

Rollingwood City Council
Budget Action Request

WORKING DRAFT

Department Worksheet

Date: 06/03/2020 Fund Name and Number: General Fund - 100

Dept Name and Number: Admin - 10

Total Budget Allocation for Previous Budget Cycle: \$ 691,287.00
 Plus Projections for New Budget Line Items: \$ 7,856.03 COVID-19
 \$ 10,834.48 Legal Services PIA
True Budget Allocation for Previous Budget Cycle: \$ 709,977.51

		Description From Budget	Requested Amount	Comments
Line Item:	5000	Salary	\$ 86,010.00	
Line Item:	5002	Holiday Compensation	\$ 5,000.00	
Line Item:	5009	Retirement Payout Reserve	\$ 10,000.00	
Line Item:	5010	Training	\$ 8,000.00	Increase
Line Item:	5020	Health Insurance	\$ 8,193.00	Increase
Line Item:	5030	Workers Comp. Inurance	\$ 1,500.00	
Line Item:	5035	Social Security/Medic. Tax	\$ 6,580.00	
Line Item:	5040	Unemployment Comp. Ins.	\$ 200.00	Decrease
Line Item:	5050	TMRS Exp.	\$ 9,975.00	
Line Item:	5101	Fax Copier	\$ 3,500.00	
Line Item:	5103	Printing and Reproduction	\$ 3,000.00	
Line Item:	5110	Postage	\$ 1,200.00	Small Increase - Historical Use
Line Item:	5114	COVID-19	\$ -	
Line Item:	5120	Subscriptions and Membership	\$ 4,700.00	
Line Item:	5125	Travel	\$ 2,000.00	
Line Item:	5140	Telephone	\$ 5,000.00	
Line Item:	5157	Records Management	\$ 7,500.00	Decrease
Line Item:	5158	Office Supplies	\$ 8,000.00	Small Increase - Historical Use
Line Item:	5331	Advertising	\$ 4,000.00	Small Increase - Historical Use
Line Item:	5188	Legal Services - PPIA	\$ 7,500.00	Decrease
Line Item:	5204	Legal Services - MoPac		Exceptional Item Last Year
Line Item:	5207	Legal-Code Review	\$ 5,000.00	Decrease
Line Item:	5210	Legal Services	\$ 90,000.00	
Line Item:	5214	Emergency Notification System	\$ 2,400.00	
Line Item:	5217	Payroll Services	\$ 4,500.00	Actual - Abel
Line Item:	5226	Drug Testing	\$ 100.00	
Line Item:	5230	Audit	\$ 20,000.00	Actual - Abel
Line Item:	5231	Health Fee/Travis County	\$ 1,500.00	
Line Item:	5236	Communication and Outreach	\$ 25,000.00	Increase
Line Item:	5237	Tax Assessment/Collection	\$ 2,000.00	Actual - Abel
Line Item:	5240	Insurance - Prop & Gen Liab.	\$ 8,500.00	
Line Item:	5250	Insurance - Official Liability	\$ 5,200.00	
Line Item:	5260	Appraisal District - T/C	\$ 9,500.00	Actual - Abel
Line Item:	5270	Engineering Services	\$ 30,000.00	
Line Item:	5300	Computer Software/Support	\$ 20,000.00	Decrease
Line Item:	5301	Public Meeting Technology	\$ 10,000.00	Decrease
Line Item:	5302	Website Support	\$ 5,000.00	
Line Item:	5325	Election Services	\$ 2,000.00	
Line Item:	5330	Election, Public Notices	\$ 1,000.00	
Line Item:	5332	Comprehensive Long Range Plan	\$ -	Exceptional Item

Line Item:	5340	Miscellaneous	\$ -	Remove Line Item - Not Using
Line Item:	5341	Zilker Clubhouse	\$ 1,350.00	
Line Item:	5413	Furniture	\$ 1,000.00	Decrease
Line Item:	5414	Computers	\$ 1,000.00	Decrease
Line Item:	5453	City Hall Grounds Maintenance	\$ -	Remove Line Item - Not Using Cleanscapes
Line Item:	5525	4B Sales Tax Allocation	\$ 150,000.00	

Total Budget Allocation Requested: \$ 576,908

Request For Modifications of Line Item Descriptions
Already in Budget Which Do Not Require New Expenditures

Current Description: 5188 Legal Services - PPIA
Suggested Description: 5188 Legal Services - TPIA

Suggested Deletion: City Hall Grounds Maintenance
Purpose: Remove Line Item (Allocate to Public Works)

Suggested Deletion: Miscellaneous
Purpose: Not Using this Line Item Anymore

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

<u>New Line Items</u>	<u>Description For Budget</u>	<u>Requested Amount</u>	<u>Comments</u>
	Salary Increase	TBD	2% COLA
	Comprehensive Plan	\$ <u>30,000</u>	Under Comprehensive Long Range Plan
	Total Exceptional Items Requested:	\$ <u>41,691</u>	

Total Budget Allocation Requested: \$ 579,387
Total Exceptional Items Requested: \$ 41,691

Grand Total Budget Request for Department: \$ 621,078

\$ Decrease from Previous Budget Cycle \$ 130,591 (Not Including Exceptional Items)
% Decrease from Previous Budget Cycle 18% (Not Including Exceptional Items)