

Rollingwood City Council  
Budget Action Request  
Department Worksheet

Date: July 2023  
Fund Name and Number: 200 - Water  
Dept Name and Number: 60 - Non Dept

WORKING DRAFT

Line Item	Description From Budget	2020-2021 Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Proposed Budget	Percent Increase (Decrease)	Comments
5000	Salary	\$ 222,840	\$ 241,666	\$ 214,195	\$ 205,000	-4%	
5006	Overtime/Planned Overtime	\$ -	\$ -	\$ -	\$ 810		New line item this year. Breaking out salaries.
5007	Stipends				\$ 15,521		New line item this year. Breaking out salaries.
5010	Training	\$ 2,500	\$ 2,500	\$ 3,000	\$ 3,500	17%	New Employees
5020	Health Insurance	\$ 25,398	\$ 21,648	\$ 29,900	\$ 25,000	-16%	Actual
5030	Workers Comp Insurance	\$ 2,300	\$ 2,300	\$ 4,640	\$ 4,600	-1%	Actual
5035	Social Security/Medicare Tax	\$ 17,047	\$ 18,487	\$ 16,386	\$ 16,932	3%	7.65% of salary related line items
5040	Unemployment Comp. Ins.	\$ 307	\$ 664	\$ 300	\$ 250	-17%	Actual
5050	TX Mun. Retire. System Exp.	\$ 26,078	\$ 29,000	\$ 25,703	\$ 28,773	12%	13% of salary related line items
	<b>Total Personnel Expenses</b>	<b>\$ 296,470</b>	<b>\$ 316,265</b>	<b>\$ 294,124</b>	<b>\$ 300,386</b>	<b>2%</b>	
5103	Printing & Reproduction	\$ 250	\$ 250	\$ 250	\$ 250	0%	
5105	Tools & Supplies	\$ 2,500	\$ 1,000	\$ 2,500	\$ -	-100%	Moved to 5350 Tools to be consistent with other departments
5110	Postage	\$ 100	\$ 100	\$ 100	\$ 400	300%	Additional postage for Waterline CIP awareness.
5125	Travel	\$ 1,000	\$ 1,000	\$ 2,000	\$ 2,000	0%	New Employees
5140	Telephone	\$ 500	\$ 500	\$ 700	\$ 500	-29%	Based on Actual
5145	Uniforms & Accessories	\$ 1,000	\$ 2,000	\$ 2,000	\$ 1,000	-50%	
5158	Office Supplies	\$ 300	\$ 300	\$ 300	\$ 500	67%	Increase in supplies
5166	Maintenance & Repairs	\$ 25,000	\$ 25,000	\$ 40,000	\$ 40,000	0%	Year end replenishment of materials and supplies to be kept in inventory
5167	Administrative Fees	\$ 35,000	\$ 35,000	\$ 35,000	\$ 65,000	86%	5% of Water Sales Revenues
5168	Transfer to Utility Billing	\$ -	\$ 62,988	\$ 63,785	\$ 61,000	-4%	Will match 1/2 of total expenses in Utility Billing Department (100-25)
5171	Equipment Purchase	\$ 1,500	\$ 500	\$ 30,500	\$ 3,900	-87%	Last Year - New Skid Steer - 40% Water, 40% wastewater, 20% Streets (Total \$75,000 Exceptional Item). This year additional \$2,400 allocated to GPS Receiver (Split between streets(2,400), water(\$2,400), wastewater(2,400).
5172	Safety Equipment				\$ 375		New Line Item - Safety Equipment
5181	Equipment Rentals	\$ 500	\$ 500	\$ 1,500	\$ 1,500	0%	
5190	Materials	\$ 1,500	\$ 1,500	\$ 1,500	\$ 2,000	33%	Low inventory/ fill, gravel Increase in materials
5193	Meter Replacement	\$ 6,000	\$ 34,500	\$ 34,500	\$ 50,000	45%	No funds anticipated to be spent in 2023. Turnkey cost of electronic meter installation anticipated in 2024 with 10 year payout. Split between Funds 200 and 800.
5194	Fire Hydrant Maint. & Replacement	\$ -	\$ 33,000	\$ 20,000	\$ 12,000	-40%	Replace approximately 2 hydrants per year in conjunction with hydrant testing
5195	Vehicle Operations	\$ 2,500	\$ 4,000	\$ 4,000	\$ 4,000	0%	
5196	Vehicle Maintenance & Repairs	\$ 500	\$ 500	\$ 1,000	\$ 1,500	50%	Inflation
	<b>Total Supplies &amp; Operations Expenses</b>	<b>\$ 78,150</b>	<b>\$ 202,638</b>	<b>\$ 239,635</b>	<b>\$ 245,925</b>	<b>3%</b>	
5210	Legal Services	\$ 10,000	\$ 2,000	\$ 2,000	\$ 1,000	-50%	
5233	Crossroads Contract		\$ 81,000	\$ 81,000	\$ 81,000	0%	Contract
5234	Crossroads Emergency/M&O Repairs		\$ 20,000	\$ 60,000	\$ 80,000	33%	Increase cost of materials
5255	Vehicle Insurance	\$ 1,100	\$ 1,100	\$ 1,000	\$ 1,100	10%	Actual
5270	Engineering Services	\$ 5,000	\$ 30,000	\$ 25,000	\$ 25,000	0%	
5271	Rate Consulting Services	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	0%	
5276	Paying Agent Fees	\$ 200	\$ 200	\$ 200	\$ 400	100%	
5280	Water Purchased	\$ 550,000	\$ 550,000	\$ 550,000	\$ 800,000	45%	Based on Audited Actuals. Increase is offset by audited actual revenue of approx. \$1.5M.
5296	TCEQ	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	0%	Annual fees/permits
5324	Valve, Manhole, GPS & Mapping	\$ 89,400	\$ 5,900	\$ -	\$ -		

5326	Qtrly GIS Map Update				\$ 4,000		New Line Item 50/50 Water/Wastewater ~\$4,000 (See Additional Exceptional Item Below)
<b>Total Contractual Services</b>		\$ 662,700	\$ 697,200	\$ 726,200	\$ 999,500	38%	
5300	Computer Software & Support	\$ 750	\$ 750	\$ 750	\$ 750	0%	
5350	Tools				\$ 3,750		New Line Item Request, Tools and Tool Box
<b>Total Miscellaneous/Other Expenses</b>		\$ 750	\$ 750	\$ 750	\$ 4,500	500%	
5414	Computers	\$ -	\$ -	\$ -	\$ 500		New Line Item (Broken out Streets, Parks, Water, Wastewater)
5494	Veh. Financing Note - Debt Serv	\$ -	\$ 3,138	\$ 3,138	\$ 3,138	0%	
5495	Vehicles	\$ -	\$ -	\$ 7,200		-100%	
<b>Total Capital Outlays</b>		\$ -	\$ 3,138	\$ 10,338	\$ 3,638	-65%	
<b>TOTAL EXPENDITURES</b>		\$ 1,038,070	\$ 1,219,991	\$ 1,271,047	\$ 1,553,949	22%	Re: percentage increase see note on 5280 - Water Purchased

2020-2021      2021-2022      2022-2023      2023-2024

Request For New/ Modifications of Line Item Descriptions

New Line Item:

Exceptional Line Item Requests for Current Budget Cycle by Priority Level

<u>New Line Items</u>	<u>Description</u>	<u>Requested Amount</u>	<u>Comments</u>
5326 - Qtrly GIS Map Updates		\$ 6,000	One time expenditure for plat/easement verifications at \$6,000 out of Unexpended Balance Funds (50/50 Split water/wastewater)
Total Exceptional Items Requested:		\$ 6,000	

Total Budget Allocation Requested: \$ 1,553,949  
Total Exceptional Items Requested: \$ 6,000  
  
**Grand Total Budget Request for Department: \$ 1,559,949**  
  
Increase (Decrease) from Previous Budget Cycle (\$) \$ 288,902  
Increase (Decrease) from Previous Budget Cycle (%) 23%