

Rollingwood City Council  
Budget Action Request  
Department Worksheet

Date: July 2023

Fund Name and Number: General Fund - 100

Dept Name and Number: Admin - 10

WORKING DRAFT

Line Item	Description From Budget	2020-2021 Budget	2021-2022 Budget	2022-2023 Budget	Proposed 2023-2024 Budget	Percent Increase (Decrease)	Comments
5000	Salary	\$ 101,233	\$ 105,283	\$ 107,936	\$ 108,000	0%	
5002	Holiday Compensation	\$ 5,000	\$ 5,000	\$ 5,000	\$ 7,000	40%	
5006	Overtime/Planned Overtime				\$ -		New Line Item this Year. Breaking out Salaries; Currently no hourly employees so no overtime.
5007	Stipends/Certifications				\$ 4,270		New line item this year. Breaking out salaries.
5009	Retirement Payout Reserve	\$ 10,000	\$ 10,000	\$ 15,000	\$ 15,000	0%	Based on future retirement eligibility
5010	Training	\$ 8,000	\$ 8,000	\$ 10,000	\$ 10,000	0%	
5020	Health Insurance	\$ 8,193	\$ 5,829	\$ 11,900	\$ 9,200	-23%	Actual
5030	Workers Comp. Insurance	\$ 1,500	\$ 1,500	\$ 3,000	\$ 3,000	0%	Actual
5035	Social Security/Medic. Tax	\$ 7,305	\$ 9,202	\$ 8,257	\$ 9,124	11%	7.65% of salary related line items
5040	Unemployment Comp. Ins.	\$ 132	\$ 294	\$ 100	\$ 110	10%	Actual
5050	TMRS Exp.	\$ 11,628	\$ 14,434	\$ 12,952	\$ 15,505	20%	13% of salary related line items
5116	Storm-Related Payroll	\$ -	\$ 10,000	\$ -	\$ -		
<b>Total Personnel Expenses</b>		<b>\$ 152,991</b>	<b>\$ 169,542</b>	<b>\$ 174,145</b>	<b>\$ 181,209</b>	<b>4%</b>	
5101	Fax Copier	\$ 3,500	\$ 2,500	\$ 2,500	\$ 2,500	0%	Based on Use
5103	Printing and Reproduction	\$ 3,000	\$ 1,000	\$ 3,000	\$ 3,000	0%	Based on Use
5110	Postage	\$ 1,200	\$ 1,200	\$ 2,000	\$ 2,000	0%	Lease = \$500/quarter, Admin paying 25% plus ~\$50/month postage
5115	Storm-Related Expenditures	\$ -	\$ 5,000	\$ -	\$ -		Previously itemized for tracking purposes
5120	Subscriptions and Membership	\$ 4,700	\$ 4,700	\$ 5,000	\$ 5,000	0%	Based on Use
5125	Travel	\$ 2,000	\$ 2,000	\$ 3,000	\$ 3,000	0%	
5140	Telephone	\$ 5,000	\$ 3,000	\$ 3,500	\$ 2,500	-29%	Based on Use
5157	Records Management	\$ 7,500	\$ 3,000	\$ 3,000	\$ 4,000	33%	Based on Use
5158	Office Supplies	\$ 8,000	\$ 8,000	\$ 6,000	\$ 7,000	17%	Based on Use
5198	Maintenance & Supplies - Janitorial	\$ -	\$ 4,560	\$ 6,000	\$ 6,000	0%	Split Janitorial Contract with 100-55 Fieldhouse Maintenance/ Janitorial
<b>Total Supplies &amp; Operations Expenses</b>		<b>\$ 34,900</b>	<b>\$ 34,960</b>	<b>\$ 34,000</b>	<b>\$ 35,000</b>	<b>3%</b>	
5204	Legal Services - MoPac	\$ -	\$ -	\$ -	\$ -		Previous Exceptional Item for potential carryover (RCDC funded FY 23)
5210	Legal Services	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	0%	
5211	Legal Services - TPIA	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	0%	For processing Public Information Requests
5214	Emergency Notification System	\$ 2,400	\$ 2,400	\$ 2,400	\$ 1,500	-38%	
5217	Payroll Services	\$ 4,500	\$ 4,500	\$ 5,000	\$ 6,000	20%	Actual
5226	Drug Testing	\$ 100	\$ 100	\$ 100	\$ 100	0%	
5227	Bilingual Assessments	\$ -	\$ -	\$ -	\$ 200		New Line Item - Per Certification/Bi-Lingual Pay Policy approved by Council
5230	Audit	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	0%	Actual
5231	Health Fee/Travis County	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	0%	Actual
5236	Communication and Outreach	\$ 25,000	\$ 20,000	\$ 15,000	\$ 5,000	-67%	Last Year - Bond Election
5237	Tax Assessment/Collection	\$ 2,000	\$ 2,500	\$ 2,500	\$ 2,500	0%	Actual - Pay County for collecting taxes
5240	Insurance - Prop & Gen Liab.	\$ 8,500	\$ 8,500	\$ 10,650	\$ 14,000	31%	Actual
5250	Insurance - Official Liability	\$ 5,200	\$ 5,200	\$ 4,000	\$ 5,300	33%	Actual
5258	ACL Event	\$ -	\$ 10,500	\$ 10,500	\$ 10,500	0%	Reimbursed by Austin/ Split between Departments
5260	Appraisal District - Travis County	\$ 9,500	\$ 10,000	\$ 10,000	\$ 10,000	0%	Actual - Pay Appraisal district to appraise taxable values
5270	Engineering Services	\$ 30,000	\$ 2,000	\$ 20,000	\$ 25,000	25%	Based on Use
<b>Total Contractual Services</b>		<b>\$ 206,200</b>	<b>\$ 184,700</b>	<b>\$ 199,150</b>	<b>\$ 199,100</b>	<b>0%</b>	
5300	Computer Software/Support	\$ 20,000	\$ 40,000	\$ 50,000	\$ 50,000	0%	Historical Usage + Incode ongoing costs (\$3,000) (Removed some website support costs and put those to 5302)

5301	Public Meeting Technology	\$ 10,000	\$ 14,000	\$ 14,000	\$ 14,000	0%	Civic Plus (\$6,200 annual meetings subscription and video timestamping ) + Zoom ( Annual \$300 + \$160/mo) + Swaggit Streaming \$2400/yr = \$10,820 (Plus any repairs to streaming/Microphones)
5302	Website and Digital Codification	\$ 5,000	\$ 5,500	\$ 5,500	\$ 14,000	155%	Codification (\$1000 per year + \$20 per page (total ~\$6000 Per Year) + Website Cost of ~\$5,000) <b>Budgeting additional in codification costs for codification of commercial code recommendations.</b> (~\$3,000)
5309	Incode Software	\$ 80,100	\$ 15,000	\$ 5,000	\$ 5,000	0%	
5311	IT Services - TPIA	\$ -	\$ 1,200	\$ 2,000	\$ 2,000	0%	For PIR email search compliance
5325	Election Services	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	0%	
5330	Election Public Notices	\$ 1,000	\$ 1,000	\$ 1,000	\$ 2,000	100%	Prices increasing with AAS, Last year bond election notice ~\$12,000
5331	Advertising	\$ 4,000	\$ 1,000	\$ 2,000	\$ 2,000	0%	Based on use
5340	Miscellaneous	\$ -	\$ -	\$ -	\$ -		
5341	Zilker Clubhouse	\$ 1,350	\$ 1,350	\$ 1,350	\$ 1,350	0%	
5342	Oak Wilt Treatment & Prevention	\$ -	\$ -	\$ 30,000	\$ -	-100%	Previous Exceptional Item for potential carryover
<b>Total Miscellaneous/Other Expenses</b>		<b>\$ 123,450</b>	<b>\$ 81,050</b>	<b>\$ 112,850</b>	<b>\$ 92,350</b>	<b>-18%</b>	
5413	Furniture	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	
5414	Computers	\$ 1,000	\$ 1,000	\$ 1,000	\$ 2,000	100%	
<b>Total Capital Outlays</b>		<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 3,000</b>	<b>50%</b>	
5525	4B Sales Tax Allocation	\$ 150,000	\$ 150,000	\$ 200,000	\$ 150,000	-25%	Based on Actual
<b>Total Non-Departmental Expenditures</b>		<b>\$ 150,000</b>	<b>\$ 150,000</b>	<b>\$ 200,000</b>	<b>\$ 150,000</b>	<b>-25%</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 669,541</b>	<b>\$ 622,252</b>	<b>\$ 722,145</b>	<b>\$ 660,659</b>	<b>-9%</b>	

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>
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Total Exceptional Items Requested: \$ -

Total Budget Allocation Requested: \$ 660,659.26

Total Exceptional Items Requested: \$ -

**Grand Total Budget Request for Department: \$ 660,659.26**

Increase (Decrease) from Previous Budget Cycle (\$) \$ (61,486.17)

Increase (Decrease) from Previous Budget Cycle (%) -9%

Rollingwood City Council  
Budget Action Request  
Department Worksheet

Date: July 2023  
Fund Name and Number: 100-General Fund  
Dept Name and Number: 15 - Dev. Services

WORKING DRAFT

Line Item	Description From Budget	2020-2021 Budget	2021-2022 Budget	2022-2023 Budget	Proposed 2023 2024 Budget	Percent Increase (Decrease)	Comments
5000	Salary	\$ 85,583	\$ 89,006	\$ 91,915	\$ 80,000	-13%	
5006	Overtime/Planned Overtime						New Line Item: Breaking out Salaries
5007	Stipends/Certifications				\$ 1,647		New line item this year. Breaking out salaries.
5010	Training	\$ 3,000	\$ 3,000	\$ 2,000	\$ 2,000	0%	
5020	Health Insurance	\$ 9,422	\$ 9,575	\$ 9,300	\$ 9,600	3%	Actual
5030	Workers Comp. Insurance	\$ 950	\$ 950	\$ 950	\$ 950	0%	Actual
5035	Social Security/Medic. Tax	\$ 6,547	\$ 6,809	\$ 7,031	\$ 6,246	-11%	7.65% of salary related line items
5040	Unemployment Comp. Ins.	\$ 152	\$ 339	\$ 113	\$ 90	-20%	Actual
5050	TMRS Exp.	\$ 10,015	\$ 10,681	\$ 11,030	\$ 10,614	-4%	13% of salary related line items
<b>Total Personnel Expenses</b>		<b>\$ 115,669</b>	<b>\$ 120,360</b>	<b>\$ 122,339</b>	<b>\$ 111,147</b>	<b>-9%</b>	
5101	Fax / Copier	\$ 100	\$ 100	\$ 100	\$ 100	0%	
5103	Printing & Reproduction	\$ 100	\$ 100	\$ 350	\$ 2,400	586%	Moving advertisements for zoning public hearings to Development Services
5110	Postage	\$ 500	\$ 500	\$ 700	\$ 2,100	200%	Increased postage to cover hearing notice
5120	Subscriptions & Memberships	\$ 500	\$ 500	\$ 500	\$ 500	0%	
5125	Travel	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	
5140	Telephone	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	
5158	Office Supplies	\$ 100	\$ 100	\$ 200	\$ 200	0%	
5180	Signs and Barricades	\$ -	\$ 800	\$ 800	\$ 600	-25%	
<b>Total Supplies &amp; Operations Expenses</b>		<b>\$ 3,300</b>	<b>\$ 4,100</b>	<b>\$ 4,650</b>	<b>\$ 7,900</b>	<b>70%</b>	
5200	Building Inspection Services	\$ 50,000	\$ 50,000	\$ 40,000	\$ 35,000	-13%	
5210	Legal Services	\$ -	\$ 6,500	\$ 6,500	\$ 8,000	23%	And Planning Services (Bryce DNRBZ)
5251	Building Plan Review	\$ 15,000	\$ 15,000	\$ 10,000	\$ 10,000	0%	ATS
5252	Zoning Review	\$ 30,000	\$ 20,000	\$ 20,000	\$ 50,000	150%	KFA Zoning Reviews
5253	Arborist Review	\$ 1,500	\$ 500	\$ 2,500	\$ 1,500	-40%	Can be reduced with bringing reviews directly in house and use line item for Questions/ Consults with Certified Arborist
5257	My Permit Now	\$ 2,000	\$ -	\$ 6,000	\$ 3,600	-40%	Monthly subscription Reduced for actual costs
5270	Engineering Services	\$ -	\$ 7,000	\$ 7,000	\$ 15,000	114%	KFA Development related coordination
5272	Professional Consultation	\$ -	\$ -	\$ -	\$ 35,000		New line item this year. KFA staff code support/ meetings
5273	Elevation and Height Verification	\$ -	\$ -	\$ -	\$ 20,000		New line item this year. City facilitated elevation verifications pending quote/approval. (Est: 10 new builds, 2 Surveys Per, ~1,000 Each)
<b>Total Contractual Services</b>		<b>\$ 98,500</b>	<b>\$ 99,000</b>	<b>\$ 92,000</b>	<b>\$ 178,100</b>	<b>94%</b>	
5300	Computer Software/Support	\$ 2,000	\$ 2,000	\$ 4,000	\$ 2,000	-50%	Last year - Exceptional Item for Resident Computer (Life 5 years)
5331	Advertising	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	Statesman notices
<b>Total Miscellaneous/Other Expenses</b>		<b>\$ 3,000</b>	<b>\$ 3,000</b>	<b>\$ 5,000</b>	<b>\$ 3,000</b>	<b>-40%</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 220,469</b>	<b>\$ 226,460</b>	<b>\$ 223,989</b>	<b>\$ 300,147</b>	<b>34%</b>	

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

New Line Items                      Description                      Requested Amount                      Comments

	City Wide Control Network		May be less - ATS working with KFA to identify already surveyed information
5274 - Survey Benchmark Network M&O Survey		\$	25,000
Total Exceptional Items Requested:		\$	25,000

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Total Budget Allocation Requested: \$ 300,147  
Total Exceptional Items Requested: \$ 25,000

**Grand Total Budget Request for Department: \$ 325,147**

Increase (Decrease) from Previous Budget Cycle (\$) \$ 101,158  
Increase (Decrease) from Previous Budget Cycle (%) 45%

Rollingwood City Council  
 Budget Action Request  
 Department Worksheet

Date: July 2023  
 Fund Name and Number: 100 - General Fund  
 Dept Name and Number: 20 - Sanitation

WORKING DRAFT

Line Item	Description From Budget	2020-2021 Budget	2021-2022 Budget	2022-2023 Budget	Proposed 2023-2024 Budget	Percent Increase (Decrease)	Comments
5286	Spring Clean-Up	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	
5287	Storm Debris and Clean Up	\$ -	\$ 3,000	\$ 15,000	\$ 7,500	-50%	22-23 Budget Amendment for Winter Storm Mara
5288	Landscape Remediation	\$ -	\$ -	\$ 10,000	\$ 5,000	-50%	22-23 Budget Amendmend to add this line item, clean up from Winter Storm Mara, added \$5,000 for ongoing landscape remediation
<b>Total Contractual Services</b>		<b>\$ 1,000</b>	<b>\$ 4,000</b>	<b>\$ 26,000</b>	<b>\$ 13,500</b>	<b>-48%</b>	
5270	Waste & Disposal Service	\$ 125,000	\$ 125,000	\$ 144,000	\$ 144,000	0%	
<b>Total Miscellaneous Expenditures</b>		<b>\$ 125,000</b>	<b>\$ 125,000</b>	<b>\$ 144,000</b>	<b>\$ 144,000</b>	<b>0%</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 126,000</b>	<b>\$ 129,000</b>	<b>\$ 170,000</b>	<b>\$ 157,500</b>	<b>-7%</b>	
		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>
Total Exceptional Items Requested: \$ -			

Total Budget Allocation Requested: \$ 157,500.00  
 Total Exceptional Items Requested: \$ -

**Grand Total Budget Request for Department: \$ 157,500.00**

Increase (Decrease) from Previous Budget Cycle (\$) \$ (12,500.00)  
 Increase (Decrease) from Previous Budget Cycle (%) -7%

Rollingwood City Council  
 Budget Action Request  
 Department Worksheet

Date: July 2023

Fund Name and Number: 100-General Fund

Dept Name and Number: 25 - Utility Billing

WORKING DRAFT

Line Item	Description From Budget	2020-2021 Budget	2021-2022 Budget	2022-2023 Budget	Proposed 2023-2024 Budget	Percent Increase (Decrease)	Comments
5000	Salary		\$ 89,006	\$ 79,040	\$ 70,000	-11%	
5006	Overtime/Planned Overtime						New line item this year. Breaking out salaries.
5007	Stipends/Certifications				\$ 600		New line item this year. Breaking out salaries.
5010	Training		\$ 1,000	\$ 1,000	\$ 1,500	50%	
5020	Health Insurance		\$ 9,422	\$ 9,422	\$ 10,100	7%	Actual
5030	Workers Comp. Insurance		\$ 950	\$ 950	\$ 950	0%	Actual
5035	Social Security/Medic. Tax		\$ 6,809	\$ 6,047	\$ 5,401	-11%	7.65% of salary related line items
5040	Unemployment Comp. Ins.		\$ 152	\$ 113	\$ 90	-20%	Actual
5050	TMRS Exp.		\$ 10,681	\$ 9,485	\$ 9,178	-3%	13% of salary related line items
<b>Total Personnel Expenses</b>		<b>\$ -</b>	<b>\$ 118,020</b>	<b>\$ 106,056</b>	<b>\$ 97,819</b>	<b>-8%</b>	
5101	Fax / Copier		\$ 100	\$ 100	\$ 100	0%	
5103	Printing & Reproduction		\$ 4,000	\$ 4,000	\$ 3,500	-13%	\$1,600 Envelopes, \$1,340 Bill Shells
5110	Postage		\$ 2,500	\$ 2,500	\$ 5,500	120%	\$4,200 Postage, \$1,282 Lease
5120	Subscriptions & Memberships		\$ 500	\$ 500	\$ 250	-50%	
5125	Travel		\$ 500	\$ 500	\$ 500	0%	
5140	Telephone		\$ 750	\$ 750	\$ 500	-33%	Based on Actual
5158	Office Supplies		\$ 300	\$ 600	\$ 400	-33%	
<b>Total Supplies &amp; Operations Expenses</b>		<b>\$ -</b>	<b>\$ 8,650</b>	<b>\$ 8,950</b>	<b>\$ 10,750</b>	<b>20%</b>	
5202	Tech Fees		\$ 200	\$ 200	\$ -	-100%	Not Using
5210	Legal Services		\$ 500	\$ 500	\$ -	-100%	Not Using
<b>Total Contractual Services</b>		<b>\$ -</b>	<b>\$ 700</b>	<b>\$ 700</b>	<b>\$ -</b>	<b>-100%</b>	
5300	Computer Software/Support		\$ 15,000	\$ 15,000	\$ 12,000	-20%	Incode Actual + Diggio
5331	Advertising		\$ 500	\$ 500	\$ 250	-50%	
<b>Total Miscellaneous/Other Expenses</b>		<b>\$ -</b>	<b>\$ 15,500</b>	<b>\$ 15,500</b>	<b>\$ 12,250</b>	<b>-21%</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ -</b>	<b>\$ 142,870</b>	<b>\$ 131,206</b>	<b>\$ 120,819</b>	<b>-8%</b>	
		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>
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Total Exceptional Items Requested: \$ -

Total Budget Allocation Requested: \$ 120,818.90

Total Exceptional Items Requested: \$ -

**Grand Total Budget Request for Department: \$ 120,818.90**

Increase (Decrease) from Previous Budget Cycle (\$) \$ (10,387.46)

Increase (Decrease) from Previous Budget Cycle (%) -8%

Rollingwood City Council  
Budget Action Request  
Department Worksheet

Date: July 2023  
Fund Name and Number: 100 General Fund  
Dept Name and Number: 30 - Streets

WORKING DRAFT

Line Item	Description From Budget	2020-2021 Budget	2021-2022 Budget	2022-2023 Budget	Proposed 2023-2024 Budget	Percent Increase (Decrease)	Comments
5000	Salary	\$ 49,381	\$ 53,528	\$ 56,819	\$ 57,000	0%	Salary, On-call pay, and cert pay
5006	Overtime/Planned Overtime	\$ -	\$ -	\$ -	\$ 180		New Line Item this year, breaking out salaries. Planned overtime is estimated for city events (July 4, ACL, Spring Clean Up, NNO, Halloween). Any above is emergency OT.
5007	Stipends/Certifications	\$ -	\$ -	\$ -	\$ 3,487		New Line Item this year, breaking out salaries
5010	Training	\$ -	\$ -	\$ 1,000	\$ 2,000	100%	CSI Training for 2 operators
5020	Health Insurance	\$ 5,735	\$ 4,996	\$ 7,765	\$ 6,100	-21%	Actual
5030	Workers Comp. Insurance	\$ 700	\$ 700	\$ 1,400	\$ 1,400	0%	Actual
5035	Social Security/Medicare Tax	\$ 3,778	\$ 4,095	\$ 4,347	\$ 4,641	7%	7.65% of salary related line items
5040	Unemployment Comp. Ins.	\$ 92	\$ 181	\$ 81	\$ 70	-14%	Actual
5050	TX Mun. Retire. System Exp.	\$ 5,779	\$ 6,423	\$ 6,818	\$ 7,887	16%	13% of salary related line items
<b>Total Personnel Expenses</b>		<b>\$ 65,465</b>	<b>\$ 69,924</b>	<b>\$ 78,230</b>	<b>\$ 82,765</b>	<b>6%</b>	
5125	Travel				\$ 1,500		New Line Item Request in 23-24
5130	Utilities	\$ 1,800	\$ 2,000	\$ 2,200	\$ 2,400	9%	Actual - Austin Energy Street Lights
5140	Telephone	\$ 500	\$ 500	\$ 1,000	\$ 300	-70%	Prorated between departments
5145	Uniforms & Accessories	\$ 400	\$ 1,000	\$ 1,500	\$ 1,000	-33%	
5161	Tree Trimming Services	\$ 1,500	\$ 1,500	\$ 21,500	\$ 25,000	16%	Increased Tree Trimming for ROWs
5162	Street Sweeping	\$ -	\$ -	\$ -	\$ 10,000		Used to be included in Street Maintenance and Repairs - Now doing more sweeping in house
5164	Equipment Maintenance & Repairs				\$ 2,500		New Line item - used to be included in 5350, more equipment to maintain
5171	Equipment Purchase	\$ -	\$ -	\$ 15,000	\$ 4,000	-73%	GPS Receiver (Split between streets, water, wastewater)
5172	Safety Equipment				\$ 375		New Line Item - Safety Equipment
5180	Signs & Barricades	\$ 2,000	\$ 2,500	\$ 2,500	\$ 2,500	0%	Additional barricades for increased events and traffic, many street signs need replacing.
5181	Equipment Rental	\$ 1,000	\$ 1,000	\$ 5,000	\$ 4,000	-20%	Storm drainage maintenance. Help minimize flooding in city
5190	Materials	\$ 1,000	\$ 1,000	\$ 2,500	\$ 2,500	0%	Paint, stopbars and road markings
5195	Vehicle Operations (Fuel)	\$ 2,500	\$ 3,500	\$ 4,000	\$ 2,000	-50%	
5196	Vehicle Maintenance & Repairs	\$ 500	\$ 500	\$ 750	\$ 1,000	33%	increase in costs
<b>Total Supplies &amp; Operations Expenses</b>		<b>\$ 11,200</b>	<b>\$ 13,500</b>	<b>\$ 55,950</b>	<b>\$ 59,075</b>	<b>6%</b>	
5255	Vehicle Insurance	\$ 600	\$ 600	\$ 250	\$ 270	8%	Actual
5270	Engineering Services		\$ 3,000	\$ 23,000	\$ 3,000	-87%	Additional \$20,000 for Pavement Condition Assessment (2022-2023)
5276	Paying Agent Fees	\$ 200	\$ 200	\$ 200	\$ 200	0%	
<b>Total Contractual Services</b>		<b>\$ 800</b>	<b>\$ 3,800</b>	<b>\$ 23,450</b>	<b>\$ 3,470</b>	<b>-85%</b>	
5350	Tools	\$ 1,000	\$ 2,000	\$ 5,000	\$ 4,000	-20%	Dept is in need of tools. Many of the tools we currently have are inadequate. Tool box for trucks
5355	Street Maintenance & Repairs	\$ 10,000	\$ 10,000	\$ 90,000	\$ -	-100%	\$_____ for repaving or conditioning per Pavement Condition Assessment. May include estimates from KFA for paving in conjunction with the Water System Improvements. See additional notes on exceptional item below.
<b>Total Miscellaneous</b>		<b>\$ 11,000</b>	<b>\$ 12,000</b>	<b>\$ 95,000</b>	<b>\$ 4,000</b>	<b>-96%</b>	
5414	Computers	\$ -	\$ -	\$ -	\$ 500		New Line Item (Broken out Streets, Parks, Water, Wastewater)
5494	Veh Financing Note - Debt Serv.		\$ 785	\$ 785	\$ 785	0%	
5495	Vehicles	\$ -	\$ -	\$ 2,700		-100%	
<b>Total Capital Outlays</b>		<b>\$ -</b>	<b>\$ 785</b>	<b>\$ 3,485</b>	<b>\$ 1,285</b>	<b>-63%</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 88,465</b>	<b>\$ 100,009</b>	<b>\$ 256,115</b>	<b>\$ 150,595</b>	<b>-41%</b>	

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

Request For New/ Modifications of Line Item Descriptions

New Line Item:

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Exceptional Line Item Requests for Current Budget Cycle by Priority Level

<u>Line Item</u>	<u>Description</u>	<u>Requested Amount</u>	<u>Comments</u>
5355 - Street Maintenance & Repairs		\$ 200,000	Street paving associated with the Water System Improvement Projects in lieu of bond funds. Exceptional item ranging from 75,000 to 300,000 from Street Unexpended Balance. This item funded last year at \$75,000.
5171 - Equipment Purchase	Chipper	\$ 27,500	Split between Streets, Parks
Total Exceptional Items Requested:		\$ 227,500	

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Total Budget Allocation Requested:	\$ 150,595
Total Exceptional Items Requested:	\$ 227,500
<b>Grand Total Budget Request for Department:</b>	<b>\$ 378,095</b>
Increase (Decrease) from Previous Budget Cycle (\$)	\$ 121,980
Increase (Decrease) from Previous Budget Cycle (%)	48%



Department Worksheet

Date: July 2023

WORKING DRAFT

Fund Name and Number: 100 - General Fund

Dept Name and Number: 40 - Police

Line Item	Description From Budget	2020-2021 Budget	2021-2022 Budget	2022-2023 Budget	Proposed 2023-2024 Budget	Percent Increase (Decrease)	Comments
5000	Salary	\$ 729,655	\$ 732,066	\$ 804,351	\$ 837,542	4%	Current Salary levels with steps + Elaine
5002	Holiday Compensation	\$ -	\$ 26,775	\$ 27,000	\$ 33,000	22%	
5006	Overtime/Planned Overtime	\$ 10,000	\$ 10,000	\$ 13,000	\$ 10,000	-23%	OT slight decrease to match proper staffing levels.
5007	Stipends/Certifications	\$ 13,560	\$ 19,000	\$ 15,000	\$ 20,000	33%	On-Call, FTO Pay, Shift Differential, Cert Pay; slight reclassification out of 5000
5009	Retirement Payout Reserve	\$ 10,000	\$ 10,000	\$ 15,000	\$ 15,000	0%	
5010	Training	\$ 7,000	\$ 10,000	\$ 10,000	\$ 10,000	0%	cost of courses and per diem
5011	Reserve Officer Pay	\$ 31,200	\$ 15,000	\$ 15,000	\$ 2,500	-83%	
5012	LEOSE	\$ -	\$ 1,025	\$ 897	\$ 1,000	11%	LEOSE Funding reimbursed from the state
5020	Health Insurance	\$ 76,602	\$ 77,016	\$ 91,000	\$ 103,000	13%	Actual
5030	Workers Comp. Insurance	\$ 10,800	\$ 10,800	\$ 23,600	\$ 23,500	0%	Actual
5035	Social Security/Medic. Tax	\$ 55,819	\$ 61,035	\$ 65,740.35	\$ 68,891	5%	7.65% of salary related line items
5040	Unemployment Comp. Ins.	\$ 1,234	\$ 2,749	\$ 1,000	\$ 950	-5%	Actual
5050	TMRS Exp.	\$ 84,275	\$ 95,741	\$ 103,122	\$ 117,070	14%	13% of salary related line items
5070	Police Professional Liability	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,900	5%	Actual
<b>Total Personnel Expenditures</b>		<b>\$ 1,038,645</b>	<b>\$ 1,079,707</b>	<b>\$ 1,193,210</b>	<b>\$ 1,251,354</b>	<b>5%</b>	
5101	Fax/Copier	\$ -	\$ -	\$ -	\$ 600		photo copier lease ~\$600/year (reclassified from 5103)
5103	Printing & Reproduction	\$ 500	\$ 1,000	\$ 1,600	\$ 1,000	-38%	Brochures, informational material
5106	Citation Material	\$ 2,000	\$ 2,500	\$ 2,500	\$ 2,500	0%	Production of paper tickets, Pending \$25K exceptional item decision
5107	Police Qualification	\$ 1,500	\$ 3,000	\$ 3,000	\$ 3,000	0%	Cost of ammo and range fees
5108	Property & Evidence	\$ 1,000	\$ 1,000	\$ 1,000	\$ 500	-50%	Evidence room equipment
5109	Bicycle Maintenance	\$ 250	\$ 250	\$ 250	\$ 250	0%	
5110	Postage	\$ 250	\$ 250	\$ 250	\$ 500	100%	
5120	Subscriptions and Memberships				\$ 1,000		
5140	Telephone	\$ 7,300	\$ 8,000	\$ 9,000	\$ 9,000	0%	
5143	Police Car & Accessories	\$ 5,000	\$ 5,000	\$ 4,000	\$ 4,000	0%	
5144	Police Supplies	\$ 5,000	\$ 3,000	\$ 3,000	\$ 3,000	0%	
5145	Uniforms & Accessories	\$ 8,500	\$ 7,500	\$ 7,500	\$ 6,500	-13%	
5157	Records Management	\$ 5,700	\$ 5,700	\$ 5,800	\$ 6,000	3%	TBD - RMS
5158	Office Supplies	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,500	50%	Inflation of item cost
5159	City Event Supplies	\$ 2,500	\$ 2,500	\$ 2,500	\$ 3,500	40%	Includes other city events (4th of July & Trunk or Treat)
5185	Communications Equip. Maint.	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	Maintenance on existing radios
5186	Radar Certification	\$ 250	\$ 250	\$ 250	\$ 250	0%	
5195	Vehicle Operations	\$ 10,000	\$ 14,000	\$ 28,000	\$ 20,000	-29%	Lower due to projected use
5196	Vehicle Maintenance & Repairs	\$ 10,000	\$ 5,000	\$ 5,000	\$ 5,000	0%	Was reduced to \$5,000 b/c new vehicles approved
<b>Total Supplies &amp; Operations Expenses</b>		<b>\$ 61,750</b>	<b>\$ 60,950</b>	<b>\$ 75,650</b>	<b>\$ 69,100</b>	<b>-9%</b>	
5211	Radio Services	\$ 5,870	\$ 5,600	\$ 5,600	\$ 5,500	-2%	County - Band width cost. Based on actual.
5216	Dispatch Services	\$ 23,000	\$ 26,500	\$ 29,979	\$ 34,476	15%	Dispatch CTECC increase (County). Based on actual.
5226	Drug Testing	\$ 200	\$ 200	\$ 200	\$ 200	0%	
5238	Applicant Testing	\$ 300	\$ 1,000	\$ 1,000	\$ 1,000	0%	psychologicals and fingerprints
5239	Laboratory Services	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	

5255	Vehicle Insurance	\$ 5,050	\$ 5,050	\$ 5,250	\$ 5,600	7%	Actual
5258	ACL Event	\$ -	\$ 34,000	\$ 34,000	\$ 40,000	18%	480 hours @ \$60/hr plus \$10/hr for vehicles - Reimbursed by Austin
<b>Total Contractual Services</b>		<b>\$ 35,420</b>	<b>\$ 73,350</b>	<b>\$ 77,029</b>	<b>\$ 87,776</b>	<b>14%</b>	
5300	Computer Software & Support	\$ 30,200	\$ 43,000	\$ 46,865	\$ 50,000	7%	Pending additional \$2,300 + _____ exceptional item decisions
<b>Total Miscellaneous/Other Expenses</b>		<b>\$ 30,200</b>	<b>\$ 43,000</b>	<b>\$ 46,865</b>	<b>\$ 50,000</b>	<b>7%</b>	
5404	Radios			\$ -	\$ -		Pending \$37K exceptional item decision
5411	Video Camera & Microphones	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	Repairs; Additional \$15K pending exceptional item decision
5414	Computers	\$ 13,000	\$ 3,000	\$ 3,000	\$ 5,000	67%	Replacement of 2 computers
5494	Veh. Financing Note - Debt Serv.		\$ 34,002	\$ 34,002	\$ 34,002	0%	
5495	New Vehicle & Outfitting	\$ 12,000	\$ 147,278	\$ -	\$ -		
<b>Total Capital Outlays</b>		<b>\$ 26,000</b>	<b>\$ 185,280</b>	<b>\$ 38,002</b>	<b>\$ 40,002</b>	<b>5%</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 1,192,015</b>	<b>\$ 1,442,287</b>	<b>\$ 1,430,756</b>	<b>\$ 1,498,232</b>	<b>5%</b>	
		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

Line Item	Description	Requested Amount	Comments
5404: Radios	New Handhelds	\$ 37,000	Radios are at end of life and require encryption capability.
5411: Video Cameras & Microphones	New body cameras	\$ 15,700	Cameras are old and do not support charge
5300: Computer Software and Support	Speed trailer software	\$ 2,300	Retrofit of speed trailer to cloud based system allowing for better reporting (May Cost More)
5106: Citation Material	Brazos ticket writers	\$ 25,000	Transitioning from paper citations to electronic citations. Brazos interfaces with our RMS system and Court. (Checking on Payment Plan)
5300: Computer Software and Support	New Firewall	\$ 16,125	
Total Exceptional Items Requested:		\$ 96,125	

Total Budget Allocation Requested: \$ 1,498,232

Total Exceptional Items Requested: \$ 96,125

**Grand Total Budget Request for Department: \$ 1,594,357**

Increase (Decrease) from Previous Budget Cycle (\$) \$ 96,125

Increase (Decrease) from Previous Budget Cycle (%) 7%

Rollingwood City Council  
Budget Action Request  
Department Worksheet

Date: July 2023

**WORKING DRAFT**

Fund Name and Number: General Fund - 100

Dept Name and Number: 50 - Court

Line Item	Description From Budget	2020-2021 Budget	2021-2022 Budget	2022-2023 Budget	Proposed 2023-2024 Budget	Percent Increase (Decrease)	Comments
5000	Salary	\$ 41,688	\$ 43,356	\$ 45,228	\$ 40,000	-12%	
5006	Overtime/Planned Overtime				\$ -		New line item this year. Breaking out salaries.
5007	Stipends/Certifications				\$ 627		New line item this year. Breaking out salaries.
5010	Training	\$ 500	\$ 1,000	\$ 1,000	\$ 1,000	0%	
5020	Health Insurance	\$ 986	\$ 833	\$ 900	\$ 1,100	22%	Actual
5030	Workers Comp. Insurance	\$ 1,000	\$ 1,000	\$ 500	\$ 700	40%	Actual
5035	Social Security/Medic. Tax	\$ 4,566	\$ 3,317	\$ 3,460	\$ 3,108	-10%	7.65% of salary related line items
5040	Unemployment Comp. Ins.	\$ 100	\$ 576	\$ 200	\$ 200	0%	Actual
5050	TMRS Exp.	\$ 4,879	\$ 5,203	\$ 5,427	\$ 5,282	-3%	13% of salary related line items
<b>Total Personnel Expenses</b>		<b>\$ 53,719</b>	<b>\$ 55,284</b>	<b>\$ 56,715</b>	<b>\$ 52,016</b>	<b>-8%</b>	
5103	Printing & Reproduction	\$ 625	\$ 1,100	\$ 1,100	\$ 1,000	-9%	
5110	Postage	\$ 250	\$ 250	\$ 250	\$ 250	0%	
5120	Subscriptions & Memberships	\$ 100	\$ 100	\$ 100	\$ 100	0%	
5125	Travel	\$ 50	\$ 50	\$ 100	\$ 50	-50%	
5140	Telephone	\$ 1,000	\$ 1,500	\$ 1,500	\$ 1,500	0%	
5158	Office Supplies	\$ 250	\$ 250	\$ 250	\$ 750	200%	
<b>Total Supplies &amp; Operations Expense</b>		<b>\$ 2,275</b>	<b>\$ 3,250</b>	<b>\$ 3,300</b>	<b>\$ 3,650</b>	<b>11%</b>	
5201	Collection Agency Fees	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	
5206	Court Credit Card Fees	\$ 9,000	\$ 9,000	\$ 5,000	\$ 5,000	0%	
5210	Legal Services	\$ 20,000	\$ 15,000	\$ 10,000	\$ 10,000	0%	Historical use
5212	Presiding Judge Expense	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	0%	
5213	Interpreter Fees	\$ 600	\$ 900	\$ 1,100	\$ 900	-18%	
<b>Total Contractual Services</b>		<b>\$ 48,600</b>	<b>\$ 43,900</b>	<b>\$ 35,100</b>	<b>\$ 34,900</b>	<b>-1%</b>	
5300	Computer Software & Support	\$ -	\$ 800	\$ 1,600	\$ -	-100%	Budgeted in Court Technology this year
<b>Total Miscellaneous/Other Expenses</b>		<b>\$ -</b>	<b>\$ 800</b>	<b>\$ 1,600</b>	<b>\$ -</b>	<b>-100%</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 104,594</b>	<b>\$ 103,234</b>	<b>\$ 96,715</b>	<b>\$ 90,566</b>	<b>-6%</b>	
		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>
Total Exceptional Items Requested: \$ -			

Total Budget Allocation Requested: \$ 90,566.48  
Total Exceptional Items Requested: \$ -

**Grand Total Budget Request for Department: \$ 90,566.48**

Increase (Decrease) from Previous Budget Cycle (\$) \$ (6,148.83)  
Increase (Decrease) from Previous Budget Cycle (%) -6%

Rollingwood City Council  
Budget Action Request  
Department Worksheet

Date: July 2023

WORKING DRAFT

Fund Name and Number: General Fund - 100

Dept Name and Number: 55 - Parks

Line Item	Description From Budget	2020-2021 Budget	2021-2022 Budget	2022-2023 Budget	Proposed 2023-2024 Budget	Percent Increase (Decrease)	Comments
5000	Salary	\$ 37,556	\$ 39,982	\$ 36,930	\$ 36,930	0%	Salary, on call pay, and cert pay
5006	Overtime/Planned Overtime				\$ -		New line item this year. Breaking out salaries.
5007	Stipends	\$ -	\$ -	\$ -	\$ 1,180		New line item this year. Breaking out salaries.
5010	Training	\$ -	\$ -	\$ 3,000	\$ 3,000	0%	Certified Playground Safety Inspector, Oak Wilt
5020	Health Insurance	\$ 4,096	\$ 3,331	\$ 4,853	\$ 3,100	-36%	Actual
5030	Workers Comp. Insurance	\$ 500	\$ 500	\$ 1,020	\$ 1,000	-2%	Actual
5035	Social Security/Medicare Tax	\$ 2,873	\$ 3,059	\$ 2,825	\$ 2,915	3%	7.65% of salary related line items
5040	Unemployment Comp. Ins.	\$ 57	\$ 122	\$ 45	\$ 45	0%	Actual
5050	TX Mun. Retire. System Exp.	\$ 4,338	\$ 4,798	\$ 4,432	\$ 4,954	12%	13% of salary related line items
<b>Total Personnel Expenses</b>		<b>\$ 49,420</b>	<b>\$ 51,792</b>	<b>\$ 53,105</b>	<b>\$ 53,125</b>	<b>0%</b>	
5103	Printing & Reproduction	\$ 500	\$ 500	\$ 500	\$ 250	-50%	
5130	Utilities	\$ 500	\$ 10,000	\$ 2,500	\$ 12,000	380%	Water to be included upcoming year
5145	Uniforms & Accessories				\$ 1,000		New line item request
5158	Office Supplies	\$ 100	\$ 250	\$ 250	\$ 250	0%	
5159	City Event Supplies				\$ 500		New Line Item Request: 4th of July, National Night Out & Halloween
5164	Equipment Maint. & Repairs	\$ 1,000	\$ 2,000	\$ 3,000	\$ 1,500	-50%	Cost of parts going up
5171	Equipment	\$ 3,500	\$ 2,500	\$ 8,000	\$ 3,500	-56%	
5172	Safety Equipment				\$ 375		New Line Item - Safety Equipment
5190	Materials	\$ 3,000	\$ 4,000	\$ 6,500	\$ 10,500	62%	Trees and flower beds, bed mulch, irrigation, fertilizer, Ant & Weed control, crushed granite (Reclassified \$4,000 from Improvements to existing park assets.)
5191	Maintenance	\$ 2,500	\$ 7,000	\$ 8,000	\$ 6,000	-25%	
5195	Vehicle Operations - Fuel	\$ 1,500	\$ 1,000	\$ 2,000	\$ 3,000	50%	Proration of fuel to be charged to parks.
5196	Vehicle Maint. & Repair	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	Repair of gator - Cost of parts going up
5198	Fieldhouse Maint. & Supplies - Janitorial	\$ 8,500	\$ 13,000	\$ 9,000	\$ 9,000	0%	Split Fieldhouse/City Hall Janitorial Contract with 100-10 (\$6,000) + remaining balance for other fieldhouse maintenance
<b>Total Supplies &amp; Operations Expenses</b>		<b>\$ 22,100</b>	<b>\$ 41,250</b>	<b>\$ 40,750</b>	<b>\$ 48,875</b>	<b>20%</b>	
5255	Vehicle Insurance	\$ 1,500	\$ 1,500	\$ 600	\$ 600	0%	Actual
<b>Total Miscellaneous/Other Expenses</b>		<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 600</b>	<b>\$ 600</b>	<b>0%</b>	
5300	Computer Software & Support	\$ 500	\$ 500	\$ 500	\$ 500	0%	
5350	Tools	\$ -	\$ -	\$ 1,000	\$ 1,000	0%	Hand tools needed for dept.
<b>Total Miscellaneous/Other Expenses</b>		<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>0%</b>	
5414	Computers	\$ -	\$ -	\$ -	\$ 500		New Line Item (Broken out Streets, Parks, Water, Wastewater)
5455	Improvements to Exist. Park Assets	\$ 5,000	\$ 5,000	\$ 5,000	\$ 1,000	-80%	Partial reclass to Materials. This item also used for expenditure items from RCDC as needed.
5456	Plants for Park and Entrances	\$ 2,000	\$ -	\$ -	\$ 2,000		
5494	Veh. Financing Note - Debt Serv.		\$ 785	\$ 785	\$ 785	0%	
5495	Vehicles	\$ -	\$ -	\$ 2,700		-100%	
<b>Total Capital Outlays</b>		<b>\$ 7,000</b>	<b>\$ 5,785</b>	<b>\$ 8,485</b>	<b>\$ 3,785</b>	<b>-55%</b>	
5512	Playground Mulching & Maintenance	\$ 5,000	\$ 6,500	\$ 8,000	\$ 8,500	6%	Additional park use/Increase in materials
<b>Other Non-Departmental</b>		<b>\$ 5,000</b>	<b>\$ 6,500</b>	<b>\$ 8,000</b>	<b>\$ 8,500</b>	<b>6%</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 85,520</b>	<b>\$ 107,327</b>	<b>\$ 112,440</b>	<b>\$ 116,385</b>	<b>4%</b>	

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

New Line Item:

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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>
5171 - Equipment Purchase	Chipper	\$	27,500 Split between Streets, Parks

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Total Exceptional Items Requested:	\$	27,500
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Total Budget Allocation Requested:	\$	116,385
Total Exceptional Items Requested:	\$	27,500

**Grand Total Budget Request for Department: \$ 143,885**

Increase (Decrease) from Previous Budget Cycle (\$)	\$	31,445
Increase (Decrease) from Previous Budget Cycle (%)		28%

Rollingwood City Council  
Budget Action Request  
Department Worksheet

Date: July 2023

**WORKING DRAFT**

Fund Name and Number: 100 General Fund

Dept Name and Number: 65 - Public Works

Line Item	Description From Budget	2020-2021 Budget	2021-2022 Budget	2022-2023 Budget	Proposed 2023-2024 Budget	Percent Increase (Decrease)	Comments
5130	Utilities	\$ 6,000	\$ 6,000	\$ 6,000	\$ 7,000	17%	Utilities Tracking High
5140	Telephone	\$ 300	\$ 300	\$ 300	\$ 300	0%	
5158	Office Supplies	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	
<b>Total Supplies &amp; Operations Expenses</b>		<b>\$ 7,300</b>	<b>\$ 7,300</b>	<b>\$ 7,300</b>	<b>\$ 8,300</b>	<b>14%</b>	
5258	ACL Event	\$ -	\$ 10,500	\$ 10,500	\$ 10,500	0%	Reimbursed by Austin
<b>Total Miscellaneous/Other Expenses</b>		<b>\$ -</b>	<b>\$ 10,500</b>	<b>\$ 10,500</b>	<b>\$ 10,500</b>	<b>0%</b>	
5381	Animal Control/Disposal	\$ 250	\$ 250	\$ 250	\$ 250	0%	
<b>Total Miscellaneous/Other Expenses</b>		<b>\$ 250</b>	<b>\$ 250</b>	<b>\$ 250</b>	<b>\$ 250</b>	<b>0%</b>	
5515	Maintenance Building	\$ 9,000	\$ 9,000	\$ 9,000	\$ 7,500	-17%	Air Filters, Pest Control, HVAC Maintenance
<b>Total Non-Departmental Expenses</b>		<b>\$ 9,000</b>	<b>\$ 9,000</b>	<b>\$ 9,000</b>	<b>\$ 7,500</b>	<b>-17%</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 16,550</b>	<b>\$ 27,050</b>	<b>\$ 27,050</b>	<b>\$ 26,550</b>	<b>-2%</b>	
		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>
5180 - Signs & Barricades	25 MPH Street Signs	\$ 2,900	Requested at 6/21 City Council Meeting
Total Exceptional Items Requested:		\$ 2,900	

Total Budget Allocation Requested: \$ 26,550.00  
 Total Exceptional Items Requested: \$ 2,900.00  
**Grand Total Budget Request for Department: \$ 29,450.00**  
 Increase (Decrease) from Previous Budget Cycle (\$) \$ 2,400.00  
 Increase (Decrease) from Previous Budget Cycle (%) 9%

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
<b>Grand Total Budget Request for Department:</b>	<b>\$ 1,559,949</b>
Increase (Decrease) from Previous Budget Cycle (\$)	\$ 288,902
Increase (Decrease) from Previous Budget Cycle (%)	23%



Rollingwood City Council  
 Budget Action Request  
 Department Worksheet

Date: July 2023

Fund Name and Number: 301 - Street Maintenance

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
5469	Transfer to Street Department	\$ 88,465	\$ 95,469	\$ 256,115	\$ 150,595	-41%	Match Expenditures in 100-30 Streets. Will increase with exceptional items. Expenditures limited by statute.
	Total Capital Outlays	\$ 88,465	\$ 95,469	\$ 256,115	\$ 150,595	-41%	
	<b>TOTAL EXPENDITURES</b>	<b>\$ 88,465</b>	<b>\$ 95,469</b>	<b>\$ 256,115</b>	<b>\$ 150,595</b>	<b>-41%</b>	
		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>
Total Exceptional Items Requested:		\$ -	

Total Budget Allocation Requested: \$ 150,595

Total Exceptional Items Requested: \$ -

**Grand Total Budget Request for Department: \$ 150,595**

Increase (Decrease) from Previous Budget Cycle (\$) \$ (105,520)

Increase (Decrease) from Previous Budget Cycle (%) -41%

Rollingwood City Council  
Budget Action Request  
Department Worksheet

Date: July 2023

**WORKING DRAFT**

Fund Name and Number: 310 - Court Security

Dept Name and Number: 50 - Court

Line Item	Description From Budget	2020-2021 Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Proposed Budget	Percent Increase (Decrease)	Comments
5010	Training	\$ -					
5311	Office Security	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	Reserve Officer
5513	Transfer to Court	\$ -					
<b>Total Miscellaneous/Other Expenses</b>		<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>0%</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>0%</b>	
		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>
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Total Exceptional Items Requested:	\$	-
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Total Budget Allocation Requested:	\$	1,000.00
Total Exceptional Items Requested:	\$	-

**Grand Total Budget Request for Department: \$ 1,000.00**

Increase (Decrease) from Previous Budget Cycle (\$)	\$	-
Increase (Decrease) from Previous Budget Cycle (%)		0%

Rollingwood City Council  
Budget Action Request  
Department Worksheet

Date: July 2023  
Fund Name and Number: 320-Court Tech  
Dept Name and Number: 50 - Court

**WORKING DRAFT**

Line Item	Description From Budget	2020-2021 Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Proposed Budget	Percent Increase (Decrease)	Comments
5300	Computer Software & Support	\$ 2,500	\$ 2,500	\$ 2,500	\$ 5,000	100%	
<b>Total Miscellaneous/Other Expenses</b>		<b>\$ 2,500</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>	<b>\$ 5,000</b>	<b>100%</b>	
5414	Computers	\$ 1,500	\$ -	\$ -	\$ 1,500		New Printer and Computer
<b>Total Capital Outlays</b>		<b>\$ 1,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,500</b>		
<b>TOTAL EXPENDITURES</b>		<b>\$ 4,000</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>	<b>\$ 6,500</b>	<b>160%</b>	<b>Paid for from restricted fund revenues, not Fund 100.</b>
		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>
Total Exceptional Items Requested:		\$ -	

Total Budget Allocation Requested:	\$ 6,500.00
Total Exceptional Items Requested:	\$ -
<b>Grand Total Budget Request for Department:</b>	<b>\$ 6,500.00</b>
Increase (Decrease) from Previous Budget Cycle (\$)	\$ 4,000.00
Increase (Decrease) from Previous Budget Cycle (%)	160%

Rollingwood City Council  
 Budget Action Request  
 Department Worksheet

**Date:** July 2023  
**Fund Name and Number:** 330 - Court Eff.  
**Dept Name and Number:** 50 - Court

**WORKING DRAFT**

Line Item	Description From Budget	2020-2021 Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Proposed Budget	Percent Increase (Decrease)	Comments
5158	Office Supplies	\$ 100	\$ 100	\$ 100	\$ 100	0%	
<b>Total Supplies &amp; Operations Expenses</b>		<b>\$ 100</b>	<b>\$ 100</b>	<b>\$ 100</b>	<b>\$ 100</b>	<b>0%</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 100</b>	<b>\$ 100</b>	<b>\$ 100</b>	<b>\$ 100</b>	<b>0%</b>	
		2020-2021	2021-2022	2022-2023	2023-2024		

Request For New/ Modifications of Line Item Descriptions

New Line Item:

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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>
Total Exceptional Items Requested:		\$ -	

Total Budget Allocation Requested:	\$	100.00
Total Exceptional Items Requested:	\$	-
<b>Grand Total Budget Request for Department:</b>	<b>\$</b>	<b>100.00</b>
Increase (Decrease) from Previous Budget Cycle (\$)	\$	-
Increase (Decrease) from Previous Budget Cycle (%)		0%

Rollingwood City Council  
Budget Action Request  
Department Worksheet

Date: July 2023

**WORKING DRAFT**

Fund Name and Number: 430 - Debt Service 2014

Dept Name and Number: 60 - Non-Dept.

Line Item	Description From Budget	2020-2021 Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Proposed Budget	Percent Increase (Decrease)	Comments
5276	Paying Agent Fees	\$ 400	\$ 400	\$ 400	\$ 400	0%	
5298	Bond Principal - Series 2014	\$ 125,000	\$ 130,000	\$ 140,000	\$ 140,000	0%	
5299	Bond Interest - Series 2014	\$ 74,550	\$ 69,550	\$ 58,950	\$ 58,950	0%	
<b>Total Contractual Services</b>		<b>\$ 199,950</b>	<b>\$ 199,950</b>	<b>\$ 199,350</b>	<b>\$ 199,350</b>	<b>0%</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 199,950</b>	<b>\$ 199,950</b>	<b>\$ 199,350</b>	<b>\$ 199,350</b>	<b>0%</b>	
		2020-2021	2021-2022	2022-2023	2023-2024		

Request For New/ Modifications of Line Item Descriptions

New Line Item:

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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>
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Total Exceptional Items Requested: \$	-
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Total Budget Allocation Requested: \$ 199,350.00

Total Exceptional Items Requested: \$ -

**Grand Total Budget Request for Department: \$ 199,350.00**

Increase (Decrease) from Previous Budget Cycle (\$) \$ -

Increase (Decrease) from Previous Budget Cycle (%) 0%

Rollingwood City Council  
Budget Action Request  
Department Worksheet

Date: July 2023

**WORKING DRAFT**

Fund Name and Number: 450 - Debt Service 2019

Dept Name and Number: 60 - Non-Dept.

Line Item	Description From Budget	2020-2021 Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Proposed Budget	Percent Increase (Decrease)	Comments
5276	Paying Agent Fees	\$ 400	\$ 400	\$ 400	\$ 400	0%	
5207	Bond Principal - Series 2019	\$ 105,000	\$ 110,000	\$ 115,000	\$ 425,000	270%	Portion of former Fund 440 - Debt Service 2012 (Series B) was refinanced into Fund 450 - Debt Service 2019
5208	Bond Interest - Series 2019	\$ 303,850	\$ 299,650	\$ 295,250	\$ 290,650	-2%	
<b>Total Contractual Services</b>		<b>\$ 409,250</b>	<b>\$ 410,050</b>	<b>\$ 410,650</b>	<b>\$ 716,050</b>	<b>74%</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 409,250</b>	<b>\$ 410,050</b>	<b>\$ 410,650</b>	<b>\$ 716,050</b>	<b>74%</b>	
		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>
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Total Exceptional Items Requested: \$ -

Total Budget Allocation Requested: \$ 716,050.00

Total Exceptional Items Requested: \$ -

**Grand Total Budget Request for Department: \$ 716,050.00**

Increase (Decrease) from Previous Budget Cycle (\$) \$ 305,400.00

Increase (Decrease) from Previous Budget Cycle (%) 74%

Rollingwood City Council  
Budget Action Request  
Department Worksheet

Date: July 2023

**WORKING DRAFT**

Fund Name and Number: 460 - Debt Service 2020

Dept Name and Number: 60 - Non-Dept.

Line Item	Description From Budget	2020-2021 Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Proposed Budget	Percent Increase (Decrease)	Comments
5276	Paying Agent Fees	\$ 400	\$ 240	\$ 240	\$ 240	0%	
5248	Debt Service - Interest Tax Notes	\$ 37,065	\$ 29,050	\$ 24,775	\$ 20,280	-18%	
5249	Debt Service - Principal Tax Notes	\$ 280,000	\$ 285,000	\$ 290,000	\$ 295,000	2%	
<b>Total Contractual Services</b>		\$ 317,465	\$ 314,290	\$ 315,015	\$ 315,520	<b>0%</b>	
<b>TOTAL EXPENDITURES</b>		\$ <b>317,465</b>	\$ <b>314,290</b>	\$ <b>315,015</b>	\$ <b>315,520</b>	<b>0%</b>	
		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>
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Total Exceptional Items Requested:	\$	-
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Total Budget Allocation Requested: \$ 315,520.00

Total Exceptional Items Requested: \$ -

**Grand Total Budget Request for Department: \$ 315,520.00**

Increase (Decrease) from Previous Budget Cycle (\$) \$ 505.00

Increase (Decrease) from Previous Budget Cycle (%) 0%

Rollingwood City Council  
 Budget Action Request  
 Department Worksheet

Date: July 2023

**WORKING DRAFT**

Fund Name and Number: 470 - Debt Service 2023

Dept Name and Number: 60 - Non-Dept.

Line Item	Description From Budget	2020-2021 Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Proposed Budget	Percent Increase (Decrease)	Comments
5276	Paying Agent Fees	\$ -	\$ -	\$ -	\$ 400		
5209	Bond Principal - Series 2023	\$ -	\$ -	\$ -	\$ 65,000		
5249	Bond Interest - Series 2023	\$ -	\$ -	\$ -	\$ 170,983		
<b>Total Contractual Services</b>		\$ -	\$ -	\$ -	\$ 236,383		
<b>TOTAL EXPENDITURES</b>		\$ -	\$ -	\$ -	\$ <b>236,383</b>		
		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>
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Total Exceptional Items Requested:	\$	-
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Total Budget Allocation Requested: \$ 236,383.13

Total Exceptional Items Requested: \$ -

**Grand Total Budget Request for Department: \$ 236,383.13**

Increase (Decrease) from Previous Budget Cycle (\$) \$ 236,383.13

Increase (Decrease) from Previous Budget Cycle (%)



Rollingwood City Council  
 Budget Action Request  
 Department Worksheet

Date: July 2023  
 Fund Name and Number: 702 - Drainage  
 Dept Name and Number: 35 - Capital Imp.

WORKING DRAFT

Line Item	Description From Budget	2020-2021 Budget	2021-2022 Budget	2022-2023 Budget	2023-2024 Proposed Budget	Percent Increase (Decrease)	Comments
5221	Nixon Pleasant Drainage Improvements	\$ -	\$ -	\$ -	\$ -		
5222	Hubbard-Hatley-Pickwick Drainage	\$ -	\$ -	\$ -	\$ -		
5270	Engineering Services	\$ 50,000	\$ 50,000	\$ 50,000	\$ 60,000	20%	Updated fee schedule to properly reflect budgetary needs. Pass through revenue reflected in Drainage Fund 702 - Revenues.
	<b>Total Contractual Services</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 60,000</b>	<b>20%</b>	
5485	MS-4 Expenditures	\$ 3,000	\$ 5,000	\$ 8,000	\$ 8,000	0%	
5507	Drainage Expenditures - Zone 7	\$ 82,000	\$ -	\$ -			
	<b>Total Capital Outlays</b>	<b>\$ 85,000</b>	<b>\$ 5,000</b>	<b>\$ 8,000</b>	<b>\$ 8,000</b>	<b>0%</b>	
	<b>TOTAL EXPENDITURES</b>	<b>\$ 135,000</b>	<b>\$ 55,000</b>	<b>\$ 58,000</b>	<b>\$ 68,000</b>	<b>17%</b>	
		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>
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Total Exceptional Items Requested: \$ -

Total Budget Allocation Requested: \$ 68,000.00

Total Exceptional Items Requested: \$ -

**Grand Total Budget Request for Department: \$ 68,000.00**

Increase (Decrease) from Previous Budget Cycle (\$) \$ 10,000.00

Increase (Decrease) from Previous Budget Cycle (%) 17%

Rollingwood City Council  
 Budget Action Request  
 Department Worksheet

Date: July 2023

Fund Name and Number: 800 Wastewater

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	\$ 1,000	\$ 1,000	\$ 2,500	\$ 2,500	0%	
5020	Health Insurance	\$ 25,398	\$ 19,982	\$ 29,900	\$ 25,000	-16%	Actual
5030	Workers Comp Insurance	\$ 2,350	\$ 2,350	\$ 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>\$ 295,020</b>	<b>\$ 313,149</b>	<b>\$ 293,624</b>	<b>\$ 299,386</b>	<b>2%</b>	
5103	Printing & Reproduction	\$ 100	\$ 100	\$ 100	\$ 200	100%	
5125	Travel	\$ 500	\$ 500	\$ 2,500	\$ 2,500	0%	
5130	Utilities				\$ 42,500		New Line Item this year: Was coming out of Maintenance & Repairs (5166) - AT&T Lines for lift stations (~\$29,500 per year) + Texas Gas Service for Lift Stations (~\$13,000 per year)
5145	Uniforms & Accessories	\$ 1,000	\$ 1,000	\$ 1,500	\$ 1,500	0%	Additional PW employee
5163	Grinder Pump Maint/Replace	\$ 3,000	\$ 25,000	\$ 25,000	\$ 20,000	-20%	
5166	Maintenance & Repairs	\$ 42,000	\$ 35,000	\$ 47,000	\$ 30,000	-36%	Maintenance of Lift Stations - Need cleaning more than they have been (\$12,000) + \$3,000 for parts to repair and inventory city clean outs + \$15,000 for Generator Maintenance
5167	Administrative Fees	\$ 28,000	\$ 28,000	\$ 28,000	\$ 40,000	43%	5% of Revenues to GF for administration of WW system
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	\$ -	\$ -	\$ 30,100	\$ 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
5193	Meter Replacement	\$ -	\$ 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.
5195	Vehicle Operations	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	0%	Fuel
<b>Total Supplies &amp; Operations Expenses</b>		<b>\$ 76,600</b>	<b>\$ 189,088</b>	<b>\$ 234,485</b>	<b>\$ 253,975</b>	<b>8%</b>	
5210	Legal Services	\$ 10,000	\$ 2,000	\$ 2,000	\$ 1,000	-50%	
5218	Annual Televising	\$ 18,500	\$ 32,500	\$ 32,500	\$ 32,500	0%	Per K.F Quote - \$130,000 divided into 4 years, 5th year just in case
5233	Crossroads Contract	\$ -	\$ 97,980	\$ 97,980	\$ 97,980	0%	Based on Actual
5234	Crossroads Emergency/M&O Repairs	\$ -	\$ 60,000	\$ 40,000	\$ 40,000	0%	
5240	Insurance - Prop and Gen	\$ 500	\$ 500	\$ 1,450	\$ 450	-69%	Actual
5255	Vehicle Insurance	\$ 1,100	\$ 1,100	\$ 1,000	\$ 1,850	85%	Actual

5270	Engineering Services	\$ 2,500	\$ 30,000	\$ 20,000	\$ 10,000	-50%	
5271	Rate Consulting Services	\$ -	\$ -	\$ -	\$ -		Budgeting for Water in FY 23-24
5290	Wastewater Fees	\$ 230,000	\$ 230,000	\$ 230,000	\$ 270,000	17%	Approx. \$22,500/month (Depends on rainfall) - Trending up this year. Pass through cost.
5292	Industrial Waste Surcharge	\$ 12,000	\$ 12,000	\$ 12,000	\$ 14,100	18%	City of Austin Fixed Charge. Pass through cost.
<b>Total Contractual Services</b>		<b>\$ 274,600</b>	<b>\$ 466,080</b>	<b>\$ 436,930</b>	<b>\$ 467,880</b>	<b>7%</b>	
5300	Computer Software & Support	\$ 3,000	\$ -	\$ 1,000	\$ 1,000	0%	
5323	Lift Station Inspect, EOP Review	\$ 13,000	\$ 1,000	\$ -	\$ -		
5326	Qtrly GIS Map Update				\$ 4,000		New Line Item 50/50 Water/Wastewater ~\$4,000 (See Additional Exceptional Item Below)
5350	Tools	\$ -	\$ -	\$ -	\$ 2,000		New Line Item Request
<b>Total Miscellaneous/Other Expenses</b>		<b>\$ 16,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 7,000</b>	<b>600%</b>	
5414	Computers	\$ -	\$ -	\$ -	\$ 500		New Line Item (Broken out Streets, Parks, Water, Wastewater)
5494	Veh. Financing Note - Debt Serv	\$ -	\$ 3,137	\$ 3,137	\$ 3,137	0%	
5495	Vehicles	\$ -	\$ -	\$ 5,400	\$ -	-100%	
5496	Lift Station Automation	\$ -	\$ 159,000	\$ -	\$ -		
5497	Lift Station Emergency Power	\$ -	\$ 35,100	\$ -	\$ -		
<b>Total Capital Outlays</b>		<b>\$ -</b>	<b>\$ 197,237</b>	<b>\$ 8,537</b>	<b>\$ 3,637</b>	<b>-57%</b>	
<b>TOTAL EXPENDITURES</b>		<b>\$ 662,220</b>	<b>\$ 1,166,554</b>	<b>\$ 974,576</b>	<b>\$ 1,031,878</b>	<b>6%</b>	

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: \$ 1,031,878  
Total Exceptional Items Requested: \$ 6,000

**Grand Total Budget Request for Department: \$ 1,037,878**

Increase (Decrease) from Previous Budget Cycle (\$) \$ 63,302  
Increase (Decrease) from Previous Budget Cycle (%) 6%