



CITY MANAGER’S MESSAGE

**FOR THE 2007-2008 ADOPTED BUDGET
TO
MAYOR KENNETH D. SHETTER
AND
MEMBERS OF THE BURLESON CITY COUNCIL**

September 27, 2007

In accordance with the Texas Local Government Code and the Charter of the City of Burleson, the Adopted Annual Operating Budget for the fiscal year beginning October 1, 2007 and ending September 30, 2008 is hereby submitted. The Adopted budget presents, in financial terms, the plan for accomplishment of the delivery of municipal services during the forthcoming fiscal year.

This adopted budget address the priorities and goals the City Council has established for City’s operations within available funds. The narrative which follows provides a detailed overview of the adopted budget.

ALL FUNDS SUMMARY

The Adopted base budget expenditures for all funds is \$51,522,614, an increase of 6.46% over the current (FY07) adopted budget. Most of this increase is due to increases in the cost of water and wastewater service and increasing debt service requirements. A summary of all funds follows:

Fund	Current (FY 07)	Adopted (FY 08)	% Change
General Fund	\$21,622,023	\$22,554,528	4.31%
Debt Service, General	1,346,775	2,241,482	66.43%
Hotel/Motel	106,842	107,770	0.87%
Water/Wastewater	11,694,000	13,271,795	13.49%
Solid Waste		2,083,806	NA
Cemetery	24,002	2,000	-91.67%
Equipment Services	517,769	512,605	-1.00%
Golf Course	2,155,498	2,140,992	-0.67%
Governmental ERF	731,753	567,597	-22.43%
Proprietary ERF	136,251	41,804	-69.32%
Econ. Dev. Incentives	497,000	358,674	-27.83%
4A Sales Tax Revenue	5,763,863	3,540,930	-38.57%
4A Debt Service	1,460,863	1,465,068	0.29%
4B Sales Tax Revenue	1,489,017	1,597,802	7.31%
4B Debt Service	850,044	1,035,761	21.85%

GENERAL FUND

Tax Rate

This adopted General Fund budget is based on a total property tax rate of \$0.661825 per \$100 valuation, a tax rate increase of \$.031925 above the current (FY 07) rate of \$0.6299.

More than three quarters of this rate increase is required to pay for debt service on bonds previously issued by the City. The debt portion of the adopted tax rate is \$0.137729, up from \$0.095012 in the current year. State law requires the debt portion of the tax rate be set at an amount that will generate revenue equal to existing debt service obligations. State law does not allow cities to include future bond sales in the debt rate calculation. Excess revenues equivalent to \$0.0175 on the operating portion of the tax rate was used for anticipated debt service in the FY 07 budget. This amount is shifted to the debt portion of the tax rate in this budget.

The total tax rate of \$0.661825 is below the 8% rollback rate (\$.703752) but above the effective tax rate (\$0.617190). The operations portion of the rate is \$.010792 below the current \$0.534888 at \$0.524096. This is \$0.006708 higher than last year's rate adjusted for the equivalent rate (0.0175) included for anticipated debt service.

Base Budget

The base budget for FY 08 contains the amount necessary to maintain the same levels of service established in the FY 07 budget. As adopted, the General Fund base budget includes revenues of \$21,875,504 and expenditures of \$21,770,975. Revenues exceed base budget expenditures by \$104,529.

Revenues in the base budget reflect an increase of \$657,830 (3.1%) over the FY 07 adopted budget. Adjusting the FY 07 adopted general fund budget for removal of solid waste operations, the revenue increase is \$2.27 million (11.6%). Simply put, despite the "loss" of \$1.6 million in solid waste revenues, the remaining general fund revenue increase was substantial enough to overcome this loss plus provide an additional \$657,830.

Property Taxes:

The City's 2007 taxable value, as certified by the Johnson County Appraisal District, has increased \$146,697,951 or 8.89% over 2006. New improvements account for 72% of this increase.

Based on these taxable values, property taxes are expected to generate \$9,062,155 (41.4% of total revenues), an increase of \$761,580 over FY 07. ***For FY 08, one cent on the ad valorem tax rate will generate \$152,376—allowing for protested and frozen values and assuming a 98% collection rate. The average residential home value is \$116,587 (up 3.2% from \$112,915 last year).***

Sales taxes:

FY 08 sales tax revenues are projected at \$5,078,000 (23% of total revenue). This figure is about 3.6% greater than estimated current year end sales tax collections.

Other revenues:

Regarding other revenue sources, significant increases above current year adopted levels are projected for Municipal Court Fines (up 33.6%) and Franchise Fees (up 19.4%).

Expenditures in the base budget have increased \$1,942,373 over the \$19,828,602 adopted in FY 07 (adjusted for solid waste and debt). This 9.8% total increase over the current year is comprised primarily of the following:

Personnel	\$ 1,041,192 (+ 7%)
Materials & Supplies	60,859 (+ 11%)
Purchased Services & Inventory	- 405,005 (- 13%)
Maintenance & Repair	- 29,687 (+ 2%)
Other Expenditures	- 399,458 (- 37%)
Capital Outlay	- 118,949 (- 27%)

Base Budget Expenditure Highlights

Removal of Solid Waste operations from the General Fund and Creation of a Solid Waste Enterprise Fund

In comparing this adopted budget for FY 2007-08 to the adopted budget from FY 2006-07, a noticeable change is the removal of \$1.6 million in revenues and \$1.5 million in expenses necessitated by the transfer of the city's solid waste collection operations from the General Fund to an Enterprise Fund. An Enterprise Fund is the appropriate way to account for "business like" operations of the City which are funded primarily by a cost or fee for service.

Full Year Funding of FY 2007 approved partial-year positions and market adjustments

The base budget reflects the increase in personnel expenses for the full-year funding for five (5) employees [3 firefighters and 2 police officers] funded for only a portion of the current (FY 07) budget year. In addition, the current budget included funds necessary to raise the salaries of all employees to the market for their positions. The salary increases took effect on January 1, 2007. The compensation plan created a step pay plan for all sworn public safety (fire and police) positions, increasing these salaries just under 14% on average. For all other employees the compensation plan resulted in increases ranging from at least 6% for Management & Professional positions; 8% for Field, Maintenance and Technical positions; and 10% for Office & Leisure Services positions. This adopted budget includes the full-year funding for the FY 07 employee salary increases plus salary based benefits such as retirement, taxes, social security and medicare which increase proportionally.

Full year funding for the four (4) FY 2007 mid-year additional staff approved by the City Council on May 24, 2007: Public Information Officer; Records Clerk in City Secretary's Office; Inspector-Natural Gas Leases in Public Works Department; Animal Control Officer.

Partial Year Staffing and Equipping of Fire Station #3 (September 2008)

In the FY 07 budget, City Council funded 3 additional fire fighter positions in preparation for the opening of Fire Station #3. During this year, City Council awarded the construction contract for Fire Station #3 and authorized the sale of bonds to purchase an Engine for the new station. The Adopted FY 08 budget includes six (6) additional firefighter positions for the new station. These 6 will join the 3 funded in FY 07 to provide 9 positions to staff the station 24/7 with 3 personnel per shift. Because the station is not scheduled to open until September, these positions have been funded for 2 months. The Adopted budget also includes \$85,037 in equipment for the additional fire fighters and the new Engine.

Market Adjustments (Full Year) for all Employees

The "face" of the City is its employees. Their professionalism, expertise and hard work permit the organization to respond to the citizens' service demands and to implement the policies of the City Council, and thus a competitive wage is necessary to recruit and retain employees. Last year City Council directed staff to annually review the City's compensation plan and take the steps necessary to insure the pay scale does not fall behind the market.

This Adopted budget provides for a 7% across the board increase in the step plan structure and salaries for all public safety (sworn) positions. While the City made significant strides in the current budget to move these salaries to market, competition in the market place drove these salaries higher than projected. Since the 2006 market survey was conducted, the median salary of police officers in the surveyed cities has increased approximately 9%. The median starting salary for police officers in our market survey is \$45,471. The current starting salary in Burleson is \$41,578 or 9.36% below market. By applying an across the board increase of 7% for both police and fire positions, the City's salaries will be at 98.3% of the current market. [Assuming a moderate increase in the market occurs in the upcoming budget year, the City's salaries for these positions should be at 95% of the market wage during FY 07-08. Amounts below market will have to be addressed in future budgets.] While public safety salaries will have increased more than 21% in Burleson over the last two years, market forces continue to drive salaries even higher. City Management is committed to offering market salaries for these positions within available resources.

For all other employees, this Adopted budget provides for a 3% across the board increase in both salaries and salary ranges. Trends in municipal salaries indicate an average increase of 3% is a conservative annual projection to insure salary ranges do not fall behind the market. In addition to this market adjustment, employees who receive high performance ratings would be eligible for an additional increase of up to 2% - for a total increase of 5% for employees performing at the highest levels.

Increased Street Maintenance

Approximately 60% of this increase is attributed to significant increases in petroleum based products which have eroded the purchasing power of the city's street maintenance budget and lowered the number of lane miles maintained. The remaining 40% increase will partially address the Public Works Department's request for annual maintenance (approximately \$40,000 of the \$135,000 in additional funds requested) to meet increasing infrastructure maintenance demands.

Citywide Memberships & Organizational Support

The Adopted General Fund budget includes the City's membership in and support of the following:

- Texas Municipal League - \$2,741
- North Central Texas Council of Governments - \$2,302
- National League of Cities - \$1,217
- North Texas Commission - \$2,462
- TEX21 - \$5,277
- Cletran - \$12,371
- Tarrant County Transportation Coalition - \$2,878

These organizations are essential to the City's efforts to provide an effective and efficient response to service demands and quality of life issues.

Employee Training and Development

During FY 07 an Employee Ethics Task Force headed up by the Human Resources Director and comprised of employees from across the organization led to the mandatory participation of all employees in an ethics training program at the cost of \$13,500. This training was part of an ongoing effort to improve our customer service training. The adopted budget includes \$23,650 for employee training through the Human Resources Department. [Throughout the organization, a total of \$258,000 is budgeted in all funds for various staff development activities including state-mandated certification training.]

Organizational Changes.

The adopted budget also includes the organizational changes approved by the City Council at mid-year FY 07. Although these changes do not directly impact the budget, they reflect management efforts to increase service delivery efficiency and effectiveness through organizational restructuring.

- Renaming of the Department of Communication and Environmental Services to the "Department of Neighborhood Services." Neighborhood Services now includes the divisions of Animal Services, Environmental Services, and Code Compliance (transferred from the Department of Planning and Community Development).
- Creation of an "Office of Informational Services", in order to devote a full time position to dissemination of information concerning City services, events, and activities to the public.

- Consolidation of the Department of Planning & Community Development and Department of Engineering Services into a single “Department of Planning and Engineering Services”.

General Fund Service Enhancements

General Fund departments submitted over \$3.2 million in service enhancement requests for FY 07.

The adopted budget includes a total of \$783,553 in service enhancements for FY 08. These enhancements are for the following city operations:

Police (personnel & vehicles)	\$358,472	46% of \$783,553
Infrastructure Maintenance Equip.	196,540	25%
Technology	115,000	15%
Parks & Recreation Equipment	45,084	6%
Engineering & Planning	44,457	6%
Emergency Management	24,000	3%

Police* **\$358,472*

Police Department: Two Traffic Officers \$184,442

Provides funding for two additional traffic officers and two motorcycle traffic patrol vehicles. These traffic officers will concentrate enforcement efforts on major roadways, including federal and state highways, in an effort to reduce the number and severity of accidents on these roadways. The additional traffic officers will also provide greater traffic enforcement within school zones. These funds will purchase the equipment needed for these positions as well as salary during academy and field training. *While these positions are planned to “hit the streets” in October 2008, if qualified candidates can be hired and begin their assignments prior to this time—budget adjustments will be recommended to both Municipal Court revenues and Police salary expenses to accommodate an earlier start.*

Police Department: Backup Vehicles \$174,030

Provides funding for two additional marked patrol units and equipment necessary to equip two existing school resource officer (SRO) vehicles to “patrol ready” status. This will provide 2 backup vehicles at all times and, in unique emergencies such as major storm events or in times when school is not in session, 2 additional patrol vehicles currently in use by SROs. Currently, the department lacks sufficient vehicles to provide adequate backup for situations when units are taken out of service or to be utilized in lieu of motorcycle units during inclement weather.

Municipal Court: Deputy Marshal (no general fund cost)

Citywide growth and increased law enforcement have resulted in increased case loads in the Municipal Court-- cited offenses are up 41%, court hearings are up 34%, and overall revenues are up 101%. This Deputy City Marshal position will provide an additional officer for court security (eliminating the expense of overtime for a BPD officer) and expand efforts to decrease the number of warrants issued and increase the fines collected. This position will be funded completely by the Court Security Fund in FY 07-08. In future years, additional revenue from

Municipal Court fines and other public safety related civil fines are expected to cover the costs of this position.

Infrastructure Maintenance Equipment: \$196,540

The availability of reliable and functional equipment is a key component of infrastructure maintenance. Most equipment is replaced via the Equipment Replacement Fund which allows departments to accumulate adequate replacement funds via annual contributions over the life of the equipment. At the time the Equipment Replacement Fund was created, not all equipment was placed in the fund. Certain pieces of equipment in the Public Works Department are not on the replacement schedule. This funding will allow this equipment to be replaced by the Equipment Replacement fund by providing for a “catch up” contribution and an annual contribution in FY 08. Utilization of the Equipment Replacement funds allows the City to avoid “spikes” in operational costs when this equipment is replaced and take advantage of interest earnings (from annual contributions) to pay for a portion of the replacement costs.

Technology \$115,000

Network Switch Replacement \$65,000

Every department in the city utilizes the City’s information system to accomplish its assigned task(s). Network infrastructure (wiring, switches, servers, etc.) is the backbone of the City’s Information Technology system. The existing switch infrastructure has reached the end of its life cycle; inhibits the transmission of large data packets because the switches are undersized and are not easily replaced in times of failure. At mid year, Council authorized replacement of the main core switch at City Hall. This additional funding will provide for the replacement of switches at satellite facilities (library, fire stations, community center, etc.) which will upgrade the entire infrastructure. Replacement of these switches will provide greater bandwidth and increased speed to accommodate the transfer of large data packets such as Voice over Internet Protocol, Geographic Information System (GIS) data, video and document imaging.

Storage Area Network \$50,000

In addition to wiring and switches, the current network infrastructure configuration relies on numerous servers. These servers contain both processors and data storage. As the data load increases, servers lack the storage to accommodate the additional storage requirements. At times, servers with adequate processing power must be replaced with new servers simply to increase storage capacity. A Storage Area Network (SAN), in simplest terms, is a large electronic “file cabinet” with a “disk array” at its core. The “disk array” is a collection or grouping of hard disks. The SAN stores data on the array rather than storing data on a server. Servers become processing units only, moving data to and from the disk array for the user. The SAN increases capacity, eliminates the expense of storage from server costs, and creates redundancy in data storage by “mirroring” disks within the array. Utilization of a SAN will accommodate the increasing data load and make it possible to accommodate significant increase in data storage that

accompanies IT enhancements such as digital imaging, expanded GIS capabilities, and increased utilization of video.

Parks and Recreation **\$45,084**

Tractor w/ Backhoe Attachment \$28,820

Providing a tractor to the department will reduce time lost waiting for equipment, improve field and park maintenance, and reduce staff hours devoted to maintenance via increased efficiency and greater utilization of chemical applications.

Additional 4 wheeler + Ballfield Rake \$16,264

This additional 4 wheeler will eliminate time lost to transporting the existing unit from field to field, reduce wear on the existing unit, and increase the department's ability to prepare fields quickly.

Engineering & Development Services **\$44,457**

Digital Contour Maps/Data \$11,395

This funding will enable the purchase of digital contour maps for the City and the ETJ. These maps are utilized to review subdivision plans, verify drainage conditions, and review capital project plans. Availability of this data reduces time spent in the field. Contour maps were last acquired in 2001.

SH 174 & SH 121 Corridor Studies \$33,062

This funding will provide for limited consultant assistance on the SH 121 corridor plan and completion of a corridor plan for SH 174 by the consultant. The SH 121 corridor plan is being completed, primarily, in-house. This master land development plan will provide the basis for future zoning and capital improvement decisions in the SH 121 corridor. The SH 174 corridor plan will be completed by a consultant. This study will: determine market potential; provide design alternatives for selective sites and streetscape; and create implementation strategies for policy, legislation, and capital decision making.

Emergency Management **\$24,000**

The growth of the City, through annexation and development, requires expansion of the City's Early Warning System. This system is primarily funded through a \$25 per acre fee charged to new development. Staff has explored the feasibility of increasing this fee to provide additional revenue. As currently priced, this fee is a fair reflection of the cost to serve an area on a per acre basis. Unfortunately, at times development does not occur systematically in adjoining increments. This, coupled with topographical issues, can sometimes require units to be installed to serve the developing area prior to sufficient funding being available from the development. Two additional units are needed to improve the coverage footprint. This funding will be used to supplement the current emergency warning systems. This could include additional sirens or a telephone notification system.

Use of Fund Balance

In order to fund these enhancements, staff recommends:

- (a) utilizing the \$104,529 by which base budget revenues exceed base budget expenses; and
- (b) appropriating \$679,024 from the General Fund fund balance to the FY 08 operating budget. This will reduce the fund balance to 63.11 days of operations (above the 60 day minimum operating reserve established by City Council policy).

The total adopted FY 08 budget, including recommended service enhancements, is as follows:

Base Budget Revenues:	\$21,875,504	
Total Revenues:		\$21,875,504
Base Budget Expenditures:	\$21,770,975	
Enhancement Expenditures:	\$ 783,553	
Total Expenditures:		\$ 22,554,528
Expenditures exceeding Revenues		(\$ 679,024)
Appropriation from Fund Balance (a. above)		\$ 679,024
Budget Balance		\$ 0

At September 30, 2006, the unencumbered fund balance of the General Fund was \$4,716,008. FY 07 operations are expected to reduce this balance by \$137,318, leaving \$4,578,690 at the end of FY 07. The appropriation of \$679,024 from this balance to cover one time cost related to service enhancements will leave an estimated \$3,899,666 at the end of FY 08.

General Fund FY 2008 Summary:

The adopted budget described above achieves the following results:

1. Maintenance of the effective Maintenance and Operations tax rate.
2. Funding of \$783,553 in recommended service enhancements.
3. A projected operating reserve of 63.11 days for FY 08, 3.11 days (or \$192,086) above the minimum 60 operating day reserve adopted by City Council.

Long Range Financial Obligations in the Adopted General Fund Budget

In keeping with the City's commitment to incorporate long term financial planning in the budget process, it should be noted that certain partial year expenses in the Adopted FY 07-08 budget will result in varying obligations in the FY 08-09 budget:

<u>Item</u>	<u>FY 07-08</u>	<u>FY 08-09</u>	<u>Difference</u>
6 FF Positions	\$ 71,152	\$456,796	\$380,664
2 Traffic Officers	\$184,442	\$149,062	\$(35,380)
1 Deputy City Marshal	\$ 0	\$ 64,000	\$ 64,000
<u>TOTAL</u>	<u>\$255,594</u>	<u>\$669,858</u>	<u>\$409,284</u>

WATER/WASTEWATER FUND

Increase in the Rates for Water and Wastewater

While there is no change the minimum bill for either water or wastewater, variable (volume based) increases are adopted for both water and wastewater.

For residential customers, the variable water rate will increase from \$3.45/1,000 gallons to \$3.66/1,000 gallons and the variable wastewater rate is increased from \$2.80/1,000 gallons to \$2.91/1,000 gallons. With an average residence using around 7,800 gallons of water and contributing 5,571 gallons of wastewater per month (winter average), this increase will cost an average residence about \$2.25 per month (3.5% increase).

Commercial rates are also increased from \$3.45/1,000 gallons to \$3.66/1,000 gallons for water and \$2.39/1,000 gallons to \$2.91/1,000 gallons for wastewater.

Revenues are projected to increase to \$13,278,539 in the Adopted FY 08 budget, an increase of \$1,584,539 (+13.6%) over the FY 07 adopted budget. Expenditures are projected to increase to \$13,271,795 from the FY 07 adopted budget of \$11,694,000 (+13.5%). The largest expenditure increases are the amounts paid to the City of Fort Worth for potable water and sewer treatment, up 19.75% and 11.6% respectively.

Water/Wasterwater Fund Service Enhancements

The above mentioned rate increase will also provide funding for the following service enhancements to be added to the Water/Wastewater Fund:

Valve Crew \$154,905

This two person crew will assist in water shutdown events, provide public notice of water service interruptions; perform utility locates; maintain fire hydrants, valves and automated flushing devices; performing required monthly flushing operations (90/month); and coordinate with Inspection staff to verify valve location and operability in newly completed developments prior to acceptance by the city.

Right-Of-Way Inspector \$79,750

This inspector position will coordinate franchise activities in the public rights-of-way; insure the protection and integrity of existing city utility infrastructure; inspect franchise utility installations and erosion control measures after acceptance by the city.

SOLID WASTE FUND

The Solid Waste Fund is an enterprise fund used to account for the cost of operating the City's solid waste collection service. This budget marks the first year of operations outside of the General Fund.

Increase in Solid Waste Collection Rate

The adopted budget includes a \$3.12 per month increase (\$12.71 to \$15.83) in the rate charged for residential solid waste collections. This rate is necessary to cover the costs of collection operations (such as staff, equipment, fuel and landfill fees). This rate was approved by 56% of respondents to an unscientific citizen survey conducted in August 2007. Expansion of solid waste services to include curbside recycling will be considered during FY 2008. Any expansion of services will require an increase in the monthly fee.

Revenues

Revenues are projected at \$2,155,000 in FY 2007-08, which is 33% more than the \$1,615,000 in the FY 2006-07 adopted budget.

Expenditures

Expenditures are projected at \$2,083,806 in FY2007-08. That is 35% more than the FY2006-07 adopted budget amount of \$1,548,421. The primary driver for this increase is the addition of equipment and personnel delayed in prior years while exploring options for the operation's future.

GOLF COURSE FUND

Staff proposes a balanced budget (revenues=expenditures) of \$2,140,992 for FY 08. Included on the revenue side are transfers of \$562,041 from the 4B fund for debt service and \$156,201 in operational subsidies from the General Fund. Though the General Fund subsidy of the Golf Fund has increased (due to the discontinuation of the operating subsidy from 4B), the total budgeted operational subsidy of the Golf Course operations is down 17%, from \$190,000 in budgeted in FY 07 (current year) to \$156,201 Adopted for FY 08. This is a conservatively budgeted number, as the year-end estimate for total subsidy requirement for FY 07 is \$137,000. Management is encouraged to see this downward trend in operational subsidy, and expects that operations at the Course will be self-funded in the near future and operational subsidies will no longer be required.

GENERAL DEBT SERVICE FUND

General debt service requirements for FY 2007-08 are projected at \$2,241,482 that will include \$990,120 principal and \$1,246,863 interest.

HOTEL/MOTEL TAX FUND

Revenues

The adopted FY 2007-08 budget projects the Hotel/Motel Tax to generate revenues equal to the current year – \$150,000.

Expenditures

In the Adopted FY 2007-08 budget expenditures are projected at \$107,770. Expenditure highlights include:

- Summer concert series in Old Town - \$20,800
- Contribution to Burleson Area Chamber of Commerce (BACC) subject to verification of compliance with legal and financial requirements of state law - \$44,378
- Contribution to Burleson Heritage Foundation - \$6,000
- Contribution to La Buena Vida “Cinco de Mayo” festival - \$2,500

CEMETERY FUND

The Cemetery Fund is an enterprise fund used to account for the cost of operating the Burleson Memorial Cemetery. Operations are financed by revenues from the sale of cemetery lots and interests on investments. This budget marks the first year of operations under the new management agreement. Revenues in FY 08 will consist of a percentage of the lot sales generated by the City’s contractor and interest earned on the fund’s reserves. Expenses will consist solely of irrigation costs. Because of this, both revenues and expenses are substantially lower than in past years.

Revenues

Revenues are projected at \$15,750 in FY 2007-08, which is 55% less than the \$35,000 in the FY 2006-07 adopted budget.

Expenditures

Expenditures are projected at \$2,000 in FY2007-08. That is 92% less than the FY2006-07 adopted budget amount of \$24,002.

Fund Balance

The end-of-year working capital in the Cemetery Fund is estimated to be \$506,870 in FY 2007-08, an increase of \$13,750 (2.8%) over the current year.

EQUIPMENT SERVICES FUND

The Equipment Service Fund is an internal service fund used to enhance accountability for the expenses associated with vehicle and equipment operation. All costs associated with these operations are charged to the using department to offset the preliminary Adopted budget expenses of this fund.

Revenues and Expenditures

Revenues in the Adopted FY 2007-08 budget are projected at \$513,665. Fund expenditures are projected at \$512,605.

Fund Balance

The end-of-year working capital in the Equipment Service Fund for FY2007-08 is projected to be \$122,549.

EQUIPMENT REPLACEMENT FUNDS

There are two Equipment Replacement funds: the Governmental Equipment Replacement Fund, and the Proprietary Equipment Replacement Fund.

The Proprietary Equipment Replacement Fund is used as a funding, management, and planning tool that provides a systematic approach to the replacement of City-owned vehicles and equipment used by the Water and Wastewater Fund. The Governmental Equipment Replacement Fund Provides for the replacement of vehicles and equipment utilized by all other City departments. The funds are proprietary, internal service funds that enable the City to fund major equipment purchases without substantially affecting the stability of the ad valorem tax rate.

GOVERNMENTAL EQUIPMENT REPLACEMENT FUND

Revenues and Expenditures

Revenues in this fund for FY2007-08 are projected at \$829,748. Expenditures are estimated to be \$567,597. The fund will pay for the purchase of 16 pieces of equipment in the operating departments in FY 2007-08, scheduled for replacement at various times during the year. Actual replacement, however, will depend upon an assessment of the specific piece of equipment at the time of the scheduled replacement.

Fund Balance

The end-of-year working capital in the Governmental Equipment Replacement Fund is projected to be \$1,362,085 for FY 2007-08.

PROPRIETARY EQUIPMENT REPLACEMENT FUND

Revenues and Expenditures

Revenues in this fund for FY2007-08 are projected at \$238,521. Expenditures are estimated to be \$41,804. The fund will pay for the replacement of 1 piece of equipment in the Water/Wastewater Department in FY 2007-08, scheduled for replacement during the year. Actual replacement, however, will depend upon an assessment of the specific piece of equipment at the time of the scheduled replacement.

Fund Balance

The end-of-year working capital in the Proprietary Equipment Replacement Fund is projected to be \$773,983 for FY 2007-08.

4A ECONOMIC DEVELOPMENT CORPORATION

In 2001 the citizens of Burlison approved an additional one half of one percent sales tax to be used for economic development. The City began collecting the ½ cent sales tax in December 2001. The Burlison Economic Development Corporation established to administer the sales tax is represented on the books of the City by three funds: a special revenue fund, a debt service fund, a capital project fund.

The Special Revenue Fund accounts for the receipt of sales tax revenue and subsequent transfer to the debt service fund. The Debt Service Fund accounts for the receipt of money from the special revenue fund and payment of debt service on the Corporation's bonds. The Capital Project Fund accounts for the construction of facilities funded by the bonds. An annual budget is adopted for the Special Revenue and Debt Service funds.

Special Revenue Fund

Revenues in the Special Revenue Fund are projected to be \$2,799,000 in FY 2007-08, an increase of 11% over the \$2,531,000 estimated in the approved FY 2006-07 budget. Expenditures are projected to be \$3,540,930 in FY 2007-08, a 39% decrease from the \$5,763,863 projected for the current year in the approved FY 2006-07 budget.

Debt Service Fund

FY2006-07 debt requirements in this fund are \$1,465,068 including \$706,880 principal and \$757,488 interest. Transfers from the Special Revenue are budgeted at \$1,465,068.

4B COMMUNITY SERVICES DEVELOPMENT CORPORATION

The citizens of Burleson approved an additional one half of one percent sales tax in 1993 to be used to fund the construction and acquisition of municipal facilities, and for other purposes provided for by the enabling state statute. Like the 4A Corporation, the 4B Burleson Community Services Development Corporation is represented on the books of the City by three funds: a special revenue fund, a debt service fund, a capital project fund.

The Special Revenue Fund accounts for the receipt of ½ cent sales tax revenue and subsequent transfer to the debt service fund. The Debt Service Fund accounts for the receipt of money from the special revenue fund and payment of debt service on the Corporation's bonds. The Capital Project Fund accounts for the construction of facilities funded by the bonds. An annual budget is adopted for the Special Revenue and Debt Service funds.

Special Revenue Fund

Revenues in the Special Revenue Fund are projected to be \$2,621,000 in FY 2007-08, an increase of 11% from the \$2,353,000 estimated in the approved FY 2006-07 budget. Expenditures are projected to be \$1,597,802 in FY 2007-08, an increase of approximately 7% from the \$1,489,017 projected for the current year in the approved FY 2006-07 budget.

Debt Service Fund

FY 2007-08 debt requirements in this fund are \$1,035,761 including \$645,000 principal and \$389,761 interest. Transfers from the Special Revenue are budgeted at \$1,035,761.

ECONOMIC DEVELOPMENT INCENTIVE FUND

The Economic Development Incentive Fund is a special revenue fund used to account for the cost of incentives offered by the City of Burleson to encourage economic development. Revenues in this fund include property taxes from the Tax Increment Reinvestment Zone and sales taxes estimated to have been generated by businesses with which the City has entered an economic development agreement. Expenditures of this fund represent the payment of these incentives upon substantiation.

Revenues and Expenditures

Total revenues in the Adopted FY 2007-08 budget are projected at \$300,674. Expenditures are projected at \$358,674.

CONCLUSION

The FY 2007-08 budget represents significant progress toward a proactive approach to the operation of the City of Burleson. The scheduled capital improvements, equipment purchases and additional personnel enhance our ability to address service needs of the community. Contained within the schedule of expenditures are the overriding efforts to adjust internal operations to gain maximum output from the financial and human resources utilized, and to insure the continued high level of municipal service delivery to Burleson's citizens – both now and in the future – by responsible fiscal and physical planning.

The outlook for the City of Burleson continues to be very positive. The adopted budget reflects that the policy directions of the City Council trend toward a continued excellent financial operation of the City. Residential development is expected to continue at a manageable pace given the City's geographic location, development regulatory controls, the number of platted lots available, and the availability of undeveloped properties. Commercial development is expected to increase given the accessibility of utilities along the major transportation corridors and the adoption by City Council of the IH-35W Corridor Overlay.

The City's planned purchase of property for a business park adjacent to IH-35W in the vicinity of the new southern outer loop for the region, the purchase of property for a transit site in the Transit Oriented Development zoning district in the Burlington Northern Santa Fe Railroad corridor, and property the City already owns in the vicinity of IH-35W and the new Hidden Creek Parkway, offer significant economic development opportunities in the near future. Quality of life issues such as the development of the City's major parks (Chisenhall Park, Bartlett Park, the citywide trails system) and new recreation center, funded by a combination of grants, bonds approved by the voters, the City's 4B Corporation, and revenues anticipated from gas leases on municipal property, will be under construction this next year. The City's Strengthening Families Initiative and Burleson Opportunity Fund, initiated in the current year, offer exciting quality of life opportunities for our citizens in the next year and in future years. Public safety will be enhanced with the opening of Fire Station #3, improving the response times in the southwestern part of the City.

On behalf of the employees, staff, and this office, I wish to express our appreciation to the Mayor and City Council for their time and leadership.

Sincerely,

Curtis E. Hawk
City Manager

GUIDE TO UNDERSTANDING THE BUDGET DOCUMENT

The "Annual Operating Budget and Plan of Services for Fiscal Year 2007-08" is designed to function as a policy document, a financial plan, an operations guide and a communications device. The document is divided into eight sections: the Manager's Message, Reader's Guide, Major Policy Issues, Fund Summaries, Departmental Details, Capital Improvement Program, Debt and Supplemental Information.

MANAGER'S MESSAGE

The City Manager's budget message introduces the budget by highlighting key policies and the plan for the new fiscal year. These policies are discussed in detail in the Major Policy Issues section.

READER'S GUIDE

This section is designed to help the reader understand the budget process. It contains an explanation of the contents of the budget document. The fund structure of the City of Burleson is explained. The budget process is reviewed and a budget preparation calendar is provided. This section also contains an organizational chart. Finally, this section contains a Glossary of Terms to assist the reader.

MAJOR POLICY ISSUES

The purpose of this section is to highlight the adopted course of action taken to address the major policy issues raised during the budget process. It describes the assumptions behind revenue, expenditure and fund balance projections; explains debt requirements, minimum fund balance requirements and the projected budget's impact on these requirements.

FUND SUMMARIES

This section summarizes all funds combined and individually. It begins with the "Combined Statement of Revenues and Expenditures" which describes revenues, expenditures and fund balances as well as all funds total. Next is a summary of revenues and expenditures by fund followed by a statement of revenues and expenditures by classification for each fund and all funds totaled. This is followed by a presentation summarizing assessed valuation, estimated ad valorem collections and ad valorem tax rate distribution. The final presentation of the combined fund summary is a "Personnel Summary" which lists the number of personnel, both full and part-time, in each department of the City. The quantities in this statement are expressed in worker years (or full-time equivalents) rather than number of employees. Worker years represent the percentage of hours an individual employee may work in a budget year as related to the base working year of 2,080 hours. In the next portion of this section, each fund is summarized. It contains statements of revenues by source, expenditures by function and classification, and fund balance statements. A replacement schedule for equipment in the Equipment Replacement Fund is in this section as well.

GUIDE TO UNDERSTANDING THE BUDGET DOCUMENT PAGE 2

DEPARTMENTAL DETAILS

This section contains a description, goals and objectives, detailed personnel information, performance indicators, and a summary for each department.

CAPITAL IMPROVEMENT PROGRAM

This section contains the City's Capital Improvement Program. The Capital Improvement Program is an estimation of the City's future capital improvement needs and the cost of meeting those needs.

DEBT

This section includes detailed information about the City's debt and projected expenses for the next several years.

SUPPLEMENTAL INFORMATION

This section contains a budget brief and short history of the city. Comparative information with surrounding cities with similar populations and demographics is included. Charts of miscellaneous information is presented along with ordinances, and the City's fee schedule.

FUND STRUCTURE OF BUDGET

In order to accurately reflect where the money comes from to operate the City and where that money is spent, the budget is divided into a series of funds. There are two types of funds - governmental and proprietary. Governmental funds are those through which most governmental functions of the City are financed. The primary focus is on financial position and changes in net assets, rather than net income determination. Proprietary funds account for governmental activities that are operated similar to a business enterprise. The focus is on net income.

GOVERNMENTAL FUNDS

GENERAL

The General Fund is the most basic fund used in the City of Burleson. It is used to account for resources devoted to financing general administration, public safety, community services and public works (except water and wastewater). It is used to account for all resources not accounted for in other funds.

DEBT SERVICE

The Debt Service Fund is created to account for resources that will be used to service long term debt that is recorded in the governmental unit's General Long Term Debt Account Group. The 4A Sales Tax Corporation and 4B Sales Tax Corporation both have debt service funds dedicated to the servicing of debt supported by the economic development sales taxes.

CAPITAL PROJECTS FUNDS

Capital Projects Funds are used to account for financial resources used for the acquisition or construction of major capital facilities. Financing is provided by the sale of general obligation and revenue bonds.

HOTEL/MOTEL TAX

The Hotel/Motel Tax Fund includes receipts from a 7% room occupancy tax imposed by the City of Burleson on the rental of motel rooms located within the corporate limits of the City. State law emphasizes the use of these funds for the promotion of tourism, conventions, and advertising in the City. The Burleson Area Chamber of Commerce is the main recipient of the tax and submits a proposed estimate of expenditures for this fund each fiscal year. The City also collects a 7% room occupancy tax on a hotel which is located within Burleson's extraterritorial jurisdiction.

FUND STRUCTURE - PAGE 2

4A and 4B SALES TAX REVENUE FUNDS

The Burleson 4A Economic Development Corporation and Burleson Community Services Development Corporation (4B Corporation) are component units of the City of Burleson. Each administers a separate 1/2 cent sales tax for purposes of promoting economic development. Each has a special revenue fund that accounts for the receipt of this tax, and the subsequent transfer of funds to the appropriate debt service fund.

PROPRIETARY FUNDS

The City uses two types of proprietary funds - enterprise and internal service funds. Enterprise funds operate and finance their operations in a manner similar to private enterprises. The cost of providing goods and services to the general public on a continuing basis is recovered primarily through charges to the users of these goods and services. The City of Burleson has four enterprise funds - Water and Wastewater, Solid Waste, Cemetery, and Hidden Creek Golf Course. Internal Service Funds are for the financing of goods or services provided by one department to the other departments within the City on a cost-reimbursement basis. The Equipment Services and two Equipment Replacement funds are the three internal service funds used by the City.

WATER AND WASTEWATER

The Water and Wastewater Fund is used to account for the cost of operating water and wastewater services for Burleson. Costs to other funds for providing support to this fund are reimbursed by the Water and Wastewater Fund through General and Administrative (G & A) charges and interfund transfers.

SOLID WASTE

The Solid Waste Fund is used to account for the cost of operating solid waste services for Burleson. Costs to other funds for providing support to this fund are reimbursed by the Solid Waste Fund through General and Administrative (G & A) charges and interfund transfers.

CEMETERY

The Cemetery Fund is used to account for the cost of operating the Burleson Memorial Cemetery. The Cemetery Fund operations are financed by revenues from the sale of lots and interest income.

GOLF COURSE

The Golf Course Fund is used to account for the cost of operating the City of Burleson's Hidden Creek Golf Course.

FUND STRUCTURE - PAGE 3**EQUIPMENT SERVICES**

The Equipment Services Fund is used to enhance accountability for the expenses associated with vehicle operation. All costs associated with vehicle operations are charged to the department to offset the proposed budget expenses of the Equipment Services Fund. This fund also reimburses the General Fund for administrative support through a G & A charge.

EQUIPMENT REPLACEMENT

The Equipment Replacement Funds are used to provide a systematic approach to the replacement of vehicles and equipment. One of these funds is used to replace equipment used by governmental funds of the City. Another is used for the proprietary funds of the City. Both of these funds are operated as internal service funds.

Department assigned a vehicle or piece of equipment make an annual contribution to the fund. Contributions are based on the estimated service life, salvage value of the equipment and the estimated future cost at the date of replacement. At the end of the various estimated service lives, the Equipment Replacement Fund will have accumulated funds that are sufficient to purchase the required replacement equipment.

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THE CITY OF BURLESON'S BUDGET PROCESS

OVERVIEW

The City of Burleson's budget process began in March with individual departmental meetings with the new Financial Analyst. The department heads discussed their plans for the future of their departments, anticipating the needs of the City and how best to meet those needs. Department heads were asked to consider in detail what each new initiative would require and when it would be required. Particular emphasis was focused on future capital improvements and their estimated costs. All estimates were submitted to the Financial Analyst who helped the department heads "flesh out" these plans and put them in a spreadsheet format.

The ultimate goal of the departmental meetings was and is to get department heads accustomed to continuous long-range planning, thereby making the annual budget process nothing more than an extension of the overall long range plan for each department.

Following the long-range planning process in April, budget packets were distributed to each director. Budget packets included a budget preparation manual, calendar, and worksheets for forecasting budget needs. Directors were also given access to electronic files which included budget forms and decision packets to outline new initiatives for the coming budget year. The budget process is reviewed each year and improvements or modifications are incorporated into the process the next year. Following the conclusion of the 2007-2008 budget process, the long-range planning process will again become the focus until March when the 2008-2009 process will begin.

YEAR-END ESTIMATE

Current yearend expenditures estimates are prepared first. Departments are asked to be as realistic as possible and propose estimates of what they anticipate spending for the rest of the year. During the time that they are preparing these estimates, each department will meet with the City Manager's staff and explain their estimates. The Manager's Office will make adjustments as necessary. Once the end-of-year estimates are completed, the department begins preparing the proposed estimates for the upcoming fiscal year.

PROPOSED BASE BUDGET

The second step in the budget process is to calculate the proposed base budget for the new year. This step is to estimate the cost for maintaining the current base operation and assumes no additional personnel or equipment. Managers use a series of detailing sheets and a master summary sheet to document and describe the assumptions and calculations which comprise the line item total request. The entire line item estimate must be explained and justified. Baseline performance measures and related program objectives for the department are requested. Activities which require any additional resources to maintain the service due to growth, new facilities, new equipment, etc., are considered enhancements to the base budget and are dealt with in a separate phase.

DECISION PACKETS

After the proposed base budget is completed, departments propose new programs by submitting decision packets for the next year and presenting them to the City Council. Decision packets include any change in program emphasis, expenditure of funds, allocation of personnel or equipment. In other words, any proposed change in program which will result in a change in the level of service currently being delivered. All requests for new personnel, fleet, or equipment which represent net additions to operations are considered decision packets. The department must describe the program, itemize all new costs and provide an extensive explanation of why the decision packet is needed. Justification must also include objectives, proposed performance indicators and service changes. Decision packets are prioritized according to need as perceived by the departments. Each decision packet is prepared as a separate request to allow for independent consideration of each and to allow the mixing of all decision packets into a master priority list for consideration during the remainder of the budget process. Decision packets are then presented to the City Council in order to get their input before proceeding to the next step.

REVENUES

The Finance Department prepares year-end estimates of revenues and a projection of revenues for the upcoming year. Water, wastewater, and solid waste rate requirements are determined. Departments review the fee schedule and request changes by submitting a fee change form to Finance. Finance reviews the fee change requests and prepares an analysis of the requested changes.

BUDGET REVIEWS

The City Manager's Office reviews the submitted budgets with department directors and managers. An initial meeting is held with the directors and managers as well as follow-up meetings, if necessary. The City Manager's office reviews projected revenues and fund balances, then compiles the proposed budget that is submitted to Council at a special worksession. The proposed budget contains the base budget and recommended decision packets.

During the special worksession for the budget, the budget is thoroughly reviewed by staff for Council's benefit. Special emphasis is placed on decision packets and possible long term impact of potential decisions. Council members pose questions to city staff and express their desires for the budget, clarifying what direction they want the City to pursue. Any changes based on City Council decisions are incorporated into the proposed budget.

BUDGET ADOPTION

The budget is adopted according to the City Charter which requires that a budget be approved no later than the twenty-seventh day of September. Other budget procedures are also described in Article V of the City Charter. The budget is enacted through favorable passage of ordinances: setting the ad valorem tax rate, adopting the General Fund budget, adopting the Water and Wastewater Fund budget, adopting the Equipment Services Fund budget, adopting the Vehicle Replacement Fund budget, adopting the Hotel/Motel Fund budget, adopting the Debt Service Fund budget, adopting the Cemetery Fund budget, adopting the Golf Course Fund budget, and setting the water and sewer rates and solid waste rates. In addition, the City Council approves the City of Burleson's Fee Schedule.

After the budget is adopted, departmental heads and managers take into consideration base budget and decision packets approved by City Council and begin to plan for the next year's budget process by including those decisions in their long range planning process. Their long range plans are revised accordingly.

BUDGET AMENDMENTS

As provided for in the ordinance adopting the budget, the City Council may make changes to the budget if they feel that a change in the budget is necessary to fulfill municipal purposes.

BUDGET PREPARATION CALENDAR

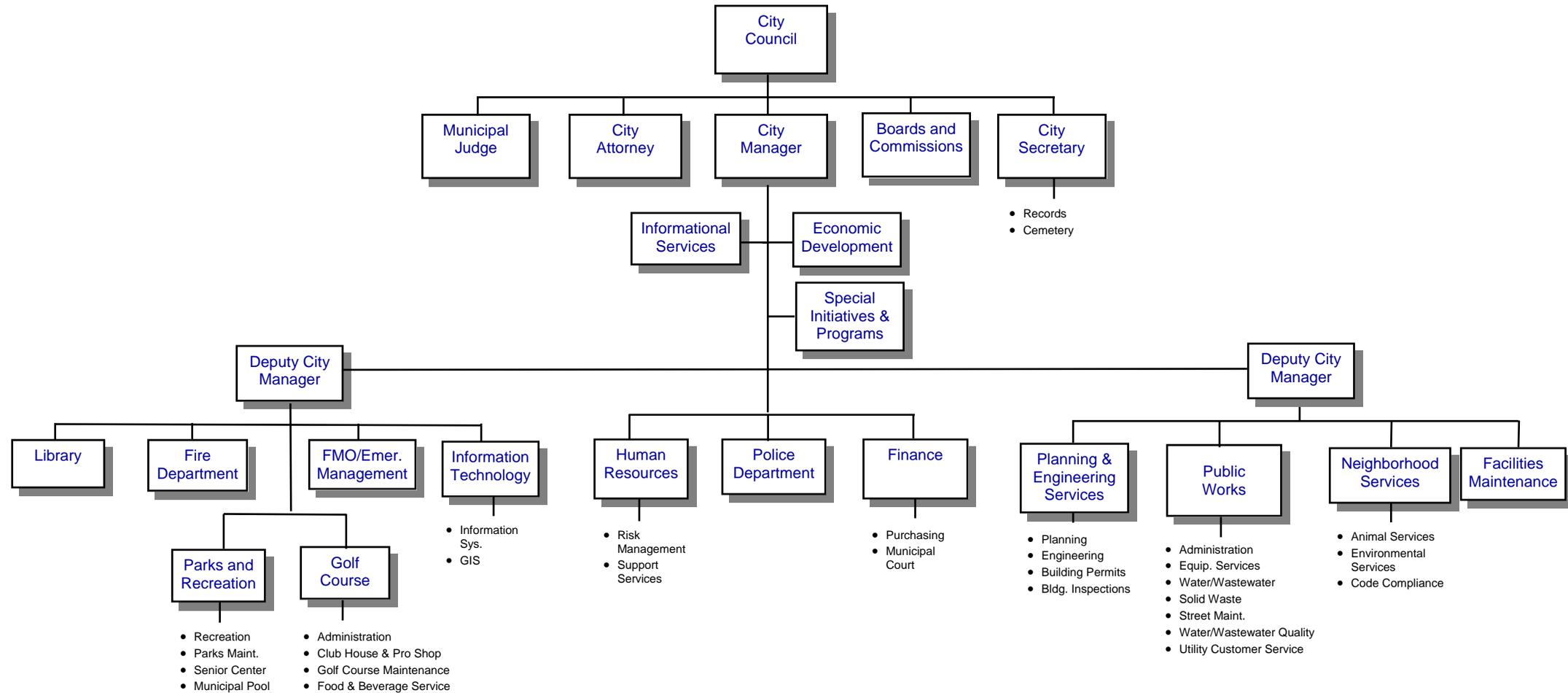
<u>DEADLINES</u>	<u>ACTIVITY</u>	<u>COMMENTS</u>
April 24	<p>Fiscal year 2007-2008 budget packets will be delivered to each director. Packets will include budget preparation manual, calendar, and worksheets for forecasting year-end budget estimates.</p> <p>FY 2006-2007 Fee Schedule and comparison city list are included in the budget manual.</p> <p>Departments begin preparing estimates of operating budget expenditures and developing new goals and objectives.</p>	<p>Orientation to review the budget process.</p> <p>Departments/Divisions prepare year-end estimates based on current year operations.</p>
Apr 30 - May 4	<p>Department/Division meetings for initial review of year-end estimates and proposed budgets.</p>	See schedule.
May 7 - 18	<p>Directors should coordinate meetings with:</p> <ul style="list-style-type: none"> * Purchasing Sandy Bradley * Building Maintenance Larry Taylor * Fleet Dave Stringer * Finance Brenda Chrusciaki * Human Resources Maria Reed * Information Technology Mark Eder <p>Vehicle needs due to Dave Stringer. Facility modification needs due to Larry Taylor.</p> <p>Personnel requests for new and reclassified positions to be submitted to Maria Reed.</p> <p>Computer related requests to be submitted to Information Technology. This includes all hardware, software, and computer training items.</p> <p>Comparison city survey updates due.</p> <p>Equipment Replacement Fund data provided to Finance.</p> <p>Human Resources and Information Technology to return requested information to departments.</p>	<p>To assist in acquiring prices for goods and services requested.</p> <p>To discuss any proposed special projects dealing with facility modification/rehabilitation.</p> <p>To assist vehicle needs related to:</p> <ol style="list-style-type: none"> (1) New fleet-related enhancements. (2) Understanding of fleet charge-back system. (3) Assist in replacement budgeting of fleet services. (4) Additions to ERF. <p>To answer questions regarding line items and to clarify anticipated expenditures.</p> <p>To assist in:</p> <ol style="list-style-type: none"> (1) Salary Surveys. (2) Personnel requests for new and reclassified positions. (3) Benefit changes. <p>To assist in IT planning, confirm costs and suitability of proposed solutions.</p> <p>Confirm accuracy of budget requests.</p> <p>Analysis begins on all requests.</p> <p>Analysis begins on all requests.</p> <p>Due to Paul Cain</p> <p>Give to Rhett Clark.</p>

BUDGET PREPARATION CALENDAR

May 18	Deadline to have the year-end budget estimates, the base budget numbers, and the service enhancement requests entered in HTE.	Completed service enhancements sheets are due to Rhett Clark.
	Deadline to have completed PowerPoint presentations for June 14 and 19 pre-budget Council workshops.	Due to Paul Cain
	Completed proposed FY 2007-2008 Fee Schedules due to Finance.	Give to Rhett Clark. Indicate changes or state "no change."
	Completed CIP budgets due to Finance.	Give to Rhett Clark.
	Final numbers for salaries, insurance, computers, and maintenance & fuel costs due to Finance from Human Resources, Information Services and Public Works Administration.	Budgets not properly submitted will be returned for correction and/or completion.
	NOTE: Any budget submissions after May 19 must be approved in writing by the City Manager or the Deputy City Managers.	
May 21 - June 13	Technical review and preparation of worksession materials.	Budgets reviewed for completeness.
May 28	Memorial Day	City Holiday
June 14	Pre-budget workshop with the City Council.	Attend on your assigned night.
June 28	Pre-budget workshop with the City Council.	Attend on your assigned night.
July 4	Independence Day	City Holiday
July 20	Complete Ranking of Service Enhancements	
July 25	Certified Tax Roll is due from JCAD.	
	Water and sewer rates due from City of Fort Worth.	
July 25 - August 6	Preparation of City Manager's Recommended Budget	For City Council work session.
* Week of August 6 or Week of August 13	City Manager's Recommended Budget is delivered to Council.	
* Week of August 13 or Week of August 20	Worksessions are held to discuss Department/Division budgetary requests.	Hold worksession with Council and recommend priority levels of spending.
August 23 or August 30	Presentation of final proposed budget and set the date for public hearing.	
September 13	Public Hearing on Budget. First reading of the final proposed 2007-2008 Budget.	Final budget is presented to Council for approval.
September 27	Final reading of 2007-2008 Budget. Council adopts the budget and passes appropriation and revenue ordinances.	Council adopts 2007-2008 Budget.

* Budget delivery and worksession dates are contingent upon receiving necessary information from the Central Appraisal District of Johnson County for appraised property values and from the City of Fort Worth for water and sewer rates.

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GLOSSARY OF TERMS

Accrual Basis

The basis of accounting under which transactions are recognized when they occur, regardless of the timing of related cash flows.

Ad Valorem Tax

A tax computed on the assessed valuation of all property, real personal and improvements to property within a taxing jurisdiction subject to taxation on January 1.

Appropriation

A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes.

Assessed Valuation

A value that is established for real or personal property for use as a basis for levying property taxes. (Note: Property values are established by the Johnson County Appraisal District.)

BACC

Acronym for Burleson Area Chamber of Commerce.

BPD

Acronym for Burleson Police Department.

Base Budget

The amount of revenues and expenditures needed to maintain current service levels.

Budget

The City's financial plan for a specific fiscal year that contains both the estimated revenues to be received during the year and the estimated expenditures to be incurred to achieve stated objectives.

Budget Document

The official written statement prepared by the manager's office which presents a comprehensive financial program to the City Council.

CO

Acronym for Certificates of Obligation.

COG

Abbreviation for North Central Council of Governments.

City Manager's Message

A general summary of the proposed budget presented as a part of, or a supplement to the budget document. The budget message explains major budget issues as related to the financial experience in recent years and presents recommendations made by the City Manager.

Capital Expenditures

Decrease in resource for the acquisition of major, longterm capital assets.

GLOSSARY OF TERMS**Cletran**

A unit of the city of Cleburne which provides regional transportation between the cities of Cleburne, Joshua and Burleson.

Contractual Obligations

Bonds used to finance personal property such as vehicles, equipment, computers, radio systems, etc. No real property may be purchased or improved. The repayment of these bonds is made from property taxes. These bonds are backed by the full faith and credit of the issuing government.

Department

A functional unit of the City containing one or more divisions.

Depreciation

The process of estimating and recording the lost usefulness, expired useful life or diminution of service from a fixed asset that cannot or will not be restored by repair and will be replaced. The cost of the fixed asset's lost usefulness is the depreciation or the estimated depreciation of value for the operating period.

Division

A functional section of a department.

Effective Tax Rate

The rate which produces the same revenues in terms of the total amount of taxes as compared to the prior year.

Encumbrances

Commitments in the form of purchase orders or contracts which are chargeable to an appropriation and for which a part of the appropriation is reserved.

Enterprise Fund

A fund established to account for operations that are financed and operated in a manner similar to private business enterprises--where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user fees.

Expenditures

The outflow of funds paid or to be paid for an asset obtained or goods and services obtained, regardless of when the expense is actually paid.

Expenses

Charges incurred (whether paid immediately or unpaid) for operation, maintenance, interest and other charges.

FF

Acronym for Firefighter.

GLOSSARY OF TERMS**FY**

Abbreviation for Fiscal Year.

Fiscal Year

The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City of Burleson's budget year is from October 1 to September 30.

Fixed assets

Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery and equipment. In Burleson, an item is capitalized as a fixed asset if it is over \$5000 in value and has a useful life in excess of one year.

Franchise Tax

A charge paid for the use of City streets and public right-of-way and is in lieu of all other municipal charges, fees, street rentals, pipe taxes or rentals, easement or others such as inspection fee, and/or charges of every kind except only ad valorem and special assessment taxes for public improvements (e.g., gas, telephone, cable television and banks).

Full-Time Equivalent (FTE)

A measure of authorized personnel calculated by equating 2,080 hours of work per year with the full-time equivalent of 1 position.

Fund

An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.

Fund Balance

Fund balance is the excess of assets over liabilities and is therefore also known as surplus funds.

GIS

Acronym for Geographical Information System.

GO

Acronym for General Obligation.

General Fund

This fund typically includes most of the basic operation services, such as police and fire protection, public works, parks and recreation, library and general administration. General Fund revenues include: tax revenues, licenses and permits, intergovernmental revenue, service fees, fines and forfeitures, and interest.

GLOSSARY OF TERMS**General Obligation Bonds**

Bonds that finance public projects such as streets, municipal facilities, and park improvements. The repayment of these bonds is made from property taxes, and these bonds are backed by the full faith and credit of the issuing government.

Generally Accepted Accounting Principles(GAAP)

Uniform minimum standards and guidelines to financial accounting and reporting. GAAP governs the form and content of the basic financial statements of an entity. They encompass the conventions, rules and procedures necessary to define accepted accounting practices at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. They provide a standard by which to measure financial presentations.

Goals

Goals describe the purpose or benefit the division/department plans to provide to the community and/or organization it serves. Goals identify the end result the division or department desires to achieve with its activities, but goals are often ongoing and may not be achieved in one year.

Hotel/Motel Tax

A tax levied upon the occupancy of any room or space furnished by any hotel where such cost of occupancy is at the rate of two (\$2.00) dollars or more per day. In Burleson and its extraterritorial jurisdiction, a room tax of seven (7%) is levied. Revenue from this tax is used by the City and Burleson Area Chamber of Commerce for promoting and advertising the City.

IH

Acronym for Interstate Highway.

IT

Acronym for Information Technology.

Income

A term used in proprietary fund type accounting to represent (1) revenues or (2) the excess of revenues over expenses.

Interfund Transfers

Amounts transferred from one fund to another.

Internal Service Fund

Funds used to account for the financing of goods or services provided by one department to other departments on a cost-reimbursement basis. In Burleson, the Equipment Services Fund and Vehicle Replacement Fund are internal service funds.

Levy

(Verb) To impose taxes, special assessments, or service charges for the support of governmental activities. (Noun) The total amount of taxes, special assessments, or service charges imposed by a government.

GLOSSARY OF TERMS**Modified Accrual Basis**

The accrual basis of accounting adapted to the governmental fund type spending measurement focus. Revenues are recognized when they become both "measurable" and "available" to finance expenditures of the current period. Expenditures are recognized when the related fund liability is incurred except for (1) inventories of materials and supplies which may be considered expenditures either when purchased or when used; (2) prepaid insurance and similar items which need not be reported; (3) accumulated unpaid vacation, sick pay, and other employee benefit amounts which need not be recognized in the current period, but for which larger-than-normal accumulations must be disclosed in the notes recorded when due rather than accrued; if approximately offset by interest earnings on special assessment levies; and (5) principal and interest on long-term debt which are generally recognized when due.

NCTCOG

Abbreviation for North Central Council of Governments.

Object Code

Expenditure classification according to the types of items purchased or services obtained; for example, personal services, materials, supplies, and equipment.

Operating Budget

The budget that pertains to daily operation that provides basic governmental services. The operating budget contains appropriations for such expenditures as personnel, supplies, utilities, materials, travel, fuel, and capital equipment.

Payment in Lieu of Taxes (PILOT)

A fee charged to the Water and Wastewater Enterprise Fund and Solid Waste Fund to compensate for property taxes lost due to municipal ownership. The ad valorem tax rate is applied to the book value of the utility system.

Performance Measures

Performance measures reflect how well a program is performing its activities to meet the needs of the public and the organization. They measure productivity, effectiveness, efficiency and/or the impact of service provided.

Reserve

An account used to indicate that a portion of fund equity is legally restricted for a specific purpose.

Revenue Bonds

Bonds whose principal and interest are payable exclusively from earnings of an Enterprise Fund. In addition to a pledge of revenues, such bonds sometimes contain a mortgage on the Enterprise Fund's property.

Revenue

An increase in the governmental unit's current financial resources.

GLOSSARY OF TERMS**SAN**

Acronym for Storage Area Network.

SH

Acronym for State Highway.

SRO

Abbreviation for School Resource Officer.

Sales Tax

A general "sales tax" is levied on all persons and businesses selling merchandise in the city limits on a retail basis. Monies collected under authorization of this tax are for the use and benefit of the City.

Service Enhancements

A request to budget an activity at a level above current service levels in order to achieve increased objectives or new objectives. New programs may also be proposed.

TEX21

Abbreviation for "Transportation Excellence for the 21st Century", a statewide coalition of public and private entities that are committed to determining comprehensive solutions to the transportation challenges in Texas.

TIF

Acronym for Tax Increment Financing. It is a tool used for redevelopment and community improvement projects.

Tax Rate

The amount of tax applied to the tax base. The rate is expressed in cents. The 2007-2008 tax rate for the City of Burleson is \$.661825 per \$100 of assessed valuation of taxable property.

Tax Rate Limit

The maximum rate at which a government may levy a tax. The limit may apply to taxes raised for a particular purpose, or to taxes imposed for all purposes, and may apply to a single government, to a class of governments, or to all governments operating in a particular area. Overall tax rate limits usually restrict levies for all purposes and of all governments, state and local, having jurisdiction in a given area.

Tax Roll

The official list showing the amount of taxes levied against each taxpayer or property. Frequently, the tax roll and the assessment roll are combined, but even in these cases the two can be distinguished.

Taxes

Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges as, for example, sewer charges.

GLOSSARY OF TERMS**Unencumbered Balance**

The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future purchases.

VoIP

Acronym for Voice Over Internet Protocol, a type of phone system which routes voice conversations over the Internet.

WIFI

Wi-Fi is a wireless technology intended to improve the interoperability of the wireless local area network.

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MAJOR POLICY ISSUES

The City of Burleson's budget process begins in early spring when a "budget packet" is distributed to each director consisting of a budget calendar, general budget instructions, illustrative examples, basic assumptions, and definitions. Using these general guidelines, each division enlists the collaboration of managers, supervisors and other key employees in order to formulate and submit budgetary estimates, recommendations, and requests. A Budget Team reviews this data to assure that divisional priorities are in tune with the broad vision of the City Council. This is a process of re-evaluation and modifying spans most of the summer.

The resulting divisional requests and recommendations fall into either of two basic categories: 1) components of the base budget necessary to maintain existing service levels, or 2) decision packets intended to elevate existing service levels or provide capabilities and programs not currently attainable at existing budgetary levels.

Under the general direction of the City Manager, the Budget Team analyzes the proposed data and formulates a recommended course of action which is formally presented to the City Council in late summer. The purpose of these work sessions is to blend together programs that the City has embarked upon during the current and prior periods with new goals and programs which the City Council envisions for both the upcoming budget year and beyond. The funding strategies necessary to deliver anticipated services are carefully reviewed in order to assure that the overall cost of services fits within the parameters specified by the Council on behalf of the citizenry as a whole.

The purpose of this section is to highlight the adopted course of action taken to address major policy issues raised during the budget process.

Unless otherwise stated, all comparisons relate 2006-2007 adopted budgetary figures versus amounts adopted by the 2007-08 budget.

The budgets for the General, Debt Service, and Hotel/Motel funds (i.e. governmental funds) are prepared on a budgetary basis similar to the modified accrual basis of accounting. Under this basis of accounting, revenues are recognized when they become measurable and available to finance expenditures of the current period. Expenditures are generally recognized when the related fund liability is incurred. However, there are two fundamental differences between the basis used to report the City's financial plan, (i.e. the budget) versus the basis used to report the historical results of financial operations (the Comprehensive Annual Financial Report or CAFR).

First, the City employs full encumbrance accounting at the budgetary level. Encumbrances represent commitments related to unperformed contracts for goods or services. Encumbrances outstanding at year end represent the estimated amount of expenditures ultimately to result if unperformed contracts in process at year-end are completed. Encumbrances outstanding at year-end do not constitute expenditures or liabilities on a modified accrual basis of accounting. However, on a budgetary basis these amounts are reflected as having been funded by appropriations of the budget in force at the time the encumbrance was created. For example, assume that an item was encumbered and ordered in 20X1 then delivered and invoiced in 20X2. For budgetary purposes, the transaction would be reflected in the 20X1 budget, the year the encumbrance is established. For financial reporting purposes, the transaction would be reported in 20X2; the year the item was delivered and the related liability was incurred. One should note that encumbrance accounting effects the timing of expenditure recognition, not the amount. Employing encumbrance accounting at the budgetary level tends to promote the earliest possible recognition of financial obligations and requires the City to officially identify and appropriate funding at this early stage. The City's CAFR contains a reconciliation between the budget or financial plan and the actual results of operations. This reconciliation reflects the adjustments necessary to report the results of operations on a budgetary basis rather than a modified accrual basis.

A second important difference between the City's budgetary basis and the modified accrual basis used for financial reporting relates to the reporting of capital purchases. For budgetary purposes, each governmental fund must annually budget the full cost of all capital purchases. The City's CAFR records fixed asset additions within the General Fixed Asset Account Group rather than within the individual governmental funds.

Budgets for the Enterprise and Internal Service Funds (Proprietary Funds) are prepared in a manner similar to the basis used in the accrual method of accounting. But again, the treatment of capital purchases represents an area in which fundamental differences exist. These differences are, once again related to the timing rather than the amount of expenditures. In an accrual accounting environment, such as that used in the preparation of appropriate sections of the CAFR, capital purchases do not immediately give rise to expenses. Instead, capital items are recorded as assets and depreciated over their useful lives. Each year, an amount of depreciation is recorded as an expense. So, in effect, the cost of the asset is spread over a period equal to the life of the asset. For budgetary purposes, the full cost of the asset is charged to the budget during the period in which the item was purchased. This method accelerates the recognition of an item's cost and forces the City to officially identify and appropriate funding at the earliest possible stage.

I. MAJOR POLICY ISSUES - GENERAL FUND

A. General Fund Reserves

The City recognizes its position as part of a national and regional economy and that, as such, it is not immune to trends and events that lie beyond local control. The City also realizes that despite the most diligent care, planning, and maintenance efforts, "emergencies" are not totally avoidable or predictable. While we are not immune to these events, neither are we bound to proportionately suffer their ill effects. The City is careful to build in mechanisms which mitigate the negative impact of uncontrollable or unpredictable events and, when necessary, bridge these periods between more prosperous economic phases. In Burleson, one such tool is the maintenance of a healthy fund balance.

It is a goal of the City to maintain a minimum unreserved balance of 16.67 percent of General Fund annual expenditures. Reserves are anticipated to be used only for emergencies or non-recurring expenditures, except when balances can be reduced because their levels exceed the guideline minimum.

It is estimated that the unreserved fund balance for fiscal year 2006-07 will equal 20.5 percent of the General Fund expenditures.

The General Fund unreserved fund balance is expected to equal approximately 17.3 percent of expenditures at the end of the 2008 fiscal year.

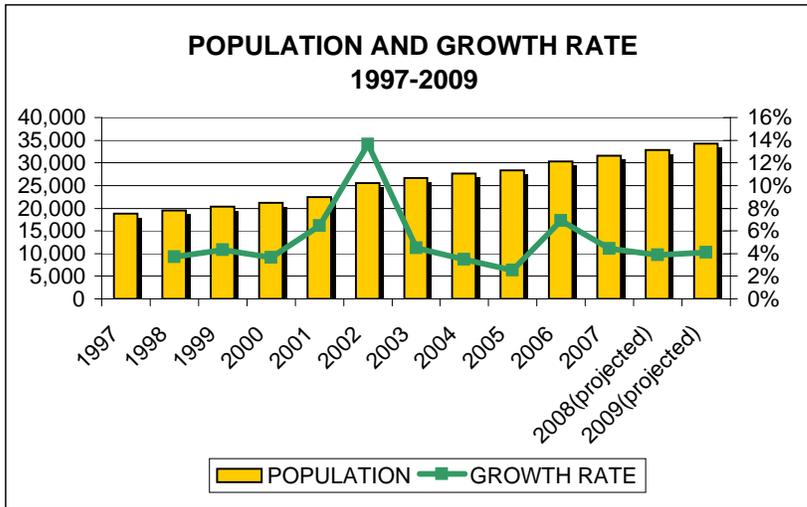
ESTIMATED GENERAL FUND BALANCE AS A PERCENTAGE OF EXPENDITURES

	<u>As of 9/30/2007</u>	<u>As of 9/30/2008</u>
Unreserved Balance	4,578,690	3,899,666
Expenditures	22,291,597	22,554,528
Percentage	20.5%	17.3%

B. REVENUES

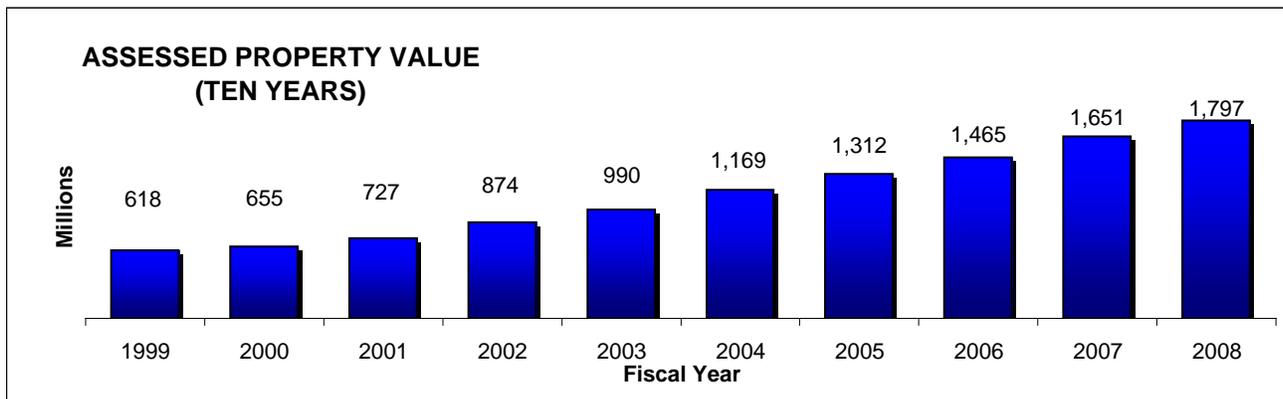
The City takes a conservative approach to revenue estimation. Each major revenue category is analyzed using individual, unique estimation models which factor historical data with current and projected values.

In Burleson, strong population and business growth is both a current reality and a projected trend over the foreseeable future. Recent revenue patterns reflect this growth. However, the City's ability to provide quality services is not inextricably linked to rapid expansion, nor would a cooling of the recent pace of events create significant fiscal difficulties. Consequently, revenue projections were conducted in a manner which guarded against an over-reliance upon growth.



The City anticipates another year of expanded revenues and other sources of operating capital. These totals are anticipated to increase about 13% percent over 2006-2007 budgeted figures and slightly over 2006-2007 projected actual collections.

Total 2008 fiscal year revenues and other sources are expected to exceed 2007 original budgetary estimates by approximately \$657,830 and are projected to be less than 2007 actual collections by about \$278,775.

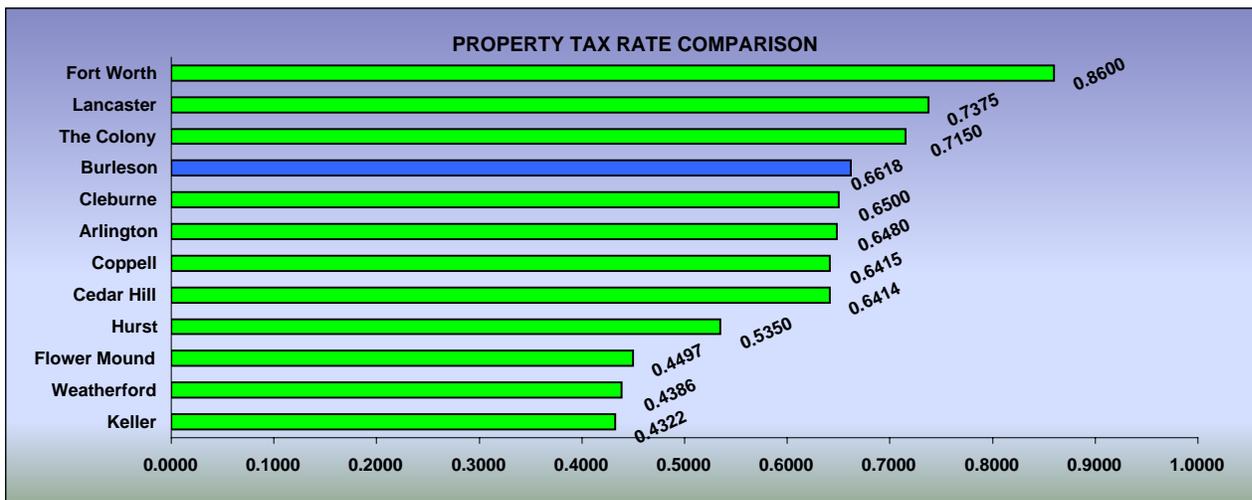
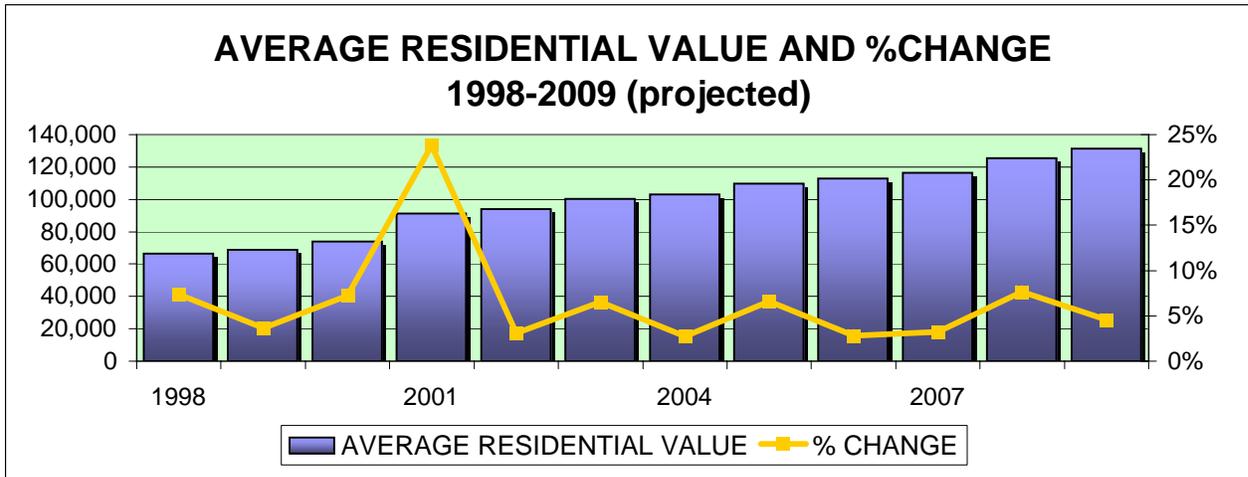


1. Taxes

This category includes approximately 65 percent of the total General Fund revenues. This represents a total more than five times the size of the next largest component of revenues.

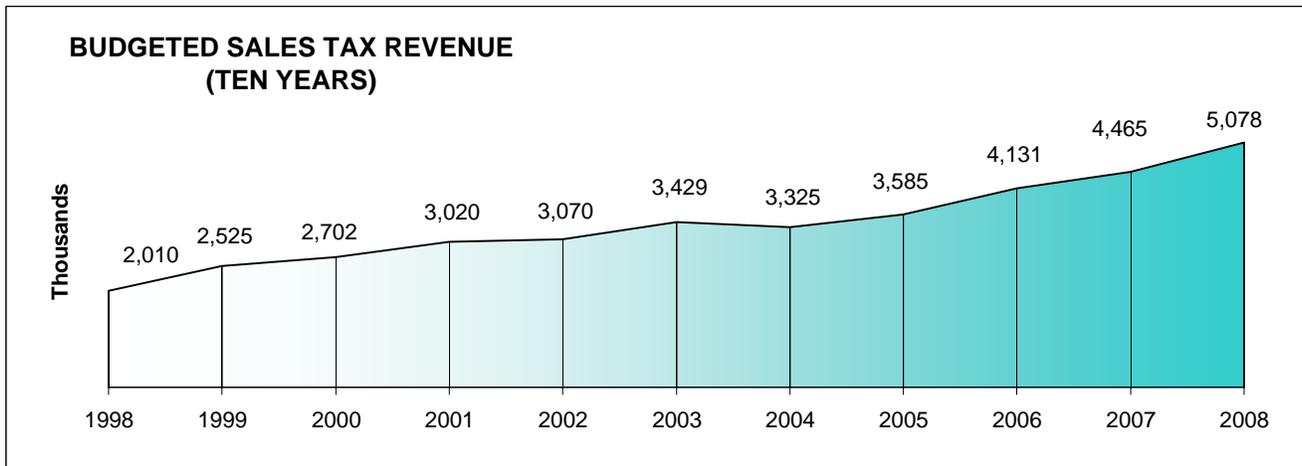
a. Property Taxes

The ad valorem tax rate necessary to support this budget is \$.661825/\$100 valuation. This rate is \$.044635 more than the effective tax rate and \$.031925 more than the adopted tax rate for FY 2006-2007. Of the total tax rate, \$.524096 is designated for operations and maintenance (including Library), and \$.137729 is allocated to debt service. Total ad valorem taxes in the General Fund are expected to increase by approximately \$1,199,000, or about 12 percent. This increase results primarily from an increase in the value of the tax roll amounting to about \$153,416,000. The majority of the growth is attributable to appreciation of existing properties totaling \$48,301,000. Construction of new improvements adds \$105,115,000 to the roll. Revenue projections are based on the certified tax roll received from Johnson County Central Appraisal District on July 25, 2007.



b. Sales Tax

Sales tax receipts are budgeted at \$5,078,000. This represents an increase of about \$613,000 or 13.7% over 2006-2007 budgeted receipts, and an increase of \$178,000 or 3.6% over estimated 2006-2007 actual collections. This estimate is derived from a conservative general growth assumption of 3% and various individual estimates for certain businesses experiencing either exceptional growth or going into the first full year of operation.



c. Franchise Fees

Franchise fees are projected at \$1,788,000, which is \$290,000 more than the 2006-07 budget of \$1,498,000. This represents an increase of about 19% from the 2007 budget, and about 10% growth over the estimated 2006-07 year-end actual. Franchise fees are estimated based on projected growth in the industries paying the fees. Most of this growth mirrors population growth.

2. LICENSES AND PERMITS

License and Permit fees are expected to decrease by approximately 3 percent during the 2007-2008 year. Total annual collections of these fees are estimated at about \$1,123,000. This is a decrease of \$32,500 from the prior budget, but an increase of \$15,700 from the estimated 2006-07 year-end actual. This decrease is derived primarily from the Community Development department's projection of building permits based on construction already in the development process.

3. CHARGES FOR SERVICES

Charges for Services generate about 1.5 percent of total General Fund revenues and other sources. The solid waste function was transferred to the Solid Waste Fund effective October 1, 2007. When the revenue is adjusted for this transfer, the category is expected to increase by an overall amount of approximately \$33,000 or 11 percent. Charges for services growth is primarily based on population growth.

4. FINES AND FORFEITURES

Total fine and forfeiture collections amount to about 5 percent of total General Fund revenues and other sources. This category is expected to increase by about \$231,000, or about 26 percent. A City Marshal position was created in Fiscal Year 2007 and fines and forfeitures are being collected more efficiently.

5. INTEREST

Total estimated interest of about \$310,000 is approximately 1 percent of total General Fund revenues. Interest revenue is the same as budgeted in 2006-2007, but \$25,200 less than the 2006-2007 revenues. Interest revenue in 2006-2007 showed notable recovery from the low interest rates of the past few years. Rates are expected to decline moderately in 2007-2008.

6. MISCELLANEOUS

Miscellaneous revenues are expected to increase by about 30 percent this budget year. Estimated 2007-2008 revenues are \$997,650. This increase is based on the general trend in this category.

7. OTHER SOURCES

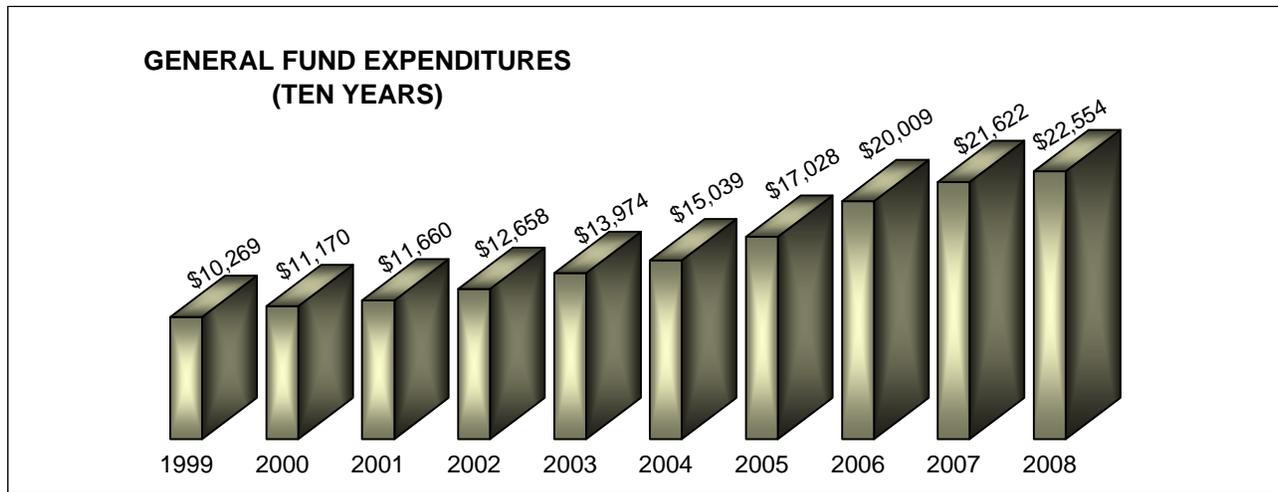
The City manages several activities accounted for in separate funds on a basis similar to private industry. For example, the Water and Sewer Fund is managed on a basis similar to other private utilities. Whenever these funds require services of the General Fund, they are charged accordingly. This category of revenue consists primarily of these interfund charges. In total, they form a significant segment of total General Fund revenues (approximately 9 percent of the 2007-08 total). The category is expected to show a \$166,400 increase from the prior year budget due to transferring the Solid Waste function to the Solid Waste Fund.

C. EXPENDITURES

Expenditures represent the cost of delivering adopted service levels. Again, these levels are formulated within a framework of City Council direction taking into account community priorities, issues of affordability, and the potential impact that enacting or deferring programs may have upon future operations and service levels.

Total 2007-08 expenditures in the General Fund are budgeted at \$22,554,528. This is an increase of approximately \$932,505 or 4 percent compared with 2006-07 totals.

The following explanation of expenditures in the General Fund begins with the proposed base budget as submitted by the City Manager to the City Council on August 16, 2007. The next portion of this section discusses the service enhancements which were added to the base budget by the Council.



1. BASE BUDGET

Total 2007-08 General Fund base budget expenditures are projected to be \$148,952 more than the total 2006-07 adopted budget. Service enhancements are responsible for an additional \$783,553 of budgeted expenditures.

a. Personal Services

The budget for Personal Services increased by about \$1,112,000. This is an expansion of 8 percent. Personal Services expenditures are budgeted at \$15,706,000. The increase is due, primarily, to full year funding of market adjustments to salaries for all employees approved in 2006-2007, as well as positions added in 2006-2007. In addition, new positions have been added to the FY07-08 budget year, including 6 new firefighters to complete staffing of the new Fire Station 3.

b. Materials and Supplies

The budget for the materials and supplies category is about \$182,000 more than the 2006-2007 budget. Materials and supplies are expected to be \$758,000 this year.

c. Purchased Services & Inventory

Purchased services and inventory expenditures included in the budget are about \$353,000 less than last year's budgeted figures, due in part to transferring the solid waste function to the Solid Waste Fund. This budget allows \$2,700,000 for the purchased services and inventory category.

d. Maintenance and Repair

Maintenance and Repair expenditures are projected to total approximately \$1,878,000 in the upcoming year. This represents a small decrease of about 4 percent increase compared to the Fiscal Year 2006-07 budget.

e. Other Expenditures

Other Expenditures for the 2007-08 budget year have decreased by approximately \$78,000 or 7 percent from the previous year budget of \$1,072,000 to \$995,000.

f. Capital Outlay

Total Capital Outlay estimates are budgeted at approximately \$517,000. This represents an increase of \$72,000 or 16 percent.

Of all the basic categories of expenditures, Capital Outlay typically reflects the most year to year variation. Although replacement programs help smooth the impact created by purchases of many larger, more expensive assets, this category will continue to show more variation than others.

2. SERVICE ENHANCEMENTS

Service Enhancements are classified as requests for new personnel, new programs, new capital items, or significant expansion of programs beyond the cost of inflation. There are numerous service enhancements in this year's budget, totaling more than \$ 783,000

1. Police - Two additional Traffic Officers \$184,442

This enhancement enables the City to improve enforcement along major federal and state highways in an effort to reduce the number and severity of accidents on these roadways.

2. Police - Backup Vehicles \$174,030

This enhancement will allow for 2 additional marked patrol units and equipment necessary to equip two existing school resource officer vehicles to "patrol ready". This will provide adequate backup in situations when units are taken out of service or to be utilized in lieu of motorcycles during inclement weather.

3. Municipal Court - Deputy Marshal (no General Fund cost)

City wide growth and increased law enforcement have translated into increased case loads in the Municipal Court. Cited offenses are up 41%, court hearings are up 34% and overall revenues are up 101%. The Deputy City marshal position will provide an additional officer for court security and expand efforts to decrease the number of warrants issued and increase the fines collected. This position will be completely funded by the Court Security Fund in FY07-08. In the future, additional revenue from fines are expected to cover the costs of this position.

4. Infrastructure Maintenance Equipment - \$196,540

This enhancement will provide reliable, functional equipment by allowing departments to place equipment in the replacement fund which had not been previously included.

5. Technology - Network Switch Replacement and Storage Area Network \$115,000

This enhancement will enable the City to update the main core switch which is the backbone of the City's IT system. Switches at satellite offices will also be replaced, upgrading the entire system, providing greater bandwidth and increased speed. The Storage Area Network (SAN) will replace numerous servers currently in use freeing up the servers to move data more quickly to and from the SAN thereby increasing capacity, eliminating the expense of storage from server costs and creating redundancy by "mirroring" disks with the storage array.

The SAN will also accommodate the storage necessary for further IT enhancements such as digital imaging, expanded GIS and increased video utilization.

6. Parks and Recreation - Tractor w/ Backhoe Attachment and Additional Four-wheeler with Ballfield Rake \$45,084

These enhancements will allow Parks to be more efficient by reducing lost time waiting for equipment, reduce wear on the current equipment and increase the department's ability to maintain and improve parks and ballfields.

7. Engineering & Development Services - Digital Contour Maps/Data and SH 174 & SH 121 Corridor Studies \$44,457

This enhancement will allow the department to more efficiently review subdivision plans, verify drainage conditions and review capital project plans. The enhancement involving SH 174 & SH 121 provides for limited consultant assistance for SH 121 corridor plan and completion of the SH 174 corridor plan by the consultant.

8. Emergency Management - Early Warning System Sirens \$24,000

This enhancement will expand the current Early Warning System by two sirens, improving coverage to rapidly growing areas in advance of collection of a \$25/acre development fee. Based on the experiences of other cities, it is best to expand the system incrementally and not defer it to later date when cumulative costs may be prohibitive.

II. MAJOR POLICY ISSUES - WATER AND WASTEWATER FUND

A. DESCRIPTION

The City owns and manages a water and wastewater system which operates in a manner similar to a private business. The water and wastewater system's revenues are primarily derived from the rates it charges its customers.

Burleson contracts with the City of Fort Worth for both treated fresh water and sewer treatment services. These two areas of cost comprise the largest component of the Water and Sewer Fund expenditure budget.

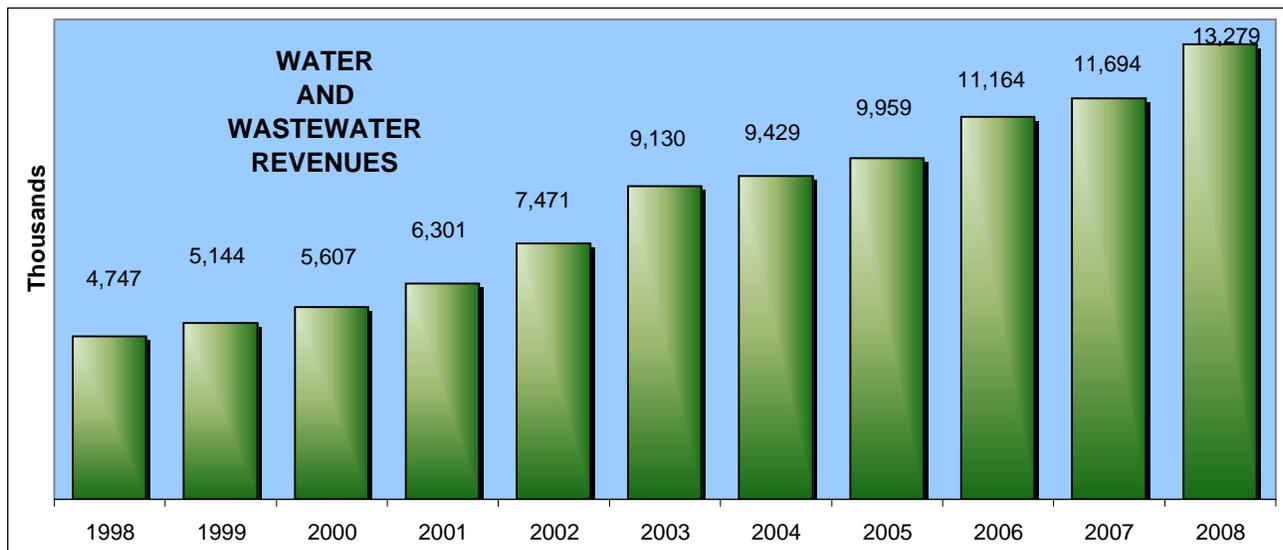
B. REVENUES

The primary policy issue affecting this year's budget is the change in the rates for water and wastewater. While there is no change in the minimum bill for either water or wastewater, there are changes in both the variable rates for water and wastewater.

The variable rate for residential customers for water will increase 21 cents and wastewater will increase 11 cents per 1,000 gallons. The variable water rate will go from \$3.45 to \$3.66 and the variable wastewater rate will go from \$2.80 to \$2.91. These increases will cost the average household about \$2.25 per month, based on an average of 7,800 gallons of water and 5,571 gallons of wastewater.

Commercial rates will increase 11 cents per 1,000 gallons of water, also. Commercial wastewater rates will go up 52 cents or 22 percent.

Revenue from water sales is expected to increase 12 percent to a total of \$7,131,000. This is an increase of \$771,000 from the 2006-07 budget projection. Revenue from wastewater charges is expected to increase \$1,059,000 or 31 percent from prior year estimates. Total wastewater revenue is expected to be \$4,724,000 including the \$235,000 abnormal sewage surcharge.



Total Water and Wastewater Fund revenues are expected to increase \$1,585,000 from \$11,694,000 to \$13,278,000 during the 2007-08 fiscal year. This is an increase of approximately 14 percent. These revenues will be sufficient to meet maintenance and operation of the system, as well as provide the necessary coverage ratios for outstanding water and wastewater revenue bonds.

C. DEBT SERVICE

Each revenue bond issuance is accompanied by a formal set of bond covenants which detail the financial responsibilities of the City. Among these covenants, is the warranty that the City will manage water and wastewater operations in such a fashion as to maintain certain key financial ratios. The City is currently required to generate net revenues which will exceed average annual debt requirements by a factor of 1.25. Net revenues must also exceed the maximum annual debt requirement by a factor of 1.1. Estimated net revenues are projected to be sufficient to meet these coverage ratios.

D. WORKING CAPITAL

The City's financial policy statement targets enterprise fund working capital at 16.67 percent of total operating expenditures or the estimated equivalent of 60 days of expenditures. Water and Wastewater Fund working capital is projected to exceed this target throughout 2007-2008.

E. EXPENDITURES

Water and Wastewater Fund expenditures and other uses are projected to amount to approximately \$13,272,000, an increase of about 13 percent. This increase is due primarily to an increase in debt service and product costs.

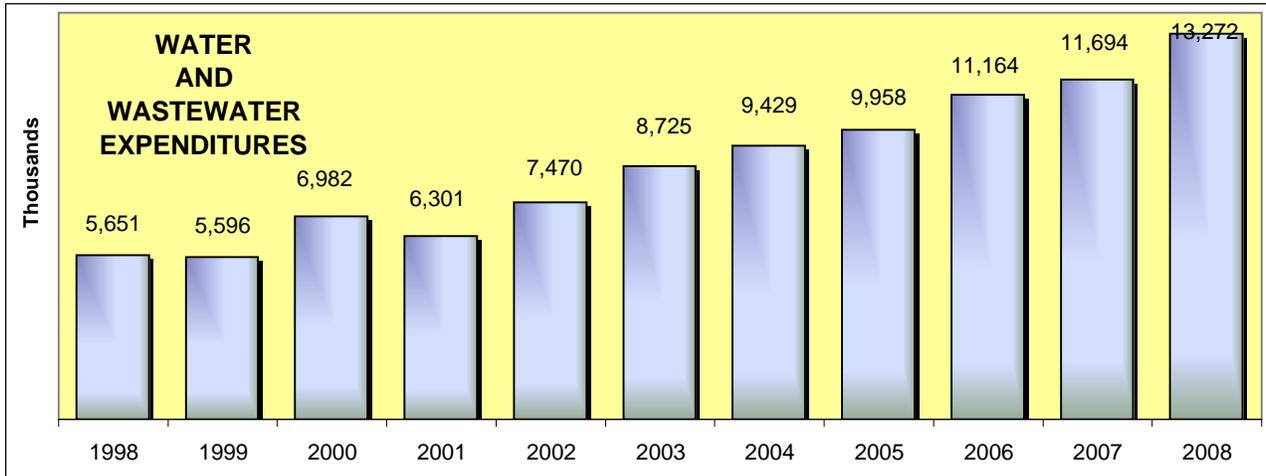
The major expenditures for water and wastewater are the cost for water purchased from the City of Fort Worth and the treatment of wastewater, also by the City of Fort Worth. Expenditures for both of these items are largely beyond the control of the City and account for about 38 percent of total budgeted expenditures. Wastewater treatment costs are projected to increase by about \$225,000 or 12%. Treated water costs are projected to increase about \$476,000 or 20% from the 2006-07 budget.

Total personal services costs are projected to rise by about \$166,000 or 14 percent. This increase is mainly attributable to the market adjustments. Total personal services costs are projected at \$1,619,000.

Total capital outlay is projected to decrease by about \$117,000. Budgeted capital outlay for 2007-08 is \$489,000.

Total debt service expenditures are projected to increase by about \$374,000. Total debt service payments in 2007-2008 are projected to be \$3,237,000.

The remaining categories of expenditures are collectively projected to increase by about \$65,000 or about 3 percent. These categories include materials and supplies, maintenance and repairs, payments in lieu of taxes, franchise fees, and other items.



III. MAJOR ISSUES - SOLID WASTE FUND

A. DESCRIPTION

The Solid Waste Fund was created this year to account for the cost of operating the City's solid waste collection system. The system operates in a manner similar to a private business. The solid waste system's revenues are primarily derived from the rates it charges its customers.

B. REVENUES

The primary policy issue involving the Solid Waste Fund is an increase in the residential rate charged for solid waste collections. The rate will increase to \$15.83 from \$12.71 (\$3.12 per month). This rate was approved by 56% of respondents to a survey conducted in August 2007 and is necessary to cover the cost of operations, such as staff, equipment, fuel and landfill fees.

Revenues are projected at \$2,155,000 for FY2007-2008 and are 33% more than the \$1,615,000 in the 06-07 adopted budget.

C. EXPENDITURES

Expenditures for Solid Waste are budgeted for \$2,083,806 in 2007-08 and are 35% higher than the 06-07 adopted budget of \$1,548,421. The primary reason for this is the addition of equipment and personnel delayed in prior years while exploring options for the operation's future.

IV. MAJOR ISSUES - DEBT SERVICE FUND

The City's 2007-08 ad valorem tax rate includes a debt service component of \$.137729/\$100 of assessed value. This figure increased (\$.042717) from the prior year due to structured increases in debt service levels.

A. REVENUES

Debt Service Fund revenues are derived from a portion of the property tax rate and interest earnings. They are used to pay principal and interest on General Obligation Bonds. The City's legal debt limit is set by the maximum property tax rate set by the State Constitution, which is \$2.50 per \$100 valuation. The Burleson City Charter stipulates that the tax rate for maintenance and operation cannot exceed \$1.00. The tax rate for Library operations and debt service are in addition to the \$1.00 amount. For fiscal year 2007-08, the City's property tax rate is well within this limit. 2007-08 Debt service requirements for outstanding ad valorem tax supported bonds will require revenues of approximately \$2,156,000.

B. EXPENDITURES

Expenditures in this fund are budgeted at approximately \$2,241,000 for 2007-08. This includes a total of \$2,237,000 for principal and interest plus \$4,500 for paying agent fees.

Annual debt service costs are structured in such a way that total costs will decline gradually over the life of the existing debt. Under this existing schedule, the City would retire the final bonds during the 2031-32 fiscal year. For more detailed information regarding the City's outstanding debt, debt, please refer to the special debt section following the Capital Improvement Program section in this document.

V. MAJOR ISSUES - EQUIPMENT SERVICES FUND

This is an internal service fund used to account for the operational cost of vehicles and equipment, including fuel, parts, and labor.

A. REVENUES

Revenues of this fund are derived from charges for service paid by the using departments. Total revenues for fiscal year 2007-08 are budgeted at approximately \$514,000. This reflects a decrease of about \$4,000 or about 1 percent over the prior year budget.

B. EXPENDITURES

Total budgeted expenditures in 2007-08 decreased by about \$5,000 or 1 percent. Total Expenditures for 2007-08 are projected at \$513,000.

VI. MAJOR ISSUES - EQUIPMENT REPLACEMENT FUNDS

These internal service funds provide a systematic approach to the replacement of City-owned vehicles and equipment by funding their estimated replacement costs over their expected service lives. This process smoothes the effect of large non-annual capital purchases. These funds currently provide for the replacement of most of the City's basic rolling stock i.e. cars, pickups, trucks, etc. and other large pieces of equipment.

GOVERNMENTAL EQUIPMENT REPLACEMENT FUND**A. REVENUES**

For 2007-08, total contributions from all funds (about \$830,000) will increase by about \$133,000, or 19% from the prior year's budget. This increase is due to the initial contribution for the addition of several pieces of equipment. Included this year are contributions of \$80,000 for computer replacement.

B. EXPENDITURES

For 2007-08, fourteen vehicles or pieces of equipment are scheduled to be purchased for a total cost of approximately \$487,000. Computer replacements totaling \$80,000 are budgeted.

BUSINESS-TYPE EQUIPMENT REPLACEMENT FUND**A. REVENUES**

For 2007-08, total contributions from all funds total approximately \$239,000. Of this total, approximately \$4,800 is for computer replacement.

B. EXPENDITURES

For 2007-08, one vehicle is scheduled to be replaced at an approximate cost of \$37,000. Computer replacements totaling \$4,800 are budgeted.

VII. MAJOR ISSUES - HOTEL/MOTEL TAX FUND

Revenues from this fund are derived from a 7 percent room occupancy tax imposed on the rental of motel rooms located within the corporate city limits and extraterritorial jurisdiction of the City of Burleson. These funds are used to promote tourism, conventions, and related activities within the City. The function is aided by the Burleson Chamber of Commerce which annually submits a proposed estimate of expenditures for review and approval by the City Council.

A. CONTRACT WITH THE CITY

In 1990-91, the City entered into a contract with the Burleson Area Chamber of Commerce authorizing the Chamber to administer funds collected via the Hotel/Motel tax. These funds are transferred to the Chamber on a quarterly basis. The City retains a portion of these revenues in order to pursue its own promotional activities. The City also retains and exercises an oversight role through the ongoing analysis of financial information provided by the Chamber.

B. REVENUES AND EXPENDITURES

Total fund revenues are estimated at approximately \$150,000. Expenditures are projected at about \$108,000.

VIII. MAJOR POLICY ISSUES - CEMETERY FUND

This enterprise fund is used to account for the operations of the Burleson Memorial Cemetery. 2007-08 is the first budget year that cemetery operations will be under a new management agreement. The City will receive a percentage of lot sales generated by the contractor and interest earned on the fund's reserves, while in return the City will be responsible for only irrigation costs. Because of this both revenues and expenditures are substantially lower than in years past. Total revenues are expected to be about \$15,750 and the cost of irrigation is estimated to be \$2,000.

A. REVENUES

Revenues for 2007-08 are expected to total \$15,750. Interest is projected to amount to approximately \$12,000 and lot sales are estimated to generate revenues of about \$3,750.

B. EXPENDITURES

Total 2007-08 expenses are expected to decrease by about \$22,000 to approximately \$2,000 due to the new management agreement contracting out the majority of operations. The largest line item of expenditure is expected to be purchased services and inventory, which is budgeted at approximately \$2,000 and consists only of irrigation costs.

Working Capital should continue to grow, increasing from approximately \$493,000 to about \$507,000 by the end of fiscal year 2007-08.

IX. MAJOR POLICY ISSUES - GOLF COURSE FUND

This enterprise fund is used to account for the operations of the Hidden Creek Golf Course. Revenues in this fund are derived from fees for services as well as a subsidy from the Burleson Community Services Development Corporation 4B sales tax fund.

A. REVENUES

Total revenues, including other sources are estimated at approximately \$2,141,000. Course revenues are projected to generate about \$1,423,000 of this total with the remaining balance from operating transfers.

B. EXPENDITURES

Total expenditures are estimated at approximately \$2,141,000. Course administration is estimated at about \$181,000; pro shop and clubhouse expense is estimated to cost about \$516,000; while course maintenance and debt service costs are projected at \$617,000 and \$563,000, respectively. The restaurant is expected to incur \$264,000 of expenses during this year.

**X. MAJOR POLICY ISSUES -
BURLESON COMMUNITY SERVICES DEVELOPMENT CORPORATION**

The Burleson Community Services Development Corporation is a component unit of the City of Burleson. Formed in 1993, the BCSDC administers a 1/2 cent sales tax authorized by section 4B of the Development Corporation Act of 1979. The proceeds of this tax are used to pay debt service on bonds issued in 1993 and 2001 for various improvements in Burleson, including the remodeled City Hall, Police Station, Fire Station, and Library. The Corporation also transfers money to Hidden Creek Golf Course for payment of the Golf Course debt. The Corporation is represented in the budget by a special revenue fund, and a debt service fund. The special revenue fund accounts for the receipt of the sales tax revenue, and subsequent transfer to the debt service fund. The debt service fund accounts for receipt of this transfer and payment of the debt service.

A. SPECIAL REVENUE FUND

The 4B sales tax is expected to generate \$2,596,000 this year. Transfers out are budgeted at \$1,598,000.

B. DEBT SERVICE FUND

Transfers from the special revenue fund are budgeted at \$1,036,000. Debt service expenditures are budgeted at \$1,036,000.

XI. MAJOR POLICY ISSUES - BURLESON 4A ECONOMIC DEVELOPMENT CORPORATION

The Burleson 4A Economic Development Corporation is another component unit of the City of Burleson. Formed in 2000, the 4A Corporation administers a 1/2 cent sales tax authorized by section 4A of the Development Corporation Act of 1979. The proceeds of this tax are used to pay debt service on bonds issued in 2001 for various improvements in Burleson, including the construction of South Hurst Road, and Hidden Creek Parkway. The Corporation is represented in the budget by a special revenue fund, and a debt service fund. The special revenue fund accounts for the receipt of the sales tax revenue, and subsequent transfer to the debt service fund. The debt service fund accounts for receipt of this transfer and payment of the debt service.

A. SPECIAL REVENUE FUND

The 4A sales tax is expected to generate \$2,649,000 this year. Transfers out are budgeted at \$3,541,000.

B. DEBT SERVICE FUND

Transfers from the special revenue fund are budgeted at \$1,465,000. Debt service expenditures are budgeted at \$1,465,000.



**ANNUAL OPERATING BUDGET
AND PLAN OF SERVICES**

**COMBINED FUND
SUMMARY**

**COMBINED STATEMENT OF REVENUES AND EXPENDITURES
ALL FUNDS BUDGET 2007-2008**

DESCRIPTION	GENERAL	WATER AND WASTEWATER	SOLID WASTE	GOLF COURSE	DEBT SERVICE	HOTEL/ MOTEL TAX	CEMETERY	EQUIPMENT SERVICES	GOVERNMENTAL EQUIPMENT REPLACEMENT
BEGINNING FUND BALANCE	4,578,690	5,295,785	-	(141,661)	293,431	141,736	490,120	121,489	1,099,934
REVENUES AND OTHER SOURCES									
TAXES	14,296,154				2,155,685	150,000			
FRANCHISE FEES	1,788,000								
LICENSES AND PERMITS	1,123,500								
CHARGES FOR SERVICE	336,500	12,514,539	2,155,000	1,414,650			3,750	513,665	734,596
FINES AND FORFEITURES	1,105,000								
INTEREST	310,000	180,000					12,000		85,000
MISCELLANEOUS	997,650	584,000		8,100					10,152
TOTAL REVENUES	19,956,804	13,278,539	2,155,000	1,422,750	2,155,685	150,000	15,750	513,665	829,748
OTHER SOURCES	1,918,700	-	-	718,242	-	-	-	-	-
TOTAL REVENUES AND OTHER SOURCES	21,875,504	13,278,539	2,155,000	2,140,992	2,155,685	150,000	15,750	513,665	829,748
TOTAL FUNDS AVAILABLE	26,454,194	18,574,324	2,155,000	1,999,331	2,449,116	291,736	505,870	635,154	1,929,682
EXPENDITURES AND OTHER USES									
PERSONAL SERVICES	15,706,372	1,618,718	982,042	889,432				362,733	
MATERIALS AND SUPPLIES	758,181	145,203	11,807	98,852				31,650	80,161
PURCHASED SERVICES & INVENTORY	2,700,450	5,592,909	455,352	378,923			2,000	48,678	
MAINTENANCE AND REPAIR	1,878,425	362,772	249,582	72,731				15,624	
OTHER EXPENDITURES	994,478	1,045,648	231,772	597,992		107,770		47,420	
CAPITAL OUTLAY	516,622	489,125	153,251	103,062				6,500	487,436
DEBT SERVICE		3,237,420			2,241,482				
PILOT FEE		330,000							
FRANCHISE FEE		450,000							
TOTAL EXPENDITURES AND OTHER USES	22,554,528	13,271,795	2,083,806	2,140,992	2,241,482	107,770	2,000	512,605	567,597
GAAP ADJUSTMENTS									
ENDING FUND BALANCE	3,899,666	5,302,529	71,194	(141,661)	207,634	183,966	503,870	122,549	1,362,085

**COMBINED STATEMENT OF REVENUES AND EXPENDITURES
ALL FUNDS BUDGET 2007-2008**

PROPRIETARY EQUIPMENT REPLACEMENT	4A SALES TAX REVENUE	4A SALES TAX DEBT SERVICE	4B SALES TAX REVENUE	4B SALES TAX DEBT SERVICE	ECONOMIC DEVELOPMENT INCENTIVE	TOTAL ALL FUNDS	TOTAL 2006-2007	TOTAL 2005-2006
577,266	1,238,405	678,324	1,940,699	913,450	493,847	17,721,515	21,080,292	14,949,702
					300,674	16,902,513	19,640,147	17,693,463
						1,788,000	1,498,000	1,395,000
						1,123,500	1,156,000	962,900
218,521	2,649,000		2,596,000			23,136,221	14,624,300	14,645,222
						1,105,000	874,000	822,000
20,000	150,000	10,000	25,000	5,000		797,000	807,152	385,152
						1,599,902	1,358,400	1,136,597
238,521	2,799,000	10,000	2,621,000	5,000	300,674	46,452,136	39,957,999	37,040,334
-	-	1,465,068	-	1,035,761	-	5,137,771	5,782,940	4,391,551
238,521	2,799,000	1,475,068	2,621,000	1,040,761	300,674	51,589,907	45,740,939	41,431,885
815,787	4,037,405	2,153,392	4,561,699	1,954,211	794,521	69,311,422	66,821,231	56,381,587
4,829						19,559,297	17,214,894	15,547,160
						1,130,683	904,288	1,955,244
						9,178,312	8,464,372	6,329,992
						2,579,134	2,363,930	2,362,676
36,975	3,540,930		1,597,802		358,674	8,522,486	10,137,254	5,113,225
						1,792,971	1,604,360	1,560,843
		1,465,068		1,035,761		7,979,731	7,101,602	6,154,419
						330,000	200,000	200,000
						450,000	405,000	437,000
41,804	3,540,930	1,465,068	1,597,802	1,035,761	358,674	51,522,614	48,395,700	39,660,559
773,983	496,475	688,324	2,963,897	918,450	435,847	17,788,808	18,425,531	16,721,028

CITY OF BURLESON BUDGET SUMMARY BY FUND

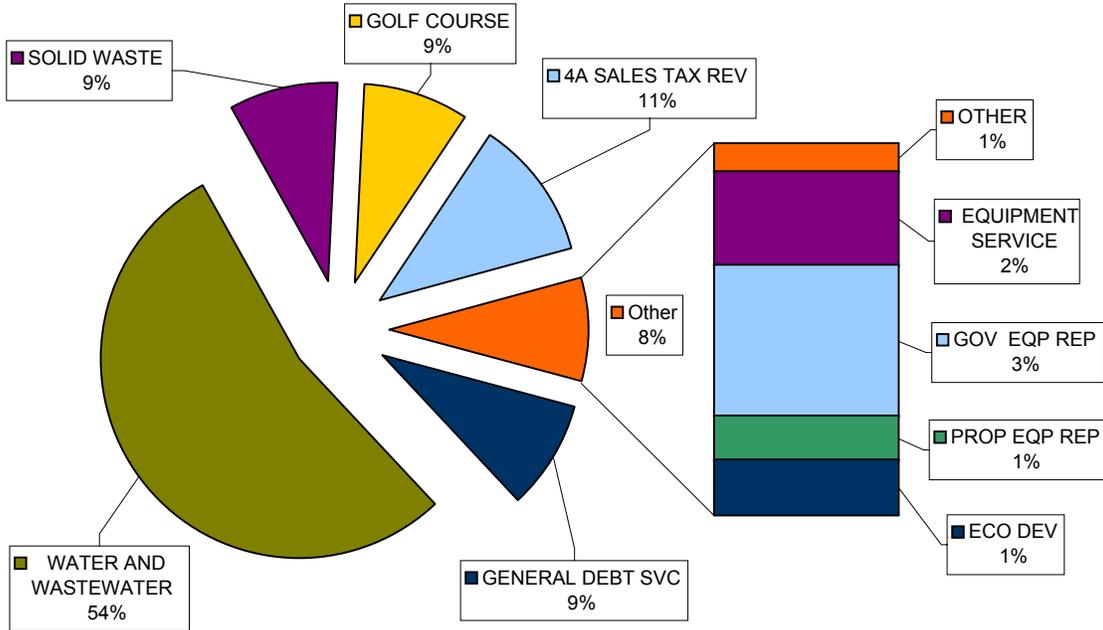
REVENUES	ACTUAL 2005-06	BUDGET 2006-07	ESTIMATED 2006-07	BUDGET 2007-08	2006-07/ 2007-08 CHANGE
GENERAL FUND	20,578,018	21,217,674	22,154,279	21,875,504	3.10%
WATER & WASTEWATER FUND	12,883,175	11,694,000	12,061,000	13,278,539	13.55%
SOLID WASTE FUND				2,155,000	NA
GOLF COURSE FUND	2,018,879	2,155,498	2,130,400	2,140,992	-0.67%
GENERAL DEBT SERVICE FUND	1,135,882	1,341,573	1,341,573	2,155,685	60.68%
HOTEL/MOTEL TAX FUND	159,321	150,000	150,000	150,000	0.00%
CEMETERY FUND	61,767	35,000	37,000	15,750	-55.00%
EQUIPMENT SERVICE FUND	466,980	517,769	517,769	513,665	-0.79%
GOVERNMENTAL EQP REP FUND	667,578	697,488	715,488	829,748	18.96%
PROPRIETARY EQP REP FUND	184,140	225,030	225,030	238,521	6.00%
4A SALES TAX REVENUE	2,558,571	2,531,000	2,531,000	2,799,000	10.59%
4A SALES TAX DEBT SERVICE	1,027,719	1,470,863	1,470,863	1,475,068	0.29%
4B SALES TAX REVENUE	2,360,811	2,353,000	2,353,000	2,621,000	11.39%
4B SALES TAX DEBT SERVICE	881,308	855,044	933,996	1,040,761	21.72%
ECONOMIC DEVELOPMENT INCENTIVE FUND	569,436	497,000	497,000	300,674	-39.50%
TOTAL REVENUES	45,553,585	45,740,939	47,118,398	51,589,907	12.79%

EXPENDITURES	ACTUAL 2005-06	BUDGET 2006-07	ESTIMATED 2006-07	BUDGET 2007-08	2006-07/ 2007-08 CHANGE
GENERAL FUND	20,013,012	21,622,023	22,291,597	22,554,528	4.31%
WATER & WASTEWATER FUND	9,357,663	11,694,000	11,848,666	13,271,795	13.49%
SOLID WASTE FUND				2,083,806	NA
GOLF COURSE FUND	2,087,963	2,155,498	2,130,400	2,140,992	-0.67%
GENERAL DEBT SERVICE FUND	1,122,226	1,346,775	1,418,054	2,241,482	66.43%
HOTEL/MOTEL TAX FUND	87,027	106,842	146,719	107,770	0.87%
CEMETERY FUND	26,183	24,002	25,577	2,000	-91.67%
EQUIPMENT SERVICE FUND	430,994	517,769	498,545	512,605	-1.00%
GOVERNMENTAL EQP REP FUND	682,615	731,753	817,351	567,597	-22.43%
PROPRIETARY EQP REP FUND	129,256	136,251	146,251	41,804	-69.32%
4A SALES TAX REVENUE	2,632,535	5,763,863	5,763,863	3,540,930	-38.57%
4A SALES TAX DEBT SERVICE	1,005,870	1,460,863	1,460,863	1,465,068	0.29%
4B SALES TAX REVENUE	1,701,821	1,489,017	1,567,969	1,597,802	7.31%
4B SALES TAX DEBT SERVICE	841,038	850,044	928,996	1,035,761	21.85%
ECONOMIC DEVELOPMENT INCENTIVE FUND	309,660	497,000	497,000	358,674	-27.83%
TOTAL EXPENDITURES	40,427,863	48,395,700	49,541,851	51,522,614	6.46%

THE RELATIONSHIP BETWEEN FUNCTIONAL UNITS, MAJOR FUNDS AND NON-MAJOR FUNDS

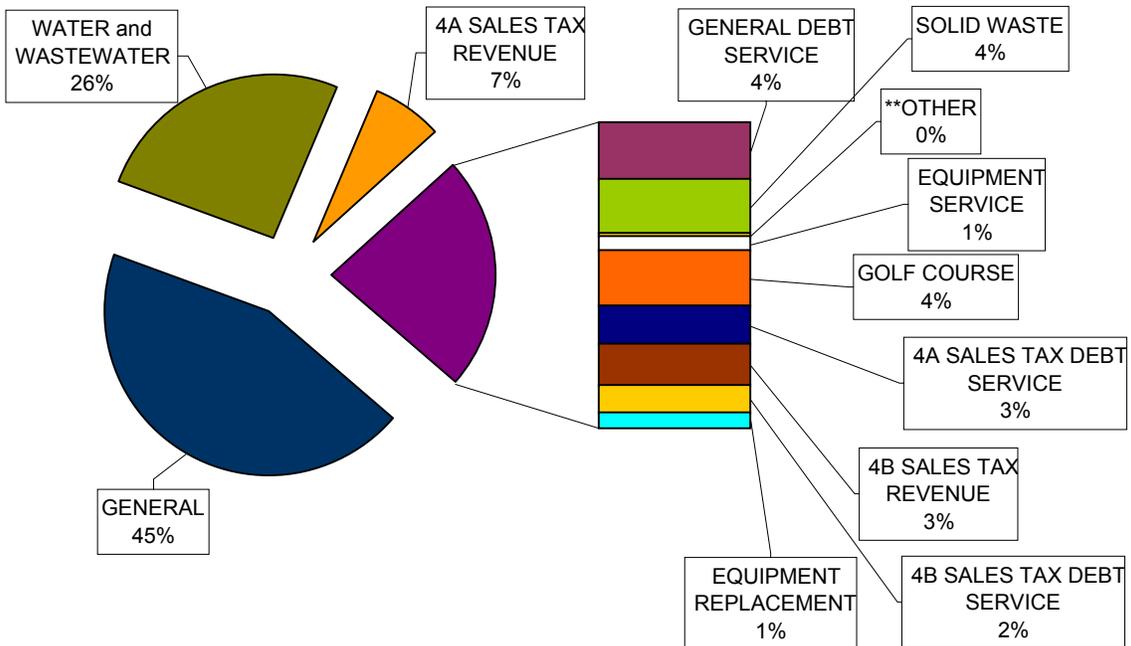
OPERATIONS/ACCOUNTING FUNDS							
DEPARTMENT/DIVISION	GENERAL	WATER WASTEWATER	SOLID WASTE	EQUIPMENT SERVICE	GOLF COURSE	GOVERNMENTAL EQUIPMENT REPLACEMENT	PROPRIETARY EQUIPMENT REPLACEMENT
ADMINISTRATIVE SERVICES							
1011 City Manager's Office	■						
1014 Economic Development	■						
1015 Human Resources	■						
1016 Legal Services	■						
1017 Communications	■						
CITY SECRETARY'S OFFICE							
1411 City Secretary's Office	■						
1412 City Council	■						
1413 Records & Information Ser	■						
COURT							
1414 Municipal Court	■					■	
TECHNOLOGY SERVICES							
1511 Information Technology	■					■	
LIBRARY							
1611 Library	■						
FINANCE							
2010 Finance	■						
2013 Support Services	■					■	
2014 Purchasing	■						
PUBLIC SAFETY							
3011 Police	■					■	
3012 Fire	■					■	
3013 Fire Prevention	■					■	
3014 Emergency Services	■					■	
PUBLIC WORKS							
2041 Utility Customer Service		■					■
4011 Public Works Admin	■						
4013 Solid Waste			■				■
4016 Facilities Maintenance	■					■	
4017 Streets Pavement Maintenance	■					■	
4018 Streets Drainage Maintenance	■					■	
4019 Streets Traffic Maintenance	■					■	
4041 Water/Wastewater Services		■					■
4042 Wastewater Services		■					■
4051 Equipment Services				■		■	
NEIGHBORHOOD SERVICES							
4511 Neighborhood Services Administration	■						
4514 Animal Services	■					■	
4515 Environmental Services	■						
5013 Code Enforcement	■					■	
PLANNING AND ENGINEERING SERVICES							
5011 Planning	■						
5012 Building Inspections	■					■	
5511 Engineering - Capital	■					■	
5512 Engineering - Development	■					■	
PARKS AND RECREATION							
6011 Parks & Recreation Admin	■						
6012 Recreation	■					■	
6013 Parks	■					■	
6014 Municipal Pool	■						
6015 Senior Citizens Center	■						
HIDDEN CREEK GOLF COURSE							
8011 Golf Course Administration					■		
8012 Pro Shop					■		
8013 Golf Course Maintenance					■		■
8015 Food & Beverage Services					■		

TOTAL REVENUES BY FUND FY 2007-2008



** OTHER INCLUDES CEMETERY AT .03% AND HOTEL/MOTEL FUND AT .2%

TOTAL EXPENDITURES BY FUND FY 2007-2008



**ESTIMATED AD VALOREM COLLECTIONS AND
AD VALOREM TAX RATE DISTRIBUTION
(Analysis of property valuations)**

Assessed Valuation for 2006	1,417,478,029
Gain (Loss) in Value	<u>137,374,559</u>
Assessed Valuation for 2007	1,554,852,588
Tax Rate per \$100 Valuation	<u>0.661825</u>
Revenue From 2007 Tax Roll	10,290,403
Estimated Collections	<u>98.0%</u>
TAXES ON NON-FROZEN PROPERTIES	<u>10,084,595</u>
TIF 1 RECAPTURE	201,978
FROZEN TAXES	<u>916,268</u>
TOTAL FUNDS AVAILABLE	<u><u>11,202,840</u></u>

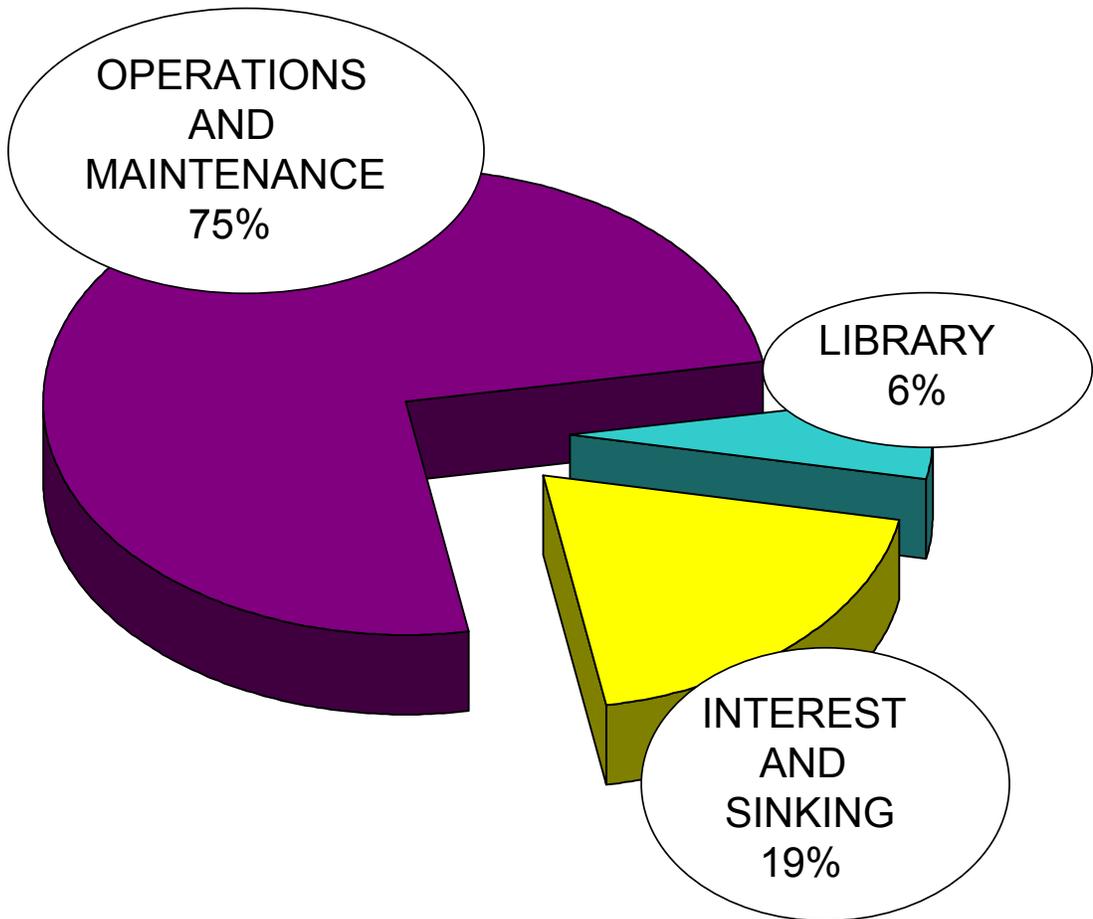
PROPOSED DISTRIBUTION	TAX RATE PER \$100		AMOUNT 2007-08	PERCENT
	<u>2006-07</u>	<u>2007-08</u>		
Operations and Maintenance	0.487589	0.47989	8,388,565	74.88%
Library	0.047299	0.044206	673,589	6.01%
Interest and Sinking	<u>0.095012</u>	<u>0.137729</u>	<u>2,140,685</u>	<u>19.11%</u>
TOTAL	<u>0.629900</u>	<u>0.661825</u>	<u>11,202,840</u>	<u>100%</u>

**TAX LEVY AND TAX COLLECTION
HISTORICAL ANALYSIS**

Fiscal Year	Total Adjusted Tax Levy	Total Year's Taxes Collected
1994	3,129,342	3,064,197
1995	3,284,439	3,207,721
1996	3,384,436	3,349,000
1997	3,626,482	3,516,587
1998	3,692,430	3,658,658
1999	4,023,655	3,975,481
2000	4,183,607	4,109,957
2001	4,577,346	4,452,842
2002	5,256,204	5,118,491
2003	5,930,122	5,788,927
2004	7,031,101	6,886,385
2005	7,875,719	7,733,102
2006	8,689,093	8,545,958
2007 *	10,113,858	10,003,586

*Estimate

**AD VALOREM TAX RATE DISTRIBUTION
FISCAL YEAR 2007-2008**



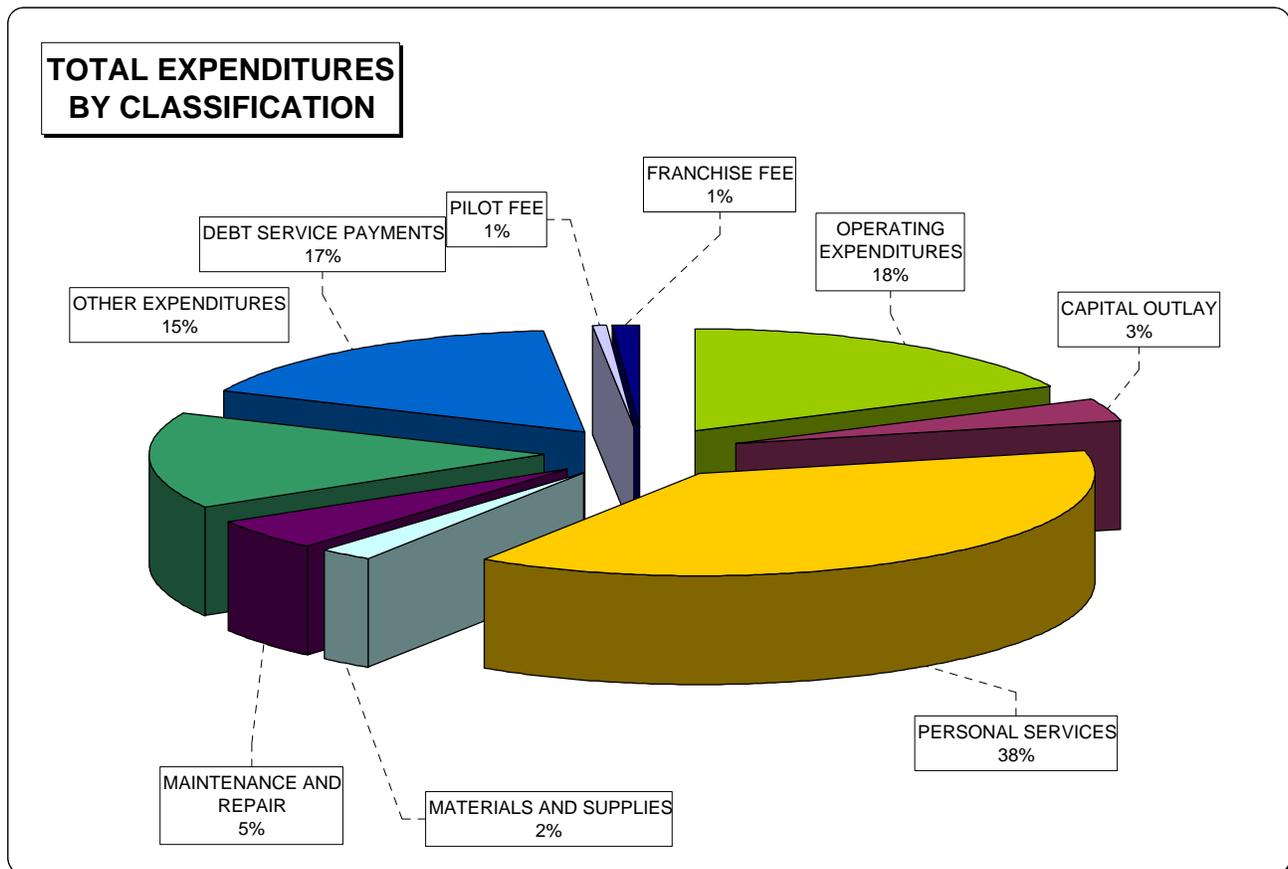
TOTAL TAX RATE \$.661825

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BUDGETED EXPENDITURES BY CLASS

**ALL FUNDS
FY 2007-2008**

FUND	PERSONAL SERVICES	MATERIALS AND SUPPLIES	SERVICES & INVENTORY	MAINTENANCE AND REPAIR	OTHER EXPENDITURES
GENERAL FUND	15,706,372	758,181	2,700,450	1,878,425	994,478
WATER & WASTEWATER FUND	1,618,718	145,203	5,592,909	362,772	1,045,648
SOLID WASTE FUND	982,042	11,807	455,352	249,582	144,072
GOLF COURSE FUND	889,432	98,852	378,923	72,731	34,936
GENERAL DEBT SERVICE FUND					
HOTEL/MOTEL TAX FUND	6,333	1,732	12,541	2,679	84,485
CEMETERY FUND			2,000		
EQUIPMENT SERVICE FUND	362,733	31,650	48,678	15,624	47,420
GOV EQP REP FUND		80,161			
PROPRIETARY EQP REP FUND		4,829			
4A SALES TAX REVENUE FUND					3,540,930
4A SALES TAX DEBT SERVICE					
4B SALES TAX REVENUE					1,597,802
4B SALES TAX DEBT SERVICE					
ECONOMIC DEVELOPMENT INCENTIVE					358,674
	19,565,630	1,132,415	9,190,853	2,581,813	7,848,445



BUDGETED EXPENDITURES BY CLASS				
ALL FUNDS				
FY 2007-2008				
CAPITAL OUTLAY	DEBT SERVICE	PILOT	FRANCHISE FEE	TOTAL EXPENDITURES
516,622				22,554,528
489,125	3,237,420	330,000	450,000	13,271,795
153,251		7,700	80,000	2,083,806
103,062	563,056			2,140,992
	2,241,482			2,241,482
-	-			107,770
				2,000
6,500				512,605
487,436				567,597
36,975				41,804
				3,540,930
	1,465,068			1,465,068
				1,597,802
	1,035,761			1,035,761
				358,674
1,792,971	8,542,787	337,700	530,000	51,522,614

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SCHEDULE OF 2007-08 PAYMENTS ALL BOND ISSUES BY TYPE								
	AMOUNT OF ISSUE	FINAL MATURITY	MAXIMUM INTEREST RATE	AMOUNT OUTSTANDING 10/1/2007	2007-08		TOTAL	PROJECTED OUTSTANDING 9/30/2008
					PRINCIPAL	INTEREST		
2001 G.O. BONDS	3,518,000	2021	5.25%	2,828,000	145,000	137,751	282,751	2,683,000
2002 G.O. BONDS *((\$2,000,000 new debt issued -- \$3,770,000 used to refund 1993 G.O. BONDS)	5,770,000 *	2032	5.00%	4,335,000	360,000	174,468	534,468	3,975,000
2004 G.O. BONDS (Used to refinance 1995 G.O. Bonds)	6,860,000	2025	5.00%	741,000	52,000	30,549	82,549	689,000
(Used to refinance 1995 Tax & Revenue C.O. bonds -- Golf Course)				5,069,000	362,000	217,974	579,974	4,707,000
2005 G.O. BONDS	3,970,000	2025	4.25%	3,820,000	155,000	141,610	296,610	3,665,000
2006 G.O. BONDS	2,400,000	2026	4.00%	2,400,000	-	98,723	98,723	2,400,000
2007 G.O. BONDS	4,100,000	2027	4.00%	4,100,000	100,000	215,812	315,812	4,000,000
2005 C.O. GENERAL PORTION	2,087,617	2025	5.00%	2,012,280	78,120	88,778	166,898	1,934,160
2005 C.O. 4A SALES TAX PORTION	12,877,383	2025	5.00%	12,412,720	481,880	547,622	1,029,502	11,930,840
2006 C.O. GENERAL PORTION	3,440,000	2026	4.00%	3,440,000	-	143,361	143,361	3,440,000
2006 C.O. WATER & WASTEWATER	6,125,000	2026	4.00%	6,125,000	220,000	249,568	469,568	5,905,000
2006 C.O. 4B SALES TAX PORTION	2,400,000	2026	4.00%	2,400,000	61,180	98,437	159,617	2,338,820
2007 C.O. GENERAL PORTION	4,100,000	2027	4.00%	4,100,000	100,000	215,812	315,812	4,000,000
2007 C.O. WATER & WASTEWATER	5,700,000	2027	4.00%	5,700,000	135,000	300,184	435,184	5,565,000
2001 4A SALES TAX BONDS	5,420,000	2021	5.13%	4,305,000	225,000	209,866	434,866	4,080,000
2001 4B SALES TAX BONDS	5,950,000	2021	5.13%	4,825,000	240,000	234,846	474,846	4,585,000
2003 4B SALES TAX BONDS (Used to refund 1993 4B SALES TAX BONDS)	3,220,000	2013	3.15%	2,035,000	320,000	57,096	377,096	1,715,000
1996 WATER & WASTEWATER (Refunded in 2006)	11,010,000	2015	5.20%	0	0	0	0	0
2001 WATER & WASTEWATER	6,475,000	2021	5.50%	1,940,000	190,000	88,869	278,869	1,750,000
2002 WATER & WASTEWATER	10,885,000	2027	5.05%	10,770,000	100,000	493,465	593,465	10,670,000
2005 WATER & WASTEWATER	5,370,000	2025	4.40%	5,270,000	105,000	214,213	319,213	5,165,000
2006 WATER & WASTEWATER	8,995,000	2020	4.50%	8,255,000	805,000	334,095	1,139,095	7,450,000
				96,883,000	4,235,180			

FUND BALANCE SUMMARY - ALL OPERATING FUNDS

	General	Debt Service	Water & Wastewater	Solid Waste	Golf Course	Equipment Service
Beginning Fund Balance/ Working Capital @ 9/30/06	5,011,543	369,912	5,083,451	0	-141,661	102,265
Less: Reserves (See Note 1)	-295,535					
Unreserved / Unrestricted Fd. Bal./Working Capital @ 9/30/06	4,716,008	369,912	5,083,451	0	-141,661	102,265
Estimated 2007 Fiscal Year Results						
+ Revenues	22,154,279	1,341,573	12,061,000		2,130,400	517,769
- Expenditures	-22,291,597	-1,418,054	-11,848,666		-2,130,400	-498,545
- Reserves + Prior yr Reserves						
Est. Unrestricted Fund Bal/ Working Capital @ 09/30/07	4,578,690	293,431	5,295,785	0	-141,661	121,489
Budgeted 2008 Fiscal Year Results						
Revenues	21,875,504	2,155,685	13,278,539	2,155,000	2,140,992	513,665
Expenditures	-22,554,528	-2,241,482	-13,271,795	-2,083,806	-2,140,992	-512,605
Proprietary Fund Adjustments						
Estimated Unrestricted Fund Bal / Working Capital @ 09/30/08	3,899,666	207,634	5,302,529	71,194	-141,661	122,549

Note 1: Other than the General Fund, funds are typically restricted to the activities related to the purpose of the fund. For example, the Cemetery Fund is restricted to activities related to the Cemetery. The indicated restrictions represent more specific legal restrictions such as debt service reserve requirements, reserves for encumbrances, etc.

Calc: Days of Operations Covered by Unrestricted Fund Bal / Working Capital

Total Expenditures	22,554,528	2,241,482	13,271,795	2,083,806		
Less: Non-operating Expenditures		-683,137	-3,653,190	0		
= Operating Expenditures	22,554,528	1,558,345	9,618,605	2,083,806		
Average Daily Operating Expense	61,793	4,269	26,352	5,709		
Avg # of Days Operations Provided by Unrestricted						
Fd. Bal. / Working Capital	63.11	49.00	201	12.00		

FUND BALANCE SUMMARY - ALL OPERATING FUNDS

Governmental Equipment Replacement	Proprietary Equipment Replacement	Economic Development	Hotel Motel	Cemetery	4A Revenue	4A Debt Service	4B Revenue	4B Debt Service
1,201,797	498,487	493,847	138,455	478,697	4,471,268	668,324	1,155,668	1,020,215
1,201,797	498,487	493,847	138,455	478,697	4,471,268	668,324	1,155,668	1,020,215
715,488	225,030	497,000	150,000	37,000	2,531,000	1,470,863	2,353,000	933,996
-817,351	-146,251	-497,000	-146,719	-25,577	-5,763,863	-1,460,863	-1,567,969	-928,996
								-111,765
1,099,934	577,266	493,847	141,736	490,120	1,238,405	678,324	1,940,699	913,450
829,748	238,521	300,674	150,000	15,750	2,799,000	1,475,068	2,621,000	1,040,761
-567,597	-41,804	-358,674	-107,770	-2,000	-3,540,930	-1,465,068	-1,597,802	-1,035,761
1,362,085	773,983	435,847	183,966	503,870	496,475	688,324	2,963,897	918,450

--- NA ---

--- NA ---

DETAILED DEPARTMENTAL BUDGETED POSITIONS

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
City Manager	1	1	1
Deputy City Manager	0	1	1
Assistant to the City Manager	0	0	1
Sr. Administrative Secretary	1	1	0
Executive Assistant	1	2	1
Management Assistant	0	0	1
	<u>3</u>	<u>5</u>	<u>5</u>

ADMINISTRATION / 1012

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Deputy City Manager	1	0	0
	<u>1</u>	<u>0</u>	<u>0</u>

OPERATIONS ADMINISTRATION / 1013

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Deputy City Manager	1	0	0
Sr. Administrative Secretary	1	0	0
	<u>2</u>	<u>0</u>	<u>0</u>

ECONOMIC DEVELOPMENT / 1014

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Director of Economic Development	1	1	1
	<u>1</u>	<u>1</u>	<u>1</u>

HUMAN RESOURCES / 1015

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Director of Human Resources	1	1	1
Human Resources Generalist II	1	1	1
Human Resources Generalist I	1	1	1
	<u>3</u>	<u>3</u>	<u>3</u>

COMMUNICATIONS / 1017

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Public Information Officer	0	0	1
	<u>0</u>	<u>0</u>	<u>1</u>

CITY SECRETARY / 1411

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
City Secretary	1	1	1
Deputy City Secretary	1	0	1
	<u>2</u>	<u>1</u>	<u>2</u>

DETAILED DEPARTMENTAL BUDGETED POSITIONS

RECORDS / 1413

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Records & Information Specialist	1	1	1
	1	1	1

MUNICIPAL COURT / 1414

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Municipal Court Supervisor	1	1	1
Deputy Municipal Court Clerk	2	2	2
Collection Clerk	1	1	1
Court Bailiff (Part-time)	1	0	0
City Marshal	0	1	2
	5	5	6

INFORMATION TECHNOLOGY / 1511

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Director of IT	1	1	1
Network Systems Technician	1	1	1
Computer Support Specialist	1	1	1
Web Design Technician	0	1	1
	3	4	4

LIBRARY / 1611

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Library Director	1	1	1
Librarian	1	1	0
Library Technology Specialist	1	1	0
Technical Services Librarian	0	0	1
Senior Library Assistant	0	0	1
Library Circulation Supervisor	1	1	1
Library Aide II	2	3	2
Library Aide I	1	0	0
Librarian (Part-time)	1	1	1
Library Aide II (Part-time)	2	1	1
Library Aide I (Part-time)	1	2	8
Library Page (Part-time)	3	3	0
	14	14	16

FINANCE / 2011

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Director of Finance	1	1	1
Assistant Director of Finance	1	1	1
Chief Accountant	1	1	1
Staff Accountant	2	3	3
Financial Analyst	0	1	1
Sr. Administrative Secretary	1	1	1
	6	8	8

DETAILED DEPARTMENTAL BUDGETED POSITIONS

SUPPORT SERVICES / 2013

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Receptionist	1	1	1
Receptionist (Part-time)	1	1	0
Administrative Secretary	0	0	1
	<u>2</u>	<u>2</u>	<u>2</u>

PURCHASING / 2014

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Purchasing Agent	1	1	1
	<u>1</u>	<u>1</u>	<u>1</u>

POLICE / 3011

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Chief of Police	1	1	1
Commander	0	3	3
Captain	2	0	0
Sergeant	8	8	9
Corporal	2	1	1
Police Officer	38	40	41
Acc/Crime Prev. Specialist	1	1	1
Records Supervisor	1	1	1
Records Clerk	2	3	3
Telecommunications Supervisor	1	1	1
Lead Telecommunication Operator	0	1	1
Alarm Coordinator	0	1	1
Telecommunications Operator	10	9	9
Administrative Secretary	1	1	1
Property Room Coordinator	1	1	1
Victim Assistance Coordinator (Part-time)	1	1	1
Criminal Investigations Clerk	1	1	1
	<u>70</u>	<u>74</u>	<u>76</u>

FIRE / 3012

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Fire Chief	1	1	1
Battalion Chief	1	2	2
Training Officer	1	0	0
Lieutenant	6	6	9
Apparatus Operator	6	6	9
Fire Fighter	9	12	12
Administrative Secretary	1	1	1
Volunteer Fire Fighter (12)	*	*	*
	<u>25</u>	<u>28</u>	<u>34</u>

FIRE PREVENTION / 3013

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Director of Fire Prevention/Emerg. Management	1	1	1
Fire Inspector	1	1	1
Sr Administrative Secretary	0	1	1
	<u>2</u>	<u>3</u>	<u>3</u>

DETAILED DEPARTMENTAL BUDGETED POSITIONS

PUBLIC WORKS ADMINISTRATION / 4011

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Director of Public Works	1	1	1
Public Works Coordinator	1	1	1
Administrative Tech.	2	2	2
Infrastructure Software Management Tech	1	1	1
	<u>5</u>	<u>5</u>	<u>5</u>

FACILITY MAINTENANCE / 4016

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Facility Maintenance Supervisor	1	1	1
Facility Maintenance Tech III	1	2	2
Facility Maintenance Tech II	1	0	0
Facility Maintenance Tech I	0	1	1
Facility Maintenance Worker	3	2	2
Facility Maintenance Worker (Temp)	1	1	1
	<u>7</u>	<u>7</u>	<u>7</u>

STREET PAVEMENT MAINTENANCE / 4017

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Street & Solid Waste Manager	1	1	0
Assistant Public Works Director	0	0	1
Street & Solid Waste Superintendent	1	0	0
Street Superintendent	0	1	1
Street Maintenance Senior Crew Leader	1	1	1
Street Maintenance Crew Leader	2	2	2
Street Equipment Operator	2	2	1
Signs & Marking Technician	1	2	0
Signs & Marking Worker	1	0	0
Street Maintenance Worker I and II	8	9	7
	<u>17</u>	<u>18</u>	<u>13</u>

STREET DRAINAGE MAINTENANCE / 4018

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Street Equipment Operator	0	0	1
Street Maintenance Worker I and II	0	0	2
	<u>0</u>	<u>0</u>	<u>3</u>

STREET TRAFFIC MAINTENANCE / 4019

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Signs & Markings Technician	0	0	2
	<u>0</u>	<u>0</u>	<u>2</u>

DEPT OF NEIGHBORHOOD SERVICES / 4511

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Director of Neighborhood Services	1	1	1
	<u>1</u>	<u>1</u>	<u>1</u>

DETAILED DEPARTMENTAL BUDGETED POSITIONS

ANIMAL SERVICES / 4514

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Animal Control Supervisor	1	1	1
Animal Control Officer	2	2	3
Animal Shelter Tech	1	1	1
	<u>4</u>	<u>4</u>	<u>5</u>

ENVIRONMENTAL SERVICES / 4515

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Environmental Programs Specialist	0	1	1
Environmental Programs Specialist (Part-time)	1	0	0
	<u>1</u>	<u>1</u>	<u>1</u>

COMMUNITY DEVELOPMENT / 5011

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Director of Community Development	1	0	0
Planning Official	0	1	1
Sr. Planner	1	1	0
Planner	0	1	1
Sr. Administrative Secretary	1	1	1
	<u>3</u>	<u>4</u>	<u>3</u>

BUILDING INSPECTIONS / 5012

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Building Official	1	1	1
Building Inspector	3	3	3
Building Permits Specialist	1	1	1
Building Permits Specialist (Part-time)	0	0	1
Administrative Secretary	1	1	1
	<u>6</u>	<u>6</u>	<u>7</u>

CODE ENFORCEMENT / 5013

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Code Enforcement Officer	2	2	2
	<u>2</u>	<u>2</u>	<u>2</u>

ENGINEERING CAPITAL / 5511

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
City Engineer	1	1	1
Deputy City Engineer	1	2	1
Civil Engineer	2	2	1
Graduate Engineer	1	0	0
Chief Engineering Inspector	1	1	1
Engineering Inspector	2	2	2
Senior Engineering Technician	1	1	1
Engineering Technician	1	1	1
	<u>10</u>	<u>10</u>	<u>6</u>

DETAILED DEPARTMENTAL BUDGETED POSITIONS

ENGINEERING DEVELOPMENT / 5512

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Deputy City Engineer	0	0	1
Civil Engineer	0	0	1
Development Coordinator	0	0	1
Senior Engineering Technician	0	0	1
Engineering Technician	0	0	1
	0	0	5

PARKS & RECREATION ADMINISTRATION / 6011

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Director of Parks & Recreation	1	1	1
Administrative Secretary	1	1	1
Custodian (Part-time)	1	1	0
Sr. Planner	0	0	1
	3	3	3

RECREATION / 6012

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Recreation Manager	1	1	1
Community Center Supervisor	1	1	1
Ball field Attendant (Part-time)	0	0	1
Community Center Attendant (Part-time)	4	3	3
	6	5	6

PARK MAINTENANCE / 6013

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Park Maintenance Manager	1	1	1
Park Maintenance Supervisor	1	1	1
Park Maintenance Crew Leader	2	2	2
Park Maintenance Worker I and II	6	6	6
Park Maintenance Worker (Temporary 6 months)	4	4	4
	14	14	14

MUNICIPAL POOL / 6014

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Pool Supervisor (Temporary)	1	1	1
Lifeguard (Temporary)	11	11	11
	12	12	12

SENIOR CITIZEN / 6015

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Senior Activity Center Coordinator	1	1	1
	1	1	1

TOTAL GENERAL FUND EMPLOYEES	232	243	259
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DETAILED DEPARTMENTAL BUDGETED POSITIONS

WATER/WASTEWATER FUND

WATER OPERATIONS / 4041

POSITION TITLE	2005-06	2006-07	2007-08
Assistant Public Works Director	0	1	1
Utility Manager	1	0	0
Utility Superintendent	1	1	1
Utility Crew Leader	5	5	6
Utility Inventory Coordinator	1	1	1
Meter Service Technician	1	0	0
W/WW Regulatory Technician	0	1	1
Water Production Specialist	0	1	1
Right of Way Inspector	0	0	1
Gas Well Inspector	0	0	1
Utility Worker I and II	6	6	7
	15	16	20

WASTEWATER OPERATIONS / 4042

POSITION TITLE	2005-06	2006-07	2007-08
Utility Worker I and II	2	2	1
Sewer Inspection Technician	0	0	1
Utility Crew Leader	1	1	1
	3	3	3

UTILITY CUSTOMER SERVICE / 2041

POSITION TITLE	2005-06	2006-07	2007-08
Utility Customer Service Manager	1	1	1
Customer Service Supervisor	1	1	1
Utility Customer Service Clerk	1	2	2
Utility Customer Service Technician	1	1	1
Meter Service Technician	0	1	1
Meter Service Worker	2	2	2
	6	8	8

TOTAL WATER/WASTEWATER FUND EMPLOYEES

24 27 31

SOLID WASTE FUND

SOLID WASTE / 4013

POSITION TITLE	2005-06	2006-07	2007-08
Solid Waste Manager	0	0	1
Solid Waste Supervisor	0	1	1
Solid Waste Equipment Operator	3	4	4
Solid Waste Sr. Crew Leader	1	0	0
Solid Waste Crew Leader	5	5	0
Solid Waste Driver I and II	0	0	14
Solid Waste Worker	0	0	2
Solid Waste Worker I and II	7	7	0
Recycling Center Worker (Part-time)	3	3	4
	19	20	26

TOTAL SOLID WASTE FUND EMPLOYEES

19 20 26

DETAILED DEPARTMENTAL BUDGETED POSITIONS

HIDDEN CREEK GOLF COURSE

GOLF - ADMINISTRATION / 8011

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Director of Golf	1	1	1
Administrative Assistant	1	1	1
	2	2	2

GOLF - CLUB HOUSE & PRO SHOP/ 8012

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Head Golf Professional	1	1	1
Assistant Golf Professional I	2	2	2
Golf Course Cart Barn Assistant	1	1	1
Golf Course Cart Barn Attendant	1	1	1
Golf Course Cart Barn Attendant (Part Time)	6	6	4
	11	11	9

GOLF - MAINTENANCE / 8013

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Golf Course Superintendent	1	1	1
Golf Course Asst. Superintendent	1	1	1
Golf Course Mechanic/Grounds Keeper	1	1	1
Golf Course Grounds Keeper	4	4	4
Golf Course Grounds Keeper (Temporary)	2	2	2
	9	9	9

GOLF - FOOD & BEVERAGE / 8015

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Golf Course Food & Beverage Manager	1	1	1
Golf Course Food & Beverage Assistant	1	0	0
Golf Course Lead Food & Beverage Attendant	0	1	1
Golf Course Food & Beverage Attendant	1	1	1
Golf Course Beverage Cart Attendant (Part Time)	4	4	4
	7	7	7

TOTAL HIDDEN CREEK GOLF COURSE EMPLOYEES	29	29	27
EQUIPMENT SERVICES			

EQUIPMENT SERVICES / 4051

<u>POSITION TITLE</u>	2005-06	2006-07	2007-08
Equipment Services Manager	1	1	1
Automotive & Equipment Technician II and III	4	4	4
Equipment Services Coordinator	1	1	1
	6	6	6

TOTAL EQUIPMENT SERVICES FUND EMPLOYEES	6	6	6
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TOTAL CITY OF BURLESON EMPLOYEES	310	325	349
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**ANNUAL OPERATING BUDGET
AND PLAN OF SERVICES**

**GENERAL FUND
SUMMARY**

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**GENERAL FUND
STATEMENT OF REVENUES AND EXPENDITURES**

DESCRIPTION	ACTUAL 2005-06	BUDGET 2006-07	ESTIMATED 2006-07	ADOPTED 2007-08	2006-07/ 2007-08 CHANGE
BEGINNING FUND BALANCE	\$ 4,448,991	\$ 4,716,008	\$ 4,716,008	\$ 4,578,690	-3%
REVENUE AND OTHER SOURCES					
REVENUES					
Taxes	11,811,414	12,942,574	13,291,400	14,296,154	10%
Franchise Fees	1,530,225	1,498,000	1,626,027	1,788,000	19%
Licenses and Permits	1,098,670	1,156,000	1,107,800	1,123,500	-3%
Charges for Services	1,765,381	1,918,500	1,922,170	336,500	-82%
Fines and Forfeitures	862,907	874,000	1,115,800	1,105,000	26%
Interest	316,775	310,000	335,200	310,000	0%
Miscellaneous	744,061	766,300	1,003,582	997,650	30%
TOTAL REVENUES	\$ 18,129,433	\$ 19,465,374	\$ 20,401,979	\$ 19,956,804	3%
OTHER SOURCES					
Administrative Transfers	997,300	997,300	997,300	981,000	-2%
Operating Transfers	685,383	-	-	-	N/A
Street Cuts	160,902	150,000	150,000	150,000	0%
Pmt in lieu of Taxes	200,000	200,000	200,000	337,700	69%
Franchise Fee	405,000	405,000	405,000	450,000	11%
TOTAL OTHER SOURCES	\$ 2,448,585	\$ 1,752,300	\$ 1,752,300	\$ 1,918,700	9%
TOTAL REVENUE AND OTHER SOURCES	20,578,018	21,217,674	22,154,279	21,875,504	3%
TOTAL FUNDS AVAILABLE	\$ 25,027,009	\$ 25,933,682	\$ 26,870,287	\$ 26,454,194	2%
EXPENDITURES					
Personal Services	13,199,665	14,594,669	14,883,347	15,706,372	8%
Materials and Supplies	475,027	576,374	611,315	758,181	32%
Operating Expenditures	2,736,440	3,053,741	3,069,848	2,700,450	-12%
Maintenance and Repair	1,613,173	1,880,199	2,225,330	1,878,425	0%
Other Expenditures	687,562	1,072,064	1,003,086	994,478	-7%
Capital Outlay	1,301,145	444,976	498,671	516,622	16%
TOTAL EXPENDITURES	\$ 20,013,012	\$ 21,622,023	\$ 22,291,597	\$ 22,554,528	4%
ADJUSTMENT (Exp Encumbered in Prior Years)	-297,989		-		
ENDING BALANCE	\$ 4,716,008	\$ 4,311,659	\$ 4,578,690	\$ 3,899,666	-10%

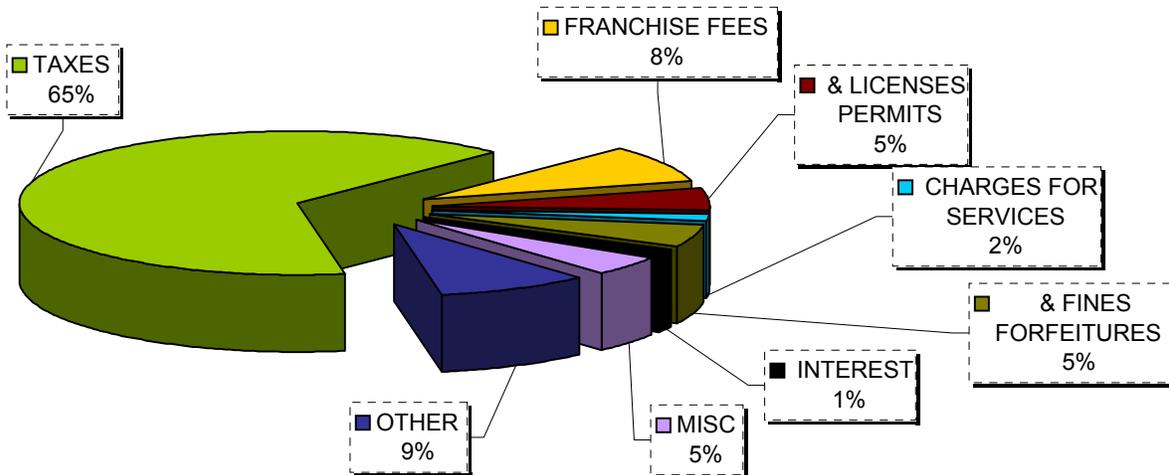
GENERAL FUND
SCHEDULE OF REVENUES BY SOURCE

REVENUE SOURCE	ACTUAL 2005-06	BUDGET 2006-07	ESTIMATED 2006-07	BUDGET 2007-08	2006-07/ 2007-08 CHANGE
TAXES					
Sales Tax	4,366,393	4,465,000	4,900,000	5,078,000	13.73%
Ad Valorem Tax General Operating	6,695,181	7,641,172	7,514,200	8,389,565	9.79%
Ad Valorem Tax Library	582,112	660,402	727,100	673,589	2.00%
Ad Valorem Tax Delinquent	116,565	130,000	95,100	100,000	-23.08%
Liquor Tax	51,163	46,000	55,000	55,000	19.57%
TOTAL TAXES	\$ 11,811,414	\$ 12,942,574	\$ 13,291,400	\$ 14,296,154	10%
FRANCHISE FEES	\$ 1,530,225	\$ 1,498,000	\$ 1,626,027	\$ 1,788,000	19.36%
LICENSES AND PERMITS					
Building Permits	899,602	950,000	850,000	850,000	-10.53%
Miscellaneous Building Permits	96,794	95,000	85,000	85,000	-10.53%
Alarm Permits	-	-	78,800	75,700	
Other Permits	38,404	42,000	31,000	40,000	-4.76%
Animal Control Fees	33,435	36,000	35,000	39,000	8.33%
Licenses and Registration Fees	30,435	33,000	28,000	33,800	2.42%
TOTAL LICENSES & PERMITS	\$ 1,098,670	\$ 1,156,000	\$ 1,107,800	\$ 1,123,500	-2.81%
CHARGES FOR SERVICES					
Recreation Fees	129,112	106,000	112,000	135,000	27.36%
Solid Waste Fees	1,519,014	1,615,000	1,644,900	-	-100.00%
Concession Revenue	12,867	9,500	6,400	10,000	5.26%
Swimming Pool Revenue	28,198	28,000	28,000	30,000	7.14%
Swimming Lessons Revenue	12,450	12,000	12,000	13,000	8.33%
Tournament Fees	3,229	3,000	3,000	6,500	116.67%
WiFi Network Revenue	-	110,000	82,500	110,000	0.00%
Fire Call Fees	60,511	35,000	33,370	32,000	0.00%
TOTAL CHARGES FOR SERVICES	\$ 1,765,381	\$ 1,918,500	\$ 1,922,170	\$ 336,500	-82.46%
FINES AND FORFEITURES					
Municipal Court Fines- Non-Moving Violations	459,746	460,000	525,000	525,000	14.13%
Municipal Court Fines- Moving Violations	307,031	296,000	485,000	485,000	64%
Penalties	96,130	118,000	105,800	95,000	-19.49%
TOTAL FINES AND FORFEITURES	\$ 862,907	\$ 874,000	\$ 1,115,800	\$ 1,105,000	26.43%
INTEREST	\$ 316,775	\$ 310,000	\$ 335,200	\$ 310,000	0.00%
MISCELLANEOUS					
County Fire Funds	9,450	-	8,250	-	
Other Revenues	462,985	496,400	585,732	572,850	15.40%
Library Fees	14,234	12,000	13,800	13,600	13.33%
Alarms Escorts	7,665	10,000	10,000	10,000	0.00%
School Resource Officers	97,138	100,000	104,900	110,500	10.50%
STOP Task Force Officers	-	-	30,000	40,000	
Reimbursable Overtime	3,266	4,000	6,400	3,200	-20.00%
Other Revenue - Library	25,746	26,000	33,600	36,000	38.46%
Filing Fees	89,511	85,000	175,000	175,000	105.88%
BISD Donation to DARE Program	34,066	32,900	35,900	36,500	10.94%
TOTAL MISCELLANEOUS	\$ 744,061	\$ 766,300	\$ 1,003,582	\$ 997,650	30%
TOTAL REVENUES	\$ 18,129,433	\$ 19,465,374	\$ 20,401,979	\$ 19,956,804	2.52%

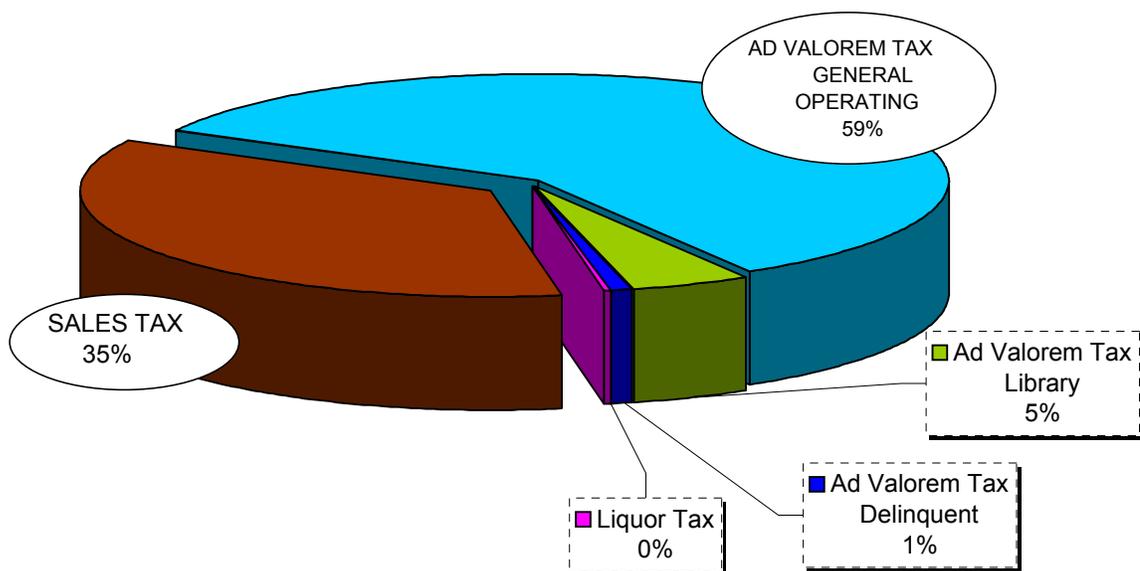
**GENERAL FUND
SCHEDULE OF REVENUES BY SOURCE**

REVENUE SOURCE	ACTUAL 2005-06	BUDGET 2006-07	ESTIMATED 2006-07	BUDGET 2007-08	2006-07/ 2007-08 CHANGE
OTHER SOURCES					
Administrative Transfers	997,300	997,300	997,300	981,000	-1.63%
Operating Transfers	685,383				
Street Cuts	160,902	150,000	150,000	150,000	0.000%
Pmt in lieu of Taxes	200,000	200,000	200,000	337,700	68.850%
Franchise Fee	405,000	405,000	405,000	450,000	11.111%
TOTAL OTHER SOURCES	\$ 2,448,585	\$ 1,752,300	\$ 1,752,300	\$ 1,918,700	9.496%
TOTAL REVENUE AND OTHER SOURCES	\$ 20,578,018	\$ 21,217,674	\$ 22,154,279	\$ 21,875,504	3.100%

GENERAL FUND REVENUE BY SOURCE FISCAL YEAR 2007-2008



TAX REVENUES BY SOURCE FISCAL YEAR 2007-2008



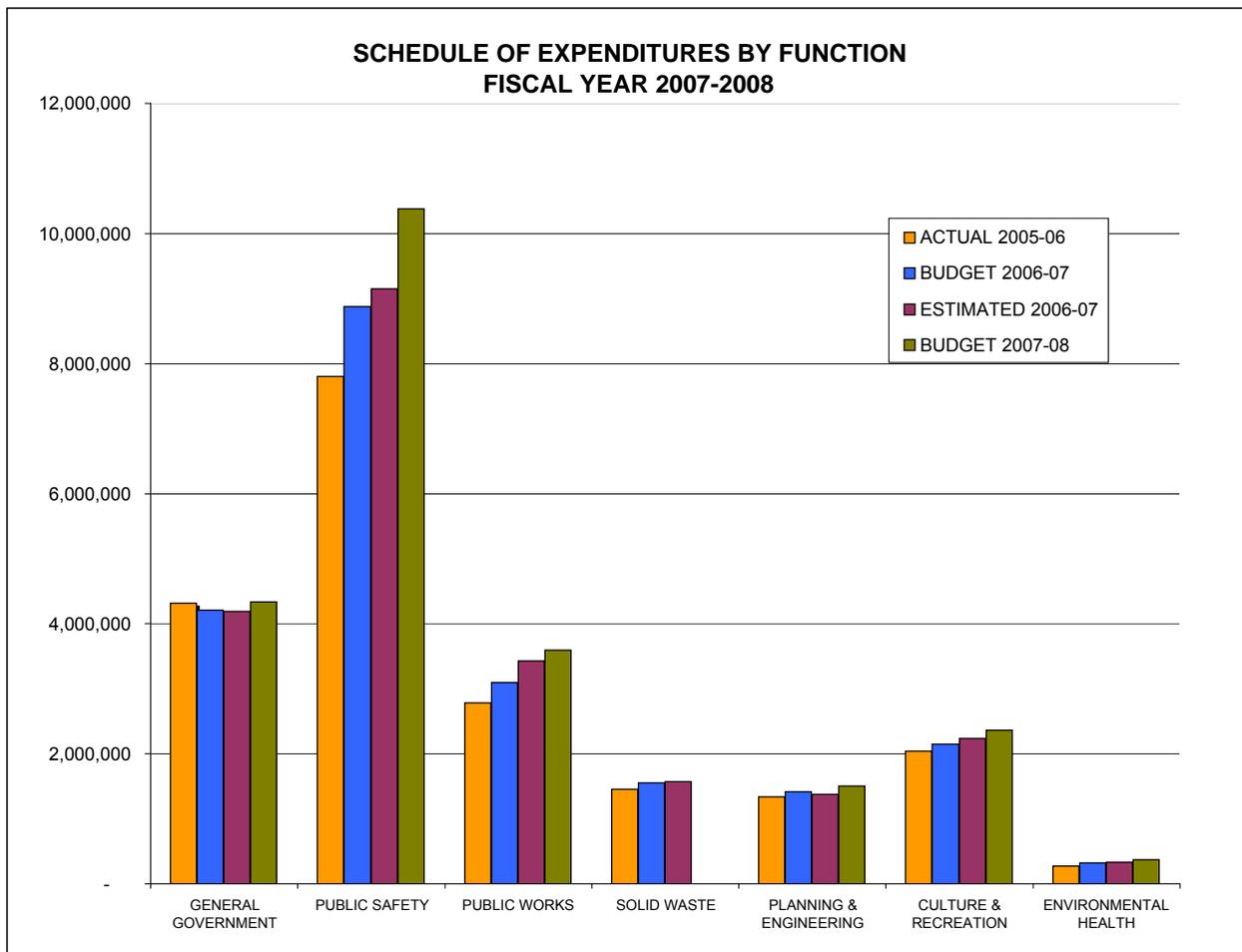
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GENERAL FUND SCHEDULE OF EXPENDITURES BY FUNCTION

FUNCTION	ACTUAL 2005-06	BUDGET 2006-07	ESTIMATED 2006-07	BUDGET 2007-08	2006-07/ 2007-08 CHANGE
GENERAL GOVERNMENT					
CITY COUNCIL	72,983	53,752	53,760	54,508	1%
CITY MANAGER	375,404	563,234	589,087	596,223	6%
ADMINISTRATION	49,747	-	-	-	NA
OPERATIONS ADMINISTRATION	210,988	-	-	-	NA
LEGAL	170,871	174,720	174,720	177,302	1%
COMMUNICATIONS	-	-	20,341	70,736	NA
CITY SECRETARY	195,723	160,124	144,453	184,751	15%
RECORDS MANAGEMENT	86,177	95,187	89,461	87,519	-8%
INFORMATION TECHNOLOGY	528,063	648,438	684,904	789,047	22%
ECONOMIC DEVELOPMENT	160,195	168,074	131,752	114,442	-32%
HUMAN RESOURCES	338,739	303,488	416,984	365,189	20%
FINANCE	646,253	792,083	685,605	792,285	0%
TAX	137,434	148,547	148,547	175,523	18%
SUPPORT SERVICES	114,251	164,202	177,380	206,369	26%
PURCHASING	78,914	94,224	101,120	96,747	3%
NON-DEPARTMENTAL	1,148,520	845,419	775,313	625,241	-26%
TOTAL GENERAL GOVERNMENT	\$ 4,314,262	\$ 4,211,492	\$ 4,193,427	\$ 4,335,882	3%
PUBLIC SAFETY					
POLICE	4,969,598	5,519,311	5,752,816	6,429,260	16%
FIRE	2,045,601	2,381,937	2,414,092	2,846,658	20%
FIRE PREVENTION	187,568	231,375	249,876	272,864	18%
EMERGENCY SERVICES	59,548	71,292	73,877	102,139	43%
ANIMAL CONTROL	272,776	336,985	324,602	374,905	11%
MUNICIPAL COURT	270,933	338,917	335,862	353,433	4%
TOTAL PUBLIC SAFETY	\$ 7,806,024	\$ 8,879,817	\$ 9,151,125	\$ 10,379,259	17%
PUBLIC WORKS					
PUBLIC WORKS ADMINISTRATION	357,006	371,043	377,447	449,330	21%
STREET MAINTENANCE	1,870,008	2,167,490	2,473,577	-	-100%
PAVEMENT MAINTENANCE	-	-	-	2,065,392	NA
DRAINAGE MAINTENANCE	-	-	-	261,249	NA
TRAFFIC CONTROL MAINTENANCE	-	-	-	200,141	NA
FACILITIES MAINTENANCE	554,201	560,399	578,801	617,920	10%
TOTAL PUBLIC WORKS	\$ 2,781,215	\$ 3,098,932	\$ 3,429,824	\$ 3,594,032	16%
NEIGHBORHOOD SERVICES					
NEIGHBORHOOD SERVICES	\$ 91,791	\$ 87,440	\$ 100,402	104,496	20%
CODE ENFORCEMENT	129,790	144,876	145,285	157,738	9%
ENVIRONMENTAL HEALTH	51,049	86,859	87,519	112,212	29%
TOTAL NEIGHBORHOOD SERVICES	\$ 272,630	\$ 319,175	\$ 333,206	\$ 374,446	17%
SOLID WASTE	\$ 1,453,664	\$ 1,548,421	\$ 1,569,139		-100%
Function transferred to Solid Waste Fund effective 10/01/07					
PLANNING AND ENGINEERING SERVICES					
PLANNING	260,354	346,297	278,825	306,617	-11%
BUILDING INSPECTIONS	364,261	395,741	399,568	429,898	9%
ENGINEERING/CAPITAL	715,329	677,458	697,662	68,268	-90%
ENGINEERING/DEVELOPMENT	-	-	-	702,621	NA
TOTAL PLANNING AND ENGINEERING	\$ 1,339,944	\$ 1,419,496	\$ 1,376,055	\$ 1,507,404	6%

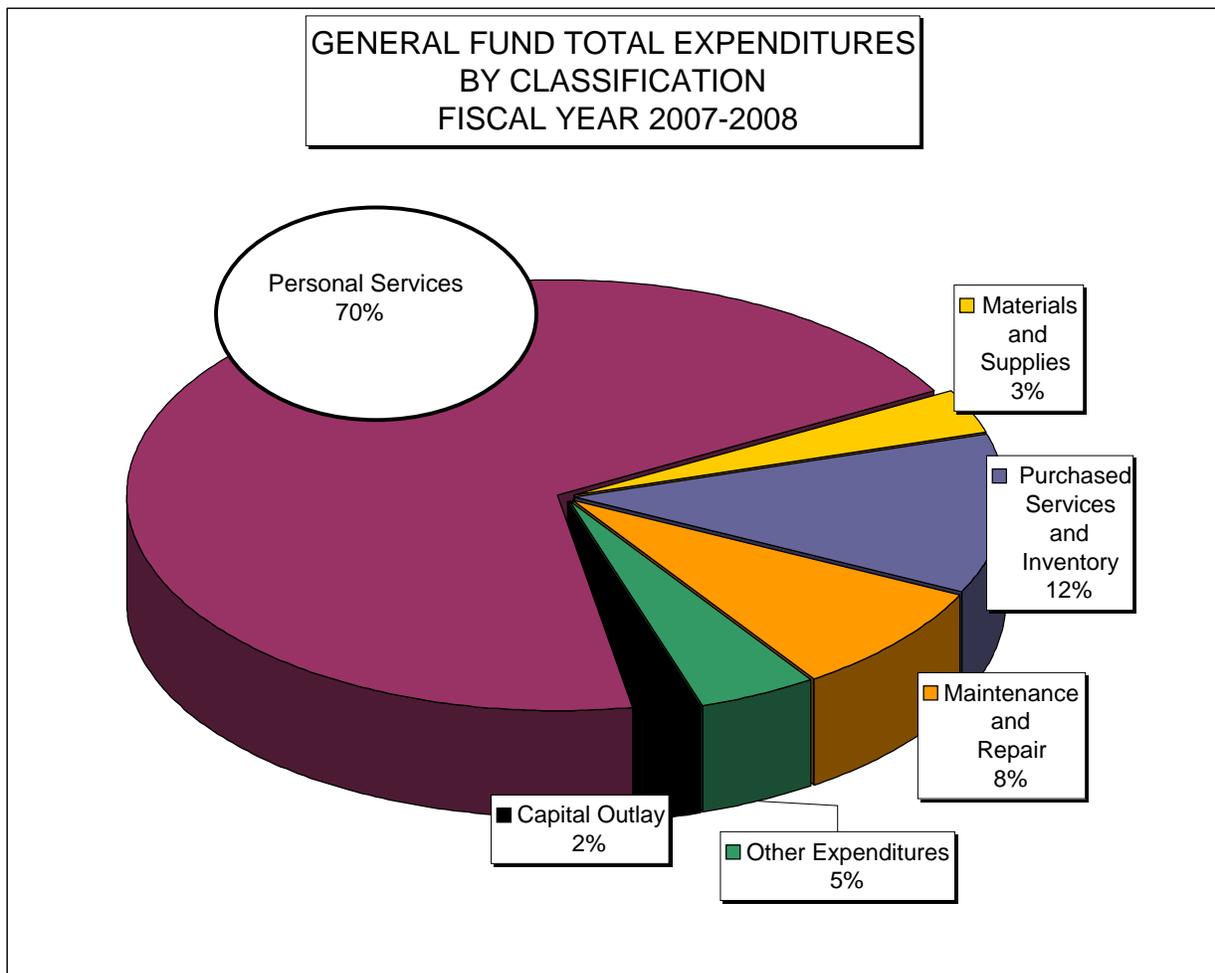
**GENERAL FUND
SCHEDULE OF EXPENDITURES BY FUNCTION**

FUNCTION	ACTUAL 2005-06	BUDGET 2006-07	ESTIMATED 2006-07	BUDGET 2007-08	2006-07/ 2007-08 CHANGE
CULTURE AND RECREATION					
LIBRARY	607,643	660,402	622,186	673,042	2%
PARKS ADMINISTRATION	168,279	173,562	187,651	206,513	19%
RECREATION	361,604	370,191	380,096	405,192	9%
PARK MAINTENANCE	761,229	782,543	890,884	913,987	17%
SENIOR CITIZENS	72,279	80,470	78,114	80,986	1%
MUNICIPAL POOL	70,953	77,522	79,889	83,785	8%
					0%
TOTAL CULTURE AND RECREATION	\$ 2,041,987	\$ 2,144,690	\$ 2,238,820	\$ 2,363,505	10%
GENERAL FUND TOTAL	\$ 20,009,726	\$ 21,622,023	\$ 22,291,597	\$ 22,554,528	4%



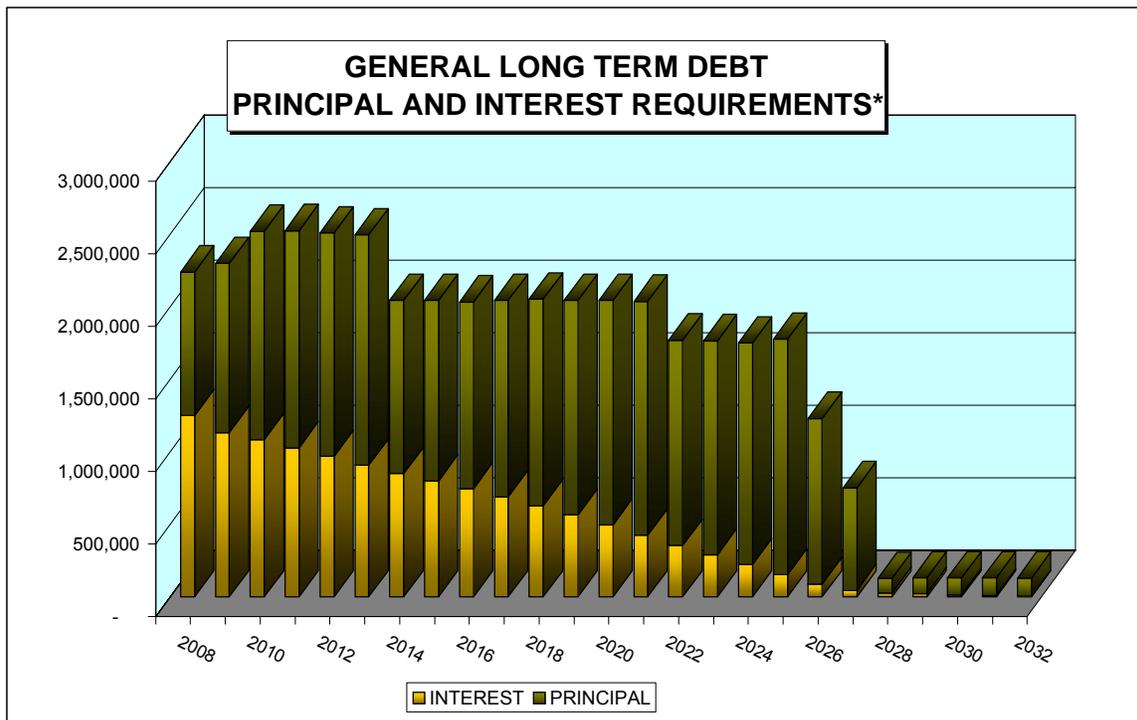
**GENERAL FUND
EXPENDITURES BY CLASSIFICATION**

DESCRIPTION	ACTUAL	BUDGET	ESTIMATED	BUDGET	2006-07/ 2007-08
	2005-06	2006-07	2006-07	2007-08	CHANGE
Personal Services	13,199,665	14,594,669	14,883,347	15,706,372	8%
Materials & Supplies	475,027	576,374	611,315	758,181	32%
Purchased Services & Inventory	2,736,440	3,053,741	3,069,848	2,700,450	-12%
Maintenance & Repair	1,613,173	1,880,199	2,225,330	1,878,425	0%
Other Expenditures	687,562	1,072,064	1,003,086	994,478	-7%
Capital Outlay	1,301,145	444,976	498,671	516,622	16%
TOTAL EXPENDITURES	20,013,012	21,622,023	22,291,597	22,554,528	4%



**GENERAL LONG TERM DEBT
SCHEDULE OF 2007-08 PAYMENTS
FOR GENERAL OBLIGATION AND CONTRACTUAL OBLIGATION**

	AMOUNT OF ISSUE	AMOUNT OUTSTANDING 10/1/2007	2007-08		TOTAL	PROJECTED OUTSTANDING 9/30/2008
			PRINCIPAL	INTEREST		
2001 G.O. BONDS	3,518,000	2,828,000	145,000	137,751	282,751	2,683,000
2002 G.O. BONDS	5,770,000	4,335,000	360,000	174,467	534,467	3,975,000
2004 G.O. BONDS GENERAL PORTION	875,000	741,000	52,000	30,549	82,549	689,000
2005 G.O. BONDS	3,970,000	3,820,000	155,000	141,611	296,611	3,665,000
2005 C.O. GENERAL PORTION	2,087,617	2,012,280	78,120	88,778	166,898	1,934,160
2006 C.O. GENERAL PORTION	3,440,000	3,440,000	-	143,362	143,362	3,440,000
2006 G.O. BONDS	2,400,000	2,400,000	-	98,722	98,722	2,400,000
2007 C.O. GENERAL PORTION	4,100,000	4,100,000	100,000	215,813	315,813	4,000,000
2007 C.O. GENERAL PORTION	4,100,000	4,100,000	100,000	215,813	315,813	4,000,000



* As of October 2007

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**CITY OF BURLESON
GENERAL LONG TERM DEBT
PRINCIPAL AND INTEREST REQUIREMENTS
As of October 1, 2007**

YEAR	PRINCIPAL	INTEREST	TOTAL REQUIREMENT
2008	990,120	1,246,863	2,236,983
2009	1,162,212	1,132,565	2,294,777
2010	1,433,002	1,083,537	2,516,539
2011	1,494,792	1,027,070	2,521,862
2012	1,537,582	967,553	2,505,135
2013	1,588,372	905,246	2,493,618
2014	1,190,860	849,528	2,040,388
2015	1,241,347	799,615	2,040,962
2016	1,283,927	745,945	2,029,872
2017	1,352,507	688,698	2,041,205
2018	1,421,087	627,927	2,049,014
2019	1,476,667	563,701	2,040,368
2020	1,545,642	495,418	2,041,060
2021	1,611,222	423,150	2,034,372
2022	1,412,197	354,579	1,766,776
2023	1,472,870	289,941	1,762,811
2024	1,524,987	222,659	1,747,646
2025	1,621,887	151,322	1,773,209
2026	1,140,000	88,238	1,228,238
2027	705,000	45,363	750,363
2028	100,000	26,000	126,000
2029	110,000	20,750	130,750
2030	115,000	15,125	130,125
2031	120,000	9,250	129,250
2032	125,000	3,125	128,125
TOTAL	<u>\$ 27,776,280</u>	<u>\$ 12,783,166</u>	<u>\$ 40,559,446</u>

**CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
GENERAL OBLIGATION BONDS
SERIES 2001**

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST INTEREST	MARCH 1ST PRINCIPAL	SEPTEMBER 1ST INTEREST	TOTAL REQUIREMENT
2008	70,416	145,000	67,335	282,751
2009	67,335	151,000	63,560	281,895
2010	63,560	159,000	59,585	282,145
2011	59,585	167,000	55,828	282,413
2012	55,828	175,000	51,781	282,609
2013	51,781	183,000	47,434	282,215
2014	47,434	192,000	42,754	282,188
2015	42,754	202,000	37,704	282,458
2016	37,704	212,000	32,404	282,108
2017	32,404	223,000	26,690	282,094
2018	26,690	235,000	20,580	282,270
2019	20,580	248,000	14,070	282,650
2020	14,070	261,000	7,219	282,289
2021	7,219	275,000	NONE	282,219
	<u>\$ 597,360</u>		<u>\$ 526,944</u>	<u>\$ 3,952,304</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007 \$ 2,828,000

CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
GENERAL OBLIGATION BONDS SERIES 2002
(REPLACES SERIES 1993)

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST INTEREST	MARCH 1ST PRINCIPAL	SEPTEMBER 1ST INTEREST	TOTAL REQUIREMENT
2008	90,046	360,000	84,421	534,468
2009	84,421	465,000	76,284	625,705
2010	76,284	465,000	67,565	608,849
2011	67,565	480,000	57,965	605,530
2012	57,965	485,000	48,265	591,230
2013	48,265	500,000	38,265	586,530
2014	38,265	55,000	37,131	130,396
2015	37,131	55,000	35,962	128,093
2016	35,962	55,000	34,779	125,741
2017	34,779	60,000	33,459	128,239
2018	33,459	65,000	31,997	130,456
2019	31,997	65,000	30,494	127,491
2020	30,494	70,000	28,831	129,325
2021	28,831	70,000	27,125	125,956
2022	27,125	75,000	25,250	127,375
2023	25,250	80,000	23,250	128,500
2024	23,250	85,000	21,125	129,375
2025	21,125	90,000	18,875	130,000
2026	18,875	90,000	16,625	125,500
2027	16,625	95,000	14,250	125,875
2028	14,250	100,000	11,750	126,000
2029	11,750	110,000	9,000	130,750
2030	9,000	115,000	6,125	130,125
2031	6,125	120,000	3,125	129,250
2032	3,125	125,000		128,125
	<u>\$ 871,964</u>		<u>\$ 781,918</u>	<u>\$ 5,988,884</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007

\$ 4,335,000

**CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
GENERAL OBLIGATION REFUNDING 2004
(REPLACES SERIES 1995)**

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST INTEREST	MARCH 1ST PRINCIPAL	SEPTEMBER 1ST INTEREST	TOTAL REQUIREMENT
2008	15,601	52,000	14,948	82,549
2009	14,948	26,000	14,555	55,503
2010	14,555	26,000	14,149	54,704
2011	14,149	27,000	13,696	54,845
2012	13,696	29,000	13,187	55,882
2013	13,187	29,000	12,644	54,831
2014	12,644	34,000	11,963	58,607
2015	11,963	36,000	11,220	59,183
2016	11,220	38,000	10,435	59,655
2017	10,435	40,000	9,584	60,019
2018	9,584	41,000	8,687	59,271
2019	8,687	43,000	7,720	59,408
2020	7,720	47,000	6,639	61,359
2021	6,639	48,000	5,511	60,149
2022	5,511	52,000	4,262	61,773
2023	4,262	55,000	2,922	62,184
2024	2,922	57,000	1,525	61,447
2025	1,525	61,000		62,525
	<u>\$ 179,247</u>		<u>\$ 163,646</u>	<u>\$ 1,083,894</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007

\$ 741,000

CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
2005 GENERAL OBLIGATION BONDS

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST INTEREST	MARCH 1ST PRINCIPAL	SEPTEMBER 1ST INTEREST	TOTAL REQUIREMENT
2008	71,968	155,000	69,643	296,610
2009	69,643	160,000	67,243	296,885
2010	67,243	165,000	64,768	297,010
2011	64,768	170,000	62,218	296,985
2012	62,218	175,000	59,155	296,373
2013	59,155	180,000	56,005	295,160
2014	56,005	190,000	52,680	298,685
2015	52,680	195,000	49,268	296,948
2016	49,268	200,000	45,268	294,535
2017	45,268	210,000	41,068	296,335
2018	41,068	220,000	36,668	297,735
2019	36,668	230,000	32,068	298,735
2020	32,068	235,000	27,368	294,435
2021	27,368	245,000	22,468	294,835
2022	22,468	255,000	17,304	294,771
2023	17,304	265,000	11,938	294,241
2024	11,938	280,000	6,163	298,100
2025	6,163	290,000		296,163
	<u>\$ 793,254</u>		<u>\$ 721,286</u>	<u>\$ 5,334,540</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007

\$ 3,820,000

**CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
CERTIFICATES OF OBLIGATION - GENERAL PORTION
SERIES 2005**

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST			SEPTEMBER 1ST	TOTAL REQUIREMENT
	INTEREST	PRINCIPAL	TOTAL	INTEREST	
2008	44,975	78,120	123,095	43,803	166,898
2009	43,803	80,212	124,015	42,600	166,615
2010	42,600	83,002	125,602	41,355	166,957
2011	41,355	85,792	127,147	40,068	167,215
2012	40,068	88,582	128,650	38,518	167,168
2013	38,518	91,372	129,890	36,919	166,809
2014	36,919	94,860	131,779	35,259	167,038
2015	35,259	98,347	133,606	32,800	166,406
2016	32,800	103,927	136,727	30,202	166,929
2017	30,202	109,507	139,709	27,464	167,173
2018	27,464	115,087	142,551	24,587	167,138
2019	24,587	120,667	145,254	21,570	166,824
2020	21,570	127,642	149,212	18,379	167,591
2021	18,379	133,222	151,601	15,049	166,650
2022	15,049	140,197	155,246	11,544	166,790
2023	11,544	147,870	159,414	7,847	167,261
2024	7,847	142,987	150,834	4,272	155,106
2025	4,272	170,887	175,159	-	175,159

	<u>\$ 517,211</u>			<u>\$ 472,236</u>	<u>\$ 3,001,726</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007 \$ 2,012,280

**CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
CERTIFICATES OF OBLIGATION - GENERAL PORTION
SERIES 2006**

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST			SEPTEMBER 1ST	TOTAL REQUIREMENT
	INTEREST	PRINCIPAL	TOTAL	INTEREST	
2008	71,681	-	71,681	71,681	143,361
2009	71,681	-	71,681	71,681	143,361
2010	71,681	145,000	216,681	68,781	285,461
2011	68,781	150,000	218,781	65,781	284,561
2012	65,781	155,000	220,781	62,681	283,461
2013	62,681	160,000	222,681	59,481	282,161
2014	59,481	170,000	229,481	56,081	285,561
2015	56,081	175,000	231,081	52,581	283,661
2016	52,581	180,000	232,581	48,981	281,561
2017	48,981	190,000	238,981	45,181	284,161
2018	45,181	195,000	240,181	41,281	281,461
2019	41,281	205,000	246,281	37,053	283,333
2020	37,053	215,000	252,053	32,215	284,268
2021	32,215	225,000	257,215	27,153	284,368
2022	27,153	235,000	262,153	22,100	284,253
2023	22,100	245,000	267,100	16,894	283,994
2024	16,894	255,000	271,894	11,475	283,369
2025	11,475	265,000	276,475	5,844	282,319
2026	5,844	275,000	280,844	-	280,844
<hr/>					
	<u>\$ 868,600</u>			<u>\$ 796,919</u>	<u>\$ 5,105,519</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007 \$ 3,440,000

**CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
GENERAL OBLIGATION BONDS
SERIES 2006**

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST			SEPTEMBER 1ST INTEREST	TOTAL REQUIREMENT
	INTEREST	PRINCIPAL	TOTAL		
2008	49,361		49,361	49,361	98,723
2009	49,361		49,361	49,361	98,723
2010	49,361	100,000	149,361	47,361	196,723
2011	47,361	105,000	152,361	45,261	197,623
2012	45,261	110,000	155,261	43,061	198,323
2013	43,061	115,000	158,061	40,761	198,823
2014	40,761	115,000	155,761	38,461	194,223
2015	38,461	120,000	158,461	36,061	194,523
2016	36,061	125,000	161,061	33,561	194,623
2017	33,561	130,000	163,561	30,961	194,523
2018	30,961	140,000	170,961	28,161	199,123
2019	28,161	145,000	173,161	25,261	198,423
2020	25,261	150,000	175,261	22,168	197,429
2021	22,168	155,000	177,168	18,913	196,080
2022	18,913	165,000	183,913	15,406	199,319
2023	15,406	170,000	185,406	11,794	197,200
2024	11,794	175,000	186,794	8,075	194,869
2025	8,075	185,000	193,075	4,144	197,219
2026	4,144	195,000	199,144	-	199,144
					-
	<u>\$ 597,495</u>			<u>\$ 548,134</u>	<u>\$ 3,545,629</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007

\$ 2,400,000

**CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
CERTIFICATES OF OBLIGATION
SERIES 2007**

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST			SEPTEMBER 1ST	TOTAL REQUIREMENT
	INTEREST	PRINCIPAL	TOTAL	INTEREST	
2008	127,890	100,000	227,890	87,923	315,812
2009	87,923	140,000	227,923	85,123	313,045
2010	85,123	145,000	230,123	82,223	312,345
2011	82,223	155,000	237,223	79,123	316,345
2012	79,123	160,000	239,123	75,923	315,045
2013	75,923	165,000	240,923	72,623	313,545
2014	72,623	170,000	242,623	69,223	311,845
2015	69,223	180,000	249,223	65,623	314,845
2016	65,623	185,000	250,623	61,738	312,360
2017	61,738	195,000	256,738	57,594	314,331
2018	57,594	205,000	262,594	53,186	315,780
2019	53,186	210,000	263,186	48,566	311,753
2020	48,566	220,000	268,566	43,616	312,183
2021	43,616	230,000	273,616	38,441	312,058
2022	38,441	245,000	283,441	32,806	316,248
2023	32,806	255,000	287,806	26,909	314,716
2024	26,909	265,000	291,909	20,781	312,691
2025	20,781	280,000	300,781	14,131	314,913
2026	14,131	290,000	304,131	7,244	311,375
2027	7,244	305,000	312,244	-	312,244
					-
	<u>\$ 1,150,683</u>			<u>\$ 1,022,793</u>	<u>\$ 6,273,476</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007

\$ 4,100,000



**ANNUAL OPERATING BUDGET
AND PLAN OF SERVICES**

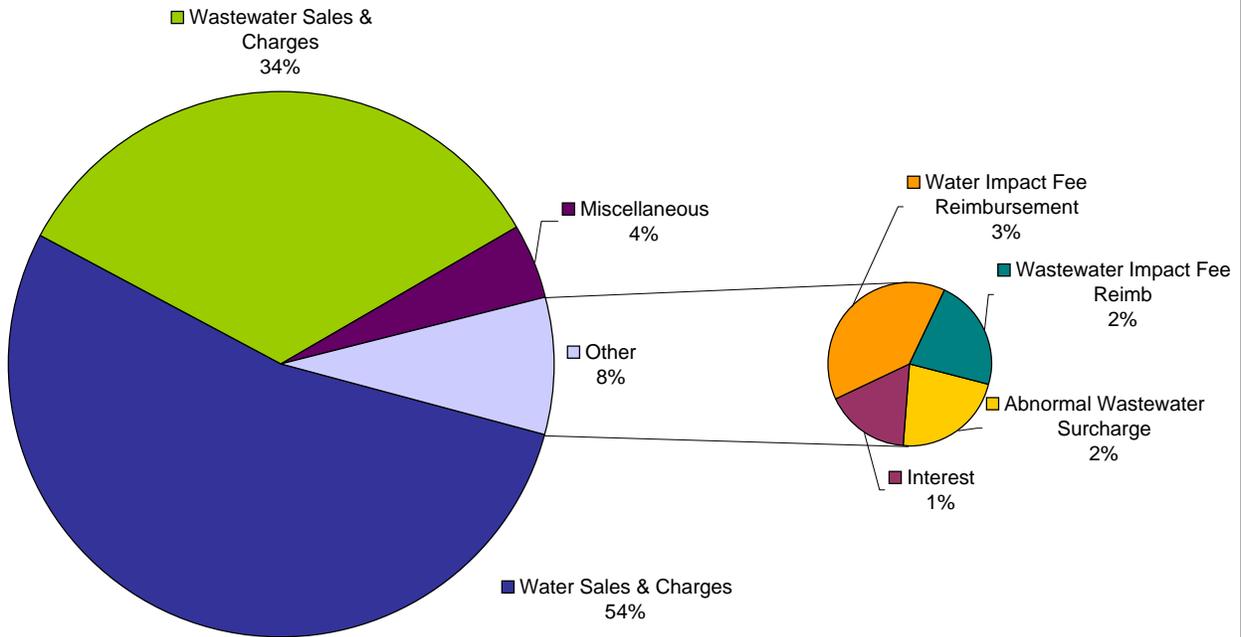
**WATER & WASTEWATER FUND
SUMMARY**

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**WATER AND WASTEWATER FUND
STATEMENT OF REVENUES AND EXPENDITURES**

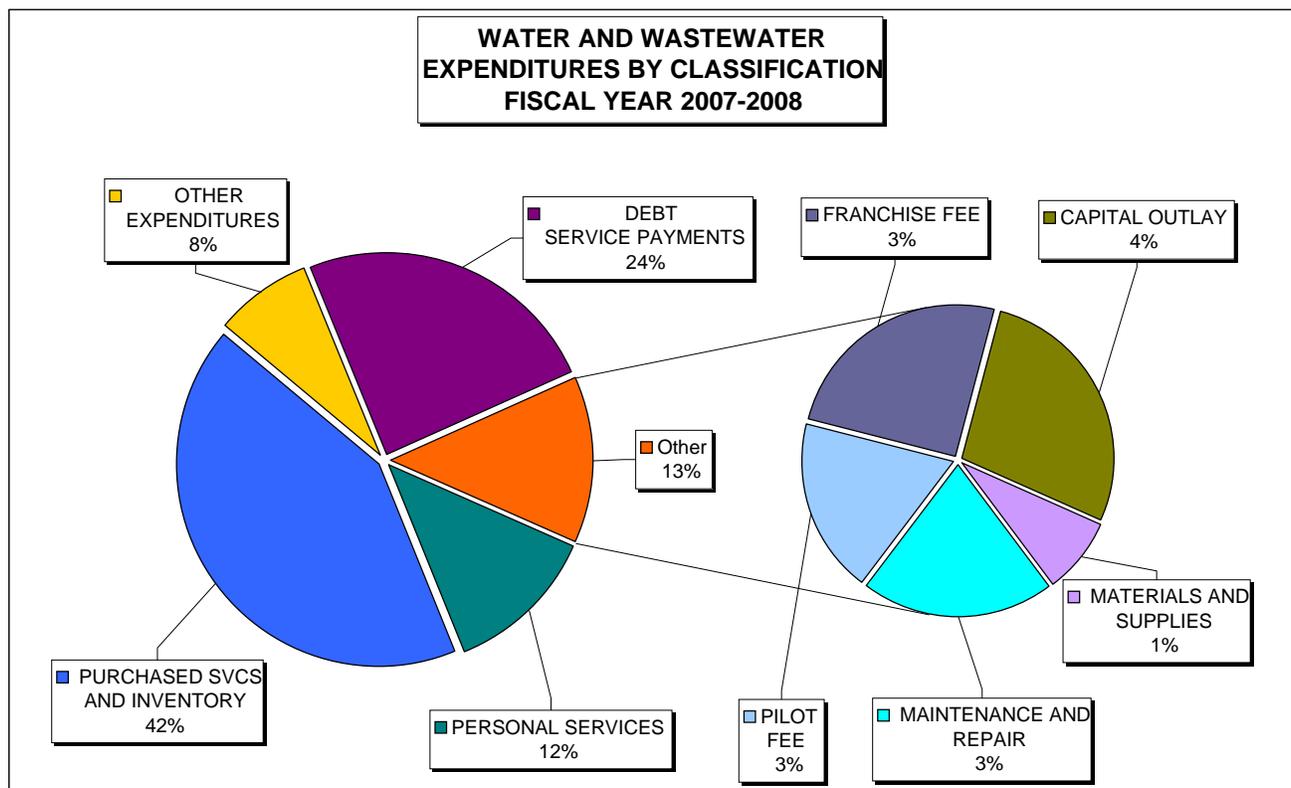
DESCRIPTION	ACTUAL 2005-06	BUDGET 2006-07	ESTIMATED 2006-07	BUDGET 2007-08	2006-07/ 2007-08 CHANGE
BEGINNING WORKING CAPITAL	\$ 5,453,971	\$ 5,083,451	\$ 5,083,451	\$ 5,295,785	4%
REVENUE AND OTHER SOURCES					
REVENUES					
Water Sales & Charges	7,963,412	6,360,000	6,250,000	7,131,000	12%
Wastewater Sales & Charges	4,120,842	3,430,000	4,050,000	4,489,000	31%
Abnormal Wastewater Surcharge	-	190,000	190,000	235,000	24%
Interest	327,418	180,000	180,000	180,000	0%
Miscellaneous	471,503	584,000	584,000	584,000	
OTHER SOURCES					
Operating Transfers In	-	-	-	-	N/A
Water Impact Fee Reimbursement	-	665,000	531,000	423,163	N/A
Wastewater Impact Fee Reimb	-	285,000	276,000	236,376	
TOTAL REVENUES	\$ 12,883,175	\$ 11,694,000	\$ 12,061,000	\$ 13,278,539	14%
TOTAL FUNDS AVAILABLE	\$ 18,337,146	\$ 16,777,451	\$ 17,144,451	\$ 18,574,324	11%
EXPENDITURES AND OTHER USES					
EXPENDITURES					
Personal Services	1,081,424	1,353,285	1,323,247	1,618,718	20%
Materials & Supplies	95,010	113,608	129,758	145,203	28%
Operating Expenditures	4,562,363	4,836,589	4,837,410	5,592,909	16%
Maintenance & Repair	346,541	385,813	376,566	362,772	-6%
Other Expenditures	1,057,380	1,164,324	1,164,324	1,045,648	-10%
TOTAL EXPENDITURES	\$ 7,142,718	\$ 7,853,619	\$ 7,831,305	\$ 8,765,250	12%
OTHER USES					
Debt Service	1,270,763	2,862,946	3,039,926	3,237,420	13%
PILOT	200,000	200,000	200,000	330,000	65%
Franchise Fees	405,000	405,000	405,000	450,000	11%
Capital Outlay	339,182	372,435	372,435	489,125	31%
TOTAL OTHER USES	\$ 2,214,945	\$ 3,840,381	\$ 4,017,361	\$ 4,506,545	17%
TOTAL EXPENDITURES AND OTHER USES	\$ 9,357,663	\$ 11,694,000	\$ 11,848,666	\$ 13,271,795	13%
GAAP ADJUSTMENT	(3,896,032)				
ENDING WORKING CAPITAL	\$ 5,083,451	\$ 5,083,451	\$ 5,295,785	\$ 5,302,529	4%

**WATER AND WASTEWATER FUND REVENUES BY SOURCE
FISCAL YEAR 2007-2008**



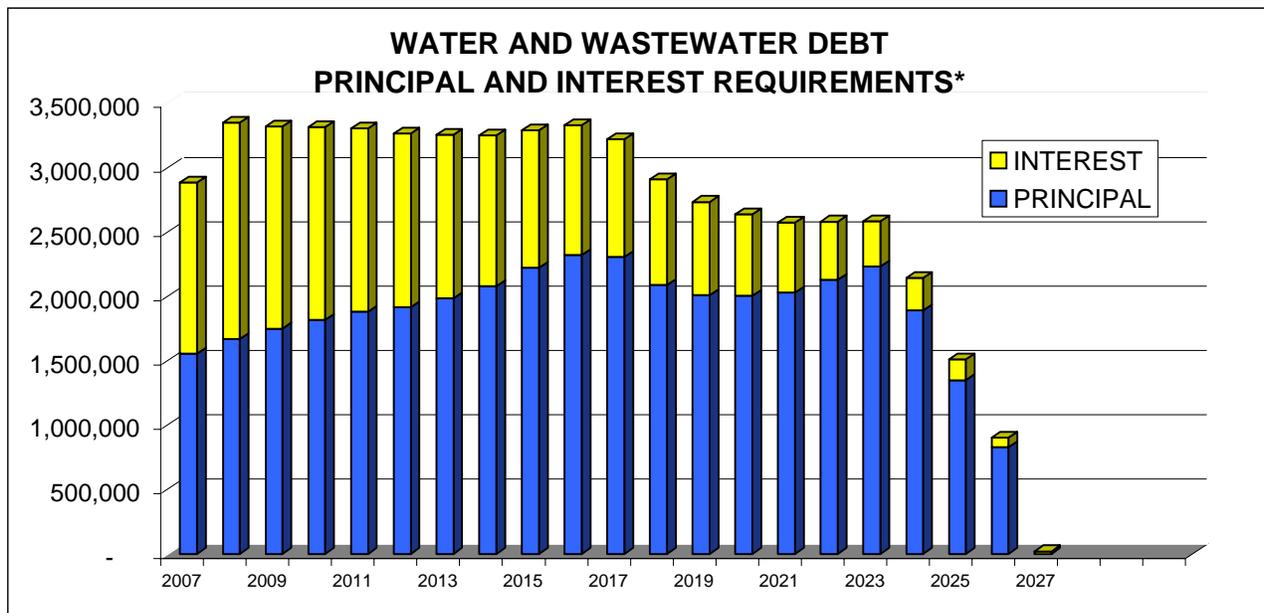
WATER AND WASTEWATER FUND EXPENDITURES BY CLASSIFICATION

DESCRIPTION	ACTUAL 2005-06	BUDGET 2006-07	ESTIMATED 2006-07	BUDGET 2007-08
PERSONAL SERVICES	1,081,424	1,353,285	1,323,247	1,618,718
MATERIALS AND SUPPLIES	95,010	113,608	129,758	145,203
PURCHASED SERVICES & INVENTORY	4,562,363	4,836,589	4,837,410	5,592,909
MAINTENANCE AND REPAIR	346,541	385,813	376,566	362,772
OTHER EXPENDITURES	1,057,380	1,164,324	1,164,324	1,045,648
DEBT SERVICE PAYMENTS	1,270,763	2,862,946	3,039,926	3,237,420
PILOT FEE	200,000	200,000	200,000	330,000
FRANCHISE FEE	405,000	405,000	405,000	450,000
CAPITAL OUTLAY	339,182	372,435	372,435	489,125
TOTAL EXPENDITURES	\$ 9,357,663	\$ 11,694,000	\$ 11,848,666	\$ 13,271,795



**WATER AND WASTEWATER FUND
DEBT SERVICE REQUIREMENTS
BUDGET YEAR 2007-08**

BOND INTEREST EXPENSE	1,680,393
BOND PRINCIPAL EXPENSE	1,555,000
AGENT FEES	2,030
OTHER FINANCIAL SERVICES	<u> -</u>
TOTAL	<u><u>\$ 3,237,423</u></u>



*As of October 1, 2007

**CITY OF BURLESON
WATER AND WASTEWATER
PRINCIPAL AND INTEREST REQUIREMENTS
As of October 1, 2007**

YEAR	PRINCIPAL	INTEREST	TOTAL REQUIREMENT
2008	1,555,000	1,680,393	3,235,393
2009	1,670,000	1,567,991	3,237,991
2010	1,750,000	1,498,178	3,248,178
2011	1,815,000	1,424,778	3,239,778
2012	1,880,000	1,348,003	3,228,003
2013	1,915,000	1,269,178	3,184,178
2014	1,985,000	1,169,765	3,154,765
2015	2,080,000	1,069,069	3,149,069
2016	2,220,000	1,010,561	3,230,561
2017	2,320,000	916,691	3,236,691
2018	2,305,000	818,118	3,123,118
2019	2,090,000	723,624	2,813,624
2020	2,010,000	633,273	2,643,273
2021	2,005,000	542,914	2,547,914
2022	2,030,000	450,536	2,480,536
2023	2,130,000	354,203	2,484,203
2024	2,230,000	253,484	2,483,484
2025	1,890,000	158,354	2,048,354
2026	1,350,000	71,938	1,421,938
2027	830,000	20,213	850,213
TOTAL	\$ 38,060,000	\$ 16,981,260	\$ 55,041,260

**CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
WATERWORKS AND SEWER SYSTEM
REVENUE BONDS
JUNE 14, 2001 SERIES 2001 (\$6,475,000)**

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST INTEREST	SEPTEMBER 1ST INTEREST	SEPTEMBER 1ST PRINCIPAL	TOTAL REQUIREMENT
2008	44,434.37	44,434.37	190,000.00	278,868.74
2009	40,444.37	40,444.37	335,000.00	415,888.74
2010	33,158.12	33,158.12	265,000.00	331,316.24
2011	27,328.12	27,328.12	215,000.00	269,656.24
2012	22,490.62	22,490.62	175,000.00	219,981.24
2013	18,443.75	18,443.75	130,000.00	166,887.50
2014	15,356.25	15,356.25	630,000.00	660,712.50
2015	-	-		-
2016				-
2017				-
2018				-
2019				-
2020				-
2021				-
	<u>\$ 201,655.60</u>	<u>\$ 201,655.60</u>	<u>\$ 1,940,000.00</u>	<u>\$ 2,343,311.20</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007

\$ 1,940,000.00

**CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
WATERWORKS AND SEWER SYSTEM
REVENUE BONDS
SERIES 2002 (\$10,850,000)**

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST INTEREST	SEPTEMBER 1ST INTEREST	SEPTEMBER 1ST PRINCIPAL	TOTAL REQUIREMENT
2008	247,545.00	245,920.00	100,000.00	593,465.00
2009	245,920.00	243,820.00	120,000.00	609,740.00
2010	243,820.00	239,695.00	220,000.00	703,515.00
2011	239,695.00	233,295.00	320,000.00	792,990.00
2012	233,295.00	224,895.00	420,000.00	878,190.00
2013	224,895.00	215,095.00	490,000.00	929,990.00
2014	215,095.00	202,513.75	610,000.00	1,027,608.75
2015	202,513.75	188,701.25	650,000.00	1,041,215.00
2016	188,701.25	173,826.25	680,000.00	1,042,527.50
2017	173,826.25	157,851.25	710,000.00	1,041,677.50
2018	157,851.25	141,201.25	740,000.00	1,039,052.50
2019	141,201.25	128,482.50	550,000.00	819,683.75
2020	128,482.50	116,607.50	500,000.00	745,090.00
2021	116,607.50	103,688.75	530,000.00	750,296.25
2022	103,688.75	82,100.00	855,000.00	1,040,788.75
2023	82,100.00	59,375.00	900,000.00	1,041,475.00
2024	59,375.00	35,750.00	945,000.00	1,040,125.00
2025	35,750.00	22,000.00	550,000.00	607,750.00
2026	22,000.00	10,000.00	480,000.00	512,000.00
2027	10,000.00	-	400,000.00	410,000.00
	<u>\$ 3,072,362.50</u>	<u>\$ 2,824,817.50</u>	<u>\$ 10,770,000.00</u>	<u>\$16,667,180.00</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007 \$ 10,770,000.00

**CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
WATERWORKS AND SEWER SYSTEM
REVENUE BONDS
SERIES 2005 (\$5,370,000)**

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST INTEREST	SEPTEMBER 1ST INTEREST	SEPTEMBER 1ST PRINCIPAL	TOTAL REQUIREMENT
2008	107,106.25	107,106.25	105,000.00	319,212.50
2009	105,531.25	105,531.25	110,000.00	321,062.50
2010	103,743.75	103,743.75	120,000.00	327,487.50
2011	101,793.75	101,793.75	125,000.00	328,587.50
2012	99,606.25	99,606.25	130,000.00	329,212.50
2013	97,331.25	97,331.25	135,000.00	329,662.50
2014	94,968.75	94,968.75	140,000.00	329,937.50
2015	92,448.75	92,448.75	175,000.00	359,897.50
2016	88,948.75	88,948.75	270,000.00	447,897.50
2017	83,548.75	83,548.75	375,000.00	542,097.50
2018	76,048.75	76,048.75	385,000.00	537,097.50
2019	68,348.75	68,348.75	405,000.00	541,697.50
2020	60,046.25	60,046.25	420,000.00	540,092.50
2021	51,226.25	51,226.25	435,000.00	537,452.50
2022	41,982.50	41,982.50	455,000.00	538,965.00
2023	32,313.75	32,313.75	475,000.00	539,627.50
2024	22,220.00	22,220.00	495,000.00	539,440.00
2025	11,330.00	11,330.00	515,000.00	537,660.00
	<u>\$ 1,338,543.75</u>	<u>\$ 1,338,543.75</u>	<u>\$ 5,270,000.00</u>	<u>\$ 7,947,087.50</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007

\$ 5,270,000.00

**CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
WATERWORKS AND SEWER SYSTEM
REVENUE BONDS
SERIES 2006 (\$8,995,000)**

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST INTEREST	MARCH 1ST PRINCIPAL	SEPTEMBER 1 INTEREST	TOTAL REQUIREMENT
2008	175,097.51	805,000.00	158,997.51	1,139,095.02
2009	158,997.51	685,000.00	145,297.51	989,295.02
2010	145,297.51	705,000.00	130,756.88	981,054.39
2011	130,756.88	700,000.00	115,881.88	946,638.76
2012	115,881.88	680,000.00	101,431.88	897,313.76
2013	101,431.88	665,000.00	87,300.62	853,732.50
2014	87,300.62	90,000.00	85,500.63	262,801.25
2015	85,500.63	720,000.00	69,750.63	875,251.26
2016	69,750.63	710,000.00	54,840.63	834,591.26
2017	54,840.63	650,000.00	41,028.13	745,868.76
2018	41,028.13	575,000.00	28,450.00	644,478.13
2019	28,450.00	500,000.00	17,325.00	545,775.00
2020	17,325.00	425,000.00	7,762.50	450,087.50
2021	7,762.50	345,000.00		352,762.50
	<u>\$ 1,219,421.31</u>	<u>\$ 8,255,000.00</u>	<u>\$ 1,044,323.80</u>	<u>\$ 10,518,745.11</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007

\$ 8,255,000.00

**CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
WATERWORKS AND SEWER SYSTEM
CERTIFICATES OF OBLIGATION
SERIES 2006 (\$6,125,000)**

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST INTEREST	MARCH 1ST PRINCIPAL	SEPTEMBER 1 INTEREST	TOTAL REQUIREMENT
2008	126,708.75	220,000.00	122,858.75	469,567.50
2009	122,858.75	225,000.00	118,358.75	466,217.50
2010	118,358.75	235,000.00	113,658.75	467,017.50
2011	113,658.75	245,000.00	108,758.75	467,417.50
2012	108,758.75	255,000.00	103,658.75	467,417.50
2013	103,658.75	265,000.00	98,358.75	467,017.50
2014	98,358.75	275,000.00	62,858.75	436,217.50
2015	62,858.75	290,000.00	87,058.75	439,917.50
2016	87,058.75	300,000.00	81,058.75	468,117.50
2017	81,058.75	315,000.00	74,758.75	470,817.50
2018	74,758.75	325,000.00	68,258.75	468,017.50
2019	68,258.75	340,000.00	61,246.25	469,505.00
2020	61,246.25	355,000.00	53,258.75	469,505.00
2021	53,258.75	370,000.00	44,933.75	468,192.50
2022	44,933.75	385,000.00	36,656.25	466,590.00
2023	36,656.25	405,000.00	28,050.00	469,706.25
2024	28,050.00	420,000.00	19,125.00	467,175.00
2025	19,125.00	440,000.00	9,775.00	468,900.00
2026	9,775.00	460,000.00		469,775.00
2027				-
	<u>\$ 1,419,400.00</u>	<u>\$ 6,125,000.00</u>	<u>\$ 1,292,691.25</u>	<u>\$ 8,837,091.25</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007 \$ 6,125,000.00

**CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
WATERWORKS AND SEWER SYSTEM
CERTIFICATES OF OBLIGATION
SERIES 2007 (\$5,700,000)**

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST INTEREST	MARCH 1ST PRINCIPAL	SEPTEMBER 1 INTEREST	TOTAL REQUIREMENT
2008	177,840.00	135,000.00	122,343.75	435,183.75
2009	122,343.75	195,000.00	118,443.75	435,787.50
2010	118,443.75	205,000.00	114,343.75	437,787.50
2011	114,343.75	210,000.00	110,143.75	434,487.50
2012	110,143.75	220,000.00	105,743.75	435,887.50
2013	105,743.75	230,000.00	101,143.75	436,887.50
2014	101,143.75	240,000.00	96,343.75	437,487.50
2015	96,343.75	245,000.00	91,443.75	432,787.50
2016	91,443.75	260,000.00	85,983.75	437,427.50
2017	85,983.75	270,000.00	80,246.25	436,230.00
2018	80,246.25	280,000.00	74,226.25	434,472.50
2019	74,226.25	295,000.00	67,736.25	436,962.50
2020	67,736.25	310,000.00	60,761.25	438,497.50
2021	60,761.25	325,000.00	53,448.75	439,210.00
2022	53,448.75	335,000.00	45,743.75	434,192.50
2023	45,743.75	350,000.00	37,650.01	433,393.76
2024	37,650.01	370,000.00	29,093.75	436,743.76
2025	29,093.75	385,000.00	19,950.00	434,043.75
2026	19,950.00	410,000.00	10,212.50	440,162.50
2027	10,212.50	430,000.00		440,212.50
	<u>\$ 1,602,842.51</u>	<u>\$ 5,700,000.00</u>	<u>\$ 1,425,002.51</u>	<u>\$ 8,727,845.02</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007 \$ 5,700,000.00

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**SOLID WASTE FUND
SUMMARY**

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**SOLID WASTE FUND
STATEMENT OF REVENUES AND EXPENDITURES**

DESCRIPTION	ACTUAL 2005-06	BUDGET 2006-07	ESTIMATED 2006-07	BUDGET 2007-08	2006-07/ 2007-08 CHANGE
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	
REVENUE					
SOLID WASTE FEES	1,519,014	1,615,000	1,644,900	2,155,000	33%
TOTAL REVENUES	1,519,014	1,615,000	1,644,900	2,155,000	33%
TOTAL FUNDS AVAILABLE	\$ 1,519,014	\$ 1,615,000	\$ 1,644,900	\$ 2,155,000	33%
EXPENDITURES					
Personal Services	675,500	770,902	740,154	982,042	27%
Materials & Supplies	5,346	9,835	10,044	11,807	20%
Purchased Services & Inventory	347,345	387,450	391,373	455,352	18%
Maintenance & Repair	231,892	202,420	249,754	249,582	23%
Other Expenditures	125,799	116,129	116,129	231,772	100%
Capital Outlay	67,782	61,685	61,685	153,251	148%
TOTAL EXPENSES	\$ 1,453,664	\$ 1,548,421	\$ 1,569,139	\$ 2,083,806	35%
ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ 71,194	

**Note: Prior to FY 2007-2008, the Solid Waste function was accounted for in the General Fund.
Prior year numbers are presented here for comparative purposes only.**

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**HIDDEN CREEK GOLF COURSE FUND
SUMMARY**

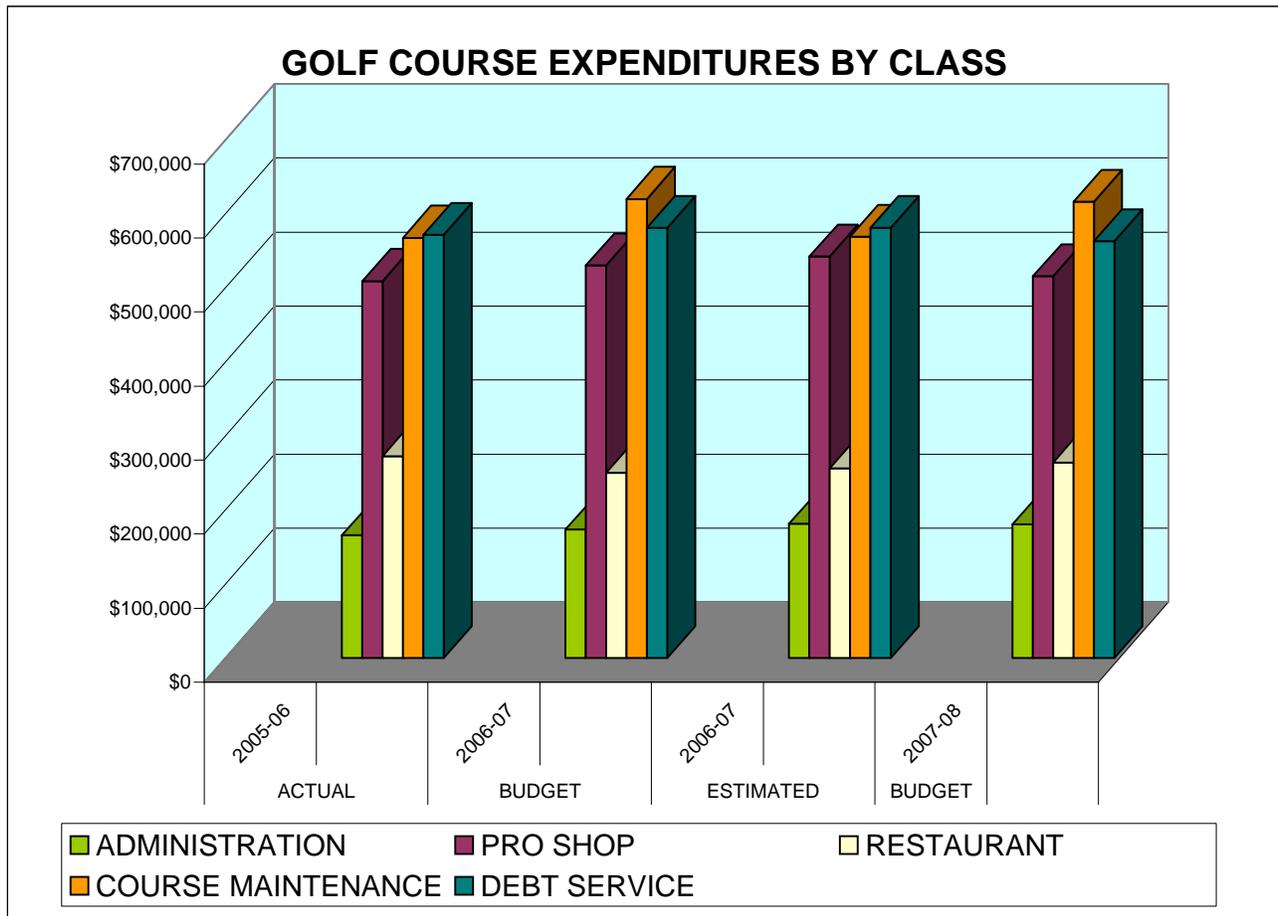
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**GOLF COURSE FUND
STATEMENT OF REVENUES AND EXPENDITURES**

DESCRIPTION	ACTUAL 2005-06	BUDGET 2006-07	ESTIMATED 2006-07	BUDGET 2007-08	2006-07/ 2007-08 CHANGE
BEGINNING WORKING CAPITAL	\$ (69,385)	\$ (141,661)	\$ (141,661)	\$ (141,661)	0%
REVENUES					
Charges for Service	1,273,177	1,377,665	1,348,017	1,414,650	3%
Other	15,178	8,100	65,207	8,100	0%
TOTAL REVENUES	1,288,355	1,385,765	1,413,224	1,422,750	3%
OTHER SOURCES					
Operating Transfers In	730,524	769,733	717,176	718,242	-7%
TOTAL OTHER SOURCES	730,524	769,733	717,176	718,242	-7%
TOTAL REVENUES AND OTHER SOURCES	\$ 2,018,879	\$ 2,155,498	\$ 2,130,400	\$ 2,140,992	-1%
TOTAL FUNDS AVAILABLE	\$ 1,949,494	\$ 2,013,837	\$ 1,988,739	\$ 1,999,331	-1%
EXPENDITURES					
Administration	165,813	173,519	181,399	181,191	4%
Pro Shop & Club House	509,414	530,480	542,710	515,610	-3%
Restaurant	272,955	250,182	256,106	264,355	6%
Course Maintenance	567,991	620,343	569,211	616,780	-1%
Debt Service	571,790	580,974	580,974	563,056	-3%
TOTAL EXPENDITURES	\$ 2,087,963	\$ 2,155,498	\$ 2,130,400	\$ 2,140,992	-1%
GAAP ADJUSTMENT	(3,192)				
ENDING WORKING CAPITAL	\$ (141,661)	\$ (141,661)	\$ (141,661)	\$ (141,661)	0%

GOLF COURSE FUND EXPENDITURES BY CLASS

DESCRIPTION	ACTUAL 2005-06	BUDGET 2006-07	ESTIMATED 2006-07	BUDGET 2007-08
ADMINISTRATION	165,813	173,519	181,399	181,191
PRO SHOP	509,414	530,480	542,710	515,610
RESTAURANT	272,955	250,182	256,106	264,355
COURSE MAINTENANCE	567,991	620,343	569,211	616,780
DEBT SERVICE	571,790	580,974	580,974	563,056
TOTAL EXPENDITURES	\$ 2,087,963	\$ 2,155,498	\$ 2,130,400	\$ 2,140,992



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**ANNUAL OPERATING BUDGET
AND PLAN OF SERVICES**

**GENERAL DEBT SERVICE FUND
SUMMARY**

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GENERAL DEBT SERVICE FUND
STATEMENT OF REVENUES AND EXPENDITURES

DESCRIPTION	ACTUAL 2005-06	BUDGET 2006-07	ESTIMATED 2006-07	BUDGET 2007-08	2006-07/ 2007-08 CHANGE
BEGINNING BALANCE	304,500	345,607	345,607	293,431	-15%
REVENUE					
CURRENT AD VAL TAXES	1,114,959	1,326,573	1,326,573	2,140,685	61%
DELINQUENT AD VAL TAXES	20,923	15,000	15,000	15,000	0%
OTHER REVENUES	-				
TOTAL REVENUES	\$ 1,135,882	\$ 1,341,573	\$ 1,341,573	\$ 2,155,685	61%
TOTAL FUNDS AVAILABLE	\$ 1,440,382	\$ 1,687,180	\$ 1,687,180	\$ 2,449,116	45%
EXPENDITURES					
DEBT SERVICE PAYMENTS	1,121,112	1,344,275	1,415,554	2,236,982	66%
PAYING AGENT FEES	1,114	2,500	2,500	4,500	80%
TOTAL EXPENDITURES	\$ 1,122,226	\$ 1,346,775	\$ 1,418,054	\$ 2,241,482	66%
GAAP ADJUSTMENT	27,451		24,305		
ENDING BALANCE	345,607	340,405	293,431	207,634	-39%

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**ANNUAL OPERATING BUDGET
AND PLAN OF SERVICES**

**HOTEL/MOTEL TAX FUND
SUMMARY**

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HOTEL/MOTEL TAX FUND
STATEMENT OF REVENUES AND EXPENDITURES

DESCRIPTION	ACTUAL 2005-06	BUDGET 2006-07	ESTIMATED 2006-07	BUDGET 2007-08	2006-07/ 2007-08 CHANGE
BEGINNING FUND BALANCE	66,161	138,455	138,455	141,736	2%
REVENUE					
Tax Receipts	159,321	150,000	150,000	150,000	0%
Miscellaneous					
TOTAL REVENUES	\$ 159,321	\$ 150,000	\$ 150,000	\$ 150,000	0%
TOTAL FUNDS AVAILABLE	225,482	288,455	288,455	291,736	1%
EXPENDITURES					
Chamber Contribution	35,650	49,550	49,550	44,378	-10%
Burleson Historical Society	6,000	5,000	5,000	6,000	20%
La Buena Vida	-	-	-	2,500	
City	45,377	52,292	92,169	54,892	5%
TOTAL EXPENSES	\$ 87,027	\$ 106,842	\$ 146,719	\$ 107,770	1%
ENDING FUND BALANCE	\$ 138,455	\$ 181,613	\$ 141,736	\$ 183,966	1%

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**CEMETERY FUND
SUMMARY**

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CEMETERY FUND
STATEMENT OF REVENUES AND EXPENDITURES

DESCRIPTION	ACTUAL 2005-06	BUDGET 2006-07	ESTIMATED 2006-07	BUDGET 2007-08	2006-07/ 2007-08 CHANGE
BEGINNING FUND BALANCE	\$ 442,562	\$ 478,697	\$ 478,697	\$ 490,120	2%
REVENUE					
LOT SALES	40,020	23,000	25,000	3,750	-84%
INTEREST	21,292	12,000	12,000	12,000	0%
MISCELLANEOUS	455	-	-	-	
TOTAL REVENUES	61,767	35,000	37,000	15,750	-55%
TOTAL FUNDS AVAILABLE	\$ 504,329	\$ 513,697	\$ 515,697	\$ 505,870	
EXPENDITURES					
Personal Services	125	130	130	-	-100%
Materials & Supplies	595	242	242	-	-100%
Purchased Services & Inventory	23,391	21,080	21,020	2,000	-91%
Maintenance & Repair	345	2,550	4,185	-	-100%
Other Expenditures	1,727	-	-	-	
Capital Outlay	-	-	-	-	
TOTAL EXPENSES	\$ 26,183	\$ 24,002	\$ 25,577	\$ 2,000	-92%
GAAP ADJUSTMENT	\$ 551				
ENDING FUND BALANCE	\$ 478,697	\$ 489,695	\$ 490,120	\$ 503,870	

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**ANNUAL OPERATING BUDGET
AND PLAN OF SERVICES**

**EQUIPMENT SERVICES FUND
SUMMARY**

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**EQUIPMENT SERVICES FUND
STATEMENT OF REVENUES AND EXPENDITURES**

DESCRIPTION	ACTUAL 2005-06	BUDGET 2006-07	ESTIMATED 2006-07	BUDGET 2007-08	2006-07/ 2007-08 CHANGE
BEGINNING FUND BALANCE	66,279	102,265	102,265	121,489	19%
REVENUE					
CHARGES FOR SERVICES	464,527	517,769	517,769	513,665	-1%
OTHER SOURCES	2,453	-	-	-	N/A
TOTAL REVENUES	\$ 466,980	\$ 517,769	\$ 517,769	\$ 513,665	-1%
TOTAL FUNDS AVAILABLE	533,259	620,034	620,034	635,154	2%
EXPENDITURES					
Personal Services	336,931	381,893	355,148	362,733	-5%
Materials & Supplies	13,044	17,711	17,711	31,650	79%
Purchased Services & Inventory	40,005	50,434	53,271	48,678	-3%
Maintenance & Repair	8,798	11,070	15,754	15,624	41%
Other Expenditures	32,216	48,966	48,966	47,420	-3%
Capital Outlay	-	7,695	7,695	6,500	-16%
TOTAL EXPENSES	\$ 430,994	\$ 517,769	\$ 498,545	\$ 512,605	-1%
ENDING FUND BALANCE	102,265	102,265	121,489	122,549	20%

**EQUIPMENT SERVICES FUND
EXPENDITURES BY CLASSIFICATION**

DESCRIPTION	ACTUAL 2005-06	BUDGET 2006-07	ESTIMATED 2006-07	BUDGET 2007-08	2006-07/ 2007-08 CHANGE
PERSONAL SERVICES	336,931	381,893	355,148	362,733	-5%
MATERIALS AND SUPPLIES	13,044	17,711	17,711	31,650	79%
OPERATING EXPENDITURES	40,005	50,434	53,271	48,678	-3%
MAINTENANCE AND REPAIR	8,798	11,070	15,754	15,624	41%
OTHER EXPENDITURES	32,216	48,966	48,966	47,420	-3%
CAPITAL OUTLAY	-	7,695	7,695	6,500	-16%
TOTAL EXPENDITURES	430,994	517,769	498,545	512,605	-1%



**ANNUAL OPERATING BUDGET
AND PLAN OF SERVICES**

**GOVERNMENTAL EQUIPMENT
REPLACEMENT FUND
SUMMARY**

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**GOVERNMENTAL EQUIPMENT REPLACEMENT FUND
STATEMENT OF REVENUES AND EXPENDITURES**

DESCRIPTION	ACTUAL 2005-06	BUDGET 2006-07	ESTIMATED 2006-07	BUDGET 2007-08	2006-07/ 2007-08 CHANGE
BEGINNING FUND BALANCE	1,849,709	1,201,797	1,201,797	1,099,934	-8%
CURRENT YEAR CONTRIBUTIONS					
MUNICIPAL COURT		19,464	19,464	1,968	-90%
INFORMATION TECHNOLOGY	2,486	2,289	2,289	1,916	-16%
POLICE	120,077	183,116	183,116	238,090	30%
SUPPORT SERVICES	2,736	1,992	1,992	1,682	-16%
FIRE	28,831	26,979	26,979	22,072	-18%
FIRE PREVENTION	6,718	3,434	3,434	5,279	54%
EMERGENCY SERVICES	5,118	5,188	5,188	4,384	-15%
STREET MAINTENANCE	96,039	87,900	105,900	-	-100%
STREET MAINTENANCE-PAVEMENT				245,362	N/A
STREET MAINTENANCE-DRAINAGE				17,856	N/A
STREET MAINTENANCE-TRAFFIC				5,509	N/A
SOLID WASTE	115,278	107,391	107,391		-100%
ANIMAL CONTROL	5,070	4,669	4,669	4,354	-7%
FACILITY MAINTENANCE	10,354	9,281	9,281	13,646	47%
BUILDING INSPECTIONS	9,253	9,333	9,333	8,281	-11%
CODE ENFORCEMENT	5,405	4,977	4,977	4,771	-4%
ENGINEERING	11,734	10,587	10,587	10,853	3%
RECREATION				17,000	N/A
PARKS MAINTENANCE	47,361	32,592	32,592	43,992	35%
EQUIPMENT SERVICES	10,188	8,966	8,966	7,420	-17%
TOTAL EQP CONTRIBUTIONS	476,648	518,158	536,158	654,435	26%
COMPUTER REPLACEMENT CONTRIBUTIONS					
GENERAL FUND	65,088	81,880	81,880	77,809	-5%
EQUIPMENT SERVICES FUND	328	2,010	2,010	2,058	2%
HOTEL/MOTEL FUND	984	288	288	294	2%
TOTAL COMP CONTRIBUTIONS	66,400	84,178	84,178	80,161	-5%
OTHER REVENUE	124,530	95,152	95,152	95,152	0%
TOTAL REVENUES	667,578	697,488	715,488	829,748	19%
EXPENDITURES					
Personal Services	-	-	-	-	N/A
Materials & Supplies	61,822	64,636	64,636	80,161	24%
Purchased Services & Inventory	-	-	-	-	N/A
Maintenance & Repair	-	-	-	-	N/A
Other Expenditures	-	-	-	-	N/A
Capital Outlay	685,383	667,117	752,715	487,436	-27%
TOTAL EXPENDITURES	747,205	731,753	817,351	567,597	-22%
GAAP ADJUSTMENT	(568,285)				
ENDING FUND BALANCE	1,201,797	1,167,532	1,099,934	1,362,085	17%

GOVERNMENTAL EQUIPMENT REPLACEMENT FUND
REPLACEMENT SCHEDULE
FISCAL YEAR 2007-2008

DEPARTMENT	YEAR	UNIT #	ESTIMATED REPLACEMENT COST
<u>INFORMATION TECHNOLOGY</u>			
Mini Van	2000	V316	21,363
<u>POLICE</u>			
2 Harley Davidson Electra Glide Motorcycles			56,074
2 Chargers (includes savings, patrol package, paint/tint)			58,213
<u>PARK MAINTENANCE</u>			
Half ton pickup	2001	V345	21,013
<u>STREETS PAVEMENT MAINTENANCE</u>			
Water Truck	1999	V288	45,453
1 ton truck with dump	2000	V319	37,215
Concrete Saw			19,500
Concrete Grinder & minor tools			6,326
Replacement Backhoe			63,000
Skid Steer Loader			45,550
Hydraulic Hammer			24,000
V-Box Sander			10,000
<u>STREETS TRAFFIC MAINTENANCE</u>			
1 ton truck flatbed	2000	V320	38,242
<u>EQUIPMENT SERVICES</u>			
1 ton truck utility bed	1999	V298	41,486
			487,435



**ANNUAL OPERATING BUDGET
AND PLAN OF SERVICES**

**BUSINESS-TYPE EQUIPMENT
REPLACEMENT FUND
SUMMARY**

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**BUSINESS-TYPE EQUIPMENT REPLACEMENT FUND
STATEMENT OF REVENUES AND EXPENDITURES**

DESCRIPTION	ACTUAL 2005-06	BUDGET 2006-07	ESTIMATED 2006-07	BUDGET 2007-08	2006-07/ 2007-08 CHANGE
BEGINNING FUND BALANCE	426,604	498,487	498,487	577,266	16%
CURRENT YEAR CONTRIBUTIONS					
WATER	126,589	153,620	153,620	98,271	-36%
WASTEWATER	17,380	19,306	19,306	16,195	-16%
UTILITY BILLING	5,938	7,990	7,990	6,740	-16%
SOLID WASTE				90,020	
GOLF COURSE	-	-	-	2,466	
TOTAL EQP CONTRIBUTIONS	149,907	180,916	180,916	213,692	18%
COMPUTER REPLACEMENT CONTRIBUTIONS					
GOLF COURSE FUND	-	5,879	5,879	1,199	-80%
WATER & WASTEWATER FUND	6,500	18,235	18,235	3,630	-80%
TOTAL COMP CONTRIBUTIONS	6,500	24,114	24,114	4,829	-80%
OTHER REVENUE	27,733	20,000	20,000	20,000	0%
TOTAL REVENUES	184,140	225,030	225,030	238,521	6%
EXPENDITURES					
Personal Services	-	-	-	-	N/A
Materials & Supplies	6,500	24,114	24,114	4,829	-80%
Purchased Services & Inventory	-	-	-	-	N/A
Maintenance & Repair	-	-	-	-	N/A
Other Expenditures	-	-	-	-	N/A
Capital Outlay	122,756	112,137	122,137	36,975	-67%
TOTAL EXPENDITURES	129,256	136,251	146,251	41,804	-69%
GAAP ADJUSTMENT	16,999				
ENDING FUND BALANCE	498,487	587,266	577,266	773,983	32%

**BUSINESS-TYPE EQUIPMENT REPLACEMENT FUND
REPLACEMENT SCHEDULE
FISCAL YEAR 2007-2008**

DEPARTMENT	YEAR	UNIT #	ESTIMATED REPLACEMENT COST
<u>WATER & WASTEWATER</u> 1 TON PICKUP	1999	V321	36,975
TOTAL REPLACEMENT COST			36,975



**ANNUAL OPERATING BUDGET
AND PLAN OF SERVICES**

**BURLESON 4A ECONOMIC
DEVELOPMENT CORPORATION
SUMMARY**

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**BURLESON 4A ECONOMIC DEVELOPMENT CORPORATION
REVENUE FUND
STATEMENT OF REVENUES AND EXPENDITURES**

DESCRIPTION	ACTUAL 2005-06	BUDGET 2006-07	ESTIMATED 2006-07	BUDGET 2007-08	2006-07/ 2007-08 CHANGE
BEGINNING FUND BALANCE	52,240	616,397	616,397	1,238,405	101%
REVENUE					
Tax Receipts	2,356,598	2,381,000	2,381,000	2,649,000	11%
Miscellaneous	201,973	150,000	150,000	150,000	0%
TOTAL REVENUES	\$ 2,558,571	\$ 2,531,000	\$ 2,531,000	\$ 2,799,000	11%
TOTAL FUNDS AVAILABLE	2,610,811	3,147,397	3,147,397	4,037,405	28%
EXPENDITURES					
TRANSFER FOR DEBT SERVICE	1,005,870	1,460,863	1,460,863	1,465,068	0%
TRANSFER FOR CAPITAL PROJ	1,626,665	4,303,000	4,303,000	2,075,862	-52%
OTHER					
TOTAL EXPENSES	\$ 2,632,535	\$ 5,763,863	\$ 5,763,863	\$ 3,540,930	-39%
GAAP ADJUSTMENT	\$ 638,121		3,854,871		
ENDING FUND BALANCE	\$ 616,397	\$ (2,616,466)	\$ 1,238,405	\$ 496,475	-119%

**BURLESON 4A ECONOMIC DEVELOPMENT CORPORATION
DEBT SERVICE FUND
STATEMENT OF REVENUES AND EXPENDITURES**

DESCRIPTION	ACTUAL 2005-06	BUDGET 2006-07	ESTIMATED 2006-07	ADOPTED 2007-08	2006-07/ 2007-08 CHANGE
BEGINNING BALANCE	646,478	668,324	668,324	678,324	1%
REVENUE					
TRANSFERS FROM REVENUE FUND	1,005,869	1,460,863	1,460,863	1,465,068	0%
INTEREST	21,847	10,000	10,000	10,000	0%
TOTAL REVENUES	\$ 1,027,716	\$ 1,470,863	\$ 1,470,863	\$ 1,475,068	0%
TOTAL FUNDS AVAILABLE	\$ 1,674,194	\$ 2,139,187	\$ 2,139,187	\$ 2,153,392	1%
EXPENDITURES					
DEBT SERVICE PAYMENTS	1,005,870	1,460,163	1,460,163	1,464,368	0%
PAYING AGENT FEES		700	700	700	0%
TOTAL EXPENSES	\$ 1,005,870	\$ 1,460,863	\$ 1,460,863	\$ 1,465,068	0%
GAAP ADJUSTMENT					
ENDING BALANCE	668,324	678,324	678,324	688,324	1%

**BURLESON 4A ECONOMIC DEVELOPMENT CORPORATION
LONG TERM DEBT
PRINCIPAL AND INTEREST REQUIREMENTS
As of October 1, 2007**

YEAR	PRINCIPAL	INTEREST	TOTAL REQUIREMENT
2008	706,880	757,488	1,464,368
2009	729,788	733,388	1,463,176
2010	756,998	708,062	1,465,060
2011	784,208	681,664	1,465,872
2012	811,418	652,690	1,464,108
2013	843,628	621,008	1,464,636
2014	880,140	587,604	1,467,744
2015	911,653	547,816	1,459,469
2016	961,073	501,373	1,462,446
2017	1,015,493	452,059	1,467,552
2018	1,064,913	400,000	1,464,913
2019	1,119,333	345,450	1,464,783
2020	1,182,358	287,938	1,470,296
2021	1,236,778	227,465	1,464,243
2022	864,803	164,032	1,028,835
2023	912,130	119,609	1,031,739
2024	882,013	74,756	956,769
2025	1,054,113	26,353	1,080,466
TOTAL	\$ 16,717,720	\$ 7,888,755	\$ 24,606,475

**BURLESON 4A ECONOMIC DEVELOPMENT CORPORATION
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
SALES TAX REVENUE BONDS
SERIES 2001**

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST INTEREST	SEPTEMBER 1ST INTEREST	SEPTEMBER 1ST PRINCIPAL	TOTAL REQUIREMENT
2008	104,933	104,933	225,000	434,866
2009	100,208	100,208	235,000	435,416
2010	95,096	95,096	245,000	435,192
2011	89,706	89,706	255,000	434,412
2012	83,969	83,969	265,000	432,938
2013	77,841	77,841	280,000	435,682
2014	71,191	71,191	295,000	437,382
2015	64,000	64,000	305,000	433,000
2016	56,375	56,375	320,000	432,750
2017	48,175	48,175	340,000	436,350
2018	39,463	39,463	355,000	433,926
2019	30,366	30,366	375,000	435,732
2020	20,756	20,756	395,000	436,512
2021	10,634	10,634	415,000	436,268
	<u>\$ 892,713</u>	<u>\$ 892,713</u>		<u>\$ 6,090,426</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007 \$ 4,305,000

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**ANNUAL OPERATING BUDGET
AND PLAN OF SERVICES**

**BURLESON COMMUNITY SERVICES
DEVELOPMENT CORPORATION
SUMMARY**

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**BURLESON COMMUNITY SERVICES DEVELOPMENT CORPORATION
REVENUE FUND
STATEMENT OF REVENUES AND EXPENDITURES**

DESCRIPTION	ACTUAL 2005-06	BUDGET 2006-07	ESTIMATED 2006-07	BUDGET 2007-08	2006-07/ 2007-08 CHANGE
BEGINNING FUND BALANCE	412,911	1,155,668	1,155,668	1,940,699	68%
REVENUE					
Tax Receipts	2,308,598	2,328,000	2,328,000	2,596,000	12%
Interest	52,213	25,000	25,000	25,000	0%
Miscellaneous					
TOTAL REVENUES	\$ 2,360,811	\$ 2,353,000	\$ 2,353,000	\$ 2,621,000	11%
TOTAL FUNDS AVAILABLE	2,773,722	3,508,668	3,508,668	4,561,699	30%
EXPENDITURES					
Transfers for Debt Service-2001 Bonds	498,769	469,072	469,072	474,846	1%
Transfers for Debt Service-2003 Bonds	341,298	379,971	379,971	377,096	-1%
Transfers for Debt Service-2006 Bonds			78,952	182,819	
Transfers to Golf Course	684,814	638,974	638,974	562,041	-12%
Transfers for Agents Fees	1,940	1,000	1,000	1,000	0%
Transfers for Capital Projects	175,000				
Reimburse Bond Fund					
Miscellaneous					0%
TOTAL EXPENSES	\$ 1,701,821	\$ 1,489,017	\$ 1,567,969	\$ 1,597,802	7%
GAAP ADJUSTMENT	\$ 83,767				
ENDING FUND BALANCE	\$ 1,155,668	\$ 2,019,651	\$ 1,940,699	\$ 2,963,897	47%

**BURLESON COMMUNITY SERVICES DEVELOPMENT CORPORATION
DEBT SERVICE FUND
STATEMENT OF REVENUES AND EXPENDITURES**

DESCRIPTION	ACTUAL 2005-06	BUDGET 2006-07	ESTIMATED 2006-07	ADOPTED 2007-08	2006-07/ 2007-08 CHANGE
BEGINNING BALANCE	979,946	1,020,215	1,020,215	913,450	-10%
REVENUE					
TRANSFERS FROM REVENUE FUND	842,006	850,044	928,996	1,035,761	22%
INTEREST	39,300	5,000	5,000	5,000	0%
BOND PROCEEDS					
TOTAL REVENUES	\$ 881,306	\$ 855,044	\$ 933,996	\$ 1,040,761	22%
TOTAL FUNDS AVAILABLE	\$ 1,861,252	\$ 1,875,259	\$ 1,954,211	\$ 1,954,211	4%
EXPENDITURES					
DEBT SERVICE PAYMENTS	840,067	849,044	927,996	1,034,761	22%
PAYING AGENT FEES	970	1,000	1,000	1,000	0%
TOTAL EXPENDITURES	\$ 841,037	\$ 850,044	\$ 928,996	\$ 1,035,761	22%
GAAP ADJUSTMENT	-		(111,765)		
ENDING BALANCE	1,020,215	1,025,215	913,450	918,450	-10%

**BURLESON COMMUNITY SERVICES DEVELOPMENT CORPORATION
LONG TERM DEBT
PRINCIPAL AND INTEREST REQUIREMENTS
As of October 1, 2007**

YEAR	PRINCIPAL	INTEREST	TOTAL REQUIREMENT
2008	645,000	389,761	1,034,761
2009	675,000	368,393	1,043,393
2010	700,000	345,359	1,045,359
2011	730,000	320,345	1,050,345
2012	750,000	293,477	1,043,477
2013	780,000	265,003	1,045,003
2014	440,000	234,399	674,399
2015	460,000	213,813	673,813
2016	485,000	191,863	676,863
2017	500,000	168,813	668,813
2018	525,000	144,437	669,437
2019	555,000	118,653	673,653
2020	580,000	91,195	671,195
2021	610,000	62,232	672,232
2022	150,000	31,913	181,913
2023	160,000	25,288	185,288
2024	165,000	18,381	183,381
2025	170,000	11,263	181,263
2026	180,000	3,825	183,825
TOTAL	<u>\$ 9,260,000</u>	<u>\$ 3,298,413</u>	<u>\$ 12,558,413</u>

**BURLESON COMMUNITY SERVICES DEVELOPMENT CORP
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
SALES TAX REVENUE BONDS
SERIES 2001**

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST INTEREST	SEPTEMBER 1ST INTEREST	SEPTEMBER 1ST PRINCIPAL	TOTAL REQUIREMENT
2008	117,423	117,423	240,000	474,846
2009	112,383	112,383	260,000	484,766
2010	106,728	106,728	275,000	488,456
2011	100,678	100,678	290,000	491,356
2012	94,153	94,153	300,000	488,306
2013	87,216	87,216	315,000	489,432
2014	79,734	79,734	330,000	489,468
2015	71,691	71,691	345,000	488,382
2016	63,066	63,066	365,000	491,132
2017	53,941	53,941	380,000	487,882
2018	44,203	44,203	400,000	488,406
2019	33,953	33,953	420,000	487,906
2020	23,191	23,191	440,000	486,382
2021	11,916	11,916	465,000	488,832
	<u>\$ 1,000,276</u>	<u>\$ 1,000,276</u>		<u>\$ 6,825,552</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007

\$ 4,825,000

**BURLESON COMMUNITY SERVICES DEVELOPMENT CORP
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
SALES TAX REVENUE BONDS
SERIES 2003**

<u>DUE YEAR ENDING SEPTEMBER 30</u>	<u>MARCH 1ST INTEREST</u>	<u>SEPTEMBER 1ST INTEREST</u>	<u>SEPTEMBER 1ST PRINCIPAL</u>	<u>TOTAL REQUIREMENT</u>
2008	28,548	28,548	320,000	377,096
2009	24,548	24,548	325,000	374,096
2010	20,486	20,486	335,000	375,971
2011	15,879	15,879	345,000	376,759
2012	10,920	10,920	350,000	371,840
2013	5,670	5,670	360,000	371,340
	<u>\$ 106,051</u>	<u>\$ 106,051</u>		<u>\$ 2,247,103</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007 \$ 2,035,000

**BURLESON COMMUNITY SERVICES DEVELOPMENT CORPORATION
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
CERTIFICATES OF OBLIGATION - 4b SALES TAX PORTION
SERIES 2006**

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST			SEPTEMBER 1ST INTEREST	TOTAL REQUIREMENT
	INTEREST	PRINCIPAL	TOTAL		
2008	49,653	85,000	134,653	48,166	182,819
2009	48,166	90,000	138,166	46,366	184,531
2010	46,366	90,000	136,366	44,566	180,931
2011	44,566	95,000	139,566	42,666	182,231
2012	42,666	100,000	142,666	40,666	183,331
2013	40,666	105,000	145,666	38,566	184,231
2014	38,566	110,000	148,566	36,366	184,931
2015	36,366	115,000	151,366	34,066	185,431
2016	34,066	120,000	154,066	31,666	185,731
2017	31,666	120,000	151,666	29,266	180,931
2018	29,266	125,000	154,266	26,766	181,031
2019	26,766	135,000	161,766	23,981	185,747
2020	23,981	140,000	163,981	20,831	184,813
2021	20,831	145,000	165,831	17,569	183,400
2022	17,569	150,000	167,569	14,344	181,913
2023	14,344	160,000	174,344	10,944	185,288
2024	10,944	165,000	175,944	7,438	183,381
2025	7,438	170,000	177,438	3,825	181,263
2026	3,825	180,000	183,825	-	183,825
					-
	<u>\$ 567,706</u>			<u>\$ 518,053</u>	<u>\$ 3,485,759</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007

\$2,400,000



**ANNUAL OPERATING BUDGET
AND PLAN OF SERVICES**

**ECONOMIC DEVELOPMENT
INCENTIVE FUND
SUMMARY**

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**ECONOMIC DEVELOPMENT FUND
STATEMENT OF REVENUES AND EXPENDITURES**

DESCRIPTION	ACTUAL 2005-06	BUDGET 2006-07	ESTIMATED 2006-07	BUDGET 2007-08	2006-07/ 2007-08 CHANGE
BEGINNING FUND BALANCE	234,071	493,847	493,847	493,847	0%
REVENUE					
Ad Valorem Taxes	174,636	200,000	200,000	68,674	-66%
Sales Tax	394,800	297,000	297,000	232,000	-22%
Miscellaneous					
TOTAL REVENUES	\$ 569,436	\$ 497,000	\$ 497,000	\$ 300,674	-40%
TOTAL FUNDS AVAILABLE	803,507	990,847	990,847	794,521	-20%
EXPENDITURES					
Transfer to TIF	174,636	200,000	200,000	68,674	-66%
Economic Development Incentives	135,024	297,000	297,000	290,000	-2%
TOTAL EXPENDITURES	\$ 309,660	\$ 497,000	\$ 497,000	\$ 358,674	-28%
GAAP ADJUSTMENT					
ENDING FUND BALANCE	\$ 493,847	\$ 493,847	\$ 493,847	\$ 435,847	-12%

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**ANNUAL OPERATING BUDGET
AND PLAN OF SERVICES**

**GENERAL FUND
DETAIL**

CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES

Revised
10/3/2007 16:47

DEPARTMENT: ADMINISTRATIVE SERVICES
DIVISION: City Manager's Office 1011

Description:

The City Manager's Office is responsible for the day-to-day operation of all city operations. The City Manager is appointed by and serves at the pleasure of the Burleson City Council. The Assistant to the City Manager, Executive Assistant, Administrative Intern, and a Sr. Administrative Secretary are a part of the City Manager's Office also.

Mission Statement:

To serve the Burleson City Council and the Citizens of Burleson with visionary leadership and modern management skills.

Major Goals:

1. To develop and recommend program and policy alternatives to the City Council for consideration.
2. To effectively communicate with citizens and employees.
3. To administer the daily operations of the City.
4. To adhere to the ICMA's "Practices of Effective Local Government Management."
5. To formulate, present, and administer the City budget in a manner to ensure responsive and cost effective city services.
6. To provide vision into the future of the Burleson community in an effort to aid in the future planning process, as well as to anticipate potential problems which may need to be addressed.

Fiscal Year 2006-2007 Accomplishments:

1. Produced 6 issues of the Burleson Progress Report.
2. Implemented approved capital improvements projects.
3. Published a new City website with improved features for our citizens.

Objectives for Fiscal Year 2007-2008:

1. Continue the cable franchise renewal proceedings through the Spring of 2006.
2. Implementation of approved capital improvements projects as authorized by voters.
3. Continue to upgrade on-line services provided on the City website.
4. Continue the emphasis on the Character training program internally and throughout the community.

Major Budget Changes:

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

DEPARTMENT: Administrative Services
DIVISION: City Manager/1011

Revised
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EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	361,800	541,459	566,951	587,876	9%
Materials and Supplies	2,131	4,350	4,350	1,000	-77%
Purchased Services & Inventory	9,953	5,090	5,090	6,780	33%
Maintenance and Repair	0	1,315	1,315	958	-27%
Other Expenditures	1,520	5,000	5,000	0	-100%
Capital Outlay	0	6,020	6,656	0	N/A
TOTAL	\$ 375,404	\$ 563,234	\$ 589,362	\$ 596,614	6%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
City Manager	1	1	1	1	0
Deputy City Manager	0	1	1	1	0
Deputy City Secretary	0	1	1	0	-1
Administrative Secretary	2	1	1	1	0
Assistant to the City Manager	1	1	1	1	0
Executive Assistant	1	0	0	1	1
COG Intern	1	0	0	0	0
VOE Student	0	1	0	0	-1
TOTAL PERSONNEL	6	6	5	5	-1

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
1. City Council Meeting	22	22	22	22	0
2. Council Worksessions	12	12	12	12	0
3. Staff Meetings	24	24	24	24	0
4. Burleson Progress Reports	6	6	6	6	0
5. Burleson Bulletin Emp./Nwslter	12	12	12	12	0

* Estimate as of August 2007

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
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DEPARTMENT: Office of Economic Development
DIVISION: Economic Development/1014

Descripton:

The Office of Economic Development is responsible for preserving and enhancing an economically vital, competitive and sustainable community by providing aggressive leadership and superior services to the development community. The Department strengthens the City's economic base by promoting the City for business and tourism and by creating employment opportunities. The Office of Economic Development Department markets and promotes the City through print marketing materials, the website and a demographic profile.

Mission Statement:

To create, foster and promote an environment conducive to attracting, expanding and retaining businesses for the purpose of expanding and diversifying the City's tax base and improve the quality of life for the citizens of Burleson.

Major Goals:

1. To carry out the mission statement as stated above.
2. Coordinate community response for firms expressing interest in locating or expanding within the city limits or extraterritorial jurisdiction of Burleson.
3. Develop a business park in order to attract various technology, distribution and light manufacturing companies to Burleson.
4. Improve the business retention program to assist local businesses in their growth and expansion programs.
5. Develop linkages with educational institutions and workforce agencies.
6. Expand relationships with provate sector entities involved in development and site selection.

Fiscal Year 2006-2007 Accomplishments:

1. Continued work with Prime Strategies, a consultant firm assisting with the development of ED strategies.
2. Provided information and assistanve to realtors and developers.
3. Continued the process of marketing and promoting the City through the use of marketing teams and sponsorships.
4. Maintained pertinent demographic information.
5. Launch of GIS functionality on the website.
6. Worked to negotiate incentives with businesses seeking to locate and expand with in the City.

Objectives for Fiscal Year 2007-2008:

1. To continue to build relationships with with developers and commercial and industrial real estate brokers and site selectors.
2. Fully populate the site database on the website.
3. To provide detailed demographic and development information, produced both internally and externally, to enhance the marketability of available sites within the city.
4. To continue to work with other city departments and economic development allies to develop policies and programs that will ensure that Burleson will attract quality companies to the community.
5. To bring primary jobs, as defined by HB2912 to the City of Burleson.
6. To continue to work towards the redevelopment of Old Town.
7. To stay abreast of emerging trends in development.
8. To continually improve the expertise and functioning of the Economic Development Department.

Major Budget Changes:

1. Addition of part-time contract assistance for site database population and management.
2. Addition of consulting services for the identification of target businesses.

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

DEPARTMENT: Office of Economic Development
DIVISION: Economic Development/1014

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EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	102,478	102,886	89,261	67,920	-34%
Materials and Supplies	5,224	10,500	10,500	7,614	-27%
Purchased Services & Inventory	41,900	38,380	38,380	30,807	-20%
Maintenance and Repair	0	338	338	0	N/A
Other Expenditures	10,593	15,970	15,970	8,179	-49%
Capital Outlay	0	0	0	0	N/A
TOTAL	\$ 160,195	\$ 168,074	\$ 154,449	\$ 114,520	-32%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Director of Economic Development	1	1	1	1	0
Marketing Manager	0	0	0	0	0
TOTAL PERSONNEL	1	1	1	1	0

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
N/A					

* Estimate as of August 2007

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

DEPARTMENT: ADMINISTRATIVE SERVICES
DIVISION: HUMAN RESOURCES 1015

Revised
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Description: The Human Resources department provides services to the City in the areas of: recruitment, benefits management, policy development, employee training and development, compensation plan development, management assistance with performance evaluations and employee counseling for improvement, and risk management.

Mission Statement: To assist employees and city management in all areas of employment so that employees are well-qualified, motivated, productive and have a sense of excellence and pride in the work performed for the citizens of Burleson.

Major Goals:

- to provide effective and timely recruitment of qualified and diverse applicants to fill vacant positions.
- to develop a comprehensive staff growth and training plan in order to grow leaders in the workplace and the community.
- to assist management and Council in evaluation of industry related wages and compensation to assist in the goal of equitable compensation.
- to assist managers and employees on policy and workplace issues to promote a positive and productive work environment.

Fiscal Year 2006-2007 Accomplishments:

- Revised and distributed the employee policies and procedures handbook adding some new policies where needed.
- Began a staff development program working with area cities to start a Southern metroplex training unit through North Texas Municipal Alliance.
- Continued the development of updated job descriptions.
- Implemented some in-house training for employees in the areas of wellness and employee rights training (i.e. sexual harassment).
- Developed an Ethics Task Force made up of city department representatives whose mission is to develop standards and assist in maintaining an ethics program for all employees.

Objectives for Fiscal Year 2007-2008:

- to develop an employee orientation program to educate new employees and expand their knowledge of Burleson operations and increase the possibility of retention.
 - to develop an in-house ethics training program through the assistance of the Ethics Task Force.
 - to begin a strategic development plan for training and higher education for employees at all levels.
 - to work with senior management on a succession planning model to further enhance the recruitment and retention of employees who have the potential to lead the city in the coming decades.
 - to lead by example throughout the Human Resources department.
 - Develop a bi-lingual certification pay plan for city-wide departments to incentive employees who are Spanish language and sign-language proficient.
- Major Budget Changes:**
- Expansion of the budget for staff development.
 - Expansion of budget to address growing costs associated with offering a competitive benefits plan.

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
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DEPARTMENT: ADMINISTRATIVE SERVICES
DIVISION: HUMAN RESOURCES 1015

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Wages/Salaries	294,527	270,454	349,442	345,093	28%
Materials and Supplies	6,403	6,864	8,143	9,988	46%
Purchased Services & Inventory	22,429	20,880	54,274	5,192	-75%
Maintenance and Repair	4,380	5,290	5,290	5,150	-3%
Other Expenditures	0	0	0	0	N/A
Capital Outlay	11,000	0	0	0	N/A
TOTAL	\$ 338,739	\$ 303,488	\$ 417,149	\$ 365,423	20%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Director	1	1	1	1	0
Generalist II	1	1	1	1	0
Generalist I	1	1	1	1	0
TOTAL PERSONNEL	3	3	3	3	0

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Job Vacancy Forms Processed			75	75	
Applications Processed			1850	1850	
New Employees Hired/Oriented			95	95	
Terminations			65	65	
Retirements			3	2	
Work Related Injuries			60	50	

* Estimate as of August 2007

CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES

Revised
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DEPARTMENT: Administrative Services
DIVISION: Legal Services/1016

Description: The Legal Services Department provides the following services to the City of Burleson, the City Council and City Administration: legal advisor to the Mayor and City Council, City Manager and administrative staff; attends Council meetings, Planning and Zoning Commission meetings; defends litigation involving the City and the City Council; drafts the City contracts and ordinances; reviews contracts and insurance certificates; prosecutes tax suits; initiates condemnation proceedings; conducts land negotiations; draws up deeds and easements; advises City officials on national and state laws affecting city government.

Mission Statement:

Major Goals:

- 1 To prosecute and defend all litigation in which the City of its officials are parties.
- 2 To handle efficiently all legal affairs of the City.

**Fiscal Year 2006-2007
Accomplishments:**

Objectives for Fiscal Year 2007-2008:

To continue preparation and review of all required municipal ordinances, contracts, resolutions, insurance certificates and miscellaneous legal instruments and opinions.

To continue prosecution of delinquent tax suits by filing real and personal property suits and effectuate judgements in tax suits as necessary.

To continue as the legal advisor to the City Council and the City staff.

To continue handling other suits and proceedings in court and before administrative agencies.

Major Budget Changes:

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
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DEPARTMENT: Administrative Services
DIVISION: Legal Services/1016

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	0	0	0	0	N/A
Materials and Supplies	0	0	0	0	N/A
Purchased Services & Inventory	170,871	174,720	174,720	177,302	1%
Maintenance and Repair	0	0	0	0	N/A
Other Expenditures	0	0	0	0	N/A
Capital Outlay	0	0	0	0	N/A
TOTAL	\$ 170,871	\$ 174,720	\$ 174,720	\$ 177,302	1%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
City Attorney and Prosecuting Attorney are both on a retainer fee.					

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
N/A					

*Estimate as of August 2007

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
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DEPARTMENT: Administration
DIVISION: Communications/1017

Description:

The office of communication services is responsible for the City's communications to the public as well as to the media outlets. One of the main venues for the City is the Burleson Progress newsletter, which is published six times a year and mailed to all of the residences and businesses in the Burleson zip codes. The office of communication services is also responsible for the content on the City's Charter Communications Cable Channel 27 as well as on the City's website, www.burlesontx.com. The role of public information officer, which falls under this office, is responsible for acting as the spokesperson for the City, the Burleson Police Department, and the Burleson Fire Department.

Mission Statement:

The mission of this department is to develop a good working relationship with all media outlets, including print, radio, and TV in Johnson and Tarrant counties as well as the Metroplex. To accomplish that, the mission must also be to develop a good working relationship with all City workers in all departments in order to produce accurate and timely information as a team.

Major Goals:

1. To produce an interesting, educational, positive, accurate, and timely newsletter that the residents and business owners will want to read.
2. To involve everyone in the City in disseminating information by working together as a team to produce the most accurate information possible.
3. To enhance the City's website by posting releases in a timely fashion, updating pictures, pursuing design changes, and adding features such as the E-newsletter and streaming video.
4. To increase viewership of the City's Cable Channel 27 by ensuring that all information posted on the site is timely and to add more features such as locally produced video, pictures of City festivals and functions, and more educational videos from various City departments.
5. To be accessible to all media to ensure that the information published or broadcast about the City of Burleson is as thorough and accurate as possible.

Fiscal Year 2005-2006 Accomplishments:

Objectives for Fiscal Year 2007-2008:

1. To get Burleson's story told.
2. To educate the citizens and businesspeople about the functions of each City department as well as about the state laws and City ordinances.
3. To involve more of the citizens in City government by pursuing the formation of neighborhood associations.

Major Budget Changes:

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

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DEPARTMENT: Administration
DIVISION: Communication/1017

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	0	0	20,396	65,814	N/A
Materials and Supplies	0	0	0	5,000	N/A
Purchased Services & Inve	0	0	0	0	N/A
Maintenance and Repair	0	0	0	0	N/A
Other Expenditures	0	0	0	0	N/A
Capital Outlay	0	0	0	0	N/A
TOTAL	\$ -	\$ -	\$ 20,396	\$ 70,814	N/A

PERSONNEL (IN WORKER YEARS)	2006-07 ACTUAL	2007-08 BUDGET	2007-08 ESTIMATE*	2008-08 BUDGET	2007-08 / 2008-08 CHANGE
Public Information Officer	0	0	1	1	1
TOTAL PERSONNEL	0	0	1	1	1

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
N/A					

* Estimate as of August 2007

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
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DEPARTMENT: Non-Departmental - General Fund - 001
DIVISION: Non-Departmental - 1099

Description:

This Cost Center has been established for the charging of costs which are not attributable to the operation of any one department.

Mission Statement:

Major Goals:

Due to the nature of the function of this department, no goals or objectives are available.

Fiscal Year 2006-2007 Accomplishments:

Objectives for Fiscal Year 2007-2008:

Major Budget Changes:

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
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DEPARTMENT: Non-Departmental - General Fund - 001
DIVISION: Non-Departmental - 1099

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	10,601	40,561	40,561	42,632	5%
Materials and Supplies	2,655	4,762	4,762	4,831	1%
Purchased Services & Inventory	302,711	366,765	349,216	368,064	0%
Maintenance and Repair	5,968	18,178	18,178	13,537	-26%
Other Expenditures	62,726	415,153	354,394	197,505	-52%
Capital Outlay	763,859	0	0	0	N/A
TOTAL	\$ 1,148,520	\$ 845,419	\$ 767,111	\$ 626,569	-26%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
N/A					

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
N/A					

*Estimate as of June 2007

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
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DEPARTMENT: City Secretary's Office
DIVISION: City Secretary's Office/1411

Description:

The City Secretary's Office performs duties set forth by the City Charter, Ordinances, Federal and State laws and all other duties as assigned by the City Manager. The City Secretary's Office is responsible for providing quality and efficient support services to the City Council and all city departments. The City Secretary administers and maintains the official records of the City. The City Secretary serves as the election administrator and as the Records Management Officer in accordance with the Local Government Records Act.

Mission Statement:

To provide and deliver quality records and information services to City officials, staff and citizens. To preserve and maintain the City records through an effective records management program.

Major Goals:

- * conduct a 100% record inventory of all departments
- * conduct a records needs assessment for all departments
- * to codify the Code of Ordinances bi-annually
- * to move completely out of the old records center into the new records center
- * to organize all Boards & Commission information and provide meeting training for all members.

Fiscal Year 2005-2006 Accomplishments:

Objectives for Fiscal Year 2007-2008:

- * Records Management Program overhaul
- * Prepare City's Records for Document Imaging

Major Budget Changes:

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
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DEPARTMENT: City Secretary's Office
DIVISION: City Secretary/1411

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	170,150	119,487	103,600	143,556	20%
Materials and Supplies	482	990	990	1,005	2%
Purchased Services & Inventory	11,540	14,316	14,316	14,382	0%
Maintenance and Repair	433	447	447	454	2%
Other Expenditures	13,118	24,884	25,155	25,510	3%
Capital Outlay	0	0	0	0	N/A
TOTAL	\$ 195,723	\$ 160,124	\$ 144,508	\$ 184,907	15%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
City Secretary	1	1	1	1	0
Deputy City Secretary	0	0	0	1	1
TOTAL PERSONNEL	1	1	1	2	1

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
# of Election Processed	2		2		
# of Voters	4,144		8,828		
# of Council Meetings - Regular	22		22		
# of council Meetings - Other	15		8		
# of Ords & Res. Processed <i>(this includes indexing, filing, distribution and required signatures)</i>	102		87		
# of Minutes Prepared- Council	37		30		
# of Pages of minutes indexed - All	590		506		
# of Agreements processed	53		45		
# of Board Appointments processed	28		32		
# of Supplements to Code of Ord	0		1		
# of Notices Processed	103		108		
* Notices for all boards, elections, etc. <i>(This includes notice published, posted and indexed)</i>					
<u>Effectiveness:</u>					
% of minutes prepared and 15 business days	100%		100%		
% of notices processed within required time frame	100%		100%		
Cost of election per voter	\$2.98		\$1.86		

* Estimate as of August 2007

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

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DEPARTMENT: City Secretary's Office
DIVISION: City Council/1412

Description:

The City Council consists of the Mayor and six Councilmembers, each elected on a non-partisan basis by the citizens to serve two-year overlapping terms. The City Council serves as the policy making, legislative body under the Council/Manager form of government. As a home rule city, Burleson operates within the context of a home rule charter which was adopted in 1969, and has been amended as necessary, from time to time. The Council is responsible for appointing the City Manager, City government for all ceremonial purposes, and executing approved contracts, ordinances and other documents on behalf of the City.

Mission Statement:

Major Goals:

- 1 To effectively represent the citizens of Burleson.
- 2 To provide policy direction for the City.
- 3 To formulate and enact public policy and laws
- 4 To provide community leadership as the legislative and policy making body of the municipal government.

Fiscal Year 2006-2007 Accomplishments:

Objectives for Fiscal Year 2007-2008:

To review and evaluate service options available and make policy decisions for all municipal activities and service levels through study, evaluation and adoption of the annual operating budget and capital improvement plan.

To make decisions and evaluations necessary for the adoption of municipal ordinances and resolutions

To improve the quality of decision-making process through rational consideration of alternatives regarding programs and policy issues facing the City Council.

Major Budget Changes:

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

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DEPARTMENT: City Secretary's Office
DIVISION: City Council/1412

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	21,399	36,154	36,162	36,687	1%
Materials and Supplies	5,230	3,968	3,968	4,026	1%
Purchased Services & Invt	568	1,290	1,290	1,285	0%
Maintenance and Repair	0	0	0	0	N/A
Other Expenditures	38,580	12,340	12,340	12,510	1%
Capital Outlay	7,206	0	12,967	0	N/A
TOTAL	\$ 72,983	\$ 53,752	\$ 66,727	\$ 54,508	1%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Mayor	1	1	1	1	0
Council Members	6	6	6	6	0
TOTAL PERSONNEL	7	7	7	7	0

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
N/A					

* Estimate as of August 2007

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
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DEPARTMENT: City Secretary's Office
DIVISION: Records/1413

Description:

The Records Department provides quality customer service to internal and external customers through the creation and maintenance of a professional records program. The Records Department is responsible for providing guidance and instruction in the creation, maintenance and destruction of all City records, respond to Open Records request, maintain a Records Management Program that is in compliance with the Local Government Record Code.

Mission Statement:

- *To provide efficient access and retrieval of all city records for all departments to aid in their jobs.
- *To respond to internal and external Open Records request in a professional and polite manner.
- * To have an organized and professional records system, that complies with all laws.

Major Goals:

- * conduct a 100% records inventory city wide
- * conduct records needs assesement for all departments
- *complete the move from the old records center to the new records center
- * develop records process city wide for all documents

Fiscal Year 2005-2006 Accomplishments:

Objectives for Fiscal Year 2007-2008:

- *Records Management Program overhaul
- * Prepare the Records Department for Document Imaging

Major Budget Changes:

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
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DEPARTMENT: City Secretary's Office
DIVISION: Records/1413

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	45,489	48,096	40,297	44,234	-8%
Materials and Supplies	6,569	4,100	6,173	4,811	17%
Purchased Services & Inve	17,806	18,354	18,354	18,625	1%
Maintenance and Repair	16,313	19,637	19,637	19,927	N/A
Other Expenditures	0	0	0	0	N/A
Capital Outlay	0	5,000	5,000	0	N/A
TOTAL	\$ 86,177	\$ 95,187	\$ 89,461	\$ 87,597	-8%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Records & Information Spe	1	1	1	1	0
TOTAL PERSONNEL	1	1	1	1	0

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
# of Boxes Destroyed	339	443			
# boxes accessed into New Records Center	325	1000			
# of Cemetery Lots Sold	36	23			
# of burials processed	41	26			
# of Records filed (files not in boxes)	869	832			
# of Open Record processe	574	567			
<u>Effectiveness:</u>					
% of Open Records processed within required time	100%	100%			
% of files processed within required time	100%	100%			

* Estimate as of August 2007

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
10/3/2007 17:09

DEPARTMENT: Finance
DIVISION: Municipal Court/1414

Description:

The Municipal Court of Record, is under the direction of the Finance Director, the court is the Judicial Branch of city government. The Court is responsible for the enforcement of all class C misdemeanor complaints filed. The court consists of a Municipal Court Judge, City Prosecutor, Court Supervisor, City Marshal, a Warrant/Collection Clerk and two Deputy Court Clerks.

Mission Statement:

To be the most effective, efficient, and impartial Municipal Court in this area.

Major Goals:

1. To be fair and impartial in the disposition of cases handled.
2. Provide the highest standards of customer service.
3. To provide the proper training for all persons staffed by the court.

Fiscal Year 2006-2007 Accomplishments:

The Great Texas warrant roundup was a great success.

Added A City Marshal

Objectives for Fiscal Year 2007-2008:

Increase revenue and decrease amount of warrants on hand.

Provide proper information to customers of the State Laws and City Ordinances.

Major Budget Changes:

To add an additional Deputy City Marshal and a part time Deputy Court clerk.

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
10/3/2007 17:09

DEPARTMENT: Finance
DIVISION: Municipal Court/1414

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	178,843	259,402	256,553	290,903	12%
Materials and Supplies	2,770	7,044	6,969	4,812	-32%
Purchased Services & Inve	38,190	50,560	50,608	54,207	7%
Maintenance and Repair	810	2,447	2,488	1,934	-21%
Other Expenditures	0	19,464	19,464	1,968	-90%
Capital Outlay	50,320	0	0	0	N/A
TOTAL	\$ 270,933	\$ 338,917	\$ 336,082	\$ 353,824	4%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Municipal Court Supervisor	1	1	1	1	0
Deputy Court Clerk	2	2	2	2	0
Collection Clerk	1	1	1	1	0
Bailiff	0.5	0	0	0	-0.5
City Marshal	0	1	1	1	1
TOTAL PERSONNEL	4.5	5	5	5	0

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
1. Cases Filed	11,501	15,500	13,300	15,000	
2. Jury Trials held	36.00	20.00	60.00	50.00	
3. Non-Jury Trials	62	100	100	100	
4. Preliminary Hearings	2,865	3,000	4,500	5,000	
5. Warrants Issued	3,077	3,000	3,000	2,500	
6. Cases Completed	8,230	13,500	10,668	12,000	
7. Fines Collected	766,777	802,000	802,000	825,000	
8. Clerks in Certification Pi	2	4	4	4	
9. Dismissed-Deferred	3,427	3,300	3,100	3,300	
10. Dismissed-DSC	320	350	400	500	
11. Dismissed-Ins.	1,144	1,250	1250	1,350	

* Estimate as of August 2007

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
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DEPARTMENT: Information Technology
DIVISION: Technical Services/1511

Description:

The Information Technology Department is responsible for planning, purchasing, maintaining, and supporting the city's network including servers, routers, switches, fiber and wireless connections, midrange systems and terminals, HTE management software, data storage and backup systems, desktop and laptop computers with related peripherals (printers, scanners, digital cameras, monitors, etc.), Internet services, phone systems (wireless and land-based), and pagers. This department also provides management and coordination with other departments on electronic mapping and databases associated with the city's Geographic Information System (GIS). This GIS support includes developing master conversion plans, managing integration of the GIS with other systems, license management, analysis and evaluation of interrelated third party software, server maintenance, and policy and program development.

Mission Statement:

The Information Technology Department strives to provide responsive and respectable service to our customers while being innovative in creating solutions to complex problems and relating to our co-workers with integrity.

Major Goals:

Provide the city with a stable and reliable computer environment and decrease waiting time for service requests to be completed.

Develop a comprehensive citywide electronic data management program to ensure that city records maintained in an electronic format are protected and managed efficiently.

To improve access to GIS data, and expand the use of the city's GIS for greater data analysis and planning.

Fiscal Year 2006-2007 Accomplishments:

Replaced 42 workstations, 12 laptops, and 2 servers in compliance with the city's 4-year computer replacement schedule.

Implemented on-line payments for Utility Billing and Municipal Court.

Implemented terminal services and Wyse terminals in the council chambers. Issued all council members new laptops.

Removed the Linux server which was being used as our mail gateway. Re-routed mail through a Windows server.

Moved firewall, and webserver from the Library to City Hall and configured new wireless T1 through Redmoon

Implemented Looking Glass GIS software applications.

Updated Windows Update Server to push out updates to all new computers, taking the old computers off of the list.

Objectives for Fiscal Year 2007-2008:

Prepare network for future growth by replacement of core switches and consolidation of data storage.

Continue to develop and update GIS applications for use by all departments and expand its access to developers, other governmental entities, and citizens.

Improve internal services and support on a "break/fix" level for users of city computers.

Begin City-wide Document Imaging project.

Major Budget Changes:

Replace City Hall iSeries.

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
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DEPARTMENT: Information Technology
DIVISION: Technical Services 1511

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	251,625	310,441	321,244	335,794	8%
Materials and Supplies	29,572	23,506	24,756	15,550	-34%
Purchased Services & Inve	33,237	60,472	68,532	77,461	28%
Maintenance and Repair	62,706	46,214	44,099	53,397	16%
Other Expenditures	2,486	17,945	2,289	41,699	132%
Capital Outlay	148,437	189,860	174,204	150,459	-21%
TOTAL	\$ 528,063	\$ 648,438	\$ 635,124	\$ 674,360	4%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
IT Director	1	1	1	1	0
Network Services Tech	1	1	1	1	0
Computer Support Special	1	1	1	1	0
Web Design Technician	0	0	1	1	1
TOTAL PERSONNEL	3	3	4	4	1

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
N/A					

* Estimate as of August 2007

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
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DEPARTMENT: Library
DIVISION: 1611

Description:

The Burleson Public Library serves the community by promoting reading and providing access to materials in all formats to meet residents' informational, cultural, educational and recreational needs. The Library fosters lifelong learning and provides an array of programs and services to encourage the development of well-rounded citizens.

Mission Statement:

Burleson Public Library information professionals and support staff will carefully plan and select a broad range of materials, programs and services that enhance our community's recreational, educational and professional needs.

Major Goals:

1. Attract a diverse group of people of all ages.
2. Bring people together with a sense of community.
3. Offer an exciting, easy to use space that accomodates a variety of activities and services.
4. Work in partnership with other community organizations.
5. Have patrons view the Library as a source of entertainment, as well as information.

Fiscal Year 2006 Accomplishments:

1. Summer Reading Program 2006 - 950 participants
2. Children's Storytime/Movies/Programs - average attendance 903 per month
3. Annual circulation of materials - 209,576
4. New cards Issued - 3,934
5. Number of visitors - 153,006
6. Computer usage - 25,588
7. Items added to the collection - 5,643
8. Number of programs - 209
9. Total program attendance - 11,931
10. Reference questions answered - 18,931

Objectives for Fiscal Year 2007-2008:

1. Library patrons will find lots of current material, leading edge technology and knowledgeable staff.
2. Work in partnership with other community organizations.
3. Provide outreach to seniors and schools/daycares.
4. Create and promote a successful community-wide reading program.
5. Create and promote year-round programs and exhibits for teens and adults.
6. Reorganize the Library's existing space to better support its services and programs.

Major Budget Changes:

1. Public Services Librarian
2. Display and CD Shelving
3. Laser Color Printer

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
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DEPARTMENT: Library
DIVISION: 1611

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	414,915	450,947	413,548	457,018	1%
Materials and Supplies	17,526	16,192	10,928	9,750	-40%
Purchased Services & Inventory	77,543	88,003	85,474	92,040	5%
Maintenance and Repair	10,683	11,260	9,998	10,858	-4%
Other Expenditures	0	0	0	0	N/A
Capital Outlay	86,976	94,000	102,624	103,923	11%
TOTAL	\$ 607,643	\$ 660,402	\$ 622,572	\$ 673,589	2%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Library Director	1	1	1	1	0
Youth Librarian	1	1	1	0	-1
Technical Services Librarian	0	0	0	1	1
Public Services Librarian	0	0	0	1	1
Library Circulation Supervisor	1	1	1	1	0
Librarian	0.5	0.5	0.5	0.5	0
Library Technology Specialist	1	1	1	0	-1
Senior Library Assistant	0	0	0	1	1
Library Aide II	4	3.5	3.5	3.5	0
Library Aide I	0.5	1	1	-0.5	-0.5
Library Page	1.5	1.5	1.5	1.5	0
TOTAL PERSONNEL	10.5	10.5	10.5	10	1

Reclassifying Youth Services Librarian position for Technical Services Position
Reclassifying Library Technology Specialist for Senior Library Assistant - Children's
Upgrading Library Aide I PT to Public Services Librarian

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Total Materials in Collection	51,012	56,075	58,425	64,068	14%
Library Materials per Capita	2.21	1.77	1.85	2.02	14%
Total Circulation of Materials	185,483	209,576	233,669	262,704	25%
Circulation per Capita	6.18	6.62	7.38	8.3	25%
Total Visitors	140,557	153,006	168,816	180,972	18%
Visitors per Capita	4.44	4.83	5.33	5.72	18%

* Estimate as of August 2007

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

DEPARTMENT: Finance
DIVISION: Finance 2011

Revised
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Description:

The Finance Department is the administrative arm of the City's financial operation. The Director of Finance is the chief fiscal officer of the City, with full and direct management responsibility of fiscal management, accounting, tax collection, utility billing, data processing, and investment management. The department is responsible for maintaining a governmental accounting system that presents accurately, and with full disclosure, the financial operations of the funds and account groups of the City in conformity with Generally Accepted Accounting Principals. Combined with budgetary data and controls, information so presented, shall provide a means by which the general citizenry may ascertain whether public funds are expended efficiently, as well as prioritized and allocated in a manner which is responsive to prevailing community needs and values.

Mission Statement:

Major Goals:

1. To safeguard the City's assets by principles of maximizing available revenue, controlling costs, and managing the City's investment principal.
2. To direct and oversee the City's financial accountability and ensure the responsible use of the City's funds.
3. To improve service delivery through education and training of Finance Department personnel.
4. To develop and provide financial and budgetary data to management or other authorized personnel in the form, frequency, and timeliness needed for management decisions.

Fiscal Year 2005-2006 Accomplishments:

The Finance Department received the Certificate of Achievement for Excellence in Financial Reporting, the Distinguished Budget Presentation Award, and the Award for Outstanding Achievement in Popular Annual Financial Reporting.

Objectives for Fiscal Year 2007-2008:

1. To receive the "Certificate of Achievement in Financial Reporting" from the Government Finance Officers' Association.
2. To accomplish end-of-month closing within five working days (excluding the last month in the fiscal year).
3. To present the Comprehensive Annual Financial Report to Council by January 15, 2008.
4. To receive the "Distinguished Budget Presentation Award" from the Government Finance Officers' Association.
5. To fully integrate the Payroll function into the Finance Department.

Major Budget Changes:

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
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DEPARTMENT: Finance
DIVISION: Finance 2011

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	486,678	606,677	492,481	623,147	3%
Materials and Supplies	7,071	4,912	15,813	4,987	2%
Purchased Services & Invent	133,724	152,156	149,123	144,196	-5%
Maintenance and Repair	18,780	17,488	17,778	20,580	18%
Other Expenditures	0	0	0	0	N/A
Capital Outlay	0	10,850	10,850	0	N/A
TOTAL	\$ 646,253	\$ 792,083	\$ 686,045	\$ 792,910	0%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Director of Finance	1	1	1	1	0
Assistant Director of Finance	1	1	1	1	0
Chief Accountant	1	1	1	1	0
Staff Accountant	2	3	3	3	0
Administrative Secretary	1	1	1	1	0
Financial Analyst	0	1	1	1	0
TOTAL PERSONNEL	6	8	8	8	0

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
1. Annual Financial Reports	1	1	1	1	0%
2. Monthly Financial Summary	12	12	12	12	0%
3. Monthly Operations Reports	12	12	12	12	0%
4. Certificate of Achievement	1	1	1	1	0%
5. Distinguished Budget Award	1	1	1	1	0%
6. Monthly Closing/5 Working Days	0.92	0.92	0.92	0.92	0%
7. Monthly Operations Reports Distributed Within five Working Days	1	1	1	1	0%

* Estimate as of August 2007

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
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DEPARTMENT: Finance
DIVISION: Tax/2012

Description:

The Tax Division is charged with general oversight of the tax appraisal and collection functions. Under state law, actual appraisal related functions are performed under the auspices of the local county-wide appraisal district (Central Appraisal District of Johnson County). The City currently contracts tax collection services with an outside agency. Expenditures funded from this division include the cost of tax appraisal and collection services as well as the cost of the services of tax attorneys who assist the City in the collection of delinquent ad valorem taxes.

Mission Statement:

Major Goals:

To secure an efficient and timely tax collection effort through the design and negotiation of contracts for tax collection services.

Fiscal Year 2005-2006 Accomplishments:

Objectives for Fiscal Year 2007-2008:

1. To achieve a current collection rate of 97.50%.
2. To monitor collection efforts in order to ensure that taxes are collected timely and that relate information.

Major Budget Changes:

No major budget changes have been made for Fiscal Year 2007-2008.

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
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DEPARTMENT: Finance
DIVISION: Tax/2012

EXPENDITURES	2004-05 ACTUAL	2005-06 BUDGET	2005-06 ESTIMATE*	2006-07 BUDGET	2005-06 / 2006-07 CHANGE
Personal Services	0	0	0	0	0%
Materials and Supplies	239	249	249	253	2%
Purchased Services & Inventory	137,195	148,298	148,298	175,270	18%
Maintenance and Repair	0	0	0	0	N/A
Other Expenditures	0	0	0	0	0%
Capital Outlay	0	0	0	0	N/A
TOTAL	\$ 137,434	\$ 148,547	\$ 148,547	\$ 175,523	18%

PERSONNEL (IN WORKER YEARS)	2004-05 ACTUAL	2005-06 BUDGET	2005-06 ESTIMATE*	2006-07 BUDGET	2005-06 / 2006-07 CHANGE
N/A					

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
1. Percent of Current Year's Taxes Collected.	98%	98%	98%	98%	0%
2. Ratio of Delinquent Taxes Collected to Beginning AR	20%	20%	20%	20%	0%

* Estimate as of August 2007

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

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DEPARTMENT: Human Resources / Administration
DIVISION: Support Services 2013

Description:

Support Services offers assistance for a variety of departments. Some functions include switchboard and receptionist services, mail room supplies and equipment, copy center supplies, and utility costs for City Hall.

Mission Statement:

to service the general public and represent the city as a first impression at City Hall and on the telephone while also supporting City staff with receptionist services and mail room functions.

Major Goals:

To provide accurate and timely information in a friendly and professional manner to the public and to city employees.

To offer up-to-date information related to special activities and programs within the city for the citizens.

To support city departments with mail room services expanding the staff to cover in the pick/up delivery of mail, copy room services, general building services, etc.

To assist in the implementation of new equipment and procedures that make the reception function operate in a smooth and orderly manner.

Fiscal Year 2006-2007 Accomplishments:

Update training for city staff on phone systems.

Assumed responsibility for mail room protocols expanding the roll of staff to assume these duties.

Began review of phone system needs for City Hall as we go into the future.

Objectives for Fiscal Year 2007-2008:

Continue work on developing customer service skills to better serve City Hall visitors and phone inquiries.

Expand staff's knowledge of operation of mailroom equipment to better assist employees.

Major Budget Changes:

If phone system is updated this year, this will reflect a major budget expansion of software (I.T. division) and hardware and training of staff.

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
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DEPARTMENT: Administrative Services
DIVISION: Support Services/2013

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Wages/Salaries	55,049	90,739	106,425	117,604	30%
Materials and Supplies	22,860	32,699	32,699	34,600	6%
Purchased Services & Inventory	33,070	37,650	35,711	42,472	13%
Maintenance and Repair	536	1,122	680	2,000	N/A
Other Expenditures	2,736	1,992	1,992	1,682	-16%
Capital Outlay	0	0	0	8,206	N/A
TOTAL	\$ 114,251	\$ 164,202	\$ 177,507	\$ 206,564	26%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Receptionist	1	1	1	1	
Admin Secretary	_____	0.5	1	1	_____
TOTAL PERSONNEL	1	1.5	2	2	0

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Incoming phone lines	10	10	10	10	0%

* Estimate as of August 2007

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
10/3/2007 17:09

DEPARTMENT: Finance
DIVISION: Purchasing/2014

Description:

The Purchasing Division of the Finance Department provides procurement-related services to the city's employees. Duties include identifying existing supply sources or establishing price agreements via the sealed bid process for purchases with an annual aggregate over \$25,000; acting as advocate for the city regarding vendor performance issues; coordinating with various city departments to dispose of surplus property; and providing research and documentation to support recommendations to management and the city council regarding purchasing-related issues.

Mission Statement:

The Purchasing Agent shall promote judicious use of the taxpayer dollar in city operations by establishing and managing timely, efficient, and effective procurement programs and processes.

Major Goals:

1. To realize economies of scale for the city thereby reducing the overall cost of purchased goods and services.
2. To utilize e-commerce solutions that will reduce or eliminate the costs associated with:
 - issuing bid packets to prospective vendors
 - receiving bids
 - maintaining a prospective bidder's list
 - disposing of surplus property
3. To review historical purchasing patterns periodically and re-align purchasing processes and related policies to reflect current conditions in the city.

Fiscal Year 2006-2007 Accomplishments:

1. Implemented NovusSolutions program to enable vendors to readily register to do business with the City. Program went live in February of 07 and as of June 1, 2007 over 160 vendors have registered. An average of 5 new vendors per week register.
2. Initiated Pilot P-Card Program and Policy.
3. Completed 37 sealed bids as of July, 2007.

Objectives for Fiscal Year 2007-2008:

1. To identify additional areas where City wide contracts would be viable.
2. As a service department continue to work with all departments to find the best value for the best price for goods and services.
3. To have the Purchasing Policy approved by Management for Departmental use.
4. To implement P-Card Program City wide therefor reducing cost and unnecessary paperwork associated with small dollar Purchase Orders.
5. To research the purchasing-related sections in the city charter and recommend text language that will align those sections with State law.

Major Budget Changes:

None

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
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DEPARTMENT: Finance
DIVISION: Purchasing/2014

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	77,172	82,359	89,310	94,784	15%
Materials and Supplies	986	1,200	1,200	1,150	-4%
Purchased Services & Inventory	756	10,561	761	785	-93%
Maintenance and Repair	0	104	104	106	2%
Other Expenditures	0	0	0	0	N/A
Capital Outlay	0	0	9,800	0	N/A
TOTAL	\$ 78,914	\$ 94,224	\$ 101,175	\$ 96,825	3%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Purchasing Agent	1	1	1	1	0
TOTAL PERSONNEL	1	1	1	1	0

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
1. Good and services delivered in a timely manner				100%	N/A
2. Leverage through combining volumes				100%	N/A
3. Purchase Order Turn Around				100%	N/A
4. ITB/RFP/RFQ developed and implemented in timely manner				100%	N/A

* Estimate as of August 2007

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
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DEPARTMENT: Public Safety
DIVISION: Police 3011

Description:

The Police Department, under the direction of the Chief of Police, develops and implements programs to prevent and deter crime and enforce laws in order to protect life and property within the City of Burleson. The Police Department: provides effective and efficient service to all citizens while treating them with dignity and respect; protects individual rights as provided for in Federal, State, and Local laws; provides public safety duties during man made or natural disasters; protects, aids, rescues, and restores individual and community safety; provides a liaison with other criminal justice agencies; and maintains files and statistics on police related matters.

Mission Statement:

Our mission is to improve the quality of life in Burleson by working together with all citizens to preserve life, maintain human rights, protect property and promote public safety.

To achieve this ambition, we shall explore every concept, seek out the latest technology, train a professional force, and promote an understanding interaction between members of the department and the community.

Major Goals:

1. To provide citizens with the most cost effective, courteous, and professional service possible.
2. To increase communications and interaction with citizen groups through innovative programs, such as bicycle patrols, school resource officer, crime prevention presentations, and the Citizen's Police Academy.
3. To continue a City-wide comprehensive Drug Abuse Resistance Education Program (D.A.R.E.) in the school district.
4. To increase the clearance rate through complete and in-depth criminal investigations.
5. To decrease the number of traffic accidents within the City
6. To continue professionalism through accreditation.

Fiscal Year 2006-2007 Accomplishments:

Added Two Police Officers - Traffic Unit

Objectives for Fiscal Year 2007-2008:

1. Hire, train, and retain the highest quality police personnel.
2. Provide state-of-the-art communications equipment to increase efficiency and decrease liability.
3. To acquire and install Mobile Computer Terminals (MCT's) in patrol vehicles to provide more efficient access to information for field officers and to free Telecommunicators to perform other duties.
4. Decrease the number of traffic accidents by increasing traffic enforcement.
5. Continue programs to work with school-age youth to better educate them in the area of drug awareness through the D.A.R.E. and School Resource Officer programs.
6. Provide improved safety and security for detainees while lessening the city's liability through proper supervision.
7. Continue to organize and meet with Neighborhood Watch groups and increase the department's volunteer efforts.

Major Budget Changes:

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

DEPARTMENT: Public Safety
DIVISION: Police 3011

Revised
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EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2007-08 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personnel Services	4,363,446	4,699,101	4,942,552	5,342,987	14%
Material and Supplies	106,131	161,890	161,778	134,319	-17%
Purchased Services & Inventory	212,122	234,980	233,972	241,305	3%
Maintenance & Repair	149,593	234,078	229,212	234,824	0%
Other Expenditures	120,077	183,116	183,116	104,258	-43%
Capital Outlay	18,229	6,146	6,146	18,720	205%
TOTAL	\$ 4,969,598	\$ 5,519,311	\$ 5,756,776	\$ 6,076,413	10%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2007-08 ESTIMATE*	2007-2008 BUDGET	2006-07 / 2007-08 CHANGE
Chief of Police	1	1	1	1	0
Commander	2	2	3	3	1
Sergeant	8	8	8	8	0
Corporal	2	2	1	1	-1
Police Officer	37	37	39	39	2
Records Supervisor	1	1	1	1	0
Telecommunications Supervisor	1	1	1	1	0
Alarm coordinator	0	0	0	1	1
Telecommunications Operator	10	10	10	10	0
Administrative Secretary	1	1	1	1	0
Property & Evidence Technician	1	1	1	1	0
Victim Assistance Coordinator	1	1	1	1	0
Records Clerk	2	2	2	2	0
Accreditation/Crime Prevention Specialist	1	1	1	1	0
Criminal Investigations Clerk	1	1	1	1	0
TOTAL PERSONNEL	69	69	71	72	3

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
1 Total calls for service (all)	49,851	50,000	54,726	55,000	10%
2 Arrests	1,338	1,500	1,672	1,675	12%
3 DWI Arrests	160	150	200	200	33%
4 Traffic Enforcement	11,210	12,000	14,000	14,000	17%
5 Part I Crimes	1,557	1,600	1,214	1,200	-25%
6 Part II Crimes	2,365	2,300	2,278	2,300	0%
7 Accidents	994	850	1,200	1,200	41%

*Estimate as of August 2007

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
10/3/2007 17:07

DEPARTMENT: Public Safety
DIVISION: Fire / 3012

Description:

Our services include fire suppression, community services, emergency medical services, and training. Fire Suppression is done with two engines, two ladders, two brush trucks, one tanker, and a command vehicle that are housed in two fire stations. Community Services includes fire safety inspections, fire safety education to the public schools and civic organizations, pre-fire plans of all commercial and industrial buildings in the City, and an ongoing hydrant testing program. Emergency medical services is accomplished through a first responder at the Advanced Life Support Level with EMT, EMT-I, and Paramedics. Training is accomplished in-house and through outside resources and we are a designated Texas Fire Commission Training Facility.

Mission Statement:

The mission of the Burleson Fire Department is to improve the quality of life and safety of our citizens by managing the outcomes of fire, rescue, medical, and environmental incidents.

Major Goals:

1. To provide the Citizens of Burleson with quality fire protection.
2. To provide the Citizens of Burleson and average response time of under 5 minutes 90% of the time.
3. To provide the highest level of training to our firefighters consisting of National Fire Academy classes and quality in-house education.
4. To provide the Citizens of Burleson with advanced life support emergency medical services.

Fiscal Year 2006-2007 Accomplishments:

1. Began design for Fire Station 3 and increased staffing in preparation for its completion.
2. Increased our capabilities for responding to swift water rescue(SWR)incidents by providing SWR training to employees and purchasing SWR equipment.
3. Sent 1 employee to the National Fire Academy.
4. Received delivery of 103" Ladder Truck and placed into service.
5. Ordered Engine for Fire Station 3.

Objectives for Fiscal Year 2007-2008:

1. Increase staffing to a level to fully open Fire Station 3.
2. Receive and place into service a new Engine for Fire Station 3.
3. Complete construction of Fire Station 3 by mid to late Summer.
4. Complete the City of Burleson's ISO rating inspection and develop a 5 year plan to improve that rating.
5. Begin an annual inspection program for fire apparatus by a private vendor with Emergency Vehicle Technicians that inspect vehicles and pumps once each year.
6. Increase retention of current employees and the attraction of new employees by implementing a certification pay for EMT-I and Paramedic.

Major Budget Changes:

Increase in personnel.
Construction of Fire Station 3 and placing it into operation.

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

DEPARTMENT: Public Safety
DIVISION: Fire / 3012

Revised
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EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	1,673,344	2,034,688	2,070,988	2,409,465	18%
Materials and Supplies	46,492	76,256	86,049	137,623	80%
Purchased Services & Inventory	102,175	121,109	115,900	133,761	10%
Maintenance and Repair	174,582	112,324	102,635	124,277	11%
Other Expenditures	44,100	32,407	32,407	27,243	-16%
Capital Outlay	4,908	5,153	5,153	16,476	220%
TOTAL	\$ 2,045,601	\$ 2,381,937	\$ 2,413,132	\$ 2,848,845	20%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Fire Chief	1	1	1	1	0
Admin. Secretary	1	1	1	1	0
Battalion Chief/Operations	1	1	1	1	0
Battalion Chief/Training	1	1	1	1	0
Fire Lieutenant	6	6	6	9	3
Apparatus Operator	6	6	6	9	3
Fire Fighters	9	12	12	12	0
Volunteer Firefighters	17	12	12	12	0
TOTAL PERSONNEL	42	40	40	46	6

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
1. Number of calls for service	3,143	3,400	3,300	3,400	0%
2. Calls per Capita	0.10	0.11	0.10	0.11	0%
3. Completed Preplans	10	40	80	100	150%
4. Completed Hydrant Tests	317	1000	1082	1440	40%
5. Career FF/1000 Pop.	0.70	0.86	0.86	0.96	11%
6. Staff Hours of fire training	1475	3000	3721	3900	30%
7. Average response time	5	4	4	4	0%

* Estimate as of August 2007

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
10/4/2007 9:37

DEPARTMENT: Public Safety
DIVISION: Code Enforcement/Fire Prevention/3013

Description:

The Fire Prevention Department is charged with performing administrative and technical duties to plan, organize, and carry out a citywide fire prevention program. The Fire Prevention Department is staffed by the Fire Marshal and one Fire Inspector/Investigator. Primary responsibilities include: fire prevention inspections, fire cause and arson investigations, enforcement of nuisance and safety ordinances, public education, hazard material control, fire system reviews and new construction plan review. The Fire Marshal is also charged with overseeing and managing the State Homeland Security Grants.

Mission Statement:

To build community pride by creating a fire safe environment by the enforcement of fire prevention codes, public education and training. It is through these efforts that we strive to prevent, prepare for, or otherwise limit, the extent of any fire or other emergency.

Major Goals:

1. To provide for the safety of the public through hazard removal by way of fire inspections.
2. To reduce the chance and cause of fire through public education programs.
3. To provide investigations of all fire incidents and make arrests as required.
4. To provide fire safety education to grades pre-k to third grade and all other requests.
5. To provide fair, courteous, equal, firm and consistent service to our citizens and visitors of our community.
6. To maintain a clean city through the enforcement of various city ordinances.

Fiscal Year 2005-2006 Accomplishments:

Received a private grant for \$14,600.00 to purchase Patches & Pumper robot.

Objectives for Fiscal Year 2007-2008:

1. To inspect 75% of the commercial, industrial, mercantile and institutional buildings to locate and remove fire and other safety hazards at least once annually.
2. To respond to any fire hazard complaint within 24 hours.
3. To respond to any code violation complaint within 24 hours.
4. To assure a quick and timely plan review, within 10 days of plans being submitted.
5. To maintain a quick and timely response time to fire investigation request.
6. To start a model fire safety program utilizing the new fire safety house.

Major Budget Changes:

No major budget changes have been made for Fiscal Year 2007-2008.

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

DEPARTMENT: Public Safety
DIVISION: Code Enforcement/Fire Prevention 3013

Revised
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EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 2007-08 CHANGE
Personal Services	160,727	191,548	212,616	230,710	20%
Materials and Supplies	4,783	18,051	18,085	17,605	-2%
Purchased Services & Inventory	8,433	9,401	9,424	11,050	18%
Maintenance and Repair	4,897	5,891	5,772	5,365	-9%
Other Expenditures	8,728	6,484	6,484	8,329	28%
Capital Outlay	0	0	0	0	N/A
TOTAL	\$ 187,568	\$ 231,375	\$ 252,381	\$ 273,059	18%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 2007-08 CHANGE
Director Emergency Operations/ Fire Marshal	1	1	1	1	1
Fire Inspector/Investigator	1	1	1	1	1
Senior Secretary	0	0.3	0.3	0.3	0.3
Code Enforcement Officer	0	0	0	0	0
TOTAL PERSONNEL	2	2.3	2.3	2.3	0

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
• Total number of Fire Inspections	437	700	650	700	
• Annual Fire Safety Inspections (% of 734 as of Jan 2006 establishments)	--	83%	60%	75%	
• Fire Investigations	24	20	25	25	
• % of Fire Investigation Reports completed within 10 days	100%	100%	100%	100%	0%
• Fire Safety Training Contacts	--	5,000	5,000	5,000	
• Fire Hazard Complaints Responded to within 24 hours	100%	100%	100%	100%	0%
• Plan Reviews (site plans, building plans, etc.)	295	150	200	225	
• % of Plan Reviewed within 10 days	80.6%	80%	90%	90%	

* Estimate as of August 2007

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
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DEPARTMENT: Public Safety
DIVISION: Emergency Services 3014

Description:

The Emergency Management Services Division provides for local emergency management through the Emergency Management Coordinator, as a function of the Fire Marshal. The Coordinator maintains and tests the All Hazard Outdoor Warning System monthly, maintains the Emergency Operations Plan, assists the Mayor the staff in planning for possible city emergency operations; and in the event of a disaster, provides technical assistance to the Mayor, who serves as Director, as outlined in the City's Emergency Operations Plan.

Also provided in this budget is emergency ambulance service. This service includes advanced life support, emergency medical care and is provided through the Area Metropolitan Ambulance Authority. Fees for service to users assist in offsetting cost of operation.

Mission Statement:

Emergency Management's Mission is to provide a comprehensive and aggressive emergency preparedness, response and recovery program in order to save lives, protect property and reduce effects of disasters in the City of Burleson.

Major Goals:

1. To protect lives and property in the event of a man-made or natural disaster.
2. To provide responsive and quality emergency medical services to the community.
3. To keep the Emergency Operation Plan current.
4. Conduct one (1) Emergency Operation Drill this year.

Fiscal Year 2005-2006 Accomplishments:

Completed the purchase of all the equipment through the 2005 State Homeland Security Grant and received \$6,050.00 in 2006 State Homeland Security Grant funds.

Objectives for Fiscal Year 2007-2008:

1. To maintain and update, as necessary, the Emergency Operations Plan.
2. To increase public service presentations concerning emergency management and citizen preparedness.
3. To periodically review and update on the standard operating procedures for the Emergency Operations Center.

Major Budget Changes:

CodeRED notification system have been added to the 2007-2008 budget.

Two additional outdoor warning system sirens have been added to the 2007-2008 budget.

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

DEPARTMENT: Public Safety
DIVISION: Emergency Services 3014

Revised
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EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 2007-08 CHANGE
Personal Services	1,793	2,965	2,266	3,010	2%
Materials and Supplies	525	750	650	4,750	533%
Purchased Services & Inventory	47,428	55,472	55,114	57,335	3%
Maintenance and Repair	2,961	6,417	10,281	8,160	27%
Other Expenditures	6,841	5,688	5,688	4,884	-14%
Capital Outlay	0	0	0	0	N/A
TOTAL	\$ 59,548	\$ 71,292	\$ 73,999	\$ 78,139	10%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 2007-08 CHANGE
No personnel costs are budgeted for this division.					
TOTAL PERSONNEL	0	0	0	0	0

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
• Emergency Operations Drill	1	1	1	2	
• Review/Update Emergency Ops Plan	1	1	1	1	

* Estimate as of August 2007

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
10/4/2007 10:55

DEPARTMENT: Public Works
DIVISION: Administration / 4011

Description:

The Public Works Administration Division includes the Director of Public Works, the Infrastructure Software Management Technician, the Public Works Coordinator and two Administrative Technicians. The Director of Public Works plans, organizes and directs departmental activities through "in the field" contact with managers and other staff. Working with the City Staff in the areas of long-range project planning and extensive public contact relative to delivery of City services are also responsibilities of the Department.

Mission Statement: This division oversees the centralization and control of complaint responses, including requests for service and requests for information through the development and implementation of data-processing programs for management of information and departmental procedures.

We are committed to providing efficient, prompt, and courteous service to the people of Burleson, while delivering cost effective, caring, and innovative public service, ever mindful that our decisions must be based on common sense and fiscal responsibility.

Major Goals:

1. To increase the number of calls for service that are processed in real time.
2. To provide staff support for long-range planning and efficient day-to-day management of the Streets, Solid Waste, Equipment Services, and Water & Wastewater Divisions.
3. To direct, plan and organize Public Works Departmental activities.

Fiscal Year 2006-2007 Accomplishments:

1. Assist with Wastewater Sur-charge implementation.
2. Completion of updated Water/Wastewater Maps, Street Maps, Solid Waste Routing Maps and Fire Zone Maps.
3. Implementation of Cityworks Software in Solid Waste.

Objectives for Fiscal Year 2007-2008:

1. To reduce the number of work orders processed by administration.
2. To increase the number of work orders processed by divisions.
3. To improve Cityworks software for field personnel.
4. To create Storm Water and Street Sign GIS Layers and incorporate maintenance into Cityworks.

Major Budget Changes:

None

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
10/4/2007 10:55

DEPARTMENT: Public Works
DIVISION: Administration / 4011

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	329,889	339,707	346,367	417,265	23%
Materials and Supplies	8,466	3,013	3,441	4,747	58%
Purchased Services & Inventory	17,033	22,191	21,629	15,204	-31%
Maintenance and Repair	1,618	6,132	6,285	7,269	19%
Other Expenditures	0	0	0	0	N/A
Capital Outlay	0	0	0	5,275	N/A
TOTAL	\$ 357,006	\$ 371,043	\$ 377,722	\$ 449,760	21%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
TOTAL PERSONNEL	0	0	0	0	0
Director of Public Works	1	1	1	1	0
Public Works Coordinator	1	1	1	1	0
Administrative Assistant	1	2	2	2	0
	1	0	0	0	0
Infrastructure Software Tech	1	1	1	1	0
	0	0	0	0	0
	5	5	5	5	0

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
1 # of calls to Service Center	13,035	13,000	13,000	13,000	N/A
2 Reduce # Service Requests	40% to 5210	5,000	5,000	5,000	40%
3 Reduce # Wrk Orders/Admin	38% to 1784	4,000	4000	4,000	38%

* Estimate as of August 2007

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
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DEPARTMENT: Public Works
DIVISION: Facilities Maintenance/4016

Description:

The Facility Maint. Dept. provides maintenance for the following buildings and locations: City Hall (buildings and grounds), Police Dept. (building and grounds), Library (building and grounds), 2 Fire Stations (building and grounds), Service Center (buildings and grounds), Old Service Center (building and grounds), Senior Center (building only), Transfer Station (building and grounds), Interurban Bldg. (building and grounds), City Annex (building and grounds), Recycle Center (building and grounds), Hidden Creek Golf Complex (building only), and Hill College/Texas Wesleyan facility (building and grounds). This Department is responsible for all maintenance of electrical, plumbing, HVAC and grounds. This Department also oversees the custodial service as well.

Mission Statement:

The Facilities Department strives to deliver a full range of maintenance programs that will keep the integrity of all City Facilities at a level all citizens expect.

Major Goals:

- 1: To ensure maximum life expectancy of City Facilities, both exterior and interior.
- 2: To provide routine cleaning and maintenance program to all facilities.
- 3: To keep the facilities in an acceptable manner necessary to project the proper image our community deserves.
- 4: To ensure the best possible performance by outside agencies, when needed, in regard to facility repairs.

Fiscal Year 2006-2007 Accomplishments:

Completed a remodel of the City Secretary office, the Finance Department and HR Department. Built the Communication Building at Turkey Peak. All the electrical, HVAC, concrete work and carpentry were done in house. Replaced a 7 1/2 ton A/c unit at the Hill/Texas Wesleyan facility. This work as well was done in house with staff employees. We will have installed an ADA automatic door opener at City Hall. Also at City Hall we will have installed classroom windows in all Senior Management office doors. We have a licensed electrician and HVAC repair person on staff and this has resulted in untold savings.

Objectives for Fiscal Year 2007-2008:

Install Card reader access at FS1, FS2 and PD. Remodel FS2 to add sleeping quarters for additional employee.

Major Budget Changes:

Install card reader access at PD, FS1 and FS2. Replace flag pole at PD.

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
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DEPARTMENT: Public Works
DIVISION: Facilities Maintenance/4016

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	250,561	295,326	294,137	326,334	10%
Materials and Supplies	24,074	28,958	28,958	29,385	1%
Purchased Services & Inventory	115,228	128,034	128,475	131,872	3%
Maintenance and Repair	82,565	93,300	87,780	104,152	12%
Other Expenditures	10,354	9,281	9,281	13,646	47%
Capital Outlay	71,419	5,500	5,500	13,000	136%
TOTAL	\$ 554,201	\$ 560,399	\$ 554,131	\$ 618,389	10%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Facilities Maintenance Mgr.	1	1	0	0	0
Facilities Maintenance Tech III	2	2	2	2	0
Facilities Tech I	0	1	1	0	-1
Facilities Worker I	1	2	2	2	0
Facilities Maintenance Supervisor	1	1	1	1	0
Facilities seasonal	1	1	1	1	0
TOTAL PERSONNEL	6 0	8 0	7 0	6	-1

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
1. Electrical Repairs	120	150	150	180	20%
2. Plumbing Repairs	50	50	50	50	0%
3. HVAC Repairs	50	50	50	50	0%
4. Carpentry Repairs	150	150	150	165	10%
5. Remodling	35	35	35	35	0%
6. Grounds Maintenance	900	900	900	1,035	15%
8. Preventative Maintenance Hours	1,400	1,400	1,400	1,540	10%

* Estimate as of August 2007

CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES

Revised
10/3/2007 17:09

DEPARTMENT: Public Works
DIVISION: Street - Pavement Maintenance/4017

Description:

The Pavement Maintenance Division of the Department of Public Works provides services to the citizens of Burleson by repairing and maintaining paved streets and sidewalks, as well as, city owned parking lots. Additionally, this division provides utility cut repairs and street sweeping operations throughout the city. Furthermore, this division is also responsible for street improvement programs including chip sealing, reconstruction and overlays. This Division also manages contract pavement programs including miscellaneous concrete repair & replacement, microsurface and mill & overaly operations. Finally, this division provides support to all departments requiring the services of equipment and personnel.

Mission Statement:

The mission of the City of Burleson Pavement Maintenance Division is to effectively maintain a safe infrastructure for the traveling public.

Major Goals:

1. To protect the investment in public streets through adequate repair and preventive maintenance to ensure maximum street life.
2. To establish and maintain an ongoing comprehensive concrete pavement repair and replacement program that will augment the current asphalt repair program.
3. To continue to look for ways to provide pavement maintenance programs that are both effective and efficient in order to provide the best possible stewardship of public funds.

Fiscal Year 2005-2006 Accomplishments:

1. Completed 2.6 miles of mill and overlay
2. Completed 9.2 miles of microsurfacing
3. Completed 4 miles of seal coating
4. Completed 14 miles of crack sealing

Objectives for Fiscal Year 2007-2008:

1. To perform 20 lane miles of asphalt crack sealing
2. To perform 4.5 lane miles of chip sealing
3. To perform 8+ miles of microsurfacing
4. Use 10,000 lbs of concrete lifting material to reduce ponding on concrete pavements
5. To complete all utility cut repairs within 5 working days

Major Budget Changes:

The Street Maintenance budget is being seperated into three divisions this year. The divisions are, Pavement Maintenance, Drainage Maintenance & Traffic Maintenance respectively.

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
10/3/2007 17:09

DEPARTMENT: Public Works
DIVISION: Streets Pavement Maintenance/4017

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 2007-08 CHANGE
Personal Services	0	0	0	631,552	N/A
Materials and Supplies	0	0	0	19,845	N/A
Purchased Services & Inventory	0	0	0	261,430	N/A
Maintenance and Repair	0	0	0	894,873	N/A
Other Expenditures	0	0	0	62,206	N/A
Capital Outlay	0	0	0	0	N/A
TOTAL	\$ -	\$ -	\$ -	\$ 1,869,906	N/A

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 2007-08 CHANGE
Street & Solid Waste Manager	1	1	1	1	0
Street & Solid Waste Superintenden	1	1	0	0	0
Street Superintendent	0	0	1	1	0
Street Maint. Sr. Crew Leader	1	1	1	1	0
Street Maintenance Crew Leader	2	2	2	2	0
Street Equipment Operator	2	1	1	1	0
Street Maintenance Worker I and II	8	9	9	7	2
TOTAL PERSONNEL	15	15	15	13	2

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Lane miles crack sealed	17	20	14	20	70%
Lane miles chip sealed	0	4.50	4.00	4.50	89%
Lane miles microsurfaced	9	8.00	9.00	8.00	113%
SF/Utility cuts repaired/5days	51,846	50,000	50,000	32,000	156%

* Estimate as of August 2007

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
10/4/2007 11:03

DEPARTMENT: Public Works
DIVISION: Street - Drainage Maintenance/4018

Description:

The Drainage Maintenance Division of the Department of Public Works provides services to the citizens of Burleson by repairing and maintaining improved drainage facilities and public underground storm drain systems. Additionally, this division provides the mowing, trimming and clean up of public open channels throughout the city. Furthermore, this division is also responsible for channel beautification & landscaping, chemical growth control application and storm water management related program monitoring. The Division manages drainage way programs including contract landscaping and weed control applications.

Mission Statement:

The mission of the City of Burleson Drainage Maintenance Division is to maintain and effective storm water program including maintenance of open and closed system drainage facilities for the citizens of Burleson.

Major Goals:

1. To protect the investment in public drainage systems through adequate repair and preventive maintenance to maximize storm water flow through the community.
2. To establish best management practices for storm water monitoring & maintenance through implementation of a comprehensive storm water management program.
3. To continuously look for improvements in storm water management practices that increase efficiency and effectiveness for the community.

Fiscal Year 2005-2006 Accomplishments:

As part of the Street Maintenance Division in 05/06 the Drainage Crew accomplished:

1. Completed multiple mowing cycles of open channels for a total of approx. 550 acres.
2. Completed open channel and ditch cleaning of approx. 6,000 linear feet.
3. Contracted pilot program for landscaping of channel crossing and managed implementation at Alsbury Blvd and North Creek Channel.

Objectives for Fiscal Year 2007-2008:

1. Contract landscaping of ten more channel crossings
2. Establish outfall structure mapping in accordance with Storm Water Management Plan (SWMP).
3. Perform initial dry weather monitoring & screening of outfall structures in accordance to SWMP.
4. Schedule Texas Pollutant Discharge Elimination System (TPDES) & Municipal Separate Storm Sewer Systems (MS4's) training as part of SWMP.
5. Evaluate Storm Water Utility Fee and make recommendation to City Management.

Major Budget Changes:

New budget/New Division for fiscal year 2007-2008

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
10/4/2007 11:03

DEPARTMENT: Public Works
DIVISION: Streets Drainage Maintenance/4018

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 2007-08 CHANGE
Personal Services	0	0	0	165,462	N/A
Materials and Supplies	0	0	0	3,399	N/A
Purchased Services & Inventory	0	0	0	8,776	N/A
Maintenance and Repair	0	0	0	66,069	N/A
Other Expenditures	0	0	0	856	N/A
Capital Outlay	0	0	0	0	N/A
TOTAL	\$ -	\$ -	\$ -	\$ 244,562	N/A

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 2007-08 CHANGE
Drainage Crew Leader	0	0	0	1	1
Drainage Equipment Operator	0	1	1	2	1
Drainage Maint. Worker I and II	0	0	2	0	-2
TOTAL PERSONNEL	0	1	3	3	2

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Linear Feet of Channel - Maintained	8,253	6,500	6,000	9,000	67%
Acres Mowed - Channels (right-of-way mowing no longer incl. as of 2006-07)	760	850**	550	600	92%
Outfall Structures - Inventoried and Screened	0	0	0	50	0%
Channel Landscape Improvement completed	0	1	1	10	10%

* Estimate as of August 2007 **Included Right-of-Way mowing estimate

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
10/4/2007 11:09

DEPARTMENT: Public Works
DIVISION: Street - Traffic Maintenance/4019

Description:

The Traffic Maintenance Division of the Department of Public Works provides services to the citizens of Burleson by repairing, maintaining and installing traffic signs and pavement markings. Additionally, this division provides school zone flasher, warning flasher, street light & traffic signal monitoring and repair through the use of in-house technicians and established contracts. This division also provides support for traffic control plans and implementation on in-house projects.

Mission Statement:

The mission of the City of Burleson Traffic Maintenance Division is to provide effective and efficient maintenance and operation of the city's transportation infrastructure.

Major Goals:

1. To protect the investment in signs, markings and electronic traffic control devices through adequate repair and preventive maintenance.
2. To establish and maintain an ongoing traffic maintenance program to include all traffic related infrastructure components and maximize the City's investment.
3. To continuously seek to provide the most state of the art installation and maintenance practices for all traffic control related infrastructure components, i.e., signs, markings & electronic devices.
4. To evaluate cost for conversion of old school zones from standard bulb to L.E.D. and adding an internal flasher to each existing flasher.

Fiscal Year 2006-2007 Accomplishments:

1. Maintained 1200 signs due to damage, vandalism or expiration of useful life.
2. Installed over 400 new signs related to engineering requests and new subdivisions.
3. Fabricated over 1600 signs in-house related to both maintenance and new installations.
4. Programed school zone flasher timers in accordance with BISD time schedules for individual school zones.
5. Changed out all school zone signs to new standard.

Objectives for Fiscal Year 2007-2008:

1. Apply hot tape markings at all school zone crossings.
2. Certify one member to Signal Technician Level I status via International Municipal Signal Association
3. To renew Signs and Markings I & II certifications for one member and secure Level II for the other.
4. Coordinate with TxDOT on possible directional and advanced intersection signs on their right-of-way.
5. Start annual preventive maintenance for all existing electronic traffic control devices including school zone flashers & traffic signals.
6. Install or maintain 1800 signs

Major Budget Changes:

New Budget for 2007/2008

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

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DEPARTMENT: Public Works
DIVISION: Streets - Traffic Maintenance/4019

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	0	0	0	121,124	N/A
Materials and Supplies	0	0	0	47,634	N/A
Purchased Services & Inventory	0	0	0	4,206	N/A
Maintenance and Repair	0	0	0	16,902	N/A
Other Expenditures	0	0	0	5,509	N/A
Capital Outlay	0	0	0	5,000	N/A
TOTAL	\$ -	\$ -	\$ -	\$ 200,375	N/A

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Signs & Markings Technician	1	2	2	2	0
TOTAL PERSONNEL	1	2	2	2	0

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
New Signs Installed	382	400	410	500	82%
Existing Signs Maintained	876	1,200	1,050	1,300	81%
Hot Tape Marking LF	10,494	16,500	0	16,500	0%
PM Services Performed	0	0	0	12	0%

* Estimate as of August 2007

CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES

Revised
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DEPARTMENT: Neighborhood Services
DIVISION: Administration - 4511

Description:

The Neighborhood Services Department includes animal services, environmental services and code enforcement. The administrative division provides oversight for the staff, programs and budgets for these municipal functions.

Mission Statement:

To provide programs and services that improve and protect the public health and safety, including the environmental health, of the Burleson Community.

Major Goals:

1. Write or revise city ordinances as necessary to bring codes and the divisions of this department into compliance with updated state and federal regulations.
2. Develop programs that enhance citizen involvement in neighborhood maintenance and revitalization.
3. Provide administrative and managerial support to the department in order to produce effective services.
4. Provide operational support to the department so employees may have the necessary tools to perform their jobs.

Fiscal Year 2006-2007 Accomplishments:

1. Began holding monthly meetings with entire departmental staff and with individual divisions.
2. Created departmental newsletter that is distributed to department employees at least monthly.
3. Added Code Enforcement division to the department and changed departmental name to reflect neighborhood focus.

Objectives for Fiscal Year 2007-2008:

1. Develop standard operating procedures for the three production divisions of the department.
2. Design and implement public education campaigns to increase citizens' awareness of their roles in the protection of public health and safety in their community.

Major Budget Changes:

This will be the first full fiscal year in which the public information function is not part of this division.

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

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DEPARTMENT: Neighborhood Services
DIVISION: Administration - 4511

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	88,968	85,126	97,653	102,221	20%
Materials and Supplies	1,253	595	1,085	604	2%
Purchased Services & Inventory	1,570	1,719	1,719	1,749	2%
Maintenance and Repair	0	0	0	0	N/A
Other Expenditures	0	0	0	0	N/A
Capital Outlay	0	0	0	0	N/A
TOTAL	\$ 91,791	\$ 87,440	\$ 100,457	\$ 104,574	20%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Neighborhood Svcs Director	1	1	1	1	0
TOTAL PERSONNEL	1	1	1	1	0

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
1. NS Deptmtl meetings held	N/A	N/A	7	12	
2. AS Division meetings held	N/A	N/A	8	12	
3. City Council meetings atnd	N/A	N/A	19	22	
4. Spcl Events worked	N/A	N/A	5	8	

* Estimate as of August 2007

CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES

Revised
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DEPARTMENT: Neighborhood Services
DIVISION: Animal Services - 4514

Description: The Animal Services Division protects the public health and safety by operating a humane animal control program. This is done through the enforcement of state laws and city ordinances. The animal services staff serves as Burleson's rabies control authority and operates the Burleson Animal Shelter. They respond to citizens' requests for information and service related to: stray animals, animal bites, dangerous animals, animal welfare, responsible pet ownership, and deceased animals. Animals surrendered or impounded to the Burleson Animal Shelter are fed, offered basic medical care and health screenings, and given comfort items and shelter in a clean facility. The shelter staff then makes every effort to find animals' owners or to get the animals adopted or transferred to a rescue or foster facility. Animals reclaimed or adopted through the shelter are also microchipped.

Mission Statement:

Protect and serve the citizens of Burleson by enforcing state health and safety codes and the local animal care and control ordinance, by educating citizens on animal-related issues, and by maintaining a clean, efficient, and humane animal shelter.

Major Goals:

1. To provide protection and service to the citizens by preventing them from being annoyed, threatened, or endangered by the city's animal population.
2. To reduce the stray animal population in the city.
3. To promote responsible pet ownership.
4. To maintain an animal shelter which complies with all state and local regulations.
5. To maintain the health and well-being of the animals housed at the shelter.
6. To provide courteous service to all customers and patrons of the Burleson Animal Shelter.

Fiscal Year 2006-2007 Accomplishments:

1. Fully implemented new policy to microchip all animals adopted or reclaimed from the Burleson Animal Shelter, in accordance with the new Animal Care and Control Ordinance.
2. Equipped all outdoor dog runs with shade cloths, allowing animals more time outdoors and making it more comfortable for shelter visitors to interact with animals.
3. Equipped the shelter with a large, walk-in freezer, thus reducing the risk of injury to shelter employees.

Objectives for Fiscal Year 2007-2008:

1. Implement shelter healthcare program, fully vaccinating all shelter animals upon intake, thereby reducing instances of shelter-borne disease.
2. Fully equip the cattery with larger cages to comply with industry welfare standards.
3. Continue working with area rescue groups and humane societies to place homeless animals.

Major Budget Changes:

1. Funds to fully vaccinate all shelter animals upon intake, to be offset by a \$10 increase in the immunization fee.
2. Funds to purchase speciality software that will perform requisite tracking of: animals' intake, medical treatment and disposition; adoptors' compliance with state law to have animals spayed/neutered; use of euthanasia drugs; staff's continuing education hours required to maintain certifications; and all calls for service, response times, and related staff activities.

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

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DEPARTMENT: Neighborhood Services
DIVISION: Animal Services - 4514

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	196,750	213,027	219,607	260,289	22%
Materials and Supplies	19,505	32,975	32,855	43,927	33%
Purchased Services & Inventory	38,886	58,195	48,290	53,412	-8%
Maintenance and Repair	12,209	15,474	5,956	12,659	-18%
Other Expenditures	5,426	5,314	5,314	5,009	-6%
Capital Outlay	0	12,000	12,800	0	N/A
TOTAL	\$ 272,776	\$ 336,985	\$ 324,822	\$ 375,296	11%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Animal Services Supervisor	1	1	1	1	0
Animal Control Officer	2	2	3	3	1
Animal Shelter Technician	1	1	1	1	0
TOTAL PERSONNEL	4	4	5	5	1

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
1. Animals handled	2,480	2,000	2,485	2,490	25%
2. Animals adopted	519	450	500	520	16%
3. Requests for service	5,479	3,300	5,865	6,000	82%
4. Bite Cases	74	52	68	70	35%
5. Citations/warnings issued	200	252	300	315	25%
6. Shelter visitors served	7,213	5,500	6,500	7,400	35%

* Estimate as of August 2007

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
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DEPARTMENT: Neighborhood Services
DIVISION: Environmental Services 4515

Description: Environmental Services provides administrative leadership for Keep Burleson Beautiful and coordinates all special events and public education efforts sponsored by that organization, develops and hosts all specialty waste collection events such as household hazardous and electronic waste collections, and organizes community cleanup programs. This division is charged with developing and implementing the City's Stormwater Management Program and submitting all related reports to TCEQ, and with administering the interlocal agreements between the City and Tarrant County Public Health related to permitting of food establishments, On-Site Sewage Facilities, and public pools. Environmental Services also investigates complaints regarding mosquitoes, stormwater pollution prevention, and other environmental and/or health-related public nuisances and takes enforcement measures as necessary.

Mission Statement:

Protect and serve the citizens of Burleson by enforcing environmental and health regulations, educating citizens on environmental concerns, and promoting programs that improve the aesthetics of the community.

Major Goals:

1. To respond to all complaints and reports from citizens regarding health and environmental issues in an accurate and timely manner.
2. To manage and protect Burleson's stormwater system and natural waterways.
3. To reduce illegal dumping by providing disposal alternatives such as Household Hazardous Waste and E-waste collections.
4. To develop and promote education campaigns and special events that encourage citizens to aid in preserving the environment and the aesthetic condition of the community.
5. To effectively administer interlocal agreements with Tarrant County Public Health to ensure that Burleson's ordinances are properly enforced.

Fiscal Year 2006-2007 Accomplishments:

1. Held two Household Hazardous Waste events and two E-waste recycling events.
2. Held two expanded community cleanup events to collect litter at multiple satellite locations throughout town.
3. Worked with members of Keep Burleson Beautiful to complete the process for the organization to become a Keep America Beautiful affiliate.
4. Implemented first part of one minimum control measure of the Stormwater Management Program by beginning project to mark all City storm drains with advisories against dumping.

Objectives for Fiscal Year 2007-2008:

1. Fully implement Year One phase of Stormwater Management Plan, following issuance of Phase II permit by TCEQ.
2. Implement new state and local requirements regarding food handler training in conjunction with Tarrant County Public Health.
3. Increase environmental awareness throughout the community, especially among school-age children.
4. Expand the programs offered by Keep Burleson Beautiful, in accordance with the requirements of Keep America Beautiful.
5. Perform plan reviews for all new construction projects that could have an adverse environmental affect on the community.

Major Budget Changes:

1. Inclusion of training and resources required by the unfunded mandate of the Phase II Stormwater Permit issued by the TCEQ.
2. Inclusion of training and resources required to maintain status as a Keep America Beautiful affiliate.

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

DEPARTMENT: Neighborhood Services
DIVISION: Environmental Services/4515

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EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	32,567	60,656	61,371	71,006	17%
Materials and Supplies	1,894	1,373	1,373	11,234	718%
Purchased Services & Inventory	14,594	22,580	22,580	28,373	26%
Maintenance and Repair	293	600	600	0	N/A
Other Expenditures	1,701	1,650	1,650	1,677	2%
Capital Outlay	0	0	0	0	N/A
TOTAL	\$ 51,049	\$ 86,859	\$ 87,574	\$ 112,290	29%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Environmental Programs Specialist	0.5	1	1	1	0%
TOTAL PERSONNEL	0.5	1	1	1	0%

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
1. HHW events hosted	2	2	2	2	0%
2. HHW dropoff participants	321	300	325	350	17%
3. Community Cleanup events	2	2	2	2	0%
4. E-waste recycling events	1	1	2	2	100%
5. E-cycling participants	111	100	150	150	50%
6. West-Nile surveillance	6	8.00	10	10	25%
7. Complaints fielded	96	96	100	100	4%
8. KBB meetings hosted	12	12	14	14	17%

* Estimate as of August 2007

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
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DEPARTMENT: Planning and Engineering Services
DIVISION: Planning/5011

Description:

The Planning & Community Development Department is an advisor to the City Manager's Office, the City Council, the Planning & Zoning Commission, and numerous boards and commissions on matters affecting planning, growth and development in Burleson. The department coordinates planning and development-related matters with other City departments and agencies, and supervises the enforcement of all policies and ordinances pertaining to city development activities.

Mission Statement:

To promote the orderly and sustainable growth and development of the City of Burleson and its extra-territorial jurisdiction.

Major Goals:

1. To encourage and manage commercial and residential growth that is consistent with City plans, resources, infrastructure and services.
2. To ensure a straight-forward development review process that is impartial, professional, timely, and supportive of adopted City goals.
3. To provide accurate and relevant information needed to guide the planning and development decision making of the public and private sectors.

Fiscal Year 2006-2007 Accomplishments:

1. Approved and adopted an I-35W Corridor Plan and Zoning Overlay District.
2. Amended the Gas Well Ordinance.
3. Processed 16 Gas Well Applications through May 2007.
4. Processed 27 Final Plats, 17 Preliminary Plats, 6 Variances to ZBA, 9 Site Plans, 9 Zoning Cases and an Annexation through May 2007.
5. Filled the Planner position for development review and long-range planning functions.

Objectives for Fiscal Year 2007-2008:

1. Implementation of new development application and review system, in conjunction with updated Navaline software.
2. Complete update to the subdivision regulations and design manual, in conjunction with the Engineering Division.
3. Prepare a corridor and land use plan for the State Highway 121 corridor.
4. Contract and assist in the development of a market study and corridor analysis of the SH 174 (Wilshire Boulevard) corridor.
5. Prepare ordinances for tree preservation, outdoor lighting, and updates to Zoning Ordinance.
6. Conduct annual training seminars for the Planning and Zoning Commission.
7. Continue to use the Developer's Roundtable for feedback on proposed changes and revisions to policies and procedures related to development.

Major Budget Changes:

1. Decision packet 1 - Provides for Planning Consulting Fees to contract with consulting firm to develop SH 174 Corridor Plan - \$33,062.

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

DEPARTMENT: Planning and Engineering Services
DIVISION: Planning/5011

Revised
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EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	234,835	294,839	228,384	223,209	-24%
Materials and Supplies	3,277	5,687	4,387	3,123	-45%
Purchased Services & Inventory	18,421	38,067	38,067	38,638	1%
Maintenance and Repair	0	4,740	5,188	4,810	1%
Other Expenditures	3,821	2,964	2,964	4,009	35%
Capital Outlay	0	0	0	0	N/A
TOTAL	\$ 260,354	\$ 346,297	\$ 278,990	\$ 273,789	-21%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Director of Planning and Communit	1	1	0	0	-1
Senior Planner	1	1	0	0	-1
Planner	0	1	1	1	0
Sr. Administrative Secretary	1	1	1	1	0
Planning Official	0	0	1	1	1
TOTAL PERSONNEL	3	4	3	3	-1

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
<u>Applications Processed</u>					
Zoning Cases	17	15	15	15	0%
Special Use Permits	2	5	3	5	0%
Amended Plats	7	5	6	6	20%
Final Plats	39	40	40	40	0%
Preliminary Plats	19	20	30	25	20%
Short Form Plats	-	5	0	0	-100%
Replats	7	5	5	5	0%
ZBA Variance Requests	13	10	10	10	0%
Gas Well Permits	14	20	30	25	20%
Site Plan Reviews	24	25	25	25	0%
Total of All Cases	142	150	164	156	

* Estimate as of August 2007

CITY OF BURLESON

ANNUAL OPERATING BUDGET & PLAN OF SERVICES

Revised
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DEPARTMENT: Planning & Engineering Services
DIVISION: Building Inspections/5012

Description:

The Building Inspections Division enforces the construction codes and zoning ordinance of the City of Burleson. This is accomplished through plan review, permit issuance and construction inspection. This division also works with and provides assistance to a number of the city officers, boards and committees, to include the Director of Planning and Engineering Services, Fire Marshal, Environmental Services, Development Assistance Committee, Zoning Board of Adjustment, as well as the Building Codes and Standards Board.

Mission Statement:

It is the mission of the Building Inspection Division to provide professional courteous customer service while contributing to the orderly growth, development and maintenance of our community by applying the highest standards of health, safety and construction industry practices.

Major Goals:

1. To provide effective and responsive plan review and inspection services through building codes and the zoning ordinance for the health, safety and welfare of the community.
2. To further the goals of the City's comprehensive plan by insuring that permits are only issued for projects that comply with the terms of the City's zoning ordinance.
3. To improve the safety and appearance of the city by encouraging compliance with local codes and ordinances through the development and distribution of public information brochures in the areas of building safety and code compliance.
4. To communicate and cooperate closely with all other city departments as a means for providing assistance to citizens, contractors and developers during the course of construction projects.
5. To support employee training that will maintain and improve technical and professional skills.

Fiscal Year 2006-2007 Accomplishments:

1. Staff obtained various ICC Certifications.
2. A total of 724 new residential permits were issued. Burleson was #12 in the metroplex for residential growth.
3. A record was set in August 2006, with 91 new residential issued. Previous record was 84, issued in March 2005.
4. A total of 74 commercial permits were issued.

Objectives for Fiscal Year 2007-2008:

1. To complete review of residential building plans within 1-3 working days of submission; to complete review of commercial building plans within ten working days of submission.
2. To make all inspections within twenty-four hours of request. (Based on current "one-a-day" inspections.)
3. To maintain the quality of residential and commercial inspections through semi-annual evaluations of field inspector performance.
4. To provide information to customers about regulations and departmental programs on an on-going basis.
5. To seek additional code certifications for field inspectors.
6. To begin the process of transforming an improved method of record keeping for permits.

Major Budget Changes:

1. Added part-time Permit Specialist - \$20,000

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

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DEPARTMENT: Planning and Engineering
DIVISION: Building Inspections/5012

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	327,520	358,254	361,884	396,574	11%
Materials and Supplies	6,137	7,168	7,168	4,090	-43%
Purchased Services & Inventory	14,155	13,352	13,352	13,605	2%
Maintenance and Repair	7,196	7,634	8,161	7,817	N/A
Other Expenditures	9,253	9,333	9,333	8,281	-11%
Capital Outlay	0	0	0	0	N/A
TOTAL	\$ 364,261	\$ 395,741	\$ 399,898	\$ 430,367	9%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Building Official	1	1	1	1	0
Building Inspector	2	3	3	3	0
Building Permits Specialist	2	2	2	3	1
TOTAL PERSONNEL	5	6	6	7	1

PERFORMANCE MEASURES	2006-07 ACTUAL	2007-08 BUDGET	2007-08 ESTIMATE*	2008-09 BUDGET	2007-08 / 2008-09 CHANGE
1 Residential Building Permit Review	724	680	692	657	-23
Target turnaround time (# of days)	3	3	3	3	0%
Actual turnaround time (# of days)	3	3	3	3	0%
% Within Target	100%	100%	100%	100%	0%
2 Commercial Building Permit Review	74	75	70	81	8%
Target turnaround time (# of days)	10	10	10	10	0%
Actual turnaround time (# of days)	10	10	10	10	0%
% Within Target	100%	100%	100%	100%	0%
3 Total Permits Issued	8,886	8,900	9,922	9,950	1,050
4 Total Fees Collected	1,061,789	1,100,000	1,075,030	1,000,000	304,187
5 Total Inspections Made	22,881	24,200	23,186	24,345	145
6 Inspections Completed	100%	100%	100%	100%	0%
Within 4 Hours of Request					
7 Total Quality Control Inspections Performed (by quarter)	4	4	4	4	0

*Estimate as of August 2007

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
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DEPARTMENT: Neighborhood Services
DIVISION: Code Enforcement - 5013

Description:

The Code Enforcement division strives to attain compliance with city codes regarding land use and nuisance regulations and the maintenance of structures and premises through education, cooperation, enforcement and abatement to achieve a cleaner, healthier and safer city. Code Enforcement Officers promote, maintain and improve the quality of life in the Burleson community through community partnerships and education, and are committed to providing dedicated, enthusiastic, and professional service.

Mission Statement:

Protect the health, safety and welfare of all citizens of the city through fair and equitable enforcement of nuisance codes and zoning ordinances.

Major Goals:

1. Make the city of Burleson a safer and cleaner place to live and do business through a cooperative effort between the City and its citizens.
2. Provide prompt, courteous, and professional service to all residential and corporate citizens.
3. Gain willing compliance through education of property owners who are in violation of City codes
4. Encourage responsible property maintenance through enforcement of minimum property standards ordinance.

Fiscal Year 2006-2007 Accomplishments:

1. Revision of the City's nuisance codes and enforcement of the revised provisions.
2. Adoption of the ordinance authorizing the use of sign kiosks to reduce visual clutter of bandit signs.

Objectives for Fiscal Year 2007-2008:

1. Create public education materials to encourage voluntary compliance with City codes.
2. Review and update forms and procedures to improve divisional efficiencies.
3. Develop formal standard operating procedures for the division.

Major Budget Changes:

1. Additional funding for mowing rights of way in residential areas where developers or home owners associations are not maintaining the grounds in accordance with City code.

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

DEPARTMENT: Neighborhood Services
DIVISION: Code Enforcement/5013

Revised
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EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07/ 2007-08 CHANGE
Personal Services	110,103	116,469	118,419	123,324	6%
Materials and Supplies	1,078	2,494	2,494	2,530	1%
Purchased Services & Inventory	8,944	16,324	15,834	22,566	38%
Maintenance and Repair	4,260	4,612	3,671	4,703	N/A
Other Expenditures	5,405	4,977	4,977	4,771	-4%
Capital Outlay	0	0	0	0	N/A
TOTAL	\$ 129,790	\$ 144,876	\$ 145,395	\$ 157,894	9%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07/ 2007-08 CHANGE
Code Enforcement Officer	2	2	2	2	0
TOTAL PERSONNEL	2	2	2	2	0

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
<u>Staff Actions by category*</u>					
High Grass	934	N/A	850	850	
Junk & Trash	1,059	N/A	500	600	
Junked Vehicle	445	N/A	200	250	
Signs	1,945	N/A	1,500	1,500	
Storage buildings	192	N/A	150	160	
Fences	824	N/A	700	750	
All other cases	526	N/A	1,650	1,500	
Total	5,925		5,550	5,610	

*Numbers reflect all staff actions taken on cases of each type.

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

DEPARTMENT: Planning and Engineering Services
DIVISION: Capital - 5511

Revised
10/3/2007 16:36

Description:

Capital Division administers the design, acquisition of Right of Ways and construction of the City's capital projects. Engineering Services ensures that all capital projects are designed and constructed in accordance with accepted engineering principles and construction practices. Additionally, the division manages general traffic and drainage issues throughout the City. The division also develops long-range capital improvement plans.

Mission Statement:

To ensure the services provided by the Department of Engineering Services are effectively managed within established schedules, mandated budgets, and recognized professional standards so as to enhance the quality of life for the citizens of Burleson.

- 1) Planning, design and construction of capital water, sewer, street, and drainage projects;
- 2) Inspection of public and private projects.

Major Goals:

- 1) To ensure that project plans and specifications are in compliance with City ordinances and accepted engineering practices.
- 2) To ensure that projects are constructed in compliance with design details and specifications.
- 3) To provide accurate and timely engineering information and assistance to citizens, other City departments, developers, engineers, and contractors.

Fiscal Year 2006-2007 Accomplishments:

See next page.

Objectives for Fiscal Year 2007-2008:

- 1) To continue the design and construction of the pre-2005 and 2005 -09 Bond Programs.
- 2) To coordinate all projects done by the Texas Dept. of Transportation within the City.
- 3) To create a 5-year capital plan for streets, water, and sanitary sewer projects.
- 4) To provide effective engineering support to the public, City staff, and City Council.

Major Budget Changes: None

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
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DEPARTMENT: Planning and Engineering Services
DIVISION: Capital - 5511

Description:

Capital Division administers the design, acquisition of Right of Ways and construction of the City's capital projects. Engineering Services ensures that all capital projects are designed and constructed in accordance with accepted engineering principles and construction practices. Additionally, the division manages general traffic and drainage issues throughout the City. The division also develops long-range capital improvement plans.

Fiscal Year 2006-2007 Accomplishments:

1) Initiated design on the following:

Neighborhood Street Rebuild 2007
Pass Through Toll Financing - FM 3391
Independent Water & Sewer Rehab 2007
MIGG Phase 1
MIGG Phase 2
16" Waterline on John Jones & Alsbury
Old Town Phase 2 Streets, Drainage, & Trails
Left Turn Lanes at Albury

2) Completed design on the following:

Independent Water & Sewer Rehab 2007
Neighborhood Street Rebuild 2007
North Creek Relief Line
MIGG Phase 3 Waterline Relocation
MIGG Phase 3 Sewerline Relocation
Alsbury Rehabilitation Phase 1
MIGG Drainage Phase 3
Elk Ridge Relief Line
Village Creek / Shannon Creek Relief Line
North Creek Relief Line

3) Initiated right-of-way acquisition on the following:

Elk Ridge Relief Line
Village Creek / Shannon Creek Relief Line
North Creek Relief Line
Shannon Creek sewer line to City Limits
Hemphill Street (Alsbury - McAlister)
McAlister Road (North Creek - Hemphill)
MIGG Phase 3

4) Completed right-of-way acquisition on the following:

MIGG Phase 3
Elk Ridge Relief Line
Shannon Creek sewer line to City Limits

5) Initiated construction on the following:

Elk Ridge Relief Line
Shannon Creek sewer line to City Limits
Independent Water & Sewer Rehab 2007
Neighborhood Street Rebuild 2007
Upper Pressure Plane Redesign

6) Completed construction on the following:

Sidewalk Projects
Shaffstall Road Pump & Storage Site
Traffic Signal @ Heberle
Neighborhood Street Reconstruction 06

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

DEPARTMENT: Engineering
DIVISION: Engineering/Capital 5511

Revised
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EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	490,811	511,284	518,523	17,363	-97%
Materials and Supplies	5,740	3,950	5,557	2,157	-45%
Purchased Services & Inventory	170,270	138,414	150,951	33,011	-76%
Maintenance and Repair	5,856	6,461	6,004	2,713	-58%
Other Expenditures	25,535	11,587	11,415	10,853	-6%
Capital Outlay	17,117	5,762	5,762	2,484	-57%
TOTAL	\$ 715,329	\$ 677,458	\$ 698,212	\$ 68,581	-90%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Deputy City Engineer	1	1	1	1	0
Chief Inspector	1 0	1	1	1	0
Engineering Inspector	1	1	2	2	0
Civil Engineer	0	0	1	1	1
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	3	3	5	5	2

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
1 Projects Inspected	35	47	38	40	-15%
2 Wtr/WstWtr/Stm Lines Insp'd (lf)	150,000	165,000	155,000	140,000	-15%
3 Paving Inspected (lf)	100,000	110,000	95,000	94,000	-15%
4 Init. Design '00 Bond Projects	6	11	11	15	36%
5 Init. Const '00 Bond Projects	5	10	10	12	20%

* Estimate as of May 2007

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**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

DEPARTMENT: Planning and Engineering Services
DIVISION: Engineering/Development 5512

Revised
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Description:

The Engineering/Development Division coordinates and monitors the development, design and construction of all subdivisions relative to engineering activities. The division administers and coordinates floodplain management and evaluates drainage concerns. The division ensures that all public improvements meet the requirements of the City's development ordinances and state and federal law and that all projects are designed in accordance with accepted engineering principles. This division creates and maintains land management side of the City's GIS system and maintains construction plans in the City's maproom. The Engineering/Development Division also coordinates the review of plats and site plans through the Development Assistance Committee.

Mission Statement:

To serve the development community and the citizens of Burleson by ensuring that public infrastructure installed by developers is designed to City standards. This is accomplished by providing the following services:

1. Review of subdivision and related site and infrastructure plans;
2. Development and maintenance of the City's digital land management maps;
3. Organization and maintenance of the City's public infrastructure construction plans;
4. Floodplain management; and
5. Customer service for a variety of development-related questions and concerns.

Major Goals:

1. To ensure that project plans and specifications are in compliance with City ordinances and accepted engineering practices.
2. To provide accurate and timely engineering information and assistance to citizens, other City departments, developers, engineers, and contractors.
3. To maintain the parcel base map, address information, zoning map and the City's boundary map.
4. To provide a development review process that is user-friendly, timely and accurate.

Fiscal Year 2006-2007 Accomplishments:

1. Completed Master Thoroughfare Plan update.

2. Enhanced parcel addressing system to make it more accurate for emergency services.

3. Produced standard construction details in AutoCAD format.

Through May 18, 2007:

4. Executed 9 Community Facilities Contracts for public infrastructure installed by private developers.
5. Reviewed 18 preliminary plats, 26 final plats, amending plats and replats, and 9 site plans.
6. Reviewed engineering construction plans for 7 residential subdivision projects.
7. Subdivision and Development Ordinance and Design Standards Manual 90% complete.

Objectives for Fiscal Year 2007-2008:

1. Develop online mapping capabilities.
2. Continue to improve the Development Assistance Committee process by using HTE Land Development module.
3. Assess FEMA Community Rating System (CRS) rating and consider enhancements to the City's program.
4. Build upon floodplain outreach program by increasing community awareness of flood hazards.
5. Complete revisions to the Subdivision and Development Ordinance and Design Standards Manual.

Major Budget Changes:

Increase Materials Testing Budget by \$10,000.
Digital Topography Maps - \$11,390.40

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

DEPARTMENT: Engineering
DIVISION: Engineering/Development/5512

Revised
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EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	0	0	0	564,086	N/A
Materials and Supplies	0	0	0	1,851	N/A
Purchased Services & Inventory	0	0	0	116,969	N/A
Maintenance and Repair	0	0	0	5,368	N/A
Other Expenditures	0	0	0	1,015	N/A
Capital Outlay	0	0	0	2,484	N/A
TOTAL	\$ -	\$ -	\$ -	\$ 691,773	N/A

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Director of Planning and Engineerin	1	1	1	1	0
Deputy City Engineer/Development	0	0	1	1	1
Civil Engineer	1	1	1	1	0
Senior Engineering Technician	1	1	1	1	0
Engineering Technician	1	1	1	1	0
Development Coordinator	0	0	1	1	1
TOTAL PERSONNEL	4	4	6	6	2

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Since this is a new division we need to evaluate the performance measures that are appropriate to the new division.					
* Estimate as of August 2007					

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

DEPARTMENT: Park and Recreation
DIVISION: Administration/6011

Revised
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Description: The Administration division consists of the Director and Administrative Secretary. The Director, with input from various staff members plans and develops: park maintenance standards, community wide special events, park designs and development schedules, creates and administrates division budget, oversees the maintenance of the city cemetery, represents staff recommendations to the city manager and city council. The director is also responsible for working with the park and cemetery board and uses their insight to create programs and policies that best meet the park and recreation needs of the citizens of Burleson.

Mission Statement:

The department's mission is to provide our citizens with the highest quality park and recreation experiences possible.

Major Goals:

To effectively communicate the goals of the department to the employees and citizens alike.

To provide a vision to both employees and citizens of the future of parks and recreation.

To offer the most modern and worthy recreation and park equipment to our citizens.

To create a sustainable plan for the operation and maintenance of the new athletic complexes.

To work closely with the city's park board to ensure an equal distribution of park and recreational facilities throughout the city and to provide that board with the most accurate information possible to ensure the right decisions are made.

Fiscal Year 2006-2007 Accomplishments:

Passage of an \$18.7 million bond for park and recreation improvements.

A closer relationship with other departments who provide quality of life issues to the citizen.

Construction completed on three of the six parks approved by council approved in the FY 2007 budget.

Construction beginning on the Senior Activity Center in summer.

Successfully crafted and issued a RFP for long term leasing opportunities of the city's cemetery.
(Staff will present the agreement to Council June 24th).

Objectives for Fiscal Year 2007-2008:

To reach a unanimous agreement with the city's park board and other agencies regarding the development of a universally accessible playground for children with disabilities.

To complete the design phase of the new Bartlett Park Recreation Center and to begin construction.

To complete the design phase of the new Chisenhall Athletic Fields and to begin construction of phase one.

To open the expanded Senior Center by spring 2008.

Budget Changes: No major budget changes for FY 07 - 08

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

DEPARTMENT: Parks and Recreation
DIVISION: Administration/6011

Revised
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EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-2007 ESTIMATE*	2007-08 BUDGET	2006-07 2007-08 CHANGE
Personal Services	156,148	156,063	168,327	176,766	13%
Materials and Supplies	485	26	32	4,876	18654%
Purchased Services & Inventory	11,013	16,824	19,117	24,448	45%
Maintenance and Repair	292	285	285	289	1%
Other Expenditures	341	364	0	368	1%
Capital Outlay	0	0	0	0	N/A
TOTAL	\$ 168,279	\$ 173,562	\$ 187,761	\$ 206,747	19%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-2007 ESTIMATE*	2007-08 BUDGET	2006-07 2007-08 CHANGE
Director of Parks & Recreation	1	1	1	1	0
Administrative Secretary	1	1	1	1	0
Custodian (Part-time)	1				0
TOTAL PERSONNEL	3	2	2	2	0

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-2007 ESTIMATE*	2007-08 BUDGET	2006-07 2007-08 CHANGE
1 Departmental coordination and administration of programs and events	10	11	12	13	18%
2 Participation at special events	23,000	21,000	25,000	27,000	29%
3 Meetings with Park Board	9	10	10	10	0%
4 Annual distribution and/or planting trees	50	150	200	300	100%

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

DEPARTMENT: Parks and Recreation
DIVISION: Recreation/6012

Revised
10/4/2007 10:02

Description:

The Recreation Division is responsible for providing leisure activities and events for adults and youths. This programming consists of organized leagues, education and physical fitness classes, aquatics, Senior Activity Center activities and 13 special events. The facilities available for use are: Hidden Creek Sport Complex, Bartlett Park Sports Complex, two (2) inline skate courts, one (1) skate park (in association with St. Mathew Church) basketball and tennis courts, municipal pool, Community Center.

Mission Statement:

The department's mission is to provide our citizens with the highest quality park and recreation experiences possible.

Major Goals:

To maximize the use of existing facilities and to increase offerings outside of the Community Center

To continue to increase participant numbers in all programs and events.

To increase revenue by creating more classes either in the center or at alternate sites.

To improve our relationships with other city departments and to include that information in the Activity Guide.

To improve sponsorship opportunities and provide high quality events with less financial impact to the city.

To increase the exposure of the recreation department's events and activities to the public via all types of media.

Fiscal Year 2006 - 2007 Accomplishments:

Completed review of the Senior Citizen Center and recommend that construction commence.

Held first event Daddy/Daughter & Mother/Son Dance with over 200 couples attending.

Held the annual "Santa's Breakfast with more than 1300 attendees.

Objectives for Fiscal Year 2007-2008:

To increase adult athletic participants to 80 teams consistently at Hidden Creek Sport Complex.

Host a TAAF IV Circuit Track Meet.

Increase current levels of revenue in the face of increased competition.

Continue to solicit sponsorship to aid in the publication of recreation activity guide and special events. FY 07 saw more than \$7,500 in sponsorship donations.

To complete the design phase of the new Bartlett Park Recreation Center and to begin construction.

To complete the design phase of the new Chisenhall Athletic Fields and to begin construction of phase one.

To open the expanded Senior Center by spring 2008.

Major Budget Changes: 2007 - 2008

Increases in the Equipment Replacement Fund due to repayment of the mobile stage purchase from FY 07.

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

DEPARTMENT: Parks and Recreation
DIVISION: Recreation/6012

Revised
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EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 2007-08 CHANGE
Personal Services	157,184	171,811	174,747	202,596	18%
Materials and Supplies	18,510	19,897	19,897	20,194	1%
Purchased Services & Inventory	118,549	112,651	113,730	105,580	-6%
Maintenance and Repair	22,339	16,302	16,302	11,119	-32%
Other Expenditures	45,022	49,530	49,530	65,859	33%
Capital Outlay	0	0	0	0	N/A
TOTAL	\$ 361,604	\$ 370,191	\$ 374,206	\$ 405,348	9%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 2007-08 CHANGE
Recreation Manager	1	1	1	1	0
Community Center Supervisor	1	1	1	1	0
Community Center Attendant	3	3	3	3	0
TOTAL PERSONNEL	5	5	5	5	0

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 2007-08 CHANGE
Hours of Operation	4,680	4,680	4,680	4,680	0%
Special Event Participants	23,000	21,000	25,000	27,000	29%
Program Participants Building Use (Unit numbers applied)	4650	6,375	9,164	9,300	46%
Total Gym Non Res.Fees	4,645	4,500	5,465	5,465	21%
Center I.D. Fees	993	1,000	1,296	1,400	40%
Softball Teams Registered	192	210	208	215	2%

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

DEPARTMENT: Park & Recreation Department
DIVISION: Park Maintenance/6013

Revised
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Description:

The Park Maintenance Division is responsible for maintaining and improving all city parks, facilities and athletic fields. The Parks Division is also responsible for the grounds maintenance of the Senior Activity Center, Municipal Pool and the Community Center. The Parks division is heavily involved with the construction of new neighborhood parks. In addition, the Parks Division is responsible for tree maintenance and planting at the memorial cemetery, mosquito control throughout the City. The Parks Department also assists in city sponsored and community based special events.

Mission Statement:

The department's mission is to provide our citizens with the highest quality park and recreation experiences possible.

Major Goals:

- To support beautification projects as needed and approved.
- To improve the quality and maintenance in all city parks.
- To create park conditions that increase participation in either self directed or organized league play.
- To assure that all park facilities; which include playgrounds, are free of safety hazards through a monthly inspection program.
- To develop approved neighborhood parks in a timely manner.

Fiscal Year 2006-2007 Accomplishments:

- Finished the construction of Elk Ridge Park.
- Finished the construction of Mistletoe Hill Park.
- Completed construction of the Warren Park Pavilion.
- Replacement of all playground borders with concrete.
- Completed the brush and undergrowth removal at Bailey Lake to make the park more accessible.
- Privatization of the city's ROW and medians.

Objectives for Fiscal Year 2007-2008:

- To participate in the design and begin construction of the first phase of the Chisenhall Athletic Fields.
- To complete all FY 2007 approved parks by close of the fiscal year.
- To improve the rate at which playground and play equipment is inspected.
- To improve communication with the Environmental Services Department to create a better "larvacide" mosquito control effort.
- To increase the support given to the Recreation Department during community special events.
- To continue to concentrate attention on the city's safety program.
- To support the park departments employee's endeavor to create an ethical workplace.

No major budget changes for FY 2008

ANNUAL OPERATING BUDGET & PLAN OF SERVICES

DEPARTMENT: Park & Recreation Department
DIVISION: Park Maintenance/6013

Revised
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EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 2007-08 CHANGE
Personal Services	456,861	485,633	502,817	525,984	8%
Materials and Supplies	20,129	18,184	18,484	17,784	-2%
Purchased Services & Inventory	165,216	149,816	148,048	103,349	-31%
Maintenance and Repair	58,752	77,318	170,493	183,460	137%
Other Expenditures	47,361	32,592	32,592	39,108	20%
Capital Outlay	12,910	19,000	19,000	0	-100%
TOTAL	\$ 761,229	\$ 782,543	\$ 891,434	\$ 869,685	11%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 2007-08 CHANGE
Park Maintenance Manager	1	1	1	1	0
Park Maintenance Supervisor	1	1	1	1	0
Park Maintenance Crew Leader	2	2	2	2	0
Park Maint. Worker/Full Time	4	4	6	6	2
Park Maint. Worker/ Part Time	4	4	4	4	0
TOTAL PERSONNEL	12	12	14	14	2

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 2007-08 CHANGE
1. Net Operating and Maintenance Expenditures Per Capita	\$20.96	\$26.80	\$26.80	\$26.90	-28%
2. Park Acreage Inventoried	179	198	198	203	3%
3. Park Acreage Maintenance	125	125	155	181	45%
4. Athletic Fields Maintained	12	12	12	12	0%
5. Median Acreage Maintained	12	12	-	-	-100%
6. Reduction Mowing					
Rotation Frequency					
Parks	10 days	10 days	7 days	7 days	0%
Medians (privatized)	7 days	10 days	14 days	10 days	0%
ROW (privatized)	0 days	0 days	30 days	30 days	
Ballfields	7 days	7 days	5 days	5 days	0%

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

DEPARTMENT: Parks and Recreation
DIVISION: Municipal Pool/6014

Revised
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Description:

The Aquatics Division operates one (1) municipal pool for the citizens of Burleson and offers a wide range of programs and swim opportunities. The pool is also the site of all swim instruction, water aerobics, city swim team and includes the needs of special populations. Special aquatic events and pool rentals all combine to create an enjoyable and safe swimming experience for all our patrons.

Mission Statement:

The department's mission is to provide our citizens with the highest quality park and recreation experiences possible.

Major Goals:

To provide a safe and well maintained atmosphere in which citizens can enjoy our aquatic programs.

To continue to operate the pool as efficiently as possible. Alter operational hours to better serve the varied hours of our citizens.

To host special events to increase family participation.

To increase the number of, and times that swim lesson offered to the public thereby reducing the number of swim related deaths.

Fiscal Year 2006-2007 Accomplishments:

Hosted annual TAAF Circuit swim meet with over 500 participants.

Administered Red Cross LG training to 20 participants.

Exceeded State Water Filtration Requirements.

Replaced diving board and fulcrum mechanism.

Hosted second annual "Splash Celebration" with games and refreshments for all participants.

Objectives for Fiscal Year 2007-2008:

Increase the number of swim lesson offered to 75.

Host a safe and enjoyable swim season for our citizens.

To maintain clean and safe water conditions through proper maintenance and oversight of the pool's plant.

Host two "family fun nights at the pool".

Add 10 additional pool rental nights to better meet the demand of the citizens.

To work closely with the Recreation Center Design Team to ensure that the new leisure and lap pools meet the aquatic needs of the citizens.

Major Budget Changes: 2007-2008

Increases in pool chemicals and employee's salaries due to changes in the school calendar.

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

DEPARTMENT: Parks and Recreation
DIVISION: Municipal Pool/6014

Revised
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EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 2007-08 CHANGE
Personal Services	40,320	39,225	41,650	41,458	6%
Materials and Supplies	3,684	4,648	4,649	4,691	1%
Purchased Services & Inventory	10,978	14,152	14,093	17,851	26%
Maintenance and Repair	15,971	19,497	19,497	19,785	1%
Other Expenditures	0	0	0	0	N/A
Capital Outlay	0	0	0	0	N/A
TOTAL	\$ 70,953	\$ 77,522	\$ 79,889	\$ 83,785	8%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 2007-08 CHANGE
Pool Supervisor	1	1	1	1	0
Assistant Pool Supervisor	1	1	0	0	-1
Lifeguards	11	11	10	10	-1
TOTAL PERSONNEL	13	13	11	11	-2

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 2007-08 CHANGE
1. Pool Revenue	28,197	28,000	28,250	28,500	2%
2. Swim Lesson Participants	461	480	480	500	4%
3. Number of Swim Programs Offered	45	45	70	75	67%
4. Complete Water Analysis by Lab	4	7	7	7	0%
5. # of Aquatic Special Events	1	1	2	2	
6. Closed days	2	5	5	5	0%

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
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DEPARTMENT: Parks and Recreation
DIVISION: Senior Activity Center/6015

Description:

The primary function of the Senior Activity Center is to meet the needs of the rapidly growing elderly segment of our population by providing valuable health screening services, income tax preparation assistance, leisure activities, special events, classes and travel experiences. In addition, the center serves our community by providing the elderly populace with a place to congregate, share mutual interests and give our older generation a sense of self worth by putting them back into the mainstream of our community.

Mission Statement:

The department's mission is to provide our citizens with the highest quality park and recreation experiences possible.

Major Goals:

To provide senior citizens an enjoyable place to congregate and participate in activities.

To provide new programs and special events.

To provide additional health care screenings and information fairs to promote healthy aging.

To provide free transportation to the SAC or needed doctors visits via the senior bus for our patrons who are unable to drive or are without family.

To provide a meeting place for senior Groups (i.e. AARP, Retired Teacher's).

Fiscal Year 2006-2007 Accomplishments:

General assembly approved new design for the Senior Center.

Conducted 5th annual income tax assistance for seniors.

Held 3rd annual volunteer appreciation ceremony for the dozen(+) center volunteers.

Continued increase in participants resulting from a positive reputation for scheduled activities and events.

Quilting club donated over 30 quilts to the Police and Fire Victim Assistance Program.

Objectives for Fiscal Year 2007-2008:

Complete the construction of the expanded Senior Citizen Center.

Increase volunteerism at the SAC and the Senior Van Drivers Program.

To continue to seek sponsorships for the many special events held at the center.

Involve the senior participants with the library to form the first ever Senior Book Club.

Plan a winter trip to Branson, Mo. for over 60 members.

No major base budget changes.

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

DEPARTMENT: Parks and Recreation
DIVISION: Senior Activity Center/6015

Revised
10/4/2007 10:02

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 2007-08 CHANGE
Personal Services	41,392	44,674	45,244	47,201	6%
Materials and Supplies	11,170	11,320	11,320	11,488	1%
Purchased Services & Inventory	16,514	17,582	17,430	15,378	-13%
Maintenance and Repair	3,203	6,894	4,175	6,997	1%
Other Expenditures	0	0	0	0	N/A
Capital Outlay	0	0	0	0	N/A
TOTAL	\$ 72,279	\$ 80,470	\$ 78,169	\$ 81,064	1%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 2007-08 CHANGE
Senior Citizen Coordinator	1	1	1	1	0
TOTAL PERSONNEL	1	1	1	1	0

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE	2007-08 BUDGET	2006-07 2007-08 CHANGE
1 Yearly Participants	25,006	26,000	28,050	29,500	13%
2 Non routine activities	676	700	715	715	2%
3 Total Hours of Operation	2,600	2,600	2,600	2,600	0%
4 Volunteer hours	600	600	750	875	46%
5 Activity Calendars Published	12	12	12	12	0%
6 Senior Van Riders	1,320	1,026	1054*	1,075	5%
7 Senior Van Trips	2,640	2,085	2194*	2,303	9%
8 Vehicle Mileage	46,537	58,537	65471*	72,405	24%

*As of April 2007

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**ANNUAL OPERATING BUDGET
AND PLAN OF SERVICES**

**WATER & WASTEWATER FUND
DETAIL**

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
10/4/2007 11:53

DEPARTMENT: Non-Departmental - Water and Wastewater Fund - 401
DIVISION: Non-Departmental - 1041

Description:

This Cost Center has been established for the charging of costs which are not attributable to the operation of any one department.

Mission Statement:

Major Goals:

Due to the nature of the function of this department, no goals or objectives are available.

Fiscal Year 2005-2006 Accomplishments:

Objectives for Fiscal Year 2006-2007

Major Budget Changes:

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

DEPARTMENT: Non-Departmental - Water and Wastewater Fund - 401
DIVISION: Non-Departmental - 1041

Revised
10/4/2007 11:53

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	2,468	4,211	4,211	49,645	1079%
Materials and Supplies	1,095	2,600	2,600	2,638	1%
Purchased Services & Inventory	52,801	71,719	71,719	116,689	63%
Maintenance and Repair	697	2,805	2,805	2,846	1%
Other Expenditures	728,149	732,257	732,257	917,339	25%
Capital Outlay	0	0	0	0	N/A
TOTAL	\$ 785,210	\$ 813,592	\$ 813,592	\$ 1,089,157	34%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
N/A					

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
N/A					

*Estimate as of June 2007

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
10/4/2007 11:51

DEPARTMENT: Public Works
DIVISION: Utility Customer Service/2041

Description:

The Public Works Customer Service Division operates under the Direct Supervision of the Utility Customer Service Manager and is responsible for the collection of water metering information and development of monthly billing statements for water, wastewater and solid waste collection services. This division operates in a service oriented environment and is often the first point of contact for citizens of the City of Burleson. The division consists of 1 Utility Manager, 1 Customer Service Supervisor, 3 Customer Service Representatives, 1 Meter Service Technician, and 2 Meter Readers. Annual demands include over 140,000 meter readings and a like quantity of billings processed each year.

Mission Statement:

To collect, process, and distribute accurate billing information for water, wastewater and solid waste collection services to the citizens of Burleson while maintaining a courteous, service oriented environment.

Major Goals:

1. To improve operational efficiency through the implementation of bill processing automation equipment and online bill pay capability.
2. To improve operational efficiency through the implementation of 100% Automatic Meter Reading with either drive-by reading or fixed network equipment.
3. To provide exemplary customer service to the citizens of Burleson.

Fiscal Year 2005-2006 Accomplishments:

Online payment system was installed in May 2007. Customers are now able to remit payments, view their billing and consumption history, and set up new accounts via the city website.

The I-35 Corridor and Gateway Station are now being read with AMR equipment due to the changeover from touchpad to radio read equipment. Meter service personnel are continuing to work on transitioning more commercial accounts to radio reads.

A pilot program is underway to determine the feasibility of a fixed network for future reading.

Objectives for Fiscal Year 2007-2008:

- To enroll 10 to 15 % of utility customers to online bill pay.
- To reconfigure utility customer service office space for optimum efficiency and privacy.
- To begin meter change out program on either a 5 or 10 year replacement schedule.

Major Budget Changes:

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
10/4/2007 11:51

DEPARTMENT: Public Works
DIVISION: Utility Customer Service 2041

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 2007-08 CHANGE
Personal Services	274,466	400,854	365,064	403,512	1%
Materials and Supplies	54,139	52,957	60,770	63,826	21%
Purchased Services & Inventory	76,237	92,735	95,658	83,240	-10%
Maintenance and Repair	24,019	27,975	23,546	30,241	8%
Other Expenditures	40,388	39,990	39,990	39,213	-2%
Capital Outlay	17,574	0	0	0	N/A
TOTAL	\$ 486,823	\$ 614,511	\$ 585,028	\$ 620,032	1%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 2007-08 CHANGE
Utility Billing Manager	1	1	1	1	0
Utility Customer Ser. Supr.	1	1	1	1	0
Utility Billing Technician	1	1	1	1	0
Utility Customer Service Clerk	1	1	1	2	1
Meter Service Workers	2	2	2	2	0
Meter Service Technician	0	1	1	1	0
TOTAL PERSONNEL	6	7	7	8	1

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 2007-08 CHANGE
1 % of Automated payments	5	5	8	15	10%
2 # of Customer Accounts- RES	10,135	10,550	10,600	11,000	5
3 # of Customer Accounts- COM	827	837	840	850	0.1
4 # of Automated Meters	1,700	2,000	2,100	3,500	15

* Estimate as of August 2007

CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES

Revised
10/4/2007 11:51

DEPARTMENT: Public Works
DIVISION: Water Operations/4041

Description:

Water Field Operations is responsible for maintenance and repair of approximately 170 miles of water distribution lines, nearly 12,000 service connections and an average daily flow of 2.5 million gallons per day. The water system also includes 5 pump stations, 7 ground storage reservoirs, 2 elevated storage tanks with a total storage capability of 8.61 million gallons, and an estimate 1200 fire hydrants, 3400 valves.

Mission Statement:

To provide distribution services of safe quality potable water, consistently exceeding minimum requirements insuring constant adequate pressure and volume required meet domestic demand as well as provide for fire fighting functions.

Major Goals:

1. To further develop efficiency measures among pump station and water storage facilities thus decreasing operational costs.
2. Promote water conservation through public education and implementation of landscape (10-6) irrigation restrictions.
3. Improve efficiency during scheduled and unscheduled water service interruptions by reducing number of citizens impacted and length of interruptions.
4. Paint exterior of the Wicker Hill (Mountain Valley Ground Storage) tank.

Fiscal Year 2006-2007 Accomplishments:

1. Blast and painted the exterior of Industrial No. 1 ground storage reservoir.
2. Completed installation of the water storage facilities Closed Circuit Surveillance System.
3. Replaced pump No. 3 at Industrial Booster Pump Station
4. Installed SCADA operation capabilities to pressure reducing valve at S.H. 174.
5. Operated distribution system at 7% unaccounted for water loss.

Objectives for Fiscal Year 2007-2008:

1. Improve automation to Supervisory Control and Data Acquisition (SCADA) system through programming adjustments and control manipulation.
2. Continue to reduce unaccounted for water through implementation of comprehensive water audit methods.
3. Add Right of Way Inspector and Valve Crew for more comprehensive protection of existing facilities and improved efficiency water service interruption events such as water leaks, valve replacements and contractor coordination.
4. Reduce number and length of water service interruptions due to emergency repairs and scheduled construction & maintenance.

Major Budget Changes:

1. Initiate major repair and maintenance schedule as outlined in Five Year Plan for tanks and water lines with the first year including the repainting of Wicker Hill GSR.

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
10/4/2007 11:51

DEPARTMENT: Public Works
DIVISION: Water Operations/4041

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	687,728	790,793	834,481	911,347	15%
Materials and Supplies	35,999	47,445	53,595	63,118	33%
Purchased Services & Inventory	4,420,144	2,708,906	2,704,704	3,196,540	18%
Maintenance and Repair	310,029	309,690	313,422	272,187	-12%
Other Expenditures	876,463	977,771	977,771	844,087	-14%
Capital Outlay	314,658	342,235	342,235	240,563	N/A
TOTAL	\$ 6,645,021	\$ 5,176,840	\$ 5,226,208	\$ 5,527,842	7%

PERSONNEL (IN WORKER YEARS)	2006-07 ACTUAL	2007-08 BUDGET	2007-08 ESTIMATE*	2008-08 BUDGET	2006-07 / 2007-08 CHANGE
Assitant Director of Public Works	0	1	1	1	0
Utility Manager	1	0	0	0	0
Utility Superintendent	0	1	1	1	0
Utility Supervisor	1	0	0	0	0
Water production Specialist	0	1	1	1	0
Water/Wastewater Reg. Tech.	0	1	1	1	0
Utility Crew Leader	5	5	5	5	0
Meter Service Technician	1	0	0	0	0
Utility Coordinator	1	1	1	1	0
Utility Worker I & II	6	6	6	6	0
TOTAL PERSONNEL	15	16	16	16	0

PERFORMANCE MEASURES	2006-07 ACTUAL	2007-08 BUDGET	2007-08 ESTIMATE*	2008-08 BUDGET	2007-08 / 2008-08 CHANGE
Estimate percent of unaccounted for water	9%	7%	<9%	<7%	>1%
Ratio of Main breaks/mile of water line	25%	44%	50%	25%	25%
Ratio of Connections/employee	-	746	615	780	34
Water delivered in MGD	4.19	3.55	4.88	4.80	4.88
% of Fire Hydrants Maintained					
% of valves maintained	30%	35%	60%	100%	65%

* Estimate as of August 2007

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
10/4/2007 11:51

DEPARTMENT: Public Works
DIVISION: Wastewater Operations/4042

Description:

Wastewater Field Operations is responsible for providing the City of Burleson service area with wastewater collection services. The system is comprised of 165 miles of various size and composition of piping, over 2400 manholes, approximately 11,200 connections including 5 mechanical lift stations with a daily average flow of over 2.7 million gallons per day.

Mission Statement:

To provide safe and efficient wastewater collection services to the City of Burleson service area through a combination of planning, teamwork and commitment.

Major Goals:

1. To further develop efficiency measures to reduce the occurrence of blockages to the wastewater collection system.
2. Reduce the percentage of Infiltration and Inflow to the system, in turn reducing treatment and maintenance costs.
3. Rehabilitate approximately 2500 linear feet of collection lines through cured in place lining or pipe bursting methods.

Fiscal Year 2006-2007 Accomplishments:

1. Reduced the occurrence of lift station failures through incorporation of lift station operation into the Supervisory Control and Data Acquisition (SCADA) system.
2. Implemented class-surcharge billing program designed to reciprocate cost back to high strength contributors.
3. Implemented grease and oil sampling and grease trap maintenance programs through Water/Wastewater Regulatory Technician.

Objectives for Fiscal Year 2007-2008:

1. Improve automation to Supervisory Control and Data Acquisition (SCADA) system through programming adjustments and control manipulation.
2. Continue to monitor flows and identify areas of high I & I as well as incorporate system repairs to abate I & I.
3. Rehabilitate sewer lines on Wilshire Blvd. and Lorna Dr.

Major Budget Changes:

1. Initiate major repair and maintenance schedule as outlined in Five Year Plan for tanks and water lines with the first year including the rehabilitation of Wilshire and Lorna sewer mains.

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
10/4/2007 11:51

DEPARTMENT: Public Works
DIVISION: Wastewater Operations/4042

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	116,762	157,427	121,031	128,610	-18%
Materials and Supplies	3,777	10,808	12,308	11,921	10%
Purchased Services & Inventory	13,181	1,963,229	1,965,329	2,186,488	11%
Maintenance and Repair	11,796	45,343	35,173	46,533	N/A
Other Expenditures	17,380	19,308	19,308	16,195	-16%
Capital Outlay	6,950	30,200	30,200	175,208	N/A
TOTAL	\$ 169,846	\$ 2,226,315	\$ 2,183,349	\$ 2,564,955	15%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Utility Crew Leader	1	1	1	1	0
Sewer Inspection Technician	1	1	1	1	0
Utility Worker	1	1	1	1	0
TOTAL PERSONNEL	3	3	3	3	0

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Estimated Percent of I & I	16%	16%	15%	13%	-2%
Mile of Sewer maintained	53	67	80	71	14
Ratio of Blocakages/Mile	60%	22%	20%	18%	-2%
Connections per employee	2717	2825	2825	3018	0.07
Wastewater Collected MGD	1.45	2.49	2.50	2.75	0.25

* Estimate as of August 2008

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**SOLID WASTE FUND
DETAIL**

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
10/3/2007 17:09

DEPARTMENT: Public Works
DIVISION: Solid Waste/4013

Description:

The Solid Waste Division of the Department of Public Works provides services to the citizens of Burleson by collecting all residential garbage twice a week, as well as, providing special waste collections for bulky items and brush on a monthly basis utilizing four zones to schedule the bulk & brush collections. Additionally, the Solid Waste Division collects commercial accounts that choose to use the city provided service instead of dumpster service. Commercial operations are handled through franchise private collectors authorized to collect in the city limits. Furthermore, curbside recycling is provided through a private operator for all city residents on a weekly basis.

Mission Statement:

The mission of the City of Burleson Solid Waste Division is to preserve public health and safety by providing effective and efficient collection of solid waste for all customers.

Major Goals:

1. To collect and dispose of all solid waste generated by the residents of Burleson and commercial establishments, that opt for City service, in accordance with the Texas Commission on Environmental Quality (TECO) regulations.
2. To provide cost effective services to the citizens by optimizing collections routes, reducing man hours required for solid waste collection, reducing man hours/pound collection ratio and removing from the waste stream as much recyclable material as possible.

Fiscal Year 2006-2007 Accomplishments:

1. Collected all Residential Garbage on schedule, including specials.
2. Contracting all grinding of stumps, brush, leaves and grass.
3. Continued a Yard Waste Collection program to provide five(5) leaf collection pick ups. One in late fall, one in early winter, one in mid-winter and two in the spring.
4. Completed RFP process for Solid Waste options resulting in Council decision to maintain services in-house with the possible addition of curb side recycling.

Objectives for Fiscal Year 2007-2008:

1. To collect 100% of an estimated 14,000 tons of household garbage during normal working hours.
2. To collect 100% of an estimated 2000 loads of special trash within the week scheduled.
3. To collect 80% of an estimated 6000 brush piles within one week of placement at the curb and 100% within 30 days.
4. To eliminate support from the Street Division.

Major Budget Changes:

1. Solid Waste will now be an enterprize fund and will support all cost through the monthly rate.
2. Possible curb side recycling to start in this next fiscal year.

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
10/3/2007 17:09

DEPARTMENT: Public Works
DIVISION: Solid Waste/4013

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	675,500	770,902	741,144	985,180	28%
Materials and Supplies	5,346	9,835	10,044	11,807	20%
Purchased Services & Inventory	347,345	387,450	391,373	455,352	18%
Maintenance and Repair	231,892	202,420	249,754	249,582	23%
Other Expenditures	125,799	116,129	116,129	231,772	100%
Capital Outlay	67,782	61,685	61,685	153,251	148%
TOTAL	\$ 1,453,664	\$ 1,548,421	\$ 1,570,129	\$ 2,086,944	35%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Solid Waste Manager	0	0	0	1	1
Solid Waste Supervisor	0	0	1	1	1
Solid Waste Equipment Operator	1	4	4	4	0
Solid Waste Crew Leader	5	5	5	6	1
Solid Waste Worker II	4	4	5	6	2
Solid Waste Worker I	2	2	2	4	2
Recycling Worker (P/T)	1.5	1.5	1.5	1.5	0
Streets/Solid Waste Manager	1	0	0	0	0
TOTAL PERSONNEL	14.5	16.5	18.5	23.5	7

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
1. Percent of municipal solid waste collected on schedule	100	100	100	100	0%
2. Percent of special pickups collected within one week of call in	100	100	100	100	0%
3. Percent of brush collected within one week of curb placement	100	100	70	80	-20%
4. Percent of reduction in support hours by street department	20	20	20	100	400%

* Estimate as of August 2007

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**HIDDEN CREEK GOLF COURSE FUND
DETAIL**

CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES

Revised
10/4/2007 11:51

DEPARTMENT: Golf Course
DIVISION: Administration/8011

Description:

The Golf Course Administration Division includes the Director of Golf and one Administrative Assistant. The Director of Golf plans, organizes and directs departmental activities with the staff.

Mission Statement:

To provide the best golf course experience to our customers

Major Goals:

To increase dollars per player and increase the number of rounds played.

Fiscal Year 2006-2007 Accomplishments:

Record for number of rounds 40,250
Record income for fiscal year 2006-2007.
Exceeded budgeted revenue in almost every month.

Objectives for Fiscal Year 2007-2008:

To manage our budget and increase revenue.

Major Budget Changes:

We don't anticipate any major budget changes for the upcoming year.

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
10/4/2007 11:51

DEPARTMENT: Golf Course
DIVISION: Administration/8011

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	152,020	151,088	163,128	161,606	7%
Materials and Supplies	566	1,950	600	1,700	-13%
Purchased Services & Inventory	13,027	17,981	16,281	15,542	-14%
Maintenance and Repair	-	-	-	-	N/A
Other Expenditures	200	2,500	1,500	2,500	0%
Capital Outlay	-	-	-	-	N/A
TOTAL	\$ 165,813	\$ 173,519	\$ 181,509	\$ 181,348	5%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Director of Golf	1	1	1	1	0
Administrative Assistant	1	1	1	1	0
Total Personnel	2	2	2	2	0

PERFORMANCE MEASURES	2006-07 ACTUAL	2007-08 BUDGET	2007-08 ESTIMATE*	2008-08 BUDGET	2007-08 / 2008-08 CHANGE
N/A					

* Estimate as of August 2008

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
10/3/2007 17:05

DEPARTMENT: Golf Course
DIVISION: Pro Shop 8012

Description:

Collect fees from golfers and market the facility for tournaments and other special events.

Mission Statement:

To collect fees from golfers and market the facility for tournaments and other special events.

Major Goals:

To increase dollars per player and increase rounds played through creative marketing strategies and increasing tournament play during slower periods.

Fiscal Year 2005-2006 Accomplishments:

Managed to exceed budgeted rounds and revenue for the fiscal year 05-06.

Dollar per round was higher than previous years at \$32.75.

Objectives for Fiscal Year 2007-2008:

To maintain pricing that is competitive with surrounding golf courses and a high level golf course that everyone will wish to play.

Major Budget Changes:

We don't anticipate any major budget changes.

CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES

Revised
10/3/2007 17:05

DEPARTMENT: Golf Course
DIVISION: Golf Course Maintenance/8013

Description:

Responsible for the care and maintenance of the golf course and club house area.

Mission Statement: To care and maintain the golf course.

Major Goals:

Fill in bare areas on the golf course between cart paths and minimal fairway areas from previous flood damage.
Fill in along paths with mulch until repairs are made to widen cart paths.
Maintain the best champion greens in the area.
Better clubhouse appearance with landscaping.

Fiscal Year 2005-2006 Accomplishments:

Golf course was in the best condition since taken over by the city in 2002.

Objectives for Fiscal Year 2007-2008:

Keep the golf course in excellent condition.
Provide a course that is easy to market and enjoyable to play.
Monitor chemical expenses with cooperation from the weather throughout the year.

Major Budget Changes:

We don't anticipate any major budget changes in 07-08.

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
10/3/2007 17:05

DEPARTMENT: Golf Course
DIVISION: Golf Course Maintenance/8013

EXPENDITURES	2004-05 ACTUAL	2005-06 BUDGET	2005-06 ESTIMATE*	2006-07 BUDGET	2005-06 / 2006-07 CHANGE
Personal Services	304,108	307,125	312,292	319,804	4%
Materials and Supplies	44,202	75,200	50,500	64,000	N/A
Purchased Services & Inventory	183,168	174,562	144,774	118,672	-32%
Maintenance and Repair	36,513	63,456	43,006	56,478	N/A
Other Expenditures	-	-	415	10,263	N/A
Capital Outlay	-	-	53,093	48,110	N/A
TOTAL	\$ 567,991	\$ 620,343	\$ 604,080	\$ 617,327	0%

PERSONNEL (IN WORKER YEARS)	2004-05 ACTUAL	2005-06 BUDGET	2005-06 ESTIMATE*	2006-07 BUDGET	2005-06 / 2006-07 CHANGE
Superintendent	1	1	1	1	0
Assistant Superintendent	1	1	1	1	0
Grounds Keeper	5	5	5	5	0
Grounds Keeper/Temp	2	2	2	2	0
TOTAL PERSONNEL	9	9	9	9	0

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
N/A					

* Estimate as of August 2007

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
10/3/2007 17:05

DEPARTMENT: Golf Course
DIVISION: Food & Beverage Services/8015

Description:

Responsible for the food and beverage sales to golfers and other customers.

Mission Statement:

To provide food and beverage sales to golfers and other special events held at the golf course.

Major Goals:

Create an attractive menu for golfers and the public.
Increase beverage sales through beverage cart participation: payroll is at a minimum so more employees can be used.
Increase rental of our restaurant with company parties and weddings.
Have better staff awareness to better serve our customers.

Fiscal Year 2005-2006 Accomplishments:

Made budgeted revenue for fiscal year 05-06.

Objectives for Fiscal Year 2007-2008:

Maintain competitive food pricing with surrounding restaurants.
Market to the golfers that are playing through signage and point of sale information.
Market to weddings and other outside company dinners.

Major Budget Changes:

We submitted a line item for a equipment replacement fund to replace old worn down equipment.

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
10/3/2007 17:05

DEPARTMENT: Golf Course
DIVISION: Food & Beverage Services/8015

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	135,355	137,187	140,809	142,705	4%
Materials and Supplies	7,227	8,520	7,920	11,028	29%
Purchased Services & Inventory	105,896	88,205	87,517	86,653	-2%
Maintenance and Repair	5,787	3,200	3,200	3,200	0%
Other Expenditures	18,690	13,070	14,867	15,236	17%
Capital Outlay		-	2,958	5,767	N/A
TOTAL	\$ 272,955	\$ 250,182	\$ 257,271	\$ 264,589	6%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Food & Beverage Manager	1	1	1	1	0
Food Service Assistant	1	1	1	1	0
Food Service Attendant	1	1	1	1	0
Food & Beverage Attendant/PT	4	4	4	4	0
TOTAL PERSONNEL	7 0	7 0	7 0	7	0

PERFORMANCE MEASURES	2006-07 ACTUAL	2007-08 BUDGET	2007-08 ESTIMATE*	2008-08 BUDGET	2007-08 / 2008-08 CHANGE
N/A					

* Estimate as of August 2008

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**ANNUAL OPERATING BUDGET
AND PLAN OF SERVICES**

**OTHER FUNDS
DETAIL**

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
10/4/2007 11:58

DEPARTMENT: City Manager's Office
DIVISION: Tourism 1021

Description:

The Hotel/Motel Fund is used to attract visitors to Burleson. The City works with the Burleson Area Chamber of Commerce, the Burleson Heritage Foundation, other community organizations, and several city departments in creating and promoting events that will attract visitors to Burleson.

Mission Statement: To utilize hotel occupancy tax funds for the maximum benefit of attracting visitors to the Burleson area.

Major Goals:

- 1 To attract visitors to Burleson
- 2 To fund city events and/or to assist other area organizations in special events to attract visitors to Burleson.

Fiscal Year 2005-2006 Accomplishments:

1. Funding of the Burleson Area Chamber of Commerce and its events that attract visitors to the Burleson area.
2. Funding of the Burleson Heritage Foundation.

Objectives for Fiscal Year 2007-2008:

1. To host the annual Fourth of July fireworks event.
2. To assist in sponsorship of the Burleson Heritage Foundation in bringing visitors to Burleson.
3. To continue to keep up the maintenance and landscaping of Burleson's Visitor & Information Center, housed in the City's Interurban Building. This building serves as a historic museum and visitor information center.
4. To assist in sponsorship of the Burleson Area Chamber of Commerce in bringing visitors to Burleson.

Major Budget Changes:

**CITY OF BURLESON
ANNUAL OPERATING BUDGET**

DEPARTMENT: City Manager's Office
DIVISION: Tourism/1021

Revised
10/4/2007 11:58

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	1,090	6,240	6,240	6,333	1%
Materials and Supplies	189	229	229	232	1%
Purchased Services & Inventory	11,390	12,381	12,258	12,541	1%
Maintenance and Repair	1,358	2,642	2,642	2,679	1%
Other Expenditures	73,000	85,350	85,350	80,485	-6%
Capital Outlay	0	0	0	0	N/A
TOTAL	\$ 87,027	\$ 106,842	\$ 106,719	\$ 102,270	-4%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
N/A					
Marketing/Communications Coordinator					

PERFORMANCE MEASURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
1. Produce Marketing Materials		7	7	7	0%
2. Attend Heritage Foundation Meetings		25	25	25	0%
3. Assist with special events		4	4	4	0%
4. Coordinate activities with other community organizations and city departments		4	4	4	0%

*Estimate as of August, 2007

CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES

Revised
10/3/2007 10:32

DEPARTMENT: Cemetery Services
DIVISION: Cemetery Services 8111

Description:

The Cemetery is owned and maintained by the City of Burleson. The city currently contracts the mowing, interment and sale of cemetery lots. The City of Burleson Records department handles payments on the cemetery lots and keep records of all interments.

Mission Statement:

Cemetery Services keeps accurate records of the cemetery, pays all bills related to maintenance and insures compliance with all City Ordinances and fee schedules.

Major Goals:

To keep all cemetery records accurate and accessible to the public.

To improve the look of the cemetery with regular landscape attention.

To provide the public with a cemetery the City of Burleson can be proud of.

Fiscal Year 2006-2007 Accomplishments:

Added the cemetery mowing to the Right of Way schedule. The addition changed the mowing for the cemetery from as needed to a regular schedule. The appearance has improved with the scheduled mowing.

Objectives for Fiscal Year 2007-2008:

To execute a successful contract with a qualified Cemetery Professional. This contract would ensure the continued improvement and maintenance of the cemetery. To keep the cemetery an affordable and desirable option for the public.

Major Budget Changes:

Contract with Cemetery Professional to handle all aspects of the cemetery.

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

DEPARTMENT: Cemetery Services
DIVISION: Cemetery Services 8111

Revised
10/3/2007 10:32

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	125	130	130	-	-100%
Materials and Supplies	595	242	242	-	-100%
Purchased Services & Inventory	23,391	21,080	18,020	2,000	-91%
Maintenance and Repair	345	2,550	4,185	-	N/A
Other Expenditures	1,727	-	-	-	N/A
Capital Outlay	-	-	-	-	N/A
TOTAL	\$ 26,183	\$ 24,002	\$ 22,577	\$ 2,000	-92%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
TOTAL PERSONNEL	0	0	0	0	0

PERFORMANCE MEASURES	2006-07 ACTUAL	2007-08 BUDGET	2007-08 ESTIMATE*	2008-08 BUDGET	2007-08 / 2008-08 CHANGE
N/A					

* Estimate as of August 2008

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

Revised
10/3/2007 17:06

DEPARTMENT: Public Works
DIVISION: Equipment Services 4051

Description:

The Equipment Services Division provides support to all departments by maintaining equipment used to provide services to the community. This division also provides welding and fabrication services to various departments which are not directly related to equipment. If this division does not meet its objectives, then the quality of service, the response time to emergency and non-emergency requests for service, and the overall safety of the community is greatly reduced.

Mission Statement:

To provide the highest quality equipment maintenance service possible at or below market rates.

Major Goals:

1. To protect the investment in machinery and equipment through a comprehensive preventive maintenance program.
2. To provide a ready status on equipment so as not to disrupt City services due to equipment down time.
3. To provide safe equipment to assure for the well-being of employees and citizens.
4. To provide proper equipment by constantly assessing equipment performance and upgrading specifications for equipment as required;

Fiscal Year 2005-2006 Accomplishments:

1. Bid and received equipment and automobiles.
2. Updated the shops diagnostic abilities by replacing the computer scanner.
3. Added computers to all work stations for the technicians.

Objectives for Fiscal Year 2007-2008:

1. To perform 100% of preventive maintenance service when recommended by the manufacturer.
2. To perform 100% of state inspections when due.
3. To have 100% customer satisfaction.
4. To upgrade specifications on units purchased to address documented weakness of existing units.

Major Budget Changes:

No major budget changes have been made for Fiscal Year 2006-2007.

**CITY OF BURLESON
ANNUAL OPERATING BUDGET & PLAN OF SERVICES**

DEPARTMENT: Public Works
DIVISION: Equipment Services 4051

Revised
10/3/2007 17:06

EXPENDITURES	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Personal Services	336,931	381,893	355,478	363,202	-5%
Materials and Supplies	13,044	17,711	-12,899	31,650	79%
Purchased Services & Inventory	40,005	50,434	53,271	48,678	-3%
Maintenance and Repair	8,798	11,070	15,754	15,624	41%
Other Expenditures	31,189	48,966	48,966	47,420	-3%
Capital Outlay	0	7,695	7,695	6,500	-16%
TOTAL	\$ 429,967	\$ 517,769	\$ 468,265	\$ 513,074	-1%

PERSONNEL (IN WORKER YEARS)	2005-06 ACTUAL	2006-07 BUDGET	2006-07 ESTIMATE*	2007-08 BUDGET	2006-07 / 2007-08 CHANGE
Equipment Services Manager	1	1	1	1	0
Automotive & Equip. Tech. III	2	2	2	2	0
Automotive & Equip. Tech. II	0	0	1	1	1
Automotive & Equip. Tech. I	2	2	1	1	-1
Equipment Services Coordinator	1	1	1	1	0
	<u>6</u>	<u>6</u>	<u>6</u>	<u>6</u>	<u>0</u>
TOTAL PERSONNEL					

PERFORMANCE MEASURES	2006-07 ACTUAL	2007-08 BUDGET	2007-08 ESTIMATE*	2008-08 BUDGET	2007-08 / 2008-08 CHANGE
1 % P.ms comp. when scheduled.	78	75	77	80	5%
2 % of available tech. hours billed.	43.5	50	46	50	0%

* Estimate as of August 2008

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CAPITAL IMPROVEMENT PROGRAM

In 1989, the Burleson City Council authorized the creation of a unique citizen-oriented committee known as Burleson 20/20. This committee was charged with the task of creating a vision for a plan of action to guide the City of Burleson into the next century. It brought together citizens, staff and elected officials to plan the future of Burleson, Texas. Subcommittees addressed critical issues, prioritized them, adopted goals, objectives and implementation strategies. Prioritizing of the critical issues enabled the City staff and the City Council to develop a realistic Capital Improvement Program reflecting the needs and desires of the community.

Planning for a longterm Capital Improvements Program first began in 1998 with the community-wide 20/20 Re-Vision Committee, which was a review and extension of the Burleson 20/20 committee. The City Council appointed a citizen committee to review the Capital Improvement Program and prioritize major projects for implementation. The plan for these prioritized projects was adopted by the Council on February 24, 2000.

A funding plan was developed for the projects that included general obligation bonds, water and wastewater revenue bonds and sales tax revenue bonds. The adopted plan was taken to the voters in May 2000 in the form of a bond election. The voters approved general obligation funding for the relocation of Fire Station #1, street construction and drainage improvements.

Although the 2000 bond election provided funding for many of the projects identified, there were simply more potential projects than funds available due to the phenomenal growth Burleson experienced at that time and since.

In May 2001, a Section 4A economic development sales tax was approved by the voters for construction of Hidden Creek Parkway, South Hurst Road and Fire Station #3, as well as other economic development projects. The 4A economic development sales tax "funding stream" joined the 4B Sales Tax which had been authorized by voters in 1993.

When the City Council began examining the city's capital needs in January 2003, the list of projects had an estimated price tag of \$142 million. Over the following 18 months, the Council held several open workshops to discuss the Capital Improvement Program and to develop a list of top priority projects the city could afford.

Based on the prioritized list that came out of the workshops, the City held a bond election on September 11, 2004. The 2005-2009 Capital Improvement Program is partially based on the results of this bond election.

Realizing that they were elected, in part, to ensure the City's existing transportation systems and drainageways are in good working condition, the City Council chose to proceed with certain capital projects that allowed existing systems to continue to perform as expected. The projects were funded within the existent tax rate and no tax increase nor voter approval was required. Those projects are also part of the 2005-2009 Capital Improvement Program.

Voters again made their desires known in the May 2007 special election, when they approved a \$18.7 million bond package for parks and recreation.

Bonds were issued in 2001 through 2003 and 2005 through 2007 to construct fire stations, streets, a service center, senior center, and sidewalks; remodel the recreation center; improve the water and wastewater system, street drainage; and purchase fire trucks. Streets, waterlines and wastewater lines have been rehabilitated. For more information regarding debt, please refer to the Debt Section of this book.

The following Capital Improvement Program is a five year plan that aims to identify future capital needs within the city. For purposes of this program, a capital need is defined as anything with a cost of at least \$50,000 and a useful life of at least ten years.

The Capital Improvement Program is organized by originating department. Major construction projects involving water and wastewater infrastructure, streets, and drainage improvements are generally located in the Engineering section. The other groups of projects contain information regarding equipment and facilities needed by other departments. The estimated cost of acquiring or constructing each improvement is shown in columns identifying the year of the expected expenditure. A separate line identifies the change in operating cost associated with the first complete year of operations following completion or purchase of the asset. Further information regarding changes in operating costs may be obtained from the appropriate departments.

CIP	CITY OF BURLESON ANNUAL BUDGET	FY 2007-08
	CAPITAL IMPROVEMENT PROGRAM SUMMARY SHEET	PAGE # 1 OF 14

DEPARTMENT: Parks & Recreation

PROJECT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012
Oak Valley Trail	583,000	0	-	-	-	-
Village Creek Trail	-	-	250,000	1,950,000	-	-
Mistletoe Hill	-	-	150,000	-	-	-
Villages of Wakefield	60,000	-	-	-	-	-
McAlister Park	10,000	-	-	-	-	-
Westbend Park	46,000	-	-	-	-	-
Burleson Meadows	211,000	-	224,000	-	-	-
Bailey Lake	70,000	100,000	-	-	-	-
Meadowcrest	71,000	95,000	-	-	-	-
Recreation Center	5,000,000	4,470,000	2,200,000	-	-	-
Senior Cntr.	841,000	-	-	-	-	-
Bartlett Soccer Complex	-	-	350,000	3,150,350	-	-
Chisenhall Sport Complex	7,700,000	4,500,000	-	-	-	-
	<u>14,592,000</u>	<u>9,165,000</u>	<u>3,174,000</u>	<u>5,100,350</u>	-	-

DEPARTMENT: Parks & Recreation

PROJECT TITLE: Oak Valley Trail

Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012
Construction	583,000					
	<u>583,000</u>	-	-	-	-	-

PROJECT JUSTIFICATION: The Oak Valley trail was awarded through TXDOT's State Transportation Enhancement Program (STEP 2001). The city's portion of the \$2 million construction budget is estimated at \$583,000

FUNDING: 4B Sales Tax 583,000

OPERATING BUDGET IMPACT: 4,103

OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012
Personal Services		3,900	4,095	4,300	4,515	4,740
Materials and Supplies		203	218	234	250	265
Operating Expenditures						
Maintenance and Repair				500	500	500
Other Expenditures						
Capital Outlay						

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
	CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET						PAGE # 3
DEPARTMENT:	Parks & Recreation						
PROJECT TITLE:	Village Creek Trail						
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Design			250,000				
Construction				1,950,000			
	-	-	250,000	1,950,000	-	-	
PROJECT JUSTIFICATION:	This trail is part of the May 2007 Park and Recreation Bond Package.						
FUNDING: 2007 General Obligation Bonds			250,000	2,200,000			
OPERATING BUDGET IMPACT:	4,103						
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Personal Services				3,900	4,095	4,300	
Materials and Supplies				203	218	234	
Operating Expenditures							
Maintenance and Repair						500	
Other Expenditures							
Capital Outlay							

DEPARTMENT: Parks & Recreation

PROJECT TITLE: Mistletoe Hill Park

Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012
Restroom			100,000			
Park Lighting			50,000			
	-	-	150,000	-	-	-

PROJECT JUSTIFICATION: The city of Burleson has an active partnership with area home builders. Through the development of a subdivision, a neighborhood park plan is established for the construction and maintenance of a park. Mistletoe Hill is an example of such a partnership.

FUNDING: Park Improvement Fund (gas) 150,000

OPERATING BUDGET IMPACT: 4,860

OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012
Personal Services	3,900	4,095	4,300	4,515	4,740	4,977
Materials and Supplies	660	720	763	800	838	888
Operating Expenditures			500	525	550	576
Maintenance and Repair	300	300	350	350	500	500
Other Expenditures						
Capital Outlay						

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET							PAGE # 5
DEPARTMENT:		Parks & Recreation					
PROJECT TITLE:		Villages of Wakefield					
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Construction						-	
Park Improvements	60,000						
	<u>60,000</u>	-	-	-	-	-	
PROJECT JUSTIFICATION:		The city of Burleson has an active partnership with area home builders. Through the development of a subdivision, a neighborhood park plan is established for the construction and maintenance of a park. Wakefield is an example of such a partnership.					
FUNDING: Park Improvement Fund (gas)		<u>60,000</u>					
OPERATING BUDGET IMPACT:		4,888					
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Personal Services		3,900	4,095	4,300	4,515	4,740	
Materials and Supplies		688	725	763	800	838	
Operating Expenditures							
Maintenance and Repair		300	300	350	350	500	
Other Expenditures							
Capital Outlay							

CIP	CITY OF BURLESON ANNUAL BUDGET	FY 2007-08
	CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET	PAGE # 6

DEPARTMENT: Parks & Recreation

PROJECT TITLE: McAlister Park

Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012
Construction						-
Park Construction (fencing)	10,000					
	<u>10,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

PROJECT JUSTIFICATION: The city of Burleson has an active partnership with area home builders. Through the development of a subdivision, a neighborhood park plan is established for the construction and maintenance of a park. McAlister is an example of such a partnership.

FUNDING: Park Improvement Fund (gas)
10,000

OPERATING BUDGET IMPACT: 0

OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012
Personal Services						
Materials and Supplies						
Operating Expenditures						
Maintenance and Repair				500	500	500
Other Expenditures						
Capital Outlay						

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET							PAGE # 7
DEPARTMENT:	Parks & Recreation						
PROJECT TITLE:	West Bend Park						
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Construction						-	
Park Improvements	46,000						
	<u>46,000</u>	<u>-</u>	<u>-</u>			<u>-</u>	
PROJECT JUSTIFICATION:	Burleson has a vibrant neighborhood park system. This park is a joint venture with the Westbend Hownowners Association.						
FUNDING: Park Improvement Fund (gas)	46,000						
OPERATING BUDGET IMPACT:	1860						
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 2012-2013	
Personal Services	1,560	1,638	1,720	1,806	1,896	1,991	
Materials and Supplies							
Operating Expenditures							
Maintenance and Repair	300	300	350	350	500	500	
Other Expenditures							
Capital Outlay							

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET							PAGE # 8
DEPARTMENT:	Parks & Recreation						
PROJECT TITLE:	Burleson Meadows						
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Construction						-	
Park Construction	211,000		224,000				
	<u>211,000</u>	<u>-</u>	<u>224,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	
PROJECT JUSTIFICATION:	The city of Burleson has an active partnership with area home builders. Through the development of a subdivision, a neighborhood park plan is established for the construction and maintenance of a park. Burleson Meadows is an example of such a partnership.						
FUNDING: Park Improvement Fund (gas)	211,000		224,000				
OPERATING BUDGET IMPACT:	1904						
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 2012-2013	
Personal Services	1560	3,900	4,095	4,300	4,515	4,740	
Materials and Supplies	344	688	725	763	800	838	
Operating Expenditures							
Maintenance and Repair		300	300	350	350	500	
Other Expenditures							
Capital Outlay							

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET							PAGE # 9
DEPARTMENT:	Parks & Recreation						
PROJECT TITLE:	Bailey Lake Park						
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Construction Park Improvements	70,000	100,000				-	
	<u>70,000</u>	<u>100,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
PROJECT JUSTIFICATION:	Water amenities such as the new 7 acre Bailey lake are desired park facilities. The lake will act as both an attractive park feature and an irrigation storage facility. The lake is planned to have a lighted trail around the shore, a floating dock for fishing and minor park equipment such as benches and picnic areas.						
FUNDING:	Park Improvement Fund (gas)						
OPERATING BUDGET IMPACT	4700						
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Personal Services	3,900	4,095	4,300	4,515	4,740	4,752	
Materials and Supplies	500	500	500	500	500	500	
Operating Expenditures							
Maintenance and Repair	300	300	350	350	500	500	
Other Expenditures							
Capital Outlay							

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
	CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET						PAGE # 10
DEPARTMENT: Parks & Recreation							
PROJECT TITLE: Meadowcrest Park							
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Construction							
Park Improvements	71,000	95,000				-	
	<u>71,000</u>	<u>95,000</u>	-	-	-	-	
PROJECT JUSTIFICATION: The city of Burleson has an active partnership with area home builders. Through the development of a subdivision, a neighborhood park plan is established for the construction and maintenance of a park. Meadowcrest Park is an example of such a partnership.							
FUNDING: Park Improvement F	71,000	95,000					
OPERATING BUDGET IMPACT	1,904						
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Personal Services	1560	3,900	4,095	4,300	4,515	4,740	
Materials and Supplies	344	688	725	763	800	838	
Operating Expenditures							
Maintenance and Repair		300	300	350	350	500	
Other Expenditures							
Capital Outlay							

CIP		CITY OF BURLESON ANNUAL BUDGET					FY 2007-08
		CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET					PAGE # 11
DEPARTMENT:		Parks & Recreation					
PROJECT TITLE:		Recreation Center					
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Construction	5,000,000	4,470,000	2,200,000			-	
	<u>5,000,000</u>	<u>4,470,000</u>	<u>2,200,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	
PROJECT JUSTIFICATION:		The city's current recreation center is outdated and no longer meets the expectations of today's citizens. The envisioned facility of 50,000 sqft (+/-) would house an enlarged fitness facility, indoor family aquatic pool, twin gymnasiums, suspended walking track, climbing wall, dance/aerobic rooms. The facility's operational cost will be offset through membership requirements.					
FUNDING:		4B Sales Tax Fund					
OPERATING BUDGET IMPACT:		691,600					
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Personal Services			437,600	459,480	482,454	506,577	
Materials and Supplies			96,000	100,800	105,840	111,132	
Operating Expenditures			133,000	139,650	146,325	153,641	
Maintenance and Repair				45,000	46,350	47,740	
Other Expenditures (fitness lease)			25,000	25,000	25,000	25,000	
Capital Outlay							
Exclusive of 70% revenue recovery			691,600	769,930	805,969	844,090	
Inclusive of 70% revenue recovery			207,480.0	230,979	241,791	253,227	

DEPARTMENT: Parks & Recreation

PROJECT TITLE: Senior Center Expansion

Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012
Expansion	841,000					-
	841,000	-	-	-	-	-

PROJECT JUSTIFICATION: This project is an approved 4B Sales Tax Project and is slated for construction early in 2007. The current usage has outgrown the existing facility making this new expansion essential. The expanded center will add 5,400 additional square feet, coffee bar, activity/multi purpose rooms and additional parking.

FUNDING: 4B Sales Tax Fund

OPERATING BUDGET IMPACT: 83,100

OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012
Personal Services	43,400	45,570	47,849	50,241	52,753	55919
Materials and Supplies	15,200	15,960	16,758	17,596	18,651	19770
Operating Expenditures	17,500	35,000	36,750	38,586	40,880	43332
Maintenance and Repair	7000	12,500	13,125	13,781	14,607	15483
Other Expenditures						
Capital Outlay						

DEPARTMENT: Parks & Recreation

PROJECT TITLE: Bartlett Soccer Fields

Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012
Design			350,000			-
Construction				3,150,350		
	-	-	350,000	3,150,350	-	-

PROJECT JUSTIFICATION: Voters approved \$18.7 million in a park and recreation bond sale in May 2007 of that \$12.2 million was allotted for the construction of a youth baseball and softball park.

FUNDING: 2007 General Obligation Bonds

OPERATING BUDGET IMPACT: 255,313

OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012
Personal Services				50,300	52,815	55,456
Materials and Supplies				14,663	15,103	15,858
Operating Expenditures				113,850	119,543	125,520
Maintenance and Repair				6,500	6,500	6500
Other Expenditures						
Capital Outlay				70,000	35,000	

DEPARTMENT: Parks & Recreation

PROJECT TITLE: Chisenhall Sport Complex

Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012
Design	1,200,000					-
Construction	6,500,000	4,500,000				
	<u>7,700,000</u>	<u>4,500,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

PROJECT JUSTIFICATION: Voters approved \$18.7 million in a park and recreation bond sale in May 2007 of that \$12.2 million was allotted for the construction of a youth baseball and softball park.

FUNDING: 2007 General Obligation Bonds

OPERATING BUDGET IMPACT: 241,050

OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012
Personal Services		50,300	103,115	108,271	113,685	119,369
Materials and Supplies		6,900	14,663	15,689	16,473	263,591
Operating Expenditures		113,850	227,700	239,085	251,039	264,846
Maintenance and Repair			6,500	6,500	6500	6500
Other Expenditures		70,000	35000			
Capital Outlay						

CIP	CITY OF BURLESON ANNUAL BUDGET					FY
	CAPITAL IMPROVEMENT PROGRAM SUMMARY SHEET					2007-08
						PAGE #
						1 OF 24
DEPARTMENT:	Planning & Engineering Services					
STREETS & DRAINAGE						
PROJECT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012
McAlister Rd (McAlister - UPRR)	313,000	-	-	-	-	-
N/S Connector from Renfro to Spinks	479,000	196,000	3,999,000	-	-	-
Arnold Avenue - End 40' to SH 174	730,000	-	-	-	-	-
McAlister Rd (End 40' to Hemphill)	1,097,000	-	-	-	-	-
Alsbury Rehabilitation	-	1,100,000	553,000	-	-	-
MIGG Phase 1	-	956,000	-	-	-	-
MIGG Phase 2	-	1,520,000	-	-	-	-
Neighborhood Street Reconstruction	701,000	482,000	-	1,250,000	-	6,250,000
	3,320,000	4,254,000	4,552,000	1,250,000	-	6,250,000
WATER & SEWER						
PROJECT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012
Water Rehabilitation w/ Street Rebuild	835,000	1,090,000	-	950,000	-	5,625,000
Water Rehabilitation (Independent)	650,000	680,000	125,000	625,000	-	3,750,000
MIGG Phase 1 & 2 Water Rehabilitation	185,000	-	-	-	-	-
12" Waterline on McAlister	130,000	1,320,000	-	-	-	-
MV Pump Station Expansion	70,000	140,000	575,000	-	-	-
1.5 MG Elevated Storage @ Hidden Ck	295,000	30,000	3,505,000	-	-	-
16" Waterline on John Jones	1,470,000	-	-	-	-	-
Alsbury Pump Station Expansion	345,000	3,500,000	-	-	-	-
Sewer Rehabilitation w/Street Rebuild	680,000	895,000	-	750,000	-	3,750,000
Sewer Rehabilitation (Independent)	325,000	315,000	410,000	175,000	-	2,250,000
MIGG Phase 1 & 2 Sewer Rehabilitation	220,000	-	-	-	-	-
Public Works Sewer Main Replacement	285,000	-	-	-	-	-
Village Creek Relief Line	-	205,000	1,875,000	-	-	-
Eagle Crossing Trunk Line	-	-	90,000	75,000	700,000	-
Quil Miller Trunk Line	-	-	1,000,000	5,025,000	-	-
	5,490,000	8,175,000	7,580,000	7,600,000	700,000	15,375,000

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET							PAGE # 2
DEPARTMENT:	Planning & Engineering Services						
PROJECT TITLE:	McAlister Rd (McAlister - UPRR)						
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Design	33,000					-	
Construction	280,000						
	<u>313,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
PROJECT JUSTIFICATION:	Voters approved this project in 2004. McAlister Road will be improved as a 40' roadway and complete the reconstruction and realignment of McAlister road to the Ft. Worth City Limits. This road will provide an additional east-west roadway through the City north of Alsbury Blvd.						
FUNDING:	2007 General Obligation Bonds						
OPERATING BUDGET IMPACT	241,050						
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Personal Services		50,300	103,115	108,271	113,685	119,369	
Materials and Supplies		6,900	14,663	15,689	16,473	263,591	
Operating Expenditures		113,850	227,700	239,085	251,039	264,846	
Maintenance and Repair			6,500	6,500	6500	6500	
Other Expenditures		70,000	35000				
Capital Outlay							

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET							PAGE # 3
DEPARTMENT:	Planning & Engineering Services						
PROJECT TITLE:	N/S Connector E. of I35W from Renfro to Spinks (Includes McCall extension)						
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Design	479,000					-	
ROW		196,000				-	
Construction			3,999,000				
	<u>479,000</u>	<u>196,000</u>	<u>3,999,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	
PROJECT JUSTIFICATION:	This project will provide additional circulation from Alsbury to E. Renfro and provide an additional access route to properties adjacent to the east side of I-35W frontage road.						
FUNDING:	2007 & 2009 General Obligation Bonds						
OPERATING BUDGET IMPACT	241,050						
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Personal Services		50,300	103,115	108,271	113,685	119,369	
Materials and Supplies		6,900	14,663	15,689	16,473	263,591	
Operating Expenditures		113,850	227,700	239,085	251,039	264,846	
Maintenance and Repair			6,500	6,500	6500	6500	
Other Expenditures		70,000	35000				
Capital Outlay							

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
	CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET						PAGE # 4
DEPARTMENT:	Planning & Engineering Services						
PROJECT TITLE:	Arnold Avenue - End 40' to SH 174						
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Design	35,000					-	
ROW	450,000					-	
Construction	245,000						
	<u>730,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
PROJECT JUSTIFICATION:	This project will extend Arnold Avenue to intersect with SH 174 at Elk Drive. It will provide an alternative route to Miles Avenue at a signalized intersection.						
FUNDING:	2007 General Obligation Bonds						
OPERATING BUDGET IMPACT:	Maintenance costs will run about \$5,000 per lane mile per year following the fifth year.						
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Personal Services					0	0	
Materials and Supplies					0	0	
Operating Expenditures					0	0	
Maintenance and Repair							
Other Expenditures							
Capital Outlay							

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
	CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET						PAGE # 5
DEPARTMENT:	Planning & Engineering Services						
PROJECT TITLE:	McAlister Rd (End 40' to Hemphill)						
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Design	-					-	
ROW	25,000					-	
Construction	1,072,000						
	<u>1,097,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
PROJECT JUSTIFICATION:	This existing county road will be reconstructed as a 40-foot concrete roadway with curb and gutter. This project will straighten the road and provide access to a new BISD elementary school and City Park.						
FUNDING:	2007 General Obligation Bonds						
OPERATING BUDGET IMPACT:	Maintenance costs will run about \$5,000 per lane mile per year following the fifth year.						
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Personal Services					0	0	
Materials and Supplies					0	0	
Operating Expenditures					0	0	
Maintenance and Repair							
Other Expenditures							
Capital Outlay							

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET							PAGE # 6
DEPARTMENT:	Planning & Engineering Services						
PROJECT TITLE:	Alsbury Rehabilitation						
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Design	-					-	
ROW	-					-	
Construction	-	1,100,000	553,000				
	<hr/>						
	-	1,100,000	553,000	-	-	-	
	<hr/>						
PROJECT JUSTIFICATION:	Alsbury Boulevard will be reconstructed from curb to curb in full-depth concrete. The road will be striped as five lanes to provide a left turn lane from Douglas to Vicksburg, connecting with an existing left turn lane. A new traffic signal will be installed near Taylor Elementary at the intersection of Alsbury and Heberle.						
FUNDING:	2008 & 2009 General Obligation Bonds						
OPERATING BUDGET IMPACT:	Maintenance costs will run about \$5,000 per lane mile per year following the fifth year.						
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Personal Services					0	0	
Materials and Supplies					0	0	
Operating Expenditures					0	0	
Maintenance and Repair							
Other Expenditures							
Capital Outlay							

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET							PAGE # 7
DEPARTMENT:	Planning & Engineering Services						
PROJECT TITLE:	MIGG Phase 1						
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Design						-	
ROW						-	
Construction		956,000				-	
	<hr/>						
	-	956,000	-	-	-	-	
	<hr/>						
PROJECT JUSTIFICATION:	The drainage master plan identified thirteen homes along Oak Street, Judith Street, Ash Street, and SE Garden as homes subject to flooding in the 100-year storm. This project will alleviate the potential flooding of those homes by constructing an underground drainage system along Ash and Garden Streets and performing hydraulic improvements to the channel between Oak and Judith Streets. The project includes construction of an underground drainage system and repaving the roadways in which the systems are constructed.						
FUNDING:	2008 Certificates of Obligation Bonds						
OPERATING BUDGET IMPACT:	Maintenance costs will run about \$3,000 per lane mile per year following the fifth year.						
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Personal Services					0	0	
Materials and Supplies					0	0	
Operating Expenditures					0	0	
Maintenance and Repair							
Other Expenditures							
Capital Outlay							

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
	CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET						PAGE # 8
DEPARTMENT:	Planning & Engineering Services						
PROJECT TITLE:	MIGG Phase 2						
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Design						-	
ROW						-	
Construction		1,520,000				-	
		<hr/>					
	-	1,520,000	-	-	-	-	
	<hr/>						
PROJECT JUSTIFICATION:	This project will provide protection to four homes that potentially flood in the 100-year storm. The project includes construction of an underground drainage system along Gregory Street between Irene and SW Johnson and also on Irene Street between Gregory Street and Town Creek. Gregory and Irene Streets will also be repaved.						
FUNDING:	2008 Certificates of Obligation Bonds						
OPERATING BUDGET IMPACT:	Maintenance costs will run about \$3,000 per lane mile per year following the fifth year.						
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Personal Services					0	0	
Materials and Supplies					0	0	
Operating Expenditures					0	0	
Maintenance and Repair							
Other Expenditures							
Capital Outlay							

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
	CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET						PAGE # 9
DEPARTMENT:	Planning & Engineering Services						
PROJECT TITLE:	Neighborhood Street Reconstruction Program						
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Design						-	
ROW						-	
Construction	701,000	482,000		1,250,000		6,250,000	
	<u>701,000</u>	<u>482,000</u>	<u>-</u>	<u>1,250,000</u>	<u>-</u>	<u>6,250,000</u>	
PROJECT JUSTIFICATION:	The Department of Public Works has rated the streets throughout the City. Some streets are in such poor condition that they can no longer be reasonably maintained. Generally, these streets will be reconstructed with two inches of Asphalt and to the existing street section. In most cases, the existing curbs will remain in place and only the asphalt and subgrade will be replaced.						
FUNDING:	2007, 2008, & 2010 Certificates of Obligation Bonds						
OPERATING BUDGET IMPACT:	Maintenance costs will run about \$5,000 per lane mile per year following the fifth year.						
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Personal Services					0	0	
Materials and Supplies					0	0	
Operating Expenditures					0	0	
Maintenance and Repair							
Other Expenditures							
Capital Outlay							

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
	CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET						PAGE # 10
DEPARTMENT:	Planning & Engineering Services						
PROJECT TITLE:	Water Rehabilitation w/ Street Rebuild						
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Design						-	
ROW						-	
Construction	835,000	1,090,000		950,000		5,625,000	
	<u>835,000</u>	<u>1,090,000</u>	<u>-</u>	<u>950,000</u>	<u>-</u>	<u>5,625,000</u>	
PROJECT JUSTIFICATION:	Streets identified by the Public Works department as in need of reconstruction will be repaired with the Neighborhood Street Rebuild program. While the reconstruction of the street is underway, the City will replace water mains and services that exist in the roadway to lengthen road life after repairs have been made.						
FUNDING:	2007, 2008, & 2010 Water & Sewer revenue Bonds						
OPERATING BUDGET IMPACT:	Maintenance costs will run about \$3,000 per lane mile per year following the fifth year.						
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Personal Services					0	0	
Materials and Supplies					0	0	
Operating Expenditures					0	0	
Maintenance and Repair							
Other Expenditures							
Capital Outlay							

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET							PAGE # 11
DEPARTMENT:	Planning & Engineering Services						
PROJECT TITLE:	Water Rehabilitation (Independent)						
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Design						-	
ROW						-	
Construction	650,000	680,000	125,000	625,000		3,750,000	
	<u>650,000</u>	<u>680,000</u>	<u>125,000</u>	<u>625,000</u>	-	<u>3,750,000</u>	
PROJECT JUSTIFICATION:	This project includes reconstruction of old water mains that are not along streets proposed for reconstruction. This project consists of replacing water lines that are at the end of their design life. This project will reduce the number of line breaks and disruption of water service to our customers. The design will be done in-house by the Engineering Department.						
FUNDING:	2007, 2008, 2009, & 2010 Water & Sewer Revenue Bonds						
OPERATING BUDGET IMPACT:	<u>Not Available</u>						
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Personal Services					0	0	
Materials and Supplies					0	0	
Operating Expenditures					0	0	
Maintenance and Repair							
Other Expenditures							
Capital Outlay							

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET							PAGE # 12
DEPARTMENT:	Planning & Engineering Services						
PROJECT TITLE:	MIGG Phase 1 & 2 Water Rehabilitation						
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Design						-	
ROW						-	
Construction	185,000	-	-	-	-	-	
	<u>185,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
PROJECT JUSTIFICATION:	This project includes reconstruction of old water mains that will be in conflict with the MIGG Ph 1 & 2 Drainage project.						
FUNDING:	2007 Water & Sewer Revenue Bonds						
OPERATING BUDGET IMPACT:	<u>Not Available</u>						
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Personal Services					0	0	
Materials and Supplies					0	0	
Operating Expenditures					0	0	
Maintenance and Repair							
Other Expenditures							
Capital Outlay							

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
	CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET						PAGE # 13
DEPARTMENT:	Planning & Engineering Services						
PROJECT TITLE:	12" Waterline on McAlister						
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Design	130,000					-	
ROW		35,000				-	
Construction	-	1,285,000	-	-		-	
	<u>130,000</u>	<u>1,320,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
PROJECT JUSTIFICATION:	This project will connect several segments of waterline already in place and create a looped water system in the area. This will insure that adequate fire flow is provided in the north area of the City.						
FUNDING:	2007, & 2008 Water & Sewer Revenue Bonds						
OPERATING BUDGET IMPACT:	Maintenance costs will run about \$3,000 per lane mile per year following the fifth year.						
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Personal Services					0	0	
Materials and Supplies					0	0	
Operating Expenditures					0	0	
Maintenance and Repair							
Other Expenditures							
Capital Outlay							

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET							PAGE # 14
DEPARTMENT:	Planning & Engineering Services						
PROJECT TITLE:	Mountain Valley Pump Station Expansion						
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Design	70,000					-	
ROW		140,000				-	
Construction	-		575,000	-		-	
	<u>70,000</u>	<u>140,000</u>	<u>575,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	
PROJECT JUSTIFICATION:	This project is identified in the 2004 Water & Wastewater masterplan . The Mountain Valley Pump Station will require an additional 1200 gpm pump in order to supply the elevated tank and anticipated growth in the Mountain Valley area.						
FUNDING:	2007, 2008, & 2009 Water & Sewer Revenue Bonds						
OPERATING BUDGET IMPACT:	<u>Not Available</u>						
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Personal Services					0	0	
Materials and Supplies					0	0	
Operating Expenditures					0	0	
Maintenance and Repair							
Other Expenditures							
Capital Outlay							

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET							PAGE # 15
DEPARTMENT:	Planning & Engineering Services						
PROJECT TITLE:	1.5 MG Elevated Storage @ Hidden Ck						
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Design	295,000					-	
ROW		30,000				-	
Construction	-		3,505,000	-		-	
	<u>295,000</u>	<u>30,000</u>	<u>3,505,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	
PROJECT JUSTIFICATION:	This project will provide for future land development needs along the existing and the Hidden Creek corridor.						
FUNDING:	2007, 2008, & 2009 Water & Sewer Revenue Bonds						
OPERATING BUDGET IMPACT:	<u>Not Available</u>						
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Personal Services					0	0	
Materials and Supplies					0	0	
Operating Expenditures					0	0	
Maintenance and Repair							
Other Expenditures							
Capital Outlay							

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
	CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET						PAGE # 16
DEPARTMENT:	Planning & Engineering Services						
PROJECT TITLE:	16" Waterline on John Jones						
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Design	-					-	
ROW	95,000					-	
Construction	1,375,000			-		-	
	<u>1,470,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
PROJECT JUSTIFICATION:	Identified in the 2004 Water & Wastewater Masterplan, this project will complete the loop in the Shannon creek and TOD area.						
FUNDING:	2007 Water & Sewer Revenue Bonds						
OPERATING BUDGET IMPACT:	Maintenance costs will run about \$3,000 per lane mile per year following the fifth year.						
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Personal Services					0	0	
Materials and Supplies					0	0	
Operating Expenditures					0	0	
Maintenance and Repair							
Other Expenditures							
Capital Outlay							

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET							PAGE # 17
DEPARTMENT:	Planning & Engineering Services						
PROJECT TITLE:	Alsbury Pump Station Expansion						
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Design	345,000					-	
ROW		80,000				-	
Construction		3,420,000		-		-	
	<u>345,000</u>	<u>3,500,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
PROJECT JUSTIFICATION:	Identified in the 2004 Water & Wastewater Masterplan, this project is necessary to provided capacity for the growth projected in the City through the year 2014. The Alsbury pump station will be expanded to a firm pumping capacity of 10 MGD by adding 2 - 2,500 gpm pumps.						
FUNDING:	2007, 2008 Water & Sewer Revenue Bonds						
OPERATING BUDGET IMPACT:	<u>Not Available</u>						
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Personal Services					0	0	
Materials and Supplies					0	0	
Operating Expenditures					0	0	
Maintenance and Repair							
Other Expenditures							
Capital Outlay							

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET							PAGE # 18
DEPARTMENT:	Planning & Engineering Services						
PROJECT TITLE:	Sewer Rehabilitation w/Street Rebuild						
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Design						-	
ROW						-	
Construction	680,000	895,000		750,000		3,750,000	
	<u>680,000</u>	<u>895,000</u>	<u>-</u>	<u>750,000</u>	<u>-</u>	<u>3,750,000</u>	
PROJECT JUSTIFICATION:	Streets identified by the Public Works department as in need of reconstruction will be repaired with the Neighborhood Street Rebuild program. While the reconstruction of the street is underway, the City will replace sewer mains that exist in the roadway to lengthen road life after repairs have been made.						
FUNDING:	2007, 2008, & 2010 Water & Sewer revenue Bonds						
OPERATING BUDGET IMPACT:	<u>Not Available</u>						
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Personal Services					0	0	
Materials and Supplies					0	0	
Operating Expenditures					0	0	
Maintenance and Repair							
Other Expenditures							
Capital Outlay							

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET							PAGE # 19
DEPARTMENT:	Planning & Engineering Services						
PROJECT TITLE:	Sewer Rehabilitation (Independent)						
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Design						-	
ROW						-	
Construction	325,000	315,000	410,000	175,000		2,250,000	
	<u>325,000</u>	<u>315,000</u>	<u>410,000</u>	<u>175,000</u>	<u>-</u>	<u>2,250,000</u>	
PROJECT JUSTIFICATION:	This project includes reconstruction of old sewer mains that are not along streets proposed for reconstruction. This project consists of replacing sewer lines that are at the end of their design life. This project will reduce the number of line repairs and groundwater infiltration into the sewer system.						
FUNDING:	2007, 2008, 2009, & 2010 Water & Sewer Revenue Bonds						
OPERATING BUDGET IMPACT:	<u>Not Available</u>						
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Personal Services					0	0	
Materials and Supplies					0	0	
Operating Expenditures					0	0	
Maintenance and Repair							
Other Expenditures							
Capital Outlay							

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET							PAGE # 20
DEPARTMENT:	Planning & Engineering Services						
PROJECT TITLE:	MIGG Phase 1 & 2 Sewer Rehabilitation						
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Design						-	
ROW						-	
Construction	220,000	-	-	-	-	-	
	<u>220,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
PROJECT JUSTIFICATION:	This project includes reconstruction of old sewer mains that will be in conflict with the MIGG Ph 1 & 2 Drainage project.						
FUNDING:	2007 Water & Sewer Revenue Bonds						
OPERATING BUDGET IMPACT:	<u>Not Available</u>						
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Personal Services					0	0	
Materials and Supplies					0	0	
Operating Expenditures					0	0	
Maintenance and Repair							
Other Expenditures							
Capital Outlay							

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
	CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET						PAGE # 21
DEPARTMENT:	Planning & Engineering Services						
PROJECT TITLE:	Public Works Sewer Main Replacement						
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Design						-	
ROW						-	
Construction	285,000	-	-	-	-	-	
	<u>285,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
PROJECT JUSTIFICATION:	This project includes reconstruction of old sewer mains that have been identified as problematic areas in the City. This project consists of replacing and/or adding sewer lines that are at the end of their design life. This project will reduce the number of line repairs and groundwater infiltration into the sewer system.						
FUNDING:	2007 Water & Sewer Revenue Bonds						
OPERATING BUDGET IMPACT:	Maintenance costs will run about \$3,000 per lane mile per year following the fifth year.						
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Personal Services					0	0	
Materials and Supplies					0	0	
Operating Expenditures					0	0	
Maintenance and Repair							
Other Expenditures							
Capital Outlay							

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
	CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET						PAGE # 22
DEPARTMENT:	Planning & Engineering Services						
PROJECT TITLE:	Village Creek Relief Line						
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Design		205,000				-	
ROW			125,000			-	
Construction		-	1,750,000	-		-	
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	-	205,000	1,875,000	-	-	-	
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PROJECT JUSTIFICATION:	This project consists of constructing a relief line from I-35W to SH 174 along Shannon Creek and Village Creek. Development in the upstream basin is limited to the available capacity of the existing line. Substantial additional capacity will be needed to support growth in the basin.						
FUNDING:	2007 Water & Sewer Revenue Bonds						
OPERATING BUDGET IMPACT:	Maintenance costs will run about \$3,000 per lane mile per year following the fifth year.						
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Personal Services					0	0	
Materials and Supplies					0	0	
Operating Expenditures					0	0	
Maintenance and Repair							
Other Expenditures							
Capital Outlay							

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
	CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET						PAGE # 23
DEPARTMENT:	Planning & Engineering Services						
PROJECT TITLE:	Eagle Crossing Trunk Line						
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Design			90,000			-	
ROW				75,000		-	
Construction		-			700,000	-	
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	-	-	90,000	75,000	700,000	-	
PROJECT JUSTIFICATION:	This project consists of constructing a new line from SH 174 to Shaffstall along south Shannon Creek. Proposed development in the upstream basin is dictating the need for this project.						
FUNDING:	2009, 2010, & 2011 Water & Sewer Revenue Bonds						
OPERATING BUDGET IMPACT:	Maintenance costs will run about \$3,000 per lane mile per year following the fifth year.						
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Personal Services					0	0	
Materials and Supplies					0	0	
Operating Expenditures					0	0	
Maintenance and Repair							
Other Expenditures							
Capital Outlay							

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
CAPITAL IMPROVEMENT PROGRAM DETAIL SHEET							PAGE # 24
DEPARTMENT:	Planning & Engineering Services						
PROJECT TITLE:	Quil Miller Trunk Line						
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Design						-	
ROW			1,000,000			-	
Construction				5,025,000		-	
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	-	-	1,000,000	5,025,000	-	-	
PROJECT JUSTIFICATION:	This project consists of constructing a new line from FM 3391 to CR 711 along Quil Miller Ck. Proposed development in the upstream basin is dictating the need for this project.						
FUNDING:	2009, & 2010 Water & Sewer Revenue Bonds						
OPERATING BUDGET IMPACT:	Maintenance costs will run about \$3,000 per lane mile per year following the fifth year.						
OPERATING IMPACT	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Personal Services					0	0	
Materials and Supplies					0	0	
Operating Expenditures					0	0	
Maintenance and Repair							
Other Expenditures							
Capital Outlay							

CIP	CITY OF BURLESON ANNUAL BUDGET						FY 2007-08
CAPITAL IMPROVEMENT PROGRAM							PAGE #
DETAIL SHEET							3
DEPARTMENT: Fire							
PROJECT TITLE: Purchase of new Engine for FS 3							
This Engine will be to placed into service at Fire Sation 3							
Action Needed	2007-2008 Projected	2008-2009 Projected	2009-2010 Projected	2010-2011 Projected	2011-2012 Projected	Outstanding 9/30/2012	
Engine 3 for Station 3	389,635					-	
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LEGAL DEBT MARGIN FOR GENERAL OBLIGATIONS:

All taxable property within the city is subject to the assessment, levy and collection by the city of a continuing, direct annual ad valorem tax sufficient to provide for the payment of principal and interest on the Bonds within the limits prescribed by law. Article IX, Section 5 of the Texas Constitution is applicable to the City of Burleson and limits the maximum ad valorem tax rate to \$2.50 per \$100 assessed valuation (for all City purposes).

FINANCING ALTERNATIVES CURRENTLY IN USE BY THE CITY OF BURLESON

Types of Financing	Applications	Positive Points	Negative Points
<p>Pay as You Go-Current Operating Revenues</p> <p>Financing capital purchases out of current revenues during the life of the project.</p>	<p>Recurring expenses (vehicles) or small projects</p>	<p>No interest or issuance costs; lesser demands on management's time and shorter time period necessary to initiate projects</p>	<p>Not normally feasible for larger projects; possibly slower completion of projects; current users paying to benefit future users.</p>
<p>General Obligation Bonds</p> <p>Faith and credit financings requiring preparation of offering statements and bond ratings.</p>	<p>Medium and large projects</p>	<p>Lowest interest rate, flexible terms; no restrictive covenants involved; requires voter approval confirming public support.</p>	<p>Issuance costs higher than short term type of financing, but lower than revenue bonds; requires time and expense for voter approval.</p>
<p>Revenue Bonds</p> <p>Pledge of designated future revenues; requires preparation of complex offering statements, bond ratings and feasibility studies.</p>	<p>Large projects</p>	<p>Not faith and credit pledged; voter approval not required.</p>	<p>High interest and issuance costs; restrictive covenants involved; evidence of public support not obtained.</p>
<p>Combination Tax & Revenue Certificates of Obligations</p> <p>Direct obligations of the City, payable from the levy and collection of a direct and continuing ad valorem tax. May also be secured by a limited pledge of surplus net revenues of the City.</p>	<p>Large projects</p>	<p>Not faith and credit pledged; voter approval not required.</p>	<p>Higher interest and issuance cost; restrictive covenants involved; evidence of public support not obtained.</p>

DEBT

During the 2000 budget year, the Council, a Council-appointed citizen committee, and the City staff participated in a joint effort designed to best identify the needs, resources, and goals of the community over the next three to five year period. This process resulted in projects being identified as priorities by the CIP committee and the City Council, as well as identifying funding to complete those projects. In order to minimize the interest costs associated with these projects, the bonds were issued in phases as construction progressed.

In May 2000, the citizens of Burleson approved the issuance of more than \$8 million in general obligation bonds for street reconstruction, drainage improvement and construction of a new fire station. A little over \$3.5 million worth of the bonds were issued June 1, 2001 for Phase 1 of the original plan.

Voters authorized a new half-cent Section 4A Sales Tax in May of 2001 in addition to the half-cent 4B Sales Tax they had approved in 1993.

In June 2001, in addition to the general obligation bonds, \$5,950,000 of 4B Sales Tax Revenue bonds were issued for a city service center, senior center and recreation center. A little over \$5 million of 4A Sales Tax Revenue bonds were issued for new streets, as well as, just under \$6.5 million Water-Wastewater System Revenue bonds for system improvements and extensions.

The City implemented Phase 2 of the bonds authorized in 2000 by issuing another \$2 million general obligation bonds in August 2002 for improved drainage in Old Town, Cliffside Drive and Castle Hills, among other projects. The 1993 4B Sales Tax Revenue bonds were refunded in 2003 for \$3,220,000.

In September 2004, citizens authorized another \$14,525,000 in general obligation bonds in a special election. This money was earmarked for communications, a new firetruck, traffic signals, sidewalks and street rehabilitation. \$3,970,000 of this authorization was issued in 2005.

Along with the general obligation bonds issued in 2005, the City issued Certificates of Obligation in the amount of \$14,965,000 to fund the construction of Hidden Creek Parkway, a Corridor Access study, Neighborhood and Old Town street rehabilitation, plus other projects. The portion for Hidden Creek Parkway (approximately \$13.5 million) will be repaid from 4A Sales Tax revenue. Along with the aforementioned bonds, Water and Wastewater System Revenue bonds were issued in 2005 for system improvements and extensions in the amount of \$5,370,000.

DEBT

The 1996 and 2001 Water-Wastewater Revenue bonds were refunded in 2006 for \$8,995,000, a few months before the City issued \$2.4 million in general obligation bonds for street rehabilitation, a firetruck and various new street and water-wastewater line.

A special election was held May 12, 2007 to determine the authority to issue \$18,700,000 in general obligation bonds to fund the construction of a new recreation center, soccer fields and hike and bike trails. The voters agreed and \$4.1 million was issued in June of this year. Of that \$4.1 million, \$2,130,079 was the remaining authorized amount from the 2000 election.

The final issue for fiscal year 2007 was July 31, 2007. The \$9,800,000 Certificates of Obligation issued are for various streets, drainage, and water system projects.

DEBT TIMELINE			
1993	Special Election-4B		Authorized 1/2 cent sales tax
7/1/1993	Issued W-WW System Revenue Bonds	\$ 5,450,000	Extension of water/sewer lines, ground storage tank, replace water/sewer lines.
8/25/1993	Issued 4B Sales Tax Rev Bonds	\$ 4,900,000	Bartlett Park, Library, Senior Ctr., Police Facility, City Hall, parks, fire station
1/15/1996	Issued 1985,1987 and 1993 Refunding and Improvement Bonds	\$ 11,010,000	1985,1987,1993 Refunding and System Improvements
5/6/2000	Special Election G.O.	\$ 8,521,079	Fire, Drainage, Streets
5/5/2001	Special Election		Authorized 1/2 cent sales tax
6/1/2001	Issued G.O.	\$ 3,518,000	Fire Station 1
	Issued 4B Sales Tax Rev Bonds	\$ 5,950,000	Service Ctr, Senior Ctr., Chisenhall
	Issued 4A Sales Tax Rev Bonds	\$ 5,420,000	Hidden Creek Pkwy, S. Hurst Rd., Fire Station, business/commercial dev.
	Issued W-WW System Revenue Bonds	\$ 6,475,000	System improvements and extensions
8/15/2002	Issued G.O.	\$ 2,000,000	Flooding: Old Town, Cliffside Dr., Castle
	Issued W-WW System Revenue Bonds	\$ 10,850,000	System improvements
5/15/2003	Issued 1993 4B	\$ 3,220,000	
9/11/2004	Special Election G.O.	\$ 14,525,000	Communications, Fire Truck, New streets, street rehab, traffic signals, sidewalks
2/1/2005	Issued G.O.	\$ 3,970,000	Communications, Fire Truck, Traffic signals, sidewalks, street rehab
2/10/2005	Issued C. O.	\$ 14,965,000	Hidden Creek Parkway, Corridor Access Study, Neighborhood St., Old Town, UPRR

5/15/2005	Issued W-WW System Revenue Bonds	\$ 5,370,000	System improvements and extensions
4/1/2006	Issued W-WW System Revenue Bonds	\$ 8,995,000	Refunding 1996 and 2001 bonds
11/15/2006	Issued G.O.	\$ 2,400,000	Street Rehab., Fire Truck, Hemphill
	Issued C.O.	\$ 11,965,000	Village Creek Relief Line, OT, North Creek Relief, Valley View Outfall Sewer, John Jones 16" waterline, Community Rec. Ctr., OT Streets, Neighborhood St., etc.
5/12/2007	Special Election G.O.	\$ 18,700,000	Chisenhall, Bartlett Soccer Fields, Village Creek Trail
6/15/2007	Issued G.O.	\$ 4,100,000	(from 2000 Auth.), McAlister Road, Arnold Ave., Chisenhall Sports Complex
7/31/2007	Issued C.O.	\$ 9,800,000	Summercrest @ Thomas Drng., Citywide Drng., Neighborhood St., Neighborhood water rehab, MIGG Phase 1&2, John Jones 16" waterline, water rehab, MV & Alsbury pump stations, HC elev. Storage

GENERAL OBLIGATION BOND TIMELINE					
5/6/2000	Special Election G.O.	\$	2,415,016	Fire	
		\$	2,002,500	Drainage	
		\$	4,103,563	Streets	
6/1/2001	Issued G.O.	\$	2,415,016	Fire	Fire Station 1
		\$	1,102,984	Streets	Street Rehab
8/15/2002	Issued G.O.	\$	2,000,000	Drainage	Flooding: Old Town, Cliffside Dr., Castle Hills
9/11/2004	Special Election G.O.	\$	2,050,000	Public Safety	Communications, Fire Truck
		\$	12,475,000	Transportation	New streets, street rehab, traffic signals, sidewalks
2/1/2005	Issued G.O.	\$	1,850,000	Public Safety	Communications, Fire Truck
		\$	1,675,000	Streets	Traffic signals, sidewalks, street rehab.
		\$	445,000	Streets	Rehab. (from 2000 Auth.)
11/15/2006	Issued G.O.	\$	428,000	Streets	Rehab. (from 2000 Auth.)
		\$	200,000	Public Safety	Fire Truck
		\$	1,772,000	Streets	Hemphill
5/12/2007	Special Election G.O.	\$	18,700,000	Parks	Chisenhall, Bartlett Soccer Fields, Village Creek Trail
6/15/2007	Issued G.O.	\$	2,500	Drainage	(from 2000 Auth.)
		\$	2,127,579	Streets	McAlister Road (from 2000 Auth.)
		\$	769,921	Streets	Arnold Ave.
		\$	1,200,000	Parks	Chisenhall Sports Complex
Remaining @ 09/30/2007		\$	8,258,079	2004	Authorization
		\$	17,500,000	2007	Authorization

CERTIFICATES OF OBLIGATION TIMELINE

2/10/2005	Issued C. O.	\$	14,965,000	Hidden Creek Parkway, Corridor Access Study, Neighborhood St., Old Town, UPRR
11/15/2006	Issued C.O.	\$	11,965,000	Village Creek Relief Line, OT, North Creek Relief, Valley View Outfall Sewer, John Jones 16" waterline Community Rec. Ctr. OT Streets, Neighborhood St., etc.
7/31/2007	Issued C.O.	\$	9,800,000	Summercrest @ Thomas Drng., Citywide Drng., Neighborhood St. Neighborhood water rehab, Migg Phase 1 & 2, John Jones 16" waterline, water rehab. MV & Alsbury pump stations, HC elev. Storage

4B SALES TAX REVENUE BOND TIMELINE				
1993	Special Election-4B			Authorized 1/2 cent sales tax
8/25/1993	Issued 4B Sales Tax Rev Bonds	\$	4,900,000	Bartlett Park, Library, Senior Ctr., Police Facility, City Hall, parks, fire station
6/1/2001	Issued 4B Sales Tax Rev Bonds	\$	5,950,000	Service Ctr, Senior Ctr., Chisenhall
5/15/2003	Issued 1993 4B Refunding	\$	3,220,000	

4A SALES TAX REVENUE BOND TIMELINE				
5/5/2001	Special Election			Authorized 1/2 cent sales tax
6/1/2001	Issued 4A Sales Tax Rev Bonds	\$	5,420,000	Hidden Creek Pkwy, S. Hurst Rd., Fire Station, business/commercial dev.

WATER-WASTEWATER REVENUE BOND TIMELINE

7/1/1993	Issued W-WW System Revenue Bonds	\$ 5,450,000	Extension of water/sewer lines, ground storage tank, replace water/sewer lines.	
1/15/1996	Issued 1985,1987 and 1993 Refunding and Improvement Bonds	\$ 11,010,000	\$ 630,000	1985 Refunding
			\$ 530,000	1987 Refunding
			\$ 5,215,000	1993 Refunding
			\$ 4,635,000	System Improvements
6/1/2001	Issued W-WW System Revenue Bonds	\$ 6,475,000	System improvements and extensions	
8/15/2002	Issued W-WW System Revenue Bonds	\$ 10,850,000	System improvements	
5/15/2005	Issued W-WW System Revenue Bonds	\$ 5,370,000	System improvements and extensions	
4/1/2006	Issued W-WW System Revenue Bonds	\$ 8,995,000	Refunding 1996 and 2001 bonds	

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**CITY OF BURLESON
GENERAL LONG TERM DEBT
PRINCIPAL AND INTEREST REQUIREMENTS
As of October 1, 2007**

YEAR	PRINCIPAL	INTEREST	TOTAL REQUIREMENT
2008	990,120	1,246,863	2,236,983
2009	1,162,212	1,132,565	2,294,777
2010	1,433,002	1,083,537	2,516,539
2011	1,494,792	1,027,070	2,521,862
2012	1,537,582	967,553	2,505,135
2013	1,588,372	905,246	2,493,618
2014	1,190,860	849,528	2,040,388
2015	1,241,347	799,615	2,040,962
2016	1,283,927	745,945	2,029,872
2017	1,352,507	688,698	2,041,205
2018	1,421,087	627,927	2,049,014
2019	1,476,667	563,701	2,040,368
2020	1,545,642	495,418	2,041,060
2021	1,611,222	423,150	2,034,372
2022	1,412,197	354,579	1,766,776
2023	1,472,870	289,941	1,762,811
2024	1,524,987	222,659	1,747,646
2025	1,621,887	151,322	1,773,209
2026	1,140,000	88,238	1,228,238
2027	705,000	45,363	750,363
2028	100,000	26,000	126,000
2029	110,000	20,750	130,750
2030	115,000	15,125	130,125
2031	120,000	9,250	129,250
2032	125,000	3,125	128,125
TOTAL	<u>\$ 27,776,280</u>	<u>\$12,783,166</u>	<u>\$ 40,559,446</u>

CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
GENERAL OBLIGATION BONDS
SERIES 2001

<u>DUE YEAR ENDING SEPTEMBER 30</u>	<u>MARCH 1ST INTEREST</u>	<u>PRINCIPAL</u>	<u>SEPTEMBER 1ST INTEREST</u>	<u>TOTAL REQUIREMENT</u>
2008	70,416	145,000	67,335	282,751
2009	67,335	151,000	63,560	281,895
2010	63,560	159,000	59,585	282,145
2011	59,585	167,000	55,828	282,413
2012	55,828	175,000	51,781	282,609
2013	51,781	183,000	47,434	282,215
2014	47,434	192,000	42,754	282,188
2015	42,754	202,000	37,704	282,458
2016	37,704	212,000	32,404	282,108
2017	32,404	223,000	26,690	282,094
2018	26,690	235,000	20,580	282,270
2019	20,580	248,000	14,070	282,650
2020	14,070	261,000	7,219	282,289
2021	7,219	275,000	NONE	282,219
	<u>\$ 597,360</u>		<u>\$ 526,944</u>	<u>\$ 3,952,304</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007 \$ 2,828,000

CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
GENERAL OBLIGATION REFUNDING 2004
(REPLACES SERIES 1995)

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST INTEREST	MARCH 1ST PRINCIPAL	SEPTEMBER 1ST INTEREST	TOTAL REQUIREMENT
2008	15,601	52,000	14,948	82,549
2009	14,948	26,000	14,555	55,503
2010	14,555	26,000	14,149	54,704
2011	14,149	27,000	13,696	54,845
2012	13,696	29,000	13,187	55,882
2013	13,187	29,000	12,644	54,831
2014	12,644	34,000	11,963	58,607
2015	11,963	36,000	11,220	59,183
2016	11,220	38,000	10,435	59,655
2017	10,435	40,000	9,584	60,019
2018	9,584	41,000	8,687	59,271
2019	8,687	43,000	7,720	59,408
2020	7,720	47,000	6,639	61,359
2021	6,639	48,000	5,511	60,149
2022	5,511	52,000	4,262	61,773
2023	4,262	55,000	2,922	62,184
2024	2,922	57,000	1,525	61,447
2025	1,525	61,000		62,525
	<u>\$ 179,247</u>		<u>\$ 163,646</u>	<u>\$ 1,083,894</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007 \$ 741,000

CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
2005 GENERAL OBLIGATION BONDS

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST INTEREST	MARCH 1ST PRINCIPAL	SEPTEMBER 1ST INTEREST	TOTAL REQUIREMENT
2008	71,968	155,000	69,643	296,610
2009	69,643	160,000	67,243	296,885
2010	67,243	165,000	64,768	297,010
2011	64,768	170,000	62,218	296,985
2012	62,218	175,000	59,155	296,373
2013	59,155	180,000	56,005	295,160
2014	56,005	190,000	52,680	298,685
2015	52,680	195,000	49,268	296,948
2016	49,268	200,000	45,268	294,535
2017	45,268	210,000	41,068	296,335
2018	41,068	220,000	36,668	297,735
2019	36,668	230,000	32,068	298,735
2020	32,068	235,000	27,368	294,435
2021	27,368	245,000	22,468	294,835
2022	22,468	255,000	17,304	294,771
2023	17,304	265,000	11,938	294,241
2024	11,938	280,000	6,163	298,100
2025	6,163	290,000		296,163
	<u>\$ 793,254</u>		<u>\$ 721,286</u>	<u>\$ 5,334,540</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007 \$ 3,820,000

CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
CERTIFICATES OF OBLIGATION - GENERAL PORTION
SERIES 2005

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST			SEPTEMBER 1ST INTEREST	TOTAL REQUIREMENT
	INTEREST	PRINCIPAL	TOTAL		
2008	44,975	78,120	123,095	43,803	166,898
2009	43,803	80,212	124,015	42,600	166,615
2010	42,600	83,002	125,602	41,355	166,957
2011	41,355	85,792	127,147	40,068	167,215
2012	40,068	88,582	128,650	38,518	167,168
2013	38,518	91,372	129,890	36,919	166,809
2014	36,919	94,860	131,779	35,259	167,038
2015	35,259	98,347	133,606	32,800	166,406
2016	32,800	103,927	136,727	30,202	166,929
2017	30,202	109,507	139,709	27,464	167,173
2018	27,464	115,087	142,551	24,587	167,138
2019	24,587	120,667	145,254	21,570	166,824
2020	21,570	127,642	149,212	18,379	167,591
2021	18,379	133,222	151,601	15,049	166,650
2022	15,049	140,197	155,246	11,544	166,790
2023	11,544	147,870	159,414	7,847	167,261
2024	7,847	142,987	150,834	4,272	155,106
2025	4,272	170,887	175,159	-	175,159

	<u>\$517,211</u>			<u>\$ 472,236</u>	<u>\$ 3,001,726</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007 \$ 2,012,280

CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
CERTIFICATES OF OBLIGATION - GENERAL PORTION
SERIES 2006

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST			SEPTEMBER 1ST	TOTAL REQUIREMENT
	INTEREST	PRINCIPAL	TOTAL	INTEREST	
2008	71,681	-	71,681	71,681	143,361
2009	71,681	-	71,681	71,681	143,361
2010	71,681	145,000	216,681	68,781	285,461
2011	68,781	150,000	218,781	65,781	284,561
2012	65,781	155,000	220,781	62,681	283,461
2013	62,681	160,000	222,681	59,481	282,161
2014	59,481	170,000	229,481	56,081	285,561
2015	56,081	175,000	231,081	52,581	283,661
2016	52,581	180,000	232,581	48,981	281,561
2017	48,981	190,000	238,981	45,181	284,161
2018	45,181	195,000	240,181	41,281	281,461
2019	41,281	205,000	246,281	37,053	283,333
2020	37,053	215,000	252,053	32,215	284,268
2021	32,215	225,000	257,215	27,153	284,368
2022	27,153	235,000	262,153	22,100	284,253
2023	22,100	245,000	267,100	16,894	283,994
2024	16,894	255,000	271,894	11,475	283,369
2025	11,475	265,000	276,475	5,844	282,319
2026	5,844	275,000	280,844	-	280,844
-					
	<u>\$ 868,600</u>			<u>\$ 796,919</u>	<u>\$ 5,105,519</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007 \$ 3,440,000

CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
GENERAL OBLIGATION BONDS
SERIES 2006

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST			SEPTEMBER 1ST	TOTAL
	INTEREST	PRINCIPAL	TOTAL	INTEREST	REQUIREMENT
2008	49,361		49,361	49,361	98,723
2009	49,361		49,361	49,361	98,723
2010	49,361	100,000	149,361	47,361	196,723
2011	47,361	105,000	152,361	45,261	197,623
2012	45,261	110,000	155,261	43,061	198,323
2013	43,061	115,000	158,061	40,761	198,823
2014	40,761	115,000	155,761	38,461	194,223
2015	38,461	120,000	158,461	36,061	194,523
2016	36,061	125,000	161,061	33,561	194,623
2017	33,561	130,000	163,561	30,961	194,523
2018	30,961	140,000	170,961	28,161	199,123
2019	28,161	145,000	173,161	25,261	198,423
2020	25,261	150,000	175,261	22,168	197,429
2021	22,168	155,000	177,168	18,913	196,080
2022	18,913	165,000	183,913	15,406	199,319
2023	15,406	170,000	185,406	11,794	197,200
2024	11,794	175,000	186,794	8,075	194,869
2025	8,075	185,000	193,075	4,144	197,219
2026	4,144	195,000	199,144	-	199,144
					-
	<u>\$ 597,495</u>			<u>\$ 548,134</u>	<u>\$ 3,545,629</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007

\$ 2,400,000

CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
CERTIFICATES OF OBLIGATION
SERIES 2007

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST			SEPTEMBER 1ST INTEREST	TOTAL REQUIREMENT
	INTEREST	PRINCIPAL	TOTAL		
2008	127,890	100,000	227,890	87,923	315,812
2009	87,923	140,000	227,923	85,123	313,045
2010	85,123	145,000	230,123	82,223	312,345
2011	82,223	155,000	237,223	79,123	316,345
2012	79,123	160,000	239,123	75,923	315,045
2013	75,923	165,000	240,923	72,623	313,545
2014	72,623	170,000	242,623	69,223	311,845
2015	69,223	180,000	249,223	65,623	314,845
2016	65,623	185,000	250,623	61,738	312,360
2017	61,738	195,000	256,738	57,594	314,331
2018	57,594	205,000	262,594	53,186	315,780
2019	53,186	210,000	263,186	48,566	311,753
2020	48,566	220,000	268,566	43,616	312,183
2021	43,616	230,000	273,616	38,441	312,058
2022	38,441	245,000	283,441	32,806	316,248
2023	32,806	255,000	287,806	26,909	314,716
2024	26,909	265,000	291,909	20,781	312,691
2025	20,781	280,000	300,781	14,131	314,913
2026	14,131	290,000	304,131	7,244	311,375
2027	7,244	305,000	312,244	-	312,244
					-
	<u>\$ 1,150,683</u>			<u>\$ 1,022,793</u>	<u>\$ 6,273,476</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007

\$ 4,100,000

CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
GENERAL OBLIGATION BONDS
SERIES 2007

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST			SEPTEMBER 1ST INTEREST	TOTAL REQUIREMENT
	INTEREST	PRINCIPAL	TOTAL		
2008	127,890	100,000	227,890	87,923	315,812
2009	87,923	140,000	227,923	85,123	313,045
2010	85,123	145,000	230,123	82,223	312,345
2011	82,223	155,000	237,223	79,123	316,345
2012	79,123	160,000	239,123	75,923	315,045
2013	75,923	165,000	240,923	72,623	313,545
2014	72,623	170,000	242,623	69,223	311,845
2015	69,223	180,000	249,223	65,623	314,845
2016	65,623	185,000	250,623	61,738	312,360
2017	61,738	195,000	256,738	57,594	314,331
2018	57,594	205,000	262,594	53,186	315,780
2019	53,186	210,000	263,186	48,566	311,753
2020	48,566	220,000	268,566	43,616	312,183
2021	43,616	230,000	273,616	38,441	312,058
2022	38,441	245,000	283,441	32,806	316,248
2023	32,806	255,000	287,806	26,909	314,716
2024	26,909	265,000	291,909	20,781	312,691
2025	20,781	280,000	300,781	14,131	314,913
2026	14,131	290,000	304,131	7,244	311,375
2027	7,244	305,000	312,244	-	312,244
					-
	<u>\$ 1,150,683</u>			<u>\$ 1,022,793</u>	<u>\$ 6,273,476</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007 \$ 4,100,000

**CITY OF BURLESON
WATER AND WASTEWATER
PRINCIPAL AND INTEREST REQUIREMENTS
As of October 1, 2007**

YEAR	PRINCIPAL	INTEREST	TOTAL REQUIREMENT
2008	1,555,000	1,680,393	3,235,393
2009	1,670,000	1,567,991	3,237,991
2010	1,750,000	1,498,178	3,248,178
2011	1,815,000	1,424,778	3,239,778
2012	1,880,000	1,348,003	3,228,003
2013	1,915,000	1,269,178	3,184,178
2014	1,985,000	1,169,765	3,154,765
2015	2,080,000	1,069,069	3,149,069
2016	2,220,000	1,010,561	3,230,561
2017	2,320,000	916,691	3,236,691
2018	2,305,000	818,118	3,123,118
2019	2,090,000	723,624	2,813,624
2020	2,010,000	633,273	2,643,273
2021	2,005,000	542,914	2,547,914
2022	2,030,000	450,536	2,480,536
2023	2,130,000	354,203	2,484,203
2024	2,230,000	253,484	2,483,484
2025	1,890,000	158,354	2,048,354
2026	1,350,000	71,938	1,421,938
2027	830,000	20,213	850,213
TOTAL	<u>\$ 38,060,000</u>	<u>\$ 16,981,260</u>	<u>\$ 55,041,260</u>

**CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
WATERWORKS AND SEWER SYSTEM
REVENUE BONDS
JUNE 14, 2001 SERIES 2001 (\$6,475,000)**

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST INTEREST	SEPTEMBER 1ST INTEREST	SEPTEMBER 1ST PRINCIPAL	TOTAL REQUIREMENT
2008	44,434.37	44,434.37	190,000.00	278,868.74
2009	40,444.37	40,444.37	335,000.00	415,888.74
2010	33,158.12	33,158.12	265,000.00	331,316.24
2011	27,328.12	27,328.12	215,000.00	269,656.24
2012	22,490.62	22,490.62	175,000.00	219,981.24
2013	18,443.75	18,443.75	130,000.00	166,887.50
2014	15,356.25	15,356.25	630,000.00	660,712.50
2015	-	-		-
2016				-
2017				-
2018				-
2019				-
2020				-
2021				-
	<u>\$ 201,655.60</u>	<u>\$ 201,655.60</u>	<u>\$ 1,940,000.00</u>	<u>\$ 2,343,311.20</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007

\$ 1,940,000.00

**CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
WATERWORKS AND SEWER SYSTEM
REVENUE BONDS
SERIES 2002 (\$10,850,000)**

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST INTEREST	SEPTEMBER 1ST INTEREST	SEPTEMBER 1ST PRINCIPAL	TOTAL REQUIREMENT
2008	247,545.00	245,920.00	100,000.00	593,465.00
2009	245,920.00	243,820.00	120,000.00	609,740.00
2010	243,820.00	239,695.00	220,000.00	703,515.00
2011	239,695.00	233,295.00	320,000.00	792,990.00
2012	233,295.00	224,895.00	420,000.00	878,190.00
2013	224,895.00	215,095.00	490,000.00	929,990.00
2014	215,095.00	202,513.75	610,000.00	1,027,608.75
2015	202,513.75	188,701.25	650,000.00	1,041,215.00
2016	188,701.25	173,826.25	680,000.00	1,042,527.50
2017	173,826.25	157,851.25	710,000.00	1,041,677.50
2018	157,851.25	141,201.25	740,000.00	1,039,052.50
2019	141,201.25	128,482.50	550,000.00	819,683.75
2020	128,482.50	116,607.50	500,000.00	745,090.00
2021	116,607.50	103,688.75	530,000.00	750,296.25
2022	103,688.75	82,100.00	855,000.00	1,040,788.75
2023	82,100.00	59,375.00	900,000.00	1,041,475.00
2024	59,375.00	35,750.00	945,000.00	1,040,125.00
2025	35,750.00	22,000.00	550,000.00	607,750.00
2026	22,000.00	10,000.00	480,000.00	512,000.00
2027	10,000.00	-	400,000.00	410,000.00
	<u>\$ 3,072,362.50</u>	<u>\$ 2,824,817.50</u>	<u>\$ 10,770,000.00</u>	<u>\$ 16,667,180.00</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007 \$ 10,770,000.00

**CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
WATERWORKS AND SEWER SYSTEM
REVENUE BONDS
SERIES 2005 (\$5,370,000)**

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST INTEREST	SEPTEMBER 1ST INTEREST	SEPTEMBER 1ST PRINCIPAL	TOTAL REQUIREMENT
2008	107,106.25	107,106.25	105,000.00	319,212.50
2009	105,531.25	105,531.25	110,000.00	321,062.50
2010	103,743.75	103,743.75	120,000.00	327,487.50
2011	101,793.75	101,793.75	125,000.00	328,587.50
2012	99,606.25	99,606.25	130,000.00	329,212.50
2013	97,331.25	97,331.25	135,000.00	329,662.50
2014	94,968.75	94,968.75	140,000.00	329,937.50
2015	92,448.75	92,448.75	175,000.00	359,897.50
2016	88,948.75	88,948.75	270,000.00	447,897.50
2017	83,548.75	83,548.75	375,000.00	542,097.50
2018	76,048.75	76,048.75	385,000.00	537,097.50
2019	68,348.75	68,348.75	405,000.00	541,697.50
2020	60,046.25	60,046.25	420,000.00	540,092.50
2021	51,226.25	51,226.25	435,000.00	537,452.50
2022	41,982.50	41,982.50	455,000.00	538,965.00
2023	32,313.75	32,313.75	475,000.00	539,627.50
2024	22,220.00	22,220.00	495,000.00	539,440.00
2025	11,330.00	11,330.00	515,000.00	537,660.00
	<u>\$ 1,338,543.75</u>	<u>\$ 1,338,543.75</u>	<u>\$ 5,270,000.00</u>	<u>\$ 7,947,087.50</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007

\$ 5,270,000.00

**CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
WATERWORKS AND SEWER SYSTEM
REVENUE BONDS
SERIES 2006 (\$8,995,000)**

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST INTEREST	MARCH 1ST PRINCIPAL	SEPTEMBER 1 INTEREST	TOTAL REQUIREMENT
2008	175,097.51	805,000.00	158,997.51	1,139,095.02
2009	158,997.51	685,000.00	145,297.51	989,295.02
2010	145,297.51	705,000.00	130,756.88	981,054.39
2011	130,756.88	700,000.00	115,881.88	946,638.76
2012	115,881.88	680,000.00	101,431.88	897,313.76
2013	101,431.88	665,000.00	87,300.62	853,732.50
2014	87,300.62	90,000.00	85,500.63	262,801.25
2015	85,500.63	720,000.00	69,750.63	875,251.26
2016	69,750.63	710,000.00	54,840.63	834,591.26
2017	54,840.63	650,000.00	41,028.13	745,868.76
2018	41,028.13	575,000.00	28,450.00	644,478.13
2019	28,450.00	500,000.00	17,325.00	545,775.00
2020	17,325.00	425,000.00	7,762.50	450,087.50
2021	7,762.50	345,000.00		352,762.50
	<u>\$ 1,219,421.31</u>	<u>\$ 8,255,000.00</u>	<u>\$ 1,044,323.80</u>	<u>\$ 10,518,745.11</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007 \$ 8,255,000.00

**CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
WATERWORKS AND SEWER SYSTEM
CERTIFICATES OF OBLIGATION
SERIES 2006 (\$6,125,000)**

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST INTEREST	MARCH 1ST PRINCIPAL	SEPTEMBER 1 INTEREST	TOTAL REQUIREMENT
2008	126,708.75	220,000.00	122,858.75	469,567.50
2009	122,858.75	225,000.00	118,358.75	466,217.50
2010	118,358.75	235,000.00	113,658.75	467,017.50
2011	113,658.75	245,000.00	108,758.75	467,417.50
2012	108,758.75	255,000.00	103,658.75	467,417.50
2013	103,658.75	265,000.00	98,358.75	467,017.50
2014	98,358.75	275,000.00	62,858.75	436,217.50
2015	62,858.75	290,000.00	87,058.75	439,917.50
2016	87,058.75	300,000.00	81,058.75	468,117.50
2017	81,058.75	315,000.00	74,758.75	470,817.50
2018	74,758.75	325,000.00	68,258.75	468,017.50
2019	68,258.75	340,000.00	61,246.25	469,505.00
2020	61,246.25	355,000.00	53,258.75	469,505.00
2021	53,258.75	370,000.00	44,933.75	468,192.50
2022	44,933.75	385,000.00	36,656.25	466,590.00
2023	36,656.25	405,000.00	28,050.00	469,706.25
2024	28,050.00	420,000.00	19,125.00	467,175.00
2025	19,125.00	440,000.00	9,775.00	468,900.00
2026	9,775.00	460,000.00		469,775.00
2027				-
	<u>\$ 1,419,400.00</u>	<u>\$ 6,125,000.00</u>	<u>\$ 1,292,691.25</u>	<u>\$ 8,837,091.25</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007

\$ 6,125,000.00

**CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
WATERWORKS AND SEWER SYSTEM
CERTIFICATES OF OBLIGATION
SERIES 2007 (\$5,700,000)**

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST INTEREST	MARCH 1ST PRINCIPAL	SEPTEMBER 1 INTEREST	TOTAL REQUIREMENT
2008	177,840.00	135,000.00	122,343.75	435,183.75
2009	122,343.75	195,000.00	118,443.75	435,787.50
2010	118,443.75	205,000.00	114,343.75	437,787.50
2011	114,343.75	210,000.00	110,143.75	434,487.50
2012	110,143.75	220,000.00	105,743.75	435,887.50
2013	105,743.75	230,000.00	101,143.75	436,887.50
2014	101,143.75	240,000.00	96,343.75	437,487.50
2015	96,343.75	245,000.00	91,443.75	432,787.50
2016	91,443.75	260,000.00	85,983.75	437,427.50
2017	85,983.75	270,000.00	80,246.25	436,230.00
2018	80,246.25	280,000.00	74,226.25	434,472.50
2019	74,226.25	295,000.00	67,736.25	436,962.50
2020	67,736.25	310,000.00	60,761.25	438,497.50
2021	60,761.25	325,000.00	53,448.75	439,210.00
2022	53,448.75	335,000.00	45,743.75	434,192.50
2023	45,743.75	350,000.00	37,650.01	433,393.76
2024	37,650.01	370,000.00	29,093.75	436,743.76
2025	29,093.75	385,000.00	19,950.00	434,043.75
2026	19,950.00	410,000.00	10,212.50	440,162.50
2027	10,212.50	430,000.00		440,212.50
	<u>\$ 1,602,842.51</u>	<u>\$ 5,700,000.00</u>	<u>\$ 1,425,002.51</u>	<u>\$ 8,727,845.02</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007

\$ 5,700,000.00

**CITY OF BURLESON
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
GENERAL OBLIGATION REFUNDING 2004-GOLF PORTION
(REPLACES SERIES 1995)**

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST INTEREST	MARCH 1ST PRINCIPAL	SEPTEMBER 1ST INTEREST	TOTAL REQUIREMENT
2008	106,725	353,000	102,316	562,041
2009	102,316	174,000	99,709	376,025
2010	99,709	179,000	96,912	375,621
2011	96,912	188,000	93,737	378,649
2012	93,737	196,000	90,308	380,045
2013	90,308	201,000	86,538	377,846
2014	86,538	231,000	81,919	399,457
2015	81,919	244,000	76,887	402,806
2016	76,887	257,000	71,588	405,475
2017	71,588	270,000	65,852	407,440
2018	65,852	284,000	59,639	409,491
2019	59,639	297,000	52,956	409,595
2020	52,956	318,000	45,643	416,599
2021	45,643	332,000	37,841	415,484
2022	37,841	353,000	29,369	420,210
2023	29,369	375,000	20,228	424,597
2024	20,228	393,000	10,600	423,828
2025	10,600	424,000		434,600

\$ 1,228,767

\$ 1,122,042

\$ 7,419,809

BONDS OUTSTANDING
SEPTEMBER 30, 2007

\$ 5,069,000

**BURLESON 4A ECONOMIC DEVELOPMENT CORPORATION
LONG TERM DEBT
PRINCIPAL AND INTEREST REQUIREMENTS
As of October 1, 2007**

YEAR	PRINCIPAL	INTEREST	TOTAL REQUIREMENT
2008	706,880	757,488	1,464,368
2009	729,788	733,388	1,463,176
2010	756,998	708,062	1,465,060
2011	784,208	681,664	1,465,872
2012	811,418	652,690	1,464,108
2013	843,628	621,008	1,464,636
2014	880,140	587,604	1,467,744
2015	911,653	547,816	1,459,469
2016	961,073	501,373	1,462,446
2017	1,015,493	452,059	1,467,552
2018	1,064,913	400,000	1,464,913
2019	1,119,333	345,450	1,464,783
2020	1,182,358	287,938	1,470,296
2021	1,236,778	227,465	1,464,243
2022	864,803	164,032	1,028,835
2023	912,130	119,609	1,031,739
2024	882,013	74,756	956,769
2025	1,054,113	26,353	1,080,466
TOTAL	<u>\$ 16,717,720</u>	<u>\$ 7,888,755</u>	<u>\$ 24,606,475</u>

**BURLESON 4A ECONOMIC DEVELOPMENT CORPORATION
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
SALES TAX REVENUE BONDS
SERIES 2001**

<u>DUE YEAR ENDING SEPTEMBER 30</u>	<u>MARCH 1ST INTEREST</u>	<u>SEPTEMBER 1ST INTEREST</u>	<u>PRINCIPAL</u>	<u>TOTAL REQUIREMENT</u>
2008	104,933	104,933	225,000	434,866
2009	100,208	100,208	235,000	435,416
2010	95,096	95,096	245,000	435,192
2011	89,706	89,706	255,000	434,412
2012	83,969	83,969	265,000	432,938
2013	77,841	77,841	280,000	435,682
2014	71,191	71,191	295,000	437,382
2015	64,000	64,000	305,000	433,000
2016	56,375	56,375	320,000	432,750
2017	48,175	48,175	340,000	436,350
2018	39,463	39,463	355,000	433,926
2019	30,366	30,366	375,000	435,732
2020	20,756	20,756	395,000	436,512
2021	10,634	10,634	415,000	436,268
	<u>\$ 892,713</u>	<u>\$ 892,713</u>		<u>\$ 6,090,426</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007

\$ 4,305,000

**BURLESON 4A ECONOMIC DEVELOPMENT CORPORATION
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
CERTIFICATES OF OBLIGATION - 4A SALES TAX PORTION
SERIES 2005**

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST			SEPTEMBER 1ST	TOTAL
	INTEREST	PRINCIPAL	TOTAL	INTEREST	REQUIREMENT
2008	277,425	481,880	759,305	270,197	1,029,502
2009	270,197	494,788	764,985	262,775	1,027,760
2010	262,775	511,998	774,773	255,095	1,029,868
2011	255,095	529,208	784,303	247,157	1,031,460
2012	247,157	546,418	793,575	237,595	1,031,170
2013	237,595	563,628	801,223	227,731	1,028,954
2014	227,731	585,140	812,871	217,491	1,030,362
2015	217,491	606,653	824,144	202,325	1,026,469
2016	202,325	641,073	843,398	186,298	1,029,696
2017	186,298	675,493	861,791	169,411	1,031,202
2018	169,411	709,913	879,324	151,663	1,030,987
2019	151,663	744,333	895,996	133,055	1,029,051
2020	133,055	787,358	920,413	113,371	1,033,784
2021	113,371	821,778	935,149	92,826	1,027,975
2022	92,826	864,803	957,629	71,206	1,028,835
2023	71,206	912,130	983,336	48,403	1,031,739
2024	48,403	882,013	930,416	26,353	956,769
2025	26,353	1,054,113	1,080,466	-	1,080,466
					-
	<u>\$3,190,377</u>			<u>\$ 2,912,952</u>	<u>\$ 18,516,049</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007

\$ 12,412,720

**BURLESON COMMUNITY SERVICES DEVELOPMENT CORPORATION
LONG TERM DEBT
PRINCIPAL AND INTEREST REQUIREMENTS
As of October 1, 2007**

YEAR	PRINCIPAL	INTEREST	TOTAL REQUIREMENT
2008	645,000	389,761	1,034,761
2009	675,000	368,393	1,043,393
2010	700,000	345,359	1,045,359
2011	730,000	320,345	1,050,345
2012	750,000	293,477	1,043,477
2013	780,000	265,003	1,045,003
2014	440,000	234,399	674,399
2015	460,000	213,813	673,813
2016	485,000	191,863	676,863
2017	500,000	168,813	668,813
2018	525,000	144,437	669,437
2019	555,000	118,653	673,653
2020	580,000	91,195	671,195
2021	610,000	62,232	672,232
2022	150,000	31,913	181,913
2023	160,000	25,288	185,288
2024	165,000	18,381	183,381
2025	170,000	11,263	181,263
2026	180,000	3,825	183,825
TOTAL	<u>\$ 9,260,000</u>	<u>\$ 3,298,413</u>	<u>\$ 12,558,413</u>

**BURLESON COMMUNITY SERVICES DEVELOPMENT CORP
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
SALES TAX REVENUE BONDS
SERIES 2001**

<u>DUE YEAR ENDING SEPTEMBER 30</u>	<u>MARCH 1ST INTEREST</u>	<u>SEPTEMBER 1ST INTEREST</u>	<u>PRINCIPAL</u>	<u>TOTAL REQUIREMENT</u>
2008	117,423	117,423	240,000	474,846
2009	112,383	112,383	260,000	484,766
2010	106,728	106,728	275,000	488,456
2011	100,678	100,678	290,000	491,356
2012	94,153	94,153	300,000	488,306
2013	87,216	87,216	315,000	489,432
2014	79,734	79,734	330,000	489,468
2015	71,691	71,691	345,000	488,382
2016	63,066	63,066	365,000	491,132
2017	53,941	53,941	380,000	487,882
2018	44,203	44,203	400,000	488,406
2019	33,953	33,953	420,000	487,906
2020	23,191	23,191	440,000	486,382
2021	11,916	11,916	465,000	488,832
	<u>\$ 1,000,276</u>	<u>\$ 1,000,276</u>		<u>\$ 6,825,552</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007

\$ 4,825,000

**BURLESON COMMUNITY SERVICES DEVELOPMENT CORP
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
SALES TAX REVENUE BONDS
SERIES 2003**

<u>DUE YEAR ENDING SEPTEMBER 30</u>	<u>MARCH 1ST INTEREST</u>	<u>SEPTEMBER 1ST</u>		<u>TOTAL REQUIREMENT</u>
		<u>INTEREST</u>	<u>PRINCIPAL</u>	
2008	28,548	28,548	320,000	377,096
2009	24,548	24,548	325,000	374,096
2010	20,486	20,486	335,000	375,971
2011	15,879	15,879	345,000	376,759
2012	10,920	10,920	350,000	371,840
2013	5,670	5,670	360,000	371,340
	<u>\$ 106,051</u>	<u>\$ 106,051</u>		<u>\$ 2,247,103</u>
BONDS OUTSTANDING SEPTEMBER 30, 2007			<u>\$ 2,035,000</u>	

**BURLESON COMMUNITY SERVICES DEVELOPMENT CORPORATION
REQUIREMENTS FOR PRINCIPAL AND INTEREST RETIREMENT
CERTIFICATES OF OBLIGATION - 4b SALES TAX PORTION
SERIES 2006**

DUE YEAR ENDING SEPTEMBER 30	MARCH 1ST			SEPTEMBER 1ST	TOTAL REQUIREMENT
	INTEREST	PRINCIPAL	TOTAL	INTEREST	
2008	49,653	85,000	134,653	48,166	182,819
2009	48,166	90,000	138,166	46,366	184,531
2010	46,366	90,000	136,366	44,566	180,931
2011	44,566	95,000	139,566	42,666	182,231
2012	42,666	100,000	142,666	40,666	183,331
2013	40,666	105,000	145,666	38,566	184,231
2014	38,566	110,000	148,566	36,366	184,931
2015	36,366	115,000	151,366	34,066	185,431
2016	34,066	120,000	154,066	31,666	185,731
2017	31,666	120,000	151,666	29,266	180,931
2018	29,266	125,000	154,266	26,766	181,031
2019	26,766	135,000	161,766	23,981	185,747
2020	23,981	140,000	163,981	20,831	184,813
2021	20,831	145,000	165,831	17,569	183,400
2022	17,569	150,000	167,569	14,344	181,913
2023	14,344	160,000	174,344	10,944	185,288
2024	10,944	165,000	175,944	7,438	183,381
2025	7,438	170,000	177,438	3,825	181,263
2026	3,825	180,000	183,825	-	183,825
	<u>\$ 567,706</u>			<u>\$ 518,053</u>	<u>\$ 3,485,759</u>

BONDS OUTSTANDING
SEPTEMBER 30, 2007

\$ 2,400,000

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2007-08 BUDGET BRIEF

GENERAL INFORMATION

	<u>FY 2006-07</u>	<u>FY 2007-08</u>
TOTAL TAX ROLL	1,650,828,318	1,797,526,269
COLLECTION RATE	98.5%	98.5%
PROPERTY TAX REVENUE		
MAINTENANCE AND OPERATION	8,300,574	9,062,155
DEBT SERVICE	1,326,573	2,140,685
ASSESSMENT RATIO	100%	100%
TAX RATE		
MAINTENANCE AND OPERATION	\$ 0.534888	\$ 0.524096
DEBT SERVICE	\$ 0.095012	\$ 0.137729
TOTAL	<u>\$ 0.629900</u>	<u>\$ 0.661825</u>
EFFECTIVE OPERATING TAX RATE	0.488467	0.479461
ACTUAL OPERATING TAX RATE	0.534888	0.524096
RESIDENTIAL GARBAGE FEE	\$12.71 /month	\$15.83 /month
WATER AND WASTEWATER RATES		
WATER - SERVICE CHARGE	\$ 12.00	\$ 12.00
*** WATER - CHARGE/1000 GALLONS	3.45	3.66
**** WATER - CHARGE/1000 GALLONS	4.66	4.94
WASTEWATER - CHARGE/1000 GALLONS	2.80	2.91
*** OCTOBER - MAY		
**** JUNE - SEPTEMBER over 25,000 gallons (Peak Usage Period)		

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FY 2007-08 CITY BRIEF

HISTORICAL OVERVIEW

Burleson was founded in 1881 when construction of the M-K-T Railroad began. The fledgling town was named in honor of pioneer educator and preacher, Dr. Rufus C. Burleson, who later twice became president of Baylor University and had baptized Sam Houston in 1854.

About a decade after the turn of the century, the Northern Texas Traction Company built an interurban railway system through Burleson connecting Fort Worth and Cleburne. In 1912, a vote of the people made the town a city, and in 1969 Burleson was established as a "home rule" city when citizens adopted the Home Rule Charter.

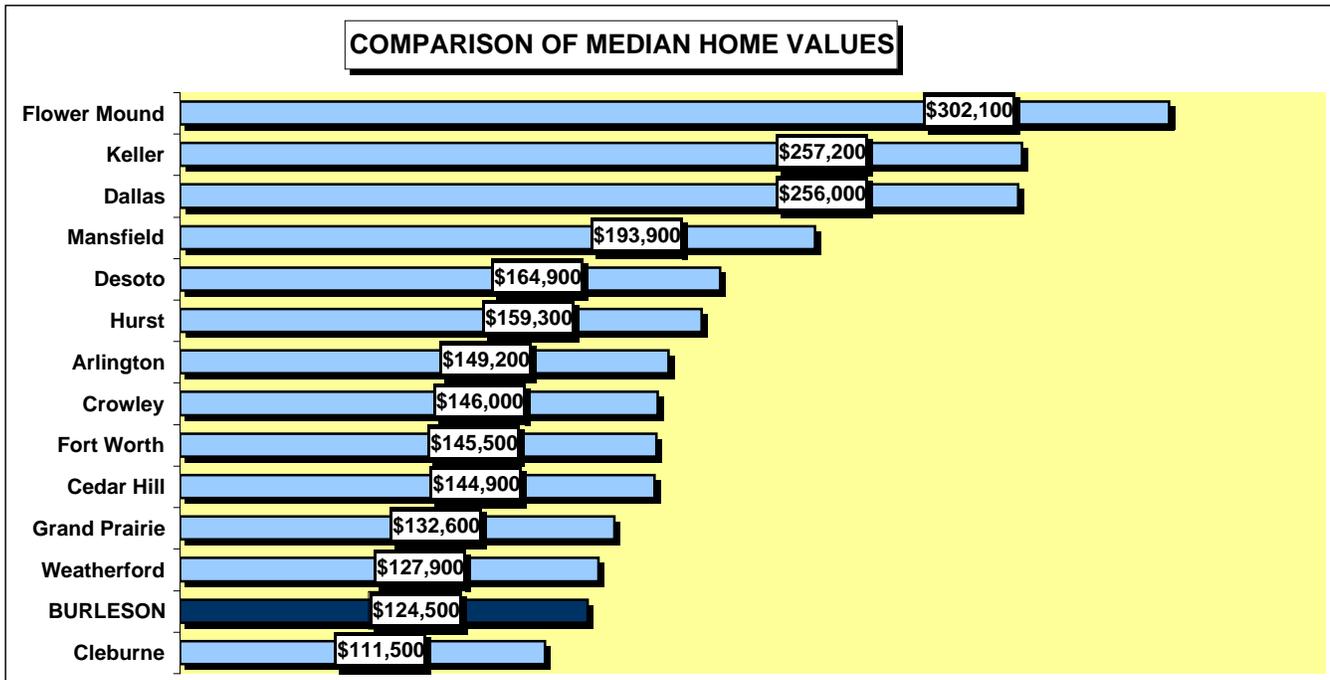
Thanks to its humble beginnings, Burleson has retained a small, welcoming hometown feel, removed from the hustle and bustle of the Metroplex, but still close enough to take advantage of the benefits of the urban lifestyle.

Neighbors still meet at one of Burleson's many annual events such as Founder's Day, the largest 4th of July parade in the county, and the Christmas Parade of Lights. The Founder's Day celebration is held in the thriving, well-lit and well preserved Old Town Burleson in October to commemorate the City's history. Festivities include western gunfighters, tours of the restored Interurban Depot and Museum, as well as arts, crafts, carnival rides and plenty of food. Old Town Burleson is also home to the City's sizzling Sounds of Summer Concert Series, featuring a variety of music performed by well-known artists each Friday night during the month of June.

For a more leisurely pace, friends and families relax and play at the City's 192 acres of park and recreation system, which includes a newly expanded and renovated ballfield complex, a community center, tennis courts, hike and bike trails, and a swimming pool. For golf fans, Hidden Creek Golf Course offers challenges for the high-handicapper and touring professionals alike. It has been voted the "toughest public golf course" in the Dallas/Ft. Worth metroplex two years running by the Ft. Worth Business Press and the Dallas Business Journal calls Hidden Creek in the "top five public golf courses in the state".

In May of 2007, voters approved a bond package to finance a new community center, more ballfields and a new aquatic center. With families flocking to Burleson, more places to play are essential to maintain Burleson's quality of life.

Burleson has a population of about 31,650 people at this time. According to www.bestplaces.net, the low crime rate, low cost of living and good schools make Burleson a very attractive place to call "home". In addition, the median home cost is \$124,500 which makes Burleson a very affordable place to live for young families.



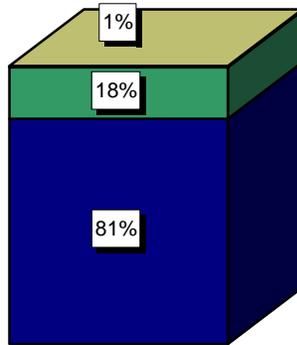
Burleson's location on the southwest edge of the Metroplex allows Burleson to retain its distinct personality while still being a valuable member of the Metroplex. It is 12 miles south of downtown Fort Worth and 35 miles southwest of Dallas. The average commute is 32 minutes. There are two major airports within 45 minutes, as well as the well-equipped and local Spinks airport with a lighted 6,000 foot concrete runway for commuter and executive travel. Soon, commuting will be even faster thanks to the planned regional rail station that will be part of the Metroplex rail line.

Businesses are racing to Burleson to serve the rapidly growing population. Employers find well-educated workers who have at least a high school diploma or some college and nearly 25% of the population over 25 has an associates degree or higher. Recent area arrivals include Academy, Target, JC Penney, Best Buy, Home Depot, Lowe's, Kohl's and Petsmart. During fiscal year 2008, HalfPrice Books will join the list of new employers in the area, as will Screenworks 12, a new cinema complex. Although not all of the new businesses contribute the City's tax base directly, their impact is felt through City population growth and, therefore, property values.

Construction is the primary industry in Burleson at this time, closely followed by the retail trade. Health care, social assistance and hotel/motel establishments represent nearly a third of the industries in Burleson.

Texans love Burleson and Burleson loves newcomers. The City of Burleson and the local Chamber of Commerce actively help relocate, start and grow new business in the area. Continuing infrastructure improvements, planned street construction and storm drain improvements make Burleson very business-friendly.

**IN-MIGRATION 2005-2006
JOHNSON COUNTY***



■ From another county in Texas ■ From another state ■ From another country

*Based on 2005-2006 tax returns reflecting a change in residence by moving in from their originating county.

Overall, the City of Burleson is a dynamic, rapidly expanding home in which to relax and kickback while still enjoying all the benefits of living near the Dallas-Fort Worth metroplex without all the hassle.

DEMOGRAPHIC PROFILE

Citizen Age Statistics

Under 5	8.05%
5 to 9	8.13%
10 to 14	8.09%
15 to 19	7.48%
20 to 24	5.15%
25 to 34	14.54%
35 to 44	17.35%
45 to 54	12.73%
55 to 59	4.49%
60 to 64	3.85%
65 to 74	5.84%
75 to 84	3.20%
85 over	1.10%

Median Age 34

Household Income

Less than \$10,000	6.53%
\$10,000 to \$14,999	3.36%
\$15,000 to \$24,999	9.20%
\$25,000 to \$34,999	12.25%
\$35,000 to \$49,999	17.80%
\$50,000 to \$74,999	26.34%
\$75,000 to \$99,999	14.87%
\$100,000 to \$149,999	7.86%
\$150,000 to \$199,999	1.46%
\$200,000 or more	0.33%

Median Household Income \$60,674

Citizen Ethnicity Statistics

White	95.62%
Black	0.40%
American Indian	0.52%
Asian	0.53%
Pacific Islander	0.05%
Other	1.46%
Multi	1.42%

**COMPUTATION OF LEGAL TAX MARGIN
2007-2008 BUDGET**

The City's home rule charter authorizes assessments, levy and collection of property taxes: a) at a rate not exceeding 1.00 per \$100 of assessed valuation for the purpose of paying the general governmental operating costs of the City; and b) at a rate sufficient to pay the principal and interest on the bonds of the City. Furthermore, tax rate limitations imposed by the Home Rule Section of the State Constitution provide that a maximum tax rate of \$2.50 per \$100 valuation may be imposed in any one year.

Because of the senior citizen tax ceiling enacted by voters in 2005, only \$1,554,852,588 of the total assessed value is subject to variation in the rate. Revenue derived from the remaining properties is frozen at \$832,383.

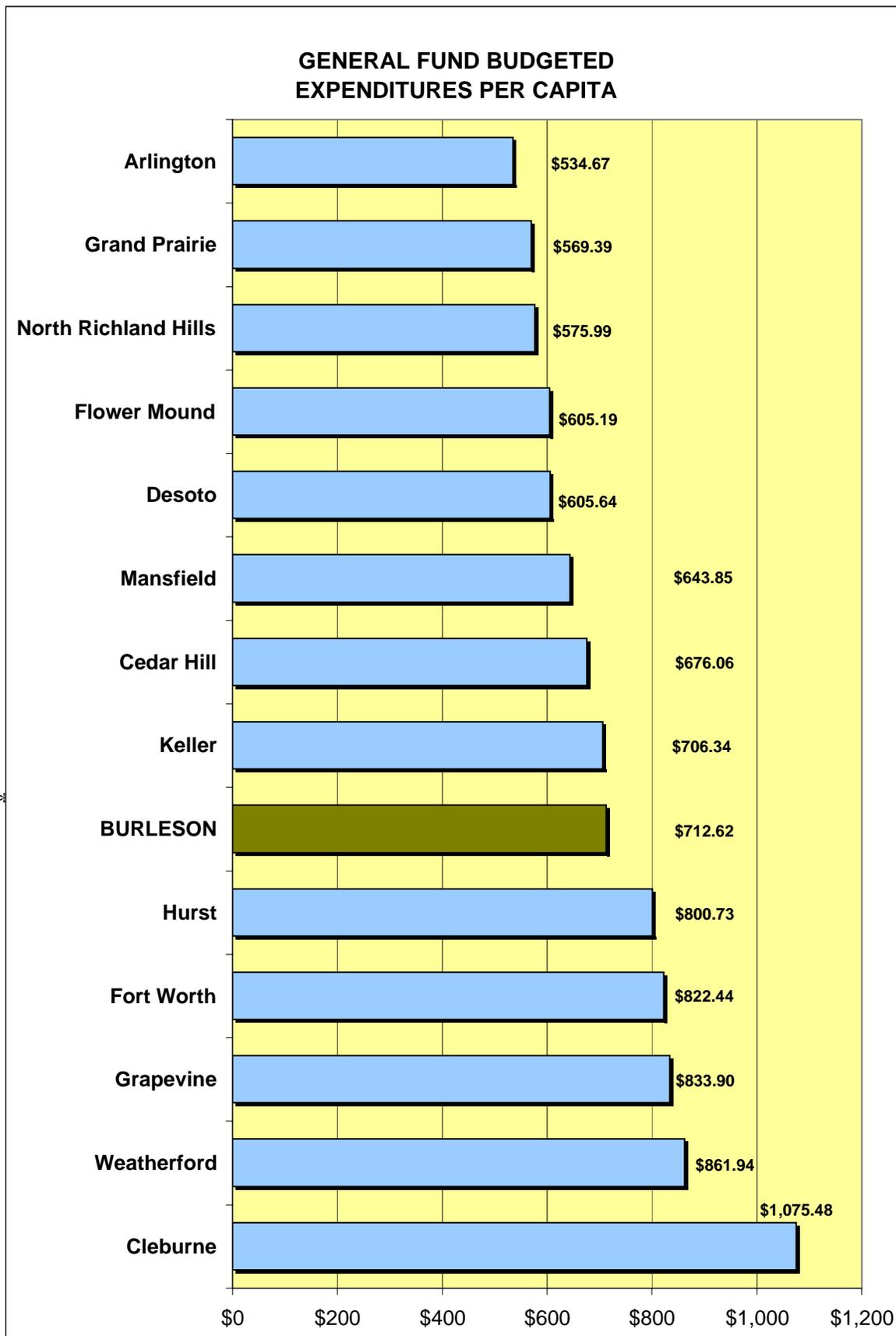
For Fiscal year 2007-2008, the tax margin for each component of the tax as calculated on total assessed value of \$1,797,526,269 was as follows:

TAX RATE MARGIN

	<u>MAXIMUM RATE AUTHORIZED</u>	<u>CURRENT RATE</u>	<u>TAX RATE MARGIN</u>
Operations	\$1.00	\$0.5241	\$0.4759
Total rate	\$2.50	\$0.6618	\$1.8382

TAX DOLLAR MARGIN

	<u>MAXIMUM TAX DOLLARS ALLOWABLE</u>	<u>CURRENT TAX DOLLARS LEVIED</u>	<u>TAX DOLLAR MARGIN</u>
Operations	\$15,548,526	\$8,148,920	\$7,399,606
Total rate	\$38,871,315	\$10,290,403	\$28,580,912
Subject to Ceiling	\$823,383	\$823,383	\$0



ORDINANCE C-632-07

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BURLESON, TEXAS,
APPROVING REVISED BUDGET FIGURES FOR FISCAL YEAR
2006-07; APPROVING AND ADOPTING THE BUDGET FOR THE FISCAL YEAR
BEGINNING OCTOBER 1, 2007, AND TERMINATING SEPTEMBER 30, 2008, AND
MAKING APPROPRIATIONS FOR EACH DEPARTMENT; REPEALING
CONFLICTING ORDINANCES; PROVIDING A SAVINGS AND SEVERABILITY
CLAUSE; AND DECLARING AN EFFECTIVE DATE.**

WHEREAS, the City Manager has prepared a revision of certain figures in the 2006-07 budget and submitted same to the City Council; and,

WHEREAS, the City Manager of the City of Burleson, Texas (hereinafter referred to as the "City") has caused to be filed with the City Secretary a budget to cover all proposed expenditures of the government of the City for the fiscal year beginning October 1, 2007, and ending September 30, 2008, (hereinafter referred to as the "Budget"); and

WHEREAS, public notice of the public hearing on the proposed annual budget, stating the date, time, place and subject matter of said public hearing, was given as required by the Charter of the City of Burleson and the laws of the State of Texas; and

WHEREAS, such public hearing was held on September 6, 2007, prior approval of such date being hereby ratified and confirmed by the City Council, and all those wishing to speak on the Budget were heard; and

WHEREAS, the City Council has studied the Budget and listened to the comments of the taxpayers at the public hearing held therefore and has determined that the Budget attached hereto is in the best interest of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BURLESON, TEXAS:

Section 1. That all of the above premises are found to be true and correct and are incorporated into the body of this Ordinance as if copied in their entirety.

Section 2. That the revised budget figures, prepared and submitted by the City Manager for the 2006-07 budget, be, and the same are hereby, in all things, approved and appropriated, and any necessary transfers between accounts and departments are hereby authorized, approved, and appropriated.

Section 3. That the Budget attached hereto and incorporated herein for all purposes is adopted for the Fiscal Year beginning October 1, 2007, and ending September 30, 2008; and there is hereby appropriated from the funds indicated such projects, operations, activities, purchases and other expenditures as proposed in the Budget.

Section 4. That the City Manager shall file or cause to be filed a true and correct copy of the approved Budget, along with this ordinance, with the City Secretary and in the office of the County Clerks of Johnson and Tarrant County, Texas, as required by State law.

Section 5. That the distribution and division of the above-named appropriations is made at the departmental level in the general fund and the water and sewer fund for the payment of operating expenses and capital outlay as set out in the municipal budget.

Section 6. That at any time during the fiscal year, the City Manager may transfer part or all of any unencumbered appropriation balance among or between general classifications within a department. The City Manager shall report such transfer to the City Council by written message at the next regular council meeting following the transfer action. The City Manager may not authorize transfer of part or all of any unencumbered appropriation balance among or between departments or funds of the City. The City Manager may recommend such transfer to the City Council. The City Council may, at the recommendation of the City Manager or on its own volition, transfer part or all of any unencumbered appropriation balance from one department or fund to another department or fund by resolution.

Section 7. That any and all ordinances, resolutions, rules, regulations, policies or provisions in conflict with the provisions of this Ordinance are hereby repealed and rescinded to the extent of conflict herewith.

Section 8. That if any section, article, paragraph, sentence, clause, phrase or word in this Ordinance, or application thereto any person or circumstances is held invalid or unconstitutional by a Court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance; and the City Council hereby declares it would have passed such remaining portions of this Ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

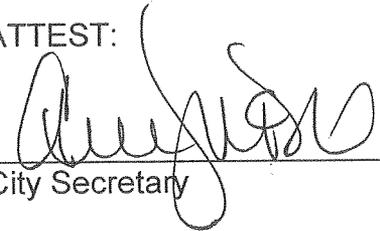
Section 9. That the necessity of adopting and approving a proposed budget for the next fiscal year as required by the laws of the State of Texas requires that this Ordinance shall take effect immediately from and after its passage, and it is accordingly so ordained.

September 27, 2007

PASSED AND APPROVED on this 27th day of September, 2007.



Mayor

ATTEST:


City Secretary

First reading: September 13th, 2007

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ORDINANCE C-633-07

AN ORDINANCE FIXING AND LEVYING CITY
AD VALOREM TAXES FOR THE CITY OF BURLESON FOR THE YEAR 2007:
DIRECTING THE ASSESSMENT AND COLLECTION THEREOF.

Whereas, the City Council/Commission finds that a tax for the year 2007, hereinafter levied for current expenses of the City and the general improvement of the City and its property must be levied to provide the revenue requirements of the budget for the ensuing year: and

Whereas, the City Council/Commission further finds that taxes for the year 2007, hereinafter levied therefore are necessary to pay interest and to provide the required sinking fund on outstanding bonds of the City issued for City purposes, and on bonds proposed to be issued for such purposes during the ensuing year: Now,
Therefore:

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BURLESON, TEXAS:

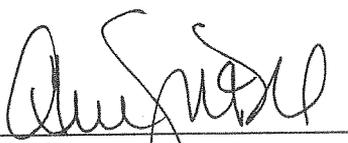
SECTION 1. For the current expenses of the City and for the general improvement of the City and its property, there is hereby levied and ordered to be assessed and collected for the year 2007 on all property situated within the limits of said City, and not exempt from taxation by valid laws, an Ad Valorem tax at the rate of **\$0.47989** on the assessed valuation of such property.

SECTION 2 For the current expenses of the Burleson Public Library, there is hereby levied and ordered to be assessed and collected for the year 2006 on all property situated within the limits of said City, and not exempt from taxation by valid laws, an Ad Valorem tax at the rate of **\$ 0.044206** on the \$100.00 assessed valuation of such property

SECTION 3. For the purpose of paying interest and providing a sinking fund for the payment of each issue of bonds issued for various City purposes, including the various installments of principle falling due during the ensuing year on bonds issued for such purposes, and for the purpose of paying interest and making provision for the sinking fund on such other bonds as may be issued for various City purposes during the ensuing year, there is hereby levied and ordered to be assessed and collected for the year 2006 on all property situated within the limits of said City, and not exempt from taxation by valid laws, an Ad Valorem tax at the rate of **\$ 0.137729** on the \$100.00 assessed valuation of such property.

SECTION 4. THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

PASSED AND APPROVED on this 27th day of September, 2007.

ATTEST: 
City Secretary


Mayor

First reading: September 13th, 2007

September 27, 2007
4C

ORDINANCE C-634-07

AN ORDINANCE ESTABLISHING RATES TO BE CHARGED FOR WATER AND WASTEWATER SERVICE IN THE CITY OF BURLESON (AS AUTHORIZED IN SECTION 10-4, CODE OF ORDINANCES); REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE CLAUSE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BURLESON, TEXAS:

SECTION I

The minimum water rates per meter size shall be as follows:

<u>All areas except Shannon Creek Estates</u>	<u>Within Shannon Creek Estates</u>
All Meter Sizes	All Meter Sizes
\$ 12.00	\$ 28.00

SECTION II

A. The water rates for all areas of the City, except Shannon Creek Estates, are as follows:

- (1) 1 gallon to 24,999 gallons
Off Season and Peak Season

<u>Meter Size</u>	<u>Charge</u>
all	\$ 3.66/1000 gallons

- (2) 25,000 gallons and over
Off Season

<u>Meter Size</u>	<u>Charge</u>
all	\$ 3.66/1000 gallons

- (3) 25,000 gallons and over
Peak Season

<u>Meter Size</u>	<u>Charge</u>
all	\$ 4.94/1000 gallons

(4) Gas Well Drilling

<u>Meter Size</u>	<u>Charge</u>
all	\$ 9.99/1000 gallons

B. The water rates within Shannon Creek Estates are as follows:

- (1) 0 gallons to 10,000 gallons

Off Season and Peak Season

<u>Meter Size</u>	<u>Charge</u>
all	\$ 3.50/1000 gallons

- (2) 10,001 to 20,000 gallons

Off Season and Peak Season

<u>Meter Size</u>	<u>Charge</u>
all	\$ 4.00/1000 gallons

- (3) 20,001 gallons and over

Off Season and Peak Season

<u>Meter Size</u>	<u>Charge</u>
all	\$ 5.25/1000 gallons

(4) Gas Well Drilling

<u>Meter Size</u>	<u>Charge</u>
all	\$ 9.99/1000 gallons

Definitions

Off Season	Billing months November thru June
Peak Season	Billing months July thru October

SECTION III

The minimum wastewater rate shall be as follows:

September 27, 2007

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\$ 10.00

Section IV

The wastewater volume rates are as follows:

Residential

Residential wastewater volume will be determined as the average of water consumption billed in the months of January, February, and March up to a maximum of 12,000 gallons. If a customer has not established an average for these three months, wastewater volume will be determined as the citywide residential average for those months.

The rate applied to this volume will be \$2.91 per 1,000 gallons.

Maximum wastewater charge to residential customers using wastewater services only:

Maximum residential wastewater rate \$ 44.92

Commercial

All usage \$ 2.91 per 1000 gallons

SECTION V

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

SECTION VI

This ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of Burleson, Texas, as amended, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances and such

September 27, 2007

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Code, in which event the conflicting provisions of such ordinances and such Code are hereby repealed.

This ordinance shall be in full force and effect on October 1, 2007, after its passage and publication as provided by law.

PASSED AND APPROVED this the 27th day of September, 2007.



MAYOR

ATTEST:



City Secretary

First reading: 9-13-07

Second reading: 9-27-07

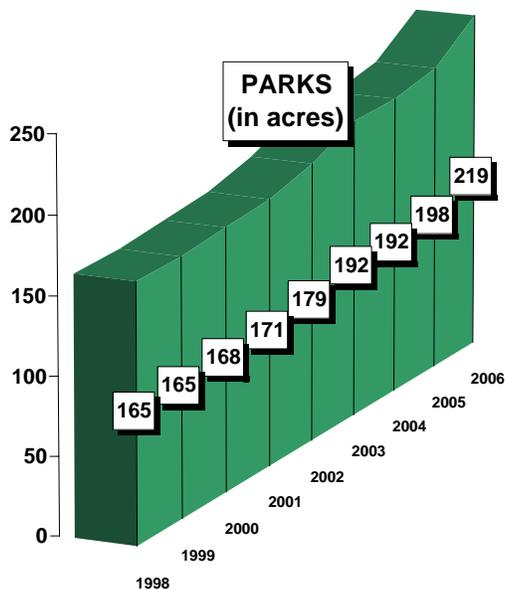
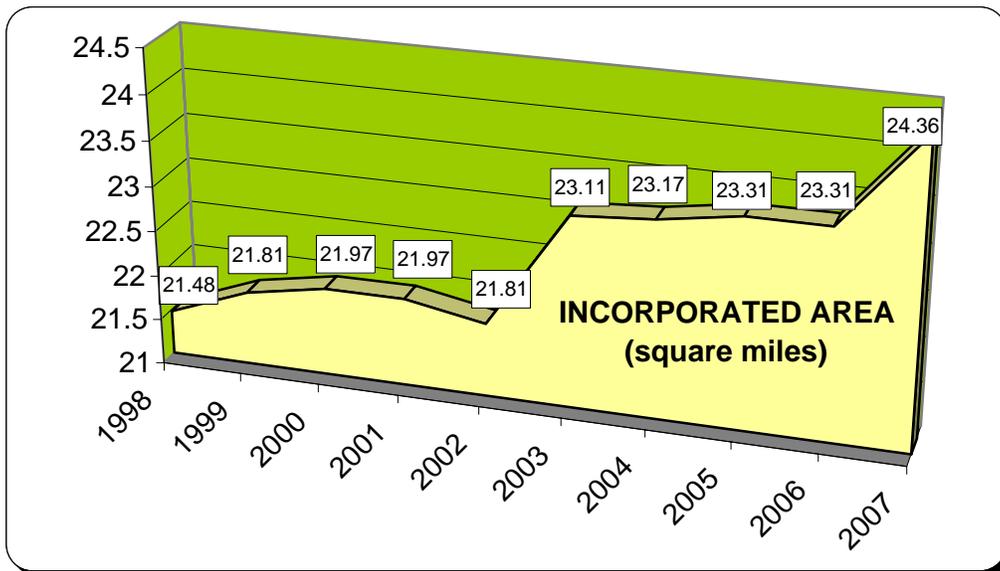
September 27, 2007

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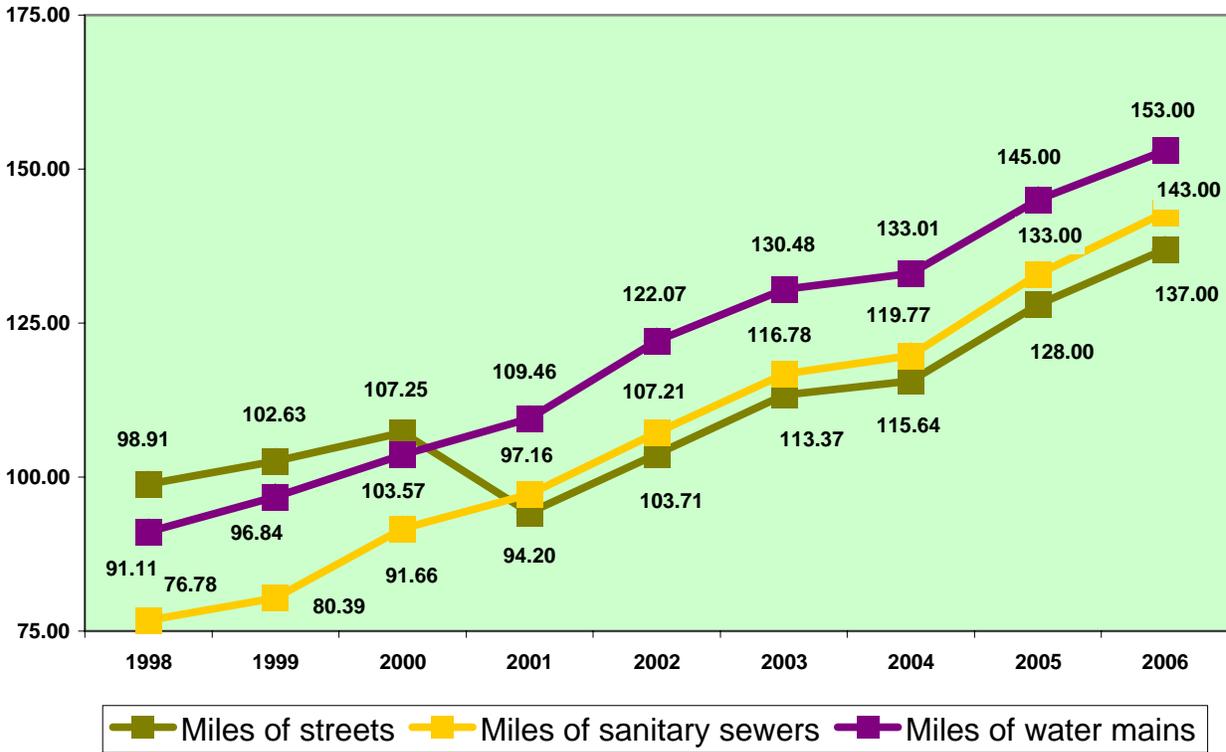
MISCELLANEOUS STATISTICS

Date of Incorporation
Date of Charter
Form of Government

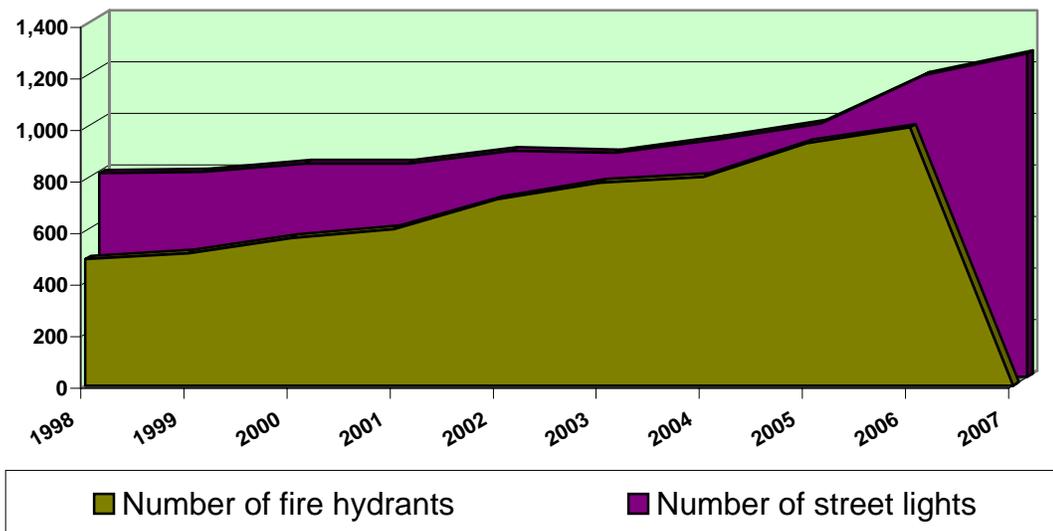
May 12, 1912
April 5, 1989
Council/Manager



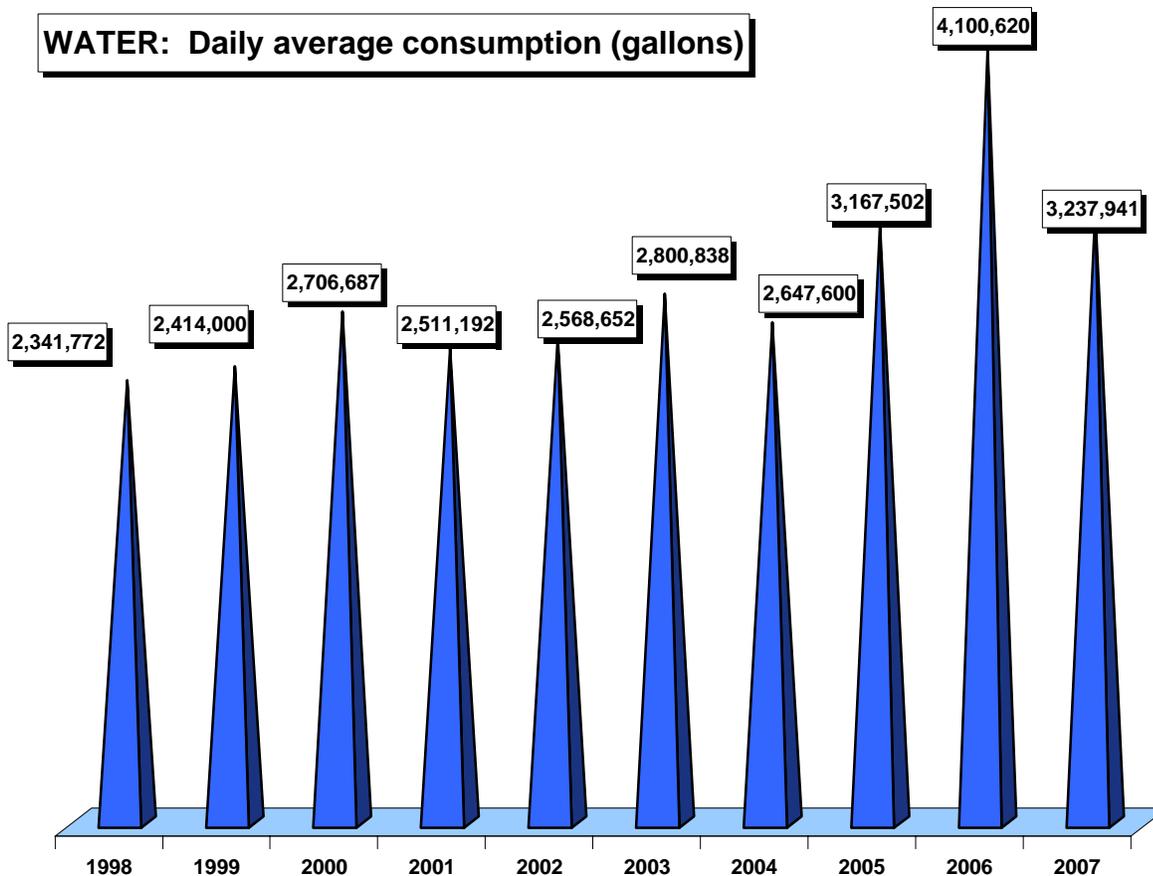
STREETS, SEWERS AND WATER MAINS



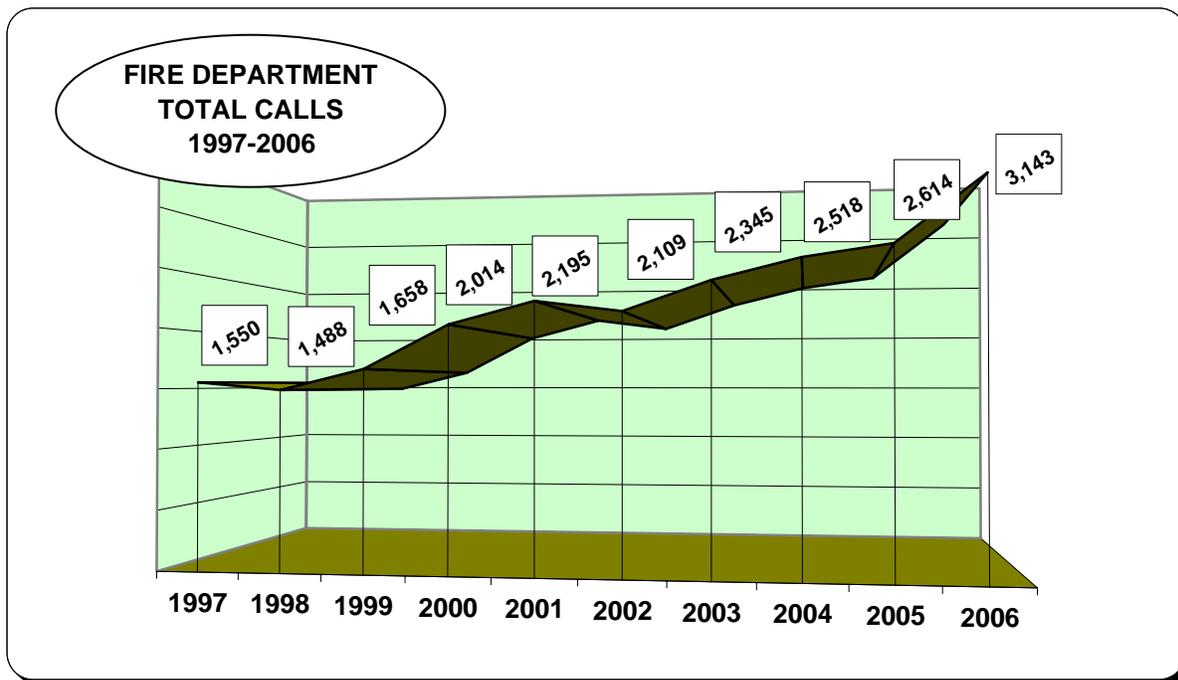
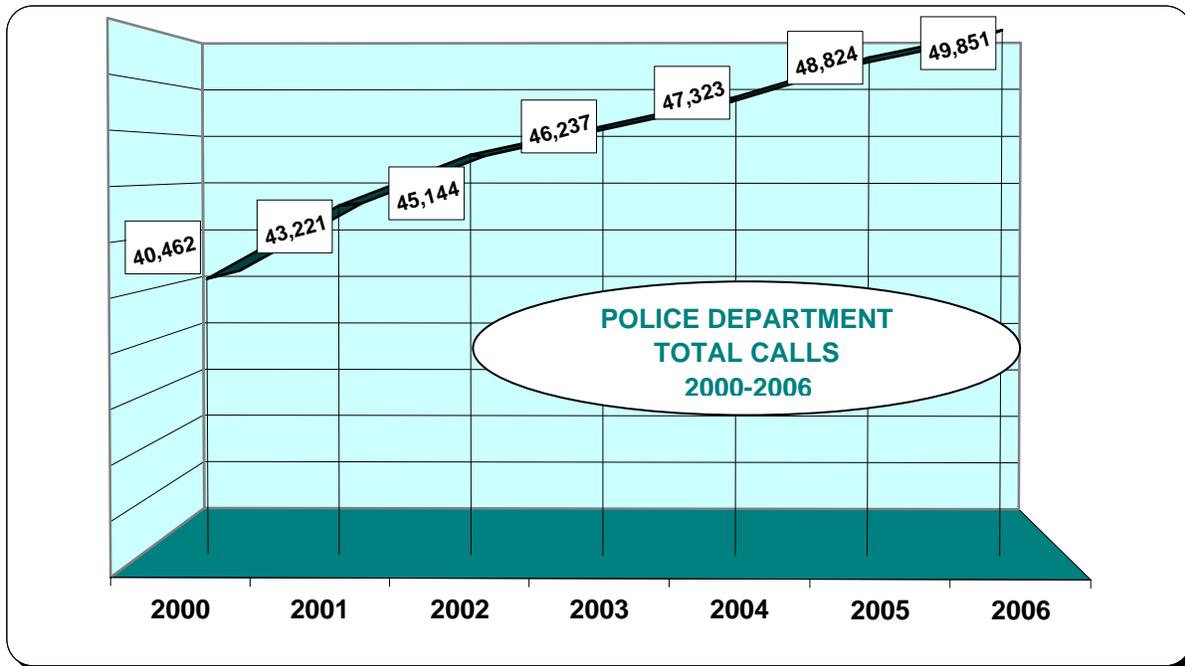
FIRE HYDRANTS & STREET LIGHTS



WATER: Daily average consumption (gallons)



2007 was an exceptionally rainy year, therefore residents did not have to water their lawns as frequently as usual.



City of Burleson, Texas

FINANCIAL POLICY STATEMENTS

I. STATEMENT OF PURPOSE

The larger intent of the following Financial Policy Statements and Financial Management Policies is to enable the City to achieve a long-term stable and positive financial condition. The guiding principles of the City's financial management include integrity, prudent stewardship, planning, accountability, and full disclosure.

The more specific purpose is to provide guidelines to the Finance Director in planning and directing the City's day-to-day financial affairs and in developing recommendations to the City Manager and City Council.

The scope of these policies generally spans, among other issues, accounting, auditing, financial reporting, internal controls, operating and capital budgeting, revenue management, cash and investment management, expenditure control, debt management, and planning concepts, in order to:

- a) present fairly and with full disclosure the financial position and results of financial operations of the City in conformity to generally accepted accounting principles (GAAP), and
- b) determine and demonstrate compliance with finance related legal and contractual issues in accordance with provisions of the Texas Local Government Code and other pertinent legal documents and mandates.

II. GENERAL IMPLEMENTATION AND COMPLIANCE GUIDELINES

- A. **FINANCE COMMITTEE.** A committee designated as the Finance Committee will be appointed annually by the Mayor and consist of two members of the Council, the City Manager and the Finance Director. The committee will meet quarterly, or as needed. The committee will report to the City Council within 10-14 days after each meeting. The function of the committee will be:

- 1) Fiscal policy review.
- 2) Auditor selection recommendation.
- 3) Investment policy review and guidance.
- 4) Long Range Planning

- B. **ANNUAL REVIEW.** Based upon the results and recommendations of the Finance Committee review, the Council will annually approve the fiscal policies.

- C. **IMPLEMENTATION, COMPLIANCE, ACCOUNTABILITY AND REVIEW.** The Finance Director will be accountable for implementing these policies and will to the best of his or her knowledge make the Finance Committee and the City Council aware of any variances in, practice from these policies or any other deviation from prudent financial practices in accordance with GAAP, the city charter, state laws or ethics of the profession. Any variances will be presented at quarterly meetings of the Finance Committee, unless there is a need for a special meeting.

III. ACCOUNTING, AUDITING, AND FINANCIAL REPORTING

- A. ACCOUNTING. The City is solely responsible for the reporting of its financial affairs, both internally and externally. The City Manager is the City's Chief Fiscal Officer and is responsible for establishing the Chart of Accounts and for properly recording financial transactions.
- B. AUDITING.
- 1) Qualifications of the Auditor. In conformance with the City's Charter and according to the provisions of Texas Local Government Code, Title 4, Chapter 103, the City will be audited annually by outside independent accountants ("auditor").
 - 2) Auditor Repute. The auditor must be a CPA firm of good reputation and must demonstrate that it has the breadth and depth of staff to conduct the City's audit in accordance with generally accepted auditing standards and contractual requirements. The auditor must be registered as a partnership or corporation or certified public accountants, holding a license under Article 41a-1, Section 9, of the Civil Statutes of Texas, capable of demonstrating that it has sufficient staff which will enable it to conduct the City's audit in accordance with generally accepted auditing standards as required by the City Charter and applicable state and federal laws.
 - 3) Timing. The auditor's report on the City's financial statements will be completed within 150 days of the City's fiscal year end.
 - 4) Management Letter. The auditor will prepare and will jointly review the Management Letter with the Finance Committee within 20 working days of its receipt by the staff. Within 10 days of this joint review, the Finance Director shall respond in writing to the City Manager and City Council regarding the auditor's Management Letter, addressing the issues contained therein. The Council shall schedule its formal acceptance of the auditor's report upon the resolution of any issues resulting from the joint review.
 - 5) Responsibility of Auditor to City Council. The auditor is accountable to the City Council and will have access to direct communication with the City Council if the City Staff is unresponsive to auditor recommendations or if the Auditor considers such communication necessary to fulfill its legal and professional responsibilities. The City Council may elect to conduct at least one session annually with the auditors present without the presence of City Staff.
 - 6) Rotation of Auditor. The City will not require an auditor rotation, but will circulate requests for proposal for audit services at least every five years. Should the City Council be dissatisfied with the auditor's performance, it may request new proposals at any time. Year to year authorization to continue shall be done by July 1st of each year.
 - 7) Auditor Accountability to Staff. The following will be provided to City Staff by the auditor:
 - a) Hourly time sheets accounting for time spent both by audit phase and level of auditor will be submitted to the City on a monthly basis.
 - b) Copies of all work papers, including diskettes and schedules, will be furnished to the City upon completion of the audit. Originals will be maintained at the auditor's office.

C. FINANCIAL REPORTING.

- 1) External Reporting.
 - a. Scope. The Financial Report shall be prepared in accordance with generally accepted accounting principles (GAAP).
 - b. Timing. The Report shall be presented to the Council within 150 calendar days of the City's fiscal year end. If City staffing limitations preclude such timely reporting, the Finance Director will inform the City Council of the delay and the reasons therefor.
 - c. Awards. The Report shall be presented annually to the Government Finance Officer's Association (GFOA) for evaluation and consideration for the Certificate of Achievement for Excellence in Financial Reporting. (For a discussion of this award, see XI.C. below).
- 2) Internal Reporting. -The Finance Department will prepare internal financial reports, sufficient to plan, monitor, and control the City's financial affairs. Internal financial reporting objectives are addressed throughout these policies. (See Section IV. Budgeting, C. Reporting, below).

IV. OPERATING BUDGET.

- A. PREPARATION. Budgeting is an essential element of the financial planning, control, and evaluation process of municipal government. The City's "operating budget" is the City's annual financial operating plan.
 - 1) Scope: The scope of the budget includes all funds for which the City will adopt a formal budget, including Government Funds, Proprietary Funds, and Fiduciary Funds.
 - 2) Budgetary Process. The budget is prepared by the City Manager or his/her designee with the cooperation of all City Departments. The budget should be presented to the City Council between 60 and 90 days prior to fiscal year end, and should be enacted by the City Council prior to fiscal year end in accordance with the Charter.
 - 3) Awards. If feasible, the operating budget will be submitted to the GFOA annually for evaluation and consideration for the Award for Distinguished Budget Presentation.
 - 4) Basis of Budgeting. The basis of budgeting will be the same as the basis of accounting; that is, that budgets for the General Fund and the Special Revenue Funds are prepared on the modified accrual basis of accounting, and budgets for the Utility (Proprietary) Funds are prepared on a full accrual basis, except that capital purchases and depreciation are not adjusted until year-end financial reporting.
 - 5) Proposed Budget Format. A proposed budget shall be prepared by the Manager with the participation of all of the City's Department Directors, within the provisions of the City Charter. The budget shall include at least four basic segments for review and evaluation. These segments are: (1) personnel costs, (2) operations and maintenance costs, (3) capital and other (non-capital) project costs, and (4) revenues. A four column format should be used such that prior year actual, current year budget and revised, and next year proposed are all clearly shown.
 - 6) Council Participation. The budget review process shall include Council participation in the development of each of the four segments of the proposed

budget and a Public Hearing to allow for citizen participation in the budget preparation. The budget process shall span sufficient time to address policy and fiscal issues by the Council. The budget process will be coordinated so as to identify major policy issues for City Council consideration prior to the budget approval date so that proper decision analysis can be made.

- 7) Filing and Adoption. Upon the presentation of a proposed budget document acceptable to the Council, the Council shall call and publicize a public hearing and adopt by Ordinance such budget as the City's Official Budget, effective for the fiscal year beginning. A copy of the proposed budget shall be filed with the City Secretary not later than September 27th in accordance with the provisions of the City Charter. In the event of a delay in the authorization process, the City Manager's proposed budget will govern as the default budget.
- 8) Amending the Official Budget. Amendments will be made to the operating budget on a semi-annual basis for internal monitoring purposes and to aid the management and Council in continuing financial planning.
- 9) Encumbrances. Encumbrances outstanding at the end of each fiscal year shall be reflected as reservations of fund balance. Subsequent year's payments on previously encumbered funds will be reflected as expenditures of the prior year with a corresponding decrease of the reservation of fund balance.

B. **BALANCED BUDGET.** The operating budget will be balanced with current revenues and other resources greater than or equal to current expenditures/expenses. Use of beginning balances and other reserves to balance operations will be disclosed in the document with the underlying rationale.

C. **REPORTING.** Monthly financial reports will be prepared to enable the Department Managers to manage their budgets and to enable the Finance Director to monitor and control the budget as authorized by the City Manager. Summary financial reports will be presented to the departments within 7 days and to the City Council within 30 days after the end of each reporting period. Such reports will be in format appropriate to enable the City Council to understand the budget status at a level of summary executive detail.

D. **CONTROL.** Operating Expenditure Control is addressed in Section VI.C. of these Policies.

E. **ACTIVITY INDICATORS AND STATISTICS.** Where appropriate, activity indicators and statistics will be used as guidelines and reviewed for efficiency and effectiveness. This information will be considered in the annual budgeting process and reported to the City Council regularly.

F. **OPERATING POSITION.** The guidelines that the City should be following to assure fiscal stability are those outlined in Financial Condition/ Reserves/Stability Ratios (IX.A. through F.).

V. REVENUE MANAGEMENT.

A. The City will strive for the following optimum characteristics in its revenue system:

1. **SIMPLICITY.** The City, where possible and without sacrificing accuracy, will strive to keep the revenue system simple in order to reduce compliance costs and to make it more understandable to the taxpayer or service recipient. The City will avoid nuisance taxes or charges as revenue source.

2. **CERTAINTY.** A knowledge and understanding of revenue sources increases the reliability of the revenue system. The City will understand its revenue sources and enact consistent collection policies to provide assurances that the revenue base will materialize according to budgets and plans.
 3. **EQUITY.** The City shall make every effort to maintain, equity in its revenue system structure; i.e., the City shall seek to minimize or eliminate all forms of subsidation between entities, funds, services, utilities, and customers. The City shall require that there be a balance in the revenue system; i.e., the revenue base will have the characteristic of fairness and neutrality as it applies to cost of service, willingness to pay, and ability to pay.
 4. **ADMINISTRATION.** The benefits of a revenue will exceed the cost of collecting and administering the revenue program. The cost of collection will be reviewed annually for cost effectiveness as a part of the indirect cost and cost of services analysis. Where appropriate, the City will use the administrative processes of State or Federal collection agencies in order to reduce administrative costs.
 5. **DIVERSIFICATION AND STABILITY.** In order to protect from fluctuations in a revenue source due to fluctuations in the economy and variations in weather, a diversified revenue system will be maintained which has a stable source of income. This stability is also achieved by a balance between elastic and inelastic sources of revenues.
 6. **GRANTS AND RESTRICTED REVENUES.** In order to maintain flexibility in the revenue system, restricted revenues will be kept to a minimum. Advantages and disadvantages of restricted grants will be considered to ensure that the City's portion of contribution.
- B. The following considerations and issues will guide the City in its revenue policies concerning specific sources of funds:
1. **COST/BENEFIT OF ABATEMENT.** The City will use due Caution in the analysis of any tax or fee incentives that are used to encourage development. Ideally, a cost/benefit (fiscal impact) analysis will be performed as a part of such caution.
 2. **NON-RECURRING REVENUES.** One-time or non-recurring revenues will not be used to finance current ongoing operations. Non-recurring revenues should be used only for one-time expenditures such as long-lived capital needs.
 3. **PROPERTY TAX REVENUES.** All real and business personal property located within the City shall be valued at 100% of the fair market value for any given year based on the current appraisal supplied to the City by the Johnson County Appraisal District. Total taxable valuation will be reappraised and reassessed in accordance with State statute, in order to maintain current market values.

A 98% collection rate shall serve each year as a goal for tax collections. All taxes shall be aggressively pursued each year by the City's appointed tax assessor/collector. Tax accounts delinquent July 1st shall be submitted for collection each year to an attorney selected by the City Council. A penalty shall be assessed on all property taxes delinquent in accordance with State law and shall include all

court costs, as well as an amount for compensation of the attorney as permitted by State law and in accordance with the attorney's contract with the City. Annual performance criteria will be developed for the attorney.

4. **INTEREST INCOME.** Interest earned from investment of available monies, whether pooled or not, will be distributed to the funds in accordance with the operating and capital budgets which, wherever possible, will be in accordance with the equity balance of the fund from which monies were provided to be invested.
5. **USER-BASED FEES AND SERVICE CHARGES.** For services associated with a user fee or charge, the direct and indirect costs of that service will be offset by a fee where possible. There will be an annual review of fees and charges to ensure that fees provide adequate coverage of costs of services. User charges may be classified as "Full Cost Recovery", "Partial Cost Recovery," and "Minimal Cost Recovery," based upon City Council policy.
6. **UTILITY RATES.** The City will review and adopt utility rates annually that will generate revenues required to fully cover operating expenditures, meet the legal restrictions of all applicable bond covenants, and provide for an adequate level of working capital needs. This policy does not preclude drawing down cash balances to finance current operations. However, it is best that any extra cash balance be used instead to finance capital projects. Components of Utility Rates will include transfers to the General Fund as follows:
 - a. **General and Administrative Charge.** An administrative fee will be charged to the Utility Fund for services of general overhead, such as administration, finance, personnel, data processing, and legal counsel. This fee will be documented through a cost allocation procedure.
 - b. **Franchise payment.** A rate consistent with those charged to private utilities will be charged to the Utility Fund. Presently these rates vary between 2% & 4% of gross sales. This rate may be either raised or lowered so as to be consistent with those of the private utilities.
 - c. **Payment in lieu of Property Tax (PILOT).** A fee will be charged to the Utility Fund to equate to property taxes lost due to municipal ownership. Net book value will be used as a basis, barring absence of known market value. The existing tax rate will be applied to this base to determine the PILOT charge.
7. **REVENUE MONITORING.** Revenues actually received will be regularly compared to budgeted revenues and variances will be investigated. This process will be summarized in the appropriate budget report.

VI. EXPENDITURE CONTROL

- A. **APPROPRIATIONS.** The level of budgetary control is at the Department level budget in the General and Enterprise Funds, and at the fund level in all other funds. When budget adjustments among Departments and/or funds are necessary, these must be approved by the City Council. Budget appropriation amendments at lower levels of control shall be made in accordance with the applicable administrative procedures.

- B. **AMENDMENTS TO THE BUDGET.** In accordance with the City Charter, all budget amendments shall be approved by the Council.
- C. **CENTRAL CONTROL.** No recognized or significant salary or capital budgetary savings in any Department shall be spent by the Department Director without the prior authorization of the City Manager.
- D. **PURCHASING.** All purchases should be in accordance with the City's purchasing policies as defined in the Purchasing Manual. In accordance with Charter provisions, purchases and contracts which exceed \$3,000 will be reviewed and recommended by staff and presented to Council for approval.
- E. **PROMPT PAYMENT.** All invoices approved for payment by the proper City authorities shall be paid by the finance Department within thirty (30) calendar days of receipt in accordance with the provisions of Article 601f, Section 2, of the State of Texas Civil Statutes. :
- F. **EQUIPMENT FINANCING.** Equipment may be lease/financed when the unit purchase price is \$5,000 or more and the useful life is at least five years.
- G. **RISK MANAGEMENT.** The City will aggressively pursue every opportunity to provide for the Public's and City employees' safety and to manage its risks. The goal shall be to minimize the risk of loss of resources through liability claims with an emphasis on safety programs. all reasonable options will be investigated to finance risks. Such options may include risk transfer, insurance, and risk retention.

VII. ASSET MANAGEMENT

- A. **INVESTMENTS.** The Finance Director shall promptly invest all City funds with the Bank Depository in accordance with the provisions of the current Bank Depository Agreement or in any negotiable instrument that the Council has authorized under the provisions of the Public Funds Investment Act of 1987, and in accordance with the City Council approved Investment Policies.

At the end of each fiscal year a report on investment performance will be provided to the City Council. Quarterly, the Finance Director shall prepare and provide a written recapitulation of the City's investment portfolio to a staff Investment Committee and Council detailing each City investment instrument with its rate of return and maturity date.

- B. **CASH MANAGEMENT.** The City's cash flow will be managed to maximize the cash available to invest. Such cash management will entail the centralization of cash collections, where feasible, including property tax payments, utility bills, municipal fines, building and related permits and licenses, and other collection offices as appropriate. Cycle billing will be used where appropriate.
- C. **FIXED ASSETS AND INVENTORY.** These assets will be reasonably safeguarded and properly accounted for, and prudently insured. A fixed asset of the City shall be defined as a purchased or otherwise acquired piece of equipment, vehicle, furniture, fixture, capital improvement, addition to existing capital investments, land, buildings or accessioned Library materials. The cost or value of any such acquisition must be \$5,000 or more within an expected useful life greater than one year.

- D. DEPOSITORIES The City Council, having given due consideration to all of its options and taking into consideration what is in the best interest of the municipality, hereby authorizes the consideration of applications of depositories not doing business within the City of Burleson, Texas so long as that bank maintains a business location within a five-mile radius of Burleson City Hall. This authorization encompasses all of the depository uses and requirements of the City.

VIII. CAPITAL BUDGET AND PROGRAM

- A. PREPARATION. The City will endeavor to develop a capital budget which will include all capital projects and all capital resources. The budget will be prepared annually on fiscal year basis. The capital budget will be prepared by the Finance Director with the involvement of all required City Departments.

All final payments of construction contracts will be approved by City Council. This will require previous involvement of departments in order to verify that all specifications have been satisfactorily met.

- B. CONTROL. All capital project expenditures must be appropriated in the capital budget. The Finance Department must certify the availability of such appropriations or the availability of resources so any appropriation can be made before a capital project contract is presented to the City Council for approval.
- C. PROGRAM PLANNING. The capital budget will include capital improvements program plans for future years. The planning time frame should normally be at least five years. The replacement and maintenance for capital items should also be projected for the next 5 years. Future maintenance and operational costs will be considered, so that these costs can be included in the operating budget.
- D. FINANCING PROGRAMS. Where applicable, assessments, impact fees, pro-rate charges, or other fees should be used to fund capital projects which have a primary benefit to specific, identifiable property owners.
- E. INFRASTRUCTURE MAINTENANCE. The City recognizes that deferred maintenance increases future capital costs. Therefore, a portion of the appropriate fund's budget will be set aside each year to maintain the quality of the City's infrastructure. The inclusion of infrastructure maintenance and replacement costs in the current operating budget places the burden of the costs and repairs on the current users of the systems.
- F. REPORTING. Periodic financial reports will be prepared to enable the Department Managers to manage their capital budgets and to enable the Finance Department to monitor and control the capital budget as authorized by the City Manager. Summary capital projects status reports should be presented to the City Council semi-annually.

IX. FINANCIAL CONDITIONS, RESERVES, AND STABILITY RATIOS

- A. OPERATIONAL COVERAGE. (NO OPERATING DEFICITS). The City will maintain an operational coverage factor of 1.00, such that current operating revenues (plus approved fund balance appropriations) will equal or exceed current operating expenditures.

Deferrals, short-term loans, or one-time sources will be avoided as budget balancing techniques. Reserves will be used only for emergencies or non-recurring expenditures, except when balances can be reduced because their levels exceed guideline minimums as stated in Paragraph B, following.

B. OPERATING RESERVES/FUND BALANCES

1. It is the goal of the City that the unreserved balance should be at least 16.67% of the General Fund annual expenditures. This percentage is the equivalent of 60 days expenditures. In order to adhere to the principles of matching current revenues with current expenditures and minimizing property taxes, the City will take action to reduce the fund balance if the unreserved balance grows beyond 75 days expenditures.
2. The Enterprise Fund working capital should be maintained at least at the 16.67% of total operating expenditures or the equivalent of 60 days.

C. CAPITAL AND DEBT SERVICE FUNDS

1. Items in the Capital Projects Funds will be completed and paid for within 36 months of receipt of proceeds~ Balances will be used to generate interest income to offset construction costs.
2. General Obligation Debt Service Funds will not have reserves or balances in excess of one month of principal and interest plus 15% of the principal outstanding for unrefunded debt issued prior to September 1, 1986. This maximum is dictated by Federal law and does not include the amounts accrued for the next debt service payment.

The policy above does not preclude the debt service reserves normally established to market revenue bonds. The City's policy and bond ordinance requirements are to maintain these debt service reserves at the level of the average annual debt service.

3. Revenue Obligations will maintain Debt Coverage Ratios as specified by the bond covenants. The City is currently required to have net revenues in excess of average annual debt by 1.25 times. Net revenues must also exceed the maximum outstanding debt by 1.10 times. Both these tests must be met in order to issue additional bonds.

- D. COMPENSATED ABSENCES. The City will establish an additional reserve within its operating funds to pay for material accrued reimbursable vacation and sick leave.

X. TREASURY AND DEBT MANAGEMENT

- A. A. CASH MANAGEMENT. Periodic review of cash flow position will be performed to determine performance of cash management and investment policies. A detailed policy structure will be followed with respect to Cash/Treasury Management. The underlying theme will be that idle cash will be invested with the intent to 1) safeguard assets, (2) maintain liquidity, and 3) maximize return. Where legally permitted, pooling of investments will be done.

The City will adhere to the investments authorized through the Public Funds Investment

Act of 1987 and will additionally establish a comprehensive Investment Policies and Guidelines. Such policies will clarify acceptable investment securities, brokers, terms, and other pertinent investment information.

B. TYPES OF DEBTS

1. **SHORT-TERM DEBT.** Pursuant to the City Charter, tax anticipation notes ("TAN") will be retired annually and will not exceed 25% of anticipated taxes. Bond anticipation notes ("BAN") will be retired within six months of completion of the project. Any short-term debt outstanding at year-end will not exceed 5% (including TAN but excluding BAN) of net operating revenues.
2. **LONG-TERM DEBT.** Long-term debt will not be used for operating purposes, and the life of a bond issue will not exceed the useful life of a project financed by that bond issue.
3. **SELF-SUPPORTING DEBT.** When appropriate, self-supporting revenues will pay debt service in lieu of tax revenues.

C. ANALYSIS OF FINANCING ALTERNATIVES. The City will explore all financing alternatives in addition to long-term debt including leasing, grants and other aid, developer contributions, impact fees, and use of reserves of current monies.

D. DISCLOSURE. Full disclosure of operations will be made to the bond rating agencies and other users of financial information. The City staff, with the assistance of financial advisors and bond counsel, will prepare the necessary materials for presentation to the rating agencies, will aid in "the production of Offering Statements, and will take responsibility for the accuracy of all financial information released.

E. FEDERAL REQUIREMENTS. The City will maintain procedures to comply with arbitrage rebate and other Federal requirements.

F. DEBT STRUCTURING. The City will issue general obligation bonds with an average life of 10.5 years or less, not to exceed the life of the asset acquired.

The structure should approximate level debt service unless operational matters dictate otherwise or if market conditions indicate a potential savings could result from modifying the level payment stream.

Consideration of market factors, such as the tax-exempt qualification, minimum tax alternative, and so forth will be given during the structuring of long-term debt instruments.

G. DEBT ISSUANCE.

1. **Method of Sale.** The City will use a competitive bidding process in the sale of bonds unless the nature of the issue warrants a negotiated bid. In situations where a competitive bidding process is not elected, the City will publicly present the reasons why, and the City will participate with the financial advisor in the selection of the underwriter or direct purchaser.

2. Bidding Parameters. The notice constructed so as to ensure the in light of the existing market prevailing factors. Parameters of sale will be carefully best possible bid for the conditions and other to be examined include:
 - Limits between lowest and highest coupons
 - Coupon requirements relative to the yield curve
 - Method of underwriter compensation, discount or premium coupons
 - Use of TIC vs. NIC
 - Use of bond insurance
 - Original Issue discount bonds/Capital Appr. Bonds
 - Variable rate bonds
 - Call provisions (25 years by Charter)
3. Bond Issuance Costs. The City will be involved in the selection of all financial advisors, underwriters, paying agents, and bond counsel. The City shall evaluate the merits of rotating professional advisors and consultants and the kinds of services and fee structures available from independent financial advisors, investment banking firms, and commercial banks. The City will carefully itemize and scrutinize all costs associated with the issuance of bonds.
4. Financial Advisor. The City will discourage perceived conflicts of interest which arise when a financial advisor is allowed to bid on debt obligations of the City. The financial advisor will be expected to provide planning and analytical services which extend beyond the issuance of debt. The payment to the Financial Advisor should be related to the costs of providing their service to the City.

XI. INTERNAL CONTROLS

- A. WRITTEN PROCEDURES. Wherever possible, written procedures will be established and maintained by the Finance Director for all functions involving cash handling and/or accounting throughout the City.

These procedures will embrace the general concepts of fiscal responsibility set forth in this policy statement.

- B. DEPARTMENT MANAGERS RESPONSIBLE. Each Department Manager is responsible to ensure that good internal controls are followed throughout his or her Department, that all Finance Department directives or internal controls are implemented, and that all independent auditor internal control recommendations are addressed.

XII. STAFFING AND TRAINING

- A. ADEQUATE STAFFING. Staffing levels will be adequate for the fiscal functions of the City to operate effectively. Overtime shall be used only to address temporary or seasonal demands that require excessive hours. Workload shedding alternatives will be explored before adding staff.
- B. TRAINING. The City will support the continuing education efforts of all financial staff including the investment in time and materials for maintaining a current perspective concerning financial issues. Staff will be held accountable for communicating, teaching, sharing with other staff members all information and training materials acquired from seminars, conferences, and related education efforts.

- C. AWARDS, CREDENTIALS, RECOGNITION. The City will support efforts and involvements which result in meeting standards and receiving exemplary recitations on behalf of any of the City's fiscal policies, practices, processes, products, or personnel. Staff certifications may include Certified Public Accountant, Management Accountant, Certified Internal Auditor, and Certified Cash Manager. Further, the Finance Director will try to obtain and maintain the designation of Certified Government Finance Officer as awarded by the GFOA of Texas.

The City will strive to maintain a high level of excellence in its accounting policies and practices as it prepares its Financial Report. The Report will be presented to the Government Finance Officers Association for review of qualifications necessary to obtain the Certificate of Achievement for Excellence in Financial Reporting. Additionally, the City will submit its annual budget to GFOA for consideration for Distinguished Budget Award.
