTS & CONTRIBUTIONS	46,954	-	14,660	89,716	-	-	-
REVENUES	TRANSFERS IN/(OUT)	144,825	69,776	69,775	125,775	79,331	125,775	125,775
REVENUES	OTHER FINANCING RESOURCES	536,744	-	-	-	-	-	-
		11,461,538	11,044,532	11,682,928	13,116,097	12,048,398	12,955,682	13,951,535
EXPENSES	Salaries	3,822,094	4,030,841	4,345,465	5,746,838	5,261,589	6,544,973	6,920,912
EXPENSES	Benefits	943,922	940,136	972,510	1,341,520	1,265,063	1,891,954	1,897,174
EXPENSES	Supplies	304,767	218,452	346,230	327,504	337,355	569,809	577,759
EXPENSES	Repairs and Maintenance	207,016	223,538	173,208	223,937	206,206	390,500	528,000
EXPENSES	Operating	329,433	353,619	352,255	590,771	394,284	673,718	836,755
EXPENSES	Utilities	225,994	250,851	246,295	290,288	256,058	281,370	325,470
EXPENSES	Events	20,376	4,250	28,003	58,381	81,761	216,370	241,799
EXPENSES	Grants	-	5,000	-	-	-	10,000	10,000
EXPENSES	Contractual Services	1,378,953	1,570,507	1,502,507	1,796,664	1,547,712	1,938,880	2,097,160
EXPENSES	Transfers	350,000	250,000	5,507,704	-	-	-	-
EXPENSES	Debt	92,658	92,658	108,776	174,160	103,082	143,083	200,062
EXPENSES	Capital Outlay	704,955	126,506	531,958	262,661	117,312	30,900	15,000
		8,380,168	8,066,358	14,114,911	10,812,724	9,570,422	12,691,557	13,650,091
Revenues Less Expenses		3,081,370	2,978,174	(2,431,983)	2,303,373	2,477,976	264,125	301,444
Beginning Fund Balance		\$ 3,179,353	\$ 6,260,723	\$ 9,238,897	\$ 6,806,914	\$ 9,110,287		9,691,822
Ending Fund Balance		\$ 6,260,723	\$ 9,238,897	\$ 6,806,914	\$ 9,110,287	\$ 11,588,263	\$ 264,125	\$ 9,993,266
Daily Operating costs		20,069	21,068	22,124	28,904	25,899		37,356
Days in Reserve		311	438	307	315	447		267

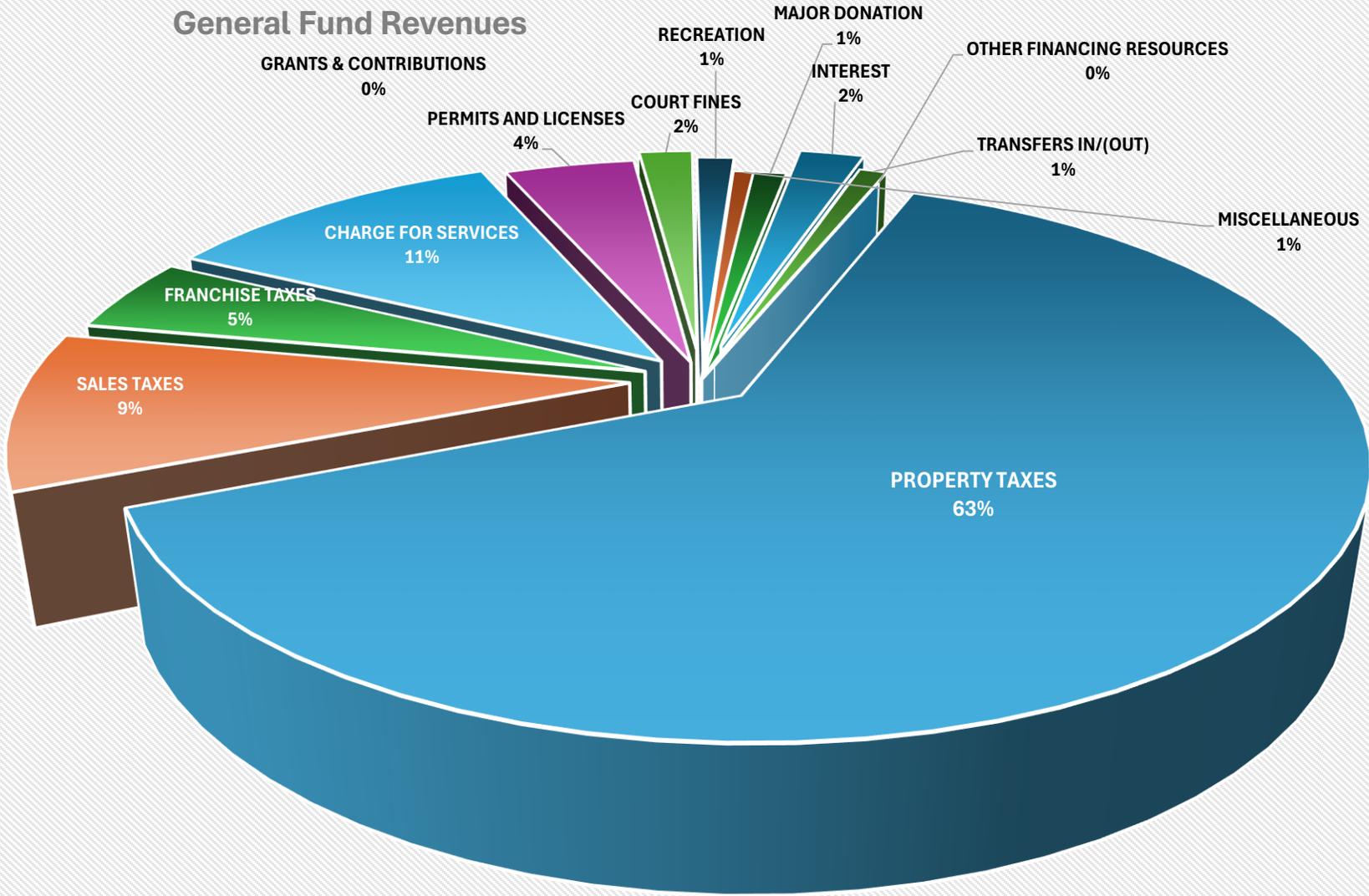
**City of Glenn Heights
Proposed Operating Budget
Fiscal Year 2024-25**

GENERAL FUND REVENUES

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
PROPERTY TAXES	PENALTY & INTEREST (TAX)	23,304	27,176	33,246	31,055	26,462	25,000	31,000
PROPERTY TAXES	DELINQUENT AD VALOREM TAX	89,725	51,031	33,847	25,992	20,424	30,000	27,000
PROPERTY TAXES	CURRENT AD VALOREM TAX	4,971,758	5,760,272	6,799,998	7,416,901	7,888,286	8,160,757	8,721,380
PROPERTY TAXES Total		5,084,787	5,838,479	6,867,091	7,473,948	7,935,172	8,215,757	8,779,380
SALES TAXES	SALES TAX	827,365	944,926	1,015,376	1,131,746	1,049,266	965,000	1,300,000
SALES TAXES Total		827,365	944,926	1,015,376	1,131,746	1,049,266	965,000	1,300,000
FRANCHISE TAXES	GARBAGE FRANCHISE	-	-	2,107	22,315	18,804	24,000	25,000
FRANCHISE TAXES	VIDEO FRANCHISE FEE	9,652	-	-	-	-	-	-
FRANCHISE TAXES	TELEPHONE FRANCHISE	12,422	15,477	12,066	5,492	1,963	12,500	5,000
FRANCHISE TAXES	CABLE FRANCHISE	76,378	49,317	50,823	60,165	24,318	75,000	65,000
FRANCHISE TAXES	GAS FRANCHISE	56,690	60,752	80,210	168,323	129,091	80,000	140,000
FRANCHISE TAXES	W/WW FRANCHISE FEES	150,000	60,000	120,000	100,000	90,000	120,000	120,000
FRANCHISE TAXES	ELECTRIC FRANCHISE	276,748	279,992	340,075	353,295	226,307	285,000	275,000
FRANCHISE TAXES Total		581,890	465,538	605,281	709,590	490,483	596,500	630,000
CHARGE FOR SERVICES	WRECKER	800	800	800	800	-	-	800
CHARGE FOR SERVICES	POLICE REPORTS	985	933	1,377	1,013	605	-	2,000
CHARGE FOR SERVICES	ANIMAL SERVICES	1,345	3,355	5,196	3,440	2,515	-	3,000
CHARGE FOR SERVICES	ABATEMENTS	20,324	6,935	-	-	-	-	-
CHARGE FOR SERVICES	TOWER RENTAL	51,222	51,870	52,422	51,135	44,551	52,000	52,630
CHARGE FOR SERVICES	RESOURCE OFFICER	22,646	68,037	70,142	41,398	40,079	-	-
CHARGE FOR SERVICES	AMBULANCE	223,835	211,658	174,535	248,889	213,630	250,000	300,000
CHARGE FOR SERVICES	SANITATION	921,230	978,303	1,131,526	1,220,021	943,384	1,200,000	1,200,000
CHARGE FOR SERVICES Total		1,242,387	1,321,891	1,435,998	1,566,696	1,244,764	1,502,000	1,558,430
PERMITS AND LICENSES	FILING FEES PERMIT	-	-	-	-	-	650	-
PERMITS AND LICENSES	APPLICATION FEES	-	-	-	350	-	250	-
PERMITS AND LICENSES	INSPECTION FEE - ALCOHOL	-	-	-	530	-	-	-
PERMITS AND LICENSES	GARAGE SALE PERMITS	435	670	835	865	380	750	750
PERMITS AND LICENSES	PLATS	14,175	9,650	6,925	1,590	2,085	6,000	5,000
PERMITS AND LICENSES	FOOD SERVICE	10,000	10,175	10,125	13,070	9,380	11,000	10,000
PERMITS AND LICENSES	ZONING FEES	8,850	11,035	13,861	1,875	21,063	5,000	15,000
PERMITS AND LICENSES	LICENSE REGISTRATION	22,700	22,394	22,006	16,226	11,500	20,000	15,000
PERMITS AND LICENSES	Rental Registration	9,860	37,456	22,590	16,125	6,835	25,000	7,500
PERMITS AND LICENSES	BACKFLOW & IRRIGATION PERM	58,798	48,510	39,195	37,905	15,600	25,000	20,000
PERMITS AND LICENSES	MISCELLANEOUS PERMITS	86,675	64,272	59,847	32,906	23,916	40,000	30,000
PERMITS AND LICENSES	INF PLAN REV&INSPEC FEE	191,330	159,427	64,873	-	-	-	-
PERMITS AND LICENSES	TRADE PERMITS	201,140	166,804	130,765	119,915	50,268	75,000	60,000
PERMITS AND LICENSES	PLAN REVIEW	761,248	538,258	388,135	376,444	120,177	175,000	160,000
PERMITS AND LICENSES	BUILDING PERMIT FEES	1,214,864	831,289	665,309	615,035	214,336	375,000	275,000
PERMITS AND LICENSES Total		2,580,075	1,899,940	1,424,466	1,232,836	475,540	758,650	598,250
COURT FINES	MISC COURT REVENUE	-	700	400	200	200	1,000	1,000
COURT FINES	TIME REIMBURSEMENT FEE	-	-	-	-	395	-	-
COURT FINES	OMNIBASE FEES	556	439	80	1,096	813	1,000	1,000
COURT FINES	CHILD SAFETY FEE	9,997	11,074	15,715	12,801	4,514	15,000	15,000
COURT FINES	MUNICIPAL COURT FINES	170,980	203,714	174,573	225,534	177,463	230,000	230,000
COURT FINES Total		181,533	215,927	190,768	239,631	183,385	247,000	247,000
RECREATION	ROOM RENTAL FEES (COMM CTI	-	-	-	17,240	28,768	33,600	64,000
RECREATION	COMM CTR DAY PASSES	-	-	-	22,099	8,469	26,000	30,000
RECREATION	MEMBERSHIP FEES (COMM CTR	-	-	-	36,780	46,169	45,000	55,000
RECREATION	ATHLETIC LEAGUES	-	-	-	-	-	5,000	10,000
RECREATION	GYMNASIUM RENTAL FEES (CON	-	-	-	2,790	1,910	7,500	10,000
RECREATION	SPONSORSHIP REVENUE	-	-	-	-	-	1,200	1,200
RECREATION	COMM CTR POS SALES	-	-	-	-	-	500	500
RECREATION	PARK RESERVATIONS	330	1,360	2,205	3,576	585	-	-
RECREATION	PROGRAMS/ REC CLASSES	-	-	-	22,399	28,966	36,000	-
RECREATION Total		330	1,360	2,205	104,884	114,867	154,800	170,700

MISCELLANEOUS	AUCTION PROCEEDS	-	-	-	103,363	-	20,000	90,000
MISCELLANEOUS	FIRE DEPT INSPECTIONS	50	-	-	-	-	200	2,000
MISCELLANEOUS	COMMUNITY DAY MISC	-	-	-	76	-	-	-
MISCELLANEOUS	DONATIONS-MOVIES IN THE PAF	120	-	-	-	-	-	-
MISCELLANEOUS	OTHER REVENUE	80	113	229	-	-	-	-
MISCELLANEOUS	DONATIONS-CRIME PREVENTIOI	855	50	-	-	-	-	-
MISCELLANEOUS	ANIMAL CONTROL DONATIONS	-	400	250	240	525	-	-
MISCELLANEOUS	DONATIONS COMMUNITY EVENT	2,575	-	-	-	-	-	-
MISCELLANEOUS	SIEZURE REVENUE	86	517	-	-	2,678	-	-
MISCELLANEOUS	INSURANCE REIMBURSEMENT	-	3,599	-	-	-	-	-
MISCELLANEOUS	CONVENIENCE FEES MISC	1,309	1,694	1,786	378	-	-	-
MISCELLANEOUS	CHAMBER OF COMMERCE REVE	16,835	142	235	-	-	-	-
MISCELLANEOUS	CONVENIENCE FEES	1,414	15,380	21,749	694	-	-	-
MISCELLANEOUS	TML INSURANCE REIMBURSEME	31,605	7,972	5,296	32,527	1,036	-	-
MISCELLANEOUS	MISC REVENUE	5,797	127,002	40,168	7,379	9,057	-	-
MISCELLANEOUS Total		60,726	156,869	69,713	144,657	13,296	20,200	92,000
MAJOR DONATION	PALLADIUM PROCEEDS	-	-	-	-	192,842	220,000	150,000
MAJOR DONATION Total		-	-	-	-	192,842	220,000	150,000
INTEREST	INTEREST REVENUE	173,921	129,829	46,844	296,618	310,301	150,000	300,000
INTEREST Total		173,921	129,829	46,844	296,618	310,301	150,000	300,000
GRANTS & CONTRIBUTION	GRANT REVENUE-BVP	-	-	0	-	-	-	-
GRANTS & CONTRIBUTION	COPS GRANT	46,954	-	14,660	-	-	-	-
GRANTS & CONTRIBUTION	GRANT REVENUE - C.A.R.E.	-	-	-	89,716	-	-	-
GRANTS & CONTRIBUTIONS Total		46,954	-	14,660	89,716	-	-	-
TRANSFERS IN/(OUT)	TRANSFER FROM COURT SECUI	-	-	-	20,000	-	20,000	20,000
TRANSFERS IN/(OUT)	TRANSFER FROM W/S (CITY-WIL	32,006	6,000	6,000	6,000	4,500	6,000	6,000
TRANSFERS IN/(OUT)	TRANSFERS FROM DRAINAGE F	15,775	15,776	15,775	15,775	11,831	15,775	15,775
TRANSFERS IN/(OUT)	TRANSFER FROM 911 WIRELESS	33,000	33,000	33,000	69,000	51,750	69,000	69,000
TRANSFERS IN/(OUT)	TRANSFER FROM W/S (MGT)	64,044	15,000	15,000	15,000	11,250	15,000	15,000
TRANSFERS IN/(OUT) Total		144,825	69,776	69,775	125,775	79,331	125,775	125,775
OTHER FINANCING RESOU OFFS	ISSUANCE OF CAPITAL LE.	536,744	-	-	-	-	-	-
OTHER FINANCING RESOURCES Total		536,744	-	-	-	-	-	-
Grand Total		11,461,537	11,044,535	11,742,177	13,116,097	12,089,247	12,955,682	13,951,535

General Fund Revenues



**City of Glenn Heights
Proposed Operating Budget
Fiscal Year 2024-25**

GENERAL FUND EXPENSES (all depts)

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
Salaries	REG. SALARIES FULL TIME	2,371,590	2,448,077	2,704,023	3,488,830	3,196,488	4,198,359	4,374,094
Salaries	EXEMPT SALARY	1,142,066	1,160,278	1,264,150	1,705,371	1,499,522	1,921,312	2,119,472
Salaries	OVERTIME	222,826	216,233	173,269	237,598	285,396	259,976	239,639
Salaries	HOLIDAY PAY	-	57,691	77,493	88,833	104,131	88,133	125,635
Salaries	REG. SALARIES PART TIME	31,395	15,689	74,260	177,097	120,272	21,000	-
Salaries	CERTIFICATION PAY	23,221	23,255	23,555	32,503	27,517	32,700	33,000
Salaries	LONGEVITY PAY	11,272	11,723	12,079	14,605	10,937	14,492	14,072
Salaries	ASSIGNMENT PAY	19,723	21,031	15,636	2,000	10,900	9,000	9,000
Salaries	HAZARD PAY	-	76,864	-	-	-	-	-
Salaries	CAR ALLOWANCE	-	-	1,000	-	6,425	-	6,000
Salaries Total		3,822,093	4,030,841	4,345,465	5,746,837	5,261,588	6,544,972	6,920,912
Benefits	INSURANCE	426,691	398,346	423,944	529,911	558,669	787,095	823,152
Benefits	PAYROLL TAXES FICA	283,839	295,988	311,747	402,863	357,896	504,531	529,160
Benefits	T.M.R.S	117,493	143,166	147,622	284,929	225,296	298,098	291,498
Benefits	WORKERS COMP	73,061	81,901	66,196	108,266	111,168	109,640	115,112
Benefits	PERFORMANCE INCREASES	-	-	-	-	-	183,590	129,251
Benefits	OPTUM-HSA	12,807	13,096	11,346	10,000	10,884	9,000	9,000
Benefits	UNEMPLOYMENT COMPENSATION	30,031	7,641	11,655	5,552	1,149	-	-
Benefits Total		943,922	940,138	972,510	1,341,521	1,265,062	1,891,954	1,897,173
Supplies	GASOLINE & FUELS	55,498	45,484	113,214	97,957	81,089	118,000	118,000
Supplies	PRISONER EXPENSES	64,500	60,000	60,000	65,000	62,500	75,000	80,000
Supplies	AMBULANCE SUPPLIES	27,718	25,037	36,334	34,207	40,142	64,000	64,000
Supplies	UNIFORM & CLOTHING	29,170	27,553	31,814	29,713	43,969	55,081	56,124
Supplies	PERSONAL PROTECTIVE EQUIPMEN	24,508	12,704	20,305	4,896	20,403	57,404	35,000
Supplies	OPEARATING SUPPLIES	16	-	929	20,359	24,103	37,900	57,190
Supplies	PATROL SUPPLIES	37,962	2,694	9,580	11,342	13,397	26,570	24,695
Supplies	R & M SMALL EQUIPMENT	20,412	10,490	13,012	7,329	7,298	26,330	26,330
Supplies	OFFICE SUPPLIES	8,160	8,032	7,076	7,283	6,216	20,800	23,050
Supplies	OTHER SMALL EQUIPMENT	1,998	324	1,660	14,230	10,092	15,570	15,820
Supplies	FIRE EQUIPMENT & TOOLS	3,228	1,769	25,347	3,844	4,208	10,200	10,200
Supplies	POSTAGE	6,265	10,504	6,365	4,814	3,225	10,700	11,000
Supplies	JANITORIAL SUPPLIES	5,408	2,606	4,272	5,880	5,985	16,500	6,500
Supplies	BALLISTIC VESTS	5,400	5,217	9,805	6,087	5,418	6,000	6,000
Supplies	R & M HEAVY EQUIPMENT	2,513	405	57	1,767	768	5,000	15,000
Supplies	CRIME SCENE SEARCH	2,749	760	2,361	2,948	3,202	4,500	4,500
Supplies	RENTAL EQUIPMENT	1,999	618	821	818	2,090	4,000	4,000
Supplies	FORMS	2,808	1,705	970	1,130	-	2,300	1,800
Supplies	CODE BOOKS	2,999	824	334	454	88	2,000	2,000
Supplies	KIDDIE CUSHION	334	-	660	1,275	-	3,000	3,000
Supplies	HAND TOOLS	421	766	207	642	1,501	2,100	2,100
Supplies	SAFETY EQUIPMENT	196	384	691	608	615	794	4,250
Supplies	SMALL OFFICE EQUIPMENT	348	575	-	1,920	572	1,950	1,950
Supplies	CEREMONIAL SUPPLIES	-	-	392	-	-	3,000	3,000
Supplies	RELOCATION REIMBURSEMENTS	-	-	-	3,000	-	-	-
Supplies	STRIPING	-	-	-	-	-	750	1,750
Supplies	CHEMICALS	-	-	-	-	470	360	500
Supplies	PARK MOVIES	158	-	-	-	-	-	-
Supplies	OTHER OPERATING SUPPLIES	-	-	26	-	-	-	-
Supplies Total		304,768	218,451	346,232	327,503	337,351	569,809	577,759
Repairs and Maintenar	R & M AUTO/TRUCK	82,365	106,534	71,181	94,959	77,228	66,500	79,500
Repairs and Maintenar	R & M STREETS	58,276	36,620	30,573	28,233	60,873	100,000	250,000
Repairs and Maintenar	HARDWARE	33,250	38,976	17,133	60,738	25,628	30,000	48,000
Repairs and Maintenar	R & M STRUCTURES	27,373	32,191	47,714	29,897	20,338	30,000	50,000
Repairs and Maintenar	HERITAGE PARK MAINTENANCE	2,963	1,550	1,936	2,781	15,018	110,000	50,000
Repairs and Maintenar	R&M SIGNS & MARKINGS	1,239	7,219	3,363	3,456	5,172	9,000	25,500
Repairs and Maintenar	R&M HIGHWAY BEAUTIFICATION	188	-	218	120	153	30,000	10,000
Repairs and Maintenar	R&M STRUCTURES	-	-	-	99	524	7,500	7,500
Repairs and Maintenar	GATEWAY PARK MAINTENANCE	237	224	613	2,622	614	5,000	5,000
Repairs and Maintenar	COURTNEY LANE PARK MAINTENAN	237	224	477	539	659	2,500	2,500
Repairs and Maintenar	R&M FUEL TANKS	887	-	-	-	-	-	-
Repairs and Maintenar	R&M AUTO/TRUCK	-	-	-	492	-	-	-
Repairs and Maintenance Total		207,015	223,538	173,208	223,936	206,207	390,500	528,000

Operating	SOFTWARE LICENSING	57,611	81,024	87,712	116,493	72,274	76,609	152,260
Operating	CONFERENCE, TRAINING, & TRAVEI	22,495	20,019	29,869	38,643	76,772	129,933	147,145
Operating	AUTO LIABILITY INSURANCE	30,006	32,205	64,468	91,094	1,000	24,000	48,000
Operating	CELL PHONES & WIRELESS CARDS	27,153	26,282	44,709	46,646	33,965	44,000	44,000
Operating	DUES, SUBSCRIPTIONS, & PUB	29,215	29,022	32,652	34,906	36,355	45,378	47,090
Operating	MERCHANT (CC) FEES	28,723	17,379	29,892	36,777	20,104	30,000	27,000
Operating	PRINTING, COPY & PHOTO	8,630	9,742	8,847	45,399	13,714	22,950	21,250
Operating	GENERAL LIABILITY INSURANCE	15,529	15,907	19,121	19,052	-	15,500	17,000
Operating	FIRE & PROPERTY INSURANCE	-	-	-	20,683	-	39,500	41,500
Operating	ADVERTISING & LEGAL PUBLI	10,849	11,781	9,812	21,812	6,528	17,000	17,000
Operating	REAL & PERSONAL PROPERTY INSL	36,506	39,405	15,095	-	-	-	-
Operating	MEDICAL/PHYSICAL EXAMS	4,972	10,739	3,783	4,750	20,527	27,593	15,500
Operating	EMERGENCY MANAGEMENT	9,881	11,168	12,132	9,994	10,302	11,760	21,760
Operating	E-911 SERVICES	10,575	10,547	9,222	3,128	7,841	10,500	10,500
Operating	EMPLOYEE RELATIONS	8,767	796	125	1,960	18,207	11,850	19,850
Operating	COUNCIL INITIATIVES	1,189	-	2,585	3,346	2,141	23,500	23,500
Operating	STRATEGIC PLANNING	420	1,824	1,971	9,465	3,790	18,000	18,000
Operating	OTHER OPERATING EXPENSES	871	1,506	3,851	6,644	1,354	6,500	27,700
Operating	ERRORS & OMISSIONS INS.	7,591	10,292	8,610	9,510	-	5,500	5,500
Operating	CONF, TRAIN, & TRVL - PLACE 3	1,207	3,479	2,910	9,713	8,586	10,000	10,000
Operating	ANIMAL SERVICES EXPENSE	3,207	2,861	4,698	4,824	6,449	6,600	10,350
Operating	CONF, TRAIN, & TRVL - PLACE 5	3,569	1,424	6,884	1,700	5,358	10,000	10,000
Operating	CONF, TRAIN, & TRVL - MAYOR	1,956	215	1,255	5,235	8,710	10,000	10,000
Operating	CONF, TRAIN, & TRVL - PLACE 1	1,356	4,450	4,171	1,863	3,860	10,000	10,000
Operating	EMPLOYEE BACKGROUND CHECK	1,426	2,280	3,662	8,235	4,798	5,000	7,000
Operating	OTHER COUNCIL EXPENSES	2,136	647	3,289	4,437	10,655	5,000	5,000
Operating	SOFTWARE	2,202	471	792	14,307	2,749	5,000	5,000
Operating	CONF, TRAIN, & TRVL - PLACE 6	2,190	288	-	811	5,344	10,000	10,000
Operating	CONF, TRAIN, & TRVL - PLACE 4	1,094	233	-	1,339	3,710	10,000	10,000
Operating	CONF, TRAIN, & TRVL - PLACE 2	2,138	1,389	1,001	1,141	90	10,000	10,000
Operating	PERSONNEL TRAINING	-	2,890	3,900	540	3,000	6,000	6,000
Operating	YOUTH PROGRAM	86	1,129	-	8,915	1,256	3,095	3,100
Operating	FIRE PREVENTION	619	1,318	-	1,111	1,826	3,000	3,000
Operating	HOLIDAY GIVING	1,151	2,400	4,560	2,290	-	-	-
Operating	DEMOLITIONS	-	-	-	14	-	-	10,000
Operating	CITIZEN LIBRARY PROGRAM	-	-	-	-	-	3,750	3,750
Operating	BANK/PAYMENT FEES	267	332	309	2,598	813	400	1,800
Operating	OPERATING EXPENSES	164	2,227	276	873	413	800	800
Operating	INSURANCE CLAIMS (DEDUCTIBLE)	4,512	-	1,000	-	-	-	-
Operating	PUBLIC MEETINGS	920	500	500	-	-	1,500	1,500
Operating	LATE PAYMENT PENALTIES	-	-	1,111	426	1,681	-	1,400
Operating	EMPLOYEE IMMUNIZATIONS	-	-	-	-	-	500	500
Operating	ACTIVITIES & EVENTS	-	-	-	96	113	-	-
Operating	CASH SHORT (OVER)	-	0	-	-	-	-	-
Operating	COMMUNITY BEAUTIFICATION	(19,853)	-	500	-	-	3,000	3,000
Operating	RECEIVABLE ADJUSTMENTS	8,101	(4,551)	(73,019)	-	-	-	-
Operating Total		329,431	353,620	352,255	590,770	394,285	673,718	836,755
Utilities	ELECTRICITY	141,236	142,527	159,410	194,382	158,155	200,000	200,000
Utilities	TELECOMMUNICATIONS	83,456	103,666	81,278	80,218	83,334	65,370	96,470
Utilities	NATURAL GAS	1,302	1,872	2,017	11,923	8,745	12,000	25,000
Utilities	CITY COUNCIL CELL PHONES	-	2,786	3,590	3,550	5,825	4,000	4,000
Utilities	INTERNET SERVICE	-	-	-	214	-	-	-
Utilities Total		225,994	250,851	246,295	290,287	256,059	281,370	325,470
Events	SPECIAL EVENTS	-	-	-	8,276	56,716	200,270	197,099
Events	NEWSLETTER	-	-	-	11,874	22,221	8,000	12,000
Events	CHRISTMAS CELEBRATION	9,711	-	15,361	28,099	-	-	-
Events	SPONSORSHIPS	-	-	-	-	-	-	20,600
Events	BACK TO SCHOOL EVENT	2,500	3,000	2,364	3,774	-	-	-
Events	COMMUNITY CLEAN-UP EVENT	-	1,250	2,371	1,457	1,404	2,500	2,500
Events	PARK EVENTS	623	-	3,607	-	-	-	4,000
Events	SPECIAL CELEBRATIONS	292	-	956	167	890	1,500	1,500
Events	YOUTH OUTREACH	-	-	-	-	-	2,500	2,500
Events	BLACK HISTORY MONTH	652	-	-	2,917	-	-	-
Events	VETERAN'S MEMORIAL 5K RACE	3,425	-	-	-	-	-	-
Events	COMMUNITY GARDEN	-	-	-	-	-	1,600	1,600
Events	CINCO DE MAYO	-	-	1,919	400	326	-	-
Events	GLENN HEIGHTS CONNECT	(11)	-	929	1,418	-	-	-
Events	FAMILY FESTIVAL JUNETEENTH	2,000	-	-	-	203	-	-
Events	VETERANS DAY EVENT	783	-	408	-	-	-	-
Events	CITY 50TH ANNIVERSARY PLANNING	400	-	-	-	-	-	-
Events	SEASONAL CELEBRATIONS	-	-	89	-	-	-	-
Events Total		20,375	4,250	28,004	58,382	81,760	216,370	241,799
Grants	SMALL BUSINESS DEVEL GRANT	-	5,000	-	-	-	10,000	10,000

Grants Total		-	5,000	-	-	-	10,000	10,000
Contractual Services	SANITATION SERVICES	817,575	993,778	880,777	941,841	936,921	1,100,000	1,100,000
Contractual Services	ANNUAL SOFTWARE MAINTENANCE	81,022	80,800	69,464	294,817	193,532	185,040	193,110
Contractual Services	LEGAL SERVICES	77,671	79,438	145,627	110,297	86,178	135,000	135,000
Contractual Services	INSPECTIONS	72,050	110,200	90,325	58,700	65,605	100,000	100,000
Contractual Services	OTHER PROFESSIONAL SVCS	62,694	21,343	33,762	73,605	55,158	91,510	186,900
Contractual Services	APPRAISAL DISTRICT ALLOCATION	31,027	34,488	43,231	51,253	48,068	54,700	66,070
Contractual Services	AUDITING	10,000	71,750	28,300	36,948	-	36,750	37,500
Contractual Services	MUNICIPAL JUDGE	24,675	24,025	28,000	33,000	30,000	36,000	36,000
Contractual Services	EMS BILLING SERVICE	25,149	23,958	27,807	32,708	28,953	24,200	32,000
Contractual Services	ELECTION EXPENSES	28,415	24,754	15,088	67,649	-	18,000	30,700
Contractual Services	OPERATING LEASES-COPIERS	30,318	23,340	13,554	13,683	10,779	16,200	16,800
Contractual Services	CONSULTANT FEES	18,825	5,224	55,500	6,229	16,613	10,000	10,000
Contractual Services	CONTRACT FOR TAXES	10,519	11,388	13,409	14,312	15,437	15,000	15,600
Contractual Services	INF PLAN REV&INSPEC	-	14,053	16,257	-	-	20,000	20,000
Contractual Services	WEBSITE HOSTING FEES	13,376	12,516	6,063	11,696	-	5,900	13,400
Contractual Services	TECHNOLOGY CONTRACTED SVS	-	498	-	-	17,710	13,500	27,250
Contractual Services	MARKETING & COMMUNICATIONS	1,225	-	125	12,122	12,749	16,500	15,800
Contractual Services	SRRG EXPENSES	5,862	5,500	8,250	8,250	8,250	8,250	9,000
Contractual Services	COURT PROSECUTOR	10,698	12,920	3,145	6,581	2,960	8,000	8,000
Contractual Services	ADVERTISING CONTRACT	-	-	-	-	-	20,000	20,000
Contractual Services	MEDICAL CONTROL	5,070	5,070	5,070	5,070	5,070	5,070	5,070
Contractual Services	HEALTH DEPT FEES	3,676	3,901	4,072	4,624	4,105	5,400	5,400
Contractual Services	LEXIPOL	18,025	6,207	-	2,275	-	-	-
Contractual Services	CRIME PREVENTION	4,505	-	1,104	1,621	3,573	4,000	5,200
Contractual Services	TEMP CONTRACT LABOR	6,666	-	10,617	1,940	-	-	-
Contractual Services	CODIFICATION	4,957	1,015	520	3,209	3,570	2,700	1,200
Contractual Services	TRAFFIC SIGNAL MAINT	428	2,889	-	1,455	1,243	3,000	3,000
Contractual Services	JANITORIAL SERVICES	11,155	-	-	436	-	-	-
Contractual Services	CPR INITIATIVE	-	-	2,443	594	495	2,660	2,660
Contractual Services	ARRAIGNMENTS / ASSOCIATE JUDC	-	1,450	-	675	-	1,000	1,000
Contractual Services	OMNIBASE	-	-	-	1,075	742	-	-
Contractual Services	ENGINEERING SERVICES	1,550	-	-	-	-	-	-
Contractual Services	FINANCE DIR RELOCATION	1,085	-	-	-	-	-	-
Contractual Services	CERT INITIATIVE	70	-	-	-	-	500	500
Contractual Services	CHAMBER OF COMM EXPENDITURE	664	-	-	-	-	-	-
Contractual Services Total		1,378,952	1,570,505	1,502,510	1,796,665	1,547,711	1,938,880	2,097,160
Transfers	TRANSFER TO FUND 410	-	-	5,500,000	-	-	-	-
Transfers	TRANSFER TO FUND 406	350,000	250,000	-	-	-	-	-
Transfers	TRSF TO UNEMPLOY COMP FUND	-	-	7,704	-	-	-	-
Transfers Total		350,000	250,000	5,507,704	-	-	-	-
Debt	LEASE PRINCIPAL	-	69,263	69,263	69,258	69,263	69,263	84,100
Debt	LEASE PAYMENTS	-	-	16,118	81,502	10,424	50,425	107,392
Debt	INTEREST EXPENSE	-	23,395	23,395	23,400	23,395	23,395	8,570
Debt	CAPITAL LEASE PRINCIPAL	65,984	-	-	-	-	-	-
Debt	CAPITAL LEASE INTEREST	26,674	-	-	-	-	-	-
Debt Total		92,658	92,658	108,776	174,160	103,082	143,083	200,062
Capital Outlay	CAPITAL EXPENDITURES	658,612	8,661	452,310	229,083	109,950	16,300	15,000
Capital Outlay	CAPITAL ASSETS	-	117,845	79,648	33,578	7,362	14,600	-
Capital Outlay	UNUSUAL ITEMS	46,343	-	-	-	-	-	-
Capital Outlay Total		704,955	126,506	531,958	262,661	117,312	30,900	15,000
Grand Total		8,380,163	8,066,358	14,114,917	10,812,722	9,570,417	12,691,556	13,650,090

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**GENERAL FUND
ADMINISTRATION**

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
Benefits	OPTUM-HSA	12,807	13,096	11,346	10,000	10,884	-	-
Benefits	UNEMPLOYMENT COMPENSATIO	30,031	7,641	11,655	5,552	-	-	-
Benefits	WORKERS COMP	3,563	-	-	-	-	-	-
Benefits	INSURANCE	(8,899)	1,744	0	-	-	-	-
Benefits Total		37,502	22,481	23,001	15,552	10,884	-	-
Supplies	OFFICE SUPPLIES	8,018	8,019	7,057	7,188	5,978	20,000	20,000
Supplies	POSTAGE	6,172	10,073	6,245	4,730	3,190	10,000	10,000
Supplies Total		14,190	18,092	13,302	11,918	9,168	30,000	30,000
Operating	AUTO LIABILITY INSURANCE	30,006	32,205	60,891	-	-	-	-
Operating	REAL & PERSONAL PROPERTY IN	36,506	39,405	15,095	-	-	-	-
Operating	DUES, SUBSCRIPTIONS, & PUB	12,245	9,194	11,743	14,985	9,743	13,300	13,300
Operating	PRINTING, COPY & PHOTO	2,011	2,777	1,867	36,209	11,273	10,000	10,000
Operating	GENERAL LIABILITY INSURANCE	15,529	15,907	18,142	-	-	-	-
Operating	ERRORS & OMISSIONS INS.	7,591	10,292	8,610	-	-	-	-
Operating	OTHER OPERATING EXPENSES	179	441	2,718	4,761	160	2,500	2,500
Operating	STRATEGIC PLANNING	-	-	-	-	1,921	5,000	5,000
Operating	LATE PAYMENT PENALTIES	-	-	1,111	11	-	-	-
Operating	COMMUNITY BEAUTIFICATION	(19,853)	-	-	-	-	-	-
Operating Total		84,214	110,221	120,177	55,966	23,097	30,800	30,800
Utilities	ELECTRICITY	-	1,104	-	10,091	757	-	-
Utilities	NATURAL GAS	930	930	-	-	-	-	-
Utilities Total		930	2,034	-	10,091	757	-	-
Contractual Serv	OTHER PROFESSIONAL SVCS	4,887	366	5,000	30,200	-	2,000	22,000
Contractual Serv	TECHNOLOGY CONTRACTED SV:	-	-	-	-	-	10,000	10,000
Contractual Services Total		4,887	366	5,000	30,200	-	12,000	32,000
Capital Outlay	CAPITAL ASSETS	-	10,500	-	-	-	-	-
Capital Outlay Total		-	10,500	-	-	-	-	-
Grand Total		141,723	163,694	161,480	123,727	43,906	72,800	92,800

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**GENERAL FUND
CITY COUNCIL**

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
Operating	CONF, TRAIN, & TRVL - MAYOR	1,956	215	1,255	5,235	8,710	10,000	10,000
Operating	CONF, TRAIN, & TRVL - PLACE 1	1,356	4,450	4,171	1,863	3,860	10,000	10,000
Operating	CONF, TRAIN, & TRVL - PLACE 2	2,138	1,389	1,001	1,141	90	10,000	10,000
Operating	CONF, TRAIN, & TRVL - PLACE 3	1,207	3,479	2,910	9,713	8,586	10,000	10,000
Operating	CONF, TRAIN, & TRVL - PLACE 4	1,094	233	-	1,339	3,710	10,000	10,000
Operating	CONF, TRAIN, & TRVL - PLACE 5	3,569	1,424	6,884	1,700	5,358	10,000	10,000
Operating	CONF, TRAIN, & TRVL - PLACE 6	2,190	288	-	811	5,344	10,000	10,000
Operating	COUNCIL INITIATIVES	1,189	-	2,585	3,346	2,141	-	23,500
Operating	OTHER COUNCIL EXPENSES	2,136	647	3,289	4,437	10,655	5,000	5,000
Operating	STRATEGIC PLANNING	-	1,246	-	7,768	1,504	10,000	10,000
Operating	PRINTING, COPY & PHOTO	681	130	545	-	362	2,000	2,000
Operating	INSURANCE CLAIMS (DEDUCTIBLE)	4,512	-	-	-	-	-	-
Operating Total		22,028	13,501	22,640	37,353	50,320	87,000	110,500
Utilities	CITY COUNCIL CELL PHONES	-	2,786	3,590	3,550	5,825	4,000	4,000
Utilities Total		-	2,786	3,590	3,550	5,825	4,000	4,000
Events	SPONSORSHIPS (Close Up)	-	-	-	-	-	-	20,600
Events Total		-	-	-	-	-	-	20,600
Contractual Serv	LEGAL SERVICES	77,671	79,438	145,627	110,297	86,178	135,000	135,000
Contractual Serv	AUDITING	10,000	71,750	28,300	31,948	-	36,750	37,500
Contractual Services Total		87,671	151,188	173,927	142,245	86,178	171,750	172,500
Grand Total		109,699	167,475	200,157	183,148	142,323	262,750	307,600

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**GENERAL FUND
CITY MANAGER OFFICE**

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
Salaries	EXEMPT SALARY	257,066	311,752	326,684	339,568	358,438	389,157	483,003
Salaries	REG. SALARIES FULL TIME	54,627	47,402	70,401	23,419	9,718	74,252	-
Salaries	CAR ALLOWANCE	-	-	-	-	6,425	-	6,000
Salaries	OVERTIME	-	-	3,220	-	-	-	-
Salaries	LONGEVITY PAY	-	-	-	-	-	-	1,160
Salaries Total		311,693	359,154	400,305	362,987	374,581	463,409	490,163
Benefits	PAYROLL TAXES FICA	23,184	24,471	26,101	22,513	25,458	31,527	31,524
Benefits	INSURANCE	22,547	22,132	18,123	18,987	26,575	27,929	33,593
Benefits	T.M.R.S	9,568	12,738	13,837	17,512	16,108	23,170	21,153
Benefits	WORKERS COMP	2,617	8,119	2,920	3,844	3,856	3,540	3,540
Benefits	PERFORMANCE INCREASES	-	-	-	-	-	13,902	9,040
Benefits	OPTUM-HSA	-	-	-	-	-	1,000	1,000
Benefits Total		57,916	67,460	60,981	62,856	71,997	101,068	99,850
Supplies	GASOLINE & FUELS	1,227	1,539	1,984	-	-	-	-
Supplies	RELOCATION REIMBURSEMENTS	-	-	-	3,000	-	-	-
Supplies	SMALL OFFICE EQUIPMENT	-	-	-	60	-	450	450
Supplies	UNIFORM & CLOTHING	-	288	-	-	-	-	-
Supplies Total		1,227	1,827	1,984	3,060	-	450	450
Repairs and Maintenance	R & M AUTO/TRUCK	133	903	387	461	644	2,000	2,000
Repairs and Maintenance Total		133	903	387	461	644	2,000	2,000
Operating	CONFERENCE, TRAINING, & TRAVEL	1,963	2,633	1,765	2,006	2,170	12,000	12,000
Operating	DUES, SUBSCRIPTIONS, & PUB	100	1,683	1,666	2,520	165	4,000	4,000
Operating	STRATEGIC PLANNING	420	578	1,971	1,697	365	3,000	3,000
Operating Total		2,483	4,894	5,402	6,223	2,700	19,000	19,000
Grand Total		373,452	434,238	469,059	435,587	449,922	585,927	611,463

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**GENERAL FUND
CITY SECRETARY**

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
Salaries	EXEMPT SALARY	77,092	85,243	87,438	101,970	86,314	101,022	107,013
Salaries Total		77,092	85,243	87,438	101,970	86,314	101,022	107,013
Benefits	INSURANCE	9,930	9,536	10,140	10,998	10,598	12,680	13,686
Benefits	PAYROLL TAXES FICA	5,635	6,138	6,260	7,027	5,615	7,960	8,350
Benefits	T.M.R.S	2,368	3,029	3,022	5,197	3,742	5,051	5,008
Benefits	WORKERS COMP	1,745	1,929	973	1,281	1,285	1,180	1,180
Benefits	PERFORMANCE INCREASES	-	-	-	-	-	3,031	2,140
Benefits Total		19,678	20,632	20,395	24,503	21,240	29,902	30,364
Operating	ADVERTISING & LEGAL PUBLI	8,542	11,781	8,902	21,812	6,528	14,000	14,000
Operating	CONFERENCE, TRAINING, & TRAVE	-	-	809	970	1,590	2,650	2,795
Operating	DUES, SUBSCRIPTIONS, & PUB	247	-	198	200	125	500	500
Operating Total		8,789	11,781	9,909	22,982	8,243	17,150	17,295
Contractual Services	APPRAISAL DISTRICT ALLOCATION	31,027	34,488	43,231	51,253	48,068	54,700	-
Contractual Services	ELECTION EXPENSES	28,415	24,754	15,088	67,649	-	18,000	30,700
Contractual Services	CONTRACT FOR TAXES	10,519	11,388	13,409	14,312	15,437	15,000	-
Contractual Services	CODIFICATION	4,957	1,015	520	3,209	3,570	2,700	1,200
Contractual Services Total		74,918	71,645	72,248	136,423	67,075	90,400	31,900
Capital Outlay	CAPITAL ASSETS	-	-	-	-	-	3,600	-
Capital Outlay Total		-	-	-	-	-	3,600	-
Grand Total		180,477	189,301	189,990	285,878	182,872	242,074	186,572

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**GENERAL FUND
HUMAN RESOURCES**

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
Salaries	EXEMPT SALARY	94,051	96,089	99,468	81,737	91,151	107,180	113,587
Salaries	REG. SALARIES FULL TIME	43,738	-	-	31,775	39,489	27,835	62,675
Salaries	REG. SALARIES PART TIME	-	1,788	32,009	47,001	4,713	-	-
Salaries Total		137,789	97,877	131,477	160,513	135,353	135,015	176,262
Benefits	PAYROLL TAXES FICA	10,202	7,474	10,058	11,498	8,984	10,639	13,754
Benefits	T.M.R.S	4,231	3,430	3,423	5,627	5,539	5,359	16,690
Benefits	INSURANCE	7,161	327	70	504	6,059	7,641	8,249
Benefits	WORKERS COMP	2,908	2,205	1,947	1,922	1,928	2,190	2,360
Benefits	PERFORMANCE INCREASES	-	-	-	-	-	4,050	3,525
Benefits	UNEMPLOYMENT COMPENSATION	-	-	-	-	(10)	-	-
Benefits Total		24,502	13,436	15,498	19,551	22,500	29,879	44,578
Operating	AUTO LIABILITY INSURANCE	-	-	3,576	91,094	1,000	24,000	48,000
Operating	FIRE & PROPERTY INSURANCE	-	-	-	20,683	-	39,500	41,500
Operating	MEDICAL/PHYSICAL EXAMS	4,972	10,739	3,783	4,750	20,527	27,593	15,500
Operating	GENERAL LIABILITY INSURANCE	-	-	979	19,052	-	15,500	17,000
Operating	EMPLOYEE RELATIONS	5,230	609	125	1,960	15,390	8,000	16,000
Operating	EMPLOYEE BACKGROUND CHECK	1,426	2,280	3,662	8,235	4,798	5,000	7,000
Operating	PERSONNEL TRAINING	-	2,890	3,900	540	3,000	6,000	6,000
Operating	ERRORS & OMISSIONS INS.	-	-	-	9,510	-	5,500	5,500
Operating	ADVERTISING & LEGAL PUBLI	2,307	-	910	-	-	3,000	3,000
Operating	CONFERENCE, TRAINING, & TRAVE	-	-	175	(30)	-	3,000	4,000
Operating	DUES, SUBSCRIPTIONS, & PUB	385	344	344	327	84	500	500
Operating	EMPLOYEE IMMUNIZATIONS	-	-	-	-	-	500	500
Operating	ACTIVITIES & EVENTS	-	-	-	96	113	-	-
Operating	PRINTING, COPY & PHOTO	-	33	75	-	76	-	-
Operating Total		14,320	16,895	17,529	156,217	44,988	138,093	164,500
Contractual Service:	OTHER PROFESSIONAL SVCS	21,203	18,249	20,810	18,000	21,500	30,500	30,500
Contractual Service:	TECHNOLOGY CONTRACTED SVS	-	498	-	-	-	-	500
Contractual Services Total		21,203	18,747	20,810	18,000	21,500	30,500	31,000
Grand Total		197,814	146,955	185,314	354,281	224,341	333,487	416,340

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**GENERAL FUND
INFORMATION TECHNOLOGY**

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
Salaries	EXEMPT SALARY	63,182	69,998	68,715	127,540	123,917	145,034	153,749
Salaries	REG. SALARIES FULL TIME	-	2,217	-	220	-	-	-
Salaries Total		63,182	72,215	68,715	127,760	123,917	145,034	153,749
Benefits	INSURANCE	6,955	6,671	5,304	9,871	16,608	14,595	15,550
Benefits	PAYROLL TAXES FICA	4,782	5,470	5,208	9,398	8,487	11,428	11,997
Benefits	T.M.R.S	1,939	2,566	2,380	6,759	5,373	7,252	7,195
Benefits	WORKERS COMP	1,745	1,634	973	1,281	2,570	2,360	2,360
Benefits	PERFORMANCE INCREASES	-	-	-	-	-	4,351	3,075
Benefits	OPTUM-HSA	-	-	-	-	-	500	500
Benefits Total		15,421	16,341	13,865	27,309	33,038	40,486	40,677
Repairs and Maintenance	HARDWARE	33,250	38,976	17,133	60,738	21,750	30,000	48,000
Repairs and Maintenance Total		33,250	38,976	17,133	60,738	21,750	30,000	48,000
Operating	SOFTWARE LICENSING	57,611	81,024	87,712	116,493	72,274	76,609	152,260
Operating	CELL PHONES & WIRELESS CARDS	27,153	26,282	44,709	46,646	33,965	44,000	44,000
Operating	SOFTWARE	2,202	471	792	14,307	20	5,000	5,000
Operating	CONFERENCE, TRAINING, & TRAVE	-	-	-	-	-	2,000	2,000
Operating	DUES, SUBSCRIPTIONS, & PUB	-	-	175	-	-	-	-
Operating	OTHER OPERATING EXPENSES	-	22	-	-	-	-	-
Operating Total		86,966	107,799	133,388	177,446	106,259	127,609	203,260
Utilities	TELECOMMUNICATIONS	83,456	103,666	81,278	80,218	83,334	65,370	96,470
Utilities	INTERNET SERVICE	-	-	-	214	-	-	-
Utilities Total		83,456	103,666	81,278	80,432	83,334	65,370	96,470
Contractual Services	ANNUAL SOFTWARE MAINTENANCI	81,022	80,800	69,464	34,752	79,614	71,740	76,410
Contractual Services	OPERATING LEASES-COPIERS	30,318	23,340	13,554	13,683	10,779	16,200	16,800
Contractual Services	OTHER PROFESSIONAL SVCS	36,750	1,080	1,593	-	5,654	23,410	-
Contractual Services	WEBSITE HOSTING FEES	13,376	12,516	6,063	11,696	-	5,900	13,400
Contractual Services Total		161,466	117,736	90,674	60,131	96,047	117,250	106,610
Capital Outlay	CAPITAL EXPENDITURES	-	-	-	-	-	-	15,000
Capital Outlay Total		-	-	-	-	-	-	15,000
Grand Total		443,741	456,733	405,053	533,816	464,345	525,749	663,766

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**GENERAL FUND
COMMUNITY ENGAGEMENT**

		2019-20	2020-21	2021-22	2022-23	2023-24	2023-24	2024-25
		Actual	Actual	Actual	Actual	Actual	Budget	Operating Budget
Salaries	REG. SALARIES FULL TIME	11,647	36,050	27,548	56,555	50,433	59,037	62,657
Salaries	EXEMPT SALARY	65,188	51,391	-	-	-	-	-
Salaries	REG. SALARIES PART TIME	24,245	13,694	(264)	-	-	-	-
Salaries	OVERTIME	105	-	267	-	-	-	-
Salaries Total		101,185	101,135	27,551	56,555	50,433	59,037	62,657
Benefits	INSURANCE	10,802	9,884	1,410	3,296	37	8,020	8,547
Benefits	PAYROLL TAXES FICA	7,482	7,528	2,092	4,128	3,500	4,652	4,889
Benefits	T.M.R.S	3,070	2,994	820	2,850	2,187	2,952	2,932
Benefits	WORKERS COMP	2,617	2,308	1,947	1,281	1,285	1,180	1,180
Benefits	PERFORMANCE INCREASES	-	-	-	-	-	1,771	1,253
Benefits Total		23,971	22,714	6,269	11,555	7,009	18,575	18,801
Supplies	CEREMONIAL SUPPLIES	-	-	392	-	-	3,000	3,000
Supplies	OTHER SMALL EQUIPMENT	-	-	-	-	1,981	2,000	2,000
Supplies	GASOLINE & FUELS	114	999	2,143	-	-	-	-
Supplies	OPERATING SUPPLIES	4	-	99	80	272	800	800
Supplies	UNIFORM & CLOTHING	28	-	86	-	48	250	250
Supplies	OFFICE SUPPLIES	-	-	-	-	-	300	300
Supplies	PARK MOVIES	158	-	-	-	-	-	-
Supplies Total		304	999	2,720	80	2,301	6,350	6,350
Repairs and Maintenance	R&M SIGNS & MARKINGS	-	-	-	-	-	1,000	-
Repairs and Maintenance	R & M AUTO/TRUCK	81	533	115	163	-	-	-
Repairs and Maintenance Total		81	533	115	163	-	1,000	-
Operating	HOLIDAY GIVING	1,151	2,400	4,560	2,290	-	-	-
Operating	CITIZEN LIBRARY PROGRAM	-	-	-	-	-	3,750	3,750
Operating	COMMUNITY BEAUTIFICATION	-	-	500	-	-	3,000	3,000
Operating	CONFERENCE, TRAINING, & TRAVE	259	334	-	-	-	1,500	3,000
Operating	DUES, SUBSCRIPTIONS, & PUB	408	2,968	-	-	-	-	150
Operating	PRINTING, COPY & PHOTO	146	520	75	-	575	1,000	1,000
Operating Total		1,964	6,222	5,135	2,290	575	9,250	10,900
Utilities	ELECTRICITY	-	1,004	-	11,122	1,102	-	-
Utilities Total		-	1,004	-	11,122	1,102	-	-
Events	SPECIAL EVENTS	-	-	-	8,276	56,716	200,270	197,099
Events	NEWSLETTER	-	-	-	11,874	22,221	8,000	12,000
Events	CHRISTMAS CELEBRATION	9,711	-	15,361	28,099	-	-	-
Events	BACK TO SCHOOL EVENT	2,500	3,000	2,364	3,774	-	-	-
Events	YOUTH OUTREACH	-	-	-	-	-	2,500	2,500
Events	SPECIAL CELEBRATIONS	292	-	90	124	890	1,500	1,500
Events	PARK EVENTS	623	-	3,607	-	-	-	-
Events	BLACK HISTORY MONTH	652	-	-	2,917	-	-	-
Events	VETERAN'S MEMORIAL 5K RACE	3,425	-	-	-	-	-	-
Events	CINCO DE MAYO	-	-	1,919	400	326	-	-
Events	GLENN HEIGHTS CONNECT	(11)	-	929	1,418	-	-	-
Events	FAMILY FESTIVAL JUNETEENTH	2,000	-	-	-	203	-	-
Events	VETERANS DAY EVENT	783	-	408	-	-	-	-
Events	CITY 50TH ANNIVERSARY PLANNING	400	-	-	-	-	-	-
Events Total		20,375	3,000	24,678	56,882	80,356	212,270	213,099
Contractual Services	MARKETING & COMMUNICATIONS	1,225	-	125	12,122	12,631	13,000	15,000
Contractual Services	OTHER PROFESSIONAL SVCS	-	350	-	-	-	-	-
Contractual Services Total		1,225	350	125	12,122	12,631	13,000	15,000
Grand Total		149,105	135,957	66,593	150,769	154,407	319,482	326,807

**City of Glenn Heights
Proposed Operating Budget
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**GENERAL FUND
FINANCE**

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
Salaries	EXEMPT SALARY	146,270	144,860	115,018	127,426	137,317	180,641	176,300
Salaries	REG. SALARIES FULL TIME	19,343	46,054	-	-	-	25,433	-
Salaries	REG. SALARIES PART TIME	-	207	3,907	9,630	11,486	21,000	-
Salaries	OVERTIME	-	30	-	-	-	-	-
Salaries Total		165,613	191,151	118,925	137,056	148,803	227,074	176,300
Benefits	INSURANCE	20,334	24,111	14,164	12,141	13,132	14,533	17,257
Benefits	PAYROLL TAXES FICA	11,939	13,217	8,141	9,496	9,261	16,238	13,757
Benefits	T.M.R.S	5,090	6,847	4,041	6,991	5,890	9,032	8,251
Benefits	WORKERS COMP	2,617	4,327	1,947	3,203	2,570	3,370	2,360
Benefits	PERFORMANCE INCREASES	-	-	-	-	-	6,182	3,526
Benefits	OPTUM-HSA	-	-	-	-	-	500	-
Benefits Total		39,980	48,502	28,293	31,831	30,853	49,855	45,151
Supplies	FORMS	-	-	-	58	-	500	500
Supplies	UNIFORM & CLOTHING	-	-	-	-	-	-	300
Supplies	SMALL OFFICE EQUIPMENT	-	-	-	-	-	300	-
Supplies Total		-	-	-	58	-	800	800
Operating	MERCHANT (CC) FEES	-	-	-	36,777	20,104	30,000	27,000
Operating	PRINTING, COPY & PHOTO	2,309	2,078	2,331	4,476	284	6,000	3,000
Operating	CONFERENCE, TRAINING, & TRAVE	1,271	1,875	472	700	900	3,500	3,850
Operating	DUES, SUBSCRIPTIONS, & PUB	710	500	3,750	1,515	1,031	1,000	640
Operating	BANK/PAYMENT FEES	267	332	309	2,598	813	400	1,800
Operating	LATE PAYMENT PENALTIES	-	-	-	415	1,681	-	1,400
Operating	OPERATING EXPENSES	-	3	99	688	-	-	-
Operating	CASH SHORT (OVER)	-	0	-	-	-	-	-
Operating Total		4,557	4,788	6,961	47,169	24,813	40,900	37,690
Contractual Services	ANNUAL SOFTWARE MAINTENANCE	-	-	-	255,778	113,918	113,300	116,700
Contractual Services	APPRAISAL DISTRICT ALLOCATION	-	-	-	-	-	-	66,070
Contractual Services	TEMP CONTRACT LABOR	6,666	-	9,585	1,940	-	-	-
Contractual Services	CONTRACT FOR TAXES	-	-	-	-	-	-	15,600
Contractual Services	AUDITING	-	-	-	5,000	-	-	-
Contractual Services	FINANCE DIR RELOCATION	1,085	-	-	-	-	-	-
Contractual Services	CONSULTANT FEES	1,067	-	-	-	-	-	-
Contractual Services Total		8,818	-	9,585	262,718	113,918	113,300	198,370
Capital Outlay	CAPITAL EXPENDITURES	-	-	275,000	-	-	-	-
Capital Outlay Total		-	-	275,000	-	-	-	-
Grand Total		218,968	244,441	438,764	478,832	318,387	431,929	458,311

**City of Glenn Heights
Proposed Operating Budget
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**GENERAL FUND
MUNICIPAL COURT**

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
Salaries	EXEMPT SALARY	75,062	66,301	68,692	76,552	71,590	83,789	88,740
Salaries	REG. SALARIES FULL TIME	1,865	-	-	-	-	-	-
Salaries Total		76,927	66,301	68,692	76,552	71,590	83,789	88,740
Benefits	INSURANCE	6,070	8,717	10,140	10,998	10,598	12,680	13,686
Benefits	PAYROLL TAXES FICA	5,716	4,911	4,964	5,764	4,655	6,602	6,924
Benefits	T.M.R.S	2,361	2,360	2,374	4,205	3,104	4,189	4,153
Benefits	WORKERS COMP	872	1,500	973	1,281	1,285	1,180	1,180
Benefits	PERFORMANCE INCREASES	-	-	-	-	-	2,514	1,775
Benefits Total		15,019	17,488	18,451	22,248	19,642	27,165	27,718
Supplies	FORMS	2,736	1,705	970	1,072	-	1,500	1,000
Supplies	OFFICE SUPPLIES	142	-	-	-	-	-	-
Supplies Total		2,878	1,705	970	1,072	-	1,500	1,000
Operating	MERCHANT (CC) FEES	3,459	4,624	5,324	-	-	-	-
Operating	CONFERENCE, TRAINING, & TRAVE	1,982	150	714	812	741	1,500	1,500
Operating	DUES, SUBSCRIPTIONS, & PUB	-	-	151	237	405	260	400
Operating Total		5,441	4,774	6,189	1,049	1,146	1,760	1,900
Contractual Services	MUNICIPAL JUDGE	24,675	24,025	28,000	33,000	30,000	36,000	36,000
Contractual Services	COURT PROSECUTOR	10,698	12,920	3,145	6,581	2,960	8,000	8,000
Contractual Services	ANNUAL SOFTWARE MAINTENANCI	-	-	-	4,287	-	-	-
Contractual Services	ARRAIGNMENTS / ASSOCIATE JUDC	-	1,450	-	675	-	1,000	1,000
Contractual Services	OMNIBASE	-	-	-	1,075	742	-	-
Contractual Services	OTHER PROFESSIONAL SVCS	(471)	-	-	-	-	800	800
Contractual Services Total		34,902	38,395	31,145	45,618	33,702	45,800	45,800
Grand Total		135,167	128,663	125,447	146,539	126,080	160,014	165,158

**City of Glenn Heights
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**GENERAL FUND
FIRE DEPARTMENT**

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
Salaries	REG. SALARIES FULL TIME	818,716	879,004	929,718	1,114,922	1,022,064	1,219,326	1,281,686
Salaries	EXEMPT SALARY	97,845	98,252	203,021	269,675	179,340	245,081	240,361
Salaries	OVERTIME	110,190	99,870	53,878	83,957	132,114	194,978	193,217
Salaries	HOLIDAY PAY	-	28,379	33,523	36,408	46,915	42,556	65,000
Salaries	CERTIFICATION PAY	11,441	13,372	13,907	16,343	13,047	19,200	19,200
Salaries	LONGEVITY PAY	5,508	6,425	7,169	8,669	6,496	9,208	7,868
Salaries	ASSIGNMENT PAY	8,710	7,200	7,200	1,200	5,600	7,200	7,200
Salaries	HAZARD PAY	-	20,800	-	-	-	-	-
Salaries	REG. SALARIES PART TIME	7,150	-	-	-	-	-	-
Salaries Total		1,059,560	1,153,302	1,248,416	1,531,174	1,405,576	1,737,549	1,814,532
Benefits	INSURANCE	122,822	113,606	112,934	130,072	128,868	199,329	231,191
Benefits	PAYROLL TAXES FICA	78,937	85,379	90,844	107,411	94,447	134,110	139,070
Benefits	T.M.R.S	32,760	41,626	43,266	78,067	59,925	73,220	71,232
Benefits	WORKERS COMP	18,320	22,108	18,496	21,781	24,418	25,876	27,138
Benefits	PERFORMANCE INCREASES	-	-	-	-	-	43,932	30,441
Benefits	OPTUM-HSA	-	-	-	-	-	3,000	3,000
Benefits Total		252,839	262,719	265,540	337,331	307,658	479,467	502,072
Supplies	AMBULANCE SUPPLIES	27,718	25,037	36,334	34,207	40,142	64,000	64,000
Supplies	PERSONAL PROTECTIVE EQUIPMEI	24,508	12,704	20,305	4,896	20,403	57,404	35,000
Supplies	UNIFORM & CLOTHING	13,441	15,068	9,863	11,490	19,559	19,854	19,900
Supplies	R & M SMALL EQUIPMENT	18,807	7,467	8,478	3,046	5,122	18,830	18,830
Supplies	FIRE EQUIPMENT & TOOLS	3,228	1,769	25,347	3,844	4,208	10,200	10,200
Supplies	GASOLINE & FUELS	9,813	7,578	21,101	152	-	-	-
Supplies	OTHER SMALL EQUIPMENT	-	-	-	13,408	6,575	8,070	8,070
Supplies	CHEMICALS	-	-	-	-	470	360	500
Supplies Total		97,515	69,623	121,428	71,043	96,479	178,718	156,500
Repairs and Maintenanc	R & M AUTO/TRUCK	25,504	68,816	37,504	33,705	43,989	30,500	30,500
Repairs and Maintenanc	R&M AUTO/TRUCK	-	-	-	492	-	-	-
Repairs and Maintenance Total		25,504	68,816	37,504	34,197	43,989	30,500	30,500
Operating	CONFERENCE, TRAINING, & TRAVE	3,139	3,332	8,929	18,694	48,294	60,181	60,800
Operating	EMERGENCY MANAGEMENT	9,881	11,168	12,132	9,994	10,302	11,760	21,760
Operating	DUES, SUBSCRIPTIONS, & PUB	8,671	8,080	10,315	8,970	9,502	14,718	15,100
Operating	OTHER OPERATING EXPENSES	692	784	1,067	1,569	1,043	3,000	24,200
Operating	E-911 SERVICES	10,575	-	9,222	-	-	-	-
Operating	YOUTH PROGRAM	86	1,129	-	8,915	1,256	3,095	3,100
Operating	EMPLOYEE RELATIONS	3,537	187	-	-	2,818	3,850	3,850
Operating	FIRE PREVENTION	619	1,318	-	1,111	1,826	3,000	3,000
Operating	PRINTING, COPY & PHOTO	-	-	-	76	136	-	-
Operating Total		37,200	25,998	41,665	49,329	75,177	99,604	131,810
Utilities	ELECTRICITY	-	301	-	797	-	-	-
Utilities Total		-	301	-	797	-	-	-
Contractual Services	EMS BILLING SERVICE	25,149	23,958	27,807	32,708	28,953	24,200	32,000
Contractual Services	MEDICAL CONTROL	5,070	5,070	5,070	5,070	5,070	5,070	5,070
Contractual Services	LEXIPOL	8,122	6,207	-	-	-	-	-
Contractual Services	CPR INITIATIVE	-	-	2,443	594	495	2,660	2,660
Contractual Services	CERT INITIATIVE	70	-	-	-	-	500	500
Contractual Services Total		38,411	35,235	35,320	38,372	34,518	32,430	40,230
Debt	LEASE PRINCIPAL	-	69,263	69,263	69,258	69,263	69,263	84,100
Debt	INTEREST EXPENSE	-	23,395	23,395	23,400	23,395	23,395	8,570
Debt Total		-	92,658	92,658	92,658	92,658	92,658	92,670
Capital Outlay	CAPITAL EXPENDITURES	536,744	-	-	204,357	-	-	-
Capital Outlay Total		536,744	-	-	204,357	-	-	-
Grand Total		2,047,773	1,708,652	1,842,531	2,359,258	2,056,055	2,650,926	2,768,314

**City of Glenn Heights
Proposed Operating Budget
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**GENERAL FUND
POLICE DEPARTMENT**

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
Salaries	REG. SALARIES FULL TIME	1,273,866	1,196,669	1,304,892	1,681,512	1,626,112	2,150,839	2,242,507
Salaries	EXEMPT SALARY	94,754	91,769	124,619	193,365	180,489	206,764	221,858
Salaries	OVERTIME	109,776	109,673	100,117	119,526	133,033	60,239	43,669
Salaries	HOLIDAY PAY	-	28,841	43,286	50,753	56,139	45,578	60,635
Salaries	CERTIFICATION PAY	11,780	9,883	9,625	15,527	14,434	12,900	11,700
Salaries	HAZARD PAY	-	44,544	-	-	-	-	-
Salaries	ASSIGNMENT PAY	11,013	13,831	8,436	800	5,300	1,800	1,800
Salaries	LONGEVITY PAY	5,764	5,298	4,910	5,936	4,441	5,284	5,044
Salaries	CAR ALLOWANCE	-	-	1,000	-	-	-	-
Salaries Total		1,506,953	1,500,508	1,596,885	2,067,419	2,019,948	2,483,404	2,587,213
Benefits	INSURANCE	199,754	168,132	193,961	234,347	249,216	348,871	330,173
Benefits	PAYROLL TAXES FICA	111,626	111,141	112,695	146,518	134,424	194,000	200,411
Benefits	T.M.R.S	46,256	53,308	55,266	105,983	87,247	117,880	115,332
Benefits	WORKERS COMP	28,788	29,070	25,310	47,406	43,696	44,837	44,837
Benefits	PERFORMANCE INCREASES	-	-	-	-	-	70,728	49,287
Benefits	OPTUM-HSA	-	-	-	-	-	3,000	4,000
Benefits Total		386,424	361,651	387,232	534,254	514,583	779,316	744,040
Supplies	PRISONER EXPENSES	64,500	60,000	60,000	65,000	62,500	75,000	80,000
Supplies	GASOLINE & FUELS	37,141	27,940	70,380	242	-	-	-
Supplies	UNIFORM & CLOTHING	15,280	11,242	20,220	12,663	21,140	23,775	23,475
Supplies	PATROL SUPPLIES	37,962	2,694	9,580	11,342	13,397	26,570	24,695
Supplies	BALLISTIC VESTS	5,400	5,217	9,805	6,087	5,418	6,000	6,000
Supplies	CRIME SCENE SEARCH	2,749	760	2,361	2,948	3,202	4,500	4,500
Supplies	R & M SMALL EQUIPMENT	70	1,336	2,878	1,752	668	4,000	4,000
Supplies	SMALL OFFICE EQUIPMENT	348	575	-	1,860	414	1,000	1,000
Supplies	POSTAGE	92	264	120	84	20	500	500
Supplies	OTHER OPERATING SUPPLIES	-	-	26	-	-	-	-
Supplies Total		163,542	110,028	175,370	101,978	106,759	141,345	144,170
Repairs and Maintenance	R & M AUTO/TRUCK	54,775	34,981	28,727	54,348	28,880	25,000	27,000
Repairs and Maintenance	R & M STRUCTURES	-	-	-	11,792	-	-	-
Repairs and Maintenance Total		54,775	34,981	28,727	66,140	28,880	25,000	27,000
Operating	CONFERENCE, TRAINING, & TRAVE	12,388	10,701	15,613	14,437	18,539	36,080	32,800
Operating	E-911 SERVICES	-	10,547	-	3,128	7,841	10,500	10,500
Operating	DUES, SUBSCRIPTIONS, & PUB	4,912	5,382	3,989	5,927	5,808	7,250	8,650
Operating	ANIMAL SERVICES EXPENSE	3,207	2,861	4,698	4,824	6,449	6,600	10,350
Operating	PRINTING, COPY & PHOTO	1,052	1,743	1,409	2,460	500	1,500	1,500
Operating	DEMOLITIONS	-	-	-	-	-	-	10,000
Operating	OPERATING EXPENSES	164	2,224	157	-	306	500	500
Operating Total		21,723	33,458	25,866	30,776	39,443	62,430	74,300
Utilities	NATURAL GAS	98	-	-	-	-	-	-
Utilities Total		98	-	-	-	-	-	-
Contractual Services	SRRG EXPENSES	5,862	5,500	8,250	8,250	8,250	8,250	9,000
Contractual Services	CRIME PREVENTION	4,505	-	1,104	1,621	3,573	4,000	5,200
Contractual Services	OTHER PROFESSIONAL SVCS	-	700	1,777	485	12,402	1,300	2,500
Contractual Services	LEXIPOL	9,903	-	-	2,275	-	-	-
Contractual Services Total		20,270	6,200	11,131	12,631	24,225	13,550	16,700
Debt	LEASE PAYMENTS	-	-	16,118	81,502	10,424	50,425	107,392
Debt Total		-	-	16,118	81,502	10,424	50,425	107,392
Capital Outlay	CAPITAL EXPENDITURES	107,669	8,661	42,998	21,551	106,801	13,100	-
Capital Outlay Total		107,669	8,661	42,998	21,551	106,801	13,100	-
Grand Total		2,261,454	2,055,487	2,284,327	2,916,251	2,851,063	3,568,570	3,700,815

**City of Glenn Heights
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**GENERAL FUND
ECONOMIC DEVELOPMENT**

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
Salaries	EXEMPT SALARY	73,426	-	-	12,692	-	-	-
Salaries Total		73,426	-	-	12,692	-	-	-
Benefits	PAYROLL TAXES FICA	5,576	-	-	-	-	-	-
Benefits	T.M.R.S	2,288	259	-	-	-	-	-
Benefits	INSURANCE	1,654	51	-	-	-	-	-
Benefits	WORKERS COMP	872	(834)	-	-	-	-	-
Benefits Total		10,390	(524)	-	-	-	-	-
Operating	DUES, SUBSCRIPTIONS, & PUB	514	525	-	-	8,000	1,200	1,200
Operating	PUBLIC MEETINGS	920	500	500	-	-	1,500	1,500
Operating	CONFERENCE, TRAINING, & TRAVE	780	-	-	495	-	500	500
Operating	PRINTING, COPY & PHOTO	22	-	-	-	-	250	250
Operating Total		2,236	1,025	500	495	8,000	3,450	3,450
Grants	SMALL BUSINESS DEVEL GRANT	-	5,000	-	-	-	10,000	10,000
Grants Total		-	5,000	-	-	-	10,000	10,000
Contractual Services	OTHER PROFESSIONAL SVCS	-	-	4,582	3,008	2,867	3,500	35,000
Contractual Services	ADVERTISING CONTRACT	-	-	-	-	-	20,000	20,000
Contractual Services	CHAMBER OF COMM EXPENDITURE	664	-	-	-	-	-	-
Contractual Services Total		664	-	4,582	3,008	2,867	23,500	55,000
Grand Total		86,716	5,501	5,082	16,195	10,867	36,950	68,450

**City of Glenn Heights
Proposed Operating Budget
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**GENERAL FUND
STREET DEPARTMENT**

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
Salaries	REG. SALARIES FULL TIME	46,618	90,305	148,251	178,858	234,766	311,335	263,176
Salaries	EXEMPT SALARY	10,596	-	-	-	11,707	190,072	251,168
Salaries	OVERTIME	2,755	4,002	5,848	9,810	15,435	1,755	1,329
Salaries	HAZARD PAY	-	6,720	-	-	-	-	-
Salaries	CERTIFICATION PAY	-	-	-	-	-	600	2,100
Salaries	HOLIDAY PAY	-	301	234	374	1,077	-	-
Salaries Total		59,969	101,328	154,333	189,042	262,985	503,762	517,773
Benefits	INSURANCE	2,129	14,063	17,506	26,143	44,245	76,272	79,216
Benefits	PAYROLL TAXES FICA	4,538	7,207	11,805	14,360	23,729	39,643	40,236
Benefits	T.M.R.S	1,841	3,467	5,333	10,184	15,017	25,070	24,071
Benefits	WORKERS COMP	1,163	2,040	2,920	5,766	10,281	9,439	9,439
Benefits	PERFORMANCE INCREASES	-	-	-	-	-	15,042	10,287
Benefits	OPTUM-HSA	-	-	-	-	-	500	500
Benefits Total		9,671	26,777	37,564	56,453	93,272	165,966	163,749
Supplies	GASOLINE & FUELS	3,314	4,553	10,816	97,563	81,089	118,000	118,000
Supplies	JANITORIAL SUPPLIES	5,408	2,606	4,218	5,880	5,985	16,500	6,500
Supplies	R & M HEAVY EQUIPMENT	2,513	405	57	1,767	704	5,000	15,000
Supplies	UNIFORM & CLOTHING	271	435	913	2,478	2,813	5,202	5,249
Supplies	RENTAL EQUIPMENT	1,999	618	821	818	2,090	4,000	4,000
Supplies	OTHER SMALL EQUIPMENT	-	-	940	-	357	2,500	3,350
Supplies	SAFETY EQUIPMENT	196	384	275	361	421	449	4,000
Supplies	R & M SMALL EQUIPMENT	667	903	150	296	75	1,500	1,500
Supplies	HAND TOOLS	153	437	87	622	931	1,000	1,000
Supplies	OFFICE SUPPLIES	-	-	-	44	-	-	1,000
Supplies Total		14,521	10,341	18,277	109,829	94,465	154,151	159,599
Repairs and Maintenanc	R & M STREETS	58,276	36,620	30,573	28,233	60,873	100,000	250,000
Repairs and Maintenanc	R & M STRUCTURES	27,373	32,137	46,813	17,403	20,338	30,000	50,000
Repairs and Maintenanc	R&M SIGNS & MARKINGS	1,187	7,219	3,042	3,039	5,172	7,500	25,000
Repairs and Maintenanc	R & M AUTO/TRUCK	1,168	358	2,603	4,527	2,429	6,500	16,500
Repairs and Maintenanc	R&M HIGHWAY BEAUTIFICATION	188	-	218	120	153	30,000	10,000
Repairs and Maintenanc	R&M FUEL TANKS	887	-	-	-	-	-	-
Repairs and Maintenanc	HERITAGE PARK MAINTENANCE	-	-	-	-	206	-	-
Repairs and Maintenance Total		89,079	76,334	83,249	53,322	89,171	174,000	351,500
Operating	CONFERENCE, TRAINING, & TRAVE	-	750	398	-	1,681	1,522	16,100
Operating	DUES, SUBSCRIPTIONS, & PUB	-	201	90	-	891	1,000	1,000
Operating	INSURANCE CLAIMS (DEDUCTIBLE)	-	-	1,000	-	-	-	-
Operating	OPERATING EXPENSES	-	-	20	186	106	300	300
Operating Total		-	951	1,508	186	2,678	2,822	17,400
Utilities	ELECTRICITY	140,768	139,464	157,358	169,631	154,897	180,000	180,000
Utilities	NATURAL GAS	-	-	1,018	11,154	8,745	2,000	15,000
Utilities Total		140,768	139,464	158,376	180,785	163,642	182,000	195,000
Events	COMMUNITY CLEAN-UP EVENT	-	1,250	2,371	1,457	1,404	2,500	2,500
Events Total		-	1,250	2,371	1,457	1,404	2,500	2,500
Contractual Services	SANITATION SERVICES	817,575	993,778	880,777	941,841	936,921	1,100,000	1,100,000
Contractual Services	INF PLAN REV&INSPEC	-	14,053	16,257	-	-	20,000	20,000
Contractual Services	TRAFFIC SIGNAL MAINT	428	2,889	-	1,455	1,243	3,000	3,000
Contractual Services	JANITORIAL SERVICES	11,155	-	-	436	-	-	-
Contractual Services	TEMP CONTRACT LABOR	-	-	1,032	-	-	-	-
Contractual Services Total		829,158	1,010,720	898,066	943,732	938,164	1,123,000	1,123,000
Capital Outlay	CAPITAL EXPENDITURES	14,199	-	134,312	3,175	3,149	3,200	-
Capital Outlay Total		14,199	-	134,312	3,175	3,149	3,200	-
Grand Total		1,157,365	1,367,165	1,488,056	1,537,981	1,648,930	2,311,401	2,530,521

**City of Glenn Heights
Proposed Operating Budget
Fiscal Year 2024-25**

**GENERAL FUND
PLANNING & PERMITTING**

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
Salaries	EXEMPT SALARY	87,534	144,621	129,630	242,668	178,496	193,735	201,030
Salaries	REG. SALARIES FULL TIME	101,170	83,135	99,682	122,518	50,723	44,393	45,787
Salaries	REG. SALARIES PART TIME	-	-	-	22,580	5,561	-	-
Salaries	OVERTIME	-	232	-	513	138	-	-
Salaries	CERTIFICATION PAY	-	-	23	633	36	-	-
Salaries Total		188,704	227,988	229,335	388,912	234,954	238,128	246,817
Benefits	INSURANCE	25,434	11,153	22,872	34,979	20,941	25,934	24,399
Benefits	PAYROLL TAXES FICA	14,222	17,427	17,322	27,691	16,885	18,763	19,259
Benefits	T.M.R.S	5,723	7,967	7,948	18,376	10,173	11,906	11,551
Benefits	WORKERS COMP	5,234	5,977	4,867	6,406	3,856	3,540	3,540
Benefits	PERFORMANCE INCREASES	-	-	-	-	-	7,144	4,936
Benefits	UNEMPLOYMENT COMPENSATION	-	-	-	-	779	-	-
Benefits Total		50,613	42,524	53,009	87,452	52,634	67,287	63,685
Supplies	CODE BOOKS	2,999	824	334	454	88	2,000	2,000
Supplies	GASOLINE & FUELS	1,893	1,203	1,628	-	-	-	-
Supplies	UNIFORM & CLOTHING	149	484	386	453	18	500	750
Supplies	POSTAGE	-	168	-	-	15	200	500
Supplies	SMALL OFFICE EQUIPMENT	-	-	-	-	159	200	500
Supplies	FORMS	72	-	-	-	-	300	300
Supplies	HAND TOOLS	-	22	-	-	11	100	100
Supplies	OFFICE SUPPLIES	-	13	-	-	-	-	-
Supplies Total		5,113	2,714	2,348	907	291	3,300	4,150
Repairs and Maintenanc	HARDWARE	-	-	-	-	3,878	-	-
Repairs and Maintenanc	R & M AUTO/TRUCK	533	445	950	1,223	-	-	-
Repairs and Maintenanc	R&M SIGNS & MARKINGS	-	-	60	-	-	-	-
Repairs and Maintenance Total		533	445	1,010	1,223	3,878	-	-
Operating	MERCHANT (CC) FEES	25,264	12,755	24,567	-	-	-	-
Operating	CONFERENCE, TRAINING, & TRAVE	714	243	995	560	1,573	3,500	3,500
Operating	PRINTING, COPY & PHOTO	2,409	2,443	1,783	1,842	508	1,000	1,000
Operating	DUES, SUBSCRIPTIONS, & PUB	1,023	145	204	-	260	650	650
Operating	OTHER OPERATING EXPENSES	-	259	66	314	151	1,000	1,000
Operating	SOFTWARE	-	-	-	-	2,729	-	-
Operating	DEMOLITIONS	-	-	-	14	-	-	-
Operating Total		29,410	15,845	27,615	2,730	5,221	6,150	6,150
Contractual Services	INSPECTIONS	72,050	110,200	90,325	58,700	65,605	100,000	100,000
Contractual Services	CONSULTANT FEES	17,758	5,224	55,500	6,229	16,613	10,000	10,000
Contractual Services	OTHER PROFESSIONAL SVCS	-	-	-	76	-	-	50,000
Contractual Services	HEALTH DEPT FEES	3,676	3,901	4,072	4,624	4,105	5,400	5,400
Contractual Services	ENGINEERING SERVICES	1,550	-	-	-	-	-	-
Contractual Services Total		95,034	119,325	149,897	69,629	86,323	115,400	165,400
Grand Total		369,407	408,841	463,214	550,853	383,301	430,265	486,202

**Proposed Operating Budget
Fiscal Year 2024-25**

**GENERAL FUND
PARKS & RECREATION**

		2019-20	2020-21	2021-22	2022-23	2023-24	2023-24	2024-25
		Actual	Actual	Actual	Actual	Actual	Budget	Operating Budget
Salaries	REG. SALARIES FULL TIME	-	-	-	65,777	71,322	241,087	367,916
Salaries	EXEMPT SALARY	-	-	40,864	123,379	80,764	78,837	82,664
Salaries	REG. SALARIES PART TIME	-	-	38,608	97,886	98,512	-	-
Salaries	OVERTIME	-	-	-	9,492	341	2,380	800
Salaries Total		-	-	79,472	296,534	250,939	322,304	451,380
Benefits	PAYROLL TAXES FICA	-	-	6,062	21,284	15,777	25,390	35,220
Benefits	INSURANCE	-	-	3,371	9,951	15,182	30,590	30,618
Benefits	WORKERS COMP	-	-	-	7,047	11,567	9,769	14,819
Benefits	T.M.R.S	-	-	1,334	11,604	6,478	10,774	10,138
Benefits	PERFORMANCE INCREASES	-	-	-	-	-	9,598	9,012
Benefits	OPTUM-HSA	-	-	-	-	-	500	-
Benefits	UNEMPLOYMENT COMPENSATION	-	-	-	-	380	-	-
Benefits Total		-	-	10,767	49,886	49,384	86,621	99,807
Supplies	OPEARATING SUPPLIES	-	-	43	19,516	20,520	34,600	56,390
Supplies	UNIFORM & CLOTHING	-	-	56	1,200	-	1,500	3,000
Supplies	OFFICE SUPPLIES	-	-	-	52	238	500	1,750
Supplies	OTHER SMALL EQUIPMENT	-	-	-	222	-	1,000	1,200
Supplies Total		-	-	99	20,990	20,758	37,600	62,340
Repairs and Maintenance	R&M STRUCTURES	-	-	-	99	524	7,500	7,500
Repairs and Maintenance Total		-	-	-	99	524	7,500	7,500
Contractual Services	OTHER PROFESSIONAL SVCS	-	-	-	21,823	12,735	30,000	46,100
Contractual Services	TECHNOLOGY CONTRACTED SVS	-	-	-	-	17,710	-	14,250
Contractual Services	MARKETING & COMMUNICATIONS	-	-	-	-	118	3,500	800
Contractual Services Total		-	-	-	21,823	30,563	33,500	61,150
Operating	CONFERENCE, TRAINING, & TRAVE	-	-	-	-	1,284	2,000	4,300
Operating	PRINTING, COPY & PHOTO	-	-	-	336	-	1,200	2,500
Operating	DUES, SUBSCRIPTIONS, & PUB	-	-	-	211	342	1,000	1,000
Operating Total		-	-	-	547	1,626	4,200	7,800
Utilities	ELECTRICITY	-	-	-	459	1,398	20,000	20,000
Utilities	NATURAL GAS	-	-	-	-	-	10,000	10,000
Utilities Total		-	-	-	459	1,398	30,000	30,000
Events	PARK EVENTS	-	-	-	-	-	-	4,000
Events	COMMUNITY GARDEN	-	-	-	-	-	1,600	1,600
Events Total		-	-	-	-	-	1,600	5,600
Grand Total		-	-	90,338	390,338	355,192	523,325	725,577

**City of Glenn Heights
Proposed Operating Budget
Fiscal Year 2024-25**

**GENERAL FUND
MAINTENANCE**

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
Salaries	REG. SALARIES FULL TIME	-	67,242	123,531	196,171	91,862	44,821	47,691
Salaries	OVERTIME	-	2,427	9,940	13,217	4,335	625	625
Salaries	HAZARD PAY	-	4,800	-	-	-	-	-
Salaries	HOLIDAY PAY	-	171	449	1,298	-	-	-
Salaries Total		-	74,640	133,920	210,686	96,197	45,446	48,316
Benefits	INSURANCE	-	8,219	13,949	27,623	16,608	8,020	8,547
Benefits	PAYROLL TAXES FICA	-	5,626	10,194	15,774	6,674	3,579	3,769
Benefits	T.M.R.S	-	2,575	4,581	11,576	4,513	2,241	2,232
Benefits	WORKERS COMP	-	1,518	2,920	5,766	2,570	1,180	1,180
Benefits	PERFORMANCE INCREASES	-	-	-	-	-	1,345	954
Benefits Total		-	17,938	31,644	60,739	30,365	16,365	16,682
Supplies	R & M SMALL EQUIPMENT	868	784	1,506	2,234	1,432	2,000	2,000
Supplies	UNIFORM & CLOTHING	-	36	289	1,429	392	4,000	3,200
Supplies	GASOLINE & FUELS	1,748	1,672	5,030	-	-	-	-
Supplies	KIDDIE CUSHION	334	-	660	1,275	-	3,000	3,000
Supplies	OTHER SMALL EQUIPMENT	1,998	324	720	600	1,179	2,000	1,200
Supplies	OPEARATING SUPPLIES	12	-	29	347	3,311	2,500	-
Supplies	HAND TOOLS	268	306	120	20	559	1,000	1,000
Supplies	STRIPING	-	-	-	-	-	750	1,750
Supplies	SAFETY EQUIPMENT	-	-	415	247	194	345	250
Supplies Total		5,228	3,122	8,769	6,152	7,067	15,595	12,400
Repairs and Maintenance	HERITAGE PARK MAINTENANCE	2,963	1,550	1,936	2,781	14,812	110,000	50,000
Repairs and Maintenance	GATEWAY PARK MAINTENANCE	237	224	613	2,622	614	5,000	5,000
Repairs and Maintenance	R & M AUTO/TRUCK	172	497	330	533	1,284	2,500	3,500
Repairs and Maintenance	COURTNEY LANE PARK MAINTEN	237	224	477	539	659	2,500	2,500
Repairs and Maintenance	R&M SIGNS & MARKINGS	53	-	262	418	-	500	500
Repairs and Maintenance Total		3,662	2,495	3,618	6,893	17,369	120,500	61,500
Contractual Services	TECHNOLOGY CONTRACTED SV:	-	-	-	-	-	3,500	2,500
Contractual Services Total		-	-	-	-	-	3,500	2,500
Capital Outlay		-	107,345	79,648	33,578	7,362	11,000	-
Capital Outlay Total		-	107,345	79,648	33,578	7,362	11,000	-
Grand Total		8,890	205,540	257,599	318,048	158,360	212,406	141,398



WATER AND WASTEWATER FUND

City of Glenn Heights
Proposed Budget - Revenues and Expenses
Fiscal Year 2024-25

WATER & SEWER FUND

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
REVENUES	CHARGE FOR SERVICES	6,319,118	6,566,779	8,200,870	7,963,122	7,838,498	9,606,060	10,615,000
REVENUES	PERMITS AND LICENSES	-	159,425	64,473	-	-	-	-
REVENUES	GRANTS & CONTRIBUTIONS	-	422,090	-	-	-	-	-
REVENUES	MISCELLANEOUS	122,445	130,213	155,266	38,692	100,328	7,200	7,200
REVENUES	INTEREST	10,243	2,537	3,204	34,380	41,389	7,500	40,000
REVENUES	TRANSFERS IN/(OUT)	1,366,112	3,336,756	710,237	-	-	-	-
		7,817,918	10,617,800	9,134,050	8,036,194	7,980,215	9,620,760	10,662,200
EXPENSES	Salaries	582,164	589,523	570,399	528,165	465,412	568,369	591,400
EXPENSES	Benefits	205,146	114,363	97,369	151,861	125,964	211,090	202,287
EXPENSES	Supplies	52,533	58,407	268,579	153,172	30,264	101,520	386,100
EXPENSES	Repairs and Maintenance	47,011	65,288	92,426	59,381	72,272	91,500	218,000
EXPENSES	Operating	260,943	91,040	390,854	247,922	209,926	252,350	317,650
EXPENSES	Utilities	68,663	66,900	80,984	95,973	71,807	80,000	80,000
EXPENSES	Grants	-	263	-	-	-	-	-
EXPENSES	Contractual Services	4,767,789	4,998,059	6,249,164	7,337,255	5,049,329	7,945,310	7,951,000
EXPENSES	Transfers	96,050	21,000	21,000	21,000	15,750	21,000	-
EXPENSES	Debt	(15,096)	-	600,320	225,161	225,161	225,160	225,170
EXPENSES	Capital Outlay	355,257	320,737	(418,765)	19,846	9,669	-	-
		6,420,460	6,325,580	7,952,330	8,839,736	6,275,554	9,496,299	9,971,607
Revenues Less Expenses		1,397,458	4,292,220	1,181,720	(803,542)	1,704,661	124,461	690,593
Changes in net position:		(284,729)	(2,395,554)	987,522	2,822,784	664,581		
Unrestricted Net Position		1,112,729	1,896,666	2,169,242	2,019,242	2,369,242		3,059,835
Daily Operating Cost		16,354	16,394	22,877	24,107	17,124		27,319
Days in Reserve		68	115	94	83	138		112

**City of Glenn Heights
Proposed Budget Revenues and Expenses
Fiscal Year 202425**

WATER & SEWER REVENUES

	201920 Actual	202021 Actual	202122 Actual	202223 Actual	202324 Actual	202324 Budget	202425 Operating Budget
CHARGE FOR SERVICES RECONNECT FEES	28,518	(349)	16,849	32,884	45,080	30,000	30,000
CHARGE FOR SERVICES WATER METERS	8,880	7,753	178,566	188,813	8,181	65,000	35,000
CHARGE FOR SERVICES LATE CHARGES	144,393	51,300	328,356	338,088	148,010	145,000	300,000
CHARGE FOR SERVICES WATER SALES	2,980,018	3,221,502	3,905,344	3,672,612	3,340,654	4,764,520	4,750,000
CHARGE FOR SERVICES SEWER SALES	3,157,309	3,286,573	3,771,755	3,730,725	4,296,573	4,601,540	5,500,000
CHARGE FOR SERVICES Total	6,319,118	6,566,779	8,200,870	7,963,122	7,838,498	9,606,060	10,615,000
PERMITS AND LICENSES INF PLAN REV&INSPEC FEE	-	159,425	64,473	-	-	-	-
PERMITS AND LICENSES Total	-	159,425	64,473	-	-	-	-
GRANTS & CONTRIBUTIO GRANT REVENUES	-	422,090	-	-	-	-	-
GRANTS & CONTRIBUTIONS Total	-	422,090	-	-	-	-	-
MISCELLANEOUS CASH OVER AND SHORT	-	-	-	-	4	-	-
MISCELLANEOUS TAMPERING FEES	-	-	-	150	-	-	-
MISCELLANEOUS REPAIR REIMBURSEMENT	-	-	20,677	-	-	-	-
MISCELLANEOUS TAP FEES	11,975	13,656	4,450	15,350	-	5,000	5,000
MISCELLANEOUS MISC REVENUE	19,704	5,185	2,809	1,715	99,601	2,200	2,200
MISCELLANEOUS CONVENIENCE FEES	90,766	111,372	127,330	21,477	723	-	-
MISCELLANEOUS Total	122,445	130,213	155,266	38,692	100,328	7,200	7,200
INTEREST SIB INTEREST REVENUE	5,619	244	1,757	12,574	11,548	-	10,000
INTEREST INTEREST REVENUE	4,624	2,293	1,447	21,806	29,841	7,500	30,000
INTEREST Total	10,243	2,537	3,204	34,380	41,389	7,500	40,000
TRANSFERS IN/(OUT) TRANSFER FROM FUND 407	-	-	52,933	-	-	-	-
TRANSFERS IN/(OUT) TRANSFER FROM W/S CAPIT/	-	828,458	398,862	-	-	-	-
TRANSFERS IN/(OUT) TRANSFER FROM OTHER FUND	1,366,112	-	-	-	-	-	-
TRANSFERS IN/(OUT) TRANSFER FROM IMPACT FUND	-	2,508,298	258,442	-	-	-	-
TRANSFERS IN/(OUT) Total	1,366,112	3,336,756	710,237	-	-	-	-
Grand Total	7,817,918	10,617,800	9,134,050	8,036,194	7,980,215	9,620,760	10,662,200

City of Glenn Heights
Proposed Budget - Revenues and Expenses
Fiscal Year 2024-25

WATER & SEWER EXPENSES

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
Salaries	REG. SALARIES FULL TIME	504,388	467,783	435,881	381,671	357,652	504,243	522,734
Salaries	EXEMPT SALARY	90,134	98,894	115,187	151,518	108,493	58,889	64,651
Salaries	OVERTIME	12,771	23,910	18,325	12,682	15,458	5,237	4,015
Salaries	HOLIDAY PAY	-	659	437	1,935	1,753	-	-
Salaries	CERTIFICATION PAY	1,533	837	570	-	242	-	-
Salaries	HAZARD PAY	-	(2,560)	-	-	-	-	-
Salaries	ACCRUED WAGES (AUDIT)	(26,661)	-	-	-	-	-	-
Salaries	COMPENSATED ABSENCES	-	-	-	(19,641)	(18,186)	-	-
Salaries Total		582,165	589,523	570,400	528,165	465,412	568,369	591,400
Benefits	INSURANCE	92,525	82,214	59,010	62,026	69,514	105,607	101,250
Benefits	PAYROLL TAXES FICA	45,006	45,992	42,266	39,463	32,398	44,773	46,141
Benefits	T.M.R.S	17,486	(21,644)	19,771	27,617	20,845	28,157	27,490
Benefits	WORKERS COMP	15,993	12,814	11,682	14,734	11,567	14,159	14,159
Benefits	PERFORMANCE INCREASES	-	-	-	-	-	16,894	11,748
Benefits	OPTUM-HSA	-	-	-	-	-	1,500	1,500
Benefits	COMPENSATED ABS ADJUSTM	34,135	(5,013)	(35,360)	8,021	(8,360)	-	-
Benefits Total		205,145	114,363	97,369	151,861	125,964	211,090	202,288
Supplies	NEW WATER METER PURCHASE	4,794	7,762	231,678	-	-	35,000	100,000
Supplies	METER REPLACEMENT PURCHASE	6,164	4,109	-	116,887	-	10,000	100,000
Supplies	GASOLINE & FUELS	21,896	19,243	19,749	19,326	13,075	19,800	23,500
Supplies	OTHER SMALL EQUIPMENT	1,109	1,557	734	-	288	1,500	101,300
Supplies	CHEMICALS	3,849	3,813	4,600	5,712	7,055	8,500	20,000
Supplies	R & M HEAVY EQUIPMENT	4,195	2,920	3,443	1,962	3,484	4,000	15,000
Supplies	WATER QUALITY MAILING	3,498	5,471	4,818	4,835	-	6,000	6,000
Supplies	UNIFORM & CLOTHING	2,573	2,122	894	2,758	2,921	6,001	7,865
Supplies	RENTAL EQUIPMENT	1,514	6,969	216	-	152	5,000	6,000
Supplies	HAND TOOLS	1,196	1,894	781	1,236	2,804	3,200	3,200
Supplies	R & M SMALL EQUIPMENT	652	413	324	-	61	2,000	2,500
Supplies	SAFETY EQUIPMENT SUPPLIES	835	1,360	1,183	425	360	450	666
Supplies	SAFETY EQUIPMENT	119	775	158	31	65	69	69
Supplies	OFFICE SUPPLIES	139	-	-	-	-	-	-
Supplies Total		52,533	58,408	268,578	153,172	30,265	101,520	386,100
Repairs and Maintenance	R&M WATER SYSTEM	34,351	52,649	46,577	44,475	45,601	40,000	100,000
Repairs and Maintenance	R & M SEWER SYSTEM	8,927	6,374	32,344	2,101	15,253	30,000	50,000
Repairs and Maintenance	R & M AUTO/TRUCK	3,733	6,111	4,478	5,712	5,976	8,500	17,000
Repairs and Maintenance	R & M STRUCTURES	-	154	4,026	2,094	5,441	8,000	26,000
Repairs and Maintenance	R & M STORAGE TANK	-	-	5,000	5,000	-	5,000	25,000
Repairs and Maintenance Total		47,011	65,288	92,425	59,382	72,271	91,500	218,000
Operating	MERCHANT (CC) FEES	59,077	61,938	95,137	141,643	114,185	115,000	180,000
Operating	FRANCHISE FEES	150,000	60,000	120,000	100,000	90,000	120,000	120,000
Operating	RECEIVABLE ADJUSTMENTS	45,163	(40,199)	161,118	-	-	-	-
Operating	TRA LAB EXPENSE	5,071	7,062	8,380	4,255	3,441	10,000	10,000
Operating	CONFERENCE, TRAINING, & TR	20	1,500	1,830	603	831	4,500	5,300
Operating	OPERATING EXPENSES	98	22	3,587	233	407	1,000	1,000
Operating	DUES, SUBSCRIPTIONS, & PUB	351	639	362	431	271	1,100	1,100
Operating	PRINTING, COPY & PHOTO	743	98	408	840	330	250	250
Operating	TRAINING	413	-	42	-	150	500	-
Operating	OTHER OPERATING EXPENSES	-	-	-	-	311	-	-
Operating	CASH SHORT (OVER)	8	(19)	(10)	(83)	-	-	-
Operating Total		260,944	91,041	390,854	247,922	209,926	252,350	317,650
Utilities	ELECTRICITY	67,542	65,378	80,180	95,042	71,807	80,000	80,000
Utilities	NATURAL GAS	1,121	1,522	805	931	-	-	-
Utilities Total		68,663	66,900	80,985	95,973	71,807	80,000	80,000
Grants	CAPITAL GRANT EXPENDITURE	-	263	-	-	-	-	-
Grants Total		-	263	-	-	-	-	-

Contractual Serv	TRA DEBT SERVICE PAYMENT	2,325,818	2,486,903	3,444,209	3,397,005	3,110,674	3,500,000	3,500,000
Contractual Serv	CITY WATER PURCHASES	1,186,886	1,230,751	1,671,038	1,819,865	1,196,599	2,150,000	2,150,000
Contractual Serv	T.R.A. SEWAGE SYSTEM	1,189,122	1,169,784	943,100	1,967,730	640,387	2,120,000	2,120,000
Contractual Serv	WATER BILL PROCESSING/POS	44,801	39,999	68,764	68,157	40,680	63,000	63,000
Contractual Serv	ANNUAL SOFTWARE MAINTEN.	1,500	1,500	45,206	53,935	36,908	44,310	50,000
Contractual Serv	TCEQ FEES	19,662	27,315	22,670	18,443	22,517	22,000	22,000
Contractual Serv	ENGINEERING SERVICES	-	27,720	29,999	8,670	1,265	25,000	25,000
Contractual Serv	INF PLAN REV&INSPEC	-	14,053	16,362	-	-	20,000	20,000
Contractual Serv	OTHER PROFESSIONAL SVCS	-	-	7,700	-	-	-	-
Contractual Serv	LEGAL SERVICES	-	-	-	3,452	-	-	-
Contractual Serv	METER TESTING	-	35	115	-	298	1,000	1,000
Contractual Services Total		4,767,789	4,998,060	6,249,163	7,337,257	5,049,328	7,945,310	7,951,000
Transfers	TRANSFER TO GF (MGT)	64,044	15,000	15,000	15,000	11,250	15,000	-
Transfers	TRANSFER TO GF (CITY-WIDE)	32,006	6,000	6,000	6,000	4,500	6,000	-
Transfers Total		96,050	21,000	21,000	21,000	15,750	21,000	-
Debt	LOAN PRINCIPAL	-	-	157,977	157,977	164,438	164,437	168,470
Debt	SIB LOAN PAYMENT	(17,324)	-	375,159	-	-	-	-
Debt	LOAN INTEREST	-	-	67,184	67,184	60,723	60,723	56,700
Debt	BOND INTEREST	2,228	-	-	-	-	-	-
Debt Total		(15,096)	-	600,320	225,161	225,161	225,160	225,170
Capital Outlay	DEPRECIATION EXPENSE	355,258	377,434	-	-	-	-	-
Capital Outlay	HWY 664 UTILITY RELOCATION	(1)	-	-	-	-	-	-
Capital Outlay	CAPITAL EXPENDITURES	-	(56,697)	(418,765)	19,846	9,669	-	-
Capital Outlay Total		355,257	320,737	(418,765)	19,846	9,669	-	-
Grand Total		6,420,461	6,325,583	7,952,329	8,839,739	6,275,553	9,496,299	9,971,608

**City of Glenn Heights
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**WATER & SEWER FUND
METER SERVICES**

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
Salaries	REG. SALARIES FULL TIME	106,139	120,983	45,129	38,047	4,837	-	-
Salaries	OVERTIME	4,780	6,864	2,950	2,298	509	-	-
Salaries	HAZARD PAY	-	7,680	-	-	-	-	-
Salaries	EXEMPT SALARY	-	-	-	6,482	-	-	-
Salaries	HOLIDAY PAY	-	355	62	198	-	-	-
Salaries	COMPENSATED ABSENCES	-	-	-	(3,539)	-	-	-
Salaries	ACCRUED WAGES (AUDIT)	(4,221)	-	-	-	-	-	-
Salaries Total		106,698	135,882	48,141	43,486	5,346	-	-
Benefits	INSURANCE	28,831	26,224	7,395	5,323	1,030	-	-
Benefits	PAYROLL TAXES FICA	7,594	10,130	3,646	3,079	406	-	-
Benefits	WORKERS COMP	3,489	2,733	973	1,281	-	-	-
Benefits	T.M.R.S	3,179	(2,349)	1,669	2,092	339	-	-
Benefits Total		43,093	36,738	13,683	11,775	1,775	-	-
Supplies	NEW WATER METER PURC	4,794	7,762	231,678	-	-	35,000	100,000
Supplies	METER REPLACEMENT PUF	6,164	4,109	-	116,887	-	10,000	100,000
Supplies	GASOLINE & FUELS	7,109	2,406	2,995	3,313	2,397	1,300	5,000
Supplies	UNIFORM & CLOTHING	891	565	-	-	-	800	800
Supplies	SAFETY EQUIPMENT	119	775	158	31	65	69	69
Supplies	HAND TOOLS	47	190	25	-	174	200	200
Supplies Total		19,124	15,807	234,856	120,231	2,636	47,369	206,069
Repairs and Maint	R & M AUTO/TRUCK	656	2,096	512	1,613	638	1,000	2,000
Repairs and Maintenance Total		656	2,096	512	1,613	638	1,000	2,000
Operating	CONFERENCE, TRAINING, &	-	-	-	-	-	1,000	1,000
Operating	DUES, SUBSCRIPTIONS, & I	-	-	-	21	-	200	200
Operating Total		-	-	-	21	-	1,200	1,200
Contractual Serv	ANNUAL SOFTWARE MAINT	1,500	1,500	45,206	53,935	36,908	44,310	50,000
Contractual Serv	METER TESTING	-	35	115	-	298	1,000	1,000
Contractual Services Total		1,500	1,535	45,321	53,935	37,206	45,310	51,000
Capital Outlay	DEPRECIATION EXPENSE	8,080	5,350	-	-	-	-	-
Capital Outlay	CAPITAL EXPENDITURES	-	(56,697)	(113,077)	-	-	-	-
Capital Outlay Total		8,080	(51,347)	(113,077)	-	-	-	-
Grand Total		179,151	140,711	229,436	231,061	47,601	94,879	260,269

**City of Glenn Heights
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**WATER & SEWER FUND
NON DEPARTMENTAL**

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
Transfers	TRANSFER TO GF (MGT)	64,044	15,000	15,000	15,000	11,250	15,000	-
Transfers	TRANSFER TO GF (CITY-WII)	32,006	6,000	6,000	6,000	4,500	6,000	-
Transfers Total		96,050	21,000	21,000	21,000	15,750	21,000	-
Debt	LOAN PRINCIPAL	-	-	157,977	157,977	164,438	164,437	168,470
Debt	LOAN INTEREST	-	-	67,184	67,184	60,723	60,723	56,700
Debt	BOND INTEREST	2,228	-	-	-	-	-	-
Debt Total		2,228	-	225,161	225,161	225,161	225,160	225,170
Grand Total		98,278	21,000	246,161	246,161	240,911	246,160	225,170

**City of Glenn Heights
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**WATER & SEWER FUND
UTILITY ADMINISTRATION**

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
Salaries	REG. SALARIES FULL TIME	103,608	112,892	134,867	98,467	83,113	129,026	128,214
Salaries	EXEMPT SALARY	-	-	9,474	60,621	49,485	58,889	64,651
Salaries	OVERTIME	1,703	8,245	3,300	37	-	-	-
Salaries	COMPENSATED ABSENCES	-	-	-	2,885	-	-	-
Salaries	ACCRUED WAGES (AUDIT)	(5,578)	-	-	-	-	-	-
Salaries Total		99,733	121,137	147,641	162,010	132,598	187,915	192,865
Benefits	INSURANCE	16,864	18,929	10,643	22,981	26,432	40,187	34,450
Benefits	PAYROLL TAXES FICA	7,926	9,335	11,118	11,546	8,813	14,807	15,049
Benefits	T.M.R.S	3,015	(2,857)	5,075	8,047	5,786	9,396	9,026
Benefits	WORKERS COMP	2,617	2,555	2,920	5,125	3,856	4,720	4,720
Benefits	PERFORMANCE INCREASES	-	-	-	-	-	5,637	3,857
Benefits	OPTUM-HSA	-	-	-	-	-	1,000	1,000
Benefits	COMPENSATED ABS ADJUSTMENT	34,135	(5,013)	(35,360)	8,021	(8,360)	-	-
Benefits Total		64,557	22,949	(5,604)	55,720	36,527	75,747	68,102
Supplies	OTHER SMALL EQUIPMENT	-	-	734	-	-	-	-
Supplies	UNIFORM & CLOTHING	-	-	-	-	-	-	450
Supplies	OFFICE SUPPLIES	139	-	-	-	-	-	-
Supplies Total		139	-	734	-	-	-	450
Operating	MERCHANT (CC) FEES	59,077	61,938	95,137	141,643	114,185	115,000	180,000
Operating	TRAINING	413	-	42	-	150	500	-
Operating	PRINTING, COPY & PHOTO	-	-	253	840	-	-	-
Operating	OTHER OPERATING EXPENSES	-	-	-	-	311	-	-
Operating	CASH SHORT (OVER)	8	(19)	(10)	(83)	-	-	-
Operating Total		59,498	61,919	95,422	142,400	114,646	115,500	180,000
Utilities	ELECTRICITY	901	869	2,086	633	-	-	-
Utilities	NATURAL GAS	1,121	1,522	805	931	-	-	-
Utilities Total		2,022	2,391	2,891	1,564	-	-	-
Contractual Serv	WATER BILL PROCESSING/POSTAL	44,801	39,999	68,764	68,157	40,680	63,000	63,000
Contractual Services Total		44,801	39,999	68,764	68,157	40,680	63,000	63,000
Grand Total		270,750	248,395	309,848	429,851	324,451	442,162	504,417

**City of Glenn Heights
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**WATER & SEWER FUND
WATER OPERATIONS**

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
Salaries	REG. SALARIES FULL TIME	184,500	186,975	199,546	175,512	195,407	237,140	251,887
Salaries	EXEMPT SALARY	90,134	98,894	105,712	82,416	59,008	-	-
Salaries	OVERTIME	3,232	5,368	7,499	4,878	8,850	3,311	3,311
Salaries	CERTIFICATION PAY	1,533	837	570	-	242	-	-
Salaries	HOLIDAY PAY	-	-	201	774	1,096	-	-
Salaries	HAZARD PAY	-	(12,800)	-	-	-	-	-
Salaries	ACCRUED WAGES (AUDIT)	(14,083)	-	-	-	-	-	-
Salaries	COMPENSATED ABSENCES	-	-	-	(16,611)	(14,171)	-	-
Salaries Total		265,316	279,274	313,528	246,969	250,432	240,451	255,198
Benefits	INSURANCE	25,350	29,850	35,205	23,350	30,846	42,911	46,183
Benefits	PAYROLL TAXES FICA	20,873	22,361	22,926	18,920	17,640	18,939	19,908
Benefits	T.M.R.S	8,048	(11,103)	10,912	13,498	11,343	11,857	11,788
Benefits	WORKERS COMP	7,270	6,452	5,841	6,406	5,141	5,900	5,900
Benefits	PERFORMANCE INCREASES	-	-	-	-	-	7,114	5,038
Benefits Total		61,541	47,560	74,884	62,174	64,970	86,721	88,817
Supplies	OTHER SMALL EQUIPMENT	1,109	1,557	-	-	288	1,500	101,300
Supplies	GASOLINE & FUELS	9,980	11,143	8,271	11,267	8,825	13,000	13,000
Supplies	WATER QUALITY MAILING	3,498	5,471	4,818	4,835	-	6,000	6,000
Supplies	CHEMICALS	3,849	3,553	2,667	4,224	4,847	5,000	5,000
Supplies	R & M HEAVY EQUIPMENT	2,700	2,028	3,269	1,645	3,484	4,000	10,000
Supplies	UNIFORM & CLOTHING	1,088	1,253	684	2,107	1,585	4,000	4,000
Supplies	RENTAL EQUIPMENT	1,514	6,969	216	-	-	3,000	3,000
Supplies	HAND TOOLS	950	1,323	644	395	1,394	1,500	1,500
Supplies	R & M SMALL EQUIPMENT	418	413	324	-	2	1,500	1,500
Supplies	SAFETY EQUIPMENT SUPPLIES	356	1,127	711	157	215	345	345
Supplies Total		25,462	34,837	21,604	24,630	20,640	39,845	145,645
Repairs and Maint	R&M WATER SYSTEM	34,351	52,649	46,577	44,475	45,601	40,000	100,000
Repairs and Maint	R & M STORAGE TANK	-	-	5,000	5,000	-	5,000	25,000
Repairs and Maint	R & M AUTO/TRUCK	1,772	3,129	2,994	3,568	4,953	4,500	10,000
Repairs and Maint	R & M STRUCTURES	-	106	3,987	2,094	441	3,000	16,000
Repairs and Maintenance Total		36,123	55,884	58,558	55,137	50,995	52,500	151,000
Operating	FRANCHISE FEES	60,000	30,000	60,000	90,000	45,000	60,000	60,000
Operating	TRA LAB EXPENSE	5,071	7,062	8,380	4,255	3,441	10,000	10,000
Operating	CONFERENCE, TRAINING, & TRAVEL	20	1,500	1,811	603	406	2,500	2,500
Operating	OPERATING EXPENSES	98	22	3,587	233	407	1,000	1,000
Operating	DUES, SUBSCRIPTIONS, & PUB	351	639	362	410	271	600	600
Operating	PRINTING, COPY & PHOTO	743	98	155	-	330	250	250
Operating Total		66,283	39,321	74,295	95,501	49,855	74,350	74,350
Utilities	ELECTRICITY	66,641	64,509	78,094	94,409	71,807	80,000	80,000
Utilities Total		66,641	64,509	78,094	94,409	71,807	80,000	80,000
Contractual Serv	CITY WATER PURCHASES	1,186,886	1,230,751	1,671,038	1,819,865	1,196,599	2,150,000	2,150,000
Contractual Serv	TCEQ FEES	19,662	27,315	22,670	18,443	22,517	22,000	22,000
Contractual Serv	ENGINEERING SERVICES	-	27,720	29,999	8,670	1,265	25,000	25,000
Contractual Serv	INF PLAN REV&INSPEC	-	14,053	16,362	-	-	20,000	20,000
Contractual Serv	LEGAL SERVICES	-	-	-	3,452	-	-	-
Contractual Services Total		1,206,548	1,299,839	1,740,069	1,850,430	1,220,381	2,217,000	2,217,000
Capital Outlay	DEPRECIATION EXPENSE	230,226	255,132	-	-	-	-	-
Capital Outlay	CAPITAL EXPENDITURES	-	-	(305,688)	19,846	-	-	-
Capital Outlay Total		230,226	255,132	(305,688)	19,846	-	-	-
Grand Total		1,958,140	2,076,356	2,055,344	2,449,096	1,729,080	2,790,867	3,012,010

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**WATER & SEWER FUND
WASTEWATER OPERATIONS**

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
Salaries	REG. SALARIES FULL TIME	110,141	46,933	56,339	69,644	74,295	138,078	142,633
Salaries	OVERTIME	3,056	3,433	4,575	5,469	6,099	1,926	704
Salaries	HAZARD PAY	-	2,560	-	-	-	-	-
Salaries	HOLIDAY PAY	-	304	173	963	657	-	-
Salaries	ACCRUED WAGES (AUDIT)	(2,779)	-	-	-	-	-	-
Salaries	COMPENSATED ABSENCES	-	-	-	(2,376)	(4,016)	-	-
Salaries Total		110,418	53,230	61,087	73,700	77,035	140,004	143,337
Benefits	INSURANCE	21,480	7,211	5,767	10,372	11,206	22,509	20,618
Benefits	PAYROLL TAXES FICA	8,613	4,166	4,577	5,917	5,539	11,027	11,183
Benefits	T.M.R.S	3,243	(5,335)	2,115	3,981	3,378	6,904	6,675
Benefits	WORKERS COMP	2,617	1,074	1,947	1,922	2,570	3,540	3,540
Benefits	PERFORMANCE INCREASES	-	-	-	-	-	4,142	2,853
Benefits	OPTUM-HSA	-	-	-	-	-	500	500
Benefits Total		35,953	7,116	14,406	22,192	22,693	48,622	45,369
Supplies	GASOLINE & FUELS	4,807	5,694	8,483	4,746	1,853	5,500	5,500
Supplies	CHEMICALS	-	260	1,934	1,488	2,207	3,500	15,000
Supplies	R & M HEAVY EQUIPMENT	1,495	892	174	317	-	-	5,000
Supplies	UNIFORM & CLOTHING	594	303	209	651	1,336	1,201	2,615
Supplies	HAND TOOLS	200	381	112	841	1,236	1,500	1,500
Supplies	RENTAL EQUIPMENT	-	-	-	-	152	2,000	3,000
Supplies	SAFETY EQUIPMENT SUPPLIES	479	233	472	268	145	105	321
Supplies	R & M SMALL EQUIPMENT	234	-	-	-	58	500	1,000
Supplies Total		7,809	7,763	11,384	8,311	6,987	14,306	33,936
Repairs and Maint	R & M SEWER SYSTEM	8,927	6,374	32,344	2,101	15,253	30,000	50,000
Repairs and Maint	R & M STRUCTURES	-	48	40	-	5,000	5,000	10,000
Repairs and Maint	R & M AUTO/TRUCK	1,305	885	972	530	385	3,000	5,000
Repairs and Maintenance Total		10,232	7,307	33,356	2,631	20,638	38,000	65,000
Operating	FRANCHISE FEES	90,000	30,000	60,000	10,000	45,000	60,000	60,000
Operating	CONFERENCE, TRAINING, & TRAVEL	-	-	19	-	425	1,000	1,800
Operating	DUES, SUBSCRIPTIONS, & PUB	-	-	-	-	-	300	300
Operating Total		90,000	30,000	60,019	10,000	45,425	61,300	62,100
Contractual Service	TRA DEBT SERVICE PAYMENTS	2,325,818	2,486,903	3,444,209	3,397,005	3,110,674	3,500,000	3,500,000
Contractual Service	T.R.A. SEWAGE SYSTEM	1,189,122	1,169,784	943,100	1,967,730	640,387	2,120,000	2,120,000
Contractual Service	OTHER PROFESSIONAL SVCS	-	-	7,700	-	-	-	-
Contractual Services Total		3,514,940	3,656,687	4,395,009	5,364,735	3,751,061	5,620,000	5,620,000
Capital Outlay	DEPRECIATION EXPENSE	116,952	116,952	-	-	-	-	-
Capital Outlay	CAPITAL EXPENDITURES	-	-	-	-	9,669	-	-
Capital Outlay Total		116,952	116,952	-	-	9,669	-	-
Grand Total		3,886,304	3,879,055	4,575,261	5,481,569	3,933,508	5,922,232	5,969,742



STORMWATER DRAINAGE FUND

City of Glenn Heights
Proposed Budget - Revenues and Expenses
Fiscal Year 2024-25

MUNICIPAL DRAINAGE FUND

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
REVENUES	CHARGE FOR SERVICES	-	3,149	19,112	19,630	2,260	-	-
REVENUES	CHARGE FOR SERVICES	32,763	31,531	31,755	30,724	24,037	41,000	41,000
REVENUES	CHARGE FOR SERVICES	307,141	318,521	345,015	353,043	281,796	426,420	426,420
REVENUES	PERMITS AND LICENSES	-	159,425	64,578	-	-	-	-
REVENUES	INTEREST	20	4	117	9,979	21,254	4,000	4,000
REVENUES	TRANSFERS IN/(OUT)	54,406	-	-	-	-	-	-
		394,330	512,630	460,577	413,376	329,347	471,420	471,420
EXPENSES	Salaries	194,592	140,645	80,241	130,266	114,748	178,749	184,323
EXPENSES	Benefits	41,533	59,604	20,157	48,610	25,720	67,796	68,641
EXPENSES	Supplies	9,861	12,219	10,403	13,119	11,200	22,376	30,000
EXPENSES	Repairs and Maintenance	840	3,564	3,273	2,314	328,874	73,500	103,500
EXPENSES	Contractual Services	-	14,053	17,067	-	-	20,500	20,500
EXPENSES	Operating	2,641	(1,448)	3,274	100	100	950	950
EXPENSES	Events	-	-	-	-	-	1,500	1,500
EXPENSES	Transfers	15,775	15,776	15,775	15,775	11,831	300,000	-
EXPENSES	Capital Outlay	61,099	47,938	-	3,474	7,362	23,000	20,000
		326,341	292,351	150,190	213,658	499,835	688,371	429,414
Revenues Less Expenses		67,989	220,279	310,387	199,718	(170,488)	(216,951)	42,006
Changes in net position:		281,033	395,922	610,702	767,425	1,040,917		
Unrestricted Net Position		349,022	616,201	921,089	967,143	870,429		565,779
Daily Operating Cost		\$683	\$626	\$368	\$533	\$1,317		\$1,122
Days in Reserve		510	983	2,501	1,815	661		504

**City of Glenn Heights
Proposed Operating Budget
Fiscal Year 2024-25**

MUNICIPAL DRAINAGE REVENUES

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
CHARGE FOR SERVICES	LATE CHARGES	-	3,149	19,112	19,630	2,260	-	-
CHARGE FOR SERVICES	DRAINAGE FEES COMMERCIAL	32,763	31,531	31,755	30,724	24,037	41,000	41,000
CHARGE FOR SERVICES	DRAINAGE FEES RESIDENTIAL	307,141	318,521	345,015	353,043	281,796	426,420	426,420
PERMITS AND LICENSES	INF PLAN REV&INSPEC FEE	-	159,425	64,578	-	-	-	-
INTEREST	INTEREST REVENUE	20	4	117	9,979	21,254	4,000	4,000
TRANSFERS IN/(OUT)	TRANSFER FROM OTHER FUNDS	54,406	-	-	-	-	-	-
TOTAL DRAINAGE REVENUES		394,330	512,630	460,577	413,376	329,347	471,420	471,420

**City of Glenn Heights
Proposed Operating Budget
Fiscal Year 2024-25**

MUNICIPAL DRAINAGE EXPENSES (all depts)

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
Salaries	REG. SALARIES FULL TIME	172,592	137,363	79,707	126,276	113,882	176,292	181,866
Salaries	EXEMPT SALARY	22,626	-	-	-	-	-	-
Salaries	OVERTIME	3,411	3,282	534	3,990	866	2,457	2,457
Salaries	CERTIFICATION PAY	(25)	-	-	-	-	-	-
Salaries	ACCRUED WAGES (AUDIT)	(4,013)	-	-	-	-	-	-
Salaries Total		194,591	140,645	80,241	130,266	114,748	178,749	184,323
Benefits	INSURANCE	40,267	24,944	12,712	16,071	15,869	34,395	36,894
Benefits	PAYROLL TAXES FICA	14,750	10,233	6,086	9,384	7,690	14,079	14,379
Benefits	T.M.R.S	(25,915)	25,824	2,887	6,720	4,981	8,815	8,511
Benefits	WORKERS COMP	6,397	3,114	2,920	5,125	3,856	4,720	4,720
Benefits	PERFORMANCE INCREASES	-	-	-	-	-	5,289	3,637
Benefits	COMPENSATED ABS ADJUSTMENT	6,034	(4,511)	(4,448)	11,310	(6,676)	-	-
Benefits	OPTUM-HSA	-	-	-	-	-	500	500
Benefits Total		41,533	59,604	20,157	48,610	25,720	67,798	68,641
Supplies	GASOLINE & FUELS	4,706	5,572	8,054	6,718	6,692	10,000	10,000
Supplies	R & M HEAVY EQUIPMENT	1,787	2,013	723	2,679	1,710	2,400	10,000
Supplies	UNIFORM & CLOTHING	1,572	1,358	300	1,863	1,523	3,200	3,200
Supplies	R & M SMALL EQUIPMENT	829	851	401	1,408	873	1,500	1,500
Supplies	COMM CLEAN-UP EVENT SUPPLIES	-	1,696	858	20	-	2,000	2,000
Supplies	POSTAGE	17	-	-	-	-	2,000	2,000
Supplies	SAFETY EQUIPMENT SUPPLIES	951	730	67	140	189	276	300
Supplies	HAND TOOLS	-	-	-	290	214	500	500
Supplies	EDUCATIONAL MATERIALS	-	-	-	-	-	500	500
Supplies Total		9,862	12,220	10,403	13,118	11,201	22,376	30,000
Repairs and Maintenance	R&M STORM WATER SYSTEM	528	2,808	1,584	1,585	328,661	70,000	100,000
Repairs and Maintenance	R & M AUTO/TRUCK	312	757	1,689	729	213	3,000	3,000
Repairs and Maintenance	R&M SIGNS & MARKINGS	-	-	-	-	-	500	500
Repairs and Maintenance Total		840	3,565	3,273	2,314	328,874	73,500	103,500
Operating	RECEIVABLE ADJUSTMENTS	2,641	(1,548)	3,174	-	-	-	-
Operating	CONFERENCE, TRAINING, & TRAVEL	-	-	-	-	-	750	750
Operating	PRINTING, COPY & PHOTO	-	-	-	-	-	200	200
Operating	OPERATING EXPENSES	-	100	100	100	100	-	-
Operating Total		2,641	(1,448)	3,274	100	100	950	950
Events	CITY NEWSLETTER	-	-	-	-	-	1,500	1,500
Events Total		-	-	-	-	-	1,500	1,500
Contractual Services	INF PLAN REV&INSPEC	-	14,053	17,067	-	-	20,000	20,000
Contractual Services	TIRE BATTERY FLUID DISPOSAL	-	-	-	-	-	500	500
Contractual Services Total		-	14,053	17,067	-	-	20,500	20,500
Transfers	CAPITAL OUTLAY TRANSFER OUT	-	-	-	-	-	300,000	-
Transfers	TRANSFER TO GENERAL FUND	15,775	15,776	15,775	15,775	11,831	-	-
Transfers Total		15,775	15,776	15,775	15,775	11,831	300,000	-
Capital Outlay	CAPITAL EXPENDITURES	-	-	-	3,474	7,362	8,000	-
Capital Outlay	DEPRECIATION EXPENSE	57,474	47,938	-	-	-	-	-
Capital Outlay	KINGSTON MEADOWS DRAINAGE	-	-	-	-	-	10,000	10,000
Capital Outlay	GATEWAY DRAINAGE	3,626	-	-	-	-	5,000	10,000
Capital Outlay Total		61,100	47,938	-	3,474	7,362	23,000	20,000
Grand Total		326,342	292,353	150,190	213,657	499,836	688,373	429,414



**SPECIAL REVENUE FUNDS
FY 2024-2025**

**City of Glenn Heights
Proposed Budget - Revenue and Expenses
Fiscal Year 2024-25**

MUNICIPAL COURT TECHNOLOGY FUND

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
REVENUES	INTEREST REVENUE	-	-	1	132	326	100	100
REVENUES	COURT TECHNOLOGY FEES	3,621	1,264	4,385	4,753	3,568	4,500	4,500
	REVENUES	3,621	1,264	4,386	4,885	3,894	4,600	4,600
EXPENSES	ANNUAL SOFTWARE MAINTENAI	-	-	-	-	-	4,000	4,000
	EXPENSES	-	-	-	-	-	4,000	4,000
	Revenues Less Expenses	3,621	1,264	4,386	4,885	3,894	600	600
	Beginning Fund Balance:	515	4,136	5,400	9,786	14,671		18,565
	Ending Fund Balance:	\$ 4,136	\$ 5,400	\$ 9,786	\$ 14,671	\$ 18,565		\$ 19,165

**City of Glenn Heights
Proposed Budget - Revenue and Expenses
Fiscal Year 2024-25**

MUNICIPAL COURT SECURITY FUND

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
REVENUES	INTEREST	196	44	151	1,250	1,204	750	750
REVENUES	COURT FINES	3,942	5,613	4,890	5,607	4,283	6,000	6,000
	REVENUES	4,138	5,656	5,041	6,857	5,487	6,750	6,750
EXPENSES	Transfers	-	-	-	20,000	-	-	-
EXPENSES	TRANSFER TO GENERAL FUND	-	-	-	20,000	-	-	-
	EXPENSES	-	-	-	20,000	-	-	-
Revenues Less Expenses		4,138	5,656	5,041	(13,143)	5,487	6,750	6,750
	Beginning Fund Balance:	39,804	43,942	49,598	54,639	41,496		46,983
	Ending Fund Balance:	43,942	49,598	54,639	41,496	46,983		53,733

City of Glenn Heights
Proposed Budget - Revenue and Expenses
Fiscal Year 2024-25

911 WIRELESS FUND

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 Operating Budget
REVENUES	GRANTS & CONTRIBUTIONS	306	-	-	-	-	-	-
REVENUES	INTEREST	10	464	42	1,757	2,868	500	500
REVENUES	911 LANDLINE FEES	26,030	14,440	13,908	16,721	8,617	15,000	15,000
REVENUES	911 WIRELESS FEES	66,500	67,910	75,296	75,487	75,066	65,000	65,000
	REVENUES	92,846	82,814	89,246	93,965	86,551	80,500	80,500
EXPENSES	TRANSFER TO GENERAL FUND	33,000	33,000	30,250	69,000	51,750	69,000	69,000
EXPENSES	CAPITAL OUTLAY TRANSER OUT	-	-	2,750	-	-	-	-
EXPENSES	TECHNOLOGY	-	-	168,161	32,944	49,795	10,000	10,000
EXPENSES	OTHER PROFESSIONAL SVCS	-	306	-	-	-	-	-
	EXPENSES	33,000	33,306	201,161	101,944	101,545	79,000	79,000
	Revenues Less Expenses	59,846	49,508	(111,915)	(7,979)	(14,994)	1,500	1,500
	Beginning Fund Balance:	175,378	235,224	284,732	172,817	164,838		149,844
	Ending Fund Balance:	235,224	284,732	172,817	164,838	149,844		151,344

City of Glenn Heights
City of Glenn Heights
Proposed Budget - Revenue and Expenses
Fiscal Year 2024-25

DEBT SERVICE FUND

	201920 Actual	202021 Actual	202122 Actual	202223 Actual	202324 Actual	202324 Budget	202425 Operating Budget
REVENUE INTEREST	54	5	40	4,643	10,183	1,500	8,500
REVENUE PENALTY & INTEREST (TAX)	6,416	7,387	7,693	6,363	4,911	4,500	5,000
REVENUE DELINQUENT AD VALOREM	23,136	14,433	6,422	4,357	3,920	5,000	4,500
REVENUE CURRENT AD VALOREM TAX	1,430,117	1,467,461	1,415,551	1,388,184	1,360,054	1,407,100	1,395,320
REVENUES	1,459,723	1,489,286	1,429,706	1,403,547	1,379,068	1,418,100	1,413,320
EXPENSE 2016 GO BOND PRINCIPAL	300,000	460,000	635,000	650,000	665,000	665,000	690,000
EXPENSE 2016 GO BOND INTEREST	474,100	456,600	432,400	403,450	193,600	370,580	336,700
EXPENSE 2008 CO BOND PRINCIPAL	105,000	110,000	115,000	120,014	125,000	125,000	130,000
EXPENSE SIB LOAN PRINCIPAL	137,235	140,666	144,183	89,362	91,597	91,600	93,900
EXPENSE 2015 CO BOND PRINCIPAL	110,000	-	105,000	110,000	115,000	115,000	115,000
EXPENSE 2006 CO BOND PRINCIPAL	220,000	225,000	-	-	-	-	-
EXPENSE 2008 CO BOND INTEREST	43,531	39,145	34,629	29,881	13,735	25,000	19,800
EXPENSE SIB LOAN INTEREST	32,437	28,957	18,320	13,154	10,892	10,900	8,600
EXPENSE 2015 CO BOND INTEREST	11,850	10,546	9,302	6,755	4,088	4,100	1,370
EXPENSE FISCAL AGENT FEES	5,450	5,450	5,450	6,000	-	5,500	5,500
EXPENSE 2006 CO BOND INTEREST	14,070	4,725	-	-	-	-	-
EXPENSES	1,453,673	1,481,089	1,499,284	1,428,616	1,218,912	1,412,680	1,400,870
Revenues Less Expenses	6,050	8,197	(69,578)	(25,069)	160,156	5,420	12,450
Beginning Fund Balance:	133,146	139,196	147,393	77,815	52,746		212,902
Ending Fund Balance:	139,196	147,393	77,815	52,746	212,902	5,420	225,352

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**CAPITAL PROJECT FUNDS
FY 2024-2025**

**FISCAL YEAR 2022-2023 PROPOSED BUDGET
CIP List**

PROJECT	DESCRIPTION	PROJECT STATUS	PROPOSED COMPLETION	ANTICIPATED PROJECT EXPENDITURE	FUNDS EXPENDED LTD	PROJECT BALANCE AFTER FY24
All Ability Park	All Abilities Park constructed behind City Hall	Finish Mid October 2024	Mid October 2024	\$ 1,807,292.00	\$ 750,000.00	\$ 1,057,292.00
E Bear Creek RD Expansion	Full expansion LPA Project	ROW Acquisition	Fall 2030	\$ 9,000,000.00	\$ 100,000.00	\$ 8,900,000.00
Top of The Hill Pavement	Pavement Rehabilitation	Start mid August	November or December 2024	\$ 1,397,486.00	\$ -	\$ 1,397,486.00
Top of The Hill Drainage	Drairage and easement	Easement Acquisition	Spring 2025	\$ 250,000.00	\$ -	\$ 250,000.00
Intersection of W Bear Creek and S Westmoreland Phase 1	Intersection improvement and traffic Signal;	Preparing for Design and Survey Work	Phase 1 Summer 2026	1.5 or 2M (600K from paradise estate)		
Intersection of Ovilla Rd and Santa Rosa	Traffic Signal	Awaiting TxDot review	Summer 2026	\$ 650,000.00		\$ 650,000.00
Water Model and Impact Fee	Adopt a new Impact fee for water ,wastewater and traffic, creation of water/wasterwater model	In Calabration Steps	Feb-25	\$ 300,000.00	\$ 250,000.00	\$ 50,000.00
Cinnamon Spring Water (Ellis Co ARPA)	Replace and upsizing existing water lines	Assessment Stage	Fall 2025	\$ 2,000,000.00		\$ 2,000,000.00
City of Glenn Heights for Citywide Infiltration and Inflow Study Project	Have Citywide I&I study	Waiting grant approval from FEMA / TDEM, Congressional Funding already approved	Multiyear Project	\$ 534,000.00		\$ 534,000.00
City of Glenn Heights for Wastewater Treatment Project (Cinnamon Springs)	Replacing wasterwater lines	Waiting grant approval from FEMA / TDEM, Congressional Funding already approved	Multiyear Project	\$ 2,748,337.00		\$ 2,748,337.00
Ground storage painting	Sandblast and Repaint	Assessment Stage	Fall 2025	\$ 100,000.00		\$ 100,000.00
Lin Dell Estates Water Line Replacement	Replace and Upsize the water lines	Design Completed / Bid is in progress	Summer 2025	\$ 550,000.00		\$ 550,000.00
Outdoor Warning System Improvements	Replace outdoor sirens, add park speakers, add indoor speakers to City Center buildings.	Waiting grant approval from FEMA / TDEM, Congressional Funding already approved	Apr-25	\$ 499,930.00	\$ -	

FISCAL YEAR 2022-2023 PROPOSED BUDGET
CIP List

PROJECT	FUNDING SOURCE	FY 2024-25 PROPOSED
All Ability Park	50% Capital Project	507,292.00
	50% Park Fee Fund	550,000.00
E Bear Creek RD Expansion	2016 G.O. Bond Fund 3 Million	3,000,000.00
	DART 1.3 Million Capital	1,348,000.00
Top of The Hill Pavement	Grant Fund (CDBG Dallas Co)	1,397,486.00
	ARPA Fund	-
Top of The Hill Drainage	Drainage Fund	250,000.00
Intersection of W Bear Creek and S Westmoreland Phase 1	Paradise Estates \$600 Street Impact Fee Fund	250,000.00
Intersection of Ovilla Rd and Santa Rosa	\$150 from Applicant	650,000.00
	Street Impact Fee Capital	
Water Model and Impact Fee	Capital Projects Fund	50,000.00
	Water/Sewer/Traffic Impact Fund	
Cinnamon Spring Water (Ellis Co ARPA)	Ellis Co ARPA	2,000,000.00
	Water Sewer Impact Fund	N/A
City of Glenn Heights for Citywide Infiltration and Inflow Study Project	Congressional Funding 75/25 Match \$400,000	534,000.00
	Stormwater (City \$134,000)	
City of Glenn Heights for Wastewater Treatment Project (Cinnamon Springs)	Congressional Funding 75/25 Match \$1,105,800	829,350.00
	Capital Project (City \$1,642,537)	276,450.00
Ground storage painting	Water Fund	100,000.00
Lin Dell Estates Water Line Replacement	Water/Sewer Impact Fund	550,000.00
	ARPA	
Outdoor Warning System Improvements	Congressional Funding 75/25 Match \$374,947	380,000.00
	Capital Projects (City \$125,000)	130,000.00

**City of Glenn Heights
Proposed Capital Budget
Fiscal Year 2024-2025**

STREET IMPACT FEES

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 CIP Budget
REVENUES	MISCELLANEOUS	-	-	-	-	-	-	600,000
REVENUES	INTEREST	2,155	1,253	816	16,305	30,039	-	-
REVENUES	IMPACT	402,705	475,808	323,190	193,170	-	-	-
	REVENUES	404,860	477,060	324,006	209,475	30,039	-	600,000
EXPENSES	Intersection W Bear Creek @ S Westmoreland		-	-	-	-	-	250,000
EXPENSES	Traffic Signal Install - Ovilla Rd @ Santa Rosa		-	-	-	-	-	650,000
EXPENSES	Road Expenditures			36,388	815,662			
EXPENSES	Bear Creek Road Design & Const		-	200,000	-	-	-	-
EXPENSES	CAPITAL OUTLAY	-	-	120,474	-	28,350	-	-
EXPENSES	STREET IMPACT - CONTRACT S	115,673	-	-	-	-	-	-
EXPENSES	ROADWAY IMPACT STUDY	-	-	-	-	3,860	-	-
		115,673	-	356,862	815,662	32,210	-	900,000
Revenues Less Expenses		289,187	477,060	(32,856)	(606,187)	(2,171)	-	(300,000)
	Beginning Balance:	1,631,047	1,920,234	2,397,294	2,364,438	1,758,251		1,756,080
	Ending Balance:	1,920,234	2,397,294	2,364,438	1,758,251	1,756,080		1,456,080

**City of Glenn Heights
Proposed Capital Budget
Fiscal Year 2024-2025**

PARK FEES

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 CIP Budget
REVENUES	INTEREST	1,073	999	703	15,959	28,832	-	-
REVENUES	Citywide Park	194,670	228,660	155,118	161,916	40,788	-	-
	REVENUES	195,743	229,659	155,821	177,875	69,620	-	-
EXPENSES	Finish All Abilities Park		-	-	-	2,012	-	550,000
EXPENSES	Park Improvements	238,016	1,414	-	-	-	-	-
	EXPENSES	238,016	1,414	-	-	-	-	550,000
Revenues Less Expenses		(42,273)	228,245	155,821	177,875	69,620		(550,000)
	Beginning Balance:	936,432	894,159	894,159	1,122,404	1,049,980		1,300,279
	Ending Balance:	894,159	894,159	1,122,404	1,049,980	1,300,279		750,279

**City of Glenn Heights
Proposed Capital Budget
Fiscal Year 2024-2025**

OPERATING GRANTS FUND

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 CIP Budget
REVENUES	MISCELLANEOUS							1,397,486
REVENUES	MISCELLANEOUS							400,000
REVENUES	MISCELLANEOUS					510,000	*	
REVENUES	INTEREST	-	-	216	-	-	-	-
REVENUES	GRANTS & CONTRIBUTIONS	149,144	120,364	1,683,635	1,408	4,775	-	829,350
	REVENUES	149,144	120,364	1,683,851	1,408	514,775	-	2,626,836
EXPENSES	City-wide I&I Study (Congress Appropriation)		119,176	-	-	-	-	534,000
EXPENSES	Cinnimon Springs Wastewater Line (Congress Appropriation)							829,350
EXPENSES	Emergency Outdoor Warning System (Congress Appropriation)							380,000
EXPENSES	Transfers	146,311	-	1,686,314	-	-	-	-
EXPENSES	Top of Hills Project - CDBG	-	-	-	-	-	-	1,397,486
EXPENSES	GRANT EXPENDITURES-TX FOREST	-	11,324	-	-	17,749	-	-
EXPENSES	GRANT EXPENDITURES - TLEOSE	-	-	688	1,650	1,485	-	-
EXPENSES	OTHER SMALL EQUIPMENT	-	-	-	9,992	-	-	-
EXPENSES	BALLISTIC VESTS	-	9,035	-	-	-	-	-
EXPENSES	UNIFORM & CLOTHING	-	6,828	-	-	-	-	-
EXPENSES	Benefits	-	8	-	-	-	-	-
	EXPENSES	146,311	146,371	1,687,002	11,642	19,234	-	3,140,836
	Revenues Less Expenses	2,833	(26,007)	(3,151)	(10,234)	495,541	-	(514,000)
	Beginning Balance:	1,990	4,823	(21,184)	(24,335)	(34,569)		460,972
	Ending Balance:	4,823	(21,184)	(24,335)	(34,569)	460,972		(53,028)

**City of Glenn Heights
Proposed Capital Budget
Fiscal Year 2024-2025**

ARPA FUND

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 CIP Budget
REVENUES	MISCELLANEOUS	-	-	-	-	-	-	2,000,000
REVENUES	INTEREST	-	-	-	31,312	44,897	-	-
REVENUES	TRANSFERS IN/(OUT)	-	-	1,657,316	-	-	-	-
REVENUES	GRANTS & CONTRIBUTIONS	-	-	1,660,592	-	-	-	-
REVENUES		-	-	3,317,908	31,312	44,897	-	2,000,000
EXPENSES	Ellis County ARPA - Cinnamon Springs Water line upgrade				-	-	-	2,000,000
EXPENSES	CAPITAL EXPENDITURES	-	-	-	4,632	1,697,839	-	-
EXPENSES		-	-	-	4,632	1,697,839	-	2,000,000
Revenues Less Expenses		-	-	3,317,908	26,680	(1,652,942)	-	-
	Beginning Balance:		-	-	3,317,908	3,344,588		1,691,646
	Ending Balance:	-	-	3,317,908	3,344,588	1,691,646		1,691,646

**City of Glenn Heights
Proposed Capital Budget
Fiscal Year 2024-2025**

2016 GO BOND

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 CIP Budget
REVENUES	MISCELLANEOUS	-	-	-	-	674,000	-	1,348,000
REVENUES	INTEREST	124,192	4,860	63,709	392,740	356,263	-	-
	REVENUES	124,192	4,860	63,709	392,740	1,030,263	-	1,348,000
EXPENSES	Road Improvement Stone	820	499,709	1,704,504	423	142,625	300,000	-
EXPENSES	Road Impr - E Bear Creek Rd						3,000,000	3,000,000
EXPENSES	Road Impr - E Bear Creek Rd-DART fund							1,348,000
EXPENSES	Road Improvement Mountain View						250,000	
EXPENSES	Public Safety Building _ C	38,300	1,906,623	2,254,979	287,374	28,737	-	-
EXPENSES	Community Center Bldg -	-	1,431,573	2,243,564	281,350	20,064	-	-
EXPENSES	Recreation Center - Gros:	471,286	36,750	-	-	-	-	-
EXPENSES	City Hall building	-	409,027	-	-	-	-	-
EXPENSES	Transfers	-	521,721	-	-	-	-	-
	EXPENSES	510,406	4,805,403	6,203,047	569,147	191,426	3,550,000	4,348,000
Revenues Less Expenses		(386,214)	(4,800,543)	(6,139,338)	(176,407)	838,837	(3,550,000)	(3,000,000)
	Beginning Balance:	14,226,396	13,840,182	9,039,639	2,900,301	2,723,894		3,562,731
	Ending Balance:	13,840,182	9,039,639	2,900,301	2,723,894	3,562,731	(3,550,000)	562,731

**City of Glenn Heights
Proposed Capital Budget
Fiscal Year 2024-2025**

CAPITAL PROJECTS

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 CIP Budget
REVENUES	INTEREST	-	-	1,074	78,893	119,879	20,000	-
REVENUES	MISCELLANEOUS	751,017	-	-	-	-	-	374,947
REVENUES	TRANSFERS IN/(OUT)	-	-	5,500,000	-	-	-	-
	REVENUES	751,017	-	5,501,074	78,893	119,879	20,000	374,947
EXPENSES	CAPITAL PROJECTS - I&I STUDY						500,000	
EXPENSES	CAPITAL PROJECTS-FACILITIES	-	-	2,321,177	339,780	55,460		-
EXPENSES	PARK IMPROVEMENTS - ALL ABILITIES PARK					459,268	700,000	507,000
EXPENSES	CITY HALL PROJECT	-	666,167	-	47,975	-	-	-
EXPENSES	OUTDOOR WARNING SIREN - 25% MATCH							130,000
EXPENSES	CAPITAL EXPENDITURES	-	-	281,314	32,985	-	-	-
EXPENSES	CAPITAL PROJECT- DRAINAGE	37,065	17,341	-	-	-	-	-
EXPENSES	CAPITAL PROJECT-ANIMAL SHELTER	37,140	-	-	-	-	-	-
EXPENSES	Transfers	-	-	-	-	2,275,625	-	-
EXPENSES	Repairs and Maintenance	-	-	-	8,538	-	-	-
	EXPENSES	74,205	683,508	2,602,491	429,278	2,790,353	1,200,000	637,000
Revenues Less Expenses		676,812	(683,508)	2,898,583	(350,385)	(2,670,474)	(1,180,000)	(262,053)
	Beginning Balance:	5,551,109	6,227,921	5,544,413	8,442,996	8,092,611		5,422,137
	Ending Balance:	6,227,921	5,544,413	8,442,996	8,092,611	5,422,137	(1,180,000)	5,160,084

**City of Glenn Heights
Proposed Capital Budget
Fiscal Year 2024-2025**

W&S CAPITAL PROJECTS

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 CIP Budget	2024-25 Budget
REVENUES	INTEREST	-	-	45	-	-	-	-	-
REVENUES	TRANSFERS IN/(OUT)	-	-	28,998	-	-	-	396,418	-
REVENUES	LOAN PROCEEDS		2,800,000 *						
	REVENUES	-	2,800,000	29,043	-	-	-	396,418	-
EXPENSES	Transfer to Water/Sewer Fund	-	2,508,298	398,862	-	-	-	-	-
EXPENSES	Tank Inspection								5,000
EXPENSES	Other Professional Services	-	-	-	206,130	1,850	-	-	-
EXPENSES	Temporary Contract Labor	-	-	3,590	-	-	-	-	-
EXPENSES	Ground Water Storage Tank painting & sandblasting							100,000	
EXPENSES	Capital Outlay	-	3,000	(47,721)	25,731	-	-	-	-
EXPENSES	Supplies	-	20,945	(2,983)	130	-	-	-	-
EXPENSES	Operating	-	-	-	2,629	-	-	-	-
	EXPENSES	-	2,532,243	351,748	234,620	1,850	-	100,000	5,000
Revenues Less Expenses		-	267,757	(322,705)	(234,620)	(1,850)	-	296,418	(5,000)
	Beginning Balance:	-	-	267,757	(54,948)	(289,568)		(291,418)	
	Ending Balance:	-	267,757	(54,948)	(289,568)	(291,418)	-	5,000	(5,000)

**City of Glenn Heights
Proposed Capital Budget
Fiscal Year 2024-2025**

W/S IMPACT FEES FUND

		2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2023-24 Budget	2024-25 CIP Budget
REVENUES	INTEREST	2,326	1,902	1,491	37,797	65,944	-	-
REVENUES	IMPACT	808,383	969,470	645,382	476,818	-	-	-
	REVENUES	810,709	971,372	646,873	514,615	65,944	-	-
EXPENSES	CAPITAL EXPENDITURES	-	-	-	-	816,641	-	-
EXPENSES	CAPITAL OUTLAY	212	-	308,416	-	41,729	-	326,450
EXPENSES	SEWER IMPACT EXPENDITURES	157,234	398,584	23,238	-	-	-	-
EXPENSES	WATER SYSTEM ANALYSIS	-	-	-	-	-	-	550,000
EXPENSES	TRANSFER TO WATER & SEWER	-	828,458	235,204	-	-	-	396,418
EXPENSES	CONSULTANT FEES	-	132,160	6,963	-	-	-	-
EXPENSES	ROADWAY IMPACT STUDY	-	-	-	-	17,698	-	-
	EXPENSES	157,446	1,359,202	573,821	-	876,068	-	1,272,868
Revenues Less Expenses		653,263	(387,830)	73,052	514,615	(810,124)	-	(1,272,868)
	Beginning Balance:	2,010,361	2,663,624	2,275,794	2,348,846	2,863,461		2,053,337
	Ending Balance:	2,663,624	2,275,794	2,348,846	2,863,461	2,053,337		780,469

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**SUPPLEMENTAL REQUESTS
FY 2024 - 2025**

Staff Budget Request Priorities

- 1 Tyler Technology Conversion (Fin/UB/Court)
- 2 Salary Adjustments
- 3 Community Engagement Administrator
- 4 File Server
- 5 GIS
- 6 Court Clerk
- 7 PW Director
- 8 Records
- 9 Park Rec Supervisor
- 10 Fire Marshal
- 11 Right of Way Mowing
- 12 Re-Class Records Position
- 13 Planning Consultant
- 14 Gym Divider / Electric Wrench
- 15 Engineer Tech / Project Manager
- 16 Command Vehicles (2-Fire / 1-Police)
- 17 Public Works and Fire Radios
- 18 Fund Police Officer Postion
- 19 Construction Inspector change to Project Manager
- 20 Generator Maintenance

BUDGET REQUEST FORM				
DEPARTMENT	PROGRAM TITLE	COST		
MUNICIPAL COURT	CONVERT TO ERP 10	\$	38,691.50	
CATEGORY				
IT				
BELOW CHECK THE ONE THAT APPLIES				
<input checked="" type="checkbox"/> ONE TIME PURCHASE		<input checked="" type="checkbox"/> REOCCURRING EXPENSE		
If Capital Request, answer the following:				
Project Start Date:		Estimated Completion Date:		
Priority:	Necessary	FTE Impact:	0	
Proposed Funding Source:	COURT TECHNOLOGY FUND			
PROJECT FORECAST				
Year	Proposed Funding Source	Total Expense	Total Revenue	Difference
FY 2024/2025	200-44400-21-00000	4,500.00	4,500.00	-
	100-53022-21-00000 (?)	24,110.00		
OPERATING BUDGET IMPACT				
Budget Year	G/L Account	Expense	Revenue	FTE Impact
FY 2024/2025	100-53022-21-00000 (?)	10,081.50		0
DECRPTION OF ITEM REQUESTED				
Software conversion back to Tyler Technologies, but to ERP v.10				
JUSTIFICATION FOR ITEM REQUESTED				
Since convertnig to OpenGov in February 2024, the court administator's workload has drastically increased causing the need for an additional staff member. See list of issues attached.				
CURRENT BASE BUDGET AMOUNT		\$	4,000.00	
ENHANCED BUDGET AMOUNT		\$	34,691.50	
REVENUE		\$	4,500.00	
		\$	-	
		\$	-	
		\$	-	
REOCCURRING EXPENSE				
FISCAL YEAR	COST	JUSTIFICATION / CHANGES		
FY - 25/26	\$ 10,081.50	Maintenance Expense		
FY - 26/27	\$ 10,081.50	Maintenance Expense		
FY - 27/28	\$ 10,585.58	After 3 years, add 5% per year		
ALTERNATIVES				
Remain with OpenGov (old LT Systems) and continue with an inefficient system that has the court administrator significantly behind in workload. No warrants have been issued since the conversion.				
POLICY / STANDARD				
SUBMITTER NAME		DATE		
Sherry Roberts		7/11/2024		

BUDGET REQUEST FORM				
DEPARTMENT	PROGRAM TITLE		COST	
UTILITY BILLING	UB SOFTWARE CONVERSION		\$	74,411.50
CATEGORY				
CAPITAL				
BELOW CHECK THE ONE THAT APPLIES				
<input checked="" type="checkbox"/> ONE TIME PURCHASE		<input checked="" type="checkbox"/> REOCCURRING EXPENSE		
If Capital Request, answer the following:				
Project Start Date:		Estimated Completion Date:		
Priority:	Urgent	FTE Impact:	0	
Proposed Funding Source:	ENTERPRISE FUND			
PROJECT FORECAST				
Year	Proposed Funding Source	Total Expense	Total Revenue	Difference
FY 2024/2025	Fund 500	52,710.00		
OPERATING BUDGET IMPACT				
Budget Year	G/L Account	Expense	Revenue	FTE Impact
FY 24/25	500-53022-22-00000 (?)	21,701.50		0
DECIPTION OF ITEM REQUESTED				
Software conversion back to Tyler Technologies, but to ERP v.10				
JUSTIFICATION FOR ITEM REQUESTED				
OpenGov's software does not perform as it should. There are constant complaints from staff and customers. Customers complain about the payment portal not being user friendly. The system takes many additional steps to complete a task than Incode v.9 did. See list of issues attached.				
CURRENT BASE BUDGET AMOUNT			\$	15,846.00
ENHANCED BUDGET AMOUNT			\$	58,565.50
REVENUE			\$	-
			\$	-
			\$	-
			\$	-
REOCCURRING EXPENSE				
FISCAL YEAR	COST	JUSTIFICATION / CHANGES		
FY - 2025/2026	\$ 21,701.50			
FY - 2026/2027	\$ 21,701.50			
FY - 2027/2028	\$ 22,786.57	After 3 years, add 5% per year		
ALTERNATIVES				
Remain with OpenGov and continue with software problems and unhappy customers/staff. Includes IVR capability (\$1.25 per payment), Miscellaneous cash receipts for online (e.g. festivals \$1.25 per transaction),				
POLICY / STANDARD				
SUBMITTER NAME		DATE		
Sherry Roberts		7/11/2024		

BUDGET REQUEST FORM

DEPARTMENT	PROGRAM TITLE	COST
COMMUNITY ENGAGEMENT		

CATEGORY
CAPITAL
BELOW CHECK THE ONE THAT APPLIES

<input type="checkbox"/> ONE TIME PURCHASE	<input checked="" type="checkbox"/> REOCCURING EXPENSE
--------------------------------------------	--------------------------------------------------------

If Capital Request, answer the following:

Project Start Date:		Estimated Completion Date:	
Priority:	Growth-Related	FTE Impact:	
Proposed Funding Source:			

PROJECT FORECAST				
Year	Proposed Funding Source	Total Expense	Total Revenue	Difference

OPERATING BUDGET IMPACT				
Budget Year	G/L Account	Expense	Revenue	FTE Impact

DESCRIPTION OF ITEM REQUESTED

Request to fund one (1) Full-Time Community Engagement Administrator position (Grade 18).

JUSTIFICATION FOR ITEM REQUESTED

The City’s Community Engagement Department is currently Staffed by a full-time City Secretary, who has a complete and separate workload in a solo Department, and a full-time Community Engagement Coordinator. This past fiscal year, the workload of the City Secretary has increased in her Department and the Community Engagement Calendar has increased by 13 events annually. At this time, the expectancy is that each event held by the City have a high level of strategic planning. Each event is expected to be diverse and unique; facilitate communication and collaboration between Staff, residents, and vendors; have live interactions/ engaging experiences; have high-quality speakers (if necessary); and a solid marketing strategy to attract festival goers. Event planning is a job in itself – but the Community Engagement Department is also responsible for the facilitation of HOA Meetings, the Community Garden, and Community Beautification Projects, of which the last two have become defunct since 2020 due to Staffing shortages and the prioritization of other tasks. Community Engagement Staff also regularly attends noncity-wide events for documentation purposes, facilitates events by outside entities, maintains the City’s website and four (4) social media accounts, produces the city-wide Newsletter, and creates marketing and promotional materials. In short, the Community Engagement Department cannot fulfill its tasks/workloads with its current Staffing. In the past, Glenn Heights has employed both a full-time Community Engagement Administrator and full-time Community Engagement Coordinator. Due to several reasons, the Department was left without Staff, and I stepped in, and then a Coordinator was hired to assist. This Staffing is not adequate to fulfill the obligations of the Department, nor meet Council/ Management requests. I am asking that the City Secretary be removed from the Community Engagement Department and the Community Engagement Administrator position be funded.

CURRENT BASE BUDGET AMOUNT	\$ -
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ENHANCED BUDGET AMOUNT		\$	-
REVENUE		\$	-
		\$	-
		\$	-
		\$	-
REOCCURRING EXPENSE			
FISCAL YEAR	COST	JUSTIFICATION / CHANGES	
FY -	\$ -		
FY -	\$ -		
FY -	\$ -		
ALTERNATIVES			
POLICY / STANDARD			
SUBMITTER NAME		DATE	
Brandi Brown			

BUDGET REQUEST FORM

DEPARTMENT	PROGRAM TITLE	COST
INFORMATION TECHNOLOGY	Server	\$ 15,000.00

CATEGORY
IT

BELOW CHECK THE ONE THAT APPLIES

ONE TIME PURCHASE REOCCURING EXPENSE

If Capital Request, answer the following:

Project Start Date:	11/1/2024	Estimated Completion Date:	2/1/2025
Priority:	Necessary	FTE Impact:	
Proposed Funding Source:			

PROJECT FORECAST

Year	Proposed Funding Source	Total Expense	Total Revenue	Difference

OPERATING BUDGET IMPACT

Budget Year	G/L Account	Expense	Revenue	FTE Impact
2024-2025	100-55001-14-00000	15000		

DESCRIPTION OF ITEM REQUESTED

New file server to replace CHNAS1, PDNAS1, PWNAS1 NAS disk devices currently in use.

JUSTIFICATION FOR ITEM REQUESTED

Current disk arrays are 15 years old and failing. The new equipment is a step up to an enterprise-level file server. It can be easily expanded/upgraded as the need arises.

CURRENT BASE BUDGET AMOUNT	\$ -
ENHANCED BUDGET AMOUNT	\$ 15,000.00
REVENUE	\$ -
	\$ -
	\$ -
	\$ -

REOCCURING EXPENSE

FISCAL YEAR	COST	JUSTIFICATION / CHANGES
FY -	\$ -	
FY -	\$ -	
FY -	\$ -	

ALTERNATIVES

POLICY / STANDARD

SUBMITTER NAME	DATE
Kathi Morgan	5/17/2024

BUDGET REQUEST FORM				
DEPARTMENT	PROGRAM TITLE		COST	
PLANNING DEVELOPMENT	GIS map		\$ 25 K	
CATEGORY				
CAPITAL				
BELOW CHECK THE ONE THAT APPLIES				
<input checked="" type="checkbox"/> ONE TIME PURCHASE		<input checked="" type="checkbox"/> REOCCURING EXPENSE		
If Capital Request, answer the following:				
Project Start Date:		Estimated Completion Date:		
Priority:	Urgent	Around July 2025		
Proposed Funding Source:				
PROJECT FORECAST				
Year	Proposed Funding Source	Total Expense	Total Revenue	Difference
2025		\$25,000	\$0	(\$25,000)
2026		\$15,000	\$0	(\$15,000)
2027		\$15,000	\$0	(\$15,000)
OPERATING BUDGET IMPACT				
Budget Year	G/L Account	Expense	Revenue	FTE Impact
DECIPTION OF ITEM REQUESTED				
Hire a consultant to Create a Geographic Information System (GIS) map. We will utilize some of the existing information and the additional information FNI provides to create an urgently needed GIS map. This map in phase one will have the necessary layers, and the city will update and improve the map.				
JUSTIFICATION FOR ITEM REQUESTED				
In the 21st, century, providing access to general information is critical, and GIS maps have become a must for all local governments to share this information. Not having a GIS map will significantly lower our performance and create to refr to the certain staff for the historical data that could be hosted in this map. One example is where our city has water and sewer lines. This information will help staff and the developer to look up the information instead of going through a lengthy process of getting the right staff to find that information or apply for PIR. Lastly, certain mandatory state and federal requirements require us to have these maps available to the public.				
CURRENT BASE BUDGET AMOUNT		\$	-	
ENHANCED BUDGET AMOUNT		\$	55,000.00	
REVENUE		\$	-	
		\$	-	
		\$	-	
		\$	-	
REOCCURING EXPENSE				
FISCAL YEAR	COST	JUSTIFICATION / CHANGES		
FY - 2025	\$ 25,000.00	Additional cost for the first year.		
FY - 2026	\$ 15,000.00	Cost to maintain the map by 3rd party		
FY - 2027	\$ 15,000.00	Cost to maintain the map by 3rd party		

ALTERNATIVES

To Hire GIS staff(s) which will cost significantly more.

POLICY / STANDARD

SUBMITTER NAME

Parviz Pourazizian

DATE

7/24/2024

DEPARTMENT	MUNICIPAL COURT			
ACCOUNT NUMBER	HUMAN CAPITAL PROJECT NAME	QUANTITY	AMOUNT PER UNIT	AMOUNT REQUESTED
	Court Clerk (Customer Service Representative)			1
START DATE		DEPARTMENT PRIORITY		

DESCRIPTION/PURPOSE

Under the general direction of the Municipal Court Administrator

- Provides a remarkable customer service experience to citizens, internal and external customers by responding to requests in a positive, timely, effective, and professional manner
- Assist the public at the counter or by the phone to provide information about the procedures and requirements of the disposition of cases filed in the municipal court, payment of fines, court settings, time payments, deferred disposition, driver safety courses
- Balance cash drawer daily and process all required reports
- Perform date entry for court records; entry of citations, payments, dispositions to update status of cases, applying and forfeiting cash bonds, applying credit for time served
- Prepare letters, notices and correspondences for incoming mail, new citations entered, deferred disposition, driving safety courses, juvenile hearings, and juror summons
- Prepare court dockets for preliminary hearings and trials
- Maintains trial dockets by preparing dockets, notifying defendants, attorneys, officers, complainants and witnesses, preparing and mailing subpoenas, selecting names of prospective jurors, preparing summons and assisting the prosecutor where needed
- Attend court sessions on scheduled court dates to provide assistance to the judge, prosecutor, attending attorneys and defendants
- Update status on warrants and prepare warrants for delinquent citations.
- Maintain confidentiality with regards to all court files
- Performs all other related duties as assigned
- Keep the Court Administrator informed of all problems and important issues.

To address the increasing backlog of cases and improve the efficiency of our court system, the creation of a new position, Court Clerk, is essential. This proposal aims to streamline administrative tasks and enhance the overall quality of service provided to defendants and attorneys. We currently have a significant backlog of cases, which need immediate attention. Introducing a Court Clerk would provide much-needed administrative support to assist with tasks such as record-keeping, issuance of warrants, docket scheduling, and document management. By dedicating a staff member specifically to these duties, we can expedite case processing and reduce the backlog of pending cases. The Court Clerk would play a pivotal role in improving the efficiency of court operations by ensuring that procedural requirements are met in a timely manner. This would help streamline processes, minimize errors, and facilitate smoother proceedings, ultimately leading to faster case resolution.

Forecast

Account	Account Description	BUDGET AMT	FTE	Budget Amount
	SALARIES	\$ -	1.00	\$ -
	OVERTIME	-		-
	CERTIFICATION PAY	-		-
	INSURANCE (EE ONLY)	-		-
	FICA	-		-
	TMRS	-		-
	TOTAL	\$ -		\$ -

Forecast (Future years)

Budget Year	G/L Account	Expense	Revenue	FTE Impact

DEPARTMENT	DEPARTMENT NAME			
ACCOUNT NUMBER	HUMAN CAPITAL PROJECT NAME	QUANTITY	AMOUNT PER UNIT	AMOUNT REQUESTED
	Director of Public Works	1		1
START DATE		DEPARTMENT PRIORITY		

DESCRIPTION/PURPOSE

Add Director of Public Works

JUSTIFICATION

The City of Glenn Heights needs a Director of Public Works position to direct the activities and operations of the Public Works Department by coordinating the activities of various departments. This is accomplished by establishing the activities of Street Maintenance, Water and Sewer, Stormwater, Facility Maintenance, Meter Reading, Parks, and CIP Divisions with each other and outside agencies. Recommending and administering policies and procedures, directing and coordinating department work plans, supervising department personnel, overseeing and participating in the development and administration of budgets, representing the Department to other City Departments, and interfacing with other City employees and citizens.

Forecast

Account	Account Description	BUDGET AMT	FTE	Budget Amount
	SALARIES	\$ -	1.00	\$ 124,739
	OVERTIME	-		-
	CERTIFICATION PAY	-		-
	INSURANCE (EE ONLY)	-		-
	FICA	-		9,543
	TMRS	-		7,385
	TOTAL	\$ -		\$ 141,666

Forecast (Future years)

Budget Year	G/L Account	Expense	Revenue	FTE Impact

DEPARTMENT	DEPARTMENT NAME			
ACCOUNT NUMBER	HUMAN CAPITAL PROJECT NAME	QUANTITY	AMOUNT PER UNIT	AMOUNT REQUESTED
	Clerk, Records & Property	1		
START DATE		DEPARTMENT PRIORITY		
11/1/2024		High/Urgent		

DESCRIPTION/PURPOSE

Clerk would assist existing staff in various tasks, including, window public contacts, processing responses to records requests and legal process, review of misdemeanor offense reports, preparation of misdemeanor case filings for prosecution of offenses, operate county, state and federal level portals for information management, basic-level property and evidence management, render clerical assistance to management staff.

JUSTIFICATION

In 2017, this division was staffed with two full-time, and one part-time employee. In 2018, the part-time position was removed from the budget.

Since 2018, Records division staffing consisted of two full-time employees. The population growth, and increasing number of sworn officers, has placed a greater strain on this division. Increased population growth and number of sworn personnel directly relate to an increased work load for the Records Division.

The introduction of the Axon Records Management system was expected to assist by making numerous tasks more efficient. Unfortunately, this software proved unworkable, non-functional, and more time consuming.

Each report requires a review by Records personnel to ensure completeness and accuracy. Currently there is a backlog in police report reviews. This causes a delay in case filings and submissions to the District Attorney's Office.

Additional staffing would relieve the Records Coordinator from the report reviewing process, allowing more time for Property Room tasks.

An additional Clerk would allow the Records Supervisor to attend to other critical duties; including, Records Validations, NIBRS submissions, records destruction, Public Information requests and research for property/evidence destruction orders.

Below is the number of reports reviewed for the previous 4 years and a projection for this FY.
 FY 2019: 2151 FY 2020: 2760 FY 2021: 2946 FY 2022: 3009 Projected 2023: 3051

Each report reviewed can take up to 30 minutes to check for completeness and accuracy. With the increasing number of reports being reviewed, it is noted that the number of weeks per year spent on the report review leaves little time to work in the property room.

Weeks Per Year: 2019 - 26.8875 2020 – 34.5 2021 – 36.825 2022 – 37.6125
 Projected 2023: 38.1375

Records Requests: FY 2019: 900 FY 2020: 982 FY 2021: 961 FY 2022: 912 Projected 2023: 967

It is noted that the number of weeks per year spend on records request is as follows:
 FY 2019: 28.125 FY 2020: 30.6875 FY2021: 30.03125 FY2022: 28.5
 FY 2023 Projected: 30.21875

CONCLUSIONS: The foregoing does not account for case filings, training time, sick time, or vacation time. Overall, the foregoing

Forecast

Account	Account Description	BUDGET AMT	FTE	Budget Amount
	SALARIES	\$ -	1.00	\$ -
	OVERTIME	-		-
	CERTIFICATION PAY	-		-
	INSURANCE (EE ONLY)	-		-
	FICA	-		-
	TMRS	-		-
	TOTAL	\$ -		\$ -

Forecast (Future years)

Budget Year	G/L Account	Expense	Revenue	FTE Impact

DEPARTMENT	DEPARTMENT NAME			
ACCOUNT NUMBER	HUMAN CAPITAL PROJECT NAME	QUANTITY	AMOUNT PER UNIT	AMOUNT REQUESTED
	Recreation Supervisor	1	1	1
START DATE		DEPARTMENT PRIORITY		
ASAP				

DESCRIPTION/PURPOSE

To oversee day-to-day operations of the facility, programs, memberships, and rentals.
 To provide general support and assistance to the PARD Superintendent
 To over see front desk staff in hiring, training, reviewing, discipline, and communication.

JUSTIFICATION

With the increase in programming and improvements projects this will provide much needed support and delegation of tasks so that there can be dedicated focus on all areas within parks and recreation.

Forecast

Account	Account Description	BUDGET AMT	FTE	Budget Amount
	SALARIES	\$ 55,000	1.00	\$ 55,000
	OVERTIME	-		-
	CERTIFICATION PAY	-		-
	INSURANCE (EE ONLY)	-		-
	FICA	4,208		4,208
	TMRS	3,256		3,256
	TOTAL	\$ 62,464		\$ 62,464

Forecast (Future years)

Budget Year	G/L Account	Expense	Revenue	FTE Impact

DEPARTMENT	DEPARTMENT NAME			
ACCOUNT NUMBER	HUMAN CAPITAL PROJECT NAME	QUANTITY	AMOUNT PER UNIT	AMOUNT REQUESTED
	Fire Marshal	1	53,946	1
START DATE	DEPARTMENT PRIORITY			
3/1/2025	TOP			

DESCRIPTION/PURPOSE

The Fire Marshal is responsible for ensuring compliance with fire safety regulations and providing fire safety advice and guidance in the workplace. This includes ensuring that fire safety equipment is maintained and tested, that fire safety procedures are followed and that staff are trained in fire safety. They also carry out regular inspections to ensure that fire safety regulations are being adhered to.

Fire Marshall will start date will be on March 3, 2025

Cost to alter uniforms 1,000.00 (badge x 2, polos, name tape, patches)

JUSTIFICATION

City of Glenn Heights is growing rapidly. With increased businesses and the potential for more bussinesses and projects it is important to have a full time Fire Marshal. Provide for the inspection of all commercial and industrial occupancies within the Agency's jurisdiction, as necessary, ensure the completion of related reports, and take steps necessary to enforce the fire code in order to cause any violations to be corrected.

Develop and maintain community risk reduction and public education programs throughout the jurisdiction.

Advise officers of hazardous situations within the jurisdiction.

Make expenditure recommendations to their supervisor for inclusion in the Agency's budget

Interact with the public in a positive manner that exemplifies the Agency's mission.

Make recommendations for new code adoptions.

Responds to complaints and questions from citizens relating to fire hazards and possible code violations in a timely manner.

Interprets and explains fire codes and regulations.

Investigates fires for origin and cause. This can include scene preservation, evidence collection and tracking, detailed report writing, and possible court testimony.

Forecast

Account	Account Description	BUDGET AMT	FTE	Budget Amount
	SALARIES	\$ 47,500	1.00	\$ 47,500
	OVERTIME	-		-
	CERTIFICATION PAY	-		-
	INSURANCE (EE ONLY)	-		-
	FICA	3,634		3,634
	TMRS	2,812		2,812
	TOTAL	\$ 53,946		\$ 53,946

Forecast (Future years)

Budget Year	G/L Account	Expense	Revenue	FTE Impact
2024		47,500	2,500	53,956
2025		97,850	2500	111,128
2026		100,785.50	2500	114,462
2027		103,809.06	2500	117,896
2028		106,923.33	2500	121433

BUDGET REQUEST FORM

DEPARTMENT	PROGRAM TITLE	COST
PUBLIC WORKS - STORMW	Mowing and Litter Removal	\$160,833.00

CATEGORY
CAPITAL

BELOW CHECK THE ONE THAT APPLIES

<input type="checkbox"/> ONE TIME PURCHASE	<input checked="" type="checkbox"/> REOCCURING EXPENSE
--------------------------------------------	--------------------------------------------------------

If Capital Request, answer the following:

Project Start Date:		Estimated Completion Date:	
Priority:		FTE Impact:	
Proposed Funding Source:			

PROJECT FORECAST

Year	Proposed Funding Source	Total Expense	Total Revenue	Difference

OPERATING BUDGET IMPACT

Budget Year	G/L Account	Expense	Revenue	FTE Impact

DECRPTION OF ITEM REQUESTED

Mowing and Litter removal on City ROW and City Properties

JUSTIFICATION FOR ITEM REQUESTED

The current staff are unable to provided the required mowing needs for the City.

CURRENT BASE BUDGET AMOUNT	\$	-
ENHANCED BUDGET AMOUNT	\$	-
REVENUE	\$	-
	\$	-
	\$	-
	\$	-

REOCCURING EXPENSE

FISCAL YEAR	COST	JUSTIFICATION / CHANGES
FY -	\$ -	
FY -	\$ -	
FY -	\$ -	

ALTERNATIVES

POLICY / STANDARD

SUBMITTER NAME	DATE
Andrew Waits	7/23/2024

DEPARTMENT	Police Department			
ACCOUNT NUMBER	HUMAN CAPITAL PROJECT NAME	QUANTITY	AMOUNT PER UNIT	AMOUNT REQUESTED
	Upgrade Coordinator, Records & Property		\$ 5,968	
START DATE		DEPARTMENT PRIORITY		
11/1/2024		High/Urgent		

DESCRIPTION/PURPOSE

Upgrade the Coordinator, Records & Property from grade 15 to grade 16.

JUSTIFICATION

In 2022, this position was upgraded from a grade 14 to grade 15. Taking the upgrade into account, this position continues to be the lowest level supervisory position within the organization, while having one of the most critical roles.

Originally this position exercised managerial oversight of solely the Records Division and one employee. In approximately 2016, the task of Property and Evidence Room management was added to this role, without an upgrade on the pay scale.

Property and Evidence Room management is an extremely complex, high stress, and high visibility role. The manager is responsible for overseeing the storage, management, tracking, and destruction of approximately 3500 pieces of evidence currently stored in the property room.

It is important to note that the police department does not have a full-time property room technician.

Further, it should be noted that this position was previously classified as a grade 16 and reduced in 2016.

Moving this position to a grade 16 would align it with the other civilian supervisor at the police department.

Forecast

Account	Account Description	BUDGET AMT	FTE	Budget Amount
	SALARIES	\$ 5,325	1.00	\$ 5,325
	OVERTIME	-		-
	CERTIFICATION PAY	-		-
	INSURANCE (EE ONLY)	-		-
	FICA	407		407
	TMRS	236		236
	UNIFORM & CLOTHING			
	PERSONAL PROTECTIVE EQUIPMENT			
	OTHER SMALL EQUIPMENT			
	CONFERENCE, TRAINING, & TRAVEL			
	TOTAL	\$ 5,968		\$ 5,968

Forecast (Future years)

Budget Year	G/L Account	Expense	Revenue	FTE Impact

BUDGET REQUEST FORM				
DEPARTMENT	PROGRAM TITLE	COST		
PLANNING DEVELOPMENT	consultant fee	\$ 55K		
CATEGORY				
CAPITAL				
BELOW CHECK THE ONE THAT APPLIES				
<input checked="" type="checkbox"/> ONE TIME PURCHASE		<input type="checkbox"/> REOCCURRING EXPENSE		
If Capital Request, answer the following:				
Project Start Date:		Estimated Completion Date:		
Priority:	Urgent	Around Feb-Mar 2025		
Proposed Funding Source:				
PROJECT FORECAST				
Year	Proposed Funding Source	Total Expense	Total Revenue	Difference
2025		55000	\$0	(\$55,000)
OPERATING BUDGET IMPACT				
Budget Year	G/L Account	Expense	Revenue	FTE Impact
DECRPTION OF ITEM REQUESTED				
<p>The city will use this item to hire a consultant to create our construction details, manuals, and specifications tailored to our city and region. (This is a project between PW and development services.)</p> <p>Deliverables for this project will be construction details, construction (Public work infrastructure) manuals and specifications, drainage, and floodplain criteria.</p>				
JUSTIFICATION FOR ITEM REQUESTED				
<p>The city currently relies on NCTCOG for the majority of our construction needs. Their information is mainly incomplete and requires additional staff work. This project will tailor their details and specifications to meet our needs.</p> <ul style="list-style-type: none"> •With growth heading our way and our current criteria not being complete, it is evident that the city needs to create its details and manual. •We will struggle to enforce best engineering practices if we fail to update our current criteria and details. This will have a long-term infrastructure impact, including higher maintenance costs. 				
CURRENT BASE BUDGET AMOUNT		\$	10,000.00	
ENHANCED BUDGET AMOUNT		\$	55,000.00	
REVENUE		\$	-	
		\$	-	
		\$	-	
		\$	-	
REOCCURRING EXPENSE				
FISCAL YEAR	COST	JUSTIFICATION / CHANGES		
FY -	\$ -			
FY -	\$ -			
FY -	\$ -			
ALTERNATIVES				

I can not think of alternative. At least for the first time we need to get it done and adter that we can use internal recourses to keep the document update. This is an item that long been overlooked and requies emidiante attention.

POLICY / STANDARD

SUBMITTER NAME

DATE

Parviz Pourazizian

5/16/2024

BUDGET REQUEST FORM

DEPARTMENT	PROGRAM TITLE	COST
PARKS / RECREATION	Gym Divider	\$ 22,000.00

CATEGORY
CAPITAL

BELOW CHECK THE ONE THAT APPLIES	
<input type="checkbox"/> ONE TIME PURCHASE	<input type="checkbox"/> REOCCURING EXPENSE

If Capital Request, answer the following:

Project Start Date:		Estimated Completion Date:	
Priority:		FTE Impact:	
Proposed Funding Source:			

PROJECT FORECAST				
Year	Proposed Funding Source	Total Expense	Total Revenue	Difference
2024/25	General Fund	22000	0	22000

OPERATING BUDGET IMPACT				
Budget Year	G/L Account	Expense	Revenue	FTE Impact
2024/25	51306 - Operating Supplies	22000	0	

DESCRIPTION OF ITEM REQUESTED
Electric court divider and system, with install

JUSTIFICATION FOR ITEM REQUESTED
Increases the usability of the court by making true half courts. It will also help with the safety of patrons as it will stop basketballs or other items from rolling across into a program. The court will be easier to program and rent as well.

CURRENT BASE BUDGET AMOUNT	\$	-
ENHANCED BUDGET AMOUNT		
REVENUE	\$	-
	\$	-
	\$	-
	\$	-

REOCCURING EXPENSE		
FISCAL YEAR	COST	JUSTIFICATION / CHANGES
FY -	\$ -	
FY -	\$ -	
FY -	\$ -	

ALTERNATIVES

POLICY / STANDARD

SUBMITTER NAME	DATE
Barrett Albright	6/7/2024

BUDGET REQUEST FORM

DEPARTMENT	PROGRAM TITLE	COST
PARKS / RECREATION	Gym Winch	\$ 10,000.00

CATEGORY
CAPITAL

BELOW CHECK THE ONE THAT APPLIES

ONE TIME PURCHASE
 REOCCURING EXPENSE

If Capital Request, answer the following:

Project Start Date:		Estimated Completion Date:	
Priority:		FTE Impact:	
Proposed Funding Source:			

PROJECT FORECAST

Year	Proposed Funding Source	Total Expense	Total Revenue	Difference
2024/25	General Fund	10000	0	10000

OPERATING BUDGET IMPACT

Budget Year	G/L Account	Expense	Revenue	FTE Impact
2024/25	51306 - Operating Supplies	10000	0	

DECIPTION OF ITEM REQUESTED

Electric Winch with Key Switch (4)

JUSTIFICATION FOR ITEM REQUESTED

Replacing the manual winches that raise and lower our basketball goals with one that operates electronically with a key. This will eliminate the need for staff to climb a ladder with a drill to raise/lower each side basketball net.

CURRENT BASE BUDGET AMOUNT	\$ -
ENHANCED BUDGET AMOUNT	\$ 10,000.00
REVENUE	\$ -
	\$ -
	\$ -
	\$ -

REOCCURING EXPENSE

FISCAL YEAR	COST	JUSTIFICATION / CHANGES
FY -	\$ -	
FY -	\$ -	
FY -	\$ -	

ALTERNATIVES

POLICY / STANDARD

SUBMITTER NAME	DATE
Barrett Albright	6/7/2024

DEPARTMENT	DEPARTMENT NAME			
ACCOUNT NUMBER	HUMAN CAPITAL PROJECT NAME	QUANTITY	AMOUNT PER UNIT	AMOUNT REQUESTED
	Engineer Technician / Project manager	1		
START DATE		DEPARTMENT PRIORITY		
1-Oct-24		Development Services		

DESCRIPTION/PURPOSE

I am proposing a new "Engineer Technician / Project Manager" role. This person will act between the director and the other personnel and departments.
 With the growth of our Project and development within our city, this person assists the director in effectively expanding the level of service in both permitting and Project.
 This person performs tasks including but not limited to :

- Review plans and assist the permitting department in the process.
- Coordinate with internal and external stakeholders for items related to capital improvement projects.
- Assist the department in managing incoming requests and questions related to development.

JUSTIFICATION

With the city's desire to implement more capital improvement projects in the upcoming years and the growth forecast, the need for this initiative can be seen.
 Currently, the Director acts as city engineer, CIP manager, and Director of planning concerning all involvement with PW in development, which is overwhelming.
 With pace we are growing and the expectation for the progress, not having this role will further push back the progress and effectiveness of the department.

- The creation of this role is necessary to ensure we continue the growth and develop further projects. This role will help to have a smooth internal process and provide the proper hierarchy level.
- If we decide not to create this role, we can continue progress with limited ability to expand and the risk of not having a backup for current staff. If the Director decides to go on a week or two-week vacation, the entire CIP process will be on hold until his return.

Forecast

Account	Account Description	BUDGET AMT	FTE	Budget Amount
	SALARIES	\$ -	1.00	\$ 60,000
	OVERTIME	-		-
	CERTIFICATION PAY	-		-
	INSURANCE (EE ONLY)	-		8,125
	FICA	-		4,590
	TMRS	-		3,552
	TOTAL	\$ -		\$ 76,267

Forecast (Future years)

Budget Year	G/L Account	Expense	Revenue	FTE Impact

BUDGET REQUEST FORM

DEPARTMENT	PROGRAM TITLE	COST
FIRE	Command Tahoes	\$ 90,000.00 x2

CATEGORY
CAPITAL

BELOW CHECK THE ONE THAT APPLIES

<input checked="" type="checkbox"/> ONE TIME PURCHASE	<input type="checkbox"/> REOCCURING EXPENSE
-------------------------------------------------------	---------------------------------------------

If Capital Request, answer the following:

Project Start Date:		Estimated Completion Date:	
Priority: Top	Necessary	FTE Impact:	
Proposed Funding Source:			

PROJECT FORECAST

Year	Proposed Funding Source	Total Expense	Total Revenue	Difference
2024	General	180,000		

OPERATING BUDGET IMPACT

Budget Year	G/L Account	Expense	Revenue	FTE Impact
2024	Fuel			
2024				

DECIPTION OF ITEM REQUESTED

2- 2024 4x4 Cheverolet Tahoe Command Vehicles : 1 for Fire Chief, 1 for Deputy Fire Chief

JUSTIFICATION FOR ITEM REQUESTED

Current Tahoes: 2016 Tahoe C 301 (red) 93K miles, 2018 Tahoe C 302 (black) 75K miles: Replacing both tahoes would allow Department to update command vehicles while allowing enough life on the current command vehicles to be repurposed for growing department: 2016 Tahoe would be used as Investigations and Inspections for on duty staff as well as a staff pool vehicle and would remain at the station, 2018 Tahoe would be used as Fire Marshal take home vehicle(if position granted).

CURRENT BASE BUDGET AMOUNT	\$ -
ENHANCED BUDGET AMOUNT	\$ 180,000.00
REVENUE	\$ -
	\$ -
	\$ -
	\$ -

REOCCURING EXPENSE

FISCAL YEAR	COST	JUSTIFICATION / CHANGES
FY - 25	\$ 400.00	Oil Changes and Inspection
FY - 26	\$ 400.00	Oil Changes and Inspection
FY - 27	\$ 400.00	Oil Changes and Inspection

ALTERNATIVES

Department will continue to operate as is

POLICY / STANDARD

SUBMITTER NAME	DATE
Nick Williams	

BUDGET REQUEST FORM				
DEPARTMENT	PROGRAM TITLE	COST		
POLICE	Command Vehicle w/storage box	\$ 74,500.00		
CATEGORY				
CAPITAL				
BELOW CHECK THE ONE THAT APPLIES				
<input checked="" type="checkbox"/> ONE TIME PURCHASE		<input type="checkbox"/> REOCCURING EXPENSE		
If Capital Request, answer the following:				
Project Start Date:	10/1/2024	Estimated Completion Date:		
Priority:	Urgent	FTE Impact:		
Proposed Funding Source:				
PROJECT FORECAST				
Year	Proposed Funding Source	Total Expense	Total Revenue	Difference
OPERATING BUDGET IMPACT				
Budget Year	G/L Account	Expense	Revenue	FTE Impact
DECRPTION OF ITEM REQUESTED				
2025 Chevy Tahoe Defender with Command Box				
JUSTIFICATION FOR ITEM REQUESTED				
<p>The current police command vehicle is a 2017 Chevy Tahoe with approximately 113,000 miles. This vehicle is the second oldest vehicle in the fleet. The oldest vehicle in the fleet was previously scheduled/budgeted for replacement. This vehicle is crucial for operations and communications during critical incidents involving police officers. The approximate wait time for a new vehicle is one year, which would result in this vehicle having approximately 133,000 miles, when replaced. Due to age and engine hours, we can expect maintenance costs on this vehicle to rise within the next year. The current command box, in the 2017 model, will not fit the 2025 model.</p>				
CURRENT BASE BUDGET AMOUNT		\$		-
ENHANCED BUDGET AMOUNT		\$		-
REVENUE		\$		-
		\$		-
		\$		-
		\$		-
REOCCURING EXPENSE				
FISCAL YEAR	COST	JUSTIFICATION / CHANGES		
FY - 2025	\$ 74,500.00			
FY -	\$ -			
FY -	\$ -			
ALTERNATIVES				

POLICY / STANDARD	
SUBMITTER NAME	DATE
N. Bristow	5/15/2024

BUDGET REQUEST FORM

DEPARTMENT	PROGRAM TITLE	COST
Public Works	18 Portable Radio 2 Base Stations	\$ 95,000.00

CATEGORY

CAPITAL

BELOW CHECK THE ONE THAT APPLIES

ONE TIME PURCHASE REOCCURRING EXPENSE

If Capital Request, answer the following:

Project Start Date:		Estimated Completion Date:	
Priority: low	Growth-Related	FTE Impact:	0
Proposed Funding Source:			

PROJECT FORECAST

Year	Proposed Funding Source	Total Expense	Total Revenue	Difference
2024	General	56,000	0	0

OPERATING BUDGET IMPACT

Budget Year	G/L Account	Expense	Revenue	FTE Impact

DECRPTION OF ITEM REQUESTED

18 Portable Motorola Radios and 2 Base Station

JUSTIFICATION FOR ITEM REQUESTED

Currently Public Works staff utilizes cell phones to communicate between staff members and UB. This will provide PW staff with direct communications with each other, UB and Dispatch Center. One base station will be added to UB and one base station will be added to PW office. This purchase will also include 6 portable radios that the fire department will utilize.

CURRENT BASE BUDGET AMOUNT	\$ -
ENHANCED BUDGET AMOUNT	\$ -
REVENUE	\$ -
	\$ -
	\$ -
	\$ -

REOCCURRING EXPENSE

FISCAL YEAR	COST	JUSTIFICATION / CHANGES
FY -	\$ -	
FY -	\$ -	
FY -	\$ -	

ALTERNATIVES

POLICY / STANDARD	
SUBMITTER NAME	DATE
Andrew Waits	

DEPARTMENT	DEPARTMENT NAME			
ACCOUNT NUMBER	HUMAN CAPITAL PROJECT NAME	QUANTITY	AMOUNT PER UNIT	AMOUNT REQUESTED
	Unfunded Police Officer position	1	\$70,681	
START DATE		DEPARTMENT PRIORITY		
11/1/2024				

DESCRIPTION/PURPOSE

Include/add previously approved police officer position that was inadvertently unfunded last year.

JUSTIFICATION

This position was previously approved in the 2022-2023 budget but was not funded last year. As population and calls for service increase, this position becomes critical. Filling this vacancy will result in 5 sworn personnel being assigned to each patrol shift. Increased staffing will improve officer safety, decrease overtime, and ensure shifts are properly staffed during training, vacation, FMLA, and sick time.

Further, DeSoto ISD may be requesting a second School Resource Officer and funding this position will ensure there is no adverse affect to the current patrol division numbers.

The amount per unit is based on a starting salary of \$60,008, plus benefits.

Forecast

Account	Account Description	BUDGET AMT	FTE	Budget Amount
	SALARIES	\$ -	1.00	\$ -
	OVERTIME	-		-
	CERTIFICATION PAY	-		-
	INSURANCE (EE ONLY)	-		-
	FICA	-		-
	TMRS	-		-
	TOTAL	\$ -		\$ -

Forecast (Future years)

Budget Year	G/L Account	Expense	Revenue	FTE Impact

DEPARTMENT	DEPARTMENT NAME			
ACCOUNT NUMBER	HUMAN CAPITAL PROJECT NAME	QUANTITY	AMOUNT PER UNIT	AMOUNT REQUESTED
Streets	Project Manager	1		1
START DATE	1-Oct-25	DEPARTMENT PRIORITY		

DESCRIPTION/PURPOSE

Please see attached job description

JUSTIFICATION

With the addition of contracted services and the current scope of work being performed the City needs to add a Project Manager position.

The current construction inspector position would move to project manager and leave the construction inspector position unfunded until needed.

Forecast

Account	Account Description	BUDGET AMT	FTE	Budget Amount
	SALARIES	\$ -	1.00	\$ 114,910
	OVERTIME	-		-
	CERTIFICATION PAY	-		-
	INSURANCE (EE ONLY)	-		-
	FICA	-		8,791
	TMRS	-		6,803
	TOTAL	\$ -		\$ 130,503

Forecast (Future years)

Budget Year	G/L Account	Expense	Revenue	FTE Impact

BUDGET REQUEST FORM

DEPARTMENT	PROGRAM TITLE	COST
PUBLIC WORKS - WATER	Generator Maintenance Contract	\$12,831.00

CATEGORY

CAPITAL

BELOW CHECK THE ONE THAT APPLIES

ONE TIME PURCHASE REOCCURING EXPENSE

If Capital Request, answer the following:

Project Start Date:		Estimated Completion Date:	
Priority:	Necessary	FTE Impact:	
Proposed Funding Source:			

PROJECT FORECAST

Year	Proposed Funding Source	Total Expense	Total Revenue	Difference
FY 24/25	Water	\$12,831.00		

OPERATING BUDGET IMPACT

Budget Year	G/L Account	Expense	Revenue	FTE Impact

DECIPTION OF ITEM REQUESTED

Generator Maintenance Contract for 7 generators

Existing generators need to be load tested annually and maintained. City staff does not have the ability to perform the required annual testing and maintenance.

CURRENT BASE BUDGET AMOUNT	\$12,831.00
ENHANCED BUDGET AMOUNT	\$ -
REVENUE	\$ -
	\$ -
	\$ -
	\$ -

REOCCURING EXPENSE

FISCAL YEAR	COST	JUSTIFICATION / CHANGES
FY -	\$ -	
FY -	\$ -	
FY -	\$ -	

ALTERNATIVES

POLICY / STANDARD

SUBMITTER NAME	DATE
Andrew Waits	7/24/2024

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**UNFUNDED
SUPPLEMENTAL REQUESTS
FY 2024 - 2025**

BUDGET REQUEST FORM				
DEPARTMENT	PROGRAM TITLE	COST		
FIRE	Repair & Maintenance Auto Enhancement	\$ 20,000.00		
CATEGORY				
OPERATIONS				
BELOW CHECK THE ONE THAT APPLIES				
<input type="checkbox"/> ONE TIME PURCHASE		<input checked="" type="checkbox"/> REOCCURRING EXPENSE		
If Capital Request, answer the following:				
Project Start Date:		Estimated Completion Date:		
Priority: Top	Necessary	FTE Impact:		
Proposed Funding Source:				
PROJECT FORECAST				
Year	Proposed Funding Source	Total Expense	Total Revenue	Difference
2024	general	50,500		
OPERATING BUDGET IMPACT				
Budget Year	G/L Account	Expense	Revenue	FTE Impact
DECRPTION OF ITEM REQUESTED				
\$20K increase to R & M Auto budget				
JUSTIFICATION FOR ITEM REQUESTED				
Glenn Heights Fire Department has gone over Budget this past year. With fleet aging and calls increasing we expect to see some increase in R/M Auto, this all covers the regular maintenace that will be required on the Ladder of the Ladder truck and any unforeseen repairs to all apparatus				
CURRENT BASE BUDGET AMOUNT		\$	30,500.00	
ENHANCED BUDGET AMOUNT		\$	50,500.00	
REVENUE		\$	-	
		\$	-	
		\$	-	
		\$	-	
REOCCURRING EXPENSE				
FISCAL YEAR	COST	JUSTIFICATION / CHANGES		
FY -	\$ -			
FY -	\$ -			
FY -	\$ -			
ALTERNATIVES				
Continue to operate as normal				
POLICY / STANDARD				

SUBMITTER NAME	DATE
Nick Williams	#NAME?

BUDGET REQUEST FORM

DEPARTMENT	PROGRAM TITLE	COST
FIRE	5 person Infared Sauna	\$ 14,500.00

CATEGORY
CAPITAL

BELOW CHECK THE ONE THAT APPLIES

ONE TIME PURCHASE REOCCURING EXPENSE

If Capital Request, answer the following:

Project Start Date:		Estimated Completion Date:	
Priority: LOW	Growth-Related	FTE Impact:	0
Proposed Funding Source:			

PROJECT FORECAST

Year	Proposed Funding Source	Total Expense	Total Revenue	Difference
2024	General	14,500		

OPERATING BUDGET IMPACT

Budget Year	G/L Account	Expense	Revenue	FTE Impact

DECRPTION OF ITEM REQUESTED

5 person Outdoor Infared Sauna and Electrical

JUSTIFICATION FOR ITEM REQUESTED

The main benefit of saunas for firefighters is the detoxing effect that plays out after a firefighter has been in the midst of a fire. In these situations, various chemicals and smoke are breathed in by firefighters and this has shown a disproportionate increase in cancer risk over the long term. In addition, there are particles that are absorbed through the skin that can become harmful if not taken care of. Saunas provide a wide range of cardiovascular benefits including normalizing blood pressure and lowering cholesterol – both of which are key components of health and fitness. Firefighters need to be incredibly fit and strong because they are operating with very heavy gear in high-stakes scenarios – and so any cardiovascular benefit that they can get is worth its weight in gold. The intentional stress placed on the body during sauna usage is valuable for training and conditioning – not to mention acclimatizing the body to high levels of heat which are faced on a daily basis when fighting fires.

CURRENT BASE BUDGET AMOUNT	\$	-
ENHANCED BUDGET AMOUNT		
REVENUE	\$	-
Sauna	\$	9,000.00
Electrical Work	\$	6,500.00
	\$	-

REOCCURING EXPENSE

FISCAL YEAR	COST	JUSTIFICATION / CHANGES
FY -	\$ -	
FY -	\$ -	

FY -	\$	-
ALTERNATIVES		
No alternative department will continue to operate as is		
POLICY / STANDARD		
SUBMITTER NAME		DATE
Nick Williams		

BUDGET REQUEST FORM				
DEPARTMENT	PROGRAM TITLE	COST		
FIRE	UTV/EMS RESQ System	\$ 60,000.00		
CATEGORY				
CAPITAL				
BELOW CHECK THE ONE THAT APPLIES				
<input checked="" type="checkbox"/> ONE TIME PURCHASE		<input type="checkbox"/> REOCCURRING EXPENSE		
If Capital Request, answer the following:				
Project Start Date:		Estimated Completion Date:		
Priority: low	Necessary	FTE Impact:	0	
Proposed Funding Source:				
PROJECT FORECAST				
Year	Proposed Funding Source	Total Expense	Total Revenue	Difference
2024	General	60,000	0	0
OPERATING BUDGET IMPACT				
Budget Year	G/L Account	Expense	Revenue	FTE Impact
R/M Auto	FIRE	1000	0	
DECRPTION OF ITEM REQUESTED				
Polaris Ranger Crew XP 1000 North Star Edition Ultimate (\$50K) w/ RKO Deluxe Med1 Rescue System specific fit for the Polaris Ranger XP 1000(\$8K)				
JUSTIFICATION FOR ITEM REQUESTED				
<p>City of Glenn Heights is scheduled for 32 events next year some outdoor (Family Fest, Fall Fest, Veterans 5k, etc.) this UTV allows for crews to get into tighter areas then an ambulance can, with the COGH looking to include a walking trail through the city this UTV would be able access any section completed or not. The UTV is 4 seater to be able to include a crew of 2-3 and family of any patient that is transported on it. The slide in EMS tray can be removed using 2 personnel as it is alumminum. Once removed the UTV can be used as a 4 person utv with a bed to help load and unload equipment before and after it EMS needs.</p>				
CURRENT BASE BUDGET AMOUNT		\$	-	
ENHANCED BUDGET AMOUNT		\$	-	
REVENUE		\$	-	
		\$	-	
		\$	-	
		\$	-	
REOCCURRING EXPENSE				
FISCAL YEAR	COST	JUSTIFICATION / CHANGES		
FY -	\$ -			
FY -	\$ -			
FY -	\$ -			
ALTERNATIVES				

Department continues to borrow UTV for events from Desoto or Ovilla as needed, or rents golf carts

POLICY / STANDARD

SUBMITTER NAME

Nick Williams

DATE

BUDGET REQUEST FORM				
DEPARTMENT	PROGRAM TITLE	COST		
POLICE	Greykey forensic access tool	\$ 12,000.00		
CATEGORY				
CAPITAL				
BELOW CHECK THE ONE THAT APPLIES				
<input checked="" type="checkbox"/> ONE TIME PURCHASE		<input type="checkbox"/> REOCCURING EXPENSE		
If Capital Request, answer the following:				
Project Start Date:	10/1/2024	Estimated Completion Date:		
Priority: High	Necessary	FTE Impact:		
Proposed Funding Source:				
PROJECT FORECAST				
Year	Proposed Funding Source	Total Expense	Total Revenue	Difference
2024	CapitalBudget	12,000	12,000	
OPERATING BUDGET IMPACT				
Budget Year	G/L Account	Expense	Revenue	FTE Impact
DECRPTION OF ITEM REQUESTED				
Greykey forensic access tool to download cell phones				
JUSTIFICATION FOR ITEM REQUESTED				
<p>Greykey is a state-of-the-art forensic access tool designed to lawfully access and extract encrypted data from mobile devices. The CID team manages cases weekly where a forensic tool could be used to move the case to prosecution faster. The turnaround time for outside sources range from four weeks to three months. Partnering agencies utilize their equipment for their cases and work on our phones based on availability. In 2023, CID investigators attempted to run forensic analysis on approximately 23 cell phones involved in Assaults, Assault/Family Violence, Robberies, Child Endangerment, and Runaway offenses. The Greykey unit will allow investigators to take data from search warrants on Facebook, SnapChat, etc. and enter it into the Greykey unit which will convert the zip files into a readable report for court.</p>				
CURRENT BASE BUDGET AMOUNT		\$	-	
ENHANCED BUDGET AMOUNT		\$	-	
REVENUE		\$	-	
		\$	-	
		\$	-	
		\$	-	
REOCCURING EXPENSE				
FISCAL YEAR	COST	JUSTIFICATION / CHANGES		
FY - 2024	\$ 12,000.00			
FY -	\$ -			

FY -	\$	-
ALTERNATIVES		
POLICY / STANDARD		
SUBMITTER NAME		DATE
N. Bristow		5/15/2024

BUDGET REQUEST FORM				
DEPARTMENT	PROGRAM TITLE	COST		
POLICE	Training Equipment	\$9,000		
CATEGORY				
CAPITAL				
BELOW CHECK THE ONE THAT APPLIES				
<input checked="" type="checkbox"/> ONE TIME PURCHASE		<input type="checkbox"/> REOCCURRING EXPENSE		
If Capital Request, answer the following:				
Project Start Date:	10/1/2024	Estimated Completion Date:	10/1/2024	
Priority: High	Growth-Related	FTE Impact:		
Proposed Funding Source:				
PROJECT FORECAST				
Year	Proposed Funding Source	Total Expense	Total Revenue	Difference
2024	Capitai Budget	9,000	9,000	
OPERATING BUDGET IMPACT				
Budget Year	G/L Account	Expense	Revenue	FTE Impact
DECRPTION OF ITEM REQUESTED				

2023 STEALTH 7X14 EXTRA TALL ALL ALUMINUM ENCLOSED CARGO TRAILER

Stealth by Alcom All Aluminum Enclosed Cargo Trailer

C7X14 STEALTH
 Integrated Frame
 V-Nose Construction (24" Wedge)
 .030 Screwless Skin, 3M Bonded on Seams
 2"x4" Subframe Tubing
 24" Roof Studs
 Upgrade to 16" O/C Floor Studs
 16" O/C Wall Studs
 Box Length: 14'
 Box Width: 84"
 Interior Height: 85" Because of 3" Interior Height Upgrade
 Axles: 2-3k Braked Leaf Spring Axles, 4" Drop
 2 5/16" Coupler
 2000# Center Jack
 24" Stoneguard
 Anodized Nose Cone
 Tire: 15" Silver Mods
 GVW: 7000#
 3/8" Water Resistant Interior Walls
 3/4" Water Resistant Decking
 Interior Cove Trim
 3" Exterior Trim
 Exterior LED Lighting
 Plastic Salem Vents
 (2) Dome Lights w/ Switch
 Rear Ramp w/ Spring Assist

JUSTIFICATION FOR ITEM REQUESTED

A mobile range trailer is a vehicle that is used as a central hub for all police range activity between our officers and our instruction team. Mobile range trailers are incredibly useful for all forms of emergency management training. The primary purpose of mobile range trailer is to coordinate equipment with our teams during the Firearms training. A range trailer in a fast and efficient way to transport weapons, targets, safety equipment and other range items from the police armory to the police gun range. Therefore, they are crucial for flawless organization in departments firearms training programs. Police firearms training programs are under a national microscope when our officers are involved in shootings. Portable range trailers need to function at the same level as your as our instructor's office. They should normally be outfitted with industry-standard technology and have a storage area for firearms range equipment. Inside a mobile range trailer, it should feature, weather stations, exterior workstations, and weapons repair stations. All these features are extremely important when it comes to fast reaction to officer's issues at the range. The coordination of different training programs with different training equipment allows our officers to train with many different created situations.

CURRENT BASE BUDGET AMOUNT	\$	-
ENHANCED BUDGET AMOUNT	\$	-
REVENUE	\$	-
	\$	-
	\$	-

		\$	-
REOCCURRING EXPENSE			
FISCAL YEAR	COST	JUSTIFICATION / CHANGES	
FY -	\$ -		
FY -	\$ -		
FY -	\$ -		
ALTERNATIVES			
POLICY / STANDARD			
SUBMITTER NAME		DATE	
N. Bristow			

BUDGET REQUEST FORM				
DEPARTMENT	PROGRAM TITLE	COST		
PUBLIC WORKS - WASTE	Lift Station Grease Chemical	\$26,250		
CATEGORY				
CAPITAL				
BELOW CHECK THE ONE THAT APPLIES				
<input checked="" type="checkbox"/> ONE TIME PURCHASE		<input checked="" type="checkbox"/> REOCCURING EXPENSE		
If Capital Request, answer the following:				
Project Start Date:		Estimated Completion Date:		
Priority:		FTE Impact:		
Proposed Funding Source:				
PROJECT FORECAST				
Year	Proposed Funding Source	Total Expense	Total Revenue	Difference
24/25	R&M Wastewater	\$26,250.00		
OPERATING BUDGET IMPACT				
Budget Year	G/L Account	Expense	Revenue	FTE Impact
24/25				
DECRPTION OF ITEM REQUESTED				
Installation of bubbler system and pump kit to include a 55 gallon drum of degreaser at 3 lift stations.				
JUSTIFICATION FOR ITEM REQUESTED				
The lift stations require staff to spend several hours weekly breaking up grease that builds up on the walls, rails and pumps. The addition of the bubblers and the degreaser will significantly reduce the amount of hours spent cleaning the lift stations and will reduce the amount of grease that enters the sewer system and help prevent main line blockages				
CURRENT BASE BUDGET AMOUNT		\$	-	
ENHANCED BUDGET AMOUNT		\$	-	
REVENUE		\$	-	
		\$	-	
		\$	-	
		\$	-	
REOCCURING EXPENSE				
FISCAL YEAR	COST	JUSTIFICATION / CHANGES		
FY - 26	\$ 10,000.00	Chemicals		
FY - 27	\$ 10,000.00	Chemicals		
FY - 28	\$ 10,000.00	Chemicals		
ALTERNATIVES				
POLICY / STANDARD				
SUBMITTER NAME		DATE		
Andrew Waits				

BUDGET REQUEST FORM				
DEPARTMENT	PROGRAM TITLE	COST		
PUBLIC WORKS - WATER	New Equipment 6 yard Dump Truck	\$114,457.00		
CATEGORY				
CAPITAL				
BELOW CHECK THE ONE THAT APPLIES				
<input checked="" type="checkbox"/> ONE TIME PURCHASE		<input type="checkbox"/> REOCCURING EXPENSE		
If Capital Request, answer the following:				
Project Start Date:		Estimated Completion Date:		
Priority:	Necessary	FTE Impact:		
Proposed Funding Source:				
PROJECT FORECAST				
Year	Proposed Funding Source	Total Expense	Total Revenue	Difference
FY 24/25	Water	\$114,457.00		
OPERATING BUDGET IMPACT				
Budget Year	G/L Account	Expense	Revenue	FTE Impact
DECRPTION OF ITEM REQUESTED				
Purchase of new 2026 International Dump Truck				
Purchase of new 6 yard dump truck for smaller repair jobs. This will make it easier to make repairs in residential areas where the 12 yard dump truck is to large to utilize. It also does not require a Class A CDL to operate.				
CURRENT BASE BUDGET AMOUNT			\$114,457.00	
ENHANCED BUDGET AMOUNT			\$	-
REVENUE			\$	-
			\$	-
			\$	-
			\$	-
REOCCURING EXPENSE				
FISCAL YEAR	COST	JUSTIFICATION / CHANGES		
FY -	\$ -			
FY -	\$ -			
FY -	\$ -			
ALTERNATIVES				
POLICY / STANDARD				
SUBMITTER NAME		DATE		
Andrew Waits		6/6/2024		

BUDGET REQUEST FORM				
DEPARTMENT	PROGRAM TITLE	COST		
PUBLIC WORKS - STREET	PCI Rating	\$45,000		
CATEGORY				
CAPITAL				
BELOW CHECK THE ONE THAT APPLIES				
<input checked="" type="checkbox"/> ONE TIME PURCHASE		<input checked="" type="checkbox"/> REOCCURING EXPENSE		
If Capital Request, answer the following:				
Project Start Date:		Estimated Completion Date:		
Priority:	Necessary	FTE Impact:		
Proposed Funding Source:				
PROJECT FORECAST				
Year	Proposed Funding Source	Total Expense	Total Revenue	Difference
24/25	R&M Streets	\$45,000.00		
OPERATING BUDGET IMPACT				
Budget Year	G/L Account	Expense	Revenue	FTE Impact
24/25				
DECRPTION OF ITEM REQUESTED				
Drive and survey aproximatly 70.8 miles of roadway and aproximatly 5.4 miles of alleyways.				
JUSTIFICATION FOR ITEM REQUESTED				
This is for an engineering study (PCI Rating) of the existing roadways and alleys throughout the City. It will rate the condition of the road and allow staff to prioritize pavement repairs. Includes 5 year budge simulation and master plan and City Council presentation of results.				
CURRENT BASE BUDGET AMOUNT		\$	-	
ENHANCED BUDGET AMOUNT		\$	-	
REVENUE		\$	-	
		\$	-	
		\$	-	
		\$	-	
REOCCURING EXPENSE				
FISCAL YEAR	COST	JUSTIFICATION / CHANGES		
FY - 25	\$ 5,000.00	Software		
FY - 26	\$ 5,000.00	Software		
FY - 27	\$ 5,000.00	Software		
ALTERNATIVES				
POLICY / STANDARD				
SUBMITTER NAME		DATE		
Andrew Waits				

BUDGET REQUEST FORM				
DEPARTMENT	PROGRAM TITLE	COST		
PUBLIC WORKS - WASTE	Sewer Jet Trailer	\$93,386.00		
CATEGORY				
CAPITAL				
BELOW CHECK THE ONE THAT APPLIES				
<input checked="" type="checkbox"/> ONE TIME PURCHASE		<input type="checkbox"/> REOCCURING EXPENSE		
If Capital Request, answer the following:				
Project Start Date:		Estimated Completion Date:		
Priority:	Necessary	FTE Impact:		
Proposed Funding Source:	Wastewater			
PROJECT FORECAST				
Year	Proposed Funding Source	Total Expense	Total Revenue	Difference
24/25	Wastewater	\$93,386.00		
OPERATING BUDGET IMPACT				
Budget Year	G/L Account	Expense	Revenue	FTE Impact
DECRPTION OF ITEM REQUESTED				
Trailer for clearing sewer blockages in wastewater main lines and service lines				
JUSTIFICATION FOR ITEM REQUESTED				
The current piece of equipment is 8 years old with heavy usage. It has several issues including broken shroud cover, issues with water pump, hose reel and hose needs replacement and constantly breaking down causing us to ask other cities for assistance on a regular basis.				
CURRENT BASE BUDGET AMOUNT		\$	-	
ENHANCED BUDGET AMOUNT		\$	-	
REVENUE		\$	-	
		\$	-	
		\$	-	
		\$	-	
REOCCURING EXPENSE				
FISCAL YEAR	COST	JUSTIFICATION / CHANGES		
FY -	\$ -			
FY -	\$ -			
FY -	\$ -			
ALTERNATIVES				
POLICY / STANDARD				
SUBMITTER NAME		DATE		
Andrew Waits				

BUDGET REQUEST FORM

DEPARTMENT	PROGRAM TITLE	COST
PUBLIC WORKS - STORMW	Backhoe Thumb Attachment	\$ 6,648.00

CATEGORY
CAPITAL

BELOW CHECK THE ONE THAT APPLIES

<input checked="" type="checkbox"/> ONE TIME PURCHASE	<input type="checkbox"/> REOCCURING EXPENSE
-------------------------------------------------------	---------------------------------------------

If Capital Request, answer the following:

Project Start Date:		Estimated Completion Date:	
Priority:		FTE Impact:	
Proposed Funding Source:			

PROJECT FORECAST

Year	Proposed Funding Source	Total Expense	Total Revenue	Difference
Fy/24/25	Stormwater	\$6,648.00		

OPERATING BUDGET IMPACT

Budget Year	G/L Account	Expense	Revenue	FTE Impact

DECRPTION OF ITEM REQUESTED

New thumb attachment for new holland backhoe

JUSTIFICATION FOR ITEM REQUESTED

The new holland backhoe did not come with the thumb attachment when purchased. This attachment is utilized for picking up, moving and holding irregular objects like concrete, rocks, tree branches and other material. This will allow staff to remove fallen trees more productively.

CURRENT BASE BUDGET AMOUNT	\$	-
ENHANCED BUDGET AMOUNT	\$	-
REVENUE	\$	-
	\$	-
	\$	-
	\$	-

REOCCURING EXPENSE

FISCAL YEAR	COST	JUSTIFICATION / CHANGES
FY -	\$ -	
FY -	\$ -	
FY -	\$ -	

ALTERNATIVES

POLICY / STANDARD

SUBMITTER NAME	DATE
Andrew Waits	

BUDGET REQUEST FORM				
DEPARTMENT	PROGRAM TITLE	COST		
PUBLIC WORKS - STREET	Replacement of Unit 90	\$ 60,700.00		
CATEGORY				
CAPITAL				
BELOW CHECK THE ONE THAT APPLIES				
<input type="checkbox"/> ONE TIME PURCHASE		CAPITAL		<input type="checkbox"/> REOCCURING EXPENSE
If Capital Request, answer the following:				
Project Start Date:		Estimated Completion Date:		
Priority:	Necessary	FTE Impact:		
Proposed Funding Source:				
PROJECT FORECAST				
Year	Proposed Funding Source	Total Expense	Total Revenue	Difference
FY 24/25	Streets			
OPERATING BUDGET IMPACT				
Budget Year	G/L Account	Expense	Revenue	FTE Impact
DECRPTION OF ITEM REQUESTED				
New 4x2 V8 2025 Chevy Silverado 1500				
JUSTIFICATION FOR ITEM REQUESTED				
Replacement of Unit 90. 2014 F-150 Needs constant service, truck is in poor condition, ABS issues, Check engine light is on, Will not pass state inspection. Vehicle is 10 years old.				
CURRENT BASE BUDGET AMOUNT		\$	-	
ENHANCED BUDGET AMOUNT		\$	-	
REVENUE		\$	-	
		\$	-	
		\$	-	
		\$	-	
REOCCURING EXPENSE				
FISCAL YEAR	COST	JUSTIFICATION / CHANGES		
FY -	\$ -			
FY -	\$ -			
FY -	\$ -			
ALTERNATIVES				
POLICY / STANDARD				
SUBMITTER NAME		DATE		
Andrew Waits				

BUDGET REQUEST FORM

DEPARTMENT	PROGRAM TITLE	COST
PUBLIC WORKS - STREET	Vehicle Replacement Unit 102	\$ 52,950.00

CATEGORY
CAPITAL

BELOW CHECK THE ONE THAT APPLIES

<input checked="" type="checkbox"/> ONE TIME PURCHASE	<input type="checkbox"/> REOCCURING EXPENSE
-------------------------------------------------------	---------------------------------------------

If Capital Request, answer the following:

Project Start Date:		Estimated Completion Date:	
Priority:	Necessary	FTE Impact:	
Proposed Funding Source:	Streets		

PROJECT FORECAST

Year	Proposed Funding Source	Total Expense	Total Revenue	Difference
24/25	Streets	52,950.00		

OPERATING BUDGET IMPACT

Budget Year	G/L Account	Expense	Revenue	FTE Impact

DECRPTION OF ITEM REQUESTED

New 2025 4X2 Crew Cab Chevrolet Silverado 1500 (Field Supervisor Truck, Joseph Rosas)

JUSTIFICATION FOR ITEM REQUESTED

Replacement of 2018 Chevy Silverado. Unit has blown motor and bad transmission. Vehicle is currently out of service. This unit is the Field Supervisors vehicle

CURRENT BASE BUDGET AMOUNT	\$	-
ENHANCED BUDGET AMOUNT	\$	-
REVENUE	\$	-
	\$	-
	\$	-
	\$	-

REOCCURING EXPENSE

FISCAL YEAR	COST	JUSTIFICATION / CHANGES
FY -	\$ -	
FY -	\$ -	
FY -	\$ -	

ALTERNATIVES

POLICY / STANDARD

SUBMITTER NAME	DATE
Andrew Waits	

BUDGET REQUEST FORM

DEPARTMENT	PROGRAM TITLE	COST
PUBLIC WORKS - WATER	Safety, Trench Shoring Box	\$8,098.00

CATEGORY
CAPITAL

BELOW CHECK THE ONE THAT APPLIES	
<input checked="" type="checkbox"/> ONE TIME PURCHASE	<input type="checkbox"/> REOCCURING EXPENSE

If Capital Request, answer the following:

Project Start Date:		Estimated Completion Date:	
Priority:	Necessary	FTE Impact:	
Proposed Funding Source:			

PROJECT FORECAST				
Year	Proposed Funding Source	Total Expense	Total Revenue	Difference

OPERATING BUDGET IMPACT				
Budget Year	G/L Account	Expense	Revenue	FTE Impact
24/25				

DECRPTION OF ITEM REQUESTED	
Purchase of new shoring trench box	

Purchase of new shoring trench box to ensure staff remains safe while making water and sewer repairs.

CURRENT BASE BUDGET AMOUNT	\$8,098.00
ENHANCED BUDGET AMOUNT	\$ -
REVENUE	\$ -
	\$ -
	\$ -
	\$ -

REOCCURING EXPENSE		
FISCAL YEAR	COST	JUSTIFICATION / CHANGES
FY -	\$ -	
FY -	\$ -	
FY -	\$ -	

ALTERNATIVES	

POLICY / STANDARD	

SUBMITTER NAME	DATE
Andrew Waits	6/6/2024

DEPARTMENT	DEPARTMENT			
ACCOUNT NUMBER	HUMAN CAPITAL PROJECT NAME	QUANTITY	AMOUNT PER UNIT	AMOUNT REQUESTED
	ADA Officer	Added duties	\$ -	14,010.24
START DATE		DEPARTMENT PRIORITY		
10/1/2024				

DESCRIPTION/PURPOSE

Under the ADA Title II, when a public entity has 50 or more employees based on an entity-wide employee total count, the entity is required to designate at least one (1) qualified responsible employee to manage compliance with ADA requirements. The name, office address, and telephone number of this individual must be available and advertised to employees and the public. This allows for someone to assist with questions and concerns regarding disability discrimination to be easily identified.

JUSTIFICATION

1. As the HR manager-ADA coordinator, you will be the primary liaison for hiring managers, responsible for identifying their needs and preparing and posting job ads on various platforms. You will also design and update recruitment material and participate in interview panels for non-exempt positions. Your role will encompass managing and forwarding all job applications to the hiring manager and accurately and promptly processing background investigations, drug and medical screenings, and employment verifications.
2. Completes and processes employment paperwork for new hires, promotions, separations, and wage garnishments; ensures paperwork is completed correctly and promptly; prepares personnel files in accordance with policies and procedures; archives all terminated employee files and maintains filing system; responds to and processes employment verification requests.
3. Accurately and promptly enroll new employees in mandatory and voluntary benefits; disenroll separate employees from benefits. Resolves discrepancies in billing with benefits providers and third-party vendors.
4. Administers and processes the City's bi-weekly payroll to ensure the accuracy of pay and leave. Reviews and maintains employee attendance records and ensures all employees comply with established policies.
5. Respond to staff questions regarding standard human resources policies and procedures; assist staff in resolving problems associated with processing human resources forms; ensure compliance with human resources policies and procedures.
6. Distributes, explains, and enforces the City's personnel policies and procedures.
7. Conducts new employee orientation, focusing on leave and benefits; monitors compliance with performance evaluation schedules and escalates issues to the Organizational Director.
8. Coordinates annual benefits enrollment process; ensures employees are aware of their benefits; completes and verifies accuracy of benefits paperwork; plans and coordinates wellness activities for employees.
9. Develop, update, and enforce HR policies and procedures. Ensure policies are communicated effectively to all employees. Monitor and evaluate the effectiveness of HR programs and policies.
10. Work with the HR Director to develop and implement strategic HR plans aligned with the City's goals. Analyze HR metrics and trends to identify areas for improvement and growth.
11. Partner with hiring supervisors to verify the content of the job description, including essential duties, minimum qualifications, and core competencies.
12. Coordinate and conduct training sessions, workshops, and seminars. Implement leadership development initiatives to build management capabilities.
13. Develop and administer performance appraisal systems—guide managers in conducting performance reviews and setting objectives. Address performance issues and assist in developing improvement plans.
14. Familiarity with the entity's structures, activities, and employees.
15. Knowledge of the ADA and other laws addressing the rights of people with disabilities, such as Section 504 of the Rehabilitation Act.
16. Experience with people with a broad range of disabilities.
17. Knowledge of various alternative formats and technologies that enable individuals with disabilities to communicate, participate, and perform tasks.

- 18. Ability to work cooperatively with local entities and people with disabilities
- 19. Familiarity with any local disability advocacy groups or other disability groups
- 20. Skills and training in negotiation and mediation and organizational and analytical skills

Forecast

Account	Account Description	BUDGET AMT	FTE	Budget Amount
	SALARIES	\$ -	1.00	\$ 14,010
	OVERTIME	-		-
	CERTIFICATION PAY	-		-
	INSURANCE (EE ONLY)	-		-
	FICA	-		1,072
	TMRS	-		621
	UNIFORM & CLOTHING			
	PERSONAL PROTECTIVE EQUIPMENT			
	OTHER SMALL EQUIPMENT			
	CONFERENCE, TRAINING, & TRAVEL			
	TOTAL	\$ -		\$ 15,703

Forecast (Future years)

Budget Year	G/L Account	Expense	Revenue	FTE Impact



SUPPLEMENTAL INFORMATION



**DALLAS CENTRAL APPRAISAL DISTRICT
CERTIFICATION OF APPRAISAL ROLL**

Year: 2024

Jurisdiction: City of GLENN HEIGHTS

In accordance with the requirements of the Texas Property Tax Code, Chapter 26, Section 26.01, paragraphs (A) and (B), the following values are hereby certified:

Market Value of all Real & Business Personal Property Before Qualified Exemptions*	\$1,166,542,970
Taxable Value of all Real & Business Personal Property	\$961,040,823

In accordance with the requirements of the Texas Property Tax Code, Chapter 26, Section 26.01, paragraph (C), the following values are hereby certified as disputed values and are not included in the above totals:

	Market Value	Taxable Value
Values under protest as determined by the Appraisal District**	\$36,308,880	\$33,311,126
Values under protest as claimed by property owner or estimated by Appraisal District in event property owner's claim is upheld	\$25,416,243	\$23,317,788
Freeport Estimated Loss		\$0
Estimated Net Taxable		\$23,317,788

I, Shane Docherty, Executive Director/Chief Appraiser of the Dallas Central Appraisal District, do hereby certify the aforementioned values and totals to the taxing jurisdiction indicated above, in accordance with the requirements of the laws of the State of Texas on this 25th day of July, 2024 .

Dallas Central Appraisal District

Shane Docherty
Executive Director/Chief Appraiser

*Total Value of New Construction in Certified Market Value above \$41,272,150

**Value of Disputed New Construction in Protested Market Value Above \$10,000

CERTIFICATION OF APPRAISAL RECORDS FOR: CITY OF GLENN HEIGHTS

I, Kathy A. Rodrigue, Chief Appraiser of the Ellis Appraisal District, do solemnly swear that I have made, or caused to be made, a diligent inquiry to ascertain all property in the district subject to appraisal by me and that I have included in the records all property that I am aware of, at an appraised value determined as required by law.

I, Kathy A. Rodrigue, do hereby certify that the following values are true and correct to the best of my knowledge:

2024 Total Taxable Value	\$	<u>822,741,550</u>
2024 Taxable Value Under Protest	\$	<u>63,294</u>
2024 Certified Taxable Value	\$	<u>822,678,256</u>
2024 Estimate of Value Under Protest	\$	<u>45,503</u>

(This value should go on Line 19A or 18A for ISDs)

The following information is for taxing entities with a tax ceiling:

2024 Tax Limit/Freeze Adjustment	\$
2024 Freeze Adjusted Taxable Value	\$
2024 Frozen Levy	\$

Please remember that the certified value is subject to change resulting from Appraisal Review Board action, correction of clerical errors, and the granting of late homestead, over 65, disabled and other exemptions.

Approval of the appraisal records by the Ellis Appraisal District Appraisal Review Board occurred on the 19th day of July, 2024.



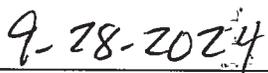
Kathy A. Rodrigue, RPA
Chief Appraiser



Sworn and subscribed before me this 25th day of July, 2024.



Notary Public State of Texas



Commission Expires

Done
7-29-21

2024 Tax Rate Calculation Worksheet

Taxing Units Other Than School Districts or Water Districts

City of Glenn Heights

972.223.1690

Taxing Unit Name

Phone (area code and number)

1938 S. Hampton Rd, Glen Heights, TX 75154

www.glennheightstx.gov

Taxing Unit's Address, City, State, ZIP Code

Taxing Unit's Website Address

GENERAL INFORMATION: Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the no-new-revenue (NNR) tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per \$100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller Form 50-859 *Tax Rate Calculation Worksheet, School District without Chapter 313 Agreements* or Comptroller Form 50-884 *Tax Rate Calculation Worksheet, School District with Chapter 313 Agreements*.

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 *Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts* or Comptroller Form 50-860 *Developed Water District Voter-Approval Tax Rate Worksheet*.

The Comptroller's office provides this worksheet to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

SECTION 1: No-New-Revenue Tax Rate

The NNR tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the NNR tax rate should decrease.

The NNR tax rate for a county is the sum of the NNR tax rates calculated for each type of tax the county levies.

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operations taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
1.	Prior year total taxable value. Enter the amount of the prior year taxable value on the prior year tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (adjustment is made by deducting TIF taxes, as reflected in Line 17). ¹	\$ 1,662,789,958
2.	Prior year tax ceilings. Counties, cities and junior college districts. Enter the prior year total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision last year or a prior year for homeowners age 65 or older or disabled, use this step. ²	\$ 0
3.	Preliminary prior year adjusted taxable value. Subtract Line 2 from Line 1.	\$ 1,662,789,958
4.	Prior year total adopted tax rate.	\$ 0.564729 /\$100
5.	Prior year taxable value lost because court appeals of ARB decisions reduced the prior year's appraised value.	
	A. Original prior year ARB values:..... \$ 27,771,020	
	B. Prior year values resulting from final court decisions:..... - \$ 19,600,000	
	C. Prior year value loss. Subtract B from A. ³	\$ 8,171,020
6.	Prior year taxable value subject to an appeal under Chapter 42, as of July 25.	
	A. Prior year ARB certified value:..... \$ 938,615	
	B. Prior year disputed value:..... - \$ 338,615	
	C. Prior year undisputed value. Subtract B from A. ⁴	\$ 600,000
7.	Prior year Chapter 42 related adjusted values. Add Line 5C and Line 6C.	\$ 8,771,020

¹ Tex. Tax Code §26.012(14)
² Tex. Tax Code §26.012(14)
³ Tex. Tax Code §26.012(13)
⁴ Tex. Tax Code §26.012(13)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
8.	Prior year taxable value, adjusted for actual and potential court-ordered adjustments. Add Line 3 and Line 7.	\$ 1,671,560,978
9.	Prior year taxable value of property in territory the taxing unit deannexed after Jan. 1, 2024. Enter the prior year value of property in deannexed territory. ⁵	\$ 0
10.	<p>Prior year taxable value lost because property first qualified for an exemption in the current year. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in the current year does not create a new exemption or reduce taxable value.</p> <p>A. Absolute exemptions. Use prior year market value: \$ 1,810</p> <p>B. Partial exemptions. Current year exemption amount or current year percentage exemption times prior year value: + \$ 14,394,324</p> <p>C. Value loss. Add A and B.⁶</p>	\$ 14,396,134
11.	<p>Prior year taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in the current year. Use only properties that qualified for the first time in the current year; do not use properties that qualified in the prior year.</p> <p>A. Prior year market value: \$ 173,180</p> <p>B. Current year productivity or special appraised value: - \$ 1,500</p> <p>C. Value loss. Subtract B from A.⁷</p>	\$ 171,680
12.	Total adjustments for lost value. Add Lines 9, 10C and 11C.	\$ 14,567,814
13.	Prior year captured value of property in a TIF. Enter the total value of the prior year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the prior year taxes were deposited into the tax increment fund. ⁸ If the taxing unit has no captured appraised value in line 18D, enter 0.	\$ 0
14.	Prior year total value. Subtract Line 12 and Line 13 from Line 8.	\$ 1,656,993,164
15.	Adjusted prior year total levy. Multiply Line 4 by Line 14 and divide by \$100.	\$ 9,357,520
16.	Taxes refunded for years preceding the prior tax year. Enter the amount of taxes refunded by the taxing unit for tax years preceding the prior tax year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for the prior tax year. This line applies only to tax years preceding the prior tax year. ⁹	\$ 78,089
17.	Adjusted prior year levy with refunds and TIF adjustment. Add Lines 15 and 16. ¹⁰	\$ 9,435,609
18.	<p>Total current year taxable value on the current year certified appraisal roll today. This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled.¹¹</p> <p>A. Certified values: \$ 1,783,719,079</p> <p>B. Counties: Include railroad rolling stock values certified by the Comptroller's office: + \$ _____</p> <p>C. Pollution control and energy storage system exemption: Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property: - \$ 0</p> <p>D. Tax increment financing: Deduct the current year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the current year taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 23 below.¹² - \$ 0</p> <p>E. Total current year value. Add A and B, then subtract C and D.</p>	\$ 1,783,719,079

⁵ Tex. Tax Code §26.012(15)
⁶ Tex. Tax Code §26.012(15)
⁷ Tex. Tax Code §26.012(15)
⁸ Tex. Tax Code §26.03(c)
⁹ Tex. Tax Code §26.012(13)
¹⁰ Tex. Tax Code §26.012(13)
¹¹ Tex. Tax Code §26.012, 26.04(c-2)
¹² Tex. Tax Code §26.03(c)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
19.	<p>Total value of properties under protest or not included on certified appraisal roll. ¹³</p> <p>A. Current year taxable value of properties under protest. The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. ¹⁴ \$ <u>23,363,291</u></p> <p>B. Current year value of properties not under protest or included on certified appraisal roll. The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. ¹⁵ + \$ <u>0</u></p> <p>C. Total value under protest or not certified. Add A and B. \$ <u>23,363,291</u></p>	
20.	Current year tax ceilings. Counties, cities and junior colleges enter current year total taxable value of homesteads with tax ceilings. These include the home- steads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in the prior year or a previous year for homeowners age 65 or older or disabled, use this step. ¹⁶	\$ <u>0</u>
21.	Current year total taxable value. Add Lines 18E and 19C. Subtract Line 20. ¹⁷	\$ <u>1,807,082,370</u>
22.	Total current year taxable value of properties in territory annexed after Jan. 1, of the prior year. Include both real and personal property. Enter the current year value of property in territory annexed. ¹⁸	\$ <u>0</u>
23.	Total current year taxable value of new improvements and new personal property located in new improvements. New means the item was not on the appraisal roll in the prior year. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, of the prior year and be located in a new improvement. New improvements do include property on which a tax abatement agreement has expired for the current year. ¹⁹	\$ <u>83,762,524</u>
24.	Total adjustments to the current year taxable value. Add Lines 22 and 23.	\$ <u>83,762,524</u>
25.	Adjusted current year taxable value. Subtract Line 24 from Line 21.	\$ <u>1,723,319,846</u>
26.	Current year NNR tax rate. Divide Line 17 by Line 25 and multiply by \$100. ²⁰	\$ <u>0.547525</u> /\$100 ✓
27.	COUNTIES ONLY. Add together the NNR tax rates for each type of tax the county levies. The total is the current year county NNR tax rate. ²¹	\$ _____ /\$100

SECTION 2: Voter-Approval Tax Rate

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The voter-approval tax rate is split into two separate rates:

- Maintenance and Operations (M&O) Tax Rate:** The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations.
- Debt Rate:** The debt rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The voter-approval tax rate for a county is the sum of the voter-approval tax rates calculated for each type of tax the county levies. In most cases the voter-approval tax rate exceeds the no-new-revenue tax rate, but occasionally decreases in a taxing unit's debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
28.	Prior year M&O tax rate. Enter the prior year M&O tax rate.	\$ <u>0.481680</u> /\$100
29.	Prior year taxable value, adjusted for actual and potential court-ordered adjustments. Enter the amount in Line 8 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ <u>1,671,560,978</u>

¹³ Tex. Tax Code §26.01(c) and (d)
¹⁴ Tex. Tax Code §26.01(c)
¹⁵ Tex. Tax Code §26.01(d)
¹⁶ Tex. Tax Code §26.012(6)(B)
¹⁷ Tex. Tax Code §26.012(6)
¹⁸ Tex. Tax Code §26.012(17)
¹⁹ Tex. Tax Code §26.012(17)
²⁰ Tex. Tax Code §26.04(c)
²¹ Tex. Tax Code §26.04(d)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
30.	Total prior year M&O levy. Multiply Line 28 by Line 29 and divide by \$100	\$ 8,051,574
31.	Adjusted prior year levy for calculating NNR M&O rate.	
	<p>A. M&O taxes refunded for years preceding the prior tax year. Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2023. This line applies only to tax years preceding the prior tax year.....</p> <p style="text-align: right;">+ \$ 65,482</p>	
	<p>B. Prior year taxes in TIF. Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no current year captured appraised value in Line 18D, enter 0.....</p> <p style="text-align: right;">- \$ 0</p>	
	<p>C. Prior year transferred function. If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in D below. The taxing unit receiving the function will add this amount in D below. Other taxing units enter 0.</p> <p style="text-align: right;">+/- \$ 0</p>	
	<p>D. Prior year M&O levy adjustments. Subtract B from A. For taxing unit with C, subtract if discontinuing function and add if receiving function.....</p> <p style="text-align: right;">\$ 65,482</p>	
	E. Add Line 30 to 31D.	\$ 8,117,056
32.	Adjusted current year taxable value. Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 1,723,319,846
33.	Current year NNR M&O rate (unadjusted). Divide Line 31E by Line 32 and multiply by \$100.	\$ 0.471012 /\$100
34.	Rate adjustment for state criminal justice mandate. ²³	
	<p>A. Current year state criminal justice mandate. Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose.</p> <p style="text-align: right;">\$ 0</p>	
	<p>B. Prior year state criminal justice mandate. Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies.....</p> <p style="text-align: right;">- \$ 0</p>	
	C. Subtract B from A and divide by Line 32 and multiply by \$100.....	\$ 0.000000 /\$100
	D. Enter the rate calculated in C. If not applicable, enter 0.	\$ _____ /\$100
35.	Rate adjustment for indigent health care expenditures. ²⁴	
	<p>A. Current year indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state assistance received for the same purpose.</p> <p style="text-align: right;">\$ 0</p>	
	<p>B. Prior year indigent health care expenditures. Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2022 and ending on June 30, 2023, less any state assistance received for the same purpose.....</p> <p style="text-align: right;">- \$ 0</p>	
	C. Subtract B from A and divide by Line 32 and multiply by \$100.....	\$ 0.000000 /\$100
	D. Enter the rate calculated in C. If not applicable, enter 0.	\$ 0.000000 /\$100

²³ [Reserved for expansion]
²⁴ Tex. Tax Code §26.044
²⁵ Tex. Tax Code §26.0441

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
36.	<p>Rate adjustment for county indigent defense compensation. ²⁵</p> <p>A. Current year indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state grants received by the county for the same purpose. \$ <u>0</u></p> <p>B. Prior year indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2022 and ending on June 30, 2023, less any state grants received by the county for the same purpose. \$ <u>0</u></p> <p>C. Subtract B from A and divide by Line 32 and multiply by \$100. \$ <u>0.000000</u> /\$100</p> <p>D. Multiply B by 0.05 and divide by Line 32 and multiply by \$100. \$ <u>0.000000</u> /\$100</p> <p>E. Enter the lesser of C and D. If not applicable, enter 0.</p>	\$ <u>0.000000</u> /\$100
37.	<p>Rate adjustment for county hospital expenditures. ²⁶</p> <p>A. Current year eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year. \$ <u>0</u></p> <p>B. Prior year eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2022 and ending on June 30, 2023. \$ <u>0</u></p> <p>C. Subtract B from A and divide by Line 32 and multiply by \$100. \$ <u>0.000000</u> /\$100</p> <p>D. Multiply B by 0.08 and divide by Line 32 and multiply by \$100. \$ <u>0.000000</u> /\$100</p> <p>E. Enter the lesser of C and D, if applicable. If not applicable, enter 0.</p>	\$ <u>0.000000</u> /\$100
38.	<p>Rate adjustment for defunding municipality. This adjustment only applies to a municipality that is considered to be a defunding municipality for the current tax year under Chapter 109, Local Government Code. Chapter 109, Local Government Code only applies to municipalities with a population of more than 250,000 and includes a written determination by the Office of the Governor. See Tax Code Section 26.0444 for more information.</p> <p>A. Amount appropriated for public safety in the prior year. Enter the amount of money appropriated for public safety in the budget adopted by the municipality for the preceding fiscal year. \$ <u>0</u></p> <p>B. Expenditures for public safety in the prior year. Enter the amount of money spent by the municipality for public safety during the preceding fiscal year. \$ <u>0</u></p> <p>C. Subtract B from A and divide by Line 32 and multiply by \$100. \$ <u>0.000000</u> /\$100</p> <p>D. Enter the rate calculated in C. If not applicable, enter 0.</p>	\$ <u>0.000000</u> /\$100
39.	<p>Adjusted current year NNR M&O rate. Add Lines 33, 34D, 35D, 36E, and 37E. Subtract Line 38D.</p>	\$ <u>0.471012</u> /\$100
40.	<p>Adjustment for prior year sales tax specifically to reduce property taxes. Cities, counties and hospital districts that collected and spent additional sales tax on M&O expenses in the prior year should complete this line. These entities will deduct the sales tax gain rate for the current year in Section 3. Other taxing units, enter zero.</p> <p>A. Enter the amount of additional sales tax collected and spent on M&O expenses in the prior year, if any. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent. \$ <u>0</u></p> <p>B. Divide Line 40A by Line 32 and multiply by \$100. \$ <u>0.000000</u> /\$100</p> <p>C. Add Line 40B to Line 39.</p>	\$ <u>0.471012</u> /\$100
41.	<p>Current year voter-approval M&O rate. Enter the rate as calculated by the appropriate scenario below.</p> <p>Special Taxing Unit. If the taxing unit qualifies as a special taxing unit, multiply Line 40C by 1.08.</p> <p>- or -</p> <p>Other Taxing Unit. If the taxing unit does not qualify as a special taxing unit, multiply Line 40C by 1.035.</p>	\$ <u>0.487497</u> /\$100

²⁵ Tex. Tax Code §26.0442
²⁶ Tex. Tax Code §26.0443

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
D41.	<p>Disaster Line 41 (D41): Current year voter-approval M&O rate for taxing unit affected by disaster declaration. If the taxing unit is located in an area declared a disaster area and at least one person is granted an exemption under Tax Code Section 11.35 for property located in the taxing unit, the governing body may direct the person calculating the voter-approval tax rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval tax rate in this manner until the earlier of</p> <p>1) the first year in which total taxable value on the certified appraisal roll exceeds the total taxable value of</p> <p>the tax year in which the disaster occurred, or</p> <p>2) the third tax year after the tax year in which the disaster occurred</p> <p>If the taxing unit qualifies under this scenario, multiply Line 40C by 1.08.²⁷ If the taxing unit does not qualify, do not complete Disaster Line 41 (Line D41).</p>	\$ 0.000000 /\$100
42.	<p>Total current year debt to be paid with property taxes and additional sales tax revenue. Debt means the interest and principal that will be paid on debts that:</p> <p>(1) are paid by property taxes,</p> <p>(2) are secured by property taxes,</p> <p>(3) are scheduled for payment over a period longer than one year, and</p> <p>(4) are not classified in the taxing unit's budget as M&O expenses.</p> <p>A. Debt also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2021, verify if it meets the amended definition of debt before including it here.²⁸</p> <p>Enter debt amount \$ 1,400,818</p> <p>B. Subtract unencumbered fund amount used to reduce total debt. - \$ 0</p> <p>C. Subtract certified amount spent from sales tax to reduce debt (enter zero if none) - \$ 0</p> <p>D. Subtract amount paid from other resources - \$ 0</p> <p>E. Adjusted debt. Subtract B, C and D from A. \$ 1,400,818</p>	\$ 1,400,818
43.	<p>Certified prior year excess debt collections. Enter the amount certified by the collector.²⁹</p>	\$ 0
44.	<p>Adjusted current year debt. Subtract Line 43 from Line 42E.</p>	\$ 1,400,818
45.	<p>Current year anticipated collection rate.</p> <p>A. Enter the current year anticipated collection rate certified by the collector.³⁰ 100.00 %</p> <p>B. Enter the prior year actual collection rate..... 99.87 %</p> <p>C. Enter the 2022 actual collection rate. 102.30 %</p> <p>D. Enter the 2021 actual collection rate. 100.40 %</p> <p>E. If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%.³¹</p>	100.00 %
46.	<p>Current year debt adjusted for collections. Divide Line 44 by Line 45E.</p>	\$ 1,400,818
47.	<p>Current year total taxable value. Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i>.</p>	\$ 1,807,082,370
48.	<p>Current year debt rate. Divide Line 46 by Line 47 and multiply by \$100.</p>	\$ 0.077518 /\$100
49.	<p>Current year voter-approval tax rate. Add Lines 41 and 48.</p>	\$ 0.565015 /\$100
D49.	<p>Disaster Line 49 (D49): Current year voter-approval tax rate for taxing unit affected by disaster declaration. Complete this line if the taxing unit calculated the voter-approval tax rate in the manner provided for a special taxing unit on Line D41. Add Line D41 and 48.</p>	\$ 0.000000 /\$100

²⁷ Tex. Tax Code §26.042(a)
²⁸ Tex. Tax Code §26.012(7)
²⁹ Tex. Tax Code §26.012(10) and 26.04(b)
³⁰ Tex. Tax Code §26.04(b)
³¹ Tex. Tax Code §§26.04(h), (h-1) and (h-2)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
50.	COUNTIES ONLY. Add together the voter-approval tax rates for each type of tax the county levies. The total is the current year county voter-approval tax rate.	\$ 0.000000 /\$100

SECTION 3: NNR Tax Rate and Voter-Approval Tax Rate Adjustments for Additional Sales Tax to Reduce Property Taxes

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its NNR and voter-approval tax rates to offset the expected sales tax revenue. This section should only be completed by a county, city or hospital district that is required to adjust its NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
51.	Taxable Sales. For taxing units that adopted the sales tax in November of the prior tax year or May of the current tax year, enter the Comptroller’s estimate of taxable sales for the previous four quarters. ³² Estimates of taxable sales may be obtained through the Comptroller’s Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November of the prior year, enter 0.	\$ 0
52.	Estimated sales tax revenue. Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. ³³ Taxing units that adopted the sales tax in November of the prior tax year or in May of the current tax year. Multiply the amount on Line 51 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. ³⁴ - or - Taxing units that adopted the sales tax before November of the prior year. Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	\$ 0
53.	Current year total taxable value. Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 1,807,082,370
54.	Sales tax adjustment rate. Divide Line 52 by Line 53 and multiply by \$100.	\$ 0.000000 /\$100
55.	Current year NNR tax rate, unadjusted for sales tax. ³⁵ Enter the rate from Line 26 or 27, as applicable, on the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 0.547525 /\$100
56.	Current year NNR tax rate, adjusted for sales tax. Taxing units that adopted the sales tax in November the prior tax year or in May of the current tax year. Subtract Line 54 from Line 55. Skip to Line 57 if you adopted the additional sales tax before November of the prior tax year.	\$ 0.547525 /\$100
57.	Current year voter-approval tax rate, unadjusted for sales tax. ³⁶ Enter the rate from Line 49, Line D49 (disaster) or Line 50 (counties) as applicable, of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.565015 /\$100
58.	Current year voter-approval tax rate, adjusted for sales tax. Subtract Line 54 from Line 57.	\$ 0.565015 /\$100

SECTION 4: Voter-Approval Tax Rate Adjustment for Pollution Control

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit’s expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
59.	Certified expenses from the Texas Commission on Environmental Quality (TCEQ). Enter the amount certified in the determination letter from TCEQ. ³⁷ The taxing unit shall provide its tax assessor-collector with a copy of the letter. ³⁸	\$ 0
60.	Current year total taxable value. Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 1,807,082,370
61.	Additional rate for pollution control. Divide Line 59 by Line 60 and multiply by \$100.	\$ 0.000000 /\$100

³² Tex. Tax Code §26.041(d)
³³ Tex. Tax Code §26.041(f)
³⁴ Tex. Tax Code §26.041(d)
³⁵ Tex. Tax Code §26.04(c)
³⁶ Tex. Tax Code §26.04(c)
³⁷ Tex. Tax Code §26.045(d)
³⁸ Tex. Tax Code §26.045(f)

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
62.	Current year voter-approval tax rate, adjusted for pollution control. Add Line 61 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties) or Line 58 (taxing units with the additional sales tax).	\$ 0.565015 /\$100

SECTION 5: Voter-Approval Tax Rate Adjustment for Unused Increment Rate

The unused increment rate is the rate equal to the sum of the prior 3 years Foregone Revenue Amounts divided by the current taxable value.³⁹ The Foregone Revenue Amount for each year is equal to that year's adopted tax rate subtracted from that year's voter-approval tax rate adjusted to remove the unused increment rate multiplied by that year's current total value.⁴⁰ In a year where a taxing unit adopts a rate by applying any portion of the unused increment rate, the portion of the unused increment rate that was used must be backed out of the calculation for that year.

The difference between the adopted tax rate and adjusted voter-approval tax rate is considered zero in the following scenarios:

- a tax year in which a taxing unit affected by a disaster declaration calculates the tax rate under Tax Code Section 26.042;⁴¹
- a tax year in which the municipality is a defunding municipality, as defined by Tax Code Section 26.0501(a);⁴² or
- after Jan. 1, 2022, a tax year in which the comptroller determines that the county implemented a budget reduction or reallocation described by Local Government Code Section 120.002(a) without the required voter approval.⁴³

Individual components can be negative, but the overall rate will be the greater of zero or the calculated rate.

This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit.⁴⁴

Line	Unused Increment Rate Worksheet	Amount/Rate
63.	Year 3 Foregone Revenue Amount. Subtract the 2023 unused increment rate and 2023 actual tax rate from the 2023 voter-approval tax rate. Multiply the result by the 2023 current total value	
	A. Voter-approval tax rate (Line 67).....	\$ 0.564729 /\$100
	B. Unused increment rate (Line 66).....	\$ 0.000000 /\$100
	C. Subtract B from A.....	\$ 0.564729 /\$100
	D. Adopted Tax Rate.....	\$ 0.564729 /\$100
	E. Subtract D from C.....	\$ 0.000000 /\$100
	F. 2023 Total Taxable Value (Line 60).....	\$ 1,694,230,740
	G. Multiply E by F and divide the results by \$100.....	\$ 0
64.	Year 2 Foregone Revenue Amount. Subtract the 2022 unused increment rate and 2022 actual tax rate from the 2022 voter-approval tax rate. Multiply the result by the 2022 current total value	
	A. Voter-approval tax rate (Line 67).....	\$ 0.632211 /\$100
	B. Unused increment rate (Line 66).....	\$ 0.000000 /\$100
	C. Subtract B from A.....	\$ 0.632211 /\$100
	D. Adopted Tax Rate.....	\$ 0.632211 /\$100
	E. Subtract D from C.....	\$ 0.000000 /\$100
	F. 2022 Total Taxable Value (Line 60).....	\$ 1,428,111,318
	G. Multiply E by F and divide the results by \$100.....	\$ 0
65.	Year 1 Foregone Revenue Amount. Subtract the 2021 unused increment rate and 2021 actual tax rate from the 2021 voter-approval tax rate. Multiply the result by the 2021 current total value	
	A. Voter-approval tax rate (Line 67).....	\$ 0.743344 /\$100
	B. Unused increment rate (Line 66).....	\$ 0.000000 /\$100
	C. Subtract B from A.....	\$ 0.743344 /\$100
	D. Adopted Tax Rate.....	\$ 0.769146 /\$100
	E. Subtract D from C.....	\$ -0.025802 /\$100
	F. 2021 Total Taxable Value (Line 60).....	\$ 1,076,297,746
	G. Multiply E by F and divide the results by \$100.....	\$ 0
66.	Total Foregone Revenue Amount. Add Lines 63G, 64G and 65G	\$ 0 /\$100
67.	2024 Unused Increment Rate. Divide Line 66 by Line 21 of the <i>No-New-Revenue Rate Worksheet</i> . Multiply the result by 100	\$ 0.000000 /\$100
68.	Total 2024 voter-approval tax rate, including the unused increment rate. Add Line 67 to one of the following lines (as applicable): Line 49, Line 50 (counties), Line 58 (taxing units with additional sales tax) or Line 62 (taxing units with pollution)	\$ 0.565015 /\$100

³⁹ Tex. Tax Code §26.013(b)
⁴⁰ Tex. Tax Code §26.013(a)(1-a), (1-b), and (2)
⁴¹ Tex. Tax Code §§26.04(c)(2)(A) and 26.042(a)
⁴² Tex. Tax Code §§26.0501(a) and (c)
⁴³ Tex. Local Gov't Code §120.007(d)
⁴⁴ Tex. Local Gov't Code §120.007(d)

SECTION 6: De Minimis Rate

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise \$500,000, and the current debt rate for a taxing unit. ⁴⁴ This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit. ⁴⁵

Line	De Minimis Rate Worksheet	Amount/Rate
69.	Adjusted current year NNR M&O tax rate. Enter the rate from Line 39 of the <i>Voter-Approval Tax Rate Worksheet</i> .	0.471012
70.	Current year total taxable value. Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 1,807,082,370
71.	Rate necessary to impose \$500,000 in taxes. Divide \$500,000 by Line 70 and multiply by \$100.	\$ 0.027668 /\$100
72.	Current year debt rate. Enter the rate from Line 48 of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.077518 /\$100
73.	De minimis rate. Add Lines 69, 71 and 72.	\$ 0.576198 /\$100



SECTION 7: Voter-Approval Tax Rate Adjustment for Emergency Revenue Rate

In the tax year after the end of the disaster calculation time period detailed in Tax Code Section 26.042(a), a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a disaster must calculate its emergency revenue rate and reduce its voter-approval tax rate for that year. ⁴⁶

Similarly, if a taxing unit adopted a tax rate that exceeded its voter-approval tax rate, calculated normally, without holding an election to respond to a disaster, as allowed by Tax Code Section 26.042(d), in the prior year, it must also reduce its voter-approval tax rate for the current tax year. ⁴⁹

This section will apply to a taxing unit other than a special taxing unit that:

- directed the designated officer or employee to calculate the voter-approval tax rate of the taxing unit in the manner provided for a special taxing unit in the prior year; and
- the current year is the first tax year in which the total taxable value of property taxable by the taxing unit as shown on the appraisal roll for the taxing unit submitted by the assessor for the taxing unit to the governing body exceeds the total taxable value of property taxable by the taxing unit on January 1 of the tax year in which the disaster occurred or the disaster occurred four years ago. This section will apply to a taxing unit in a disaster area that adopted a tax rate greater than its voter-approval tax rate without holding an election in the prior year.

Note: This section does not apply if a taxing unit is continuing to calculate its voter-approval tax rate in the manner provided for a special taxing unit because it is still within the disaster calculation time period detailed in Tax Code Section 26.042(a) because it has not met the conditions in Tax Code Section 26.042(a)(1) or (2).

Line	Emergency Revenue Rate Worksheet	Amount/Rate
74.	2023 adopted tax rate. Enter the rate in Line 4 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 0.564729 /\$100
75.	Adjusted 2023 voter-approval tax rate. Use the taxing unit's Tax Rate Calculation Worksheets from the prior year(s) to complete this line. If a disaster occurred in 2023 and the taxing unit calculated its 2023 voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) of the 2023 worksheet due to a disaster, complete the applicable sections or lines of <i>Form 50-856-a, Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> . - or - If a disaster occurred prior to 2023 for which the taxing unit continued to calculate its voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) in 2023, complete form 50-856-a, <i>Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> to recalculate the voter-approval tax rate the taxing unit would have calculated in 2023 if it had generated revenue based on an adopted tax rate using a multiplier of 1.035 in the years following the disaster. ⁵⁰ Enter the final adjusted 2023 voter-approval tax rate from the worksheet. - or - If the taxing unit adopted a tax rate above the 2023 voter-approval tax rate without calculating a disaster tax rate or holding an election due to a disaster, no recalculation is necessary. Enter the voter-approval tax rate from the prior year's worksheet.	\$ 0.000000 /\$100
76.	Increase in 2023 tax rate due to disaster. Subtract Line 75 from Line 74.	\$ 0.000000 /\$100
77.	Adjusted 2023 taxable value. Enter the amount in Line 14 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 1,656,993,164
78.	Emergency revenue. Multiply Line 76 by Line 77 and divide by \$100.	\$ 0
79.	Adjusted 2023 taxable value. Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 1,723,319,846
80.	Emergency revenue rate. Divide Line 78 by Line 79 and multiply by \$100. ⁵¹	\$ 0.000000 /\$100

⁴⁴ Tex. Tax Code §26.04(c)(2)(B)
⁴⁵ Tex. Tax Code §26.012(b-a)
⁴⁶ Tex. Tax Code §26.063(a)(1)
⁴⁷ Tex. Tax Code §26.042(b)
⁴⁸ Tex. Tax Code §26.042(f)
⁴⁹ Tex. Tax Code §26.42(c)
⁵⁰ Tex. Tax Code §26.42(c)
⁵¹ Tex. Tax Code §26.42(b)

Line	Emergency Revenue Rate Worksheet	Amount/Rate
81.	Current year voter-approval tax rate, adjusted for emergency revenue. Subtract Line 80 from one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax), Line 62 (taxing units with pollution control) or Line 68 (taxing units with the unused increment rate).	\$ 0.565015 /\$100



SECTION 8: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

No-new-revenue tax rate. \$ 0.547525 /\$100
 As applicable, enter the current year NNR tax rate from: Line 26, Line 27 (counties), or Line 56 (adjusted for sales tax).
 Indicate the line number used: 26

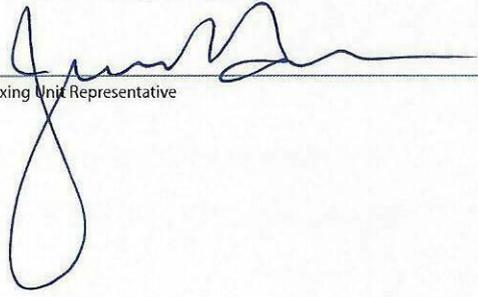
Voter-approval tax rate. \$ 0.565015 /\$100
 As applicable, enter the current year voter-approval tax rate from: Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (adjusted for sales tax), Line 62 (adjusted for pollution control), Line 68 (adjusted for unused increment), or Line 81 (adjusted for emergency revenue).
 Indicate the line number used: 27

De minimis rate. \$ 0.576198 /\$100
 If applicable, enter the current year de minimis rate from Line 73.

SECTION 9: Taxing Unit Representative Name and Signature

Enter the name of the person preparing the tax rate as authorized by the governing body of the taxing unit. By signing below, you certify that you are the designated officer or employee of the taxing unit and have accurately calculated the tax rates using values that are the same as the values shown in the taxing unit's certified appraisal roll or certified estimate of taxable value, in accordance with requirements in the Tax Code.⁵²

print here ▶ John R. Ames, PCC, CTA
 Printed Name of Taxing Unit Representative

sign here ▶ 
 Taxing Unit Representative

7/29/24
 Date

⁵² Tex. Tax Code §§26.04(c-2) and (d-2)



PROPOSED STAFFING FOR FY 2024-2025 BUDGET

PERSONNEL SUMMARY

Full-time Positions	2021-2022	2022-2023	2023-2024	2024-2025
CITY MANAGER'S OFFICE				
City Manager	1	1	1	1
Executive Assistant to City Manager	1	1	1	1
Deputy City Manager	1	1	1	1
CITY SECRETARY				
City Secretary	1	1	1	1
HUMAN RESOURCES				
Director, Human Resources	1	1	1	1
Human Resources Generalist	0	0	0	1
INFORMATION TECHNOLOGY				
Administrator, IT	1	1	1	1
Specialist, IT	0	1	1	1
FINANCE				
Director, Finance	1	1	1	1
Sr Financial Analyst	0	1	0	0
Financial Analyst	1	1	1	1
Finance Coordinator	0	0	0	0
Administrative Support Technician	0	0	0	0
MUNICIPAL COURT				
Administrator, Court	1	1	1	1
FIRE DEPARTMENT				
Director of Public Safety	1	1	0	0
Fire Chief	1	0	1	1



PROPOSED STAFFING FOR FY 2024-2025 BUDGET

Deputy Chief, Fire	1	1	1	1
Full Time Positions (con't)	2021-2022	2022-2023	2023-2024	2024-2025
Executive Assistant	0	0	0	0
Drivers	3	3	3	3
Captains, Fire	3	3	3	3
Firefighter/EMT	1	1	1	1
Firefighter/Paramedic	8	8	8	8
Single Role Paramedic only	0	0	6	6
POLICE DEPARTMENT				
Chief of Police	0	0	1	1
Deputy Chief, Police	1	1	0	0
Lieutenant	0	0	1	1
Communications Supervisor	1	1	1	1
Emergency Dispatchers	4	4	4	4
Executive Assistant, Police	0	0	0	0
Police Officers	18	21	21	21
Sergeant, Police	4	4	4	4
Records Clerk	1	1	1	1
Records & Property Coordinator	1	1	1	1
Animal Control Officer	1	1	2	2
Social Services Coordinator	1	1	1	0.5
STREETS DEPARTMENT				
Director, Public Works & Infrastructure	0	0	0	0
Utility Worker III, Streets	1.5	1.5	1.5	1.5
Utility Worker II, Streets	0	0	0	0
Utility Worker I, Streets	3	3	3	3
Groundskeeper	0	0	0	0



PROPOSED STAFFING FOR FY 2024-2025 BUDGET

Economic Development				
Administrator, Econ Development	0	0	0	0
Planning & Development	2021-2022	2022-2023	2023-2024	2024-2025
Director, Planning & Development Services	1	1	1	1
Building Official	0	0	0	0
Building Inspector	1	0	0	0
Planner	1	1	1	1
Coordinator, Permits	1	1	1	1
Code Compliance Officer	1	1	2	2
Community Engagement				
Administrator, Community Engagement	0	0	0	0
Coordinator, Community Engagement	1	1	1	1
Coordinator, Social Services	0	0	0	0
PARKS MAINTENANCE				
Utility Worker III	1	1	1	1
Utility Worker II	2	2	2	2
Utility Worker I	2	2	2	2
PARKS & RECREATION				
Superintendent Park & Rec.	1	1	1	1
Recreation Aide	2	3	3	2
Utility Administration				
Supervisor, Utilities Billing	1	1	1	1
Utilities Billing Representative	4	3	3	3
Meter Services				
Coordinator, Meter Services	1	1	1	1
Meter Reader	0	0	0	0



PROPOSED STAFFING FOR FY 2024-2025 BUDGET

Utility Worker I, Meter Services	0	0	0	0
Water Operations				
Full Time Positions (con't)	2021-2022	2022-2023	2023-2024	2024-2025
Director, Public Works & Infrastructure	0	0	0	0
Inspector	1	1	1	1
Executive Assistant Public Works	1	1	1	1
Superintendent, Utilities	1	1	1	1
Supervisor, Utilities	1	1	1	1
Utility Worker III/ Backflow	1	1	1	1
Backflow Operator	0	0	0	0
Wastewater Operations				
Utility Worker I, Wastewater	1	1	1	1
Utility Worker III, Wastewater	0.5	0.5	0.5	0.5
Stormwater				
Director, Public Works & Infrastructure	0	0	0	0
Field Supervisor	1	1	1	1
Groundskeeper	0	0	0	0
Utility Worker I	2	2	2	2
Utility Worker II	1	1	1	1
TOTAL FULL TIME POSITIONS	94	97	102	104.5



PROPOSED STAFFING FOR FY 2024-2025 BUDGET

	2021-2022	2022-2023	2023-2024	2024-2025
Part Time Positions				
Firefighter/EMT/Paramedic (3)	0	0	0	0
Driver (2)	0	0	0	0
Human Resources Generalist	0.5	0.5	0.5	0
Recreation Aide (2 in FY22/23)	1	1	2.5	5
Finance Coordinator	0.5	0.5	0.5	0
TOTAL PART TIME POSITIONS	2	2	3.5	5
GRAND TOTAL FTE COUNT	96	99	105.5	109.5