

City Commission Budget Hearing

**Proposed Annual Budget
FY 2018-2019**



City of McAllen, Texas

City of McAllen
Fiscal Year 2018–2019
Budget Cover Page
September 24, 2018

This budget will raise more revenue from property taxes than last year's budget by an amount of \$1,245,229, which is a 3.01 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$980,581.

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

FOR:

AGAINST:

PRESENT and not voting:

ABSENT:

Property Tax Rate Comparison

	2018-2019	2017-2018
Property Tax Rate:	\$0.476300/100	\$0.476300/100
Effective Tax Rate:	\$0.471322/100	\$0.469040/100
Effective Maintenance & Operations Tax Rate:	\$0.439946/100	\$0.428034/100
Rollback Tax Rate:	\$0.527556/100	\$0.511971/100
Debt Rate:	\$0.039112/100	\$0.036178/100

Total debt obligation for City of McAllen secured by property taxes: \$3,503,818

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FY
2018-
2019

Statement of Property Taxes

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General Fund Summary FY 2018-2019

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311 Call Center

Animal Control

Audit Office

Building Code Comp

Building Maintenance

City Commission

City Hall

City Manager

City Secretary

Development Center

Drainage

Employee Benefits

Engineering Services

Env. /Health Code Comp

Finance

Fire

General Insurances

Graffiti Cleaning

Grant Administration

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Las Palmas Comm. Ctr.

Legal

Library

Library Branch - Lark

Library Branch - Palm View

Management & Budget

Municipal Court

Office of Communication

Other Agencies

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Parks Administration

Parks

Planning

Police

Pools

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Recreation Center Palm View

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EB-5
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Friends of Quinta
Community Development Block Grant Fund
Police Department Seized Fund
Downtown Services Parking Fund
Drainage Fee Fund

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 Palm View Golf Course Depreciation Fund
McAllen Convention Center Fund
 Convention Center Depreciation Fund
Performing Arts Center Fund
 Performing Arts Depreciation Fund
McAllen International Airport Fund
 Airport PFC C.O. Series 2011 (AMT)

ENTERPRISE FUNDS CON'T.

 McAllen International Airport Capital Improvement Fund
 Passenger Facility Charge Fund
McAllen Express
Bus Terminal Fund
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Sewer Fund
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 Sewer Revenue Bond
 Sewer Revenue Bond Clean Water & SWIRFT Fund

	A	B	C	D	E	F	H	I	O	P	T	U	V	W
2	City of McAllen													
3	General Fund													
4	Fund Balance Summary													
6		Actual	Original	Adjusted	Estimated	Dept Request	City Mgr.	Inc/(Dec)	Adjusted 17-18 vs Mgr Recom	Four Year Plan				
7		16-17	17-18	17-18	17-18	18-19	18-19	Amount	Percent (%) Change	19-20	20-21	21-22	22-23	
10	UNASSIGNED BEGINNING FUND BALANCE	\$ 44,346,729	\$ 40,687,685	\$ 40,687,685	\$ 42,941,348	\$ 45,561,581	\$ 45,561,581	\$ 4,873,896	11.98%	\$ 49,088,103	\$ 53,715,375	\$ 59,971,513	\$ 69,015,721	
12	Revenues:													
13	Taxes	\$ 89,862,001	\$ 92,139,687	\$ 93,818,077	\$ 95,217,340	\$ 96,806,396	99,806,396	5,988,319	6.38%	\$ 99,166,833	\$ 102,221,414	\$ 105,626,385	\$ 108,674,539	
14	Licenses and Permits	1,979,043	1,847,975	1,847,975	2,163,285	2,353,466	2,353,466	505,491	27.35%	2,412,303	2,472,610	2,534,425	2,597,786	
15	Intergovernmental	5,500	-	-	-	-	-	-	-	-	-	-	-	
16	Charges for Services	5,245,594	4,652,052	4,652,052	5,078,696	4,965,187	4,965,187	313,135	6.73%	5,053,391	5,156,349	5,244,060	5,325,163	
17	Fines and Forfeits	1,303,985	1,315,000	1,315,000	1,357,969	1,292,000	1,292,000	(23,000)	-1.75%	1,324,300	1,357,408	1,391,343	1,426,126	
18	Investment Earnings	546,106	570,000	570,000	768,028	780,000	780,000	210,000	36.84%	799,500	819,488	839,975	860,974	
19	Miscellaneous Revenues	2,800,885	1,033,066	2,265,000	2,397,399	1,083,066	1,083,066	(1,181,934)	-52.18%	1,098,143	1,113,596	1,129,436	1,145,672	
21	Total Revenues	101,743,114	101,557,780	104,468,104	106,982,717	107,280,115	110,280,115	5,812,011	5.56%	109,854,470	113,140,864	116,765,625	120,030,261	
23	Transfers In	10,530,587	10,243,555	10,540,028	10,540,028	10,230,282	10,230,282	(309,746)	-2.94%	10,371,816	10,520,123	7,375,118	7,525,841	
25	Total Revenues and Transfers	112,273,701	111,801,335	115,008,132	117,522,745	117,510,397	120,510,397	5,502,265	4.78%	120,226,286	123,660,987	124,140,743	127,556,101	
27	TOTAL RESOURCES	\$ 156,620,430	\$ 152,489,021	\$ 155,695,818	\$ 160,464,094	\$ 163,071,978	\$ 166,071,978	\$ 10,376,159	6.66%	\$ 169,314,389	\$ 177,376,363	\$ 184,112,255	\$ 196,571,822	
29	APPROPRIATIONS													
31	Operating Expense:													
32	General Government	\$ 17,988,679	\$ 18,480,985	\$ 17,726,453	\$ 18,927,874	\$ 19,317,382	\$ 19,294,835	\$ 1,568,382	8.85%	\$ 18,931,383	\$ 19,528,643	\$ 19,589,245	\$ 20,450,162	
33	Public Safety	55,317,037	56,515,739	57,079,183	57,427,923	58,970,300	57,955,358	876,175	1.54%	58,179,263	59,092,464	59,848,728	60,528,853	
34	Highways and Streets	11,581,117	11,248,849	12,415,718	12,187,441	12,649,540	12,478,317	62,599	0.50%	12,606,729	12,623,429	12,661,429	12,676,929	
35	Health and Welfare	2,682,360	2,440,812	2,456,243	2,495,489	2,875,034	2,551,707	95,464	3.89%	2,681,533	2,779,057	2,926,871	3,185,998	
36	Culture and Recreation	18,630,918	18,632,514	19,023,616	18,945,423	20,195,248	19,116,680	93,064	0.49%	19,481,281	19,658,657	19,640,262	19,671,412	
38	Total Operations	106,200,111	107,318,899	108,701,210	109,984,150	114,007,503	\$ 111,396,897	\$ 2,695,687	2.48%	111,880,189	113,682,250	114,666,535	116,513,354	
40	Transfers Out	7,136,112	3,717,200	4,817,941	4,918,363	7,405,130	5,586,978	769,037	15.96%	3,718,825	3,722,600	430,000	430,000	
42	TOTAL APPROPRIATIONS	113,336,223	111,036,099	113,519,151	114,902,513	121,412,633	\$ 116,983,874	\$ 3,464,723	3.05%	115,599,014	117,404,850	115,096,535	116,943,354	
44	Revenue over/under Expenditures	\$ (1,062,522)	\$ 765,236	\$ 1,488,981	\$ 2,620,233	\$ (3,902,236)	\$ 3,526,523			4,627,272	6,256,138	9,044,208	10,612,748	
46	Unadj UNASSIGNED FUND BALANCE	\$ 43,284,207	\$ 41,452,921	\$ 42,176,666	\$ 45,561,581	\$ 41,659,345	\$ 49,088,103			\$ 53,715,375	\$ 59,971,513	\$ 69,015,721	\$ 79,628,468	
48	Adjustments:													
49	Board advances	(327,790)												
51	Prepays	(15,069)												
52	UNASSIGNED ENDING FUND BALANCE	\$ 42,941,348	\$ 41,452,921	\$ 42,176,666	\$ 45,561,581	\$ 41,659,345	\$ 49,088,103			\$ 53,715,375	\$ 59,971,513	\$ 69,015,721	\$ 79,628,468	
53	\$42,941,348													
54	MINIMUM FUND BALANCE TEST													
55	Total Operations - Expenditures	106,200,111	107,318,899	108,701,210	109,984,150	114,007,503	\$ 111,396,897			111,880,189	113,682,250	114,666,535	116,513,354	
56	Less: Capital Outlay	1,977,103	1,332,375	1,422,343	1,472,844	2,995,888	1,608,563			1,545,054	1,274,133	1,076,035	1,269,001	
57	Net Operations - Expenditures	104,223,008	105,986,524	107,278,867	108,511,306	111,011,615	109,788,334			110,335,135	112,408,117	113,590,500	115,244,353	
59	1 Day Operating Expenditures	285,542	290,374	293,915	297,291	304,141	300,790			302,288	307,967	311,207	315,738	
60	No. of Day's Operating Expenditures													
61	in Fund Balance	150	143	143	153	137	\$ 163			178	195	222	252	

	A	B	C	D	E	F	H	I	O	P	T	U	V	W
2	City of McAllen													
3	General Fund													
4	Fund Balance Summary													
6		Actual	Original	Adjusted	Estimated	Dept Request	City Mgr.	Inc/(Dec)	Adjusted 17-18 vs Mgr Recom	Four Year Plan				
7		16-17	17-18	17-18	17-18	18-19	18-19	Amount	Percent (%) Change	19-20	20-21	21-22	22-23	
10	UNASSIGNED BEGINNING FUND BALANCE	\$ 44,346,729	\$ 40,687,685	\$ 40,687,685	\$ 42,941,348	\$ 45,561,581	\$ 45,561,581	\$ 4,873,896	11.98%	\$ 50,906,256	\$ 55,533,528	\$ 61,789,665	\$ 70,833,873	
12	Revenues:													
13	Taxes	\$ 89,862,001	\$ 92,139,687	\$ 93,818,077	\$ 95,217,340	\$ 96,806,396	99,806,396	5,988,319	6.38%	\$ 99,166,833	\$ 102,221,414	\$ 105,626,385	\$ 108,674,539	
14	Licenses and Permits	1,979,043	1,847,975	1,847,975	2,163,285	2,353,466	2,353,466	505,491	27.35%	2,412,303	2,472,610	2,534,425	2,597,786	
15	Intergovernmental	5,500	-	-	-	-	-	-	-	-	-	-	-	
16	Charges for Services	5,245,594	4,652,052	4,652,052	5,078,696	4,965,187	4,965,187	313,135	6.73%	5,053,391	5,156,349	5,244,060	5,325,163	
17	Fines and Forfeits	1,303,985	1,315,000	1,315,000	1,357,969	1,292,000	1,292,000	(23,000)	-1.75%	1,324,300	1,357,408	1,391,343	1,426,126	
18	Investment Earnings	546,106	570,000	570,000	768,028	780,000	780,000	210,000	36.84%	799,500	819,488	839,975	860,974	
19	Miscellaneous Revenues	2,800,885	1,033,066	2,265,000	2,397,399	1,083,066	1,083,066	(1,181,934)	-52.18%	1,098,143	1,113,596	1,129,436	1,145,672	
20														
21	Total Revenues	101,743,114	101,557,780	104,468,104	106,982,717	107,280,115	110,280,115	5,812,011	5.56%	109,854,470	113,140,864	116,765,625	120,030,261	
22														
23	Transfers In	10,530,587	10,243,555	10,540,028	10,540,028	10,230,282	10,230,282	(309,746)	-2.94%	10,371,816	10,520,123	7,375,118	7,525,841	
24														
25	Total Revenues and Transfers	112,273,701	111,801,335	115,008,132	117,522,745	117,510,397	120,510,397	5,502,265	4.78%	120,226,286	123,660,987	124,140,743	127,556,101	
26														
27	TOTAL RESOURCES	\$ 156,620,430	\$ 152,489,021	\$ 155,695,818	\$ 160,464,094	\$ 163,071,978	\$ 166,071,978	\$ 10,376,159	6.66%	\$ 171,132,542	\$ 179,194,515	\$ 185,930,408	\$ 198,389,975	
29	APPROPRIATIONS													
31	Operating Expense:													
32	General Government	\$ 17,988,679	\$ 18,480,985	\$ 17,726,453	\$ 18,927,874	\$ 19,317,382	\$ 19,294,835	\$ 1,568,382	8.85%	\$ 18,931,383	\$ 19,528,643	\$ 19,589,245	\$ 20,450,162	
33	Public Safety	55,317,037	56,515,739	57,079,183	57,427,923	58,970,300	57,955,358	876,175	1.54%	58,179,263	59,092,464	59,848,728	60,528,853	
34	Highways and Streets	11,581,117	11,248,849	12,415,718	12,187,441	12,649,540	12,478,317	62,599	0.50%	12,606,729	12,623,429	12,661,429	12,676,929	
35	Health and Welfare	2,682,360	2,440,812	2,456,243	2,495,489	2,875,034	2,551,707	95,464	3.89%	2,681,533	2,779,057	2,926,871	3,185,998	
36	Culture and Recreation	18,630,918	18,632,514	19,023,616	18,945,423	20,195,248	19,116,680	93,064	0.49%	19,481,281	19,658,657	19,640,262	19,671,412	
37														
38	Total Operations	106,200,111	107,318,899	108,701,210	109,984,150	114,007,503	\$ 111,396,897	\$ 2,695,687	2.48%	111,880,189	113,682,250	114,666,535	116,513,354	
39														
40	Transfers Out	7,136,112	3,717,200	4,817,941	4,918,363	7,405,130	3,768,825	(1,049,116)	-21.78%	3,718,825	3,722,600	430,000	430,000	
41														
42	TOTAL APPROPRIATIONS	113,336,223	111,036,099	113,519,151	114,902,513	121,412,633	\$ 115,165,722	\$ 1,646,571	1.45%	115,599,014	117,404,850	115,096,535	116,943,354	
43														
44	Revenue over/under Expenditures	\$ (1,062,522)	\$ 765,236	\$ 1,488,981	\$ 2,620,233	\$ (3,902,236)	\$ 5,344,675			4,627,272	6,256,138	9,044,208	10,612,748	
45														
46	Unadj UNASSIGNED FUND BALANCE	\$ 43,284,207	\$ 41,452,921	\$ 42,176,666	\$ 45,561,581	\$ 41,659,345	\$ 50,906,256			\$ 55,533,528	\$ 61,789,665	\$ 70,833,873	\$ 81,446,621	
47														
48	Adjustments:													
49	Board advances	(327,790)												
51	Prepays	(15,069)												
52	UNASSIGNED ENDING FUND BALANCE	\$ 42,941,348	\$ 41,452,921	\$ 42,176,666	\$ 45,561,581	\$ 41,659,345	\$ 50,906,256			\$ 55,533,528	\$ 61,789,665	\$ 70,833,873	\$ 81,446,621	
53	\$42,941,348													
54	MINIMUM FUND BALANCE TEST													
55	Total Operations - Expenditures	106,200,111	107,318,899	108,701,210	109,984,150	114,007,503	\$ 111,396,897			111,880,189	113,682,250	114,666,535	116,513,354	
56	Less: Capital Outlay	1,977,103	1,332,375	1,422,343	1,472,844	2,995,888	1,608,563			1,545,054	1,274,133	1,076,035	1,269,001	
57	Net Operations - Expenditures	104,223,008	105,986,524	107,278,867	108,511,306	111,011,615	109,788,334			110,335,135	112,408,117	113,590,500	115,244,353	
58														
59	1 Day Operating Expenditures	285,542	290,374	293,915	297,291	304,141	300,790			302,288	307,967	311,207	315,738	
60	No. of Day's Operating Expenditures													
61	in Fund Balance	150	143	143	153	137	\$ 169			184	201	228	258	

	A	B	C	D	E	F	H	I	M	N	Q	R	S	T
2	City of McAllen General Fund Revenue By Source													
6		Actual	Original	Adjusted	Estimated	Dept. Request	City Manager's	Inc/(Dec)	Adjusted 17-18 vs Mgr Recom	Four Year Plan				
7		16-17	17-18	17-18	17-18	18-19	18-19	Amount	Percent (%) Change	19-20	20-21	21-22	22-23	
9	Source of Income													
10	TAXES													
11	Ad Valorem Taxes:													
12	Current	\$ 36,709,927	\$ 38,742,934	\$ 39,096,072	\$ 39,096,072	\$ 40,659,915	\$ 40,659,915	\$ 1,563,843	4.00%	\$ 41,574,964	\$ 43,445,838	\$ 45,400,901	\$ 47,216,937	
13	Delinquent	879,099	1,061,173	1,061,173	1,050,000	1,065,750	1,065,750	4,577	0.43%	1,077,241	1,088,013	1,098,893	1,109,882	
14	Roll Back	127,218	-	-	138,824	-	-	-	0.00%	-	-	-	-	
15	Penalty and Interest	828,435	950,000	950,000	905,000	923,100	923,100	(26,900)	-2.83%	999,145	1,019,128	1,039,511	1,055,104	
16	Property Tax-Refund	(186,628)	(120,000)	(120,000)	(119,070)	(120,000)	(120,000)	-	0.00%	(120,000)	(120,000)	(120,000)	(120,000)	
17	Special Inventory-Vehicles	14,964	15,000	15,000	17,869	17,500	17,500	2,500	16.67%	16,979	17,319	17,349	17,522	
18	Late Rendition Penalty	41,068	45,500	45,500	45,500	42,433	42,433	(3,067)	-6.74%	45,364	46,500	47,000	47,470	
19	Sales and Use Taxes:													
20	Sales Tax	43,822,347	44,175,080	45,500,332	45,500,332	46,410,339	46,410,339	910,007	2.00%	47,570,598	48,522,009	49,735,060	50,729,761	
21	Sales Tax - Incentive	-	-	-	900,000	-	3,000,000	3,000,000	0.00%	-	-	-	-	
22	MVEC Audit Collection Adj.	143,818	-	-	45,000	-	-	-	0.00%	-	-	-	-	
23	Electric	4,465,312	4,300,000	4,300,000	4,545,312	4,645,512	4,645,512	345,512	8.04%	4,761,650	4,880,691	5,002,708	5,127,776	
24	Natural Gas	367,684	335,000	335,000	354,621	360,000	360,000	25,000	7.46%	369,000	378,225	387,681	397,373	
25	Telephone	840,327	875,000	875,000	820,327	803,000	803,000	(72,000)	-8.23%	823,075	843,652	864,743	886,362	
26	Cable	936,513	900,000	900,000	936,513	1,008,847	1,008,847	108,847	12.09%	1,034,068	1,059,920	1,086,418	1,113,578	
27	PEG Fee	5,242	-	-	-	-	-	-	0.00%	-	-	-	-	
28	State Shared Revenues:													
29	State Mixed Drink Tax	866,676	860,000	860,000	981,040	990,000	990,000	130,000	15.12%	1,014,750	1,040,119	1,066,122	1,092,775	
31	TOTAL TAXES	89,862,001	92,139,687	93,818,077	95,217,340	96,806,396	99,806,396	5,988,319	6.38%	99,166,833	102,221,414	105,626,385	108,674,539	
33	LICENSES AND PERMITS													
34	Business Licenses and Permits:													
35	Alcoholic Beverage License	70,365	65,000	65,000	63,240	65,000	65,000	-	0.00%	66,625	68,291	69,998	71,748	
36	Electrician's License	11,375	9,000	9,000	12,550	12,500	12,500	3,500	38.89%	12,813	13,133	13,461	13,798	
37	Sign License	2,210	2,000	2,000	2,000	2,000	2,000	-	0.00%	2,050	2,101	2,154	2,208	
38	Food Handler's Permit	298,192	227,000	227,000	274,000	238,431	238,431	11,431	5.04%	244,392	250,502	256,764	263,183	
39	House Mover's License	125	100	100	100	100	100	-	0.00%	103	105	108	110	
40	Other-Plumbing, Mechanical, & Irrigation	12,131	8,000	8,000	10,000	10,000	10,000	2,000	25.00%	10,250	10,506	10,769	11,038	
41	Occupational Licenses:													
42	Building Permits	797,701	700,000	700,000	952,358	1,137,001	1,137,001	437,001	62.43%	1,165,426	1,194,562	1,224,426	1,255,036	
43	Electrical Permits	134,445	147,882	147,882	150,199	167,800	167,800	19,918	13.47%	171,995	176,295	180,702	185,220	
44	Plumbing Permits	173,530	168,421	168,421	186,592	200,637	200,637	32,216	19.13%	205,653	210,794	216,064	221,466	
45	Mechanics Permits	69,468	70,593	70,593	74,481	79,857	79,857	9,264	13.12%	81,853	83,900	85,997	88,147	
46	House Moving Permits	5,804	4,000	4,000	6,615	7,540	7,540	3,540	88.50%	7,729	7,922	8,120	8,323	
47	Garage Sale Permits	108,470	120,480	120,480	95,000	97,000	97,000	(23,480)	-19.49%	99,425	101,911	104,458	107,070	
48	Alarm Ordinance	192,234	230,000	230,000	244,550	245,000	245,000	15,000	6.52%	251,125	257,403	263,838	270,434	
49	Intenarnant Vendor's License	300	200	200	300	300	300	100	50.00%	308	315	323	331	
50	On site septic tank	450	300	300	300	300	300	-	0.00%	308	315	323	331	
51	Special Use Permit	102,244	95,000	95,000	91,000	90,000	90,000	(5,000)	-5.26%	92,250	94,556	96,920	99,343	
53	TOTAL LICENSES AND PERMITS	1,979,043	1,847,975	1,847,975	2,163,285	2,353,466	2,353,466	505,491	27.35%	2,412,303	2,472,610	2,534,425	2,597,786	
55	INTERGOVERNMENTAL REVENUES													
56	FDA	5,500	-	-	-	-	-	-	0.00%	-	-	-	-	
58	TOTAL INTERGOVERNMENTAL REVENUES	5,500	-	-	-	-	-	-	0.00%	-	-	-	-	

	A	B	C	D	E	F	H	I	M	N	Q	R	S	T
1	City of McAllen General Fund Revenue By Source													
2														
3														
4														
5														
6		Actual	Original	Adjusted	Estimated	Dept. Request	City Manager's	Inc/(Dec)	Adjusted 17-18 vs Mgr Recom	Four Year Plan				
7		16-17	17-18	17-18	17-18	18-19	18-19	Amount	Percent (%) Change	19-20	20-21	21-22	22-23	
8														
60	CHARGES FOR SERVICES													
61	General Government:													
62		1,878,500	1,903,500	1,903,500	1,903,500	1,903,500	1,903,500	-	0.00%	1,903,500	1,903,500	1,903,500	1,903,500	
63		64,634	60,000	60,000	64,000	65,000	65,000	5,000	8.33%	66,625	68,291	69,998	71,748	
64		41,984	27,000	27,000	45,000	48,000	48,000	21,000	77.78%	49,200	50,430	51,691	52,983	
65		243,906	24,000	24,000	140,660	150,000	150,000	126,000	525.00%	153,750	157,594	161,534	165,572	
66		30,100	30,000	30,000	25,600	25,000	25,000	(5,000)	-16.67%	25,625	26,266	26,922	27,595	
67		26,389	10,000	10,000	46,031	26,000	26,000	16,000	160.00%	26,650	27,316	27,999	28,699	
68		550	2,000	2,000	500	1,000	1,000	(1,000)	-50.00%	1,025	1,051	1,077	1,104	
69		92,886	65,000	65,000	89,341	90,000	90,000	25,000	38.46%	92,250	94,556	96,920	99,343	
70		11,900	9,000	9,000	8,800	9,000	9,000	-	0.00%	9,225	9,456	9,692	9,934	
71		17	-	-	200	175	175	175	0.00%	179	184	188	193	
72		5,447	5,000	5,000	5,000	5,000	5,000	-	0.00%	5,125	5,253	5,384	5,519	
73		39,210	39,000	39,000	39,210	39,210	39,210	210	0.54%	47,052	72,815	81,402	81,402	
74		9,450	10,000	10,000	10,000	10,000	10,000	-	0.00%	15,050	15,050	15,050	15,050	
75	Public Safety:													
76		71,998	75,000	75,000	67,530	68,000	68,000	(7,000)	-9.33%	69,700	71,443	73,229	75,059	
77		19,001	18,000	18,000	18,348	18,500	18,500	500	2.78%	18,963	19,437	19,922	20,421	
78		14,220	10,000	10,000	8,850	8,000	8,000	(2,000)	-20.00%	8,200	8,405	8,615	8,831	
79		2,800	-	-	4,805	-	-	-	0.00%	-	-	-	-	
80		27,300	6,000	6,000	43,252	42,000	42,000	36,000	600.00%	43,050	44,126	45,229	46,360	
81		514,280	470,000	470,000	550,868	551,000	551,000	81,000	17.23%	564,775	578,894	593,367	608,201	
82		69,650	70,000	70,000	48,650	49,000	49,000	(21,000)	-30.00%	50,225	51,481	52,768	54,087	
83		35,255	5,000	5,000	11,888	5,000	5,000	-	0.00%	5,125	5,253	5,384	5,519	
84		37,950	20,000	20,000	79,600	80,000	80,000	60,000	300.00%	82,000	84,050	86,151	88,305	
85	Highways and Streets:													
86		5,949	3,500	3,500	4,800	4,800	4,800	1,300	37.14%	4,920	5,043	5,169	5,298	
87	Health:													
88		320,097	290,000	290,000	289,075	275,000	275,000	(15,000)	-5.17%	281,875	288,922	296,145	303,549	
89		44,109	25,000	25,000	68,993	69,000	69,000	44,000	176.00%	70,725	72,493	74,305	76,163	
90		153	200	200	150	150	150	(50)	-25.00%	154	158	162	166	
91		515	480	480	480	480	480	-	0.00%	492	504	517	530	
92		272,075	175,000	175,000	273,000	175,000	175,000	-	0.00%	179,375	183,859	188,456	193,167	
93		130,050	80,000	80,000	120,985	115,000	115,000	35,000	43.75%	117,875	120,822	123,842	126,938	
94	Recreation:													
95		51,208	52,000	52,000	48,691	52,000	52,000	-	0.00%	53,300	54,633	55,998	57,398	
96		167,396	175,000	175,000	126,713	140,000	140,000	(35,000)	-20.00%	143,500	147,088	150,765	154,534	
97		72,444	70,000	70,000	77,041	77,000	77,000	7,000	10.00%	78,925	80,898	82,921	84,994	
98		76,883	67,000	67,000	62,147	67,000	67,000	-	0.00%	68,675	70,392	72,152	73,955	
99		146,546	196,000	196,000	142,115	150,000	150,000	(46,000)	-23.47%	153,750	157,594	161,534	165,572	
100		74,763	84,000	84,000	63,546	80,000	80,000	(4,000)	-4.76%	82,000	84,050	86,151	88,305	
101		1,212	3,000	3,000	1,216	2,000	2,000	(1,000)	-33.33%	2,050	2,101	2,154	2,208	
102		11,519	11,000	11,000	12,190	12,000	12,000	1,000	9.09%	12,300	12,608	12,923	13,246	
103		21,815	24,000	24,000	19,744	24,000	24,000	-	0.00%	24,600	25,215	25,845	26,492	
104		28,594	21,000	21,000	39,625	30,000	30,000	9,000	42.86%	30,750	31,519	32,307	33,114	
105		78,665	90,000	90,000	73,014	75,000	75,000	(15,000)	-16.67%	76,875	78,797	80,767	82,786	
106		2,595	4,000	4,000	6,015	5,000	5,000	1,000	25.00%	5,125	5,253	5,384	5,519	
107		172,841	110,000	110,000	110,000	110,000	110,000	-	0.00%	112,750	115,569	118,458	121,419	
108		96,081	101,022	101,022	101,022	101,022	101,022	-	0.00%	103,548	106,136	108,790	111,509	

	B	C	D	E	F	H	I	M	N	Q	R	S	T
	City of McAllen General Fund Revenue By Source												
		Actual 16-17	Original Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept. Request 18-19	City Manager's Recomm. 18-19	Inc/(Dec) Amount	Adjusted 17-18 vs Mgr Recom 18-19 Percent (%) Change	Four Year Plan			
										19-20	20-21	21-22	22-23
109	Rental/Lark Community Ctr	6,291	10,000	10,000	7,148	8,000	8,000	(2,000)	-20.00%	8,200	8,405	8,615	8,831
110	Rental/Palm View Community Ctr	9,562	10,000	10,000	9,395	10,000	10,000	-	0.00%	10,250	10,506	10,769	11,038
111	Use Fees-Library Copier	64,685	71,000	71,000	71,000	71,000	71,000	-	0.00%	72,775	74,594	76,459	78,371
112	Library Rooms Rental Fees	39,318	35,000	35,000	35,000	35,000	35,000	-	0.00%	35,875	36,772	37,691	38,633
113	Library Donated Book sales	33,010	-	-	21,075	-	-	-	0.00%	-	-	-	-
114	After - School Program	62,800	65,000	65,000	60,320	63,000	63,000	(2,000)	-3.08%	64,575	66,189	67,844	69,540
115	Library Facility Commission	16,745	-	-	-	-	-	-	0.00%	-	-	-	-
116	Equipment Rental	250	20,350	20,350	22,563	20,350	20,350	-	0.00%	20,859	21,380	21,915	22,463
117	TOTAL CHARGES FOR SERVICES	5,245,594	4,652,052	4,652,052	5,078,696	4,965,187	4,965,187	313,135	6.73%	5,053,391	5,156,349	5,244,060	5,325,163
119	FINES AND FORFEITS												
120	Municipal Court	1,216,117	1,200,000	1,200,000	1,266,000	1,200,000	1,200,000	-	0.00%	1,230,000	1,260,750	1,292,269	1,324,575
121	Court Technology/Security	45,053	50,000	50,000	49,969	50,000	50,000	-	0.00%	51,250	52,531	53,845	55,191
122	Library Fines	42,815	65,000	65,000	42,000	42,000	42,000	(23,000)	-35.38%	43,050	44,126	45,229	46,360
123	TOTAL FINES AND FORFEITS	1,303,985	1,315,000	1,315,000	1,357,969	1,292,000	1,292,000	(23,000)	-1.75%	1,324,300	1,357,408	1,391,343	1,426,126
125	INVESTMENT EARNINGS												
126	Interest & Net Income in fair value of investments	666,939	570,000	570,000	768,028	780,000	780,000	210,000	36.84%	799,500	819,488	839,975	860,974
127	Gain/loss sale of investment	(120,833)	-	-	-	-	-	-	0.00%	-	-	-	-
128	TOTAL INVESTMENT EARNINGS	546,106	570,000	570,000	768,028	780,000	780,000	210,000	36.84%	799,500	819,488	839,975	860,974
130	OTHER REVENUES												
131	Recovery prior/current year expenses	111,686	-	-	-	-	-	-	0.00%	-	-	-	-
132	Insurance Recoveries	27,688	-	-	-	-	-	-	0.00%	-	-	-	-
133	Commissions-vending		100	100	100	100	100	-	0.00%	103	105	108	110
134	Private Donation	58,340	25,000	25,000	69,783	25,000	25,000	-	0.00%	25,625	26,266	26,922	27,595
135	Legal recording fees	73,483	7,000	7,000	36,401	7,000	7,000	-	0.00%	7,175	7,354	7,538	7,727
136	NSF Charges	1,700	-	-	1,060	-	-	-	0.00%	-	-	-	-
137	Misc.Cash over/short	1,806	-	-	94	-	-	-	0.00%	-	-	-	-
138	Other	33,000	6,000	6,000	6,000	6,000	6,000	-	0.00%	6,150	6,304	6,461	6,623
139	Reimbursements/Grant	1,701,789	554,466	680,659	637,298	554,466	554,466	(126,193)	-18.54%	568,328	582,536	597,099	612,027
140	Miscellaneous Rentals	104,663	5,500	5,500	5,500	5,500	5,500	-	0.00%	5,638	5,778	5,923	6,071
141	Royalties-Natural Gas	620,011	430,000	430,000	530,422	480,000	480,000	50,000	11.63%	480,000	480,000	480,000	480,000
142	Fixed assets	66,718	5,000	1,110,741	1,110,741	5,000	5,000	(1,105,741)	-99.55%	5,125	5,253	5,384	5,519
143	TOTAL OTHER REVENUES	2,800,885	1,033,066	2,265,000	2,397,399	1,083,066	1,083,066	(1,181,934)	-52.18%	1,098,143	1,113,596	1,129,436	1,145,672
145	OPERATING TRANSFERS												
146	International Toll Bridge Fund	5,700,472	5,415,390	5,711,863	5,711,863	5,400,492	5,400,492	(311,371)	-5.45%	5,508,502	5,618,672	5,731,045	5,845,666
147	McAllen International Airport Fund	1,103,965	1,103,965	1,103,965	1,103,965	1,103,965	1,103,965	-	0.00%	1,131,564	1,159,853	1,188,850	1,218,571
148	Development Corp. Fund	3,489,150	3,487,200	3,487,200	3,487,200	3,488,825	3,488,825	1,625	0.05%	3,488,825	3,492,600	200,000	200,000
149	Downtown Serv Parking Fund	237,000	237,000	237,000	237,000	237,000	237,000	-	0.00%	242,925	248,998	255,223	261,604
150	TOTAL OPERATING TRANSFERS	10,530,587	10,243,555	10,540,028	10,540,028	10,230,282	10,230,282	(309,746)	-2.94%	10,371,816	10,520,123	7,375,118	7,525,841
152	TOTAL GENERAL FUND REVENUES	\$ 112,273,701	\$ 111,801,335	\$ 115,008,132	\$ 117,522,745	\$ 117,510,397	\$ 120,510,397	5,502,265	4.78%	\$ 120,226,286	\$ 123,660,987	\$ 124,140,743	\$ 127,556,101

**City of McAllen
General Fund
Summary By Department**

	Actual 16-17	Original Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Manager's Recomm. 18-19	Inc/(Dec) Adjusted 17-18 vs Mgr Recom 18-19 Amount	Percent (%) Change	19-20	Four Year Plan		
										20-21	21-22	22-23
EXPENDITURES:												
GENERAL GOVERNMENT												
City Commission	\$ 229,311	\$ 339,316	\$ 339,830	\$ 355,580	\$ 356,443	\$ 394,504	\$ 54,674	16.09%	\$ 394,504	\$ 394,504	\$ 394,504	\$ 394,504
Special Service	657,469	709,411	733,411	737,496	749,246	736,693	3,282	0.45%	736,693	736,693	736,693	736,693
City Manager	1,352,225	1,349,374	1,354,004	1,379,047	1,388,937	1,410,846	56,842	4.20%	1,410,846	1,410,846	1,410,846	1,410,846
City Secretary	499,379	512,583	516,698	506,876	512,618	512,618	(4,080)	-0.79%	513,330	514,070	514,070	514,070
Audit Office	211,766	217,791	218,820	217,920	217,421	217,420	(1,400)	-0.64%	217,845	218,270	218,270	218,270
Vital Statistics	161,843	170,788	172,331	167,331	173,177	174,177	1,846	1.07%	174,177	174,177	174,177	174,177
Passport Facility	101,592	114,288	115,574	110,609	109,375	109,375	(6,199)	-5.36%	109,375	109,375	109,375	109,375
Municipal Court	1,354,262	1,512,587	1,574,901	1,404,394	1,522,393	1,522,393	(52,508)	-3.33%	1,562,643	1,522,893	1,523,143	1,523,393
Finance	1,220,874	1,296,328	1,305,844	1,272,029	1,347,000	1,346,999	41,155	3.15%	1,342,394	1,342,799	1,343,215	1,343,215
Management & Budget	368,926	411,573	414,145	384,234	466,029	453,029	38,884	9.39%	449,029	449,029	497,993	497,993
Tax Office	1,052,596	1,153,236	1,156,323	1,114,950	1,158,947	1,154,367	(1,956)	-0.17%	1,161,119	1,167,269	1,186,419	1,193,919
Purchasing and Contracting	509,962	583,665	587,780	573,363	582,387	576,387	(11,393)	-1.94%	576,887	576,887	576,887	629,524
Legal	1,683,399	1,676,449	1,681,079	1,712,611	1,759,035	1,759,035	77,956	4.64%	1,759,035	1,759,035	1,759,035	1,759,035
Grants Administration	450,164	462,750	465,837	468,446	464,938	394,540	(71,297)	-15.31%	394,540	394,540	394,540	394,540
Human Resources	599,853	803,141	807,771	810,641	785,595	795,395	(12,376)	-1.53%	780,895	780,895	780,895	780,895
Turnover/Vacancies	-	(1,500,000)	(1,500,000)	-	(1,500,000)	(1,500,000)	-	0.00%	(1,500,000)	(1,500,000)	(1,500,000)	(1,500,000)
Contingency/Workers Comp Savings	-	712,057	(235,439)	(342,236)	-	955,063	719,624	0.00%	-	-	-	-
Liability Insurances	457,085	457,085	457,085	457,085	457,085	457,085	-	0.00%	457,085	457,085	457,085	457,085
Planning	896,882	1,254,874	1,288,476	1,285,825	1,377,901	1,309,385	20,909	1.62%	1,333,476	1,331,286	1,331,286	1,331,286
Information Technology	3,133,878	3,043,118	3,055,978	3,126,996	4,039,729	3,209,791	153,813	5.03%	3,755,177	4,296,271	4,296,271	5,104,476
Office of Communication	689,403	745,189	749,304	750,233	798,986	768,106	18,802	2.51%	769,606	821,606	773,106	773,106
311 Call Center	219,007	246,663	249,236	249,236	306,577	306,577	57,341	23.01%	301,477	339,863	380,185	372,510
City Hall	616,744	559,338	560,882	522,376	521,017	521,017	(39,865)	-7.11%	521,017	521,017	521,017	521,017
Building Maintenance	733,478	816,494	823,182	825,045	884,191	871,678	48,496	5.89%	871,878	871,878	871,878	871,878
Development Center	101,391	99,298	99,812	104,198	104,766	104,766	4,954	4.96%	104,766	104,766	104,766	104,766
Economic Development:												
Chamber of Commerce	644,200	644,200	644,200	644,200	644,200	644,200	-	0.00%	644,200	644,200	644,200	644,200
LRGVDC	-	24,389	24,389	24,389	24,389	24,389	-	0.00%	24,389	24,389	24,389	24,389
Border Trade Alliance	20,000	20,000	20,000	20,000	20,000	20,000	-	0.00%	20,000	20,000	20,000	20,000
So. Tx Border Partnership	-	35,000	35,000	35,000	35,000	35,000	-	0.00%	35,000	35,000	35,000	35,000
Other Agencies - CDBG Staff	10,000	10,000	10,000	10,000	10,000	10,000	-	0.00%	10,000	10,000	10,000	10,000
Texas Border Coalition	12,988	-	-	-	-	-	-	100.00%	-	-	-	-
TOTAL GENERAL GOVERNMENT	17,988,679	18,480,985	17,726,453	18,927,874	19,317,382	19,294,835	1,568,382	8.85%	18,931,383	19,528,643	19,589,245	20,450,162
PUBLIC SAFETY												
Police	33,063,251	33,588,265	34,017,189	33,997,245	34,675,095	34,151,162	133,973	0.39%	34,172,877	34,707,904	35,313,046	35,916,409
Animal Control	292,053	345,396	347,968	347,968	352,971	352,971	5,003	1.44%	352,971	352,971	352,971	352,971
Radio Shop	549,150	624,887	627,459	619,652	621,001	621,001	(6,458)	-1.03%	886,200	1,083,630	1,081,130	1,081,130
Fire	18,509,749	18,457,655	18,519,665	19,012,249	19,655,758	19,221,301	701,636	3.79%	19,264,372	19,368,281	19,503,281	19,585,093
Traffic Operations	1,902,245	2,448,294	2,505,630	2,389,536	2,593,306	2,532,754	27,124	1.08%	2,425,074	2,425,074	2,425,074	2,425,074
Building Code Compliance	1,000,590	1,051,242	1,061,272	1,061,272	1,072,169	1,076,169	14,897	1.40%	1,077,769	1,154,604	1,173,226	1,168,176

**City of McAllen
General Fund
Summary By Department**

	B	C	D	E	F	H	I	O	P	S	T	U	V
	Actual 16-17	Original Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Manager's Recomm. 18-19	Inc/(Dec) Adjusted 17-18 vs Mgr Recom 18-19 Amount Percent (%) Change		Four Year Plan 19-20 20-21 21-22 22-23				
TOTAL PUBLIC SAFETY	55,317,037	56,515,739	57,079,183	57,427,923	58,970,300	57,955,358	876,175	1.54%	58,179,263	59,092,464	59,848,728	60,528,853	
HIGHWAYS AND STREETS													
Engineering Services	1,639,691	1,970,550	1,984,438	1,984,290	2,022,796	2,000,474	16,036	0.81%	2,058,086	1,974,086	1,974,086	1,974,086	
Street Maintenance	5,659,779	6,278,736	6,345,222	6,212,795	6,457,430	6,376,089	30,867	0.49%	6,366,789	6,367,489	6,384,489	6,384,089	
Street Lighting	2,468,884	1,262,879	2,318,750	2,318,750	2,318,750	2,318,750	-	0.00%	2,418,750	2,518,750	2,518,750	2,518,750	
Sidewalk Construction	280,242	342,308	343,851	305,737	379,764	342,360	(1,491)	-0.43%	336,960	336,960	343,960	342,860	
Drainage	1,532,520	1,394,376	1,423,457	1,365,869	1,470,800	1,440,644	17,187	1.21%	1,426,144	1,426,144	1,440,144	1,457,144	
TOTAL HIGHWAYS AND STREETS	11,581,117	11,248,849	12,415,718	12,187,441	12,649,540	12,478,317	62,599	0.50%	12,606,729	12,623,429	12,661,429	12,676,929	
HEALTH AND WELFARE													
Env/Health Code Compliance	1,404,985	1,448,865	1,462,753	1,491,151	1,860,129	1,539,302	76,549	5.23%	1,684,728	1,782,252	1,930,066	2,184,693	
Graffiti Cleaning	153,966	154,015	155,558	166,406	176,973	174,473	18,915	12.16%	158,873	158,873	158,873	163,373	
Other Agencies:													
Humane Society	770,216	767,276	767,276	767,276	767,276	767,276	-	0.00%	767,276	767,276	767,276	767,276	
Valley Environ. Council	-	5,000	5,000	5,000	5,000	5,000	-	0.00%	5,000	5,000	5,000	5,000	
Mujeres Unidas	25,000	25,000	25,000	25,000	25,000	25,000	-	0.00%	25,000	25,000	25,000	25,000	
Relief Efforts Operations	328,192	-	-	-	-	-	-	0.00%	-	-	-	-	
Comfort House	-	40,656	40,656	40,656	40,656	40,656	-	100.00%	40,656	40,656	40,656	40,656	
TOTAL HEALTH AND WELFARE	2,682,360	2,440,812	2,456,243	2,495,489	2,875,034	2,551,707	95,464	3.89%	2,681,533	2,779,057	2,926,871	3,185,998	
CULTURE AND RECREATION:													
Parks Administration	511,736	574,532	577,619	580,456	598,227	588,999	11,380	1.97%	583,349	581,099	581,099	581,099	
Parks	7,002,541	7,132,605	7,402,021	7,404,155	8,302,588	7,496,846	94,825	1.28%	7,592,896	7,669,396	7,496,846	7,496,846	
Recreation	1,781,047	1,687,580	1,700,181	1,728,527	1,777,177	1,737,277	37,096	2.18%	1,755,277	1,737,277	1,737,277	1,737,277	
Pools	838,036	912,061	914,890	896,462	959,278	917,807	2,917	0.32%	917,807	969,507	919,807	919,807	
Las Palmas Community Ctr.	330,075	394,288	396,603	402,241	378,897	369,181	(27,422)	-6.91%	383,925	389,881	369,481	369,481	
Recreation Lark	441,112	463,579	466,408	466,408	481,313	466,110	(298)	-0.06%	466,640	465,690	465,690	465,690	
Recreation Palm View	438,120	464,700	467,272	470,271	479,390	458,520	(8,752)	-1.87%	475,517	459,517	455,517	455,517	
Quinta Mazatlán	1,097,915	916,359	921,247	925,542	914,911	908,903	(12,344)	-1.34%	1,073,633	1,110,553	1,372,308	1,359,308	
Library	3,402,575	3,407,933	3,488,724	3,420,620	3,642,660	3,512,230	23,506	0.67%	3,571,430	3,614,930	3,601,430	3,625,580	
Library Branch - Lark	459,462	464,820	469,192	451,365	459,921	459,921	(9,271)	-1.98%	459,921	459,921	439,921	459,921	
Library Branch - Palm View	464,556	505,657	511,059	490,975	492,486	492,486	(18,573)	-3.63%	492,486	492,486	492,486	492,486	
Other Agencies:													
Amigos del Valle	88,322	66,000	66,000	66,000	66,000	66,000	-	0.00%	66,000	66,000	66,000	66,000	
Museum of South Texas History	41,400	38,000	38,000	38,000	38,000	38,000	-	0.00%	38,000	38,000	38,000	38,000	
McAllen Boy's & Girl's Club	750,000	705,000	705,000	705,000	705,000	705,000	-	0.00%	705,000	705,000	705,000	705,000	
McAllen Int'l Museum	735,000	700,000	700,000	700,000	700,000	700,000	-	0.00%	700,000	700,000	700,000	700,000	
Town Band	14,400	14,400	14,400	14,400	14,400	14,400	-	0.00%	14,400	14,400	14,400	14,400	
RGV International Music Festival	10,600	10,176	10,176	10,176	10,176	10,176	-	0.00%	10,176	10,176	10,176	10,176	

**City of McAllen
General Fund
Summary By Department**

	B	C	D	E	F	H	I	O	P	S	T	U	V
	Actual 16-17	Original Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Manager's Recomm. 18-19	Inc/(Dec) Adjusted 17-18 vs Mgr Recom 18-19		Four Year Plan				
							Amount	Percent (%) Change	19-20	20-21	21-22	22-23	
96	South Texas Symphony	114,400	109,824	109,824	109,824	109,824	-	0.00%	109,824	109,824	109,824	109,824	
97	McAllen Heritage Center	45,000	45,000	45,000	45,000	45,000	-	0.00%	45,000	45,000	45,000	45,000	
98	Rio Grande Literacy Center	24,000	20,000	20,000	20,000	20,000	-	0.00%	20,000	20,000	20,000	20,000	
99	Relief Oper. Effort-Sacred Heart	40,620	-	-	-	-	-	0.00%	-	-	-	-	
100	TOTAL CULTURE AND RECREATION	18,630,918	18,632,514	19,023,616	18,945,423	20,195,248	93,064	0.49%	19,481,281	19,658,657	19,640,262	19,671,412	
101													
102	TOTAL OPERATIONS	106,200,111	107,318,899	108,701,213	109,984,150	114,007,502	2,695,684	2.48%	111,880,189	113,682,250	114,666,535	116,513,354	
103													
104	OPERATING TRANSFERS												
105	Transfer to Debt Service Fund	3,289,150	3,287,200	3,287,200	3,287,200	3,288,825	1,625	0.05%	3,288,825	3,292,600	-	-	
106	Transfer to Capital Impv. Fund	3,517,381	430,000	1,530,741	1,631,163	480,000	(1,050,741)	-68.64%	430,000	430,000	430,000	430,000	
107	Transfer to Health Insurance Fund	329,581	-	-	-	3,636,305	1,818,153	0.00%	-	-	-	-	
108	TOTAL OPERATING TRANSFERS OUT	7,136,112	3,717,200	4,817,941	4,918,363	7,405,130	769,037	15.96%	3,718,825	3,722,600	430,000	430,000	
109													
110	TOTAL GENERAL FUND	113,336,223	111,036,099	113,519,154	114,902,513	121,412,632	3,464,720	3.05%	115,599,014	117,404,850	115,096,535	116,943,354	
111													
112	EXPENDITURES BY FUNCTION:												
113	BY EXPENSE GROUP												
114	Salaries and Wages	59,039,116	62,196,368	62,704,639	62,179,797	64,695,978	945,068	1.51%	64,532,029	65,173,491	66,139,122	66,875,134	
115	Employee Benefits	16,430,144	17,329,190	16,454,685	17,847,888	17,264,039	1,400,689	8.51%	17,113,434	17,308,295	17,521,221	17,727,313	
116	Supplies	1,886,283	1,763,591	1,761,991	1,805,957	1,836,963	30,985	1.76%	1,842,667	1,893,524	1,924,024	1,929,024	
117	Other Services and Charges	18,456,503	16,285,552	17,798,671	17,979,565	18,429,098	89,350	0.50%	18,374,732	18,830,031	18,923,593	18,936,293	
118	Maintenance	8,410,960	8,411,822	8,558,881	8,698,099	8,785,536	43,375	0.51%	8,941,296	9,204,887	9,215,887	9,240,037	
119													
120	Subtotal	104,223,007	105,986,523	107,278,867	108,511,306	111,011,615	2,509,467	2.34%	110,804,158	112,410,228	113,723,847	114,707,801	
121													
122	Capital Outlay	1,977,103	1,332,375	1,422,343	1,472,844	2,995,888	186,220	13.09%	1,076,035	1,272,026	942,691	1,805,556	
123													
124	TOTAL OPERATIONS	\$ 106,200,111	\$ 107,318,899	\$ 108,701,213	\$ 109,984,150	\$ 114,007,502	\$ 2,695,684	2.48%	\$ 111,880,189	\$ 113,682,250	\$ 114,666,535	\$ 116,513,354	

**City of McAllen
General Fund
Decision Package Recap
Fiscal Year 18-19**

	B	C	D	E	G	K	L	M
				Department Request FY 2018-2019	City Manager Recom Capital Outlay	City Manager Recom New Positions		City Manager RECOM FY 2018-2019
	Department		Description					
5	City Commission							
6		Compensation	Admin position	\$ -	\$ -	1		\$ 38,063
7		Supplies	Office	(300)	-			(300)
8		Other Services & Charges	Dues & Subs	300	-			300
9		Other Services & Charges	Rental & Contractual	(410)	-			(410)
10		Other Services & Charges	Miscellaneous	410	-			410
11	Total City Comm		Total Requested	-	-	1		38,063
12								
13	City Manager	Compensation	Wage Adjustment	-	-			27,409
14		Supplies	EMP	3,500				
15		Other Services & Charges	EMP training	2,000	-			-
16	Total City Manager		Total Requested	5,500	-	-		27,409
17								
18	Special Services	Other Services & Charges	Sponsorship-Live2,VIVA, Mc Educ Foundation	10,500	-			3,282
19		Other Services & Charges	Dues & subs increases	4,085	-			-
20		Other Services & Charges	Scholars Program	1,250	-			-
21	Total Special Services		Total Requested	15,835	-	-		3,282
22								
23	City Secretary	Maintenance	Vehicles	1,218	-			1,218
24		Maintenance	Computer software	660	-			660
27	Total City Secretary		Total Requested	1,878	-	-		1,878
28								
38	Vitals	Other Services & Charges	On-line svc - decrease	(1,000)	-			-
44	Total Vitals		Total Requested	(1,000)	-	-		-
45								
46	Passport Facilities	Supplies	Office	435	-			435
47		Other Services & Charges	Microfilm	400	-			400
48		Other Services & Charges	Advertising	(1,000)	-			(1,000)
49	Total Passport		Total Requested	(165)	-	-		(165)
50								
53	Municipal Court	Compensation	Part- time adjustment w benefits	9,237	-			9,237
54		Compensation	Mun. Court Crew Leader adjustment w benefits	5,796	-			5,796
55		Compensation	Court administrator adjustment w benefits	5,796	-			5,796
56		Compensation	Part- time adjustment w benefits	(11,592)	-			(11,592)
57		Other Services & Charges	Educational refund	1,500	-			1,500
58		Capital Outlay	Online service books	11,256	11,256			11,256
59	Total Municipal Court		Total Requested	21,993	11,256	-		21,993
60								
61	Finance	Compensation	Phase out Finance Acct. Specialist	(25,264)	-			(25,264)
62		Compensation	Asst Finance Director increase	13,457	-			13,457
63		Other Services & Charges	Consultant services	40,000	-			40,000
64		Other Services & Charges	Educational refund	900	-			900
65		Other Services & Charges	Electricity adjustment	70	-			70
66		Capital Outlay	Additional office space	5,000	5,000			5,000
69	Total Finance		Total Requested	34,162	5,000	-		34,162
70								
71	Management & Budget	Compensation	1 Budget Analyst with benefits	48,865	-	1		48,865
72		Other Services & Charges	Training for Centage Budget Maestro	1,000	-			1,000
73		Other Services & Charges	Professional	-	-			(13,000)
74		Capital Outlay	Workstation & Chair	2,100	2,100			2,100
75		Capital Outlay	Desktop & Monitor	1,600	1,600			1,600
76		Capital Outlay	Software	300	300			300
77	Total Mgmt & Budget		Total Requested	53,865	4,000	1		40,865
78								
79	Tax Office	Compensation	Administration asst wage adjustment w benefits	4,551	-			-
80		Other Services & Charges	Miscellaneous	30	-			-
81		Capital Outlay	Lobby chairs - 4	300	300			300
84	Total Tax Office		Total Requested	4,881	300	-		300
85								
86	Purchasing	Other Services & Charges	Education Refunds	2,800	-			2,800
87		Other Services & Charges	Training	1,000	-			1,000
88		Capital Outlay	Replace carpet in offices	6,000	-			-
89	Total Purchasing		Total Requested	9,800	-	-		3,800
90								
91	Legal	Other Services & Charges	Online svc/network	934	-			934
92		Other Services & Charges	Recording fees	(10,000)	-			(10,000)
94	Total Legal		Total Requested	(9,066)	-	-		(9,066)
95								
96	Grants Office	Compensation	Admin. Asst wage adjustment w benefits	4,774	-			4,774
97		Compensation	Grants Director w/ cert, allowances, & benefits adjustment	-	-			(70,398)
99	Total Grants		Total Requested	4,774	-	-		(65,624)
104								
105	Human Resources	Compensation	HR Generalist wage adjustment w benefits	23	-			23
106		Maintenance	Equipment	(9,800)	-			-
107		Capital Outlay	FMLA tracking software	4,000	4,000			4,000
108		Capital Outlay	TML Training software	10,500	10,500			10,500
109	Total H.R.		Total Requested	4,723	14,500	-		14,523
110								
112	Contingency		3 % Salaries/Wages Pay Increase	-	-			1,626,138
113			Worker Compensation adjustment	-	-			(671,075)
114	Total Contingency			-	-	-		955,063
115								

**City of McAllen
General Fund
Decision Package Recap
Fiscal Year 18-19**

	B	C	D	E	G	K	L	M
				Department Request FY 2018-2019	City Manager Recom Capital Outlay	City Manager Recom New Positions		City Manager RECOM FY 2018-2019
	Department		Description					
118	Planning	Compensation	1 Case Manager with benefits	53,181	-			-
119		Compensation	Planner II adjustments with benefits	-				1,399
120		Supplies	Uniforms	185	-			-
121		Other Services & Charges	Promotion of 2020 Census	7,400	-			-
122		Capital Outlay	Case Manager workstation furniture	750	-			-
123		Capital Outlay	Planner I workstation furniture	750	-			-
124		Capital Outlay	Desk phones (10) / Plotter 44', chairs	10,400	8,900			8,900
125		Capital Outlay	Amber Safety lights	4,000	-			-
126		Capital Outlay	Laptop and video/memory cards	3,800	3,800			3,800
127		Capital Outlay	Software-Accela, Autocad, cloud et.al.	21,748	19,600			19,600
128	Total Planning		Total Requested	102,214	32,300	-		33,699
129								
130	Information Tech	Compensation	1 Programmer Analyst I	60,010	-			-
131		Compensation	1 Security Analyst	61,916	-	Half Year Funding		31,002
132		Supplies	Operating	2,122	-			-
133		Other Services & Charges	Rental & Contr.-increase licensing	57,776	-			-
134		Other Services & Charges	Travel	4,908	-			-
135		Other Services & Charges	Online svc/network	2,457	-			-
136		Other Services & Charges	Rental Depreciation adjustment	6,599	-			-
137		Maintenance	Computer software	50,056	-			50,056
138		Maintenance	Equipment - file storage	2,545	-			-
139		Maintenance	Vehicles	5,534	-			-
140		Maintenance	Fuel & Lubricants	2,271	-			-
141		Capital Outlay	Hardware	778,900	343,100			343,100
142		Capital Outlay	Software	219,000	-			-
143	Total Info.Tech		Total Requested	1,254,094	343,100	0.5		424,158
144								
145	Office of Communication	Compensation	Media Coordinator phone allowance	556	-			556
146		Supplies	Operating	2,000	-			-
147		Other Services & Charges	Travel & Training	9,298	-			9,298
148		Other Services & Charges	Dues & Subs	13,500	-			13,500
149		Other Services & Charges	Miscellaneous	6,200	-			-
150		Maintenance	Fuel & Lubricants	280	-			-
151		Capital Outlay	27 inch iMac	3,500	-			-
152		Capital Outlay	Equipment	17,100	-			-
153		Capital Outlay	Security keypad door lock	1,800	-			-
154	Total Office of Communication		Total Requested	54,234	-	-		23,354
155								
156	McAllen 311 Call Center	Compensation	1 Customer Service Specialist	35,532	-	1		35,532
157		Compensation	Customer Service Specialist adjustment	1,036	-			1,036
158		Compensation	overtime	359	-			359
159		Other Services & Charges	Travel & Training	6,000	-			6,000
160		Other Services & Charges	Billing charges	16,000	-			16,000
161		Capital Outlay	Desk, Chair, laptop, screens, headset, licenses etc.	5,100	5,100			5,100
162	Total 311		Total Requested	64,027	5,100	1		64,027
163								
164	City Hall	Other Services & Charges	Electricity adjustment	(10,000)	-			(10,000)
167	Total City Hall		Total Requested	(10,000)	-	-		(10,000)
168								
169	Bldg Maintenance	Compensation	Overtime w benefits	3,478	-			3,478
170		Compensation	HVAC wage adj with benefits	3,288	-			3,288
172		Supplies	Uniforms	4,125	-			-
173		Other Services & Charges	Special events	2,000	-			2,000
174		Other Services & Charges	Rental Depreciation adjustment	8,388	-			-
175		Maintenance	Fuel & Lubricants	1,000	-			1,000
176	Total Bldg Maint		Total Requested	22,279	-	-		9,766
177								
178	Development Center	Compensation	Overtime w benefits	839	-			839
181		Other Services & Charges	Electricity adjustment	4,770	-			4,770
182	Total Dev Center		Total Requested	5,608	-	-		5,608
183								
184	Police	Compensation	12 Police Officers	784,353	-	4		261,451
185		Compensation	Collective Bargaining Agreement	44,128	-			44,128
186		Compensation	Collective Bargaining Agreement (.005)	-	-			95,562
187		Other Services & Charges	Rental Depreciation adjustment	(15,290)	-			(36,182)
188		Other Services & Charges	Electricity adjustment	121,440	-			121,440
190		Capital Outlay	Depreciation fund shortage	75,700	-			-
191		Capital Outlay	Computer Hardware	182,556	182,556			182,556
192		Capital Outlay	Office Furniture	250,675	250,675			250,675
193		Capital Outlay	Equipment	14,886	14,886			14,886
196	Total Police		Total Requested	1,458,449	448,117	4		934,516
197								
205	Radio Shop	Other Services & Charges	Rental of equipment	17,684	-			17,684
206		Capital Outlay	Emergency lighting	2,500	2,500			2,500
207		Capital Outlay	Radio Control Assembly	1,000	1,000			1,000
208		Capital Outlay	Light bar assembly	1,700	1,700			1,700
209	Total Radio Shop		Total Requested	22,884	5,200	-		22,884
210								

**City of McAllen
General Fund
Decision Package Recap
Fiscal Year 18-19**

	B	C	D	E	G	K	L	M
				Department Request FY 2018-2019	City Manager Recom Capital Outlay	City Manager Recom New Positions		City Manager RECOM FY 2018-2019
	Department		Description					
211	Fire	Compensation	4 Firefighters for Station #8	229,757	-	2		114,879
212		Compensation	1 Lieutenant	71,959	-			-
213		Compensation	Collective Bargaining Agreement	351,180	-			298,742
214		Compensation	Holiday Pay	223,225	-			100,000
215		Compensation	Reclass Sr Clerk to Dispatch Manager	28,698	-			28,698
216		Supplies	Office	1,500	-			-
217		Supplies	Uniforms	8,000	-			-
218		Supplies	Training	4,955	-			-
219		Other Services & Charges	Medical	5,000	-			5,000
222		Other Services & Charges	Electricity adjustment	19,835	-			19,835
223		Other Services & Charges	Rental Depreciation adjustment	(22,000)	-			(22,000)
224		Maintenance	Vehicles	82,500	-			25,000
225		Capital Outlay	Tablets/Software	12,000	12,000			12,000
226		Capital Outlay	Trailer	10,000	10,000			10,000
227		Capital Outlay	Furniture	32,500	32,500			32,500
228		Capital Outlay	Bunker Equipment	180,600	180,600			180,600
229		Capital Outlay	FF equipment	67,800	67,800			67,800
232	Total Fire		Total Requested	1,307,510	302,900	2		873,054
233								
234	Traffic Operations	Compensation	Wages adjustments	2,598	-			2,598
235		Supplies	Operating	1,000	-			1,000
236		Other Services & Charges	Printing	2,300	-			2,300
237		Other Services & Charges	Electricity adjustment	42,933	-			42,933
238		Capital Outlay	Traffic Control Devices - Barricades, barrels	11,680	11,680			11,680
239		Capital Outlay	Message Boards	55,377	-			-
240		Capital Outlay	Trailer (2)	96,000	96,000			96,000
241		Capital Outlay	Bitumenouse applicator	5,175	-			-
242	Total Traffic Op		Total Requested	217,063	107,680	-		156,511
243								
244	Building Code Compliance	Other Services & Charges	Credit Card Fees	-	-			4,000
245								
252	Total Bldg Code Compliance		Total Requested	-	-	-		4,000
253								
254	Engineering	Other Services & Charges	Rental Depreciation adjustment	4,262	-			-
255		Capital Outlay	Computer Software - autocad, civil storm	14,249	8,889			8,889
257		Capital Outlay	Large format copier/scanner	17,500	17,500			17,500
258		Capital Outlay	Office furniture- partitions book cases	12,700	-			-
264	Total Engineering		Total Requested	48,711	26,389	-		26,389
265								
266	St. Maintenance	Compensation	2 HEO II B	94,800	-	Half Year Funding		23,709
267		Supplies	Uniform	500	-			250
268		Other Services & Charges	Rental Depreciation adjustment	26,949	-			26,949
269		Maintenance	Fuel & Lubricants	50,000	-			40,000
270		Capital Outlay	Mobile radios/ Tablet PCs	12,600	12,600			12,600
271	Total St Maint		Total Requested	184,849	12,600	0.5		103,508
272								
273	Street Lighting	Other Services & Charges	Electricity adjustment	1,055,871	-			1,055,871
274								
275	Sidewalk Const	Compensation	Sr Maintenance Worker	37,055	-			-
276		Supplies	Uniform	350	-			-
277		Other Services & Charges	Rental Depreciation adjustment	1,833	-			1,833
278		Capital Outlay	Mobile radios / Tablet PCs	5,400	5,400			5,400
279	Total Sidewalk Const		Total Requested	44,638	5,400	-		7,233
280								
281	Drainage	Compensation	Salary adjustment	1,156	-			1,156
282		Other Services & Charges	Rental Depreciation adjustment	12,012	-			12,012
283		Other Services & Charges	electricity adjustment	156	-			-
284		Maintenance	Fuel & Lubricants	50,000	-			20,000
285		Capital Outlay	Tablet PCs	12,000	12,000			12,000
286		Capital Outlay	Portable generator	2,500	2,500			2,500
287	Total Drainage		Total Requested	77,824	14,500	-		47,668
288								
289	Env/Health Code Compliance	Compensation	2 Code Enf. Officers	87,549	-	Half Year Funding		21,887
290		Compensation	2 Env. Health Spec.	90,974	-	Half Year Funding		22,743
291		Supplies	Office & operating	16,000	-			8,000
292		Supplies	Uniforms	4,000	-			2,000
293		Supplies	Chemical	1,000	-			500
294		Other Services & Charges	Dues & subs. / Online svc network	13,000	-			1,036
295		Other Services & Charges	Travel and training	19,500	-			16,960
296		Other Services & Charges	Rental Contractual and Professional	27,200	-			8,204
297		Capital Outlay	Cubicles, chairs & phones for new position	13,700	9,300			9,300
298		Capital Outlay	Accela licenses	12,666	6,333			6,333
299		Capital Outlay	Tablets	4,936	-			-
300		Capital Outlay	Vehicles for new positions	126,400	-			-
301		Capital Outlay	GPS for vehicles	1,730	865			865
302		Capital Outlay	New phones	6,300	6,300			6,300
303		Capital Outlay	Mosquito traps	4,000	4,000			4,000
304	Total Env/Health Code		Total Requested	428,955	26,798	1		108,128

**City of McAllen
General Fund
Decision Package Recap
Fiscal Year 18-19**

	B	C	D	E	G	K	L	M
				Department Request FY 2018-2019	City Manager Recom Capital Outlay	City Manager Recom New Positions		City Manager RECOM FY 2018-2019
	Department		Description					
305								
306	Graffiti	Maintenance	Fuel & Lubricants	8,000	-			5,500
307		Capital Outlay	Tablet PCs	3,600	3,600			3,600
308		Capital Outlay	Pressure Washer	12,000	12,000			12,000
309	Total Graffiti		Total Requested	23,600	15,600	-		21,100
310								
311	Parks Administration	Compensation	Management assistant salary adjustment	8,764	-			-
312		Compensation	Reclass acctng clerk to clerk	(1,157)	-			-
313		Supplies	Office	400	-			400
314		Other Services & Charges	Misc - lunch for board members	400	-			400
315		Capital Outlay	Rec Trac System	7,900	7,900			7,900
316		Capital Outlay	Office phones	900	-			-
317		Capital Outlay	Computer screens	720	-			-
321	Total Parks Adm		Total Requested	17,928	7,900	-		8,700
322								
323	Parks	Compensation	5 Trades Helpers	203,130	-	2		81,252
324		Compensation	2 Crewleaders	81,252	-	1		40,626
325		Compensation	3 Groundskeepers	112,849	-	2		75,232
326		Compensation	Part-timer revisions	(18)	-			(18)
327		Compensation	Overtime	42,202	-			24,000
328		Supplies	Janitorial	5,000	-			5,000
329		Supplies	Uniforms	13,000	-			6,500
330		Supplies	Landscaping	7,000	-			7,000
331		Other Services & Charges	Rental & Contractual - fiber	28,000	-			-
332		Other Services & Charges	Training	7,500	-			-
333		Other Services & Charges	Water - Gas (300)	75,300	-			-
334		Other Services & Charges	Rental Depreciation adjustment	84,920	-			-
335		Other Services & Charges	Electricity adjustment	199,540	-			199,540
336		Other Services & Charges	Electricity new complexes	100,000	-			-
337		Other Services & Charges	Rental & contractual	-	-			(45,000)
338		Maintenance	Equipment	5,000	-			-
339		Maintenance	Facilities	40,000	-			-
340		Maintenance	Vehicles	10,000	-			-
341		Maintenance	Fuel & Lubricants	10,000	-			-
342		Capital Outlay	Computer Hardware	17,800	-			-
343		Capital Outlay	Equipment	157,398	-			-
344	Total Parks		Total Requested	1,199,874	-	5		394,132
345								
346	Recreation	Compensation	Phone allowance for recreation supervisors	1,668	-			1,668
347		Other Services & Charges	Advertising	3,100	-			3,100
348		Other Services & Charges	Rental & Contractual	5,000	-			3,000
349		Other Services & Charges	Special events	20,000	-			10,000
351		Capital Outlay	Westside fieldhouse repairs	22,200	-			-
352		Capital Outlay	Kayaks and 2 seat pedal boats	5,700	-			-
353	Total Recreation		Total Requested	57,668	-	-		17,768
354								
355	Pools	Compensation	Aquatics Superintendent salary adjustment	(1,355)	-			(1,355)
356		Other Services & Charges	Advertising	1,000	-			1,000
358		Other Services & Charges	Electricity adjustment	7,871	-			7,800
359		Capital Outlay	Footboard, sand replacement	11,500	-			-
360		Capital Outlay	Municipal pools slide repairs	29,900	-			-
361	Total Pools		Total Requested	48,916	-	-		7,445
362								
363	Las Palmas CC	Other Services & Charges	Advertising	755	-			-
364		Other Services & Charges	Electricity adjustment	(229)	-			-
365		Maintenance	Fuel & Lubricants	2,000	-			2,000
366		Capital Outlay	Picnic tables	1,490	-			-
367		Capital Outlay	urinal system	1,700	-			-
368		Capital Outlay	replace sewer connection	6,000	-			-
369	Total Las Palmas CC		Total Requested	11,716	-	-		2,000
370								
371	Rec Center Lark	Compensation	Administrative Clerk adjustment	(3,954)	-			(3,954)
372		Compensation	Part time adjustments	4,272	-			4,272
373		Supplies	Uniforms	200	-			200
374		Other Services & Charges	Special events	500	-			500
375		Capital Outlay	Monitors	3,200	-			-
376		Capital Outlay	Roller Shades	3,003	-			-
377		Capital Outlay	Folding chairs	1,920	1,920			1,920
378		Capital Outlay	Kitchen update	9,000	-			-
379	Total Rec Ctr-Lark		Total Requested	18,141	1,920	-		2,938
380								

**City of McAllen
General Fund
Decision Package Recap
Fiscal Year 18-19**

	B	C	D	E	G	K	L	M
				Department Request FY 2018-2019	City Manager Recom Capital Outlay	City Manager Recom New Positions		City Manager RECOM FY 2018-2019
	Department		Description					
381	Rec Center Palmview	Compensation	Part time adjustments	332	-			332
382		Supplies	Program	-	-			-
383		Other Services & Charges	Advertising	150	-			-
384		Capital Outlay	Tumbling mats	2,400	-			-
385		Capital Outlay	Monitors	3,200	-			-
386		Capital Outlay	Roller Shades	3,003	3,003			3,003
387		Capital Outlay	Kitchen update	9,000	-			-
388		Capital Outlay	Folding chairs	1,920	-			-
389		Capital Outlay	Light fixtures and floodlights	4,200	-			-
390	Total Rec Ctr-Palmview		Total Requested	24,205	3,003	-		3,335
391								
392	Quinta Mazatlán	Compensation	Reclasses,deletion and upgrades of personnel	-	-			-
393		Supplies	Program	-	-			-
394		Other Services & Charges	Advertising	-	-			-
395		Other Services & Charges	Electricity adjustment	6,008	-			-
396		Capital Outlay	Chairs and Tables	-	-			-
397		Capital Outlay	4 Passenger Golf cart	-	-			-
398	Total Quinta Mazatlán		Total Requested	6,008	-	-		-
399								
400	Library	Compensation	1 Loan desk assistant	34,326	-	1		34,326
401		Compensation	3 Part-time positions conversions	(32,214)	-	-1.5		(32,214)
402		Other Services & Charges	Rental & Contractual	7,000	-			7,000
403		Other Services & Charges	Miscellaneous	480	-			-
404		Other Services & Charges	Electricity adjustment	52,500	-			46,500
405		Maintenance	Computer Software	45,025	-			45,000
406		Maintenance	Equipment	17,425	-			-
407		Capital Outlay	VDI replacement	90,000	-			-
408		Capital Outlay	Books	175,000	175,000			175,000
409		Capital Outlay	Orchid Avenue improvements	16,500	-			-
410	Total Library		Total Requested	406,042	175,000	(0.5)		275,612
411								
412	Library- Lark	Capital Outlay	Books	20,000	20,000			20,000
414	Total Library-Lark		Total Requested	20,000	20,000	-		20,000
415								
416	Library- Palm View	Capital Outlay	Books	20,000	20,000			20,000
419	Total Library-Palm View		Total Requested	20,000	20,000	-		20,000
420								
421	AGENCIES		PENDING RECOMMENDATION	-	-			-
440								
441	Total Agencies		Total Requested	-	-	-		-
442								
445		TOTALS		\$ 8,340,490	\$ 1,608,563	16		\$ 5,729,887

	A	B	C	D	E	F	G	H	J	N	O
1	GENERAL FUND										
2	PROPOSED NEW POSITIONS										
3	FY 18-19										
4										City Manager Recom	
5	Requested									Staffing Count	Staffing Salary/Wages and Benefits
6				Proposed				New Position			
7	Dept. No.	Department	Position	Staffing Count	Sal/Wages	Phone Allowance	Car Allowance	Benefits	Total Cost		
8											
10											
11	1002	City Commission									
12		Non-Exempt	Admin		\$ -	\$ -	\$ -	\$ -	\$ -	1	\$ 38,063
13				0	-	-	-	-	-	1	38,063
29											
30	1206	OMB									
31		Non -Exempt	Budget Analyst	1	\$ 37,398	\$ -	\$ -	\$ 11,467	\$ 48,865	1	\$ 48,865
32				1	37,398	-	-	11,467	48,865	1	48,865
60											
61	1302	Planning									
65		Non -Exempt	Case Manager	1	41,122			12,059	53,181	0	-
66				1	41,122	-	-	12,059	53,181	0	-
67											
68	1310	Information Technology									
70		Exempt	Programmer Analyst	1	46,954	60		12,997	60,011	0	-
71		Exempt	Support Analyst II	1	48,597	60	-	13,259	61,916	1 for ½ yr	30,958
72				2	95,551	120	-	26,256	121,927	0.5	30,958
73											
74	1322	McAllen 311 Center									
75		Non -Exempt	Customer Service Specialist	1	25,896	-	-	9,636	35,532	1	35,532
76				1	25,896	-	-	9,636	35,532	1	35,532
88	2002	Police									
89		Civil	Police Officers	12	601,769	-	-	182,585	784,354	4	261,451
90		Civil	Collective Bargaining Agreement	-	36,975	-	-	7,153	44,128	n/a	44,128
91				12	638,744	-	-	189,738	828,482	4	305,579
92											
97	2020	Fire Dept									
98		Civil	Firefighters	4	164,416	-	-	65,341	229,757	2	114,879
99		Civil	Lieutenant	1	52,600			19,359	71,959	0	-
100		Civil	Collective Bargaining Agreement	-	278,150	-	-	73,030	351,180	n/a	351,180
101				5	495,166			157,730	652,896	2	466,059
120											
121	3022	Street Maintenance									
122		Non -Exempt	HEO II -B	2	68,723	-	-	26,077	94,800	1 for ½ yr	23,709
123				2	68,723	-	-	26,077	94,800	0.5	23,709
124											
125	3024	Sidewalk Construction									
126		Non -Exempt	Sr Maintenance Worker	1	25,875	-	-	11,180	37,055	0	-
127				1	25,875	-	-	11,180	37,055	0	-
137											
138	5002	Environmental/Health Code Compliance									
139		Non -Exempt	Code Enforcement Officer	2	64,106	960	-	22,483	87,549	1 for ½ yr	21,887
140		Non -Exempt	Environmental Health Specialist	2	67,018	960	-	22,996	90,974	1 for ½ yr	22,743
142				4	131,124	1,920	-	45,479	178,523	1	44,630
143											
144	5104	Parks									
145		Non -Exempt	Parks Crew Leader	2	58,240	-	-	23,012	81,252	1	40,626
146		Non -Exempt	Groundskeeper II	3	79,872	-	-	32,977	112,849	2	75,232
147		Non -Exempt	Trades Helper I	5	145,600	-	-	57,530	203,130	2	81,252
149				10	283,712	-	-	113,519	397,231	5	197,110
173											
174	5140	Library									
175		Non -Exempt	Loan Desk Asst	1	24,856			9,470	34,326	1	34,326
176		Part time	Consolidation for LDA (3)	-1.5	(27,744)			(4,470)	(32,214)	-1.5	(32,214)
177				-0.5	(2,888)	-	-	5,000	2,112	-0.5	2,112
184											
185	Total General Fund New Positions			39	\$ 1,840,423	\$ 2,040	\$ -	\$ 608,141	\$ 2,450,604	16	\$ 1,192,617

**City of McAllen, Texas
General Government
Summary**

	Actual 16-17	Original Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm 18-19	19-20	Four Year Plan			22-23
							20-21	21-22			
BY DEPARTMENT											
City Commission	\$ 229,311	\$ 339,316	\$ 339,830	\$ 355,580	\$ 356,442	\$ 394,504	\$ 394,504	\$ 394,504	\$ 394,504	\$ 394,504	\$ 394,504
Special Service	657,469	709,411	733,411	737,496	749,246	736,693	736,693	736,693	736,693	736,693	736,693
City Manager	1,352,225	1,349,374	1,354,004	1,379,047	1,388,937	1,410,846	1,410,846	1,410,846	1,410,846	1,410,846	1,410,846
City Secretary	499,379	512,583	516,698	506,876	512,618	512,618	513,330	514,070	514,070	514,070	514,070
Audit Office	211,766	217,791	218,820	217,920	217,420	217,420	217,845	218,270	218,270	218,270	218,270
Vital Statistics	161,843	170,788	172,331	167,331	173,177	174,177	174,177	174,177	174,177	174,177	174,177
Passport Facility	101,592	114,288	115,574	110,609	109,375	109,375	109,375	109,375	109,375	109,375	109,375
Municipal Court	1,354,262	1,512,587	1,574,901	1,404,394	1,522,393	1,522,393	1,562,643	1,522,893	1,523,143	1,523,393	1,523,393
Finance	1,220,874	1,296,328	1,305,844	1,272,029	1,347,000	1,346,999	1,342,394	1,342,799	1,343,215	1,343,215	1,343,215
Budget & Management	368,926	411,573	414,145	384,234	466,029	453,029	449,029	449,029	497,993	497,993	497,993
Tax Office	1,052,596	1,153,236	1,156,323	1,114,950	1,158,947	1,154,367	1,161,119	1,167,269	1,186,419	1,193,919	1,193,919
Purchasing & Contracting	599,962	583,665	587,780	573,363	582,387	576,387	576,887	576,887	576,887	629,524	629,524
Legal	1,683,399	1,676,449	1,681,079	1,712,611	1,759,035	1,759,035	1,759,035	1,759,035	1,759,035	1,759,035	1,759,035
Grant	450,164	462,750	465,837	468,446	464,938	394,540	394,540	394,540	394,540	394,540	394,540
Human Resources	599,853	803,141	807,771	810,641	785,595	795,395	780,895	780,895	780,895	780,895	780,895
Turnover/Vacancies	-	(1,500,000)	(1,500,000)	-	(1,500,000)	(1,500,000)	(1,500,000)	(1,500,000)	(1,500,000)	(1,500,000)	(1,500,000)
Contingency	-	-	-	-	-	955,063	-	-	-	-	-
Liability Insurance	457,085	457,085	457,085	457,085	457,085	457,085	457,085	457,085	457,085	457,085	457,085
Planning	896,882	1,254,874	1,288,476	1,285,825	1,377,901	1,309,385	1,333,476	1,331,286	1,331,286	1,331,286	1,331,286
Information Technology	3,133,878	3,043,118	3,055,978	3,126,996	4,039,729	3,209,791	3,755,177	4,296,271	4,296,271	5,104,476	5,104,476
Office of Communication	689,403	745,189	749,304	750,233	798,986	768,106	769,606	821,606	773,106	773,106	773,106
McAllen 311 Call Center	219,007	246,663	249,236	249,236	306,577	306,577	301,477	339,863	380,185	372,510	372,510
City Hall	616,744	559,338	560,882	522,376	521,017	521,017	521,017	521,017	521,017	521,017	521,017
Building Maintenance	733,478	816,494	823,182	825,045	884,191	871,678	871,878	871,878	871,878	871,878	871,878
Development Center	101,391	99,298	99,812	104,198	104,766	104,766	104,766	104,766	104,766	104,766	104,766
Economic Development:											
MEDC	-	-	-	-	-	-	-	-	-	-	-
Chamber of Commerce	644,200	644,200	644,200	644,200	644,200	644,200	644,200	644,200	644,200	644,200	644,200
LRGVDC	-	24,389	24,389	24,389	24,389	24,389	24,389	24,389	24,389	24,389	24,389
Border Trade Alliance	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
So. Tx Border Partnership	-	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000
CDBG Staff admin cost	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Texas Border Coalition	12,988	-	-	-	-	-	-	-	-	-	-
TOTAL	17,988,679	17,768,928	17,961,892	19,270,110	19,317,380	19,294,835	18,931,383	19,528,643	19,589,245	20,450,162	20,450,162
BY EXPENSE GROUP											
Personnel Services											
Salaries and Wages	9,610,201	10,450,881	10,531,880	10,398,430	10,814,819	10,691,986	10,781,262	10,840,206	10,910,650	10,950,328	10,950,328
Employee Benefits	2,320,837	1,117,467	1,129,060	2,629,060	1,222,370	2,148,080	1,217,445	1,237,423	1,258,765	1,270,724	1,270,724
Supplies	194,846	224,716	223,116	224,855	235,183	223,251	226,841	229,597	230,013	231,013	231,013
Other Services and Charges	4,348,677	4,689,143	4,710,143	4,707,469	4,900,209	4,779,897	4,958,114	5,140,573	5,152,573	5,159,573	5,159,573
Maint. and Repair Services	940,404	983,131	983,131	967,942	1,036,895	1,036,065	1,226,080	1,425,768	1,425,768	1,425,768	1,425,768
Capital Outlay	573,714	303,591	384,560	342,354	1,107,904	415,556	521,641	655,076	611,476	1,412,756	1,412,756
TOTAL APPROPRIATIONS	\$ 17,988,679	\$ 17,768,928	\$ 17,961,892	\$ 19,270,110	\$ 19,317,380	\$ 19,294,835	\$ 18,931,383	\$ 19,528,643	\$ 19,589,245	\$ 20,450,162	\$ 20,450,162

**City of McAllen, Texas
General Government
Summary**

	Actual 16-17	Original Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm 18-19	19-20	Four Year Plan		22-23
							20-21	21-22		
<u>PERSONNEL</u>										
City Commission	1	1	1	1	1	2	2	2	2	2
City Manager	10	10	10	9	10	10	10	10	10	10
City Secretary	8	9	9	9	9	9	9	9	9	9
Audit	2	2	2	2	2	2	2	2	2	2
Vitals	3	3	3	3	3	3	3	3	3	3
Passport Facility	3	3	3	3	3	3	3	3	3	3
Municipal Court	24	28	28	28	28	28	29	29	29	29
Finance	19	20	20	19	19	19	20	20	20	20
Budget & Management	5	5	5	5	6	6	6	6	6	6
Tax Office	6	7	7	7	7	7	7	7	7	7
Purchasing & Contr'ing	8	10	10	10	10	10	10	10	10	10
Legal	12	15	15	16	15	16	15	15	15	15
Grant	6	6	6	6	6	6	6	6	6	6
Human Resources	7	12	12	12	12	12	12	12	12	12
Planning	14	23	23	23	24	23	25	26	26	26
Information Technology	25	29	29	28	31	30	31	32	32	32
PIO	8	10	10	10	10	10	10	10	10	10
311 Call Center	5	6	6	6	7	7	7	7	8	8
City Hall	5	5	5	5	5	3	5	5	5	5
Building Maintenance	13	14	14	14	14	15	15	15	15	15
Development Center	1	1	1	1	1	1	1	1	1	1
TOTAL PERSONNEL	185	219	219	217	223	222	228	230	231	231

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: City Commission

		Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)		
COMPENSATION								
New Position	No. Position	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1. Admin	-	28,080	-	-	9,983	38,063	Admin position	
2.	-	-	-	-	-	-		
3.	-	-	-	-	-	-		
4.	-	-	-	-	-	-		
Revisions								
1.	-	-	-	-	-	-		
2.	-	-	-	-	-	-		
3.	-	-	-	-	-	-		
4.	-	-	-	-	-	-		
5.	-	-	-	-	-	-		
Total Compensation & Benefits		\$ 179,656	\$ 28,080	\$ -	\$ -	\$ 9,983	\$ -	\$ 38,063
OTHER SERVICES & CHARGES								
1. Office						(300)	(300)	Decrease office supplies we need more funds in dues
2. < Please select category >								
3. < Please select category >								
4. < Please select category >								
5. < Please select category >								
Total Supplies		\$ 4,680				\$ (300)	\$ (300)	
OTHER SERVICES & CHARGES								
1. Dues & subscriptions						300	300	Increase \$300 to dues and Sub. Need for funds
2. Rental & contractual						(410)	(410)	Decrease by \$410 this costs is split with CMO
3. Miscellaneous						410	410	Requesting more fund in misc. for City Comm.
4. < Please select category >								
5. < Please select category >								
Total Other Services & Charges		\$ 154,980				\$ 300	\$ 300	
MAINTENANCE								
1. < Please select category >								
2. < Please select category >								
3. < Please select category >								
4. < Please select category >								
5. < Please select category >								
Total Maintenance		\$ -				\$ -	\$ -	
CAPITAL OUTLAY								
** See Attached Form DP-1								
Total Capital Outlay						\$ -	\$ -	
TOTAL		\$ -				\$ -	\$ 38,063	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: General
 DEPARTMENT: City Commission

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

Grand Total	\$0
--------------------	------------

2019
011-1002 City commission

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1002-411-60-01 Compensation / Exempt	-	-	-	-	-	-
011-1002-411-60-02 Compensation / Non-exempt	56,468	56,069	27,388	55,619	55,619	83,699
011-1002-411-60-10 Compensation / Overtime	-	1,500	1,603	1,500	1,500	1,500
011-1002-411-60-14 Compensation / Car allowance	49,200	49,200	24,600	49,200	49,200	49,200
011-1002-411-60-15 Compensation/Certification	-	-	-	-	-	-
011-1002-411-60-17 Compensation / Telephone	8,560	8,160	4,680	9,360	9,360	9,360
011-1002-411-60-20 Compensation / Elected officials	2,520	2,640	1,260	2,640	2,640	2,640
011-1002-411-60-22 Compensation / Election workers	28,608	40,000	58,537	55,000	55,000	55,000
60	145,356	157,569	118,068	173,319	173,319	201,399
011-1002-411-61-30 Benefits / Social security	8,796	8,792	8,668	8,792	9,685	11,833
011-1002-411-61-36 Benefits / Retirement	4,609	9,074	2,562	9,074	9,196	11,428
011-1002-411-61-40 Benefits / Unemployment tax	352	171	500	171	18	36
011-1002-411-61-46 Benefits / Workers' comp-	208	137	149	137	137	202
011-1002-411-61-50 Benefits / Health cost	3,360	3,360	1,680	3,360	3,360	8,856
011-1002-411-61-52 Benefits / Life insurance	43	97	22	97	97	121
011-1002-411-61-53 Benefits / Retiree health ins (ARC)	1,720	970	757	970	970	970
61	19,089	22,601	14,338	22,601	23,463	33,446
011-1002-413-62-02 Supplies / Office	4,255	4,680	1,280	4,380	4,380	4,380
62	4,255	4,680	1,280	4,380	4,380	4,380
011-1002-414-63-14 Other services & charges / Dues & subscriptions	-	500	791	800	800	800
011-1002-414-63-15 Other services & charges / Election	24,119	50,000	24,162	50,000	50,000	50,000
011-1002-414-63-45 Other services & charges / Professional	-	75,000	1,819	75,000	75,000	75,000
011-1002-414-63-52 Other services & charges / Rental & contractual	2,110	9,000	1,674	8,590	8,590	8,590
011-1002-414-63-65 Other services & charges / Travel	31,569	20,390	4,170	20,390	20,390	20,390
011-1002-414-63-69 Other services & charges / Utilities-telephone	-	-	-	-	-	-
011-1002-414-63-99 Other services & charges / Miscellaneous	436	90	120	500	500	500
63	58,235	154,980	32,736	155,280	155,280	155,280
011-1002-416-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
011-1002-416-66-22 Capital outlay / Computer-hardware	-	-	-	-	-	-
011-1002-416-66-99 Capital outlay / Non-capitalized	2,376	-	-	-	-	-
66	2,376	-	-	-	-	-
011-1002 City Commission	\$ 229,311	\$ 339,830	\$ 166,423	\$ 355,580	\$ 356,442	\$ 394,505

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1002	City Commission		1		City Commision Liaison	FILLED	\$ 55,619
1002	City Commission		1		Admin	RECOMMENDED	\$ 28,080
			2				83,699
					ELECTED OFFICIALS		57,640
					OVERTIME		1,500
					CAR ALLOWANCE		49,200
					TELEPHONE		9,360
							117,700
CURRENT POSITIONS			1				\$ 201,399



Mission Statement:	Department Summary										
	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
<p>“Dedicated to consistently providing high quality services and quality of life to all who live, work and visit the City of McAllen.”</p> <p>Accountable for ethical, transparent and sound practices in the best interest of the City.</p>	Expenditure Detail:										
	Personnel Services										
	Salaries and Wages	\$ 145,356	\$ 157,119	\$ 157,569	\$ 173,319	\$ 173,319	\$ 201,399	\$ 201,399	\$ 201,399	\$ 201,399	\$ 201,399
	Employee Benefits	19,089	22,537	22,601	22,601	23,463	33,445	33,445	33,445	33,445	33,445
	Supplies	4,255	4,680	4,680	4,380	4,380	4,380	4,380	4,380	4,380	4,380
	Other Services and Charges	58,235	154,980	154,980	155,280	155,280	155,280	155,280	155,280	155,280	155,280
	Maintenance	-	-	-	-	-	-	-	-	-	-
	Operations Subtotal	226,935	339,316	339,830	355,580	356,442	394,504	394,504	394,504	394,504	394,504
	Capital Outlay	2,376	-	-	-	-	-	-	-	-	-
	Total Expenditures	\$ 229,311	\$ 339,316	\$ 339,830	\$ 355,580	\$ 356,442	\$ 394,504				
	PERSONNEL										
	Exempt	-	-	-	-	-	-	-	-	-	-
Non-Exempt	1	1	1	1	1	2	2	2	2	2	
Part-Time	-	-	-	-	-	-	-	-	-	-	
Total Positions Authorized	1	1	1	1	1	2	2	2	2	2	

Contact Us:

Elma Vela
Commission Liaison
1300 Houston Avenue
McAllen, TX 78501
(956) 681-1003

MAJOR FY 18-19 GOALS

- 1.) The function of this one person department is to provide support for elected officials (the Mayor and all Commissioners). The department coordinates communications between citizens and the Commission and provides information including local events, highlights of upcoming issues, department operation results and financial summaries to each member of the Commission.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Special Services

		Baseline					Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
COMPENSATION									
New Position	No. Position		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1.	-		-	-	-	-	-		
2.	-		-	-	-	-	-		
3.	-		-	-	-	-	-		
4.	-		-	-	-	-	-		
Revisions									
1.			-	-	-	-	-		
2.			-	-	-	-	-		
3.			-	-	-	-	-		
4.			-	-	-	-	-		
5.			-	-	-	-	-		
Total Compensation & Benefits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Supplies		\$ -					\$ -	\$ -	
OTHER SERVICES & CHARGES									
	1. LRGV develop council						\$3,282	3,282	LRGV pay for regional contributions for communications preventive maint. Dues
	2. RGV Mobility task force						\$120		RGV Mobility dues increased
	3. TML member fee						\$683		TML Member fee dues increased
	4. New Line Item Request						\$2,500		Live 2 Lead Sponsorship yearly
	5. New Line Item Request						\$5,000		McAllen Crime Stoppers VIVA McAllen sponsorship
	6. New Line Item Request						\$3,000		McAllen Education Foundation sponsorship
	7. New Line Item Request						\$1,250		STC Valley Scholars Program
	8. < Please select category >								
	9. < Please select category >								
	10. < Please select category >								
Total Other Services & Charges		\$ 709,411					\$ 15,835	\$ 3,282	
MAINTENANCE									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Maintenance		\$ -					\$ -	\$ -	
CAPITAL OUTLAY									
	** See Attached Form DP-1								
Total Capital Outlay							\$ -	\$ -	
TOTAL							\$ 15,835	\$ 3,282	

2019

011-1004 Special services

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1004-411-61-56 Benefits/pension cost-tmrs	-	-	-	-	-	-
61	-	-	-	-	-	-
011-1004-414-63-02 Other services & charges / Advertising	121,316	150,000	44,042	150,000	150,000	150,000
011-1004-414-63-16 Other services & charges / Employee banquet	(4,808)	50,000	46,491	50,000	50,000	50,000
011-1004-414-63-44 Other services & charges / Printing	6,836	9,800	6,711	9,800	9,800	9,800
011-1004-414-63-45 Other services & charges / Professional	83,611	22,000	5,688	22,000	22,000	22,000
011-1004-414-63-83 Other services & charges / Security measurements	-	-	-	-	-	-
011-1004-414-63-99 Other services & charges / Miscellaneous	414,885	359,072	182,706	359,072	359,072	359,072
011-1004-414-63-95 Othe services & charges / Emerg mgmt/confer/miscel	-	-	-	-	-	-
63	621,840	590,872	285,639	590,872	590,872	590,872
011-1004-414-64-01 Other services & charges / State of the city	-	-	2,105	-	-	-
011-1004-414-64-03 Other services & charges / Employee incentives	(11,300)	-	2,615	-	-	-
011-1004-414-64-22 Other services & charges / McAllen Marathon	360	-	-	-	-	-
011-1004-414-64-24 Other services & charges / Christmas Parade	-	-	-	-	-	-
011-1004-414-64-32 Other services & charges / Amigos Del Valle	5,000	5,000	5,000	5,000	5,000	5,000
011-1004-414-64-33 Other services & charges / Border trade alliance	-	2,500	-	2,500	2,500	2,500
011-1004-414-64-34 Other services & charges / LRGV develop council	27,829	24,947	28,229	28,229	28,229	28,229
011-1004-414-64-35 Other services & charges / MEDC (281 coalition due	-	15,000	-	15,000	15,000	15,000
011-1004-414-64-36 Other services & charges / RGV partnership l69 due	2,500	8,620	-	8,620	8,620	8,620
011-1004-414-64-37 Other services & charges / RGV Partner membership	5,000	5,000	5,000	5,000	5,000	5,000
011-1004-414-64-38 Other services & charges / RGV Mobility task force	-	8,500	-	8,620	8,620	8,500
011-1004-414-64-39 Other services & charges / Texas border coalition	-	12,988	-	12,988	12,988	12,988
011-1004-414-64-40 Other services & charges / TX intl produce assoc	-	2,000	-	2,000	2,000	2,000
011-1004-414-64-41 Other services & charges / TML member fee	9,167	8,484	-	9,167	9,167	8,484
011-1004-414-64-42 Other services & charges / South TX nature	-	15,000	-	15,000	15,000	15,000
011-1004-414-64-43 Other services & charges /Run/ride/share campaign	-	-	-	-	-	-
011-1004-414-64-46 Other services & charges / Schlitterbaun tckt sale	(9,023)	-	38,899	-	-	-
011-1004-414-64-55 Other services & charges / Employee PC purchases	-	-	(17,291)	-	-	-
011-1004-414-64-57 Other services & charges / Stars	5,000	5,000	-	5,000	5,000	5,000
011-1004-414-64-58 Other services & charges / Catholic charities	-	3,000	-	3,000	3,000	3,000
011-1004-414-64-59 Other services & charges / Moon over Mazatlan	-	2,500	-	2,500	2,500	2,500
011-1004-414-64-82 Other services & charges/TIRZ#1 Contribution Exp	1,097	-	-	-	-	-

2019

011-1004 Special services

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1004-414-64-83 Other services & charges / Bond election	-	24,000	3,811	24,000	24,000	24,000
011-1004-414-64-84 Other services & charges / Bronze sponsor Live2Lea	-	-	-	-	2,500	-
011-1004-414-64-86 Other services & charges / McA crime stoppers VIVA	-	-	-	-	5,000	-
011-1004-414-64-87 Other services & charges / McAllen ed foundation s	-	-	-	-	3,000	-
011-1004-414-64-88 Other services & charges / STC Valley Scholars Prg 64	-	-	-	-	1,250	-
	35,630	142,539	68,369	146,624	158,374	145,821
011-1004-416-66-50 Capital outlay / Hidalgo Cty Local Emerg Plan Comm 66	-	-	(39,494)	-	-	-
	-	-	(39,494)	-	-	-
011-1004 Special Services	\$ 657,469	\$ 733,411	\$ 314,514	\$ 737,496	\$ 749,246	\$ 736,693



Mission Statement:

This department was created for the purpose of accounting for expenditures incurred through special projects at the discretion of the City Commission.

Department Summary

	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm. 18-19	Four Year Plan				
							19-20	20-21	21-22	22-23	
Expenditure Detail:											
Personnel Services											
Salaries and Wages											
Employee Benefits											
Supplies											
Other Services and Charges	657,469	709,411	733,411	737,496	749,246	736,693	736,693	736,693	736,693	736,693	736,693
Maintenance	-	-	-	-	-	-	-	-	-	-	-
Operations Subtotal	657,469	709,411	733,411	737,496	749,246	736,693	736,693	736,693	736,693	736,693	736,693
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 657,469	\$ 709,411	\$ 733,411	\$ 737,496	\$ 749,246	\$ 736,693	\$ 736,693	\$ 736,693	\$ 736,693	\$ 736,693	\$ 736,693
PERSONNEL											
Exempt											
Non-Exempt											
Part-Time											
Total Positions Authorized											

Contact Us:

Joe Vera
Assistant City Manager
1300 Houston Avenue
McAllen, TX 78501
(956) 681-1001

MAJOR FY 18-19 GOALS

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: City Manager

	Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
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COMPENSATION

New Position	No. Positions	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1.	-	-	-	-	-	-	-	-	
2.	-	-	-	-	-	-	-	-	
3.	-	-	-	-	-	-	-	-	
4.	-	-	-	-	-	-	-	-	
5.	-	-	-	-	-	-	-	-	
6.	-	-	-	-	-	-	-	-	
7.	-	-	-	-	-	-	-	-	
8.	-	-	-	-	-	-	-	-	
9.	-	-	-	-	-	-	-	-	
Totals									

Revisions

1.	City Manager		-	-	-	-	-	27,409	Wage Adjustment
2.			-	-	-	-	-		
3.			-	-	-	-	-		
4.			-	-	-	-	-		
5.			-	-	-	-	-		
Total Compensation & Benefits		\$	-	\$	-	\$	-	\$	27,409

SUPPLIES

1.	EMP						3,500		give away items & emergency operation center equipment
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Supplies		\$	-				\$ 3,500	\$ -	

OTHER SERVICES & CHARGES

1.	EMP training						\$2,000		additional staff training
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Other Services & Charges		\$	-				\$ 2,000	\$ -	

MAINTENANCE

1.	< Please select category >								
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Maintenance		\$	-				\$ -	\$ -	

CAPITAL OUTLAY

** See Attached Form DP-1									
Total Capital Outlay							\$ -	\$ -	
TOTAL							\$ 5,500	\$ 27,409	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: General
 DEPARTMENT: City Manager

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

Grand Total	\$0
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2019

011-1006 City manager

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1006-411-60-01 Compensation / Exempt	870,983	880,999	428,526	878,749	878,749	903,749
011-1006-411-60-02 Compensation / Non-exempt	112,540	118,415	58,436	117,065	117,065	117,065
011-1006-411-60-06 Compensation / Part time	21,660	9,789	16,409	31,492	31,492	31,492
011-1006-411-60-10 Compensation / Overtime	506	1,000	380	1,000	1,000	1,000
011-1006-411-60-14 Compensation / Car allowance	37,200	37,200	18,600	37,200	37,200	37,200
011-1006-411-60-15 Compensation/Certification	2,392	-	1,196	-	-	-
011-1006-411-60-17 Compensation / Telephone	7,320	6,960	3,680	8,400	8,400	8,400
60	1,052,602	1,054,363	527,227	1,073,906	1,073,906	1,098,906
011-1006-411-61-30 Benefits / Social security	62,765	61,555	30,698	61,555	69,126	69,489
011-1006-411-61-36 Benefits / Retirement	79,478	82,507	43,014	82,507	84,466	86,454
011-1006-411-61-40 Benefits / Unemployment tax	100	1,710	1,600	1,710	216	216
011-1006-411-61-46 Benefits / Workers' comp-	10,980	2,315	2,208	2,315	3,855	3,913
011-1006-411-61-50 Benefits / Health cost	36,792	36,696	18,348	36,696	36,696	36,696
011-1006-411-61-52 Benefits / Life insurance	360	1,167	180	1,167	1,481	1,481
011-1006-411-61-53 Benefits / Retiree health ins (ARC)	10,333	8,900	5,063	8,900	8,900	8,900
61	200,808	194,850	101,111	194,850	204,740	207,149
011-1006-413-62-02 Supplies / Office	2,756	2,430	1,168	2,430	2,430	2,430
011-1006-413-62-50 Supplies / EMP	-	6,500	2,640	10,000	10,000	6,500
62	2,756	8,930	3,808	12,430	12,430	8,930
011-1006-414-63-14 Other services & charges / Dues & subscriptions	13,990	7,000	6,603	7,000	7,000	7,000
011-1006-414-63-23 Other services & charges / Online svc/network	1,654	1,181	660	1,181	1,181	1,181
011-1006-414-63-52 Other services & charges / Rental & contractual	2,018	2,500	508	2,500	2,500	2,500
011-1006-414-63-64 Other services & charges / Training	16,972	19,000	9,792	19,000	19,000	19,000
011-1006-414-63-65 Other services & charges / Travel	50,994	55,500	22,902	55,500	55,500	55,500
011-1006-414-63-87 Other services & charges / EMP training	-	6,000	-	8,000	8,000	6,000
011-1006-414-63-91 Other services & charges / Educational refund off/	-	-	-	-	-	-
011-1006-414-63-99 Other services & charges / Miscellaneous	7,772	3,000	1,692	3,000	3,000	3,000
63	93,402	94,181	42,158	96,181	96,181	94,181
011-1006-415-65-08 Maintenance / Equipment	859	1,680	314	1,680	1,680	1,680
011-1006-415-65-17 Maintenance / Fuel & lubricants	-	-	-	-	-	-
65	859	1,680	314	1,680	1,680	1,680
011-1006-416-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
011-1006-416-66-20 Capital outlay / Equipment	-	-	-	-	-	-
011-1006-416-66-22 Capital outlay / Computer-hardware	-	-	-	-	-	-

2019

011-1006 City manager

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals	Adjusted	Oct -Mar	Estimated	Department	City Manager
	FY 16-17	Budget	Actuals	FY 17-18	Request	Recomm
		FY 17-18	FY 17-18		FY 18-19	FY 18-19
011-1006-416-66-24 Capital outlay / Computer-software	-	-	-	-	-	-
011-1006-416-66-99 Capital outlay / Non-capitalized	1,798	-	256	-	-	-
66	1,798	-	256	-	-	-
<hr/>						
011-1006 City Manager	\$ 1,352,225	\$ 1,354,004	\$ 674,874	\$ 1,379,047	\$ 1,388,937	\$ 1,410,846

Form "B"

CITY OF McALLEN
 PERSONNEL SCHEDULE WORKSHEET
 CURRENT EMPLOYEES FOR FY 2017-2018
 PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1006	City Manager	1			City Manager	FILLED	277,000
1006	City Manager	1			Assistant City Manager	FILLED	157,240
1006	City Manager	1			Assistant City Manager	FILLED	157,240
1006	City Manager	1			Assistant City Manager	FILLED	157,240
1006	City Manager	1			Strategic Coordinator	FILLED	81,559
1006	City Manager	1			Retail & Business Dev. Dir.	FILLED	71,070
1006	City Manager	0			Certification Pay (EMP)		2,400
		<u>6</u>					<u>903,749</u>
1006	City Manager		1		Executive Assistant	FILLED	45,594
1006	City Manager		1		Administrative Assistant	FILLED	37,918
1006	City Manager		1		Administrative Assistant	FILLED	32,053
1006	City Manager		0		Certification Pay		1,500
			<u>3</u>				<u>117,065</u>
1006	City Manager		1	City Hall	Part Time	FILLED	10,026
1006	City Manager		1	City Hall	Part Time	FILLED	10,026
1006	City Manager		1		Part Time	FILLED	11,440
			<u>3</u>				<u>31,492</u>
					OVERTIME		1,000
					CAR ALLOWANCE		37,200
					TELEPHONE		8,400
							<u>46,600</u>
CURRENT POSITIONS			12				\$ 1,098,906



Mission Statement:	Department Summary											
	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan					
	16-17	17-18	Budget	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
City Management's Mission is to consistently provide high quality services and quality of life to all who live, work and visit the City of McAllen.	Expenditure Detail:											
	Personnel Services											
	Salaries and Wages	\$ 1,052,602	\$ 1,050,314	\$ 1,054,363	\$ 1,073,906	\$ 1,073,906	\$ 1,098,906	\$ 1,098,906	\$ 1,098,906	\$ 1,098,906	\$ 1,098,906	\$ 1,098,906
	Employee Benefits	200,808	194,269	194,850	194,850	204,740	207,149	207,149	207,149	207,149	207,149	207,149
	Supplies	2,756	8,930	8,930	12,430	12,430	8,930	8,930	8,930	8,930	8,930	8,930
	Other Services and Charges	93,402	94,181	94,181	96,181	96,181	94,181	94,181	94,181	94,181	94,181	94,181
	Maintenance	859	1,680	1,680	1,680	1,680	1,680	1,680	1,680	1,680	1,680	1,680
	Operations Subtotal	1,350,427	1,349,374	1,354,004	1,379,047	1,388,937	1,410,846	1,410,846	1,410,846	1,410,846	1,410,846	1,410,846
	Capital Outlay	1,798	-	-	-	-	-	-	-	-	-	-
	Total Expenditures	\$ 1,352,225	\$ 1,349,374	\$ 1,354,004	\$ 1,379,047	\$ 1,388,937	\$ 1,410,846					
	PERSONNEL											
	Exempt	6	6	6	6	6	6	6	6	6	6	6
	Non-Exempt	3	3	3	2	3	3	3	3	3	3	3
	Part-Time	1	1	1	1	1	1	1	1	1	1	1
	Total Positions Authorized	10	10	10	9	10						

Contact Us:
Roel "Roy" Rodriguez, P.E.
City Manager
1300 Houston Avenue
McAllen, TX 78501
(956) 681-1001

MAJOR FY 18-19 GOALS

- 1.) PROMOTE AN UNSURPASSED QUALITY OF LIFE IN MCALEN.
- 2.) STRENGTHEN MCALEN'S DOMINANCE AS THE RETAIL DESTINATION OF THE REGION.
- 3.) DIVERSIFY AND STRENGTHEN THE LOCAL ECONOMY IN ORDER TO SUSTAIN REVENUES AND MAINTAIN QUALITY CITY SERVICES LONG TERM.
- 4.) SET THE STANDARD FOR SAFETY AND EMERGENCY PREPAREDNESS.
- 5.) PROVIDE STRONG STEWARDSHIP OF MCALEN'S FINANCIAL RESOURCES WHILE SETTING THE STANDARD FOR GOOD GOVERNANCE.
- 6.) ENHANCE MCALEN'S INFRASTRUCTURE NETWORK.
- 7.) IMPROVE WORKFORCE PREPAREDNESS.

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Department expenditures	\$ 1,352,225	\$ 1,354,004	\$ 1,330,394	\$ 1,410,846
Outputs:				
# Agenda w/ detail, surveys and performance documents easily accessible to citizens	50	>50/year	51	50
Effectiveness Measures:				
Citizens rating quality of services as good or excellent exceeds national benchmarks	17% above	Above	17% above	Above
Citizens rating of City's overall image or reputation exceeds national benchmarks	14% above	Above	14% above	Above
Citizen rating of City "as a place to live" exceeds national benchmarks	13% above	Above	13% above	Above
Citizen rating of City's quality of life exceeds national benchmarks	5% above	Above	5% above	Above
Total General Fund full time employees per	8	8	9	9

Description:

We manage the overall City Government to provide high quality services at levels supported and expected by the community. We provide oversight for 85 departments and divisions including enterprise activities and outside agencies funded by city taxes. We provide government relations, strategic planning, and performance management in order to implement direction provided by the City Commission.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: City Secretary

			Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)		
COMPENSATION									
New Position	No. Positions	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	
1.	-	-		-	-	-	-	-	
2.	-	-		-	-	-	-	-	
3.	-	-		-	-	-	-	-	
4.	-	-		-	-	-	-	-	
Revisions									
1.		-		-	-	-	-	-	
2.		-		-	-	-	-	-	
3.		-		-	-	-	-	-	
4.		-		-	-	-	-	-	
5.		-		-	-	-	-	-	
Total Compensation & Benefits			\$ 461,577	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Supplies		\$ 4,500						\$ -	\$ -
OTHER SERVICES & CHARGES									
	1. Medical								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Other Services & Charges		\$ 20,666						\$ -	\$ -
MAINTENANCE									
	1. Vehicles							1,218	1,218
	2. Computer software							660	660
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Maintenance		\$ 20,780						\$ 1,878	\$ 1,878
CAPITAL OUTLAY									
	** See Attached Form DP-1								
Total Capital Outlay								\$ -	\$ -
TOTAL			\$ 507,523					\$ 1,878	\$ 1,878

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: General
 DEPARTMENT: City Secretary

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

Grand Total	\$0
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**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1010-411-60-01 Compensation / Exempt	143,386	144,133	69,762	143,233	143,233	143,233
011-1010-411-60-02 Compensation / Non-exempt	202,520	213,994	88,449	211,294	211,294	211,294
011-1010-411-60-06 Compensation / Part time	-	-	-	-	-	-
011-1010-411-60-10 Compensation / Overtime	9,448	4,000	7,846	4,000	4,000	4,000
011-1010-411-60-14 Compensation / Car allowance	4,200	4,200	2,100	4,200	4,200	4,200
011-1010-411-60-17 Compensation / Telephone	1,920	1,920	960	960	1,920	1,920
60	361,474	368,247	169,116	363,687	364,647	364,647
011-1010-411-61-30 Benefits / Social security	26,236	28,170	12,755	28,170	27,895	27,895
011-1010-411-61-36 Benefits / Retirement	27,550	29,047	13,926	29,047	28,989	28,989
011-1010-411-61-40 Benefits / Unemployment tax	81	1,539	1,165	1,539	162	162
011-1010-411-61-46 Benefits / Workers' comp-	985	825	432	825	965	965
011-1010-411-61-50 Benefits / Health cost	33,520	34,080	14,940	34,080	38,352	38,352
011-1010-411-61-52 Benefits / Life insurance	262	616	118	616	616	616
011-1010-411-61-53 Benefits / Retiree health ins (ARC)	3,692	3,168	1,758	3,168	3,168	3,168
61	92,325	97,445	45,095	97,445	100,147	100,147
011-1010-413-62-02 Supplies / Office	4,485	4,500	3,626	4,500	4,500	4,500
62	4,485	4,500	3,626	4,500	4,500	4,500
011-1010-414-63-02 Other services & charges / Advertising	-	-	-	-	-	-
011-1010-414-63-14 Other services & charges / Dues & subscriptions	970	1,000	572	1,000	1,000	1,000
011-1010-414-63-23 Other services & charges / Online svc/network	-	-	-	-	-	-
011-1010-414-63-43 Other services & charges / Postage	-	-	-	-	-	-
011-1010-414-63-44 Other services & charges / Printing	-	-	-	-	-	-
011-1010-414-63-52 Other services & charges / Rental & contractual	2,206	3,500	1,253	3,500	3,500	3,500
011-1010-414-63-65 Other services & charges / Travel	16,428	13,983	5,757	13,983	13,983	13,983
011-1010-414-63-75 Other services & charges / Rental-general depr- fu	2,063	2,063	1,026	2,063	2,063	2,063
011-1010-414-63-99 Other services & charges / Miscellaneous	150	120	80	120	120	120
63	21,817	20,666	8,688	20,666	20,666	20,666
011-1010-415-65-04 Maintenance / Computer/software	17,760	17,760	18,420	17,760	18,420	18,420
011-1010-415-65-08 Maintenance / Equipment	22	238	-	-	238	238
011-1010-415-65-16 Maintenance / Vehicles	176	2,000	171	2,000	2,000	2,000
011-1010-415-65-17 Maintenance / Fuel & lubricants	1,319	782	720	818	2,000	2,000
65	19,278	20,780	19,311	20,578	22,658	22,658

2019
011-1010 City secretary

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1010-416-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
011-1010-416-66-22 Capital outlay / Computer-hardware	-	-	-	-	-	-
011-1010-416-66-24 Capital outlay / Computer-software	-	-	-	-	-	-
011-1010-416-66-30 Capital outlay / Imprv/other than buildgs-	-	5,060	-	-	-	-
011-1010-416-66-99 Capital outlay / Non-capitalized	-	-	2,110	-	-	-
66	-	5,060	2,110	-	-	-
<hr/>						
011-1010 City Secretary	\$ 499,379	\$ 516,698	\$ 247,945	\$ 506,876	\$ 512,618	\$ 512,618

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1010	City Secretary	1			City Secretary	FILLED	\$ 82,625
1010	City Secretary	1			Deputy City Secretary	FILLED	52,608
1010	City Secretary	0			Certification Pay		8,000
		<u>2</u>					143,233
1010	City Secretary		1		Administrative Supervisor	FILLED	32,261
1010	City Secretary		1		Deputy Public Information Specialist	FILLED	37,378
1010	City Secretary		1		Receptionist/Admin Clerk	UNFILLED	23,920
1010	City Secretary		1		Records Management Coordinator	FILLED	32,053
1010	City Secretary		1		Senior Administrative Clerk	FILLED	26,894
1010	City Secretary		1		Senior Administrative Clerk	FILLED	26,894
1010	City Secretary		1		Senior Administrative Clerk	UNFILLED	26,894
1010	City Secretary		0		Certification Pay		5,000
			<u>7</u>				211,294
					OVERTIME		4,000
					CAR ALLOWANCE		4,200
					TELEPHONE		1,920
							<u>10,120</u>
CURRENT POSITIONS							\$ 364,647
			9				



Mission Statement:

As an appointed officer, the City Secretary is charged with fulfilling Charter and State requirements including serving as Custodian of City's Official Records, keeper of City Seal, engrossing all ordinances, Chief Election Officer for City elections and along with her staff, serving as a resource of information for the public in the most cost effective and efficient manner while carrying out the policies and procedures enacted by the City Commission and maintaining a high regard for integrity, neutrality and impartiality.

Contact Us:

Perla Lara
City Secretary
1300 Houston Avenue
McAllen, TX 78501
(956) 681-1020

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 361,474	\$ 364,647	\$ 368,247	\$ 363,687	\$ 364,647	\$ 364,647	\$ 364,647	\$ 364,647	\$ 364,647	\$ 364,647	\$ 364,647
Employee Benefits	92,325	96,930	97,445	97,445	100,147	100,147	100,147	100,147	100,147	100,147	100,147
Supplies	4,485	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500
Other Services and Charges	21,817	20,666	20,666	20,666	20,666	20,666	20,666	20,666	20,666	20,666	20,666
Maintenance	19,278	20,780	20,780	20,578	22,658	22,658	23,370	24,110	24,110	24,110	24,110
Operations Subtotal	499,379	507,523	511,638	506,876	512,618	512,618	513,330	514,070	514,070	514,070	514,070
Capital Outlay	-	5,060	5,060	-	-	-	-	-	-	-	-
Total Expenditures	\$ 499,379	\$ 512,583	\$ 516,698	\$ 506,876	\$ 512,618	\$ 512,618	\$ 513,330	\$ 514,070	\$ 514,070	\$ 514,070	\$ 514,070
PERSONNEL											
Exempt	2	2	2	2	2	2	2	2	2	2	2
Non-Exempt	6	7	7	7	7	7	7	7	7	7	7
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	8	9									

MAJOR FY 18-19 GOALS

- 1.) Conduct 2019 General City Election and increase voter awareness.
- 2.) Continue Record Retention Trainings.
- 3.) Continue Open Records Trainings.
- 4.) Continue Agenda Management Trainings.

Performance Measures	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19	Description: Having a staff that is fully cross-trained in all aspects of the City Secretary's Office operations provides for efficiency in carrying out an array of tasks. Standard operations include processing Public Information Requests, applications for Alcoholic Beverage Permits, Parades and Processions, Mass Gatherings, preparation of agenda packets, meeting preparation, coordination of ceremonial events, ensuring compliance with State and Federal Law relating to meeting deadlines for posting and publication of notice requirements and conduct of elections.
Inputs:					
Full time employees	9	9	9	9	
Department expenditures	\$ 499,379	\$ 516,698	\$ 506,876	\$ 512,618	
Outputs:					
Minutes prepared	65	65	60	60	
Ordinances published, codified, scanned and indexed	85	80	91	90	
Resolutions processed	65	60	87	90	
City commission meetings attended including workshops and special meetings	65	60	58	60	
E-agendas packaged	6	60	60	60	
Public notices posted per month	85	6	6	6	
Permits issued (mass gathering, parade, TABC, itinerant vendors)	115	85	115	100	
Requests for information received/processed	2,553	3,600	2,553	2,500	
Effectiveness Measures:					
Council satisfaction on minutes	100%	100%	100%	100%	
Customer satisfaction	100%	100%	100%	100%	
% information requests satisfied	100%	100%	100%	100%	
Minutes prepared within 2-weeks (where the measurement unit is a set)	4	4	4	4	
Resolutions processed within 2-weeks	4	4	4	4	
Ordinances processed within 2-weeks	4	4	4	4	
Department expenditures per capita		\$ 3.56	\$ 3.49	\$ 3.47	

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Audit

		Baseline					Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
COMPENSATION									
New Position	No. Position		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1.	-		-	-	-	-	-		
2.	-		-	-	-	-	-		
3.	-		-	-	-	-	-		
4.	-		-	-	-	-	-		
Revisions									
1.	-		-	-	-	-	-		
2.	-		-	-	-	-	-		
3.	-		-	-	-	-	-		
4.	-		-	-	-	-	-		
5.	-		-	-	-	-	-		
Total Compensation & Benefits		\$ 203,485	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Supplies		\$ 2,375					\$ -	\$ -	
OTHER SERVICES & CHARGES									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Other Services & Charges		\$ 11,931					\$ -	\$ -	
MAINTENANCE									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Maintenance		\$ -					\$ -	\$ -	
CAPITAL OUTLAY									
	** See Attached Form DP-1								
Total Capital Outlay							\$ -	\$ -	
TOTAL		\$ 217,791					\$ -	\$ -	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: General
 DEPARTMENT: Audit

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

Grand Total	\$0
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**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1012-411-60-01 Compensation / Exempt	149,317	153,160	73,352	152,260	152,260	152,260
011-1012-411-60-02 Compensation / Non-exempt	-	-	-	-	-	-
011-1012-411-60-06 Compensation / Part time	-	-	-	-	-	-
011-1012-411-60-14 Compensation / Car allowance	10,200	10,200	5,100	10,200	10,200	10,200
011-1012-411-60-15 Compensation/Certification	-	-	-	-	-	-
011-1012-411-60-17 Compensation / Telephone	1,920	1,920	960	1,920	1,920	1,920
60	161,437	165,280	79,412	164,380	164,380	164,380
011-1012-411-61-30 Benefits / Social security	11,738	12,644	5,991	12,644	12,575	12,575
011-1012-411-61-36 Benefits / Retirement	12,284	13,046	6,522	13,046	13,068	13,068
011-1012-411-61-40 Benefits / Unemployment tax	18	342	324	342	36	36
011-1012-411-61-46 Benefits / Workers' comp-	245	351	17	351	204	204
011-1012-411-61-50 Benefits / Health cost	10,992	10,992	5,496	10,992	10,992	10,992
011-1012-411-61-52 Benefits / Life insurance	86	264	43	264	264	264
011-1012-411-61-53 Benefits / Retiree health ins (ARC)	1,643	1,595	792	1,595	1,595	1,595
61	37,006	39,234	19,186	39,234	38,734	38,734
011-1012-413-62-02 Supplies / Office	641	2,375	80	2,375	2,375	2,375
62	641	2,375	80	2,375	2,375	2,375
011-1012-414-63-01 Other services & charges / Accounting & auditing	-	-	-	-	-	-
011-1012-414-63-14 Other services & charges / Dues & subscriptions	2,801	3,000	1,697	3,000	3,000	3,000
011-1012-414-63-64 Other services & charges / Training	4,891	4,400	424	4,400	4,400	4,400
011-1012-414-63-65 Other services & charges / Travel	4,949	4,250	-	4,250	4,250	4,250
011-1012-414-63-99 Other services & charges / Miscellaneous	40	281	-	281	281	281
63	12,681	11,931	2,121	11,931	11,931	11,931
011-1012-416-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
011-1012-416-66-22 Capital outlay / Computer-hardware	-	-	-	-	-	-
011-1012-416-66-24 Capital outlay / Computer-software	-	-	-	-	-	-
011-1012-416-66-99 Capital outlay / Non-capitalized	-	-	-	-	-	-
66	-	-	-	-	-	-
011-1012 Audit Office	\$ 211,766	\$ 218,820	\$ 100,798	\$ 217,920	\$ 217,420	\$ 217,420

Form "B"

CITY OF McALLEN
 PERSONNEL SCHEDULE WORKSHEET
 CURRENT EMPLOYEES FOR FY 2017-2018
 PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1012	Audit Office	1			City Auditor	FILLED	\$ 84,460
1012	Audit Office	1			Assistant City Auditor	FILLED	61,800
1012	Audit Office	0			Certification Pay		6,000
		<u>2</u>					<u>152,260</u>
					OVERTIME		-
					CAR ALLOWANCE		10,200
					TELEPHONE		1,920
							<u>12,120</u>
CURRENT POSITIONS				1			\$ 164,380



Mission Statement:

The mission of City Auditor Office is to use a risk assessment program to provide independent and objective information, recommendations and assistance to the City Commission, MPUB and Management to improve City Services and strengthen accountability to the public. We provide both audit and integrity services.

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 161,437	\$ 164,380	\$ 165,280	\$ 164,380	\$ 164,380	\$ 164,380	\$ 164,380	\$ 164,380	\$ 164,380	\$ 164,380	\$ 164,380
Employee Benefits	37,006	39,105	39,234	39,234	38,734	38,734	38,734	38,734	38,734	38,734	38,734
Supplies	641	2,375	2,375	2,375	2,375	2,375	2,475	2,475	2,575	2,575	2,575
Other Services and Charges	12,681	11,931	11,931	11,931	11,931	11,931	12,256	12,581	12,581	12,581	12,581
Operations Subtotal	211,766	217,791	218,820	217,920	217,420	217,420	217,845	218,270	218,270	218,270	218,270
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 211,766	\$ 217,791	\$ 218,820	\$ 217,920	\$ 217,420	\$ 217,420	\$ 217,845	\$ 218,270	\$ 218,270	\$ 218,270	\$ 218,270
PERSONNEL											
Exempt	2	2	2	2	2	2	2	2	2	2	2
Non-Exempt	-	-	-	-	-	-	-	-	-	-	-
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	2										

MAJOR FY 18-19 GOALS

- 1.) Through audit coverage use a systematic and disciplined approach to evaluate and improve effectiveness of controls, governance, and risk management to help the City accomplish its goals and objectives. This will be within the guidelines of the Five Year Audit Plan.
- 2.) Continue to provide independent auditing and work closely with management to maximize cost effectiveness resulting in cost savings.
- 3.) Continue to provide support service to city departments to improve their controls systems by providing best practice rules and controls.
- 4.) Continue to provide audit expertise to prevent, detect, investigate, and follow-up on allegations of fraud, illegal acts and abuse of city assets.
- 5.) Promote a honest environment and a fraud-free organization by educating employees to "do the right thing" as an avenue to deter and prevent fraud, waste and abuse of City resources.

Contact Us:

Abraham Suarez,
CFE, CRMA
City Auditor
1300 Houston Avenue
McAllen, TX 78501
(956) 681-1125

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Full Time Employees	2	2	2	2
Department Expenditures	\$ 211,765	\$ 231,552	\$ 217,791	\$ 217,846
Outputs:				
Audit Service Hours	3,404	3,404	3,404	3,404
Administrative Hours	756	756	756	756
Fraud Orientations Conducted	12	12	12	12
Internal Audit Reports	5	5	5	5
Special Assignments	1	4	4	4
Follow-up Audits	1	5	5	5
Surprise Cash and Inventory Counts	37	38	38	38
Fraud Allegations Reviewed	11	10	10	10
Reports Issued	55	62	62	62
Effectiveness Measures:				
Annual audit plan completed	100%	100%	100%	100%
Hours spent in auditing	90%	90%	90%	90%
Audit Concurrence for Recommendations	95%	95%	95%	95%
Implementation Rate for Audit Recommendations	95%	95%	95%	95%
Complete "Follow-ups" within 12 months	100%	100%	100%	100%
Efficiency Measures:				
Internal audit reports completed/ per auditor	2.5	2.5	2.5	2.5
Special assignments/ per auditor	0.5	2.0	2.0	2.0
Follow-ups completed/ per auditor	0.5	2.5	2.5	2.5
Surprise cash and inventory counts completed/ per auditor	18.5	19.0	19.0	19.0
Reviewed fraud allegations completed/ per auditor	5.5	5	5.0	5.0
Department expenditures per capita	\$ 1.52	\$ 1.65	\$ 1.52	\$ 1.50

Description:

In general, the audit staff (of 2) conducts performance audits to improve and enhance the efficiency and effectiveness of the City wide financial and operational functions. We conduct compliance audits to standard operating policies and third party contracts. In addition, we provide department support on controlling processes unique to the operating environment. We investigate allegations pertaining to fraud, waste and abuse of city resources.

*N/A=Not Available, N/P=Not Provided

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Vitals

		Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)	
COMPENSATION							
New Position	No. Positions	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total
1.	-	-	-	-	-	-	-
2.	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-
Revisions							
1.	-	-	-	-	-	-	-
2.	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-
5.	-	-	-	-	-	-	-
Total Compensation & Benefits		\$ 139,570	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES							
	1. < Please select category >						
	2. < Please select category >						
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Supplies		\$ 9,050					\$ -
OTHER SERVICES & CHARGES							
	1. Online svc/network						(1,000)
	2. < Please select category >						
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Other Services & Charges		\$ 22,168					\$ (1,000)
MAINTENANCE							
	1. < Please select category >						
	2. < Please select category >						
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Maintenance		\$ -					\$ -
CAPITAL OUTLAY							
	** See Attached Form DP-1						
Total Capital Outlay							\$ -
TOTAL		\$ 170,788					\$ (1,000)

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: _____ General
 DEPARTMENT: _____ Vitals

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

Grand Total	\$0
--------------------	------------

2019

011-1014 Vital statistics

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1014-411-60-01 Compensation / Exempt	44,179	46,129	22,382	45,679	45,679	45,679
011-1014-411-60-02 Compensation / Non-exempt	65,540	66,672	24,260	65,772	65,772	65,772
011-1014-411-60-06 Compensation / Part time	-	-	-	-	-	-
011-1014-411-60-10 Compensation / Overtime	421	300	24	300	300	300
011-1014-411-60-14 Compensation / Car allowance	-	-	-	-	-	-
011-1014-411-60-15 Compensation/Certification	-	-	-	-	-	-
60	110,140	113,101	46,666	111,751	111,751	111,751
011-1014-411-61-30 Benefits / Social security	8,123	8,652	3,491	8,652	8,549	8,549
011-1014-411-61-36 Benefits / Retirement	8,385	8,918	3,862	8,918	8,884	8,884
011-1014-411-61-40 Benefits / Unemployment tax	27	513	399	513	54	54
011-1014-411-61-46 Benefits / Workers' comp-	281	257	101	257	257	257
011-1014-411-61-50 Benefits / Health cost	8,284	8,424	4,848	8,424	12,216	12,216
011-1014-411-61-52 Benefits / Life insurance	94	194	42	194	194	194
011-1014-411-61-53 Benefits / Retiree health ins (ARC)	1,132	1,054	539	1,054	1,054	1,054
61	26,327	28,012	13,282	28,012	31,208	31,208
011-1014-413-62-02 Supplies / Office	4,608	2,250	1,506	2,250	2,250	2,250
011-1014-413-62-04 Supplies / Operating	4,312	6,800	2,753	6,800	6,800	6,800
62	8,920	9,050	4,259	9,050	9,050	9,050
011-1014-414-63-14 Other services & charges / Dues & subscriptions	-	-	-	-	-	-
011-1014-414-63-23 Other services & charges / Online svc/network	4,240	8,000	1,200	7,000	7,000	8,000
011-1014-414-63-44 Other services & charges / Printing	9,289	8,500	3,637	8,500	8,500	8,500
011-1014-414-63-52 Other services & charges / Rental & contractual	1,245	3,000	350	350	3,000	3,000
011-1014-414-63-65 Other services & charges / Travel	1,628	2,608	1,146	2,608	2,608	2,608
011-1014-414-63-99 Other service & charges / Miscellaneous	55	60	60	60	60	60
63	16,456	22,168	6,394	18,518	21,168	22,168
011-1014-414-64-54 Other services & charges / Preservat fee purchases	-	-	-	-	-	-
64	-	-	-	-	-	-
011-1014-415-65-04 Maintenance / Computer/software	-	-	-	-	-	-
011-1014-415-65-08 Maintenance / Equipment	-	-	618	-	-	-
011-1014-415-65-16 Maintenance / Vehicles	-	-	-	-	-	-
011-1014-415-65-17 Maintenance / Fuel & lubricants	-	-	-	-	-	-
65	-	-	618	-	-	-

2019

011-1014 Vital statistics

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals	Adjusted	Oct -Mar	Estimated	Department	City Manager
	FY 16-17	Budget	Actuals	FY 17-18	Request	Recomm
		FY 17-18	FY 17-18		FY 18-19	FY 18-19
011-1014-416-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
011-1014-416-66-22 Capital outlay / Computer-hardware	-	-	-	-	-	-
011-1014-416-66-24 Capital outlay / Computer-software	-	-	-	-	-	-
011-1014-416-66-99 Capital outlay / Non-capitalized	-	-	-	-	-	-
66	-	-	-	-	-	-
<hr/>						
011-1014 Vitals	\$ 161,843	\$ 172,331	\$ 71,219	\$ 167,331	\$ 173,177	\$ 174,177

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1014	Vitals	1			Local Registrar	FILLED	\$ 44,179
1014	Vitals				Certification Pay		1,500
		1					45,679
1014	Vitals		1		Deputy Local Registrar	FILLED	37,378
1014	Vitals		1		Senior Administrative Clerk	FILLED	26,894
1014	Vitals				Certification Pay		1,500
			2				65,772
					OVERTIME		300
					CAR ALLOWANCE		-
					TELEPHONE		-
							300
CURRENT POSITIONS			3				\$ 111,751



Mission Statement:

Dedicated to the timely submission of birth and death records filed in the City of McAllen to the Texas Department of State Health Services (Vital Statistics Unit) as well as providing quick, courteous and responsive service to the public on requests for certified copies of birth and death records, and processing burial transit permits with high regard to integrity, confidentiality, and accountability.

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 110,140	\$ 111,751	\$ 113,101	\$ 111,751	\$ 111,751	\$ 111,751	\$ 111,751	\$ 111,751	\$ 111,751	\$ 111,751	\$ 111,751
Employee Benefits	26,327	27,819	28,012	28,012	31,208	31,208	31,208	31,208	31,208	31,208	31,208
Supplies	8,920	9,050	9,050	9,050	9,050	9,050	9,050	9,050	9,050	9,050	9,050
Other Services and Charges	16,456	22,168	22,168	18,518	21,168	22,168	22,168	22,168	22,168	22,168	22,168
Maintenance	-	-	-	-	-	-	-	-	-	-	-
Operations Subtotal	161,843	170,788	172,331	167,331	173,177	174,177	174,177	174,177	174,177	174,177	174,177
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 161,843	\$ 170,788	\$ 172,331	\$ 167,331	\$ 173,177	\$ 174,177					
PERSONNEL											
Exempt	1	1	1	1	1	1	1	1	1	1	1
Non-Exempt	2	2	2	2	2	2	2	2	2	2	2
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	3										

MAJOR FY 18-19 GOALS

- 1.) Continue with good customer service and improve the level of customer satisfaction.
- 2.) Continue to meet State's 5 Star Criteria to receive the Exemplary 5 Star Award.
- 3.) Continue with the scanning and indexing of all birth and death records into Laserfiche.

Contact Us:

Carmen Morales,
Local Registrar
221 S. 15th Street
McAllen, TX 78501
(956) 681-1195

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	3	3	3	3
Department expenditures	\$ 161,843	\$ 172,331	\$ 167,331	\$ 174,177
Outputs:				
Number of burial transit permits issued	520	315	500	550
Number of birth certificates issued	14,475	12,500	12,290	13,000
Number of death certificates issued	1,221	1,210	1,390	1,400
Effectiveness Measures:				
Average submission time of vital statistics to the State (days)	6	7	7	6
Average birth certificates issued per employee daily	20	20	16	20
Average death certificates issued per employee daily	5	5	5	5
Efficiency Measures:				
Average cost per birth certificate issued	\$23	\$23	\$23	\$23
Average cost per death certificate issued	\$21/\$4add'l	\$21/\$4add'l	\$21/\$4add'l	\$21/\$4add'l
Department expenditures per capita	\$ 1.13	\$ 1.19	\$ 1.15	\$ 1.18

Description:
 A staff of three (3) employees, comprised of a Local Registrar with over 35 years of experience, Deputy Registrar and one (1) administrative staff members, process requests for certified copies of birth and death records and burial transit permits to "authorized" applicants.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: PASSPORT

		Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)	
COMPENSATION							
New Position	No. Positions	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total
1.	-	-	-	-	-	-	-
2.	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-
Revisions							
1.		-	-	-	-	-	-
2.		-	-	-	-	-	-
3.		-	-	-	-	-	-
4.		-	-	-	-	-	-
5.		-	-	-	-	-	-
Total Compensation & Benefits		\$ 104,428	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES							
	1. Office						435
	2. < Please select category >						
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Supplies		\$ 1,490					\$ 435
OTHER SERVICES & CHARGES							
	1. Microfilm						400
	2. Advertising						(1,000)
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Other Services & Charges		\$ 8,170					\$ (600)
MAINTENANCE							
	1. < Please select category >						
	2. < Please select category >						
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Maintenance		\$ 200					\$ -
CAPITAL OUTLAY							
	** See Attached Form DP-1						
Total Capital Outlay							\$ -
TOTAL		\$ 114,288					\$ (165)

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: General
 DEPARTMENT: Passport

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

Grand Total	\$0
--------------------	------------

2019

011-1016 Passport facility

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1016-411-60-01 Compensation / Exempt	-	-	-	-	-	-
011-1016-411-60-02 Compensation / Non-exempt	41,636	63,428	24,861	62,528	62,528	62,528
011-1016-411-60-06 Compensation / Part time	28,655	16,546	8,583	16,321	16,321	16,321
011-1016-411-60-10 Compensation / Overtime	2,389	750	2,228	750	750	750
011-1016-411-60-14 Compensation / Car allowance	-	-	-	-	-	-
011-1016-411-60-15 Compensation/Certification	-	-	-	-	-	-
60	72,679	80,724	35,672	79,599	79,599	79,599
011-1016-411-61-30 Benefits / Social security	5,347	6,175	2,689	6,175	6,089	6,089
011-1016-411-61-36 Benefits / Retirement	5,482	5,232	2,942	5,232	6,328	6,328
011-1016-411-61-40 Benefits / Unemployment tax	26	513	269	513	54	54
011-1016-411-61-46 Benefits / Workers' comp-	183	183	77	183	183	183
011-1016-411-61-50 Benefits / Health cost	7,280	12,216	4,200	12,216	6,720	6,720
011-1016-411-61-52 Benefits / Life insurance	33	76	22	76	112	112
011-1016-411-61-53 Benefits / Retiree health ins (ARC)	670	595	384	595	595	595
61	19,021	24,990	10,583	24,990	20,081	20,081
011-1016-413-62-02 Supplies / Office	784	765	1,072	1,200	1,200	1,200
011-1016-413-62-04 Supplies / Operating	706	725	-	-	725	725
62	1,490	1,490	1,072	1,200	1,925	1,925
011-1016-414-63-02 Other services & charges / Advertising	1,701	4,000	-	-	3,000	3,000
011-1016-414-63-14 Other services & charges / Dues & subscriptions	-	-	-	-	-	-
011-1016-414-63-41 Other services & charges / Microfilm	3,702	3,350	2,807	4,000	3,750	3,750
011-1016-414-63-52 Other services & charges / Rental & contractual	652	700	251	700	700	700
011-1016-414-63-65 Other services & charges / Travel	-	95	-	95	95	95
011-1016-414-63-99 Other services & charges / Miscellaneous	40	25	-	25	25	25
63	6,095	8,170	3,058	4,820	7,570	7,570
011-1016-415-65-04 Maintenance / Computer/software	-	200	-	-	200	200
011-1016-415-65-08 Maintenance / Equipment	-	-	-	-	-	-
011-1016-415-65-16 Maintenance / Vehicles	-	-	-	-	-	-
011-1016-415-65-17 Maintenance / Fuel & lubricants	21	-	-	-	-	-
65	21	200	-	-	200	200

2019

011-1016 Passport facility

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals	Adjusted	Oct -Mar	Estimated	Department	City Manager
	FY 16-17	Budget	Actuals	FY 17-18	Request	Recomm
		FY 17-18	FY 17-18	FY 17-18	FY 18-19	FY 18-19
011-1016-416-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
011-1016-416-66-22 Capital outlay / Computer-hardware	-	-	-	-	-	-
011-1016-416-66-24 Capital outlay / Computer-software	-	-	-	-	-	-
011-1016-416-66-30 Capital outlay / Imprv/other than buildgs-	-	-	-	-	-	-
011-1016-416-66-99 Capital outlay / Non-capitalized	2,285	-	-	-	-	-
66	<u>2,285</u>	-	-	-	-	-
<hr/>						
011-1016 Passport Facility	\$ 101,592	\$ 115,574	\$ 50,386	\$ 110,609	\$ 109,375	\$ 109,375

Form "B"

CITY OF McALLEN
 PERSONNEL SCHEDULE WORKSHEET
 CURRENT EMPLOYEES FOR FY 2017-2018
 PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1016	Passport Facility		1		Passport Coordinator	FILLED	\$ 33,634
1016	Passport Facility		1		Senior Administrative Clerk	FILLED	26,894
1016	Passport Facility		0		Certification Pay		2,000
			<u>2</u>				<u>62,528</u>
1016	Passport Facility		1		Part Time Passport Facilities	FILLED	14,321
1016	Passport Facility		0		Certification Pay		2,000
			<u>1</u>				<u>16,321</u>
					OVERTIME		750
					CAR ALLOWANCE		-
					TELEPHONE		-
							<u>750</u>
	CURRENT POSITIONS		3				\$ 79,599



Mission Statement:

Dedicated to processing applications for a U.S. Passport with the highest regard to integrity, confidentiality and superior customer service.

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 72,679	\$ 79,599	\$ 80,724	\$ 79,599	\$ 79,599	\$ 79,599	\$ 79,599	\$ 79,599	\$ 79,599	\$ 79,599	\$ 79,599
Employee Benefits	19,021	24,829	24,990	24,990	20,081	20,081	20,081	20,081	20,081	20,081	20,081
Supplies	1,490	1,490	1,490	1,200	1,925	1,925	1,925	1,925	1,925	1,925	1,925
Other Services and Charges	6,095	8,170	8,170	4,820	7,570	7,570	7,570	7,570	7,570	7,570	7,570
Maintenance	21	200	200	-	200	200	200	200	200	200	200
Operations Subtotal	99,307	114,288	115,574	110,609	109,375	109,375	109,375	109,375	109,375	109,375	109,375
Capital Outlay	2,285	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 101,592	\$ 114,288	\$ 115,574	\$ 110,609	\$ 109,375						
PERSONNEL											
Exempt	-	-	-	-	-	-	-	-	-	-	-
Non-Exempt	1	2	2	2	2	2	2	2	2	2	2
Part-Time	2	1	1	1	1	1	1	1	1	1	1
Total Positions Authorized	3										

Contact Us:

Norma Rodriguez
Passport Services
Coordinator
221 S. 15th Street
McAllen, TX 78501
(956) 681-1450

MAJOR FY 18-19 GOALS

- 1.) Continue providing good customer service to the citizens.
- 2.) Continue working with 311 Center in providing additional assistance with the passport requirement process.
- 3.) Installation of TV monitors at the lobby to provide assistance with additional passport requirement information.
- 4.) Continue opening one Saturday of the month to assist with the 10 year and 5 year renewals.

Passport Facility

www.mcallen.net/departments/passports

Performance Measures	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	1	1	1	2
Department expenditures	\$ 101,592	\$ 115,574	\$ 110,609	\$ 109,375
Outputs:				
Number of walk-ins assisted with questions and information only	18,132	7,600	20,000	13,500
Number of applications processed for US Passport Book	10,883	3,000	15,000	10,000
Number of applications processed for US Passport Card	4,500	4,500	10,000	8,000
Passport photos taken	8,713	4,700	9,000	7,000
Effectiveness Measures:				
Average number of walk-ins assisted with questions and information only (FTE) daily	50	20	80	90
Average number of applications processed for US Passport Book per employee daily	20	16	23	25
Average number of applications processed for US Passport Card per employee daily	20	15	23	25
Efficiency Measures:				
Average cost of applications processed for US Passport Book	\$ 25	\$ 25	\$ 35	\$ 35
Average cost of applications processed for US Passport Card	\$ 25	\$ 25	\$ 35	\$ 35
Department expenditures per capita	\$ 0.71	\$ 0.80	\$ 0.76	\$ 0.74

Description:

The City of McAllen is able to offer an essential service in a central location in the heart of the city convenient to the traveling public (transit facility), and also offering an additional service being notary public service.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: MUNICIPAL COURT

			Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)		
COMPENSATION									
New Position	No. Positions	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1.	-	-	-	-	-	-	-	-	-
2.	-	-	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-	-	-
Revisions									
1.	PART TIME MUNICIPAL COURT		7,969	-	-	1,268	9,237	9,237	RECLASSIFIED FROM MUNICIPAL COURT CLERK
2.	MUNICIPAL COURT CREW LEADER		5,000	-	-	796	5,796	5,796	PAYROLL AND PERSONNEL DUTIES
3.	COURT ADMINISTRATOR		5,000	-	-	796	5,796	5,796	PERSONNEL, PAYROLL BACKUP AND JOB
4.	PART TIME MUNICIPAL COURT		(10,000)	-	-	(1,592)	(11,592)	(11,592)	TO COVER THE INCREASE TO COURT ADMIN AND
5.			-	-	-	-	-	-	
Total Compensation & Benefits			\$ 1,344,211	\$ 7,969	\$ -	\$ -	\$ 1,268	\$ 9,237	\$ 9,237
SUPPLIES									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Supplies			\$ 8,910				\$ -	\$ -	
OTHER SERVICES & CHARGES									
	1. Educational refund-off/						1,500	1,500	REIMBURSEMENT FOR HIGHER EDUCATION
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Other Services & Charges			\$ 73,670				\$ 1,500	\$ 1,500	
MAINTENANCE									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Maintenance			\$ 74,790				\$ -	\$ -	
CAPITAL OUTLAY									
	** See Attached Form DP-1								
Total Capital Outlay							\$ 11,256	\$ 11,256	
TOTAL			\$ 1,501,581				\$ 21,993	\$ 21,993	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: General
 DEPARTMENT: Municipal Court

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
ONLINE SERVICES/BOOKS	\$11,256	1	\$11,256	For legal research and books updated throughout the year
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$11,256	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$11,256
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2019

011-1102 Municipal court

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1102-411-60-01 Compensation / Exempt	342,740	346,934	172,559	345,118	359,234	359,234
011-1102-411-60-02 Compensation / Non-exempt	592,321	656,024	287,430	575,000	635,707	635,707
011-1102-411-60-06 Compensation / Part time	7,220	17,524	-	-	25,519	25,519
011-1102-411-60-10 Compensation / Overtime	889	7,500	489	1,500	7,500	7,500
011-1102-411-60-11 Compensation / Warrant detail overtime	-	30,000	-	30,000	30,000	30,000
011-1102-411-60-14 Compensation / Car allowance	2,500	2,500	1,250	3,400	4,300	4,300
011-1102-411-60-15 Compensation/Certification	12,019	-	-	-	-	-
011-1102-411-60-17 Compensation / Telephone	960	960	240	960	960	960
60	958,649	1,061,442	461,967	955,978	1,063,220	1,063,220
011-1102-411-61-30 Benefits / Social security	68,543	81,200	34,211	81,200	81,337	81,337
011-1102-411-61-36 Benefits / Retirement	72,443	82,335	38,005	82,335	83,133	83,133
011-1102-411-61-40 Benefits / Unemployment tax	342	4,788	3,592	4,788	504	504
011-1102-411-61-46 Benefits / Workers' comp-	2,238	2,409	905	2,409	2,258	2,258
011-1102-411-61-50 Benefits / Health cost	105,972	113,400	50,200	113,400	110,832	110,832
011-1102-411-61-52 Benefits / Life insurance	742	1,715	372	1,715	1,716	1,716
011-1102-411-61-53 Benefits / Retiree health ins (ARC)	10,582	9,267	5,277	9,267	9,267	9,267
61	260,862	295,114	132,561	295,114	289,047	289,047
011-1102-413-62-02 Supplies / Office	4,435	5,670	2,705	5,000	5,670	5,670
011-1102-413-62-04 Supplies / Operating	2,858	3,240	1,819	3,240	3,240	3,240
011-1102-413-62-18 Supplies / Clothing & uniform	-	-	-	-	-	-
62	7,294	8,910	4,524	8,240	8,910	8,910
011-1102-414-63-34 Other services & charges / Jury fees	600	2,500	960	2,400	2,500	2,500
011-1102-414-63-35 Other services & charges / Laundry	-	-	-	-	-	-
011-1102-414-63-43 Other services & charges / Postage	-	-	-	-	-	-
011-1102-414-63-44 Other services & charges / Printing	1,775	7,500	1,734	7,000	7,500	7,500
011-1102-414-63-45 Other services & charges / Professional	3,125	10,000	1,646	8,000	10,000	10,000
011-1102-414-63-50 Other services & charges / Rental-equipment	-	560	-	560	560	560
011-1102-414-63-51 Other services & charges / Rental-Photocopier	8,742	8,850	4,887	8,800	8,850	8,850
011-1102-414-63-52 Other services & charges / Rental & contractual	1,042	6,820	432	1,500	6,820	6,820
011-1102-414-63-61 Other services & charges / Special fees	13,767	20,000	7,193	15,000	20,000	20,000
011-1102-414-63-64 Other services & charges / Training	7,718	7,963	1,947	7,900	7,963	7,963
011-1102-414-63-65 Other services & charges / Travel	7,035	8,352	2,632	8,300	8,352	8,352

2019

011-1102 Municipal court

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1102-414-63-69 Other services & charges / Utilities-telephone	-	300	-	300	300	300
011-1102-414-63-75 Other services & charges / Rental-general depr- fu	-	-	-	-	-	-
011-1102-414-63-91 Other service & charges/ Educational refund	-	420	420	1,000	1,920	1,920
011-1102-414-63-99 Other services & charges / Miscellaneous	470	405	220	405	405	405
63	44,274	73,670	22,072	61,165	75,170	75,170
011-1102-415-65-04 Maintenance / Computer/software	51,017	52,567	44,009	52,000	52,567	52,567
011-1102-415-65-08 Maintenance / Equipment	6,202	5,000	1,767	5,000	5,000	5,000
011-1102-415-65-10 Maintenance / Facilities	5,135	16,332	8,436	15,000	16,332	16,332
011-1102-415-65-16 Maintenance / Vehicles	1,788	475	64	475	475	475
011-1102-415-65-17 Maintenance / Fuel & lubricants	448	416	221	416	416	416
65	64,589	74,790	54,498	72,891	74,790	74,790
011-1102-416-66-14 Capital outlay / Vehicles	-	-	-	-	-	-
011-1102-416-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
011-1102-416-66-18 Capital outlay / Books	11,666	11,006	5,100	11,006	11,256	11,256
011-1102-416-66-20 Capital outlay / Equipment	-	-	-	-	-	-
011-1102-416-66-22 Capital outlay / Computer-hardware	-	49,969	-	-	-	-
011-1102-416-66-24 Capital outlay / Computer-software	-	-	-	-	-	-
011-1102-416-66-99 Capital outlay / Non-capitalized	4,914	-	49,969	-	-	-
66	16,580	60,975	55,069	11,006	11,256	11,256
011-1102-417-89-66 Other expenses / Reimbursements	2,015	-	-	-	-	-
89	2,015	-	-	-	-	-
011-1102 Municipal Court	\$ 1,354,262	\$ 1,574,901	\$ 730,691	\$ 1,404,394	\$ 1,522,393	\$ 1,522,393

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1102	Municipal Court	1			Municipal Court Judge	FILLED	\$ 104,596
1102	Municipal Court	1			Court Administrator	FILLED	57,262
1102	Municipal Court	1			Asst Municipal Court Judge	FILLED	51,438
1102	Municipal Court	1			Asst Municipal Court Judge	FILLED	51,438
1102	Municipal Court	1			Asst Municipal Court Judge	FILLED	45,000
1102	Municipal Court	1			Asst Municipal Court Judge	FILLED	45,000
1102	Municipal Court	0			Certification Pay		4,500
		<u>6</u>					359,234
1102	Municipal Court		1		Crew Leader Head Cashier	FILLED	37,461
1102	Municipal Court		1		Municipal Court Crew Leader-JC	FILLED	37,461
1102	Municipal Court		1		Municipal Court Crew Leader-JC	FILLED	37,461
1102	Municipal Court		1		Municipal Court Crew Leader-JC	FILLED	47,203
1102	Municipal Court		1		Municipal Court Clerk II	FILLED	31,990
1102	Municipal Court		1		Municipal Court Clerk II	FILLED	31,990
1102	Municipal Court		1		Municipal Court Clerk II	FILLED	31,242
1102	Municipal Court		1		Municipal Court Clerk II	UNFILLED	30,992
1102	Municipal Court		1		Municipal Court Clerk	FILLED	29,037
1102	Municipal Court		1		Municipal Court Clerk	FILLED	29,037
1102	Municipal Court		1		Municipal Court Clerk	FILLED	29,037
1102	Municipal Court		1		Municipal Court Clerk	FILLED	29,037
1102	Municipal Court		1		Municipal Court Clerk	FILLED	29,037
1102	Municipal Court		1		Municipal Court Clerk	FILLED	29,037
1102	Municipal Court		1		Municipal Court Clerk	FILLED	29,037
1102	Municipal Court		1		Municipal Court Clerk	FILLED	29,037
1102	Municipal Court		1		Municipal Court Clerk	FILLED	29,037
1102	Municipal Court		0	Reclassified to PTH	Municipal Court Clerk	DELETED	-
1102	Municipal Court		0		Certification Pay		30,500
			<u>19</u>				635,707
1102	Municipal Court		1	Reclassified frm MCC	Part Time Municipal Court	UNFILLED	7,995
1102	Municipal Court		1		Part Time Municipal Court	UNFILLED	9,225
1102	Municipal Court		1		Part Time Municipal Court	UNFILLED	8,299
			<u>3</u>				25,519
					OVERTIME		7,500
					WARRANT OVERTIME		30,000
					CAR ALLOWANCE		4,300
					TELEPHONE		960
							<u>42,760</u>
CURRENT POSITIONS			28				\$ 1,063,220



Mission Statement:

The City of McAllen Municipal Court is dedicated to the fair and efficient administration of justice.

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 958,649	\$ 1,050,642	\$ 1,061,442	\$ 955,978	\$ 1,063,220	\$ 1,063,220	\$ 1,063,220	\$ 1,063,220	\$ 1,063,220	\$ 1,063,220	\$ 1,063,220
Employee Benefits	260,862	293,569	295,114	295,114	289,047	289,047	289,047	289,047	289,047	289,047	289,047
Supplies	7,294	8,910	8,910	8,240	8,910	8,910	8,910	8,910	8,910	8,910	8,910
Other Services and Charges	44,274	73,670	73,670	61,165	75,170	75,170	75,170	75,170	75,170	75,170	75,170
Maintenance	64,589	74,790	74,790	72,891	74,790	74,790	74,790	74,790	74,790	74,790	74,790
Operations Subtotal	1,335,668	1,501,581	1,513,926	1,393,388	1,511,137	1,511,137	1,511,137	1,511,137	1,511,137	1,511,137	1,511,137
Capital Outlay	18,595	11,006	60,975	11,006	11,256	11,256	51,506	11,756	12,006	12,256	
Total Expenditures	\$ 1,354,262	\$ 1,512,587	\$ 1,574,901	\$ 1,404,394	\$ 1,522,393	\$ 1,522,393	\$ 1,562,643	\$ 1,522,893	\$ 1,523,143	\$ 1,523,393	
PERSONNEL											
Exempt	6	6	6	6	6	6	6	6	6	6	6
Non-Exempt	18	20	20	20	20	19	21	21	21	21	21
Part-Time	-	2	2	2	2	3	2	2	2	2	2
Total Positions Authorized	24	28	28	28	28	28	29	29	29	29	29

Contact Us:

Kathleen Henley
Municipal Court
Judge
1601 N. Bicentennial
Boulevard
McAllen, TX 78501
(956) 681-2900

MAJOR FY 18-19 GOALS

- 1.) Endeavor to improve our efforts to understand and provide appropriate customer service at the windows, in the courtroom and in the jail.
- 2.) Update our policies and procedures to reflect changes in processes.
- 3.) Continue to educate defendants on the law to improve compliance.

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	24	26	26	26
Number of Judges	5	6	5	5
Department Expenditures	\$ 1,354,262	\$ 1,562,555	\$ 1,404,394	\$ 1,522,393
Outputs:				
Revenues generated	\$ 1,331,062	\$ 2,750,000	\$ 1,300,000	\$ 1,300,000
Number cases filed with the court	22,896	24,000	20,000	20,000
Number of hearings held	7,228	10,000	7,000	7,000
Number of trials held	54	100	40	50
Number of new traffic citations	13,847	15,000	12,000	12,000
Number of new non-traffic citations	9,049	10,000	8,000	8,000
Number of cases disposed	19,593	25,000	17,000	20,000
Number of warrants	7,357	8,000	5,500	6,000
Number of truancies	-	200	-	-
Number of walk-in customers per day	50	150	100	100
Number of Education Code cases	17	-	4	15
Number of Arrest warrants executed for A&B misdemeanors	3,348	3,000	3,000	3,000
Number of Arrest warrants executed for Felonies	1,380	1,300	1,300	1,300
Number of persons processed through the Jail	3,091	1,900	2,000	2,000
Effectiveness Measures:				
Percent of customers who consider service to be excellent or good	99%	99%	99%	99%
Collection Rate	72%	70%	71%	70%
Community Service Hours worked throughout the City to pay fines & C/C	21313	12,000	20,000	20,000
Number of persons who keep insurance approx. 6 months for deferral	844	1,200	500	500
Number of persons who get DL	331	350	100	100
Percent of code violations where compliance is achieved	51%	90%	52%	80%
Number who attend Juvenile Education Programs	867	200	600	500
Percent of dogs/cats vaccinated after initial hearing	92%	90%	90%	90%
Percent of dogs/cats spayed or neutered after initial hearing	100%	50%	100%	90%
Average waiting time per walk-in customer in minutes	5	5	3	5
Efficiency Measures:				
Trials and hearings / judge	7,282	5,000	7,040	7,050
Window payments a day	25	150	29	50
Department expenditures per capita	\$ 9.47	\$ 10.75	\$ 9.67	\$ 10.31

Description:
The Municipal Court processes paperwork that is turned in by various departments such as the McAllen Police Department, Animal Control, Code Enforcement, McAllen ISD, South Texas College PD, District Attorney's Office, Bond Companies, Attorneys and the general public. We have 32 people who help process the paperwork, this includes 7 Police Dept. employees. The Court is located at 1601 N. Bicentennial Boulevard, McAllen, TX 78501 (956) 681-2900.

*N/A=Not Available, N/P=Not Provided

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: FINANCE

		Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)	
COMPENSATION							
New Position	No. Positions	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total
1.	-	-	-	-	-	-	-
2.	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-
Revisions							
1. Asst Finance Director			11,608	-	-	1,848	13,456
2. Financial Accting Spec			(23,400)	-	-	(1,865)	(25,265)
3.			-	-	-	-	-
4.			-	-	-	-	-
5.			-	-	-	-	-
Total Compensation & Benefits		\$ 1,070,565	\$ (11,792)	\$ -	\$ -	\$ (17)	\$ (11,809)
SUPPLIES							
	1. < Please select category >						
	2. < Please select category >						
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Supplies		\$ 19,260					\$ -
OTHER SERVICES & CHARGES							
	1. Rental & contractual						40,000
	2. Educational refund-off/						900
	3. Utilities-electric						70
	4. < Please select category >						
	5. < Please select category >						
Total Other Services & Charges		\$ 165,847					\$ 40,970
MAINTENANCE							
	1. < Please select category >						
	2. < Please select category >						
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Maintenance		\$ 37,656					\$ -
CAPITAL OUTLAY							
	** See Attached Form DP-1						
Total Capital Outlay							\$ 5,000
TOTAL		\$ 1,293,328					\$ 34,162

Approved by City Manager on 2/5/18

Increase rental & contractual for consultant fees
Include additional employee tuition reimb request
adjustment

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: _____ General
 DEPARTMENT: _____ Finance

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	1	\$5,000	Tear down storage room wall between the Payroll Dept. to allow more room for payroll and accounting staff.
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$5,000	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$5,000
--------------------	----------------

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1202-411-60-01 Compensation / Exempt	311,390	312,717	153,442	322,525	322,525	322,525
011-1202-411-60-02 Compensation / Non-exempt	473,632	520,588	238,694	497,781	509,257	509,257
011-1202-411-60-06 Compensation / Part time	13,624	5,225	788	788	-	-
011-1202-411-60-10 Compensation / Overtime	13,630	7,000	7,438	9,000	7,000	7,000
011-1202-411-60-14 Compensation / Car allowance	4,200	4,200	2,100	4,200	4,200	4,200
011-1202-411-60-15 Compensation/Certification	-	-	-	-	-	-
011-1202-411-60-17 Compensation / Telephone	720	1,440	360	1,440	1,440	1,440
011-1202-411-60-34 Compensation / Reimbursement	-	-	-	-	-	-
011-1202-411-60-90 Compensation / Non-employee agreement	8,783	10,000	3,668	9,500	10,000	10,000
60	825,978	861,170	406,490	845,234	854,422	854,422
011-1202-411-61-30 Benefits / Social security	58,546	64,173	30,078	64,173	64,449	64,449
011-1202-411-61-36 Benefits / Retirement	61,065	66,744	33,095	66,744	67,132	67,132
011-1202-411-61-40 Benefits / Unemployment tax	184	3,420	2,813	3,420	360	360
011-1202-411-61-46 Benefits / Workers' comp-	1,164	1,926	93	1,926	1,141	1,141
011-1202-411-61-50 Benefits / Health cost	71,648	73,704	38,002	73,704	81,768	81,768
011-1202-411-61-52 Benefits / Life insurance	563	1,363	287	1,363	1,414	1,414
011-1202-411-61-53 Benefits / Retiree health ins (ARC)	8,468	7,581	4,111	7,581	7,581	7,581
61	201,639	218,911	108,478	218,911	223,845	223,845
011-1202-413-62-02 Supplies / Office	9,811	10,365	6,454	10,365	10,365	10,365
011-1202-413-62-04 Supplies / Operating	9,042	8,895	927	8,895	8,895	8,895
62	18,853	19,260	7,381	19,260	19,260	19,260
011-1202-414-63-01 Other services & charges / Accounting & auditing	109,335	112,615	108,501	112,615	112,615	112,615
011-1202-414-63-14 Other services & charges / Dues & subscriptions	2,764	5,500	915	3,000	5,500	5,500
011-1202-414-63-23 Other services & charges / Online svc/network	-	1,500	-	-	1,500	1,500
011-1202-414-63-44 Other services & charges / Printing	-	-	-	-	-	-
011-1202-414-63-52 Other services & charges / Rental & contractual	12,062	15,000	3,924	9,000	55,000	55,000
011-1202-414-63-64 Other services & charges / Training	4,576	13,867	2,551	8,000	13,867	13,867
011-1202-414-63-65 Other services & charges / Travel	1,225	6,180	1,154	4,000	6,180	6,180
011-1202-414-63-67 Other services & charges / Utilities-electric	338	309	189	379	379	379
011-1202-414-63-75 Other services & charges / Rental-general depr- fu	3,163	3,163	1,578	3,163	3,163	3,163
011-1202-414-63-91 Other services & charges / Educational refund off/	5,527	6,000	3,582	6,000	6,900	6,900
011-1202-414-63-99 Other services & charges / Miscellaneous	1,158	1,713	822	1,713	1,713	1,713
63	140,149	165,847	123,216	147,870	206,817	206,817

2019
011-1202 Finance

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1202-415-65-04 Maintenance / Computer/software	31,002	33,974	31,861	33,974	33,974	33,974
011-1202-415-65-08 Maintenance / Equipment	2,610	2,000	6	2,616	2,000	2,000
011-1202-415-65-16 Maintenance / Vehicles	340	1,525	11	580	1,525	1,525
011-1202-415-65-17 Maintenance / Fuel & lubricants	226	157	126	250	157	157
65	34,178	37,656	32,003	37,420	37,656	37,656
011-1202-416-66-16 Capital outlay / Office furniture/equip-	-	3,000	-	3,000	5,000	5,000
011-1202-416-66-22 Capital outlay / Computer-hardware	-	-	-	-	-	-
011-1202-416-66-24 Capital outlay / Computer-software	-	-	-	-	-	-
011-1202-416-66-99 Capital outlay / Non-capitalized	77	-	334	334	-	-
66	77	3,000	334	3,334	5,000	5,000
011-1202 Finance	\$ 1,220,874	\$ 1,305,844	\$ 677,903	\$ 1,272,029	\$ 1,347,000	\$ 1,347,000

Form "B"

CITY OF McALLEN
 PERSONNEL SCHEDULE WORKSHEET
 CURRENT EMPLOYEES FOR FY 2017-2018
 PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1202	Finance	1			Finance Director	FILLED	\$ 130,810
1202	Finance	1			Assistant Finance Director	FILLED	91,608
1202	Finance	1			Controller in Training	FILLED	53,045
1202	Finance	1			Accounting Supervisor	FILLED	44,062
		0			Cerfication Pay	n/a	3,000
		<u>4</u>					<u>322,525</u>
1202	Finance		1		Accounting Clerk	FILLED	26,894
1202	Finance		1		Accounting Clerk	FILLED	26,894
1202	Finance		1		Accounting Clerk Floater I	FILLED	26,894
1202	Finance		1		Accounting Clerk-Cash Reconcil	FILLED	26,894
1202	Finance		1		Accounting Clerk Payroll	FILLED	26,894
1202	Finance		1		Accounts Payable Supervisor	FILLED	36,317
1202	Finance		1		Administrative Assistant	FILLED	35,131
1202	Finance		1		A/P Assistant Supervisor	FILLED	30,222
1202	Finance		1		Payroll Manager	FILLED	48,714
1202	Finance		1		Capital Assets Supervisor	FILLED	32,053
1202	Finance		1		Cash Receipts & Billing Superv	FILLED	32,053
1202	Finance		1		Cash Reconciliation Supervisor	FILLED	32,053
1202	Finance		1		Cashier/Accounts Receivable	FILLED	26,894
1202	Finance		1		Payroll Coordinator	FILLED	35,360
1202	Finance		1		Finance - Accounting I	FILLED	44,990
			0		Cerfication Pay	n/a	21,000
			<u>15</u>				<u>509,257</u>
			0		Financial Acctng Specialist	DELETED	-
			<u>0</u>				-
					NON-EMPLOYEE AGREEMENT		10,000
					OVERTIME		7,000
					CAR ALLOWANCE		4,200
					TELEPHONE		1,440
							<u>22,640</u>
CURRENT POSITIONS			19				\$ 854,422

PERSONNEL REVISION WORKSHEET
CITY OF McALLEN
REVISED NEW POSITIONS REQUESTED FY 2018-2019
DELETION AND RECLASSIFICATION ON CURRENT POSITIONS

NEW POSITIONS										City Manager
TITLE	EXEMPT	CAR ALLOWANCE	PHONE ALLOWANCE	NON-EX.	ANY PART-TIME	Fringe Benefits	Total	Total Positions	APPROVAL YES/NO	
1.	-	-	-	-	-	-	-	-		
2.	-	-	-	-	-	-	-	-		
3.	-	-	-	-	-	-	-	-		
4.	-	-	-	-	-	-	-	-		
5.	-	-	-	-	-	-	-	-		
6.	-	-	-	-	-	-	-	-		
7.	-	-	-	-	-	-	-	-		
8.	-	-	-	-	-	-	-	-		
9.	-	-	-	-	-	-	-	-		
10.	-	-	-	-	-	-	-	-		
REVISIONS										
TITLE	CLASSIFICATION	CURRENT AMOUNT	REVISED AMOUNT	ADJUST AMOUNT	PHONE ALLOWANCE	Fringe Benefits	TOTAL ADJ.			
1. Asst Finance Director	Exempt	80,000	91,608	11,608	-	1,848	13,456		YES	
2. Financial Accting Spec	Part-Time	23,400	-	(23,400)	-	(1,865)	(25,265)		YES	
3.	-	-	-	-	-	-	-			
4.	-	-	-	-	-	-	-			
5.	-	-	-	-	-	-	-			
6.	-	-	-	-	-	-	-			
7.	-	-	-	-	-	-	-			
8.	-	-	-	-	-	-	-			
9.	-	-	-	-	-	-	-			
10. Overtime	-	-	-	-	-	-	-			



Mission Statement:

"The Finance Department's Mission Statement is to provide accountability to the public for the resources which have been provided to the City in a transparent manner."

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	Recomm. 18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 825,978	\$ 852,845	\$ 861,170	\$ 845,234	\$ 854,422	\$ 854,422	\$ 854,422	\$ 854,422	\$ 854,422	\$ 854,422	\$ 854,422
Employee Benefits	201,639	217,720	218,911	218,911	223,845	223,844	223,844	223,844	223,844	223,844	223,844
Supplies	18,853	19,260	19,260	19,260	19,260	19,260	19,655	20,060	20,476	20,476	20,476
Other Services and Charges	140,149	165,847	165,847	147,870	206,817	206,817	206,817	206,817	206,817	206,817	206,817
Maintenance	34,178	37,656	37,656	37,420	37,656	37,656	37,656	37,656	37,656	37,656	37,656
Operations Subtotal	1,220,797	1,293,328	1,302,844	1,268,695	1,342,000	1,341,999	1,342,394	1,342,799	1,343,215	1,343,215	1,343,215
Capital Outlay	77	3,000	3,000	3,334	5,000	5,000	-	-	-	-	-
Total Expenditures	\$ 1,220,874	\$ 1,296,328	\$ 1,305,844	\$ 1,272,029	\$ 1,347,000	\$ 1,346,999	\$ 1,342,394	\$ 1,342,799	\$ 1,343,215	\$ 1,343,215	\$ 1,343,215
PERSONNEL											
Exempt	4	4	4	4	4	4	4	4	4	4	4
Non-Exempt	14	15	15	15	15	15	15	15	15	15	15
Part-Time	1	1	1	-	-	-	1	1	1	1	1
Total Positions Authorized	19	20	20	19	19	19	20	20	20	20	20

Contact Us:

Susan Lozano
 Finance Director
 1300 Houston Avenue
 McAllen, TX 78501
 (956) 681-1080

MAJOR FY 18-19 GOALS

- 1.) Transition new external auditors with City processes, procedures, and departments, for a timely completion of the annual audit.
- 2.) Continue the plan of succession.
- 3.) Implement GASB Standard 75, Accounting and Financial Reporting for Post Employment Benefits Other Than Pensions.
- 4.) Cross train staff to ensure accuracy and timely financial reporting: CAFR, Fixed Assets, GP, and Payroll.
- 5.) Continue staff's efforts to formalize written policies and procedures within the Finance Department.

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	20	20	19	19
Department Expenditures	\$ 1,220,874	\$ 1,305,844	\$ 1,272,029	\$ 1,346,999
Outputs:				
Prepare CAFR	Yes	Yes	Yes	Yes
Funds maintained	73	75	72	74
Monthly financial reports	12	12	12	12
Mid-year & Annual financial reviews	Yes	Yes	Yes	Yes
Prepare financial presentation for credit rating agency reviews	Yes	Yes	Yes	Yes
Manage debt	\$ 270,155,000	\$ 266,974,000	\$ 302,979,000	\$ 302,979,000
Effectiveness Measures:				
GFOA's CAFR Award	Yes	Yes	Yes	Yes
GFOA'S Budget Award	Yes	Yes	Yes	Yes
Maintain/improve credit ratings	S&P/FR	S&P/FR	S&P/FR	S&P/FR
General Obligation Bonds	AA+/AA+	AA+/AA+	AA+/AA+	AA+/AA+
Bridge Revenue Bonds	A/A	A/A	A/A	A/A
Sales Tax Revenue Bonds	AAA/N/R	AAA/N/R	AAA/N/R	AAA/N/R
Efficiency Measures:				
Monthly turn-key cost to manage all financial affairs of City per fund	\$ 1,394	\$ 1,451	\$ 1,472	\$ 1,517
Department expenditures per capita	\$ 8.54	\$ 8.99	\$ 8.76	\$ 9.12

Description:

The Finance Department is responsible for accounting, financial reporting, budgeting as well as debt management and participates in the treasury / investment program. The accounting function includes cash receipts, billing, accounts receivable, accounts payable, payroll, capital assets and general accounting.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: 1206 - Office Of Management & Budget

			Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)		
COMPENSATION									
New Position	No. Positions	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	
1. Budget Analyst	1	37,398		37,398	-	-	11,467	48,865	48,865
2.	-	-		-	-	-	-	-	
3.	-	-		-	-	-	-	-	
4.	-	-		-	-	-	-	-	
Totals	-	1		37,398	-	-	-	-	-
Revisions									
1.				-	-	-	-	-	
2.				-	-	-	-	-	
3.				-	-	-	-	-	
4.				-	-	-	-	-	
5.				-	-	-	-	-	
Total Compensation & Benefits			\$ 360,991	\$ 37,398	\$ -	\$ -	\$ 11,467	\$ 48,865	\$ 48,865
SUPPLIES									
	1. < Please select category >							-	
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Supplies		\$ 6,300						\$ -	\$ -
OTHER SERVICES & CHARGES									
	1. Training							1,000	1,000
	2. Professional								(13,000)
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Other Services & Charges		\$ 31,282						\$ 1,000	\$ (12,000)
MAINTENANCE									
	1. < Please select category >							-	
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Maintenance		\$ 13,000						\$ -	\$ -
CAPITAL OUTLAY									
	** See Attached Form DP-1								
Total Capital Outlay								\$ 4,000	\$ 4,000
TOTAL		\$ 411,573						\$ 53,865	\$ 40,865

This position will be responsible for all capital projects for all funds throughout the city. Currently these duties are being assigned to 3 other positions.

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: GENERAL FUND
 DEPARTMENT: Office of Management & Budget

Office Furniture/equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Chairs	\$0	2	\$700	Chairs for Administrative Assistant & Budget Analyst Budget Analyst Position
Workstaton & Chair	\$0	1	\$1,400	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$2,100	

Computer-Hardware				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Desktop	\$0	1	\$1,000	Budget Analyst Position
Monitor	\$0	1	\$600	Budget Analyst Position
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$1,600	

Computer-Software				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Software	\$0	1	\$300	Budget Analyst Position
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$300	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$4,000
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2019

011-1206 Budget & management

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1206-411-60-01 Compensation / Exempt	162,619	163,004	79,078	158,156	162,110	162,110
011-1206-411-60-02 Compensation / Non-exempt	114,823	121,519	60,228	120,456	159,564	159,564
011-1206-411-60-06 Compensation / Part-time	-	-	-	-	-	-
011-1206-411-60-10 Compensation / Overtime	1,254	2,000	408	2,000	2,000	2,000
011-1206-411-60-14 Compensation / Car allowance	4,800	4,800	2,400	4,800	4,800	4,800
011-1206-411-60-17 Compensation / Telephone	720	1,200	360	1,200	1,200	1,200
60	284,217	292,523	142,474	286,612	329,674	329,674
011-1206-411-61-30 Benefits / Social security	20,713	22,378	10,781	22,378	25,220	25,220
011-1206-411-61-36 Benefits / Retirement	21,602	23,082	11,734	23,082	26,209	26,209
011-1206-411-61-40 Benefits / Unemployment tax	48	855	802	855	108	108
011-1206-411-61-46 Benefits / Workers comp	437	654	45	654	496	496
011-1206-411-61-50 Benefits / Health cost	21,116	21,072	11,604	21,072	28,704	28,704
011-1206-411-61-52 Benefits / Life insurance	180	490	95	490	527	527
011-1206-411-61-53 Benefits / Retiree health ins (ARC)	2,887	2,509	1,584	2,509	2,509	2,509
61	66,983	71,040	36,645	71,040	83,773	83,773
011-1206-413-62-02 Supplies / Office	2,438	3,000	689	3,000	3,000	3,000
011-1206-413-62-04 Supplies / Operating	2,415	3,300	1,484	3,300	3,300	3,300
62	4,853	6,300	2,173	6,300	6,300	6,300
011-1206-414-63-01 Other services & charges / Accounting & auditing	-	-	-	-	-	-
011-1206-414-63-14 Other services & charges / Dues and subscriptions	1,255	1,650	1,205	1,650	1,650	1,650
011-1206-414-63-23 Other services & charges / Online svc/network	-	-	-	-	-	-
011-1206-414-63-44 Other services & charges / Printing	3,970	6,000	1,240	6,000	6,000	6,000
011-1206-414-63-45 Other services & charges / Professional	-	13,000	-	-	13,000	-
011-1206-414-63-52 Other services & charges / Rental and contractual	-	-	-	-	-	-
011-1206-414-63-64 Other services & charges / Training	2,313	1,200	165	2,200	2,200	2,200
011-1206-414-63-65 Other services & charges / Travel	249	2,600	2,245	2,600	2,600	2,600
011-1206-414-63-91 Other services & charges / Educational refund	-	3,182	-	3,182	3,182	3,182
011-1206-414-63-99 Other services & charges / Miscellaneous	360	650	149	650	650	650
63	8,146	28,282	5,004	16,282	29,282	16,282
011-1206-415-65-04 Maintenance / Computer- software	-	13,000	-	-	13,000	13,000
011-1206-415-65-08 Maintenance / Equipment	-	-	-	-	-	-
011-1206-415-65-17 Maintenance / Fuel and lubricants	-	-	-	-	-	-
65	-	13,000	-	-	13,000	13,000

2019

011-1206 Budget & management

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1206-416-66-16 Capital outlay / Office furniture/equipment	-	3,000	2,959	4,000	4,000	4,000
011-1206-416-66-22 Capital outlay / Computer-hardware	-	-	-	-	-	-
011-1206-416-66-24 Capital outlay / Computer software	-	-	-	-	-	-
011-1206-416-66-99 Capital outlay / Non-capitalized	4,728	-	-	-	-	-
66	4,728	3,000	2,959	4,000	4,000	4,000
<hr/>						
011-1206 Office of Management & Budget	\$ 368,926	\$ 414,145	\$ 189,255	\$ 384,234	\$ 466,029	\$ 453,029

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1206	Management & Budget	1			Budget Director	FILLED	88,510
1206	Management & Budget	1			Assistant Budget Director	FILLED	72,100
1206	Management & Budget	-			Cerfication Pay	n/a	1,500
		<u>2</u>					<u>162,110</u>
1206	Management & Budget		1		Budget Analyst	FILLED	49,005
1206	Management & Budget		1		Budget Analyst	APPROVED	37,398
1206	Management & Budget		1		Administrative Assistant	FILLED	30,035
1206	Management & Budget		1		Grants Coordinator	FILLED	38,626
1206	Management & Budget		-		Cerfication Pay	n/a	4,500
			<u>4</u>				<u>159,564</u>
					OVERTIME		2,000
					CAR ALLOWANCE		4,800
					TELEPHONE		1,200
							<u>8,000</u>
	CURRENT POSITIONS		6				\$ 329,674



Mission Statement:	Department Summary										
	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm. 18-19	Four Year Plan				
							19-20	20-21	21-22	22-23	
"The Management & Budget Department's Mission Statement is to provide an annual budget and financial and performance information along with the City's capital improvement projects to City departments, management, and Council so they can make informed decisions."	Expenditure Detail:										
	Personnel Services										
	Salaries and Wages	\$ 284,217	\$ 290,273	\$ 292,523	\$ 286,612	\$ 329,674	\$ 329,674	\$ 329,674	\$ 329,674	\$ 367,072	\$ 367,072
	Employee Benefits	66,983	70,718	71,040	71,040	83,773	83,773	83,773	83,773	95,339	95,339
	Supplies	4,853	6,300	6,300	6,300	6,300	6,300	6,300	6,300	6,300	6,300
	Other Services and Charges	8,146	31,282	28,282	16,282	29,282	16,282	16,282	16,282	16,282	16,282
	Maintenance	-	13,000	13,000	-	13,000	13,000	13,000	13,000	13,000	13,000
	Operations Subtotal	364,198	411,573	411,145	380,234	462,029	449,029	449,029	449,029	497,993	497,993
	Capital Outlay	4,728	-	3,000	4,000	4,000	4,000	-	-	-	-
	Total Expenditures	\$ 368,926	\$ 411,573	\$ 414,145	\$ 384,234	\$ 466,029	\$ 453,029	\$ 449,029	\$ 449,029	\$ 497,993	\$ 497,993
	PERSONNEL										
	Exempt	2	3	2	2	2	2	2	2	2	2
	Non-Exempt	3	2	3	3	4	4	4	4	4	4
	Part-Time	-	-	-	-	-	-	-	-	-	-
	Total Positions Authorized	5	5	5	5	6	6	6	6	6	6

MAJOR FY 18-19 GOALS

Contact Us:
 Angie Rodriguez
 Budget Director
 1300 Houston
 P.O. Box 220
 McAllen, TX 78501
 956.681.1078

- 1.) Continue obtaining "Distinguished Budget Award".
- 2.) Facilitate the budget process to be more user friendly.

Management & Budget

www.mcallen.net/departments/budget

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	5	5	5	6
Department Expenditures	\$ 368,926	\$ 414,145	\$ 384,234	\$ 453,029
Outputs:				
Prepare Official Budget Document	Yes	Yes	Yes	Yes
Funds maintained	68	68	68	68
Effectiveness Measures:				
GFOA'S Budget Award	Yes	Yes	Yes	Yes
General Fund Expenditures as Percentage of City Wide Estimate	42%	30%	30%	32%
General Fund Revenues as Percentage of City Wide Estimate	39%	35%	35%	37%
Efficiency Measures:				
Department expenditures per capita	\$ 2.58	\$ 2.85	\$ 2.65	\$ 3.07

Description:

The Budget & Management Department is responsible for instituting and operating a governmental budgeting system that provides financial information to both external users and internal management. This information is used to monitor the expenditure of public funds and to ensure that the financial transactions of the City are conducted in accordance with statutory and contractual requirements and City policy.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Tax Office

		Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)	
COMPENSATION							
New Position	No. Positions	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total
1.	-	-	-	-	-	-	-
2.	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-
Revisions							
1. Admin. Assistant			3,926	-	-	625	4,551
2.			-	-	-	-	-
3.			-	-	-	-	-
4.			-	-	-	-	-
5.			-	-	-	-	-
Total Compensation & Benefits		\$ 282,554	\$ 3,926	\$ -	\$ -	\$ 625	\$ 4,551
Employee will be taking her last course in June and will then proceed to take her RTA/RTC Review in July to be able to take her State Exam August 2018. Employee has shown interest in learning as much as she can in the Tax Field.							
SUPPLIES							
1.	< Please select category >						
2.	< Please select category >						
3.	< Please select category >						
4.	< Please select category >						
5.	< Please select category >						
Total Supplies		\$ 5,833					\$ -
OTHER SERVICES & CHARGES							
1.	Miscellaneous						30
2.	< Please select category >						
3.	< Please select category >						
4.	< Please select category >						
5.	< Please select category >						
Total Other Services & Charges		\$ 835,542					\$ 30
MAINTENANCE							
1.	< Please select category >						
2.	< Please select category >						
3.	< Please select category >						
4.	< Please select category >						
5.	< Please select category >						
Total Maintenance		\$ 29,307					\$ -
CAPITAL OUTLAY							
** See Attached Form DP-1							
Total Capital Outlay							\$ 300
TOTAL		\$ 1,153,236					\$ 4,880
							\$ 300

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: General Fund
 DEPARTMENT: Tax Office

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$75	4	\$300	Lobby Chairs for Taxpayers. This past year we received several complaints from Elderly/Disabled Taxpayers who had to stand in line.
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$300	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$300
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2019

011-1208 Tax office

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1208-411-60-01 Compensation / Exempt	73,090	73,160	36,847	73,160	72,710	72,710
011-1208-411-60-02 Compensation / Non-exempt	133,819	134,912	66,474	134,912	136,588	132,662
011-1208-411-60-06 Compensation / Part time	-	9,735	-	-	9,735	9,735
011-1208-411-60-10 Compensation / Overtime	2,168	4,000	2,013	2,800	4,000	4,000
011-1208-411-60-14 Compensation / Car allowance	-	2,400	-	-	2,400	2,400
011-1208-411-60-17 Compensation / Telephone	-	960	-	-	960	960
60	209,077	225,167	105,333	210,872	226,393	222,467
011-1208-411-61-30 Benefits / Social security	15,059	17,226	7,807	17,226	17,319	17,019
011-1208-411-61-36 Benefits / Retirement	15,916	16,986	8,665	16,986	17,224	16,912
011-1208-411-61-40 Benefits / Unemployment tax	54	1,197	827	1,197	126	126
011-1208-411-61-46 Benefits / Workers' comp-	555	503	257	503	604	595
011-1208-411-61-50 Benefits / Health cost	23,148	22,296	12,000	22,296	24,000	24,000
011-1208-411-61-52 Benefits / Life insurance	158	357	79	357	360	357
011-1208-411-61-53 Benefits / Retiree health ins (ARC)	2,119	1,909	1,109	1,909	1,909	1,909
61	57,010	60,474	30,744	60,474	61,542	60,918
011-1208-413-62-02 Supplies / Office	1,972	2,500	334	2,500	2,500	2,500
011-1208-413-62-04 Supplies / Operating	3,268	3,333	2,352	3,333	3,333	3,333
62	5,240	5,833	2,686	5,833	5,833	5,833
011-1208-414-63-03 Other services & charges / Appraisal district	424,580	443,000	324,895	434,000	443,000	443,000
011-1208-414-63-04 Other services & charges / Assessment & collection	275,312	313,000	124,023	308,750	313,000	313,000
011-1208-414-63-14 Other services & charges / Dues & subscriptions	352	800	44	615	800	800
011-1208-414-63-43 Other services & charges / Postage	35,402	38,000	31,090	35,000	38,000	38,000
011-1208-414-63-44 Other services & charges / Printing	-	196	172	196	196	196
011-1208-414-63-45 Other services & charges / Professional	16,699	29,000	15,695	23,000	29,000	29,000
011-1208-414-63-50 Other services & charges / Rental-equipment	1,591	1,600	750	1,600	1,600	1,600
011-1208-414-63-52 Other services & charges / Rental & contractual	3,249	6,000	2,784	4,500	6,000	6,000
011-1208-414-63-65 Other services & charges / Travel	1,860	3,616	54	3,600	3,616	3,616
011-1208-414-63-69 Other services & charges / Utilities-telephone	81	240	-	240	240	240
011-1208-414-63-99 Other services & charges / Miscellaneous	115	90	40	120	120	90
63	759,241	835,542	499,547	811,621	835,572	835,542

2019

011-1208 Tax office

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1208-415-65-04 Maintenance / Computer/software	21,450	27,906	13,650	25,000	27,906	27,906
011-1208-415-65-08 Maintenance / Equipment	-	950	65	950	950	950
011-1208-415-65-10 Maintenance / Facilities	-	451	200	200	451	451
65	21,450	29,307	13,915	26,150	29,307	29,307
011-1208-416-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	300	300
011-1208-416-66-22 Capital outlay / Computer-hardware	-	-	-	-	-	-
011-1208-416-66-24 Capital outlay / Computer-software	-	-	-	-	-	-
011-1208-416-66-30 Capital outlay / Imprv/other than buildgs-	-	-	-	-	-	-
011-1208-416-66-99 Capital outlay / Non-capitalized	578	-	-	-	-	-
66	578	-	-	-	300	300
011-1208 Tax Office	\$ 1,052,596	\$ 1,156,323	\$ 652,225	\$ 1,114,950	\$ 1,158,947	\$ 1,154,367

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1208	Tax Office	1			Tax Assessor Collector	FILLED	\$ 72,710
		1					72,710
1208	Tax Office		1		Tax Office Clerk	FILLED	26,915
1208	Tax Office		1		Receptionist/Admin Clerk	FILLED	25,875
1208	Tax Office		1		Receptionist/Admin Clerk	FILLED	23,920
1208	Tax Office		1		Receptionist/Admin Clerk	FILLED	23,878
1208	Tax Office		1		Administrative Assistant	FILLED	32,074
			5				132,662
1208	Tax Office		1		Part time Receptionist	UNFILLED	9,735
			1				9,735
					OVERTIME		4,000
					CAR ALLOWANCE		2,400
					TELEPHONE		960
							7,360
CURRENT POSITIONS			7				\$ 222,467



Mission Statement:

To assess & collect real, personal, and all taxes due to the City of McAllen in a fair & uniform manner.

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 209,077	\$ 222,467	\$ 225,167	\$ 210,872	\$ 226,393	\$ 222,467	\$ 222,467	\$ 222,467	\$ 229,617	\$ 229,617	\$ 229,617
Employee Benefits	57,010	60,087	60,474	60,474	61,542	60,918	60,918	60,918	60,918	60,918	60,918
Supplies	5,240	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833
Other Services and Charges	759,241	835,542	835,542	811,621	835,572	835,542	842,094	848,744	860,744	867,744	867,744
Maintenance	21,450	29,307	29,307	26,150	29,307	29,307	29,307	29,307	29,307	29,307	29,307
Operations Subtotal	1,052,018	1,153,236	1,156,323	1,114,950	1,158,647	1,154,067	1,160,619	1,167,269	1,186,419	1,193,419	1,193,419
Capital Outlay	578	-	-	-	300	300	500	-	-	-	500
Total Expenditures	\$ 1,052,596	\$ 1,153,236	\$ 1,156,323	\$ 1,114,950	\$ 1,158,947	\$ 1,154,367	\$ 1,161,119	\$ 1,167,269	\$ 1,186,419	\$ 1,193,919	\$ 1,193,919
PERSONNEL											
Exempt	1	1	1	1	1	1	1	1	1	1	1
Non-Exempt	5	5	5	5	5	5	5	5	5	5	5
Part-Time	-	1	1	1	1	1	1	1	1	1	1
Total Positions Authorized	6	7									

Contact Us:

Rebecca M. Grimes,
RTA/RTC
Tax Assessor-
Collector
311 N. 15th Street
McAllen, TX 78501

MAJOR FY 18-19 GOALS

- 1.) Work closely with Tax Attorneys to focus on personal property accounts that are no longer collectible.
- 2.) Work closely with HCAD to update addresses in order to minimize the amount of return mail.
- 3.) Provide Staff who are not registered with TDLR to receive additional education from the Property Tax System .

Performance Measures

	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Full Time Employees	6	6	6	6
Department Expenditures	\$ 1,052,596	\$ 1,156,323	\$ 1,114,950	\$ 1,154,367
Outputs:				
Revenues generated:				
Current Tax Collections	\$ 36,721,329	\$ 38,921,181	\$ 39,376,957	\$ 41,794,612
Delinquent Tax Collections	\$ 994,915	\$ 1,050,000	\$ 1,100,000	\$ 1,075,000
Tax Paid Due to Tax Suits	\$ 199,818	\$ 250,000	\$ 200,000	\$ 200,000
Tax Levy	\$ 37,980,121	\$ 39,715,491	\$ 40,560,108	\$ 42,647,564
Tax Accounts	55,127	55,817	55,903	56,647
Effectiveness Measures:				
Collection rate of current taxes	97%	99%	97%	98%
Dept expenditures as a % of tax levy	2.77%	2.91%	2.70%	2.71%
Efficiency Measures:				
Accts handled per full time employee	14,329	15,500	14,367	15,500
Collections per full time employee	\$ 6,120,222	\$ 6,420,671	\$ 6,562,826	\$ 6,965,769
Department expenditures per capita	\$ 7.36	\$ 7.96	\$ 7.68	\$ 7.97

Description:

The tax office has two separate functions: Assessing - Applying the current tax rate to the certified values from the Appraisal District to calculate the current year levy the City Commission approves during our budget process. Collections - Collecting the levy calculated for the current year and any delinquent taxes still on the tax roll. The function and performance that take place in the Tax Office is the same each year based on a Tax Calendar. Our office just received the Certified Estimates of Taxable Value from the Appraisal District to be used for budgetary purposes for FY 2016-2017.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Purchasing

		Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)	
COMPENSATION							
New Position	No. Positions	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total
1.	-	-	-	-	-	-	-
2.	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-
Revisions							
1.		-	-	-	-	-	-
2.		-	-	-	-	-	-
3.		-	-	-	-	-	-
4.		-	-	-	-	-	-
5.		-	-	-	-	-	-
Total Compensation & Benefits		\$ 561,921	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES							
	1. < Please select category >						
	2. < Please select category >						
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Supplies		\$ 7,060					\$ -
OTHER SERVICES & CHARGES							
	1. Refunds						2,800
	2. Training						1,000
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Other Services & Charges		\$ 13,878					\$ 3,800
MAINTENANCE							
	1. < Please select category >						
	2. < Please select category >						
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Maintenance		\$ 806					\$ -
CAPITAL OUTLAY							
	** See Attached Form DP-1						
Total Capital Outlay							\$ 6,000
TOTAL		\$ 583,665					\$ 9,800

Two employees who wish to continue their degree
Department goal is to certify staff

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2018 - 2019**

FUND: General Fund
DEPARTMENT: Purchasing & Contracting

Office Furniture/equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Removal/ Purchase and installation of new carpet	\$6,000	1	\$6,000	Carpet was not included with remodeling of city hall , only department left with old carpet. Carpet has been chewed by rodents and has visble black stains and mild odor.
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$0
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2019

011-1212 Purchasing

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1212-411-60-01 Compensation / Exempt	184,132	197,228	108,348	192,000	195,878	195,878
011-1212-411-60-02 Compensation / Non-exempt	194,778	245,256	112,935	239,000	236,308	236,308
011-1212-411-60-10 Compensation / Overtime	4,776	500	330	500	500	500
011-1212-411-60-14 Compensation / Car allowance	6,950	9,000	3,600	8,100	9,000	9,000
011-1212-411-60-17 Compensation / Telephone	2,080	2,640	1,080	2,400	2,640	2,640
60	392,717	454,624	226,293	442,000	444,326	444,326
011-1212-411-61-30 Benefits / Social security	28,223	34,778	17,038	34,778	33,991	33,991
011-1212-411-61-36 Benefits / Retirement	29,948	35,871	18,505	35,871	35,324	35,324
011-1212-411-61-40 Benefits / Unemployment tax	161	1,710	1,385	1,710	180	180
011-1212-411-61-46 Benefits / Workers' comp-	914	1,011	517	1,011	1,128	1,128
011-1212-411-61-50 Benefits / Health cost	24,890	33,288	13,082	33,288	31,152	31,152
011-1212-411-61-52 Benefits / Life insurance	278	762	153	762	750	750
011-1212-411-61-53 Benefits / Retiree health ins (ARC)	4,589	3,992	2,183	3,992	3,992	3,992
61	89,003	111,412	52,863	111,412	106,517	106,517
011-1212-413-62-02 Supplies / Office	7,579	5,060	2,103	5,060	5,060	5,060
011-1212-413-62-18 Supplies / Clothing & uniform	-	-	86	-	-	-
011-1212-413-62-24 Supplies / Training	817	2,000	714	2,000	2,000	2,000
62	8,396	7,060	2,903	7,060	7,060	7,060
011-1212-414-63-14 Other services & charges / Dues & subscriptions	1,030	882	550	882	882	882
011-1212-414-63-23 Other services & charges / Online svc/network	456	460	190	456	460	460
011-1212-414-63-41 Other services & charges / Microfilm	-	3,848	-	3,600	3,848	3,848
011-1212-414-63-44 Other services & charges / Printing	-	3,700	1,378	3,400	3,700	3,700
011-1212-414-63-52 Other services & charges / Rental & contractual	12,205	-	542	542	-	-
011-1212-414-63-64 Other services & charges / Training	1,608	800	822	822	1,800	1,800
011-1212-414-63-65 Other services & charges / Travel	2,561	2,675	-	2,675	2,675	2,675
011-1212-414-63-75 Other services & charges / Rental-general depr- fu	-	-	-	-	-	-
011-1212-414-63-91 Other services & charges / Educational refund off/	-	1,400	-	290	4,200	4,200
011-1212-414-63-99 Other services & charges / Miscellaneous	140	113	100	113	113	113
63	18,001	13,878	3,582	12,780	17,678	17,678
011-1212-415-65-04 Maintenance / Computer/software	-	-	-	-	-	-
011-1212-415-65-16 Maintenance / Vehicles	133	500	111	111	500	500
011-1212-415-65-17 Maintenance / Fuel & lubricants	14	306	-	-	306	306
65	147	806	111	111	806	806

2019

011-1212 Purchasing

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1212-416-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	6,000	-
011-1212-416-66-22 Capital outlay / Computer-hardware	-	-	-	-	-	-
011-1212-416-66-24 Capital outlay / Computer-software	-	-	-	-	-	-
011-1212-416-66-99 Capital outlay / Non-capitalized	1,698	-	-	-	-	-
66	1,698	-	-	-	6,000	-
<hr/>						
011-1212 Purchasing & Contracting	\$ 509,962	\$ 587,780	\$ 285,751	\$ 573,363	\$ 582,387	\$ 576,387

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1212	Purchasing	1			Asst Dir Purchasing & Cont	FILLED	\$ 58,940
1212	Purchasing	1			Director Purchasing & Contract	FILLED	77,997
1212	Purchasing	1			Senior Buyer	UNFILLED	58,941
		<u>3</u>					195,878
1212	Purchasing		1		Administrative Supervisor	FILLED	32,261
1212	Purchasing		1		Buyer II	FILLED	39,749
			1		Buyer II	FILLED	34,632
1212	Purchasing		1		Contract Compliance Officer	FILLED	48,963
1212	Purchasing		1		Senior Administrative Clerk	FILLED	26,915
1212	Purchasing		1		Senior Administrative Clerk	FILLED	26,894
1212	Purchasing		1		Senior Administrative Clerk	FILLED	26,894
			<u>7</u>				236,308
					OVERTIME		500
					CAR ALLOWANCE		9,000
					TELEPHONE		2,640
							<u>12,140</u>
CURRENT POSITIONS			10				\$ 444,326



Mission Statement:

To ensure fair and open competition among bidders, to experience the most value for each dollar spent, to purchase quality materials, commodities and/or services in proper quantities and at the right time, to ensure prompt deliveries, to establish a good strong businesslike relationship with all interested bidders, and to acquaint all persons in respect to the City of McAllen's Purchasing and Contracting policies and procedures and the methodology utilized towards the solicitation, evaluation, and award of bids.

Contact Us:

Gerardo Noriega,
 Director of Purchasing
 and Contracting
 1300 Houston Avenue
 McAllen, TX 78501
 (956) 681-1130

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 392,717	\$ 451,024	\$ 454,624	\$ 442,000	\$ 444,326	\$ 444,326	\$ 444,326	\$ 444,326	\$ 444,326	\$ 444,326	\$ 484,004
Employee Benefits	89,003	110,897	111,412	111,412	106,517	106,517	106,517	106,517	106,517	106,517	118,476
Supplies	8,396	7,060	7,060	7,060	7,060	7,060	7,060	7,060	7,060	7,060	8,060
Other Services and Charges	18,001	13,878	13,878	12,780	17,678	17,678	17,678	17,678	17,678	17,678	17,678
Maintenance	147	806	806	111	806	806	1,306	1,306	1,306	1,306	1,306
Operations Subtotal	508,264	583,665	587,780	573,363	576,387	576,387	576,887	576,887	576,887	576,887	629,524
Capital Outlay	1,698	-	-	-	6,000	-	-	-	-	-	-
Total Expenditures	\$ 509,962	\$ 583,665	\$ 587,780	\$ 573,363	\$ 582,387	\$ 576,387	\$ 576,887	\$ 576,887	\$ 576,887	\$ 576,887	\$ 629,524
PERSONNEL											
Exempt	2	3	3	3	3	3	3	3	3	3	3
Non-Exempt	6	7	7	7	7	7	7	7	7	7	7
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	8	10									

MAJOR FY 18-19 GOALS

- 1.) Continue to do vendor outreach through various community functions
- 2.) Continue to work on purchasing employee certifications
- 3.) Work towards implementing a vendor performance program for city wide use
- 4.) Update P-Card policy
- 5.) Provide additional department trainings on paramount and P-card program

Purchasing and Contracting

www.mcallen.net/departments/purchasing

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	9	10	10	10
Department Expenditures	\$ 509,962	\$ 587,780	\$ 573,363	\$ 576,387
Outputs:				
Requisitions	2,864	2,763	2,760	2,850.00
Purchase orders processed	2,839	2,667	2,666	2,735.00
Purchase contracts administered	65	55	44	50.00
Dollar value of purchases processed	\$ 99,661,889	\$ 101,160,286	\$ 76,374,686	87,856,293.00
Dollar Value of Cooperative purchases	\$ 13,974,728	\$ 6,466,130	\$ 7,714,394	7,090,262.00
Pre-bid conferences	62	134	44	80.00
Bid openings held	88	134	144	122.00
Pre-construction conferences	9	19	22	17.00
Construction contracts administered	40	24	22	23.00
Dollar value of construction contracts processed	\$ 36,556,192	\$ 10,529,830	\$ 10,193,623	19,093,215.00
Supply contracts	40	65	40	51.00
Service contracts	67	69	60	65.00
Informal Price Quotes	63	36	52	44.00
Cooperative Purchases	231	237	212	225.00
Requests for availability of funds	147	134	122	134.00
Requests for change orders on p.o.s	984	951	836	894.00
Requests for procurement cards	25	33	24	28.00
Bidders on file	12,952	15,180	11,604	13,392.00
Effectiveness Measures:				
Average number of days to process requisitions to purchase order status	3.5	4.0	3.5	3.00
Efficiency Measures:				
Requisitions per full time employee	716	921	690	713
Purchase Orders per full time employee	710.00	667	667	684
Construction contracts administered per full time employee	13	8	8	10
Purchase contracts administered per full time employee	22.0	18.0	15.0	17.0
Department expenditures per capita	\$ 3.57	\$ 4.04	\$ 3.95	\$ 3.90

Description:

Purchasing Department ensures that the City of McAllen and McAllen Public Utilities departments comply with all City ordinances, state and federal law requirements referenced to Procurement and Contracting Practices, by relieving the department head of the burdensome task of Purchasing. Centralization of all Purchasing and Contracting efforts into one department striving for economies of scale and efficiency.

*N/A=Not Available, N/P=Not Provided

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Legal

	Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
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COMPENSATION

New Position	No. Positions	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1.	-	-	-	-	-	-	-	-	
2.	-	-	-	-	-	-	-	-	
3.	-	-	-	-	-	-	-	-	
4.	-	-	-	-	-	-	-	-	
Revisions									
1.	-	-	-	-	-	-	-	-	
2.	-	-	-	-	-	-	-	-	
3.	-	-	-	-	-	-	-	-	
4.	-	-	-	-	-	-	-	-	
5.	-	-	-	-	-	-	-	-	
Total Compensation & Benefits		\$ 1,223,394	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

SUPPLIES

1.	< Please select category >								
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Supplies		\$ 5,032					\$ -	\$ -	

OTHER SERVICES & CHARGES

1.	Online svc/network						934	934	Dept. Head's Verizon Yrly Charge for I-Pad & Mifi
2.	Recording fees						(10,000)	(10,000)	Decrease in number of recordings
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Other Services & Charges		\$ 448,023					\$ (9,066)	\$ (9,066)	

MAINTENANCE

1.	< Please select category >								
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Maintenance		\$ -					\$ -	\$ -	

CAPITAL OUTLAY

** See Attached Form DP-1									
Total Capital Outlay							\$ -	\$ -	
TOTAL		\$ 1,676,449					\$ (9,066)	\$ (9,066)	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: General Fund
 DEPARTMENT: Legal

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

Grand Total	\$0
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2019
011-1214 Legal

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1214-411-60-01 Compensation / Exempt	780,472	850,962	345,966	850,962	852,386	852,386
011-1214-411-60-02 Compensation / Non-exempt	89,388	120,960	65,931	120,960	166,005	166,005
011-1214-411-60-06 Compensation / Part time	30,581	7,894	16,922	30,000	22,672	22,672
011-1214-411-60-10 Compensation / Overtime	460	600	280	600	600	600
011-1214-411-60-14 Compensation / Car allowance	30,200	28,200	12,500	28,200	28,200	28,200
011-1214-411-60-15 Compensation/Certification	10,192	-	8,393	8,393	-	-
011-1214-411-60-17 Compensation / Telephone	5,400	5,400	2,400	5,400	6,000	6,000
011-1214-411-60-90 Compensation/ Nonemployee agreement	-	-	-	-	-	-
60	946,692	1,014,016	452,392	1,044,515	1,075,863	1,075,863
011-1214-411-61-30 Benefits / Social security	64,530	72,307	32,522	72,307	78,650	78,650
011-1214-411-61-36 Benefits / Retirement	70,050	79,434	39,181	79,434	85,217	85,217
011-1214-411-61-40 Benefits / Unemployment tax	128	2,565	2,067	2,565	288	288
011-1214-411-61-46 Benefits / Workers' comp-	1,710	622	731	622	1,067	1,067
011-1214-411-61-50 Benefits / Health cost	51,620	50,256	23,614	50,256	64,968	64,968
011-1214-411-61-52 Benefits / Life insurance	463	1,529	175	1,529	1,698	1,698
011-1214-411-61-53 Benefits / Retiree health ins (ARC)	10,028	7,295	4,869	7,295	7,295	7,295
61	198,529	214,008	103,159	214,008	239,183	239,183
011-1214-413-62-02 Supplies / Office	6,319	5,032	1,824	5,032	5,032	5,032
011-1214-413-62-50 Supplies / EMP	-	-	-	-	-	-
62	6,319	5,032	1,824	5,032	5,032	5,032
011-1214-414-63-14 Other services & charges / Dues & subscriptions	33,221	25,702	11,937	25,702	25,702	25,702
011-1214-414-63-23 Other services & charges / Online svc/network	2,023	590	698	1,454	1,524	1,524
011-1214-414-63-45 Other services & charges / Professional	421,164	340,000	183,512	340,000	340,000	340,000
011-1214-414-63-47 Other services & charges / Recording fees	24,581	45,000	12,387	45,000	35,000	35,000
011-1214-414-63-52 Other services & charges / Rental & contractual	-	453	-	453	453	453
011-1214-414-63-64 Other services & charges / Training	20,657	15,128	14,095	15,128	15,128	15,128
011-1214-414-63-65 Other services & charges / Travel	29,504	19,000	10,012	19,000	19,000	19,000
011-1214-414-63-87 Other services & charges / EMP training	265	-	169	169	-	-
011-1214-414-63-91 Other service and charges / Educational refund of	-	2,000	-	2,000	2,000	2,000
011-1214-414-63-99 Other services & charges / Miscellaneous	442	150	60	150	150	150
63	531,858	448,023	232,870	449,056	438,957	438,957
011-1214-415-65-22 Maintenance / EMP software maintenance	-	-	-	-	-	-
65	-	-	-	-	-	-

2019

011-1214 Legal

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals	Adjusted	Oct -Mar	Estimated	Department	City Manager
	FY 16-17	Budget	Actuals	FY 17-18	Request	Recomm
		FY 17-18	FY 17-18		FY 18-19	FY 18-19
011-1214-416-66-14 Capital outlay / Vehicles	-	-	-	-	-	-
011-1214-416-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
011-1214-416-66-20 Capital outlay / Equipment	-	-	563	-	-	-
011-1214-416-66-21 Capital outlay / EMP computer hardware	-	-	-	-	-	-
011-1214-416-66-22 Capital outlay / Computer-hardware	-	-	-	-	-	-
011-1214-416-66-23 Capital outlay / EMP computer software	-	-	-	-	-	-
011-1214-416-66-24 Capital outlay / Computer-software	-	-	-	-	-	-
011-1214-416-66-28 Capital outlay / EMP furniture/equipment	-	-	-	-	-	-
011-1214-416-66-99 Capital outlay / Non-capitalized	-	-	-	-	-	-
66	-	-	563	-	-	-
<hr/>						
011-1214 Legal	\$ 1,683,399	\$ 1,681,079	\$ 790,807	\$ 1,712,611	\$ 1,759,035	\$ 1,759,035

**CITY OF McALLEN
APPROVED PERSONNEL SCHEDULE WORKSHEET
FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1214	Legal	1			City Attorney	FILLED	\$ 187,324
1214	Legal	1			Assistant City Attorney I	FILLED	57,000
1214	Legal	1			Assistant City Attorney I	UNFILLED	55,390
1214	Legal	1			Assistant City Attorney II	FILLED	62,000
1214	Legal	1		Upgrade fr ACA II	Assistant City Attorney III	FILLED	94,975
1214	Legal	1			Assistant City Attorney III	FILLED	85,641
1214	Legal	1			Assistant City Attorney III	FILLED	84,000
1214	Legal	1			Deputy City Attorney	FILLED	95,878
1214	Legal	1			Dep.Dir.Land Acquisition	UNFILLED	70,678
1214	Legal	1			ROW & Real Estate Coord	FILLED	55,000
1214	Legal	0			Certification Pay		4,500
		<u>10</u>					<u>852,386</u>
			1				
1214	Legal		1		Paralegal	FILLED	48,090
1214	Legal		1		Legal Assistant	FILLED	37,648
1214	Legal		1		Senior Administrative Clerk	FILLED	32,822
1214	Legal		1	UNBUDGETED	Assistant Claims Adjuster	FILLED	41,995
1214	Legal		0		Certification Pay		5,450
			<u>4</u>				<u>166,005</u>
			1				
1214	Legal		1		PT Law Clerk	FILLED	18,720
1214	Legal		1		Part time	UNFILLED	3,952
			<u>2</u>				<u>22,672</u>
					Non-employee agreement		-
					OVERTIME		600
					CAR ALLOWANCE		28,200
					TELEPHONE		6,000
							<u>34,800</u>
CURRENT POSITIONS			16				\$ 1,075,863



Mission Statement:

To provide service to the public servants. To provide effective and timely legal representation and advice to the City Commission and City Administration. This office zealously represents the city in legal controversies from the point of claim resolution and is committed to implementing the City Commission's policy and minimizing any potential liability. To protect and promote the City's interest by providing quality legal services to the Commissioners, City Management, City Boards, and other City Departments in the areas of opinions, litigation, contracts, code enforcement, legislation, real estate, financial, drafting legal documents, municipal court

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 946,692	\$ 1,009,966	\$ 1,014,016	\$ 1,044,515	\$ 1,075,863	\$ 1,075,863	\$ 1,075,863	\$ 1,075,863	\$ 1,075,863	\$ 1,075,863	
Employee Benefits	198,529	213,428	214,008	214,008	239,183	239,183	239,183	239,183	239,183	239,183	
Supplies	6,319	5,032	5,032	5,032	5,032	5,032	5,032	5,032	5,032	5,032	
Other Services and Charges	531,858	448,023	448,023	449,056	438,957	438,957	438,957	438,957	438,957	438,957	
Operations Subtotal	1,683,399	1,676,449	1,681,079	1,712,611	1,759,035	1,759,035	1,759,035	1,759,035	1,759,035	1,759,035	
Capital Outlay	-	-	-	-	-	-	-	-	-	-	
Total Expenditures	\$ 1,683,399	\$ 1,676,449	\$ 1,681,079	\$ 1,712,611	\$ 1,759,035						
PERSONNEL											
Exempt	8	10	10	10	10	10	9	9	9	9	
Non-Exempt	2	3	3	4	3	4	4	4	4	4	
Part-Time	2	2	2	2	2	2	2	2	2	2	
Total Positions Authorized	12	15	15	16	15	16	15	15	15	15	

MAJOR FY 18-19 GOALS

- 1.) Continue to review Code of Ordinances
 - 2.) Continue developing and implementing Standard Operating Procedures
 - 3.) Assist in completion of major projects
 - 4.) Continue to implement changes to insurance program
 - 5.) Continue to implement In-House Litigation Division
 - 6.) Review and implement Legislative changes
- ROW:
- 1.) Continue to acquire right of way for Bicentennial
 - 2.) Continue to acquire right of way for all the bond projects

Contact Us:

Kevin D. Pagan
 City Attorney
 1300 Houston Avenue
 McAllen, TX 78501
 (956) 681-1090

Performance Measures				
	Actual FY 15-16	Goal FY 16-17	Estimated FY 16-17	Goal FY 18-19
Inputs:				
Number of full time employees	11	11	12	12
Number of Attorneys	7	7	8	8
Department Expenditures	\$ 1,683,399	\$ 1,681,079	\$ 1,712,611	\$ 1,759,035
Outputs:				
Number of City Gov. Entities Represented	23	29	29	29
City Comm. mtgs & workshops attended	45	48	45	45
Subordinate agency meetings attended	321	350	323	323
Human Resource Hearings held	15	16	10	10
Resolutions, ordinances, orders, agrmts, contracts, leases, deeds, liens & opinions prepared & reviewed	440	458	420	420
Number of Municipal Court Hearings Supervised	11,000	12,100	7,000	7,000
Right of Way acquisitions, projects, etc. prepared and overseen	75	55	175	175
Effectiveness Measures:				
Number of lawsuits filed against the City	18	20	20	20
Number of lawsuits filed by City	2	1	1	1
Number of lawsuits resolved before trial	13	15	15	15
Number of lawsuits tried	1	0	-	0
Number of lawsuits resolved w/Plf. Receiving no compensation	9	10	10	10
Efficiency Measures:				
Department expenditures per capita	\$ 11.77	\$ 11.57	\$ 11.79	\$ 11.91

Description:

The function of the City Attorney's Office is to serve the City of McAllen with the highest quality of legal advice and representation. The office advises the Mayor, City Commission, City Management, City Boards and employees in all areas of the law. The City Attorney's Office is involved in the preparation of contracts, code enforcement, legislation, real estate, litigation, labor and financial matters for the City. The City Attorney's Office also defends the City in civil lawsuits and prosecutes Class "C" misdemeanors in municipal court and oversees the City's Right of Way Department relating to condemnation and other issues. The Office is located at City Hall. The City Attorney also serves in the capacity of the City's Emergency Management Coordinator by appointment of the Mayor. While the City currently has no formal department of Emergency Management, the Emergency Management Coordinator ("EMC") coordinates the emergency planning, preparedness, response, and recovery aspects of all departments city-wide.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Grants

	Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
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COMPENSATION

New Position	No. Positions	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1.	-	-	-	-	-	-	-		
2.	-	-	-	-	-	-	-		
3.	-	-	-	-	-	-	-		
4.	-	-	-	-	-	-	-		
Revisions									
1. Administrative Asst.			4,118	-	-	655	4,773	4,773	Administrative Assistant is currently at a pay rate of \$13.44. Looking at the sixteen AAs within the City, the average pay rate is \$15.06. Proposing increased pay rate to \$15.42. The proposed rate is at the mid-point of Step 7 but within the same 755 Pay Grade. The increased pay rate would align compensation to other AAs within the City.
2. Grants Director			(83,398)	(3,000)	(960)	(19,386)		(106,744)	Deletion of Exempt Salary (81,598) ; Certification Pay (1,800); Car Allowance (3,000) ; & Phone Allowance (960) with association benefits
3. Clerk			26,598	-	-	9,748		36,346	
4.			-	-	-	-		-	
5.			-	-	-	-		-	
Total Compensation & Benefits			\$ 400,497	\$ (52,682)	\$ (3,000)	\$ (960)	\$ (8,983)	\$ 4,773	\$ (65,625)

SUPPLIES

	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Supplies			\$ 5,500					\$ -	\$ -

OTHER SERVICES & CHARGES

	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Other Services & Charges			\$ 56,753					\$ -	\$ -

MAINTENANCE

	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Maintenance			\$ -					\$ -	\$ -

CAPITAL OUTLAY

	** See Attached Form DP-1								
Total Capital Outlay								\$ -	\$ -
TOTAL			\$ 462,750					\$ 4,773	\$ (65,625)

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: General Fund
 DEPARTMENT: Grants

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

Grand Total	\$0
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2019

011-1216 Grant administration

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1216-411-60-01 Compensation / Exempt	81,632	83,848	39,645	83,848	83,398	-
011-1216-411-60-02 Compensation / Non-exempt	211,524	235,563	113,624	235,563	237,431	264,029
011-1216-411-60-10 Compensation / Overtime	876	2,000	659	2,000	2,000	2,000
011-1216-411-60-14 Compensation / Car allowance	3,000	3,000	1,500	3,000	3,000	-
011-1216-411-60-15 Compensation/Certification	1,810	-	905	1,800	-	-
011-1216-411-60-17 Compensation / Telephone	2,720	2,400	1,200	2,400	2,400	1,440
011-1216-411-60-06 Compensation / Part-time 60	-	-	-	-	-	-
	301,562	326,811	157,533	328,611	328,229	267,469
011-1216-411-61-30 Benefits / Social security	21,995	25,001	12,000	25,001	25,109	20,461
011-1216-411-61-36 Benefits / Retirement	22,938	25,785	12,970	25,785	26,094	21,264
011-1216-411-61-40 Benefits / Unemployment tax	56	1,026	953	1,026	108	108
011-1216-411-61-46 Benefits / Workers' comp-	850	733	503	733	1,049	909
011-1216-411-61-50 Benefits / Health cost	16,978	21,072	9,188	21,072	18,936	18,936
011-1216-411-61-52 Benefits / Life insurance	210	550	116	550	554	534
011-1216-411-61-53 Benefits / Retiree health ins (ARC) 61	3,239	2,606	1,821	2,606	2,606	2,606
	66,267	76,773	37,550	76,773	74,456	64,818
011-1216-413-62-02 Supplies / Office	9,761	5,500	3,220	5,500	5,500	5,500
011-1216-413-62-50 Supplies / EMP 62	9,256	-	-	-	-	-
	19,017	5,500	3,220	5,500	5,500	5,500
011-1216-414-63-14 Other services & charges / Dues & subscriptions	21,289	21,500	21,853	21,853	21,500	21,500
011-1216-414-63-52 Other services & charges / Rental & contractual	27,787	29,800	27,500	29,800	29,800	29,800
011-1216-414-63-64 Other services & charges / Training	-	-	-	-	-	-
011-1216-414-63-65 Other services & charges / Travel	7,772	4,890	139	4,890	4,890	4,890
011-1216-414-63-69 Other service & charges / Utilities-telephone	456	-	190	456	-	-
011-1216-414-63-87 Other services & charges / EMP training	2,246	-	-	-	-	-
011-1216-414-63-91 Other services & charges / Educational refund off/	130	500	-	500	500	500
011-1216-414-63-99 Other services & charges / Miscellaneous 63	120	63	40	63	63	63
	59,800	56,753	49,722	57,562	56,753	56,753
011-1216-415-65-08 Maintenance / Equipment 65	-	-	-	-	-	-
	-	-	-	-	-	-

2019

011-1216 Grant administration

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals	Adjusted	Oct -Mar	Estimated	Department	City Manager
	FY 16-17	Budget	Actuals	FY 17-18	Request	Recomm
		FY 17-18	FY 17-18		FY 18-19	FY 18-19
011-1216-416-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
011-1216-416-66-22 Capital outlay / Computer-hardware	-	-	-	-	-	-
011-1216-416-66-24 Capital outlay / Computer-software	-	-	-	-	-	-
011-1216-416-66-99 Capital outlay / Non-capitalized	3,519	-	-	-	-	-
66	3,519	-	-	-	-	-
<hr/>						
011-1216 Grant Admin.	\$ 450,164	\$ 465,837	\$ 248,025	\$ 468,446	\$ 464,938	\$ 394,540

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1216	Grant Administration	0			Director Grant Administration	DELETED	\$ -
1216	Grant Administration	0			Certification Pay (EMP)	DELETED	-
		<u>0</u>					-
1216	Grant Administration		1		Administrative Assistant	FILLED	32,073
1216	Grant Administration		1		Administrative Clerk	APPROVED	26,598
1216	Grant Administration		1		Grant Coordinator	FILLED	40,726
1216	Grant Administration		1		Compliance Officer	FILLED	58,344
1216	Grant Administration		1		Grant Development Specialist	FILLED	53,144
1216	Grant Administration		1		Grant Development Specialist	FILLED	53,144
			<u>6</u>				<u>264,029</u>
					OVERTIME		2,000
					CAR ALLOWANCE		-
					TELEPHONE		1,440
							<u>3,440</u>
CURRENT POSITIONS			6				\$ 267,469

Mission Statement:
The Grant Administration Office identifies funding sources, provides sound grant development and management practices, and facilitates partnerships with City Departments and funding agencies to fiscally support projects and services that improve the quality of life for McAllen citizens.

Contact Us:
Carla M. Rodriguez
Director of Grant Administration
1300 Houston Avenue
McAllen, TX 78501
(956) 681-1033

Department Summary											
Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 301,562	\$ 324,111	\$ 326,811	\$ 328,611	\$ 328,229	\$ 267,469	\$ 267,469	\$ 267,469	\$ 267,469	\$ 267,469	\$ 267,469
Employee Benefits	66,267	76,386	76,773	76,773	74,456	64,818	64,818	64,818	64,818	64,818	64,818
Supplies	19,017	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500
Other Services and Charges	59,800	56,753	56,753	57,562	56,753	56,753	56,753	56,753	56,753	56,753	56,753
Operations Subtotal	446,645	462,750	465,837	468,446	464,938	394,540	394,540	394,540	394,540	394,540	394,540
Capital Outlay	3,519	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 450,164	\$ 462,750	\$ 465,837	\$ 468,446	\$ 464,938	\$ 394,540					
PERSONNEL											
Exempt	1	1	1	1	1	-	1	1	1	1	1
Non-Exempt	5	5	5	5	5	6	5	5	5	5	5
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	6										

MAJOR FY 18-19 GOALS

- 1.) Continue to secure funding to support infrastructure and capital improvement projects; park enhancements and trail expansions; and public safety initiatives, to include police, fire and emergency management projects.
- 2.) Ensure General Fund Outside Agencies remain in fiscal and programmatic compliance.
- 3.) Ensure Development Corporation of McAllen, Inc. Outside Agencies remain in fiscal and programmatic compliance.
- 4.) Ensure grant development and management team attend Grant Professionals Association and National Grants Management Association annual conferences to sustain best practices in the industry.
- 5.) Monitor regulatory compliance practices to mitigate potential reductions in federal grants that fund local improvement efforts.

Grant Administration

www.mcallen.net/departments/grants

Performance Measures	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	5	5	6	6
Department Expenditures	\$ 450,164	\$ 465,837	\$ 468,446	\$ 394,540
Outputs:				
Dollar amount of Active Grants Managed	\$ 64,853,405	\$ 62,000,000	\$ 65,000,000	\$ 60,000,000
Number of Grant Proposals Submitted	36	35	35	30
Number of Grant Compliance Reviews Conducted	50	20	60	30
Number of Grant Award & Compliance Orientations Conducted	18	22	18	20
Effectiveness Measures:				
Number of Grants Awarded	21	22	18	20
Dollar Amount of Grants Awarded	\$ 11,700,000	\$ 14,000,000	\$ 12,000,000	\$ 12,000,000
Number of Outside Agencies receiving General Fund allocations	12	12	11	11
Dollar Value of General Fund Allocations Managed	\$ 2,553,872	\$ 2,553,872	\$ 2,418,256	\$ 2,418,256
Number of Compliance Reviews Conducted for General Fund Outside Agencies	2	5	1	1
Number of Outside Agencies receiving Development Corporation of McAllen, Inc. allocations	7	7	9	9
Dollar value of Development Corporation of McAllen, Inc. allocations managed	\$ 3,756,693	\$ 3,756,693	\$ 3,315,503	\$ 3,315,503
Number of Compliance Reviews Conducted for Development Corporation of McAllen, Inc. Outside Agencies	\$ 2	\$ 4	\$ 3	\$ 3
Efficiency Measures:				
Ratio of grant funds awarded to Grant Development team	\$4.1M:1	\$4.5M:1	\$4M:1	\$4.7M:1
Ratio of grant funds managed to Compliance staff	\$33.4M:1	\$27.5M:1	\$33.2M:1	\$34.1M:1
Department Expenditures	\$3.12	\$3.43	\$3.31	\$3.85

*N/A=Not Available, N/P=Not Provided

Description:

Securing funding to improve the quality of life for McAllen's citizens, the Grant Administration Office provides grant writing and compliance services to City departments. With a team of six employees, including a director, compliance officer, two grant development specialists, a grant coordinator, and an administrative assistant, the Office identifies funding sources, prepares grant proposals and provides compliance services to meet programmatic and fiscal terms of awards. The Office currently manages an estimated \$65 million in grant funds and is responsible for the functions of the grant process, including overseeing funds awarded to 19 nonprofit agencies delivering economic development, cultural, and recreational programs and services to McAllen.

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: General
 DEPARTMENT: Human Resources

Computer-Software				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
FMLA Tracking Software	\$4,000	1	\$4,000	HR processes, on average, 20 FMLA applications per month and tracks each approved application for up to 12 weeks. Current process is manual. Need a software that helps create notifications, track leave, to stay compliant with federal requirements. TML - Prevention of Harassment Training Software (Transfer \$9,800 from Maintenance/Equipment)
TML Preventing Harassment Training	\$10,500	1	\$10,500	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$14,500	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$14,500
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2019

011-1220 Human resources

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1220-411-60-01 Compensation / Exempt	115,094	155,753	64,229	154,853	154,853	154,853
011-1220-411-60-02 Compensation / Non-exempt	263,121	313,382	141,405	310,252	310,252	310,252
011-1220-411-60-06 Compensation / Part-time	-	13,996	-	13,996	13,996	13,996
011-1220-411-60-10 Compensation / Overtime	2,637	4,880	1,920	4,880	4,880	4,880
011-1220-411-60-14 Compensation / Car allowance	11,950	11,400	6,400	15,600	15,600	15,600
011-1220-411-60-17 Compensation / Telephone	3,300	4,320	1,780	5,520	5,520	5,520
011-1220-411-60-90 Compensation / Non-employee agreement	-	-	-	-	-	-
60	396,101	503,731	215,733	505,101	505,101	505,101
011-1220-411-61-30 Benefits / Social security	29,498	38,535	16,380	38,535	38,642	38,642
011-1220-411-61-36 Benefits / Retirement	30,340	38,639	17,558	38,639	39,041	39,041
011-1220-411-61-40 Benefits / Unemployment tax	252	2,052	1,506	2,052	216	216
011-1220-411-61-46 Benefits / Workers' comp-	1,117	1,111	575	1,111	1,364	1,364
011-1220-411-61-50 Benefits / Health cost	31,358	43,848	19,444	43,848	41,712	41,712
011-1220-411-61-52 Benefits / Life insurance	276	844	160	844	808	808
011-1220-411-61-53 Benefits / Retiree health ins (ARC)	5,394	4,711	2,373	4,711	4,711	4,711
61	98,235	129,740	57,995	129,740	126,494	126,494
011-1220-413-62-02 Supplies / Office	8,501	9,936	3,537	9,936	9,936	9,936
011-1220-413-62-24 Supplies / Training	11,665	14,000	3,268	14,000	14,000	14,000
011-1220-413-62-28 Supplies / Recruiting	428	4,000	-	4,000	4,000	4,000
011-1220-413-62-34 Supplies / Enroll, test, & orientat	4,383	4,215	2,880	4,215	4,215	4,215
62	24,977	32,151	9,686	32,151	32,151	32,151
011-1220-414-63-02 Other services & charges / Advertising	-	800	529	800	800	800
011-1220-414-63-06 Other services & charges / Civil service activity	34,726	40,000	19,473	40,000	40,000	40,000
011-1220-414-63-14 Other services & charges / Dues & subscriptions	1,234	3,000	1,159	3,000	3,000	3,000
011-1220-414-63-40 Other services & charges / Medical	16,615	20,950	6,970	20,950	20,950	20,950
011-1220-414-63-44 Other services & charges / Printing	7,730	12,867	6,193	12,867	12,867	12,867
011-1220-414-63-52 Other services & charges / Rental & contractual	11,761	15,989	-	15,989	15,989	15,989
011-1220-414-63-62 Other services & charges / Special service	-	-	-	-	-	-
011-1220-414-63-64 Other services & charges / Training	1,973	7,000	5,364	7,000	7,000	7,000
011-1220-414-63-65 Other services & charges / Travel	2,431	3,000	1,868	3,000	3,000	3,000
011-1220-414-63-90 Other services & charges / Employee Development	-	2,043	-	2,043	2,043	2,043
011-1220-414-63-91 Other service & charges / Educational refund	-	-	-	-	-	-
011-1220-414-63-99 Other services & charges / Miscellaneous	135	1,500	207	1,500	1,500	1,500
63	76,604	107,149	41,763	107,149	107,149	107,149

2019

011-1220 Human resources

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1220-414-64-15 Other service & charges / Pre-employment testing 64	-	-	-	-		-
011-1220-415-65-04 Maintenance / Computer/software 011-1220-415-65-08 Maintenance / Equipment 65	- 211 211	- 10,000 10,000	- 105 105	- - -	200 200	10,000 10,000
011-1220-416-66-16 Capital outlay / Office furniture/equip- 011-1220-416-66-22 Capital outlay / Computer-hardware 011-1220-416-66-24 Capital outlay / Computer-software 011-1220-416-66-99 Capital outlay / Non-capitalized 66	- - - 3,724 3,724	- - 25,000 - 25,000	- - - 3,990 3,990	- - 36,500 - 36,500	14,500 14,500	- - 14,500 - 14,500
011-1220-417-89-36 Other expenses / Job Fair 89	- -	- -	- -	- -		- -
011-1220 Human Resources	\$ 599,853	\$ 807,771	\$ 329,272	\$ 810,641	\$ 785,595	\$ 795,395

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1220	Human Resources	1			Director Human Resources	FILLED	\$ 89,505
1220	Human Resources	1			Deputy Director Human Resources	FILLED	65,348
		<u>2</u>					<u>154,853</u>
1220	Human Resources		1		Administrative Supervisor	FILLED	36,982
	Human Resources			Reclass fr HR	HR Recruiter		37,398
1220			1	Generalist		FILLED	
1220	Human Resources		1		HR Generalist	FILLED	37,398
1220	Human Resources		1		HR Trainer	FILLED	58,178
	Human Resources			Reclass fr Prog.	HR Specialist		29,120
1220			1	Clerk		FILLED	
	Human Resources			Reclass fr Prog.	HR Specialist		29,120
1220			1	Clerk		FILLED	
1220	Human Resources		1		HR Employee Services Manager	FILLED	55,162
1220	Human Resources		1		Senior Administrative Clerk	FILLED	26,894
			<u>8</u>				<u>310,252</u>
1220	Human Resources		1		Part- time	UNFILLED	7,600
1220	Human Resources		1		Part- time	UNFILLED	6,396
			<u>2</u>				<u>13,996</u>
					OVERTIME		4,880
					CAR ALLOWANCE		15,600
					TELEPHONE		5,520
							<u>26,000</u>
CURRENT POSITIONS			12				\$ 505,101



Mission Statement:

The City of McAllen Human Resource Department Mission Statement is to treat each person as a valued customer while contributing positively to the bottom line of the City of McAllen through comprehensive programming that displays a thorough understanding of all aspects of the human resources profession, including pro-active involvement in areas of legal compliance, and service that displays an enthusiastic interest in the lives of others.

Contact Us:

Christina Flores, HR Director
1300 Houston Avenue
McAllen, TX 78501
(956) 681-1045

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 396,101	\$ 499,681	\$ 503,731	\$ 505,101	\$ 505,101	\$ 505,101	\$ 505,101	\$ 505,101	\$ 505,101	\$ 505,101	\$ 505,101
Employee Benefits	98,235	129,161	129,740	129,740	126,494	126,494	126,494	126,494	126,494	126,494	126,494
Supplies	24,977	32,151	32,151	32,151	32,151	32,151	32,151	32,151	32,151	32,151	32,151
Other Services and Charges	76,604	107,149	107,149	107,149	107,149	107,149	107,149	107,149	107,149	107,149	107,149
Maintenance	211	10,000	10,000	-	200	10,000	10,000	10,000	10,000	10,000	10,000
Operations Subtotal	596,129	778,141	782,771	774,141	771,095	780,895	780,895	780,895	780,895	780,895	780,895
Capital Outlay	3,724	25,000	25,000	36,500	14,500	14,500	-	-	-	-	-
Total Expenditures	\$ 599,853	\$ 803,141	\$ 807,771	\$ 810,641	\$ 785,595	\$ 795,395	\$ 780,895				
PERSONNEL											
Exempt	2	2	2	2	2	2	2	2	2	2	2
Non-Exempt	5	8	8	8	8	8	8	8	8	8	8
Part-Time	-	2	2	2	2	2	2	2	2	2	2
Total Positions Authorized	7	12									

MAJOR FY 18-19 GOALS

- 1.) Continue to improve workflow and efficiencies in HR processes.
- 2.) Develop an employee mentoring and leadership training program.
- 3.) Provide training to city employees on HR policies and procedures.

Human Resources

www.mcallen.net/hr

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Full time employees (Non-Exempt)		10	8	8
Full time employees (Exempt)		2	2	2
Total full time employees		10	10	10
Department Expenditures	\$ 599,853	\$ 807,771	\$ 810,641	\$ 795,395
Outputs:				
Total Number of Job Postings (New Measure)		300	500	550
Total Number of Volunteers Assigned		100	400	500
Total Number of Job Fairs Attended		5	5	5
Total Number of Job Descriptions Created or Updated		200	30	50
Total Number of Employees Trained on Preventing Harassment in the Workplace		1,015	640	1,000
Total Number of Training Hours Conducted		300	950	1,000
Effectiveness Measures:				
Employee Turnover Rate		7%	6.52%	7%
Total Number of Promotions (New Measure)			85	90
% Increase of Volunteers Assigned to LY (New Measure)			0%	10%
Efficiency Measures:				
Total Number of New Employees Hired (New Measure)			530	550
Average Days To Fill Open Positions (New Measure)			45	40
Total Cost of Training per Employee (New Measure)			\$ 21.41	\$ 25.00
Average Employee Years of Service (New Measure)			9	9
Department Expenditures Per Employee	\$ 469.47	\$ 452.53	\$ 450.36	\$ 441.89
Total Employee Population on Oct 1 of Fiscal Year		1,785	1,800	1,800

Description:

The Human Resources Department manages the overall provision of municipal human resource management functions, services, policies, and programs. The major functions include providing qualified and capable staffing through efficient job posting, applicant screening, interviews, background checks, testing, employment offers, enrollment, and new employee orientation; providing outsource agency and volunteer staffing; developing, interpreting and communicating City policy, practices and procedures; providing a competitive and fair compensation; maintaining effective job classifications; administering labor laws including FMLA Reviews; EEOC Reviews; and compliance of regulatory concerns regarding employees; conducting employee and supervisor staff development training; providing HR staff

2019

011-1262 Employee benefits

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1262-411-61-97 Benefits / Contingency workers comp loss run ratio	-	-	-	-	-	(670,493)
011-1262-411-61-98 Benefits / Freeze positions	-	(1,500,000)	-	-	(1,500,000)	(1,500,000)
011-1262-411-61-99 Benefits / Contingency	-	-	-	-	1,283,508	1,626,138
61	-	(1,500,000)	-	-	(216,492)	(544,355)
<hr/>						
011-1262 Employee Benefit/Contingency	\$ -	\$ (1,500,000)	\$ -	\$ -	\$ (216,492)	\$ (544,355)

2019

011-1264 General insurance

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals	Adjusted	Oct -Mar	Estimated	Department	City Manager
	FY 16-17	Budget	Actuals	FY 17-18	Request	Recomm
	FY 16-17	FY 17-18	FY 17-18	FY 17-18	FY 18-19	FY 18-19
011-1264-414-63-17 Other services & charges / Employee bond	-	-	-	-	-	-
011-1264-414-63-24 Other services & charges / Ins--auto liability	-	-	-	-	-	-
011-1264-414-63-25 Other services & charges / Ins--boiler & machinery	-	-	-	-	-	-
011-1264-414-63-26 Other services & charges / Ins--error & omission	-	-	-	-	-	-
011-1264-414-63-27 Other services & charges / Ins--real/personal prop	-	-	-	-	-	-
011-1264-414-63-28 Other services & charges / Ins--law enforcement	-	-	-	-	-	-
011-1264-414-63-29 Other services & charges / Ins--liability	457,085	457,085	228,540	457,085	457,085	457,085
011-1264-414-63-30 Other services & charges / Ins--mobile equip-	-	-	-	-	-	-
011-1264-414-63-33 Other services & charges / Ins--workers comp- exce	-	-	-	-	-	-
011-1264-414-63-45 Other services & charges / Professional	-	-	-	-	-	-
63	457,085	457,085	228,540	457,085	457,085	457,085
011-1264 General Insurance	\$ 457,085	\$ 457,085	\$ 228,540	\$ 457,085	\$ 457,085	\$ 457,085

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Planning

			Baseline					Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	No. Positions	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total			
1. Case Manager	1	41,122	41,122	-	-	12,059	53,181			
2.	-	-	-	-	-	-	-			
3.	-	-	-	-	-	-	-			
4.	-	-	-	-	-	-	-			
Revisions										
1.	-	-	-	-	-	-	-	1,399		Planner II salary adjustment
2.	-	-	-	-	-	-	-	-		
3.	-	-	-	-	-	-	-	-		
4.	-	-	-	-	-	-	-	-		
5.	-	-	-	-	-	-	-	-		
Total Compensation & Benefits			\$ 1,191,262	\$ 41,122	\$ -	\$ -	\$ 12,059	\$ 53,181	\$ 1,399	
SUPPLIES										
	1. Clothing & uniform						185			Blazers for new Case Manager position
	2. < Please select category >									
	3. < Please select category >									
	4. < Please select category >									
	5. < Please select category >									
Total Supplies		\$ 20,115					\$ 185	\$ -		
OTHER SERVICES & CHARGES										
	1. Promotion						7,400			Promotion of 2020 Census & committee activities-New
	2. < Please select category >									
	3. < Please select category >									
	4. < Please select category >									
	5. < Please select category >									
Total Other Services & Charges		\$ 47,069					\$ 7,400	\$ -		
MAINTENANCE										
	1. < Please select category >									
	2. < Please select category >									
	3. < Please select category >									
	4. < Please select category >									
	5. < Please select category >									
Total Maintenance		\$ 17,241					\$ -	\$ -		
CAPITAL OUTLAY										
	** See Attached Form DP-1									
Total Capital Outlay							\$ 41,448	\$ 32,300		
TOTAL			\$ 1,275,687				\$ 102,215	\$ 33,699		

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: General Fund
 DEPARTMENT: Planning Department

Office Furniture/equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Monitors	\$250	4	\$1,000	New equipment Case Manager position requested & filling approved Planner I New equipment Case Manager position requested & filling approved Planner I Replacement of chairs due to wear and tear Current units are obsolete, not supported by Cisco Replacing 2003 unit due to break downs and using salvaged parts
Phone	\$250	2	\$500	
Desk Chair	\$200	2	\$400	
Desk Phones	\$250	10	\$2,500	
Plotter 44 inch	\$7,500	1	\$7,500	
TOTAL			\$8,900	

Vehicles				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Amber Safety Lights	\$2,000	2	\$4,000	Employee Safety while conducting city business using department vehicles
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Computer-Hardware				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Memory and Video card	\$200	4	\$800	Memory is needed for additional storage space required for programs to run properly Video card is required for Arc GIS operation
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
Laptop	\$1,500	2	\$3,000	New equipment Case Manager position requested & filling approved Planner I
TOTAL			\$3,800	

Computer-Software				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Software Autocad 2018	\$1,500	2	\$3,000	Out dated software, currently running on 2014 Photoshop and illustrator, replace out dated software Accessing records and databases daily License to access permit software (Bundle of 5) RAM for computer hardware operation & ROM to store data
Creative Cloud	\$624	2	\$1,248	
Laserfiche	\$900	1	\$900	
Accela	\$16,000	1	\$16,000	
RAM / ROM	\$150	4	\$600	
TOTAL			\$19,600	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total \$32,300

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1302-411-60-01 Compensation / Exempt	219,478	270,895	153,361	270,895	290,226	290,226
011-1302-411-60-02 Compensation / Non-exempt	443,983	623,914	186,691	623,914	659,226	619,311
011-1302-411-60-06 Compensation / Part time	-	8,341	-	8,341	8,341	8,341
011-1302-411-60-10 Compensation / Overtime	2,050	9,500	140	9,500	9,500	9,500
011-1302-411-60-14 Compensation / Car allowance	6,600	10,200	3,300	10,200	10,200	10,200
011-1302-411-60-15 Compensation/Certification	-	-	-	-	-	-
011-1302-411-60-17 Compensation / Telephone	2,460	2,640	1,180	-	2,640	2,640
60	674,571	925,490	344,672	922,850	980,133	940,218
011-1302-411-61-30 Benefits / Social security	48,732	70,800	26,299	70,800	74,980	71,926
011-1302-411-61-36 Benefits / Retirement	51,195	69,781	28,233	69,781	77,257	74,084
011-1302-411-61-40 Benefits / Unemployment tax	153	3,933	2,330	3,933	432	414
011-1302-411-61-46 Benefits / Workers' comp-	1,472	2,095	655	2,095	3,326	3,234
011-1302-411-61-50 Benefits / Health cost	64,310	94,896	28,002	94,896	99,120	93,624
011-1302-411-61-52 Benefits / Life insurance	513	1,474	235	1,474	1,613	1,578
011-1302-411-61-53 Benefits / Retiree health ins (ARC)	8,618	7,582	4,933	7,582	7,582	7,582
61	174,992	250,561	90,686	250,561	264,310	252,442
011-1302-413-62-02 Supplies / Office	4,365	5,000	2,716	5,000	5,000	5,000
011-1302-413-62-04 Supplies / Operating	6,852	13,400	2,748	13,400	13,400	13,400
011-1302-413-62-18 Supplies / Clothing & uniform	494	1,715	98	1,715	1,900	1,715
62	11,711	20,115	5,562	20,115	20,300	20,115
011-1302-414-63-14 Other services & charges / Dues & subscriptions	1,501	2,500	1,687	2,500	2,500	2,500
011-1302-414-63-23 Other services & charges / Online svc/network	590	600	-	600	600	600
011-1302-414-63-44 Other services & charges / Printing	3,572	4,000	1,277	4,000	4,000	4,000
011-1302-414-63-45 Other services & charges / Professional	-	6,100	-	6,100	6,100	6,100
011-1302-414-63-52 Other services & charges / Rental & contractual	4,701	4,800	1,845	4,800	4,800	4,800
011-1302-414-63-64 Other services & charges / Training	3,055	3,000	1,745	3,000	3,000	3,000
011-1302-414-63-65 Other services & charges / Travel	4,315	7,895	2,519	7,895	7,895	7,895
011-1302-414-63-75 Other services & charges / Rental-general depr- fu	13,338	13,338	6,666	13,338	13,338	13,338
011-1302-414-63-89 Other service & charges / Credit card fees	681	2,000	251	2,000	2,000	2,000
011-1302-414-63-99 Other services & charges / Miscellaneous	1,776	2,836	1,719	2,836	10,236	2,836
63	33,529	47,069	17,710	47,069	54,469	47,069

2019

011-1302 Planning

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1302-415-65-04 Maintenance / Computer/software	-	11,432	-	11,432	11,432	11,432
011-1302-415-65-16 Maintenance / Vehicles	440	4,000	472	4,000	4,000	4,000
011-1302-415-65-17 Maintenance / Fuel & lubricants	1,639	1,809	1,031	1,809	1,809	1,809
65	2,079	17,241	1,503	17,241	17,241	17,241
011-1302-416-66-14 Capital outlay / Vehicles	-	-	-	-	4,000	-
011-1302-416-66-16 Capital outlay / Office furniture/equip-	-	26,400	26,389	26,389	11,900	8,900
011-1302-416-66-20 Capital outlay / Equipment	-	-	317	-	-	-
011-1302-416-66-22 Capital outlay / Computer-hardware	-	1,600	-	1,600	3,800	3,800
011-1302-416-66-24 Capital outlay / Computer-software	-	-	-	-	21,748	19,600
011-1302-416-66-99 Capital outlay / Non-capitalized	-	-	-	-	-	-
66	-	28,000	26,705	27,989	41,448	32,300
011-1302 Planning	\$ 896,882	\$ 1,288,476	\$ 486,838	\$ 1,285,825	\$ 1,377,901	\$ 1,309,385

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1302	Planning	1			Planning Director	FILLED	\$ 91,975
1302	Planning	1			Deputy Director Planning	UNFILLED	74,988
1302	Planning	1			Senior Planner Long Range	FILLED	61,632
1302	Planning	1			Senior Planner Short Range	FILLED	61,632
		<u>4</u>					<u>290,226</u>
1302	Planning		1		Administrative Supervisor	FILLED	32,261
1302	Planning		0		Case Manager	NOT APPROVED	-
1302	Planning		1		Inspector	FILLED	26,894
1302	Planning		1		Planner I	FILLED	38,085
1302	Planning		1		Planner I	FILLED	38,085
1302	Planning		1		Planner I - Neighborhood	FILLED	38,085
1302	Planning		1		Planner II	FILLED	41,122
1302	Planning		1		Planner II	FILLED	46,946
1302	Planning		1		Planner II	UNFILLED	41,122
1302	Planning		1		Planner III	UNFILLED	51,376
1302	Planning		1		Planner III - Neighborhood	UNFILLED	50,128
1302	Planning		1		Planning Technician	UNFILLED	26,125
1302	Planning		1		Planning Technician	UNFILLED	23,973
1302	Planning		1		Planning Technician II	FILLED	29,203
1302	Planning		1		Receptionist/Admin Clerk	UNFILLED	23,878
1302	Planning		1		Secretary	FILLED	25,875
1302	Planning		1		Secretary	FILLED	25,875
1302	Planning		1		Secretary	FILLED	25,896
1302	Planning		1		Planning Technician III (GIS)	FILLED	34,382
			<u>18</u>				<u>619,311</u>
1302	Planning		1		Part time	UNFILLED	8,341
			<u>1</u>				<u>8,341</u>
					OVERTIME		9,500
					CAR ALLOWANCE		10,200
					TELEPHONE		2,640
							<u>22,340</u>
CURRENT POSITIONS			23				\$ 940,218



Mission Statement:
 "The Planning Department is committed to providing high-quality, proactive services and programs to enhance the quality of life of McAllen residents, businesses and visitors, and to promoting a well-designed, physically integrated, livable and prosperous community consistent with City Commission long range vision and strategic plans."

Contact Us:
 Julianne R. Rankin,
 FAICP
 Planning Director
 311 N 15th St.
 McAllen, TX 78501
 (956) 681-1250

Department Summary Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 674,571	\$ 919,190	\$ 925,490	\$ 922,850	\$ 980,133	\$ 940,218	\$ 981,820	\$ 981,820	\$ 981,820	\$ 981,820	
Employee Benefits	174,992	249,659	250,561	250,561	264,310	252,442	264,211	264,211	264,211	264,211	
Supplies	11,711	21,715	20,115	20,115	20,300	20,115	20,825	20,825	20,825	20,825	
Other Services and Charges	33,529	47,069	47,069	47,069	54,469	47,069	47,129	47,189	47,189	47,189	
Maintenance	2,079	17,241	17,241	17,241	17,241	17,241	17,241	17,241	17,241	17,241	
Operations Subtotal	896,882	1,254,874	1,260,476	1,257,836	1,336,453	1,277,085	1,331,226	1,331,286	1,331,286	1,331,286	
Capital Outlay	-	-	28,000	27,989	41,448	32,300	2,250	-	-	-	
Total Expenditures	\$ 896,882	\$ 1,254,874	\$ 1,288,476	\$ 1,285,825	\$ 1,377,901	\$ 1,309,385	\$ 1,333,476	\$ 1,331,286	\$ 1,331,286	\$ 1,331,286	
PERSONNEL											
Exempt	3	4	4	4	4	4	4	4	4	4	
Non-Exempt	11	18	18	18	19	18	20	21	21	21	
Part-Time	-	1	1	1	1	1	1	1	1	1	
Total Positions Authorized	14	23	23	23	24	23	25	26	26	26	

MAJOR FY 18-19 GOALS

Goal 1: Promote an unsurpassed quality of life in McAllen

- Strategy 1.3: Maintain visual attractiveness of key corridors and venues
- 1.3.4 Continue & expand Commercial Matching Grant and Neighborhood Matching Grant Programs
Work with existing businesses to improve key corridors appearance
- 1.3.5 Continue Neighborhood Matching Grant Program
Continue this very successful program to match funds raised from various neighborhood associations for improvements
 - Continue program of Landmark and Historic District Designation and monitor Local, State, and Nationally designated historic resources

Goal 5: Provide strong stewardship of McAllen's financial resources while setting the standard for good governance

- Strategy 5.1: Limit growth in expenditures; improve efficiency
- 5.1.4 Implement more online transactions (development applications, permits, etc.) Via enhanced Accela use
- 5.1.5 Accept credit/debit card payments
- Strategy 5.2: Improve customer service in all levels of city government
- 5.2.5 Increase overall Accela use in all departments dealing with Development
- Strategy 5.3: Improve and measure performance of objectives
- 5.3.1 Expand online permitting
 - Host training opportunities for the development community and public on Accela Citizen Access

Performance Measures

	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	17	21	17	21
Department Expenditures	\$ 896,882	\$ 1,288,476	\$ 1,285,825	\$ 1,309,385
Outputs:				
Number of applications	510	548	608	669
Number of permits	1,333	1,308	1,296	1,426
Number of inspections	2,448	2,644	3,044	3,348
Total workload	4,291	4,580	4,948	5,443
Effectiveness Measures:				
Percent of applications approved	90.0%	91%	90.0%	91%
Percent of applications completed in compliance of statutory time limits	100%	100%	100%	100%
Efficiency Measures:				
Workload per employee	269	218	309	340
Expenditure per workload	\$ 209	\$ 281	\$ 260	\$ 241
Department expenditures per capita	\$ 6.27	\$ 8.87	\$ 8.85	\$ 8.86

Description:

The Planning Department guides and manages growth & development through policies, plans & ordinances adopted by the City Commission. The Department is dedicated to high quality service and quality of life by promoting growth that is orderly, healthy and safe. Responsibilities of the department include, but are not limited to: development review, historic preservation, neighborhood planning, neighborhood grants for improvement, transportation and code development.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Information Technology

		Baseline						Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	No. Positions	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1. IT Programmer Analyst I	1	46,954		46,954	-	60	12,996	60,010	-	Added resource for programming team to support, implement and maintain the various software applications used by city departments
2. IT Security Analyst	1	48,597		48,597	-	60	13,259	61,916	31,002	Keep up with security for all CoM Cyber Security, such as, anti-virus, phishing emails, legal and HR investigations, cyber forensics.
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
Revisions										
1.	-	-		-	-	-	-	-		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total Compensation & Benefits		\$ 1,939,112	\$ 95,551	\$ -	\$ 120	\$ 26,256	\$ 121,926	\$ 31,002		
SUPPLIES										
1. Operating								2,122		To assist in covering unexpected technology expenses for various departments.
2. < Please select category >										
3. < Please select category >										
4. < Please select category >										
5. < Please select category >										
Total Supplies		\$ 17,548						\$ 2,122	\$ -	
OTHER SERVICES & CHARGES										
1. Travel								4,908		Current budget of \$5K does not allow for more than 3 employees to travel for conference or training.
2. Online svc/network								2,457		Increase to cover monthly fee for City Wide Internet, Verizon Wireless bill (loaner mifi & laptops with cellular internet). In addition, to website security certificates.
3. Rental & contractual								57,776		Increase costs of E-bid, Board Sync (Agenda software), public stuff(311), Email and Office suite of products, and general fund copier rentals. 2017-18 fiscal year budget increase request was denied at budget time, not enough budget to cover above items.
4. Rental-depreciation fun								6,600		Rental Depreciation adjustment
5. < Please select category >										
Total Other Services & Charges		\$ 254,604						\$ 71,741	\$ -	
MAINTENANCE										
1. Computer software								50,056	50,056	Cover annual increase in software maintenance contracts.
2. Equipment								2,545		Cover storage units, network equipment city wide, and three enterprise UPS units (city hall, EOC, & Development Center).
3. Vehicles								5,534		Current budget of \$2K to cover normal annual maintenance on IT vehicles is being exceeded.
4. Fuel & lubricants								2,271		To cover cover additional costs for various IT vehicles
5. < Please select category >										
Total Maintenance		\$ 573,529						\$ 60,406	\$ 50,056	
CAPITAL OUTLAY										
	** See Attached Form DP-1									
Total Capital Outlay								\$ 997,900	\$ 343,100	
TOTAL		\$ 2,784,793						\$ 1,254,095	\$ 424,158	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2018 - 2019**

FUND: General Fund
DEPARTMENT: Information Technology

Computer-Hardware				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Storage Expansion	\$45,000	1	\$45,000	Annual storage increase to cover surveillance recordings, Office documents, laserfiche scans, vitals & statistics. GP, & Paramount scanned quotes/invoices.
Network FireWalls	\$60,000	2	\$120,000	Current firewalls are end of life and no longer supported. No longer able to get annual security suscription
Video Surveillance Servers	\$50,000	1	\$50,000	Citywide cameras connect to these 8 year old servers, which are not supported and end of life.
Backup Appliance	\$40,000	1	\$40,000	Backup Appliance 7 years old and no longer compatible with new version of backup software. Need to replace, so we can continue to have backups of all City data.
Trimble GPS Device	\$25,000	1	\$25,000	Current Trimble for all GIS GPS work is twelve years old. Device is failing (bluetooth no longer working).
PRI Gateway Replacements	\$7,000	4	\$28,000	Gateways connect phone system to phone lines. Units are 9+ years old, end of life and need to be replaced to ensure continued phone service.
Library VDI Servers	\$30,000	4	\$120,000	Servers that offer 265+ patron thin client computers are 7 years old, end of life, and at max capacity. Library wants to add 40 to 60 more computers for patrons but cannot, plus existing computers are experiencing performance issues.
Spare Network Equipment	\$22,000	1	\$22,000	To reduce annual equipment maintenance, I.T. purchases spare network equipment to swap out failed equipment. All spare equipment has been used to replace failed equipment over last two years.
Outdoor Wireless antennas	\$3,000	16	\$48,000	Outdoor antennas that offer WiFi throughout various facilities (libraries, parks, etc..) that offer internet to students, patrons, and citizens are over 8 years old and no longer support new features and/or newer devices (tablets, mobile phones, laptops).
Indoor Wireless antennas	\$1,000	10	\$10,000	Indoor antennas that offer WiFi throughout various facilities (City hall, development center, libraries, etc..) that offer internet to city devices, students, patrons, and citizens are over 8 years old and no longer support new features and/or newer devices (tablets, mobile phones, laptops).
Network Switch Replacement	\$6,700	5	\$33,500	Network switches at Traffic, Quinta, and 3 fire stations are over 8 years old, end of life, and are failing.
PC Replacements	\$840	240	\$201,600	Windows 7 is end of life next fiscal year (2019/20), requiring windows 10 to be deployed to all 1300+ PCs. Prior two years budget reduction resulted in less computers being replaced annually. As a result, more PCs are too old and do not support Windows 10. Asking for more PCs this fiscal to catchup and reduce number of PCs not windows 10 ready.
Laptop & Tablet Replacements	\$1,250	14	\$17,500	Annual replacement of 4+ year old laptops and tablets.
Access Control Spare Parts	\$2,600	1	\$2,600	City does not pay hardware maintenance on all access control doors. Instead, purchase spare parts to swap out failed parts. Significant savings over maintenance.
Time Clock Spares	\$1,800	4	\$7,200	Spare parts to cover two to three time clock failures per year. Inventory depleted over last two years.
Spare PC & Phone Parts	\$8,500	1	\$8,500	On Hand inventory for quick replacement/repair of PCs & phones to keep 1300+ PCs and 1500+ phones operational.
	\$0		\$0	
TOTAL			\$343,100	

Computer-Software				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
vCenter Operations License	\$28,000	1	\$28,000	Upgrade virtual server software to newest version and upgrade from standard to enterprise licenses for better monitoring and diagnostic capabilities.
vSphere Licensing	\$25,000	1	\$25,000	Virtual server licensing for new server blades
Microsoft Server OS license	\$24,000	1	\$24,000	Microsoft Datacenter licensing needed for new blade servers
SQL Database License	\$50,000	1	\$50,000	SQL Licensing needed for additional CPU resources in database environment
PC Imaging Licenses	\$8,000	1	\$8,000	Licenses to image PCs with new service desk software.
Visual Studios	\$3,000	1	\$3,000	Upgrade programming software to newest version. Current version is 5+ years old.
SQL Reporting Server License	\$5,000	1	\$5,000	License to run all reports (GP, Paramount, etc..) on new server, so production is not impacted.
Windows Server CAL Licenses	\$12,500	1	\$12,500	As servers move to newer version of Microsoft OS, all PCs and laptops need license to talk to server are needed.
ESRI (GIS) software upgrade	\$10,000	1	\$10,000	Purchase add on module to ESRI to help with processing imagery faster; includes pan sharpening, rendering, enhancement. More compatibility with website browsers.
Network IP Services	\$44,000	1	\$44,000	Upgrade our network routing system to allow network to self heal when an outage occurs. Migrate from static routes to dynamic routing
ESRI Advanced license	\$6,000	1	\$6,000	Needed for Accela and New World ESRI server (older version of Esri due to compatibility issues with Accela and New World.
Solar Winds Tool	\$3,500	1	\$3,500	Addon module to assist with monitoring, alerts, and diagnostics of all network devices.
	\$0		\$0	
TOTAL			\$0	

Grand Total **\$343,100**

2019

011-1310 Information technology

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1310-411-60-01 Compensation / Exempt	978,605	1,031,527	470,840	1,024,416	1,119,967	1,048,715
011-1310-411-60-02 Compensation / Non-exempt	463,825	481,998	220,207	474,739	474,739	474,739
011-1310-411-60-06 Compensation / Part time	5,418	5,460	221	5,460	5,460	5,460
011-1310-411-60-10 Compensation / Overtime	9,219	12,000	9,464	12,000	12,000	12,000
011-1310-411-60-14 Compensation / Car allowance	14,400	16,800	7,200	16,800	16,800	16,800
011-1310-411-60-17 Compensation / Telephone	15,280	15,360	7,320	16,800	16,920	16,860
60	1,486,748	1,563,145	715,252	1,550,215	1,645,886	1,574,574
011-1310-411-61-30 Benefits / Social security	108,313	119,581	53,387	119,581	125,910	120,454
011-1310-411-61-36 Benefits / Retirement	113,151	122,917	59,225	122,917	130,414	124,745
011-1310-411-61-40 Benefits / Unemployment tax	305	4,959	4,499	4,959	558	540
011-1310-411-61-46 Benefits / Workers' comp-	6,077	3,496	2,264	3,496	5,082	4,918
011-1310-411-61-50 Benefits / Health cost	115,595	121,944	56,854	121,944	138,000	129,756
011-1310-411-61-52 Benefits / Life insurance	1,049	2,587	503	2,587	2,686	2,624
011-1310-411-61-53 Benefits / Retiree health ins (ARC)	15,474	13,343	8,138	13,343	13,343	13,343
61	359,964	388,827	184,869	388,827	415,993	396,380
011-1310-413-62-02 Supplies / Office	437	538	333	-	538	538
011-1310-413-62-04 Supplies / Operating	17,668	17,010	11,428	19,000	19,132	17,010
62	18,105	17,548	11,761	19,000	19,670	17,548
011-1310-414-63-14 Other services & charges / Dues & subscriptions	2,231	348	900	900	348	348
011-1310-414-63-23 Other services & charges / Online svc/network	27,731	30,000	14,891	34,800	32,457	30,000
011-1310-414-63-45 Other services & charges / Professional	13,659	36,648	245	36,648	36,648	36,648
011-1310-414-63-52 Other services & charges / Rental & contractual	109,996	140,000	136,836	197,775	197,776	140,000
011-1310-414-63-64 Other services & charges / Training	20,557	34,301	7,188	34,301	34,301	34,301
011-1310-414-63-65 Other services & charges / Travel	10,456	5,592	7,539	10,500	10,500	5,592
011-1310-414-63-69 Other services & charges / Utilities-telephone	-	302	-	302	302	302
011-1310-414-63-75 Other services & charges / Rental-general depr- fu	7,150	7,150	3,570	7,150	13,750	7,150
011-1310-414-63-99 Other services & charges / Miscellaneous	505	263	260	263	263	263
63	192,284	254,604	171,429	322,639	326,345	254,604
011-1310-415-65-04 Maintenance / Computer/software	427,131	434,066	163,456	440,695	484,122	484,122
011-1310-415-65-08 Maintenance / Equipment	119,695	134,250	11,977	136,795	136,795	134,250
011-1310-415-65-16 Maintenance / Vehicles	8,075	2,000	3,785	5,500	7,534	2,000
011-1310-415-65-17 Maintenance / Fuel & lubricants	5,434	3,213	3,423	5,000	5,484	3,213
65	560,334	573,529	182,642	587,990	633,935	623,585

2019

011-1310 Information technology

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1310-416-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
011-1310-416-66-22 Capital outlay / Computer-hardware	30,877	169,525	7,894	169,525	778,900	343,100
011-1310-416-66-24 Capital outlay / Computer-software	25,013	88,800	8,505	88,800	219,000	-
011-1310-416-66-99 Capital outlay / Non-capitalized	460,554	-	134	-	-	-
66	516,444	258,325	16,533	258,325	997,900	343,100
<hr/>						
011-1310 Information Tech	\$ 3,133,878	\$ 3,055,978	\$ 1,282,487	\$ 3,126,996	\$ 4,033,129	\$ 3,209,791

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1310	Information Technology	1			Assistant Director IT	FILLED	\$ 87,550
1310	Information Technology	1			Director IT	FILLED	112,270
1310	Information Technology	1			GIS Manager	FILLED	65,340
1310	Information Technology	1			IT Applications Service Mgr	FILLED	65,339
1310	Information Technology	1			IT Network Service Manager	FILLED	65,340
1310	Information Technology	1			IT Programmer Analyst I	FILLED	46,958
1310	Information Technology	1			IT Programmer Analyst I	FILLED	46,954
	Information Technology	0			IT Programmer Analyst I	NOT APPROVED	-
1310	Information Technology	1			IT Programmer Analyst II	FILLED	54,449
1310	Information Technology	1			IT Project Manager	FILLED	68,539
1310	Information Technology	1			IT Support Services Manager	FILLED	58,710
1310	Information Technology	1		Security Analyst	Information Security Officer	FILLED	49,500
	Information Technology	1			IT Security Analyst	APPROVED - ½ YEAR	24,299
1310	Information Technology	1			Senior Application Developer	FILLED	60,367
1310	Information Technology	1			Systems Administrator	FILLED	54,448
1310	Information Technology	1			Systems Manager	FILLED	65,340
1310	Information Technology	1			Telecommunications Manager	FILLED	65,340
1310	Information Technology	1			Web Developer	FILLED	54,372
1310	Information Technology	0			Certification Pay (EMP)		3,600
		17					1,048,715
1310	Information Technology		1		Administrative Assistant	FILLED	35,131
1310	Information Technology		1		Fiber Optic Specialist	FILLED	51,418
1310	Information Technology		1		Fiber Optic Specialist	FILLED	40,290
1310	Information Technology		1		GIS Technician	FILLED	40,810
1310	Information Technology		1		Help Desk Coordinator	FILLED	35,422
1310	Information Technology		1		IT Network Administrator II	FILLED	57,990
1310	Information Technology		1		IT Support Analyst II	FILLED	35,880
1310	Information Technology		1		IT Support Analyst II	FILLED	35,318
1310	Information Technology		1		IT Support Analyst II	FILLED	35,027
1310	Information Technology		1		IT Support Analyst II	FILLED	32,053
1310	Information Technology		1		System Support Analyst	FILLED	42,162
1310	Information Technology		1		Telecom Specialist	FILLED	33,238
			12				474,739
1310	Information Technology		1		Part time	UNFILLED	5,460
			1				5,460
					OVERTIME		12,000
					CAR ALLOWANCE		16,800
					TELEPHONE		16,860
							45,660
CURRENT POSITIONS			30				\$ 1,574,574

CITY OF McALLEN, TEXAS
ROLLING STOCK REQUEST FORM
FLEET OPERATION'S RECOMMENDATION SCHEDULE
GENERAL DEPRECIATION AND GENERAL FUND
FISCAL YEAR 2018-2019

FUND: GENERAL DEPRECIATION
 DEPT. INFORMATION TECHNOLOGY

												FLEET OPERATIONS RECOMMENDATION			CITY MANAGER APPROVAL
YEAR	N=New R=Repl.	Unit #	REPLACING MAKE/MODEL	REQUESTING MAKE/MODEL	QTY.	BUDGET AMOUNT	DEPREC. YEARS	ANNUAL RENTAL	YES/NO	FLEET COMMENTS	FY 17-18 ROLLOVER	YES/NO			
	N		NEW ADDITION	MID-SIZE SEDAN	1	\$ 19,000	8	\$ 2,613		NEW ADDITION		NO			
	N		NEW ADDITION	MID-SIZE SUV	1	29,000	8	3,988		NEW ADDITION		NO			
						\$ 48,000					\$ -				

Description	Depreciation Yrs
Sedans, vans, light trucks, SUV, light equipment & Specialty Vehicles	8
Police "Marked" Patrol Cars	2.5
Sanitation Refuse Trucks	7
Heavy Trucks and Equipment	10
Fire Apparatus Trucks	12
Heavy Equipment (Bulldozers & Excavators only)	15



Mission Statement:
 The Information Technology (IT) department provides administration and appropriation of technological support and solutions to our staff and elected officials to enhance our overall service to the citizens and visitors of the city of McAllen.

Department Summary											
Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 1,486,748	\$ 1,551,895	\$ 1,563,145	\$ 1,550,215	\$ 1,645,886	\$ 1,574,574	\$ 1,622,248	\$ 1,655,296	\$ 1,655,296	\$ 1,655,296	
Employee Benefits	359,964	387,217	388,827	388,827	415,993	396,380	409,039	419,552	419,552	419,552	
Supplies	18,105	17,548	17,548	19,000	19,670	17,548	19,733	21,984	21,984	21,984	
Other Services and Charges	192,284	254,604	254,604	322,639	326,345	254,604	424,384	596,308	596,308	596,308	
Maintenance	560,334	573,529	573,529	587,990	633,935	623,585	812,388	1,011,336	1,011,336	1,011,336	
Operations Subtotal	2,617,434	2,784,793	2,797,653	2,868,671	3,041,829	2,866,691	3,287,792	3,704,476	3,704,476	3,704,476	
Capital Outlay	516,444	258,325	258,325	258,325	997,900	343,100	467,385	591,795	591,795	1,400,000	
Total Expenditures	\$ 3,133,878	\$ 3,043,118	\$ 3,055,978	\$ 3,126,996	\$ 4,039,729	\$ 3,209,791	\$ 3,755,177	\$ 4,296,271	\$ 4,296,271	\$ 5,104,476	
PERSONNEL											
Exempt	16	16	16	16	18	17	16	16	16	16	
Non-Exempt	9	12	12	12	12	12	14	15	15	15	
Part-Time	-	1	1	-	1	1	1	1	1	1	
Total Positions Authorized	25	29	29	28	31	30	31	32	32	32	

Contact Us:
 Robert Acosta
 Information Technology Director
 1300 Houston Avenue
 McAllen, TX 78501
 (956) 681-1100

MAJOR FY 18-19 GOALS

1. Continue expansion of Fiber network
2. Replace outdated backup appliance
3. Upgrade video surveillance servers
4. Replace outdoor wireless antennas used for public Wi-Fi
5. Upgrade Library VDI servers (provide computer usage to patrons)

Information Technology

www.mcallen.net/departments/it

Performance Measures	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	27	28	28	30
Number of support personnel	16	16	16	16
Number of project personnel	12	12	12	12
Department Expenditures	\$ 3,133,878	\$ 3,055,978	\$ 3,126,996	\$ 3,209,791
Outputs:				
Number of servers supported	161	161	203	203
Number of Users supported	1,300	1,300	1,500	1,500
Number of printers/scanners supported	125	125	153	153
Number of applications supported	75	75	77	77
Number of networks supported	320	320	320	320
Number of work orders closed	5,154	6,800	6,200	6,200
Effectiveness Measures:				
Average days to close work orders	10	3	10	3
Percent of support hours	40%	40%	40%	40%
Percent of project hours	60%	60%	60%	60%
Efficiency Measures:				
Average monthly requests closed per person (Support personnel)	15	20	16	25
Expenditures per full time employee	116,070	\$ 98,182	\$ 117,439	106,993
Department expenditures per capita	\$ 21.91	\$ 21.03	\$ 21.53	\$ 21.73

Description:

The Information Technology Department provides technology services to the City of McAllen. Staff provides project services and support. For support, 16 employees maintain all computer systems and networks. For project services prioritized by the IT Steering Committee there are 10 full-time positions.

*N/A=Not Available, N/P=Not Provided

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Office of Communication

			Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)			
COMPENSATION										
New Position	No. Positions	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1.	-	-		-	-	-	-	-		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
Revisions										
1.	PIO Digital Media Coordinator			480	-	-	76	556	556	for social media person who uses cell phone to manage City of McAllen social media handles, including after hours and on weekends
2.				-	-	-	-	-		
3.				-	-	-	-	-		
4.				-	-	-	-	-		
5.				-	-	-	-	-		
Total Compensation & Benefits			\$ 638,655	\$ 480	\$ -	\$ -	\$ 76	\$ 556	\$ 556	
SUPPLIES										
	1. Operating							2,000	-	
	2. < Please select category >									
	3. < Please select category >									
	4. < Please select category >									
	5. < Please select category >									
Total Supplies			\$ 9,950					\$ 2,000	\$ -	
OTHER SERVICES & CHARGES										
	1. Dues & subscriptions							13,500	13,500	increases cost for archiving social media; cost of online music library service; professional organizations; registration for more conference travel; costs related to award entries, including entry fees, design of entries,
	2. Training							5,000	5,000	more staff going to training events and conferences
	3. Travel							4,298	4,298	more staff travel
	4. Miscellaneous							6,200	-	hospitality costs associated with meeting with media; general city advertising costs not covered by other departments, including social media boosting
	5. < Please select category >									
Total Other Services & Charges			\$ 82,183					\$ 28,998	\$ 22,798	
MAINTENANCE										
	1. Fuel & lubricants							280	-	increase travel to event; currently almost at amount set in line item for this fiscal budget
	2. < Please select category >									
	3. < Please select category >									
	4. < Please select category >									
	5. < Please select category >									
Total Maintenance			\$ 14,401					\$ 280	\$ -	
CAPITAL OUTLAY										
	** See Attached Form DP-1									
Total Capital Outlay								\$ 22,400	\$ -	
TOTAL			\$ 745,189					\$ 54,234	\$ 23,354	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2018 - 2019**

FUND: General
DEPARTMENT: Office of Communication

Computer-Hardware				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
27-inch iMac with Retina and appropriate hardware and software	\$3,500	1	\$3,500	To replace outdated equipment
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$3,500	

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Special events IFB system for MCN	\$7,000	1	\$7,000	For communication between camera and control off-site
Wireless IFB intercom system	\$4,500	1	\$4,500	For communication between camera and control room in Commission Chamber
Mic Flags	\$166	6	\$1,000	Channel identifying block on microphones
Wireless microphones	\$4,000	1	\$4,000	For studio and off-site interviews for channel
On-Air Signs	\$200	3	\$600	recording taking place
TOTAL			\$17,100	

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Security keypad door lock	\$1,800	1	\$1,800	to prevent unannounced or unknown visitors to department
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$1,800	

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$0
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2019

011-1320 Office of Communications

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1320-411-60-01 Compensation / Exempt	341,586	343,634	166,377	343,634	341,384	341,384
011-1320-411-60-02 Compensation / Non-exempt	121,854	122,074	59,725	122,724	120,724	120,724
011-1320-411-60-06 Compensation / Part time	2,001	33,400	-	33,400	33,400	33,400
011-1320-411-60-10 Compensation / Overtime	452	1,000	129	1,000	1,000	1,000
011-1320-411-60-14 Compensation / Car allowance	10,800	10,800	5,400	10,800	10,800	10,800
011-1320-411-60-17 Compensation / Telephone	4,560	5,280	2,280	5,280	5,760	5,760
60	481,253	516,188	233,911	516,838	513,068	513,068
011-1320-411-61-30 Benefits / Social security	34,530	39,488	17,480	39,488	39,250	39,250
011-1320-411-61-36 Benefits / Retirement	36,623	39,944	19,310	39,944	39,994	39,994
011-1320-411-61-40 Benefits / Unemployment tax	111	1,710	1,296	1,710	180	180
011-1320-411-61-46 Benefits / Workers' comp-	5,621	1,143	2,734	1,143	1,985	1,985
011-1320-411-61-50 Benefits / Health cost	38,832	38,832	19,416	38,832	38,832	38,832
011-1320-411-61-52 Benefits / Life insurance	321	802	161	802	802	802
011-1320-411-61-53 Benefits / Retiree health ins (ARC)	5,187	4,663	2,527	4,663	4,663	4,663
61	121,226	126,582	62,924	126,582	125,706	125,706
011-1320-413-62-04 Supplies / Operating	6,844	9,950	2,540	9,950	11,950	9,950
62	6,844	9,950	2,540	9,950	11,950	9,950
011-1320-414-63-14 Other services & charges / Dues & subscriptions	19,419	23,500	5,891	23,500	37,000	37,000
011-1320-414-63-44 Other services & charges / Printing	2,678	2,500	104	2,500	2,500	2,500
011-1320-414-63-52 Other services & charges / Rental & contractual	14,403	29,500	8,330	29,500	29,500	29,500
011-1320-414-63-60 Other services & charges / Special events	4,409	4,700	590	4,700	4,700	4,700
011-1320-414-63-64 Other services & charges / Training	12,383	7,500	1,981	7,500	12,500	12,500
011-1320-414-63-65 Other services & charges / Travel	8,322	8,202	5,277	8,202	12,500	12,500
011-1320-414-63-75 Other services & charges / Rental-general depr- fu	4,481	4,481	2,238	4,481	4,481	4,481
011-1320-414-63-99 Other services & charges / Miscellaneous	1,521	1,800	104	1,800	8,000	1,800
63	67,615	82,183	24,515	82,183	111,181	104,981
011-1320-415-65-04 Maintenance / Computer software	-	3,800	-	3,800	3,800	3,800
011-1320-415-65-08 Maintenance / Equipment	7,307	8,700	1,128	8,700	8,700	8,700
011-1320-415-65-16 Maintenance / Vehicles	1,021	1,500	409	1,500	1,500	1,500
011-1320-415-65-17 Maintenance / Fuel & lubricants	786	401	388	680	681	401
65	9,113	14,401	1,924	14,680	14,681	14,401

2019

011-1320 Office of Communications

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1320-416-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
011-1320-416-66-20 Capital outlay / Equipment	-	-	-	-	16,500	-
011-1320-416-66-22 Capital outlay / Computer-hardware	2,509	-	-	-	3,500	-
011-1320-416-66-24 Capital outlay / Computer-software	-	-	-	-	-	-
011-1320-416-66-30 Capital outlay / Imprv/other than buildgs-	-	-	-	-	600	-
011-1320-416-66-99 Capital outlay / Non-capitalized	843	-	-	-	1,800	-
66	3,352	-	-	-	22,400	-
<hr/>						
011-1320 Office of Communications	\$ 689,403	\$ 749,304	\$ 325,814	\$ 750,233	\$ 798,986	\$ 768,106

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1320	Office of Communication	1			Director Office of Communications	FILLED	\$ 90,000
1320	Office of Communication	1			Chief Photojournalist	FILLED	52,541
1320	Office of Communication	1			Sr Reporter Producer	FILLED	88,245
1320	Office of Communication	1			Reporter/Producer	FILLED	55,696
1320	Office of Communication	<u>1</u>			Reporter/Producer	FILLED	<u>54,902</u>
		5					341,384
1320	Office of Communication		1		PIO - Digital Media Coordinator	FILLED	40,061
1320	Office of Communication		1		Video Production Specialist	FILLED	41,122
1320	Office of Communication		<u>1</u>		Video Production Specialist	FILLED	<u>39,541</u>
			3				120,724
1320	Office of Communication		1		Part Time	UNFILLED	10,000
1320	Office of Communication		<u>1</u>		PTP Receptionist/Admin Clerk	UNFILLED	<u>23,400</u>
			2				33,400
					OVERTIME		1,000
					CAR ALLOWANCE		10,800
					TELEPHONE		<u>5,760</u>
							17,560
CURRENT POSITIONS			10				\$ 513,068



Mission Statement:
 The City of McAllen Public Information Office utilizes a vast array of resources to disseminate public information to McAllen residents and visitors in a timely, accurate and efficient manner.

Department Summary											
Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 481,253	\$ 512,588	\$ 516,188	\$ 516,838	\$ 513,068	\$ 513,068	\$ 513,068	\$ 513,068	\$ 513,068	\$ 513,068	\$ 513,068
Employee Benefits	121,226	126,067	126,582	126,582	125,706	125,706	125,706	125,706	125,706	125,706	125,706
Supplies	6,844	9,950	9,950	9,950	11,950	9,950	9,950	9,950	9,950	9,950	9,950
Other Services and Charges	67,615	82,183	82,183	82,183	111,181	104,981	106,481	109,981	109,981	109,981	109,981
Maintenance	9,113	14,401	14,401	14,680	14,681	14,401	14,401	14,401	14,401	14,401	14,401
Operations Subtotal	686,051	745,189	749,304	750,233	776,586	768,106	769,606	773,106	773,106	773,106	773,106
Capital Outlay	3,352	-	-	-	22,400	-	-	48,500	-	-	-
Total Expenditures	\$ 689,403	\$ 745,189	\$ 749,304	\$ 750,233	\$ 798,986	\$ 768,106	\$ 769,606	\$ 821,606	\$ 773,106	\$ 773,106	\$ 773,106
PERSONNEL											
Exempt	5	5	5	5	5	5	5	5	5	5	5
Non-Exempt	3	3	3	3	3	3	3	3	3	3	3
Part-Time	-	2	2	2	2	2	2	2	2	2	2
Total Positions Authorized	8	10									

Contact Us:
 Xochiltl Mora
 Director Office of
 Communication
 1300 Houston
 Avenue
 McAllen, TX 78501
 (956) 681-1200

MAJOR FY 18-19 GOALS

- 1.) Increase output for City of McAllen in local, state, national and international news by 10%.
- 2.) Increase outfor McAllen Holiday Parade in local, state, national and international news by 10%.
- 3.) Increase Spanish-language media relations in targeted markets.
- 4.) Craft City of McAllen position with regards to federal/national issues.
- 5.) Increase social media presence on Facebook/Twitter to 35,000.
- 6.) Increase partnerships tiwht departments to enhance publicity and awareness of programs, projects and services they offer to benefit the community.
- 7.) Continue enhancing City's reputation for quality programs, events and communication by applying for awards in these categories that continue to promote the City of Mcallen and special events
- 8.) Develop standard boiler plate for City of McAllen, departments and special events.
- 9.) Develop partnerships and outreach with counterparts in partner agencies.
- 10.) Increase production of studio shows, newscast and You Tube videos.
- 11.) Staff, record, broadcast and attend 22 City Commission meetings and 22 MPU meetings.
- 12.) Write, record and broadcast 16 McAllen Minutes.
- 13.) Staff, record, broadcast special events in Mcallen including Women's History Month, 4th of July Parade, McAllen Holiday Parade, town hall meetings and other departr outreach projects.
- 14.) Develop publicity camapaigns for various City of McAllen initiatives, including Amigos Always, McAllen Marathon, summer programs, clean up campaigns, etc..

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	8	8	8	8
Department Expenditures	\$ 689,403	\$ 749,304	\$ 750,233	\$ 768,106
Outputs:				
Citizen's				
City Commission shows	23	23	23	23
PUB shows	23	23	23	23
PSA's	20	20	25	50
Vignettes	80	20	25	30
Live Shows	25	15	20	25
Special Event Production Videos	45	45	45	50
Press Conferences		25		
Website Stories	1,500	1,500	2700/month	3,000/month
Photos	20,000	500	500	500
Special Event Planning	50	50	50	50
Media releases - City	10	25	35	50
Marketing - special events	5	6	10	20
All other shows	230	25	30	40
Total (PIO duties)	5,400	500	500	600
Total shows	50	100	125	150
Effectiveness Measures:				
Number of media interviews	2	3/week	4/week	5/week
Number of stories	1	1/week	3/week	5/week
Social mediaposts	3/day	4/day	5/day	6/day
Social media reach	6,000	70,000	70,000	75,000
Percentage of citizens rating of public info services as good or excellent exceeds 70%	61	61	75	85
Percentage of citizens who visit the City of McAllen website exceeds 55%	30	30	40	50
Percentage of citizens engage in promoting and sharing social media posts exceeds 75%	50	60	75	85
Efficiency Measures:				
Number of man hours to produce a regularly occurring talk show (15 minutes or longer)	3	3	3	3
Number of man hours to update City of McAllen websites	3	3		
Number of man hours to distribute and post City media releases	1	1	1	1
Number of man hours to work on a Public Information duty	3	3	3	3
Computer hours to load a file (show) into the play list	10 Minutes	10 Minutes	10 minutes	10 minutes
Total Dept expenditure per PIO duty	\$ 137	\$ 137	\$ 137	\$ 137
Total Dept expenditure per show	\$ 2,139	\$ 2,139	\$ 2,139	\$ 2,139
Department expenditures per capita	\$ 4.82	\$ 5.16	\$ 5.17	\$ 5.20

*N/A=Not Available, N/P=Not Provided

Description:

The Office of Communication produces the City's 24 hour cable channel, 17.12, McAllen.net, and operates social media sites for the City of McAllen, Mayor Darling and the McAllen Holiday Parade; markets and promotes the city through advertisements, campaigns and media relations. This office is also responsible for special event planning, writing and distributing press releases and information to the media, filming special events, producing PSA's and videos about McAllen and shoots photos at events and internally for departments.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: McAllen 311 Call Center

		Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)	
COMPENSATION							
New Position	No. Positions	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total
1. Customer Service Specialis	1	25,896	25,896	-	-	9,636	35,532
2.	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-
Revisions							
1. Customer Service Specialist			894	-	-	142	1,036
2.	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-
5.	-	-	-	-	-	-	-
6.	-	-	-	-	-	-	-
7.	-	-	-	-	-	-	-
8.	-	-	-	-	-	-	-
9.	-	-	-	-	-	-	-
10. Overtime			310	-	-	49	359
Total Compensation & Benefits		\$ 240,965	\$ 27,100	\$ -	\$ -	\$ 9,827	\$ 36,927
SUPPLIES							
	1. < Please select category >						
	2. < Please select category >						
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Supplies		\$ 1,500					\$ -
OTHER SERVICES & CHARGES							
	1. Travel						1,000
	2. Billing charges						16,000
	3. Training						5,000
	4. < Please select category >						
	5. < Please select category >						
Total Other Services & Charges		\$ 3,000					\$ 22,000
MAINTENANCE							
	1. < Please select category >						
	2. < Please select category >						
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Maintenance		\$ -					\$ -
CAPITAL OUTLAY							
	** See Attached Form DP-1						
Total Capital Outlay							\$ 5,100
TOTAL		\$ 245,465					\$ 64,027

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2018 - 2019**

FUND: General Fund
 DEPARTMENT: McAllen 311 Call Center

Computer-Hardware				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
laptop	\$1,600	1	\$1,600	needed to perform job duties
screens	\$250	3	\$750	needed to perform job duties
headset	\$300	1	\$300	needed to perform job duties
keyboard/mouse	\$50	1	\$50	needed to perform job duties
docking station	\$400	1	\$400	needed to perform job duties
TOTAL			\$3,100	

Computer-Software				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Accela license	\$1,500	1	\$1,500	needed to perform job duties
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$1,500	

Office Furniture/equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Desk	\$300	1	\$300	needed to perform job duties
Chair	\$200	1	\$200	needed to perform job duties
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$500	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$5,100
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2019

011-1322 311 Call center

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1322-411-60-01 Compensation / Exempt	52,619	53,056	25,742	53,056	52,606	52,606
011-1322-411-60-02 Compensation / Non-exempt	114,173	131,175	60,355	131,175	156,207	156,207
011-1322-411-60-10 Compensation / Overtime	70	690	37	690	1,000	1,000
011-1322-411-60-14 Compensation / Car allowance	-	-	-	-	-	-
011-1322-411-60-17 Compensation / Telephone	720	720	360	720	720	720
60	167,582	185,641	86,494	185,641	210,533	210,533
011-1322-411-61-30 Benefits / Social security	11,941	14,202	6,391	14,202	16,106	16,106
011-1322-411-61-36 Benefits / Retirement	12,821	14,638	7,087	14,638	16,738	16,738
011-1322-411-61-40 Benefits / Unemployment tax	54	1,026	776	1,026	126	126
011-1322-411-61-46 Benefits / Workers comp	430	420	190	420	483	483
011-1322-411-61-50 Benefits / Health cost	22,040	26,136	11,160	26,136	29,496	29,496
011-1322-411-61-52 Benefits / Life insurance	140	316	74	316	338	338
011-1322-411-61-53 Benefits / Retiree health insurance	1,826	1,157	885	1,157	1,157	1,157
61	49,251	57,895	26,563	57,895	64,444	64,444
011-1322-413-62-04 Supplies / Operating	739	1,500	64	1,500	1,500	1,500
62	739	1,500	64	1,500	1,500	1,500
011-1322-414-63-65 Other services & charges / Travel	-	1,500	-	1,500	2,500	2,500
011-1322-414-63-99 Other services & charges / Miscellaneous	120	1,500	40	1,500	22,500	22,500
63	120	3,000	40	3,000	25,000	25,000
011-1322-415-65-08 Maintenance / Equipment	-	-	-	-	-	-
65	-	-	-	-	-	-
011-1322-416-66-20 Capital outlay / Equipment	-	-	-	-	-	-
011-1322-416-66-99 Capital outlay / Non capital outlay	1,315	1,200	-	1,200	5,100	5,100
66	1,315	1,200	-	1,200	5,100	5,100
011-1322 311 Call Center	\$ 219,007	\$ 249,236	\$ 113,161	\$ 249,236	\$ 306,577	\$ 306,577

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1322	311 Call Center	1			Customer Service Coordinator	FILLED	\$ 52,606
		1					52,606
1322	311 Call Center		1		Customer Service Specialist	FILLED	25,875
1322	311 Call Center		1		Customer Service Specialist	FILLED	25,875
1322	311 Call Center		1		Customer Service Specialist	APPROVED	25,896
1322	311 Call Center		1		Customer Service Specialist	FILLED	25,896
1322	311 Call Center		1		Customer Service Specialist	FILLED	26,790
1322	311 Call Center		1		Customer Service Specialist	FILLED	25,875
			6				156,207
					OVERTIME		690
					TELEPHONE		720
							1,410
	CURRENT POSITIONS		7				\$ 210,223

PERSONNEL REVISION WORKSHEET
CITY OF McALLEN
REVISED NEW POSITIONS REQUESTED FY 2018-2019
DELETION AND RECLASSIFICATION ON CURRENT POSITIONS

NEW POSITIONS									City Manager
TITLE	EXEMPT	CAR ALLOWANCE	PHONE ALLOWANCE	NON-EX.	ANY PART-TIME	Fringe Benefits	Total	Total Positions	APPROVAL YES/NO
1. Customer Service Specialist	-	-	-	25,896	-	9,636	35,532	1	YES
2.	-	-	-	-	-	-	-	-	
3.	-	-	-	-	-	-	-	-	
4.	-	-	-	-	-	-	-	-	
5.	-	-	-	-	-	-	-	-	
6.	-	-	-	-	-	-	-	-	
7.	-	-	-	-	-	-	-	-	
8.	-	-	-	-	-	-	-	-	
9.	-	-	-	-	-	-	-	-	
10.	-	-	-	-	-	-	-	-	
REVISIONS									
TITLE	CLASSIFICATION		CURRENT AMOUNT	REVISED AMOUNT	ADJUST AMOUNT	PHONE ALLOWANCE	Fringe Benefits	TOTAL ADJ.	
1. Customer Service Specialist	Exempt to Non-Exempt		25,896	26,790	894	-	142	1,036	YES
2.	-	-	-	-	-	-	-	-	
3.	-	-	-	-	-	-	-	-	
4.	-	-	-	-	-	-	-	-	
5.	-	-	-	-	-	-	-	-	
6.	-	-	-	-	-	-	-	-	
7.	-	-	-	-	-	-	-	-	
8.	-	-	-	-	-	-	-	-	
9.	-	-	-	-	-	-	-	-	
10. Overtime	Non-Exempt		690	1,000	310	-	49	359	



Mission Statement:	Department Summary											
	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm. 18-19	Five Year Plan					
							19-20	20-21	21-22	22-23		
<p>McAllen 311 provides easy to understand communicatio between the City of McAllen and the citizens of McAllen in order to provide municipal customer service.</p>	Expenditure Detail:											
	Personnel Services											
	Salaries and Wages	\$ 167,582	\$ 183,391	\$ 185,641	\$ 185,641	\$ 210,533	\$ 210,533	\$ 210,533	\$ 236,429	\$ 262,325	\$ 262,325	
	Employee Benefits	49,251	57,574	57,895	57,895	64,444	64,444	64,444	73,909	83,685	83,685	
	Supplies	739	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	
	Other Services and Charges	120	3,000	3,000	3,000	25,000	25,000	25,000	25,000	25,000	25,000	
	Maintenance	-	-	-	-	-	-	-	-	-	-	
	Operations Subtotal	217,693	245,463	248,036	248,036	301,477	301,477	301,477	336,838	372,510	372,510	
	Capital Outlay	1,315	1,200	1,200	1,200	5,100	5,100	-	3,025	7,675	-	
	Total Expenditures	\$ 219,007	\$ 246,663	\$ 249,236	\$ 249,236	\$ 306,577	\$ 306,577	\$ 301,477	\$ 339,863	\$ 380,185	\$ 372,510	
	PERSONNEL											
	Exempt	1	1	1	1	1	1	1	1	1	1	
Non-Exempt	4	5	5	5	6	6	6	6	7	7		
Part-Time	-	-	-	-	-	-	-	-	-	-		
Total Positions Authorized	5	6	6	6	7	7	7	7	8	8		

Contact Us:
 Marco Tovas 1300
 Houston Ave
 Mcallen, Texas
 78501
 (956) 681-1000

MAJOR FY 18-19 GOALS

- 1.) Continue promoting app and call center usage to internal and external customers.
- 2.) Continue working with individual city departments to maintain information up to date and increase customer satisfaction.
- 3.) Promote Accela integration and usage to various departments.
- 4.) Continued customer service training for 311 Center staff and city departmental staff.
- 5.) Continue to obtain NIMS certification for all 311 staff as well as complete professional development courses.

McAllen 311 Call Center

www.mcallen.net/mcn
www.exploremcallen.com

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	6	6	6	7
Department Expenditures	\$ 219,007	\$ 249,236	\$ 249,236	\$ 306,577
Outputs:				
Total number of customer contacts	97,701	102,000	109,568	110,000
Number of work orders processed	86,790	90,000	98,294	100,000
Effectiveness Measures:				
Average Talk Time	73.5 seconds	70 seconds	90 seconds	95 seconds
Average Queue Time	17 seconds	20 seconds	21 seconds	20 seconds
Efficiency Measures:				
Average Speed of Answer	4 seconds	3 seconds	8 seconds	6 seconds
Average calls per day	376	400	421	423
Department expenditures per capita	\$ 1.53	\$ 1.71	\$ 1.72	\$ 2.08

Description:
McAllen 311 facilitates communication between residents and city departments. Provides customer service and processes requests for customers calling departments such as Code Enforcement, Traffic, Airport, Engineering, Public Works, Parks and Passports.

*N/A=Not Available, N/P=Not Provided

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: City Hall

			Baseline					Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	No. Positions	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1.		-						-		
2.		-						-		
3.		-						-		
4.		-						-		
Revisions										
1.								-		
2.								-		
3.								-		
4.								-		
5.								-		
Total Compensation & Benefits			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES										
	1. < Please select category >									
	2. < Please select category >									
	3. < Please select category >									
	4. < Please select category >									
	5. < Please select category >									
Total Supplies			\$ -					\$ -	\$ -	
OTHER SERVICES & CHARGES										
	1. Utilities-electric							(10,000)	(10,000)	adjustment
	2. < Please select category >									
	3. < Please select category >									
	4. < Please select category >									
	5. < Please select category >									
Total Other Services & Charges			\$ -					\$ (10,000)	\$ (10,000)	
MAINTENANCE										
	1. < Please select category >									
	2. < Please select category >									
	3. < Please select category >									
	4. < Please select category >									
	5. < Please select category >									
Total Maintenance			\$ -					\$ -	\$ -	
CAPITAL OUTLAY										
	** See Attached Form DP-1									
Total Capital Outlay								\$ -	\$ -	
TOTAL								\$ (10,000)	\$ (10,000)	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2018 - 2019**

FUND: _____ General
DEPARTMENT: _____ City Hall

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

Grand Total	\$0
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2019
011-1810 City hall

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1810-411-60-02 Compensation / Non-exempt	78,509	79,808	39,149	79,808	78,458	78,458
011-1810-411-60-06 Compensation / Part time	-	20,051	-	-	-	-
011-1810-411-60-10 Compensation / Overtime	904	1,000	653	1,000	1,000	1,000
011-1810-411-60-17 Compensation / Telephone	-	-	-	-	-	-
60	79,414	100,859	39,802	80,808	79,458	79,458
011-1810-411-61-30 Benefits / Social security	5,288	7,715	2,808	7,715	6,079	6,079
011-1810-411-61-36 Benefits / Retirement	6,046	6,367	3,301	6,367	6,317	6,317
011-1810-411-61-40 Benefits / Unemployment tax	27	855	378	855	54	54
011-1810-411-61-46 Benefits / Workers' comp-	-	3,281	-	3,281	3,234	3,234
011-1810-411-61-50 Benefits / Health cost	8,856	14,352	4,212	14,352	8,424	8,424
011-1810-411-61-52 Benefits / Life insurance	68	136	34	136	136	136
011-1810-411-61-53 Benefits / Retiree health ins (ARC)	995	700	480	700	700	700
61	21,280	33,406	11,214	33,406	24,944	24,944
011-1810-413-62-02 Supplies / Office	225	500	879	879	500	500
011-1810-413-62-04 Supplies / Operating	393	2,000	-	2,000	2,000	2,000
011-1810-413-62-12 Supplies / Small tools/minor equip-	-	500	-	500	500	500
011-1810-413-62-14 Supplies / Janitorial	15,705	15,000	7,677	14,500	15,000	15,000
011-1810-413-62-16 Supplies / Photocopier	14	1,000	-	1,000	1,000	1,000
011-1810-413-62-18 Supplies / Clothing & uniform	725	900	233	900	900	900
62	17,062	19,900	8,788	19,779	19,900	19,900
011-1810-414-63-43 Other services & charges / Postage	124,864	105,000	59,262	105,000	105,000	105,000
011-1810-414-63-51 Other services & charges / Rental-Photocopier	-	400	-	200	400	400
011-1810-414-63-52 Other services & charges / Rental & contractual	40,379	28,005	11,401	27,000	28,005	28,005
011-1810-414-63-67 Other services & charges / Utilities-electric	91,705	85,182	32,779	75,182	75,182	75,182
011-1810-414-63-68 Other services & charges / Utilities-gas	4,932	4,000	3,245	5,500	4,000	4,000
011-1810-414-63-69 Other services & charges / Utilities-telephone	36,996	30,000	14,827	29,000	30,000	30,000
011-1810-414-63-70 Other services & charges / Utilities-water	15,172	11,000	7,170	11,000	11,000	11,000
011-1810-414-63-99 Other services & charges / Miscellaneous	756	200	40	100	200	200
63	314,804	263,787	128,725	252,982	253,787	253,787
011-1810-415-65-08 Maintenance / Equipment	2,950	2,000	2,901	2,901	2,000	2,000
011-1810-415-65-10 Maintenance / Facilities	178,226	139,965	40,393	130,000	139,965	139,965
011-1810-415-65-17 Maintenance / Fuel & lubricants	3,008	963	1,533	2,500	963	963
65	184,183	142,928	44,827	135,401	142,928	142,928

2019

011-1810 City hall

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1810-416-66-22 Capital outlay / Computer hardware	-	-	-	-	-	-
011-1810-416-66-24 Capital outlay / Computer-software	-	-	-	-	-	-
011-1810-416-66-30 Capital outlay / Imprv/other than buildgs-	-	-	-	-	-	-
011-1810-416-66-99 Capital outlay / Non-capitalized	-	-	-	-	-	-
66	-	-	-	-	-	-
<hr/>						
011-1810 City Hall	\$ 616,744	\$ 560,880	\$ 233,356	\$ 522,376	\$ 521,017	\$ 521,017

CITY OF McALLEN
 PERSONNEL SCHEDULE WORKSHEET
 CURRENT EMPLOYEES FOR FY 2017-2018
 PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1810	City Hall		1		Custodian	FILLED	\$ 23,858
1810	City Hall		1		Custodian	FILLED	23,858
1810	City Hall		1		Maintenance Technician	FILLED	30,742
			3				78,458
					OVERTIME		1,000
					CAR ALLOWANCE		-
							1,000
CURRENT POSITIONS			5				\$ 79,458

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM: City Hall DIAS

Account No.:	Project Code:	Start Date: 10/18	Completed Date: 9/18
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User/Coordinating Department(s): Engineering City Hall

Strategic Business Plan:	Goal 1: Promote an unsurpassed quality of life in McAllen.
--------------------------	--

Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >
--	---

Status:	Project Location: City Hall
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Rollover Amount:	Current Request: \$ 165,000
------------------	-----------------------------

Department:	Engineering
-------------	-------------

Project Type:	New Projects
---------------	--------------

Grant Related: (Yes/No)	No
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Project Description/Justification	
-----------------------------------	--

--	--

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 165,000	-	-	-	-	165,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 165,000	\$ -	\$ -	\$ -	\$ -	\$ 165,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	165,000	-	-	-	-	165,000
Equipment / Other	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ 165,000	\$ -	\$ -	\$ -	\$ -	\$ 165,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Lactation Room			
Account No.:	Project Code:	Start Date: 10-18	Completed Date: 9-19
User/Coordinating Department(s): Engineering / City Hall			
Strategic Business Plan:	< Please Select Strategic Business Plan >		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status:	New Project	Project Location:	City Hall
Rollover Amount:	Current Request:	\$60,000	
Department:	Engineering		
Project Type:	New Projects		
Grant Related: (Yes/No)	No		
Project Description/Justification			
Remodle of exisiting City Hall 3rd Floor Lounge to accomdate a lactation room.			

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 60,000	-	-	-	-	60,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-		-	-	-	-	-	-
Land/ROW	-		-	-	-	-	-	-
Arch. & Engineering	-		-	-	-	-	-	-
Construction	-		55,000	-	-	-	-	55,000
Equipment / Other	-		5,000	-	-	-	-	5,000
Total	\$ -		\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.



Mission Statement:

Our mission is to provide a safe and clean environment for those who work or visit City Hall.

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 79,414	\$ 99,509	\$ 100,859	\$ 80,808	\$ 79,458	\$ 79,458	\$ 79,458	\$ 79,458	\$ 79,458	\$ 79,458	\$ 79,458
Employee Benefits	21,280	33,212	33,406	33,406	24,944	24,944	24,944	24,944	24,944	24,944	24,944
Supplies	17,062	19,900	19,900	19,779	19,900	19,900	19,900	19,900	19,900	19,900	19,900
Other Services and Charges	314,804	263,787	263,787	252,982	253,787	253,787	253,787	253,787	253,787	253,787	253,787
Maintenance	184,183	142,928	142,928	135,401	142,928	142,928	142,928	142,928	142,928	142,928	142,928
Operations Subtotal	616,744	559,338	560,882	522,376	521,017	521,017	521,017	521,017	521,017	521,017	521,017
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 616,744	\$ 559,338	\$ 560,882	\$ 522,376	\$ 521,017						
PERSONNEL											
Exempt	-	-	-	-	-	-	-	-	-	-	-
Non-Exempt	3	3	3	3	3	3	3	3	3	3	3
Part-Time	2	2	2	2	2	-	2	2	2	2	2
Total Positions Authorized	5	5	5	5	5	3	5	5	5	5	5

Contact Us:

Yvette Barrera
City Engineer
311 N. 15th Street
McAllen, TX 78501
(956) 681-1151

MAJOR FY 18-19 GOALS

- 1.) Finalize, renovation, improvements to City Hall, including Commission Chambers.

Performance Measures					Description:
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19	
Inputs:					<p>A staff of 2 custodians and 1 maintenance technician provide services for the maintenance of the 3 story City Hall facility. The custodians are responsible for cleanliness of offices, restrooms, hallways, floors, carpet and lounge area. The maintenance technician provides maintenance for the safe operations of all building related systems.</p>
Number of full time employees	3	3	3	3	
Department Expenditures	\$ 616,744	\$ 560,882	\$ 522,376	\$ 521,017	
Outputs:					
Number of bathrooms	12	12	12	12	
Number of work orders completed	92	125	125	110	
Number of times bathrooms cleaned (daily)	2	2	2	2	
Effectiveness Measures:					
Percent of repair work orders completed within three working days	23%	85%	85%	85%	
Average response time to emergency repairs	Immediate	Immediate	Immediate	Immediate	
Efficiency Measures:					
Custodial cost per square foot	\$ 1.42	\$ 1.29	\$ 1.20	\$ 1.20	
Department expenditures per capita	\$ 4.31	\$ 4.45	\$ 3.60	\$ 3.53	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: General
 DEPARTMENT: Building Maintenance

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

Grand Total	\$0
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2019

011-1812 Building maintenance

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1812-411-60-01 Compensation / Exempt	54,439	54,889	26,622	54,889	54,439	54,439
011-1812-411-60-02 Compensation / Non-exempt	394,399	452,092	208,254	445,000	478,414	478,414
011-1812-411-60-10 Compensation / Overtime	28,957	30,000	29,666	32,000	33,000	33,000
011-1812-411-60-17 Compensation / Telephone	-	480	-	480	480	480
60	477,795	537,461	264,542	532,369	566,333	566,333
011-1812-411-61-30 Benefits / Social security	35,292	41,117	20,113	41,117	43,325	43,325
011-1812-411-61-36 Benefits / Retirement	37,466	42,387	22,404	42,387	45,024	45,024
011-1812-411-61-40 Benefits / Unemployment tax	248	2,394	2,229	2,394	270	270
011-1812-411-61-46 Benefits / Workers' comp-	20,715	19,377	12,519	19,377	25,596	25,596
011-1812-411-61-50 Benefits / Health cost	52,115	65,832	28,844	65,832	73,464	73,464
011-1812-411-61-52 Benefits / Life insurance	337	873	179	873	925	925
011-1812-411-61-53 Benefits / Retiree health ins (ARC)	4,856	4,971	2,563	4,971	4,971	4,971
61	151,030	176,951	88,851	176,951	193,575	193,575
011-1812-413-62-04 Supplies / Operating	2,662	2,500	793	2,500	2,500	2,500
011-1812-413-62-12 Supplies / Small tools/minor equip-	5,630	10,000	2,435	10,000	10,000	10,000
011-1812-413-62-14 Supplies / Janitorial	979	600	61	600	600	600
011-1812-413-62-18 Supplies / Clothing & uniform	5,105	4,132	4,220	8,100	8,257	4,132
011-1812-413-62-20 Supplies / Chemical	1,180	1,500	451	1,500	1,500	1,500
62	15,556	18,732	7,959	22,700	22,857	18,732
011-1812-414-63-60 Other services & charges / Special events	1,509	2,000	2,114	4,000	4,000	4,000
011-1812-414-63-65 Other services & charges / Travel	275	2,750	1,252	2,750	2,750	2,750
011-1812-414-63-67 Other services & charges / Utilities-electric	-	-	-	-	-	-
011-1812-414-63-75 Other services & charges / Rental-general depr- fu	36,025	44,825	22,410	44,825	53,213	44,825
011-1812-414-63-99 Other services & charges / Miscellaneous	230	150	100	150	150	150
011-1812-414-63-64 Other services & charges / Training	-	500	100	500	500	500
63	38,039	50,225	25,976	52,225	60,613	52,225
011-1812-415-65-08 Maintenance / Equipment	350	1,500	541	1,500	1,500	1,500
011-1812-415-65-10 Maintenance / Facilities	18,560	18,000	4,710	18,000	18,000	18,000
011-1812-415-65-12 Maintenance / Land	-	-	-	-	-	-
011-1812-415-65-16 Maintenance / Vehicles	12,152	13,800	6,347	13,800	13,800	13,800
011-1812-415-65-17 Maintenance / Fuel & lubricants	6,771	6,513	4,617	7,500	7,513	7,513
011-1812-415-65-90 Maintenance / Old city hall building	-	-	-	-	-	-
011-1812-415-65-94 Maintenance / Old PD building	-	-	-	-	-	-
65	37,834	39,813	16,215	40,800	40,813	40,813

2019

011-1812 Building maintenance

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1812-416-66-20 Capital outlay / Equipment	10,700	-	-	-	-	-
011-1812-416-66-22 Capital outlay / Computer-hardware	-	-	-	-	-	-
011-1812-416-66-99 Capital outlay / Non-capitalized	2,525	-	-	-	-	-
66	13,225	-	-	-	-	-
<hr/>						
011-1812 Building Maintenance	\$ 733,478	\$ 823,182	\$ 403,543	\$ 825,045	\$ 884,191	\$ 871,678

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1812	Building Maintenance	1			Building Maint Superintendent	FILLED	\$ 54,439
		1					54,439
1812	Building Maintenance		1		HVAC Systems Techician	FILLED	34,590
1812	Building Maintenance		1		Apprentice Electrician	FILLED	30,867
1812	Building Maintenance		1		HVAC Systems Techician	FILLED	31,325
1812	Building Maintenance		1		HVAC Foreman	UNFILLED	36,319
1812	Building Maintenance		1		Master Electrician	UNFILLED	40,040
1812	Building Maintenance		1		Master Electrician	UNFILLED	40,040
1812	Building Maintenance		1		Trades Helper Supervisor	FILLED	31,325
1812	Building Maintenance		1		Trades Helper Supervisor	FILLED	30,555
1812	Building Maintenance		1		Trades Helper I	FILLED	29,120
1812	Building Maintenance		1		Trades Helper I	FILLED	29,120
1812	Building Maintenance		1		Trades Helper I	FILLED	29,120
1812	Building Maintenance		1	UNBUDGETED	Trades Helper I	FILLED	29,120
1812	Building Maintenance		1		Journeyman Plumber	FILLED	32,053
1812	Building Maintenance				On Call Duty Pay		25,200
1812	Building Maintenance				Cert Pay		500
			<u>14</u>				<u>478,414</u>
					OVERTIME		33,000
					TELEPHONE		480
							<u>33,480</u>
CURRENT POSITIONS			15				\$ 566,333

CITY OF McALLEN, TEXAS
ROLLING STOCK REQUEST FORM
FLEET OPERATION'S RECOMMENDATION SCHEDULE
GENERAL DEPRECIATION AND GENERAL FUND
FISCAL YEAR 2018-2019

FUND: GENERAL DEPRECIATION
DEPT. BUILDING MAINTENANCE

YEAR	N=New R=Repl.	Unit #	REPLACING MAKE/MODEL	REQUESTING MAKE/MODEL	QTY.	BUDGET AMOUNT	DEPREC. YEARS	ANNUAL RENTAL	FLEET OPERATIONS RECOMMENDATION			CITY MANAGER APPROVAL
									YES/NO	FLEET COMMENTS	FY 17-18 ROLLOVER	YES/NO
2006	R	PK0321	FORD F-250 RC SVC BODY GAS	3/4 TON RC SVC BODY GAS	1	\$ 35,000	8	\$ 4,813	YES	RECOMMEND REPLACEMENT (DEPRECIATION SHORT \$5,600)		YES
2003	R	317	FORD F-150 RC LB 2WD GAS	1/2 TON RC SB 2WD GAS	1	26,000	8	3,575	YES	RECOMMEND REPLACEMENT (DEPRECIATION SHORT \$10,100)		YES
						\$ 61,000					\$ -	

Description	Depreciation Yrs
Sedans, vans, light trucks, SUV, light equipment & Specialty Vehicles	8
Police "Marked" Patrol Cars	2.5
Sanitation Refuse Trucks	7
Heavy Trucks and Equipment	10
Fire Apparatus Trucks	12
Heavy Equipment (Bulldozers & Excavators only)	15



Mission Statement:

The mission of the Building Maintenance Division is to systematically plan and schedule facility and building maintenance to safeguard our capital investment, extend the useful life of the facilities, promote health and safety, and provide an appropriate environment for all that utilize the facilities.

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 477,795	\$ 531,611	\$ 537,461	\$ 532,369	\$ 566,333	\$ 566,333	\$ 566,333	\$ 566,333	\$ 566,333	\$ 566,333	\$ 566,333
Employee Benefits	151,030	176,113	176,951	176,951	193,575	193,575	193,575	193,575	193,575	193,575	193,575
Supplies	15,556	18,732	18,732	22,700	22,857	18,732	18,932	18,932	18,932	18,932	18,932
Other Services and Charges	38,039	50,225	50,225	52,225	60,613	52,225	52,225	52,225	52,225	52,225	52,225
Maintenance	37,834	39,813	39,813	40,800	40,813	40,813	40,813	40,813	40,813	40,813	40,813
Operations Subtotal	720,253	816,494	823,182	825,045	884,191	871,678	871,878	871,878	871,878	871,878	871,878
Capital Outlay	13,225	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 733,478	\$ 816,494	\$ 823,182	\$ 825,045	\$ 884,191	\$ 871,678	\$ 871,878				
PERSONNEL											
Exempt	1	1	1	1	1	1	2	2	2	2	2
Non-Exempt	12	13	13	13	13	14	13	13	13	13	13
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	13	14	14	14	14	15	15	15	15	15	15

Contact Us:

Richard Martinez
Superintendent of
Building Maintenance
1000 S. Ware Road
McAllen, TX 78501
(956) 681-3333

MAJOR FY 18-19 GOALS

- 1.) Review A/C Units over 10 years old and create a timetable for replacement.
- 2.) Develop a Preventative Maintenance Template for facility maintenance technicians to implement.
- 3.) Create an email satisfaction survey for work order requesters to provide feedback on workorder timeline and repeat work orders.

Building Maintenance

www.mcallen.net/parks

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	13	14	14	14
Total facilities maintained	56	56	56	56
Department Expenditures	\$ 733,478	\$ 823,182	\$ 825,045	\$ 871,678
Outputs:				
Number A/C jobs completed	263	300	298	300
Number of electrical jobs completed	379	500	316	300
Other building maintenance jobs completed	502	900	520	540
Effectiveness Measures:				
Percent of jobs called back on	0.11%	0.10%	0.10%	0.10%
Average time to complete work order	3 hrs	2 hr	2.5 hrs	2 hrs
Efficiency Measures:				
Average Number of work orders per full time employee	104	89	95	76
Department expenditures per capita	\$ 5.13	\$ 5.66	\$ 5.68	\$ 5.90

*N/A=Not Available, N/P=Not Provided

Description:

This Division performs minor maintenance and repair services including structural, mechanical and electrical services, carpentry, plumbing, painting, heating and cooling repairs and maintenance for all City Facilities. Building Maintenance Department is housed in the Parks & Recreation Department Office.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Development Center

		Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)	
COMPENSATION							
New Position	No. Positions	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total
1.	-	-	-	-	-	-	-
2.	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-
Revisions							
1.	-	-	-	-	-	-	-
2.	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-
5.	-	-	-	-	-	-	-
6.	-	-	-	-	-	-	-
7.	-	-	-	-	-	-	-
8.	-	-	-	-	-	-	-
9.	-	-	-	-	-	-	-
10. Overtime			700			138	838
Total Compensation & Benefits		\$ 34,048	\$ 700	\$ -	\$ -	\$ 138	\$ 838
SUPPLIES							
	1. < Please select category >						
	2. < Please select category >						
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Supplies		\$ 14,300				\$ -	\$ -
OTHER SERVICES & CHARGES							
	1. Utilities-electric					4,770	4,770 adjustment
	2. < Please select category >						
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Other Services & Charges		\$ 43,950				\$ 4,770	\$ 4,770
MAINTENANCE							
	1. < Please select category >						
	2. < Please select category >						
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Maintenance		\$ 7,000				\$ -	\$ -
CAPITAL OUTLAY							
	** See Attached Form DP-1						
Total Capital Outlay						\$ -	\$ -
TOTAL		\$ 99,298				\$ 5,608	\$ 5,608

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: General
 DEPARTMENT: Development Center

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

Grand Total	\$0
--------------------	------------

2019

011-1822 Development Center

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-1822-411-60-02 Compensation / Non-exempt	23,878	24,328	11,947	23,894	23,878	23,878
011-1822-411-60-10 Compensation / Overtime	280	-	245	250	700	700
60	24,158	24,328	12,193	24,144	24,578	24,578
011-1822-411-61-30 Benefits / Social security	1,650	1,861	849	1,861	1,881	1,881
011-1822-411-61-36 Benefits / Retirement	1,836	1,916	1,007	1,916	1,954	1,954
011-1822-411-61-40 Benefits / Unemployment tax	9	171	106	171	18	18
011-1822-411-61-46 Benefits / Workers comp	1,169	972	553	972	1,000	1,000
011-1822-411-61-50 Benefits / Health cost	5,064	5,064	2,532	5,064	5,064	5,064
011-1822-411-61-52 Benefits / Life insurance	21	41	10	41	42	42
011-1822-411-61-53 Benefits / Retiree health insurance	239	209	115	209	209	209
61	9,987	10,234	5,172	10,234	10,168	10,168
011-1822-413-62-04 Supplies / Operating	971	-	168	500	-	-
011-1822-413-62-14 Supplies / Janitorial	6,099	5,000	3,696	5,000	5,000	5,000
011-1822-413-62-18 Supplies / Clothing and uniform	262	9,300	1,727	3,000	9,300	9,300
62	7,332	14,300	5,591	8,500	14,300	14,300
011-1822-414-63-45 Other services & charges / Professional	-	-	-	-	-	-
011-1822-414-63-52 Other services & charges / Rental & contractual	11,987	15,000	8,662	15,000	15,000	15,000
011-1822-414-63-67 Other services & charges / Utilities - electric	34,283	18,750	11,760	23,520	23,520	23,520
011-1822-414-63-70 Other services & charges / Utilities- water	7,501	10,200	4,805	9,800	10,200	10,200
011-1822-414-63-99 Other services & charges / Miscellaneous	15	-	20	-	-	-
63	53,787	43,950	25,247	48,320	48,720	48,720
011-1822-415-65-10 Maintenance / Facilities	6,126	7,000	11,919	13,000	7,000	7,000
011-1822-415-65-17 Maintenance / Fuel & lubricants	-	-	-	-	-	-
65	6,126	7,000	11,919	13,000	7,000	7,000
011-1822-416-66-20 Capital outlay / Equipment	-	-	-	-	-	-
011-1822-416-66-99 Capital outlay / Non-capitalized	-	-	-	-	-	-
66	-	-	-	-	-	-
011-1822 Development Center	\$ 101,391	\$ 99,812	\$ 60,121	\$ 104,198	\$ 104,766	\$ 104,766

CITY OF McALLEN
 PERSONNEL SCHEDULE WORKSHEET
 CURRENT EMPLOYEES FOR FY 2017-2018
 PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1822	Development Center		1		Custodian	FILLED	\$ 23,878
			1				<u>23,878</u>
					OVERTIME		-
					CAR ALLOWANCE		-
							<u>-</u>
							-
	CURRENT POSITIONS		1				\$ 23,878

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Health Department Remodel			
Account No.:	Project Code:	Start Date: 10-18	Completed Date: 9-18
User/Coordinating Department(s): Engineering / Health / Tax Office			
Strategic Business Plan:	Goal 6: Enhance McAllen's infrastructure network.		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status:	New Project		Project Location:
Rollover Amount:	Current Request:	Insert Picture Here	
Department:	Engineering		
Project Type:	New Projects		
Grant Related: (Yes/No)	No		
Project Description/Justification			

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 45,000	-	-	-	-	45,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	45,000	-	-	-	-	45,000
Equipment / Other	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.



Mission Statement:
 The Development Center serves as a One Stop Shop for the Development Community

Department Summary											
Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 24,158	\$ 23,878	\$ 24,328	\$ 24,144	\$ 24,578	\$ 24,578	\$ 24,578	\$ 24,578	\$ 24,578	\$ 24,578	\$ 24,578
Employee Benefits	9,987	10,170	10,234	10,234	10,168	10,168	10,168	10,168	10,168	10,168	10,168
Supplies	7,332	14,300	14,300	8,500	14,300	14,300	14,300	14,300	14,300	14,300	14,300
Other Services and Charges	53,787	43,950	43,950	48,320	48,720	48,720	48,720	48,720	48,720	48,720	48,720
Maintenance	6,126	7,000	7,000	13,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000
Operations Subtotal	101,391	99,298	99,812	104,198	104,766	104,766	104,766	104,766	104,766	104,766	104,766
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 101,391	\$ 99,298	\$ 99,812	\$ 104,198	\$ 104,766						
PERSONNEL											
Exempt	-	-	-	-	-	-	-	-	-	-	-
Non-Exempt	1	1	1	1	1	1	1	1	1	1	1
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	1	1	1	1	1	1	1	1	1	1	1

Contact Us:
 Yvette Barrera, PE
 City Engineer
 311 N 15th McAllen,
 TX 78501 (956) 681-1151

MAJOR FY 18-19 GOALS

- 1.) Increase retail recruitment efforts
- 2.) Increase overall Accela use all departments

	B	C	D	E	F	G	H	J	K	M	N	O	P
1												OTHER AGENCIES	
2												Economic Development	
3													
6	Department Summary												
7		Actual	Original	Adj. Budget	Estimated	Dept Request	City Mgr	Four Year Plan					
8	Expenditure Detail:	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23		
10	Other Services and Charges	\$ 687,188	\$ 733,589	\$ 733,589	\$ 733,589	\$ 733,589	\$ 733,589	\$ 733,589	\$ 733,589	\$ 733,589	\$ 733,589	\$ 733,589	\$ 733,589
11	Operations Subtotal	687,188	733,589	733,589	733,589	733,589	733,589	733,589	733,589	733,589	733,589	733,589	733,589
14	Total Expenditures	\$ 687,188	\$ 733,589	\$ 733,589									
17	DEPARTMENT: DETAIL												
19	Other Services and Charges												
20	McAllen Economic Development Corp. *	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21	Chamber of Commerce **	644,200	644,200	644,200	644,200	644,200	644,200	644,200	644,200	644,200	644,200	644,200	644,200
22	LRGVDC	24,389	24,389	24,389	24,389	24,389	24,389	24,389	24,389	24,389	24,389	24,389	24,389
23	Border Trade Alliance	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
24	South Texas Border Partnership		35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000
25	CDBG Staff Reimb	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
26	Texas Border Coalition	12,988	-	-	-	-	-	-	-	-	-	-	-
27	Affordable Homes of So. Texas		-	-	-	-	-	-	-	-	-	-	-
28		\$ 687,188	\$ 733,589	\$ 733,589	\$ 733,589	\$ 733,589	\$ 733,589	\$ 733,589	\$ 733,589	\$ 733,589	\$ 733,589	\$ 733,589	\$ 733,589
31	* Non-City Department: The McAllen Economic Development Corporation directs it's efforts to attracting domestic / foreign industries to establish operations in the City of McAllen.												
34	** Non-City Department: One of the goals of the Chamber of Commerce is to promote tourism.												

**City of McAllen, Texas
Public Safety
Summary**

	Actual 16-17	Original Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm 18-19	Four Year Plan			
							19-20	20-21	21-22	22-23
<u>BY DEPARTMENT</u>										
Police	\$ 33,063,251	\$ 33,588,265	\$ 34,017,189	\$ 33,997,245	\$ 34,675,095	\$ 34,151,162	\$ 34,172,877	\$ 34,707,904	\$ 35,313,046	\$ 35,916,409
Animal Control	292,053	345,396	347,968	347,968	352,971	352,971	352,971	352,971	352,971	352,971
Radio Shop	549,150	624,887	627,459	619,652	621,001	621,001	886,200	1,083,630	1,081,130	1,081,130
Fire	18,509,749	18,457,655	18,519,665	19,012,249	19,655,758	19,221,301	19,264,372	19,368,281	19,503,281	19,585,093
Traffic Operations	1,902,245	2,448,294	2,505,630	2,389,536	2,593,306	2,532,754	2,425,074	2,425,074	2,425,074	2,425,074
Building Code Compliance	1,000,590	1,051,242	1,061,272	1,061,272	1,072,169	1,076,169	1,077,769	1,154,604	1,173,226	1,168,176
TOTAL	\$ 55,317,037	\$ 56,515,739	\$ 57,079,183	\$ 57,427,923	\$ 58,970,300	\$ 57,955,358	\$ 58,179,263	\$ 59,092,464	\$ 59,848,728	\$ 60,528,853
<u>BY EXPENSE GROUP</u>										
Personnel Services										
Salaries and Wages	\$ 37,009,021	\$ 37,947,245	\$ 38,234,114	\$ 38,483,208	\$ 39,468,450	\$ 38,886,975	\$ 39,453,769	\$ 39,945,845	\$ 40,538,136	\$ 41,070,006
Employee Benefits	10,610,300	11,434,799	11,476,107	11,476,107	11,829,197	11,620,829	11,785,768	11,936,900	12,094,427	12,238,032
Supplies	1,009,440	850,889	850,889	890,953	866,344	851,889	892,679	937,069	947,753	951,753
Other Services and Charges	3,606,223	3,217,918	3,402,126	3,401,135	3,389,820	3,372,928	3,577,782	3,744,982	3,785,794	3,791,494
Maintenance and Repair Services	2,579,220	2,333,840	2,384,899	2,450,475	2,416,340	2,358,840	2,445,165	2,477,568	2,477,568	2,477,568
Capital Outlay	502,833	731,048	731,048	726,045	1,000,149	863,897	24,100	50,100	5,050	-
TOTAL APPROPRIATIONS	\$ 55,317,037	\$ 56,515,739	\$ 57,079,183	\$ 57,427,923	\$ 58,970,300	\$ 57,955,358	\$ 58,179,263	\$ 59,092,464	\$ 59,848,728	\$ 60,528,853
<u>PERSONNEL</u>										
Police	402	431	431	431	443	436	448	464	472	472
Animal Control	7	7	7	7	7	7	7	7	7	7
Radio Shop	5	5	5	5	5	-	5	6	6	6
Fire	177	185	185	190	190	187	191	196	199	200
Traffic Operations	31	36	36	36	36	36	39	40	40	40
Building Code Compliance	20	20	20	20	20	20	20	20	20	21
TOTAL PERSONNEL	642	684	684	689	701	686	710	733	744	746

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: POLICE

	Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
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COMPENSATION

New Position	No. Positions	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1. Police Officer	12	50,147	601,769	-	-	182,585	784,353	261,451	Requested personnel necessary to maintain City of McAllen's goal of 2.0 police officers per 1,000 population. (RECOMMEND 4)
2.	-	-	-	-	-	-	-	-	
3.	-	-	-	-	-	-	-	-	
4.	-	-	-	-	-	-	-	-	
5.	-	-	-	-	-	-	-	-	
6.	-	-	-	-	-	-	-	-	
7.	-	-	-	-	-	-	-	-	
8.	-	-	-	-	-	-	-	-	
9.	-	-	-	-	-	-	-	-	
Totals	12	50,147							

Revisions

1. Collective Bargaining Agreement			36,975	-	-	7,153	44,128	139,690	As Per Collective Bargaining Agreement, includes additional 0.5% inc with associated benefits
2.	-	-	-	-	-	-	-	-	
3.	-	-	-	-	-	-	-	-	
4.	-	-	-	-	-	-	-	-	
5.	-	-	-	-	-	-	-	-	
Total Compensation & Benefits			\$ 30,905,743	\$ 638,744	\$ -	\$ 189,738	\$ 828,482	\$ 401,141	

SUPPLIES

1.	< Please select category >								
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Supplies		\$ 396,091					\$ -	\$ -	

OTHER SERVICES & CHARGES

1.	Rental-depreciation fun						(15,290)	(36,182)	Rental depreciation adjustment
2.	Utilities-electric						121,440	121,440	
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Other Services & Charges		\$ 1,353,355					\$ 106,150	\$ 85,258	

MAINTENANCE

1.	< Please select category >								
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Maintenance		\$ 1,389,939					\$ -	\$ -	

CAPITAL OUTLAY

** See Attached Form DP-1									
Total Capital Outlay							\$ 523,817	\$ 448,117	
TOTAL		\$ 34,045,128					\$ 1,458,449	\$ 934,516	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: General
DEPARTMENT: Police

Office Furniture/equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Radio Communications System Payment	\$245,000	1	\$245,000	Replace end of life radio communications system.
Office Chairs	\$415	3	\$1,245	Replace end of life office chairs in Records Unit.
Office Chairs	\$738	1	\$738	Replace end of life office chairs in Administration.
One-Seat Chairs	\$923	4	\$3,692	Replace end of life one-seat chairs in Administration.
	\$0		\$0	
TOTAL			\$250,675	

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Police Dual Band Radar	\$2,089	4	\$8,356	Equip patrol units with radar equipment.
Ultra Kimono K-9 Bite Suit	\$1,530	1	\$1,530	Replace end of life bite suit at Canine Training Unit.
Crime Prevention Distribution Supplies	\$5,000	1	\$5,000	Annual supply of Crime Prevention Supplies.
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$14,886	

Computer-Hardware				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Public Safety Software Upgrade	\$146,420	1	\$146,420	Upgrade New World Software, CAD and message switch.
Microsoft Licensing	\$5,707	1	\$5,707	Upgrade Server 2016/SQL License 2017.
Lantronix Switches	\$175	3	\$525	Upgrade switches for 911 call transfers.
Building Video Camera System	\$29,904	1	\$29,904	Upgrade security video camera system at police building.
	\$0		\$0	
TOTAL			\$182,556	

Vehicles				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Depreciation Fund Shortage	\$75,700	1	\$75,700	Replace twelve (12) end of life police units.
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$448,117
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2019

011-2002 Police

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-2002-421-60-01 Compensation / Exempt	367,019	732,135	172,732	732,135	723,328	723,328
011-2002-421-60-02 Compensation / Non-exempt	3,802,340	4,061,576	1,857,097	4,061,576	4,003,751	4,003,751
011-2002-421-60-08 Compensation / Police & fire	17,437,314	17,750,271	8,498,605	17,750,271	18,241,454	17,922,939
011-2002-421-60-10 Compensation / Overtime	954,227	760,000	545,593	760,000	760,000	760,000
011-2002-421-60-12 Compensation / Holiday pay	370,931	450,000	155,180	450,000	450,000	450,000
011-2002-421-60-13 Compensation / Overtime reimbursement	-	-	-	-	-	-
011-2002-421-60-14 Compensation / Car allowance	7,800	7,800	3,900	7,800	7,800	7,800
011-2002-421-60-15 Compensation/Certification	100,513	-	51,602	-	-	-
60	23,040,144	23,761,782	11,284,709	23,761,782	24,186,333	23,867,818
011-2002-421-61-30 Benefits / Social security	1,679,929	1,712,757	853,542	1,712,757	1,850,090	1,825,724
011-2002-421-61-36 Benefits / Retirement	1,753,364	1,874,062	925,380	1,874,062	1,922,813	1,897,492
011-2002-421-61-40 Benefits / Unemployment tax	6,483	73,701	64,798	73,701	7,974	7,830
011-2002-421-61-46 Benefits / Workers' comp-	734,486	742,792	334,184	742,792	775,756	761,073
011-2002-421-61-50 Benefits / Health cost	1,719,211	1,898,688	859,015	1,898,688	1,922,088	1,878,120
011-2002-421-61-52 Benefits / Life insurance	15,084	37,623	7,523	37,623	38,302	37,958
011-2002-421-61-53 Benefits / Retiree health ins (ARC)	227,709	202,387	113,332	202,387	202,387	202,387
011-2002-421-61-56 Benefits/pension cost-tmrs	-	-	-	-	-	-
61	6,136,266	6,542,010	3,157,775	6,542,010	6,719,410	6,610,584
011-2002-423-62-02 Supplies / Office	68,597	28,000	36,253	28,000	28,000	28,000
011-2002-423-62-04 Supplies / Operating	223,672	112,900	120,258	112,900	112,900	112,900
011-2002-423-62-14 Supplies / Janitorial	42,180	33,850	20,971	33,850	33,850	33,850
011-2002-423-62-16 Supplies / Photocopier	14,367	16,000	6,437	16,000	16,000	16,000
011-2002-423-62-18 Supplies / Clothing & uniform	156,463	96,941	75,786	96,941	96,941	96,941
011-2002-423-62-46 Supplies / Consumable	113,729	93,000	54,498	93,000	93,000	93,000
011-2002-423-62-99 Supplies / Other	7,716	15,400	4,141	15,400	15,400	15,400
62	626,723	396,091	318,343	396,091	396,091	396,091
011-2002-424-63-02 Other services & charges / Advertising	30	1,500	2,061	1,500	1,500	1,500
011-2002-424-63-14 Other services & charges / Dues & subscription	4,388	6,080	2,498	6,080	6,080	6,080
011-2002-424-63-23 Other services & charges / Online svc/network	72,784	60,000	25,570	60,000	60,000	60,000
011-2002-424-63-35 Other services & charges / Laundry	65,696	90,000	28,752	90,000	90,000	90,000
011-2002-424-63-40 Other services & charges / Medical	22,190	34,600	23,740	34,600	34,600	34,600
011-2002-424-63-44 Other services & charges / Printing	14,238	10,000	3,087	10,000	10,000	10,000
011-2002-424-63-45 Other services & charges / Professional	53,132	60,000	26,805	60,000	60,000	60,000
011-2002-424-63-50 Other services & charges / Rental-equipment	699	1,000	-	1,000	1,000	1,000
011-2002-424-63-51 Other services & charges / Rental-Photocopier	21,271	25,000	8,767	25,000	25,000	25,000

2019
011-2002 Police

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-2002-424-63-52 Other services & charges / Rental & contractual	19,080	16,000	9,540	16,000	16,000	16,000
011-2002-424-63-58 Other services & charges / Property damage	-	-	-	-	-	-
011-2002-424-63-60 Other services & charges / Special events	9,456	6,000	391	6,000	6,000	6,000
011-2002-424-63-62 Other services & charges / Special service	6,700	5,000	2,860	5,000	5,000	5,000
011-2002-424-63-64 Other services & charges / Training	97,946	85,000	53,066	85,000	85,000	85,000
011-2002-424-63-65 Other services & charges / Travel	15,990	8,000	5,468	8,000	8,000	8,000
011-2002-424-63-67 Other services & charges / Utilities-electric	380,720	287,065	143,532	287,065	287,065	287,065
011-2002-424-63-68 Other services & charges / Utilities-gas	2,234	3,000	570	3,000	3,000	3,000
011-2002-424-63-69 Other services & charges / Utilities-telephone	31,663	36,190	16,755	36,190	36,190	36,190
011-2002-424-63-70 Other services & charges / Utilities-water	37,780	40,000	20,673	40,000	40,000	40,000
011-2002-424-63-75 Other services & charges / Rental-depreciation fun	743,148	669,360	334,680	669,360	654,070	633,178
011-2002-424-63-78 Other services & charges / Training-court mandated	8,730	6,000	1,650	6,000	6,000	6,000
011-2002-424-63-91 Other services & charges / Educational refund-off/	16,695	15,000	790	15,000	15,000	15,000
011-2002-424-63-99 Other services & charges / Miscellaneous	7,920	10,000	3,540	10,000	10,000	10,000
63	1,632,491	1,474,795	714,794	1,474,795	1,459,505	1,438,613
011-2002-425-65-04 Maintenance / Computer/software	216,731	240,000	183,708	240,000	240,000	240,000
011-2002-425-65-08 Maintenance / Equipment	32,332	60,000	52,990	60,000	60,000	60,000
011-2002-425-65-10 Maintenance / Facilities	150,919	104,920	75,525	104,920	104,920	104,920
011-2002-425-65-16 Maintenance / Vehicles	563,517	522,400	279,505	522,400	522,400	522,400
011-2002-425-65-17 Maintenance / Fuel & lubricants	464,506	482,563	241,873	462,619	462,619	462,619
65	1,428,005	1,409,883	833,601	1,389,939	1,389,939	1,389,939
011-2002-426-66-14 Capital outlay / Vehicles	25,350	-	-	-	75,700	-
011-2002-426-66-16 Capital outlay / Office furniture/equip-	-	257,966	414,604	257,966	250,675	250,675
011-2002-426-66-20 Capital outlay / Equipment	49,734	52,604	41,861	52,604	14,886	14,886
011-2002-426-66-22 Capital outlay / Computer-hardware	86,300	122,058	14,545	122,058	182,556	182,556
011-2002-426-66-24 Capital outlay / Computer software	-	-	-	-	-	-
011-2002-426-66-30 Capital outlay / Imprv- other than buildgs	-	-	-	-	-	-
011-2002-426-66-99 Capital outlay / Non-capitalized	38,237	-	169,794	-	-	-
66	199,622	432,628	640,804	432,628	523,817	448,117
011-2002-427-89-14 Other expenses / Local Border Security Program	-	-	-	-	-	-
011-2002-427-89-15 Other expenses / VADG	-	-	-	-	-	-
011-2002-427-89-17 Other expenses / STEP	-	-	-	-	-	-
89	-	-	-	-	-	-

011-2002 Police	\$ 33,063,251	\$ 34,017,189	\$ 16,950,024	\$ 33,997,245	\$ 34,675,095	\$ 34,151,162
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**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
2002	Police	1			Police Chief	FILLED	\$ 131,054
2002	Police	1			Crime Records System Admin	FILLED	60,188
2002	Police	1			Crime Statistician	FILLED	42,686
2002	Police	1			Emergency Communications Manager	FILLED	52,608
2002	Police	1			IT Web Technician - Police	FILLED	42,686
2002	Police	1			Police Dept Administration	FILLED	60,992
2002	Police	1			Police Captain	FILLED	111,974
2002	Police	1			Police Captain	FILLED	111,974
2002	Police	1			Police Captain	FILLED	109,166
		<u>9</u>					<u>723,328</u>
2002	Police		1		Police Lieutenant	FILLED	79,102
2002	Police		1		Police Lieutenant	FILLED	79,102
2002	Police		1		Police Lieutenant	FILLED	79,102
2002	Police		1		Police Lieutenant	FILLED	81,266
2002	Police		1		Police Lieutenant	FILLED	81,266
2002	Police		1		Police Lieutenant	FILLED	81,266
2002	Police		1		Police Lieutenant	FILLED	83,429
2002	Police		1		Police Lieutenant	FILLED	83,429
2002	Police		1		Police Lieutenant	FILLED	83,429
2002	Police		1		Police Lieutenant	FILLED	83,429
2002	Police		1		Police Lieutenant	FILLED	83,429
			<u>11</u>				<u>898,249</u>
2002	Police		1		Police Sergeant	FILLED	75,192
2002	Police		1		Police Sergeant	FILLED	75,192
2002	Police		1		Police Sergeant	FILLED	75,192
2002	Police		1		Police Sergeant	FILLED	75,192
2002	Police		1		Police Sergeant	FILLED	75,192
2002	Police		1		Police Sergeant	FILLED	75,192
2002	Police		1		Police Sergeant	FILLED	75,192
2002	Police		1		Police Sergeant	FILLED	75,192
2002	Police		1		Police Sergeant	FILLED	75,192
2002	Police		1		Police Sergeant	FILLED	75,150
2002	Police		1		Police Sergeant	FILLED	75,150
2002	Police		1		Police Sergeant	FILLED	75,150
2002	Police		1		Police Sergeant	FILLED	75,088
2002	Police		1		Police Sergeant	FILLED	75,088
2002	Police		1		Police Sergeant	FILLED	74,984
2002	Police		1		Police Sergeant	FILLED	74,984
2002	Police		1		Police Sergeant	FILLED	74,984
2002	Police		1		Police Sergeant	FILLED	72,426
2002	Police		1		Police Sergeant	FILLED	72,426
2002	Police		1		Police Sergeant	FILLED	72,363
2002	Police		1		Police Sergeant	FILLED	72,363
2002	Police		1		Police Sergeant	FILLED	72,322
2002	Police		1		Police Sergeant	FILLED	72,322
2002	Police		1		Police Sergeant	FILLED	72,322
2002	Police		1		Police Sergeant	FILLED	72,322
2002	Police		1		Police Sergeant	FILLED	70,720
2002	Police		1		Police Sergeant	FILLED	70,720
2002	Police		1		Police Sergeant	FILLED	70,720
2002	Police		1		Police Sergeant	FILLED	70,720
2002	Police		1		Police Sergeant	FILLED	69,659
2002	Police		1		Police Sergeant	FILLED	69,659

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
2002	Police		1		Community Service Specialist	FILLED	27,955
2002	Police		1		Community Service Specialist	FILLED	27,955
2002	Police		1		Community Service Specialist	FILLED	27,955
2002	Police		1		Community Service Specialist	FILLED	27,955
2002	Police		1		Community Service Specialist	FILLED	27,955
2002	Police		1		Community Service Specialist	UNFILLED	27,955
2002	Police		1		Community Service Specialist	UNFILLED	27,955
2002	Police		1		Community Service Specialist	FILLED	29,120
2002	Police		1		Community Service Specialist	FILLED	30,722
2002	Police		1		Community Service Specialist	FILLED	30,722
2002	Police		1		Community Service Specialist	FILLED	30,722
2002	Police		1		Community Service Specialist	FILLED	32,885
			29				825,091
2002	Police		1		Crime Victim Liaison	FILLED	32,053
			1				32,053
2002	Police		1		Custodian	FILLED	23,878
2002	Police		1		Custodian	FILLED	23,878
2002	Police		1		Custodian	FILLED	23,878
2002	Police		1		Custodian	FILLED	23,858
2002	Police		1		Custodian	FILLED	23,858
2002	Police		1		Custodian	FILLED	24,190
			6				143,540
2002	Police		1		Dentention Service Specialist	FILLED	29,120
2002	Police		1		Dentention Service Specialist	FILLED	29,120
2002	Police		1		Dentention Service Specialist	FILLED	29,120
2002	Police		1		Dentention Service Specialist	FILLED	29,120
2002	Police		1		Dentention Service Specialist	FILLED	29,120
2002	Police		1		Dentention Service Specialist	FILLED	29,120
2002	Police		1		Dentention Service Specialist	FILLED	29,120
2002	Police		1		Dentention Service Specialist	FILLED	29,120
2002	Police		1		Dentention Service Specialist	FILLED	29,120
2002	Police		1		Dentention Service Specialist	FILLED	29,120
2002	Police		1		Dentention Service Specialist	FILLED	29,120
2002	Police		1		Dentention Service Specialist	FILLED	29,120
2002	Police		1		Dentention Service Specialist	FILLED	29,120
2002	Police		1		Dentention Service Specialist	FILLED	29,120
2002	Police		1		Dentention Service Specialist	FILLED	29,120
2002	Police		1		Dentention Service Specialist	FILLED	29,099
2002	Police		1		Dentention Service Specialist	FILLED	29,099
2002	Police		1		Dentention Service Specialist	FILLED	29,099
			18				524,097
2002	Police		1		Emergency Comm Specialist	FILLED	30,222
2002	Police		1		Emergency Comm Specialist	FILLED	30,222
2002	Police		1		Emergency Comm Specialist	FILLED	30,222
2002	Police		1		Emergency Comm Specialist	FILLED	30,222
2002	Police		1		Emergency Comm Specialist	FILLED	30,222
2002	Police		1		Emergency Comm Specialist	FILLED	30,222
2002	Police		1		Emergency Comm Specialist	FILLED	30,222
2002	Police		1		Emergency Comm Specialist	UNFILLED	30,222
2002	Police		1		Emergency Comm Specialist	UNFILLED	30,222
2002	Police		1		Emergency Comm Specialist	UNFILLED	30,222
2002	Police		1		Emergency Comm Specialist	FILLED	30,243
2002	Police		1		Emergency Comm Specialist	FILLED	30,243
2002	Police		1		Emergency Comm Specialist	FILLED	30,243

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
2002	Police		1		Emergency Comm Specialist	FILLED	30,243
2002	Police		1		Emergency Comm Specialist	FILLED	30,243
2002	Police		1		Emergency Comm Specialist	FILLED	30,243
2002	Police		1		Emergency Comm Specialist	FILLED	30,243
2002	Police		1		Emergency Comm Specialist	FILLED	30,264
2002	Police		1		Emergency Comm Specialist	FILLED	30,264
2002	Police		1		Emergency Comm Specialist	FILLED	30,264
2002	Police		1		Emergency Comm Specialist	FILLED	30,264
2002	Police		1		Emergency Comm Specialist	FILLED	30,264
2002	Police		1		Emergency Comm Specialist	FILLED	30,264
2002	Police		1		Emergency Comm Specialist	FILLED	30,264
2002	Police		1		Emergency Comm Specialist	FILLED	30,264
2002	Police		1		Emergency Comm Specialist	FILLED	30,264
2002	Police		1		Emergency Comm Specialist	FILLED	30,264
2002	Police		1		Emergency Comm Specialist	UNFILLED	30,264
2002	Police		1		Emergency Comm Specialist	FILLED	32,510
2002	Police		1		Emergency Comm Specialist	FILLED	32,510
2002	Police		1		Emergency Comm Specialist	FILLED	33,488
2002	Police		1		Emergency Comm Specialist	UNFILLED	30,638
2002	Police		1		Emergency Comm Specialist	UNFILLED	29,349
2002	Police		1		Emergency Comm Specialist	UNFILLED	28,134
2002	Police		1		Emergency Comm Specialist	UNFILLED	28,134
2002	Police		1		Emergency Comm Specialist	UNFILLED	28,134
			36				1,089,764
2002	Police		1		Lead Community Service Spec	FILLED	37,586
2002	Police		1		Lead Community Service Spec	FILLED	37,586
			2				75,172
2002	Police		1		Lead Detention Service Spec	FILLED	34,590
2002	Police		1		Lead Detention Service Spec	FILLED	34,590
2002	Police		1		Lead Detention Service Spec	FILLED	34,632
2002	Police		1		Lead Detention Service Spec	FILLED	37,586
			4				141,398
2002	Police		1		Lead Emergency Comm Spec	FILLED	37,378
2002	Police		1		Lead Emergency Comm Spec	FILLED	37,378
2002	Police		1		Lead Emergency Comm Spec	FILLED	37,378
2002	Police		1		Lead Emergency Comm Spec	FILLED	37,378
			4				149,512
2002	Police		1		Maintenance Worker	FILLED	24,170
			1				24,170
2002	Police		1		PC Specialist	FILLED	35,880
2002	Police		1		PC Specialist	FILLED	35,880
			2				71,760
2002	Police		1		Senior Administrative Clerk	FILLED	26,894
2002	Police		1		Senior Administrative Clerk	FILLED	26,894
2002	Police		1		Senior Administrative Clerk	FILLED	26,894
2002	Police		1		Senior Administrative Clerk	FILLED	26,894
2002	Police		1		Senior Administrative Clerk	FILLED	26,894
2002	Police		1		Senior Administrative Clerk	FILLED	26,894
2002	Police		1		Senior Administrative Clerk	FILLED	26,894

CITY OF McALLEN, TEXAS

ROLLING STOCK REQUEST FORM

**FLEET OPERATIONS APPROVED SCHEDULE
GENERAL DEPRECIATION AND GENERAL FUND
FISCAL YEAR 2018-2019**

FUND: GENERAL DEPRECIATION
DEPT. POLICE

YEAR	N=New R=Repl.	Unit #	REPLACING MAKE/MODEL	REQUESTING MAKE/MODEL	QTY.	BUDGET AMOUNT	DEPREC. YEARS	ANNUAL RENTAL	FLEET OPERATIONS RECOMMENDATION		CITY MANAGER APPROVAL
									YES/NO	FLEET COMMENTS	FY 17-18 ROLLOVER
2008	R	PD0010	FORD CROWN VICTORIA	FORD INTERCEPTOR UTILITY	1	37,000	2.5	16,280	YES	RECOMMEND REPLACEMENT (DEPRECIATION SHORT \$12,900)	YES
2009	R	PD0013	FORD CROWN VICTORIA	FORD INTERCEPTOR UTILITY	1	\$ 37,000	2.5	16,280	YES	RECOMMEND REPLACEMENT (DEPRECIATION SHORT \$11,800)	YES
2006	R	PD0031	FORD FREESTAR MINI VAN	FORD INTERCEPTOR UTILITY	1	37,000	2.5	16,280	YES	RECOMMEND REPLACEMENT (DEPRECIATION SHORT \$18,400)	YES
2015	R	PD2024	FORD INTERCEPTOR UTILITY	FORD INTERCEPTOR UTILITY	1	37,000	2.5	16,280	YES	RECOMMEND REPLACEMENT (DEPRECIATION SHORT \$3,550)	YES
2015	R	PD2028	FORD INTERCEPTOR UTILITY	FORD INTERCEPTOR UTILITY	1	37,000	2.5	16,280	YES	TOTALED - NO LONGER IN SERVICE (DEP. SHORT \$3,550)	YES
2015	R	PD2036	FORD INTERCEPTOR UTILITY	FORD INTERCEPTOR UTILITY	1	37,000	2.5	16,280	YES	TOTALED - NO LONGER IN SERVICE (DEP. SHORT \$3,550)	YES
2016	R	PD2058	FORD INTERCEPTOR UTILITY	FORD INTERCEPTOR UTILITY	1	37,000	2.5	16,280	YES	TOTALED - NO LONGER IN SERVICE	YES
2016	R	PD2064	FORD INTERCEPTOR UTILITY	FORD INTERCEPTOR UTILITY	1	37,000	2.5	16,280	YES	TOTALED - NO LONGER IN SERVICE	YES
2003	R	952A	CHEVROLET IMPALA	POLICE PACKAGED SEDAN	1	26,000	8	3,575	YES	RECOMMEND REPLACEMENT (DEPRECIATION SHORT \$4,200)	YES
2007	R	PD0079	CHEVROLET IMPALA	POLICE PACKAGED SEDAN	1	26,000	8	3,575	YES	RECOMMEND REPLACEMENT (DEPRECIATION SHORT \$4,750)	YES
2011	R	M3	HARLEY DAVIDSON MTRCYCLE	POLICE MOTORCYCLE	1	24,000	2.5	10,560	YES	RECOMMEND REPLACEMENT (DEPRECIATION SHORT \$6,500)	YES
2011	R	M4	HARLEY DAVIDSON MTRCYCLE	POLICE MOTORCYCLE	1	24,000	2.5	10,560	YES	RECOMMEND REPLACEMENT (DEPRECIATION SHORT \$6,500)	YES
						\$ 396,000					\$ -

Description	Depreciation Yrs
Sedans, vans, light trucks, SUV, light equipment & Specialty Vehicles	8
Police "Marked" Patrol Cars	2.5
Sanitation Refuse Trucks	7
Heavy Trucks and Equipment	10
Fire Apparatus Trucks	12
Heavy Equipment (Bulldozers & Excavators only)	15

CITY OF McALLEN, TEXAS

ROLLING STOCK REQUEST FORM
FLEET OPERATIONS APPROVED SCHEDULE
GENERAL DEPRECIATION AND GENERAL FUND
FISCAL YEAR 2018-2019

FUND: GENERAL
 DEPT. POLICE

YEAR	N=New R=Repl.	Unit #	REPLACING MAKE/MODEL	REQUESTING MAKE/MODEL	QTY.	BUDGET AMOUNT	DEPREC. YEARS	ANNUAL RENTAL	FLEET OPERATIONS RECOMMENDATION			CITY MANAGER APPROVAL
									YES/NO	FLEET COMMENTS	FY 17-18 ROLLOVER	YES/NO
1998	N	902	FORD WINNEBAGO RV	WINNEBAGO RV	1	\$ 95,000	10	10,450			NEW ADDITION	
1997	N	910	FORD WINNEBAGO RV	WINNEBAGO RV	1	95,000	10	10,450			NEW ADDITION	
								#DIV/0!				
								#DIV/0!				
								#DIV/0!				
								#DIV/0!				
								#DIV/0!				
								#DIV/0!				
								#DIV/0!				
								#DIV/0!				
								#DIV/0!				
								#DIV/0!				
								#DIV/0!				
								#DIV/0!				
						\$ 190,000					\$ -	

Description	Depreciation Yrs
Sedans, vans, light trucks, SUV, light equipment & Specialty Vehicles	8
Police "Marked" Patrol Cars	2.5
Sanitation Refuse Trucks	7
Heavy Trucks and Equipment	10
Fire Apparatus Trucks	12
Heavy Equipment (Bulldozers & Excavators only)	15



Mission Statement:
The mission of the McAllen Police Department is to provide quality community oriented services and to enhance public safety and instill confidence of all citizens by partnerships with our citizens to prevent crime and enhance the quality of life throughout our community always treating people with dignity, fairness, and respect.

Department Summary											
Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 23,040,144	\$ 23,510,238	\$ 23,761,782	\$ 23,761,782	\$ 24,186,333	\$ 23,867,818	\$ 24,227,282	\$ 24,636,893	\$ 25,096,651	\$ 25,556,409	
Employee Benefits	6,136,266	6,506,014	6,542,010	6,542,010	6,719,410	6,610,584	6,720,952	6,846,368	6,991,752	7,135,357	
Supplies	626,723	396,091	396,091	396,091	396,091	396,091	396,091	396,091	396,091	396,091	
Other Services and Charges	1,632,491	1,353,355	1,474,795	1,474,795	1,459,505	1,438,613	1,438,613	1,438,613	1,438,613	1,438,613	
Maintenance	1,428,005	1,389,939	1,409,883	1,389,939	1,389,939	1,389,939	1,389,939	1,389,939	1,389,939	1,389,939	
Operations Subtotal	32,863,629	33,155,637	33,584,561	33,564,617	34,151,278	33,703,045	34,172,877	34,707,904	35,313,046	35,916,409	
Capital Outlay	199,622	432,628	432,628	432,628	523,817	448,117	-	-	-	-	
Total Expenditures	\$ 33,063,251	\$ 33,588,265	\$ 34,017,189	\$ 33,997,245	\$ 34,675,095	\$ 34,151,162	\$ 34,172,877	\$ 34,707,904	\$ 35,313,046	\$ 35,916,409	
PERSONNEL											
Exempt	9	9	9	9	9	9	9	9	9	9	
Non-Exempt	128	137	137	137	137	137	142	146	148	148	
Civil Service	265	285	285	285	297	290	297	309	315	315	
Total Positions Authorized	402	431	431	431	443	436	448	464	472	472	

Contact Us:
Chief Victor Rodriguez
Police Chief
1601 N. Bicentennial Boulevard
McAllen, TX 78501
(956) 681-2000

MAJOR FY 18-19 GOALS

- 1.) It shall be the goal of the McAllen Police Department to prevent crime through its patrol function.
- 2.) When a crime occurs in the City of McAllen, it shall be the goal of the McAllen Police Department to identify person(s) responsible through its investigative function.
- 3.) Upon identification of person(s) responsible for criminal activity in the City of McAllen, it shall be the goal of the McAllen Police Department to lawfully arrest the person(s) responsible.
- 4.) Upon lawful arrest of person(s) responsible for criminal activity in the City of McAllen, it shall be the goal of the McAllen Police Department to effectively assist the prosecution of the person(s) responsible.
- 5.) It shall be the goal of the McAllen Police Department to maintain the City of McAllen as a Safe City.
- 6.) It shall be the goal of the McAllen Police Department to enhance public safety through development of the Texas Anti Gang (TAG) Project with local, state and federal agencies.
- 7.) It shall be the goal of the McAllen Police Department to enhance public safety through development of the Texas Transnational Intelligence Center (TTIC) Project with local, state and federal agencies.
- 8.) It shall be the goal of the McAllen Police Department to enhance public safety through development of department capacity to investigate electronic technology laden crimes.
- 9.) It shall be the goal of the McAllen Police Department to enhance public safety through development of a joint project with US DOJ ATF for a NBIN processing center.
- 10.) It shall be the goal of the McAllen Police Department to enhance public safety through expansion of law enforcement facilities including completion of the McAllen Police Department parking garage and the TAG/TTIC facility.
- 11.) It shall be the goal of the McAllen Police Department to be responsive to the community concerns.

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of sworn personnel	289	298	289	294
Number of non-sworn personnel	142	148	142	142
Total number of authorized personnel	437	446	437	449
Estimated Population	143,023	145,335	145,249	147,717
Department Expenditures	\$ 33,063,251	\$ 34,017,189	\$ 33,997,245	\$ 34,151,162
Outputs:				
Total Part 1 Crimes	4,214	5,600	5,000	4,800
Calls for service	143,598	156,000	156,000	148,000
Effectiveness Measures:				
Average Call to Dispatch Response Time- Priority 1	2	2	2	2
Average Dispatch to Arrival Response Time-Priority 1	4	4	4	4
Efficiency Measures:				
Number of sworn personnel per 100 population	2.0	2.0	1.9	1.9
Calls for service to budget ratio	\$ 230	\$ 221	\$ 235	\$ 234
Sworn personnel-to-calls for service ratio	497	523	498	492
Total police personnel-to-calls for service ratio	329	350	330	330
Number of non-sworn to sworn personnel	0.49	0.50	0.51	0.49
Number Part 1 crimes per 1000 population	35	38	28	31
Part 1 crimes-to-budget ratio	\$ 7,846	\$ 6,144	\$ 8,039	\$ 7,202
Number of calls for service per 1000 population	970	1,054	1,051	1,045
Department expenditures per capita	\$ 231	\$ 234	\$ 234	\$ 231

Description:

The McAllen Police Department, through 436 full time employees, provides 9-1-1 phone answering. Police and Fire radio dispatch services and all municipal police services for the City of McAllen.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Animal Control

		Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)					
COMPENSATION											
New Position	No. Positions	Base Salary		Salary / Adjustment	Car Allowance	Phone Allowance	Fringe Benefits	Total			
1.	-	-		-	-	-	-	-	-		
2.	-	-		-	-	-	-	-	-		
3.	-	-		-	-	-	-	-	-		
4.	-	-		-	-	-	-	-	-		
Revisions											
1.	-	-		-	-	-	-	-	-		
2.	-	-		-	-	-	-	-	-		
3.	-	-		-	-	-	-	-	-		
4.	-	-		-	-	-	-	-	-		
5.	-	-		-	-	-	-	-	-		
Total Compensation & Benefits		\$ 273,069	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES											
	1. < Please select category >										
	2. < Please select category >										
	3. < Please select category >										
	4. < Please select category >										
	5. < Please select category >										
Total Supplies		\$ 12,000						\$ -	\$ -		
OTHER SERVICES & CHARGES											
	1. < Please select category >										
	2. < Please select category >										
	3. < Please select category >										
	4. < Please select category >										
	5. < Please select category >										
Total Other Services & Charges		\$ 30,825						\$ -	\$ -		
MAINTENANCE											
	1. < Please select category >										
	2. < Please select category >										
	3. < Please select category >										
	4. < Please select category >										
	5. < Please select category >										
Total Maintenance		\$ 37,076						\$ -	\$ -		
CAPITAL OUTLAY											
	** See Attached Form DP-1										
Total Capital Outlay								\$ -	\$ -		
TOTAL		\$ 352,970						\$ -	\$ -		

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: General
 DEPARTMENT: Animal Control

Vehicles				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

Grand Total	\$0
--------------------	------------

2019

011-2004 Animal control

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-2004-421-60-02 Compensation / Non-exempt	167,059	194,421	78,921	194,421	192,171	192,171
011-2004-421-60-10 Compensation / Overtime	10,220	10,000	7,853	10,000	10,000	10,000
011-2004-421-60-12 Compensation / Holiday pay	-	-	-	-	-	-
60	177,279	204,421	86,774	204,421	202,171	202,171
011-2004-421-61-30 Benefits / Social security	12,870	15,638	6,573	15,638	15,466	15,466
011-2004-421-61-36 Benefits / Retirement	13,502	16,122	7,127	16,122	16,073	16,073
011-2004-421-61-40 Benefits / Unemployment tax	63	1,197	612	1,197	126	126
011-2004-421-61-46 Benefits / Workers' comp-	3,853	4,164	1,694	4,164	4,165	4,165
011-2004-421-61-50 Benefits / Health cost	19,800	24,432	7,736	24,432	32,976	32,976
011-2004-421-61-52 Benefits / Life insurance	144	334	52	334	334	334
011-2004-421-61-53 Benefits / Retiree health ins (ARC)	2,020	1,759	975	1,759	1,759	1,759
61	52,253	63,646	24,769	63,646	70,899	70,899
011-2004-423-62-04 Supplies / Operating	(1,092)	12,000	(7,563)	12,000	12,000	12,000
62	(1,092)	12,000	(7,563)	12,000	12,000	12,000
011-2004-424-63-64 Other services & charges / Training	-	1,750	-	1,750	1,750	1,750
011-2004-424-63-75 Other services & charges / Rental-depreciation fun	28,875	28,875	14,436	28,875	28,875	28,875
011-2004-424-63-99 Other services & charges / Miscellaneous	135	200	20	200	200	200
63	29,010	30,825	14,456	30,825	30,825	30,825
011-2004-425-65-16 Maintenance / Vehicles	12,451	14,496	5,402	14,496	14,496	14,496
011-2004-425-65-17 Maintenance / Fuel & lubricants	22,152	22,580	9,059	22,580	22,580	22,580
65	34,603	37,076	14,461	37,076	37,076	37,076
011-2004-426-66-14 Capital outlay / Vehicles	-	-	-	-	-	-
011-2004-426-66-20 Capital outlay / Equipment	-	-	-	-	-	-
011-2004-426-66-99 Capital outlay / Non-capitalized	-	-	-	-	-	-
66	-	-	-	-	-	-
011-2004 Animal Control	\$ 292,053	\$ 347,968	\$ 132,897	\$ 347,968	\$ 352,971	\$ 352,971

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
2004	Animal Control		1		Animal Control Officer	FILLED	\$ 25,875
2004	Animal Control		1		Animal Control Officer	UNFILLED	25,875
2004	Animal Control		1		Animal Control Officer	UNFILLED	25,875
2004	Animal Control		1		Animal Control Officer	FILLED	25,896
2004	Animal Control		1		Animal Control Officer	UNFILLED	30,722
2004	Animal Control		1		Animal Control Officer	UNFILLED	25,875
2004	Animal Control		1		Working Supervisor	FILLED	32,053
			7				192,171
					OVERTIME		10,000
							10,000
	CURRENT POSITIONS		7				\$ 202,171



Mission Statement:

The Animal Control Unit is responsible for controlling animals that are loose and a hazard to the City population.

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 177,279	\$ 202,171	\$ 204,421	\$ 204,421	\$ 202,171	\$ 202,171	\$ 202,171	\$ 202,171	\$ 202,171	\$ 202,171	\$ 202,171
Employee Benefits	52,253	63,324	63,646	63,646	70,899	70,899	70,899	70,899	70,899	70,899	70,899
Supplies	(1,092)	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
Other Services and Charges	29,010	30,825	30,825	30,825	30,825	30,825	30,825	30,825	30,825	30,825	30,825
Maintenance	34,603	37,076	37,076	37,076	37,076	37,076	37,076	37,076	37,076	37,076	37,076
Operations Subtotal	292,053	345,396	347,968	347,968	352,971	352,971	352,971	352,971	352,971	352,971	352,971
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 292,053	\$ 345,396	\$ 347,968	\$ 347,968	\$ 352,971						
PERSONNEL											
Exempt	-	-	-	-	-	-	-	-	-	-	-
Non-Exempt	7	7	7	7	7	7	7	7	7	7	7
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	7										

Contact Us:

Chief Victor Rodriguez
Police Chief
1601 N. Bicentennial Boulevard
McAllen, TX 78501
(956) 681-2000

MAJOR FY 18-19 GOALS

- 1.) Increase the number and participation by pet owners in the Rabies Vaccination Program.
- 2.) Increase through the use of city broadcasting the awareness of the need for licensing pets.
- 3.) Respond to animal complaints.
- 4.) Investigate reports of aggressive animals.
- 5.) Investigate reports of animal neglect or abuse.

Animal Control

www.mcallen.net/police/animal

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	7	7	7	7
Department Expenditures	\$ 292,053	\$ 347,968	\$ 347,968	\$ 352,971
Outputs:				
Number of rabies vaccinations handled	408	1,500	1,500	1,500
Number of animals processed	8,512	8,000	8,000	8,500
Number of calls for service handled	15,859	16,000	16,000	16,500
Effectiveness Measures:				
Total cost to process animals	\$ 525,000	\$ 525,000	\$ 838,656	\$ 838,656
Percent of animals processed	75%	75%	75%	75%
Efficiency Measures:				
Number of animals process per full time employee	1,216	1,143	1,143	1,214
Number of calls for service handled per full time employee	2,266	2,286	2,286	2,357
Processing cost per animal	\$ 70	\$ 105	\$ 105	\$ 99
Department expenditures per capita	\$ 2.38	\$ 2.52	\$ 2.52	\$ 3.44

Description:

The Animal Control Unit consists of seven full-time employees and are responsible for controlling animals that are loose and a hazard to the City of McAllen population.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Radio Shop

	Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
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COMPENSATION

New Position	No. Positions	Base Salary	Salary Adjustment	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1.	-	-	-	-	-	-	-	-	
2.	-	-	-	-	-	-	-	-	
3.	-	-	-	-	-	-	-	-	
4.	-	-	-	-	-	-	-	-	
Revisions									
1.	-	-	-	-	-	-	-	-	
2.	-	-	-	-	-	-	-	-	
3.	-	-	-	-	-	-	-	-	
4.	-	-	-	-	-	-	-	-	
5.	-	-	-	-	-	-	-	-	
Total Compensation & Benefits		\$ 299,530	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

SUPPLIES

1.	< Please select category >								
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Supplies		\$ 20,376					\$ -	\$ -	

OTHER SERVICES & CHARGES

1.	Rental-equipment						17,684	17,684	Increased tower rental contracts & Price increase on Regional Radio Group airtime service for all city radios.
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Other Services & Charges		\$ 260,411					\$ 17,684	\$ 17,684	

MAINTENANCE

1.	< Please select category >								
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Maintenance		\$ 6,770					\$ -	\$ -	

CAPITAL OUTLAY

** See Attached Form DP-1									
Total Capital Outlay							\$ 5,200	\$ 5,200	
TOTAL		\$ 587,087					\$ 22,884	\$ 22,884	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: General
 DEPARTMENT: Radio Shop

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Emergency lighting	\$2,500	1	\$2,500	on hand inventory for quick deployment
Radio Controller assembly	\$1,000	1	\$1,000	on hand inventory for quick deployment for PD or Fire mobile radios
Light bar assembly	\$1,700	1	\$1,700	on hand inventory for quick deployment for emergency vehicles
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$5,200	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$5,200
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2019

011-2006 Radio Shop

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-2006-421-60-01 Compensation / Exempt	121,609	123,703	60,090	123,703	126,558	126,558
011-2006-421-60-02 Compensation / Non-exempt	102,018	105,871	55,441	105,871	108,182	108,182
011-2006-421-60-06 Compensation / Part time	-	-	-	-	-	-
011-2006-421-60-10 Compensation / Overtime	1,081	1,000	1,249	1,249	1,000	1,000
011-2006-421-60-14 Compensation / Car allowance	4,800	7,800	2,400	7,800	7,800	7,800
011-2006-421-60-15 Compensation / Certification	3,598	-	1,799	3,598	-	-
011-2006-421-60-17 Compensation / Telephone	960	2,400	480	2,400	2,400	2,400
60	234,066	240,774	121,460	244,621	245,940	245,940
011-2006-421-61-30 Benefits / Social security	17,384	18,419	9,399	18,419	18,814	18,814
011-2006-421-61-36 Benefits / Retirement	17,790	18,993	9,976	18,993	19,552	19,552
011-2006-421-61-40 Benefits / Unemployment tax	107	855	793	855	90	90
011-2006-421-61-46 Benefits / Workers' comp-	4,196	5,493	2,144	5,493	5,655	5,655
011-2006-421-61-50 Benefits / Health cost	17,256	15,576	9,252	15,576	18,504	18,504
011-2006-421-61-52 Benefits / Life insurance	164	395	86	395	408	408
011-2006-421-61-53 Benefits / Retiree health ins (ARC)	1,880	1,597	1,150	1,597	1,597	1,597
61	58,777	61,328	32,799	61,328	64,620	64,620
011-2006-423-62-02 Supplies / Office	-	76	73	140	76	76
011-2006-423-62-04 Supplies / Operating	7,212	20,300	5,870	20,300	20,300	20,300
62	7,212	20,376	5,943	20,440	20,376	20,376
011-2006-424-63-14 Other services & charges / Dues & subscription	-	2,500	-	2,500	2,500	2,500
011-2006-424-63-45 Other services & charges / Professional	20,094	15,750	9,870	15,750	15,750	15,750
011-2006-424-63-50 Other services & charges / Rental-equipment	225,172	237,251	57,807	237,251	254,935	254,935
011-2006-424-63-64 Other services & charges / Training	-	3,424	-	3,424	3,424	3,424
011-2006-424-63-65 Other services & charges / Travel	-	1,448	-	1,448	1,448	1,448
011-2006-424-63-99 Other services & charges / Miscellaneous	60	38	100	120	38	38
63	245,326	260,411	67,777	260,493	278,095	278,095
011-2006-425-65-08 Maintenance / Equipment	3,768	3,500	539	3,500	3,500	3,500
011-2006-425-65-16 Maintenance / Vehicles	-	600	-	600	600	600
011-2006-425-65-17 Maintenance / Fuel and lubricants	-	2,670	-	2,670	2,670	2,670
65	3,768	6,770	539	6,770	6,770	6,770

2019

011-2006 Radio Shop

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals	Adjusted	Oct -Mar	Estimated	Department	City Manager
	FY 16-17	Budget	Actuals	FY 17-18	Request	Recomm
		FY 17-18	FY 17-18		FY 18-19	FY 18-19
011-2006-426-66-16 Capital outlay / Office furniture/equip-	-	4,000	-	4,000	-	-
011-2006-426-66-22 Capital outlay / Computer-hardware	-	2,000	-	2,000	-	-
011-2006-426-66-24 Capital outlay / Computer-software	-	20,000	1,030	20,000	-	-
011-2006-426-66-99 Capital outlay / Non-capitalized	-	-	1,274	-	-	-
011-2006-426-66-20 Capital outlay / Equipment	-	11,800	1,677	-	5,200	5,200
66	-	37,800	3,981	26,000	5,200	5,200
<hr/>						
011-2006 Radio Shop	\$ 549,150	\$ 627,459	\$ 232,499	\$ 619,652	\$ 621,001	\$ 621,001

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
2006	Radio Shop	1			Communication Manager	FILLED	\$ 81,758
2006	Radio Shop	1			Radio Shop Supervisor	FILLED	41,200
2006	Radio Shop	0			Certificate Pay (EMP)		3,600
		<u>2</u>					126,558
2006	Radio Shop		1		Reg Communication Technician	FILLED	42,370
2006	Radio Shop		1		Radio Communication Technician I	FILLED	31,450
2006	Radio Shop		1		Communication Technician II	FILLED	34,362
			<u>3</u>				108,182
					OVERTIME		1,000
					CAR ALLOWANCE		7,800
					TELEPHONE		2,400
							<u>11,200</u>
	CURRENT POSITIONS		5				\$ 245,940



Mission Statement:
The Radio Shop department provides maintenance for the City's subscriber radios and infrastructure and acts as a conduit for obtaining cost efficient vendor service when needed, in order to provide for the safety and efficiency of our citizens and City Personnel.

Department Summary											
Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 234,066	\$ 238,524	\$ 240,774	\$ 244,621	\$ 245,940	\$ 245,940	\$ 283,940	\$ 283,940	\$ 283,940	\$ 283,940	
Employee Benefits	58,777	61,006	61,328	61,328	64,620	64,620	73,174	73,174	73,174	73,174	
Supplies	7,212	20,376	20,376	20,440	20,376	20,376	54,166	87,956	87,956	87,956	
Other Services and Charges	245,326	260,411	260,411	260,493	278,095	278,095	439,325	601,525	616,525	616,525	
Maintenance	3,768	6,770	6,770	6,770	6,770	6,770	13,095	19,535	19,535	19,535	
Operations Subtotal	549,150	587,087	589,659	593,652	615,801	615,801	863,700	1,066,130	1,081,130	1,081,130	
Capital Outlay	-	37,800	37,800	26,000	5,200	5,200	22,500	17,500	-	-	
Total Expenditures	\$ 549,150	\$ 624,887	\$ 627,459	\$ 619,652	\$ 621,001	\$ 621,001	\$ 886,200	\$ 1,083,630	\$ 1,081,130	\$ 1,081,130	
PERSONNEL											
Exempt	2	2	2	2	2	2	2	2	2	2	
Non-Exempt	3	3	3	3	3	3	3	4	4	4	
Part-Time	-	-	-	-	-	-	-	-	-	-	
Total Positions Authorized	5	6	6	6							

Contact Us:
Robert Acosta
Information
Technology Director
1300 Houston
McAllen, TX 78501
(956) 681-1100

MAJOR FY 18-19 GOALS

- 1.) Implement shared radio interface for MPU and Public Works dispatch offices
- 2.) Complete RFID asset tracking system for electronics on PD Fire units
- 3.) Complete Fire station alerting system for new Fire Station 2

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	5	5	5	5
Department Expenditures	\$ 549,150	\$ 627,459	\$ 619,652	\$ 621,001
Outputs:				
Number of systems supported	7	7	7	7
Number of radios supported	3,000	3,000	3,000	3,200
Number of repair calls	1,600	1,600	1,650	1,700
Number of repair corrected in 24 hrs	1,000	1,000	900	1,000
Number of Critical System Repair corrected in 4 hrs	4	4	3	2
Number of mobile installations	40	40	45	50
Number of mobile removals	40	40	45	50
Number of fixed installations	30	30	33	35
Effectiveness Measures:				
Average initial response hours per service request	1.0	1.0	1.0	1.0
Efficiency Measures:				
Average time to complete work requests in hours	1.5	1.5	1.5	1.5
Number of work orders per full time Technicians	800	800	850	900
Average Hourly Labor cost - in house	\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00
Average Hourly Labor cost - outsourced	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00
Department expenditures per capita	\$ 3.85	\$ 2.73	\$ 4.27	\$ 4.20

*N/A=Not Available, N/P=Not Provided

Description:

The City of McAllen Communication Technology department provides radio and electronic equipment repair, programming, removal, and installation service for all of the city departments, as well as acting as the contact point for outsourced vendor repairs, purchases, and installations in order to insure quality control and cost effective work. The Comm Tech department is currently operating with a staff of 3 personnel.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Fire

	Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
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COMPENSATION

New Position	No. Positions	Base Salary	Salary / Adjustments	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1. Firefighter	4	41,104	164,416	-	-	65,341	229,757	114,879	Preparation for Station #8 (RECOMMENDED 2)
2. Lieutenant (Fire Prev.)	1	52,600	52,600	-	-	19,359	71,959	-	Consistency/Growth of Fire Prevention needs
3.	-	-	-	-	-	-	-	-	
Totals	5	93,704							

Revisions

1. CBA			278,150	-	-	73,030	351,180	298,742	Contractual obligation
2. Sr Admin Clerk to Dispatch Manager			24,757	-	-	3,941	28,698	28,698	Adjustment to new position
3. Holiday Pay			176,792	-	-	46,433	223,225	100,000	Needed to reflect actuals being used by dept.
4.	-	-	-	-	-	-	-	-	
5.	-	-	-	-	-	-	-	-	
Total Compensation & Benefits		\$ 16,334,449	\$ 696,715	\$ -	\$ -	\$ 208,104	\$ 904,819	\$ 542,319	

SUPPLIES

1. Office							1,500		Addition of dispatch
2. Clothing & uniform							8,000		Adjust to department needs
3. Training							4,955		Adjust to department needs
4. < Please select category >									
5. < Please select category >									
Total Supplies		\$ 293,243					\$ 14,455	\$ -	

OTHER SERVICES & CHARGES

1. Medical							5,000	5,000	Needed to reflect actuals being used by dept.
2. Utilities-electric							19,835	19,835	adjustment
3. Rental-depreciation fun							(22,000)	(22,000)	Rental Depreciation adjustment
4. < Please select category >									
5. < Please select category >									
Total Other Services & Charges		\$ 1,153,942					\$ 2,835	\$ 2,835	

MAINTENANCE

1. Vehicles							82,500	25,000	Needed to reflect actuals being used by dept.
2. < Please select category >									
3. < Please select category >									
4. < Please select category >									
5. < Please select category >									
Total Maintenance		\$ 566,615					\$ 82,500	\$ 25,000	

CAPITAL OUTLAY

** See Attached Form DP-1									
Total Capital Outlay							\$ 302,900	\$ 302,900	
TOTAL		\$ 18,348,249					\$ 1,307,510	\$ 873,054	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: General
DEPARTMENT: Fire

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
BUNKER PANTS	\$1,255	50	\$62,750	REPLACEMENT PLAN IS EVERY 3 YRS. FOR WEAR & TEAR OF CURRENT GEAR.
BUNKER COATS	\$1,625	50	\$81,250	
BUNKER BOOT	\$375	50	\$18,750	
GLOVES	\$67	50	\$3,350	
HOODS	\$100	50	\$5,000	
HELMET	\$190	50	\$9,500	
TOTAL			\$180,600	

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
E-DRAULICS	\$30,000	1	\$30,000	REPLACE OLD TOOLS.
SCBA	\$30,000	1	\$30,000	NEED REPLACING/ABOUT TO EXPIRE
RESCUE EQUIPMENT	\$5,000	1	\$5,000	REPLACE DUE TO WEAR & TEAR.
AIR COMPRESSOR	\$2,800	1	\$2,800	REPLACE DUE TO OBSOLETE.
			\$0	
TOTAL			\$67,800	

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
TABLETS/SOFTWARE	\$12,000	1	\$12,000	MORE EFFICIENT WORK IN FIELD.
TRAILER	\$10,000	1	\$10,000	TO MOVE POLARIS FOR EVENTS.
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$22,000	

Office Furniture/equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
FURNITURE	\$32,500	1	\$32,500	REPLACE LOCKERS & RECLINERS.
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$32,500	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$302,900
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2019
011-2020 Fire

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-2020-421-60-01 Compensation / Exempt	205,752	184,670	102,263	204,526	185,519	185,519
011-2020-421-60-02 Compensation / Non-exempt	302,114	485,579	159,752	319,504	504,408	504,408
011-2020-421-60-06 Compensation / Part time	-	-	-	-	-	-
011-2020-421-60-08 Compensation / Police & fire	7,812,239	10,402,887	4,130,024	8,260,048	11,028,220	10,862,872
011-2020-421-60-10 Compensation / Overtime	896,489	825,000	426,653	853,306	825,000	825,000
011-2020-421-60-12 Compensation / Holiday pay	320,441	143,000	289,046	289,046	319,792	222,180
011-2020-421-60-15 Compensation/Certification	2,388,199	-	1,255,321	2,501,642	-	-
011-2020-421-60-16 Compensation / Clothing allowance	2,000	2,000	1,000	2,000	2,000	2,000
011-2020-421-60-17 Compensation / Telephone	13,260	12,720	6,840	13,680	13,920	13,920
60	11,940,493	12,055,856	6,370,899	12,443,752	12,878,859	12,615,899
011-2020-421-61-30 Benefits / Social security	862,404	922,274	473,652	922,274	985,233	965,116
011-2020-421-61-36 Benefits / Retirement	24,000	38,330	13,505	38,330	40,100	40,100
011-2020-421-61-38 Benefits / Retirement-fire	1,495,517	1,560,033	808,086	1,560,033	1,608,679	1,574,493
011-2020-421-61-40 Benefits / Unemployment tax	1,765	32,490	26,987	32,490	3,510	3,456
011-2020-421-61-46 Benefits / Workers' comp-	601,195	647,725	343,333	647,725	693,104	664,565
011-2020-421-61-50 Benefits / Health cost	781,974	877,392	403,572	877,392	909,024	892,536
011-2020-421-61-52 Benefits / Life insurance	6,445	18,544	3,326	18,544	19,738	19,580
011-2020-421-61-53 Benefits / Retiree health ins (ARC)	112,259	101,021	58,070	101,021	101,021	101,021
011-2020-421-61-56 Benefits / Pension expense	-	-	-	-	-	-
61	3,885,559	4,197,809	2,130,532	4,197,809	4,360,409	4,260,867
011-2020-423-62-02 Supplies / Office	11,726	12,500	7,216	12,500	14,000	12,500
011-2020-423-62-04 Supplies / Operating	43,442	35,326	20,621	35,326	35,326	35,326
011-2020-423-62-12 Supplies / Small tools/minor equip-	10,127	10,148	2,043	10,148	10,148	10,148
011-2020-423-62-14 Supplies / Janitorial	36,923	37,800	12,148	37,800	37,800	37,800
011-2020-423-62-18 Supplies / Clothing & uniform	76,419	110,400	129,056	150,400	118,400	110,400
011-2020-423-62-20 Supplies / Chemical	46,203	33,000	18,893	33,000	33,000	33,000
011-2020-423-62-22 Supplies / Safety	59,576	34,024	9,819	34,024	34,024	34,024
011-2020-423-62-24 Supplies / Training	20,226	20,045	5,735	20,045	25,000	20,045
62	304,643	293,243	205,532	333,243	307,698	293,243
011-2020-424-63-14 Other services & charges / Dues & subscription	2,105	2,200	150	2,200	2,200	2,200
011-2020-424-63-19 Other services & charges / Film processing	-	-	-	-	-	-
011-2020-424-63-22 Other services & charges / Information sources	6,412	20,000	15,938	20,000	20,000	20,000
011-2020-424-63-23 Other services & charges / Online svc/network	-	-	-	-	-	-
011-2020-424-63-35 Other services & charges / Laundry	11,637	9,800	5,634	9,800	9,800	9,800
011-2020-424-63-40 Other services & charges / Medical	64,678	55,000	2,174	65,000	60,000	60,000

2019
011-2020 Fire

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-2020-424-63-43 Other services & charges / Postage	727	1,100	196	1,100	1,100	1,100
011-2020-424-63-45 Other services & charges / Professional	28,139	35,000	15,701	35,000	35,000	35,000
011-2020-424-63-51 Other services & charges / Rental-Photocopier	8,810	8,624	1,896	8,624	8,624	8,624
011-2020-424-63-52 Other services & charges / Rental & contractual	140,957	-	-	-	-	-
011-2020-424-63-58 Other services & charges / Property damage	-	-	-	-	-	-
011-2020-424-63-61 Other services & charges / Special fees	48,032	33,600	12,871	33,600	33,600	33,600
011-2020-424-63-64 Other services & charges / Training	121,847	99,156	67,979	99,156	99,156	99,156
011-2020-424-63-65 Other services & charges / Travel	4,158	3,454	1,087	3,454	3,454	3,454
011-2020-424-63-67 Other services & charges / Utilities-electric	135,631	107,160	53,580	107,160	107,160	107,160
011-2020-424-63-68 Other services & charges / Utilities-gas	6,101	13,800	3,420	6,840	13,800	13,800
011-2020-424-63-69 Other services & charges / Utilities-telephone	21,052	27,580	7,721	15,442	27,580	27,580
011-2020-424-63-70 Other services & charges / Utilities-water	36,811	28,000	15,471	29,388	28,000	28,000
011-2020-424-63-75 Other services & charges / Rental-depreciation fun	608,090	707,090	353,544	707,090	685,090	685,090
011-2020-424-63-89 Other service & charges / Credit card fees	177	-	82	81	-	-
011-2020-424-63-91 Other services & charges / Educational refund-off/	11,897	20,000	1,500	20,000	20,000	20,000
011-2020-424-63-99 Other services & charges / Miscellaneous	3,275	2,213	1,500	2,213	2,213	2,213
63	1,260,538	1,173,777	560,443	1,166,148	1,156,777	1,156,777
011-2020-425-65-04 Maintenance / Computer/software	11,596	11,000	8,775	11,000	11,000	11,000
011-2020-425-65-08 Maintenance / Equipment	90,199	62,000	9,275	62,000	62,000	62,000
011-2020-425-65-10 Maintenance / Facilities	149,889	95,360	58,282	95,360	95,360	95,360
011-2020-425-65-16 Maintenance / Vehicles	464,264	317,500	254,059	400,000	400,000	342,500
011-2020-425-65-17 Maintenance / Fuel & lubricants	100,622	111,870	56,822	94,890	80,755	80,755
65	816,570	597,730	387,213	663,250	649,115	591,615
011-2020-426-66-10 Capital outlay / Building/structures	-	-	-	-	-	-
011-2020-426-66-14 Capital outlay / Vehicles	-	-	-	-	-	-
011-2020-426-66-16 Capital outlay / Office furniture/equip-	-	-	31,235	40,000	32,500	32,500
011-2020-426-66-20 Capital outlay / Equipment	200,169	201,250	12,238	161,250	270,400	270,400
011-2020-426-66-22 Capital outlay / Computer-hardware	-	-	-	-	-	-
011-2020-426-66-24 Capital outlay / Computer-software	-	-	-	-	-	-
011-2020-426-66-99 Capital outlay / Non-capitalized	101,777	-	7,744	6,797	-	-
66	301,946	201,250	51,217	208,047	302,900	302,900
011-2020 Fire	\$ 18,509,749	\$ 18,519,665	\$ 9,705,835	\$ 19,012,249	\$ 19,677,758	\$ 19,221,301

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
2020	Fire		1		Fire Fighter	FILLED	40,397
2020	Fire		1		Fire Fighter	FILLED	40,397
2020	Fire		1		Fire Fighter	FILLED	40,397
2020	Fire		1		Fire Fighter	FILLED	40,397
2020	Fire		1		Fire Fighter	FILLED	40,397
2020	Fire		1		Fire Fighter	FILLED	40,397
2020	Fire		1		Fire Fighter	FILLED	40,397
2020	Fire		1		Fire Fighter	FILLED	40,397
2020	Fire		1		Fire Fighter	FILLED	40,397
2020	Fire		1		Fire Fighter	FILLED	40,397
2020	Fire		1		Fire Fighter	FILLED	40,397
2020	Fire		1		Fire Fighter	FILLED	40,397
2020	Fire		1		Fire Fighter	UNFILLED	40,397
2020	Fire		1		Fire Fighter	UNFILLED	40,397
2020	Fire		1		Fire Fighter	UNFILLED	40,397
2020	Fire		1		Fire Fighter	UNFILLED	40,397
2020	Fire		1		Fire Fighter	UNFILLED	40,397
2020	Fire		1		Fire Fighter	UNFILLED	40,397
2020	Fire		1		Fire Fighter	APPROVED	41,104
2020	Fire		1		Fire Fighter	APPROVED	41,104
2020	Fire		0		Fire Fighter	NOT APPROVED	-
2020	Fire		0		Fire Fighter	NOT APPROVED	-
			79				3,192,777
	CIVIL SERVICE		173		BASE FOR CIVIL SERVICE PERSONNEL		7,969,242
					ADDITIONAL PAY		2,646,020
							10,615,262
2020	Fire		1		Senior Administrative Clerk	FILLED	26,894
2020	Fire		1		Administrative Assistant	FILLED	29,952
2020	Fire		1		Custodian	FILLED	23,878
2020	Fire		1		Senior Administrative Clerk	FILLED	26,894
2020	Fire		1		Senior Administrative Clerk	FILLED	26,894
2020	Fire		1		Senior Administrative Clerk	FILLED	26,894
2020	Fire		1		Senior Administrative Clerk	FILLED	26,894
2020	Fire		1		Senior Administrative Clerk	FILLED	26,894
2020	Fire		1		Senior Administrative Clerk	FILLED	27,851
2020	Fire		1		Senior Administrative Clerk	FILLED	27,851
2020	Fire		1		Senior Administrative Clerk	FILLED	27,851
2020	Fire		1		Senior Administrative Clerk	FILLED	27,851
2020	Fire		1		Senior Administrative Clerk	FILLED	26,894
2020	Fire		1		Senior Administrative Clerk	FILLED	28,454
2020	Fire		1		Dispatcher	UNFILLED	29,890
2020	Fire		1		Dispatcher	UNFILLED	29,890
2020	Fire		1		Dispatcher	UNFILLED	29,890

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
2020	Fire		1		Dispatcher	UNFILLED	29,890
2020	Fire		1		Dispatcher	UNFILLED	29,890
2020	Fire		0		Certification Pay		3,000
			17				479,651
					OVERTIME		825,000
					HOLIDAY PAY		143,000
					CLOTHING ALLOWANCE		2,000
					TELEPHONE		13,920
							983,920
CURRENT POSITIONS			192				\$ 12,264,349

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: GENERATOR FOR STATION #5 & 6			
Account No.:	Project Code:	Start Date:	Completed Date:
User/Coordinating Department(s):			
Strategic Business Plan:	< Please Select Strategic Business Plan >		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status:			Project Location:
Rollover Amount:	Current Request:		
Department:			
Project Type:	< Please Select >		
Grant Related: (Yes/No)	< Please Select >		
Project Description/Justification			
REPLACE ANTIQUATED GENERATOR THAT IS OVER 25 YEARS OLD AND PARTS ARE OBSOLETE FOR STA. #5 AND STATION #6 IS WITHOUT GENERATOR.			

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 300,000	-	-	-	-	300,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	300,000	-	-	-	-	300,000
Equipment / Other	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: EXHAUST SYSTEM REPAIRS STA.#1 & STA. #7			
Account No.:	Project Code:	Start Date:	Completed Date:
User/Coordinating Department(s):			
Strategic Business Plan:	< Please Select Strategic Business Plan >		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status:			Project Location:
Rollover Amount:		Current Request:	
Department:			
Project Type:	< Please Select >		
Grant Related: (Yes/No)	< Please Select >		
Project Description/Justification			
REPAIR EXISTING EXHAUST SYSTEMS AT CENTRAL STATION And STATION #7.			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 40,000	-	-	-	-	40,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-		-	-	-	-	-	-
Land/ROW	-		-	-	-	-	-	-
Arch. & Engineering	-		-	-	-	-	-	-
Construction	-		40,000	-	-	-	-	40,000
Equipment / Other	-		-	-	-	-	-	-
Total	\$ -		\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: EXHAUST SYSTEM STATION #4			
Account No.:	Project Code:	Start Date:	Completed Date:
User/Coordinating Department(s):			
Strategic Business Plan:	< Please Select Strategic Business Plan >		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status:			Project Location:
Rollover Amount:		Current Request:	
Department:			
Project Type:	< Please Select >		
Grant Related: (Yes/No)	< Please Select >		
Project Description/Justification			
PURCHASE EXHAUST SYSTEM FOR THE STATION TO ELIMIATE FUMES IN THE APPARATUS BAY.			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 38,551	-	-	-	-	38,551	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 38,551	\$ -	\$ -	\$ -	\$ -	\$ 38,551	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-		-	-	-	-	-	-
Land/ROW	-		-	-	-	-	-	-
Arch. & Engineering	-		-	-	-	-	-	-
Construction	-		38,551	-	-	-	-	38,551
Equipment / Other	-		-	-	-	-	-	-
Total	\$ -		\$ 38,551	\$ -	\$ -	\$ -	\$ -	\$ 38,551

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: TRAILER FOR TRAINING FIELD

Account No.:	Project Code:	Start Date:	Completed Date:
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User/Coordinating Department(s):

Strategic Business Plan: < Please Select Strategic Business Plan >

Strategic Business Plan: (If Applicable) < Please Select Strategic Business Plan >

Status:	Project Location:
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Rollover Amount:	Current Request:	
-------------------------	-------------------------	--

Department:

Project Type: < Please Select >

Grant Related: (Yes/No) < Please Select >

Project Description/Justification

CURRENT TRAILER HAD A LEAK AND IS FULL OF MOLD. THERE IS NO RESTROOM OR FACILITY AT THE DRILL FIELD DURING USE.



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 46,477	-	-	-	-	46,477	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 46,477	\$ -	\$ -	\$ -	\$ -	\$ 46,477	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	46,477	-	-	-	-	46,477
Equipment / Other	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ 46,477	\$ -	\$ -	\$ -	\$ -	\$ 46,477

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: DRAFTING PIT UPGRADE (TRAINING FIELD)			
Account No.:	Project Code:	Start Date:	Completed Date:
User/Coordinating Department(s):			
Strategic Business Plan:	< Please Select Strategic Business Plan >		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status:			Project Location:
Rollover Amount:		Current Request:	
Department:			
Project Type:	< Please Select >		
Grant Related: (Yes/No)	< Please Select >		
Project Description/Justification			
CURRENT PIT NOT WORKING PROPERLY AND PUMP TESTS ARE BEING PERFORMED IN EDINBURG.			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 100,000	-	-	-	-	100,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-		-	-	-	-	-	-
Land/ROW	-		-	-	-	-	-	-
Arch. & Engineering	-		-	-	-	-	-	-
Construction	-		100,000	-	-	-	-	100,000
Equipment / Other	-		-	-	-	-	-	-
Total	\$ -		\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: FIRE STATION #2			
Account No.:	Project Code:	Start Date:	Completed Date:
User/Coordinating Department(s):			
Strategic Business Plan:	< Please Select Strategic Business Plan >		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status:			Project Location:
Rollover Amount:	\$ 2,000,000	Current Request:	
Department:			
Project Type:	< Please Select >		
Grant Related: (Yes/No)	< Please Select >		
Project Description/Justification			
ROLL OVER FUNDS FOR FIRE STATION #2 CONSTRUCTION.			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 2,000,000	-	-	-	-	2,000,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000	\$ -

Project Costs							
Project Components	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-
Construction	-	2,000,000	-	-	-	-	2,000,000
Equipment / Other	-	-	-	-	-	-	-
Total	\$ -	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$ -	Other	\$ -
Supplies	\$ -	Capital	\$ -
Services	\$ -	Total	\$ -

Not Applicable This project will not have have an operating impact.



Mission Statement:

Our mission is to protect the life and property of citizens from emergency situations, and prevent fires through prevention and educational programs.

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 11,940,493	\$ 12,046,406	\$ 12,055,856	\$ 12,443,752	\$ 12,878,859	\$ 12,615,899	\$ 12,785,229	\$ 12,835,161	\$ 12,935,161	\$ 13,007,273	
Employee Benefits	3,885,559	4,196,199	4,197,809	4,197,809	4,360,409	4,260,867	4,306,884	4,320,861	4,320,861	4,320,861	
Supplies	304,643	293,243	293,243	333,243	307,698	293,243	300,243	310,243	320,243	324,243	
Other Services and Charges	1,260,538	1,153,942	1,173,777	1,166,148	1,156,777	1,156,777	1,200,401	1,205,401	1,230,401	1,236,101	
Maintenance	816,570	566,615	597,730	663,250	649,115	591,615	671,615	696,615	696,615	696,615	
Operations Subtotal	18,207,803	18,256,405	18,318,415	18,804,202	19,352,858	18,918,401	19,264,372	19,368,281	19,503,281	19,585,093	
Capital Outlay	301,946	201,250	201,250	208,047	302,900	302,900	-	-	-	-	
Total Expenditures	\$ 18,509,749	\$ 18,457,655	\$ 18,519,665	\$ 19,012,249	\$ 19,655,758	\$ 19,221,301	\$ 19,264,372	\$ 19,368,281	\$ 19,503,281	\$ 19,585,093	
PERSONNEL											
Exempt	2	2	2	3	2	2	2	2	2	2	
Non-Exempt	12	12	12	16	12	12	12	12	12	12	
Civil Service	163	171	171	171	176	173	177	182	185	186	
Total Positions Authorized	177	185	185	190	190	187	191	196	199	200	

Contact Us:

Rafael Balderas
 Fire Chief
 201 N. 21st Street
 McAllen, TX 78501
 (956) 681-2500

MAJOR FY 18-19 GOALS

- 1.) Continue to provide excellent service to our citizens.
- 2.) Improve our Health & Wellness as a department.
- 3.) Improve our facilities to ensure safe & effectiveness service to our citizens.
- 4.) Establish and expand our Dispatch Center.
- 5.) Continue to lead the Fire Service in Training.

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of firefighting authorized positions	163	171	171	175
Number of inspectors	8	8	8	8
Number of Airport assigned firefighters	15	15	9	9
Number of Public Education Officers	1	1	1	1
Number of firefighting authorized apparatus	19	19	19	19
Number of pumper companies with minimum three (persons)	10	10	10	10
Department Expenditures	\$ 18,509,749	\$ 18,468,715	\$ 19,012,249	\$ 19,221,301
Outputs:				
Fire Alarms				
Total Alarm Responses	7,350	6,300	7,500	7,400
Alarms out of city	209	18	118	120
Multiple Alarms	7	7	10	4
Airport Alerts	4	10	2	2
Operations Division				
Number of vehicles maintained by fire service personnel	52	52	50	51
Total Man hours @ fires	3,215.00	3,100	3,200	3,000
Water pumped (gallons) @ fires	147,000	150,000	148,000	140,000
Fire Hydrant Maint. (Man hours)	2,100	2,200	2,150	2,250
General Maint. (Man hours)	34,000	36,000	35,000	36,000
Fire Prevention Division				
Fire Prevention Presentations	167	220	168	200
Total Audience	28,092	75,000	32,500	35,000
Fire Prevention Inspections	3,017	4,750	4,500	4,750
Fire Prevention Investigations	24	18	20	18
Training Division				
Training Man hours-In Service	9,842	10,000	12,531	12,600
Continuous Education	10,981	11,000	12,383	4,800
Hazardous Material	420	450	409	700
Aircraft Rescue Firefighting	980	1,050	942	1,125
Emergency Care Attendant	2,200	2,300	2,200	2,500
Effective Measures:				
Average response times (minutes)	5:50	5:00	5:20	4:45
Reported to dispatch	:45	:30	:30	:25
Response to arrival (travel time)	3:30	5	4:10	3:30
Percent estimated property fire loss	4.2%	4.5%	4.4%	4.0%
Efficiency Measures:				
Operating cost per capita	\$122.00	\$125.00	\$127.00	\$128.00
Average number of inspections per inspector per month	31.5	75	40.0	45
Number of firefighters per 1000 residents	1.2	1.3	1.2	1.3
Number of firefighters per square mile	3.51	3.4	3.6	3.7
Department expenditures per capita	\$122.00	\$120.20	\$130.52	\$125.00

Description:

The Fire Administration/ EOC is located between N. 21st St. & Cedar, McAllen, TX. The Department is comprised of: (173) civil service employees/active firefighter personnel, (1) Fire Chief, non-civil service employee, (17) civilian employees, administrative personnel, (85) haz-mat technicians, (7) sub-stations located throughout the city, (52) total fleet (e.g. fire trucks, pumpers, ladder trucks, vehicles).

Notes: *Includes 7 pumpers, 2 trucks and 1 rescue.
4384 hydrants at 10 minutes each times 3 persons.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Traffic Operations

		Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)	
COMPENSATION							
New Position	No. Positions	Base Salary	Salary / Adjustment	Car Allowance	Phone Allowance	Fringe Benefits	Total
1.	-	-	-	-	-	-	-
2.	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-
Revisions							
1. Traffic Technician			2,163	-	-	435	2,598
2.	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-
5.	-	-	-	-	-	-	-
Total Compensation & Benefits		\$ 1,598,723	\$ 2,163	\$ -	\$ -	\$ 435	\$ 2,598
SUPPLIES							
1. Operating							1,000
2. < Please select category >							
3. < Please select category >							
4. < Please select category >							
5. < Please select category >							
Total Supplies		\$ 115,492					\$ 1,000
OTHER SERVICES & CHARGES							
1. Printing							2,300
2. Utilities-electric							42,933
3. < Please select category >							
4. < Please select category >							
5. < Please select category >							
Total Other Services & Charges		\$ 341,624					\$ 45,233
MAINTENANCE							
1. < Please select category >							
2. < Please select category >							
3. < Please select category >							
4. < Please select category >							
5. < Please select category >							
Total Maintenance		\$ 320,404					\$ -
CAPITAL OUTLAY							
** See Attached Form DP-1							
Total Capital Outlay							\$ 168,232
TOTAL		\$ 2,376,243					\$ 217,064

\$ 107,680

\$ 156,511

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: General
DEPARTMENT: Traffic Operations

Vehicles				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Traffic Control (20 Water Barricades, 100 Barrels and Tire Rings)	\$11,680	1	\$11,680	replace damaged traffic control
Message Boards	\$13,844	4	\$55,377	to meet the demand for advertising city events and supplement traffic control
Bitumenous Applicator/Therm	\$5,175	1	\$5,175	replace old applicator that is requiring constant repairs
Thermoplastic Dual Premelter and Trailer	\$48,000	2	\$96,000	one side of the current unit is no longer working or repairable and the trailer was retro-fitted to hold the units and is not designed properly
TOTAL			\$107,680	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

Grand Total	\$107,680
--------------------	------------------

2019

011-2030 Traffic operations

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-2030-421-60-01 Compensation / Exempt	217,925	309,048	114,425	247,239	307,248	307,248
011-2030-421-60-02 Compensation / Non-exempt	606,197	813,678	360,793	736,657	805,188	805,188
011-2030-421-60-06 Compensation / Part time	10,782	11,000	-	5,500	11,000	11,000
011-2030-421-60-10 Compensation / Overtime	56,040	72,692	31,631	72,692	72,692	72,692
011-2030-421-60-14 Compensation / Car allowance	2,880	2,880	3,200	4,480	4,800	4,800
011-2030-421-60-17 Compensation / Telephone	2,100	2,880	1,240	2,960	3,120	3,120
60	895,924	1,212,178	511,288	1,069,528	1,204,048	1,204,048
011-2030-421-61-30 Benefits / Social security	64,637	92,732	38,948	92,732	92,109	92,109
011-2030-421-61-36 Benefits / Retirement	67,246	94,737	42,558	94,737	94,847	94,847
011-2030-421-61-40 Benefits / Unemployment tax	750	6,156	4,315	6,156	648	648
011-2030-421-61-46 Benefits / Workers' comp-	33,351	55,671	19,499	55,671	43,678	43,678
011-2030-421-61-50 Benefits / Health cost	98,815	151,800	57,800	151,800	153,456	153,456
011-2030-421-61-52 Benefits / Life insurance	664	1,928	365	1,928	1,930	1,930
011-2030-421-61-53 Benefits / Retiree health ins (ARC)	12,676	10,605	5,930	10,605	10,605	10,605
61	278,138	413,629	169,416	413,629	397,273	397,273
011-2030-423-62-02 Supplies / Office	2,080	2,907	3,963	2,907	2,907	2,907
011-2030-423-62-04 Supplies / Operating	11,070	9,720	4,085	9,720	10,720	10,720
011-2030-423-62-12 Supplies / Small tools/minor equip-	20,013	39,100	7,039	39,100	39,100	39,100
011-2030-423-62-18 Supplies / Clothing & uniform	13,265	11,250	5,004	11,250	11,250	11,250
011-2030-423-62-20 Supplies / Chemical	17,966	52,515	35,798	52,515	52,515	52,515
62	64,394	115,492	55,890	115,492	116,492	116,492
011-2030-424-63-23 Other services & charges / Online svc/network	1,368	456	402	804	456	456
011-2030-424-63-43 Other services & charges / Postage	49	780	30	300	780	780
011-2030-424-63-44 Other services & charges / Printing	2,197	1,846	2,056	4,112	4,146	4,146
011-2030-424-63-45 Other services & charges / Professional	-	3,037	-	3,037	3,037	3,037
011-2030-424-63-52 Other services & charges / Rental & contractual	10,180	24,304	11,089	24,304	24,304	24,304
011-2030-424-63-65 Other services & charges / Travel	17,123	11,811	5,148	11,811	11,811	11,811
011-2030-424-63-67 Other services & charges / Utilities-electric	175,164	159,490	79,745	159,490	159,490	159,490
011-2030-424-63-69 Other services & charges / Utilities-telephone	3,196	3,600	1,230	3,600	3,600	3,600
011-2030-424-63-70 Other services & charges / Utilities-water	11,636	5,700	5,061	10,122	5,700	5,700
011-2030-424-63-75 Other services & charges / Rental-depreciation fun	153,981	164,038	82,014	164,038	164,038	164,038
011-2030-424-63-91 Other services & charges / Educational refund-off/	-	5,200	-	5,200	5,200	5,200
011-2030-424-63-99 Other services & charges / Miscellaneous	5,041	4,295	2,134	4,295	4,295	4,295
63	379,934	384,557	188,909	391,113	386,857	386,857

2019

011-2030 Traffic operations

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-2030-425-65-08 Maintenance / Equipment	11,070	30,750	10,879	30,750	30,750	30,750
011-2030-425-65-10 Maintenance / Facilities	8,504	8,500	5,509	8,500	8,500	8,500
011-2030-425-65-14 Maintenance / Streets	158,350	200,000	214,013	220,000	200,000	200,000
011-2030-425-65-16 Maintenance / Vehicles	65,896	38,000	17,415	38,000	38,000	38,000
011-2030-425-65-17 Maintenance / Fuel & lubricants	29,312	31,654	20,626	31,654	31,654	31,654
011-2030-425-65-04 Maintenance / Computer software/hardware	9,456	11,500	-	11,500	11,500	11,500
65	282,589	320,404	268,442	340,404	320,404	320,404
011-2030-426-66-14 Capital outlay / Vehicles	-	-	-	-	-	-
011-2030-426-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
011-2030-426-66-20 Capital outlay / Equipment	-	59,370	19,803	45,140	-	107,680
011-2030-426-66-22 Capital outlay / Computer-hardware	-	-	-	-	-	-
011-2030-426-66-24 Capital outlay / Computer-software	-	-	-	-	-	-
011-2030-426-66-30 Capital outlay / Imprv- other than buildgs	-	-	-	-	-	-
011-2030-426-66-99 Capital outlay / Non-capitalized	1,266	-	14,230	14,230	168,232	-
66	1,266	59,370	34,033	59,370	168,232	107,680
011-2030 Traffic Operations	\$ 1,902,245	\$ 2,505,630	\$ 1,227,979	\$ 2,389,536	\$ 2,593,306	\$ 2,532,754

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
2030	Traffic Operations	1			Deputy Director Traffic Ops	UNFILLED	\$ 76,108
2030	Traffic Operations	1			Director Traffic Operations	FILLED	84,625
2030	Traffic Operations	1			Traffic Operations Manager	FILLED	52,607
2030	Traffic Operations	1			Designer	FILLED	46,954
2030	Traffic Operations	1			Designer	FILLED	46,954
		<u>5</u>					<u>307,248</u>
2030	Traffic Operations		1		Administrative Supervisor	UNFILLED	29,099
2030	Traffic Operations		1		Apprentice Signal Technician	FILLED	27,955
2030	Traffic Operations		1		Apprentice Signal Technician	FILLED	27,955
2030	Traffic Operations		1		Apprentice Signal Technician	FILLED	27,955
2030	Traffic Operations		1		Journey Signal Technician	FILLED	32,053
2030	Traffic Operations		1		Journey Signal Technician	FILLED	32,053
2030	Traffic Operations		1		Maintenance Worker	FILLED	23,920
2030	Traffic Operations		1		Maintenance Worker	FILLED	23,920
2030	Traffic Operations		1		Maintenance Worker	FILLED	23,920
2030	Traffic Operations		1		Maintenance Worker	FILLED	23,920
2030	Traffic Operations		1		Maintenance Worker	FILLED	23,920
2030	Traffic Operations		1		Maintenance Worker	FILLED	23,920
2030	Traffic Operations		1		Maintenance Worker	FILLED	23,920
2030	Traffic Operations		1		Maintenance Worker	FILLED	23,920
2030	Traffic Operations		1		Maintenance Worker	FILLED	23,920
2030	Traffic Operations		1		Maintenance Worker	UNFILLED	24,170
2030	Traffic Operations		1		Maintenance Worker	UNFILLED	23,878
2030	Traffic Operations		1		Maintenance Worker	UNFILLED	22,506
2030	Traffic Operations		1		Receptionist/Admin Clerk	FILLED	23,878
2030	Traffic Operations		1		Senior Maintenance Worker	FILLED	25,896
2030	Traffic Operations		1		Senior Maintenance Worker	FILLED	25,896
2030	Traffic Operations		1		Sign Cad Technician	FILLED	26,894
2030	Traffic Operations		1		Sign Cad Technician	FILLED	26,894
2030	Traffic Operations		1		Sign Cad Technician	FILLED	26,894
2030	Traffic Operations		1		Signal Technician	FILLED	30,222
2030	Traffic Operations		1		Signal Technician	FILLED	30,722
2030	Traffic Operations		1		Traffic Technician	UNFILLED	26,894
2030	Traffic Operations		1		Traffic Operations Crew Leader	FILLED	32,053
2030	Traffic Operations		1		Traffic Operations Crew Leader	FILLED	32,053
2030	Traffic Operations		1		Video Systems Maintnce Tech	FILLED	28,954
2030	Traffic Operations		1		Video Systems Maintnce Tech	FILLED	28,954
			<u>30</u>				<u>805,188</u>
2030	Traffic Operations		<u>1</u>		Part Time - Intern	UNFILLED	<u>11,000</u>
					OVERTIME		72,692
					CAR ALLOWANCE		4,800
					TELEPHONE		3,120
							<u>80,612</u>
	CURRENT POSITIONS		36				\$ 1,204,048

PERSONNEL REVISION WORKSHEET

CITY OF McALLEN

**REVISED NEW POSITIONS REQUESTED FY 2018-2019
DELETION AND RECLASSIFICATION ON CURRENT POSITIONS**

NEW POSITIONS										City Manager
TITLE	EXEMPT	CAR ALLOWANCE	PHONE ALLOWANCE	NON-EX.	ANY PART-TIME	Fringe Benefits	Total	Total Positions	APPROVAL YES/NO	
1.	-	-	-	-	-	-	-	-	-	
2.	-	-	-	-	-	-	-	-	-	
3.	-	-	-	-	-	-	-	-	-	
4.	-	-	-	-	-	-	-	-	-	
5.	-	-	-	-	-	-	-	-	-	
6.	-	-	-	-	-	-	-	-	-	
7.	-	-	-	-	-	-	-	-	-	
8.	-	-	-	-	-	-	-	-	-	
9.	-	-	-	-	-	-	-	-	-	
10.	-	-	-	-	-	-	-	-	-	
REVISIONS										
TITLE	CLASSIFICATION	CURRENT AMOUNT	REVISED AMOUNT	ADJUST AMOUNT	PHONE ALLOWANCE	Fringe Benefits	TOTAL ADJ.			
1. Traffic Technician	Non-Exempt	24,731	26,894	2,163	-	435	2,598	YES		
2.	-	-	-	-	-	-	-			
3.	-	-	-	-	-	-	-			
4.	-	-	-	-	-	-	-			
5.	-	-	-	-	-	-	-			
6.	-	-	-	-	-	-	-			
7.	-	-	-	-	-	-	-			
8.	-	-	-	-	-	-	-			
9.	-	-	-	-	-	-	-			
10. Overtime	< Select Status >	-	-	-	-	-	-			

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Signal Re-Lamping of 23rd St from Uvalde Ave to Idela Ave			
Account No.: 300-8708-426-20	Project Code:	Start Date: 10/2018	Completed Date: 9/2019
User/Coordinating Department(s): Traffic Operations			
Strategic Business Plan:	Goal 6: Enhance McAllen's infrastructure network.		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status:		Project Location:	Various Locations
Rollover Amount:		Current Request:	\$ 165,000
Department:	Traffic Operations		
Project Type:	New Projects		
Grant Related: (Yes/No)	No		
Project Description/Justification			
Purchase (300) three hundred signal heads for relamping with LEDs bulbs on various locations			

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 165,000	-	-	-	-	165,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 165,000	\$ -	\$ -	\$ -	\$ -	\$ 165,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-		-	-	-	-	-	-
Land/ROW	-		-	-	-	-	-	-
Arch. & Engineering	-		-	-	-	-	-	-
Construction	-		-	-	-	-	-	-
Equipment / Other	-		165,000	-	-	-	-	165,000
Total	\$ -		\$ 165,000	\$ -	\$ -	\$ -	\$ -	\$ 165,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Traffic Cabinet Replacement			
Account No.: 300-8708-426-66-20		Project Code: EO1401	Start Date: 10/2018
Completed Date: 9/2019			
User/Coordinating Department(s): Traffic Operations			
Strategic Business Plan:		Goal 6: Enhance McAllen's infrastructure network.	
Strategic Business Plan: (If Applicable)		< Please Select Strategic Business Plan >	
Status:		Project Location: City Wide	
Rollover Amount:		Current Request: \$ 245,000	
Department:		Traffic Operations	
Project Type:		Recurring	
Grant Related: (Yes/No)		No	
Project Description/Justification			
Purchase (10) new traffic signal cabinets. Our current cabinets have reached their service life of 20 years. Due to normal wear and tear and not being compatible with our fiber optic infrastructure. 5 year program replacement.			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 245,000	245,000	245,000	245,000	-	980,000	245,000
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 245,000	\$ 245,000	\$ 245,000	\$ 245,000	\$ -	\$ 980,000	\$ 245,000

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Equipment / Other	-	245,000	245,000	245,000	245,000	245,000	-	980,000
Total	\$ -	\$ 245,000	\$ 245,000	\$ 245,000	\$ 245,000	\$ 245,000	\$ -	\$ 980,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Comprehensive Traffic Study			
Account No.:	Project Code:	Start Date: 10/2018	Completed Date: 9/2019
User/Coordinating Department(s): Traffic Operations			
Strategic Business Plan:	Goal 1: Promote an unsurpassed quality of life in McAllen.		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status:		Project Location:	City Wide
Rollover Amount:		Current Request:	\$ 750,000
Department:	Traffic Operations		
Project Type:	New Projects		
Grant Related: (Yes/No)	No		
Project Description/Justification			
A Comprehensive Traffic Study to include data collection for traffic volumes and turning movement counts, report on existing conditions for selected intersections and their proposed improvements, alternative analysis for roadway widenings and extensions, signal timing analysis and revised plans for proper coordination.			

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 750,000	-	-	-	-	750,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ 750,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-		-	-	-	-	-	-
Land/ROW	-		-	-	-	-	-	-
Arch. & Engineering	-		750,000	-	-	-	-	750,000
Construction	-		-	-	-	-	-	-
Equipment / Other	-		-	-	-	-	-	-
Total	\$ -		\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ 750,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-		Other	\$	-
Supplies	\$	-		Capital	\$	-
Services	\$	-		Total	\$	-

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Roadway Safety Improvements			
Account No.: 300-8708-426-66-30	Project Code: EO1701	Start Date: 2016	Completed Date: 2018
User/Coordinating Department(s): Traffic Operations			
Strategic Business Plan:	Goal 6: Enhance McAllen's infrastructure network.		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status:			Project Location: Taylor&3 Mi - Bic&Trenton
Rollover Amount:	\$ 238,600	Current Request:	
Department:	Traffic Operations		
Project Type:	Rollover		
Grant Related: (Yes/No)	No		
Project Description/Justification			
<p>These projects intersections have experienced an increase in congestion due to the lack of the left or right turn lanes at the intersection. Adding left or right turning lanes at these intersections will improve travel times. 1) Taylor & 3 Mile Line needs left turn bays traveling north & south bound. 2) Bicentennial & Trenton needs a right turn bay traveling eastbound</p>			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 238,600	-	-	-	-	238,600	238,600
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 238,600	\$ -	\$ -	\$ -	\$ -	\$ 238,600	\$ 238,600

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	238,600	-	-	-	-	238,600
Equipment / Other	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ 238,600	\$ -	\$ -	\$ -	\$ -	\$ 238,600

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-		Other	\$	-
Supplies	\$	-		Capital	\$	-
Services	\$	-		Total	\$	-

Not Applicable This project will not have have an operating impact.

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Signal Controller Replacement			
Account No.: 300-8708-425-66-20		Project Code:	Start Date: 10/2018
Completed Date: 9/2019			
User/Coordinating Department(s): Traffic Operations			
Strategic Business Plan:		Goal 6: Enhance McAllen's infrastructure network.	
Strategic Business Plan: (If Applicable)		< Please Select Strategic Business Plan >	
Status:		Project Location: City Wide	
Rollover Amount:		Current Request: \$ 24,800	
Department:		Traffic Operations	
Project Type:		Recurring	
Grant Related: (Yes/No)		No	
Project Description/Justification			
The replacement of these traffic signal controllers is in-line with the five-year plan to replace outdated and non-functioning controllers also making them compatible with the central traffic management software system.			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	24,800	\$ 24,800	24,800	24,800		-	99,200	24,800
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ 24,800	\$ 24,800	\$ 24,800	\$ 24,800	\$ -	\$ -	\$ 99,200	\$ 24,800

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-		-	-	-	-	-	-
Land/ROW	-		-	-	-	-	-	-
Arch. & Engineering	-		-	-	-	-	-	-
Construction	-		-	-	-	-	-	-
Equipment / Other	24,800		24,800	24,800	24,800	-	-	99,200
Total	\$ 24,800		\$ 24,800	\$ 24,800	\$ 24,800	\$ -	\$ -	\$ 99,200

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Holiday Garland - 10th Street Corridor			
Account No.:	Project Code:	Start Date: 10/2018	Completed Date: 9/2019
User/Coordinating Department(s): Traffic Operations			
Strategic Business Plan:		Goal 1: Promote an unsurpassed quality of life in McAllen.	
Strategic Business Plan: (If Applicable)		< Please Select Strategic Business Plan >	
Status:		Project Location: 10th St corridor	
Rollover Amount:	Current Request: \$ 150,000		
Department: Traffic Operations			
Project Type: New Projects			
Grant Related: (Yes/No) No			
Project Description/Justification			
Purchase new Christmas garland decorations for 10th street corridor. Our current garlands are 9 years old and due to normal wear and tear the garland needs replacement. They require splicing and direct electrical connections.			

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 150,000	-	-	-	-	150,000	150,000
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 150,000

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-		150,000	-	-	-	-	150,000
Land/ROW	-		-	-	-	-	-	-
Arch. & Engineering	-		-	-	-	-	-	-
Construction	-		-	-	-	-	-	-
Equipment / Other	-		-	-	-	-	-	-
Total	\$ -		\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Traffic Signal Rebuild			
Account No.:	Project Code:	Start Date: 10/2018	Completed Date: 9/2019
User/Coordinating Department(s): Traffic Operations			
Strategic Business Plan:	Goal 6: Enhance McAllen's infrastructure network.		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status:		Project Location:	Various locations
Rollover Amount:		Current Request:	\$ 150,000
Department:	Traffic Operations		
Project Type:	Recurring		
Grant Related: (Yes/No)	No		
Project Description/Justification			
Rebuild out dated traffic signals: 1) N. McColl Rd. & W. Violet Ave. 2) N. Bicentennial Blvd. & W. Harvey Ave. Year 2: N. McColl Rd. & W. La Vista Ave. Year 3: N. 2nd St. & W. La Vista Ave. Year 4: N. 2nd St. & W. Hackberry Ave. Year 5: N. 29th St. & W. Pecan Ave.			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 150,000	77,250	79,600	82,000	84,500	473,350	150,000
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 150,000	\$ 77,250	\$ 79,600	\$ 82,000	\$ 84,500	\$ 473,350	\$ 150,000

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Equipment / Other	-	150,000	77,250	79,600	82,000	84,500		473,350
Total	\$ -	\$ 150,000	\$ 77,250	\$ 79,600	\$ 82,000	\$ 84,500	\$	473,350

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Signal Detection Maintenance - Loop Cutting			
Account No.: 300-8708-426-66-30		Project Code:	Start Date: 10/2018
Completed Date: 9/2019			
User/Coordinating Department(s): Traffic Operations			
Strategic Business Plan:		Goal 6: Enhance McAllen's infrastructure network.	
Strategic Business Plan: (If Applicable)		< Please Select Strategic Business Plan >	
Status:		Project Location: Various Locations	
Rollover Amount:		Current Request: \$ 80,000	
Department:		Traffic Operations	
Project Type:		Recurring	
Grant Related: (Yes/No)		No	
Project Description/Justification			
Continued maintenance and up keep of vehicle detection at signalized intersections required for the Central Traffic Management System (Centracs). Current in-pavement loops have reached their service life of 5 years. Due to extreme heat conditions, roads experience frequent fluctuations thus reducing the life of pavement loops. Failure can place a constant call on the approaching cross street or left turn phase regardless of actual traffic presence. Year 1: Nolana Ave between McColl Rd. & Bentsen Rd; Year 2: Trenton Ave between 2nd St. & Ware Rd; Year 3: Hackberry between McColl Rd. & 23rd St; Year 4: 29th between Trenton Rd. & Gumwood Ave			

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 80,000	80,000	80,000	80,000		320,000	80,000
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ -	\$ 320,000	\$ 80,000

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-		-	-	-	-	-	-
Land/ROW	-		-	-	-	-	-	-
Arch. & Engineering	-		-	-	-	-	-	-
Construction	-		-	-	-	-	-	-
Equipment / Other	-		80,000	80,000	80,000	80,000		320,000
Total	\$ -		\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ -	\$ 320,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Upgrade Traffic Control Signs for Retroreflectivity			
Account No.:	Project Code:	Start Date: 10/2018	Completed Date: 9/2018
User/Coordinating Department(s): Traffic Operations			
Strategic Business Plan:	Goal 6: Enhance McAllen's infrastructure network.		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status:		Project Location:	
Rollover Amount:	Current Request:	\$ 70,000	
Department:	Traffic Operations		
Project Type:	Recurring		
Grant Related: (Yes/No)	No		
Project Description/Justification			
<p>Comprehensive project to upgrade Stop signs, School Zone signs, Street names, and any Warning signs to address retroreflectivity, rusty pipes and any signs not meeting the 2013 TMUTCD standards. Addressing coordinated sections of the City and building a database as to location and a maintenance record. Year 1 includes the purchase of a retroreflectometer.</p>			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 70,000	50,000	50,000	50,000	50,000	270,000	70,000
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 70,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 270,000	\$ 70,000

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Equipment / Other	-	70,000	50,000	50,000	50,000	50,000	50,000	270,000
Total	\$ -	\$ 70,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 270,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-		Other	\$	-
Supplies	\$	-		Capital	\$	-
Services	\$	-		Total	\$	-

Not Applicable This project will not have have an operating impact.

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Pavement Marking - Restriping Various Corridors			
Account No.:	Project Code:	Start Date: 9/2018	Completed Date: 10/2019
User/Coordinating Department(s): Traffic Operations			
Strategic Business Plan:	Goal 6: Enhance McAllen's infrastructure network.		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status:		Project Location:	
Rollover Amount:		Current Request:	\$ 250,000
Department:	Traffic Operations		
Project Type:	Recurring		
Grant Related: (Yes/No)	No		
Project Description/Justification			
Project to maintain the pavement markings on various corridors throughout the City completed by contractor. Year 1: - Nolana Ave. - (6 miles) from Taylor Rd. to Jackson Ave. not including areas recently resurfaced - Dove Ave. - (4 miles) from Ware Rd. to Jackson Ave. - McColl Rd. - (2 miles) from Bus 83 to El Rancho Rd. - 6th St. - (6 miles) from Exp. 83 to Martin Ave. - Main St - (5 miles) from Zinnia Ave. to Uvalde Ave.			

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 250,000	200,000	200,000	200,000	200,000	1,050,000	250,000
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 250,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,050,000	\$ 250,000

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-		250,000	-	-	-	-	250,000
Land/ROW	-		-	-	-	-	-	-
Arch. & Engineering	-		-	-	-	-	-	-
Construction	-		-	-	-	-	-	-
Equipment / Other	-		-	-	-	-	-	-
Total	\$ -		\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-		Other	\$	-
Supplies	\$	-		Capital	\$	-
Services	\$	-		Total	\$	-

Not Applicable This project will not have have an operating impact.

CITY OF McALLEN, TEXAS
ROLLING STOCK REQUEST FORM
FLEET OPERATION'S RECOMMENDATION SCHEDULE
GENERAL DEPRECIATION AND GENERAL FUND
FISCAL YEAR 2018-2019

FUND: GENERAL DEPRECIATION
DEPT. TRAFFIC

YEAR	N=New R=Repl.	Unit #	REPLACING MAKE/MODEL	REQUESTING MAKE/MODEL	QTY.	BUDGET AMOUNT	DEPREC. YEARS	ANNUAL RENTAL	FLEET OPERATIONS RECOMMENDATION			CITY MANAGER APPROVAL
									YES/NO	FLEET COMMENTS	FY 17-18 ROLLOVER	YES/NO
2008	R	TR5000	FORD F-550 DUMP BODY	19K GVW DUMP BODY	1	60,000	8	\$ 8,250	YES	RECOMMEND REPLACEMENT (DEPRECIATION SHORT \$10,000)		
								#DIV/0!				
								#DIV/0!				
								#DIV/0!				
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						-		#DIV/0!				
						-		#DIV/0!				
						-		#DIV/0!				
						\$ 60,000					\$ -	

Description	Depreciation Yrs
Sedans, vans, light trucks, SUV, light equipment & Specialty Vehicles	8
Police "Marked" Patrol Cars	2.5
Sanitation Refuse Trucks	7
Heavy Trucks and Equipment	10
Fire Apparatus Trucks	12
Heavy Equipment (Bulldozers & Excavators only)	15



Mission Statement:
"To provide the highest level of service to the citizens by providing reduction in accidents, congestion, and travel times through the efficient and effective installation, maintenance, and operation of traffic control devices."

Department Summary											
	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
Expenditure Detail:	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 895,924	\$ 1,199,578	\$ 1,212,178	\$ 1,069,528	\$ 1,204,048	\$ 1,204,048	\$ 1,204,048	\$ 1,204,048	\$ 1,204,048	\$ 1,204,048	\$ 1,204,048
Employee Benefits	278,138	411,826	413,629	413,629	397,273	397,273	397,273	397,273	397,273	397,273	397,273
Supplies	64,394	115,492	115,492	115,492	116,492	116,492	116,492	116,492	116,492	116,492	116,492
Other Services and Charges	379,934	341,624	384,557	391,113	386,857	386,857	386,857	386,857	386,857	386,857	386,857
Maintenance	282,589	320,404	320,404	340,404	320,404	320,404	320,404	320,404	320,404	320,404	320,404
Operations Subtotal	1,900,979	2,388,924	2,446,260	2,330,166	2,425,074	2,425,074	2,425,074	2,425,074	2,425,074	2,425,074	2,425,074
Capital Outlay	1,266	59,370	59,370	59,370	168,232	107,680	-	-	-	-	-
Total Expenditures	\$ 1,902,245	\$ 2,448,294	\$ 2,505,630	\$ 2,389,536	\$ 2,593,306	\$ 2,532,754	\$ 2,425,074				
PERSONNEL											
Exempt	4	5	5	5	5	5	5	5	5	5	5
Non-Exempt	26	30	30	30	30	30	33	34	34	34	34
Part-Time	1	1	1	1	1	1	1	1	1	1	1
Total Positions Authorized	31	36	36	36	36	36	39	40	40	40	40

Contact Us:
Yvette Barrera
City Engineer
210 N. 20th Street
McAllen, TX 78501
(956) 681-2700

MAJOR FY 18-19 GOALS

- 1.) Continue implementing the central traffic management system (Centracs) connecting the 200 traffic signals to the Traffic Management Center.
- 2.) Update current traffic data to such as traffic volume counts and turning movement counts.
- 3.) Develop signal timing plans to promote the mobility of traffic throughout the city.
- 4.) Begin a maintenance program to inventory and maintainance all traffic control signs and bring them up to 2013 TMUTCD standards.

Traffic Operations

www.mcallen.net/departments/traffic

Performance Measures	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees - Signal Maintenance /New construction	15	15	15	15
Number of full time employees - Sign Maintenance	3	3	3	3
Number of full time employees - Pavement Markings	3	3	3	3
Number of full time employees - Cameras	2	2	2	2
Number of full time employees - Fiber	2	2	2	2
Number of full time employees - Traffic Studies	4	4	4	4
Department Expenditures	\$ 1,902,245	\$ 2,505,630	\$ 2,389,536	\$ 2,532,754
Outputs:				
Number of Traffic signals maintained	1,078	870	900	910
Number of signs installed / maintained	513	1,265	218	300
Linear feet of pavement markings installed	173,644	350,000	182,021	185,000
Number of traffic studies conducted	99	475	70	75
Proposed Efficiency Measures:				
Number of signals maintained per full time employee - Signal Maint.	72	58	60	61
Number of signs installed / maintained per full time employee - Sign Maint.	171	422	73	100
Linear feet of pavement markings installed per full time employee - Pavement Markings	57,881	116,667	60,674	61,667
Number of traffic studies conducted per full time employees - Traffic Studies	50	119	35	38
Number of street lights inspected per full time employee all employees	700	700	700	700
Citizen Satisfaction with Traffic	70%	70%	70%	70%
Department expenditures per capita	\$ 13.30	\$ 17.24	\$ 16.45	\$ 17.15

*N/A=Not Available, N/P=Not Provided

Description:

The Traffic Operations Department is responsible for the installation, maintenance, and operation of signals, signs and pavement markings in the City of McAllen. The department has 36 employees, 20 vehicles and operates out of a 4,500 sq. ft. office/warehouse located at the corner of 20th Street and Cedar Avenue.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Building Permits & Inspections

		Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)	
COMPENSATION							
New Position	No. Positions	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total
1.	-	-	-	-	-	-	-
2.	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-
Revisions							
1.	-	-	-	-	-	-	-
2.	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-
5.	-	-	-	-	-	-	-
Total Compensation & Benefits		\$ 946,758	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES							
	1. < Please select category >						
	2. < Please select category >						
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Supplies		\$ 13,687					\$ -
OTHER SERVICES & CHARGES							
	1. Credit card fees						4,000
	2. < Please select category >						
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Other Services & Charges		\$ 77,761					\$ 4,000
MAINTENANCE							
	1. Fuel & lubricants						
	2. < Please select category >						
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Maintenance		\$ 13,036					\$ -
CAPITAL OUTLAY							
	** See Attached Form DP-1						
Total Capital Outlay							\$ -
TOTAL		\$ 1,051,242					\$ 4,000

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: GENERAL
 DEPARTMENT: Building Permits & Inspections

Computer-Hardware				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

Vehicles				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$29,000	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

Grand Total	\$0
--------------------	------------

2019

011-2040 Building Permits & Inspections

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-2040-421-60-01 Compensation / Exempt	197,442	198,638	96,200	198,638	197,288	197,288
011-2040-421-60-02 Compensation / Non-exempt	477,719	515,633	251,203	515,633	508,724	508,724
011-2040-421-60-06 Compensation / Part time	13,233	11,291	6,420	11,291	11,066	11,066
011-2040-421-60-10 Compensation / Overtime	3,441	4,381	326	4,381	4,381	4,381
011-2040-421-60-14 Compensation / Car allowance	22,200	22,200	11,100	22,200	22,200	22,200
011-2040-421-60-17 Compensation / Telephone	7,080	6,960	3,720	6,960	7,440	7,440
60	721,115	759,103	368,969	759,103	751,099	751,099
011-2040-421-61-30 Benefits / Social security	50,745	58,071	26,985	58,071	57,459	57,459
011-2040-421-61-36 Benefits / Retirement	54,866	59,860	30,407	59,860	59,712	59,712
011-2040-421-61-40 Benefits / Unemployment tax	180	3,420	2,955	3,420	360	360
011-2040-421-61-46 Benefits / Workers' comp-	6,552	4,368	2,555	4,368	6,400	6,400
011-2040-421-61-50 Benefits / Health cost	78,875	64,128	42,408	64,128	84,816	84,816
011-2040-421-61-52 Benefits / Life insurance	536	1,225	248	1,225	1,226	1,226
011-2040-421-61-53 Benefits / Retiree health ins (ARC)	7,553	6,613	3,778	6,613	6,613	6,613
61	199,307	197,685	109,336	197,685	216,586	216,586
011-2040-423-62-02 Supplies / Office	3,605	3,717	483	3,717	3,717	3,717
011-2040-423-62-04 Supplies / Operating	3,956	9,970	3,833	9,970	9,970	9,970
62	7,560	13,687	4,316	13,687	13,687	13,687
011-2040-424-63-13 Other services & charges / Demolition	6,018	20,000	125	20,000	20,000	20,000
011-2040-424-63-14 Other services & charges / Dues & subscription	1,856	1,757	740	1,757	1,757	1,757
011-2040-424-63-52 Other services & charges / Rental & contractual	7,534	8,783	5,065	8,783	8,783	8,783
011-2040-424-63-64 Other services & charges / Training	6,801	13,000	5,999	13,000	13,000	13,000
011-2040-424-63-65 Other services & charges / Travel	-	1,370	-	1,370	1,370	1,370
011-2040-424-63-75 Other services & charges / Rental-depreciation fun	24,613	24,613	12,306	24,613	24,613	24,613
011-2040-424-63-89 Other service & charges / Credit card fees	11,597	8,000	5,974	8,000	8,000	12,000
011-2040-424-63-99 Other services & charges / Miscellaneous	505	238	265	238	238	238
63	58,923	77,761	30,473	77,761	77,761	81,761
011-2040-425-65-08 Maintenance / Equipment	928	1,524	-	1,524	1,524	1,524
011-2040-425-65-16 Maintenance / Vehicles	4,260	4,500	2,297	4,500	4,500	4,500
011-2040-425-65-17 Maintenance / Fuel & lubricants	8,496	7,012	4,856	7,012	7,012	7,012
65	13,684	13,036	7,153	13,036	13,036	13,036

2019

011-2040 Building Permits & Inspections

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals	Adjusted	Oct -Mar	Estimated	Department	City Manager
	FY 16-17	Budget	Actuals	FY 17-18	Request	Recomm
		FY 17-18	FY 17-18		FY 18-19	FY 18-19
011-2040-426-66-14 Capital outlay / Vehicles	-	-	-	-	-	-
011-2040-426-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
011-2040-426-66-20 Capital outlay / Equipment	-	-	-	-	-	-
011-2040-426-66-22 Capital outlay / Computer-hardware	-	-	-	-	-	-
011-2040-426-66-24 Capital outlay / Computer-software	-	-	-	-	-	-
011-2040-426-66-99 Capital outlay / Non-capitalized	-	-	-	-	-	-
66	-	-	-	-	-	-
<hr/>						
011-2040 Bldg Permits & Inspection	\$ 1,000,590	\$ 1,061,272	\$ 520,247	\$ 1,061,272	\$ 1,072,169	\$ 1,076,169

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
2040	Building Code Compliance	1			Chief Building Official	FILLED	\$ 88,532
2040	Building Code Compliance	1			Supervisor Building Inspection	FILLED	50,378
2040	Building Code Compliance	1			Supervisor Plans Examiner	FILLED	50,378
2040	Building Code Compliance				Certification Pay		8,000
		<u>3</u>					<u>197,288</u>
2040	Building Code Compliance		1		Administrative Clerk	FILLED	25,875
2040	Building Code Compliance		1		Administrative Clerk	FILLED	25,875
2040	Building Code Compliance		1		Administrative Supervisor	FILLED	32,261
2040	Building Code Compliance		1		Building Inspector	FILLED	32,594
2040	Building Code Compliance		1		Building Inspector	FILLED	32,053
2040	Building Code Compliance		1		Building Inspector	FILLED	33,405
2040	Building Code Compliance		1		Building Inspector	FILLED	32,053
2040	Building Code Compliance		1		Building Inspector	FILLED	33,405
2040	Building Code Compliance		1		Building Inspector	FILLED	33,405
2040	Building Code Compliance		1		Housing Inspector	FILLED	36,483
2040	Building Code Compliance		1		Permit Technician	FILLED	27,955
2040	Building Code Compliance		1		Permit Technician	FILLED	27,955
2040	Building Code Compliance		1		Plans Examiner	FILLED	32,053
2040	Building Code Compliance		1		Plans Examiner	FILLED	32,053
2040	Building Code Compliance		1		Plans Examiner	FILLED	33,405
2040	Building Code Compliance		1		Senior Administrative Clerk	FILLED	26,894
2040	Building Code Compliance				Certification Pay		11,000
			<u>16</u>				<u>508,724</u>
2040	Building Code Compliance		1		Part Time Clerk	FILLED	11,066
			<u>1</u>				<u>11,066</u>
					OVERTIME		4,381
					CAR ALLOWANCE		22,200
					TELEPHONE		7,440
							<u>34,021</u>
CURRENT POSITIONS			20				\$ 751,099



Building Permits & Inspections

www.mcallen.net/devservices/permits

Mission Statement:
 To administer and enforce Building Codes adopted by the city of McAllen, by providing exceptional customer service, and continue to improve the building permit process for the residents that develop, build and live in this great community.

Department Summary											
	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
Expenditure Detail:	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 721,115	\$ 750,328	\$ 759,103	\$ 759,103	\$ 751,099	\$ 751,099	\$ 751,099	\$ 783,632	\$ 816,165	\$ 816,165	
Employee Benefits	199,307	196,430	197,685	197,685	216,586	216,586	216,586	228,325	240,468	240,468	
Supplies	7,560	13,687	13,687	13,687	13,687	13,687	13,687	14,287	14,971	14,971	
Other Services and Charges	58,923	77,761	77,761	77,761	77,761	81,761	81,761	81,761	82,573	82,573	
Maintenance	13,684	13,036	13,036	13,036	13,036	13,036	13,036	13,999	13,999	13,999	
Operations Subtotal	1,000,590	1,051,242	1,061,272	1,061,272	1,072,169	1,076,169	1,076,169	1,122,004	1,168,176	1,168,176	
Capital Outlay	-	-	-	-	-	-	1,600	32,600	5,050	-	
Total Expenditures	\$ 1,000,590	\$ 1,051,242	\$ 1,061,272	\$ 1,061,272	\$ 1,072,169	\$ 1,076,169	\$ 1,077,769	\$ 1,154,604	\$ 1,173,226	\$ 1,168,176	
PERSONNEL											
Exempt	3	3	3	3	3	3	3	3	3	3	
Non-Exempt	16	16	16	16	16	16	16	16	16	17	
Part-Time	1	1	1	1	1	1	1	1	1	1	
Total Positions Authorized	20	21									

MAJOR FY 18-19 GOALS

- 1.) Adopt the 2018 Family of International Building Code
- 2.) Adopt the 2017 National Electric Code
- 3.) Adopt the 2015 Energy Conservation code as per state mandate.

Contact Us:
 Luis Vasquez
 Chief Building Official
 311 N. 15th St.
 McAllen, TX 78501
 (956) 681-1300

Building Permits & Inspections

www.mcallen.net/devservices/permits

Performance Measures					Description:
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19	
Inputs:					Our department reviews and inspect all aspects of building construction. Our staff consist of the Chief Building Official who oversees three divisions. Plans examiners intake permit applications and review for compliance to adopted building code. Clerks issue permits and collect fees. Building inspectors ensure structures are build according to approved permit. We are located at 311 N. 15th St. in the Development Center.
Total full time employees	19	19	19	19	
Department Expenditures	\$ 1,000,590	\$ 1,061,272	\$ 1,061,272	\$ 1,072,169	
Outputs:					
Residential permits issued	877	913	913	964.70	
Commercial permits issued	671	634	634	738.10	
Sub-Cont. Permits issued	4,216	4,083	4,083	4,637.60	
Construction inspections made	28,650	29,670	26,670	31,515	
Housing - Unsafe Housing inspected		350	350	-	
Condemned structures		97	97	-	
Plan review	3,592	2,779	2,779	3,951.20	
Effectiveness Measures:					
Permits - Residential Average Days Review	3	3	3	3	
Permits - Commercial Average Days Review	10	10	10	10	
Construction - Percent Inspections made on date requested	98%	98%	98%	98%	
Condemned structures cleared		56		-	
Plan review - Residential	2,014	1,213	1,213	2,215.40	
Plan review - Commercial	1,578	1,566	1,566	2,215.40	
Efficiency Measures:					
Average permits per Permit Technician	1,206	1,389	1,389	1,326.60	
Average permits per clerk	442	1,251	1,251	486.20	
Construction average inspections per Inspec	4,775	4,945	4,945	5,252.50	
Average inspections (housing)		350	350		
Plan review	3,592	2,779	2,779	3,951.20	
Department expenditures per capita					

**City of McAllen, Texas
Highways and Streets
Summary**

	Actual	Original	Adjusted	Estimated	Dept	City Mgr	Four Year Plan			
	16-17	Budget 17-18	Budget 17-18	17-18	Request 18-19	Recomm 18-19	19-20	20-21	21-22	22-23
BY DEPARTMENT										
Engineering	\$ 1,639,691	\$ 1,970,550	\$ 1,984,438	\$ 1,984,290	\$ 2,022,796	\$ 2,000,474	\$ 2,058,086	\$ 1,974,086	\$ 1,974,086	\$ 1,974,086
Street Maintenance	5,659,779	6,278,733	6,345,222	6,212,795	6,457,430	6,376,089	6,366,789	6,367,489	6,384,489	6,384,089
Street Lighting	2,468,884	1,262,879	2,318,750	2,318,750	2,318,750	2,318,750	2,418,750	2,518,750	2,518,750	2,518,750
Sidewalk Construction	280,242	342,308	343,851	305,737	379,764	342,360	336,960	336,960	343,960	342,860
Drainage	1,532,520	1,394,376	1,423,457	1,365,869	1,470,800	1,440,644	1,426,144	1,426,144	1,440,144	1,457,144
TOTAL	\$ 11,581,117	\$ 11,248,846	\$ 12,415,718	\$ 12,187,441	\$ 12,649,540	\$ 12,478,317	\$ 12,606,730	\$ 12,623,430	\$ 12,661,429	\$ 12,676,929
BY EXPENSE GROUP										
Personnel Services										
Salaries and Wages	\$ 3,350,017	\$ 3,735,545	\$ 3,773,798	\$ 3,546,762	\$ 3,855,140	\$ 3,777,722	\$ 3,777,722	\$ 3,777,722	\$ 3,777,722	\$ 3,777,722
Employee Benefits	1,056,861	1,223,135	1,228,607	1,228,607	1,232,352	1,201,625	1,201,627	1,201,627	1,201,626	1,201,626
Supplies	90,354	92,791	92,791	92,791	93,641	93,041	93,041	93,041	93,041	93,041
Other Services and Charges	3,231,567	1,974,099	3,029,970	3,024,045	3,075,182	3,070,764	3,170,764	3,270,764	3,270,764	3,270,764
Maintenance and Repair Services	3,838,481	4,216,276	4,283,552	4,288,235	4,316,276	4,276,276	4,276,276	4,276,276	4,276,276	4,276,276
Capital Outlay	13,838	7,000	7,000	7,000	76,949	58,889	87,300	4,000	42,000	57,500
TOTAL APPROPRIATIONS	\$ 11,581,117	\$ 11,248,846	\$ 12,415,718	\$ 12,187,441	\$ 12,649,540	\$ 12,478,319	\$ 12,606,730	\$ 12,623,430	\$ 12,661,429	\$ 12,676,929
PERSONNEL										
Engineering	27	27	27	27	27	27	27	27	27	27
Street Maintenance	39	43	43	43	45	46	43	43	43	43
Sidewalk Construction	3	6	6	6	7	6	7	7	7	7
Drainage	18	20	20	19	20	20	20	20	20	20
TOTAL PERSONNEL	87	96	96	95	99	99	97	97	97	97

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Engineering

			Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)			
COMPENSATION										
New Position	No. Positions	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1.	-	-		-	-	-	-	-		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
Revisions										
1.		-		-	-	-	-	-		
2.		-		-	-	-	-	-		
3.		-		-	-	-	-	-		
4.		-		-	-	-	-	-		
5.		-		-	-	-	-	-		
Total Compensation & Benefits			\$ 1,785,613	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES										
	1. < Please select category >									
	2. < Please select category >									
	3. < Please select category >									
	4. < Please select category >									
	5. < Please select category >									
Total Supplies		\$ 13,000						\$ -	\$ -	
OTHER SERVICES & CHARGES										
	1. Rental-depreciation fun							4,262		Rental Depreciation adjustment
	2. < Please select category >									
	3. < Please select category >									
	4. < Please select category >									
	5. < Please select category >									
Total Other Services & Charges		\$ 137,327						\$ 4,262	\$ -	
MAINTENANCE										
	1. < Please select category >							-		
	2. < Please select category >									
	3. < Please select category >									
	4. < Please select category >									
	5. < Please select category >									
Total Maintenance		\$ 34,610						\$ -	\$ -	
CAPITAL OUTLAY										
	** See Attached Form DP-1									
Total Capital Outlay								\$ 44,449	\$ 26,389	
TOTAL		\$ 1,970,550						\$ 48,711	\$ 26,389	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: General
 DEPARTMENT: Engineering

Computer-Software				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Mirostation	\$5,360	2	\$10,720	CAD software roadway and drainage projects
Auto Cad	\$2,155	1	\$2,155	Update to current version
Civil storm	\$1,374	1	\$1,374	Software for H&H analysis of storm systems
Mirostation	\$5,360	1	\$5,360	
	\$0		\$0	
TOTAL			\$8,889	

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Large Format Copier/Scanner	\$17,500	1	\$17,500	Previous Scanner is no longer operable
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$17,500	

Office Furniture/equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Panels/partitions	\$10,000	1	\$10,000	Replace worn partitions for 8 cubicles
Bookcases	\$540	5	\$2,700	New bookcases for 5 cubicles
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$26,389
--------------------	-----------------

2019

011-3002 Engineering

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-3002-431-60-01 Compensation / Exempt	669,027	820,128	318,151	820,128	838,216	838,216
011-3002-431-60-02 Compensation / Non-exempt	490,876	533,855	248,866	533,855	526,676	526,676
011-3002-431-60-06 Compensation / Part time	2,285	-	-	-	-	-
011-3002-431-60-10 Compensation / Overtime	1,152	17,781	587	17,781	17,781	17,781
011-3002-431-60-14 Compensation / Car allowance	31,600	42,000	15,000	42,000	42,000	42,000
011-3002-431-60-17 Compensation / Telephone	9,340	10,860	4,610	10,860	10,860	10,860
60	1,204,279	1,424,624	587,214	1,424,624	1,435,533	1,435,533
011-3002-431-61-30 Benefits / Social security	93,412	108,983	49,797	108,983	109,818	109,818
011-3002-431-61-36 Benefits / Retirement	97,733	112,395	54,575	112,395	114,125	114,125
011-3002-431-61-40 Benefits / Unemployment tax	354	4,617	3,908	4,617	486	486
011-3002-431-61-46 Benefits / Workers' comp-	9,483	20,311	2,224	20,311	7,235	7,235
011-3002-431-61-50 Benefits / Health cost	101,485	114,744	59,662	114,744	107,976	107,976
011-3002-431-61-52 Benefits / Life insurance	847	2,222	452	2,222	2,370	2,370
011-3002-431-61-53 Benefits / Retiree health ins (ARC)	13,189	11,605	6,808	11,605	11,605	11,605
011-3002-431-61-56 Benefits/pension cost-tmrs	-	-	-	-	-	-
61	316,502	374,877	177,426	374,877	353,615	353,615
011-3002-433-62-02 Supplies / Office	6,704	6,000	2,567	6,000	6,000	6,000
011-3002-433-62-04 Supplies / Operating	1,791	2,500	69	2,500	2,500	2,500
011-3002-433-62-18 Supplies / Clothing & uniform	3,090	4,500	555	4,500	4,500	4,500
62	11,585	13,000	3,191	13,000	13,000	13,000
011-3002-434-63-14 Other services & charges / Dues & subscrip	5,265	7,500	4,472	7,500	7,500	7,500
011-3002-434-63-18 Other services & charges / Eng- & architect f	-	18,000	-	12,110	18,000	18,000
011-3002-434-63-19 Other services & charges / Laserfiche	-	-	-	-	-	-
011-3002-434-63-23 Other services & charges / Online svc/networ	960	700	910	1,000	700	700
011-3002-434-63-45 Other services & charges / Professional	11,868	55,000	35,896	55,000	55,000	55,000
011-3002-434-63-52 Other services & charges / Rental & contract	8,325	6,650	3,573	6,650	6,650	6,650
011-3002-434-63-64 Other services & charges / Training	8,108	8,000	2,399	8,000	8,000	8,000
011-3002-434-63-65 Other services & charges / Travel	5,037	9,876	5,330	9,876	9,876	9,876
011-3002-434-63-75 Other services & charges / Rental-general de	26,813	31,213	15,606	31,213	35,475	31,213
011-3002-434-63-80 Other services & charges / Bad debt	-	-	-	-	-	-
011-3002-434-63-89 Other service and charges / Credit card fees	-	-	-	-	-	-
011-3002-434-63-99 Other services & charges / Miscellaneous	540	388	220	440	388	388
63	66,916	137,327	68,406	131,789	141,589	137,327

2019

011-3002 Engineering

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-3002-435-65-04 Maintenance / Computer/software	13,518	14,000	-	14,000	14,000	14,000
011-3002-435-65-08 Maintenance / Equipment	377	1,500	470	1,500	1,500	1,500
011-3002-435-65-16 Maintenance / Vehicles	8,942	9,000	7,712	12,500	9,000	9,000
011-3002-435-65-17 Maintenance / Fuel & lubricants	13,448	10,110	7,121	12,000	10,110	10,110
65	36,285	34,610	15,302	40,000	34,610	34,610
011-3002-436-66-14 Capital outlay / Vehicles	-	-	-	-	-	-
011-3002-436-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	12,700	-
011-3002-436-66-18 Capital outlay / Books	-	-	-	-	-	-
011-3002-436-66-20 Capital outlay / Equipment	2,695	-	833	-	17,500	17,500
011-3002-436-66-22 Capital outlay / Computer-hardware	-	-	-	-	-	-
011-3002-436-66-24 Capital outlay / Computer-software	-	-	-	-	14,249	8,889
011-3002-436-66-99 Capital outlay / Non-capitalized	1,430	-	2,117	-	-	-
66	4,125	-	2,950	-	44,449	26,389
011-3002-437-89-69 Other expenses / Payroll reimbursements	-	-	-	-	-	-
89	-	-	-	-	-	-
011-3002 Engineering	\$ 1,639,691	\$ 1,984,438	\$ 854,490	\$ 1,984,290	\$ 2,022,796	\$ 2,000,474

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
3002	Engineering	1			Director Engineering	FILLED	\$ 110,644
3002	Engineering	1			Capital Project Engineer	FILLED	80,329
3002	Engineering	1			Construction Manager - CF	FILLED	65,658
3002	Engineering	1			Construction Manager	FILLED	65,658
3002	Engineering	1			Deputy Director Engineering	FILLED	102,485
3002	Engineering	1			Designer	FILLED	70,000
3002	Engineering	1			Designer	FILLED	46,954
3002	Engineering	1			Designer/Subdivision Coordinator	FILLED	46,954
3002	Engineering	1			Development Engineer	FILLED	80,330
3002	Engineering	1			Drainage Engineer	FILLED	84,824
3002	Engineering	1			Transportation Engineer	UNFILLED	82,580
3002	Engineering	0			Certification Pay (EMP)		1,800
		<u>11</u>	1				838,216
3002	Engineering		1		Administrative Supervisor	FILLED	38,522
3002	Engineering		1		Engineering Inspector	FILLED	32,032
3002	Engineering		1		Engineering Inspector	FILLED	32,032
3002	Engineering		1		Engineering Inspector	FILLED	32,032
3002	Engineering		1		Engineering Tech I	FILLED	26,915
3002	Engineering		1		Engineering Tech I	FILLED	28,704
3002	Engineering		1		Engineering Tech II	FILLED	30,222
3002	Engineering		1		Engineering Tech III	FILLED	35,152
3002	Engineering		1		Engineering Tech III	FILLED	36,317
3002	Engineering		1		Lead Engineering Tech	FILLED	38,376
3002	Engineering		1		Secretary	FILLED	25,896
3002	Engineering		1		Secretary	FILLED	25,875
3002	Engineering		1		Secretary	FILLED	25,896
3002	Engineering		1		Senior Engineering Inspector	FILLED	35,630
3002	Engineering		1		Senior Engineering Inspector	FILLED	35,630
3002	Engineering		1		Utility Coordinator/Working Sprvsr	FILLED	47,445
			<u>16</u>				526,676
					OVERTIME		17,781
					CAR ALLOWANCE		42,000
					TELEPHONE		10,860
							<u>70,641</u>
CURRENT POSITIONS			27				\$ 1,435,533



Mission Statement:
The Engineering Department designs, manages and guides the construction of public infrastructure and buildings while ensuring quality and safety to all who visit, live and conduct business within the boundary of our City.

Department Summary											
Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 1,204,279	\$ 1,412,474	\$ 1,424,624	\$ 1,424,624	\$ 1,435,533	\$ 1,435,533	\$ 1,435,533	\$ 1,435,533	\$ 1,435,533	\$ 1,435,533	\$ 1,435,533
Employee Benefits	316,502	373,139	374,877	374,877	353,615	353,615	353,616	353,616	353,616	353,616	353,616
Supplies	11,585	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000
Other Services and Charges	66,916	137,327	137,327	131,789	141,589	137,327	137,327	137,327	137,327	137,327	137,327
Maintenance	36,285	34,610	34,610	40,000	34,610	34,610	34,610	34,610	34,610	34,610	34,610
Operations Subtotal	1,635,567	1,970,550	1,984,438	1,984,290	1,978,347	1,974,085	1,974,086	1,974,086	1,974,086	1,974,086	1,974,086
Capital Outlay	4,125	-	-	-	44,449	26,389	84,000	-	-	-	-
Total Expenditures	\$ 1,639,691	\$ 1,970,550	\$ 1,984,438	\$ 1,984,290	\$ 2,022,796	\$ 2,000,474	\$ 2,058,086	\$ 1,974,086	\$ 1,974,086	\$ 1,974,086	\$ 1,974,086
PERSONNEL											
Exempt	11	11	11	11	11	11	11	11	11	11	11
Non-Exempt	16	16	16	16	16	16	16	16	16	16	16
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	27										

Contact Us:
Yvette Barrera, PE
City Engineer
311 N.15th
McAllen, TX 78501
(956) 681-1150

MAJOR FY 18-19 GOALS

- 1.) Completion of 2013 Bond roadway and intersection improvement projects.
- 2.) Implementation Projects from Drainage Utility Fee, TIRZ 2, HMGP and other funding sources
- 3.) Completion of Roadway Masterplan and funding mechanisms.
- 4.) Seek grant oppurtunities for paving and drainage improvements.

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees staff engineers / designers/ const. mgrs.	11	11	11	11
Number of full time employees / support staff	15	15	15	16
Number of full time employees staff / staff engineers	6	7	6	6
Department Expenditures	\$ 1,639,691	\$ 1,984,438	\$ 1,609,413	\$ 2,000,474
Outputs:				
Number of construction contracts executed	50	16	50	40
Number of in-house projects designed	55	8	60	40
Number of architect / engineer / survey consulting contracts monitored	23	8	50	40
Number of ROW permits processed / inspected / request for service	560	530	530	530
Number of subdivision plat & construction plans reviewed	130	120	120	120
Effectiveness Measures:				
Percent of projects designed within budget	95%	96%	96%	96%
Number of construction contracts completed within contract time	80%	96%	96%	96%
ROW permits reviewed within 1 working day	95%	95%	95%	95%
Number of Subdivisions reviewed within 5 working days	90%	90%	90%	90%
Efficiency Measures:				
Number of construction contracts executed per full time employee - Engineer Staff	5	6	5	4
Number of in-house projects designed per full time employee - Engineer Staff	9	9	10	7
Number of A/E Consulting contracts monitored per full time employee - Engineer Staff	4	7	8	7
Number of ROW permits processed / inspected per full time employee - Support Staff	37	15	35	33
Number of Subdivisions reviewed per full time employee - Engineer Staff	65	75	60	60
Citizen satisfaction with storm drainage	85%	85%	85%	85%
Internal Customer Satisfaction with Design Services	85%	85%	85%	85%
Internal Customer Satisfaction with Construction Management Services	85%	85%	85%	85%
Internal Customer Satisfaction with Inspection Services	85%	85%	85%	85%
Department expenditures per capita	\$ 11.46	\$ 13.65	\$ 11.08	\$ 13.54

Description:

The Engineering Department is responsible for the design and inspection of public infrastructure improvements that include water, sanitary sewer, paving, drainage, and public facilities. Our department has 36 employees and is located in the Development Center. Additionally, the Traffic Operations Division falls within the Engineering Department; its office is located at 210 N. 20th Street.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Street Maintenance

		Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)			
COMPENSATION									
New Position	No. Positions	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1. HEO IIB	2	34,362	68,724	-	-	26,076	94,800		
2.	-	-	-	-	-	-	-		
3.	-	-	-	-	-	-	-		
4.	-	-	-	-	-	-	-		
5.	-	-	-	-	-	-	-		
6.	-	-	-	-	-	-	-		
7.	-	-	-	-	-	-	-		
8.	-	-	-	-	-	-	-		
9.	-	-	-	-	-	-	-		
Totals	2	34,362	-	-	-	-	-		
Revisions									
1.	-	-	-	-	-	-	-		
2.	-	-	-	-	-	-	-		
3.	-	-	-	-	-	-	-		
4.	-	-	-	-	-	-	-		
5.	-	-	-	-	-	-	-		
Total Compensation & Benefits		\$ 2,002,543	\$ 68,724	\$ -	\$ -	\$ 26,076	\$ 94,800	\$ 23,709	
SUPPLIES									
1.	Clothing & uniform						500	250	Uniforms for two (2) HEOs requested
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Supplies		\$ 29,607					\$ 500	\$ 250	
OTHER SERVICES & CHARGES									
1.	Rental-depreciation fun						26,949	26,949	Rental Depreciation adjustment
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Other Services & Charges		\$ 389,514					\$ 26,949	\$ 26,949	
MAINTENANCE									
1.	Fuel & lubricants						50,000	40,000	This line item has historically been under funded, based on the fuel consumption required for the heavy equipment utilized on a daily basis.
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Maintenance		\$ 3,857,072					\$ 50,000	\$ 40,000	
CAPITAL OUTLAY									
** See Attached Form DP-1									
Total Capital Outlay		\$ -					\$ 12,600	\$ 12,600	
TOTAL		\$ 6,278,736					\$ 184,849	\$ 103,508	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: General
 DEPARTMENT: Street Maintenance

Computer-Hardware				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Tablet PCs	\$1,200	8	\$9,600	These will replace the Dell Venue tablets which are problematic and not suited for mobile workforce management.
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$9,600	

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Mobile Radios	\$3,000	1	\$3,000	This radio is for unit SD8014 (Water Truck). It has never had a radio.
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$3,000	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$12,600
--------------------	-----------------

2019

011-3022 Street maintenance

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-3022-431-60-01 Compensation / Exempt	101,617	102,517	83,034	102,517	101,617	101,617
011-3022-431-60-02 Compensation / Non-exempt	1,202,642	1,310,795	574,568	1,179,716	1,364,255	1,312,712
011-3022-431-60-10 Compensation / Overtime	41,990	48,032	16,957	48,000	48,032	48,032
011-3022-431-60-16 Compensation / Clothing allowance	-	-	-	3,120	-	-
011-3022-431-60-17 Compensation / Telephone	2,160	3,120	1,080	-	3,120	3,120
60	1,348,409	1,464,464	675,639	1,333,353	1,517,024	1,465,481
011-3022-431-61-30 Benefits / Social security	98,377	112,031	48,965	112,031	116,052	112,109
011-3022-431-61-36 Benefits / Retirement	102,787	112,766	53,057	112,766	120,603	116,506
011-3022-431-61-40 Benefits / Unemployment tax	401	7,353	5,809	7,353	810	792
011-3022-431-61-46 Benefits / Workers' comp-	111,066	135,429	53,488	135,429	133,030	129,829
011-3022-431-61-50 Benefits / Health cost	155,467	175,272	72,042	175,272	188,832	180,588
011-3022-431-61-52 Benefits / Life insurance	1,113	2,424	528	2,424	2,486	2,441
011-3022-431-61-53 Benefits / Retiree health ins (ARC)	14,408	12,351	7,308	12,351	12,351	12,351
61	483,618	557,626	241,196	557,626	574,164	554,616
011-3022-433-62-02 Supplies / Office	1,504	1,539	698	1,539	1,539	1,539
011-3022-433-62-04 Supplies / Operating	12,166	12,000	5,199	12,000	12,000	12,000
011-3022-433-62-12 Supplies / Small tools/minor equip-	6,036	6,300	2,163	6,300	6,300	6,300
011-3022-433-62-18 Supplies / Clothing & uniform	11,950	9,768	5,794	9,768	10,268	10,018
011-3022-433-62-20 Supplies / Chemical	-	-	-	-	-	-
62	31,656	29,607	13,853	29,607	30,107	29,857
011-3022-434-63-14 Other services & charges / Dues & subscripti	45	150	-	150	150	150
011-3022-434-63-23 Other services & charges / Online svc/networ	1,156	500	296	500	500	500
011-3022-434-63-52 Other services & charges / Rental & contract	8,966	9,850	3,701	9,850	9,850	9,850
011-3022-434-63-65 Other services & charges / Travel	1,405	2,105	-	2,105	2,105	2,105
011-3022-434-63-69 Other services & charges / Utilities-telephone	-	392	-	392	392	392
011-3022-434-63-75 Other services & charges / Rental-general de	329,083	376,017	188,004	376,017	402,966	402,966
011-3022-434-63-99 Other services & charges / Miscellaneous	770	500	300	500	500	500
63	341,425	389,514	192,301	389,514	416,463	416,463
011-3022-435-65-08 Maintenance / Equipment	107,410	136,000	27,105	136,000	136,000	136,000
011-3022-435-65-13 Maintenance / Ditches	1,562	3,000	-	3,000	3,000	3,000
011-3022-435-65-14 Maintenance / Streets	192,579	220,600	68,060	220,600	220,600	220,600
011-3022-435-65-15 Maintenance / Repaving	2,743,139	3,221,595	34,848	3,221,595	3,221,595	3,221,595

2019

011-3022 Street maintenance

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-3022-435-65-16 Maintenance / Vehicles	229,658	120,000	107,155	120,000	120,000	120,000
011-3022-435-65-17 Maintenance / Fuel & lubricants	124,076	130,316	66,101	129,000	133,377	123,377
011-3022-435-65-18 Maintenance / Railroad	52,866	72,500	40,578	72,500	72,500	72,500
65	3,451,288	3,904,011	343,847	3,902,695	3,907,072	3,897,072
011-3022-436-66-14 Capital outlay / Vehicles	-	-	-	-	-	-
011-3022-436-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
011-3022-436-66-20 Capital outlay / Equipment	-	-	-	-	3,000	3,000
011-3022-436-66-22 Capital outlay / Computer-hardware	-	-	-	-	9,600	9,600
011-3022-436-66-30 Capital outlay / Imprv- other than buildgs	-	-	-	-	-	-
011-3022-436-66-99 Capital outlay / Non-capitalized	3,383	-	-	-	-	-
66	3,383	-	-	-	12,600	12,600
011-3022 Street Maintenance	\$ 5,659,779	\$ 6,345,222	\$ 1,466,837	\$ 6,212,795	\$ 6,457,430	\$ 6,376,089

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
3022	Street Maintenance	1			Street & Drainage Manager	FILLED	\$ 58,940
3022	Street Maintenance	1			Street Maint Supervisor	FILLED	42,677
		<u>2</u>					101,617
3022	Street Maintenance		1		HEO I B	FILLED	32,406
3022	Street Maintenance		1		HEO I B	FILLED	32,406
3022	Street Maintenance		1		HEO I B	FILLED	32,406
3022	Street Maintenance		1		HEO I B	FILLED	32,406
3022	Street Maintenance		1		HEO I B	FILLED	32,406
3022	Street Maintenance		1		HEO I B	FILLED	32,406
			<u>6</u>				194,436
3022	Street Maintenance		1		HEO II A	FILLED	35,589
3022	Street Maintenance		1		HEO II A	FILLED	35,589
3022	Street Maintenance		1		HEO II A	FILLED	35,589
3022	Street Maintenance		1		HEO II A	FILLED	35,589
3022	Street Maintenance		1		HEO II A	FILLED	35,589
3022	Street Maintenance		1		HEO II A	FILLED	35,589
3022	Street Maintenance		1		HEO II A	FILLED	35,589
			<u>7</u>				249,123
3022	Street Maintenance		1		HEO II B	FILLED	34,362
3022	Street Maintenance		1		HEO II B	FILLED	34,362
3022	Street Maintenance		1		HEO II B	FILLED	34,362
3022	Street Maintenance		1		HEO II B	FILLED	34,362
3022	Street Maintenance		1		HEO II B	FILLED	34,362
3022	Street Maintenance		1		HEO II B	FILLED	34,362
3022	Street Maintenance		1		HEO II B	UNFILLED	29,370
3022	Street Maintenance		1		HEO II B	APPROVED - ½ YEAR	17,181
3022	Street Maintenance		0		HEO II B	NOT APPROVED	-
			<u>8</u>				252,723
3022	Street Maintenance		1		HEO III	FILLED	37,066
3022	Street Maintenance		1		HEO III	FILLED	37,066
3022	Street Maintenance		1		HEO III	FILLED	37,066
3022	Street Maintenance		1		HEO III	FILLED	37,066
			<u>4</u>				148,264
3022	Street Maintenance		1		Maintenance Worker	FILLED	23,878
3022	Street Maintenance		1		Maintenance Worker	FILLED	23,858
3022	Street Maintenance		1		Maintenance Worker	FILLED	23,878
3022	Street Maintenance		1		Maintenance Worker	FILLED	23,920

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
3022	Street Maintenance		1		Maintenance Worker	FILLED	23,920
3022	Street Maintenance		1		Maintenance Worker	UNFILLED	24,752
3022	Street Maintenance		1		Maintenance Worker	FILLED	24,170
3022	Street Maintenance		1		Maintenance Worker	UNFILLED	23,858
3022	Street Maintenance		1		Maintenance Worker	UNFILLED	23,171
			<u>9</u>				<u>215,405</u>
3022	Street Maintenance		1		Senior Administrative Clerk	FILLED	28,808
			<u>1</u>				<u>28,808</u>
3022	Street Maintenance		1		Senior Maintenance Worker	FILLED	25,875
3022	Street Maintenance		1		Senior Maintenance Worker	FILLED	25,875
3022	Street Maintenance		1		Senior Maintenance Worker	FILLED	25,896
			<u>3</u>				<u>77,646</u>
3022	Street Maintenance		1		Crew Leader A	FILLED	38,688
3022	Street Maintenance		1		Crew Leader A	FILLED	38,688
3022	Street Maintenance		1		Crew Leader A	UNFILLED	38,688
			<u>3</u>				<u>116,064</u>
3022	Street Maintenance		1		Welder	FILLED	30,243
	TOTALS FOR NON-EXEMPT		<u>42</u>				<u>1,312,712</u>
					OVERTIME		48,032
					TELEPHONE		3,120
							<u>51,152</u>
	CURRENT POSITIONS		<u>44</u>				<u>\$ 1,465,481</u>



Mission Statement:
Dedicated to keeping all city streets and alley ways safe for vehicular traffic. Street maintenance will maintain city streets and alleys through crack sealing, pothole patching, alley reconstruction and street paving programs. This service shall be provided with a safe professional, reliable, efficient, and eager to help disposition.

Department Summary											
Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 1,348,409	\$ 1,447,361	\$ 1,464,464	\$ 1,333,353	\$ 1,517,024	\$ 1,465,481	\$ 1,465,481	\$ 1,465,481	\$ 1,465,481	\$ 1,465,481	\$ 1,465,481
Employee Benefits	483,618	555,179	557,626	557,626	574,164	554,616	554,616	554,616	554,616	554,616	554,616
Supplies	31,656	29,607	29,607	29,607	30,107	29,857	29,857	29,857	29,857	29,857	29,857
Other Services and Charges	341,425	389,514	389,514	389,514	416,463	416,463	416,463	416,463	416,463	416,463	416,463
Maintenance	3,451,288	3,857,072	3,904,011	3,902,695	3,907,072	3,897,072	3,897,072	3,897,072	3,897,072	3,897,072	3,897,072
Operations Subtotal	5,656,396	6,278,733	6,345,222	6,212,795	6,444,830	6,363,489	6,363,489	6,363,489	6,363,489	6,363,489	6,363,489
Capital Outlay	3,383	-	-	-	12,600	12,600	3,300	4,000	21,000	20,600	
Total Expenditures	\$ 5,659,779	\$ 6,278,733	\$ 6,345,222	\$ 6,212,795	\$ 6,457,430	\$ 6,376,089	\$ 6,366,789	\$ 6,367,489	\$ 6,384,489	\$ 6,384,089	
PERSONNEL											
Exempt	2	2	2	2	2	2	2	2	2	2	2
Non-Exempt	37	41	41	41	43	44	41	41	41	41	41
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	39	43	43	43	45	46	43	43	43	43	43

MAJOR FY 18-19 GOALS

- 1.) Repave 45 alleys per year through the Alley Rehabilitation program.
- 2.) Target a 10% annual repaving/pavement restoration of all street inventory.
- 3.) Construct the "Citizen Drop Off" site for debris, brush and recyclable items.

Contact Us:
Elvira Alonzo CPM
Public Works
Director
4201 N. Bentsen
Road
McAllen, TX 78504
(956) 681-4000

Street Maintenance

www.mcallenpublicworks.net

Performance Measures

	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of pothole crews	4	4	4	4
Number of full time employees	39	43	43	45
Department Expenditures	\$5,659,779	\$ 6,298,283	\$ 6,212,795	\$ 6,376,089
Total street inventory - paved center line miles	824	824	824	824
Total street inventory- unpaved center line miles	13	13	13	13
Total alley inventory - paved center line miles	71	71	71	71
Total alley inventory -unpaved center line miles	70	70	70	70
Outputs:				
Pothole patching citizen requested work orders - New	N/A	N/A	744	744
Pothole patching in-house work orders - New	N/A	N/A	2,288	2,288
Number of potholes patched - New	N/A	N/A	24,914	24,914
Potholes patched square feet - New	N/A	N/A	182,562	182,562
Street Repair Caliche- Center line miles - New	N/A	N/A		
Alley rehabilitation caliche - linear feet	17,726	25,000	17,330	17,330
Alley rehabilitation asphalt - linear feet*	12,729	10,000	10,000	10,000
Crack sealing - linear feet	-	50,000	1,870	1,870
Storm/emergency incident response	19	20	10	10
Center lane miles recycled	12.0	12.0	12.0	12.0
Preservation - Linear miles	N/A	22.0	22.0	22.0
Effectiveness Measures:				
Number of employee per center line- mile	1.15%	1.16	1.16	1.11
Citizens Rating for Street Repair - Transportation Services*	71%	71%	71%	71%
Efficiency Measures:				
Total street inventory per employee	19.16	19.16	19.16	18.31
Total alley inventory per employee	3.3	72.6	71.7	71.6
Number of potholes patched per crew- annually	3.0	32.2	32.2	31.3
Number of pothole work orders per crew- annually				
Pothole patching work orders - per crew per day	129	148	115	115
Alley rehabilitation - linear feet per day	\$ 127.00	\$ 38.46	\$ 38.46	\$ 38.46
Department expenditures per capita	\$ 38.43	\$ 43.34	\$ 42.77	\$ 43.16

N/A=Not Available, N/P=Not Provided

Description:

The Street Maintenance Department is a division of Public Works. Through its staff of forty (40) employees the department maintains all city streets and alleys through crack sealing, pothole patching, repaving and pavement reconstruction. Proper street maintenance programs extend the life and ridability of city streets and alleys for our citizens.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Street Lights

		Baseline					Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
COMPENSATION									
New Position	No. Position		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1.	-		-	-	-	-	-		
2.	-		-	-	-	-	-		
3.	-		-	-	-	-	-		
4.	-		-	-	-	-	-		
Revisions									
1.			-	-	-	-	-		
2.			-	-	-	-	-		
3.			-	-	-	-	-		
4.			-	-	-	-	-		
5.			-	-	-	-	-		
Total Compensation & Benefits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Supplies		\$ -					\$ -	\$ -	
OTHER SERVICES & CHARGES									
	1. Utilities-electric						1,055,871	1,055,871	adjustment
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Other Services & Charges		\$ -					\$ 1,055,871	\$ 1,055,871	
MAINTENANCE									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Maintenance		\$ -					\$ -	\$ -	
CAPITAL OUTLAY									
	** See Attached Form DP-1								
Total Capital Outlay							\$ -	\$ -	
TOTAL							\$ 1,055,871	\$ 1,055,871	

2019

011-3024 Street lighting

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-3024-434-63-67 Other services & charges / Utilities-electric 63	2,411,851	2,246,075	1,123,038	2,246,075	2,246,075	2,246,075
	2,411,851	2,246,075	1,123,038	2,246,075	2,246,075	2,246,075
011-3024-435-65-14 Maintenance / Streets 65	57,033	72,675	25,524	72,675	72,675	72,675
	57,033	72,675	25,524	72,675	72,675	72,675
011-3024-436-66-20 Capital outlay / Equipment	-	-	-	-	-	-
011-3024-436-66-99 Capital outlay / Non-capitalized 66	-	-	-	-	-	-
	-	-	-	-	-	-
011-3024 Street Lighting	\$ 2,468,884	\$ 2,318,750	\$ 1,148,562	\$ 2,318,750	\$ 2,318,750	\$ 2,318,750



Mission Statement:	Department Summary											
	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm. 18-19	Four Year Plan					
							19-20	20-21	21-22	22-23		
To provide street lighting in residential and commercial areas.	Expenditure Detail:											
	Personnel Services											
	Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Employee Benefits	-	-	-	-	-	-	-	-	-	-	-
	Supplies	-	-	-	-	-	-	-	-	-	-	-
	Other Services and Charges	2,411,851	1,190,204	2,246,075	2,246,075	2,246,075	2,246,075	2,346,075	2,446,075	2,446,075	2,446,075	2,446,075
	Maintenance	57,033	72,675	72,675	72,675	72,675	72,675	72,675	72,675	72,675	72,675	72,675
	Operations Subtotal	2,468,884	1,262,879	2,318,750	2,318,750	2,318,750	2,318,750	2,418,750	2,518,750	2,518,750	2,518,750	2,518,750
	Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
	Total Expenditures	\$ 2,468,884	\$ 1,262,879	\$ 2,318,750	\$ 2,318,750	\$ 2,318,750	\$ 2,318,750	\$ 2,418,750	\$ 2,518,750	\$ 2,518,750	\$ 2,518,750	\$ 2,518,750

Contact Us:
Eduardo Mendoza
Director of
Traffic Operations
210 N. 20th Street
McAllen, TX 78501
(956) 681-2700

MAJOR FY 18-19 GOALS

- 1.) Install street lights in areas of the spacing is not compliant with City standards as requested by residents.
- 2.) Upgrade street lights in areas of the city where the street lights are out of date.

Street Lighting

www.mcallen.net/departments/traffic/signalsandsigns

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Department Expenditures	\$ 2,468,884	\$ 2,318,750	\$ 2,318,750	\$ 2,318,750
Outputs:				
Number of street lights inspected	16,346	16,346	16,400	16,400
Efficiency Measures:				
Number of street lights inspected per full time employee	584	584	683	683
Number of lights per citizen per 1000	112	112		
Department expenditures per capita	\$ 17.26	\$ 15.95	\$ 15.96	\$ 15.70

Description:
 The responsibility for Street Lighting is under the direction of the Traffic Operations Department. The Traffic Operations Department is responsible for installing street lights in new areas, maintaining the expressway lighting, and reporting malfunctioning street lights to the appropriate electric provider.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: SIDEWALK CONSTRUCTION

	Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
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COMPENSATION

New Position	No. Positions	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	
1. Sr. Maintenance Worker	1	25,875	25,875	-	-	11,180	37,055	Increase workforce by one (1) Sr. Maintenance Worker to meet performance measures, maintenance responsibilities and operational needs.
2.	-	-	-	-	-	-	-	
3.	-	-	-	-	-	-	-	
4.	-	-	-	-	-	-	-	
5.	-	-	-	-	-	-	-	
Totals	1	25,875	-	-	-	-	-	

Revisions

1.	-	-	-	-	-	-	-	
2.	-	-	-	-	-	-	-	
3.	-	-	-	-	-	-	-	
4.	-	-	-	-	-	-	-	
5.	-	-	-	-	-	-	-	

Total Compensation & Benefits \$ 213,314 \$ 25,875 \$ - \$ - \$ 11,180 \$ 37,055 \$ -

SUPPLIES

1. Clothing & uniform							350	This increase will provide uniforms, and PPE for the Sr. Maintenance position.
2. < Please select category >								
3. < Please select category >								
4. < Please select category >								
5. < Please select category >								
Total Supplies							\$ 350	\$ -

OTHER SERVICES & CHARGES

1. Rental-depreciation fun							1,833	1,833	Rental Depreciation adjustment
2. < Please select category >									
3. < Please select category >									
4. < Please select category >									
5. < Please select category >									
Total Other Services & Charges							\$ 1,833	\$ 1,833	

MAINTENANCE

1. < Please select category >									
2. < Please select category >									
3. < Please select category >									
4. < Please select category >									
5. < Please select category >									
Total Maintenance							\$ -	\$ -	

CAPITAL OUTLAY

** See Attached Form DP-1									
Total Capital Outlay							\$ 5,400	\$ 5,400	
TOTAL		\$ 305,308					\$ 44,638	\$ 7,233	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: General
 DEPARTMENT: Sidewalk Construction

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Mobile radio	\$3,000	1	\$3,000	This radio is for the Sidewalk supervisor truck SD 2509, which was not included in the radio transition project.
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$3,000	

Computer-Hardware				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Tablet PCs	\$1,200	2	\$2,400	These will replace the Dell Venue tablets which are problematic and not suited for mobile workforce management.
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$2,400	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total **\$5,400**

2019

011-3026 Sidewalk construction

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-3026-431-60-01 Compensation / Exempt	42,677	43,127	20,968	43,127	42,677	42,677
011-3026-431-60-02 Compensation / Non-exempt	86,826	129,547	26,352	91,433	154,522	128,647
011-3026-431-60-10 Compensation / Overtime	2,375	4,000	1,848	4,000	4,000	4,000
011-3026-431-60-16 Compensation / Clothing allowance	-	-	-	720	-	-
011-3026-431-60-17 Compensation / Telephone	720	720	360	-	720	720
60	132,597	177,394	49,528	139,280	201,919	176,044
011-3026-431-61-30 Benefits / Social security	9,658	13,570	3,773	13,570	15,446	13,467
011-3026-431-61-36 Benefits / Retirement	10,106	13,997	4,118	13,997	16,052	13,995
011-3026-431-61-40 Benefits / Unemployment tax	45	1,026	415	1,026	126	108
011-3026-431-61-46 Benefits / Workers' comp-	5,782	10,889	1,334	10,889	10,576	8,969
011-3026-431-61-50 Benefits / Health cost	18,396	26,136	6,108	26,136	34,200	28,704
011-3026-431-61-52 Benefits / Life insurance	111	297	41	297	320	297
011-3026-431-61-53 Benefits / Retiree health ins (ARC)	1,752	1,548	973	1,548	1,548	1,548
61	45,850	67,463	16,763	67,463	78,268	67,089
011-3026-433-62-04 Supplies / Operating	25,669	26,000	10,941	26,000	26,000	26,000
011-3026-433-62-12 Supplies / Small tools/minor equip-	2,189	1,932	526	1,932	1,932	1,932
011-3026-433-62-18 Supplies / Clothing & uniform	1,485	2,200	998	2,200	2,550	2,200
62	29,344	30,132	12,465	30,132	30,482	30,132
011-3026-434-63-64 Other services & charges / Training	-	-	-	-	-	-
011-3026-434-63-75 Other services & charges / Rental-general de	40,333	33,917	16,956	33,917	35,750	35,750
011-3026-434-63-99 Other services & charges / Miscellaneous	90	75	40	75	75	75
63	40,423	33,992	16,996	33,992	35,825	35,825
011-3026-435-65-08 Maintenance / Equipment	18,650	7,125	885	7,125	7,125	7,125
011-3026-435-65-16 Maintenance / Vehicles	5,614	12,000	9,726	12,000	12,000	12,000
011-3026-435-65-17 Maintenance / Fuel & lubricants	7,764	8,745	3,801	8,745	8,745	8,745
65	32,028	27,870	14,412	27,870	27,870	27,870
011-3026-436-66-20 Capital outlay / Equipment	-	7,000	5,561	7,000	5,400	5,400
011-3026-436-66-30 Capital outlay / Imprv- other than buildgs	-	-	-	-	-	-
011-3026-436-66-99 Capital outlay / Non-capitalized	-	-	180	-	-	-
66	-	7,000	5,741	7,000	5,400	5,400

011-3026 Sidewalk Construction	\$ 280,242	\$ 343,851	\$ 115,905	\$ 305,737	\$ 379,764	\$ 342,360
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CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
3026	Sidewalk Construction	1			Sidewalk Const Supervisor	FILLED	\$ 42,677
		1					<u>42,677</u>
3026	Sidewalk Construction		0		Senior Maintenance Worker	NOT APPROVED	-
3026	Sidewalk Construction		1		Senior Maintenance Worker	FILLED	25,875
3026	Sidewalk Construction		1		Senior Maintenance Worker	FILLED	25,875
3026	Sidewalk Construction		1		Senior Maintenance Worker	UNFILLED	25,875
3026	Sidewalk Construction		1		Senior Maintenance Worker	UNFILLED	25,896
3026	Sidewalk Construction		1		Senior Maintenance Worker	UNFILLED	25,126
			<u>5</u>				<u>128,647</u>
					OVERTIME		4,000
					TELEPHONE		720
							<u>4,720</u>
	CURRENT POSITIONS		6				\$ 176,044

CITY OF McALLEN, TEXAS
ROLLING STOCK REQUEST FORM
FLEET OPERATION'S RECOMMENDATION SCHEDULE
GENERAL DEPRECIATION AND GENERAL FUND
FISCAL YEAR 2018-2019

FUND: GENERAL DEPRECIATION
DEPT. SIDEWALK

YEAR	N=New R=Repl.	Unit #	REPLACING MAKE/MODEL	REQUESTING MAKE/MODEL	QTY.	FLEET OPERATIONS RECOMMENDATION					CITY MANAGER APPROVAL	
						BUDGET AMOUNT	DEPREC. YEARS	ANNUAL RENTAL	YES/NO	FLEET COMMENTS	FY 17-18 ROLLOVER	YES/NO
2007	R	SD0865	FORD F-550 RC DUMP BODY	19K GVW RC DUMP BODY	1	60,000	8	\$ 8,250	YES	RECOMMEND REPLACEMENT (DEPRECIATION SHORT \$17,500)		YES
						\$ 60,000					\$ -	

Description	Depreciation Yrs
Sedans, vans, light trucks, SUV, light equipment & Specialty Vehicles	8
Police "Marked" Patrol Cars	2.5
Sanitation Refuse Trucks	7
Heavy Trucks and Equipment	10
Fire Apparatus Trucks	12
Heavy Equipment (Bulldozers & Excavators only)	15



Sidewalk Construction

www.mcallen.net/publicworks

Mission Statement:

Dedicated to keeping all pedestrian traffic safe through new construction and reconstruction of existing concrete sidewalks. This service shall be provided with a safe, professional, reliable, efficient, and eager to help disposition .

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget 17-18	17-18	18-19	Recomm. 18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 132,597	\$ 176,044	\$ 177,394	\$ 139,280	\$ 201,919	\$ 176,044	\$ 176,044	\$ 176,044	\$ 176,044	\$ 176,044	\$ 176,044
Employee Benefits	45,850	67,270	67,463	67,463	78,268	67,089	67,089	67,089	67,089	67,089	67,089
Supplies	29,344	30,132	30,132	30,132	30,482	30,132	30,132	30,132	30,132	30,132	30,132
Other Services and Charges	40,423	33,992	33,992	33,992	35,825	35,825	35,825	35,825	35,825	35,825	35,825
Maintenance	32,028	27,870	27,870	27,870	27,870	27,870	27,870	27,870	27,870	27,870	27,870
Operations Subtotal	280,242	335,308	336,851	298,737	374,364	336,960	336,960	336,960	336,960	336,960	336,960
Capital Outlay	-	7,000	7,000	7,000	5,400	5,400	-	-	7,000	5,900	
Total Expenditures	\$ 280,242	\$ 342,308	\$ 343,851	\$ 305,737	\$ 379,764	\$ 342,360	\$ 336,960	\$ 336,960	\$ 343,960	\$ 342,860	
PERSONNEL											
Exempt	1	1	1	1	1	1	1	1	1	1	1
Non-Exempt	2	5	5	5	6	5	6	6	6	6	6
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	3	6	6	6	7	6	7	7	7	7	7

Contact Us:

Elvira Alonzo CPM,
Public Works
Director
4201 N. Bentsen Rd.
McAllen, Texas
78504
(956) 681-4000

MAJOR FY 18-19 GOALS

- 1.) Construct 1.50 linear miles of sidewalk and 20 ADA required amenities per year
- 2.) Identify areas meeting criteria for federal funding to construct sidewalks around Metro routes.
- 3.) Utilize concrete buggy to support the high volume of "small pour" work orders, by picking up from the plant, saving approximately \$12,000 surcharges.
- 4.) Construct a concrete batch plant to mix concrete in-house for emergency and minor repairs.

Sidewalk Construction

www.mcallenpublicworks.net

Performance Measures					Description:
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19	
Inputs:					The Sidewalk Construction Department is a division of Public Works. Through its staff of 6 employees the department properly installs and maintains pedestrian walkways along city roadways addressing safety issues to comply with applicable ADA requirements.
Number of full time employees	6	6	6	7	
Department Expenditures	\$ 280,242	\$ 343,851	\$ 305,737	\$ 342,360	
Total Sidewalk Inventory-Linear Feet					
Outputs:					
Sidewalk installation/repair work orders	183	200	170	170	
Concrete repair work orders completed	41	100	50	50	
Concrete repair - sq. ft.	2,995	8,000	1,900	1,900	
Sidewalk construction linear feet	5,887	7,920	3,320	3,320	
Sidewalk construction miles	1.37	1.50	1.00	1.00	
Number of ADA compliant ramps installed city facilities	19	20	10	10	
Effectiveness Measures:					
Number of work orders per 1000 residents	1.65	2.21	1.62	1.62	
Citizens rating for Ease of Walking as mode of transportation/mobility*	59%	59%	59%	59%	
Citizens rating of Sidewalk Maintenance - Transportation Service*	73%	73%	73%	73%	
Efficiency Measures:					
Cost per square foot - sidewalk construction	\$ 11.90	\$ 10.85	\$ 23.02	\$ 25.78	
Department expenditures per capita	\$ 1.93	\$ 2.37	\$ 2.10	\$ 2.32	

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Drainage

			Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)		
COMPENSATION									
New Position	No. Positions	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	
1.	-	-		-	-	-	-	-	
2.	-	-		-	-	-	-	-	
3.	-	-		-	-	-	-	-	
4.	-	-		-	-	-	-	-	
Revisions									
1. Sr. Admin Clerk				998	-	-	158	1,156	1,156
This reclassification is requested due to the additional duties and functions assigned. These duties meet the job description of a Sr. Admin. Clerk.									
2.				-	-	-	-	-	
3.				-	-	-	-	-	
4.				-	-	-	-	-	
5.				-	-	-	-	-	
Total Compensation & Benefits			\$ 927,213	\$ 998	\$ -	\$ -	\$ 158	\$ 1,156	\$ 1,156
SUPPLIES									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Supplies			\$ 20,052					\$ -	\$ -
OTHER SERVICES & CHARGES									
	1. Rental-depreciation fun							12,012	12,012
Rental depreciation adjustment									
	2. Utilities-electric							156	
adjustment									
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Other Services & Charges			\$ 223,062					\$ 12,168	\$ 12,012
MAINTENANCE									
	1. Fuel & lubricants							50,000	20,000
This line item has historically been under funded, based on the fuel consumption required for the heavy equipment utilized on a daily basis.									
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Maintenance			\$ 224,049					\$ 50,000	\$ 20,000
CAPITAL OUTLAY									
	** See Attached Form DP-1								
Total Capital Outlay			\$ -					\$ 14,500	\$ 14,500
TOTAL			\$ 1,394,376					\$ 77,824	\$ 47,668

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2018 - 2019**

FUND: General
DEPARTMENT: Drainage

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
3kw Portable Generator	\$2,500	1	\$2,500	This unit is to replace the existing generator that is used for the electrical power tools used in the Drainage department.
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$2,500	

Computer-Hardware				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Tablet PCs	\$1,200	10	\$12,000	These will replace the Dell Venue tablets which are problematic and not suited for mobile workforce management.
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$12,000	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$14,500
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2019

011-3030 Drainage

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-3030-431-60-01 Compensation / Exempt	85,384	86,284	41,950	86,284	85,384	85,384
011-3030-431-60-02 Compensation / Non-exempt	564,683	604,128	247,015	546,318	598,376	598,376
011-3030-431-60-10 Compensation / Overtime	12,505	14,984	5,054	14,984	14,984	14,984
011-3030-431-60-16 Compensation / Clothing allowance	-	-	-	-	-	-
011-3030-431-60-17 Compensation / Telephone	2,160	1,920	1,080	1,920	1,920	1,920
60	664,732	707,316	295,099	649,506	700,664	700,664
011-3030-431-61-30 Benefits / Social security	48,353	54,109	22,136	54,109	53,600	53,600
011-3030-431-61-36 Benefits / Retirement	50,729	55,783	24,442	55,783	55,702	55,702
011-3030-431-61-40 Benefits / Unemployment tax	171	3,420	2,582	3,420	360	360
011-3030-431-61-46 Benefits / Workers' comp-	27,578	24,494	9,941	24,494	22,807	22,807
011-3030-431-61-50 Benefits / Health cost	76,879	83,832	35,774	83,832	86,832	86,832
011-3030-431-61-52 Benefits / Life insurance	554	1,186	253	1,186	1,187	1,187
011-3030-431-61-53 Benefits / Retiree health ins (ARC)	6,627	5,817	3,378	5,817	5,817	5,817
61	210,890	228,641	98,505	228,641	226,305	226,305
011-3030-433-62-02 Supplies / Office	798	616	-	616	616	616
011-3030-433-62-04 Supplies / Operating	4,443	4,536	2,074	4,536	4,536	4,536
011-3030-433-62-12 Supplies / Small tools/minor equip-	949	1,700	1,070	1,700	1,700	1,700
011-3030-433-62-18 Supplies / Clothing & uniform	5,157	5,200	1,548	5,200	5,200	5,200
011-3030-433-62-20 Supplies / Chemical	6,422	8,000	2,694	8,000	8,000	8,000
62	17,770	20,052	7,385	20,052	20,052	20,052
011-3030-434-63-45 Other services & charges / Professional	4,839	6,000	1,592	6,000	6,000	6,000
011-3030-434-63-65 Other services & charges / Travel	52	1,512	-	900	1,512	1,512
011-3030-434-63-67 Other services & charges / Utilities-electric	1,508	969	563	1,125	1,125	969
011-3030-434-63-75 Other services & charges / Rental-general de	363,688	213,456	106,728	969	225,468	225,468
011-3030-434-63-99 Other services & charges / Miscellaneous	365	225	140	213,456	225	225
011-3030-434-63-52 Other services & charges / Rental & contract	500	900	250	225	900	900
63	370,952	223,062	109,273	222,675	235,230	235,074
011-3030-435-65-08 Maintenance / Equipment	110,239	87,000	42,423	67,000	87,000	87,000
011-3030-435-65-13 Maintenance / Ditches	14,516	26,000	16,749	26,000	26,000	26,000
011-3030-435-65-16 Maintenance / Vehicles	75,290	60,000	47,795	80,000	60,000	60,000
011-3030-435-65-17 Maintenance / Fuel & lubricants	61,802	71,386	35,587	71,995	101,049	71,049
65	261,847	244,386	142,554	244,995	274,049	244,049

2019

011-3030 Drainage

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-3030-436-66-14 Capital outlay / Vehicles	-	-	-	-	-	-
011-3030-436-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
011-3030-436-66-20 Capital outlay / Equipment	6,330	-	-	-	14,500	14,500
011-3030-436-66-30 Capital outlay / Imprv- other than buildgs	-	-	-	-	-	-
011-3030-436-66-99 Capital outlay / Non-capitalized	-	-	-	-	-	-
66	6,330	-	-	-	14,500	14,500
<hr/>						
011-3030 Drainage	\$ 1,532,520	\$ 1,423,457	\$ 652,815	\$ 1,365,869	\$ 1,470,800	\$ 1,440,644

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
3030	Drainage	1			Drainage Supervisor	FILLED	\$ 42,685
3030	Drainage	1			Drainage Supervisor	FILLED	42,699
		<u>2</u>					<u>85,384</u>
3030	Drainage		1		Administrative Clerk	FILLED	26,894
3030	Drainage		1		Crew Leader A	FILLED	38,688
3030	Drainage		1		HEO I	FILLED	32,406
3030	Drainage		1		HEO I	FILLED	31,304
3030	Drainage		1		HEO I	FILLED	31,304
3030	Drainage		1		HEO I	FILLED	31,304
3030	Drainage		1		HEO I	FILLED	31,304
3030	Drainage		1		HEO I	FILLED	31,304
3030	Drainage		1		HEO II A	FILLED	35,589
3030	Drainage		1		HEO II A	FILLED	35,589
3030	Drainage		1		HEO II A	FILLED	35,589
3030	Drainage		1		HEO II B	FILLED	34,362
3030	Drainage		1		HEO II B	FILLED	34,362
3030	Drainage		1		HEO II B	UNFILLED	33,363
3030	Drainage		1		HEO III	FILLED	37,045
3030	Drainage		1		HEO III	UNFILLED	37,066
3030	Drainage		1		HEO III	UNFILLED	37,066
3030	Drainage		1		Maintenance Worker	FILLED	23,858
			<u>18</u>				<u>598,397</u>
					OVERTIME		14,984
					CAR ALLOWANCE		-
					TELEPHONE		1,920
							<u>16,904</u>
CURRENT POSITIONS			20				\$ 700,685



Mission Statement:	Department Summary											
	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr	Four Year Plan					
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23		
Dedicated to keeping all drainage ways/ditches, safe, clean and performing at their engineered design criteria for stormwater management. This service shall be provided with a safe, professional, reliable, efficient, and eager to help disposition.	Expenditure Detail:											
	Personnel Services											
	Salaries and Wages	\$ 664,732	\$ 699,666	\$ 707,316	\$ 649,506	\$ 700,664	\$ 700,664	\$ 700,664	\$ 700,664	\$ 700,664	\$ 700,664	\$ 700,664
	Employee Benefits	210,890	227,547	228,641	228,641	226,305	226,305	226,305	226,305	226,305	226,305	226,305
	Supplies	17,770	20,052	20,052	20,052	20,052	20,052	20,052	20,052	20,052	20,052	20,052
	Other Services and Charges	370,952	223,062	223,062	222,675	235,230	235,074	235,074	235,074	235,074	235,074	235,074
	Maintenance	261,847	224,049	244,386	244,995	274,049	244,049	244,049	244,049	244,049	244,049	244,049
	Operations Subtotal	1,526,190	1,394,376	1,423,457	1,365,869	1,456,300	1,426,144	1,426,144	1,426,144	1,426,144	1,426,144	1,426,144
	Capital Outlay	6,330	-	-	-	14,500	14,500	-	-	-	14,000	31,000
	Total Expenditures	\$ 1,532,520	\$ 1,394,376	\$ 1,423,457	\$ 1,365,869	\$ 1,470,800	\$ 1,440,644	\$ 1,426,144	\$ 1,426,144	\$ 1,440,144	\$ 1,457,144	
	PERSONNEL											
	Exempt	2	2	2	2	2	2	2	2	2	2	2
	Non-Exempt	16	18	18	17	18	18	18	18	18	18	18
	Part-Time	-	-	-	-	-	-	-	-	-	-	-
	Total Positions Authorized	18	20	20	19	20	20	20	20	20	20	20

Contact Us:
 Elvira Alonzo CPM
 Public Works
 Director
 4201 N. Bentsen
 Road
 McAllen, TX 78504
 (956) 681-4000

MAJOR FY 18-19 GOALS

- 1.) Beautify drain ditches crossings through a collaborative effort with KMB and other organizations.
- 2.) Comply with best management practices set forth by the EPA through the State NPDES Phase II Storm Water Management Program. ADD NEW BMPS< DELILAH
- 3.) Reestablish maintenance access on the Bicentennial BlueLine through the completion of three (3) channel crossovers from Nolana Ave. to Trenton Ave.

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	18	20	19	20
Department Expenditures	\$ 1,532,520	\$ 1,403,120	\$ 1,366,256	\$ 1,440,644
Number of storm inlets	16,562	16,562	16,562	16,562
Ditch inventory - miles	25	25	25	25
Total City /Property - acres	1,304	1,304	1,304	1,304
Outputs:				
Number of manholes cleaned per year	433	300	460	460
Number of storm inlets cleaned per year	2,829	2,300	2,980	2,980
Excavator/drainage linear miles cleaned	12.5	8.0	10.0	10.0
ROW mowing - acres	16,342	15,000	13,940	13,940
City Row/ Property Acres Mowed			1,636	1,636
Ciy Row/ Ditch Mowed			4,052	4,052
Box Culvert crossings cleaned	6	10	10	10
Collection system cleaned - linear feet	72,446	70,000	69,930	69,930
Requests for service	365	200	310	250
Storm/emergency incident response	5	20	4	4
Effectiveness Measures:				
Request for Service Response Time:				
Percent within 48 hours	90%	100%	100%	100%
Percent within 72 hours	100%	100%	100%	100%
Citizens Rating for Storm Drainage as Utility Service**	65%	65%	65%	65%
Efficiency Measures:				
Number of manholes cleaned per day	1.15	1.15	1.77	1.77
Number of Inlets cleaned per day	8.85	8.85	11.46	11.46
Collection system cleaned - linear feet per day	208.00	269	1.19	0.96
Number of requests for service per full time employee	20.00	10	16.32	12.50
Department expenditures per capita	\$ 10.72	\$ 9.65	\$ 9.41	\$ 9.75

Description:

The Drainage Department is a division of Public Works. Through its staff of 18 employees the department maintains all city owned drain ditches and drainage infrastructure to allow for proper stormwater management in compliance with stormwater pollution prevention regulations.

**City of McAllen, Texas
Health and Welfare
Summary**

	Actual 16-17	Original Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm 18-19	19-20	Four Year Plan			22-23
								20-21	21-22		
BY DEPARTMENT											
Env/Health Code Compliance	\$ 1,404,985	\$ 1,448,865	\$ 1,462,753	\$ 1,491,151	\$ 1,860,129	\$ 1,539,302	\$ 1,684,728	\$ 1,782,252	\$ 1,930,066	\$ 2,184,693	
Graffiti Cleaning	153,966	154,015	155,558	166,406	176,973	174,473	158,873	158,873	158,873	163,373	
Other Agencies:											
Humane Society	770,216	767,276	767,276	767,276	767,276	767,276	767,276	767,276	767,276	767,276	
Valley Environment Council	-	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	
Mujeres Unidas	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	
Relief Operation Efforts	328,192	-	-	-	-	-	-	-	-	-	
Comfort House	-	40,656	40,656	40,656	40,656	40,656	40,656	40,656	40,656	40,656	
TOTAL	\$ 2,682,360	\$ 2,440,812	\$ 2,456,243	\$ 2,495,489	\$ 2,875,034	\$ 2,551,707	\$ 2,681,533	\$ 2,779,057	\$ 2,926,871	\$ 3,185,998	
BY EXPENSE GROUP											
Personnel Services											
Salaries and Wages	\$ 862,001	\$ 947,708	\$ 961,208	\$ 949,058	\$ 1,070,433	\$ 970,651	\$ 1,037,173	\$ 1,103,695	\$ 1,194,636	\$ 1,359,100	
Employee Benefits	271,208	284,596	286,528	286,528	327,407	293,296	317,048	340,799	374,857	425,385	
Supplies	38,838	38,176	38,176	44,410	59,176	48,676	52,287	55,898	58,198	58,198	
Other Services and Charges	1,425,351	1,118,526	1,118,526	1,138,316	1,178,226	1,144,726	1,148,366	1,152,006	1,171,056	1,171,056	
Maintenance and Repair Services	84,962	46,460	46,460	71,821	54,460	51,960	51,960	51,960	51,960	51,960	
Capital Outlay	-	5,346	5,345	5,356	185,332	42,398	74,700	74,700	76,165	120,300	
TOTAL APPROPRIATIONS	\$ 2,682,360	\$ 2,440,812	\$ 2,456,243	\$ 2,495,489	\$ 2,875,034	\$ 2,551,707	\$ 2,681,533	\$ 2,779,057	\$ 2,926,871	\$ 3,185,998	
PERSONNEL											
Health	23	24	24	24	28	26	36	38	40	40	
Graffiti Cleaning	3	3	3	3	3	3	3	3	3	3	
TOTAL PERSONNEL	26	27	27	27	31	29	39	41	43	43	

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Environmental /Health Code Compliance

		Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)	
COMPENSATION							
New Position	No. Positions	Base Salary	Salary/ Adjusted amt	Car Allowance	Phone Allowance	Fringe Benefits	Total
1. Code Enforcement Officer	2	32,053	64,106	-	960	22,483	87,549
2. Env. Health Specialist	2	33,509	67,018	-	960	22,996	90,974
Totals	4	65,562	-	-	-	-	-
Revisions							
1.	-	-	-	-	-	-	-
2.	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-
5.	-	-	-	-	-	-	-
Total Compensation & Benefits		\$ 1,123,249	\$ 131,124	\$ -	\$ 1,920	\$ 45,479	\$ 178,523
							\$ 44,630
SUPPLIES							
1. Office						10,000	5,000
2. Operating						6,000	3,000
3. Clothing & uniform						4,000	2,000
4. Chemical						1,000	500
5. < Please select category >							
Total Supplies		\$ 27,995				\$ 21,000	\$ 10,500
OTHER SERVICES & CHARGES							
1. Dues & subscriptions						4,000	1,036
2. Online svc/network						9,000	-
3. Travel						9,500	9,471
4. Rental & contractual						23,000	-
5. Training						10,000	7,489
6. Professional						4,200	8,204
Total Other Services & Charges		\$ 260,554				\$ 59,700	\$ 26,200
MAINTENANCE							
1. < Please select category >							
2. < Please select category >							
3. < Please select category >							
4. < Please select category >							
5. < Please select category >							
Total Maintenance		\$ 31,721				\$ -	\$ -
CAPITAL OUTLAY							
** See Attached Form DP-1							
Total Capital Outlay						\$ 169,732	\$ 26,798
TOTAL		\$ 1,443,519				\$ 428,955	\$ 108,128

Department is in need of additional Code Enforcement Officers due to increased annexed areas which continue to be developed. This includes 169.00 lane miles annexed from FY 16-17, added 119 housing units in annexation, not including an additional 62.37 square miles annexed after November 2017.

Department is in need of additional Health Inspectors due to an increase of 232 new retail food establishments from October 2016 to April 2018. The City currently is serving a base number of 1000 food establishments. Per Texas Food Establishment Rules §228.249. Inspection Frequency, (a) The regulatory authority shall inspect each food establishment at least once every six months.

Department license renewals and memberships: Code Enforcement, Sanitarian, Vector, OSSF.

Wireless internet devices: Inspectors use these devices to access Acella mobile, email and internet in the field.

Director commitment: TDLR and DSHS Sanitarian and Border Health Task Force Board meetings in Austin. 8 minimum meetings per year

Average past three year expenditure is \$90,000

7 Code Enforcement inspectors require a State license preparation course and exam. Remaining inspectors require continuing education units for license.

Certified Public Manager Course

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: General
 DEPARTMENT: Environmental - Health Code Compliance

Office Furniture/equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
VoIP Phone	\$700	7	\$4,900	Mandatory upgrade of phones per IT
Chair	\$200	4	\$800	Chairs for new inspectors
Cubicles	\$2,000	4	\$8,000	Desk work station for new inspectors
Chair	\$200	2	\$400	
Cubicles	\$2,000	2	\$4,000	
TOTAL			\$9,300	

Computer-Software				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Accela License	\$3,167	4	\$12,666	Software required for inspectors to conduct daily inspections
Accela License	\$3,167	2	\$6,333	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$6,333	

Computer-Hardware				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Tablets	\$1,234	4	\$4,936	Computer Tablets required for inspectors
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Vehicles				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
1/2 Ton Trucks	\$31,600	4	\$126,400	Vehicles needed for inspectors
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
GPS device for vehicles	\$432	4	\$1,730	GPS tracking devices for inspector vehicles.
New phones	\$300	21	\$6,300	Replacement of inspector desk phones with mobile phones
Mosquito Traps	\$200	20	\$4,000	Mosquito Traps are needed for insect speciation and testing
GPS device for vehicles	\$432	2	\$865	GPS tracking devices for inspector vehicles.
	\$0		\$0	
TOTAL			\$11,165	

Grand Total	\$26,798
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2019

011-5002 Env/health code compliance

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-5002-451-60-01 Compensation / Exempt	99,104	127,066	55,752	126,166	115,247	115,247
011-5002-451-60-02 Compensation / Non-exempt	663,805	724,767	327,067	713,517	844,641	746,299
011-5002-451-60-06 Compensation / Part time	-	-	-	-	-	-
011-5002-451-60-10 Compensation / Overtime	8,199	12,000	1,552	12,000	12,000	12,000
011-5002-451-60-14 Compensation / Car allowance	3,150	5,400	3,000	5,400	6,000	6,000
011-5002-451-60-15 Compensation/Certification	-	-	-	-	-	-
011-5002-451-60-17 Compensation / Telephone	9,780	12,000	5,000	12,000	13,920	12,480
60	784,038	881,233	392,371	869,083	991,808	892,026
011-5002-451-61-30 Benefits / Social security	62,827	67,414	34,676	67,414	75,873	68,239
011-5002-451-61-36 Benefits / Retirement	66,434	69,466	37,906	69,466	78,849	70,916
011-5002-451-61-40 Benefits / Unemployment tax	238	4,104	3,960	4,104	504	468
011-5002-451-61-46 Benefits / Workers' comp-	9,165	9,124	3,676	9,124	10,696	8,762
011-5002-451-61-50 Benefits / Health cost	94,094	97,344	50,998	97,344	123,120	106,632
011-5002-451-61-52 Benefits / Life insurance	694	1,429	223	1,429	1,553	1,467
011-5002-451-61-53 Benefits / Retiree health ins (ARC)	8,313	7,024	4,189	7,024	7,024	7,024
011-5002-451-61-56 Benefits/pension cost-tmrs	-	-	-	-	-	-
61	241,765	255,905	135,628	255,905	297,619	263,508
011-5002-453-62-02 Supplies / Office	7,248	5,308	10,039	10,039	15,308	10,308
011-5002-453-62-04 Supplies / Operating	2,391	1,458	1,473	2,874	7,458	4,458
011-5002-453-62-12 Supplies / Small tools/minor equip-	9,765	10,000	5,697	10,000	14,000	12,000
011-5002-453-62-18 Supplies / Clothing & uniform	8,364	6,279	1,774	6,279	7,279	6,779
011-5002-453-62-20 Supplies / Chemical	3,170	4,950	2,507	4,950	4,950	4,950
62	30,937	27,995	21,491	34,142	48,995	38,495
011-5002-454-63-14 Other services & charges / Dues & subscription	3,616	2,578	4,117	3,711	6,578	3,614
011-5002-454-63-23 Other services & charges / Online svc/network	12,119	4,722	4,399	11,722	13,722	4,722
011-5002-454-63-45 Other services & charges / Professional	12,571	2,996	(198)	3,269	7,196	11,200
011-5002-454-63-52 Other services & charges / Rental & contractual	65,628	67,000	36,177	74,000	90,000	67,000
011-5002-454-63-64 Other services & charges / Training	9,594	7,511	7,002	7,511	17,511	15,000
011-5002-454-63-65 Other services & charges / Travel	1,493	529	711	711	10,029	10,000
011-5002-454-63-75 Other services & charges / Rental-general depr- fu	79,475	79,475	39,732	79,475	79,475	79,475

2019

011-5002 Env/health code compliance

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-5002-454-63-80 Other services & charges / Bad debt	-	-	-	-	-	-
011-5002-454-63-89 Other service & charges / Credit card fees	2,151	1,500	1,043	1,500	1,500	1,500
011-5002-454-63-91 Other service & charges / Educational refund off/w	-	-	-	-	-	-
011-5002-454-63-99 Other services & charges / Miscellaneous	4,605	1,243	1,803	1,803	1,243	1,243
63	191,251	167,554	94,786	183,702	227,254	193,754
011-5002-454-64-25 Other services & charges / So TX hurricane confer	95,998	93,000	1,000	96,642	93,000	93,000
011-5002-454-64-51 Other services & charges / ZIKA conference	-	-	-	-	-	-
64	95,998	93,000	1,000	96,642	93,000	93,000
011-5002-455-65-08 Maintenance / Equipment	-	599	-	599	599	599
011-5002-455-65-16 Maintenance / Vehicles	21,943	1,900	11,500	16,500	1,900	1,900
011-5002-455-65-17 Maintenance / Fuel & lubricants	39,053	29,222	15,249	29,222	29,222	29,222
65	60,996	31,721	26,749	46,321	31,721	31,721
011-5002-456-66-14 Capital outlay / Vehicles	-	-	-	-	126,400	-
011-5002-456-66-16 Capital outlay / Office furniture/equip	-	300	311	311	13,700	9,300
011-5002-456-66-20 Capital outlay / Equipment	-	-	1,748	-	12,030	11,165
011-5002-456-66-22 Capital outlay / Computer-hardware	-	5,045	-	5,045	17,602	6,333
011-5002-456-66-99 Capital outlay / Non-capitalized	-	-	-	-	-	-
66	-	5,345	2,060	5,356	169,732	26,798
011-5002 Env/Health Code Compliance	\$ 1,404,985	\$ 1,462,753	\$ 674,084	\$ 1,491,151	\$ 1,860,129	\$ 1,539,302

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5002	Env/Health Code Compliance	1			Director Health/Environmental	FILLED	\$ 77,613
5002	Env/Health Code Compliance	1			Registered Sanitarian	FILLED	36,234
5002	Env/Health Code Compliance	0			Certification Pay		1,400
		<u>2</u>					<u>115,247</u>
5002	Env/Health Code Compliance		1		Administrative Clerk	FILLED	25,875
5002	Env/Health Code Compliance		1		Administrative Clerk	FILLED	25,875
5002	Env/Health Code Compliance		1		Administrative Clerk	FILLED	25,875
			<u>3</u>				<u>77,625</u>
5002	Env/Health Code Compliance		1		Administrative Supervisor	FILLED	29,120
5002	Env/Health Code Compliance		1		Code Enforcement Analyst	FILLED	41,974
5002	Env/Health Code Compliance		1		Code Enforcement Officer Sprvr	FILLED	34,590
			<u>2</u>				<u>76,564</u>
5002	Env/Health Code Compliance		1		Code Enforcement Officer	FILLED	32,053
5002	Env/Health Code Compliance		1		Code Enforcement Officer	FILLED	32,053
5002	Env/Health Code Compliance		1		Code Enforcement Officer	FILLED	32,053
5002	Env/Health Code Compliance		1		Code Enforcement Officer	FILLED	32,053
5002	Env/Health Code Compliance		1		Code Enforcement Officer	UNFILLED	29,349
5002	Env/Health Code Compliance		1		Code Enforcement Officer	FILLED	32,053
5002	Env/Health Code Compliance		1		Code Enforcement Officer	FILLED	33,280
5002	Env/Health Code Compliance		1		Code Enforcement Officer	FILLED	32,053
5002	Env/Health Code Compliance		1		Code Enforcement Officer	FILLED	32,053
5002	Env/Health Code Compliance		1		Code Enforcement Officer	FILLED	32,053
5002	Env/Health Code Compliance		1		Code Enforcement Officer	FILLED	32,053
5002	Env/Health Code Compliance		1		Code Enforcement Officer	FILLED	32,053
5002	Env/Health Code Compliance		1		Code Enforcement Officer	FILLED	32,053
5002	Env/Health Code Compliance		1		Code Enforcement Officer	UNFILLED	32,053
5002	Env/Health Code Compliance		1		Code Enforcement Officer	UNFILLED	32,053
5002	Env/Health Code Compliance		1		Code Enforcement Officer	UNFILLED	32,053
5002	Env/Health Code Compliance		1		Code Enforcement Officer	APPROVED ½ Yr	16,027
5002	Env/Health Code Compliance		0		Code Enforcement Officer	NOT APPROVED	-
			<u>15</u>				<u>463,292</u>
5002	Env/Health Code Compliance		1		Environmental Hlth Specialist	FILLED	41,434
5002	Env/Health Code Compliance		1		Environmental Hlth Specialist	FILLED	33,509
5002	Env/Health Code Compliance		1		Environmental Hlth Specialist	APPROVED ½ Yr	16,755
5002	Env/Health Code Compliance		0		Environmental Hlth Specialist	FILLED	-
			<u>3</u>				<u>91,698</u>
5002	Env/Health Code Compliance		0		Certification Pay		8,000
			<u>24</u>				<u>746,299</u>
					OVERTIME		12,000
					CAR ALLOWANCE		6,000
					TELEPHONE		12,480
							<u>30,480</u>
CURRENT POSITIONS			26				\$ 892,026



Mission Statement:	Department Summary										
	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
16-17	17-18	Budget	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
To provide and promote a clean and healthy environment through education and prevention.	Expenditure Detail:										
	Personnel Services										
	Salaries and Wages	\$ 784,038	\$ 869,083	\$ 881,233	\$ 869,083	\$ 991,808	\$ 892,026	\$ 958,548	\$ 1,025,070	\$ 1,116,011	\$ 1,280,475
	Employee Benefits	241,765	254,166	255,905	255,905	297,619	263,508	287,259	311,010	345,068	395,596
	Supplies	30,937	27,995	27,995	34,142	48,995	38,495	42,106	45,717	48,017	48,017
	Other Services and Charges	287,249	260,554	260,554	280,344	320,254	286,754	290,394	294,034	313,084	313,084
	Maintenance	60,996	31,721	31,721	46,321	31,721	31,721	31,721	31,721	31,721	31,721
	Operations Subtotal	1,404,985	1,443,519	1,457,408	1,485,795	1,690,397	1,512,504	1,610,028	1,707,552	1,853,901	2,068,893
	Capital Outlay	-	5,346	5,345	5,356	169,732	26,798	74,700	74,700	76,165	115,800
	Total Expenditures	\$ 1,404,985	\$ 1,448,865	\$ 1,462,753	\$ 1,491,151	\$ 1,860,129	\$ 1,539,302	\$ 1,684,728	\$ 1,782,252	\$ 1,930,066	\$ 2,184,693
	PERSONNEL										
	Exempt	2	2	2	2	2	2	3	3	3	3
Non-Exempt	21	22	22	22	26	24	32	34	36	36	
Part-Time	-	-	-	-	-	-	1	1	1	1	
Total Positions Authorized	23	24	24	24	28	26	36	38	40	40	

Contact Us:

Steven Kotsatos
 Director of
 Environmental and
 Health Code
 Compliance
 311 N. 15th Street
 McAllen, TX 78501
 (956) 681-1900

MAJOR FY 18-19 GOALS

- 1.) Continue Code Enforcement presence to encourage voluntary compliance of environmental and health codes.
- 2.) Inspect all retail food establishments twice a year as required by State Law.
- 3.) Improving existing internal Standard Operating Procedures for Health (Food safety establishment inspections), Code Enforcement inspections, and Vector (mosquito trapping, spraying, and inspections) and Administrative (Liens, permit processing, billing, payroll, Commission agenda preparations, Travel)
- 4.) Continue to participate in the Standardization Food Inspection Program for all Food Inspectors in accordance with the FDA and State of Texas. This is a two-year program that includes FDA on line food safety coursework modules, joint inspections with a State Regulator and an Audit from DSHS – State Retail Group.
- 5.) Improve and continue Health and Code Enforcements' Illegal Dumping Awareness Campaign to assist neighborhoods to dispose of trash and debris properly through education and access to roll off containers.
- 6.) Expand current garage sale on line permitting process to include access to multiple Health and Code permits for the public. □
- 7.) Continue to ensure safe food for the public, an environment free of hazards and illegal solid wastes, vibrant neighborhoods, and to promote sound environmental practices and proce
- 8.) The Imagine Tomorrow Program is an Economic Incentive program that targets Substandard, Vacant residential structures and Empty Lots in the City of McAllen by offering full demolition, development, and home repair incentives or grants to property owners.
- 9.) The City of McAllen has a proactive Mosquito Control Surveillance Program in partnership with Texas A&M Health Science School of Rural Public Health, Texas A&M Agrilife, University of Texas Rio Grande Valley, University of Texas at El Paso. This partnership allows laboratory research groups to study mosquito species to learn about those species that may carry Mosquito Borne Diseases.

Environmental and Health Code Compliance

www.mcallen.net/devservices/health

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	23	24	24	26
Total number of inspectors	16	17	17	21
Number of Public Health Inspectors (weedy lot, illegal dumping, vector control)	13	14	14	15
Number of Environmental Health Inspectors (food inspections and certification, vector control)	2	2	2	5
Number of Sanitarian Inspectors food inspections and certification, vector control)	1	1	1	1
Department Expenditures	\$ 1,404,985	\$ 1,462,753	\$ 1,491,151	\$ 1,539,302
Outputs:				
Number of food inspections	1,449	2,000	1,984	2,000
Number of weedy lot/illegal dumping inspections/zoning/garage/signs (cases)	9,661	14,000	9,200	12,000
**Number of Food Manager and handlers cer	4,281	5,000	3,000	4,000
Number of vector control activities conducted	345	500	350	400
Number of complaints	5,893	5,000	5,500	5,000
Number of total liens placed and released	828	2,000	784	1,000
Effectiveness Measures:				
Percent of establishments permitted / Inspections	59%	80%	43%	40%
**Percent of voluntary compliance	57%	90%	53%	60%
**Percentage of involuntary compliance	43%	60%	47%	40%
Percentage of vector requested / conducted	100%	100%	100%	100%
**Percentage total liens placed /released	72%	30%	56%	40%
Efficiency Measures:				
Number of food inspections per inspector	414	1,000	496	400
Number of weedy lot and illegal dumping per inspector (cases)	716	1,500	767	800
Number of complaint inspections per inspector (cases)	368	500	324	238
Department expenditures per capita	\$ 9.82	\$ 10.06	\$ 10.27	\$ 10.42

*N/A=Not Available, N/P=Not Provided

Description:

Provide City wide Code Enforcement with the cooperation of other city departments that have enforcement powers.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Graffiti Cleaning

		Baseline			Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)		
COMPENSATION									
New Position	No. Positions	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	
1.	-	-		-	-	-	-	-	
2.	-	-		-	-	-	-	-	
3.	-	-		-	-	-	-	-	
4.	-	-		-	-	-	-	-	
Revisions									
1.		-		-	-	-	-	-	
2.		-		-	-	-	-	-	
3.		-		-	-	-	-	-	
4.		-		-	-	-	-	-	
5.		-		-	-	-	-	-	
Total Compensation & Benefits		\$ 109,055		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Supplies		\$ 10,181						\$ -	\$ -
OTHER SERVICES & CHARGES									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Other Services & Charges		\$ 20,040						\$ -	\$ -
MAINTENANCE									
	1. Fuel & lubricants							8,000	5,500
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Maintenance		\$ 14,739						\$ 8,000	\$ 5,500
CAPITAL OUTLAY									
	** See Attached Form DP-1								
Total Capital Outlay								\$ 15,600	\$ 15,600
TOTAL		\$ 154,015						\$ 23,600	\$ 21,100

This line item has historically been under funded, based on the fuel consumption required for the heavy equipment utilized on a daily basis.

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: _____ General
 DEPARTMENT: _____ Graffiti

Computer-Hardware				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Tablet PCs	\$1,200	3	\$3,600	These will replace the Dell Venue tablets which are problematic and not suited for mobile workforce management.
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$3,600	

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Pressure Washer	\$12,000	1	\$12,000	This Unit will replace the pressure washer purchased in FY 13-14, which has an inoperable heater.
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$12,000	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$15,600
--------------------	-----------------

2019

011-5010 Graffiti cleaning

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-5010-451-60-02 Compensation / Non-exempt	77,091	78,975	38,852	78,975	77,625	77,625
011-5010-451-60-10 Compensation / Overtime	872	1,000	784	1,000	1,000	1,000
011-5010-451-60-16 Compensation / Clothing allowance	-	-	-	-	-	-
60	77,963	79,975	39,636	79,975	78,625	78,625
011-5010-451-61-30 Benefits / Social security	5,581	6,118	2,966	6,118	6,015	6,015
011-5010-451-61-36 Benefits / Retirement	5,937	6,301	3,281	6,301	6,251	6,251
011-5010-451-61-40 Benefits / Unemployment tax	27	513	367	513	54	54
011-5010-451-61-46 Benefits / Workers' comp-	4,907	4,652	2,465	4,652	4,861	4,861
011-5010-451-61-50 Benefits / Health cost	12,138	12,216	5,928	12,216	11,784	11,784
011-5010-451-61-52 Benefits / Life insurance	67	135	34	135	135	135
011-5010-451-61-53 Benefits / Retiree health ins (ARC)	786	688	379	688	688	688
61	29,443	30,623	15,420	30,623	29,788	29,788
011-5010-453-62-04 Supplies / Operating	6,978	8,910	1,662	8,910	8,910	8,910
011-5010-453-62-12 Supplies / Small tools/minor equip-	338	450	-	450	450	450
011-5010-453-62-18 Supplies / Clothing & uniform	584	821	636	908	821	821
62	7,901	10,181	2,298	10,268	10,181	10,181
011-5010-454-63-75 Other services & charges / Rental-general depr- fu	14,639	20,002	9,996	20,002	20,002	20,002
011-5010-454-63-99 Other services & charges / Miscellaneous	55	38	20	38	38	38
63	14,694	20,040	10,016	20,040	20,040	20,040
011-5010-455-65-08 Maintenance / Equipment	2,012	2,500	889	2,500	2,500	2,500
011-5010-455-65-16 Maintenance / Vehicles	11,941	5,000	11,143	11,000	5,000	5,000
011-5010-455-65-17 Maintenance / Fuel & lubricants	10,013	7,239	5,799	12,000	15,239	12,739
65	23,966	14,739	17,831	25,500	22,739	20,239
011-5010-456-66-20 Capital outlay / Equipment	-	-	-	-	12,000	12,000
011-5010-456-66-22 Capital outlay / Computer-hardware	-	-	-	-	3,600	3,600
011-5010-456-66-99 Capital outlay / Non-capitalized	-	-	-	-	-	-
66	-	-	-	-	15,600	15,600
011-5010 Graffiti Cleaning	\$ 153,966	\$ 155,558	\$ 85,200	\$ 166,406	\$ 176,973	\$ 174,473

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5010	Graffiti Cleaning		1		Senior Maintenance Worker	FILLED	\$ 25,875
5010	Graffiti Cleaning		1		Senior Maintenance Worker	FILLED	25,875
5010	Graffiti Cleaning		1		Senior Maintenance Worker	FILLED	25,875
			<u>3</u>				<u>77,625</u>
					OVERTIME		<u>1,000</u>
							<u>1,000</u>
	CURRENT POSITIONS		1				\$ 78,625



Mission Statement:	Department Summary										
	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
"Dedicated to sustain beautification efforts in our city by removing or adequately concealing any graffiti visible from public right of ways. This service shall be provided with a safe, professional, reliable, efficient, and eager to help disposition."	Expenditure Detail:										
	Personnel Services										
	Salaries and Wages	\$ 77,963	\$ 78,625	\$ 79,975	\$ 79,975	\$ 78,625	\$ 78,625	\$ 78,625	\$ 78,625	\$ 78,625	\$ 78,625
	Employee Benefits	29,443	30,430	30,623	30,623	29,788	29,788	29,788	29,788	29,788	29,788
	Supplies	7,901	10,181	10,181	10,268	10,181	10,181	10,181	10,181	10,181	10,181
	Other Services and Charges	14,694	20,040	20,040	20,040	20,040	20,040	20,040	20,040	20,040	20,040
	Maintenance	23,966	14,739	14,739	25,500	22,739	20,239	20,239	20,239	20,239	20,239
	Operations Subtotal	153,966	154,015	155,558	166,406	161,373	158,873	158,873	158,873	158,873	158,873
	Capital Outlay	-	-	-	-	15,600	15,600	-	-	-	4,500
	Total Expenditures	\$ 153,966	\$ 154,015	\$ 155,558	\$ 166,406	\$ 176,973	\$ 174,473	\$ 158,873	\$ 158,873	\$ 158,873	\$ 163,373
PERSONNEL											
Exempt	-	-	-	-	-	-	-	-	-	-	
Non-Exempt	3	3	3	3	3	3	3	3	3	3	
Part-Time	-	-	-	-	-	-	-	-	-	-	
Total Positions Authorized	3	3	3	3	3	3	3	3	3	3	

Contact Us:
 Elvira Alonzo CPM,
 Director of Public Works
 4201 N. Bentsen Road
 McAllen, TX 78504
 (956) 681-4000

MAJOR FY 18-19 GOALS

- 1.) Remove or conceal any graffiti within twenty four (24) hours of notification in order to prevent further vandalism.
- 2.) Improve aesthetics of twenty (20) city buildings and properties, through routine powerwashing.

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	3	3	3	3
Department Expenditures	\$ 153,966	\$ 154,015	\$ 166,406	\$ 174,473
Outputs:				
Total graffiti removed - sq-ft	99,886	200,000	80,060	8,060
Total area cleaned - sq-ft	206,294	400,000	186,840	186,840
Citizen request for service	47	100	90	90
In-house requests	2,207	3,000	1,670	1,670
Number of special requests	25	35	30	30
Effectiveness Measures:				
Percent within 24 hours (estimate)	100%	100%	100%	100%
Citizens Rating for Cleanliness of McAllen - Community's Natural Environment*	74%	74%	74%	74%
Efficiency Measures:				
Cost per square foot - paint	\$ 1.16	\$ 0.58	\$ 1.56	\$ 16.24
Cost per square foot - pressure	\$ 0.39	\$ 0.10	\$ 0.22	\$ 0.23
Department expenditures per capita	\$ 1.06	\$ 1.06	\$ 1.15	\$ 1.18

N/A=Not Available, N/P=Not Provided

* Percent Excellent or Good

Description:

The Graffiti Department is a division of Public Works. Through its staff of three (3) employees the department strives to keep areas that are visible to the public free of graffiti.

Mission Statement:

Department Summary	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm. 18-19	Four Year Plan				
							19-20	20-21	21-22	22-23	
							Expenditure Detail:				
Personnel Services											
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-	-	-	-	-	-	-
Supplies	-	-	-	-	-	-	-	-	-	-	-
Other Services and Charges	1,123,408	837,932	837,932	837,932	837,932	837,932	837,932	837,932	837,932	837,932	837,932
Maintenance	-	-	-	-	-	-	-	-	-	-	-
Operations Subtotal	1,123,408	837,932	837,932	837,932	837,932	837,932	837,932	837,932	837,932	837,932	837,932
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Grant Reimbursement											
Total Expenditures	\$ 1,123,408	\$ 837,932	\$ 837,932	\$ 837,932	\$ 837,932	\$ 837,932	\$ 837,932	\$ 837,932	\$ 837,932	\$ 837,932	\$ 837,932

Agencies

Humane Society	\$ 770,216	\$ 767,276	\$ 767,276	\$ 767,276	\$ 767,276	\$ 767,276	\$ 767,276	\$ 767,276	\$ 767,276	\$ 767,276	\$ 767,276
Valley Environment Council		5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Mujeres Unidas	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Relief Efforts Operations	328,192	-	-	-	-	-	-	-	-	-	-
Comfort House	-	40,656	40,656	40,656	40,656	40,656	40,656	40,656	40,656	40,656	40,656
Capable Kids Foundation											
Easter Seals	-	-	-	-	-	-	-	-	-	-	-
Total	\$ 1,123,408	\$ 837,932									

**City of McAllen, Texas
Culture and Recreation
Summary**

	Actual 16-17	Original Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm 18-19	Four Year Plan			
							19-20	20-21	21-22	22-23
BY DEPARTMENT										
Parks & Recreation Administration	\$ 511,736	\$ 574,532	\$ 577,619	\$ 580,456	\$ 598,227	\$ 588,999	\$ 583,349	\$ 581,099	\$ 581,099	\$ 581,099
Parks	7,002,541	7,132,605	7,402,021	7,404,155	8,302,588	7,496,846	7,592,896	7,669,396	7,496,846	7,496,846
Recreation	1,781,047	1,687,580	1,700,181	1,728,527	1,777,177	1,737,277	1,755,277	1,737,277	1,737,277	1,737,277
Pools	838,036	912,061	914,890	896,462	959,278	917,807	917,807	969,507	919,807	919,807
Las Palmas Comm. Center	330,075	394,288	396,603	402,241	378,897	369,181	383,925	389,881	369,481	369,481
Recreation Center Lark	441,112	463,579	466,408	466,408	481,313	466,110	466,640	465,690	465,690	465,690
Recreation Center Palm View	438,120	464,700	467,272	470,271	479,390	458,520	475,517	459,517	455,517	455,517
Quinta Mazatlan	1,097,915	916,359	921,247	925,542	914,911	908,903	1,073,633	1,110,553	1,372,308	1,359,308
Library	3,402,575	3,407,933	3,488,724	3,420,620	3,642,660	3,512,230	3,571,430	3,614,930	3,601,430	3,625,580
Library Branch Lark	459,462	464,820	469,192	451,365	459,921	459,921	459,921	459,921	439,921	459,921
Library Branch Palm View	464,556	505,657	511,059	490,975	492,486	492,486	492,486	492,486	492,486	492,486
Other Agencies										
Amigos del Valle	88,322	66,000	66,000	66,000	66,000	66,000	66,000	66,000	66,000	66,000
Museum of South Texas History	41,400	38,000	38,000	38,000	38,000	38,000	38,000	38,000	38,000	38,000
McAllen Boy's & Girl's Club	750,000	705,000	705,000	705,000	705,000	705,000	705,000	705,000	705,000	705,000
McAllen Int'l Museum	735,000	700,000	700,000	700,000	700,000	700,000	700,000	700,000	700,000	700,000
Town Band	14,400	14,400	14,400	14,400	14,400	14,400	14,400	14,400	14,400	14,400
RGV Int'l Music Festival	10,600	10,176	10,176	10,176	10,176	10,176	10,176	10,176	10,176	10,176
South Texas Symphony	114,400	109,824	109,824	109,824	109,824	109,824	109,824	109,824	109,824	109,824
McAllen Heritage Center	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000
Pharr Literacy Center	24,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Relief Operations Efforts - Sacred Hearts	40,620	-	-	-	-	-	-	-	-	-
TOTAL	\$ 18,630,918	\$ 18,632,514	\$ 19,023,616	\$ 18,945,423	\$ 20,195,248	\$ 19,116,680	\$ 19,481,281	\$ 19,658,657	\$ 19,640,262	\$ 19,671,412
BY EXPENSE GROUP										
Personnel Services										
Salaries and Wages	\$ 8,207,877	\$ 9,114,989	\$ 9,203,639	\$ 8,802,339	\$ 9,487,136	\$ 9,322,373	\$ 9,482,103	\$ 9,506,023	\$ 9,717,978	\$ 9,717,978
Employee Benefits	2,170,938	2,557,134	2,569,822	2,569,822	2,652,713	2,591,544	2,591,546	2,591,546	2,591,546	2,591,546
Supplies	552,806	557,019	557,019	552,947	582,619	576,119	577,819	577,919	595,019	595,019
Other Services and Charges	5,844,686	5,285,866	5,537,906	5,708,600	5,885,661	5,519,706	5,519,706	5,521,706	5,543,406	5,543,406
Maintenance and Repair Services	967,893	832,115	860,839	919,626	961,565	879,115	941,815	973,315	984,315	1,008,465
Capital Outlay	886,718	285,390	294,390	392,089	625,554	227,823	368,294	488,150	208,000	215,000
TOTAL APPROPRIATIONS	\$ 18,630,918	\$ 18,632,514	\$ 19,023,616	\$ 18,945,423	\$ 20,195,248	\$ 19,116,682	\$ 19,481,283	\$ 19,658,659	\$ 19,640,264	\$ 19,671,414
PERSONNEL										
Parks and Recreation Admin.	6	8	8	8	8	8	8	8	8	8
Parks	84	108	108	103	118	112	117	117	117	117
Recreation	110	276	276	276	276	276	276	276	276	276
Pools	46	129	129	129	129	129	129	129	129	129
Las Palmas Comm. Ctr.	7	7	7	7	7	7	7	7	7	7
Recreation Center Lark	7	10	10	10	10	9	9	9	9	9
Recreation Center Palm View	7	9	9	9	9	8	8	8	8	8
Quinta Mazatlan Renovation	22	27	27	27	26	26	29	29	29	29
Library	68	79	79	79	77	77	77	77	77	77
Library Branch Lark	9	11	11	11	11	11	11	11	11	11
Library Branch Palm View	11	12	12	12	12	12	13	13	13	13
TOTAL PERSONNEL	377	676	676	671	683	675	684	684	684	684

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: 5102 - Parks Administration

		Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)			
COMPENSATION									
New Position	No. Position		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1.	-		-	-	-	-	-		
2.	-		-	-	-	-	-		
3.	-		-	-	-	-	-		
4.	-		-	-	-	-	-		
Revisions									
1.	-		-	-	-	-	-		
2.	Management Assistant		7,561	-	-	1,203	8,764	Increase Management Assistant's responsibility equal to Deputy of Operations	
3.	Accounting Clerk to Admin Clerk		(998)	-	-	(159)	(1,157)	Reclassify specialized Accounting Clerk to a General Administrative Clerk	
4.	-		-	-	-	-	-		
5.	-		-	-	-	-	-		
Total Compensation & Benefits		\$ 417,098	\$ 6,563	\$ -	\$ -	\$ 1,045	\$ 7,608	\$ -	
SUPPLIES									
1.	Office						400	400	Provides supplies for multiple divisions at main office. Office supplies for 24 supervisors
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Supplies		\$ 6,350					\$ 400	\$ 400	
OTHER SERVICES & CHARGES									
1.	Miscellaneous						400	400	Meals for Parks Board Lunch Meetings
2.	< Please select category >						-		
3.	< Please select category >						-		
4.	< Please select category >						-		
5.	< Please select category >								
Total Other Services & Charges		\$ 126,987					\$ 400	\$ 400	
MAINTENANCE									
1.	< Please select category >								
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Maintenance		\$ 24,097					\$ -	\$ -	
CAPITAL OUTLAY									
** See Attached Form DP-1									
Total Capital Outlay							\$ 9,520	\$ 7,900	
TOTAL		\$ 574,532					\$ 17,928	\$ 8,700	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: 011 - General
DEPARTMENT: 5102 - Parks Administration

Computer-Software				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Rec Trac Web-based	\$7,900	1	\$7,900	Migrate to web based version of current registration software. Web based version included in current subscription.
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$7,900	

Computer-Hardware				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Upgrade Computer Screens	\$180	4	\$720	A/P and A/R need two screens each for efficiency
Replace Office Phones	\$150	6	\$900	
	\$0		\$0	Replace obsolete phones, IT can not trouble shoot or reprogram older model of Cisco phones.
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$7,900
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2019

011-5102 Parks administration

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-5102-461-60-01 Compensation / Exempt	184,910	207,500	101,348	207,500	215,557	207,996
011-5102-461-60-02 Compensation / Non-exempt	87,423	109,074	38,231	109,074	106,476	107,474
011-5102-461-60-06 Compensation / Part time	4,940	4,800	-	4,800	4,800	4,800
011-5102-461-60-10 Compensation / Overtime	1,934	3,500	782	3,500	3,500	3,500
011-5102-461-60-14 Compensation / Car allowance	7,200	7,200	3,600	7,200	7,200	7,200
011-5102-461-60-17 Compensation / Telephone	1,200	1,200	600	1,200	1,920	1,920
60	287,607	333,274	144,561	333,274	339,453	332,890
011-5102-461-61-30 Benefits / Social security	20,739	25,496	10,690	25,496	25,601	25,099
011-5102-461-61-36 Benefits / Retirement	21,635	25,916	11,905	25,916	26,605	26,083
011-5102-461-61-40 Benefits / Unemployment tax	54	1,368	843	1,368	126	126
011-5102-461-61-46 Benefits / Workers' comp-	815	741	415	741	998	983
011-5102-461-61-50 Benefits / Health cost	26,132	29,928	15,014	29,928	34,200	34,200
011-5102-461-61-52 Benefits / Life insurance	178	526	98	526	554	548
011-5102-461-61-53 Benefits / Retiree health ins (ARC)	3,309	2,936	1,594	2,936	2,936	2,936
011-5102-461-61-56 Benefits/pension cost-tmrs	-	-	-	-	-	-
61	72,862	86,911	40,558	86,911	91,020	89,975
011-5102-463-62-02 Supplies / Office	6,562	5,000	2,651	5,200	5,400	5,400
011-5102-463-62-12 Supplies / Small tools/minor equip-	689	1,350	-	1,350	1,350	1,350
62	7,250	6,350	2,651	6,550	6,750	6,750
011-5102-464-63-14 Other services & charges / Dues & subscriptions	4,132	4,620	747	4,620	4,620	4,620
011-5102-464-63-23 Other services & charges / Online svc/network	-	-	-	-	-	-
011-5102-464-63-44 Other services & charges / Printing	554	600	185	600	600	600
011-5102-464-63-45 Other services & charges / Professional	22,599	25,000	18,848	25,000	25,000	25,000
011-5102-464-63-51 Other services & charges / Rental-Photocopier	12,011	12,000	4,969	12,000	12,000	12,000
011-5102-464-63-52 Other services & charges / Rental & contractual	2,122	3,500	1,207	3,500	3,500	3,500
011-5102-464-63-61 Other services & charges / Special fees	11,734	26,000	4,258	26,000	26,000	26,000
011-5102-464-63-64 Other services & charges / Training	1,681	1,743	1,553	3,000	1,743	1,743
011-5102-464-63-65 Other services & charges / Travel	14,573	13,157	6,479	13,157	13,157	13,157
011-5102-464-63-69 Other services & charges / Utilities-telephone	43,398	36,867	18,071	36,867	36,867	36,867
011-5102-464-63-91 Other services & charges / Educational refund off/	1,742	-	-	-	-	-
011-5102-464-63-99 Other services & charges / Miscellaneous	5,135	3,500	1,439	3,500	3,900	3,900
63	119,681	126,987	57,756	128,244	127,387	127,387

2019

011-5102 Parks administration

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-5102-465-65-04 Maintenance / Computer/software	13,417	13,245	12,186	14,000	13,245	13,245
011-5102-465-65-08 Maintenance / Equipment	668	1,375	1,714	2,000	1,375	1,375
011-5102-465-65-10 Maintenance / Facilities	9,382	9,000	2,261	9,000	9,000	9,000
011-5102-465-65-16 Maintenance / Vehicles	-	475	135	475	475	475
011-5102-465-65-17 Maintenance / Fuel & lubricants	868	2	-	2	2	2
65	24,335	24,097	16,296	25,477	24,097	24,097
011-5102-466-66-14 Capital outlay / Vehicles	-	-	-	-	-	-
011-5102-466-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	900	-
011-5102-466-66-22 Capital outlay / Computer-hardware	-	-	-	-	720	-
011-5102-466-66-24 Capital outlay / Computer-software	-	-	-	-	7,900	7,900
011-5102-466-66-30 Capital outlay / Imprv- other than buildgs	-	-	-	-	-	-
011-5102-466-66-99 Capital outlay / Non-capitalized	-	-	-	-	-	-
66	-	-	-	-	9,520	7,900
011-5102 Park Administration	\$ 511,736	\$ 577,619	\$ 261,822	\$ 580,456	\$ 598,227	\$ 588,999

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5102	Parks Administration	1			Director Parks & Recreation	FILLED	\$ 110,848
5102	Parks Administration	1			Accounting Supervisor	FILLED	42,699
5102	Parks Administration	1			Management Assistant	FILLED	54,449
		<u>3</u>					<u>207,996</u>
5102	Parks Administration		1		Accounting Clerk	FILLED	26,894
5102	Parks Administration		1		Administrative Assistant	FILLED	28,954
5102	Parks Administration		1		Receptionist/Admin Clerk	FILLED	23,920
5102	Parks Administration		1		Secretary	FILLED	27,706
			<u>4</u>				<u>107,474</u>
5102	Parks Administration		1		Intern Parks	UNFILLED	4,800
			<u>1</u>				<u>4,800</u>
					OVERTIME		3,500
					CAR ALLOWANCE		7,200
					TELEPHONE		1,920
							<u>12,620</u>
	CURRENT POSITIONS		8				\$ 332,890



Mission Statement:	Department Summary											
	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan					
	16-17	17-18	Budget	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
The McAllen Parks and Recreation Administration Division provides administrative support for the Parks Division, Recreation Division, Aquatics Division, Las Palmas Community Center, Lark CC, City-Wide Building Maintenance and Sundance Mobile Park.	Expenditure Detail:											
	Personnel Services											
	Salaries and Wages	\$ 287,607	\$ 330,574	\$ 333,274	\$ 333,274	\$ 339,453	\$ 332,890	\$ 332,890	\$ 332,890	\$ 332,890	\$ 332,890	\$ 332,890
	Employee Benefits	72,862	86,524	86,911	86,911	91,020	89,975	89,975	89,975	89,975	89,975	89,975
	Supplies	7,250	6,350	6,350	6,550	6,750	6,750	6,750	6,750	6,750	6,750	6,750
	Other Services and Charges	119,681	126,987	126,987	128,244	127,387	127,387	127,387	127,387	127,387	127,387	127,387
	Maintenance	24,335	24,097	24,097	25,477	24,097	24,097	24,097	24,097	24,097	24,097	24,097
	Operations Subtotal	511,736	574,532	577,619	580,456	588,707	581,099	581,099	581,099	581,099	581,099	581,099
	Capital Outlay	-	-	-	-	9,520	7,900	2,250	-	-	-	-
	Total Expenditures	\$ 511,736	\$ 574,532	\$ 577,619	\$ 580,456	\$ 598,227	\$ 588,999	\$ 583,349	\$ 581,099	\$ 581,099	\$ 581,099	\$ 581,099
	PERSONNEL											
	Exempt	3	3	3	3	3	3	3	3	3	3	3
	Non-Exempt	3	4	4	4	4	4	4	4	4	4	4
	Part-Time	-	1	1	1	1	1	1	1	1	1	1
	Total Positions Authorized	6	8									

Contact Us:

Mike Hernandez
 Director of Parks and Recreation
 1000 S. Ware Road
 McAllen, TX 78501
 (956) 681-3333

MAJOR FY 18-19 GOALS

- 1.) Support staff development through opportunities for training at various conferences: TRAPS, TFEA, TAFE, NRPA.
 Then take the experiences to model a local education session for surrounding Parks and Recreations.
- 2.) Begin preparation for transition to a new facility: resarch and quotes for office furniture, equipment, and layout to maximize space and function.
- 3.) Launch new website and work with 311 to increase customer satisfaction for public inquiries and reporting of park issues through 311 application.

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	6	7	7	7
Department expenditures	\$ 511,736	\$ 577,619	\$ 580,456	\$ 588,999
Outputs:				
Number of rental pavilions available	13	13	13	13
Number of rental pools available	4	4	4	4
Effectiveness Measures:				
Number of pavilion rentals	786	750	775	785
Number of pool rentals	275	275	300	300
All Parks & Recreation revenues	\$ 1,313,006	\$ 1,300,000	\$ 1,155,000	\$ 1,160,000
Efficiency Measures:				
Revenue per capita	\$ 9.18	\$ 7.05	\$ 7.95	\$ 7.85
Department expenditures per capita	\$ 3.58	\$ 3.84	\$ 4.00	\$ 3.99

*N/A=Not Available, N/P=Not Provided

Description:

The Department manages payroll and personnel functions for full-time and part-time employees, processes incoming telephone traffic, thus providing facility and service information to the public. The Division rents parks, ball fields and other facilities, as well as, handles the incoming revenue from all recreation, aquatic, and other programs. Administrative projects include long range park and open space planning, grant writing for special programs, along with administering construction projects

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: 5104 - Parks Operations

		Baseline					Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)	
COMPENSATION										
New Position	No. Position	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total				
1. Trades Helper 1	5	145,600	-	-	57,530	203,130	81,252	Increased demand for project construction requires specialized trades helpers		
2. Crew Leader	2	58,240	-	-	23,012	81,252	40,626	Addition one 1 new crew requires a leader and a designated leader for Special Events Crew		
3. Groundskeeper II	3	79,872	-	-	32,977	112,849	75,232	Addition of one new crew with 2 GKII and one GKII for tree trimming		
4.	-	-	-	-	-	-	-			
Revisions										
1. Part Time to PT Custodian		2,091	-	-	413	2,504	2,504	Repurposing PT funds for functional positions- PT custodians to assist with facilities. Nature Center Trailer, Pumphouse, Closing of PARD office.		
2. Part Time		(7,935)	-	-	(1,586)	(9,521)	(9,521)	*		
3. Part Time to PT Custodian		5,844	-	-	1,155	6,999	6,999	*		
4. Overtime		35,000	-	-	7,202	42,202	24,000	Increased demand of special events and project deadlines.		
5.	-	-	-	-	-	-	-			
Total Compensation & Benefits		\$ 4,437,257	\$ 318,712	\$ -	\$ -	\$ 120,703	\$ 439,415	\$ 221,092		
SUPPLIES										
1. Janitorial						5,000	5,000	Janitorial supplies for new baseball complexes		
2. Clothing & uniform						13,000	6,500	Uniforms for new staff and replace uniform Jacket for all		
3. Landscape						7,000	7,000	MYBC/MGSC irrigation and landscape and acquired medians		
4. < Please select category >										
5. < Please select category >										
Total Supplies		\$ 174,654				\$ 25,000	\$ 18,500			
OTHER SERVICES & CHARGES										
1. Rental & contractual						28,000	(45,000)	Increased cost for Fibar		
2. Utilities-electric						100,000		MYBC/ MGSC lighting and electricity increase for new complexes		
3. Utilities-gas						300		Underfunded by 290 for FY 17-18		
4. Utilities-water						75,000		Underfunded FY 17-18, MYBC irrigation/graywater mix. Complex estimated to use 77,472,000 gallons per year		
5. Training						7,500		Requesting training line to be added for licenses and certifications.		
6. Rental-depreciation fun						84,920		Increase for rental-depreciation		
7. Utilities-electric						199,540		Electricity adjustment		
Total Other Services & Charges		\$ 2,028,731				\$ 495,260	\$ (45,000)			
MAINTENANCE										
1. Equipment						5,000		Repairs and maintenance to aging equipment		
2. Facilities						40,000		Aging parks and facilities such as play structures, shelters, tables, benches, trash receptacles		
3. Vehicles						10,000		Aging Vehicles		
4. Fuel & lubricants						10,000		To cover additional equipment and aging vehicles		
5. < Please select category >										
Total Maintenance		\$ 471,963				\$ 65,000	\$ -			
CAPITAL OUTLAY										
** See Attached Form DP-1										
Total Capital Outlay						\$ 175,198	\$ -			
TOTAL		\$ 7,112,605				\$ 1,199,874	\$ 194,592			

2019

011-5104 Parks

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-5104-461-60-01 Compensation / Exempt	436,009	640,222	229,687	575,000	636,124	636,124
011-5104-461-60-02 Compensation / Non-exempt	2,163,973	2,558,258	1,089,305	2,300,000	2,813,015	2,669,911
011-5104-461-60-06 Compensation / Part time	9,051	41,766	-	41,766	41,766	41,766
011-5104-461-60-10 Compensation / Overtime	111,106	82,573	35,115	120,000	117,573	102,477
011-5104-461-60-13 Compensation / Overtime reimbursement	-	-	-	-	-	-
011-5104-461-60-14 Compensation / Car allowance	7,200	9,600	3,600	9,600	9,600	9,600
011-5104-461-60-17 Compensation / Telephone	240	2,400	-	2,400	2,400	2,400
011-5104-461-60-30 Compensation / Park rental attendant	-	-	-	-	-	-
011-5104-461-60-90 Compensation / Non-employee agreement	8,799	-	3,669	3,669	-	-
60	2,736,378	3,334,819	1,361,376	3,052,435	3,620,478	3,462,278
011-5104-461-61-30 Benefits / Social security	202,335	255,115	103,950	255,115	276,967	264,865
011-5104-461-61-36 Benefits / Retirement	211,923	259,703	114,582	259,703	284,508	271,930
011-5104-461-61-40 Benefits / Unemployment tax	1,620	18,468	11,908	18,468	2,106	2,016
011-5104-461-61-46 Benefits / Workers' comp-	124,241	145,735	58,789	145,735	160,677	152,940
011-5104-461-61-50 Benefits / Health cost	323,917	432,144	166,894	432,144	489,240	461,760
011-5104-461-61-52 Benefits / Life insurance	2,184	5,392	1,116	5,392	5,773	5,636
011-5104-461-61-53 Benefits / Retiree health ins (ARC)	31,946	27,033	16,361	27,033	27,033	27,033
61	898,166	1,143,590	473,600	1,143,590	1,246,304	1,186,180
011-5104-463-62-12 Supplies / Small tools/minor equip-	19,704	25,000	9,040	25,000	25,000	25,000
011-5104-463-62-14 Supplies / Janitorial	37,725	42,400	14,734	42,400	47,400	47,400
011-5104-463-62-18 Supplies / Clothing & uniform	33,744	33,254	15,824	33,254	46,254	39,754
011-5104-463-62-20 Supplies / Chemical	8,086	14,000	2,224	14,000	14,000	14,000
011-5104-463-62-40 Supplies / Landscape	60,064	60,000	37,119	60,000	67,000	67,000
62	159,323	174,654	78,940	174,654	199,654	193,154
011-5104-464-63-20 Other services & charges / Util water/homeown asso	3,150	-	-	-	-	-
011-5104-464-63-23 Other services & charges / Online svc/network	1,197	590	193	590	590	590
011-5104-464-63-52 Other services & charges / Rental & contractual	788,139	812,000	392,269	900,000	840,000	767,000
011-5104-464-63-64 Other services & charges / Training	-	-	-	-	7,500	-
011-5104-464-63-65 Other services & charges / Travel	10,192	34,000	8,062	34,000	34,000	34,000
011-5104-464-63-67 Other services & charges / Utilities-electric	437,308	403,412	201,706	403,412	503,412	403,412

2019

011-5104 Parks

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-5104-464-63-68 Other services & charges / Utilities-gas	462	460	280	750	760	460
011-5104-464-63-70 Other services & charges / Utilities-water	698,432	672,000	242,403	700,000	747,000	672,000
011-5104-464-63-75 Other services & charges / Rental-general depr- fu	303,744	304,746	152,370	304,746	389,666	304,746
011-5104-464-63-99 Other services & charges / Miscellaneous	1,712	1,063	560	1,063	1,063	1,063
63	2,244,336	2,228,271	997,843	2,344,561	2,523,991	2,183,271
011-5104-465-65-08 Maintenance / Equipment	125,174	90,500	75,242	110,000	95,500	90,500
011-5104-465-65-10 Maintenance / Facilities	244,563	142,025	127,610	190,000	182,025	142,025
011-5104-465-65-12 Maintenance / Land	30,819	26,000	1,801	26,000	26,000	26,000
011-5104-465-65-16 Maintenance / Vehicles	144,045	130,000	64,917	140,000	140,000	130,000
011-5104-465-65-17 Maintenance / Fuel & lubricants	109,284	112,162	63,767	100,000	93,438	83,438
65	653,886	500,687	333,337	566,000	536,963	471,963
011-5104-466-66-14 Capital outlay / Vehicles	-	-	7,000	7,000	-	-
011-5104-466-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
011-5104-466-66-20 Capital outlay / Equipment	192,889	20,000	98,359	113,764	157,398	-
011-5104-466-66-22 Capital outlay / Computer-hardware	-	-	-	-	6,000	-
011-5104-466-66-24 Capital outlay / Computer-software	-	-	-	-	11,800	-
011-5104-466-66-30 Capital outlay / Imprv- other than buildgs	-	-	-	-	-	-
011-5104-466-66-99 Capital outlay / Non-capitalized	117,564	-	2,151	2,151	-	-
66	310,454	20,000	107,510	122,915	175,198	-
011-5104 Parks	\$ 7,002,541	\$ 7,402,021	\$ 3,352,606	\$ 7,404,155	\$ 8,302,588	\$ 7,496,846

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5104	Parks	1			Parks Manager	FILLED	\$ 52,606
5104	Parks	1			Parks Manager	FILLED	52,608
5104	Parks	1			Deputy Director Oper & Maint	FILLED	90,846
				Horticulture Manager			
5104	Parks	1			Parks Manager	UNFILLED	62,109
5104	Parks	1			Park Maintenance Supervisor	UNFILLED	42,682
5104	Parks	1			Park Maintenance Supervisor	FILLED	48,342
5104	Parks	1			Park Maintenance Supervisor	FILLED	48,342
5104	Parks	1			Park Maintenance Supervisor	FILLED	50,828
5104	Parks	1			Park Maintenance Supervisor	FILLED	48,342
5104	Parks	1			Park Maintenance Supervisor	FILLED	48,342
5104	Parks	1			Park Maintenance Supervisor	UNFILLED	42,682
5104	Parks	1			Parks Irrigation Supervisor	FILLED	48,395
		<u>12</u>					<u>636,124</u>
5104	Parks		1		Groundskeeper I	FILLED	25,730
5104	Parks		1		Groundskeeper I	FILLED	25,730
5104	Parks		1		Groundskeeper I	FILLED	25,730
5104	Parks		1		Groundskeeper I	FILLED	25,730
5104	Parks		1		Groundskeeper I	FILLED	25,730
5104	Parks		1		Groundskeeper I	FILLED	25,730
5104	Parks		1		Groundskeeper I	FILLED	25,730
5104	Parks		1		Groundskeeper I	FILLED	25,730
5104	Parks		1		Groundskeeper I	FILLED	25,730
5104	Parks		1		Groundskeeper I	FILLED	25,730
5104	Parks		1		Groundskeeper I	FILLED	25,730
5104	Parks		1		Groundskeeper I	FILLED	25,730
5105	Parks		1		Groundskeeper I	FILLED	25,730
5106	Parks		1		Groundskeeper I	UNFILLED	25,730
			<u>16</u>				<u>411,680</u>
5104	Parks		1		Groundskeeper II	FILLED	26,624
5104	Parks		1		Groundskeeper II	FILLED	26,624
5104	Parks		1		Groundskeeper II	FILLED	26,624
5104	Parks		1		Groundskeeper II	FILLED	26,624
5104	Parks		1		Groundskeeper II	FILLED	26,624
5104	Parks		1		Groundskeeper II	FILLED	26,624
5104	Parks		1		Groundskeeper II	FILLED	26,624
5104	Parks		1		Groundskeeper II	FILLED	26,624
5104	Parks		1		Groundskeeper II	FILLED	26,624
5104	Parks		1		Groundskeeper II	FILLED	26,624
5104	Parks		1		Groundskeeper II	FILLED	26,624

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5104	Parks		1		Parks Crew Leader	FILLED	29,120
5104	Parks		1		Parks Crew Leader	FILLED	29,120
5104	Parks		1		Parks Crew Leader	FILLED	29,120
5104	Parks		1		Parks Crew Leader	FILLED	29,120
5104	Parks		1		Parks Crew Leader	FILLED	29,120
5104	Parks		1		Parks Crew Leader	FILLED	29,120
5104	Parks		1		Parks Crew Leader	FILLED	29,120
5104	Parks		1		Parks Crew Leader	FILLED	29,099
5104	Parks		1		Parks Crew Leader	UNFILLED	29,120
5104	Parks		1		Parks Crew Leader	UNFILLED	29,120
5104	Parks		1		Parks Crew Leader	UNFILLED	29,120
5104	Parks		1		Parks Crew Leader	APPROVED	29,120
5104	Parks		0		Parks Crew Leader	NOT APPROVED	-
			<u>17</u>				<u>495,019</u>
5104	Parks		1		Parks Design Tech III	FILLED	31,325
			<u>1</u>				<u>31,325</u>
5104	Parks		1		Water Systems Operator	FILLED	34,341
			<u>1</u>				<u>34,341</u>
5104	Parks		1		Plumber/Irrigation Tech	FILLED	26,915
5104	Parks		1		Plumber/Irrigation Tech	FILLED	26,894
5104	Parks		1		Plumber/Irrigation Tech	FILLED	26,894
5104	Parks		1		Plumber/Irrigation Tech	FILLED	26,894
5104	Parks		1		Plumber/Irrigation Tech	FILLED	26,894
5104	Parks		1		Plumber/Irrigation Tech	FILLED	29,058
5104	Parks		1		Plumber/Irrigation Tech	FILLED	26,894
5104	Parks		1		Plumber/Irrigation Tech	UNFILLED	26,894
5104	Parks		1		Plumber/Irrigation Tech	UNFILLED	26,894
5104	Parks		1		Plumber/Irrigation Tech	UNFILLED	26,894
			<u>10</u>				<u>271,125</u>
5104	Parks		1		Irrigation Tech	UNFILLED	26,894
			<u>1</u>				<u>26,894</u>
5104	Parks		1		Senior Administrative Clerk	FILLED	29,307
			<u>1</u>				<u>29,307</u>
5104	Parks		1		Trades Helper I (TH I)	FILLED	29,120
5104	Parks		1		Trades Helper I (TH I)	FILLED	29,120
5104	Parks		1		Trades Helper I (TH I)	FILLED	29,120
5104	Parks		1		Trades Helper I (TH I)	UNFILLED	29,120
5104	Parks		1		Trades Helper I (TH I)	APPROVED	29,120

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5104	Parks		1		Trades Helper I (TH I)	APPROVED	29,120
5104	Parks		0		Trades Helper I (TH I)	NOT APPROVED	-
5104	Parks		0		Trades Helper I (TH I)	NOT APPROVED	-
5104	Parks		0		Trades Helper I (TH I)	NOT APPROVED	-
5104	Parks		1		Trades Helper Supervisor (THS)	FILLED	30,555
5104	Parks		1		Trades Helper Supervisor (THS)	FILLED	30,555
5105	Parks		1		Trades Helper Supervisor (THS)	UNFILLED	30,555
			<u>9</u>				<u>266,385</u>
5104	Parks		1		Welder	FILLED	31,325
5104	Parks		1		Welder	FILLED	31,325
			<u>2</u>				<u>62,650</u>
TOTAL FOR NON-EXEMPTS			96				2,669,911
5104	Parks		1		Part Time	UNFILLED	10,026
5104	Parks		1		Part Time / Nature Intern	UNFILLED	7,935
5104	Parks		0		Part Time	DELETED	-
5104	Parks		1		Part Time	UNFILLED	13,779
5104	Parks		1		Part Time Custodian	UNFILLED	10,026
			<u>4</u>				<u>41,766</u>
					OVERTIME		102,477
					CAR ALLOWANCE		9,600
					TELEPHONE		2,400
							<u>114,477</u>
CURRENT POSITIONS			112				\$ 3,462,278

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Assorted Park Amenities			
Account No.: 300-8708-466-66-30		Project Code: EP0104	Start Date: 10/18
Completed Date: 9/19			
User/Coordinating Department(s): Parks and Recreation			
Strategic Business Plan:		Goal 5: Provide strong stewardship of McAllen's financial resources while setting the standard for good governance.	
Strategic Business Plan: (If Applicable)		Goal 4: Set the standard for safety and emergency preparedness.	
Status: Ongoing		Project Location: All Parks	
Rollover Amount:		Current Request: \$ 100,000	
Department:	5104 Parks		
Project Type:	Recurring		
Grant Related: (Yes/No)	No		
Project Description/Justification			
Annual Park Amenities are replaced due to use deterioration and vandalism. Amenities include grills, tables, trashcans, fountains, trail and park equipment.			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 100,000	-	-	-	-	100,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Equipment / Other	-	-	100,000	-	-	-	-	100,000
Total	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Horticulture Improvements			
Account No.: 300-8708-466-66-30		Project Code: CP1714	Start Date: 10/18
Completed Date: 9/19			
User/Coordinating Department(s): Parks and Recreation			
Strategic Business Plan:		Goal 5: Provide strong stewardship of McAllen's financial resources while setting the standard for good governance.	
Strategic Business Plan: (If Applicable)		< Please Select Strategic Business Plan >	
Status: Ongoing		Project Location: Citywide	
Rollover Amount:		Current Request: \$ 110,000	
Department:	5104 Parks		
Project Type:	Recurring		
Grant Related: (Yes/No)	No		
Project Description/Justification			
Maintenance, addition, and replacement of landscaping and horticulture for parks and city buildings as well as medians. Additional \$10,000 requested for seasonal landscaping at War Memorial			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 110,000	-	-	-	-	110,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ 110,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Equipment / Other	-	-	110,000	-	-	-	-	110,000
Total	\$ -	\$ -	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ 110,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Motorcross Park			
Account No.: 110-8702-466-66-30		Project Code: CP1502	Start Date:
Completed Date: TBD			
User/Coordinating Department(s): Parks and Recreation			
Strategic Business Plan:		Goal 1: Promote an unsurpassed quality of life in McAllen.	
Strategic Business Plan: (If Applicable)		< Please Select Strategic Business Plan >	
Status:		Project Location: Old S. 10th	
Rollover Amount:	\$ 500,000	Current Request:	\$ -
Department:		5104 Parks	
Project Type:		Rollover	
Grant Related: (Yes/No)		Yes	
Project Description/Justification			
To continue with the construction for a competitive park with a secured perimeter, lights, irrigation, restrooms, and a starting gate.			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Development Corp	-	\$ 500,000	-	-	-	-	500,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	500,000	-	-	-	-	500,000
Equipment / Other	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Municipal Park Girls Softball Complex			
Account No.: 326-8708-466-66-30		Project Code: CP1403	Start Date: 10/18
Completed Date: 9/19			
User/Coordinating Department(s): Parks and Recreation			
Strategic Business Plan:		Goal 5: Provide strong stewardship of McAllen's financial resources while setting the standard for good governance.	
Strategic Business Plan: (If Applicable)		Goal 1: Promote an unsurpassed quality of life in McAllen.	
Status: Bidding		Project Location: Citywide	
Rollover Amount:	\$ 3,000,000	Current Request:	
Department:		5104 Parks	
Project Type:		Rollover	
Grant Related: (Yes/No)		No	
Project Description/Justification			
Demolition of current complex set for July 2018, followed by construction beginning August through end of year.			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Sports Facility Const Fund	-	\$ 3,000,000	-	-	-	-	3,000,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 3,000,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	3,000,000	-	-	-	-	-	3,000,000
Equipment / Other	-	-	-	-	-	-	-	-
Total	\$ -	\$ 3,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	3,000,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Bicentennial Hike and Bike Trail			
Account No.: 110-8702-466-66-36		Project Code: CP1204	Start Date: 10/18
Completed Date: 9/19			
User/Coordinating Department(s): Parks and Recreation			
Strategic Business Plan:		Goal 1: Promote an unsurpassed quality of life in McAllen.	
Strategic Business Plan: (If Applicable)		Goal 5: Provide strong stewardship of McAllen's financial resources while setting the standard for good governance.	
Status: Re-Bid in process		Project Location: Bicentennial Blvd	
Rollover Amount:	\$ 250,000	Current Request:	
Department:		5104 Parks	
Project Type:		Rollover	
Grant Related: (Yes/No)		No	
Project Description/Justification			
Extension of Bicentennial Hike and Bike Trail from Nolana to Dove			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Development Corp	-	\$ 250,000	-	-	-	-	250,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-		-	-	-	-	-	-
Land/ROW	-		-	-	-	-	-	-
Arch. & Engineering	-		-	-	-	-	-	-
Construction	-		250,000	-	-	-	-	250,000
Equipment / Other	-		-	-	-	-	-	-
Total	\$ -		\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: War Memorial			
Account No.: 110-8702-466-66-30		Project Code: CP1602	Start Date: 10/18
Completed Date: TBD			
User/Coordinating Department(s): Parks and Recreation & Engineering			
Strategic Business Plan:		Goal 1: Promote an unsurpassed quality of life in McAllen.	
Strategic Business Plan: (If Applicable)		Goal 5: Provide strong stewardship of McAllen's financial resources while setting the standard for good governance.	
Status: Ongoing		Project Location: War Memorial- 29th St	
Rollover Amount:	\$ 175,000	Current Request:	
Department:		5104 Parks	
Project Type:		Rollover	
Grant Related: (Yes/No)		No	
Project Description/Justification			
Continue development and maintenance of War Memorial			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Development Corp	-	\$ 175,000	-	-	-	-	175,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ 175,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-		-	-	-	-	-	-
Land/ROW	-		-	-	-	-	-	-
Arch. & Engineering	-		-	-	-	-	-	-
Construction	-		175,000	-	-	-	-	175,000
Equipment / Other	-		-	-	-	-	-	-
Total	\$ -		\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ 175,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Parklands Zone 1- Airport Park			
Account No.: 121-8706-466-66-30		Project Code: CP1708	Start Date: 10/18
Completed Date: TBD			
User/Coordinating Department(s): Parks and Recreation			
Strategic Business Plan:		Goal 1: Promote an unsurpassed quality of life in McAllen.	
Strategic Business Plan: (If Applicable)		Goal 5: Provide strong stewardship of McAllen's financial resources while setting the standard for good governance.	
Status: Ongoing		Project Location: 2201 S 26th St	
Rollover Amount:	\$ 250,000	Current Request:	
Department:		5104 Parks	
Project Type:		Rollover	
Grant Related: (Yes/No)		No	
Project Description/Justification			
Complete update of Airport Park: quick built picnic areas, picnic tables, landscaping, concrete chess table. Prebuilt Restrooms to install \$125,000			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 250,000	-	-	-	-	250,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	125,000	-	-	-	-	125,000
Equipment / Other	-	-	125,000	-	-	-	-	125,000
Total	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Parklands Zone 1- Cascade Park				
Account No.: 121-8706-466-66-30		Project Code: CP1707	Start Date: 10/18	Completed Date: TBD
User/Coordinating Department(s): Parks and Recreation				
Strategic Business Plan:		Goal 1: Promote an unsurpassed quality of life in McAllen.		
Strategic Business Plan: (If Applicable)		Goal 5: Provide strong stewardship of McAllen's financial resources while setting the standard for good governance.		
Status: Ongoing		Project Location: 1000 S. Bales		
Rollover Amount:	\$ 451,500	Current Request:		
Department:		5104 Parks		
Project Type:		Rollover		
Grant Related: (Yes/No)		No		
Project Description/Justification				
Complete update of Park: quick built picnic areas, picnic tables, landscaping, Pavilion rehab. Prebuilt Restrooms with install \$125,000				

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 451,500	-	-	-	-	451,500	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 451,500	\$ -	\$ -	\$ -	\$ -	\$ 451,500	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	250,000	-	-	-	-	250,000
Equipment / Other	-	-	201,500	-	-	-	-	201,500
Total	\$ -	\$ -	\$ 451,500	\$ -	\$ -	\$ -	\$ -	\$ 451,500

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Parklands Zone 1- Spring Fest			
Account No.: 121-8706-466-66-30		Project Code: CP1713	Start Date: 10/18
Completed Date: TBD			
User/Coordinating Department(s): Parks and Recreation			
Strategic Business Plan:		Goal 1: Promote an unsurpassed quality of life in McAllen.	
Strategic Business Plan: (If Applicable)		Goal 5: Provide strong stewardship of McAllen's financial resources while setting the standard for good governance.	
Status: Ongoing		Project Location: 3501 S. 23rd St	
Rollover Amount:	\$ 224,000	Current Request:	
Department:		5104 Parks	
Project Type:		Rollover	
Grant Related: (Yes/No)		No	
Project Description/Justification			
Complete update of Park: bleachers and shelters. Prebuilt Restroom for install \$125,000			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 224,000	-	-	-	-	224,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 224,000	\$ -	\$ -	\$ -	\$ -	\$ 224,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Equipment / Other	-	-	224,000	-	-	-	-	224,000
Total	\$ -	\$ -	\$ 224,000	\$ -	\$ -	\$ -	\$ -	\$ 224,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Parklands Zone 2- Bill Schupp Park				
Account No.: 121-8706-466-66-30		Project Code: CP1804	Start Date: 10/18	Completed Date: TBD
User/Coordinating Department(s): Parks and Recreation				
Strategic Business Plan:		Goal 1: Promote an unsurpassed quality of life in McAllen.		
Strategic Business Plan: (If Applicable)		Goal 5: Provide strong stewardship of McAllen's financial resources while setting the standard for good governance.		
Status: Ongoing		Project Location: 1300 Zinnia Ave		
Rollover Amount:	\$ 125,000	Current Request:		
Department:		5104 Parks		
Project Type:		Rollover		
Grant Related: (Yes/No)		No		
Project Description/Justification				
Complete update of Park: irrigation and amenities				



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 125,000	-	-	-	-	125,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ 125,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Equipment / Other	-	-	25,000	-	-	-	-	25,000
Total	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Parklands Zone 2- La Vista Park				
Account No.: 121-8706-466-66-30		Project Code: CP1709	Start Date: 10/18	Completed Date: TBD
User/Coordinating Department(s): Parks and Recreation				
Strategic Business Plan:		Goal 1: Promote an unsurpassed quality of life in McAllen.		
Strategic Business Plan: (If Applicable)		Goal 5: Provide strong stewardship of McAllen's financial resources while setting the standard for good governance.		
Status: Ongoing		Project Location: 100 La Vista Ave		
Rollover Amount:	\$ 272,500	Current Request:		
Department:		5104 Parks		
Project Type:		Rollover		
Grant Related: (Yes/No)		No		
Project Description/Justification				
Complete update of Park: Picnic tables, quick built shelters, lighting, and concrete chess tables. Prebuilt Restrooms to install \$125,000				

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 272,500	-	-	-	-	272,500	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 272,500	\$ -	\$ -	\$ -	\$ -	\$ 272,500	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	125,000	-	-	-	-	125,000
Equipment / Other	-	-	147,500	-	-	-	-	147,500
Total	\$ -	\$ -	\$ 272,500	\$ -	\$ -	\$ -	\$ -	\$ 272,500

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Parklands Zone 1- Los Encinos Park			
Account No.: 121-8706-466-66-30	Project Code: CP1712	Start Date: 10/18	Completed Date: TBD
User/Coordinating Department(s): Parks and Recreation			
Strategic Business Plan:	Goal 1: Promote an unsurpassed quality of life in McAllen.		
Strategic Business Plan: (If Applicable)	Goal 5: Provide strong stewardship of McAllen's financial resources while setting the standard for good governance.		
Status: Ongoing			Project Location: 2201 S 26th St
Rollover Amount:	\$ 35,000	Current Request:	
Department:	5104 Parks		
Project Type:	Rollover		
Grant Related: (Yes/No)	No		
Project Description/Justification			
Complete update of Los Encinos Park. Quick Build replacements and replacement of other amenities.			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 35,000	-	-	-	-	35,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-		-	-	-	-	-	-
Land/ROW	-		-	-	-	-	-	-
Arch. & Engineering	-		-	-	-	-	-	-
Construction	-		-	-	-	-	-	-
Equipment / Other	-		35,000	-	-	-	-	35,000
Total	\$ -		\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: LIGHTING - FIELDS REHABS (CASCADE 250; ESCANDON 370, SUAREZ 310))			
Account No.:	Project Code:	Start Date:	Completed Date:
User/Coordinating Department(s): PARKS AND RECREATION			
Strategic Business Plan:	Goal 1: Promote an unsurpassed quality of life in McAllen.		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status: NEW			Project Location: Multiple Fields
Rollover Amount:	Current Request:	\$ 930,000	
Department:	PARKS & RECREATION		
Project Type:	New Projects		
Grant Related: (Yes/No)	No		
Project Description/Justification			
REHABILITATION OF EXISTING FIELD LIGHTING SYSTEMS FOR EXISTING BASEBALL/SOCCER FIELDS. REMOVE AND REPLACEMENT OF MAJOR SITE LIGHTS & CONTROLLERS. PROPOSED FOR THREE EXISTING PARK SITES: CASCADE (\$250,000), ESCANDON (\$370,000) AND SUAREZ (\$310,000).			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 930,000	-	-	-	-	930,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 930,000	\$ -	\$ -	\$ -	\$ -	\$ 930,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	930,000	-	-	-	-	930,000
Equipment / Other	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ 930,000	\$ -	\$ -	\$ -	\$ -	\$ 930,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: LIGHTING SYSTEMS, NEW, FOR EXISTING PARKS, VARIOUS LOCATIONS			
Account No.:	Project Code:	Start Date:	Completed Date:
User/Coordinating Department(s): PARKS AND RECREATION			
Strategic Business Plan:	Goal 1: Promote an unsurpassed quality of life in McAllen.		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status: NEW			Project Location: Various Parks
Rollover Amount:	Current Request:	\$ 615,000	
Department:	PARKS & RECREATION		
Project Type:	New Projects		
Grant Related: (Yes/No)	No		
Project Description/Justification			
ADDITION OF NEW LIGHT SYSTEMS WITHIN EXISTING PARKS TO ILLUMINATE TRAIL, BASKETBALL COURTS AND VOLLEYBALL COURTS. PARKS INCLUDE: RETAMA, ROBIN, ROOSEVELT, SEGUIN, LAS PALMAS, UVALDE, HACKBERRY AND NAVARRO.			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 615,000	-	-	-	-	615,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 615,000	\$ -	\$ -	\$ -	\$ -	\$ 615,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Equipment / Other	-	-	615,000	-	-	-	-	615,000
Total	\$ -	\$ -	\$ 615,000	\$ -	\$ -	\$ -	\$ -	\$ 615,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: LIGHTING - FIELDS, NEW (SPRINGFEST)			
Account No.:	Project Code:	Start Date:	Completed Date:
User/Coordinating Department(s): PARKS AND RECREATION			
Strategic Business Plan:	Goal 1: Promote an unsurpassed quality of life in McAllen.		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status: NEW			Project Location: Springfest Park
Rollover Amount:	Current Request:	\$ 400,000	
Department:	PARKS & RECREATION		
Project Type:	New Projects		
Grant Related: (Yes/No)	No		
Project Description/Justification			
NEW LIGHTING SYSTEM FOR EXISTING SPRINGFEST PARK, A LARGE AND HIGHLY USED FOR WIDE VARIETY OF EVENTS, INCLUDING SOCCER, POLO, FLAG FOOTBALL.			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 400,000	-	-	-	-	400,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-		-	-	-	-	-	-
Land/ROW	-		-	-	-	-	-	-
Arch. & Engineering	-		-	-	-	-	-	-
Construction	-		400,000	-	-	-	-	400,000
Equipment / Other	-		-	-	-	-	-	-
Total	\$ -		\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: PARKING LOT REHAB (2 EXISTING PARK SITES)			
Account No.:	Project Code:	Start Date:	Completed Date:
User/Coordinating Department(s): PARKS AND RECREATION			
Strategic Business Plan:	Goal 1: Promote an unsurpassed quality of life in McAllen.		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status: NEW			Project Location: La Vista & Westside Parks
Rollover Amount:	Current Request:	\$ 550,000	
Department:	PARKS & RECREATION		
Project Type:	New Projects		
Grant Related: (Yes/No)	No		
Project Description/Justification			
PARKING LOT REHABILITATION FOR TWO EXISTING PARK FACILITIES, LA VISTA PARK (\$150,000) AND WESTSIDE PARK (\$400,000)			

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 550,000	-	-	-	-	550,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ 550,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-		-	-	-	-	-	-
Land/ROW	-		-	-	-	-	-	-
Arch. & Engineering	-		-	-	-	-	-	-
Construction	-		550,000	-	-	-	-	550,000
Equipment / Other	-		-	-	-	-	-	-
Total	\$ -		\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ 550,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: PARKING LOT, NEW (6 EXISTING PARK SITES)			
Account No.:	Project Code:	Start Date:	Completed Date:
User/Coordinating Department(s): PARKS AND RECREATION			
Strategic Business Plan:	Goal 1: Promote an unsurpassed quality of life in McAllen.		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status: NEW			Project Location: Various
Rollover Amount:	Current Request:	\$ 745,000	
Department:	PARKS & RECREATION		
Project Type:	New Projects		
Grant Related: (Yes/No)	No		
Project Description/Justification			
CONSTRUCTION OF NEW PARKING LOTS AT SIX EXISTING PARK SITES TO INCLUDE: MCAULLIFE (\$145,000), BILL SHCUPP (\$250,000), CROCKETT \$75,000), DAFFODIL DISC \$50,000), LAVISTA (\$145,000) AND SPRINGFEST(MILLINGS ONLY)(\$80,000)			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 745,000	-	-	-	-	745,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 745,000	\$ -	\$ -	\$ -	\$ -	\$ 745,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	745,000	-	-	-	-	745,000
Equipment / Other	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ 745,000	\$ -	\$ -	\$ -	\$ -	\$ 745,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: SKATEBOARD PARKS - 2 NEW AT 2 EXSITING PARK SITES			
Account No.:	Project Code:	Start Date:	Completed Date:
User/Coordinating Department(s): PARKS AND RECREATION			
Strategic Business Plan:	Goal 1: Promote an unsurpassed quality of life in McAllen.		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status: NEW			Project Location:
Rollover Amount:	Current Request:	\$ 260,000	
Department:	PARKS & RECREATION		
Project Type:	New Projects		
Grant Related: (Yes/No)	No		
Project Description/Justification			
SKATEBOARD PARKS AT TWO EXISTING PARK SITE: ZINNIA (\$130,000) AND LAVISTA (\$130,000). THESE PARKS WOULD BE COMPARABLE TO THE RECENTLY CONSTRUCTED SKATEBOARD PARKS AT HOUSTON AND ESCANDON.			

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 260,000	-	-	-	-	260,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 260,000	\$ -	\$ -	\$ -	\$ -	\$ 260,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	260,000	-	-	-	-	260,000
Equipment / Other	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ 260,000	\$ -	\$ -	\$ -	\$ -	\$ 260,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: CITY-WIDE TRAIL ENHANCEMENTS (WATER FOUNTAINS, TRASH CANS, BENCHES)			
Account No.:	Project Code:	Start Date:	Completed Date:
User/Coordinating Department(s): PARKS AND RECREATION			
Strategic Business Plan:	Goal 1: Promote an unsurpassed quality of life in McAllen.		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status: NEW			Project Location: City Wide
Rollover Amount:	Current Request:	\$ 150,000	
Department:	PARKS & RECREATION		
Project Type:	New Projects		
Grant Related: (Yes/No)	No		
Project Description/Justification			
CITY-WIDE TRAIL ENHANCEMENTS (WATER FOUNTAINS, TRASH CANS, BENCHES)			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 150,000	-	-	-	-	150,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Equipment / Other	-	-	150,000	-	-	-	-	150,000
Total	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: TAYLOR CROSSINGS PARK			
Account No.:	Project Code:	Start Date:	Completed Date:
User/Coordinating Department(s): PARKS AND RECREATION			
Strategic Business Plan:	Goal 1: Promote an unsurpassed quality of life in McAllen.		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status: NEW			Project Location: Taylor Crossings Park
Rollover Amount:	Current Request:	\$ 145,000	
Department:	PARKS & RECREATION		
Project Type:	New Projects		
Grant Related: (Yes/No)	No		
Project Description/Justification			
DEVELOPMENT OF NEW PARK FACILITY ON EXISTING 1.0 ACRE SITE TO INCLUDE: TRAIL, SEATING AREA, SMALL PLAYGROUND APPARATUS.			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 145,000	-	-	-	-	145,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 145,000	\$ -	\$ -	\$ -	\$ -	\$ 145,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Equipment / Other	-	-	145,000	-	-	-	-	145,000
Total	\$ -	\$ -	\$ 145,000	\$ -	\$ -	\$ -	\$ -	\$ 145,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$ 8,000.00	Other	\$ 2,400.00	UTILITIES, WATER
Supplies	\$ 300.00	Capital	\$ -	
Services	\$ -	Total	\$ 10,700.00	

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: MORRIS PARK PH II, PERIMETER TRAIL W/ AMENITIES			
Account No.:	Project Code:	Start Date:	Completed Date:
User/Coordinating Department(s): PARKS AND RECREATION			
Strategic Business Plan:	Goal 1: Promote an unsurpassed quality of life in McAllen.		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status: NEW			Project Location:
Rollover Amount:	Current Request:	\$ 375,000	
Department:	PARKS & RECREATION		
Project Type:	New Projects		
Grant Related: (Yes/No)	No		
Project Description/Justification			
DEVELOPMENT OF SECOND PHASE OF DEVELOPMENT OF EXISTING PARK FACILITY ON EXISTING 12.0 ACRE SITE TO INCLUDE: TRAIL, SEATING AREAS, QUICK BUILT STRUCTURES WITH GRILLS, LANDSCAPING AND IRRIGATION.			
			

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 375,000	-	-	-	-	375,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 375,000	\$ -	\$ -	\$ -	\$ -	\$ 375,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Equipment / Other	-	-	375,000	-	-	-	-	375,000
Total	\$ -	\$ -	\$ 375,000	\$ -	\$ -	\$ -	\$ -	\$ 375,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

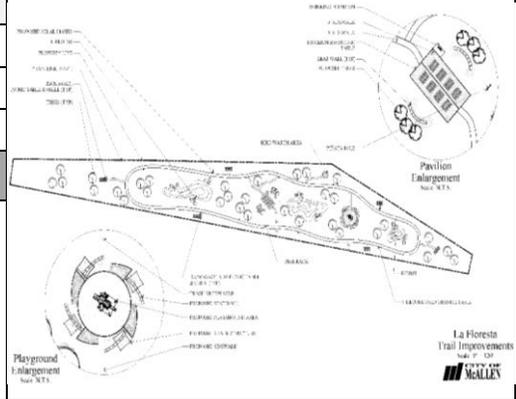
Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: LA FLORESTA PARK - NEW			
Account No.:	Project Code:	Start Date:	Completed Date:
User/Coordinating Department(s): PARKS AND RECREATION			
Strategic Business Plan:	Goal 1: Promote an unsurpassed quality of life in McAllen.		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status: NEW	Project Location:		La Floresta Park
Rollover Amount:	Current Request:	\$ 500,000	
Department:	PARKS & RECREATION		
Project Type:	New Projects		
Grant Related: (Yes/No)	No		
Project Description/Justification			
DEVELOPMENT OF NEW PARK FACILITY ON EXISTING 6.5 ACRE SITE TO INCLUDE: TRAIL, SEATING AREAS, PAVILLION, PICNIC SHELTERS WITH TABLES, CHAIRS, BIKE RACKS, LIGHTING, LANDSCAPING, IRRIGATION AND FENCING.			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 500,000	-	-	-	-	500,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ -

Project Components	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-
Construction	-	250,000	-	-	-	-	250,000
Equipment / Other	-	250,000	-	-	-	-	250,000
Total	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have an operating impact.

CITY OF McALLEN, TEXAS

**ROLLING STOCK REQUEST FORM
FLEET OPERATIONS APPROVED SCHEDULE
GENERAL DEPRECIATION AND GENERAL FUND
FISCAL YEAR 2018-2019**

FUND: GENERAL DEPRECIATION
DEPT. PARKS

YEAR	N=New R=Repl.	Unit #	REPLACING MAKE/MODEL	REQUESTING MAKE/MODEL	QTY.	BUDGET AMOUNT	DEPREC. YEARS	ANNUAL RENTAL	YES/NO	FLEET OPERATIONS RECOMMENDATION		CITY MANAGER APPROVAL
										FLEET COMMENTS	FY 17-18 ROLLOVER	YES/NO
2000	R	340	CHEVY 1500 EXT LB 4WD GAS	1/2 TON EXT LB 2WD GAS	1	\$ 29,000	8	3,988	YES	RECOMMEND REPLACEMENT (DEPRECIATION SHORT \$9,500)		YES
2006	R	PK0363	FORD F-350 DRW 2WD DIESEL	1 TON RC SB DRW GAS	1	33,000	8	4,538	YES	RECOMMEND REPLACEMENT (DEPRECIATION SHORT \$2,500)		YES
2008	R	PK2001	FORD F-150 RC LB 2WD GAS	1/2 TON RC SB 2WD GAS	1	26,000	8	3,575	YES	RECOMMEND REPLACEMENT (DEPRECIATION SHORT \$2,000)		YES
2008	R	PK2003	FORD F-150 RC LB 2WD GAS	1/2 TON RC SB 2WD GAS	1	26,000	8	3,575	YES	RECOMMEND REPLACEMENT (DEPRECIATION SHORT \$2,000)		YES
2008	R	PK2503	FORD F-250 RC LB 2WD GAS	3/4 TON RC SB 2WD GAS	1	30,000	8	4,125	YES	RECOMMEND REPLACEMENT (DEPRECIATION SHORT \$5,000)		YES
2008	R	PK2504	FORD F-250 CC LB 2WD DIESEL	3/4 TON CC LB 2WD GAS	1	32,000	8	4,400	YES	RECOMMEND REPLACEMENT (DEPRECIATION SHORT \$7,000)		YES
2003	R	359	FORD F-350 CC LB 2WD DIESEL	3/4 TON CC LB 2WD GAS	1	32,000	8	4,400	YES	RECOMMEND REPLACEMENT (DEPRECIATION SHORT \$2,670)		YES
2003	R	349	FORD F-350 CC LB 2WD DIESEL	3/4 TON CC LB 2WD GAS	1	32,000	8	4,400	YES	RECOMMEND REPLACEMENT (DEPRECIATION SHORT \$2,670)		YES
2003	R	342A	FORD F-350 CC LB 2WD DIESEL	3/4 TON CC LB 2WD GAS	1	32,000	8	4,400	YES	RECOMMEND REPLACEMENT (DEPRECIATION SHORT \$2,670)		YES
2006	R	PK0370	MASSEY FERGUSON TRACTOR	UTILITY TRACTOR	1	55,000	10	6,050	YES	RECOMMEND REPLACEMENT		YES
2008	R	PK9000	JOHN DEERE TRATOR 5525	UTILITY TRACTOR	1	60,000	10	6,600	YES	RECOMMEND REPLACEMENT		YES
						\$ 387,000					\$ -	

Description	Depreciation Yrs
Sedans, vans, light trucks, SUV, light equipment & Specialty Vehicles	8
Police "Marked" Patrol Cars	2.5
Sanitation Refuse Trucks	7
Heavy Trucks and Equipment	10
Fire Apparatus Trucks	12
Heavy Equipment (Bulldozers & Excavators only)	15

CITY OF McALLEN, TEXAS

**ROLLING STOCK REQUEST FORM
FLEET OPERATIONS APPROVED SCHEDULE
GENERAL DEPRECIATION AND GENERAL FUND
FISCAL YEAR 2018-2019**

FUND: GENERAL
DEPT. PARKS

YEAR	N=New R=Repl.	Unit #	REPLACING MAKE/MODEL	REQUESTING MAKE/MODEL	QTY.	BUDGET AMOUNT	DEPREC. YEARS	ANNUAL RENTAL	YES/NO	FLEET OPERATIONS RECOMMENDATION		CITY MANAGER APPROVAL
										FLEET COMMENTS	FY 17-18 ROLLOVER	YES/NO
	N	305	NEW ADDITION	WATER TRUCK	1	\$ 115,000	10	12,650		GENERAL FUND NEW ADDITION		NO
	N	PK1503	NEW ADDITION	1/2 TON RC SB 2WD GAS	1	\$ 26,000	8	3,575		GENERAL FUND NEW ADDITION		NO
	N	PK2516	NEW ADDITION	3/4 TON RC SB 2WD GAS	1	30,000	8	4,125		GENERAL FUND NEW ADDITION		NO
	N		NEW ADDITION	3/4 TON CC LB 2WD GAS	1	32,000	8	4,400		GENERAL FUND NEW ADDITION		NO
	N		NEW ADDITION	1/2 TON RC SB 2WD GAS	1	26,000	8	3,575		GENERAL FUND NEW ADDITION		NO
	N		NEW ADDITION	1/2 TON RC SB 2WD GAS	1	26,000	8	3,575		GENERAL FUND NEW ADDITION		NO
								#DIV/0!				
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						\$ 255,000					\$ -	

Description	Depreciation Yrs
Sedans, vans, light trucks, SUV, light equipment & Specialty Vehicles	8
Police "Marked" Patrol Cars	2.5
Sanitation Refuse Trucks	7
Heavy Trucks and Equipment	10
Fire Apparatus Trucks	12
Heavy Equipment (Bulldozers & Excavators only)	15



Mission Statement:
 Provide attractive and well-maintained major parks and recreation facilities in each sector of the city. These facilities should be within a reasonable distance of neighborhood and offer safe opportunities for athletic competition, family gatherings, and other passive and active recreation activities.

Department Summary											
Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 2,736,378	\$ 3,298,819	\$ 3,334,819	\$ 3,052,435	\$ 3,620,478	\$ 3,462,278	\$ 3,462,278	\$ 3,462,278	\$ 3,462,278	\$ 3,462,278	\$ 3,462,278
Employee Benefits	898,166	1,138,438	1,143,590	1,143,590	1,246,304	1,186,180	1,186,180	1,186,180	1,186,180	1,186,180	1,186,180
Supplies	159,323	174,654	174,654	174,654	199,654	193,154	193,154	193,154	193,154	193,154	193,154
Other Services and Charges	2,244,336	2,028,731	2,228,271	2,344,561	2,523,991	2,183,271	2,183,271	2,183,271	2,183,271	2,183,271	2,183,271
Maintenance	653,886	471,963	500,687	566,000	536,963	471,963	471,963	471,963	471,963	471,963	471,963
Operations Subtotal	6,692,088	7,112,605	7,382,021	7,281,240	8,127,390	7,496,846	7,496,846	7,496,846	7,496,846	7,496,846	7,496,846
Capital Outlay	310,454	20,000	20,000	122,915	175,198	-	96,050	172,550	-	-	-
Total Expenditures	\$ 7,002,541	\$ 7,132,605	\$ 7,402,021	\$ 7,404,155	\$ 8,302,588	\$ 7,496,846	\$ 7,592,896	\$ 7,669,396	\$ 7,496,846	\$ 7,496,846	\$ 7,496,846
PERSONNEL											
Exempt	8	12	12	12	12	12	12	12	12	12	12
Non-Exempt	76	91	91	91	101	96	101	101	101	101	101
Part-Time	-	5	5	-	5	4	4	4	4	4	4
Total Positions Authorize	84	108	108	103	118	112	117	117	117	117	117

Contact Us:
 Mike Hernandez
 Director
 1000 S. Ware Road
 McAllen, TX 78501
 (956) 681-3333

MAJOR FY 18-19 GOALS

- 1.) Augment department construction and fabrication talent and skills with 5 more tradesmen to:
 Fabricate more park amenities in house such as picnic tables, BBQ grills, and shelters and dedicate a construction crew to playground equipment inspection and installation and keep construction costs down through in house construction projects.
 pesticides
- 3.) Increase non exempt employees by one 3 man crew to maintain city properties: Library, Oval Pond, Convention Center, and War Memorial.
 Quality of work will be more consistent, measurable, and timely.

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	84	103	103	113
Department expenditures	\$ 7,002,541	\$ 7,132,605	\$ 7,404,155	\$ 7,496,846
Outputs:				
Total number of properties maintained	83	85	84	87
Number of developed parks acres	687	740	740	748
Number of undeveloped park acres	470	416	470	462
Number of playscape areas maintained	121	126	123	125
Number of athletic fields maintained	146	155	146	168
Number of irrigation systems maintained	219	209	219	221
Effectiveness Measures:				
City Park Rating	86%	91%	90%	91%
% who visited City/Neighborhood parks	85%	91%	90%	90%
Efficiency Measures:				
Number of acres maintained per full time employee	13.77	11.22	11.75	10.71
Unit cost per acres maintained	\$ 6,052	\$ 6,170	\$ 6,119	\$ 6,196
Department expenditures per capita	\$ 48.96	\$ 49.08	\$ 50.98	\$ 50.75

*N/A=Not Available, N/P=Not Provided

Description:

The Department strives to improve the quality of life through the provision of well balanced, high quality recreation programs for the residents of McAllen to enjoy during their leisure time. The Department facilitates wholesome and constructive programs with a measurable value to the community. The Department promotes environmental conservation, eco and cultural tourism and socially oriented special events.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: 5106 - Recreation

		Baseline						Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	No. Position		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total			
1.	-		-	-	-	-	-	-		
2.	-		-	-	-	-	-	-		
3.	-		-	-	-	-	-	-		
4.	-		-	-	-	-	-	-		
Revisions										
1. Recreation Supervisor			-	-	720	114	834	834	834	Total of 5 employees receiving phone allowance
2. Recreation Supervisor			-	-	720	114	834	834	834	Total of 5 employees receiving phone allowance
3.	-		-	-	-	-	-	-		
4.	-		-	-	-	-	-	-		
5.	-		-	-	-	-	-	-		
Total Compensation & Benefits		\$ 1,347,955	\$ -	\$ -	\$ 1,440	\$ 228	\$ 1,668	\$ 1,668	\$ 1,668	
SUPPLIES										
	1. < Please select category >									
	2. < Please select category >							-		
	3. < Please select category >									
	4. < Please select category >									
	5. < Please select category >									
Total Supplies		\$ 51,000						\$ -	\$ -	
OTHER SERVICES & CHARGES										
	1. Advertising						3,100	3,100		New Complexes require more marketing dollars to recruit rentals and tournaments.
	2. Rental & contractual						5,000	3,000		Several events require more security and rental equipment.
	3. Special events						20,000	10,000		GAO, 4th of July, Halloween-Registration fees no longer count against Special Event Expenditure (True Expense)
	4. < Please select category >									
	5. < Please select category >									
Total Other Services & Charges		\$ 272,826					\$ 28,100	\$ 16,100		
MAINTENANCE										
	1. < Please select category >							-		
	2. < Please select category >							-		
	3. < Please select category >									
	4. < Please select category >									
	5. < Please select category >									
Total Maintenance		\$ 13,599						\$ -	\$ -	
CAPITAL OUTLAY										
	** See Attached Form DP-1									
Total Capital Outlay								\$ -	\$ -	
TOTAL		\$ 1,685,380					\$ 29,768	\$ 17,768		

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: 011 - General
DEPARTMENT: 5106 - Recreation

Improv other than Bldg				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Westside Fieldhouse Renovation	\$12,300	1	\$12,300	Storage room and office expansion. Changing light fixtures to LED. Replace urinals and aged plumbing fixtures. To maximize energy efficiency and prevent break-ins. Heat issue for scorekeepers.
Westside Fieldhouse: Metal Roof	\$3,000	1	\$3,000	
Westside Fieldhouse: Windows	\$1,100	4	\$4,400	
Westside Fieldhouse: A/C Unit	\$2,500	1	\$2,500	
	\$0		\$0	
TOTAL			\$0	

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Double/Single Kayaks	\$700	6	\$4,200	Increase usage at Firemans Park, extend use to Oval Pond. Boat Rental Revenue \$19,000 Increase usage at Firemans Park and extend use to Oval Pond
2 Seat Pedal Boat	\$1,500	1	\$1,500	
	\$0	0	\$0	
	\$0	0	\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$0
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2019

011-5106 Recreation

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-5106-461-60-01 Compensation / Exempt	324,014	357,533	187,411	357,533	383,640	383,640
011-5106-461-60-02 Compensation / Non-exempt	-	-	-	-	-	-
011-5106-461-60-06 Compensation / Part time	857,648	762,525	338,858	762,525	762,075	762,075
011-5106-461-60-10 Compensation / Overtime	18,662	10,000	263	10,000	10,000	10,000
011-5106-461-60-14 Compensation / Car allowance	5,700	10,200	3,000	10,200	10,200	10,200
011-5106-461-60-17 Compensation / Telephone	2,420	2,400	1,680	3,360	4,800	4,800
011-5106-461-60-31 Compensation / Officials	-	-	-	-	-	-
011-5106-461-60-90 Compensation / Non-employee agreement	-	-	-	-	-	-
60	1,208,445	1,142,658	531,212	1,143,618	1,170,715	1,170,715
011-5106-461-61-30 Benefits / Social security	91,302	87,413	41,652	87,413	89,560	89,560
011-5106-461-61-36 Benefits / Retirement	27,632	30,027	17,021	30,027	32,486	32,486
011-5106-461-61-40 Benefits / Unemployment tax	3,184	11,957	4,400	11,957	4,968	4,968
011-5106-461-61-46 Benefits / Workers' comp-	51,885	38,105	20,611	38,105	44,577	44,577
011-5106-461-61-50 Benefits / Health cost	24,757	32,064	13,144	32,064	32,064	32,064
011-5106-461-61-52 Benefits / Life insurance	233	616	75	616	666	666
011-5106-461-61-53 Benefits / Retiree health ins (ARC)	11,561	8,716	5,493	8,716	8,716	8,716
61	210,554	208,898	102,396	208,898	213,037	213,037
011-5106-463-62-12 Supplies / Small tools/minor equip-	6,447	1,000	-	1,000	1,000	1,000
011-5106-463-62-26 Supplies / Program	44,440	50,000	12,901	50,000	50,000	50,000
011-5106-463-62-42 Supplies / Recreation merchandise supplies	-	-	-	-	-	-
62	50,887	51,000	12,901	51,000	51,000	51,000
011-5106-464-63-02 Other services & charges / Advertising	5,265	6,900	2,123	6,900	10,000	10,000
011-5106-464-63-10 Other service & charges / Contract services	(736)	2,000	(5,024)	2,000	2,000	2,000
011-5106-464-63-23 Other services & charges / Online svc/network	-	-	-	-	-	-
011-5106-464-63-42 Other services & charges / Officiating fees	103,525	110,000	37,293	110,000	110,000	110,000
011-5106-464-63-44 Other services & charges / Printing	10,113	19,600	8,046	19,600	19,600	19,600
011-5106-464-63-52 Other services & charges / Rental & contractual	8,357	11,000	6,575	15,000	16,000	14,000
011-5106-464-63-60 Other services & charges / Special events	82,237	70,000	38,695	86,490	90,000	80,000
011-5106-464-63-65 Other services & charges / Travel	13,296	14,500	10,300	20,900	14,500	14,500
011-5106-464-63-66 Other services & charges / Trophies	14,827	30,000	7,130	30,000	30,000	30,000
011-5106-464-63-75 Other services & charges / Rental-general depr- fu	8,663	8,663	4,326	8,663	8,663	8,663
011-5106-464-63-99 Other services & charges / Miscellaneous	2,632	63	100	240	63	63
63	248,179	272,726	109,565	299,793	300,826	288,826

2019

011-5106 Recreation

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-5106-464-64-21 Other services & charges / H2O Hut concession exp	(725)	100	(549)	100	100	100
64	(725)	100	(549)	100	100	100
011-5106-465-65-08 Maintenance / Equipment	750	2,000	-	2,000	2,000	2,000
011-5106-465-65-16 Maintenance / Vehicles	7,093	9,925	2,216	9,925	9,925	9,925
011-5106-465-65-17 Maintenance / Fuel & lubricants	1,481	1,674	919	1,993	1,674	1,674
011-5106-465-65-19 Maintenance / Athletic fields	387	-	(669)	-	-	-
65	9,711	13,599	2,466	13,918	13,599	13,599
011-5106-466-66-14 Capital outlay / Vehicles	-	9,000	600	9,000	5,700	-
011-5106-466-66-20 Capital outlay / Equipment	3,033	1,200	-	1,200	22,200	-
011-5106-466-66-99 Capital outlay / Non-capitalized	50,964	1,000	-	1,000	-	-
66	53,997	11,200	600	11,200	27,900	-
011-5106-467-89-59 Other expenses / Recreation	-	-	-	-	-	-
011-5106-467-89-66 Other expenses / Reimbursements	-	-	-	-	-	-
89	-	-	-	-	-	-
<hr/>						
011-5106 Recreation	\$ 1,781,047	\$ 1,700,181	\$ 758,591	\$ 1,728,527	\$ 1,777,177	\$ 1,737,277

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5106461	RECREATION		1		AFTER SCHOOL - INSTRUCTOR II	UNFILLED	2,731
5106461	RECREATION		1		AFTER SCHOOL - INSTRUCTOR II	UNFILLED	2,731
5106461	RECREATION		1		AFTER SCHOOL - INSTRUCTOR II	UNFILLED	2,731
5106461	RECREATION		1		AFTER SCHOOL - INSTRUCTOR II	UNFILLED	2,731
5106461	RECREATION		1		AFTER SCHOOL - INSTRUCTOR II	UNFILLED	2,731
5106461	RECREATION		1		AFTER SCHOOL - INSTRUCTOR II	UNFILLED	2,731
5106461	RECREATION		1		AFTER SCHOOL - SUPERVISOR	FILLED	2,731
5106461	RECREATION		1		AFTER SCHOOL - SUPERVISOR	UNFILLED	2,731
5106461	RECREATION		1		AFTER SCHOOL - SUPERVISOR	UNFILLED	2,731
5106461	RECREATION		1		AFTER SCHOOL - SUPERVISOR	UNFILLED	2,731
5106461	RECREATION		1		AFTER SCHOOL - SUPERVISOR	UNFILLED	2,731
5106461	RECREATION		1		AFTER SCHOOL - SUPERVISOR	UNFILLED	2,731
5106461	RECREATION		1		AFTER SCHOOL - SUPERVISOR	UNFILLED	2,731
5106461	RECREATION		1		AFTER SCHOOL - SUPERVISOR	UNFILLED	2,731
5106461	RECREATION		1		AFTER SCHOOL - SUPERVISOR	UNFILLED	2,731
5106461	RECREATION		1		AFTER SCHOOL - SUPERVISOR	UNFILLED	2,731
5106461	RECREATION		1		AFTER SCHOOL - SUPERVISOR	UNFILLED	2,731
5106461	RECREATION		1		AFTER SCHOOL - SUPERVISOR	UNFILLED	2,731
5106461	RECREATION		1		AFTER SCHOOL - SUPERVISOR	UNFILLED	2,731
5106461	RECREATION		1		AFTER SCHOOL - SUPERVISOR	UNFILLED	2,731
5106461	RECREATION		1		AFTER SCHOOL - SUPERVISOR	UNFILLED	2,731
5106461	RECREATION		1		AFTERSCHOOL - COORDINATOR	FILLED	2,731
5106461	RECREATION		1		AFTERSCHOOL - COORDINATOR	UNFILLED	2,731
5106461	RECREATION		1		FALL PROGRAMS - INSTRUCTOR I	Unfilled auth 00001	2,731
5106461	RECREATION		1		FALL PROGRAMS - INSTRUCTOR I	Unfilled auth 00002	2,731
5106461	RECREATION		1		FALL PROGRAMS - INSTRUCTOR I	Unfilled auth 00004	2,731
5106461	RECREATION		1		FALL PROGRAMS - INSTRUCTOR I	Unfilled auth 00005	2,731
5106461	RECREATION		1		FALL PROGRAMS - INSTRUCTOR I	Unfilled auth 00006	2,731
5106461	RECREATION		1		FALL PROGRAMS - INSTRUCTOR I	FILLED	2,731
5106461	RECREATION		1		FALL PROGRAMS - INSTRUCTOR II	FILLED	2,731
5106461	RECREATION		1		FALL PROGRAMS - INSTRUCTOR II	FILLED	2,731
5106461	RECREATION		1		FALL PROGRAMS - INSTRUCTOR II	FILLED	2,731
5106461	RECREATION		1		FALL PROGRAMS - INSTRUCTOR II	Unfilled auth 00004	2,731
5106461	RECREATION		1		FALL PROGRAMS - INSTRUCTOR II	Unfilled auth 00005	2,731
5106461	RECREATION		1		FALL PROGRAMS - INSTRUCTOR II	Unfilled auth 00006	2,731
5106461	RECREATION		1		FALL PROGRAMS - INSTRUCTOR II	Unfilled auth 00007	2,731
5106461	RECREATION		1		FALL PROGRAMS - INSTRUCTOR II	Unfilled auth 00008	2,731

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: McAllen Marathon			
Account No.: 110-8702-464-64-22		Project Code:	Start Date: 1/2019
Completed Date: 1/2019			
User/Coordinating Department(s): Parks and Recreation and Other City Departments			
Strategic Business Plan:		Goal 1: Promote an unsurpassed quality of life in McAllen.	
Strategic Business Plan: (If Applicable)		Goal 3: Diversify and strengthen the local economy in order to sustain a strong tax base and quality city services long term.	
Status:		Project Location:	
Rollover Amount:		Current Request: \$ 160,000	
Department:		Parks and Recreation	
Project Type:		Recurring	
Grant Related: (Yes/No)		No	
Project Description/Justification			
McAllen Marathon is held annually.			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Development Corp	-	\$ 160,000	-	-	-	-	160,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 160,000	\$ -	\$ -	\$ -	\$ -	\$ 160,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-		-	-	-	-	-	-
Land/ROW	-		-	-	-	-	-	-
Arch. & Engineering	-		-	-	-	-	-	-
Construction	-		-	-	-	-	-	-
Equipment / Other	-		160,000	-	-	-	-	160,000
Total	\$ -		\$ 160,000	\$ -	\$ -	\$ -	\$ -	\$ 160,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.



Mission Statement:

The Recreation Division plans, coordinates and implements youth and adult recreation programs for the City. It operates at three Community Recreation Centers and facilitates various sports leagues and special events. It works jointly with the Aquatics Division the department and provision of various swimming programs held at the City's swimming pools.

Contact Us:

Mike Hernandez
Deputy Director of Programs
1000 S. Ware Road
McAllen, TX 78501
(956) 681-3333

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23
Personnel Services											
Salaries and Wages	\$ 1,208,445	\$ 1,139,508	\$ 1,142,658	\$ 1,143,618	\$ 1,170,715	\$ 1,170,715	\$ 1,170,715	\$ 1,170,715	\$ 1,170,715	\$ 1,170,715	\$ 1,170,715
Employee Benefits	210,554	208,447	208,898	208,898	213,037	213,037	213,037	213,037	213,037	213,037	213,037
Supplies	50,887	51,000	51,000	51,000	51,000	51,000	51,000	51,000	51,000	51,000	51,000
Other Services and Charges	247,453	272,826	272,826	299,893	300,926	288,926	288,926	288,926	288,926	288,926	288,926
Maintenance	9,711	13,599	13,599	13,918	13,599	13,599	13,599	13,599	13,599	13,599	13,599
Operations Subtotal	1,727,050	1,685,380	1,688,981	1,717,327	1,749,277	1,737,277	1,737,277	1,737,277	1,737,277	1,737,277	1,737,277
Capital Outlay	53,997	2,200	11,200	11,200	27,900	-	18,000	-	-	-	-
Total Expenditures	\$ 1,781,047	\$ 1,687,580	\$ 1,700,181	\$ 1,728,527	\$ 1,777,177	\$ 1,737,277	\$ 1,755,277	\$ 1,737,277	\$ 1,737,277	\$ 1,737,277	\$ 1,737,277
PERSONNEL											
Exempt	5	7	7	7	7	7	7	7	7	7	7
Non-Exempt	-	-	-	-	-	-	-	-	-	-	-
Part-Time	105	269	269	269	269	269	269	269	269	269	269
Total Positions Authorized	110	276									

MAJOR FY 18-19 GOALS

- 1.) Create awareness of the McAllen Youth Baseball Complex through segment marketing to expand customer and user base of complex.
- 2.) Increase visitation and participation at McAllen Nature Center and Fireman's Park by advertising and providing engaging nature centered leisure programs with more access to boat riding and fishing.
- 3.) Add 3 clinics/collegiate showcases for girls softball in an effort to invite scouting and encourage lifetime play.

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	5	7	7	7
Department expenditures	\$ 1,781,047	\$ 1,700,181	\$ 1,728,527	\$ 1,737,277
Event expenditures	\$ 82,237	\$ 125,000	\$ 86,490	\$ 90,000
Marketing/print expenditures	\$ 15,300	\$ 36,000	\$ 26,500	\$ 30,000
Outputs:				
Special Events (Park & Rec Hosted)	24	29	26	27
Event Attendance	277,280	280,000	253,540	290,000
Event Sponsorship Revenue	11,450	30,000	23,241	30,000
Event Revenue	281,661	215,000	187,567	220,000
Recreation Programs Offered	270	400	201	275
Recreation Programs Attendance	83,823	26,000	93,500	95,000
Recreation Programs Revenue	370,086	385,000	368,050	390,000
After-School Program Sites	10	10	10	10
After-School Program Attendance	135,930	120,000	123,145	135,000
Athletic League Registrants	10,560	12,000	9,956	11,500
Ratio of donations to events expenditures		0.32		
Efficiency Measures:				
Cost per day of operation	\$ 5,820	\$ 6,584	\$ 5,686	\$ 5,715
Department expenditures per capita	\$ 12.74	\$ 11.70	\$ 11.90	\$ 11.76

*N/A=Not Available, N/P=Not Provided

Description:

The Recreation Department is comprised of Special Events, Aquatics, Athletics, Firemen's Park, McAllen Nature Center and After School Programs. During the peak summer season its staff can grow up to approximately 230 employees.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: 5108 - Aquatics

		Baseline					Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
COMPENSATION									
New Position	No. Position		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1.	-		-	-	-	-	-		
2.	-		-	-	-	-	-		
3.	-		-	-	-	-	-		
4.	-		-	-	-	-	-		
Revisions									
1. Aquatic Superintendent			(1,843)	-	720	(232)	(1,355)	(1,355)	Reclass listed on Worksheet was not implemented. FY17/18 Budgeted 54,449. Unfilled- Revised to 52,606
2.	-		-	-	-	-	-		
3.	-		-	-	-	-	-		
4.	-		-	-	-	-	-		
5.	-		-	-	-	-	-		
Total Compensation & Benefits		\$ 640,850	\$ (1,843)	\$ -	\$ 720	\$ (232)	\$ (1,355)	\$ (1,355)	
SUPPLIES									
	1. < Please select category >						-		
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Supplies		\$ 86,800					\$ -	\$ -	
OTHER SERVICES & CHARGES									
	1. Advertising						1,000	1,000	Currently No advertising monies to use to market programs, rentals or advertise to hire lifeguards. NEW ACCOUNT REQUEST
	2. Utilities-electric						7,871	7,800	All pool heaters now running .
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Other Services & Charges		\$ 119,698					\$ 8,871	\$ 8,800	
MAINTENANCE									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Maintenance		\$ 60,002					\$ -	\$ -	
CAPITAL OUTLAY									
	** See Attached Form DP-1								
Total Capital Outlay							\$ 41,400	\$ -	
TOTAL		\$ 907,350					\$ 48,916	\$ 7,445	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: 011 - General
DEPARTMENT: 5108 - Aquatics

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Sand Replacement at Los Encinos	\$8,500	1	\$8,500	Sand replacement recommended every 10 years for efficiency in filtration system Replace deteriorating footboards for employee safety.
Paragon Footboard-Lifeguard Stands	\$1,000	3	\$3,000	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Improv. Other than Bldg.				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Municipal Slide Gel Coat Interior	\$20,800	1	\$20,800	Maintain slide surface as it is the main attraction for Municipal Pool. Resurfacing insures safety of users and passing inspection. Weather elements ware on exterior of slide. New coat of approved paint recommended.
Municipal Slide Painting Exterior	\$9,100	1	\$9,100	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Computer-Hardware				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$0
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2019

011-5108 Pools

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-5108-461-60-01 Compensation / Exempt	28,397	54,899	-	27,450	52,606	52,606
011-5108-461-60-02 Compensation / Non-exempt	93,493	108,607	53,951	108,607	107,597	107,597
011-5108-461-60-06 Compensation / Part time	367,626	358,185	113,482	358,185	357,960	357,960
011-5108-461-60-10 Compensation / Overtime	7,262	18,281	356	18,281	18,281	18,281
011-5108-461-60-17 Compensation / Telephone	-	480	-	480	1,200	1,200
60	496,778	540,452	167,789	513,003	537,644	537,644
011-5108-461-61-30 Benefits / Social security	37,811	39,287	13,037	39,287	41,130	41,130
011-5108-461-61-36 Benefits / Retirement	14,162	10,135	7,157	10,135	14,285	14,285
011-5108-461-61-40 Benefits / Unemployment tax	909	5,644	1,590	5,644	2,322	2,322
011-5108-461-61-46 Benefits / Workers' comp-	23,927	23,747	7,684	23,747	24,938	24,938
011-5108-461-61-50 Benefits / Health cost	18,170	19,416	8,640	19,416	17,280	17,280
011-5108-461-61-52 Benefits / Life insurance	92	280	48	280	279	279
011-5108-461-61-53 Benefits / Retiree health ins (ARC)	5,377	4,629	2,593	4,629	4,629	4,629
61	100,448	103,138	40,750	103,138	104,863	104,863
011-5108-463-62-18 Supplies / Clothing & uniform	4,428	5,700	1,304	5,700	5,700	5,700
011-5108-463-62-20 Supplies / Chemical	58,448	70,000	14,957	70,000	70,000	70,000
011-5108-463-62-26 Supplies / Program	8,874	11,100	1,376	11,100	11,100	11,100
62	71,750	86,800	17,637	86,800	86,800	86,800
011-5108-464-63-21 Other services & charges / Gus & goldie	10,363	9,800	-	9,800	9,800	9,800
011-5108-464-63-52 Other services & charges / Rental & contractual	4,154	4,500	1,314	4,500	4,500	4,500
011-5108-464-63-65 Other services & charges / Travel	5,457	5,942	2,311	5,942	5,942	5,942
011-5108-464-63-67 Other services & charges / Utilities-electric	46,433	30,320	19,095	38,191	38,191	38,120
011-5108-464-63-68 Other services & charges / Utilities-gas	35,463	49,400	23,505	50,550	49,400	49,400
011-5108-464-63-70 Other services & charges / Utilities-water	15,521	14,860	5,963	14,860	14,860	14,860
011-5108-464-63-75 Other services & charges / Rental-general depr- fu	4,813	4,813	2,406	4,813	4,813	4,813
011-5108-464-63-99 Other services & charges / Miscellaneous	60	63	40	63	1,063	1,063
63	122,264	119,698	54,634	128,719	128,569	128,498
011-5108-465-65-08 Maintenance / Equipment	9,201	17,500	2,612	17,500	17,500	17,500
011-5108-465-65-10 Maintenance / Facilities	26,300	27,000	13,288	27,000	27,000	27,000
011-5108-465-65-16 Maintenance / Vehicles	2,279	10,000	717	10,000	10,000	10,000
011-5108-465-65-17 Maintenance / Fuel & lubricants	4,595	5,502	2,399	5,502	5,502	5,502
65	42,376	60,002	19,015	60,002	60,002	60,002

2019

011-5108 Pools

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals	Adjusted	Oct -Mar	Estimated	Department	City Manager
	FY 16-17	Budget	Actuals	FY 17-18	Request	Recomm
		FY 17-18	FY 17-18		FY 18-19	FY 18-19
011-5108-466-66-14 Capital outlay / Vehicles	-	-	-	-	-	-
011-5108-466-66-20 Capital outlay / Equipment	4,420	-	-	-	11,500	-
011-5108-466-66-22 Capital outlay / Computer-hardware	-	1,600	-	1,600	-	-
011-5108-466-66-30 Capital outlay / Imprv- other than buildgs	-	3,200	-	3,200	29,900	-
011-5108-466-66-99 Capital outlay / Non-capitalized	-	-	-	-	-	-
66	4,420	4,800	-	4,800	41,400	-
<hr/>						
011-5108 Pools	\$ 838,036	\$ 914,890	\$ 299,825	\$ 896,462	\$ 959,278	\$ 917,807

CITY OF McALLEN
 PERSONNEL SCHEDULE WORKSHEET
 CURRENT EMPLOYEES FOR FY 2017-2018
 PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5108	Pools		1		Junior Life Guard	UNFILLED	2,886
			38				-
							109,678
	TOTAL PART TIME		124				357,960
					OVERTIME		18,281
					CAR ALLOWANCE		-
					TELEPHONE		1,200
							19,481
	CURRENT POSITIONS		126				\$ 537,644

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Municipal Pool-Bathhouse and Restroom Plumbing Renovation			
Account No.: 110-8702-466-66-30		Project Code: CP1801	Start Date: Sept
Completed Date:			
User/Coordinating Department(s): Parks and Recreation			
Strategic Business Plan:		Goal 1: Promote an unsurpassed quality of life in McAllen.	
Strategic Business Plan: (If Applicable)		Goal 4: Set the standard for safety and emergency preparedness.	
Status: Pre-Bid		Project Location: Municipal Pool	
Rollover Amount:	\$ 125,000	Current Request:	
Department:		5108 Pools	
Project Type:		Rollover	
Grant Related: (Yes/No)		No	
Project Description/Justification			
Plumbing to be addressed. New design of shower stalls. Can not close pool during Summer, must begin in September.			

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Development Corp	-	\$ 125,000	-	-	-	-	125,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ 125,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	125,000	-	-	-	-	125,000
Equipment / Other	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ 125,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Municipal Pool-Filter and Sand Replacement			
Account No.: 110-8702-466-66-30		Project Code: CP1802	Start Date: Sept
Completed Date:			
User/Coordinating Department(s): Parks and Recreation			
Strategic Business Plan:		Goal 1: Promote an unsurpassed quality of life in McAllen.	
Strategic Business Plan: (If Applicable)		Goal 4: Set the standard for safety and emergency preparedness.	
Status: Pre-Bid		Project Location: Municipal Pool	
Rollover Amount:	\$ 70,000	Current Request:	
Department:		5108 Pools	
Project Type:		Rollover	
Grant Related: (Yes/No)		No	
Project Description/Justification			
Sand cleans pool water and will be replaced. Can not close pool during Summer, must begin in September.			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Development Corp	-	\$ 70,000	-	-	-	-	70,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Equipment / Other	-	-	70,000	-	-	-	-	70,000
Total	\$ -	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.



Mission Statement:
 The mission of the McAllen Parks and Recreation Aquatics Program is to provide affordable and accessible recreation, fitness, competition, water safety and educational opportunities for people of all ages and abilities.

Department Summary											
Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	Recomm. 18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 496,778	\$ 537,977	\$ 540,452	\$ 513,003	\$ 537,644	\$ 537,644	\$ 537,644	\$ 537,644	\$ 537,644	\$ 537,644	\$ 537,644
Employee Benefits	100,448	102,784	103,138	103,138	104,863	104,863	104,863	104,863	104,863	104,863	104,863
Supplies	71,750	86,800	86,800	86,800	86,800	86,800	86,800	86,800	86,800	86,800	86,800
Other Services and Charges	122,264	119,698	119,698	128,719	128,569	128,498	128,498	130,498	130,498	130,498	130,498
Maintenance	42,376	60,002	60,002	60,002	60,002	60,002	60,002	60,002	60,002	60,002	60,002
Operations Subtotal	833,616	907,261	910,090	891,662	917,878	917,807	917,807	919,807	919,807	919,807	919,807
Capital Outlay	4,420	4,800	4,800	4,800	41,400	-	-	49,700	-	-	-
Total Expenditures	\$ 838,036	\$ 912,061	\$ 914,890	\$ 896,462	\$ 959,278	\$ 917,807	\$ 917,807	\$ 969,507	\$ 919,807	\$ 919,807	\$ 919,807
PERSONNEL											
Exempt	1	1	1	1	1	1	1	1	1	1	1
Non-Exempt	3	4	4	4	4	4	4	4	4	4	4
Part-Time	42	124	124	124	124	124	124	124	124	124	124
Total Positions Authorized	46	129									

Contact Us:
 Ana Romero
 Superintendent of Aquatics
 1000 S. Ware Road
 McAllen, TX 78501
 (956) 681-3333

MAJOR FY 18-19 GOALS

- 1.) Resurface the Municipal Pool Slide to provide a better experience for public swimmers and renters.
- 2.) Create a recruitment program to hire lifeguards through multiple platforms: brochure, social media, banners, and outreach. This will lead to an increase of 20 certified guards.
- 3.) Add new special event, Polar Bear Dip, to the Aquatics yearly planning to utilize pool during off season.

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	4	5	4	5
Department expenditures	\$ 838,036	\$ 914,890	\$ 896,462	\$ 959,278
Outputs:				
Public pools	4	4	4	4
Total days of operation	348	341	348	348
Programs offered	151	160	172	175
Efficiency Measures:				
Public Patrons	32,334	60,000	30,649	40,000
Private rentals	275	400	300	275
Private rental attendance	13,165	18,000	12,139	12,500
Program Registrants	2,570	2,750	3,043	3,250
Program Attendance	18,473		15,000	16,000
Program fees	\$ 74,565	\$ 11,000	\$ 46,505	\$ 60,000
Rental fees	\$ 43,735	\$ 60,000	\$ 42,891	\$ 50,000
Public swim/laps/aerobics fees	\$ 57,186	\$ 75,000	\$ 53,947	\$ 70,000
Effectiveness Measures:				
Cost recovery	19%	16%	16%	20%
Cost per attendee	17.43	332.69	19.85	16.41
Cost per day of operation	\$ 2,408	\$ 2,683	\$ 2,615	\$ 2,629
Department expenditures per capita	\$ 5.86	\$ 6.30	\$ 6.17	\$ 6.49

*N/A=Not Available, N/P=Not Provided

Description:

The Department operates and maintains pools that are used by the City for its programs, the McAllen Independent School District (MISD) for Learn-to-Swim and UIL Swimming, by the Boys' and Girls' Club and the McAllen Swim Club (MSC). Two of the facilities operate eleven months and three operate only during the three summer months.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: 5110 - Las Palmas Community Center

		Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)	
COMPENSATION							
New Position	No. Position		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total
1.	-		-	-	-	-	-
2.	-		-	-	-	-	-
3.	-		-	-	-	-	-
4.	-		-	-	-	-	-
Revisions							
1.	-		-	-	-	-	-
2.	-		-	-	-	-	-
3.	-		-	-	-	-	-
4.	-		-	-	-	-	-
5.	-		-	-	-	-	-
Total Compensation & Benefits		\$ 255,260	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES							
	1. < Please select category >						
	2. < Please select category >						
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Supplies		\$ 16,180				\$ -	\$ -
OTHER SERVICES & CHARGES							
	1. Advertising					755	Equal Advertising dollars as other community centers
	2. Utilities-electric					(229)	Adjustment
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Other Services & Charges		\$ 86,740				\$ 526	\$ -
MAINTENANCE							
	1. Fuel & lubricants					2,000	2,000 Addition of 2nd Senior Citizen Bus Route
	2. < Please select category >						
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Maintenance		\$ 15,384				\$ 2,000	\$ 2,000
CAPITAL OUTLAY							
	** See Attached Form DP-1						
Total Capital Outlay						\$ 9,190	\$ -
TOTAL		\$ 373,564				\$ 11,716	\$ 2,000

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: 011 - General
DEPARTMENT: 5110 - Las Palmas Community Center

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Round Outdoor Picnic Tables	\$745	2	\$1,490	Create an outdoor seating area near entrance
Pinkbrook Urinal System	\$850	2	\$1,700	Replace aged urinals that connect to current plumbing
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Improv. Other than Bldg.				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Replace Sewer Connection	\$6,000	1	\$6,000	Current sewer connection over 40 years old with improper slope
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Vehicles				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total **\$0**

2019

011-5110 Las Palmas community center

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-5110-461-60-01 Compensation / Exempt	64,516	96,191	45,521	96,191	95,292	95,292
011-5110-461-60-02 Compensation / Non-exempt	71,195	78,813	38,745	78,813	77,667	77,667
011-5110-461-60-06 Compensation / Part time	23,141	23,363	8,991	23,363	23,363	23,363
011-5110-461-60-10 Compensation / Overtime	500	1,200	751	1,200	1,200	1,200
011-5110-461-60-14 Compensation / Car allowance	-	-	-	-	-	-
011-5110-461-60-17 Compensation / Telephone	720	720	360	720	720	720
60	160,072	200,287	94,367	200,287	198,242	198,242
011-5110-461-61-30 Benefits / Social security	11,909	15,322	7,370	15,322	15,166	15,166
011-5110-461-61-36 Benefits / Retirement	11,632	15,067	7,453	15,067	15,025	15,025
011-5110-461-61-40 Benefits / Unemployment tax	64	1,197	864	1,197	126	126
011-5110-461-61-46 Benefits / Workers' comp-	5,845	5,153	3,804	5,153	4,833	4,833
011-5110-461-61-50 Benefits / Health cost	14,600	18,504	6,478	18,504	13,440	13,440
011-5110-461-61-52 Benefits / Life insurance	114	300	72	300	300	300
011-5110-461-61-53 Benefits / Retiree health ins (ARC)	1,981	1,745	956	1,745	1,745	1,745
61	46,144	57,288	26,998	57,288	50,635	50,635
011-5110-463-62-02 Supplies / Office	1,303	1,300	147	1,300	1,300	1,300
011-5110-463-62-12 Supplies / Small tools/minor equip-	16	180	-	180	180	180
011-5110-463-62-14 Supplies / Janitorial	6,382	7,050	2,386	7,050	7,050	7,050
011-5110-463-62-18 Supplies / Clothing & uniform	442	600	600	600	600	600
011-5110-463-62-26 Supplies / Program	5,131	7,050	3,321	7,050	7,050	7,050
62	13,275	16,180	6,454	16,180	16,180	16,180
011-5110-464-63-02 Other services & charges / Advertising	337	245	51	500	1,000	245
011-5110-464-63-39 Other services & charges / Meal donation	-	(2,352)	(2,248)	-	(2,352)	(2,352)
011-5110-464-63-44 Other services & charges / Printing	455	100	39	100	100	100
011-5110-464-63-51 Other services & charges / Rental-Photocopier	1,122	1,300	561	1,300	1,300	1,300
011-5110-464-63-52 Other services & charges / Rental & contractual	27,777	28,800	13,474	28,800	28,800	28,800
011-5110-464-63-60 Other services & charges / Special events	11,037	12,000	6,666	12,764	12,000	12,000
011-5110-464-63-64 Other services & charges / Training	732	500	275	660	500	500
011-5110-464-63-65 Other services & charges / Travel	276	2,797	356	2,797	2,797	2,797
011-5110-464-63-66 Other services & charges / Trophies	-	300	-	300	300	300
011-5110-464-63-67 Other services & charges / Utilities-electric	29,138	17,500	8,635	17,271	17,271	17,500
011-5110-464-63-69 Other services & charges / Utilities-telephone	-	-	-	-	-	-

2019

011-5110 Las Palmas community center

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-5110-464-63-70 Other services & charges / Utilities-water	3,536	3,660	1,288	3,660	3,660	3,660
011-5110-464-63-75 Other services & charges / Rental-general depr- fu	11,000	20,350	10,170	20,350	20,350	20,350
011-5110-464-63-99 Other services & charges / Miscellaneous	70	1,540	20	1,540	1,540	1,540
63	85,480	86,740	39,288	90,042	87,266	86,740
011-5110-465-65-08 Maintenance / Equipment	2,142	2,000	1,341	2,000	2,000	2,000
011-5110-465-65-10 Maintenance / Facilities	8,762	8,787	8,974	10,000	8,787	8,787
011-5110-465-65-16 Maintenance / Vehicles	135	600	24	600	600	600
011-5110-465-65-17 Maintenance / Fuel & lubricants	4,689	3,997	3,229	5,120	5,997	5,997
65	15,729	15,384	13,568	17,720	17,384	17,384
011-5110-466-66-10 Capital outlay / Building/structures	-	20,724	9,497	17,701	6,000	-
011-5110-466-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
011-5110-466-66-20 Capital outlay / Equipment	7,433	-	-	-	3,190	-
011-5110-466-66-22 Capital outlay / Computer-hardware	-	-	-	-	-	-
011-5110-466-66-99 Capital outlay / Non-capitalized	1,943	-	3,023	3,023	-	-
66	9,375	20,724	12,519	20,724	9,190	-
011-5110-467-89-58 Other expenses / Activity	-	-	-	-	-	-
89	-	-	-	-	-	-
011-5110 Las Palmas Comm Ctr	\$ 330,075	\$ 396,603	\$ 193,193	\$ 402,241	\$ 378,897	\$ 369,181

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5110	Las Palmas Community Center	1			Community Center Manager	FILLED	\$ 52,606
5110	Las Palmas Community Center	1			Las Palms CC Supervisor	FILLED	42,686
		<u>2</u>					<u>95,292</u>
5110	Las Palmas Community Center		1		Secretary	FILLED	25,875
5110	Las Palmas Community Center		1		Maintenance Technician	FILLED	25,896
5110	Las Palmas Community Center		1		Maintenance Technician	FILLED	25,896
			<u>3</u>				<u>77,667</u>
5110	Las Palmas Community Center		1		Part Time	FILLED	9,248
5110	Las Palmas Community Center		1		Part Time Receptionist	FILLED	14,115
			<u>2</u>				<u>23,363</u>
					OVERTIME		1,200
					TELEPHONE		720
							<u>1,920</u>
CURRENT POSITIONS			7				\$ 198,242



Mission Statement: Las Palmas Community Center will provide indoor cultural programs, leisure activities, and lifetime skills to its community.	Department Summary										
	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Expenditure Detail:											
Personnel Services											
Salaries and Wages	\$ 160,072	\$ 198,262	\$ 200,287	\$ 200,287	\$ 198,242	\$ 198,242	\$ 198,242	\$ 198,242	\$ 198,242	\$ 198,242	\$ 198,242
Employee Benefits	46,144	56,998	57,288	57,288	50,635	50,635	50,635	50,635	50,635	50,635	50,635
Supplies	13,275	16,180	16,180	16,180	16,180	16,180	16,380	16,480	16,480	16,480	16,480
Other Services and Charges	85,480	86,740	86,740	90,042	87,266	86,740	86,740	86,740	86,740	86,740	86,740
Maintenance	15,729	15,384	15,384	17,720	17,384	17,384	17,384	17,384	17,384	17,384	17,384
Operations Subtotal	320,699	373,564	375,879	381,517	369,707	369,181	369,381	369,481	369,481	369,481	369,481
Capital Outlay	9,375	20,724	20,724	20,724	9,190	-	14,544	20,400	-	-	-
Total Expenditures	\$ 330,075	\$ 394,288	\$ 396,603	\$ 402,241	\$ 378,897	\$ 369,181	\$ 383,925	\$ 389,881	\$ 369,481	\$ 369,481	\$ 369,481
PERSONNEL											
Exempt	2	2	2	2	2	2	2	2	2	2	2
Non-Exempt	3	3	3	3	3	3	3	3	3	3	3
Part-Time	2	2	2	2	2	2	2	2	2	2	2
Total Positions Authorized	7	7	7	7	7	7	7	7	7	7	7

Contact Us:

Sarai Garcia
Center Manager
1921 N. 25th Street
McAllen, TX 78501
(956) 681-3350

MAJOR FY 18-19 GOALS

- 1.) Create a 4 week adapted populations program which incorporates skills and recreation play taught by special education trained instructors.
- 2.) Increase facility rentals by 2 per month thorough social media marketing year round.
- 3.) Develop a survey for local Baby Boomer populations (Adults over 50) to both increase awareness of current programs and foster feedback for new programming.

Las Palmas Community Center

www.mcallen.net/parks/centers/laspalmas

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	5	5	5	5
Department expenditures	\$ 330,075	\$ 396,603	\$ 402,241	\$ 369,181
Outputs:				
Days open to the public	253	253	253	253
Youth Programs offered	84	74	68	72
Effectiveness Measures:				
Private rentals	15	20	25	28
Rental attendance	860	1,200	1,800	1,950
Program attendance	44,439	46,000	44,768	45,500
Program fees	\$ 17,776	\$ 23,190	\$ 18,853	\$ 22,500
Rental fees	\$ 2,135	\$ 3,000	\$ 4,055	\$ 4,800
Efficiency Measures:				
Cost per day of operation	\$ 1,305	\$ 1,568	\$ 1,590	\$ 1,459
Cost of service provided per person	\$ 7.29	\$ 8.40	\$ 8.64	\$ 7.78
Average daily attendance	176	182	177	180
Department expenditures per capita	\$ 2.31	\$ 2.73	\$ 2.77	\$ 2.50

Description:

Las Palmas Community Center provides cultural and recreational programs to residents of McAllen and surrounding communities. It is located in Central McAllen and has 6 employees.

*N/A=Not Available, N/P=Not Provided

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: 5111 - Lark Community Center

		Baseline					Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
COMPENSATION									
New Position	No. Position		Salary/	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1.	-		-	-	-	-	-		
2.	-		-	-	-	-	-		
3.	-		-	-	-	-	-		
4.	-		-	-	-	-	-		
Revisions									
1. Administrative Clerk			(3,411)	-	-	(543)	(3,954)	(3,954)	Retired Clerk was at a higher rate. Distribute to PT Receptionist
2. Part Time Receptionist			(4,264)	-	-	(354)	(4,618)	(4,618)	Merge a PT to a PT-Plus
3. Part Time Receptionist			6,005	-	-	951	6,956	6,956	PT Plus Receptionist 1
4. Part Time Receptionist			1,670	-	-	264	1,934	1,934	Admin Clerk surplus to PT Receptionist
5.	-		-	-	-	-	-		PT Plus Receptionist 2
Total Compensation & Benefits		\$ 308,605	\$ -	\$ -	\$ -	\$ 318	\$ 318	\$ 318	
SUPPLIES									
	1. < Please select category >								
	2. < Please select category >								
	3. Clothing & uniform						200	200	Boot replacement for Maintenance Techs
	4. < Please select category >								
	5. < Please select category >								
Total Supplies		\$ 25,530					\$ 200	\$ 200	
OTHER SERVICES & CHARGES									
	1. Special events						500	500	Addition of Archery Tournament
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Other Services & Charges		\$ 109,944					\$ 500	\$ 500	
MAINTENANCE									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Maintenance		\$ 16,500					\$ -	\$ -	
CAPITAL OUTLAY									
	** See Attached Form DP-1								
Total Capital Outlay							\$ 1,920	\$ 1,920	
TOTAL		\$ 460,579					\$ 2,938	\$ 2,938	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: 011 - General
DEPARTMENT: 5111 - Lark Community Center

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Information Screen/Monitor	\$3,200	1	\$3,200	Digital information outreach, marketing of programs and city events
Roller Shades in Lobby	\$429	7	\$3,003	Help to cool Lobby and filter heat and direct sun light
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Improv. Other than Bldg.				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Office Furniture/equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Folding Chairs	\$24	80	\$1,920	Rental contract states 200 available, only 120 rentable currently
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$1,920	

Facility Improvements				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Kitchen Update	\$9,000	1	\$9,000	Cabinets, formica, rerouting of ice machine location, location of food warmer. Update to a more functional space.
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$1,920
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2019

011-5111 Recreation center-Lark

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-5111-461-60-01 Compensation / Exempt	82,437	96,192	48,213	96,192	95,292	95,292
011-5111-461-60-02 Compensation / Non-exempt	103,623	108,345	42,461	108,345	103,584	103,584
011-5111-461-60-06 Compensation / Part time	23,779	33,504	10,584	33,504	36,690	36,690
011-5111-461-60-10 Compensation / Overtime	1,930	3,300	2,338	3,300	3,300	3,300
011-5111-461-60-14 Compensation / Car allowance	-	-	-	-	3,000	3,000
011-5111-461-60-17 Compensation / Telephone	180	720	360	720	720	720
60	211,949	242,061	103,956	242,061	242,586	242,586
011-5111-461-61-30 Benefits / Social security	15,734	18,517	7,955	18,517	18,558	18,558
011-5111-461-61-36 Benefits / Retirement	15,910	18,395	8,526	18,395	18,923	18,923
011-5111-461-61-40 Benefits / Unemployment tax	166	1,710	894	1,710	162	162
011-5111-461-61-46 Benefits / Workers' comp-	6,868	6,111	2,883	6,111	5,738	5,738
011-5111-461-61-50 Benefits / Health cost	20,296	21,864	7,992	21,864	22,776	22,776
011-5111-461-61-52 Benefits / Life insurance	157	351	69	351	348	348
011-5111-461-61-53 Benefits / Retiree health ins (ARC)	2,401	2,425	1,361	2,425	2,425	2,425
61	61,532	69,373	29,681	69,373	68,930	68,930
011-5111-463-62-02 Supplies / Office	1,756	3,200	2,711	3,200	3,200	3,200
011-5111-463-62-12 Supplies / Small tools/minor equip-	24	180	-	180	180	180
011-5111-463-62-14 Supplies / Janitorial	9,078	12,200	6,551	12,200	12,200	12,200
011-5111-463-62-18 Supplies / Clothing & uniform	349	1,000	133	1,000	1,200	1,200
011-5111-463-62-26 Supplies / Program	7,673	8,950	1,313	8,950	8,950	8,950
62	18,880	25,530	10,708	25,530	25,730	25,730
011-5111-464-63-02 Other services & charges / Advertising	-	1,000	211	1,000	1,000	1,000
011-5111-464-63-42 Other services & charges / Officiating fees	-	-	-	-	-	-
011-5111-464-63-44 Other services & charges / Printing	2,246	4,000	133	4,000	4,000	4,000
011-5111-464-63-51 Other services & charges / Rental-Photocopier	1,183	2,064	2,105	2,064	2,064	2,064
011-5111-464-63-52 Other services & charges / Rental & contractual	43,710	45,000	18,345	45,000	45,000	45,000
011-5111-464-63-60 Other services & charges / Special events	9,828	11,820	5,718	11,820	12,320	12,320
011-5111-464-63-64 Other services & charges / Training	-	1,069	937	1,069	1,069	1,069
011-5111-464-63-65 Other services & charges / Travel	297	1,998	184	1,998	1,998	1,998
011-5111-464-63-66 Other services & charges / Trophies	-	-	-	-	-	-
011-5111-464-63-67 Other services & charges / Utilities-electric	71,412	36,875	12,775	36,875	36,875	36,875
011-5111-464-63-68 Other services & charges / Utilities-gas	757	1,800	877	1,800	1,800	1,800
011-5111-464-63-69 Other services & charges / Utilities-telephone	-	955	-	955	955	955
011-5111-464-63-70 Other services & charges / Utilities-water	-	-	-	-	-	-
011-5111-464-63-75 Other services & charges / Rental-general depr- fu	3,300	3,300	1,650	3,300	3,300	3,300

2019

011-5111 Recreation center-Lark

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-5111-464-63-99 Other services & charges / Miscellaneous 63	95	63	40	63	63	63
	132,828	109,944	42,974	109,944	110,444	110,444
011-5111-465-65-08 Maintenance / Equipment	3,353	5,000	221	5,000	5,000	5,000
011-5111-465-65-10 Maintenance / Facilities	9,490	11,500	2,082	11,500	11,500	11,500
011-5111-465-65-17 Maintenance / Fuel & lubricants 65	-	-	-	-	-	-
	12,843	16,500	2,303	16,500	16,500	16,500
011-5111-466-66-10 Capital outlay / Building/structures	-	-	-	-	-	-
011-5111-466-66-16 Capital outlay / Office furniture-equipment	-	-	-	-	1,920	1,920
011-5111-466-66-20 Capital outlay / Equipment	3,080	3,000	-	3,000	6,203	-
011-5111-466-66-30 Capital outlay / Imprv- other than buildgs	-	-	-	-	9,000	-
011-5111-466-66-99 Capital outlay / Non-capitalized 66	-	-	-	-	-	-
	3,080	3,000	-	3,000	17,123	1,920
011-5111 Rec Center - Lark	\$ 441,112	\$ 466,408	\$ 189,621	\$ 466,408	\$ 481,313	\$ 466,110

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5111	Lark Community Center	1			Community Center Manager	FILLED	\$ 52,606
5111	Lark Community Center	1			Recreation Supervisor	FILLED	42,686
		<u>2</u>					<u>95,292</u>
5111	Lark Community Center		1		Administrative Clerk	UNFILLED	25,896
5111	Lark Community Center		1		Maintenance Technician	FILLED	25,896
5111	Lark Community Center		1		Maintenance Technician	FILLED	25,896
5111	Lark Community Center		1		Maintenance Technician	UNFILLED	25,896
			<u>4</u>				<u>103,584</u>
5111	Lark Community Center		1		Part Time Lark CC	UNFILLED	6,230
5111	Lark Community Center		0		Part Time Lark CC	DELETED	-
5111	Lark Community Center		1		Part Time Lark CC	FILLED	15,230
5111	Lark Community Center		1		Part Time Lark CC	FILLED	15,230
			<u>3</u>				<u>36,690</u>
					OVERTIME		3,300
					CAR ALLOWANCE		3,000
					TELEPHONE		720
							<u>7,020</u>
CURRENT POSITIONS			9				\$ 242,586



Mission Statement:

The Recreation Division plans, coordinates and implements youth and adults recreation programs for the City of McAllen. It also operates at the McAllen Senior Citizens' Center and facilitates various sports leagues and special events. It also works jointly with the Aquatics Division in the development and provision of various swimming programs held at the City's swimming pools.

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 211,949	\$ 239,586	\$ 242,061	\$ 242,061	\$ 242,586	\$ 242,586	\$ 242,586	\$ 242,586	\$ 242,586	\$ 242,586	\$ 242,586
Employee Benefits	61,532	69,019	69,373	69,373	68,930	68,930	68,930	68,930	68,930	68,930	68,930
Supplies	18,880	25,530	25,530	25,530	25,730	25,730	27,230	27,230	27,230	27,230	27,230
Other Services and Charges	132,828	109,944	109,944	109,944	110,444	110,444	110,444	110,444	110,444	110,444	110,444
Maintenance	12,843	16,500	16,500	16,500	16,500	16,500	16,500	16,500	16,500	16,500	16,500
Operations Subtotal	438,032	460,579	463,408	463,408	464,190	464,190	465,690	465,690	465,690	465,690	465,690
Capital Outlay	3,080	3,000	3,000	3,000	17,123	1,920	950	-	-	-	-
Total Expenditures	\$ 441,112	\$ 463,579	\$ 466,408	\$ 466,408	\$ 481,313	\$ 466,110	\$ 466,640	\$ 465,690	\$ 465,690	\$ 465,690	\$ 465,690
PERSONNEL											
Exempt	2	2	2	2	2	2	2	2	2	2	2
Non-Exempt	4	4	4	4	4	4	4	4	4	4	4
Part-Time	1	4	4	4	4	3	3	3	3	3	3
Total Positions Authorized	7	10	10	10	10	9	9	9	9	9	9

MAJOR FY 18-19 GOALS

- 1.) Increase rentals by 5 Gym rentals and 8 Celebration hall rentals through marketing to residents of McAllen and surrounding cities.
- 2.) Implement a new community service based event for Lark Community Center. (Book donation, food pantry, farmers market, etc)
- 3.) Host a "Potential Contract Instructor" Fair to present contract employee options and network with potential local outsource entrepreneurs.

Contact Us:

Denny Meline
 Center Manager
 2601 Lark Avenue
 McAllen, TX 78501
 (956) 681-3340

Recreation Lark

www.mcallen.net/parks/centers/lark

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	6	6	6	6
Department expenditures	\$ 441,112	\$ 466,408	\$ 466,408	\$ 466,110
Outputs:				
Total days of operation	304	307	304	304
Youth Programs Offered	163		136	140
Effectiveness Measures:				
Private rentals	177	125	200	215
Private rental attendance	7,700	10,000	9,000	10,500
Program attendance	76,000	77,000	78,000	78,000
Program fees	\$ 36,150	\$ 84,000	\$ 45,000	\$ 50,000
Rental fees	\$ 6,568	\$ 13,000	\$ 13,000	\$ 13,000
Efficiency Measures:				
Cost per day of operation	\$ 1,451	\$ 1,519	\$ 1,534	\$ 1,533
Cost of service provided per person	\$ 5.27	\$ 5.36	\$ 5.36	\$ 5.27
Average daily attendance	275	283	286	291
Department expenditures per capita	\$ 3.08	\$ 3.11	\$ 3.21	\$ 3.16

*N/A=Not Available, N/P=Not Provided

Description:

Provides educational and recreational programs to the citizens of McAllen and its surrounding communities. Lark Community Center is one of three community centers and is located in Northeast McAllen.

CITY OF McALLEN

DECISION PACKAGE

2017 - 2018

DEPARTMENT NAME: 5112 - Palm View Community Center

		Baseline					Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
COMPENSATION									
New Position	No. Position		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1.	-		-	-	-	-	-		
2.	-		-	-	-	-	-		
3.	-		-	-	-	-	-		
4.	-		-	-	-	-	-		
Revisions									
1.	PT P Receptionist		4,179	-	-	662	4,841	4,841	Request to remove part time and distribute to Part Time Plus and Part Time.
2.	PT Receptionist		5,046	-	-	398	5,444	5,444	
3.	PT Receptionist		(9,225)	-	-	(727)	(9,952)	(9,952)	
4.	-		-	-	-	-	-	-	
5.	-		-	-	-	-	-	-	
Total Compensation & Benefits		\$ 301,274	\$ -	\$ -	\$ -	\$ 332	\$ 332	\$ 332	
SUPPLIES									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Supplies		\$ 23,205					\$ -	\$ -	
OTHER SERVICES & CHARGES									
	1. Advertising						150		Increase advertising dollars for print and social media
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Other Services & Charges		\$ 106,621					\$ 150	\$ -	
MAINTENANCE									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Maintenance		\$ 17,000					\$ -	\$ -	
CAPITAL OUTLAY									
	** See Attached Form DP-1								
Total Capital Outlay							\$ 23,723	\$3,003	
TOTAL		\$ 448,100					\$ 24,205	\$ 3,335	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: 011 - General
DEPARTMENT: 5112 - Palm View Community Center

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Tumbling Mats	\$200	12	\$2,400	Host of Dance/Cheer Camp. Current Mats are 10+ years old Digital Information outreach, marketing of programs and city information Help to cool Lobby and filter heat and direct sunlight.
Information Screen/Monitor	\$3,200	1	\$3,200	
Roller Shades in Lobby	\$429	7	\$3,003	
	\$0		\$0	
TOTAL			\$3,003	

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Improv Other than Bldng				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Kitchen Update	\$9,000	1	\$9,000	Cabinets, formica, rerouting of ice machine drain, relocate food warmer. Update to a more functional space. Replace light fixtures to recessed LED lighting Increase visibility in courtyard to utilize as an outdoor classroom for evening programs
Light Fixtures in Foyer	\$135	20	\$2,700	
Flood Lights (Court yard)	\$250	6	\$1,500	
	\$0		\$0	
TOTAL			\$0	

Office Furniture/equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Folding Chairs	\$24	80	\$1,920	Rental contract states 200 available, only 120 currently rentable
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$3,003
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2019

011-5112 Recreation center-Palm View

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-5112-461-60-01 Compensation / Exempt	96,329	95,743	24,408	95,743	101,564	101,564
011-5112-461-60-02 Compensation / Non-exempt	103,645	105,953	40,886	105,953	104,603	104,603
011-5112-461-60-06 Compensation / Part time	19,078	29,258	11,476	29,258	28,808	28,808
011-5112-461-60-10 Compensation / Overtime	760	3,500	1,596	3,500	3,500	3,500
011-5112-461-60-14 Compensation / Car allowance	-	-	-	-	-	-
011-5112-461-60-17 Compensation / Telephone	600	720	-	720	720	720
60	220,412	235,174	78,366	235,174	239,195	239,195
011-5112-461-61-30 Benefits / Social security	16,274	17,991	6,103	17,991	18,298	18,298
011-5112-461-61-36 Benefits / Retirement	15,642	16,275	6,032	16,275	17,881	17,881
011-5112-461-61-40 Benefits / Unemployment tax	158	1,539	675	1,539	162	162
011-5112-461-61-46 Benefits / Workers' comp-	5,223	6,103	2,571	6,103	5,948	5,948
011-5112-461-61-50 Benefits / Health cost	23,244	24,000	7,142	24,000	24,432	24,432
011-5112-461-61-52 Benefits / Life insurance	166	347	57	347	358	358
011-5112-461-61-53 Benefits / Retiree health ins (ARC)	2,325	2,417	1,329	2,417	2,417	2,417
61	63,032	68,672	23,910	68,672	69,496	69,496
011-5112-463-62-02 Supplies / Office	2,421	2,425	535	2,425	2,425	2,425
011-5112-463-62-12 Supplies / Small tools/minor equip-	187	380	-	380	380	380
011-5112-463-62-14 Supplies / Janitorial	7,830	10,000	3,860	10,000	10,000	10,000
011-5112-463-62-18 Supplies / Clothing & uniform	745	900	585	900	900	900
011-5112-463-62-26 Supplies / Program	8,449	9,500	1,601	9,500	9,500	9,500
62	19,633	23,205	6,581	23,205	23,205	23,205
011-5112-464-63-02 Other services & charges / Advertising	113	850	107	1,000	1,000	850
011-5112-464-63-42 Other services & charges / Officiating fees	-	-	-	-	-	-
011-5112-464-63-44 Other services & charges / Printing	2,246	3,000	595	3,000	3,000	3,000
011-5112-464-63-51 Other services & charges / Rental-Photocopier	841	1,800	660	1,800	1,800	1,800
011-5112-464-63-52 Other services & charges / Rental & contractual	49,557	45,500	26,705	45,500	45,500	45,500
011-5112-464-63-60 Other services & charges / Special events	4,912	6,500	1,378	6,500	6,500	6,500
011-5112-464-63-64 Other services & charges / Training	35	769	-	769	769	769
011-5112-464-63-65 Other services & charges / Travel	138	1,151	577	1,200	1,151	1,151
011-5112-464-63-66 Other services & charges / Trophies	85	999	176	999	999	999
011-5112-464-63-67 Other services & charges / Utilities-electric	56,108	39,697	16,098	39,697	39,697	39,697
011-5112-464-63-68 Other services & charges / Utilities-gas	883	1,200	529	1,200	1,200	1,200
011-5112-464-63-69 Other services & charges / Utilities-telephone	-	955	-	955	955	955

2019

011-5112 Recreation center-Palm View

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-5112-464-63-70 Other services & charges / Utilities-water	-	-	-	-	-	-
011-5112-464-63-75 Other services & charges / Rental-general depr- fu	4,125	4,125	2,058	4,125	4,125	4,125
011-5112-464-63-99 Other services & charges / Miscellaneous	115	75	40	75	75	75
63	119,158	106,621	48,923	106,820	106,771	106,621
011-5112-465-65-08 Maintenance / Equipment	911	4,000	5,151	6,800	4,000	4,000
011-5112-465-65-10 Maintenance / Facilities	14,976	12,500	3,008	12,500	12,500	12,500
011-5112-465-65-16 Maintenance / Vehicles	-	500	-	500	500	500
011-5112-465-65-17 Maintenance / Fuel & lubricants	-	-	-	-	-	-
65	15,887	17,000	8,160	19,800	17,000	17,000
011-5112-466-66-10 Capital outlay / Building/structures	-	-	-	-	-	-
011-5112-466-66-20 Capital outlay / Equipment	-	4,600	-	4,600	10,523	3,003
011-5112-466-66-30 Capital outlay / Imprv- other than buildgs	-	12,000	-	12,000	13,200	-
011-5112-466-66-99 Capital outlay / Non-capitalized	-	-	-	-	-	-
66	-	16,600	-	16,600	23,723	3,003
<hr/>						
011-5112 Rec Center - Palmview	\$ 438,120	\$ 467,272	\$ 165,940	\$ 470,271	\$ 479,390	\$ 458,520

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5112	Palm View Community Center	1			Community Center Manager	UNFILLED	\$ 52,607
5112	Palm View Community Center	1			Recreation Supervisor	FILLED	48,957
		<u>2</u>					<u>101,564</u>
5112	Palm View Community Center		1		Senior Administrative Clerk	FILLED	26,915
5112	Palm View Community Center		1		Maintenance Technician	FILLED	25,896
5112	Palm View Community Center		1		Maintenance Technician	FILLED	25,896
5112	Palm View Community Center		1		Maintenance Technician	UNFILLED	25,896
			<u>4</u>				<u>104,603</u>
5112	Palm View Community Center		1		Part Time Palm View CC	FILLED	14,537
5112	Palm View Community Center		1		Part Time Palm View CC	FILLED	14,271
5112	Palm View Community Center		0		Part Time Palm View CC	DELETED	-
			<u>2</u>				<u>28,808</u>
					OVERTIME		3,500
					CAR ALLOWANCE		-
					TELEPHONE		720
							<u>4,220</u>
CURRENT POSITIONS			8				\$ 239,195



Mission Statement:	Department Summary											
	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm. 18-19	Four Year Plan					
							19-20	20-21	21-22	22-23		
<p>The Community Centers will be that component of the Parks & Recreation Department that promotes physical and mental enrichment through a comprehensive program of Recreational, Cultural, Educational, and Social activities and events. In carrying out its responsibilities, each center will facilitate and support the mission of the Recreation Department.</p>	Expenditure Detail:											
	Personnel Services	\$ 220,412	\$ 232,924	\$ 235,174	\$ 235,174	\$ 239,195	\$ 239,195	\$ 239,195	\$ 239,195	\$ 239,195	\$ 239,195	\$ 239,195
	Salaries and Wages	63,032	68,350	68,672	68,672	69,496	69,496	69,496	69,496	69,496	69,496	69,496
	Employee Benefits	19,633	23,205	23,205	23,205	23,205	23,205	23,205	23,205	23,205	23,205	23,205
	Supplies	119,158	106,621	106,621	106,820	106,771	106,621	106,621	106,621	106,621	106,621	106,621
	Other Services and Charges	15,887	17,000	17,000	19,800	17,000	17,000	17,000	17,000	17,000	17,000	17,000
	Maintenance											
	Operations Subtotal	438,120	448,100	450,672	453,671	455,667	455,517	455,517	455,517	455,517	455,517	455,517
	Capital Outlay	-	16,600	16,600	16,600	23,723	3,003	20,000	4,000	-	-	-
	Total Expenditures	\$ 438,120	\$ 464,700	\$ 467,272	\$ 470,271	\$ 479,390	\$ 458,520	\$ 475,517	\$ 459,517	\$ 455,517	\$ 455,517	\$ 455,517
	PERSONNEL											
	Exempt	1	2	2	2	2	2	2	2	2	2	2
	Non-Exempt	4	4	4	4	4	4	4	4	4	4	4
	Part-Time	2	3	3	3	3	2	2	2	2	2	2
	Total Positions Authorized	7	9	9	9	9	8	8	8	8	8	8

MAJOR FY 18-19 GOALS

- 1.) Develop a weekend Active Adult exercise program for 20 persons over the age of 50 as an option for unretired adults.
- 2.) Create and foster a senior volunteer program with community outreach such as After School Grand Parent Reading Program. A goal of 10 active volunteers.
- 3.) Create an engaged nature area in the courtyard to use as a tool for senior and youth programs. Butterfly Garden and use of city mulch.

Contact Us:

Jesus Franco
Center Manager
3401 Jordan Road
McAllen, TX 78501
(956) 681-3360

Recreation Palmview

www.mcallen.net/parks/centers/palmview

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	6	6	6	6
Department expenditures	\$ 438,120	\$ 467,272	\$ 470,271	\$ 458,520
Outputs:				
Total days of operation	304	306	304	304
Youth Programs Offered	124		125	130
Effectiveness Measures:				
Private rentals	162	120	131	130
Private rental attendance	7,100	15,500	6,880	7,000
Program participant attendance	57,120	50,000	48,359	50,000
Program fees	\$ 20,418	\$ 33,000	\$ 20,998	\$ 22,000
Rental fees	\$ 13,397	\$ 10,500	\$ 11,022	\$ 12,000
Efficiency Measures:				
Cost per day of operation	\$ 1,441	\$ 1,527	\$ 1,547	\$ 1,508
Cost of service provided per visit	\$6.82	\$7.13	\$8.51	\$8.04
Average daily attendance	211	214	182	188
Department expenditures per capita	\$ 3.06	\$ 3.22	\$ 3.24	\$ 3.10

Description:
 Palm View Community Center provides cultural and recreational programs to residents of McAllen and surrounding communities. It is located in South McAllen and has 10 employees.

*N/A=Not Available, N/P=Not Provided

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Quinta Mazatlan

		Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)		
COMPENSATION								
New Position	No. Position		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	
1.	-		-	-	-	-	-	
2.	-		-	-	-	-	-	
3.	-		-	-	-	-	-	
4.	-		-	-	-	-	-	
Revisions								
1. Environmental Education Specialist			(4,545)	-	-	4,791	246	
2. Admin Clerk			(9,011)	-	-	4,080	(4,931)	
3. Land Main.&Volunteer Coord.			(2,607)	-	-	5,099	2,492	
4. Overtime for Rentals			9,000	-	-	1,433	10,433	
5.	-		-	-	-	-	-	
Total Compensation & Benefits		\$ 656,314	\$ (7,163)	\$ -	\$ -	\$ 15,402	\$ 8,239	\$ -
HR WILL REVIEW SALARY ADJUSTMENTS								
SUPPLIES								
1. Program							1,500	Growth of programs leads to increase in supplies
2. < Please select category >								
3. < Please select category >								
4. < Please select category >								
5. < Please select category >								
Total Supplies		\$ 52,350					\$ 1,500	\$ -
OTHER SERVICES & CHARGES								
1. Advertising							5,000	Market WBC outside region-attract tourists to city
3. Utilities-electric							6,008	Adjustment
4. < Please select category >								
5. < Please select category >								
Total Other Services & Charges		\$ 137,775					\$ 11,008	\$ -
MAINTENANCE								
1. < Please select category >								
2. < Please select category >								
3. < Please select category >								
4. < Please select category >								
5. < Please select category >								
Total Maintenance		\$ 57,469					\$ -	\$ -
CAPITAL OUTLAY								
** See Attached Form DP-1								
Total Capital Outlay							\$ 16,770	\$ -
TOTAL		\$ 903,908					\$ 37,517	\$ -

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: General Fund
 DEPARTMENT: Quinta Mazatlan

Office Furniture/equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Outdoor Patio Chairs/table	\$318	15	\$4,770	Replace rotted & rusted outdoor furniture
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Vehicles				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Electronic 4 passenger golf cart	\$12,000	1	\$12,000	2006 Unit is unreliable--breaks down during rentals--angers high paying clients. Unit also borrowed by other departments for major events. Continually invest in staff time (bringing back and forth) and city funding for ongoing repairs of the old cart.
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$0
--------------------	------------

2019

011-5114 Quinta Mazatlan renovation

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-5114-461-60-01 Compensation / Exempt	127,463	147,087	70,825	147,087	145,738	145,738
011-5114-461-60-02 Compensation / Non-exempt	149,360	167,747	88,463	167,747	174,943	174,943
011-5114-461-60-06 Compensation / Part time	176,405	212,807	79,356	212,807	212,582	212,582
011-5114-461-60-10 Compensation / Overtime	10,112	3,000	6,724	10,000	3,000	3,000
011-5114-461-60-13 Compensation / Overtime reimbursement	-	-	-	-	-	-
011-5114-461-60-14 Compensation / Car allowance	2,400	3,600	1,200	3,600	2,400	2,400
011-5114-461-60-17 Compensation / Telephone	480	1,200	360	800	1,200	1,200
011-5114-461-60-30 Compensation / Park rental attendant	-	-	-	-	-	-
60	466,220	535,441	246,928	542,041	539,863	539,863
011-5114-461-61-30 Benefits / Social security	34,877	40,961	19,159	40,961	41,300	41,300
011-5114-461-61-36 Benefits / Retirement	23,262	27,317	14,229	27,317	26,815	26,815
011-5114-461-61-40 Benefits / Unemployment tax	421	4,617	2,189	4,617	486	486
011-5114-461-61-46 Benefits / Workers' comp-	15,217	14,362	8,046	14,362	19,831	19,831
011-5114-461-61-50 Benefits / Health cost	28,736	34,512	14,228	34,512	29,016	29,016
011-5114-461-61-52 Benefits / Life insurance	239	533	137	533	539	539
011-5114-461-61-53 Benefits / Retiree health ins (ARC)	5,189	3,459	2,561	3,459	3,459	3,459
61	107,941	125,761	60,549	125,761	121,446	121,446
011-5114-463-62-02 Supplies / Office	3,100	3,500	1,811	3,500	3,500	3,500
011-5114-463-62-04 Supplies / Operating	5,740	5,200	3,031	5,200	5,200	5,200
011-5114-463-62-12 Supplies / Small tools/minor equip-	1,666	4,000	1,261	4,000	4,000	4,000
011-5114-463-62-14 Supplies / Janitorial	12,012	15,000	7,945	15,000	15,000	15,000
011-5114-463-62-18 Supplies / Clothing & uniform	3,771	3,850	1,071	3,850	3,850	3,850
011-5114-463-62-20 Supplies / Chemical	278	300	71	300	300	300
011-5114-463-62-26 Supplies / Program	50,233	6,500	3,523	7,178	6,500	6,500
011-5114-463-62-42 Supplies / Merchandise	14,289	14,000	11,446	14,000	14,000	14,000
62	91,089	52,350	30,160	53,028	52,350	52,350
011-5114-464-63-02 Other services & charges / Advertising	20,154	25,000	17,414	25,000	25,000	25,000
011-5114-464-63-14 Other services & charges / Dues & subscriptions	2,316	450	222	450	450	450
011-5114-464-63-52 Other services & charges / Rental & contractual	32,857	30,000	17,248	30,000	30,000	30,000
011-5114-464-63-60 Other services & charges / Special events	40,794	16,000	10,336	16,000	16,000	16,000
011-5114-464-63-65 Other services & charges / Travel	14,300	6,000	1,452	6,000	6,000	6,000
011-5114-464-63-67 Other services & charges / Utilities-electric	23,829	11,250	8,629	17,258	17,258	11,250
011-5114-464-63-68 Other services & charges / Utilities-gas	869	1,000	303	1,000	1,000	1,000
011-5114-464-63-69 Other services & charges / Utilities-telephone	-	-	-	-	-	-
011-5114-464-63-70 Other services & charges / Utilities-water	34,469	34,000	12,953	34,000	34,000	34,000

2019

011-5114 Quinta Mazatlan renovation

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-5114-464-63-75 Other services & charges / Rental-general depr- fu	-	-	-	-	-	-
011-5114-464-63-99 Other services & charges / Miscellaneous	160	75	60	75	75	75
011-5114-464-63-59 Other services & charges / Security	8,738	10,000	5,965	10,000	10,000	10,000
011-5114-464-63-64 Other services & charges / Training	361	4,000	-	4,000	4,000	4,000
63	178,846	137,775	74,583	143,783	143,783	137,775
011-5114-465-65-08 Maintenance / Equipment	4,339	4,500	1,614	4,500	4,500	4,500
011-5114-465-65-10 Maintenance / Facilities	44,462	42,600	1,755	33,610	42,600	42,600
011-5114-465-65-12 Maintenance / Land	12,920	8,230	4,557	8,230	8,230	8,230
011-5114-465-65-16 Maintenance / Vehicles	1,306	1,500	214	1,500	1,500	1,500
011-5114-465-65-17 Maintenance / Fuel & lubricants	801	639	450	639	639	639
65	63,828	57,469	8,590	48,479	57,469	57,469
011-5114-466-66-10 Capital outlay / Building/structures	-	-	-	-	-	-
011-5114-466-66-14 Capital outlay / Vehicles	-	-	-	-	-	-
011-5114-466-66-20 Capital outlay / Equipment	-	-	-	-	-	-
011-5114-466-66-22 Capital outlay / Computer-hardware	15,034	2,000	-	2,000	-	-
011-5114-466-66-30 Capital outlay / Imprv- other than buildgs	136,238	-	-	-	-	-
011-5114-466-66-99 Capital outlay / Non-capitalized	38,718	-	-	-	-	-
011-5114-466-66-16 Capital outlay / Office furniture/equipment	-	10,450	-	10,450	-	-
66	189,990	12,450	-	12,450	-	-
011-5114-467-89-57 Other expenses / Quinta donations	-	-	-	-	-	-
011-5114-467-89-68 Other expenses / Quinta sales	-	-	-	-	-	-
011-5114-467-89-71 Other expenses / Parks o/t reimbursement	-	-	-	-	-	-
89	-	-	-	-	-	-
011-5114 Quinta Mazatlan	\$ 1,097,915	\$ 921,246	\$ 420,809	\$ 925,542	\$ 914,911	\$ 908,903

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5114	Quinta Mazatlan	1			Quinta Mazatlan Manager	FILLED	\$ 60,367
5114	Quinta Mazatlan	1			Recreation Supervisor	FILLED	42,686
5114	Quinta Mazatlan	1			Recreation Supervisor	FILLED	42,685
		<u>3</u>					<u>145,738</u>
					Park Ranger- Program Specialist		
5114	Quinta Mazatlan		1		Urban Ecologist	FILLED	30,118
5114	Quinta Mazatlan		1		Events Specialist	FILLED	30,222
5114	Quinta Mazatlan		1		Parks Crew Leader	FILLED	29,120
5114	Quinta Mazatlan		1		Groundskeeper I	FILLED	25,730
5114	Quinta Mazatlan		1		Maintenance Technician	FILLED	25,875
5114	Quinta Mazatlan		1		Receptionist/Admin Clerk	FILLED	23,878
5114	Quinta Mazatlan		0	UNBUDGETED	Certificate Pay		10,000
			<u>6</u>				<u>174,943</u>
5114	Quinta Mazatlan		1		Part Time Custodian	FILLED	10,020
5114	Quinta Mazatlan		1		Part Time	FILLED	10,712
			<u>2</u>				<u>20,732</u>
5114	Quinta Mazatlan		1		Quinta Mazatlan Coordinator	FILLED	13,801
5114	Quinta Mazatlan		1		Quinta Mazatlan Coordinator	FILLED	13,801
5114	Quinta Mazatlan		1		Quinta Mazatlan Coordinator	FILLED	13,801
5114	Quinta Mazatlan		1		Quinta Mazatlan Coordinator	FILLED	13,801
5114	Quinta Mazatlan		1		Quinta Mazatlan Coordinator	FILLED	12,880
5114	Quinta Mazatlan		1		Quinta Mazatlan Coordinator	FILLED	12,880
5114	Quinta Mazatlan		1		Quinta Mazatlan Coordinator	FILLED	12,880
5114	Quinta Mazatlan		1		Quinta Mazatlan Coordinator	FILLED	12,880
5114	Quinta Mazatlan		1		Quinta Mazatlan Coordinator	FILLED	12,880
5114	Quinta Mazatlan		1		Quinta Mazatlan Coordinator	FILLED	12,880
5114	Quinta Mazatlan		1		Quinta Mazatlan Instructor II	UNFILLED	7,980
5114	Quinta Mazatlan		1		Quinta Mazatlan Instructor II	UNFILLED	10,840
5114	Quinta Mazatlan		1		Quinta Mazatlan Supervisor	FILLED	10,483
5114	Quinta Mazatlan		1		Quinta Mazatlan Supervisor	UNFILLED	10,483
5114	Quinta Mazatlan		1		Quinta Mazatlan Supervisor	UNFILLED	9,790
5114	Quinta Mazatlan		1		Quinta Mazatlan Supervisor	UNFILLED	9,790
			<u>16</u>				<u>191,850</u>
					OVERTIME		3,000
					CAR ALLOWANCE		2,400
					TELEPHONE		1,200
							<u>6,600</u>
CURRENT POSITIONS			27				\$ 539,863

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Quinta Mazatlan Restoration of Buildings				
Account No.: CIP		Project Code:	Start Date: October 2018	Completed Date: Sept. 2019
User/Coordinating Department(s): McAllen Convention Center and Engineering				
Strategic Business Plan: Maintain historic 1930's Adobe Home		Goal 1: Promote an unsurpassed quality of life in McAllen.		
Strategic Business Plan: (If Applicable)		Goal 3: Diversify and strengthen the local economy in order to sustain a strong tax base and quality city services long term.		
Status:		Project Location:		
Rollover Amount:		Current Request:	\$394,400	
Department:		Insert Picture Here		
Project Type:				
Grant Related: (Yes/No)				
No				
Project Description/Justification				
Extend life of historic complex-adobe mansion built over 88 years ago. The Wall Condition Assessment by Walker Consultants is outlined in order of "Recommended Repairs": (1) Chimney Repair \$47,000 (2) Outdoor Parapet Cottage Repair \$20,000 (3) Solarium Repair \$47,000 (4) Exterior Window Repair \$18,000 (5) Steel Window Repair \$140,000. Adding 15% for General Conditions & Mobilization, 20% Construction Contingency, 10% Eng. Services--adds 45% onto the \$272,000 figure for an additional amount of \$122,400. The next "Recommended Repair" is the Exterior Wall Repair of \$360,000 (not presently included in this request). Plus the approx. 45% contingencies (breakdown of contingencies listed above).				

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
< Select Funding Source >	-	\$ 394,400		-	-	-	394,400	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 394,400	\$ -	\$ -	\$ -	\$ -	\$ 394,400	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Equipment / Other	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$ -	Other	\$ -
Supplies	\$ -	Capital	\$ -
Services	\$ -	Total	\$ -

Not Applicable This project will not have have an operating impact.



Mission Statement: Quinta Mazatlan will provide programs and activities that promote a greater understanding and appreciation of the natural and cultural treasure of South Texas.	Department Summary											
	Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
		16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services												
Salaries and Wages	\$ 466,220	\$ 531,166	\$ 535,441	\$ 542,041	\$ 539,863	\$ 539,863	\$ 699,593	\$ 723,513	\$ 935,468	\$ 935,468		
Employee Benefits	107,941	125,148	125,761	125,761	121,446	121,446	121,446	121,446	121,446	121,446		
Supplies	91,089	52,350	52,350	53,028	52,350	52,350	52,350	52,350	52,350	69,450	69,450	
Other Services and Charges	178,846	137,775	137,775	143,783	143,783	137,775	137,775	137,775	137,775	159,475	159,475	
Maintenance	63,828	57,469	57,469	48,479	57,469	57,469	62,469	62,469	73,469	73,469		
Operations Subtotal	907,925	903,909	908,797	913,092	914,911	908,903	1,073,633	1,097,553	1,359,308	1,359,308		
Capital Outlay	189,990	12,450	12,450	12,450	-	-	-	13,000	13,000	-		
Total Expenditures	\$ 1,097,915	\$ 916,359	\$ 921,247	\$ 925,542	\$ 914,911	\$ 908,903	\$ 1,073,633	\$ 1,110,553	\$ 1,372,308	\$ 1,359,308		
PERSONNEL												
Exempt	3	3	3	3	3	3	3	3	3	3	3	
Non-Exempt	5	6	6	6	7	7	9	9	9	9	9	
Part-Time	14	18	18	18	16	16	17	17	17	17	17	
Total Positions Authorized	22	27	27	27	26	26	29	29	29	29	29	

Contact Us:
 Colleen Hook
 Center Manager
 600 Sunset Avenue
 McAllen, TX 78501
 (956) 681-3370

MAJOR FY 18-19 GOALS

- 1.) Promote an unsurpassed quality of life in McAllen through cultural and educational programming for all ages
- 2.) Diversify and strengthen the economy by creating a stronger destination/attraction to draw tourists to city

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees		6	8	9
Department expenditures	\$ 1,097,915	\$ 921,247	\$ 925,542	\$ 914,911
Outputs:				
Program offered		325	325	358
Youth & Adult Program participants		30,000	36,000	40,000
Rental attendance		8,200	8,500	9,000
Outreach Education		70,400	77,000	82,000
Total rentals		25	30	33
Rental fees		\$ 100,000	\$ 118,000	\$ 129,000
Admission/Program revenues		\$ 85,000	\$ 90,000	\$ 99,000
Gift shop revenues (City's share)		\$ 40,000	\$ 42,000	\$ 45,000
Donations/Sponsors:		\$ 120,000	\$130,000	\$ 150,000
Total Revenues		345,000	380,000	423,000
Effectiveness Measures:				
Cost recovery		65%		
Ratings of recreational programs		94%		
Efficiency Measures:				
Average daily attendance		348	405	446
Volunteers hours		6,000	8,893	9,500
Volunteers value (\$8/hr)		\$ 48,000	\$ 71,144	\$ 76,000
Department expenditures per capita	\$ 7.68	\$ 6.34	\$ 6.37	\$ 6.19

*N/A=Not Available, N/P=Not Provided

Description:

Quinta Mazatlan is an urban sanctuary working to enrich people's lives by sharing knowledge about birds, plants and environmental stewardship in South Texas. Quinta Mazatlan and its WBC partners promote birding, conservation and eco-tourism bringing dollars to the region.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Library - Main

	Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
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COMPENSATION

New Position	No. Positions	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1. Loan Desk Assistant	1	24,856	24,856	-	-	9,470	34,326	34,326	Conversion of 3 PT positions to 1 FT position
2.	-	-	-	-	-	-	-	-	
3.	-	-	-	-	-	-	-	-	
4.	-	-	-	-	-	-	-	-	
5.	-	-	-	-	-	-	-	-	
6.	-	-	-	-	-	-	-	-	
7.	-	-	-	-	-	-	-	-	
8.	-	-	-	-	-	-	-	-	
9.	-	-	-	-	-	-	-	-	
Totals	1	24,856	-	-	-	-	-	-	

Revisions

1. PT Book Shelver			(9,248)	-	-	(1,490)	(10,738)	(10,738)	Conversion of 3 PT positions to 1 FT position
2. PT Book Shelver			(9,248)	-	-	(1,490)	(10,738)	(10,738)	Conversion of 3 PT positions to 1 FT position
3. PT Book Shelver			(9,248)	-	-	(1,490)	(10,738)	(10,738)	Conversion of 3 PT positions to 1 FT position
4.			-	-	-	-	-	-	
5.			-	-	-	-	-	-	
Total Compensation & Benefits		#REF!	\$ (2,888)	\$ -	\$ -	\$ 5,000	\$ 2,112	\$ 2,112	

1.	< Please select category >								
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Supplies		\$ 101,600					\$ -	\$ -	

OTHER SERVICES & CHARGES

1.	Rental & contractual						7,000	7,000	Increase in landscaping contract FY18-19
2.	Utilities-electric						52,500	46,500	Adjustment
3.	< Please select category >								
4.	< Please select category >								
5.	Miscellaneous						480	-	Catering increase due to Black Iron Café contract
Total Other Services & Charges		\$ 564,858					\$ 59,980	\$ 53,500	

MAINTENANCE

1.	Computer software						45,025	45,000	VDA/Datacenter Lic per IT, Climatec Upgrade
2.	Equipment						17,425		Power Supply and Maint Agreement per IT
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Maintenance		\$ 145,351					\$ 62,450	\$ 45,000	

CAPITAL OUTLAY

** See Attached Capital Outlay Request Form									
Total Capital Outlay							\$ 281,500	\$ 175,000	
TOTAL		#REF!					\$ 406,042	\$ 275,612	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2018-2019**

FUND: General Fund
DEPARTMENT: Library - Main

Computer-Hardware				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
VDI Clients	\$0	1	\$90,000	Replacement VDI Clients per IT Recommendation 7-yr old units no longer supported
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Books				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	1	\$175,000	Annual materials budget for Main Library
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$175,000	

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Plant Material and Landscaping	\$0	1	\$10,000	Complete project on Orchid Avenue Playground
Tables, Fencing, Cameras	\$0	1	\$6,500	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Building/structures				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0			
	\$0			
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
			\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$175,000
--------------------	------------------

2019
011-5140 Library

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-5140-461-60-01 Compensation / Exempt	741,486	801,055	376,938	787,260	790,270	790,270
011-5140-461-60-02 Compensation / Non-exempt	741,823	823,463	368,572	800,343	835,429	835,429
011-5140-461-60-06 Compensation / Part time	270,171	321,486	130,757	285,508	288,342	288,342
011-5140-461-60-10 Compensation / Overtime	437	1,000	62	500	1,000	1,000
011-5140-461-60-14 Compensation / Car allowance	4,800	4,800	2,400	4,800	4,800	4,800
011-5140-461-60-17 Compensation / Telephone	5,400	6,000	3,000	6,000	6,000	6,000
60	1,764,117	1,957,804	881,730	1,884,411	1,925,841	1,925,841
011-5140-461-61-30 Benefits / Social security	128,531	149,772	66,291	149,772	147,327	147,327
011-5140-461-61-36 Benefits / Retirement	114,318	130,119	62,157	130,119	129,514	129,514
011-5140-461-61-40 Benefits / Unemployment tax	2,164	13,509	7,455	13,509	1,386	1,386
011-5140-461-61-46 Benefits / Workers' comp-	15,888	24,871	9,194	24,871	18,746	18,745
011-5140-461-61-50 Benefits / Health cost	152,746	173,928	80,022	173,928	184,488	184,488
011-5140-461-61-52 Benefits / Life insurance	1,233	2,754	629	2,754	2,777	2,778
011-5140-461-61-53 Benefits / Retiree health ins (ARC)	18,958	16,842	9,318	16,842	16,842	16,842
61	433,838	511,795	235,067	511,795	501,080	501,080
011-5140-463-62-02 Supplies / Office	9,735	10,000	8,363	10,000	10,000	10,000
011-5140-463-62-04 Supplies / Operating	68,791	65,600	41,814	65,600	65,600	65,600
011-5140-463-62-14 Supplies / Janitorial	18,059	21,000	8,165	18,500	21,000	21,000
011-5140-463-62-16 Supplies / Photocopier	3,323	5,000	1,949	4,800	5,000	5,000
62	99,908	101,600	60,291	98,900	101,600	101,600
011-5140-464-63-14 Other services & charges / Dues & subscriptions	27,513	30,000	31,619	37,000	30,000	30,000
011-5140-464-63-22 Other services & charges / Information sources	54,892	55,000	17,354	55,000	55,000	55,000
011-5140-464-63-41 Other services & charges / Microfilm	-	3,500	-	2,500	3,500	3,500
011-5140-464-63-43 Other services & charges / Postage	293	300	23	250	300	300
011-5140-464-63-51 Other services & charges / Rental-Photocopier	18,539	23,000	7,714	22,000	23,000	23,000
011-5140-464-63-52 Other services & charges / Rental & contractual	176,713	194,100	105,533	194,000	201,100	201,100
011-5140-464-63-64 Other services & charges / Training	8,832	10,000	8,637	9,000	10,000	10,000
011-5140-464-63-65 Other services & charges / Travel	18,971	15,000	23,414	22,000	15,000	15,000
011-5140-464-63-67 Other services & charges / Utilities-electric	357,850	240,000	117,077	240,000	240,000	234,000
011-5140-464-63-69 Other services & charges / Utilities-telephone	9,051	10,538	4,267	8,534	10,538	10,538
011-5140-464-63-70 Other services & charges / Utilities-water	31,623	29,500	11,619	29,700	29,500	29,500

2019

011-5140 Library

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-5140-464-63-75 Other services & charges / Rental-general depr- fu	4,400	4,400	2,196	4,400	4,400	4,400
011-5140-464-63-91 Other services & charges / Educational refund off/	-	-	-	-	-	-
011-5140-464-63-99 Other services & charges / Miscellaneous	2,475	2,020	1,183	2,500	2,500	2,020
63	711,152	617,358	330,634	626,884	624,838	618,358
011-5140-464-64-15 Other service & charges / Summer reading program	-	-	-	-	-	-
64	-	-	-	-	-	-
011-5140-465-65-04 Maintenance / Computer/software	47,879	31,450	23,942	30,000	76,475	76,450
011-5140-465-65-08 Maintenance / Equipment	29,141	58,000	21,275	60,265	75,425	58,000
011-5140-465-65-10 Maintenance / Facilities	46,312	49,000	19,812	49,365	49,000	49,000
011-5140-465-65-16 Maintenance / Vehicles	4,601	4,600	711	2,500	4,600	4,600
011-5140-465-65-17 Maintenance / Fuel & lubricants	1,079	2,301	645	1,500	2,301	2,301
65	129,012	145,351	66,385	143,630	207,801	190,351
011-5140-466-66-10 Capital outlay / Building/structures	-	-	-	-	-	-
011-5140-466-66-14 Capital outlay / Vehicles	-	-	-	-	-	-
011-5140-466-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
011-5140-466-66-18 Capital outlay / Books	181,922	154,816	70,483	155,000	175,000	175,000
011-5140-466-66-20 Capital outlay / Equipment	80,527	-	-	-	16,500	-
011-5140-466-66-22 Capital outlay / Computer-hardware	-	-	-	-	90,000	-
011-5140-466-66-24 Capital outlay / Computer-software	-	-	-	-	-	-
011-5140-466-66-99 Capital outlay / Non-capitalized	2,100	-	-	-	-	-
66	264,549	154,816	70,483	155,000	281,500	175,000
011-5140 Library	\$ 3,402,575	\$ 3,488,724	\$ 1,644,590	\$ 3,420,620	\$ 3,642,660	\$ 3,512,230

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5140	Library	1			Asst Director Support Service	FILLED	\$ 58,941
5140	Library	1			Asst Director of Public Services	FILLED	58,941
5140	Library	1			Cataloging Supervisor	FILLED	49,562
5140	Library	1			Children's Librarian	FILLED	38,993
5140	Library	1			Children's Librarian	FILLED	43,030
5140	Library	1			Childrens Librarian Supervisor	FILLED	47,327
5140	Library	1			Director Library	FILLED	89,503
5140	Library	1			Reference Librarian	FILLED	44,531
5140	Library	1			Reference Librarian	FILLED	43,024
5140	Library	1			Reference Librarian	FILLED	43,024
5140	Library	1			Reference Librarian	FILLED	38,993
5140	Library	1			Reference Librarian	FILLED	45,700
5140	Library	1			Reference Librarian	FILLED	38,993
5140	Library	1			Reference Supervisor	FILLED	47,327
5140	Library	1			Systems Supervisor	FILLED	55,054
5140	Library	1			Teen Service Supervisor	FILLED	47,327
		16					790,270
5140	Library		1		Administrative Clerk	FILLED	28,454
5140	Library		1		Administrative Clerk	FILLED	25,896
5140	Library		1		Administrative Clerk	FILLED	25,896
5140	Library		1		Audio/Visual Assistant	UNFILLED	23,920
5140	Library		1		Circulation Assistant	FILLED	26,915
5140	Library		1		Custodial Crew Leader	FILLED	34,590
5140	Library		1		Custodian	FILLED	23,858
5140	Library		1		Custodian	UNFILLED	23,858
5140	Library		1		Events Coordinator	FILLED	34,590
5140	Library		1		Maintenance Tech	FILLED	29,120
5140	Library		1		Interlibrary Loan Assistant	FILLED	26,624
5140	Library		1		Library Children's Assistant	FILLED	23,920
5140	Library		1		Library Children's Assistant	UNFILLED	22,506
5140	Library		1		Library Clerk	FILLED	23,920
5140	Library		1		Library Clerk	FILLED	23,878
5140	Library		1		Library Clerk	FILLED	23,878
5140	Library		1		Library Clerk	FILLED	25,022
5140	Library		1		Library Clerk	FILLED	25,022
5140	Library		1		Library Clerk	FILLED	24,294
5140	Library		1		Library Clerk	FILLED	23,920
5140	Library		1		Library Desk Assistant (LDA)	FILLED	24,856
5140	Library		1		Library Desk Assistant (LDA)	FILLED	26,915

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5140	Library		0		Part Time Library	DELETED	-
5140	Library		0		Part Time Library	DELETED	-
5140	Library		0		Part Time Library	DELETED	-
5140	Library		1		Part Time Custodian	FILLED	11,003
			29				288,342
					OVERTIME		1,000
					CAR ALLOWANCE		4,800
					TELEPHONE		6,000
							11,800
	CURRENT POSITIONS		77				\$ 1,925,841



Mission Statement:

McAllen Public Library is a dynamic civic resource that promotes the open exchange of ideas through free access to information and connects a culturally diverse population with the global community.

--approved by the Library Board, November 2008

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 1,764,117	\$ 1,933,054	\$ 1,957,804	\$ 1,884,411	\$ 1,925,841	\$ 1,925,841	\$ 1,925,841	\$ 1,925,841	\$ 1,925,841	\$ 1,925,841	\$ 1,925,841
Employee Benefits	433,838	508,254	511,795	511,795	501,080	501,080	501,080	501,080	501,080	501,080	501,080
Supplies	99,908	101,600	101,600	98,900	101,600	101,600	101,600	101,600	101,600	101,600	101,600
Other Services and Charges	711,152	564,858	617,358	626,884	624,838	618,358	618,358	618,358	618,358	618,358	618,358
Maintenance	129,012	145,351	145,351	143,630	207,801	190,351	248,051	279,551	279,551	303,701	
Operations Subtotal	3,138,026	3,253,117	3,333,908	3,265,620	3,361,160	3,337,230	3,394,930	3,426,430	3,426,430	3,450,580	
Capital Outlay	264,549	154,816	154,816	155,000	281,500	175,000	176,500	188,500	175,000	175,000	
Total Expenditures	\$ 3,402,575	\$ 3,407,933	\$ 3,488,724	\$ 3,420,620	\$ 3,642,660	\$ 3,512,230	\$ 3,571,430	\$ 3,614,930	\$ 3,601,430	\$ 3,625,580	
PERSONNEL											
Exempt	15	16	16	16	16	16	16	16	16	16	16
Non-Exempt	28	31	31	31	32	32	32	32	32	32	32
Part-Time	25	32	32	32	29	29	29	29	29	29	29
Total Positions Authorized	68	79	79	79	77	77	77	77	77	77	77

MAJOR FY 18-19 GOALS

Contact Us:

Kate Horan
Library Director
4001 N. 23rd Street
McAllen, TX 78504
(956) 681-3000

- 1.) Provide outstanding customer service to enhance the patron experience.
- 2.) Maintain facility to preserve award-winning design status.
- 3.) Improve daily operations through process revisions and cross-training.
- 4.) Maintain emerging literacy programming to prepare birth to school-age children for success in school.
- 5.) Develop programs to help the community evaluate online information.
- 6.) Expand community engagement regarding the planning, delivery, and evaluation of programs and services.
- 7.) Offer instructor-led classes for adults to improve English and support workforce development.
- 8.) Provide STEAM-based learning opportunities for children and teens.
- 9.) Provide innovative programming that encourages the use of MPLab technology resources.
- 10.) Promote resources for digital literacy, financial literacy, workforce and small business development.
- 11.) Improve technology services through public surveys and outcome tracking.
- 12.) Ensure that the library is an inclusive, respectful space that welcomes, and provides access to, all people.

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	43	47	47	48
Number of Public Services staff	60	74	74	74
Service population, City of McAllen	145,335	145,335	145,335	145,335
Department expenditures	\$ 3,402,575	\$ 3,488,724	\$ 3,420,620	\$ 3,512,230
Outputs:				
Number of Library items circulated	403,323	421,758	385,170	396,725
Total number of reference / information transactions completed	95,711	95,560	91,420	92,000
Number of internet users	107,222	109,555	92,186	93,000
Number of website visits (System total)	377,644	380,000	334,000	337,340
Number of active card registrations	22,253	24,517	22,969	23,469
Number of programs held	1,139	1,112	1,220	1,220
Number of program attendance	42,526	42,530	45,696	51,180
Number of Library items owned	255,288	265,000	261,767	262,887
Library walk-in visits	602,980	658,342	559,908	564,908
Effectiveness Measures:				
Percent of increase for number of items circulated	-5.2%	4.6%	-8.7%	3.0%
Percent of increase for total number of reference/information transactions	-6.7%	-0.2%	-4.3%	0.6%
Percent of increase of internet users	1.2%	2.2%	-15.9%	0.9%
Percent of increase in Library website visits (System total)	-67.3%	0.6%	-12.1%	1.0%
Percent of increase in total number of active card registrations	-8.3%	10.2%	-6.3%	2.2%
Percent of increase in number of programs	42.2%	-2.4%	9.7%	0.0%
Percent of increase in program attendance	55.3%	0.0%	7.4%	12.0%
Percent of increase in number of Library items owned	4.3%	3.8%	-1.2%	0.4%
Percent of increase in walk-in visits	-16.4%	9.2%	-15.0%	0.9%
Efficiency Measures:				
Turn-over rate of Library items circulated	1.6	1.6	1.5	1.5
Number of reference / information transactions handled per Public Services staff	1,595.2	1,291	1,235	1,243
Average daily walk-in visits	1,713	1,870	1,591	1,605
Department expenditures per capita	\$ 23.79	\$ 24.00	\$ 23.55	\$ 23.78

*N/A=Not Available, N/P=Not Provided

Description:

Encourage and promote reading of all formats and levels through programs and services; and provide facilities to encourage study, meeting, and collaborative activities.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Library - Lark Branch

		Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)	
COMPENSATION							
New Position	No. Positions	Base Salary	Salary / Adjustments	Car Allowance	Phone Allowance	Fringe Benefits	Total
1.	-	-	-	-	-	-	-
2.	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-
Revisions							
1.	-	-	-	-	-	-	-
2.	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-
5.	-	-	-	-	-	-	-
Total Compensation & Benefits		\$ 411,727	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES							
	1. < Please select category >						
	2. < Please select category >						
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Supplies		\$ 9,150					\$ -
OTHER SERVICES & CHARGES							
	1. < Please select category >						
	2. < Please select category >						
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Other Services & Charges		\$ 13,293					\$ -
MAINTENANCE							
	1. < Please select category >						
	2. < Please select category >						
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Maintenance		\$ 5,250					\$ -
CAPITAL OUTLAY							
	** See Attached Capital Outlay Request Form						
Total Capital Outlay							\$ 20,000
TOTAL		\$ 439,420					\$ 20,000

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: GENERAL
 DEPARTMENT: LIBRARY - LARK BRANCH

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	TOTAL		\$0	

Books				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$1	1	\$20,000	Annual materials budget for Lark Branch Library
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	TOTAL		\$20,000	

Computer-Software				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	TOTAL		\$0	

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	TOTAL		\$0	

Books				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	TOTAL		\$0	

Grand Total	\$20,000
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2019

011-5141 Library branch-Lark

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-5141-461-60-01 Compensation / Exempt	170,311	145,136	67,713	142,372	143,787	143,787
011-5141-461-60-02 Compensation / Non-exempt	147,653	160,767	70,651	152,957	158,516	158,516
011-5141-461-60-06 Compensation / Part time	13,776	20,277	5,901	20,737	20,052	20,052
011-5141-461-60-10 Compensation / Overtime	-	500	-	500	500	500
011-5141-461-60-17 Compensation / Telephone	720	720	360	720	720	720
60	332,459	327,400	144,625	317,286	323,575	323,575
011-5141-461-61-30 Benefits / Social security	24,567	25,046	10,972	25,046	24,753	24,753
011-5141-461-61-36 Benefits / Retirement	24,096	24,233	11,395	24,233	24,130	24,130
011-5141-461-61-40 Benefits / Unemployment tax	177	1,881	1,272	1,881	198	198
011-5141-461-61-46 Benefits / Workers' comp-	1,783	2,808	1,259	2,808	2,745	2,745
011-5141-461-61-50 Benefits / Health cost	29,472	31,152	14,405	31,152	33,288	33,288
011-5141-461-61-52 Benefits / Life insurance	247	565	122	565	525	525
011-5141-461-61-53 Benefits / Retiree health ins (ARC)	3,454	3,014	1,781	3,014	3,014	3,014
61	83,795	88,699	41,206	88,699	88,653	88,653
011-5141-463-62-02 Supplies / Office	1,512	1,700	484	1,600	1,700	1,700
011-5141-463-62-04 Supplies / Operating	2,863	3,800	1,492	3,600	3,800	3,800
011-5141-463-62-16 Supplies / Photocopier	1,667	3,650	546	3,600	3,650	3,650
62	6,041	9,150	2,522	8,800	9,150	9,150
011-5141-464-63-22 Other services & charges / Information sources	5,002	5,880	5,295	5,200	5,880	5,880
011-5141-464-63-51 Other services & charges / Rental-Photocopier	2,950	4,000	1,081	3,500	4,000	4,000
011-5141-464-63-52 Other services & charges / Rental & contractual	3,191	3,300	-	3,300	3,300	3,300
011-5141-464-63-69 Other services & charges / Utilities-telephone	-	-	-	-	-	-
011-5141-464-63-91 Other services & charges / Educational refund off/	-	-	-	-	-	-
011-5141-464-63-99 Other services & charges / Miscellaneous	130	113	80	130	113	113
63	11,273	13,293	6,456	12,130	13,293	13,293
011-5141-465-65-04 Maintenance / Computer/software	-	2,500	425	1,800	2,500	2,500
011-5141-465-65-08 Maintenance / Equipment	108	2,750	1,085	2,650	2,750	2,750
65	108	5,250	1,510	4,450	5,250	5,250

2019

011-5141 Library branch-Lark

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-5141-466-66-16 Capital outlay / Office furniture/equip-	-	5,400	-	-	-	-
011-5141-466-66-18 Capital outlay / Books	18,902	20,000	7,000	20,000	20,000	20,000
011-5141-466-66-20 Capital outlay / Equipment	-	-	-	-	-	-
011-5141-466-66-99 Capital outlay / Non-capitalized	6,882	-	-	-	-	-
011-5141-466-66-22 Capital outlay / Computer hardware	-	-	-	-	-	-
011-5141-466-66-24 Capital outlay / Computer software	-	-	-	-	-	-
66	25,785	25,400	7,000	20,000	20,000	20,000
<hr/>						
011-5141 Library - Lark	\$ 459,461	\$ 469,192	\$ 203,318	\$ 451,365	\$ 459,921	\$ 459,921

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5141	Library - Lark Branch	1			Circulation Supervisor	FILLED	\$ 46,517
5141	Library - Lark Branch	1			Reference Librarian	FILLED	45,193
5141	Library - Lark Branch	1			Library Branch Manager	FILLED	52,077
		<u>3</u>					<u>143,787</u>
5141	Library - Lark Branch		1		Circulation Assistant	FILLED	26,915
5141	Library - Lark Branch		1		Circulation Assistant	FILLED	27,435
5141	Library - Lark Branch		1		Library Assistant	FILLED	24,856
5141	Library - Lark Branch		1		Library Children's Assistant (LCA)	FILLED	27,435
5141	Library - Lark Branch		1		Library Children's Assistant (LCA)	FILLED	23,920
5141	Library - Lark Branch		1		Library Reference Assistant	FILLED	27,955
			<u>6</u>				<u>158,516</u>
5141	Library - Lark Branch		1		Part Time Library Lark Branch	FILLED	10,026
5141	Library - Lark Branch		1		Part Time Library Lark Branch	FILLED	10,026
			<u>2</u>				<u>20,052</u>
					OVERTIME		500
					TELEPHONE		720
							<u>1,220</u>
CURRENT POSITIONS			11				\$ 323,575



Mission Statement:	Department Summary										
	Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan			
		16-17	17-18	Budget 17-18	17-18	18-19	Recomm. 18-19	19-20	20-21	21-22	22-23
McAllen Public Library is a dynamic civic resource that promotes the open exchange of ideas through free access to information and connects a culturally diverse population with the global community. --approved by the Library Board, November 2008	Personnel Services										
	Salaries and Wages	\$ 332,459	\$ 323,575	\$ 327,400	\$ 317,286	\$ 323,575	\$ 323,575	\$ 323,575	\$ 323,575	\$ 323,575	\$ 323,575
	Employee Benefits	83,795	88,152	88,699	88,699	88,653	88,653	88,653	88,653	88,653	88,653
	Supplies	6,041	9,150	9,150	8,800	9,150	9,150	9,150	9,150	9,150	9,150
	Other Services and Charges	11,273	13,293	13,293	12,130	13,293	13,293	13,293	13,293	13,293	13,293
	Maintenance	108	5,250	5,250	4,450	5,250	5,250	5,250	5,250	5,250	5,250
	Operations Subtotal	433,677	439,420	443,792	431,365	439,921	439,921	439,921	439,921	439,921	439,921
	Capital Outlay	25,785	25,400	25,400	20,000	20,000	20,000	20,000	20,000	-	20,000
	Total Expenditures	\$ 459,462	\$ 464,820	\$ 469,192	\$ 451,365	\$ 459,921	\$ 459,921	\$ 459,921	\$ 459,921	\$ 439,921	\$ 459,921
	PERSONNEL										
Exempt	3	3	3	3	3	3	3	3	3	3	
Non-Exempt	5	6	6	6	6	6	6	6	6	6	
Part-Time	1	2	2	2	2	2	2	2	2	2	
Total Positions Authorized	9	11									

MAJOR FY 18-19 GOALS

Contact Us:
 Sylvia Marichalar
 Branch Manager
 2601 Lark Avenue
 McAllen, TX 78504
 (956) 681-3100

- 1.) Continue to provide library services and resources in a variety of formats to meet users' needs.
- 2.) Provide engaging programming and community outreach to meet the needs of children, teens, and adults.
- 3.) Increase opportunities for staff professional development in technology competencies.
- 4.) Continue to partner with community organizations to provide programs and services to help meet community needs.
- 5.) Develop, implement, and analyze public needs and programming outcome surveys to improve the delivery of library services.
- 6.) Continue to provide a library collection to meet the needs of a growing and diverse community.
- 7.) Continue to provide literacy services for birth to school-age children to prepare them to succeed in school.
- 8.) Offer instructor-led classes for adults to improve English and support workforce development.

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	9	9	9	9
Number of Public Services staff	11	11	11	11
Service population, City of McAllen	145,335	145,335	145,335	145,335
Department expenditures	\$ 459,462	\$ 469,192	\$ 451,365	\$ 459,921
Outputs:				
Number of Library items circulated	48,863	50,085	47,270	48,688
Total number of reference / information transactions completed	27,928	28,766	28,198	29,044
Number of internet users	16,949	23,000	15,532	16,309
Number of website visits (System total)	377,644	380,000	334,000	337,340
Number of active card registrations	2,379	2,111	2,174	2,240
Number of programs	478	560	566	571
Number of program attendance	12,154	15,789	15,947	16,106
Number of Library items owned	41,149	41,689	41,789	41,789
Library walk-in visits	122,293	135,182	103,600	105,000
Effectiveness Measures:				
Percent of increase for number of items circulated	-11.9%	2.5%	-5.6%	3.0%
Percent of increase for total number of reference/information transactions	1.4%	3.0%	-2.0%	3.0%
Percent of increase of internet users	-51.7%	35.7%	-32.5%	5.0%
Percent of increase in Library website visits (System total)	-67.3%	0.6%	-12.1%	1.0%
Percent of increase in total number of active card registrations	-3.0%	-11.3%	3.0%	3.0%
Percent of increase in number of programs	-16.3%	17.2%	1.1%	0.9%
Percent of increase in program attendance	-22.4%	29.9%	1.0%	1.0%
Percent of increase in number of Library items owned	1.6%	1.3%	0.2%	0.0%
Percent of increase in walk-in visits	-9.6%	10.5%	-23.4%	1.4%
Efficiency Measures:				
Turn-over rate of Library items circulated	1.2	1.2	1.1	1.2
Number of reference / information transactions handled per Public Services	2,539	2,615	2,563	2,640
Average daily walk-in visits	344	381	292	296
Department expenditures per capita	\$ 3.21	\$ 3.23	\$ 3.11	\$ 3.11

*N/A=Not Available, N/P=Not Provided

Description:

Lark Branch Library is an extension of Main Library providing library services and special programs to the residents of North McAllen.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: LIBRARY - PALMVIEW BRANCH

		Baseline					Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
COMPENSATION									
New Position	No. Position		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1.	-		-	-	-	-	-		
2.	-		-	-	-	-	-		
3.	-		-	-	-	-	-		
4.	-		-	-	-	-	-		
Revisions									
1.	-		-	-	-	-	-		
2.	-		-	-	-	-	-		
3.	-		-	-	-	-	-		
4.	-		-	-	-	-	-		
5.	-		-	-	-	-	-		
Total Compensation & Benefits		\$ 452,292	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Supplies		\$ 10,200					\$ -	\$ -	
OTHER SERVICES & CHARGES									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Other Services & Charges		\$ 9,993					\$ -	\$ -	
MAINTENANCE									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Maintenance		\$ 5,500					\$ -	\$ -	
CAPITAL OUTLAY									
	** See Attached Capital Outlay Request Form								
Total Capital Outlay							\$ 20,000	\$ 20,000	
TOTAL		\$ 477,985					\$ 20,000	\$ 20,000	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: GENERAL FUND
 DEPARTMENT: LIBRARY - LARK BRANCH

Computer-Hardware				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

Books				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	1	\$20,000	Annual materials budget for Palm View Branch Library
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$20,000	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

Grand Total	\$20,000
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2019

011-5142 Library branch-Palmview

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-5142-461-60-01 Compensation / Exempt	128,105	142,203	69,068	142,203	140,853	140,853
011-5142-461-60-02 Compensation / Non-exempt	185,047	191,347	93,219	186,342	188,197	188,197
011-5142-461-60-06 Compensation / Part time	9,563	19,499	4,804	9,383	19,274	19,274
011-5142-461-60-10 Compensation / Overtime	5	500	5	100	500	500
011-5142-461-60-17 Compensation / Telephone	720	720	360	720	720	720
60	323,440	354,269	167,455	338,748	349,544	349,544
011-5142-461-61-30 Benefits / Social security	22,747	27,101	12,572	27,101	26,740	26,740
011-5142-461-61-36 Benefits / Retirement	23,906	26,406	13,361	26,406	26,256	26,256
011-5142-461-61-40 Benefits / Unemployment tax	129	2,052	1,421	2,052	216	216
011-5142-461-61-46 Benefits / Workers' comp-	1,853	3,036	1,396	3,036	2,911	2,911
011-5142-461-61-50 Benefits / Health cost	40,160	43,416	18,720	43,416	37,440	37,440
011-5142-461-61-52 Benefits / Life insurance	271	571	142	571	571	571
011-5142-461-61-53 Benefits / Retiree health ins (ARC)	3,560	3,115	1,685	3,115	3,115	3,115
61	92,626	105,697	49,297	105,697	97,249	97,249
011-5142-463-62-02 Supplies / Office	1,390	1,700	144	1,500	1,700	1,700
011-5142-463-62-04 Supplies / Operating	13,379	5,000	1,892	5,000	5,000	5,000
011-5142-463-62-16 Supplies / Photocopier	-	3,500	487	1,800	3,500	3,500
62	14,770	10,200	2,523	8,300	10,200	10,200
011-5142-464-63-22 Other services & charges / Information sources	5,431	5,880	4,180	5,800	5,880	5,880
011-5142-464-63-51 Other services & charges / Rental-Photocopier	2,863	4,000	1,157	3,200	4,000	4,000
011-5142-464-63-52 Other services & charges / Rental & contractual	-	-	-	-	-	-
011-5142-464-63-64 Other services & charges / Training	-	-	-	-	-	-
011-5142-464-63-65 Other services & charges / Travel	-	-	-	-	-	-
011-5142-464-63-99 Other services & charges / Miscellaneous	180	113	120	180	113	113
63	8,473	9,993	5,457	9,180	9,993	9,993
011-5142-465-65-04 Maintenance / Computer/software	-	2,750	425	900	2,750	2,750
011-5142-465-65-08 Maintenance / Equipment	180	2,750	1,749	2,750	2,750	2,750
65	180	5,500	2,174	3,650	5,500	5,500

2019

011-5142 Library branch-Palmview

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
011-5142-466-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
011-5142-466-66-18 Capital outlay / Books	18,184	20,000	6,703	20,000	20,000	20,000
011-5142-466-66-20 Capital outlay / Equipment	-	5,400	-	5,400	-	-
011-5142-466-66-99 Capital outlay / Non-capitalized	6,882	-	-	-	-	-
011-5142-466-66-22 Capital outlay / Computer hardware	-	-	-	-	-	-
011-5142-466-66-24 Capital outlay / Computer software	-	-	-	-	-	-
66	25,067	25,400	6,703	25,400	20,000	20,000
<hr/>						
011-5142 Library - Palmview	\$ 464,556	\$ 511,059	\$ 233,610	\$ 490,975	\$ 492,486	\$ 492,486

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5142	Library - Palm View Branch	1			Circulation Supervisor	FILLED	\$ 49,782
5142	Library - Palm View Branch	1			Reference Librarian	FILLED	38,993
5142	Library - Palm View Branch	1			Library Branch Manager	FILLED	52,077
		<u>3</u>					<u>140,853</u>
5142	Library - Palm View Branch		1		Circulation Assistant	FILLED	26,894
5142	Library - Palm View Branch		1		Circulation Assistant	FILLED	27,435
5142	Library - Palm View Branch		1		Library Assistant	FILLED	26,645
5142	Library - Palm View Branch		1		Library Children's Assistant	FILLED	23,878
5142	Library - Palm View Branch		1		Library Children's Assistant	FILLED	27,435
5142	Library - Palm View Branch		1		Library Reference Assistant	FILLED	27,955
5142	Library - Palm View Branch		1		Library Reference Assistant	FILLED	27,955
			<u>7</u>				<u>188,197</u>
5142	Library - Palm View Branch		1		Part Time Library PV Branch	FILLED	10,026
5142	Library - Palm View Branch		1		Part Time Library PV Branch	UNFILLED	9,248
			<u>2</u>				<u>19,274</u>
					OVERTIME		500
					CAR ALLOWANCE		-
					TELEPHONE		720
							<u>1,220</u>
CURRENT POSITIONS			12				\$ 349,544



Mission Statement:
McAllen Public Library is a dynamic civic resource that promotes the open exchange of ideas through free access to information and connects a culturally diverse population with the global community.

--approved by the Library Board, November 2008

Department Summary											
Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 323,440	\$ 349,544	\$ 354,269	\$ 338,748	\$ 349,544	\$ 349,544	\$ 349,544	\$ 349,544	\$ 349,544	\$ 349,544	\$ 349,544
Employee Benefits	92,626	105,020	105,697	105,697	97,249	97,249	97,249	97,249	97,249	97,249	97,249
Supplies	14,770	10,200	10,200	8,300	10,200	10,200	10,200	10,200	10,200	10,200	10,200
Other Services and Charges	8,473	9,993	9,993	9,180	9,993	9,993	9,993	9,993	9,993	9,993	9,993
Maintenance	180	5,500	5,500	3,650	5,500	5,500	5,500	5,500	5,500	5,500	5,500
Operations Subtotal	439,490	480,257	485,659	465,575	472,486	472,486	472,486	472,486	472,486	472,486	472,486
Capital Outlay	25,067	25,400	25,400	25,400	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Total Expenditures	\$ 464,556	\$ 505,657	\$ 511,059	\$ 490,975	\$ 492,486						
PERSONNEL											
Exempt	3	3	3	3	3	3	3	3	3	3	3
Non-Exempt	7	7	7	7	7	7	7	7	7	7	7
Part-Time	1	2	2	2	2	2	3	3	3	3	3
Total Positions Authorized	11	12	12	12	12	12	13	13	13	13	13

Contact Us:
Rolando Ramirez
Branch Manager
3401 Jordan Avenue
McAllen, TX 78503
(956) 681-3110

MAJOR FY 18-19 GOALS

- 1.) Continue to provide library services and resources in a variety of formats to meet users' needs.
- 2.) Provide engaging programming and community outreach to meet the needs of children, teens, and adults.
- 3.) Increase opportunities for staff professional development in technology competencies.
- 4.) Continue to partner with community organizations to provide programs and services to help meet community r
- 5.) Develop, implement, and analyze public needs and programming outcome surveys to improve the delivery of lit
- 6.) Continue to provide a library collection to meet the needs of a growing and diverse community.
- 7.) Continue to provide literacy services for birth to school-age children to prepare them to succeed in school.

Performance Measures	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	10	10	10	10
Number of Public Services staff	12	12	12	12
Service population, City of McAllen	145,335	145,335	145,335	145,335
Department expenditures	\$ 464,556	\$ 511,059	\$ 490,975	\$ 492,486
Outputs:				
Number of Library items circulated	42,335	46,224	38,169	40,459
Total number of reference / information transactions completed	30,502	32,000	35,980	38,139
Number of internet users	24,591	22,756	23,160	24,550
Number of website visits (System total)	377,644	380,000	334,000	337,340
Number of active card registrations	3,227	4,435	3,101	3,194
Number of programs	597	615	597	600
Number of program attendance	12,154	10,837	11,931	12,289
Number of Library items owned	39,959	41,822	40,196	40,200
Library walk-in visits	112,253	130,436	102,724	107,806
Effectiveness Measures:				
Percent of increase for number of items circulated	7.7%	9.2%	-17.4%	6.0%
Percent of increase for total number of reference/information transactions	63.9%	4.9%	12.4%	6.0%
Percent of increase of internet users	-45.5%	-7.5%	1.8%	6.0%
Percent of increase in Library website visits (System total)	67.3%	3.0%	-12.1%	1.0%
Percent of increase in total number of active card registrations	31.1%	37.4%	-30.1%	3.0%
Percent of increase in number of programs	-10.1%	-5.4%	-2.9%	0.5%
Percent of increase in program attendance	13.0%	-2.7%	10.1%	3.0%
Percent of increase in number of Library items owned	3.5%	0.7%	-3.9%	0.0%
Percent of increase in walk-in visits	-10.6%	-4.1%	-21.2%	4.9%
Efficiency Measures:				
Turn-over rate of Library items circulated	1.1	1.1	0.9	1.0
Reference / information transactions per Public Services staff	2,542	2,667	2,998	3,178
Average daily walk-in visits	316	367	289	304
Department expenditures per capita	\$ 3.25	\$ 3.52	\$ 3.38	\$ 3.33

*N/A=Not Available, N/P=Not Provided

Description:

Palm View Branch Library is an extension of Main Library providing library services and special programs to the residents of South McAllen.



Culture & Recreation/Other Agencies

Department Summary										
Expenditure Detail:	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm. 18-19	19-20	Four Year Plan		
								20-21	21-22	22-23
Personnel Services										
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-	-	-	-	-	-
Supplies	-	-	-	-	-	-	-	-	-	-
Other Services and Charges	1,863,742	1,708,400	1,708,400	1,708,400	1,708,400	1,708,400	1,708,400	1,708,400	1,708,400	1,708,400
Maintenance	-	-	-	-	-	-	-	-	-	-
Operations Subtotal	1,863,742	1,708,400	1,708,400	1,708,400	1,708,400	1,708,400	1,708,400	1,708,400	1,708,400	1,708,400
Capital Outlay	-	-	-	-	-	-	-	-	-	-
Grant Reimbursement	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 1,863,742	\$ 1,708,400	\$ 1,708,400	\$ 1,708,400	\$ 1,708,400	\$ 1,708,400	\$ 1,708,400	\$ 1,708,400	\$ 1,708,400	\$ 1,708,400
PERSONNEL										
Exempt	-	-	-	-	-	-	-	-	-	-
Non-Exempt	-	-	-	-	-	-	-	-	-	-
Part-Time	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	0	0	0	0	0	0	0	0	0	0

Agencies										
Amigos del Valle	88,322	66,000	66,000	66,000	66,000	66,000	66,000	66,000	66,000	66,000
Museum of South Texas History	41,400	38,000	38,000	38,000	38,000	38,000	38,000	38,000	38,000	38,000
McAllen Boy's & Girl's Club	750,000	705,000	705,000	705,000	705,000	705,000	705,000	705,000	705,000	705,000
McAllen Int'l Museum	735,000	700,000	700,000	700,000	700,000	700,000	700,000	700,000	700,000	700,000
Town Band	14,400	14,400	14,400	14,400	14,400	14,400	14,400	14,400	14,400	14,400
RGV Int'l Music Festival	10,600	10,176	10,176	10,176	10,176	10,176	10,176	10,176	10,176	10,176
South Texas Symphony	114,400	109,824	109,824	109,824	109,824	109,824	109,824	109,824	109,824	109,824
McAllen Heritage	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000
Literacy Center	24,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Relief Operations Efforts - Sac	40,620	-	-	-	-	-	-	-	-	-
	1,863,742	1,708,400	1,708,400	1,708,400	1,708,400	1,708,400	1,708,400	1,708,400	1,708,400	1,708,400

**City of McAllen, Texas
Hotel Occupancy Tax Fund
Working Capital Summary**

	Actual 16-17	Original Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm 18-19	19-20	Four Year Plan			22-23
								20-21	21-22		
RESOURCES											
BEGINNING WORKING CAPITAL	\$ 24,931	\$ -	\$ -	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40
Revenues:											
Hotel Taxes	3,822,273	3,971,015	3,971,015	3,635,267	3,722,083	3,722,083	3,722,083	3,722,083	3,722,083	3,722,083	3,722,083
Penalty & Interest	23,633	-	-	11,987	-	-	-	-	-	-	-
Total Revenues	3,845,906	3,971,015	3,971,015	3,647,254	3,722,083	3,722,083	3,722,083	3,722,083	3,722,083	3,722,083	3,722,083
TOTAL RESOURCES	\$ 3,870,837	\$ 3,971,015	\$ 3,971,015	\$ 3,647,294	\$ 3,722,123	\$ 3,722,123	\$ 3,722,123	\$ 3,722,123	\$ 3,722,123	\$ 3,722,123	\$ 3,722,123
APPROPRIATIONS											
Chamber of Commerce	\$ 1,080,184	\$ 1,106,005	\$ 1,077,005	\$ 984,073	\$ 1,005,452	\$ 976,452	\$ 976,452	\$ 976,452	\$ 976,452	\$ 976,452	\$ 976,452
Operating Transfer-Outs:											
Convention Center	1,890,899	1,935,507	1,885,507	1,723,627	1,761,042	1,955,905	1,955,905	1,955,905	1,955,905	1,955,905	1,955,905
Performing Arts Center Fund	810,714	829,503	808,503	739,554	755,589	489,726	489,726	489,726	489,726	489,726	489,726
Development Corp. Fund	-	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Marketing Campaign	89,000	-	100,000	100,000	100,000	200,000	200,000	200,000	200,000	200,000	200,000
Operating Transfer-Outs	2,790,613	2,865,010	2,894,010	2,663,181	2,716,631	2,745,631	2,745,631	2,745,631	2,745,631	2,745,631	2,745,631
TOTAL APPROPRIATIONS	3,870,798	3,971,015	3,971,015	3,647,254	3,722,083	3,722,083	3,722,083	3,722,083	3,722,083	3,722,083	3,722,083
ENDING WORKING CAPITAL	\$ 40	\$ -	\$ -	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40	\$ 40

FY 2018-2019 CM Recom.	¢ Allocation	FY 2018-2019 CM Recom.
Chamber of Commerce	2 ¢	\$ 976,452
Performing Arts Fund	1 ¢	489,726
Convention Center	4 ¢	1,955,905
Development Corp.		100,000
Marketing Campaign		200,000
	7 ¢	\$ 3,722,083

7/24/2018

**City of McAllen, Texas
Venue Tax Fund
Working Capital Summary**

RESOURCES	Actual	Original	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan			
	16-17	Budget 17-18	Budget 17-18	17-18	18-19	Recomm 18-19	19-20	20-21	21-22	22-23
BEGINNING WORKING CAPITAL	\$ 99,571	\$ -	\$ -	\$ 73,139	\$ 194,669	\$ 194,669	\$ 194,669	\$ 194,669	\$ 194,669	\$ 194,669
Revenues:										
Hotel Taxes	1,093,742	1,173,275	1,173,275	1,036,194	1,067,280	1,067,280	1,067,280	1,099,298	1,132,277	1,166,245
Penalty & Interest	6,632	-	-	-	-	-	-	-	-	-
Total Revenues	1,100,374	1,173,275	1,173,275	1,036,194	1,067,280	1,067,280	1,067,280	1,099,298	1,132,277	1,166,245
TOTAL RESOURCES	\$ 1,199,945	\$ 1,173,275	\$ 1,173,275	\$ 1,109,333	\$ 1,261,949	\$ 1,261,949	\$1,261,949	\$1,293,967	\$1,326,946	\$1,360,914
APPROPRIATIONS										
Operating Transfer-Outs										
Debt Service Fund	\$ 855,925	\$ 856,919	\$ 856,919	\$ 856,919	\$ 857,819	\$ 857,819	\$ 858,119	\$ 857,919	\$ 856,919	\$ 855,119
Certificate of Obligation S14 Fund (PAF)	-	258,611	258,611	-	-	-	-	-	-	-
Performing Arts Construction Fund	270,881	-	-	-	-	-	-	-	-	-
Performing Arts Center Fund	-	57,745	57,745	57,745	209,461	209,461	209,161	241,379	275,358	311,126
Operating Transfer-Outs	1,126,806	1,173,275	1,173,275	914,664	1,067,280	1,067,280	1,067,280	1,099,298	1,132,277	1,166,245
TOTAL APPROPRIATIONS	1,126,806	1,173,275	1,173,275	914,664	1,067,280	1,067,280	1,067,280	1,099,298	1,132,277	1,166,245
ENDING WORKING CAPITAL	\$ 73,139	\$ -	\$ -	\$ 194,669	\$ 194,669	\$ 194,669	\$ 194,669	\$ 194,669	\$ 194,669	\$ 194,669

City of McAllen, Texas
EB - 5
Working Capital Summary

	Actual 15-16	Original Budget 16-17	Adjusted Budget 16-17	Estimated 16-17	Dept Request 17-18	City Mgr Recomm 17-18	Four Year Plan			
							18-19	19-20	20-21	21-22
BEGINNING FUND BALANCE	\$ 198,690	\$ 217,040	\$ 217,040	\$ 206,878	\$ 173,154	\$ 173,154	\$ 173,154	\$ 173,154	\$ 173,154	\$ 173,154
Revenues										
Application Fees	40,000	-	-	-	-	-	-	-	-	-
Interest revenue	701	-	-	1,521	-	-	-	-	-	-
Total Revenues	40,701	-	-	1,521	-	-	-	-	-	-
TOTAL RESOURCES	\$ 239,391	\$ 217,040	\$ 217,040	\$ 208,399	\$ 173,154	\$ 173,154	\$ 173,154	\$ 173,154	\$ 173,154	\$ 173,154
APPROPRIATIONS										
Operating Expenses:										
Administration	\$ 32,515	\$ -	\$ -	\$ 35,245	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Operations	32,515	-	-	35,245	-	-	-	-	-	-
TOTAL APPROPRIATIONS	32,515	-	-	35,245	-	-	-	-	-	-
Other items affecting Working Capital	-	-	-	-	-	-	-	-	-	-
ENDING FUND BALANCE	\$ 206,878	\$ 217,040	\$ 217,040	\$ 173,154	\$ 173,154	\$ 173,154	\$ 173,154	\$ 173,154	\$ 173,154	\$ 173,154

**City of McAllen, Texas
Parklands Zone #1 Fund
Working Capital Summary**

	Actual 16-17	Original Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm 18-19	Four Year Plan			
							19-20	20-21	21-22	22-23
BEGINNING FUND BALANCE	\$ 1,582,380	\$ 1,307,488	\$ 1,307,488	\$ 1,780,442	\$ 1,808,974	\$ 1,808,974	\$ 756,474	\$ 756,474	\$ 756,474	\$ 756,474
Park Land Zone #1	234,509	-	-	53,550	-	-	-	-	-	-
Interest Income	11,902	-	-	12,858	-	-	-	-	-	-
Total Sources and Transfers	246,411	-	-	66,408	-	-	-	-	-	-
TOTAL RESOURCES	\$ 1,828,791	\$ 1,307,488	\$ 1,307,488	\$ 1,846,850	\$ 1,808,974	\$ 1,808,974	\$ 756,474	\$ 756,474	\$ 756,474	\$ 756,474
APPROPRIATIONS										
Land Acquisition & Improvements:										
Park Land Zone #1										
Cascade Park	\$ -	\$ 451,500	\$ 451,500	\$ -	\$ 451,500	\$ 451,500	\$ -	\$ -	\$ -	\$ -
Airport Park	-	250,000	250,000	1,362	250,000	250,000	-	-	-	-
Idela Park	48,349	94,146	94,146	36,514	-	-	-	-	-	-
Los Encinos Park	-	35,000	35,000	-	35,000	35,000	-	-	-	-
Springfest Park	-	224,000	224,000	-	224,000	224,000	-	-	-	-
Total Capital Improvements	\$ 48,349	\$ 1,054,646	\$ 1,054,646	\$ 37,876	\$ 960,500	\$ 960,500	\$ -	\$ -	\$ -	\$ -
Due from										
Park Land Zone #2	-	-	-	-	-	92,000	-	-	-	-
Park Land Zone #3	-	-	-	-	-	-	-	-	-	-
Total Operating Transfers	-	-	-	-	-	92,000	-	-	-	-
TOTAL APPROPRIATIONS	-	1,054,646	1,054,646	37,876	960,500	1,052,500	-	-	-	-
ENDING FUND BALANCE	\$ 1,780,442	\$ 252,842	\$ 252,842	\$ 1,808,974	\$ 848,474	\$ 756,474	\$ 756,474	\$ 756,474	\$ 756,474	\$ 756,474

**City of McAllen, Texas
Parklands Zone #2 Fund
Working Capital Summary**

	Actual	Original	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan			
	16-17	Budget 17-18	Budget 17-18	17-18	18-19	Recomm 18-19	19-20	20-21	21-22	22-23
BEGINNING FUND BALANCE	\$ 89,904	\$ 508,128	\$ 508,128	\$ 118,683	\$ 306,047	\$ 306,047	\$ 547	\$ 547	\$ 547	\$ (271,953)
Park Land Zone #2	28,000	-	-	184,561	-	-	-	-	-	-
Interest Income	779	-	-	2,803	-	-	-	-	-	-
Total Revenue	28,779	-	-	187,364	-	-	-	-	-	-
Total Sources and Transfers	-	-	-	-	-	-	-	-	-	-
TOTAL RESOURCES	\$ 118,683	\$ 508,128	\$ 508,128	\$ 306,047	\$ 306,047	\$ 306,047	\$ 547	\$ 547	\$ 547	\$ (271,953)
APPROPRIATIONS										
Land Acquisition & Improvements:										
La Vista Park	\$ -	\$ 272,500	\$ 272,500	\$ -	\$ 272,500	\$ 272,500	\$ -	\$ -	\$ 272,500	\$ -
Bill Schupp Park	-	125,000	125,000	-	125,000	125,000	-	-	-	-
TOTAL APPROPRIATIONS	-	397,500	397,500	-	397,500	397,500	-	-	272,500	-
Advancement from Parkland Zone #1 (Due to)	-	-	-	-	-	92,000	-	-	-	-
ENDING FUND BALANCE	\$ 118,683	\$ 110,628	\$ 110,628	\$ 306,047	\$ (91,453)	\$ 547	\$ 547	\$ 547	\$ (271,953)	\$ (271,953)

**City of McAllen, Texas
Parklands Zone #3 Fund
Working Capital Summary**

	Actual	Original	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan			
	16-17	Budget 17-18	Budget 17-18	17-18	18-19	Recomm 18-19	19-20	20-21	21-22	22-23
BEGINNING FUND BALANCE	\$ 56,947	\$ 58,092	\$ 58,092	\$ 62,315	\$ 72,569	\$ 72,569	\$ 72,569	\$ 72,569	\$ 72,569	\$ 72,569
Park Land Zone #3	55,300	-	-	10,200	-	-	-	-	-	-
Interest Income	68	-	-	55	-	-	-	-	-	-
Total Revenue	55,368	-	-	10,255	-	-	-	-	-	-
TOTAL RESOURCES	\$ 112,315	\$ 58,092	\$ 58,092	\$ 72,569	\$ 72,569	\$ 72,569	\$ 72,569	\$ 72,569	\$ 72,569	\$ 72,569
APPROPRIATIONS										
Land Acquisition & Improvements:										
Park Land Zone #3										
Madison Park	\$ 50,001	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Capital Improvements	50,001	-	-	-	-	-	-	-	-	-
TOTAL APPROPRIATIONS	50,001	-	-	-	-	-	-	-	-	-
ENDING FUND BALANCE	\$ 62,315	\$ 58,092	\$ 58,092	\$ 72,569	\$ 72,569	\$ 72,569	\$ 72,569	\$ 72,569	\$ 72,569	\$ 72,569

City of McAllen, Texas
P.E.G. Fund
Working Capital Summary

	Actual 16-17	Original Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm 18-19	Four Year Plan			
							19-20	20-21	21-22	22-23
BEGINNING FUND BALANCE	\$ 677,791	\$ 377,791	\$ 377,791	\$ 866,956	\$ 522,678	\$ 522,678	\$ 525,778	\$ 525,778	\$ 525,778	\$ 525,778
Revenues										
Franchise Fees	186,662	-	-	186,662	186,662	186,662	-	-	-	-
Other revenue sources	7,289	-	-	7,289	13,338	13,338	-	-	-	-
Total Revenues	193,951	-	-	193,951	200,000	200,000	-	-	-	-
TOTAL RESOURCES	\$ 871,742	\$ 377,791	\$ 377,791	\$ 1,060,907	\$ 722,678	\$ 722,678	\$ 525,778	\$ 525,778	\$ 525,778	\$ 525,778
APPROPRIATIONS										
Expenses:										
Capital Outlay	\$ 4,786	\$ 183,278	\$ 538,229	\$ 538,229	\$ 196,900	\$ 196,900	\$ -	\$ -	\$ -	\$ -
TOTAL APPROPRIATIONS	4,786	183,278	538,229	538,229	196,900	196,900	-	-	-	-
ENDING FUND BALANCE	\$ 866,956	\$ 194,513	\$ (160,438)	\$ 522,678	\$ 525,778	\$ 525,778	\$ 525,778	\$ 525,778	\$ 525,778	\$ 525,778

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2018- 2019**

FUND: 126-1324-416-66-20
DEPARTMENT: Public Information Office

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
HD Encoder for Spectrum	\$12,000	1	\$12,000	To finish HD conversion for MCN Spectrum Channel
Studio/Set Design/Build	\$100,000	1	\$100,000	Replace non existent studio set
Graphics for Studio	\$5,000	1	\$5,000	To match the set design for different elements
Studio Lighting	\$4,500	1	\$4,500	To address lighting issues with new set
Studio Cameras	\$8,000	2	\$16,000	fixed cameras in studio
TOTAL			\$137,500	

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Studio Cables	\$500	1	\$500	To address the different elements in set
Studio Time Clock	\$1,200	1	\$1,200	To keep time of shows
Studio Graphic Computer	\$3,600	1	\$3,600	weather/eoc grapics
GoPro Hero 6	\$500	2	\$1,000	replace outdated gopros broken/outdated
Comstar Intercom System	\$4,700	1	\$4,700	Communicate headsets to talk to director/photog
Canon EOS 5D Mark III	\$3,200	1	\$3,200	Replace outdated still camera
Panasonic Camcorder 4K	\$4,200	1	\$4,200	Replace outdated still camera
Panasonic Camcorder P2	\$25,000	1	\$25,000	Replace outdated still camera
Sachtler Tripod	\$6,500	1	\$6,500	replacing broken tripod
Microphone Headset	\$2,500	1	\$2,500	Special Event Mics
TOTAL			\$52,400	

Computer-Hardware				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Special Event Streaming Encoder	\$2,500	1	\$2,500	social media integration youtube FB
TOTAL			\$2,500	

Computer-Software				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Computer Software	\$4,500	1	\$4,500	weather computer for studio
TOTAL			\$4,500	

Office Furniture/equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	0	\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total **\$196,900**

**City of McAllen, Texas
Friends of Quinta Fund
Working Capital Summary**

	Actual 16-17	Budget 17-18	Amended Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm. 18-19	19-20	Four Year Plan			22-23
								20-21	21-22		
RESOURCES											
BEGINNING WORKING CAPITAL		\$ -	\$ -	\$ 121,813	\$ 94,800	\$ 94,800	\$ 161,797	\$ 228,794	\$ 295,791		\$ 362,788
<u>Revenues:</u>											
Private Donations				6,750	6,750	6,750	6,750	6,750	6,750	6,750	6,750
Special Events				104,270	99,270	99,270	99,270	99,270	99,270	99,270	99,270
Interest				303	-	-	-	-	-	-	-
Total Revenues	-	-	-	111,323	106,020	106,020	106,020	106,020	106,020	106,020	106,020
Total Transfers-In and Revenues	-	-	-	111,323	106,020	106,020	106,020	106,020	106,020	106,020	106,020
TOTAL RESOURCES	\$ -	\$ -	\$ -	\$ 233,136	\$ 200,820	\$ 200,820	\$ 267,817	\$ 334,814	\$ 401,811	\$ 468,808	
APPROPRIATIONS											
<u>Operating Expenses:</u>											
Other Services/Charges				\$ 39,023	\$ 39,023	\$ 39,023	\$ 39,023	\$ 39,023	\$ 39,023	\$ 39,023	\$ 39,023
Total Operations	-	-	-	39,023	39,023	39,023	39,023	39,023	39,023	39,023	39,023
Transfer Out - CIP				99,313	-	-					
TOTAL APPROPRIATIONS	-	-	-	138,336	39,023	39,023	39,023	39,023	39,023	39,023	39,023
Revenues Over / Under Expenses	-	-	-	(27,013)	66,997	66,997	66,997	66,997	66,997	66,997	66,997
ENDING WORKING CAPITAL	\$ -	\$ -	\$ -	\$ 94,800	\$ 161,797	\$ 161,797	\$ 228,794	\$ 295,791	\$ 362,788	\$ 429,785	

City of McAllen, Texas
Community Development Block Grant
Summary

	Actual	Original	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan			
	16-17	Budget 17-18	Budget 17-18	17-18	18-19	Recomm 18-19	18-19	19-20	20-21	21-22
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	1,659,635	1,800,261	1,800,261	689,859	2,046,240	2,046,240	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-
Total Sources	<u>1,659,635</u>	<u>1,800,261</u>	<u>1,800,261</u>	<u>689,859</u>	<u>2,046,240</u>	<u>2,046,240</u>	-	-	-	-
TOTAL RESOURCES	<u>\$ 1,659,635</u>	<u>\$ 1,800,261</u>	<u>\$ 1,800,261</u>	<u>\$ 689,859</u>	<u>\$ 2,046,240</u>	<u>\$ 2,046,240</u>	\$ -	\$ -	\$ -	\$ -
APPROPRIATIONS										
General government	\$ 299,786	\$ 314,463	\$ 314,463	\$ 220,370	\$ 334,236	\$ 334,236	\$ -	\$ -	\$ -	\$ -
Public safety	-	-	-	-	-	-	-	-	-	-
Highways and streets	388,532	411,086	411,086	45,906	515,488	515,488	-	-	-	-
Health and welfare	861,330	751,612	751,612	124,397	831,746	831,746	-	-	-	-
Culture and recreation	109,987	323,100	323,100	299,186	364,770	364,770	-	-	-	-
TOTAL APPROPRIATIONS	<u>1,659,635</u>	<u>1,800,261</u>	<u>1,800,261</u>	<u>689,859</u>	<u>2,046,240</u>	<u>2,046,240</u>	-	-	-	-
Transfer Out - General Insurance Fund	-	-	-	-	-	-	-	-	-	-
ENDING FUND BALANCE	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**CITY OF McALLEN, TEXAS
COMMUNITY DEVELOPMENT BLOCK GRANT FUND
2019 GRANT**

AGENCY	PURPOSE	GRANT
<i>General Government</i>		
Administration	Funds will be used for program administration	\$ 282,826
Community Development Administration - HOME PROGRAM	Funds will be used for HOME program administration	51,410
	<i>Total General Government</i>	<i>334,236</i>
<i>Highways and Streets:</i>		
Engineering Dept. Idela Park - Drainage Improvement	Funds will be used to install storm sewer lines in Idela Park between 29th and 33rd streets.	132,548
Engineering Dept. 1700 Block of Redwood Drainage Improvement	Funds will be used to install new storm sewer lines between Quince, Sycamore, North 16th and Bicentennial Avenue.	15,000
Engineering Dept. N Main St at Fir - Drainage Improvement	Funds will be used to install new storm sewer lines between Ebony, Gumwood, Broadway and N 15th Street.	110,000
Engineering Dept. N. 29th St at Hibiscus Drainage Improvement	Funds will be used to install new storm sewer between Fern Avenue, Iris Avenue and North 28 and North 29th Streets .	15,000
MPU - south 17½ Street	Funds will be used to install water lines between Lindberg Avenue, Newport ., Main Street and 17½ Street	144,000
MPU - 21 Street Waterline Replacement	Funds will be used to install water lines between Kenedy Circle, Oakland Avenue, 20th and 23rd Streets.	98,940
	<i>Total Highways and Streets</i>	<i>515,488</i>
<i>Health and Welfare:</i>		
Affordable Homes of South Texas, Inc Home Program	Funds will be used for construction of homes throughout the city	462,697
Affordable Homes of South Texas, Inc. Helping Hands Grants	Funds will be used for principle reduction to reduce housing costs	100,000
Amigos Del Valle, Inc.	Funds will be used for the delivery of noon meals to homebound elderly	15,000
C.A.M.P University	Funds will reimburse staff salaries of persons who provide services to adult person with special needs. persons with special needs	12,500
Catholic Charities of the RGV	Funds will be used for utility/rental assistance and case management for military families	7,200
CASA of Hidalgo County	Funds will be used for staff salaries and mileage for advocacy of child victims of abuse	-
Children's Advocacy of Hidalgo County Estrellas House	Funds will reimburse salaries of those who provide services to victims of child abuse	15,000
Comfort House Services Inc	Funds will be used for the salaries of caregivers	15,000
Community HOPE Projects, Inc.	Funds will be used for medical services, medication and diabetic testing strips	20,000
Community HOPE Projects, Inc.	Funds will be used for building improvements	-
Easter Seals of the Rio Grande Valley	Funds will be used for physical, occupational, and speech therapy services -Easter Seals Rio grande Valley	8,000

**CITY OF McALLEN, TEXAS
COMMUNITY DEVELOPMENT BLOCK GRANT FUND
2019 GRANT**

AGENCY	PURPOSE	GRANT
First United Methodist Church "In His Steps" Shoe Bank of McAllen	Funds will be used for the purchase of shoes for school-aged children	5,880
Food Bank of the RGV	Funds will be used for food assistance for Seniors	8,000
Lower Rio Grande Valley Development Council - Area Agency on Aging	Funds will be used for medication, dentures, and hearing aids for the elderly	5,500
McAllen Food Pantry	Funds will be used for purchase of food to be distributed via 5 pantries	35,000
Silver Ribbon Community Partners	Funds will pay for homeless prevention, medication, physician/dental visits, glasses, DME	4,900
The Salvation Army	Funds will be used for rent/utilities, food, transportation, medication and work clothes	9,800
United Way of South Texas, Inc.	Funds will be used for the purchase and distribution of bus vouchers	5,000
Valley Alliance of Mentors for Opportunity and Scholarships (VAMOS)	Funds will be used for staff salaries of persons who provide mentorship.	5,000
Women Together Foundation, Inc. Nueva Vida Transitional Housing Services	Funds will be used for roof replacement for 10 apartments and replacement of 6 A/C at Transition housing complex of the transitional housing complex	63,765
Women Together Foundation, Inc. Shelter Facility	Funds will be used for plumbing and electrical upgrades at the Shelter Facility	18,504
Access Esperanza Clinics, Inc.	Funds will be used for wellness projects such as physical exams, diabetes, lipid and lab work.	15,000
	<i>Total Health and Welfare</i>	<i>831,746</i>
<i><u>Culture and Recreation:</u></i>		
Boys and Girls Club of McAllen Scholarship Program	Funds will be used for membership, sports league, and summer camp scholarships	38,220
McAllen ISD - Fencing Project	Funds will be used to install fencing at Escandon, Brown, Seguin, Roosevelt Bonham fields, and Thigpen/Suarez, McAuliffe and Navarro campuses	101,550
McAllen ISD - Elementary Playgrounds	Funds will be used for playground equipment for Wilson, Thigpen/Zavala, McAuliffe and Bonham campuses	225,000
	<i>Total Culture and Recreation</i>	<i>364,770</i>
	<i>Total CDBG Grant</i>	<i>\$ 2,046,240</i>

**City of McAllen, Texas
Police Department Seized Fund
Working Capital Summary**

	Actual 16-17	Original Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm 18-19	19-20	Four Year Plan		
							20-21	21-22	22-23	
RESOURCES										
BEGINNING WORKING CAPITAL	\$ 5,621,464	\$ 5,775,707	\$ 5,775,707	\$ 3,478,641	\$ 3,002,534	\$ 3,002,534	\$ 3,002,534	\$ 3,002,534	\$ 3,002,534	\$ 3,002,534
Revenues:										
Program Income - Federal	218,118	-	-	75,622	-	-	-	-	-	-
Program Income - State	124,256	-	-	72,315	-	-	-	-	-	-
Interest	41,780	-	-	24,124	-	-	-	-	-	-
Total Revenues	384,154	-	-	172,061	-	-	-	-	-	-
TOTAL RESOURCES	\$ 6,005,618	\$ 5,775,707	\$ 5,775,707	\$ 3,650,702	\$ 3,002,534	\$ 3,002,534	\$ 3,002,534	\$ 3,002,534	\$ 3,002,534	\$ 3,002,534
APPROPRIATIONS										
Operating Expenses:										
Administration	\$ 10,735	\$ -	\$ -	\$ 700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay:										
Vehicles	-	-	-	-	-	-	-	-	-	-
Equipment	609,329	-	-	160,689	-	-	-	-	-	-
Public Safety Parking Garage	1,906,914	-	-	486,778	-	-	-	-	-	-
Total Operating Expenses	2,526,978	-	-	648,167	-	-	-	-	-	-
TOTAL APPROPRIATIONS	2,526,978	-	-	648,167	-	-	-	-	-	-
ENDING WORKING CAPITAL	\$ 3,478,641	\$ 5,775,707	\$ 5,775,707	\$ 3,002,534	\$ 3,002,534	\$ 3,002,534	\$ 3,002,534	\$ 3,002,534	\$ 3,002,534	\$ 3,002,534

**City of McAllen, Texas
Downtown Services Parking Fund
Working Capital Summary**

	Actual 16-17	Budget 17-18	Amended Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm. 18-19	19-20	Four Year Plan		
								20-21	21-22	22-23
RESOURCES										
BEGINNING WORKING CAPITAL	\$ 297,145	\$ 253,225	\$ 253,225	\$ 290,623	\$ 228,697	\$ 228,697	\$ 58,909	\$ 292,605	\$ 526,301	759,997
<u>Revenues:</u>										
Parking Meter Fees	731,914	810,000	810,000	706,285	810,000	810,000	830,000	830,000	830,000	830,000
Parking Fines	142,212	175,000	175,000	126,477	175,000	175,000	230,000	230,000	230,000	230,000
Transportation	15,904	15,000	15,000	29,332	15,000	15,000	12,000	12,000	12,000	12,000
Special Permit	16,100	15,000	15,000	13,600	15,000	15,000				
Parking Garage Fee	299,452	275,000	275,000	318,465	275,000	275,000	275,000	275,000	275,000	275,000
Parking Garage Lease	31,646	30,000	30,000	36,383	30,000	30,000	20,000	20,000	20,000	20,000
Misc./Decal Parking Reg. Fees	5,129	3,300	3,300	2,806	3,300	3,300	7,200	7,200	7,200	7,200
B-cycle Memberships	29,846	36,000	36,000	22,341	36,000	36,000	36,000	36,000	36,000	36,000
Interest Earned	2,921	-	-	3,751	-	-	-	-	-	-
Total Revenues	1,275,123	1,359,300	1,359,300	1,259,440	1,359,300	1,359,300	1,410,200	1,410,200	1,410,200	1,410,200
Total Transfers-In and Revenues	1,275,123	1,359,300	1,359,300	1,259,440	1,359,300	1,359,300	1,410,200	1,410,200	1,410,200	1,410,200
TOTAL RESOURCES	\$ 1,572,268	\$ 1,612,525	\$ 1,612,525	\$ 1,550,063	\$ 1,587,997	\$ 1,587,997	\$ 1,469,109	\$ 1,702,805	\$ 1,936,501	\$ 2,170,197
APPROPRIATIONS										
<u>Operating Expenses:</u>										
Downtown Services	\$ 1,025,487	\$ 1,155,428	\$ 1,155,428	\$ 1,050,840	\$ 1,154,224	\$ 1,172,282	\$ 1,171,978	\$ 1,171,978	\$ 1,171,978	\$ 1,158,750
Liability Insurance	4,526	4,526	4,526	4,526	4,526	4,256	4,526	4,526	4,526	4,526
Capital Outlay	8,690	-	72,000	29,000	50,000	50,000	-	-	-	-
Total Operations	1,038,703	1,159,954	1,231,954	1,084,366	1,208,750	1,226,538	1,176,504	1,176,504	1,176,504	1,163,276
Transfer to General Fund	237,000	237,000	237,000	237,000	237,000	237,000				
Transfer to Health Insurance Fund	5,941	-	-	-	65,550	65,550				
TOTAL APPROPRIATIONS	1,281,644	1,396,954	1,468,954	1,321,366	1,511,300	1,529,088	1,176,504	1,176,504	1,176,504	1,163,276
Revenues Over / Under Expenses	(6,521)	(37,654)	(109,654)	(61,926)	(152,000)	(169,788)	233,696	233,696	233,696	246,924
ENDING WORKING CAPITAL	\$ 290,623	\$ 215,571	\$ 143,571	\$ 228,697	\$ 76,697	\$ 58,909	\$ 292,605	\$ 526,301	\$ 759,997	\$ 1,006,921

2019

160- Downtown Serv parking fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
160-0000-322-02-00 Occupational / Transportation 322	15,904	15,000	14,666	29,332	15,000	15,000
	15,904	15,000	14,666	29,332	15,000	15,000
160-0000-343-01-00 Highways & streets / Parking meter fees	731,914	810,000	353,143	706,285	810,000	810,000
160-0000-343-02-00 Highways & streets / Signs & signals	-	-	-	-	-	-
160-0000-343-03-00 Highways & streets / Parking garage fee	299,452	275,000	159,233	318,465	275,000	275,000
160-0000-343-04-00 Highways & streets / Immobilization - vehicles	-	-	-	-	-	-
160-0000-343-06-00 Highways & streets / Appl fee-special permit	16,100	15,000	6,800	13,600	15,000	15,000
160-0000-343-07-00 Highways & streets / Appl fee-residential perm	-	-	-	-	-	-
160-0000-343-08-00 Highways & streets / Fees in lieu parking spac	-	-	-	-	-	-
160-0000-343-09-00 Highways & streets / Fines - other	-	-	-	-	-	-
160-0000-343-11-00 Highways & streets / Parking garage leases	31,646	30,000	18,191	36,383	30,000	30,000
160-0000-343-12-00 Charges for services / B-cycle memberships 343	29,846	36,000	11,170	22,341	36,000	36,000
	1,108,957	1,166,000	548,537	1,097,074	1,166,000	1,166,000
160-0000-351-03-00 Fines & forfeitures / Parking fines 351	142,212	175,000	63,239	126,477	175,000	175,000
	142,212	175,000	63,239	126,477	175,000	175,000
160-0000-372-99-00 Facilities' rental / Other 372	-	-	-	-	-	-
	-	-	-	-	-	-
160-0000-375-01-00 Miscellaneous / Recovery prior yr exp	578	-	404	-	-	-
160-0000-375-02-00 Miscellaneous / Insurance recoveries	-	-	47	-	-	-
160-0000-375-40-09 Cash over/short / Downtown services	(60)	-	(121)	(219)	-	-
160-0000-375-43-00 Miscellaneous / ATM commission	3,600	3,300	1,200	2,736	3,300	3,300
160-0000-375-99-00 Miscellaneous / Other 375	1,011	-	216	289	-	-
	5,129	3,300	1,745	2,806	3,300	3,300
160-0000-381-01-00 Interest / Pool cash	-	-	-	-	-	-
160-0000-381-02-00 Interest / Texpool	2,921	-	1,875	3,751	-	-
160-0000-381-03-00 Interest / Certificate of deposit	-	-	-	-	-	-
160-0000-381-04-00 Interest / Other investments	-	-	-	-	-	-
160-0000-381-20-00 Interest / Gain/loss sale of invest- 381	-	-	-	-	-	-
	2,921	-	1,875	3,751	-	-
160 Downtown Services Parking	\$ 1,275,123	\$ 1,359,300	\$ 630,062	\$ 1,259,440	\$ 1,359,300	\$ 1,359,300

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME:

			Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)	
COMPENSATION								
New Position	No. Position o. Position	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	
1.	-	-	-	-	-	-	-	
2.	-	-	-	-	-	-	-	
3.	-	-	-	-	-	-	-	
4.	-	-	-	-	-	-	-	
Revisions								
1. Contingency			-	-	-	-	-	20,031
2. Contingency			-	-	-	-	-	(1,973) Workers' Comp adjustment
3.			-	-	-	-	-	
4.			-	-	-	-	-	
5.			-	-	-	-	-	
Total Compensation & Benefits			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,058
SUPPLIES								
	1. < Please select category >							
	2. < Please select category >							
	3. < Please select category >							
	4. < Please select category >							
	5. < Please select category >							
Total Supplies			\$ -				\$ -	\$ -
OTHER SERVICES & CHARGES								
	1. Utilities-electric						9,721	9,721 Electricity adjustment
	2. < Please select category >							
	3. < Please select category >							
	4. < Please select category >							
	5. < Please select category >							
Total Other Services & Charges			\$ -				\$ 9,721	\$ 9,721
MAINTENANCE								
	1. < Please select category >							
	2. < Please select category >							
	3. < Please select category >							
	4. < Please select category >							
	5. < Please select category >							
Total Maintenance			\$ -				\$ -	\$ -
CAPITAL OUTLAY								
	** See Attached	Capital Outlay Request Form						
Total Capital Outlay							\$ 50,000	\$ 50,000
TOTAL							\$ 59,721	\$ 77,779

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: Downtown Services
 DEPARTMENT: Administration

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Credit Card Pay Station	\$0	<input type="text"/>	\$50,000	Existing Exit Pay Station at Parking Garage Entrance / Exit is using a non-compliant connection type which will not maintain a comfortable level of security.
	\$0	<input type="text"/>	\$0	
	\$0	<input type="text"/>	\$0	
	\$0	<input type="text"/>	\$0	
	\$0	<input type="text"/>	\$0	
TOTAL			\$50,000	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	\$0	
	\$0	<input type="text"/>	\$0	
	\$0	<input type="text"/>	\$0	
	\$0	<input type="text"/>	\$0	
	\$0	<input type="text"/>	\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	\$0	
	\$0	<input type="text"/>	\$0	
	\$0	<input type="text"/>	\$0	
	\$0	<input type="text"/>	\$0	
	\$0	<input type="text"/>	\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	\$0	
	\$0	<input type="text"/>	\$0	
	\$0	<input type="text"/>	\$0	
	\$0	<input type="text"/>	\$0	
	\$0	<input type="text"/>	\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	\$0	
	\$0	<input type="text"/>	\$0	
	\$0	<input type="text"/>	\$0	
	\$0	<input type="text"/>	\$0	
	\$0	<input type="text"/>	\$0	
TOTAL			\$0	

Grand Total	\$50,000
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2019

160-3032 Downtown services

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
160-3032-431-60-01 Compensation / Exempt	38,815	38,815	19,111	38,223	38,815	38,815
160-3032-431-60-02 Compensation / Non-exempt	377,967	398,944	193,697	389,839	398,944	398,944
160-3032-431-60-06 Compensation / Part time	108,172	139,850	40,159	80,318	139,850	139,850
160-3032-431-60-10 Compensation / Overtime	17,569	8,250	10,620	18,797	8,250	8,250
160-3032-431-60-15 Compensation/Certification	-	-	-	-	-	-
160-3032-431-60-17 Compensation / Telephone	720	720	360	720	720	720
60	543,243	586,579	263,948	527,897	586,579	586,579
160-3032-431-61-30 Benefits / Social security	38,451	44,873	19,744	44,873	44,873	44,873
160-3032-431-61-36 Benefits / Retirement	41,318	46,340	21,761	46,340	46,633	46,633
160-3032-431-61-40 Benefits / Unemployment tax	614	4,104	2,539	4,104	432	432
160-3032-431-61-46 Benefits / Workers' comp-	8,951	12,557	3,880	12,557	7,877	7,877
160-3032-431-61-50 Benefits / Health cost	74,287	72,480	36,508	72,480	80,064	80,064
160-3032-431-61-52 Benefits / Life insurance	359	760	185	760	760	760
160-3032-431-61-53 Benefits / Retiree health ins (ARC)	5,854	5,147	2,824	5,147	5,147	5,147
61	169,835	186,261	87,440	186,261	185,786	185,786
160-3032-433-62-02 Supplies / Office	875	800	1,002	2,003	800	800
160-3032-433-62-04 Supplies / Operating	38,329	65,500	16,148	32,044	65,500	65,500
160-3032-433-62-12 Supplies / Small tools/minor equip-	48	600	829	1,657	600	600
160-3032-433-62-14 Supplies / Janitorial	9,172	9,168	5,280	11,364	9,168	9,168
160-3032-433-62-18 Supplies / Clothing & uniform	3,281	3,300	1,054	2,108	3,300	3,300
62	51,704	79,368	24,312	49,176	79,368	79,368
160-3032-434-63-14 Other services & charges / Dues & subscription	-	-	-	-	-	-
160-3032-434-63-43 Other services & charges / Postage	-	255	64	128	255	255
160-3032-434-63-44 Other services & charges / Printing	1,818	7,034	3,908	7,815	7,034	7,034
160-3032-434-63-46 Other services & charges / Promotions	-	-	-	-	-	-
160-3032-434-63-52 Other services & charges / Rental & contractual	140,915	150,000	119,813	179,773	150,000	150,000
160-3032-434-63-64 Other services & charges / Training	184	2,357	-	2,357	2,357	2,357
160-3032-434-63-65 Other services & charges / Travel	-	783	451	783	783	783
160-3032-434-63-67 Other services & charges / Utilities-electric	72,636	45,000	27,360	54,721	54,721	54,721
160-3032-434-63-68 Other services & charges / Utilities-gas	-	67	-	67	67	67
160-3032-434-63-69 Other services & charges / Utilities-telephone	1,719	1,800	862	1,724	1,800	1,800
160-3032-434-63-70 Other services & charges / Utilities-water	8,374	8,721	3,859	7,717	8,721	8,721

2019

160-3032 Downtown services

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
160-3032-434-63-75 Other services & charges / Rental-general depr- fu	-	-	-	-	-	-
160-3032-434-63-89 Other services & charges / Credit card fees	10,255	33,500	7,498	14,996	33,500	33,500
160-3032-434-63-99 Other services & charges / Miscellaneous	280	800	120	240	800	800
63	236,180	250,317	163,934	270,321	260,038	260,038
160-3032-435-65-08 Maintenance / Equipment	-	1,000	58	116	1,000	1,000
160-3032-435-65-10 Maintenance / Facilities	20,068	36,184	7,918	15,835	36,184	36,184
160-3032-435-65-16 Maintenance / Vehicles	2,448	1,000	2,672	5,077	1,000	1,000
160-3032-435-65-17 Maintenance / Fuel & lubricants	2,009	4,269	810	1,620	4,269	4,269
65	24,525	42,453	11,457	22,648	42,453	42,453
160-3032-436-66-14 Capital outlay / Vehicles	-	-	-	-	-	-
160-3032-436-66-20 Capital outlay / Equipment	-	72,000	4,182	29,000	50,000	50,000
160-3032-436-66-22 Capital outlay / Computer-hardware	-	-	-	-	-	-
160-3032-436-66-24 Capital outlay / Computer-software	-	-	-	-	-	-
160-3032-436-66-30 Capital outlay / Imprv- other than buildgs	-	-	-	-	-	-
160-3032-436-66-99 Capital outlay / Non-capitalized	8,690	-	-	-	-	-
66	8,690	72,000	4,182	29,000	50,000	50,000
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160-3032 Downtown Services	\$ 1,034,177	\$ 1,216,978	\$ 555,273	\$ 1,085,303	\$ 1,204,224	\$ 1,204,224

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
3032431	DOWNTOWN SERVICES	1			DOWNTOWN SERVICE SUPERVISOR	FILLED	\$ 38,815
		1					38,815
3032431	DOWNTOWN SERVICES		1		ADMINISTRATIVE ASSISTANT	FILLED	27,955
3032431	DOWNTOWN SERVICES		1		ADMINISTRATIVE CLERK	FILLED	25,875
3032431	DOWNTOWN SERVICES		1		ADMINISTRATIVE CLERK	FILLED	25,875
3032431	DOWNTOWN SERVICES		1		ADMINISTRATIVE CLERK	FILLED	25,896
3032431	DOWNTOWN SERVICES		1		ADMINISTRATIVE CLERK	FILLED	25,896
3032431	DOWNTOWN SERVICES		1		CUSTODIAN	FILLED	23,920
3032431	DOWNTOWN SERVICES		1		DOWNTOWN SERVICE CREW LEADER	FILLED	27,955
3032431	DOWNTOWN SERVICES		1		PARKING METER ATTENDANT	FILLED	25,875
3032431	DOWNTOWN SERVICES		1		PARKING METER ATTENDANT	FILLED	25,875
3032431	DOWNTOWN SERVICES		1		PARKING METER ATTENDANT	FILLED	25,896
3032431	DOWNTOWN SERVICES		1		PARKING METER ATTENDANT	FILLED	25,896
3032431	DOWNTOWN SERVICES		1		PARKING METER TECHNICIAN	FILLED	26,915
3032431	DOWNTOWN SERVICES		1		RECEPTIONIST/ADMIN CLERK	UNFILLED	25,875
3032431	DOWNTOWN SERVICES		1		SENIOR ADMINISTRATIVE CLERK	FILLED	26,915
3032431	DOWNTOWN SERVICES		1		TRANSIT INSPECTOR	FILLED	31,325
3032431	DOWNTOWN SERVICES				CERTIFICATION PAY		1,000
			15				398,944

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FY 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

3032431	DOWNTOWN SERVICES	1	PART TIME - CLERK	FILLED	17,545
3032431	DOWNTOWN SERVICES	1	PART TIME - CLERK	FILLED	17,545
3032431	DOWNTOWN SERVICES	1	PART TIME - CUSTODIAN	FILLED	17,545
3032431	DOWNTOWN SERVICES	1	PART TIME - CUSTODIAN	FILLED	17,545
3032431	DOWNTOWN SERVICES	1	PART TIME - CUSTODIAN	FILLED	17,545
3032431	DOWNTOWN SERVICES	1	PART TIME - DOWNTOWN SERVICE	FILLED	17,545
3032431	DOWNTOWN SERVICES	1	PART TIME - DOWNTOWN SERVICE	FILLED	17,545
3032431	DOWNTOWN SERVICES	1	PART TIME - DOWNTOWN SERVICE	UNFILLED	17,035
		<u>1</u>			<u>17,035</u>
		8			139,850
			OVERTIME		8,250
			TELEPHONE		<u>720</u>
					8,970
CURRENT POSITIONS		24			\$ 586,579



Mission Statement:
 "The Downtown Services Department is committed to providing continuous, easy access to public parking in the downtown area, promoting public safety through the enforcement of city parking and vehicle for hire codes, and enhancing downtown aesthetics by implementing a maintenance program for downtown parking lots."

Department Summary											
Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 543,243	\$ 586,579	\$ 586,579	\$ 527,897	\$ 586,579	\$ 586,579	\$ 586,579	\$ 586,579	\$ 586,579	\$ 586,579	\$ 586,579
Employee Benefits	169,835	186,261	186,261	186,261	185,786	185,786	185,786	185,786	185,786	185,786	185,786
Supplies	51,704	79,368	79,368	49,176	79,368	79,368	79,368	79,368	79,368	79,368	79,368
Other Services and Charges	236,180	250,317	250,317	270,321	260,038	260,038	260,038	260,038	260,038	260,038	260,038
Maintenance	24,525	42,453	42,453	22,648	42,453	42,453	42,453	42,453	42,453	42,453	42,453
Operations Subtotal	1,025,487	1,144,978	1,144,978	1,056,303	1,154,224	1,154,224	1,154,224	1,154,224	1,154,224	1,154,224	1,154,224
Capital Outlay	8,690	-	72,000	29,000	50,000	50,000	-	-	-	-	-
Operations & Capital Outlay Total	1,034,177	1,144,978	1,216,978	1,085,303	1,204,224	1,204,224	1,154,224	1,154,224	1,154,224	1,154,224	1,154,224
Non Departmental											
Liability Insurance	4,526	4,526	4,526	4,526	4,526	4,256	4,526	4,526	4,526	4,526	4,526
Contingency	-	10,450	10,450	-	-	20,031	-	-	-	-	-
Workers' Comp. - Loss Run Ratio				(5,463)		(1,973)					
Total Expenditures	\$ 1,038,703	\$ 1,159,954	\$ 1,231,954	\$ 1,084,366	\$ 1,208,750	\$ 1,226,538	\$ 1,158,750				
PERSONNEL											
Exempt	1	1	1	1	1	1	1	1	1	1	1
Non-Exempt	7	15	15	15	15	15	15	15	15	15	15
Part-Time	8	8	8	8	8	8	8	8	8	8	8
Total Positions Authorized	16	24									
Resources											
	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Dept Request				
	16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Related Revenue Generated	\$ 1,275,123	\$ 1,359,300	\$ 1,359,300	\$ 1,259,440	\$ 1,359,300	\$ 1,359,300	\$ 1,410,200	\$ 1,410,200	\$ 1,410,200	\$ 1,410,200	

Contact Us:
 Mario Delgado
 Transit Director
 1501 W. Hwy. 83,
 Suite 100
 McAllen, Tx 78501
 956-681-3500

MAJOR FY 18-19 GOALS

- 1.) Improve efficiency and overall parking enforcement with NuPark Citation / Collection software and license plate recognition technology.
- 2.) Increase the number of vendors located inside the parking garage / food court.
- 3.) Increase marketing to promote downtown parking garage, food court and other amenities.

Performance Measures

	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Department Staff	24	24	24	24
Total Citations Issued	30,685	55,000	32,354	55,000
Department Expenditures	\$ 1,038,703	\$ 1,216,978	\$ 1,084,366	\$ 1,226,538
Number of Past Due Notices Collected	1,221	2,500	2,439	16,500
Number of Office Operating Hours	3,672	3,672	3,672	3,672
Number of Meter Attendant Operating Hours	2,448	2,448	2,448	2,448
Outputs:				
Department Revenue	\$ 1,275,123	\$ 1,359,300	\$ 1,259,440	\$ 1,359,300
Parking Meters Revenue	\$ 792,436	\$ 754,159	\$ 706,285	\$ 720,410.70
Parking Citation Revenue	\$ 142,221	\$ 189,879	\$ 126,477	\$ 129,006.54
Transit (Taxi) Revenue	\$ 15,904	\$ 31,873	\$ 29,332	\$ 29,918.64
Parking Garage Fee	\$ 299,452	\$ 288,206	\$ 318,465	\$ 324,834.30
Parking Garage Leases	\$ 31,646	\$ 12,747	\$ 36,383	\$ 37,110.66
Misc. Decal Parking Fees	\$ 16,100	\$ 16,000	\$ 13,600	\$ 13,872.00
Effectiveness Measures:				
% Change in operating cost per hour	\$ 0	17%	-11%	13%
% Change in revenue collected per hour	-19%	7%	-7%	8%
Efficiency Measures:				
Revenue collected per meter attendant per hour	\$ 15	\$ 19	\$ 13	\$ 13
Citation issued per meter attendant per hour	3	6	3	6
Operating cost per hour	\$ 424.31	\$ 497.13	\$ 442.96	\$ 501.04
Revenue collected per hour	\$ 347	\$ 370	\$ 343	\$ 370
% of Past Due Collections Collected	4%	5%	8%	30%

*N/A=Not Available, N/P=Not Provided

Description:

The downtown services department manages and operates the City's parking program which consist of the parking garage and over 1,500 surface parking meters. Additionally, the department is responsible for enforcing Chapter 114 and Chapter 138 of the City's Code of Ordinances. The department employs 16 full time employees. Departmental offices are inside the parking garage 221 S. 15th Street.

2019

160-3034 General insurances

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
160-3034-434-63-17 Other services & charges / Employee bond	-	-	-	-	-	
160-3034-434-63-24 Other services & charges / Ins--auto liabillity	-	-	-	-	-	
160-3034-434-63-25 Other services & charges / Ins--boiler & machinery	-	-	-	-	-	
160-3034-434-63-26 Other services & charges / Ins--error & ommission	-	-	-	-	-	
160-3034-434-63-27 Other services & charges / Ins--fire & ext- covera	-	-	-	-	-	
160-3034-434-63-29 Other services & charges / Ins--liability	4,526	4,526	2,262	4,526	4,526	4,256
160-3034-434-63-30 Other services & charges / Ins--mobile equip-	-	-	-	-	-	
160-3034-434-63-33 Other services & charges / Ins--workers comp- exce	-	-	-	-	-	
160-3034-434-63-45 Other services & charges / Professional	-	-	-	-	-	
63	4,526	4,526	2,262	4,526	4,526	4,256
160-3034 General Insurances	\$ 4,526	\$ 4,526	\$ 2,262	\$ 4,526	\$ 4,526	\$ 4,256

2019
 160-3036 Contingency

**Preliminary Form "A" Worksheet
 For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
160-3036-431-61-97 Benefits / Contingency workers comp loss run ratio				(5,463)		(1,973)
160-3036-431-61-99 Benefits / Contingency	-	10,450	-	-	-	20,031
61	-	10,450	-	(5,463)	-	18,058
<hr/>						
160-3036 Contingency	\$ -	\$ 10,450	\$ -	\$ (5,463)	\$ -	\$ 18,058

2019
 160-9010 Non-departmental

**Preliminary Form "A" Worksheet
 For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
160-9010-499-74-02 Operating transfers out / General fund	237,000	237,000	118,500	237,000	237,000	237,000
160-9010-499-74-04 Operating transfers out / Debt service	-	-	-	-	-	-
160-9010-499-74-07 Operating transfers out / Information technology	-	-	-	-	-	-
160-9010-499-74-78 Operating transfers out / Health insurance fund	5,941	-	-	-	65,550	65,550
74	242,941	237,000	118,500	237,000	302,550	302,550
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160-9010	\$ 242,941	\$ 237,000	\$ 118,500	\$ 237,000	\$ 302,550	\$ 302,550

**City of McAllen, Texas
Drainage Fee Fund
Working Capital Summary**

	Actual	Original	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	Budget 17-18	Budget 17-18	17-18	18-19	Recomm 18-19	19-20	20-21	21-22	22-23	
RESOURCES											
BEGINNING WORKING CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ 612,000	\$ 612,000	\$ 30,000	\$ 1,194,000	\$ 2,418,000	\$ 3,642,000	
Revenues:	-	-	-	-	-	-	-	-	-	-	
Drainage Fees - Residential	-	-	-	318,000	636,000	636,000	636,000	636,000	636,000	636,000	
Drainage Fees- Commercial	-	-	-	276,000	552,000	552,000	552,000	552,000	552,000	552,000	
Drainage Fees- Industrial	-	-	-	18,000	36,000	36,000	36,000	36,000	36,000	36,000	
Interest Earned	-	-	-	-	-	-	-	-	-	-	
Total Revenues	-	-	-	612,000	1,224,000	1,224,000	1,224,000	1,224,000	1,224,000	1,224,000	
TOTAL RESOURCES	\$ -	\$ -	\$ -	\$ 612,000	\$ 1,836,000	\$ 1,836,000	\$ 1,254,000	\$ 2,418,000	\$ 3,642,000	\$ 4,866,000	
APPROPRIATIONS											
Projects:											
8th North Camelia Avenue	\$ -	\$ -	\$ -	\$ -	\$ 185,000	\$ 185,000	\$ -	\$ -	\$ -	\$ -	
Gardenia Avenue at 12 Street	-	-	-	-	316,000	316,000	-	-	-	-	
Lark Avenue (4000 Block)	-	-	-	-	60,000	-	60,000	-	-	-	
Main (North) Street at Jay Avenue	-	-	-	-	450,000	450,000	-	-	-	-	
Quince Avenue at N. 8th Street	-	-	-	-	175,000	175,000	-	-	-	-	
Torres Acres	-	-	-	-	680,000	680,000	-	-	-	-	
Total Expenditures	-	-	-	-	1,866,000	1,806,000	60,000	-	-	-	
TOTAL APPROPRIATIONS	-	-	-	-	1,866,000	1,806,000	60,000	-	-	-	
ENDING WORKING CAPITAL	\$ -	\$ -	\$ -	\$ 612,000	\$ (30,000)	\$ 30,000	\$ 1,194,000	\$ 2,418,000	\$ 3,642,000	\$ 4,866,000	

**City of McAllen, Texas
Sales Tax Revenue Bonds
Debt Service Fund
Summary**

	Actual 16-17	Original Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm 18-19	19-20	Four Year Plan			22-23
								20-21	21-22		
SINKING FUND											
BEGINNING FUND BALANCE	\$ 1,317	\$ 1,317	\$ 1,317	\$ 1,017	\$ 717	\$ 717	\$ 717	\$ 717	\$ 717	\$ 717	\$ 717
Sources:											
Contributions	298,020	498,943	498,943	498,943	498,943	498,943	1,213,943	1,210,957	1,210,937	1,214,028	
Transfer In-Operations	-	-	-	-	-	-	-	-	-	-	-
Total Sources and Transfers	298,020	498,943	498,943	498,943	498,943	498,943	1,213,943	1,210,957	1,210,937	1,214,028	
TOTAL RESOURCES	\$ 299,337	\$ 500,260	\$ 500,260	\$ 499,960	\$ 499,660	\$ 499,660	\$ 1,214,660	\$ 1,211,674	\$ 1,211,654	\$ 1,214,745	
APPROPRIATIONS											
Bond Principal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bond Principal - Series 2016	157,625	-	-	-	-	-	250,000	250,000	255,000	260,000	
Bond Principal - Series 2017	-	-	-	-	-	-	465,000	475,000	485,000	500,000	
Interest and Fees	300	-	-	300	-	-	-	-	-	-	
Interest and Fees - Series 2016	140,395	145,500	145,500	145,500	145,500	145,500	145,500	142,000	138,000	133,410	
Interest and Fees - Series 2017	-	353,443	353,443	353,443	353,443	353,443	353,443	343,957	332,937	320,618	
TOTAL APPROPRIATIONS	298,320	498,943	498,943	499,243	498,943	498,943	1,213,943	1,210,957	1,210,937	1,214,028	
ENDING FUND BALANCE	\$ 1,017	\$ 1,317	\$ 1,317	\$ 717	\$ 717	\$ 717	\$ 717	\$ 717	\$ 717	\$ 717	\$ 717

**City of McAllen, Texas
General Obligation Debt
Debt Service Fund
Summary**

	Actual	Original	Adjusted	Estimated	Dept	City Mgr	Four Year Plan			
	16-17	Budget 17-18	Budget 17-18	17-18	Request 18-19	Recomm 18-19	19-20	20-21	21-22	22-23
SINKING FUND										
BEGINNING FUND BALANCE	\$ 1,052,180	\$ 1,052,180	\$ 1,052,180	\$ 2,370,907	\$ 1,635,419	\$ 1,635,419	\$ 1,635,419	\$ 1,635,419	\$ 1,635,419	\$ 1,635,419
Sources:										
Ad Valorem Tax	4,434,151	3,147,206	3,147,206	3,361,090	4,412,204	4,377,058	4,369,308	4,368,933	5,017,478	5,013,788
Contributions	-	871,627	871,627	-	-	-	-	-	-	-
Interest Earned	29,895	-	-	42,135	-	-	-	-	-	-
Total Revenues	4,464,046	4,018,833	4,018,833	3,403,224	4,412,204	4,377,058	4,369,308	4,368,933	5,017,478	5,013,788
Operating Transfers In General Fund	3,289,150	3,287,200	3,287,200	3,287,200	3,288,825	3,288,825	3,292,600	-	-	-
Total Sources and Transfers	7,753,196	7,306,033	7,306,033	6,690,424	7,701,029	7,665,883	7,661,908	4,368,933	5,017,478	5,013,788
TOTAL RESOURCES	\$ 8,805,376	\$ 8,358,213	\$ 8,358,213	\$ 9,061,331	\$ 9,336,448	\$ 9,301,302	\$ 9,297,327	\$ 6,004,352	\$ 6,652,897	\$ 6,649,207
APPROPRIATIONS										
Principal										
2014 - General Obligation	1,525,000	1,575,000	1,575,000	1,575,000	1,640,000	1,640,000	1,720,000	1,810,000	1,905,000	2,000,000
General Obligation Refunding 2015	2,860,000	2,990,000	2,990,000	2,990,000	3,145,000	3,145,000	3,260,000	-	-	-
Certificate of Obligation Series 2016	-	-	-	-	-	-	-	-	650,000	665,000
Certificate of Obligation Series 2018	-	-	-	-	135,000	135,000	140,000	145,000	155,000	160,000
Interest										
2014 - General Obligation	1,617,900	1,571,400	1,571,400	1,571,400	1,506,775	1,506,775	1,422,775	1,334,525	1,241,650	1,144,025
General Obligation Refunding 2015	429,150	297,200	297,200	297,200	143,825	143,825	32,600	-	-	-
Certificate of Obligation Series 2016	-	871,627	871,627	871,627	871,627	871,627	871,627	871,627	865,547	852,357
Certificate of Obligation Series 2018	-	-	-	119,879	220,431	220,431	214,906	207,781	200,281	192,406
Fees	2,419	806	806	806	-	3,225	-	-	-	-
Total Expenses	6,434,469	7,306,033	7,306,033	7,425,912	7,662,658	7,665,883	7,661,908	4,368,933	5,017,478	5,013,788
TOTAL APPROPRIATIONS	6,434,469	7,306,033	7,306,033	7,425,912	7,662,658	7,665,883	7,661,908	4,368,933	5,017,478	5,013,788
ENDING FUND										
BALANCE-UNRESERVED	\$ 2,370,907	\$ 1,052,180	\$ 1,052,180	\$ 1,635,419	\$ 1,673,790	\$ 1,635,419				

**City of McAllen, Texas
Hotel Tax Venue
Debt Service Fund
Summary**

	Actual	Original	Adjusted	Estimated	Dept Request	City Mgr	Four Yeal Plan				
	16-17	Budget 17-18	Budget 17-18	17-18	18-19	Recomm 18-19	19-20	20-21	21-22	22-23	
SINKING FUND											
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sources:											
Transfer In-Hotel Tax Venue Fund	855,925	856,919	856,919	856,919	857,819	857,819	858,119	857,919	856,919	855,119	
Total Sources and Transfers	855,925	856,919	856,919	856,919	857,819	857,819	858,119	857,919	856,919	855,119	
TOTAL RESOURCES	\$ 855,925	\$ 856,919	\$ 856,919	\$ 856,919	\$ 857,819	\$ 857,819	\$ 858,119	\$ 857,919	\$ 856,919	\$ 855,119	
APPROPRIATIONS											
Bond Principal	\$ 445,000	\$ 465,000	\$ 465,000	\$ 465,000	\$ 480,000	\$ 480,000	\$ 495,000	\$ 515,000	\$ 535,000	\$ 555,000	
Interest and Fees	410,925	391,919	391,919	391,919	377,819	377,819	363,119	342,919	321,919	300,119	
TOTAL APPROPRIATIONS	855,925	856,919	856,919	856,919	857,819	857,819	858,119	857,919	856,919	855,119	
ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**City of McAllen, Texas
Capital Improvement Projects
Fund Balance Summary**

	Actual FY 16-17	Original Budget FY 17-18	Adjusted Budget FY 17-18	Estimated FY 17-18	Dept Request FY 18-19	City Mgr Recomm FY 18-19	Four Year Plan			
							19-20	20-21	21-22	22-23
BEGINNING FUND BALANCE	\$ 2,697,003	\$ 4,766,507	\$ 4,766,507	\$ 5,216,423	\$ 4,381,508	\$ 4,381,508	\$ 0	\$ (9,649,450)	\$ (12,558,850)	\$ (14,665,850)
Revenues										
Interest Earned	21,063	-	-	45,077	-	-	-	-	-	-
Developers' Escrow accounts	-	-	-	-	-	-	-	-	-	-
Outside Agencies	-	-	-	-	-	-	-	-	-	-
Recovery Prior Year Exp	-	-	-	29,607	-	-	-	-	-	-
10th Street Median Reimbursement - TxDOT	507,000	-	-	-	-	-	-	-	-	-
Retire Haveen Reimbursement - HMPG	108,487	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	1,400	-	-	-	-	-	-
Contributions: Friends of La Quinta	-	-	183,156	99,313	-	-	-	-	-	-
Total Revenues	\$ 636,550	\$ -	\$ 183,156	\$ 175,397	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Transfers-In										
General Fund: from Gas Royalties Received	620,011	430,000	430,000	530,422	480,000	480,000	430,000	430,000	430,000	430,000
General Fund	2,897,370	-	1,100,741	1,104,741	-	-	-	-	-	-
Transit System Fund	352,716	-	-	-	-	-	-	-	-	-
Total Transfers-In	3,870,097	430,000	1,530,741	1,635,163	480,000	480,000	430,000	430,000	430,000	430,000
Total Revenues and Transfers-In	4,506,647	430,000	1,713,897	1,810,560	480,000	480,000	430,000	430,000	430,000	430,000
TOTAL RESOURCES	\$ 7,203,650	\$ 5,196,507	\$ 6,480,404	\$ 7,026,983	\$ 4,861,508	\$ 4,861,508	\$ 430,000	\$ (9,219,450)	\$ (12,128,850)	\$ (14,235,850)
APPROPRIATIONS										
Expenditures										
Business Plan	\$ 39,634	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
General Government	441,600	572,831	1,080,833	759,893	1,085,000	740,939	1,842,200	1,844,800	1,640,000	1,224,800
Public Safety	672,315	293,400	923,400	374,636	2,348,428	568,600	652,250	654,600	657,000	659,500
Highways, Streets and Drainage	340,272	220,000	576,956	382,856	1,742,197	556,800	4,990,000	90,000	90,000	50,000
Health & Welfare	-	-	59,700	59,700	-	-	-	-	-	-
Culture and Recreation & Library Projects	493,405	459,300	3,300,780	1,018,389	4,015,000	2,945,169	2,545,000	700,000	100,000	100,000
Golf Course Projects	-	-	-	-	389,395	-	-	-	-	-
Total Expenditures (Detailed Schedule Attached)	1,987,227	1,595,531	5,991,669	2,645,475	9,630,020	4,861,508	10,079,450	3,339,400	2,537,000	2,084,300
Other items affecting Working Capital	-	-	-	-	-	-	-	-	-	-
ENDING FUND BALANCE	\$ 5,216,423	\$ 3,600,976	\$ 488,735	\$ 4,381,508	\$ (4,768,512)	\$ 0	\$ (9,649,450)	\$ (12,558,850)	\$ (14,665,850)	\$ (16,320,150)

City of McAllen - Capital Improvement Projects

			Priority No.	Actual FY 16-17	Original Budget FY 17-18	Adjusted Budget FY 17-18	Estimated FY 17-18	Dept Request FY 18-19	City Mgr Recomm FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
EXPENDITURES													
Business Plan Projects													
	Project	Description											
9	Neighborhood Matching Grant program - <i>On Going Project</i>	NP0303 neighborhood associations		14,634	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
10	Neighborhood Matching Commercial Grant program - <i>On Going Project</i>	NP0701 Business 83, 10th st & 23rd st		25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
11	Total Business Plan Projects			39,634	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
General Government Improvements													
14	City Fiber - <i>On Going Project</i>	EO0426 Continue to standardize our fiber practices to better utilize our fiber assets, while continuing to connect autonomous city facilities and intersections		181,073	368,370	368,370	87,431	300,000	280,939	300,000	300,000	300,000	300,000
15	City Hall Dias	NEW Project to redesign and construct the City Commission Dias		-	-	-	-	165,000	-	-	-	-	-
16	Lactation Room	BB1803 Project to redesign a lactation room		-	-	40,000	-	60,000	60,000	-	-	-	-
17	City Hall Re-Roof	BB1601 Tear off and remove existing roofing system.		206,030	-	62,341	62,341	-	-	-	-	-	-
18	Database / Application Storage Replacement	EO1807 Access to additional storage for city application & databases		-	-	260,000	260,000	-	-	-	-	-	-
19	Downtown Lighting Improvements - <i>On Going Project</i>	CA1603 Central Business District Improvements - Lighting(16-17); resurface Lot D, replace trash receptacles, and rehab benches (2018); installation of way finding signs, sign upgrades, restriping, and alley rehab (2019); landscape parking lots (2020); Drainage and ADA improvements (2021).		54,498	150,000	150,000	150,000	160,000	-	142,200	1,544,800	1,340,000	924,800
20	ERP Replacement	NEW Microsoft GP is on its seventh year and is lacking critical functionality, causing various departments to perform manual processes and purchase third party applications to augment GP deficiencies. Resulting in added costs incurred with third party maintenance.		-	-	-	-	-	-	1,400,000	-	-	-
21	Election Equipment	EO1801		-	54,461	200,122	200,122	-	-	-	-	-	-
22	IT Equipment	NEW Library VDI Servers (4) \$120K, Network FireWalls (2) \$120K, Storage Expansion \$45K, Video Surveillance Servers \$50K, Backup Appliance \$40K, and Trimble GPS Device \$25K.		-	-	-	-	400,000	400,000	-	-	-	-
23	Total General Government Improvements			441,600	572,831	1,080,833	759,893	1,085,000	740,939	1,842,200	1,844,800	1,640,000	1,224,800
Fire Department													
26	Drafting Pit Upgrade (Training Field)	NEW		-	-	-	-	100,000	-	-	-	-	-
27	Fire Station #2 Re-Furbish	NEW Station was built in the mid 60's and needs enhancement of interior to included paint, sinks, kitchen, cabinets, etc.		-	-	-	-	-	-	-	-	-	-
28	Fire Station #4 - Exhaust System	NEW Elimination of fumes on apparatus bay		-	-	-	-	38,551	-	-	-	-	-
29	Fire Station #5 Generator	EO1809 Replace antiquated generator that is over 25 years old and parts are obsolete		-	-	150,000	150,000	-	-	-	-	-	-
30	Fire Station #6 Generator	EO1810 Replace antiquated generator that is over 25 years old and parts are obsolete		-	-	150,000	150,000	-	-	-	-	-	-
31	Fire Station #7 - Exhaust System	NEW Elimination of fumes on apparatus bay		-	-	-	-	40,000	-	-	-	-	-
32	Training Facility Trailer	NEW Replacement of existing facility		-	-	-	-	46,477	-	-	-	-	-
33	Total Fire Department			-	-	300,000	300,000	225,028	-	-	-	-	-
Traffic Department													

City of McAllen - Capital Improvement Projects

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD	AE			
1	City of McAllen - Capital Improvement Projects																																	
2																																		
3																																		
4	EXPENDITURES			Priority	Actual	Original Budget	Adjusted Budget	Estimated	Dept Request	City Mgr																								
5				No.	FY 16-17	FY 17-18	FY 17-18	FY 17-18	FY 18-19	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23																				
7																																		
36	Christmas Garland - 10th St Corridor	NP1801	Purchase new Christmas garland decorations for 10th street corridor.		-	-	100,000	-	150,000	100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
37	Comprehensive Traffic Study	NEW	A comprehensive traffic study to include data collection for traffic volumes and turning movement counts, report on existing conditions for selected intersections and their proposed improvements, alternatives analysis for roadway widenings and extensions, signal timing analysis and revised plans for proper progression.		-	-	-	-	750,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
38	Loop Cutting Project By Corridors	CA1702	Year 1: Dove Ave. between N. McColl Rd. & N. Ware Rd; Year 2: Nolana Ave between McColl Rd. & Bentsen Rd; Year 3: Trenton Ave between 2nd St. & Ware Rd; Year 4: Hackberry between McColl Rd. & 23rd St; Year 5: 29th between Trenton Rd. & Gumwood Ave		68,843	-	80,000	-	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	
39	Pavement Markings	NEW	Maintain markings on various corridors with Nolana,Dove, McColl, 6th, and Main street for Year 1		-	-	-	-	250,000	-	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	
40	Roadway Safety Improvements - Rollover	CA1701	1) Taylor & 3 Mile Line needs left turn bays traveling north & south bound. 2) Bicentennial & Trenton needs a right turn bay traveling eastbound.		9,957	238,600	238,600	-	238,600	238,600	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
41	Signal Cabinet Replacement - On Going Project	EO1401	Purchase (10) new traffic signal cabinets. 5 year program replacement. (BOND)		287,182	-	-	-	245,000	-	245,000	245,000	245,000	245,000	245,000	245,000	245,000	245,000	245,000	245,000	245,000	245,000	245,000	245,000	245,000	245,000	245,000	245,000	245,000	245,000	245,000	245,000		
42	Signal Controller Replacement - On Going Project	EO1701	Purchase (10) new traffic signal controllers. 5 year program replacement. Included in the 2018 Bond.		24,000	24,800	24,800	24,800	24,800	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
43	Signal Installation - Sprague Rd	EO1708	Sprage Road & 23rd St (Yuma & McColl Rd)		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
44	Signal Relamping	NEW	Purchase signal heads with LED bulbs at various locations		-	-	-	-	165,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
45	Speed Indicators	EO1702	Speed Indicators		17,984	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
46	Traffic Central Software System	EO1601	New central software system.		264,350	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
47	Traffic Signal Installation - On Going Project	CA0104	Year 1: N. McColl Rd. & W. Violet Ave. Year 2: N. McColl Rd. & W. La Vista Ave. Year 3: N. 2nd St. & W. La Vista Ave. Year 4: N. 2nd St. & W. Hackberry Ave. Year 5: N. 29th St. & W. Pecan Ave. (BOND)		-	-	150,000	-	150,000	150,000	77,250	79,600	82,000	84,500	77,250	79,600	82,000	84,500	77,250	79,600	82,000	84,500	77,250	79,600	82,000	84,500	77,250	79,600	82,000	84,500	77,250	79,600	82,000	84,500
48	Upgrade Signs & Street Names of Neighborhood	NEW	Upgrade Stop signs, School Zone signs, Street names, and any Warning signs for retroreflectivity.		-	-	-	-	70,000	-	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	
49	Trimble Survey Unit	EO1802	Survey unit for Engineering use		-	30,000	30,000	49,836	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
50	Total Traffic Department					672,315	293,400	623,400	74,636	2,123,400	568,600	652,250	654,600	657,000	659,500																			
51																																		
52	Total Public Safety					672,315	293,400	923,400	374,636	2,348,428	568,600	652,250	654,600	657,000	659,500																			
53																																		
54	Highways and Streets																																	
55	29th - Oxford to SH 107 (Design/Row)	AC1403			2,250	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
56	33rd Street - Oxford to Trenton	NEW	New roadway construction, reconstruct curve and acquire ROW		-	-	-	-	870,000	-	1,800,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
57	Daffodil	NEW	Widen street between Taylor and Ware Roads		-	-	-	-	212,197	-	3,100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
58	Developers - Sidewalk	IR1601	Funds to leverage with McAllen Transit to construct sidewalks at various locations within the City.		80,000	-	-	-	-	-	40,000	40,000	40,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
59	Pedestrian Bridge	IR1603	Construction of a pedestrian bridge to service the Bicentennial Boulevard Hike & Bike Trail in the vicinity of Lark Boulevard.		582	170,000	170,000	161,317	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
60	Sarah Avenue	NEW			-	-	-	-	-	296,800	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
61	Subdivision Paving - On Going Project	IR0105	Proposed funding to assist Developers with City participation with paving improvements along major roadways		35,078	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	

City of McAllen - Capital Improvement Projects

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD	AE
	City of McAllen - Capital Improvement Projects																														
	EXPENDITURES			Priority No.	Actual FY 16-17	Original Budget FY 17-18	Adjusted Budget FY 17-18	Estimated FY 17-18	Dept Request FY 18-19	City Mgr Recomm FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23																	
62	Total Streets				117,910	220,000	220,000	211,317	1,132,197	346,800	4,990,000	90,000	90,000	50,000																	
63	Drainage																														
64	Bill Schupp - Sunken Garden Pump Station	ID1701	Design and construction of small stormwater pump system to provide positive discharge from the sunken gardens portion of the bill schupp park.		775	-	23,000	23,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
65	Las Villas Del Rio at the Groves	ID1803	Upsizing storm line near Mile 4 and Shary		-	-	73,956	73,956	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
66	Lindberg Ave at S 2nd St. Drainage Imprv.	ID1601	Storm Sewer infrastructure improvement		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
67	Nature Center Welcome Center	ID1702	Install concrete slab, water service, a small wastewater grinder station and small diameter force main to connect to the existing restroom wastewater system.		-	-	50,000	50,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
68	Quince Ave. Phase II Drainage Improv - HMGP	ID1802	Construction of new storm sewer infrastructure to reduce the extens of localized flooding during moderate to severe storm events. Project is 2nd phase of proposed drainage improvements for the area. Project would tie into recently constructed downstream infrastructure completed with FEMA HMGP funds.		-	-	210,000	-	210,000	210,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
69	Quince Ave. Phase III Drainage Improv - HMGP	NEW	Construction of new storm sewer infrastructure to reduce the extends of localized flooding during moderate to severe storm events. Project is 3rd & 4th phase of proposed drainage improvements for the area. Project would tie into recently constructed downstream infrastructure completed with FEMA HMGP funds.		-	-	-	-	400,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
70	Redbud Ave at N "K" Center Drainage Improve.	ID1403	Storm Sewer infrastructure improvement		221,587	-	-	24,583	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
71	Total Drainage				222,362	-	356,956	171,539	610,000	210,000	-	-	-	-																	
73	Total Highways & Streets and Drainage				340,272	220,000	576,956	382,856	1,742,197	556,800	4,990,000	90,000	90,000	50,000																	
75	Health & Welfare																														
76	Computer Hardware	EO1811	Laptops		-	-	9,700	9,700	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
77	Warehouse Health	BB1805	Store (9) mosquito spraying machine, larvicide equipment, chemicals and other related equipment		-	-	50,000	50,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
78	Total Health & Welfare				-	-	59,700	59,700	-	-	-	-	-	-																	
80	Culture and Recreation Improvements																														
81	Airport Park	CP1702	Demo ex. asphalt basketball court, construct new concrete basketball court, install perimeter irrigation and landscaping.- CDBG Fund		29,237	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
82	Archer Park Restroom Rehab	CP1703	Remove & replace all internal fixtures, partitions and appurtenances. replace doors with high security doors.		15,851	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
83	Assorted Parks Amenities - <i>On Going Project</i>	EP0104	City-wide improv.and repairs to existing parks facilities including playground equipment, shelters, benches, tables, trails, trash cans, signs, etc.		71,962	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
84	Bill Schupp - Parking Lot Rehab	CP1704	Seal coat and restripe existing parking lot		7,300	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
85	Cascade Park - Lighting	NEW	Rehab of existing field lighting system		-	-	-	-	250,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
86	Dog Park - Restrooms	NEW	Construction of 2 room restroom and water and wastewater service connections.		-	-	-	-	-	-	75,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
87	Emergency Call Boxes	EO1808	Addition of estimated 10 emergency call boxes within existing parks or along existing hike & bike trails.		-	-	85,000	85,000	-	-	85,000	85,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	

City of McAllen - Capital Improvement Projects

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD	AE
	City of McAllen - Capital Improvement Projects																														
				Priority	Actual	Original Budget	Adjusted Budget	Estimated	Dept Request	City Mgr																					
				No.	FY 16-17	FY 17-18	FY 17-18	FY 17-18	FY 18-19	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23																	
112	Quinta Mazatlán - Restoration of Buildings	BB1701	Extend life of historic complex. Adobe Mansion built over 80 years ago. Roofing system reached intended life span needing repair.		241,239	280,000	280,000	47,585	-	232,415	-	-	-	-																	
113	Quinta Mazatlán Programming / Schematic Design for the Destination Expansion Plan	BB1804	Project is the Programming/Schematic Design for the Palm House Master Plan. The \$25,000,000 project includes the Palm House, Exhibit Buildings, Sky Walk and Landscaping. Projected income from the state decision packet in May 2017 is \$5,000,000.		-	-	400,000	-	-	852,754	-	-	-	-																	
114	Retama Park - Lighting - Basketball /Volleyball Court	CP1808	Construction and installation of four solar led light fixtures for basketball court & two solar led light fixtures for volleyball court		-	-	30,000	30,000	-	-	-	-	-	-																	
115	Springfest Park - Millings	NEW	Construction of asphalt millings driveway around the perimeter of the springfield park sports complex.		-	-	-	-	-	-	80,000	-	-	-																	
116	Springfest Park - Lighting	NEW	New Lighting system						400,000	-																					
117	Suarez Park - Lighting	NEW	Provide estimated 25 solar lights for playgrounds and trails to increase usage in the evenings and for improved safety.		-	-	-	-	310,000	-	-	60,000	-	-																	
118	Sunset Property	AA1802					1,500,000	-	-	1,500,000																					
119	Taylor Crossing Park	CP1806	Development of new park facility				50,000	50,000	145,000	-																					
120	Trail Lighting	CP1809	Trail lighting for new addition of Hike/Bike trail. 2nd st. Trenton to Wisconsin.		-	-	164,280	164,280	-	-	-	-	-	-																	
121	Trails Enhancements	CP1810	Trail enhancements city wide , water fountains, trash cans and benches.		-	-	150,000	-	150,000	150,000	150,000	150,000	-	-																	
122	Westside Park - Parking Lot Rehab	CP1811	Rehabilitation of existing park driveways and parking areas .Proposed to be completed over a 5-year period.		-	-	50,000	50,000	400,000	-	-	-	-	-																	
123	Westside Park - Pavilions Rehab	CP1812	Rehab and/or reconstruction of large pavilion areas within Westside park. Reconstruction of concrete slabs, new picnic tables, benches, grills and trash receptacles.		-	-	60,000	60,000	-	-	60,000	60,000	-	-																	
124	Zinnia Skateboard Park	NEW	Construction of skateboard facility within the Zinnia park.		-	-	-	-	130,000	-	100,000	-	-	-																	
125	Total Culture & Recreation Improvements					493,405	410,000	3,251,480	969,089	4,015,000	2,945,169	2,545,000	700,000	100,000	100,000																
127	Library																														
128	Orchid St. Property Improvement	CA1801	Develop a shaded seating area on the northeast side adjacent to Orchid Ave.		-	49,300	49,300	49,300	-	-	-	-	-	-																	
129	Total Library					-	49,300	49,300	49,300	-	-	-	-	-	-																
131	Total Culture & Recreation Improvements & Library					493,405	459,300	3,300,780	1,018,389	4,015,000	2,945,169	2,545,000	700,000	100,000	100,000																
134	Golf Course Improvements																														
135	Golf Course - Leveling of Teeing Grounds	NEW	Project involves leveling and resodding apprx 114,664 sq ft of teeing grounds at Palm View Golf Course. - Moved to the Development Corp. Fund		-	-	-	-	344,395	-	-	-	-	-																	
136	Golf Course - Bunker Reconstruction Project	NEW	Reconstruction of ALL sand bunkers. 18 years old and needs replenishment of sand due to wear and tear.		-	-	-	-	45,000	-	-	-	-	-																	
137	Total Golf Course					-	-	-	-	389,395	-	-	-	-	-																
140	TOTALS					\$ 1,987,227	\$ 1,595,531	\$ 5,991,669	\$ 2,645,475	\$ 9,630,020	\$ 4,861,508	\$ 10,079,450	\$ 3,339,400	\$ 2,537,000	\$ 2,084,300																

	A	B	D	F	H	J	L	P	R	T	V
1	City of McAllen, Texas										
2	Development Corporation of McAllen, Inc.										
3	Fund Balance Summary										
4		Actuals	Original Budget	Adjusted Budget	Estimated	Dept Request	City Mgr	Four Year Plan			
5		FY 16-17	FY 17-18	FY 17-18	FY 17-18	FY 18-19	Recomm	FY 19-20	FY 20-21	FY 21-22	FY 22-23
6		FY 18-19					FY 18-19				
7	BEGINNING FUND BALANCE	\$ 13,800,433	\$ 6,948,919	\$ 13,769,600	\$ 13,764,913	\$ 11,916,499	\$ 11,916,499	\$ 9,559,586	\$ 13,844,917	\$ 21,842,923	\$ 31,679,952
8	Revenues										
9	1/2CENT SALES TAX COLLECTIONS	14,655,387	14,657,520	14,657,520	15,097,246	15,399,191	15,399,191	15,784,170	16,099,854	16,502,350	16,832,397
10	Sales Tax - Incentive	-	-	-	300,000	-	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
11	Bentsen Rd: Pecan to 3 mile: hike/ bike trail; reimb from TXDOT grant (Exp-Row 51)	469,710	179,850	491,082	-	-	-	-	-	-	-
12	TAAF Games - Fees (Exp-Row 56)	116,224	-	-	-	-	-	-	-	-	-
13	TAAF Games - Sponsorship (Expense Row 56)	24,000	-	-	-	-	-	-	-	-	-
14	McAllen Marathon (Exp-Row 64)	93,031	160,000	160,000	130,744	130,000	130,000	130,000	130,000	130,000	130,000
15	Tres Lagos (Exp-Row 24)	-	-	-	-	1,500,000	-	1,500,000	-	-	-
16	Sponsorships- City Annual Parade (2016) (Exp-Row 52)	710,867	-	-	-	-	-	-	-	-	-
17	Sponsorships- City Annual Parade (2017) (Exp-Row 53)	-	690,000	690,000	628,667	-	-	-	-	-	-
18	Sponsorships- City Annual Parade (2018) (Exp-Row 54)	-	-	-	-	650,000	650,000	650,000	650,000	650,000	650,000
19	Other revenue - Parade	64,661	60,000	60,000	53,228	50,000	50,000	50,000	50,000	50,000	50,000
20	Christmas in the Park (Exp-Row 55)	-	-	-	1,091	-	-	-	-	-	-
21	Miscellaneous / Recovery Prior Year Exp	22,541	-	-	35,150	-	-	-	-	-	-
22	Texas Parks & Wildlife - 80% of motocross project (Exp Row 65)	-	572,000	572,000	-	400,000	400,000	-	-	-	-
23	Texas Parks & Wildlife - War Memorial Ceremonies Plaza (Exp Row 86)	26,515	181,250	181,250	50,687	-	-	-	-	-	-
24	Kennedy Ave Drainage Imprv. HMGP (75% FEMA, 25% City) (Exp Row 38)	-	633,041	633,041	22,931	610,110	610,110	-	-	-	-
25	El Rancho Santa Cruz Subd Drainage Imprv HMGP (75% FEMA, 25% City) (Exp Row 36)	-	476,272	476,272	207,435	268,836	268,836	-	-	-	-
26	gf FFVGD	-	-	-	-	1,048,820	-	-	-	-	-
27	Pecan Blvd. at N. 27th St. Drainage Imprv HMGP (75% FEMA, 25% City) (Exp Row 40)	-	178,886	178,886	141,386	37,500	37,500	-	-	-	-
28	Quince Avenue at N. 27th St Drainage (75% FEMA, 25% City) (Exp Row 41)	-	-	-	-	-	598,652	-	-	-	-
29	Westway Heights Drainage Improvements HMGP (75% FEMA, 25% City) (Exp Row 45)	-	3,177,230	3,177,230	35,174	3,142,057	3,142,057	-	-	-	-
30	G.O. Bond Series 2017 proceeds - Simon Mall Parking Garage (Exp Row 18- actual)	10,165,000	-	-	-	-	-	-	-	-	-
31	G.O. Bond Series 2018 proceeds - Simon Mall Parking Garage (Exp Row 19- estimate)	-	-	5,115,000	5,115,000	-	-	-	-	-	-
32	Investment Earnings - (1.25% Rate)	101,813	110,000	110,000	124,091	120,000	120,000	120,000	120,000	120,000	120,000
33	Total Revenues	26,449,750	21,076,049	26,502,281	21,942,828	23,356,514	22,406,346	19,234,170	18,049,854	18,452,350	18,782,397
34	Operating Transfers-In										
35	Transfer In from Hotel Occupancy Tax Fund	-	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
36	Total Transfers-In	-	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
37											
38	Total Revenues and Transfers-In	26,449,750	21,176,049	26,602,281	22,042,828	23,456,514	22,506,346	19,334,170	18,149,854	18,552,350	18,882,397
39	TOTAL RESOURCES:	\$ 40,250,183	\$ 28,124,968	\$ 40,371,881	\$ 35,807,741	\$ 35,373,013	34,422,845	\$ 28,893,756	\$ 31,994,771	\$ 40,395,273	\$ 50,562,349
40											
41	APPROPRIATIONS										
42	Expenditures										
43	Skill Job Training & Learning Centers	\$ 1,371,703	\$ 1,040,300	\$ 1,040,300	\$ 1,040,300	\$ 1,040,300	\$ 1,040,300	\$ 1,014,300	\$ 1,014,300	\$ 1,014,300	\$ 1,014,300
44	Health Clinic Facility	176,000	200,000	200,000	200,000	200,000	200,000	176,000	176,000	176,000	176,000
45	Business District Improvements	15,182,524	3,883,421	10,498,421	9,541,036	4,313,675	4,693,675	1,669,016	1,568,750	1,546,823	1,242,765
46	Street and Drainage Improvements	786,453	9,122,645	9,171,145	3,022,871	10,546,205	9,359,976	4,595,500	-	-	-
47	Recreation / Community Centers ImpV & Entertainment	2,101,433	2,650,188	3,618,863	2,216,295	1,900,000	2,053,000	1,010,000	855,000	2,733,000	855,000
48	Other	2,392,242	2,632,203	2,817,306	2,727,020	2,594,024	2,419,024	2,125,000	2,075,000	2,075,000	2,075,000
49	Total Expenditures (Detailed Schedule Attached)	22,010,354	19,528,757	27,346,035	18,747,522	20,594,204	19,765,975	10,589,816	5,689,050	7,545,123	5,363,065
50	Operating Transfers-out										
51	Transfer to General Fund	3,489,150	3,487,200	3,487,200	3,487,200	3,488,825	3,488,825	3,488,825	3,492,600	200,000	200,000
53	Transfer to McAllen Express Fund	803,373	925,618	925,618	925,618	925,618	925,618	803,373	803,373	803,373	862,995
54	Transfer to Transit System Fund	209,457	967,726	995,833	459,825	682,841	682,841	166,825	166,825	166,825	-
56	Transfer to Street Improvements Fund	-	271,077	271,077	271,077	-	-	-	-	-	-
57	Total Transfers-Out (Detailed Schedule Attached)	4,501,980	5,651,621	5,679,728	5,143,720	5,097,284	5,097,284	4,459,023	4,462,798	1,170,198	1,062,995
58											
59	Total Expenditures and Transfers-Out	26,512,335	25,180,378	33,025,763	23,891,242	25,691,488	24,863,259	15,048,839	10,151,848	8,715,321	6,426,060
60											
61	Revenues over / (under) Expenditures	(62,584)	(4,004,329)	(6,423,482)	(1,848,413)	(2,234,974)	(2,356,913)	4,285,331	7,998,006	9,837,029	12,456,337
62											
63	Other items affecting Working Capital	27,064	-	-	-	-	-	-	-	-	-
64											
65	ENDING FUND BALANCE:	\$ 13,764,913	\$ 2,944,590	\$ 7,346,118	\$ 11,916,499	\$ 9,681,524	\$ 9,559,586	\$ 13,844,917	\$ 21,842,923	\$ 31,679,952	\$ 44,136,289

City of McAllen - Development Corporation of McAllen, Inc.

1	City of McAllen - Development Corporation of McAllen, Inc.												
2	Project	Description	Actuals	Original Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm	Four Year Plan				
3	No.	Description	FY 16-17	FY 17-18	FY 17-18	FY 17-18	FY 18-19	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	
5	SKILL-JOB TRAINING AND LEARNING CENTERS												
7	After-School Learning Centers (MISD) (Boys & Girls Club)	N/A Interlocal agreement	\$ 174,798	\$ 164,300	\$ 164,300	\$ 164,300	\$ 164,300	\$ 164,300	\$ 164,300	\$ 164,300	\$ 164,300	\$ 164,300	
8	STC	N/A Outside agency	396,905	276,000	276,000	276,000	276,000	276,000	250,000	250,000	250,000	250,000	
9	VIDA	N/A Outside agency	800,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	
10	Total Skill Job Training & Learning Centers		1,371,703	1,040,300	1,040,300	1,040,300	1,040,300	1,040,300	1,014,300	1,014,300	1,014,300	1,014,300	
12	HEALTH CLINIC FACILITY												
13	Health Clinic Facility- El Milagro	Outside agency	176,000	200,000	200,000	200,000	200,000	200,000	176,000	176,000	176,000	176,000	
14	Total Health Clinic Facility		176,000	200,000	200,000	200,000	200,000	200,000	176,000	176,000	176,000	176,000	
16	BUSINESS DISTRICT IMPROVEMENTS												
17	City Entry-way	CA1410 The following are under design: S. 23rd at Military Highway and Interstate 2; East Bound Frontant and Taylor.	89,752	336,804	336,804	20,000	336,804	316,804	-	-	-	-	
18	Project Next Level: La Plaza Mall for parking garages (Rev-Row 30)	Groundwork commenced with target date of Winter 2017	10,165,000	-	-	-	-	-	-	-	-	-	
19	Project Next Level: La Plaza Mall for parking garages (Rev-Row 31)	Groundwork commenced with target date of Winter 2018	-	-	5,115,000	5,115,000	-	-	-	-	-	-	
20	UTRGV MEDICAL SCHOOL		1,000,000	1,000,000	1,000,000	1,000,000	-	-	-	-	-	-	
21	Project Imagine Tomorrow	NP1404 Continued funding of improving blight areas	125,814	300,000	300,000	175,000	300,000	200,000	200,000	200,000	200,000	200,000	
22	Retail - Buxton	NP1413 Contract will be made on 3 installments payments.	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	
23	Retail Recruitment	N/A ICSC Trips and Expenses: to Dallas, Las Vegas, printing and advertising	107,107	225,000	225,000	225,000	225,000	225,000	225,000	225,000	225,000	225,000	
24	Tres Lagos - Water Re-use Line (Rev-Row 14)	ID1703 Will be reimbursed in FY 18-19	-	-	1,500,000	1,500,000	-	-	-	-	-	-	
25	380 AGREEMENTS												
26	LIFT	BU1601 Local Business Loans	274,773	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	
27	Industrial Incentive Fund:380 Agreements Contractual Obligations	Continued funding of contractual obligations	3,370,078	1,271,617	1,271,617	1,256,036	3,201,871	3,201,871	494,016	393,750	371,823	67,765	
28	Potential Investments		-	500,000	500,000	-	-	500,000	500,000	500,000	500,000	500,000	
29	Total 380 Agreements for Business and Industrial Incentives		3,644,850	1,971,617	1,971,617	1,456,036	3,401,871	3,901,871	1,194,016	1,093,750	1,071,823	767,765	
30	Total Business District Improvements		15,182,524	3,883,421	10,498,421	9,541,036	4,313,675	4,693,675	1,669,016	1,568,750	1,546,823	1,242,765	
32	STREETS AND DRAINAGE IMPROVEMENTS												
33	29th - Oxford to SH 107 (Construction) - Street Bond Project	IR1411 Street Bond Project, Design is 95% complete, pending ROW acquisitions	-	2,477,739	2,477,739	1,100,000	1,377,739	1,377,739	-	-	-	-	
34	Daffodil - Taylor Rd to Ware Rd.	IR1004 ROW \$200,000, Construction \$3,100,000, Survey/Design \$35,200	-	-	-	-	-	212,197	3,100,000	-	-	-	
35	Dove: 41st St to Bentsen - Bond Project	NEW Roadway paving and drainage improvements to complete east/west corridor.	-	-	-	-	1,512,000	1,512,000	1,495,500	-	-	-	
36	El Rancho Santa Cruz Subd Drainage Imprv- HMPG (Rev - Row 25)	ID1705 Mitigate flooding by constructing a 4-acre overflow basin in order to provide additional volume	-	635,029	635,029	276,581	358,448	358,448	-	-	-	-	
37	Houston Median Adjustments - Convention Ctr.	IR1602 Adjustment on existing median to all access to Hotels.	462,652	-	-	-	-	-	-	-	-	-	
38	Kennedy Ave Drainage Imprv- HMPG (Rev - Row 24)	ID1706 Construction of a storm drainage improvements to serve Kennedy Avenue between 2nd and 8th	-	844,055	844,055	30,575	813,480	813,480	-	-	-	-	
39	Northgate Drainage (Rev - Row 26) - Bond Project	ID1602 Drainage Improvement Project. MOVED TO DRAINAGE BOND	-	-	-	-	1,398,426	-	-	-	-	-	

City of McAllen - Development Corporation of McAllen, Inc.

1												
2	Project	Actuals	Original Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm	Four Year Plan				
3	No.	Description	FY 16-17	FY 17-18	FY 17-18	FY 17-18	FY 18-19	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
40	Pecan Blvd. at N. 27th St. Drainage Imprv-HMPG (Rev-Row 27)	ID1707	Storm Drainage detention facility at Lincoln Middle School and storm drainage improvements along Pecan	-	238,515	238,515	188,515	50,000	50,000	-	-	-
41	Quince Ave at N. 27th St Drainage Imprv-HMPG (Rev - Row 28)	NEW	New storm sewer infrastructure. Installation of new inlets/laterals to a new sewer truck line	-	-	-	-	798,203	798,203	-	-	-
42	Provident Infrastructure Project	IR1604	Paving, storm	323,801	-	-	-	-	-	-	-	-
43	Taylor Road (Expressway to 2 Mile)	IR1607	Interlocal agreement w/Mission & County Phase III	-	691,000	691,000	1,380,302	-	-	-	-	-
44	Tres Lagos - Redevelopment	ID1801		-	-	48,500	-	48,500	48,500	-	-	-
45	Westway Heights Drainage Improvements-HMPG (Rev - Row 29)	ID1708	Storm Drainage Improvements for area between 23rd and Bicentennial and La Vista and Daffodil.	-	4,236,307	4,236,307	46,898	4,189,409	4,189,409	-	-	-
46	Wichita Street rehab: Bicentennial to 10th Street	IR1502	Repair pavement and curb and gutter - Project complete	-	-	-	-	-	-	-	-	-
47	Total Streets & Drainage Improvements			786,453	9,122,645	9,171,145	3,022,871	10,546,205	9,359,976	4,595,500	-	-
48												
49	RECREATION, COMMUNITY CENTERS AND ENTERTAINMENT											
50	Bicentennial - Hike /Bike Trail	CP1204	Completion of Hike and Bike trail improvements along Bicentennial. Location: North of Nolana	731	206,100	375,000	250,000	250,000	125,000	-	-	-
51	Bentsen Rd - Pecan to 3 Mile ,Hike and Bike Trail (Rev-Row 10)	CP1303	Hike and Bike Trail from north of Pecan to Nolana. Project is under construction. Txdot reimbursement project	614,746	424,088	719,600	544,175	-	-	-	-	-
52	City Annual Parade (2016) (Rev-Row 15)	Various	2016 City Annual Parade	747,303	-	-	-	-	-	-	-	-
53	City Annual Parade (2017) (Rev-Row 16)	Various	2017 City Annual Parade	-	850,000	850,000	759,174	-	-	-	-	-
54	City Annual Parade (2018) (Rev-Row 17)	Various	2018 City Annual Parade	-	-	-	-	800,000	700,000	700,000	700,000	700,000
55	Christmas in the Parks (Rev- Row 19)	NA	On going event funding.	22,303	25,000	25,000	28,009	25,000	25,000	25,000	25,000	25,000
56	Games of Texas (Rev-Row 11 & 12)	NP1601	Promotion, signage, consulting services, sanction fees, marketing	200,384	-	-	-	-	-	-	-	-
57	Golf Course Building Remodeling-Phase 2 -	BB1503	Phase 2-Roof refurbish, A/C heating and ventilation system, landscaping and irrigation.	207,685	-	-	-	-	-	-	-	-
58	Golf Course - Reconstruction of sand bunkers	CA1703	Reconstruction of all sand bunkers, 17 yrs old and need complete restoration. Project would be done in house with temporary employees hired specifically for this project.	35,216	-	-	-	-	-	-	-	-
59	Golf Course Irrigation System - Pipe Replacement & Upgrades	TBD	The project would install new pipe	-	-	-	-	-	-	-	1,750,000	-
60	Golf Course - Leveling of Teeing Grounds	NEW	Project involves leveling and resodding apprx 114,664 sq ft of teeing grounds at Palm View Golf Course.	-	-	-	-	-	275,000	-	-	-
61	Lark Recreation Center -	BB0702	Lark Community Center Roof Repairs	70	-	333,700	333,700	-	-	-	-	-
62	McHi - Re-lamp Tennis Court	NEW	This is a 50/50 partnership with the McAllen Independent School District. Lamps are in dire need of replacement.	-	-	-	-	-	-	-	128,000	-
63	McAllen Nature Center - Parking Lot Improvement	CA1704	Need of repair due to increased traffic and lacks ADA compliance	48,474	-	24,000	73,871	-	-	-	-	-
64	McAllen Marathon (Rev-Row 13)	n/a	Parks Perspective -Expo/Registration, Kid's Run, Course setup, Publicity, Prizes.	91,446	160,000	160,000	117,055	130,000	130,000	130,000	130,000	130,000
65	Motocross Park (Rev- Row 22)	CP1502	Construction of 14,200 LF Motocross and ATV trails and supporting infrastructure on old S 10th St - (730K-80%-20%City)	-	715,000	715,000	-	500,000	500,000	-	-	-
66	Municipal Pool - Bathhouse	CP1801	Replace deteriorating plumbing system	-	125,000	125,000	-	125,000	125,000	-	-	-
67	Municipal Pool - Filter & Sand Replacement	CP1802	Health issue, sand has hardened	-	70,000	70,000	-	70,000	70,000	-	-	-
68	Municipal Pool - Thermal Cover	CP1803	Replace worn out cover.	-	75,000	67,000	-	-	-	-	-	-
69	Municipal Pool - Parking Lot Extension	CP1805		-	-	8,000	8,798	-	-	-	-	-
70	Palmview Recreation Center - Kitchen Renovation	NEW		-	-	-	-	-	-	60,000	-	-
71	Yuma	CA1601	Street improvements	80,000	-	-	-	-	-	-	-	-

City of McAllen - Development Corporation of McAllen, Inc.

1	City of McAllen - Development Corporation of McAllen, Inc.											
2	Project	Description	Actuals	Original Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm	Four Year Plan			
3	No.	Description	FY 16-17	FY 17-18	FY 17-18	FY 17-18	FY 18-19	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
72	Regional Linear Park Trails - Yuma	CA1602 Pavement - Trails - TxDOT Project	53,075	-	146,563	101,514	-	-	-	-	-	-
73	Travis Park	NEW Travis Tennis Court improvement for water, drainage, electrical, restroom structure and design.	-	-	-	-	-	103,000	-	-	-	-
74	Westside Park Ball fields - Restroom Renovation	NEW New restroom will include a family room for ADA compliance. This is a cost share project with the MISD	-	-	-	-	-	-	95,000	-	-	-
75	Total Recreation and Community Centers		2,101,433	2,650,188	3,618,863	2,216,295	1,900,000	2,053,000	1,010,000	855,000	2,733,000	855,000
76												
77	OTHER											
78	Affordable Homes	N/A Outside agency	547,200	350,000	350,000	350,000	350,000	350,000	500,000	500,000	500,000	500,000
79	Management Fee	N/A Transfer to the General Fund.	401,000	401,000	401,000	401,000	401,000	401,000	401,000	401,000	401,000	401,000
80	McAllen Economic Development Corp	Outside agency	1,383,195	1,200,203	1,200,203	1,200,203	1,136,391	1,136,391	1,050,000	1,000,000	1,000,000	1,000,000
81	Miscellaneous	N/A	6,123	-	-	-	-	-	-	-	-	-
82	Other agencies - Comfort House		-	150,000	150,000	150,000	150,000	150,000	-	-	-	-
83	Other agencies - McAllen Heritage Center		-	175,000	175,000	175,000	175,000	-	-	-	-	-
84	Other - Professional		-	100,000	168,000	168,000	168,000	168,000	168,000	168,000	168,000	168,000
85	Other - Storage	N/A	32,633	-	32,633	32,633	32,633	32,633	-	-	-	-
86	War Memorial (Rev- Row 23)	CP1602 War Memorial match. Total \$387,500 w/ \$137,500 cash match	-	250,000	334,470	244,184	175,000	175,000	-	-	-	-
87	CDBG Administration cost - Agencies	CDBG Administration cost for outside agencies.	22,091	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
88	Total Other		2,392,242	2,632,203	2,817,306	2,727,020	2,594,024	2,419,024	2,125,000	2,075,000	2,075,000	2,075,000
89												
90	TRANSFERS-OUT											
91	DEBT SERVICE											
92	General Obligation Refunding Bonds 2015	Paid FY 2019	3,289,150	3,287,200	3,287,200	3,287,200	3,288,825	3,288,825	3,288,825	3,292,600	-	-
94	OTHER TRANSFERS-OUT											
95	City Parks and Recreation After School Programs	10 Elementary Schools	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
97	Streets Improvement Construction Fund	Street Bond	-	271,077	271,077	271,077	-	-	-	-	-	-
98	CITY WIDE TRANSIT SYSTEM											
99	Metro McAllen Fund - Maintenance & Operations	Metro McAllen Fund - Maintenance & Operations	803,373	925,618	925,618	925,618	925,618	925,618	803,373	803,373	803,373	862,995
100	Transit Fund - Maintenance & Operations		209,457	166,868	166,868	166,868	166,868	166,868	166,825	166,825	166,825	-
101	Transit: Capital Match Projects:											
102	2010 Gillig Overhaul (7, 35 foot buses)	EC1601 Total \$280,000 (\$224,000 FTA 80%, \$56,000 Local 20%)	-	-	-	3,159	-	-	-	-	-	-
103	North Transfer Station-Civil Infrastructure Improvement (to be a workshop)	CA1610 Transit hub on the north side of the City. Funds will be used for civil improvements of the hub site. Total Cost \$921,889 (\$737,511 FTA -80%, \$184,378 Local -20%)	-	170,858	170,858	-	158,458	158,458	-	-	-	-
104	North Hub Land Acquisition	AA1801 Land Acquisition. Total \$550,000(\$440,000 FTA 80%, \$110,000 Local 20%)	-	190,000	190,000	190,000	-	-	-	-	-	-
105	North Hub Construction	BB1801 Construct a North Transit Center. Total \$2,200,000 (1,760,000 FTA 80%, 440,000 Local 10%)	-	440,000	440,000	63,000	345,115	345,115	-	-	-	-

City of McAllen - Development Corporation of McAllen, Inc.

	Project	Actuals	Original Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm	Four Year Plan				
	No.	Description	FY 16-17	FY 17-18	FY 17-18	FY 17-18	FY 18-19	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
106	Pedestrian Access Walkways CA1609	Walkways. Total \$750,000 (\$622,500 FTA-83%, \$127,500 Local-17%)	-	-	-	8,691	-	-	-	-	-	-
107	Security Technology Improvements EO1203	(Total \$150,000 (\$120,000 FTA 80%, \$30,000 Local 20%))	-	-	28,107	28,107	12,400	12,400	-	-	-	-
108	Total Capital Match for Transit		-	800,858	828,965	292,957	515,973	515,973	-	-	-	-
109	Total Transfer to Transit System		209,457	967,726	995,833	459,825	682,841	682,841	166,825	166,825	166,825	-
110	Total Transfers Outs		4,501,980	5,651,621	5,679,728	5,143,720	5,097,284	5,097,284	4,459,023	4,462,798	1,170,198	1,062,995
113	Total Expenditures and Transfers-Out		\$ 26,512,335	\$ 25,180,378	\$ 33,025,763	\$ 23,891,242	\$ 25,691,488	\$ 24,863,259	\$ 15,048,839	\$ 10,151,848	\$ 8,715,321	\$ 6,426,060

City of McAllen, Texas
Parks/Fire Station #2 Construction
Fund Balance Summary

RESOURCES	Actual	Original	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan			
	16-17	Budget	Budget	17-18	18-19	Recomm	19-20	20-21	21-22	22-23
BEGINNING WORKING CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ 4,808,696	\$ 4,808,696	\$ -	\$ -	\$ -	\$ -
Revenues:										
Bond proceeds	-	-	6,170,260	6,170,260	-	-	-	-	-	-
Federal Grants / FTA	-	-	-	-	-	-	-	-	-	-
Land Sale	-	-	-	-	-	-	-	-	-	-
Interest Earned	-	-	-	21,893	-	-	-	-	-	-
Total Revenues	-	-	6,170,260	6,192,153	-	-	-	-	-	-
TOTAL RESOURCES	\$ -	\$ -	\$ 6,170,260	\$ 6,192,153	\$ 4,808,696	\$ 4,808,696	\$ -	\$ -	\$ -	\$ -
APPROPRIATIONS										
Capital Outlay										
Fire Station #2 Facilities	\$ -	\$ -	\$ 2,000,000	\$ 25,937	\$ 2,000,000	\$ 1,808,696	\$ -	\$ -	\$ -	\$ -
Parks Administration - Land	-	-	1,170,260	2,067,154	-	-	-	-	-	-
Parks Administration - Facilities	-	-	3,000,000	-	3,000,000	3,000,000	-	-	-	-
Other charges (Bond Issuance Cost)	-	-	-	170,260	-	-	-	-	-	-
Total Capital Outlay	-	-	6,170,260	2,263,351	5,000,000	4,808,696	-	-	-	-
TOTAL APPROPRIATIONS	-	-	6,170,260	2,263,351	5,000,000	4,808,696	-	-	-	-
Interfund Loan - From the Workers Comp Fund	-	-	-	879,894	-	-	-	-	-	-
ENDING WORKING CAPITAL	\$ -	\$ -	\$ -	\$ 4,808,696	\$ (191,304)	\$ -	\$ -	\$ -	\$ -	\$ -

City of McAllen, Texas
Street Improvement Construction Fund
Fund Balance Summary

	Actual	Original	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	Budget	Budget	17-18	18-19	Recomm	18-19	19-20	20-21	21-22	
RESOURCES											
BEGINNING FUND BALANCE	\$ 12,996,666	\$ 10,755,142	\$ 10,755,142	\$ 10,827,549	\$ 8,725,295	\$ 8,725,295	\$ 629,502	\$ 629,502	\$ 629,502	\$ 629,502	
Revenues:											
Interest Earned	116,738	-	-	95,997	-	-	-	-	-	-	
Other Agencies - TxDOT:											
- Bicentennial - Trenton to 107		7,695,516	7,695,516	-	9,268,687	9,268,687	-	-	-	-	
- Dove: 41st Street to Bentsen	-	1,196,400	1,196,400	-	-	-	-	-	-	-	
- 10th and Bus 83	-	62,366	62,366	-	77,178	77,178	-	-	-	-	
- 23rd and Ebony	-	112,975	112,975	-	125,978	125,978	-	-	-	-	
- 23rd and Hackberry	-	69,012	69,012	-	85,402	85,402	-	-	-	-	
- 23rd and Jackson	-	93,294	93,294	-	115,407	115,407	-	-	-	-	
- 23rd and Kandlewood	-	75,828	75,828	-	93,837	93,837	-	-	-	-	
Total Revenues	116,738	9,305,391	9,305,391	95,997	9,766,489	9,766,489	-	-	-	-	
Operating Transfers In - Development Corp	-	271,077	271,077	271,077	-	-	-	-	-	-	
Total Revenues and Transfers	116,738	9,576,468	9,576,468	367,074	9,766,489	9,766,489	-	-	-	-	
TOTAL RESOURCES	\$ 13,113,404	\$ 20,331,610	\$ 20,331,610	\$ 11,194,623	\$ 18,491,784	\$ 18,491,784	\$ 629,502	\$ 629,502	\$ 629,502	\$ 629,502	
APPROPRIATIONS											
Projects:											
10th and Bus 83	\$ 2,149	\$ 108,958	\$ 108,958	\$ 8,259	\$ 100,699	\$ 100,699	\$ -	\$ -	\$ -	\$ -	
23rd and Ebony	2,149	148,251	148,251	8,209	140,042	140,042	-	-	-	-	
23rd and Hackberry	12,878	102,265	102,265	8,249	94,016	94,016	-	-	-	-	
23rd and Jackson	2,149	147,573	147,573	8,259	139,314	139,314	-	-	-	-	
23rd and Kandlewood	2,149	110,785	110,785	8,184	102,601	102,601	-	-	-	-	
29th - Oxford to SH 107 (Design & ROW)	323,889	418,748	418,748	368,748	50,000	50,000	-	-	-	-	
29th - Oxford to SH 107 (Construction)	233,879	-	-	-	-	-	-	-	-	-	
Auburn: 10th Street to Main Street	679,387	523,183	523,183	59,420	463,763	463,763	-	-	-	-	
Auburn: 10th Street to Main Street (ROW)	275	-	-	-	-	-	-	-	-	-	
Bicentennial - Trenton to 107 (Design & ROW)	30,644	2,480,310	2,480,310	2,000,000	480,310	480,310	-	-	-	-	
Bicentennial - Trenton to 107 (Construction)	661,517	14,679,967	14,679,967	-	14,679,967	14,679,967	-	-	-	-	
Dove: 41st Street to Bentsen	72,270	-	-	-	-	-	-	-	-	-	
Erie: Ware to Bentsen (Design & ROW)	20,064	-	-	-	-	-	-	-	-	-	
Erie: Ware to Bentsen (Construction)	-	1,611,570	1,611,570	-	-	1,611,570	-	-	-	-	
Pecan and Ware	242,459	-	-	-	-	-	-	-	-	-	
Wisconsin (Baylor) 7th to 2nd	-	-	-	-	-	-	-	-	-	-	
Total Project Costs	2,285,856	20,331,610	20,331,610	2,469,328	16,250,712	17,862,282	-	-	-	-	
TOTAL APPROPRIATIONS	2,285,856	20,331,610	20,331,610	2,469,328	16,250,712	17,862,282	-	-	-	-	
ENDING FUND BALANCE	\$ 10,827,549	\$ -	\$ -	\$ 8,725,295	\$ 2,241,072	\$ 629,502	\$ 629,502	\$ 629,502	\$ 629,502	\$ 629,502	

City of McAllen, Texas
Sports Facility Construction Fund
Fund Balance Summary

	Actual 16-17	Original Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm 18-19	19-20	Four Year Plan			22-23
								20-21	21-22		
RESOURCES											
BEGINNING FUND BALANCE	\$ 13,996,929	\$ 12,430,536	\$ 12,430,536	\$ 10,643,396	\$ 3,039,197	\$ 3,039,197	\$ 39,197	\$ 39,197	\$ 39,197	\$ 39,197	\$ 39,197
Revenues:											
Donations / Sponsorships	-	150,000	150,000	-	-	-	-	-	-	-	-
State Grant - Texas Parks & Wildlife	365,607	-	-	-	-	-	-	-	-	-	-
Interest Earned	132,633	2,980	2,980	78,515	-	-	-	-	-	-	-
Total Revenues	498,240	152,980	152,980	78,515	-	-	-	-	-	-	-
Total Revenues and Transfers	498,240	152,980	152,980	78,515	-	-	-	-	-	-	-
TOTAL RESOURCES	\$ 14,495,169	\$ 12,583,516	\$ 12,583,516	\$ 10,721,911	\$ 3,039,197	\$ 3,039,197	\$ 39,197	\$ 39,197	\$ 39,197	\$ 39,197	\$ 39,197
APPROPRIATIONS											
Projects:											
Municipal Park (Girls softball Complex)	\$ -	\$ 4,000,000	\$ 4,000,000	\$ 1,000,000	\$ 3,000,000	\$ 3,000,000	\$ -	\$ -	\$ -	\$ -	\$ -
Baseball Complex - (1st Ph)	3,851,713	8,419,080	8,419,080	6,682,679	-	-	-	-	-	-	-
Non-Capitalized	60	-	-	35	-	-	-	-	-	-	-
Total Project Costs	3,851,773	12,419,080	12,419,080	7,682,714	3,000,000	3,000,000	-	-	-	-	-
TOTAL APPROPRIATIONS	3,851,773	12,419,080	12,419,080	7,682,714	3,000,000	3,000,000	-	-	-	-	-
ENDING FUND BALANCE	\$ 10,643,396	\$ 164,436	\$ 164,436	\$ 3,039,197	\$ 39,197	\$ 39,197	\$ 39,197	\$ 39,197	\$ 39,197	\$ 39,197	\$ 39,197

City of McAllen, Texas
Certificate of Obligation Series 2014
Performing Arts Facility
Fund Balance Summary

RESOURCES	Actual	Original	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan			
	16-17	Budget 17-18	Budget 17-18	17-18	18-19	Recomm 18-19	19-20	20-21	21-22	22-23
BEGINNING WORKING CAPITAL	\$ 6,421,883	\$ 541,389	\$ 541,389	\$ 758,963	\$ 627,281	\$ 627,281	\$ 459,506	\$ 459,506	\$ 459,506	\$ 459,506
Revenues:										
Interest Revenue	51,880	-	-	9,456	-	-	-	-	-	-
Other Revenue	-	-	-	-	-	-	-	-	-	-
Total Revenues	51,880	-	-	9,456	-	-	-	-	-	-
Operating Transfer In - Venue Tax Fund	-	258,611	258,611	-	-	-	-	-	-	-
Operating Transfer In - Civic Center	-	-	-	-	-	-	-	-	-	-
TOTAL RESOURCES	\$ 6,473,763	\$ 800,000	\$ 800,000	\$ 768,419	\$ 627,281	\$ 627,281	\$ 459,506	\$ 459,506	\$ 459,506	\$ 459,506
APPROPRIATIONS										
Capital Projects:										
Building	\$ 3,288,605	\$ 800,000	\$ 800,000	\$ 132,068	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	-	-	-	-	-	-	-	-	-	-
FFE	1,290,543	-	-	-	-	-	-	-	-	-
Capital Outlay: Equipment, Office Furniture, Computer Hardware	-	-	-	-	-	167,775	-	-	-	-
Non- Capitalized expenses	-	-	-	9,070	-	-	-	-	-	-
Total	4,579,148	800,000	800,000	141,138	-	167,775	-	-	-	-
Transfer-Out - Performing Arts Const. Fund	1,135,652	-	-	-	-	-	-	-	-	-
TOTAL APPROPRIATIONS	5,714,800	800,000	800,000	141,138	-	167,775	-	-	-	-
ENDING WORKING CAPITAL	\$ 758,963	\$ -	\$ -	\$ 627,281	\$ 627,281	\$ 459,506				

**City of McAllen, Texas
Information Technology Fund
Fund Balance Summary**

	Actual 16-17	Original Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm 18-19	18-19	Four Year Plan		
								19-20	20-21	21-22
RESOURCES										
BEGINNING FUND BALANCE	\$ 292,330	\$ 201,366	\$ 201,366	\$ 146,288	\$ 13,539	\$ 13,539	\$ 13,539	\$ (451,491)	\$ (971,521)	\$ (884,251)
Revenues:										
Fiber Optic conduit Lease	-	45,770	45,770	51,941	-	-	45,770	45,770	45,770	45,770
Interest Earned	2,350	-	-	2,310	-	-	-	-	-	-
Total Revenues	2,350	45,770	45,770	54,251	-	-	45,770	45,770	45,770	45,770
Operating Transfers In - Sanitation Fund	-	-	-	-	-	-	70,000	-	-	-
Operating Transfers In - Downtown Fund	-	-	-	-	-	-	135,000	135,000	135,000	-
Total Revenues and Transfers	2,350	45,770	45,770	54,251	-	-	250,770	180,770	180,770	45,770
TOTAL RESOURCES	\$ 294,680	\$ 247,136	\$ 247,136	\$ 200,539	\$ 13,539	\$ 13,539	\$ 264,309	\$ (270,721)	\$ (790,751)	\$ (838,481)
APPROPRIATIONS										
Projects:										
Asset Management Sytem	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City Hall Data Center A/C Replacement	8,532	166,488	187,000	187,000	-	-	-	-	-	-
Database/Application Storage Replacement	-	-	-	-	-	-	-	-	-	-
ERP Implementation Phase II	-	-	-	-	-	-	-	-	-	-
Kronos Replacement	15,941	-	-	-	-	-	-	-	-	-
Parking Meters	-	-	-	-	-	-	135,000	135,000	-	-
PC Upgrade Project	-	-	-	-	-	-	370,000	370,000	-	-
Network Technology Refresh	122,393	-	-	-	-	-	280,800	195,800	93,500	93,500
Server Replacement	1,525	-	-	-	-	-	-	-	-	-
Total Project Costs	148,392	166,488	187,000	187,000	-	-	785,800	700,800	93,500	93,500
TOTAL APPROPRIATIONS	148,392	166,488	187,000	187,000	-	-	785,800	700,800	93,500	93,500
Other Items Affecting Working Capital - PUB	-	-	-	-	-	-	70,000	-	-	-
ENDING FUND BALANCE	\$ 146,288	\$ 80,648	\$ 60,136	\$ 13,539	\$ 13,539	\$ 13,539	\$ (451,491)	\$ (971,521)	\$ (884,251)	\$ (931,981)

**City of McAllen, Texas
Traffic/Drainage Bond Fund
Fund Balance Summary**

RESOURCES	Actual	Original	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan			
	16-17	Budget	Budget	17-18	18-19	Recomm	19-20	20-21	21-22	22-23
BEGINNING WORKING CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ 25,000,000	\$ 25,000,000	\$ 10,367,736	\$ 434,156	\$ 434,156	\$ 434,156
Revenues:										
Bond Proceeds:										
Drainage Improvements	-	-	22,000,000	22,000,000	-	-	-	-	-	-
Traffic Equipment and Improvements	-	-	3,000,000	3,000,000	-	-	-	-	-	-
Interest Earned	-	-	-	-	-	-	-	-	-	-
Total Revenues	-	-	25,000,000	25,000,000	-	-	-	-	-	-
TOTAL RESOURCES	\$ -	\$ -	\$ 25,000,000	\$ 25,000,000	\$ 25,000,000	\$ 25,000,000	\$ 10,367,736	\$ 434,156	\$ 434,156	\$ 434,156
APPROPRIATIONS										
Capital Projects:										
Traffic Improvements	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000	\$ 3,000,000	\$ -	\$ -	\$ -	\$ -
Drainage Improvements	-	-	-	-	11,632,264	11,632,264	9,933,580	-	-	-
Total Capital Cost	-	-	-	-	14,632,264	14,632,264	9,933,580	-	-	-
TOTAL APPROPRIATIONS	-	-	-	-	14,632,264	14,632,264	9,933,580	-	-	-
Other items affecting Working Capital	-	-	-	-	-	-	-	-	-	-
ENDING WORKING CAPITAL	\$ -	\$ -	\$ 25,000,000	\$ 25,000,000	\$ 10,367,736	\$ 10,367,736	\$ 434,156	\$ 434,156	\$ 434,156	\$ 434,156

City of McAllen - Traffic / Drainage Bond Improvement Projects

1	A		B	C	G	L	M	N	O	H	Q	R	S
	PROJECTS				City Mgr Recomm FY 18-19	FY 19-20	Four Year Plan				FY 20-21	FY 21-22	FY 22-23
2													
3													
4													
7													
8	Traffic Improvements												
9	Cabinet and Controllers	NEW	Update traffic hardware		1,349,000	-	-	-	-	-	-	-	-
10	Fiber Optic	NEW	80:20 match - along bus routes		901,000	-	-	-	-	-	-	-	-
11	Traffic Study	NEW	Signal Timing Plans, Coordination,		750,000	-	-	-	-	-	-	-	-
12	Total Traffic Improvements				3,000,000	-	-	-	-	-	-	-	-
15													
16	Drainage Improvements												
17	City of McAllen MS4 Stormwater Quality Monitoring Program	NEW	Purchase and implement stormwater runoff quality monitoring equipment and testing services, along with outreach materials for stormwater quality and watershed education		7,200	60,000	-	-	-	-	-	-	-
18	2nd (So) Street at Byron Nelson	NEW	Improvements of limited and undersized existing storm sewer system		1,120,000	-	-	-	-	-	-	-	-
19	12th (No.) at Esperansa	NEW	Improvements of limited and undersized existing storm sewer system		137,290	-	-	-	-	-	-	-	-
20	4th St at Sunflower	NEW	Improvements of limited and undersized existing storm sewer system		1,232,000	-	-	-	-	-	-	-	-
21	43rd (No.) Street Bypass	NEW	Contract a storm sewer bypass to minimize flooding		470,400	-	-	-	-	-	-	-	-
22	7½ (No.) Street at Highland Avenue	NEW	Improvements of limited and undersized existing storm sewer system		207,200	-	-	-	-	-	-	-	-
23	Bicentennial Blueline	NEW	Improvements of undersized existing storm sewer system at Tamarack to Harvey Avenue - Bridge		600,000	5,000,000	-	-	-	-	-	-	-
24	Dove Avenue	NEW	Improvements of undersized existing storm sewer system at North 6th to North 2nd.		1,512,000	-	-	-	-	-	-	-	-
25	El Rancho Subdivision	NEW	Improvements of limited and undersized existing storm sewer system		950,000	-	-	-	-	-	-	-	-
26	Gardenia Avenue at 25½ Street	NEW	Improvements of limited and undersized existing storm sewer system		13,200	110,000	-	-	-	-	-	-	-
27	Harvey Avenue at North Main	NEW	Improvements of limited and undersized existing storm sewer system		13,774	114,780	-	-	-	-	-	-	-
28	Iris Avenue at Cynthia Avenue	NEW	Improvements of limited and undersized existing storm sewer system		10,560	8,800	-	-	-	-	-	-	-
29	Marigold Avenue	NEW	Regrade and reconstruct 730 lf of a paved alley to facilitate surface drainage and alleviate flooding.		50,400	-	-	-	-	-	-	-	-
30	Martin Avenue Bypass	NEW	Improvements of limited and undersized existing storm sewer system in the vicinity of North 6th to NE Blueline		1,176,000	-	-	-	-	-	-	-	-
31	McColl (South) at Pineridge Avenue	NEW	Improvements of limited and undersized existing storm sewer system		90,000	-	-	-	-	-	-	-	-
32	Northwest Blueline Regrade	NEW	Excavation/re-grading existing drainage ditch to maximize stormwater conveyance and storage capacity - Trenton Road to Outfall		2,800,000	-	-	-	-	-	-	-	-

	A	B	C	G	L	M	N	O	F	Q	R	S
1	City of McAllen - Traffic / Drainage Bond Improvement Projects											
2	PROJECTS			City Mgr Recomm FY 18-19	Four Year Plan							
3					FY 19-20	FY 20-21	FY 21-22	FY 22-23				
4												
7												
33	Northwest Regional Stormwater Detention Fac	NEW	Propose a regional facility to improve storage capacity of adjacent drainage channel	552,000	4,600,000	-	-	-	-	-	-	-
34	Primrose Avenue at Bicentennial	NEW	Provide additional outfall to existing storm sewer system in the vicinity.	134,400	-	-	-	-	-	-	-	-
35	Pump Bypass Station 255	NEW	Construct bypass infrastructure at existing IBWC gated outfall structure serving an adjacent City storm sewer network.	9,000	75,000	-	-	-	-	-	-	-
36	Quamasia Avenue at North 11th Street	NEW	Introduce new storm sewer infrastructure to reduce the extents of localized flooding.	420,000	-	-	-	-	-	-	-	-
37	Tamarack (East)	NEW	Improvements of limited and undersized existing storm sewer system	3,000	25,000	-	-	-	-	-	-	-
38	Vine Avenue at North 48th Street Bypass	NEW	Improvements of limited and undersized existing storm sewer system	131,040	-	-	-	-	-	-	-	-
39	Total Drainage Improvements			11,632,264	9,933,580	-	-	-	-	-	-	-
40												
41	Total Highways & Streets and Drainage			11,632,264	9,933,580	-	-	-	-	-	-	-
42												
43	TOTALS			\$14,632,264	\$ 9,933,580	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**City of McAllen, Texas
Sanitation Fund
Working Capital Summary**

	Actual 16-17	Original Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm 18-19	19-20	Four Year Plan		
							20-21	21-22	22-23	
RESOURCES										
BEGINNING WORKING CAPITAL	\$ 9,553,032	\$ 9,653,282	\$ 9,653,282	\$ 10,379,796	\$ 10,572,587	\$ 10,572,587	\$ 9,264,363	\$ 8,370,917	\$ 7,791,240	\$ 7,426,905
Revenues:										
Residential Collection	5,225,856	5,302,425	5,302,425	5,560,000	5,600,000	5,600,000	5,650,000	5,700,000	5,750,000	5,800,000
Commercial Collection	7,583,935	7,514,910	7,514,910	7,600,000	7,600,000	7,600,000	7,600,000	7,600,000	7,600,000	7,600,000
Industrial Collection	230,362	224,640	224,640	237,000	237,000	237,000	237,000	237,000	237,000	237,000
Brush Collection	2,524,728	2,199,217	2,199,217	2,391,000	2,401,000	2,401,000	2,420,000	2,430,000	2,440,000	2,451,000
Recycling Fee	1,246,010	1,192,565	1,192,565	1,193,000	1,200,000	1,200,000	1,200,000	1,200,000	1,210,000	1,220,000
Recycling Sales	652,032	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000
Drop-off Disposal Fee	2,418	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Roll-off System	1,318,766	1,300,000	1,300,000	1,200,000	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000
Composting	316,590	300,000	300,000	325,000	300,000	300,000	300,000	300,000	300,000	300,000
Brush Disposal	32,695	20,000	20,000	30,000	30,000	30,000	20,000	20,000	20,000	20,000
Garbage Franchise Tax	70,848	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Fixed assets - Sale of Property	78,070	-	-	-	-	-	-	-	-	-
Miscellaneous	27,309	-	-	55,481	-	-	-	-	-	-
Interest Earned	53,769	-	-	43,702	-	-	-	-	-	-
Total Revenues	19,363,387	18,615,757	18,615,757	19,197,183	19,230,000	19,230,000	19,289,000	19,349,000	19,419,000	19,490,000
Total Revenues and Transfers	19,363,387	18,615,757	18,615,757	19,197,183	19,230,000	19,230,000	19,289,000	19,349,000	19,419,000	19,490,000
TOTAL RESOURCES	\$ 28,916,419	\$ 28,269,039	\$ 28,269,039	\$ 29,576,979	\$ 29,802,587	\$ 29,802,587	\$ 28,553,363	\$ 27,719,917	\$ 27,210,240	\$ 26,916,905
APPROPRIATIONS										
Expenses:										
Composting	\$ 835,673	\$ 922,886	\$ 928,030	\$ 928,230	\$ 918,642	\$ 918,642	\$ 918,642	\$ 918,642	\$ 918,642	\$ 918,642
Residential	3,809,343	4,122,761	4,138,707	3,895,593	4,143,786	4,143,786	4,232,767	4,232,767	4,232,767	4,232,767
Commercial Box	4,463,308	4,895,865	4,910,525	4,720,606	4,831,682	4,831,682	4,831,682	4,831,682	4,880,339	4,880,339
Roll-Off	990,389	1,018,164	1,021,251	1,012,007	1,071,971	1,071,971	1,071,971	1,071,971	1,071,971	1,071,971
Brush Collection	3,026,400	3,336,891	3,355,924	3,151,953	3,347,947	3,337,947	3,347,947	3,426,178	3,426,178	3,426,178
Recycling	1,627,706	1,727,002	1,736,261	1,713,368	1,691,034	1,691,034	1,691,034	1,691,034	1,691,034	1,691,034
Street Cleaning	544,447	467,082	469,654	449,629	468,542	468,542	468,542	468,542	468,542	468,542
Administration	2,474,943	2,543,045	2,473,344	2,400,591	2,464,027	2,814,785	2,464,027	2,464,027	2,464,027	2,464,027
Liability Insurance	104,034	104,034	104,034	104,034	104,034	104,034	104,034	104,034	104,034	104,034
Capital Outlay	949,336	516,850	516,850	514,169	643,850	658,850	1,010,250	678,250	484,250	353,000
Other Agencies	41,550	41,550	41,550	41,550	41,550	41,550	41,550	41,550	41,550	41,550
Total Operating Expenses	18,867,129	19,696,130	19,696,130	18,931,730	19,727,065	20,082,823	20,182,446	19,928,677	19,783,334	19,652,084
Operating Transfers Out - Health Insurance Fund	41,276	72,662	72,662	72,662	455,401	455,401	-	-	-	-
TOTAL APPROPRIATIONS	18,908,405	19,768,792	19,768,792	19,004,392	20,182,466	20,538,224	20,182,446	19,928,677	19,783,334	19,652,084
Revenues over/(under) Expenses	454,982	(1,153,035)	(1,153,035)	192,791	(952,466)	(1,308,224)	(893,446)	(579,677)	(364,334)	(162,084)
Other Items Affecting Working Capital	371,782	-	-	-	-	-	-	-	-	-
ENDING WORKING CAPITAL	\$ 10,379,796	\$ 8,500,247	\$ 8,500,247	\$ 10,572,587	\$ 9,620,121	\$ 9,264,363	\$ 8,370,917	\$ 7,791,240	\$ 7,426,905	\$ 7,264,821

2019
500- Sanitation fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
500-0000-332-06-01 Tx Dot/other / Operational contributions	1,073	-	-	-	-	-
500-0000-332-08-01 TDEM TX div emerg mgmt / Operational contributions	-	-	-	-	-	-
332	1,073	-	-	-	-	-
500-0000-361-01-00 Charges:sales & services / Residential	5,225,856	5,302,425	2,781,366	5,560,000	5,600,000	5,600,000
500-0000-361-02-00 Charges:sales & services / Commercial	7,583,935	7,514,910	3,833,623	7,600,000	7,600,000	7,600,000
500-0000-361-03-00 Charges:sales & services / Industrial	230,362	224,640	119,214	237,000	237,000	237,000
500-0000-361-58-00 Charges:sales & services / Brush collections	2,521,830	2,199,217	1,210,228	2,390,000	2,400,000	2,400,000
500-0000-361-60-00 Charges: Sales & services / Brush special pickup	2,898	-	860	1,000	1,000	1,000
361	15,564,881	15,241,192	7,945,291	15,788,000	15,838,000	15,838,000
500-0000-362-04-00 Other Operating revenues / Recycling	1,246,010	1,192,565	598,546	1,193,000	1,200,000	1,200,000
500-0000-362-05-00 Other Operating revenues / Recycling sales	652,032	500,000	280,617	500,000	500,000	500,000
500-0000-362-06-00 Other Operating revenues / Disposal fees	2,418	2,000	484	2,000	2,000	2,000
500-0000-362-07-00 Other Operating revenues / Roll off containers	1,318,766	1,300,000	605,439	1,200,000	1,300,000	1,300,000
500-0000-362-08-00 Other Operating revenues / Composting	316,590	300,000	202,838	325,000	300,000	300,000
500-0000-362-09-00 Other Operating revenues / Brush disposal	32,695	20,000	18,618	30,000	30,000	30,000
500-0000-362-10-00 Other Operating revenues / Roll off late fees	-	-	-	-	-	-
362	3,568,510	3,314,565	1,706,542	3,250,000	3,332,000	3,332,000
500-0000-373-01-00 Sale of property / Fixed assets	78,070	-	450	-	-	-
373	78,070	-	450	-	-	-
500-0000-374-02-00 Reimbursements / Other agencies	1,124	-	-	-	-	-
374	1,124	-	-	-	-	-
500-0000-375-01-00 Miscellaneous / Recovery prior yr exp	1,084	-	(8,739)	414	-	-
500-0000-375-02-00 Miscellaneous / Insurance recoveries	8,995	-	51,067	51,067	-	-
500-0000-375-10-00 Miscellaneous / NSF charges	-	-	-	-	-	-
500-0000-375-18-00 Miscellaneous / Garbage franchise fee	70,848	60,000	36,678	60,000	60,000	60,000
500-0000-375-40-01 Cash over/short / Cash over/short	(21)	-	(33)	(32)	-	-
500-0000-375-99-00 Miscellaneous / Other	15,055	-	4,645	4,032	-	-
375	95,961	60,000	83,618	115,481	60,000	60,000

2019

500- Sanitation fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
500-0000-376-98-00 Contributions / Acquired assets-external	-	-	-	-	-	-
500-0000-376-99-00 Contributions / Acquired assets-Intra	1,717,921	-	1,374,968	-	-	-
376	1,717,921	-	1,374,968	-	-	-
500-0000-381-01-00 Interest / Pool cash	-	-	-	-	-	-
500-0000-381-02-00 Interest / Texpool	11,496	-	16,966	14,218	-	-
500-0000-381-03-00 Interest / Certificate of deposit	-	-	-	-	-	-
500-0000-381-04-00 Interest / Other investments	72,670	-	37,340	29,308	-	-
500-0000-381-20-00 Interest / Gain/loss sale of invest-	(30,397)	-	175	175	-	-
381	53,769	-	54,481	43,701	-	-
500 Sanitation	\$ 21,081,308	\$ 18,615,757	\$ 11,165,350	\$ 19,197,182	\$ 19,230,000	\$ 19,230,000

City of McAllen, Texas
Sanitation Fund
Expense Summary

	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm. 18-19	Four Year Plan			
							19-20	20-21	21-22	22-23
<u>BY DEPARTMENT</u>										
Composting	\$ 836,797	\$ 931,386	\$ 936,530	\$ 935,474	\$ 984,642	\$ 984,642	\$ 1,168,642	\$ 918,642	\$ 918,642	\$ 918,642
Residential	4,030,003	4,135,961	4,151,907	3,907,368	4,223,786	4,223,786	4,680,267	4,347,767	4,368,767	4,326,267
Commercial Box	4,806,563	4,983,865	4,998,525	4,808,606	4,941,182	4,941,182	4,926,182	4,921,182	4,972,839	4,969,839
Roll-Off	1,011,764	1,053,964	1,057,051	1,047,807	1,091,971	1,091,971	1,071,971	1,094,471	1,094,471	1,096,971
Brush Collection	3,026,400	3,339,891	3,358,924	3,154,953	3,560,947	3,550,947	3,361,447	3,678,678	3,442,678	3,441,178
Street Cleaning	544,447	467,082	469,654	449,629	468,542	468,542	468,542	468,542	468,542	468,542
Recycling	1,754,431	1,824,352	1,833,611	1,810,718	1,771,884	1,771,884	1,830,784	1,824,784	1,824,784	1,781,034
Administration	2,856,725	2,959,629	2,889,928	2,817,175	2,684,111	3,049,869	2,674,611	2,674,611	2,692,611	2,649,611
TOTAL	\$ 18,867,129	\$ 19,696,130	\$ 19,696,130	\$ 18,931,730	\$ 19,727,065	\$ 20,082,823	\$ 20,182,446	\$ 19,928,677	\$ 19,783,334	\$ 19,652,084
<u>BY EXPENSE GROUP</u>										
Expenses:										
Personnel Services										
Salaries and Wages	\$ 5,296,300	\$ 5,966,299	\$ 6,034,024	\$ 5,226,295	\$ 5,977,573	\$ 6,252,263	\$ 6,011,935	\$ 6,046,297	\$ 6,080,659	\$ 6,080,659
Employee Benefits	2,017,201	2,186,888	2,119,163	2,271,875	2,053,023	2,129,091	2,066,892	2,080,761	2,095,056	2,095,056
Supplies	379,954	441,094	441,094	432,406	441,094	441,094	441,844	441,844	441,844	441,844
Other Services and Charges	7,187,424	7,086,706	7,086,706	7,098,118	7,083,231	7,083,231	7,083,231	7,083,231	7,083,231	7,083,231
Maint. and Repair Services	2,891,330	3,352,710	3,352,710	3,243,283	3,382,710	3,372,710	3,422,710	3,452,710	3,452,710	3,452,710
Liability Insurance	104,034	104,034	104,034	104,034	104,034	104,034	104,034	104,034	104,034	104,034
TOTAL OPERATING EXPENSES	17,876,243	19,137,730	19,137,730	18,376,011	19,041,665	19,382,423	19,130,646	19,208,877	19,257,534	19,257,534
Capital Outlay	949,336	516,850	516,850	514,169	643,850	658,850	1,010,250	678,250	484,250	353,000
Other Agencies	41,550	41,550	41,550	41,550	41,550	41,550	41,550	41,550	41,550	41,550
TOTAL EXPENDITURES	\$ 18,867,129	\$ 19,696,130	\$ 19,696,130	\$ 18,931,730	\$ 19,727,065	\$ 20,082,823	\$ 20,182,446	\$ 19,928,677	\$ 19,783,334	\$ 19,652,084
<u>PERSONNEL</u>										
Composting	6	10	11	10	10	10	10	10	10	10
Residential	32	33	34	34	34	34	34	35	35	35
Commercial Box	28	30	30	30	30	30	30	30	30	31
Roll Off	6	7	7	6	7	7	7	7	7	7
Brush Collection	37	38	39	39	39	39	39	39	40	40
Street Cleaning	5	5	5	5	5	5	5	5	5	5
Recycling	28	32	32	32	31	31	32	32	32	32
Administration	12	16	16	19	20	20	20	20	20	20
TOTAL PERSONNEL	154	171	174	175	176	176	177	178	179	180

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Composting

	Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
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COMPENSATION

New Position	No. Positions	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1.	-	-	-	-	-	-	-	-	
2.	-	-	-	-	-	-	-	-	
3.	-	-	-	-	-	-	-	-	
4.	-	-	-	-	-	-	-	-	
Revisions									
1.		-	-	-	-	-	-	-	
2.		-	-	-	-	-	-	-	
3.		-	-	-	-	-	-	-	
4.		-	-	-	-	-	-	-	
5.		-	-	-	-	-	-	-	
Total Compensation & Benefits			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

SUPPLIES

1.	< Please select category >								
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Supplies							\$ -	\$ -	

OTHER SERVICES & CHARGES

1.	Rental-depreciation fun						4,263	4,263	Increase in yearly rentals due to purchases
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Other Services & Charges							\$ 4,263	\$ 4,263	

MAINTENANCE

1.	< Please select category >								
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Maintenance							\$ -	\$ -	

CAPITAL OUTLAY

** See Attached Capital Outlay Form									
Total Capital Outlay							\$ 66,000	\$ 66,000	
TOTAL			\$ -				\$ 70,263	\$ 70,263	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: Sanitation
 DEPARTMENT: Composting

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Radio (handheld)	\$3,000	2	\$6,000	Replace old/non-working radios
Compost Bagging Machine	\$60,000	1	\$60,000	Replacement of obsolete and problematic bagging machine
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$66,000	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$66,000
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2019

500-4250 Composting facility

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
500-4250-441-60-01 Compensation / Exempt	44,180	44,629	21,690	44,629	44,180	44,180
500-4250-441-60-02 Compensation / Non-exempt	235,051	273,264	127,735	273,264	269,215	269,215
500-4250-441-60-06 Compensation / Part time	15,787	-	-	-	-	-
500-4250-441-60-10 Compensation / Overtime	7,842	9,000	5,473	9,000	9,000	9,000
500-4250-441-60-17 Compensation / Telephone	1,200	1,200	600	1,200	1,200	1,200
60	304,059	328,093	155,498	328,093	323,595	323,595
500-4250-441-61-30 Benefits / Social security	22,027	25,099	11,627	25,099	24,755	24,755
500-4250-441-61-36 Benefits / Retirement	23,175	26,654	12,803	26,654	25,726	25,726
500-4250-441-61-40 Benefits / Unemployment tax	90	1,881	1,389	1,881	180	180
500-4250-441-61-46 Benefits / Workers' comp-	8,593	18,490	1,668	18,490	14,014	14,014
500-4250-441-61-50 Benefits / Health cost	34,685	41,712	18,878	41,712	40,008	40,008
500-4250-441-61-52 Benefits / Life insurance	240	544	130	544	544	544
500-4250-441-61-53 Benefits / Retiree health ins (ARC)	3,224	2,707	1,560	2,707	2,707	2,707
500-4250-441-61-56 Benefits/Pension Cost-TMRS	20,115	-	-	-	-	-
500-4250-441-61-58 Benefits /TMRS benefits (contra)	(26,739)	-	-	-	-	-
61	85,410	117,087	48,056	117,087	107,934	107,934
500-4250-443-62-02 Supplies / Office	955	1,000	382	1,000	1,000	1,000
500-4250-443-62-04 Supplies / Operating	20,324	20,000	8,471	20,000	20,000	20,000
500-4250-443-62-12 Supplies / Small tools/minor equip-	629	1,000	35	1,000	1,000	1,000
500-4250-443-62-14 Supplies / Janitorial	472	500	234	500	500	500
500-4250-443-62-18 Supplies / Clothing & uniform	3,534	3,500	1,365	3,500	3,500	3,500
500-4250-443-62-20 Supplies / Chemical	-	-	-	-	-	-
62	25,915	26,000	10,487	26,000	26,000	26,000
500-4250-444-63-02 Other services & charges / Advertising	35,497	40,000	22,760	40,000	40,000	40,000
500-4250-444-63-52 Other services & charges / Rental & contractual	208,757	210,000	66,219	210,000	210,000	210,000
500-4250-444-63-65 Other services & charges / Travel	2,037	2,375	626	2,375	2,375	2,375
500-4250-444-63-67 Other services & charges / Utilities-electric	-	-	-	-	-	-
500-4250-444-63-70 Other services & charges / Utilities-water	-	-	-	-	-	-
500-4250-444-63-75 Other services & charges / Rental-depreciation fun	100,100	82,500	41,250	82,500	86,763	86,763
500-4250-444-63-99 Other services & charges / Miscellaneous	155	-	100	200	-	-
63	346,546	334,875	130,954	335,075	339,138	339,138

2019

500-4250 Composting facility

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
500-4250-445-65-08 Maintenance / Equipment	17,152	35,000	33,285	50,000	35,000	35,000
500-4250-445-65-10 Maintenance / Facilities	7,112	5,700	2,162	5,700	5,700	5,700
500-4250-445-65-16 Maintenance / Vehicles	19,271	25,000	10,563	25,000	25,000	25,000
500-4250-445-65-17 Maintenance / Fuel & lubricants	30,208	56,275	17,730	41,275	56,275	56,275
65	73,743	121,975	63,739	121,975	121,975	121,975
500-4250-446-66-10 Capital outlay / Building/structures	-	-	-	-	-	-
500-4250-446-66-14 Capital outlay / Vehicles	-	-	-	-	-	-
500-4250-446-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
500-4250-446-66-20 Capital outlay / Equipment	-	7,000	5,561	5,744	66,000	66,000
500-4250-446-66-22 Capital outlay / Computer hardware	-	1,500	-	1,500	-	-
500-4250-446-66-30 Capital outlay / Imprv- other than buildgs	-	-	-	-	-	-
500-4250-446-66-99 Capital outlay / Non-capitalized	1,124	-	180	-	-	-
66	1,124	8,500	5,741	7,244	66,000	66,000
500-4250 Composting Facility	\$ 836,797	\$ 936,530	\$ 414,475	\$ 935,474	\$ 984,642	\$ 984,642

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
4250	Composting Facility	1			Composting Supervisor	FILLED	\$ 44,180
		1					44,180
4250	Composting Facility		1		Administrative Clerk	FILLED	25,875
4250	Composting Facility		1		Crew Leader B	FILLED	38,688
4250	Composting Facility		1		HEO II B	FILLED	34,362
4250	Composting Facility		1		HEO II B	FILLED	34,362
4250	Composting Facility		1		HEO II B	FILLED	34,362
4250	Composting Facility		1		Maintenance Worker	FILLED	23,920
4250	Composting Facility		1		Maintenance Worker	FILLED	23,920
4250	Composting Facility		1		Maintenance Worker	UNFILLED	23,920
4250	Composting Facility		1		Senior Administrative Clerk	FILLED	29,806
			9				269,215
					OVERTIME		9,000
					TELEPHONE		1,200
							10,200
CURRENT POSITIONS			10				\$ 323,595

CITY OF McALLEN, TEXAS
ROLLING STOCK REQUEST FORM
FLEET OPERATION'S RECOMMENDATION SCHEDULE
SANITATION DEPRECIATION AND SANITATION FUND
FISCAL YEAR 2018-2019

FUND: SANITATION DEPRECIATION
DEPT. COMPOSTING

YEAR	N=New R=Repl.	Unit #	REPLACING MAKE/MODEL	REQUESTING MAKE/MODEL	QTY.	FLEET OPERATIONS RECOMMENDATION					CITY MANAGER APPROVAL	
						BUDGET AMOUNT	DEPREC. YEARS	ANNUAL RENTAL	YES/NO	FLEET COMMENTS	FY 17-18 ROLLOVER	YES/NO
2006	R	SA0201	FORD F-250 CC SB 4WD DIESEL	1/2 TON EXT 4WD GAS	1	\$ 31,000	8	\$ 4,263	YES	RECOMMEND REPLACEMENT		YES
						\$ 31,000					\$ -	

Description	Depreciation Yrs
Sedans, vans, light trucks, SUV, light equipment & Specialty Vehicles	8
Police "Marked" Patrol Cars	2.5
Sanitation Refuse Trucks	7
Heavy Trucks and Equipment	10
Fire Apparatus Trucks	12
Heavy Equipment (Bulldozers & Excavators only)	15



Mission Statement: "The Composting Facility is committed to the City of McAllen's sustainability efforts by producing a soil enriched product for the beautification and sustainability of our environment."	Department Summary										
	Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan			
		16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23
Personnel Services											
Salaries and Wages	\$ 304,059	\$ 323,593	\$ 328,093	\$ 328,093	\$ 323,595	\$ 323,595	\$ 323,595	\$ 323,595	\$ 323,595	\$ 323,595	\$ 323,595
Employee Benefits	85,410	116,443	117,087	117,087	107,934	107,934	107,934	107,934	107,934	107,934	107,934
Supplies	25,915	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000
Other Services and Charges	346,546	334,875	334,875	335,075	339,138	339,138	339,138	339,138	339,138	339,138	339,138
Maintenance	73,743	121,975	121,975	121,975	121,975	121,975	121,975	121,975	121,975	121,975	121,975
Operations Subtotal	835,673	922,886	928,030	928,230	918,642	918,642	918,642	918,642	918,642	918,642	918,642
Capital Outlay	1,124	8,500	8,500	7,244	66,000	66,000	250,000	-	-	-	-
Total Expenditures	\$ 836,797	\$ 931,386	\$ 936,530	\$ 935,474	\$ 984,642	\$ 984,642	\$ 1,168,642	\$ 918,642	\$ 918,642	\$ 918,642	\$ 918,642
PERSONNEL											
Exempt	1	1	1	1	1	1	1	1	1	1	1
Non-Exempt	9	9	9	9	9	9	9	9	9	9	9
Part-Time	-	-	1	-	-	-	-	-	-	-	-
Total Positions Authorized	10	10	11	10	10	10	10	10	10	10	10
Resources											
Related Revenue Generated	\$ 316,590	\$ 300,000	\$ 300,000	\$ 325,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000

Contact Us:
 Elvira Alonzo, CPM,
 Director
 4201 N. Bentsen Rd.
 McAllen, Texas
 78504
 (956) 681-4050

MAJOR FY 18-19 GOALS

- 1.) Continue marketing/advertising Nature Organics products through multimedia outlets
- 2.) Increase sales of Nature Organics Products by 5%
- 3.) Increase green waste feedstock by 10%
- 4.) Continue to participate in events such as Home & Garden Show; Farmers Market, and Palmfest to continue to promote Nature's Organic Products to the public.

Composting

www.mcallenpublicworks.net

Performance Measures

	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	10	10	10	10
Department Expenditures	\$ 836,797	\$ 936,530	\$ 935,474	\$ 984,642
Total Brush Received (Cubic Yards)	242,999	230,000	240,000	240,000
Brush Department Collection (Cubic Yards)	216,390	200,000	200,000	200,000
Brush from Landscapers/Parks (Cubic Yards)	26,609	30,000	30,000	30,000
Vegetable/Green Waste (Tons)	3,267	4,000	5,000	5,000
Outputs:				
Brush Ground (Cubic Yards)	155,013	175,000	190,000	190,000
Mulch produced (Cubic Yards)	27,722	40,000	30,000	30,000
Organic Compost Produced (Cubic Yards)	10,203	15,000	15,000	15,000
Compost Blend Products (Cubic Yards)		800	1,000	1,000
Mulch and Compost provided for City Projects (Cubic Yards)	650	1,000	1,000	1,000
Effectiveness Measures:				
Compost and Mulch Sales (Cubic Yards)	16,644	24,000	19,000	19,000
Compost Sales (Cubic Yards)	10,203	16,000	15,000	15,000
Mulch Sales (Cubic Yards)	6,441	8,000	4,000	5,000
Compost Blend Sales (Cubic Yards)		800	1,000	1,000
Compost and Mulch Sales	\$ 316,590	\$ 300,000	\$ 325,000	\$ 300,000
Cost avoidance of brush disposal fee			\$ 448,193	\$ 459,000
Cost avoidance - to City projects	\$ 10,400	\$ 16,000	\$ 16,000	\$ 16,000
Efficiency Measures:				
Processing cost per cubic yard	\$ 5.33	\$ 5.26	\$ 4.84	\$ 5.10

*N/A=Not Available, N/P=Not Provided

Description:

The Compost Facility is a division under Public Works. Through its staff of ten employees, the Composting Facility processes all collected brush to produce nutrient rich mulch and compost that is marketed throughout the Valley.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: RESIDENTIAL

			Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)			
COMPENSATION										
New Position	No. Positions	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1.	-	-		-	-	-	-	-		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
Revisions										
1.	-	-		-	-	-	-	-		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total Compensation & Benefits				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
SUPPLIES										
	1. < Please select category >									
	2. < Please select category >									
	3. < Please select category >									
	4. < Please select category >									
	5. < Please select category >									
Total Supplies								\$ -	\$ -	
OTHER SERVICES & CHARGES										
	1. Rental-depreciation fun							23,611	23,611	Inrease in rentals due to new vehicle purchases.
	2. < Please select category >									
	3. < Please select category >									
	4. < Please select category >									
	5. < Please select category >									
Total Other Services & Charges								\$ 23,611	\$ 23,611	
MAINTENANCE										
	1. < Please select category >									
	2. < Please select category >									
	3. < Please select category >									
	4. < Please select category >									
	5. < Please select category >									
Total Maintenance								\$ -	\$ -	
CAPITAL OUTLAY										
	** See Attached Capital Outlay Form									
Total Capital Outlay								\$ 80,000	\$ 80,000	
TOTAL				\$ -				\$ 103,611	\$ 103,611	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: _____ SANITATION
 DEPARTMENT: _____ RESIDENTIAL

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
REFUSE CARTS	\$50	1600	\$80,000	CARTS FOR NEW ACCOUNTS AND REPLACEMENTS
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$80,000	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$80,000
--------------------	-----------------

2019
500-4252 Residential

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
500-4252-441-60-01 Compensation / Exempt	115,210	116,111	47,923	88,500	115,210	115,210
500-4252-441-60-02 Compensation / Non-exempt	967,881	1,047,093	451,778	850,000	1,034,061	1,034,061
500-4252-441-60-10 Compensation / Overtime	55,237	60,000	34,920	50,000	60,000	60,000
500-4252-441-60-14 Compensation / Car allowance	6,600	6,600	2,750	3,300	6,600	6,600
500-4252-441-60-17 Compensation / Telephone	2,360	2,400	880	1,920	2,880	2,880
60	1,147,289	1,232,204	538,250	993,720	1,218,751	1,218,751
500-4252-441-61-30 Benefits / Social security	83,401	94,264	40,576	94,264	93,234	93,234
500-4252-441-61-36 Benefits / Retirement	87,439	97,172	44,488	97,172	96,891	96,891
500-4252-441-61-40 Benefits / Unemployment tax	299	5,814	4,683	5,814	612	612
500-4252-441-61-46 Benefits / Workers' comp-	73,081	80,641	101,401	80,641	83,317	83,317
500-4252-441-61-50 Benefits / Health cost	125,350	147,120	62,443	147,120	145,848	145,848
500-4252-441-61-52 Benefits / Life insurance	888	1,966	434	1,966	1,996	1,996
500-4252-441-61-53 Benefits / Retiree health ins (ARC)	11,780	10,224	5,873	10,224	10,224	10,224
500-4252-441-61-56 Benefits/Pension Cost-TMRS	75,891	-	-	-	-	-
500-4252-441-61-58 Benefits / TMRS benefits (contra)	(95,511)	-	-	-	-	-
61	362,617	437,201	259,898	437,201	432,122	432,122
500-4252-443-62-02 Supplies / Office	1,300	1,400	579	1,400	1,400	1,400
500-4252-443-62-04 Supplies / Operating	8,001	8,000	3,976	8,000	8,000	8,000
500-4252-443-62-12 Supplies / Small tools/minor equip-	3,727	5,000	2,719	5,000	5,000	5,000
500-4252-443-62-14 Supplies / Janitorial	484	500	84	500	500	500
500-4252-443-62-18 Supplies / Clothing & uniform	8,830	15,689	5,201	12,500	15,689	15,689
500-4252-443-62-20 Supplies / Chemical	2,060	5,270	1,679	4,000	5,270	5,270
62	24,403	35,859	14,238	31,400	35,859	35,859
500-4252-444-63-02 Other services & charges / Advertising	18,499	19,000	1,815	19,000	19,000	19,000
500-4252-444-63-52 Other services & charges / Rental & contractual	593,620	582,200	300,812	590,000	582,200	582,200
500-4252-444-63-65 Other services & charges / Travel	6,264	6,840	2,550	6,800	6,840	6,840
500-4252-444-63-75 Other services & charges / Rental-depreciation fun	801,352	890,822	445,410	890,822	914,433	914,433
500-4252-444-63-99 Other services & charges / Miscellaneous	530	-	300	650	-	-
63	1,420,266	1,498,862	750,887	1,507,272	1,522,473	1,522,473
500-4252-445-65-08 Maintenance / Equipment	2,171	5,000	829	5,000	5,000	5,000
500-4252-445-65-16 Maintenance / Vehicles	606,072	500,000	255,657	530,000	500,000	500,000
500-4252-445-65-17 Maintenance / Fuel & lubricants	246,525	429,581	139,100	391,000	429,581	429,581
65	854,768	934,581	395,586	926,000	934,581	934,581

2019
500-4252 Residential

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals	Adjusted	Oct -Mar	Estimated	Department	City Manager
	FY 16-17	Budget	Actuals	FY 17-18	Request	Recomm
		FY 17-18	FY 17-18	FY 17-18	FY 18-19	FY 18-19
500-4252-446-66-14 Capital outlay / Vehicles	-	-	-	-	-	-
500-4252-446-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
500-4252-446-66-20 Capital outlay / Equipment	-	7,000	5,354	5,575	80,000	80,000
500-4252-446-66-22 Capital outlay / Computer-hardware	-	6,200	881	6,200	-	-
500-4252-446-66-99 Capital outlay / Non-capitalized	220,660	-	221	-	-	-
66	220,660	13,200	6,456	11,775	80,000	80,000
<hr/>						
500-4252 Residential	\$ 4,030,003	\$ 4,151,907	\$ 1,965,315	\$ 3,907,368	\$ 4,223,786	\$ 4,223,786

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
4252	Residential	1			Solid Waste Manager	FILLED	\$ 72,511
4252	Residential	1			Solid Waste Supervisor	FILLED	42,699
		<u>2</u>					<u>115,210</u>
4252	Residential		1		Asset Management Clerk	FILLED	28,808
4252	Residential		1		GIS Technician	FILLED	40,810
			<u>2</u>				<u>69,618</u>
4252	Residential		1		HEO II B	FILLED	34,362
4252	Residential		1		HEO II B	FILLED	34,362
4252	Residential		1		HEO II B	FILLED	34,362
4252	Residential		1		HEO II B	FILLED	34,362
4252	Residential		1		HEO II B	FILLED	34,362
4252	Residential		1		HEO II B	FILLED	34,362
4252	Residential		1		HEO II B	FILLED	34,362
4252	Residential		1		HEO II B	FILLED	34,362
4252	Residential		1		HEO II B	FILLED	34,362
4252	Residential		1		HEO II B	FILLED	34,362
4252	Residential		1		HEO II B	FILLED	34,362
4252	Residential		1		HEO II B	FILLED	34,362
4252	Residential		1		HEO II B	FILLED	34,362
4252	Residential		1		HEO II B	FILLED	34,362
4252	Residential		1		HEO II B	FILLED	34,362
4252	Residential		1		HEO II B	UNFILLED	34,362
4252	Residential		1		HEO II B	UNFILLED	34,362
4252	Residential		1		HEO II B (Street Cleaning)	FILLED	34,362
			<u>20</u>				<u>687,240</u>
4252	Residential		1		Maintenance Worker	FILLED	24,170
4252	Residential		1		Maintenance Worker	FILLED	24,170
4252	Residential		1		Maintenance Worker	FILLED	23,878
4252	Residential		1		Maintenance Worker	FILLED	23,858
4252	Residential		1		Maintenance Worker	FILLED	23,858
4252	Residential		1		Maintenance Worker	UNFILLED	23,858
			<u>6</u>				<u>143,792</u>

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
4252	Residential		1		Refuse Equipment Mechanic	UNFILLED	29,120
4252	Residential		1		Senior Administrative Clerk	FILLED	26,915
4252	Residential		1		Crew Leader B	FILLED	38,688
4252	Residential		1		Crew Leader B	FILLED	38,688
			4				133,411
					OVERTIME		60,000
					CAR ALLOWANCE		6,600
					TELEPHONE		2,880
							69,480
CURRENT POSITIONS			34				\$ 1,218,751



Mission Statement:
 "To provide Solid Waste Management Programs in a courteous, safe, cost efficient, and environmentally responsible manner to all residences, businesses, and construction industry to enhance the quality of life by promoting sustainable practices."

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 1,147,289	\$ 1,218,254	\$ 1,232,204	\$ 993,720	\$ 1,218,751	\$ 1,218,751	\$ 1,253,113	\$ 1,253,113	\$ 1,253,113	\$ 1,253,113	
Employee Benefits	362,617	435,205	437,201	437,201	432,122	432,122	445,991	445,991	445,991	445,991	
Supplies	24,403	35,859	35,859	31,400	35,859	35,859	36,609	36,609	36,609	36,609	
Other Services and Charges	1,420,266	1,498,862	1,498,862	1,507,272	1,522,473	1,522,473	1,522,473	1,522,473	1,522,473	1,522,473	
Maintenance	854,768	934,581	934,581	926,000	934,581	934,581	974,581	974,581	974,581	974,581	
Operations Subtotal	3,809,343	4,122,761	4,138,707	3,895,593	4,143,786	4,143,786	4,232,767	4,232,767	4,232,767	4,232,767	
Capital Outlay	220,660	13,200	13,200	11,775	80,000	80,000	447,500	115,000	136,000	93,500	
Total Expenditures	\$ 4,030,003	\$ 4,135,961	\$ 4,151,907	\$ 3,907,368	\$ 4,223,786	\$ 4,223,786	\$ 4,680,267	\$ 4,347,767	\$ 4,368,767	\$ 4,326,267	
PERSONNEL											
Exempt	2	2	2	2	2	2	2	2	2	2	
Non-Exempt	31	32	32	32	32	32	32	33	33	33	
Part-Time	-	-	-	-	-	-	-	-	-	-	
Total Positions Authorized	33	34	34	34	34	34	34	35	35	35	
Resources											
	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Related Revenue Generated	\$ 5,225,856	\$ 5,302,425	\$ 5,302,425	\$ 5,560,000	\$ 5,600,000	\$ 5,600,000	\$ 5,650,000	\$ 5,700,000	\$ 5,750,000	\$ 5,800,000	

Contact Us:

Elvira Alonzo, CPM
 Director
 4201 N. Bentsen Rd.
 McAllen, Texas
 78504
 (956) 681-4000

MAJOR FY 18-19 GOALS

- 1.) Continue to identify and transition residential alley collection to curbside collection for 1,000 homes to increase efficiency and reduce empty cart set-outs.
- 2.) Perform condition assessments on refuse and recycling bins for 2,000 accounts annually.
- 3.) Implement an educational campaign on the proper storage and maintenance of carts.
- 4.) Refurbish 700 carts at residential service locations to improve aesthetics.

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	33	34	34	34
Department Expenditures	\$ 4,030,003	\$ 4,151,907	\$ 3,907,368	\$ 4,223,786
Outputs:				
Total number of customers / service points	35,315	35,487	35,656	35,956
Number of Solid Waste collection routes per week	35	39	39	39
Number of Recycling collection routes per week	28	28	28	28
Number of "Missed Service" calls	5,226	3,000	5,069	2,000
Revenue generated	\$ 5,225,856	\$ 5,302,425	\$ 5,560,000	\$ 5,600,000
Total solid waste tonnage landfill	32,448	33,500	33,523	33,805
Landfill tipping costs - Residential	\$ 557,023	\$ 577,875	\$ 575,032	\$ 583,137
Effectiveness Measures:				
"Missed Service" calls per 1000 accounts	148	85	142	56
Efficiency Measures:				
Solid Waste tonnage (black bin) collected per account per year	0.92	0.94	0.94	0.94
Solid Waste tonnage collected per route per week	18	17	17	17
Total cost per ton - collected and disposal	\$ 117.40	\$ 123.46	\$ 116.56	\$ 124.95
Total Cost per Service Point	\$ 107.87	\$ 116.55	\$ 109.59	\$ 117.47
Accounts served per route	1,009	910	914	922

N/A=Not Available, N/P=Not Provided

* Percent Excellent or Good

Description:

The Residential Department provides automated refuse and recycling collection service to residences, automated paper recycling service for commercial establishments, and solid waste management to the downtown business district.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: COMMERCIAL BOX

			Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)		
COMPENSATION									
New Position	No. Positions	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	
1.	-	-		-	-	-	-	-	
2.	-	-		-	-	-	-	-	
3.	-	-		-	-	-	-	-	
4.	-	-		-	-	-	-	-	
Revisions									
1.	-	-		-	-	-	-	-	
2.	-	-		-	-	-	-	-	
3.	-	-		-	-	-	-	-	
4.	-	-		-	-	-	-	-	
5.	-	-		-	-	-	-	-	
Total Compensation & Benefits				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Supplies								\$ -	\$ -
OTHER SERVICES & CHARGES									
	1. Rental-depreciation fun							(59,400)	(59,400) Decrease due to expiring vehicle rentals.
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Other Services & Charges								\$ (59,400)	\$ (59,400)
MAINTENANCE									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Maintenance								\$ -	\$ -
CAPITAL OUTLAY									
	** See Attached Capital Outlay Form								
Total Capital Outlay								\$ 109,500	\$ 109,500
TOTAL				\$ -				\$ 50,100	\$ 50,100

2019
500-4254 Commercial box

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
500-4254-441-60-01 Compensation / Exempt	42,686	43,136	20,972	43,136	42,686	42,686
500-4254-441-60-02 Compensation / Non-exempt	895,471	961,999	462,110	860,000	949,713	949,713
500-4254-441-60-06 Compensation / Part time	-	-	-	-	-	-
500-4254-441-60-10 Compensation / Overtime	62,968	60,000	32,261	50,000	60,000	60,000
500-4254-441-60-17 Compensation / Telephone	1,080	1,440	480	1,440	1,920	1,920
60	1,002,205	1,066,575	515,823	954,576	1,054,319	1,054,319
500-4254-441-61-30 Benefits / Social security	72,397	81,593	38,807	81,593	80,655	80,655
500-4254-441-61-36 Benefits / Retirement	75,761	84,101	42,436	84,101	83,818	83,818
500-4254-441-61-40 Benefits / Unemployment tax	259	5,130	4,598	5,130	540	540
500-4254-441-61-46 Benefits / Workers' comp-	67,849	76,725	98,928	76,725	80,536	80,536
500-4254-441-61-50 Benefits / Health cost	111,956	123,480	58,748	123,480	118,344	118,344
500-4254-441-61-52 Benefits / Life insurance	801	1,774	423	1,774	1,723	1,723
500-4254-441-61-53 Benefits / Retiree health ins (ARC)	11,113	9,176	5,080	9,176	9,176	9,176
500-4254-441-61-56 Benefits/Pension Cost-TMRS	65,756	-	-	-	-	-
500-4254-441-61-58 Benefits / TMRS benefits (contra)	(81,855)	-	-	-	-	-
61	324,037	381,979	249,019	381,979	374,792	374,792
500-4254-443-62-02 Supplies / Office	1,168	1,500	457	1,500	1,500	1,500
500-4254-443-62-04 Supplies / Operating	10,597	10,000	5,032	10,000	10,000	10,000
500-4254-443-62-12 Supplies / Small tools/minor equip-	7,949	8,000	4,914	8,000	8,000	8,000
500-4254-443-62-14 Supplies / Janitorial	997	1,000	686	1,000	1,000	1,000
500-4254-443-62-18 Supplies / Clothing & uniform	12,199	14,579	6,954	13,000	14,579	14,579
500-4254-443-62-20 Supplies / Chemical	8,124	9,400	3,711	7,000	9,400	9,400
62	41,033	44,479	21,753	40,500	44,479	44,479
500-4254-444-63-02 Other services & charges / Advertising	6,159	7,500	1,669	7,500	7,500	7,500
500-4254-444-63-52 Other services & charges / Rental & contractual	1,316,345	1,322,200	656,028	1,322,200	1,322,200	1,322,200
500-4254-444-63-65 Other services & charges / Travel	1,326	2,280	431	2,280	2,280	2,280
500-4254-444-63-75 Other services & charges / Rental-depreciation fun	845,036	922,036	461,016	922,036	862,636	862,636
500-4254-444-63-99 Other services & charges / Miscellaneous	4,917	4,000	4,495	5,500	4,000	4,000
63	2,173,783	2,258,016	1,123,639	2,259,516	2,198,616	2,198,616
500-4254-445-65-08 Maintenance / Equipment	45,707	50,000	34,372	50,000	50,000	50,000
500-4254-445-65-16 Maintenance / Vehicles	605,131	588,000	359,887	650,000	588,000	588,000
500-4254-445-65-17 Maintenance / Fuel & lubricants	271,413	521,476	164,810	384,035	521,476	521,476
65	922,251	1,159,476	559,069	1,084,035	1,159,476	1,159,476

2019
 500-4254 Commercial box

**Preliminary Form "A" Worksheet
 For Fiscal Year 2018-2019**

	Actuals	Adjusted	Oct -Mar	Estimated	Department	City Manager
	FY 16-17	Budget	Actuals	FY 17-18	Request	Recomm
		FY 17-18	FY 17-18	FY 17-18	FY 18-19	FY 18-19
500-4254-446-66-14 Capital outlay / Vehicles	234,772	-	-	-	-	-
500-4254-446-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
500-4254-446-66-20 Capital outlay / Equipment	3,945	85,000	24,207	85,000	109,500	109,500
500-4254-446-66-22 Capital outlay / Computer-hardware	-	3,000	-	3,000	-	-
500-4254-446-66-99 Capital outlay / Non-capitalized	104,537	-	352	-	-	-
66	343,254	88,000	24,559	88,000	109,500	109,500
<hr/>						
500-4254 Commercial Box	\$ 4,806,563	\$ 4,998,525	\$ 2,493,863	\$ 4,808,606	\$ 4,941,182	\$ 4,941,182

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
4254	Commercial Box	1			Solid Waste Supervisor	FILLED	\$ 42,686
		1					42,686
4254	Commercial Box		1		HEO I B	FILLED	32,406
4254	Commercial Box		1		HEO II B	FILLED	34,362
4254	Commercial Box		1		HEO II B	FILLED	34,362
4254	Commercial Box		1		HEO II B	FILLED	34,362
4254	Commercial Box		1		HEO II B	FILLED	34,362
4254	Commercial Box		1		HEO II B	FILLED	34,362
4254	Commercial Box		1		HEO II B	FILLED	34,362
4254	Commercial Box		1		HEO II B	FILLED	34,362
4254	Commercial Box		1		HEO II B	FILLED	34,362
4254	Commercial Box		1		HEO II B	FILLED	34,362
4254	Commercial Box		1		HEO II B	FILLED	34,362
4254	Commercial Box		1		HEO II B	FILLED	34,362
4254	Commercial Box		1		HEO II B	FILLED	34,362
4254	Commercial Box		1		HEO II B	FILLED	34,362
4254	Commercial Box		1		HEO II B	FILLED	34,362
4254	Commercial Box		1		HEO II B	FILLED	34,362
4254	Commercial Box		1		HEO II B	FILLED	34,362
4254	Commercial Box		1		HEO II B	FILLED	34,362
4254	Commercial Box		1		HEO II B	FILLED	34,362
4254	Commercial Box		1		HEO II B	FILLED	34,362
4254	Commercial Box		1		Maintenance Worker	FILLED	23,920
4254	Commercial Box		1		Maintenance Worker	FILLED	23,920
4254	Commercial Box		1		Painter	FILLED	27,955
4254	Commercial Box		1		Procurement Specialist	FILLED	29,120
4254	Commercial Box		1		Refuse Equipment Mechanic	FILLED	29,120
4254	Commercial Box		1		Senior Administrative Clerk	FILLED	26,894
4254	Commercial Box		1		Crew Leader B	FILLED	38,688
4254	Commercial Box		1		Crew Leader B	FILLED	38,688
4254	Commercial Box		1		Welder	FILLED	30,243
4254	Commercial Box		1		Welder	FILLED	30,243
			29				949,713
					OVERTIME		60,000
					TELEPHONE		1,920
							61,920
CURRENT POSITIONS			30				\$ 1,054,319

CITY OF McALLEN, TEXAS
ROLLING STOCK REQUEST FORM
FLEET OPERATION'S RECOMMENDATION SCHEDULE
SANITATION DEPRECIATION AND SANITATION FUND
FISCAL YEAR 2018-2019

FUND: SANITATION DEPRECIATION
DEPT. COMMERCIAL BOX

YEAR	N=New R=Repl.	Unit #	REPLACING MAKE/MODEL	REQUESTING MAKE/MODEL	QTY.	FLEET OPERATIONS RECOMMENDATION					CITY MANAGER APPROVAL	
						BUDGET AMOUNT	DEPREC. YEARS	ANNUAL RENTAL	YES/NO	FLEET COMMENTS	FY 17-18 ROLLOVER	YES/NO
		SA8201	PETERBILT SIDE LOADER	COMMERCIAL SIDE LOADER	1				YES	PROJECT # EC1711	\$ 242,808	YES
		SA8202	PETERBILT SIDE LOADER	COMMERCIAL SIDE LOADER	1				YES	PROJECT # EC1711	242,808	YES
		SA8254	MACK FRONT LOADER	COMMERCIAL FRONT LOADER	1				YES	PROJECT # EC1821	258,564	YES
		SA8255	MACK FRONT LOADER	COMMERCIAL FRONT LOADER	1				YES	PROJECT # EC1821	258,564	YES
		SA8256	MACK FRONT LOADER	COMMERCIAL FRONT LOADER	1				YES	PROJECT # EC1821	258,564	YES
						-						
						-						
						-						
						-						
						-						
						-						
						-						
						-						
						-						
						-						
						\$ -					\$ 1,261,308	

Description	Depreciation Yrs
Sedans, vans, light trucks, SUV, light equipment & Specialty Vehicles	8
Police "Marked" Patrol Cars	2.5
Sanitation Refuse Trucks	7
Heavy Trucks and Equipment	10
Fire Apparatus Trucks	12
Heavy Equipment (Bulldozers & Excavators only)	15



Mission Statement:
 "To provide Solid Waste Management Programs in a courteous, safe, cost efficient, and environmentally responsible manner to all residences, businesses, and construction industry to enhance the quality of life by promoting sustainable practices."

Department Summary											
Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept. Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 1,002,205	\$ 1,053,750	\$ 1,066,575	\$ 954,576	\$ 1,054,319	\$ 1,054,319	\$ 1,054,319	\$ 1,054,319	\$ 1,088,681	\$ 1,088,681	
Employee Benefits	324,037	380,144	381,979	381,979	374,792	374,792	374,792	374,792	389,087	389,087	
Supplies	41,033	44,479	44,479	40,500	44,479	44,479	44,479	44,479	44,479	44,479	
Other Services and Charges	2,173,783	2,258,016	2,258,016	2,259,516	2,198,616	2,198,616	2,198,616	2,198,616	2,198,616	2,198,616	
Maintenance	922,251	1,159,476	1,159,476	1,084,035	1,159,476	1,159,476	1,159,476	1,159,476	1,159,476	1,159,476	
Operations Subtotal	4,463,308	4,895,865	4,910,525	4,720,606	4,831,682	4,831,682	4,831,682	4,831,682	4,880,339	4,880,339	
Capital Outlay	343,254	88,000	88,000	88,000	109,500	109,500	94,500	89,500	92,500	89,500	
Total Expenditures	\$ 4,806,563	\$ 4,983,865	\$ 4,998,525	\$ 4,808,606	\$ 4,941,182	\$ 4,941,182	\$ 4,926,182	\$ 4,921,182	\$ 4,972,839	\$ 4,969,839	
PERSONNEL											
Exempt	1	1	1	1	1	1	1	1	1	1	
Non-Exempt	31	29	29	29	29	29	29	29	29	30	
Part-Time	-	-	-	-	-	-	-	-	-	-	
Total Positions Authorized	32	30	31								
Resources											
	Actual	Budget	Adjusted	Estimated	Dept. Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Related Revenue Generated	\$ 7,814,297	\$ 7,739,550	\$ 7,739,550	\$ 7,837,000	\$ 7,837,000	\$ 7,837,000	\$ 7,837,000	\$ 7,837,000	\$ 7,837,000	\$ 7,837,000	

Contact Us:
 Elvira Alonzo, CPM
 Director 4201
 N Bentsen Rd
 McAllen, Texas
 78504
 (956) 681-4000

MAJOR FY 18-19 GOALS

- 1.) Repaint and refurbish 200 refuse and recycling dumpsters annually to defer capital expenditure purchases by approximately \$100,000.
- 2.) Repaint 500 dumpsters at customer's service locations to improve aesthetics.
- 3.) Repaint/Refurbish all downtown mounted trash receptacles.

Commercial Box

www.mcallenpublicworks.net

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	32	30	30	30
Waste collection routes - Dumpsters	14	13	14	14
Department Expenditures	\$ 4,806,563	\$ 4,983,865	\$ 4,808,606	\$ 4,941,182
Outputs:				
Number of customers/service points	4,926	4,916	4,939	4,944
Number of "Missed Service" calls	52	100	133	100
Revenue generated - Dumpsters	\$ 7,814,297	\$ 7,739,550	\$ 7,837,000	\$ 7,837,000
Total solid waste landfilled - tons	75,536	75,000	74,293	74,368
Landfill tipping costs - Commercial	\$ 1,302,391	\$ 1,293,750	\$ 1,282,011	\$ 1,282,847
Effectiveness Measures:				
"Missed Service" calls per 1000 accounts	11	20	27	20
Efficiency Measures:				
Solid Waste tonnage collected per account per year	15.00	15.26	15.04	15.04
Solid Waste tonnage collected per route per week	104.00	110.95	102.05	102.15
Number of accounts per route - Dumpsters	352	378	353	353
Total cost per ton - collection and disposal	\$ 59.09	\$ 66.45	\$ 64.73	\$ 66.44
Average Cost per Service Point	\$ 906.07	\$ 1,013.80	\$ 973.60	\$ 999.43

Description:

The Commercial Box Department provides automated refuse and recycling collection service to multi-family, commercial, and industrial accounts.

N/A=Not Available, N/P=Not Provided

* Percent Excellent or Good

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: ROLL-OFF

			Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)			
COMPENSATION										
New Position	No. Positions	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1. Roll-Off Supervisor	1	42,686		42,686	-	-	15,684	58,370	58,370	The addition of roll-off supervisor will enhance marketing efforts and roll-off sales. The Roll-Off department previously had this position and this addition will be offset by the deletion of the Urban Forester position.
2.	-	-		-	-	-	-	-	-	
3.	-	-		-	-	-	-	-	-	
4.	-	-		-	-	-	-	-	-	
5.	-	-		-	-	-	-	-	-	
Totals	1	42,686		-	-	-	-	-	-	
Revisions										
1.	-	-		-	-	-	-	-	-	
2.	-	-		-	-	-	-	-	-	
3.	-	-		-	-	-	-	-	-	
4.	-	-		-	-	-	-	-	-	
5.	-	-		-	-	-	-	-	-	
Total Compensation & Benefits				\$ 42,686	\$ -	\$ -	\$ 15,684	\$ 58,370	\$ 58,370	
SUPPLIES										
	1. < Please select category >									
	2. < Please select category >									
	3. < Please select category >									
	4. < Please select category >									
	5. < Please select category >									
Total Supplies								\$ -	\$ -	
OTHER SERVICES & CHARGES										
	1. Rental-depreciation fun							(5,343)	(5,343)	Decrease due to expiring vehicle rentals.
	2. < Please select category >									
	3. < Please select category >									
	4. < Please select category >									
	5. < Please select category >									
Total Other Services & Charges								\$ (5,343)	\$ (5,343)	
MAINTENANCE										
	1. < Please select category >									
	2. < Please select category >									
	3. < Please select category >									
	4. < Please select category >									
	5. < Please select category >									
Total Maintenance								\$ -	\$ -	
CAPITAL OUTLAY										
	** See Attached Capital Outlay Form									
Total Capital Outlay								\$ 20,000	\$ 20,000	
TOTAL				\$ -				\$ 73,027	\$ 73,027	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: _____ SANITATION
 DEPARTMENT: _____ ROLL-OFF

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
ROLL-OFF CONTAINERS	\$5,000	4	\$20,000	NEW ACCOUNTS AND REPLACEMENTS
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$20,000	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$20,000
--------------------	-----------------

2019
500-4255 Roll Off

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
500-4255-441-60-01 Compensation / Exempt	-	-	-	-	42,686	42,686
500-4255-441-60-02 Compensation / Non-exempt	194,848	197,138	94,627	190,000	194,436	194,436
500-4255-441-60-10 Compensation / Overtime	5,048	10,000	1,644	6,000	10,000	10,000
500-4255-441-60-17 Compensation / Telephone	-	960	-	-	960	960
60	199,896	208,098	96,271	196,000	248,082	248,082
500-4255-441-61-30 Benefits / Social security	14,565	15,920	7,291	15,920	18,978	18,978
500-4255-441-61-36 Benefits / Retirement	15,273	16,407	7,972	16,407	19,723	19,723
500-4255-441-61-40 Benefits / Unemployment tax	54	1,026	920	1,026	279	279
500-4255-441-61-46 Benefits / Workers' comp-	14,455	15,906	23,267	15,906	20,862	20,862
500-4255-441-61-50 Benefits / Health cost	22,776	28,272	12,228	28,272	33,768	33,768
500-4255-441-61-52 Benefits / Life insurance	168	375	77	375	375	375
500-4255-441-61-53 Benefits/Retiree health ins (ARC)	2,480	2,173	990	2,173	2,173	2,173
500-4255-441-61-56 Benefits/Pension Cost-TMRS	13,256	-	-	-	-	-
500-4255-441-61-58 Benefits / TMRS benefits (contra)	(15,339)	-	-	-	-	-
61	67,689	80,079	52,745	80,079	96,158	96,158
500-4255-443-62-02 Supplies / Office	8	500	88	500	500	500
500-4255-443-62-04 Supplies / Operating	997	1,000	1,005	1,000	1,000	1,000
500-4255-443-62-12 Supplies / Small tools/minor equip-	576	1,000	591	1,000	1,000	1,000
500-4255-443-62-18 Supplies / Clothing & uniform	2,228	3,250	659	3,000	3,250	3,250
500-4255-443-62-20 Supplies / Chemical	-	-	-	-	-	-
62	3,809	5,750	2,344	5,500	5,750	5,750
500-4255-444-63-02 Other services & charges / Advertising	23,145	22,500	364	22,500	22,500	22,500
500-4255-444-63-52 Other services & charges / Rental & contractual	306,967	300,000	143,724	300,000	300,000	300,000
500-4255-444-63-65 Other services & charges / Travel	1,396	950	928	928	950	950
500-4255-444-63-75 Other services & charges / Rental-depreciation fun	154,000	154,000	76,998	154,000	148,657	148,657
500-4255-444-63-99 Other services & charges / Miscellaneous	100	-	20	-	-	-
63	485,607	477,450	222,034	477,428	472,107	472,107
500-4255-445-65-08 Maintenance / Equipment	4,064	8,000	100	6,000	8,000	8,000
500-4255-445-65-16 Maintenance / Vehicles	131,142	120,000	69,571	140,000	120,000	120,000
500-4255-445-65-17 Maintenance / Fuel & lubricants	98,182	121,874	53,137	107,000	121,874	121,874
65	233,388	249,874	122,808	253,000	249,874	249,874

2019
500-4255 Roll Off

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
500-4255-446-66-14 Capital outlay / Vehicles	-	-	-	-	-	-
500-4255-446-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
500-4255-446-66-20 Capital outlay / Equipment	21,375	29,500	10,354	29,500	20,000	20,000
500-4255-446-66-22 Capital outlay / Computer-hardware	-	6,300	2,644	6,300	-	-
500-4255-446-66-99 Capital outlay / Non-capitalized 66	-	-	221	-	-	-
	21,375	35,800	13,219	35,800	20,000	20,000
500-4255 Roll Off	\$ 1,011,764	\$ 1,057,051	\$ 509,421	\$ 1,047,807	\$ 1,091,971	\$ 1,091,971

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
4255	Roll Off	1			Roll Off Supervisor	APPROVED	42,686
		1					<u>42,686</u>
4255	Roll Off		1		HEO I B	FILLED	32,406
4255	Roll Off		1		HEO I B	FILLED	32,406
4255	Roll Off		1		HEO I B	FILLED	32,406
4255	Roll Off		1		HEO I B	FILLED	32,406
4255	Roll Off		1		HEO I B	FILLED	32,406
4255	Roll Off		1		HEO I B	UNFILLED	32,406
			<u>6</u>				<u>194,436</u>
					OVERTIME		10,000
					TELEPHONE		960
							<u>10,960</u>
CURRENT POSITIONS			7				\$ 248,082

CITY OF McALLEN, TEXAS
ROLLING STOCK REQUEST FORM
FLEET OPERATION'S RECOMMENDATION SCHEDULE
SANITATION DEPRECIATION AND SANITATION FUND
FISCAL YEAR 2018-2019

FUND: SANITATION DEPRECIATION
DEPT.: ROLL OFF

YEAR	N=New R=Repl.	Unit #	REPLACING MAKE/MODEL	REQUESTING MAKE/MODEL	QTY.	FLEET OPERATIONS RECOMMENDATION					CITY MANAGER APPROVAL	
						BUDGET AMOUNT	DEPREC. YEARS	ANNUAL RENTAL	YES/NO	FLEET COMMENTS	FY 17-18 ROLLOVER	YES/NO
2008	R	SA8300	MACK ROLL-OFF TRUCK	ROLL-OFF TRUCK	1	\$ 190,000	7	\$ 29,857	YES	RECOMMEND REPLACEMENT (DEPRECIATION SHORT \$38,000)		YES
						\$ 190,000					\$ -	

Description	Depreciation Yrs
Sedans, vans, light trucks, SUV, light equipment & Specialty Vehicles	8
Police "Marked" Patrol Cars	2.5
Sanitation Refuse Trucks	7
Heavy Trucks and Equipment	10
Fire Apparatus Trucks	12
Heavy Equipment (Bulldozers & Excavators only)	15



Mission Statement:

"A mission of the City of McAllen Solid Waste Division is to provide courteous, safe, cost efficient and environmentally responsible refuse disposal to residents, businesses, and the construction industry and to enhance the quality of life by promoting sustainable practices."

Department Summary											
Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 199,896	\$ 205,398	\$ 208,098	\$ 196,000	\$ 248,082	\$ 248,082	\$ 248,082	\$ 248,082	\$ 248,082	\$ 248,082	\$ 248,082
Employee Benefits	67,689	79,692	80,079	80,079	96,158	96,158	96,158	96,158	96,158	96,158	96,158
Supplies	3,809	5,750	5,750	5,500	5,750	5,750	5,750	5,750	5,750	5,750	5,750
Other Services and Charges	485,607	477,450	477,450	477,428	472,107	472,107	472,107	472,107	472,107	472,107	472,107
Maintenance	233,388	249,874	249,874	253,000	249,874	249,874	249,874	249,874	249,874	249,874	249,874
Operations Subtotal	990,389	1,018,164	1,021,251	1,012,007	1,071,971	1,071,971	1,071,971	1,071,971	1,071,971	1,071,971	1,071,971
Capital Outlay	21,375	35,800	35,800	35,800	20,000	20,000	-	22,500	22,500	25,000	25,000
Total Expenditures	\$ 1,011,764	\$ 1,053,964	\$ 1,057,051	\$ 1,047,807	\$ 1,091,971	\$ 1,091,971	\$ 1,071,971	\$ 1,094,471	\$ 1,094,471	\$ 1,096,971	\$ 1,096,971
PERSONNEL											
Exempt	1	-	-	-	1	1	1	1	1	1	1
Non-Exempt	5	6	6	6	6	6	6	6	6	6	6
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	6	6	6	6	7						
Resources											
	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Related Revenue Generated	\$ 1,318,766	\$ 1,300,000	\$ 1,300,000	\$ 1,200,000	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000

Contact Us:

Elvira Alonzo, CPM
 Director 4201
 N. Bentsen Rd.,
 McAllen, Texas
 78504
 (956) 681-4000

MAJOR FY 18-19 GOALS

- 1.) Repaint and refurbish 30 roll-offs annually to defer capital expenditures by approximately \$120,000.
- 2.) Continue to partner with the Imagine Tomorrow project to support revitalization efforts within the City.
- 3.) Increase revenues by 5%.
- 4.) Seek partnerships with big-box retailers to increase cardboard recycling by 10% through the service of roll-off compactors.

Roll-Off

www.mcallenpublicworks.net

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	6	6	6	7
Roll-Off Drivers	6	6	6	6
Department Expenditures	\$ 1,011,764	\$ 1,057,051	\$ 1,047,807	\$ 1,091,971
Outputs:				
Number of new placements	496	475	466	475
Number of Empty & Returns	3,315	3,300	3,062	3,300
Number of closed out accounts	493	450	445	450
Revenue generated - Roll-Offs	\$ 1,318,766	\$ 1,300,000	\$ 1,200,000	\$ 1,300,000
Total solid waste collected (tons)	19,214	19,500	17,955	19,000
Landfill tipping costs	\$ 303,199	\$ 302,250	\$ 288,086	\$ 294,500
Effectiveness Measures:				
Service requests completed within 1 business day		98%		
Efficiency Measures:				
Average Cost/Service per Empty & Return	\$ 265.69	\$ 281.88	\$ 298.78	\$ 291.19
Solid waste tonnage collected per truck per year	3,202	3,250	2,993	3,167
Solid waste tonnage collected per truck per week	61.58	62.50	57.55	60.90
Total cost per ton - collection and disposal	\$ 53	\$ 72	\$ 58	\$ 57
Total number of empty & returns serviced per driver	635	625	585	625

*N/A=Not Available, N/P=Not Provided

Description:

The Roll-Off Department provides refuse and recycling collection service to commercial establishments and the construction industry.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: BRUSH

	Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
--	----------	--	------------------------------	-------------------------	----------------------------------

COMPENSATION

New Position	No. Positions	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1.	-	-	-	-	-	-	-	-	
2.	-	-	-	-	-	-	-	-	
3.	-	-	-	-	-	-	-	-	
4.	-	-	-	-	-	-	-	-	
Revisions									
1.	-	-	-	-	-	-	-	-	
2.	-	-	-	-	-	-	-	-	
3.	-	-	-	-	-	-	-	-	
4.	-	-	-	-	-	-	-	-	
5.	-	-	-	-	-	-	-	-	
Total Compensation & Benefits			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

SUPPLIES

1.	< Please select category >								
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Supplies							\$ -	\$ -	

OTHER SERVICES & CHARGES

1.	Rental-depreciation fun						9,114	9,114	Inrease in rentals due to new vehicle purchases.
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Other Services & Charges							\$ 9,114	\$ 9,114	

MAINTENANCE

1.	Fuel & lubricants						10,000		New roll-off truck
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Maintenance							\$ 10,000	\$ -	

CAPITAL OUTLAY

	** See Attached Capital Outlay Request Form								
Total Capital Outlay							\$ 213,000	\$ 213,000	
TOTAL		\$ -					\$ 232,114	\$ 222,114	

2019

500-4256 Brush collection

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
500-4256-441-60-01 Compensation / Exempt	41,700	43,132	20,972	43,132	42,685	42,685
500-4256-441-60-02 Compensation / Non-exempt	1,101,635	1,231,793	571,736	1,060,000	1,216,675	1,216,675
500-4256-441-60-10 Compensation / Overtime	32,156	30,000	15,185	20,000	30,000	30,000
500-4256-441-60-17 Compensation / Telephone	720	1,200	360	1,200	1,200	1,200
60	1,176,212	1,306,125	608,253	1,124,332	1,290,560	1,290,560
500-4256-441-61-30 Benefits / Social security	85,553	99,919	46,530	99,919	98,728	98,728
500-4256-441-61-36 Benefits / Retirement	89,382	102,978	50,330	102,978	102,600	102,600
500-4256-441-61-40 Benefits / Unemployment tax	536	6,669	5,461	6,669	702	702
500-4256-441-61-46 Benefits / Workers' comp-	44,761	97,954	11,694	97,954	100,775	100,775
500-4256-441-61-50 Benefits / Health cost	143,252	166,896	71,122	166,896	160,080	160,080
500-4256-441-61-52 Benefits / Life insurance	980	2,182	485	2,182	2,187	2,187
500-4256-441-61-53 Benefits / Retiree health ins (ARC)	12,834	10,825	6,216	10,825	10,825	10,825
500-4256-441-61-56 Benefits/Pension Cost-TMRS	77,578	-	-	-	-	-
500-4256-441-61-58 Benefits / TMRS benefits (contra)	(95,805)	-	-	-	-	-
61	359,069	487,423	191,838	487,423	475,897	475,897
500-4256-443-62-02 Supplies / Office	437	2,000	-	2,000	2,000	2,000
500-4256-443-62-04 Supplies / Operating	208,762	230,150	85,829	230,150	230,150	230,150
500-4256-443-62-12 Supplies / Small tools/minor equip-	1,739	5,000	1,264	5,000	5,000	5,000
500-4256-443-62-14 Supplies / Janitorial	323	500	196	500	500	500
500-4256-443-62-18 Supplies / Clothing & uniform	12,713	17,670	5,199	17,670	17,670	17,670
500-4256-443-62-20 Supplies / Chemical	196	2,000	214	2,000	2,000	2,000
62	224,170	257,320	92,702	257,320	257,320	257,320
500-4256-444-63-02 Other services & charges / Advertising	5,342	8,000	-	8,000	8,000	8,000
500-4256-444-63-52 Other services & charges / Rental & contractual	171,978	132,000	43,010	132,000	132,000	132,000
500-4256-444-63-65 Other services & charges / Travel	4,946	5,225	2,923	5,225	5,225	5,225
500-4256-444-63-75 Other services & charges / Rental-depreciation fun	598,400	619,300	309,648	619,300	628,414	628,414
500-4256-444-63-99 Other services & charges / Miscellaneous	655	-	220	780	-	-
63	781,321	764,525	355,801	765,305	773,639	773,639
500-4256-445-65-08 Maintenance / Equipment	39,568	70,000	12,655	48,000	70,000	70,000
500-4256-445-65-16 Maintenance / Vehicles	257,377	209,573	105,278	209,573	209,573	209,573
500-4256-445-65-17 Maintenance / Fuel & lubricants	188,684	260,958	108,909	260,000	270,958	260,958
65	485,629	540,531	226,842	517,573	550,531	540,531

2019
500-4256 Brush collection

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
500-4256-446-66-14 Capital outlay / Vehicles	-	-	-	-	190,000	190,000
500-4256-446-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
500-4256-446-66-20 Capital outlay / Equipment	-	-	-	-	23,000	23,000
500-4256-446-66-22 Capital outlay / Computer-hardware	-	3,000	-	3,000	-	-
500-4256-446-66-99 Capital outlay / Non-capitalized	-	-	1,085	-	-	-
66	-	3,000	1,085	3,000	213,000	213,000
<hr/>						
500-4256 Brush Collection	\$ 3,026,400	\$ 3,358,924	\$ 1,476,520	\$ 3,154,953	\$ 3,560,947	\$ 3,550,947

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
4256	Brush Collection	1			Solid Waste Supervisor	FILLED	\$ 42,685
		<u>1</u>					42,685
4256	Brush Collection		1		Senior Administrative Clerk	FILLED	26,894
			<u>1</u>				26,894
4256	Brush Collection		1		HEO II B	FILLED	34,362
4256	Brush Collection		1		HEO II B	FILLED	34,362
4256	Brush Collection		1		HEO II B	FILLED	34,362
4256	Brush Collection		1		HEO II B	FILLED	34,362
4256	Brush Collection		1		HEO II B	FILLED	34,362
4256	Brush Collection		1		HEO II B	FILLED	34,362
4256	Brush Collection		1		HEO II B	FILLED	34,362
4256	Brush Collection		1		HEO II B	FILLED	34,362
4256	Brush Collection		1		HEO II B	FILLED	34,362
4256	Brush Collection		1		HEO II B	FILLED	34,362
4256	Brush Collection		1		HEO II B	FILLED	34,362
4256	Brush Collection		1		HEO II B	UNFILLED	34,362
4256	Brush Collection		1		HEO II B	UNFILLED	34,362
4256	Brush Collection		1		HEO II B	UNFILLED	34,362
			<u>16</u>				549,792
4256	Brush Collection		1		HEO I B	FILLED	32,406
4256	Brush Collection		1		HEO I B	FILLED	32,406
4256	Brush Collection		1		HEO I B	FILLED	32,406
4256	Brush Collection		1		HEO I B	FILLED	32,406
4256	Brush Collection		1		HEO I B	FILLED	32,406
4256	Brush Collection		1		HEO I B	FILLED	32,406
4256	Brush Collection		1		HEO I B	FILLED	32,406
4256	Brush Collection		1		HEO I B	FILLED	32,406
4256	Brush Collection		1		HEO I B	FILLED	32,406

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
4256	Brush Collection		1		HEO I B	FILLED	32,406
4256	Brush Collection		1		HEO I B	FILLED	32,406
4256	Brush Collection		1		HEO I B	FILLED	32,406
4256	Brush Collection		1		HEO I B	FILLED	32,406
4256	Brush Collection		1		HEO I B	UNFILLED	31,470
			14				452,748
4256	Brush Collection		1		Maintenance Worker	FILLED	23,920
4256	Brush Collection		1		Maintenance Worker	FILLED	23,920
4256	Brush Collection		1		Maintenance Worker	FILLED	23,878
4256	Brush Collection		1		Maintenance Worker	FILLED	23,878
4256	Brush Collection		1		Maintenance Worker	FILLED	23,858
			5				119,454
	Brush Collection						
4256			1		Refuse Equipment Mechanic	FILLED	29,099
4256	Brush Collection		1		Crew Leader B	FILLED	38,688
			2				67,787
					OVERTIME		30,000
					TELEPHONE		1,200
							31,200
	CURRENT POSITIONS		39				\$ 1,290,560



Mission Statement:	Department Summary										
	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
"The City of McAllen Brush Department is committed to arboreal beautification of our city through the care and preservation of its tree canopy and the collection of brush and bulky waste."	Expenditure Detail:										
	Personnel Services										
	Salaries and Wages	\$ 1,176,212	\$ 1,289,475	\$ 1,306,125	\$ 1,124,332	\$ 1,290,560	\$ 1,290,560	\$ 1,290,560	\$ 1,324,922	\$ 1,324,922	\$ 1,324,922
	Employee Benefits	359,069	485,040	487,423	487,423	475,897	475,897	475,897	489,766	489,766	489,766
	Supplies	224,170	257,320	257,320	257,320	257,320	257,320	257,320	257,320	257,320	257,320
	Other Services and Charges	781,321	764,525	764,525	765,305	773,639	773,639	773,639	773,639	773,639	773,639
	Maintenance	485,629	540,531	540,531	517,573	550,531	540,531	550,531	580,531	580,531	580,531
	Operations Subtotal	3,026,400	3,336,891	3,355,924	3,151,953	3,347,947	3,337,947	3,347,947	3,426,178	3,426,178	3,426,178
	Capital Outlay	-	3,000	3,000	3,000	213,000	213,000	13,500	252,500	16,500	15,000
	Total Expenditures	\$ 3,026,400	\$ 3,339,891	\$ 3,358,924	\$ 3,154,953	\$ 3,560,947	\$ 3,550,947	\$ 3,361,447	\$ 3,678,678	\$ 3,442,678	\$ 3,441,178
	PERSONNEL										
	Exempt	1	1	1	1	1	1	1	1	1	1
	Non-Exempt	37	38	38	38	38	38	38	38	39	39
	Part-Time	-	-	-	-	-	-	-	-	-	-
	Total Positions Authorized	38	39	40							
Resources											
	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Related Revenue Generated	\$ 2,524,728	\$ 2,199,217	\$ 2,199,217	\$ 2,390,000	\$ 2,400,000	\$ 2,400,000	\$ 2,420,000	\$ 2,430,000	\$ 2,440,000	\$ 2,450,000	

Contact Us:
 Elvira Alonzo, CPM,
 Director 4201 N
 Bentsen Rd McAllen,
 Texas 78504 (956)
 681-4050

MAJOR FY 18-19 GOALS

1. Collaborate with Code Enforcement to prevent illegal dumping through education outreach and neighborhood cleanups.
2. Continue a public outreach campaign on the dangers of improper brush/debris placement on utilities to reduce property damages incidents.

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	38	39	39	39
Number of Brush collection crews	10	10	10	10
Department Expenditures	\$ 3,026,400	\$ 3,358,924	\$ 3,154,953	\$ 3,550,947
Outputs:				
Total customer accounts/service points per month	40,677	40,403	40,862	41,000
Number of Brush collection routes/zones	4	4	4	4
Total Brush curbside collection recycled (cubic yards)	217,805	220,000	220,000	230,000
Total bulky waste collected - tonnage	5,504	6,000	6,500	6,500
Number of Missed Service calls per month	49	30	40	40
Number of Hot Shot Crew Work Order requests	4	30	20	20
Number of work orders - Tree Trimming Service (NEW)	165	300	200	200
Effectiveness Measures:				
Percent recycled of total collection	83%	82%	82%	81%
Cost avoidance of brush to compost	\$ 780,124	\$ 787,986	\$ 787,986	\$ 823,804
Efficiency Measures:				
Brush (cu yd) collected per crew per week	419	423	423	442

N/A=Not Available, N/P=Not Provided

* Percent Excellent or Good

Description:

The Brush Department is a division under the direction of Public Works. The Brush Department with the help of 39 employees provides a vital service to the community by collecting all brush, bulky waste, and providing educational services that promote the care and preservation of the city's tree canopy.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Street Cleaning

			Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)		
COMPENSATION									
New Position	No. Positions	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	
1.	-	-		-	-	-	-	-	
2.	-	-		-	-	-	-	-	
3.	-	-		-	-	-	-	-	
4.	-	-		-	-	-	-	-	
Revisions									
1.	-	-		-	-	-	-	-	
2.	-	-		-	-	-	-	-	
3.	-	-		-	-	-	-	-	
4.	-	-		-	-	-	-	-	
5.	-	-		-	-	-	-	-	
Total Compensation & Benefits				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Supplies								\$ -	\$ -
OTHER SERVICES & CHARGES									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Other Services & Charges								\$ -	\$ -
MAINTENANCE									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Maintenance								\$ -	\$ -
CAPITAL OUTLAY									
	** See Attached Capital Outlay Request Form								
Total Capital Outlay								\$ -	\$ -
TOTAL				\$ -				\$ -	\$ -

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: Sanitation
 DEPARTMENT: Street Cleaning

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

Grand Total	\$0
--------------------	------------

2019
500-4257 Street Cleaning

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
500-4257-441-60-02 Compensation / Non-exempt	167,927	174,058	86,025	164,660	171,810	171,810
500-4257-441-60-10 Compensation / Overtime	3,308	4,000	1,833	4,000	4,000	4,000
60	171,235	178,058	87,858	168,660	175,810	175,810
500-4257-441-61-30 Benefits / Social security	12,377	13,621	6,612	13,621	13,449	13,449
500-4257-441-61-36 Benefits / Retirement	13,009	14,039	7,283	14,039	13,977	13,977
500-4257-441-61-40 Benefits / Unemployment tax	54	855	810	855	90	90
500-4257-441-61-46 Benefits / Workers comp	16,052	15,085	21,182	15,085	15,084	15,084
500-4257-441-61-50 Benefits / Health cost	21,228	20,640	11,388	20,640	22,776	22,776
500-4257-441-61-52 Benefits / Life insurance	139	298	74	298	298	298
500-4257-441-61-53 Benefits / Retiree health insurance	1,757	1,539	848	1,539	1,539	1,539
500-4257-441-61-56 Benefits/Pension Cost-TMRS	11,291	-	-	-	-	-
500-4257-441-61-58 Benefits / TMRS benefits (contra)	(13,625)	-	-	-	-	-
61	62,282	66,077	48,197	66,077	67,213	67,213
500-4257-443-62-04 Supplies / Operating	-	-	-	-	-	-
500-4257-443-62-12 Supplies / Small tools/minor equip	128	530	13	530	530	530
500-4257-443-62-18 Supplies / Clothing & uniform	2,004	1,800	465	1,800	1,800	1,800
62	2,132	2,330	478	2,330	2,330	2,330
500-4257-444-63-52 Other services & charges / Rental & contractual	150	3,200	50	1,000	3,200	3,200
500-4257-444-63-65 Other services & charges / Travel	100	1,579	1,421	1,579	1,579	1,579
500-4257-444-63-75 Other services & charges / Rental-general deprec	211,787	106,920	53,460	106,920	106,920	106,920
500-4257-444-63-99 Other services & charges / Miscellaneous	75	63	20	63	63	63
63	212,112	111,762	54,951	109,562	111,762	111,762
500-4257-445-65-08 Maintenance / Equipment	1,922	3,000	157	3,000	3,000	3,000
500-4257-445-65-16 Maintenance / Vehicles	61,958	65,000	29,597	65,000	65,000	65,000
500-4257-445-65-17 Maintenance / Fuel & lubricants	32,805	43,427	17,497	35,000	43,427	43,427
65	96,686	111,427	47,251	103,000	111,427	111,427
500-4257-446-66-20 Capital outlay / Equipment	-	-	-	-	-	-
500-4257-446-66-99 Capital outlay / Non-capitalized	-	-	-	-	-	-
66	-	-	-	-	-	-
500-4257 Street Cleaning	\$ 544,447	\$ 469,654	\$ 238,735	\$ 449,629	\$ 468,542	\$ 468,542

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
4257	Street Cleaning		1		HEO II B	FILLED	\$ 34,362
4257	Street Cleaning		1		HEO II B	FILLED	34,362
4257	Street Cleaning		1		HEO II B	FILLED	34,362
4257	Street Cleaning		1		HEO II B	FILLED	34,362
4257	Street Cleaning		1		HEO II B	FILLED	34,362
			5				171,810
					OVERTIME		4,000
							4,000
CURRENT POSITIONS			5				\$ 175,810



Mission Statement:

"Dedicated to enhance the aesthetics and improve drainage conditions in our city by keeping the streets clean in all residential, commercial, and industrial areas. This service shall be provided in a safe, professional, reliable, efficient, and eager to help disposition."

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recommend	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 171,235	\$ 175,808	\$ 178,058	\$ 168,660	\$ 175,810	\$ 175,810	\$ 175,810	\$ 175,810	\$ 175,810	\$ 175,810	\$ 175,810
Employee Benefits	62,282	65,755	66,077	66,077	67,213	67,213	67,213	67,213	67,213	67,213	67,213
Supplies	2,132	2,330	2,330	2,330	2,330	2,330	2,330	2,330	2,330	2,330	2,330
Other Services and Charges	212,112	111,762	111,762	109,562	111,762	111,762	111,762	111,762	111,762	111,762	111,762
Maintenance	96,686	111,427	111,427	103,000	111,427	111,427	111,427	111,427	111,427	111,427	111,427
Operations Subtotal	544,447	467,082	469,654	449,629	468,542	468,542	468,542	468,542	468,542	468,542	468,542
Capital Outlay		-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 544,447	\$ 467,082	\$ 469,654	\$ 449,629	\$ 468,542	\$ 468,542	\$ 468,542	\$ 468,542	\$ 468,542	\$ 468,542	\$ 468,542
PERSONNEL											
Exempt	-	-	-	-	-	-	-	-	-	-	-
Non-Exempt	5	5	5	5	5	5	5	5	5	5	5
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	5	5	5	5	5	5	5	5	5	5	5

Contact Us:

Elvira Alonzo, CPM
 Director
 4201 N. Bentsen
 Road
 McAllen, TX 78504
 (956) 681-4000

MAJOR FY 18-19 GOALS

- 1.) Remove or conceal any graffiti within twenty four (24) hours of notification in order to prevent further vandalism.
- 2.) Improve aesthetics of twenty (20) city buildings and properties, through routine powerwashing.

Street Cleaning

www.mcallenpublicworks.net

Performance Measures

	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees/sweepers	5	5	5	5
Department Expenditures	\$ 544,447	\$ 469,654	\$ 449,629	\$ 468,542
Total street inventory - gutter miles	1,588	1,588	1,588	1,588
Residential - gutter miles	1,240	1,240	1,240	1,240
Arterial & collector - gutter miles	334	334	334	334
Downtown district - gutter miles	13.6	13.6	13.6	13.6
Outputs:				
Citizen request for service	208	250	270	270
Special events	15	16	10	10
Special request's (accident /emergency response)	5	10	5	5
In-house requests	29	28	40	40
Gutter miles swept - All	12,335	12,900	15,330	15,330
Gutter miles swept - Residential	4,938	4,692	3,860	3,860
Gutter miles swept - Arterial & Collector	2,858	3,166	4,460	4,460
Gutter miles swept - Downtown District	4,544	4,750	5,150	5,150
City properties swept- Lane Miles			1,855	1,855
Street cleaning debris collected - cubic yards	7,196	7,578	8,210	8,210
Effectiveness Measures:				
Number of requests for service per 1000 residents	1	1	1	1
Citizens Rating for Street Cleaning - Transportation Services*	71%	71%	71%	71%
Citizens Rating for Cleanliness of McAllen - Community's Natural Environment*	74%	74%	74%	74%
Efficiency Measures:				
Residential street sweeping cycles - cycles per year	4	4	3	3
Arterial and collector street sweeping - cycles per year	9	9	13	13
Downtown business district - cycles per year	334	349	379	379
Cost of street cleaning - cost per gutter mile	\$ 44.14	\$ 36.21	\$ 29.33	\$ 30.56
Department expenditures per capita	\$ 3.96	\$ 3.38	\$ 3.24	\$ 3.34

N/A=Not Available, N/P=Not Provided

* Percent Excellent or Good

Description:

The Street Cleaning Department is a division of Public Works. Through its staff of five (5) employees the department sweeps all city streets. Effective street sweeping operations enhance our city beautification efforts and conforms with stormwater pollution prevention regulations.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Recycling

			Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)			
COMPENSATION										
New Position	No. Positions	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1.	-	-		-	-	-	-	-	-	
2.	-	-		-	-	-	-	-	-	
Totals	-	-		-	-	-	-	-	-	
Revisions										
1. Maintenance Worker				6,085	-	-	1,438	7,523	7,523	Employee will be assigned the added responsibilities of operating various types of equipment to allow Recycling Center to sustain growth in compost sales, e-waste, shredding, and sorting line operation.
2. Urban Forester				(43,260)	-	-	(14,038)	(57,298)	(57,298)	Delete Position to offset cost of new Roll-Off Supervisor
3.	-	-		-	-	-	-	-	-	
10. Overtime				-	-	-	-	-	-	
Total Compensation & Benefit			\$ 1,166,847	\$ (37,175)	\$ -	\$ -	\$ (12,600)	\$ (49,775)	\$ (49,775)	
SUPPLIES										
	1. < Please select category >									
	2. < Please select category >									
	3. < Please select category >									
	4. < Please select category >									
	5. < Please select category >									
Total Supplies			\$ 53,606					\$ -	\$ -	0
OTHER SERVICES & CHARGES										
	1. Rental-depreciation fun							6,188	6,188	Increase in rentals due to new vehicle purchases.
	2. < Please select category >									
	3. < Please select category >									
	4. < Please select category >									
	5. < Please select category >									
Total Other Services & Charges			\$ 326,800					\$ 6,188	\$ 6,188	0
MAINTENANCE										
	1. Vehicles							10,000	10,000	Increase due to added fleet 4-Field Service Monitors 1-Recycling Education Coordinator
	2. Fuel & lubricants							10,000	10,000	Increase due to added fleet 4-Field Service Monitors 1-Recycling Education Coordinator
	3. < Please select category >									
	4. < Please select category >									
	5. < Please select category >									
Total Maintenance			\$ 179,749					\$ 20,000	\$ 20,000	0
CAPITAL OUTLAY										
	** See Attached Capital Outlay Form									0
Total Capital Outlay								\$ 80,850	\$ 80,850	0
TOTAL			\$ 1,727,002					\$ 57,263	\$ 57,263	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: Sanitation
 DEPARTMENT: Recycling

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
96 Gallon Recycling Blue Bins	\$60	1000	\$60,000	Bins for new residents and replacements
4 CY Cardboard Dumpster	\$550	15	\$8,250	For new customers and replace old worn containers
Compactor Roll-offs	\$5,500	2	\$11,000	Replace compactor roll-off that can no longer be refurbished
	\$0		\$0	
	\$0		\$0	
TOTAL			\$79,250	

Computer-Hardware				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
IPADS	\$800	2	\$1,600	Replace Ipads for Field Service Monitors
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$1,600	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$80,850
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2019
500-4258 Recycling

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
500-4258-441-60-01 Compensation / Exempt	121,564	188,471	61,668	166,841	144,311	144,311
500-4258-441-60-02 Compensation / Non-exempt	473,328	519,714	248,062	500,000	540,521	540,521
500-4258-441-60-06 Compensation / Part time	144,306	129,451	80,669	129,451	111,067	111,067
500-4258-441-60-10 Compensation / Overtime	23,278	23,000	12,837	23,000	23,000	23,000
500-4258-441-60-14 Compensation / Car allowance	-	4,800	-	4,800	4,800	4,800
500-4258-441-60-17 Compensation / Telephone	2,980	3,840	2,100	3,840	3,840	3,840
60	765,456	869,276	405,336	827,932	827,539	827,539
500-4258-441-61-30 Benefits / Social security	50,400	66,498	25,989	66,498	63,308	63,308
500-4258-441-61-36 Benefits / Retirement	51,867	68,570	27,871	68,570	65,790	65,790
500-4258-441-61-40 Benefits / Unemployment tax	327	5,472	3,123	5,472	558	558
500-4258-441-61-46 Benefits / Workers' comp-	25,252	49,692	1,927	49,692	44,796	44,796
500-4258-441-61-50 Benefits / Health cost	78,102	107,808	34,720	107,808	93,936	93,936
500-4258-441-61-52 Benefits / Life insurance	428	1,217	202	1,217	1,191	1,191
500-4258-441-61-53 Benefits / Retiree health ins (ARC)	8,592	7,573	4,151	7,573	7,573	7,573
500-4258-441-61-56 Benefits/Pension Cost-TMRS	45,017	-	-	-	-	-
500-4258-441-61-58 Benefits / TMRS benefits (contra)	(51,340)	-	-	-	-	-
61	208,645	306,830	97,985	306,830	277,152	277,152
500-4258-443-62-02 Supplies / Office	2,744	3,000	1,789	3,000	3,000	3,000
500-4258-443-62-04 Supplies / Operating	27,752	32,000	20,973	32,000	32,000	32,000
500-4258-443-62-12 Supplies / Small tools/minor equip-	2,007	4,500	1,079	4,500	4,500	4,500
500-4258-443-62-14 Supplies / Janitorial	2,392	2,200	2,122	2,200	2,200	2,200
500-4258-443-62-18 Supplies / Clothing & uniform	9,229	9,406	4,348	9,406	9,406	9,406
500-4258-443-62-20 Supplies / Chemical	1,379	2,500	1,595	2,500	2,500	2,500
62	45,504	53,606	31,905	53,606	53,606	53,606
500-4258-444-63-02 Other services & charges / Advertising	37,273	38,000	25,249	38,000	38,000	38,000
500-4258-444-63-52 Other services & charges / Rental & contractual	297,182	221,193	115,392	221,193	221,193	221,193
500-4258-444-63-65 Other services & charges / Travel	3,902	4,750	4,501	4,750	4,750	4,750
500-4258-444-63-75 Other services & charges / Rental-depreciation fun	91,457	62,857	31,428	62,857	69,045	69,045
500-4258-444-63-80 Other service & charges / Bad debt	-	-	-	-	-	-
500-4258-444-63-99 Other services & charges / Miscellaneous	275	-	180	-	-	-
63	430,089	326,800	176,750	326,800	332,988	332,988

2019
500-4258 Recycling

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
500-4258-445-65-08 Maintenance / Equipment	83,937	70,500	32,783	70,500	70,500	70,500
500-4258-445-65-10 Maintenance / Facilities	4,815	5,700	3,293	5,700	5,700	5,700
500-4258-445-65-16 Maintenance / Vehicles	43,336	55,079	34,122	66,000	65,079	65,079
500-4258-445-65-17 Maintenance / Fuel & lubricants	45,924	48,470	28,126	56,000	58,470	58,470
65	178,012	179,749	98,324	198,200	199,749	199,749
500-4258-446-66-10 Capital outlay / Building/structures	-	-	-	-	-	-
500-4258-446-66-14 Capital outlay / Vehicles	-	-	-	-	-	-
500-4258-446-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
500-4258-446-66-20 Capital outlay / Equipment	19,350	94,250	11,122	94,250	79,250	79,250
500-4258-446-66-22 Capital outlay / Computer-hardware	-	3,100	881	3,100	1,600	1,600
500-4258-446-66-99 Capital outlay / Non-capitalized	107,375	-	13,340	-	-	-
500-4258-446-66-30 Capital outlay / Imprv O/T bldg	-	-	-	-	-	-
66	126,725	97,350	25,343	97,350	80,850	80,850
500-4258 Recycling	\$ 1,754,431	\$ 1,833,611	\$ 835,643	\$ 1,810,718	\$ 1,771,884	\$ 1,771,884

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
4258	Recycling	1			Solid Waste Supervisor	FILLED	42,686
4258	Recycling	1			Renewable Resources Manager	FILLED	58,940
4258	Recycling	1			Recycling Education Coordinator	FILLED	42,686
4258	Recycling	0			Urban Forester	DELETED	-
		<u>3</u>					<u>144,311</u>
4258	Recycling		1		Senior Administrative Clerk	UNFILLED	26,894
4258	Recycling		1		Code Enforcement Officer	FILLED	32,053
4258	Recycling		1		Code Enforcement Officer	FILLED	32,053
4258	Recycling		1		Code Enforcement Officer	FILLED	32,053
4258	Recycling		1		Code Enforcement Officer	FILLED	32,053
4258	Recycling		1		HEO I B	FILLED	32,406
4258	Recycling		1		HEO I B	UNFILLED	32,406
4258	Recycling		1		HEO II B	FILLED	34,362
4258	Recycling		1		Maintenance Worker	FILLED	24,170
4258	Recycling		1		Maintenance Worker	FILLED	23,878
4258	Recycling		1		Maintenance Worker	FILLED	23,878
4258	Recycling		1		Maintenance Worker	FILLED	23,858
4258	Recycling		1		Maintenance Worker	FILLED	23,858
4258	Recycling		1		Maintenance Worker	FILLED	23,858
4258	Recycling		1		Maintenance Worker	FILLED	23,858
4258	Recycling		1	Reclass fr Part Time	Maintenance Worker	FILLED	23,120
4258	Recycling		1		Administrative Supervisor	FILLED	31,179
4258	Recycling		1		Senior Maintenance Worker	FILLED	25,896
4258	Recycling		1		Crew Leader B	FILLED	38,688
			<u>19</u>				<u>540,521</u>
4258	Recycling		1		Part Time - Maintenance	FILLED	11,531
4258	Recycling		1		Part Time - Maintenance	FILLED	11,531
4258	Recycling		1		Part Time - Maintenance	FILLED	9,225
4258	Recycling		1		Part Time - Maintenance	FILLED	9,225
4258	Recycling		1		Part Time - Maintenance	FILLED	9,225

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
4258	Recycling		1		Part Time - Maintenance	FILLED	9,225
4258	Recycling		0	Reclass to Non-Ex	Part Time - Maintenance	FILLED	-
4258	Recycling		1		Part Time - Maintenance	FILLED	17,035
4258	Recycling		1		Part Time - Maintenance	FILLED	17,035
4258	Recycling		1		Part Time - Maintenance	UNFILLED	17,035
			9				111,067
					OVERTIME		23,000
					CAR ALLOWANCE		4,800
					TELEPHONE		3,840
							31,640
CURRENT POSITIONS			31				\$ 827,539

PERSONNEL REVISION WORKSHEET

CITY OF McALLEN

**REVISED NEW POSITIONS REQUESTED FY 2018-2019
DELETION AND RECLASSIFICATION ON CURRENT POSITIONS**

TITLE	NEW POSITIONS								City Manager	
	EXEMPT	CAR ALLOWANCE	PHONE ALLOWANCE	NON-EX.	ANY PART-TIME	Fringe Benefits	Total	Total Positions	APPROVAL YES/NO	
1.	-	-	-	-	-	-	-	-	-	
2.	-	-	-	-	-	-	-	-	-	
3.	-	-	-	-	-	-	-	-	-	
4.	-	-	-	-	-	-	-	-	-	
5.	-	-	-	-	-	-	-	-	-	
6.	-	-	-	-	-	-	-	-	-	
TITLE			AMOUNT	AMOUNT	AMOUNT	ALLOWANCE	Benefits	ADJ.		
1. Maintenance Worker	Part-Time to Non-Ex		17,035	23,120	6,085	-	1,438	7,523	YES	
2. Urban Forester	Exempt		-	(43,260)	(43,260)	-	(14,038)	(57,298)	YES	
3.	-	-	-	-	-	-	-	-	-	
4.	-	-	-	-	-	-	-	-	-	
5.	-	-	-	-	-	-	-	-	-	
6.	-	-	-	-	-	-	-	-	-	
7.	-	-	-	-	-	-	-	-	-	
8.	-	-	-	-	-	-	-	-	-	
9.	-	-	-	-	-	-	-	-	-	
10. Overtime	-	-	-	-	-	-	-	-	-	

TOTAL # of NEW POSITIONS (49,775)

TOTAL SALARY/WAGES
TOTAL FRINGE BENEFITS

GRAND TOTAL



Mission Statement:
 " The City of McAllen Recycling Center is committed to reducing solid waste and maximizing recycling rates for the City of McAllen. We are committed to broadening product markets and educating the public on proper recycling."

Department Summary											
	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recommend	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Expenditure Detail:											
Personnel Services											
Salaries and Wages	\$ 765,456	\$ 861,176	\$ 869,276	\$ 827,932	\$ 827,539	\$ 827,539	\$ 827,539	\$ 827,539	\$ 827,539	\$ 827,539	
Employee Benefits	208,645	305,671	306,830	306,830	277,152	277,152	277,152	277,152	277,152	277,152	
Supplies	45,504	53,606	53,606	53,606	53,606	53,606	53,606	53,606	53,606	53,606	
Other Services and Charges	430,089	326,800	326,800	326,800	332,988	332,988	332,988	332,988	332,988	332,988	
Maintenance	178,012	179,749	179,749	198,200	199,749	199,749	199,749	199,749	199,749	199,749	
Operations Subtotal	1,627,706	1,727,002	1,736,261	1,713,368	1,691,034	1,691,034	1,691,034	1,691,034	1,691,034	1,691,034	
Capital Outlay	126,725	97,350	97,350	97,350	80,850	80,850	139,750	133,750	133,750	90,000	
Total Expenditures	\$ 1,754,431	\$ 1,824,352	\$ 1,833,611	\$ 1,810,718	\$ 1,771,884	\$ 1,771,884	\$ 1,830,784	\$ 1,824,784	\$ 1,824,784	\$ 1,781,034	
PERSONNEL											
Exempt	3	4	4	4	3	3	4	4	4	4	
Non-Exempt	18	18	18	18	19	19	19	19	19	19	
Part-Time	8	10	10	10	9	9	9	9	9	9	
Total Positions Authorized	29	32	32	32	31	31	32	32	32	32	
Resources											
	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recommend	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Related Revenue Generated	\$ 1,898,042	\$ 1,692,565	\$ 1,692,565	\$ 1,693,000	\$ 1,700,000	\$ 1,700,000	\$ 1,700,000	\$ 1,700,000	\$ 1,710,000	\$ 1,720,000	

Contact Us:

Elvira Alonzo, CPM,
 Director
 4201 N Bentsen Rd
 McAllen, Texas 78504
 (956) 681-4000

MAJOR FY 18-19 GOALS

- 1.) Continue to promote recycling services through multi-media outlets to increase recycling tonnage by 10%.
- 2.) Increase outreach program/presentations in schools, non-profit organizations, and city events by 50%.
- 3.) Increase social media channel following by 50%.
- 4.) Increase the number of participating businesses in the commercial recycling program by adding 50 new accounts.

Performance Measures	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	21	22	22	22
Number of part-time equivalents	10	10	10	9
Department Operating Expenditures	\$ 1,754,431	\$ 1,833,611	\$ 1,810,718	\$ 1,771,884
Total Tons of Material Received	9,763	11,500	10,500	10,000
Outputs:				
Total residential accounts / service points	35,315	35,487	35,656	35,956
Total business / school service points	760	900	900	1,000
Total solid waste recycled - tons	4,624	5,500	4,850	5,300
Total curb side collections - tons	2,048	2,500	2,300	2,500
Total drop-off collections - tons	631	1,100	700	800
Total business / school collections - tons	1,609	2,000	1,400	1,500
Total municipalities - tons	336	450	450	500
Total tonnage landfill	5,139	5,500	4,000	4,000
Recycling sales revenue	\$ 652,062	\$ 500,000	\$ 525,000	\$ 525,000
Number of Public Outreach Events/Educational Sessions		30	30	\$ 50
Effectiveness Measures:				
Cost avoidance - Recyclables diverted from landfill	\$ 146,350	\$ 174,075	\$ 153,503	\$ 167,745
Residential Blue Bin Recycling Diversion Rate	28%	31%	37%	38%
Efficiency Measures:				
Tonnage sorted per week	187.75	221.15	201.92	192.31
Recyclable processing cost per ton	\$ 304.52	\$ 265.37	\$ 300.46	\$ 264.93

Description:
The Recycling Center is a division under Public Works. The Recycling Center provides a vital service to the community with a staff of 32 employees accepting, processing, managing, and selling recyclable commodities to the various markets.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: FACILITIES ADMINISTRATION

		Baseline					Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
COMPENSATION									
New Position	No. Position		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1.	-		-	-	-	-	-		
2.	-		-	-	-	-	-		
3.	-		-	-	-	-	-		
4.	-		-	-	-	-	-		
Revisions									
1.	Management Asst.		-	-	-	-	-		TRANSFER OF POSITION FROM NON-EXEMPT TO EXEMPT.
2.	Contingency		-	-	-	-	-	198,622	
3.	-		-	-	-	-	-		
4.	-		-	-	-	-	-		
5.	-		-	-	-	-	-		
Total Compensation & Benefits			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 198,622	
SUPPLIES									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Supplies							\$ -	\$ -	
OTHER SERVICES & CHARGES									
	1. Utilities-electric						38,092	38,092	INCREASE FROM UTILITIES TELEPHONE TO OFFSET EXPENSES
	2. Utilities-telephone						(20,000)	(20,000)	DECREASE TO OFFSET UTILITIES ELECTRIC LINE ITEM
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Other Services & Charges							\$ 18,092	\$ 18,092	
MAINTENANCE									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Maintenance							\$ -	\$ -	
CAPITAL OUTLAY									
	** See Attached Capital Outlay Request Form								
Total Capital Outlay							\$ 74,500	\$ 89,500	
TOTAL			\$ -				\$ 92,592	\$ 306,214	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: SANITATION
 DEPARTMENT: PUBLIC WORKS - FACILITIES ADMINISTRATION

Computer-Hardware				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
DESKTOP COMPUTER	\$1,500	3	\$4,500	ONE (1) NEW AND TWO (2) REPLACEMENTS
			\$0	
			\$0	
			\$0	
			\$0	
TOTAL			\$4,500	

Impv Other than buildings				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
CITIZEN DROP-OFF CONSTR.	\$25,000	1	\$25,000	FINAL CONSTRUCTION / COMPLETION
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$25,000	

BUILDING / STRUCTURES				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
STORAGE SHED (\$40K)	\$55,000	1	\$55,000	SECURITY AND STORAGE OF TOOLS AND EQUIPMENT
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$55,000	

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
EMERGENCY MGT. RADIO EQ.	\$5,000	1	\$5,000	PURCHASE OF EQUIPMENT FOR EMERGENCY MGT.
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$5,000	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$89,500
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2019
500-4260 Sanitation-Adm.

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
500-4260-441-60-01 Compensation / Exempt	281,139	421,990	140,066	320,000	472,807	472,807
500-4260-441-60-02 Compensation / Non-exempt	224,945	386,743	152,549	284,000	329,248	329,248
500-4260-441-60-06 Compensation / Part time	10,494	11,482	-	11,482	11,482	11,482
500-4260-441-60-10 Compensation / Overtime	4,191	3,060	2,886	2,000	3,060	3,060
500-4260-441-60-14 Compensation / Car allowance	6,600	18,000	3,750	12,000	18,000	18,000
500-4260-441-60-17 Compensation / Telephone	2,580	4,320	1,260	3,500	4,320	4,320
60	529,948	845,595	300,512	632,982	838,917	838,917
500-4260-441-61-30 Benefits / Social security	38,802	62,691	22,963	62,691	64,133	64,133
500-4260-441-61-36 Benefits / Retirement	39,353	63,752	24,783	63,752	65,781	65,781
500-4260-441-61-40 Benefits / Unemployment tax	273	3,249	2,143	3,249	360	360
500-4260-441-61-46 Benefits / Workers' comp-	3,082	6,097	4,407	6,097	3,309	3,309
500-4260-441-61-50 Benefits / Health cost	45,911	83,544	26,266	83,544	80,496	80,496
500-4260-441-61-52 Benefits / Life insurance	366	1,223	220	1,223	1,393	1,393
500-4260-441-61-53 Benefits / Retiree health ins (ARC)	7,107	6,283	4,044	6,283	6,283	6,283
500-4260-441-61-56 Benefits/Pension Cost-TMRS	452,112	-	-	-	-	-
500-4260-441-61-58 Benefits / TMRS benefits (contra)	(39,554)	-	-	-	-	-
61	547,451	226,839	84,825	226,839	221,755	221,755
500-4260-443-62-02 Supplies / Office	4,090	5,750	1,336	5,750	5,750	5,750
500-4260-443-62-04 Supplies / Operating	5,294	5,000	2,169	5,000	5,000	5,000
500-4260-443-62-14 Supplies / Janitorial	3,606	3,500	1,840	3,500	3,500	3,500
500-4260-443-62-16 Supplies / Photocopier	-	-	-	-	-	-
500-4260-443-62-18 Supplies / Clothing & uniform	1,017	1,500	394	1,500	1,500	1,500
62	14,007	15,750	5,739	15,750	15,750	15,750
500-4260-444-63-02 Other services & charges / Advertising	17,840	18,000	17,599	18,000	18,000	18,000
500-4260-444-63-05 Other services & charges / Billing charges	230,000	230,000	114,996	230,000	230,000	230,000
500-4260-444-63-14 Other services & charges / Dues & subscription	1,405	1,400	1,365	1,365	1,400	1,400
500-4260-444-63-23 Other services & charges / Online svc/network	105,063	101,096	13,719	101,096	101,096	101,096
500-4260-444-63-38 Other services & charges / Management fee	650,000	650,000	324,996	650,000	650,000	650,000
500-4260-444-63-45 Other services & charges / Professional	35,596	70,000	4,695	70,000	70,000	70,000
500-4260-444-63-48 Other services & charges / Refunds	-	-	-	-	-	-
500-4260-444-63-52 Other services & charges / Rental & contractual	66,895	42,000	31,303	65,000	42,000	42,000
500-4260-444-63-64 Other services & charges / Training	3,528	6,000	2,372	6,000	6,000	6,000
500-4260-444-63-65 Other services & charges / Travel	11,006	11,970	4,880	11,970	11,970	11,970
500-4260-444-63-67 Other services & charges / Utilities-electric	140,919	63,221	50,656	102,000	101,313	101,313
500-4260-444-63-68 Other services & charges / Utilities-gas	-	-	-	-	-	-

2019
500-4260 Sanitation-Adm.

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
500-4260-444-63-69 Other services & charges / Utilities-telephone	16,752	44,000	6,226	20,000	24,000	24,000
500-4260-444-63-70 Other services & charges / Utilities-water	6,514	7,000	5,620	12,000	7,000	7,000
500-4260-444-63-75 Other services & charges / Rental-depreciation fun	12,729	12,729	6,360	12,729	12,729	12,729
500-4260-444-63-80 Other services & charges / Bad debt	29,419	-	-	-	-	-
500-4260-444-63-89 Other services & charges / Credit card fees	4,770	25,000	2,064	10,000	25,000	25,000
500-4260-444-63-98 Other services & charges / Creditcard reimb-Water	-	25,000	-	-	25,000	25,000
500-4260-444-63-99 Other services & charges / Miscellaneous	4,246	7,000	6,161	7,000	7,000	7,000
63	1,336,682	1,314,416	593,011	1,317,160	1,332,508	1,332,508
500-4260-445-65-08 Maintenance / Equipment	77	3,000	51	2,000	3,000	3,000
500-4260-445-65-10 Maintenance / Facilities	34,921	42,275	11,938	30,000	42,275	42,275
500-4260-445-65-16 Maintenance / Vehicles	3,321	4,631	1,727	4,000	4,631	4,631
500-4260-445-65-17 Maintenance / Fuel & lubricants	8,535	5,191	1,773	3,500	5,191	5,191
65	46,854	55,097	15,489	39,500	55,097	55,097
500-4260-446-66-02 Capital outlay / Land	-	-	-	-	-	-
500-4260-446-66-10 Capital outlay / Building/structures	223,042	135,000	-	135,000	40,000	55,000
500-4260-446-66-14 Capital outlay / Vehicles	-	-	-	-	-	-
500-4260-446-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
500-4260-446-66-20 Capital outlay / Equipment	-	-	-	-	5,000	5,000
500-4260-446-66-22 Capital outlay / Computer-hardware	2,975	111,000	-	111,000	4,500	4,500
500-4260-446-66-24 Capital outlay / Computer-software	-	-	-	-	-	-
500-4260-446-66-30 Capital outlay / Imprv- other than buildgs	7,500	25,000	-	25,000	25,000	25,000
500-4260-446-66-99 Capital outlay / Non-capitalized	2,681	-	2,170	-	-	-
66	236,198	271,000	2,170	271,000	74,500	89,500
500-4260-477-71-86 Other agencies / Keep McAllen Beautiful	41,550	41,550	41,550	41,550	41,550	41,550
71	41,550	41,550	41,550	41,550	41,550	41,550
500-4260 Administration	\$ 2,752,691	\$ 2,770,247	\$ 1,043,296	\$ 2,544,781	\$ 2,580,077	\$ 2,595,077

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
4260	Sanitation Administration	1			Director Public Works	FILLED	\$ 108,000
4260	Sanitation Administration	1			Assistant Director	UNFILLED	72,000
4260	Sanitation Administration	1			Accounting Billing Supervisor	FILLED	47,677
4260	Sanitation Administration	1			Deputy Director Public Works	UNFILLED	82,000
4260	Sanitation Administration	1			Program Coordinator KMB	FILLED	48,982
4260	Sanitation Administration	1			Stormwater & Environmtl Ed Mgr	FILLED	58,940
4260	Sanitation Administration	1		Reclass fr N-Ex	Management Assistant	UNFILLED	52,608
4260	Sanitation Administration	0			Certificate Pay (EMP)		2,600
		<u>7</u>					<u>472,807</u>
4260	Sanitation Administration		0	Reclass to Ex	Management Assistant	UNFILLED	-
4260	Sanitation Administration		1		Administrative Clerk	FILLED	26,915
4260	Sanitation Administration		1		Administrative Clerk	FILLED	25,896
4260	Sanitation Administration		1		Field Service Monitor	FILLED	25,896
4260	Sanitation Administration		1		Field Service Monitor	FILLED	25,896
4260	Sanitation Administration		1		Field Service Monitor	FILLED	25,896
4260	Sanitation Administration		1		Field Service Monitor	FILLED	25,896
4260	Sanitation Administration		1		Maintenance Technician	FILLED	25,875
4260	Sanitation Administration		1		Grant Development Specialist	UNFILLED	15,000
4260	Sanitation Administration		1		PW Safety Coordinator	FILLED	44,429
4260	Sanitation Administration		1		Senior Accounting Clerk	FILLED	32,240
4260	Sanitation Administration		1		Senior Administrative Clerk	FILLED	26,894
4260	Sanitation Administration		1		Senior Administrative Clerk	FILLED	26,915
4260	Sanitation Administration		0		Certificate Pay		1,500
			<u>12</u>				<u>329,248</u>
4260	Sanitation Administration		1		Part Time - Intern	UNFILLED	11,482
			<u>1</u>				<u>11,482</u>
					OVERTIME		3,060
					CAR ALLOWANCE		18,000
					TELEPHONE		4,320
							<u>25,380</u>
CURRENT POSITIONS			20				\$ 838,917



Mission Statement:	Department Summary											
	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm. 18-19	Four Year Plan					
							19-20	20-21	21-22	22-23		
Committed to provide administrative support to all thirteen (13) divisions of Public Works that sustains the overall goal to provide a high quality of life through the proper maintenance of public infrastructure, city fleet, and effective solid waste management.	Expenditure Detail:											
	Personnel Services											
	Salaries and Wages	\$ 529,948	\$ 838,845	\$ 845,595	\$ 632,982	\$ 838,917	\$ 838,917	\$ 838,917	\$ 838,917	\$ 838,917	\$ 838,917	\$ 838,917
	Employee Benefits	547,451	225,873	226,839	226,839	221,755	221,755	221,755	221,755	221,755	221,755	221,755
	Supplies	12,990	15,750	15,750	15,750	15,750	15,750	15,750	15,750	15,750	15,750	15,750
	Other Services and Charges	1,337,700	1,314,416	1,314,416	1,317,160	1,332,508	1,332,508	1,332,508	1,332,508	1,332,508	1,332,508	1,332,508
	Maintenance	46,854	55,097	55,097	39,500	55,097	55,097	55,097	55,097	55,097	55,097	55,097
	Operations Subtotal	2,474,943	2,449,981	2,457,697	2,232,231	2,464,027	2,464,027	2,464,027	2,464,027	2,464,027	2,464,027	2,464,027
	Capital Outlay	236,198	271,000	271,000	271,000	74,500	89,500	65,000	65,000	83,000	40,000	40,000
	Other Agencies	41,550	41,550	41,550	41,550	41,550	41,550	41,550	41,550	41,550	41,550	41,550
	Total Operations & Capital Outlay	2,752,691	2,762,531	2,770,247	2,544,781	2,580,077	2,595,077	2,570,577	2,570,577	2,588,577	2,545,577	2,545,577
	Non Departmental											
	Insurance	104,034	104,034	104,034	104,034	104,034	104,034	104,034	104,034	104,034	104,034	104,034
	Contingency	-	93,064	15,647	-	-	274,690	-	-	-	-	-
	Workers' Comp. - Loss Run Ratio				168,360		76,068					
	Total Expenditures	\$ 2,856,725	\$ 2,959,629	\$ 2,889,928	\$ 2,817,175	\$ 2,684,111	\$ 3,049,869	\$ 2,674,611	\$ 2,674,611	\$ 2,692,611	\$ 2,649,611	\$ 2,649,611
	PERSONNEL											
	Exempt	5	6	6	6	7	7	7	7	7	7	7
Non-Exempt	10	13	13	13	12	12	12	12	12	12	12	
Part-Time	-	-	-	-	1	1	1	1	1	1	1	
Total Positions Authorized	15	19	19	19	20	20	20	20	20	20	20	

Contact Us:

Elvira Alonzo, CPM
 Director
 4201 N Bentsen Rd
 McAllen, Texas
 78504
 (956) 681-4000

MAJOR FY 18-19 GOALS

- 1.) Initiate Public Works re-branding efforts and launch a new website.
- 2.) Identify and purchase approximately 60 acres of land to relocate the current Compost facilities.
- 3.) Initiate and complete design services for fleet maintenance garage expansion and new Recycling administration building.
- 4.) Collaborate with Keep McAllen Beautiful (KMB) on new recycling education initiatives.
- 5.) Revise and renew the required five (5) year Municipal Separate Storm Sewer System (MS4) with the Texas Commission on Environmental Quality (TCEQ) and implement a stormwater ordinance to improve stormwater quality and comply with surface water quality regulations

Facilities Administration

www.mcallenpublicworks.net

Performance Measures	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	16	19	19	19
Department Expenditures	\$ 2,856,724	\$ 2,959,629	\$ 2,664,462	\$ 3,049,869
Total Revenues Managed	\$ 19,363,387	\$ 18,615,757	\$ 19,195,874	\$ 19,229,000
Total Expenditures Managed	\$ 18,908,404	\$ 19,768,792	\$ 18,836,032	\$ 19,736,386
Number of Sanitation Accounts	40,241	40,403	40,595	40,900
Outputs:				
Number of Public Outreach Events (NEW)	13	4	4	4
Number of Educational Sessions Presented (I	110	24	20	24
Effectiveness Measures:				
Number of individuals reached (NEW)	258,645	140,000	3,343	140,000
Number of educational material distributed (NEW)	89,796	38,000	38,000	38,000
Efficiency Measures:				
Expenditure dollars managed per member of the management staff	\$ 1,181,775	\$ 1,040,463	\$ 991,370	\$ 1,038,757

Description:
The Facility Administration Department through its staff of twenty (20) employees provide administrative management support that facilitates the delivery of high quality customer service to internal and external customers.

*N/A=Not Available, N/P=Not Provided

2019

500-4264 General insurances

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
500-4264-444-63-17 Other services & charges / Employee bond	-	-	-	-	-	
500-4264-444-63-24 Other services & charges / Ins--auto liabillity	-	-	-	-	-	
500-4264-444-63-26 Other services & charges / Ins--error & ommission	-	-	-	-	-	
500-4264-444-63-27 Other services & charges / Ins--real/personal prop	-	-	-	-	-	
500-4264-444-63-29 Other services & charges / Ins--liability	104,034	104,034	52,014	104,034	104,034	104,034
500-4264-444-63-30 Other services & charges / Ins--mobile equip-	-	-	-	-	-	
500-4264-444-63-33 Other services & charges / Ins--workers comp- exce	-	-	-	-	-	
500-4264-444-63-45 Other services & charges / Professional	-	-	-	-	-	
63	104,034	104,034	52,014	104,034	104,034	104,034
<hr/>						
500-4264 General Insurance	\$ 104,034	\$ 104,034	\$ 52,014	\$ 104,034	\$ 104,034	\$ 104,034

2019
500-4262 Contingency

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
500-4262-441-61-97 Benefits / Contingency workers comp loss run ratio	-	15,647	-	168,360	-	76,068
500-4262-441-61-99 Benefits / Contingency	-	15,647	-	168,360	-	198,622
61	-	15,647	-	168,360	-	274,690
<hr/>						
500-4262 Contingency	\$ -	\$ 15,647	\$ -	\$ 168,360	\$ -	\$ 274,690

2019
500-9010 Non-departmental

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
500-9010-447-68-02 Depreciation / Expense 68	2,427,312	-	1,148,296	-	-	-
	2,427,312	-	1,148,296	-	-	-
500-9010-447-89-01 Other expenses / Fixed assets (contra) 89	(512,959)	-	(35,317)	-	-	-
	(512,959)	-	(35,317)	-	-	-
500-9010-499-74-02 Operating transfer Out / General fund	-	-	-	-	-	-
500-9010-499-74-06 Operating transfers out / Capital improvement fund	-	-	-	-	-	-
500-9010-499-74-07 Operating transfers out / Information technology	-	-	-	-	-	-
500-9010-499-74-16 Operating transfers out / General depreciation fun	-	-	-	-	-	-
500-9010-499-74-45 Operating transfers out / Sanitation depreciation	-	-	-	-	-	-
500-9010-499-74-78 Operating transfers out / Health insurance fund 74	41,276	72,662	36,330	72,662	455,401	455,401
	41,276	72,662	36,330	72,662	455,401	455,401
500-9010-499-76-03 Extraordinary items / Loan pay back 76	-	-	-	-	-	-
	-	-	-	-	-	-
500-9010	\$ 1,955,629	\$ 72,662	\$ 1,149,309	\$ 72,662	\$ 455,401	\$ 455,401

**City of McAllen, Texas
Sanitation Depreciation
Working Capital Summary**

	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept. Request 18-19	City Mgr Recomm 18-19	19-20	Four Year Plan			22-23
								20-21	21-22		
RESOURCES											
BEGINNING WORKING CAPITAL	\$ 7,834,546	\$ 6,024,910	\$ 6,024,910	\$ 8,980,401	\$ 11,190,371	\$ 11,190,371	\$ 10,464,997	\$ 11,250,321	\$ 11,552,746	\$ 12,181,406	
Revenues:											
Rental Income	2,814,861	2,851,164	2,851,164	2,851,164	2,829,597	2,829,597	2,655,324	2,207,425	1,785,410	1,712,313	
Interest Earned	48,915	-	-	-	-	-	-	-	-	-	
Total Revenues	2,863,776	2,851,164	2,851,164	2,851,164	2,829,597	2,829,597	2,655,324	2,207,425	1,785,410	1,712,313	
Operating Transfer-In	-	-	-	-	-	-	-	-	-	-	
Total Revenues and Transfers	2,863,776	2,851,164	2,851,164	2,851,164	2,829,597	2,829,597	2,655,324	2,207,425	1,785,410	1,712,313	
TOTAL RESOURCES	\$ 10,698,322	\$ 8,876,074	\$ 8,876,074	\$ 11,831,565	\$ 14,019,968	\$ 14,019,968	\$ 13,120,321	\$ 13,457,746	\$ 13,338,156	\$ 13,893,719	
APPROPRIATIONS											
Capital Outlay											
Equipment	\$ 37,731	\$ 550,000	\$ 550,000	\$ 483,742	\$ 62,629	\$ 62,629	\$ -	\$ -	\$ -	\$ -	
Vehicles	1,680,189	2,317,452	3,656,752	157,452	3,492,342	3,492,342	1,870,000	1,905,000	1,156,750	1,735,000	
	1,717,921	2,867,452	4,206,752	641,194	3,554,971	3,554,971	1,870,000	1,905,000	1,156,750	1,735,000	
TOTAL APPROPRIATIONS	1,717,921	2,867,452	4,206,752	641,194	3,554,971	3,554,971	1,870,000	1,905,000	1,156,750	1,735,000	
Other Items affecting working capital		-	-	-	-	-	-	-	-	-	
ENDING WORKING CAPITAL	\$ 8,980,401	\$ 6,008,622	\$ 4,669,322	\$ 11,190,371	\$ 10,464,997	\$ 10,464,997	\$ 11,250,321	\$ 11,552,746	\$ 12,181,406	\$ 12,158,719	

**EQUIPMENT REPLACEMENT FUND
FY 18-19**

Department	Unit (s) Numbers	Equipment	Deprec. Years	Qty	Original Request	City Mgr Recomm.	Annual Rental	Plus 10%
Residential	SA8006, 8008,8010	Replacement - Automated Trucks	7	3	1,020,000	1,020,000	145,714	\$ 160,286
	SA2503	Replacement - F250 Diesel	8	1	30,000	30,000	3,750	4,125
	SA8002	ROLLOVER - SIDE LOADER (EC1823)			289,042	289,042	-	-
	SA8005	ROLLOVER - SIDE LOADER (EC1824)			289,042	289,042	-	-
Total Residential				4	1,628,084	1,628,084	149,464	164,411
Commercial	SA8201,SA8202	ROLLOVER - SIDE LOADER (EC1711)		2	485,616	485,616	0	-
	SA8254-56	ROLLOVER - FRONT LOADER (EC1821)		3	775,692	775,692	0	-
Total Commercial				5	1,261,308	1,261,308	-	-
Roll-Off	SA8300	Replacement - Roll off Truck	7	1	190,000	190,000	27,143	29,857
Total Roll-Off				1	190,000	190,000	27,143	29,857
Brush		New - Roll-Off Truck	7	1	190,000	190,000	27,143	29,857
	SA8302	Replacement - Roll Off Truck	7	1	190,000	190,000	27,143	29,857
	SA0313	ROLLOVER - Roll Off Truck (EC1822)		1	146,950	146,950	0	-
Total Brush				3	526,950	526,950	54,286	59,714
Recycling	SA9002	Replacement - Skid Loader	8	1	45,000	45,000	5,625	6,188
					-	-	-	-
Total Recycling				1	45,000	45,000	5,625	6,188
Composting	SA0201	Replacement - Ford F250 CrewCab	8	1	31,000	31,000	3,875	4,263
Total Composting					31,000	31,000	3,875	4,263
Total Rolling Stock - Sanitation Fund				8	3,682,342	3,682,342	240,393	264,432

New Vehicles	190,000	190,000	27,143	29,857
Replacements	3,492,342	3,492,342	213,250	234,575
	3,682,342	3,682,342	240,393	264,432
Self Check	-	-	-	-

**City of McAllen, Texas
Palm View Golf Course Fund
Working Capital Summary**

	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm 18-19	19-20	Four Year Plan			22-23
							20-21	21-22	21-22	22-23	
RESOURCES											
BEGINNING WORKING CAPITAL	\$ 769,079	\$ 594,625	\$ 594,625	\$ 696,170	\$ 779,308	\$ 779,308	\$ 763,411	\$ 804,142	\$ 844,873	\$ 885,604	
Revenues:											
Green Fees	539,982	644,670	644,670	696,673	687,988	687,988	708,148	708,148	708,148	708,148	
Annual Membership	150,616	168,252	168,252	169,189	172,237	172,237	185,077	185,077	185,077	185,077	
Driving Range Fees	136,860	122,298	122,298	131,053	132,816	132,816	122,298	122,298	122,298	122,298	
Trail fees	4,686	7,900	7,900	9,370	7,921	7,921	7,900	7,900	7,900	7,900	
Handicap Carts	400	578	578	400	400	400	578	578	578	578	
Rental	8,700	8,700	8,700	8,700	8,700	8,700	8,700	8,700	8,700	8,700	
Cart Rental	251,182	297,242	297,242	316,245	312,643	312,643	297,242	297,242	297,242	297,242	
Pull Cart Rentals	1,229	387	387	276	216	216	387	387	387	387	
Other Financial Resources	38,515	34,156	34,156	34,156	37,000	37,000	34,156	34,156	34,156	34,156	
Interest Earned	7,341	1,200	1,200	1,200	10,000	10,000	1,200	1,200	1,200	1,200	
Miscellaneous	(2,885)	-	-	-	-	-	-	-	-	-	
Total Revenues	1,136,626	1,285,383	1,285,383	1,367,262	1,369,921	1,369,921	1,365,686	1,365,686	1,365,686	1,365,686	
Total Revenues and Transfers	1,136,626	1,285,383	1,285,383	1,367,262	1,369,921	1,369,921	1,365,686	1,365,686	1,365,686	1,365,686	
TOTAL RESOURCES	\$ 1,905,705	\$ 1,880,008	\$ 1,880,008	\$ 2,063,432	\$ 2,149,229	\$ 2,149,229	\$ 2,129,097	\$ 2,169,828	\$ 2,210,559	\$ 2,251,290	
APPROPRIATIONS											
Expenses:											
Maintenance & Operations	\$ 677,887	\$ 675,732	\$ 671,874	\$ 645,254	\$ 664,797	\$ 680,810	\$ 664,797	\$ 664,797	\$ 664,797	\$ 664,797	
Dining Room	278	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	
Pro-Shop	347,246	370,480	372,795	383,394	370,812	370,812	370,812	370,812	370,812	370,812	
Golf Carts	104,702	134,372	135,915	116,320	137,346	137,346	137,346	137,346	137,346	137,346	
Total Operating Expenses	1,130,113	1,182,584	1,182,584	1,146,968	1,174,955	1,190,968	1,174,955	1,174,955	1,174,955	1,174,955	
Transfer-Out Golf Course Depr. Fund	130,000	79,567	79,657	130,000	150,000	150,000	150,000	150,000	150,000	150,000	
Transfer-Out - Health Ins. Fund	4,065	7,156	7,156	7,156	44,850	44,850	-	-	-	-	
TOTAL APPROPRIATIONS	1,264,178	1,269,307	1,269,397	1,284,124	1,369,805	1,385,818	1,324,955	1,324,955	1,324,955	1,324,955	
Revenues Over / Under Expenses	(127,552)	16,076	15,986	83,138	116	(15,897)	40,731	40,731	40,731	40,731	
Other Items Affecting Working Capital	54,643	-	-	-	-	-	-	-	-	-	
ENDING WORKING CAPITAL	\$ 696,170	\$ 610,701	\$ 610,611	\$ 779,308	\$ 779,424	\$ 763,411	\$ 804,142	\$ 844,873	\$ 885,604	\$ 926,335	

2019
520- PVGC fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
520-0000-361-09-00 Charges:sales & services / Green fees	539,982	644,670	424,626	696,673	671,988	687,988
520-0000-361-10-00 Charges:sales & services / Membership dues	150,616	168,252	83,983	169,189	169,644	172,237
520-0000-361-11-00 Charges:sales & services / Driving range fees	136,860	122,298	75,805	131,053	132,816	132,816
520-0000-361-12-00 Charges:sales & services / Trail fees	4,686	7,900	4,780	9,370	7,921	7,921
520-0000-361-13-00 Charges:sales & services / Locker rental	-	-	-	-	-	-
520-0000-361-14-00 Charges:sales & services / Club rental	-	-	-	-	-	-
520-0000-361-15-00 Charges:sales & services / Handicap cards	400	578	280	400	400	400
520-0000-361-16-00 Charges:sales & services / Rental	8,700	8,700	4,350	8,700	8,700	8,700
361	841,244	952,398	593,823	1,015,385	991,469	1,010,062
520-0000-364-10-01 Golf carts / Cart rental	251,182	297,242	179,064	316,245	306,641	312,643
520-0000-364-10-02 Golf carts / Pull cart rental	1,229	387	260	276	216	216
364	252,412	297,629	179,324	316,521	306,857	312,859
520-0000-373-01-00 Sale of property / Fixed assets	(7,514)	-	-	-	-	-
373	(7,514)	-	-	-	-	-
520-0000-375-01-00 Miscellaneous / Recovery prior yr exp	148	-	1,647	-	-	-
520-0000-375-02-00 Miscellaneous / Insurance recoveries	-	-	-	-	-	-
520-0000-375-06-00 Miscellaneous / Private donations	-	-	-	-	-	-
520-0000-375-40-01 Cash over/short / Cash over/short	85	-	(50)	-	-	-
520-0000-375-90-00 Miscellaneous / Land lease agreement	38,515	34,156	19,301	34,156	34,156	37,000
520-0000-375-99-00 Miscellaneous / Other	4,396	-	783	-	-	-
375	43,144	34,156	21,680	34,156	34,156	37,000
520-0000-376-98-00 Contributions / Acquired assets-external	234,731	-	-	-	-	-
520-0000-376-99-00 Contributions / Acquired assets-Intra	163,689	-	1,382	-	-	-
376	398,420	-	1,382	-	-	-
520-0000-381-01-00 Interest / Pool cash	-	-	-	-	-	-
520-0000-381-02-00 Interest / Texpool	4,349	-	2,313	-	-	-
520-0000-381-03-00 Interest / Certificate of deposit	-	1,200	-	1,200	1,200	10,000
520-0000-381-04-00 Interest / Other investments	4,939	-	2,859	-	-	-
520-0000-381-20-00 Interest revenue/ Gain/Loss sale of investments	(1,948)	-	-	-	-	-
381	7,341	1,200	5,172	1,200	1,200	10,000

520 Pam View Golf Course	\$ 1,535,046	\$ 1,285,383	\$ 801,382	\$ 1,367,262	\$ 1,333,682	\$ 1,369,921
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Revenues Estimated and Requests FY 18-19-**REVISED**

	BUDGET	ESTIMATE	VARIANCE	REQUEST	INC/DEC
	FY 17-18	FY 17-18		FY 18-19	17-18 vs 18-19
Green Fees	\$644,670	\$696,673	\$52,003	\$687,988	\$43,318
Membership Dues	\$168,252	\$169,189	\$937	\$172,237	\$3,985
Driving Range Fees	\$122,298	\$131,053	\$8,755	\$132,816	\$10,518
Trail Fees	\$7,900	\$9,370	\$1,470	\$7,921	\$21
Handicap Cards	\$578	\$400	-\$178	\$400	-\$178
Rental	\$8,700	\$8,700	\$0	\$8,700	\$0
Adver Space Rental					\$0
Golf Carts					\$0
Cart Rental	\$297,242	\$316,245	\$19,003	\$312,643	\$15,401
Pull Cart Rental	\$387	\$276	-\$111	\$216	-\$171
Fixed Assets					
Recovery Prior Yr. Exp.					\$0
Private Donations					\$0
NSF Charges					\$0
Cash Over/Short					\$0
Land Lease Agreement	\$34,156	\$34,156	\$0	\$37,000	\$2,844
Sale of property / Fixed assets					\$0
Pool Cash					\$0
Texpool					\$0
Certificate of Deposit	\$1,200	\$1,200	\$0	\$10,000	\$8,800
General Fund					\$0
1/2 Sales Tax Rev. Bond Fd					\$0
Dev. Corp of McAllen Fund					\$0
PVGC Depreciation Fund					\$0
PVGC Fund					\$0
TOTALS	\$1,285,383	\$1,367,261	\$81,878	\$1,369,920	\$84,537

OVERALL: \$40,974 INCREASE IN TOTAL REVENUES

ROUNDS: THE SAME AS FY 15-16, OUR REVENUE RECORD SETTING YEAR

D. RANGE; LAST YEAR'S ACTUALS MINUS 5% IN CASE LA JOLLA SCHOOLS DO NOT RENEW

N. RANGE; LAST YEAR'S ACTUALS MINUS 5% IN CASE LA JOLLA SCHOOLS DO NOT RENEW

HADCP; LAST YEAR'S ACTUAL

PULL CARTS LAST YEAR'S ACTUAL

GREEN FEE:THE SAME AS FY 15-16, OUR REVENUE RECORD SETTING YEAR (DEC & JUL WERE ADJUSTED DOWN)

CART RENTAL: SAME AS FY 15-16, OUR REVENUE RECORD SETTING YEAR (DEC & JUL WERE ADJUSTED DOWN)

TRAIL FEE; THE SAME AS FY 15-16, OUR REVENUE RECORD SETTING YEAR

MEMBERSHIPS: DUE TO CYCLE CHANGES, USED THIS YEAR'S OCT-MAR ACTUALS AND FY 13-14 APR-SEP ACTUAL TO MATCH THE TOTAL NUMBER TO EXPECTATIONS (APRIL WAS ADJUSTED DOWN)

City of McAllen, Texas
Palm View Golf Course Fund
Expense Summary

	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm. 18-19	19-20	Four Year Plan		
							20-21	21-22	22-23	
BY DEPARTMENT										
Maintenance & Operations	\$ 677,887	\$ 675,732	\$ 671,874	\$ 645,254	\$ 664,797	\$ 680,810	\$ 664,797	\$ 664,797	\$ 664,797	\$ 664,797
Dining Room	278	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Pro-Shop	347,246	370,480	372,795	383,394	370,812	370,812	370,812	370,812	370,812	370,812
Golf Carts	104,702	134,372	135,915	116,320	137,346	137,346	137,346	137,346	137,346	137,346
TOTAL	\$ 1,130,113	\$ 1,182,584	\$ 1,182,584	\$ 1,146,968	\$ 1,174,955	\$ 1,190,968	\$ 1,174,955	\$ 1,174,955	\$ 1,174,955	\$ 1,174,955
BY EXPENSE GROUP										
Expenses:										
Personnel Services										
Salaries and Wages	\$ 577,485	\$ 646,960	\$ 654,385	\$ 618,375	\$ 646,975	\$ 646,975	\$ 646,975	\$ 646,975	\$ 646,975	\$ 646,975
Employee Benefits	199,726	205,873	198,448	194,297	195,440	211,453	195,440	195,440	195,440	195,440
Supplies	124,481	125,424	125,424	119,273	131,774	131,774	131,774	131,774	131,774	131,774
Other Services and Charges	141,434	107,332	107,332	122,822	110,121	110,121	110,121	110,121	110,121	110,121
Maint. and Repair Services	86,988	96,995	96,995	92,201	90,645	90,645	90,645	90,645	90,645	90,645
TOTAL OPERATING EXPENSES	1,130,113	1,182,584	1,182,584	1,146,968	1,174,955	1,190,968	1,174,955	1,174,955	1,174,955	1,174,955
Capital Outlay	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 1,130,113	\$ 1,182,584	\$ 1,182,584	\$ 1,146,968	\$ 1,174,955	\$ 1,190,968	\$ 1,174,955	\$ 1,174,955	\$ 1,174,955	\$ 1,174,955
PERSONNEL										
Maintenance & Operations	11	12	12	12	12	12	12	12	12	12
Dining Room	-	-	-	-	-	-	-	-	-	-
Pro-Shop	5	6	6	6	6	6	6	6	6	6
Golf Carts	6	6	6	6	6	6	6	6	6	6
TOTAL PERSONNEL	22	24	24	24	24	24	24	24	24	24

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Maintenance & Operations

		Baseline					Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
COMPENSATION									
New Position	No. Position		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1.	-		-	-	-	-	-	-	-
2.	-		-	-	-	-	-	-	-
3.	-		-	-	-	-	-	-	-
4.	-		-	-	-	-	-	-	-
Revisions									
1.	Contingency		-	-	-	-	-	21,952	
2.	Contingency		-	-	-	-	-	(5,939)	Workers comp adjustment
3.	-		-	-	-	-	-	-	
4.	-		-	-	-	-	-	-	
5.	-		-	-	-	-	-	-	
Total Compensation & Benefits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,013	
SUPPLIES									
	1. Chemical						10,350	10,350	to purchase biannual product for Fertigation System
	2. Seed						(4,000)	(4,000)	New greens do not require overseeding in the winter
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Supplies		\$ -					\$ 6,350	\$ 6,350	
OTHER SERVICES & CHARGES									
	1. Utilities-electric						129	129	Electricity adjustment
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Other Services & Charges		\$ -					\$ 129	\$ 129	
MAINTENANCE									
	1. Equipment						(3,600)	(3,600)	less repairs needed for new fairway mowers
	2. Land						(750)	(750)	to help balance budget
	3. Fuel & lubricants						(2,000)	(2,000)	based on last 2 year's expenses
	4. < Please select category >								
	5. < Please select category >								
Total Maintenance		\$ -					\$ (6,350)	\$ (6,350)	
CAPITAL OUTLAY									
	** See Attached Capital Outlay Request Form								
Total Capital Outlay							\$ -	\$ -	
TOTAL							\$ 129	\$ 16,142	

2019

520-5152 Maintenance & operations

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
520-5152-461-60-01 Compensation / Exempt	58,160	58,128	28,421	58,128	57,680	57,680
520-5152-461-60-02 Compensation / Non-exempt	176,588	188,673	79,043	172,006	185,972	185,972
520-5152-461-60-06 Compensation / Part time	44,600	77,096	35,852	74,898	76,196	76,196
520-5152-461-60-10 Compensation / Overtime	11,678	8,000	1,426	12,000	8,000	8,000
520-5152-461-60-14 Compensation / Car allowance	-	-	-	-	-	-
520-5152-461-60-15 Compensation/Certification	-	-	-	-	-	-
520-5152-461-60-17 Compensation / Telephone	-	480	-	480	480	480
60	291,026	332,377	144,742	317,512	328,328	328,328
520-5152-461-61-30 Benefits / Social security	21,682	25,427	11,281	25,427	25,117	25,117
520-5152-461-61-36 Benefits / Retirement	22,134	26,208	11,907	26,208	26,102	26,102
520-5152-461-61-40 Benefits / Unemployment tax	105	2,052	1,266	2,052	216	216
520-5152-461-61-46 Benefits / Workers' comp-	9,153	9,934	4,178	9,934	9,934	9,934
520-5152-461-61-50 Benefits / Health cost	31,244	50,568	14,012	50,568	50,568	50,568
520-5152-461-61-52 Benefits / Life insurance	199	423	90	423	423	423
520-5152-461-61-53 Benefits / Retiree health ins (ARC)	3,281	2,874	1,583	2,874	2,874	2,874
520-5152-461-61-56 Benefits/Pension Cost-TMRS	86,081	-	-	-	-	-
520-5152-461-61-58 Benefits / TMRS benefits (contra)	(22,984)	-	-	-	-	-
61	150,894	117,486	44,316	117,486	115,234	115,234
520-5152-463-62-02 Supplies / Office	273	300	226	300	300	300
520-5152-463-62-04 Supplies / Operating	4,002	5,000	2,716	5,000	5,000	5,000
520-5152-463-62-12 Supplies / Small tools/minor equip-	4	1,000	737	1,000	1,000	1,000
520-5152-463-62-14 Supplies / Janitorial	1,321	1,500	812	1,500	1,500	1,500
520-5152-463-62-18 Supplies / Clothing & uniform	2,769	4,500	2,952	4,500	4,500	4,500
520-5152-463-62-20 Supplies / Chemical	72,617	63,400	50,997	65,035	73,750	73,750
520-5152-463-62-36 Supplies / Sand	15,493	15,000	2,351	15,000	15,000	15,000
520-5152-463-62-38 Supplies / Seed	6,449	7,000	2,393	4,100	3,000	3,000
62	102,929	97,700	63,185	96,435	104,050	104,050
520-5152-464-63-14 Other services & charges / Dues & subscriptions	642	950	430	950	950	950
520-5152-464-63-45 Other services & charges / Professional	-	6,000	2,000	6,000	6,000	6,000
520-5152-464-63-50 Other services & charges / Rental-equipment	-	400	-	400	400	400
520-5152-464-63-52 Other services & charges / Rental & contractual	-	-	-	-	-	-
520-5152-464-63-64 Other services & charges / Training	-	1,560	765	1,560	1,560	1,560
520-5152-464-63-65 Other services & charges / Travel	-	1,672	1,457	1,672	1,672	1,672

2019

520-5152 Maintenance & operations

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
520-5152-464-63-67 Other services & charges / Utilities-electric	44,683	28,125	14,127	30,000	28,254	28,254
520-5152-464-63-69 Other services & charges / Utilities-telephone	368	420	184	420	420	420
520-5152-464-63-70 Other services & charges / Utilities-water	2,312	3,382	1,156	3,382	3,382	3,382
520-5152-464-63-99 Other services & charges / Miscellaneous	12,705	-	80	80	-	-
63	60,710	42,509	20,200	44,464	42,638	42,638
520-5152-465-65-08 Maintenance / Equipment	41,529	48,600	15,815	40,000	45,000	45,000
520-5152-465-65-10 Maintenance / Facilities	1,260	950	676	2,006	950	950
520-5152-465-65-12 Maintenance / Land	1,769	1,500	-	750	750	750
520-5152-465-65-16 Maintenance / Vehicles	1,202	1,000	837	1,000	1,000	1,000
520-5152-465-65-17 Maintenance / Fuel & lubricants	22,721	25,000	5,524	25,000	23,000	23,000
65	68,482	77,050	22,851	68,756	70,700	70,700
520-5152-466-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
520-5152-466-66-20 Capital outlay / Equipment	-	-	-	-	-	-
520-5152-466-66-30 Capital outlay / Imprv- other than buildgs	-	-	-	-	-	-
520-5152-466-66-99 Capital outlay / Non-capitalized	-	-	-	-	-	-
66	-	-	-	-	-	-
<hr/>						
520-5152 Maintenance & Operations	\$ 674,040	\$ 667,122	\$ 295,295	\$ 644,653	\$ 660,950	\$ 660,950

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5152	PVGC Maintenance & Oper	1			Golf Course Superintendent	FILLED	\$ 57,680
		1					57,680
5152	PVGC Maintenance & Oper		1		Golf Mechanic / Supervisor	UNFILLED	27,955
5152	PVGC Maintenance & Oper		1		Groundskeeper	FILLED	25,480
5152	PVGC Maintenance & Oper		1		Groundskeeper	FILLED	25,022
5152	PVGC Maintenance & Oper		1		Groundskeeper	FILLED	24,856
5152	PVGC Maintenance & Oper		1		Groundskeeper	FILLED	24,856
5152	PVGC Maintenance & Oper		1		Groundskeeper	FILLED	24,856
5152	PVGC Maintenance & Oper		1		Groundskeeper Crewleader	FILLED	32,947
			<u>7</u>				185,972
5152	PVGC Maintenance & Oper		1		Part Time - Golf Course	FILLED	19,187
5152	PVGC Maintenance & Oper		1		Part Time Maintenance	FILLED	19,187
5152	PVGC Maintenance & Oper		1		Part Time Maintenance	FILLED	19,187
5152	PVGC Maintenance & Oper		1		Part Time Maintenance	FILLED	18,635
			<u>4</u>				76,196
					OVERTIME		8,000
					TELEPHONE		480
							8,480
CURRENT POSITIONS			12				\$ 328,328



Mission Statement:	Department Summary											
	Expenditure Detail:											
	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm. 18-19	19-20	Four Year Plan			22-23	
							20-21	21-22				
To provide those who play and practice at Palm View Golf Course with high quality golf facility at the lowest possible price.	Personnel Services											
	Salaries and Wages	\$ 291,026	\$ 328,327	\$ 332,377	\$ 317,512	\$ 328,328	\$ 328,328	\$ 328,328	\$ 328,328	\$ 328,328	\$ 328,328	\$ 328,328
	Employee Benefits	150,894	116,906	117,486	117,486	115,234	115,234	115,234	115,234	115,234	115,234	115,234
	Supplies	102,929	97,700	97,700	96,435	104,050	104,050	104,050	104,050	104,050	104,050	104,050
	Other Services and Charges	60,710	42,509	42,509	44,464	42,638	42,638	42,638	42,638	42,638	42,638	42,638
	Maintenance	68,482	77,050	77,050	68,756	70,700	70,700	70,700	70,700	70,700	70,700	70,700
	Operations Subtotal	674,040	662,492	667,122	644,653	660,950	660,950	660,950	660,950	660,950	660,950	660,950
	Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
	Non-Departmental Insurance	3,847	3,847	3,847	3,847	3,847	3,847	3,847	3,847	3,847	3,847	3,847
	Contingency	-	9,393	905	-	-	21,952	-	-	-	-	-
	Workers' Comp. - Loss Run Ratio	-	-	-	(3,246)	-	(5,939)	-	-	-	-	-
	Total Expenditures	\$ 677,887	\$ 675,732	\$ 671,874	\$ 645,254	\$ 664,797	\$ 680,810	\$ 664,797				
	PERSONNEL											
	Exempt	1	1	1	1	1	1	1	1	1	1	1
	Non-Exempt	7	7	7	7	7	7	7	7	7	7	7
	Part-Time	3	4	4	4	4	4	4	4	4	4	4
	Total Positions Authorized	11	12	12	12	12	12	12	12	12	12	12
	Resources											
	Related Revenue Generated	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Contact Us:
 Palm View Golf Course
 Maintenance &
 Operations Division;
 2701 South Ware Rd
 McAllen, Texas 78503;
 Golf Course
 Superintendent:
 Tony Montes Email:
 tmontes@mcallen.net
 Tel: (956) 681-3450

MAJOR FY 18-19 GOALS

- 1.) Continue improving the salinity management program for the new Champions G12 putting surfaces
- 2.) Modify the green's aeration practice to increase the amount of sand material replaced in each aeration
- 3.) Redesign the driving range tees for more hitting space and quicker turf recovery
- 4.) Level and resod 48% of the teeing grounds at different areas of the golf course
- 5.) Reconstruct the Sand Bunkers
- 6.) Maintain the number of licensed chemical applicator at two (2)

Performance Measures					Description:
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19	
Inputs:					The M&O Division of Palm View Golf Course oversees the daily maintenance of an 18 Hole Championship Golf Course, a lighted and double ended Driving Range, a Short Game Practice Area and one practice putting green. It consists of two (2) Exempt employees, (6) Full time employees and four (4) Part Time Plus employees. It is located at 2701 South Ware, McAllen, Texas 78503
Number of full time employees	8	8	8	8	
Department Expenditures	\$ 677,887	\$ 671,874	\$ 645,254	\$ 680,810	
Outputs:					
Maintenance program	1	1	1	1	
Full service golf facility in acres	175	175	175	175	
419 Bermuda grass fairways	18	18	18	18	
Tiff dwarf Bermuda grass greens	21	21	21	21	
419 bermuda grass tees	69	69	69	69	
Short game practice areas	1	1	1	1	
Roughs	18	18	18	18	
Effectiveness Measures:					
Weekly number of employees for fairways	2	2	2	2	
Weekly number of employees for greens	2	2	2	2	
Weekly number of employees for shortgame area	1	1	1	1	
Weekly number of employees for roughs	2	2	2	2	
Efficiency Measures:					
Weekly man hours for fairways	36	36	36	36	
Weekly man hours for greens	35	35	35	35	
Weekly man hours for tees	36	36	36	36	
Weekly man hours for shortgame practice area	5	5	5	5	
Weekly man hours for roughs	64	64	64	64	

*N/A=Not Available, N/P=Not Provided

2019

520-5154 Dining room

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
520-5154-465-65-08 Maintenance / Equipment 65	278	2,000	106	2,000	2,000	2,000
	278	2,000	106	2,000	2,000	2,000
520-5154 Dining Room	\$ 278	\$ 2,000	\$ 106	\$ 2,000	\$ 2,000	\$ 2,000



Mission Statement:
 To compliment the operation of the Palm View Golf Course by providing high quality food and beverage services to those who play, practice or visit Palm View Golf Course.

Department Summary										
Expenditure Detail:	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm. 18-19	19-20	Four Year Plan		
								20-21	21-22	22-23
Personnel Services										
Salaries and Wages										
Employee Benefits										
Supplies										
Other Services and Charges										
Maintenance	278	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Operations Subtotal	278	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Capital Outlay										
Total Expenditures	\$ 278	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
PERSONNEL										
Exempt	-	-	-	-	-	-	-	-	-	-
Non-Exempt	-	-	-	-	-	-	-	-	-	-
Part-Time	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	0	0	0	0	0	0	0	0	0	0

Contact Us:
 2701 South Ware Rd.
 McAllen, Texas 78503
 Operator: Annette Marie LLC
 Manager: Annette Espinosa
 Email: annette_espinosa@mcallen.net
 Phone Number (956) 681-3455

MAJOR FY 18-19 GOALS

- 1.) The dining room is currently leased. Under the direction of the Director of Golf, its primary goal is to compliment the operation of the golf course by providing the public with a quality short order food menu.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Pro Shop

		Baseline					Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
COMPENSATION									
New Position	No. Position		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1.	-		-	-	-	-	-		
2.	-		-	-	-	-	-		
3.	-		-	-	-	-	-		
4.	-		-	-	-	-	-		
Revisions									
1.	-		-	-	-	-	-		
2.	-		-	-	-	-	-		
3.	-		-	-	-	-	-		
4.	-		-	-	-	-	-		
5.	-		-	-	-	-	-		
Total Compensation & Benefits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Supplies		\$ -					\$ -	\$ -	
OTHER SERVICES & CHARGES									
	1. Utilities-electric						1,416	1,416	Electricity adjustment
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Other Services & Charges		\$ -					\$ 1,416	\$ 1,416	
MAINTENANCE									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Maintenance		\$ -					\$ -	\$ -	
CAPITAL OUTLAY									
	** See Attached Capital Outlay Request Form								
Total Capital Outlay							\$ -	\$ -	
TOTAL							\$ 1,416	\$ 1,416	

2019

520-5156 Pro shop

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
520-5156-461-60-01 Compensation / Exempt	120,506	157,503	56,745	119,980	156,617	156,617
520-5156-461-60-02 Compensation / Non-exempt	25,843	26,325	13,005	26,325	25,875	25,875
520-5156-461-60-06 Compensation / Part time	33,564	43,544	16,453	38,192	42,869	42,869
520-5156-461-60-10 Compensation / Overtime	-	-	-	-	-	-
520-5156-461-60-14 Compensation / Car allowance	4,800	4,800	2,400	4,800	4,800	4,800
520-5156-461-60-15 Compensation/Certification	33,510	-	19,601	38,517	-	-
520-5156-461-60-17 Compensation / Telephone	720	720	360	720	720	720
60	218,943	232,892	108,564	228,534	230,881	230,881
520-5156-461-61-30 Benefits / Social security	15,760	17,816	8,294	17,816	17,662	17,662
520-5156-461-61-36 Benefits / Retirement	16,532	18,373	8,981	18,373	18,355	18,355
520-5156-461-61-40 Benefits / Unemployment tax	95	1,026	612	1,026	108	108
520-5156-461-61-46 Benefits / Workers' comp-	5,854	7,126	3,052	7,126	6,828	6,828
520-5156-461-61-50 Benefits / Health cost	14,352	14,352	7,176	14,352	14,352	14,352
520-5156-461-61-52 Benefits / Life insurance	94	252	47	252	252	252
520-5156-461-61-53 Benefits / Retiree health ins (ARC)	2,307	2,020	1,113	2,020	2,020	2,020
520-5156-461-61-56 Benefits/Pension Cost-TMRS	-	-	-	-	-	-
520-5156-461-61-58 Benefits / TMRS benefits (contra)	(17,403)	-	-	-	-	-
61	37,592	60,965	29,274	60,965	59,577	59,577
520-5156-463-62-02 Supplies / Office	1,657	1,800	497	1,700	1,800	1,800
520-5156-463-62-04 Supplies / Operating	5,949	6,572	2,637	5,838	6,572	6,572
520-5156-463-62-14 Supplies / Janitorial	4,484	4,000	1,976	4,000	4,000	4,000
62	12,090	12,372	5,111	11,538	12,372	12,372
520-5156-464-63-02 Other services & charges / Advertising	1,350	3,840	1,350	1,850	3,840	3,840
520-5156-464-63-14 Other services & charges / Dues & subscriptions	405	450	295	450	450	450
520-5156-464-63-51 Other services & charges / Rental-Photocopier	1,122	1,300	561	1,125	1,300	1,300
520-5156-464-63-52 Other services & charges / Rental & contractual	-	-	-	-	-	-
520-5156-464-63-61 Other services & charges / Special fees	19,824	22,000	14,633	23,000	22,000	22,000
520-5156-464-63-65 Other services & charges / Travel	-	1,187	-	500	1,187	1,187
520-5156-464-63-67 Other services & charges / Utilities-electric	33,114	21,250	11,333	28,448	22,666	22,666
520-5156-464-63-69 Other services & charges / Utilities-telephone	367	480	184	380	480	480
520-5156-464-63-70 Other services & charges / Utilities-water	10,834	5,109	5,048	10,834	5,109	5,109
520-5156-464-63-99 Other services & charges / Miscellaneous	1,255	-	660	1,320	-	-
63	68,271	55,616	34,063	67,907	57,032	57,032

2019

520-5156 Pro shop

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
520-5156-465-65-04 Maintenance / Computer/software	5,650	5,700	3,200	3,700	5,700	5,700
520-5156-465-65-08 Maintenance / Equipment	502	500	204	500	500	500
520-5156-465-65-10 Maintenance / Facilities	4,198	4,750	6,734	10,250	4,750	4,750
65	10,350	10,950	10,138	14,450	10,950	10,950
<hr/>						
520-5156 Pro Shop	\$ 347,246	\$ 372,795	\$ 187,150	\$ 383,394	\$ 370,812	\$ 370,812

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5156	PVGC Pro Shop	1			Director Golf Course	FILLED	\$ 87,031
5156	PVGC Pro Shop	1			Golf Professional	FILLED	32,063
5156	PVGC Pro Shop	0			Commission		37,523
		<u>2</u>					<u>156,617</u>
5156	PVGC Pro Shop		1		Apprentice Golf Pro	FILLED	25,875
			<u>1</u>				<u>25,875</u>
5156	PVGC Pro Shop		1		Part Time Pro Shop	FILLED	14,290
5156	PVGC Pro Shop		1		Part Time Pro Shop	FILLED	14,290
5156	PVGC Pro Shop		1		Part Time Pro Shop	FILLED	14,289
			<u>3</u>				<u>42,869</u>
					CAR ALLOWANCE		4,800
					TELEPHONE		720
							<u>5,520</u>
CURRENT POSITIONS			6				\$ 230,881



Mission Statement:
 To provide the highest level of customer service to all who play, practice or visit Palm View Golf Course by operating with fiscal efficiency and a full service golf shop.

Department Summary											
	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr		Four Year Plan			
	16-17	17-18	Budget	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Expenditure Detail:											
Personnel Services											
Salaries and Wages	\$ 218,943	\$ 230,867	\$ 232,892	\$ 228,534	\$ 230,881	230,881	\$ 230,881	\$ 230,881	\$ 230,881	\$ 230,881	\$ 230,881
Employee Benefits	37,592	60,675	60,965	60,965	59,577	59,577	59,577	59,577	59,577	59,577	59,577
Supplies	12,090	12,372	12,372	11,538	12,372	12,372	12,372	12,372	12,372	12,372	12,372
Other Services and Charges	68,271	55,616	55,616	67,907	57,032	57,032	57,032	57,032	57,032	57,032	57,032
Maintenance	10,350	10,950	10,950	14,450	10,950	10,950	10,950	10,950	10,950	10,950	10,950
Operations Subtotal	347,246	370,480	372,795	383,394	370,812	370,812	370,812	370,812	370,812	370,812	370,812
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 347,246	\$ 370,480	\$ 372,795	\$ 383,394	\$ 370,812						
PERSONNEL											
Exempt	2	2	2	2	2	2	2	2	2	2	2
Non-Exempt	1	1	1	1	1	1	1	1	1	1	1
Part-Time	2	3	3	3	3	3	3	3	3	3	3
Total Positions Authorized	5	6									
Resources											
	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr		Four Year Plan			
	16-17	17-18	Budget	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Related Revenue Generated											

Contact Us:
 Palm View Golf Course Pro Shop
 2701 South Ware Rd
 McAllen, Texas 78503
 Head Golf Professional:
 Rex Flores
 Email:
 rflores@mcallen.net
 Tel:(956) 681-3444

MAJOR FY 18-19 GOALS

- 1.) Maintain revenues and rounds played among the top 25% of municipal golf courses in the state of Texas.
- 2.) Sustain or increase the number of tournament rounds held annually by different customer groups.
- 3.) Continue to present the public with a high quality golf course at the lowest possible price.
- 4.) Cover all operational expenses with revenues generated from the daily operation of the Palm View Golf Course.
- 5.) Increase transfer outs to the equipment replacement fund from \$130,000 to \$160,000.

Performance Measures

	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	3	3	3	3
Department Expenditures	347,246	372,795	383,394	370,812
Outputs:				
Annual Number of Member & NonMember Rounds	35,569	42,484	42,346	42,346
Annual Number of 18 Hole Green Fees	6,200	9,785	9,533	9,533
Annual Number of 9 Hole Green Fees	2,008	2,572	2,436	2,436
Annual Number of Twilight rounds	2,587	3,322	3,275	3,275
Annual n mber of Tournament rounds	1,940	1,873	1,820	1,820
Annual Number of Sundowner Rounds	1,020	1,851	1,983	1,983
Effectiveness Measures:				
Annual Member & Non Member Round Revenue	\$ 540,859	\$ 678,776	\$ 699,694	699,694
Annual 18 Hole Green Fees Revenue	\$ 172,711	\$ 273,269	\$ 266,910	266,910
Annual 9 Hole Green Fees Revenue	\$ 36,546	\$ 46,810	\$ 44,335	44,335
Annual Twilight Green Fee Revenue	\$ 57,938	\$ 74,413	\$ 73,478	73,478
Annual Tournament Green Fee Revenue	\$ 52,503	\$ 50,908	\$ 49,548	49,548
Annual Sundowner Green Fee Revenue	\$ 9,477	\$ 17,907	\$ 19,164	19,164
Efficiency Measures:				
Annual Revenue Per Member & Non Member Round	\$ 15.21	\$ 15.98	\$ 16.52	16.52
Annual Revenue Per 18 Hole Green Fee	\$ 27.86	\$ 27.93	\$ 28.00	28.00
Annual Revenue Per 9 Hole Green Fee	\$ 18.20	\$ 18.20	\$ 18.20	18.20
Annual Revenue Per Twilight Green Fee	\$ 22.40	\$ 22.40	\$ 22.44	22.44
Annual Revenue Per Tournament Green Fee	\$ 27.06	\$ 27.18	\$ 27.22	27.22
Annual Revenue Per Sundowner Green Fee	\$ 9.29	\$ 9.67	\$ 9.66	9.66

Description:

The Palm View Golf Course Pro Shop serves as the focal point of daily operations. It offers the latest in golf merchandise and apparel and is the place where patrons register and pay for their golf fees; it is open daily from 6:30 am till sunset and consists of three (3) full time employees and three (3) part time employees. It is located at 2701 South Ware Road, McAllen, Texas.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Golf Carts

		Baseline					Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
COMPENSATION									
New Position	No. Position		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1.	-		-	-	-	-	-		
2.	-		-	-	-	-	-		
3.	-		-	-	-	-	-		
4.	-		-	-	-	-	-		
Revisions									
1.	-		-	-	-	-	-		
2.	-		-	-	-	-	-		
3.	-		-	-	-	-	-		
4.	-		-	-	-	-	-		
5.	-		-	-	-	-	-		
Total Compensation & Benefits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Supplies		\$ -					\$ -	\$ -	
OTHER SERVICES & CHARGES									
	1. Utilities-electric						1,244	1,244	Electricity adjustment
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Other Services & Charges		\$ -					\$ 1,244	\$ 1,244	
MAINTENANCE									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Maintenance		\$ -					\$ -	\$ -	
CAPITAL OUTLAY									
	** See Attached Capital Outlay Request Form								
Total Capital Outlay							\$ -	\$ -	
TOTAL							\$ 1,244	\$ 1,244	

2019

520-5158 Golf carts & driving range

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
520-5158-461-60-02 Compensation / Non-exempt	24,973	25,306	12,406	25,306	24,856	24,856
520-5158-461-60-06 Compensation / Part time	42,544	63,810	21,498	47,005	62,910	62,910
520-5158-461-60-10 Compensation / Overtime	-	-	18	18	-	-
60	67,516	89,116	33,922	72,329	87,766	87,766
520-5158-461-61-30 Benefits / Social security	5,074	6,817	2,667	6,817	6,714	6,714
520-5158-461-61-36 Benefits / Retirement	4,116	4,368	2,582	4,368	6,977	6,977
520-5158-461-61-40 Benefits / Unemployment tax	112	1,026	330	1,026	108	108
520-5158-461-61-46 Benefits / Workers' comp-	2,026	2,659	985	2,659	2,659	2,659
520-5158-461-61-50 Benefits / Health cost	3,360	3,360	1,680	3,360	3,360	3,360
520-5158-461-61-52 Benefits / Life insurance	22	94	11	94	43	43
520-5158-461-61-53 Benefits / Retiree health ins (ARC)	877	768	423	768	768	768
520-5158-461-61-56 Benefits/Pension Cost-TMRS	-	-	-	-	-	-
520-5158-461-61-58 Benefits / TMRS benefits (contra)	(4,347)	-	-	-	-	-
61	11,240	19,092	8,677	19,092	20,629	20,629
520-5158-463-62-02 Supplies / Office	-	-	-	-	-	-
520-5158-463-62-04 Supplies / Operating	9,453	14,352	4,248	10,300	14,352	14,352
520-5158-463-62-12 Supplies / Small tools/minor equip-	8	1,000	-	1,000	1,000	1,000
520-5158-463-62-14 Supplies / Janitorial	-	-	-	-	-	-
520-5158-463-62-18 Supplies / Clothing & uniform	-	-	-	-	-	-
62	9,461	15,352	4,248	11,300	15,352	15,352
520-5158-464-63-02 Other services & charges / Advertising	-	-	-	-	-	-
520-5158-464-63-52 Other services & charges / Rental & contractual	66	-	-	-	-	-
520-5158-464-63-67 Other services & charges / Utilities-electric	8,153	5,000	3,122	6,244	6,244	6,244
520-5158-464-63-69 Other services & charges / Utilities-telephone	368	360	184	360	360	360
520-5158-464-63-70 Other services & charges / Utilities-water	-	-	-	-	-	-
520-5158-464-63-99 Other services & charges / Miscellaneous	20	-	-	-	-	-
63	8,606	5,360	3,307	6,604	6,604	6,604
520-5158-465-65-08 Maintenance / Equipment	4,527	5,000	4,359	5,000	5,000	5,000
520-5158-465-65-10 Maintenance / Facilities	3,352	1,995	1,540	1,995	1,995	1,995
65	7,879	6,995	5,898	6,995	6,995	6,995
520-5158 Golf Carts	\$ 104,702	\$ 135,915	\$ 56,052	\$ 116,320	\$ 137,346	\$ 137,346

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5158	PVGC Golf Carts		1		Golf Cart Maint Worker	FILLED	\$ 24,856
			<u>1</u>				<u>24,856</u>
5158	PVGC Golf Carts		1		Part Time Golf Carts	FILLED	14,650
5158	PVGC Golf Carts		1		Part Time Golf Carts	FILLED	14,650
5158	PVGC Golf Carts		1		Part Time Golf Carts	FILLED	14,650
5158	PVGC Golf Carts		1		Part Time Golf Carts	FILLED	9,480
5158	PVGC Golf Carts		1		Part Time Golf Carts	UNFILLED	9,480
			<u>5</u>				<u>62,910</u>
CURRENT POSITIONS			6				\$ 87,766



Mission Statement:
 To provide those who play, practice or visit Palm View Golf Course with a fleet of 70 golf carts in safe working and aesthetic conditions, prompt and efficient service and a driving range facility that allows for an enjoyable practice experience for both, the novice and experienced golfer.

Department Summary											
	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr		Four Year Plan			
	16-17	17-18	Budget	18-19	18-19	18-19	19-20	20-21	21-22	22-23	
Expenditure Detail:											
Personnel Services											
Salaries and Wages	\$ 67,516	\$ 87,766	\$ 89,116	\$ 72,329	\$ 87,766	\$ 87,766	\$ 87,766	\$ 87,766	\$ 87,766	\$ 87,766	\$ 87,766
Employee Benefits	11,240	18,899	19,092	19,092	20,629	20,629	20,629	20,629	20,629	20,629	20,629
Supplies	9,461	15,352	15,352	11,300	15,352	15,352	15,352	15,352	15,352	15,352	15,352
Other Services and Charges	8,606	5,360	5,360	6,604	6,604	6,604	6,604	6,604	6,604	6,604	6,604
Maintenance	7,879	6,995	6,995	6,995	6,995	6,995	6,995	6,995	6,995	6,995	6,995
Operations Subtotal	104,702	134,372	135,915	116,320	137,346	137,346	137,346	137,346	137,346	137,346	137,346
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 104,702	\$ 134,372	\$ 135,915	\$ 116,320	\$ 137,346						
PERSONNEL											
Exempt	-	-	-	-	-	-	-	-	-	-	-
Non-Exempt	1	1	1	1	1	1	1	1	1	1	1
Part-Time	5	5	5	5	5	5	5	5	5	5	5
Total Positions Authorized	6										
Resources											
	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr		Four Year Plan			
	16-17	17-18	Budget	18-19	18-19	18-19	19-20	20-21	21-22	22-23	
Related Revenue Generated											

Contact Us:
 Palm View Golf Course Golf Cart & Driving Range Division
 2701 South Ware Rd
 McAllen, Texas 78503;
 Golf Cart Crew Leader: Luis Zarate
 Email: lzarate@mcallen.net
 Tel: (956) 681-3444

MAJOR FY 18-19 GOALS

- 1.) Maintain revenues and rounds played among the top 25% of municipal golf courses in the state of Texas.
- 2.) Sustain or increase the number of tournament rounds held annually by different customer groups.
- 3.) Continue to present the public with a high quality golf course at the lowest possible price.
- 4.) Cover all operational expenses with revenues generated from the daily operation of the Palm View Golf Course

PVGC Golf Carts

www.mcallen.net/golf/fees

Performance Measures	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	1	1	1	1
Number of Carts in the Golf cart fleet	70	70	70	70
Department Expenditures	\$ 104,702	\$ 135,915	\$ 116,320	137,346
Outputs:				
Annual Number of Cart Rentals	26,244	32,369	32,648	32,648
Annual Number of 18 Hole Cart Rentals	11,033	14,542	14,625	14,625
Annual Number of 9 Hole Cart Rentals	3,532	3,793	3,573	3,573
Annual Number of Twilight Cart Rentals	2,585	3,322	3,275	3,275
Annual n mber of Tournament Cart Rentals	1,764	1,731	1,678	1,678
Annual Number of Sundowner Cart Rental	728	1,837	1,968	1,968
Effectiveness Measures:				
Annual Cart Rental Revenue	\$ 251,167	\$ 312,507	\$ 317,579	317,579
Annual 18 Hole Cart Rental Revenue	\$ 132,493	\$ 174,639	\$ 175,634	175,634
Annual 9 Hole Cart Rental Revenue	\$ 25,459	\$ 27,341	\$ 25,756	25,756
Annual Twilight Cart Rental Revenue	\$ 20,524	\$ 26,382	\$ 26,122	26,122
Annual Tournament Cart Rental Revenue	\$ 19,950	\$ 19,840	\$ 18,982	18,982
Annual Sundowner Cart Rental Revenue	\$ 4,542	\$ 11,461	\$ 12,279	12,279
Efficiency Measures:				
Annual Revenue Per Cart Rental	\$ 9.57	\$ 9.65	\$ 9.73	9.73
Annual Revenue Per 18 Hole Cart Rental	\$ 12.01	\$ 12.01	\$ 12.01	12.01
Annual Revenue Per 9 Hole Cart Rental	\$ 7.21	\$ 7.21	\$ 7.21	7.21
Annual Revenue Per Twilight Cart Rental	\$ 7.94	\$ 7.94	\$ 7.98	7.98
Annual Revenue Per Tournament Cart Rental	\$ 11.31	\$ 11.46	\$ 11.31	11.31
Annual Revenue Per Sundowner Cart Rental	\$ 6.24	\$ 6.24	\$ 6.24	6.24

Description:
The Golf Carts and Driving Range Division of Palm View Golf Course oversees the daily maintenance of a 70 Golf Cart fleet. It is also responsible for the operation of a lighted and double ended Driving Range, a Short Game Practice Area and one practice putting green. It consists of one (1) Full Time employee and (5) Part Time Plus employees. It is located at 2701 South Ware, McAllen, Texas 78503.

2019

520-5164 General insurances

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
520-5164-464-63-17 Other services & charges / Employee bond	-	-	-	-	-	
520-5164-464-63-24 Other services & charges / Ins--auto liabillity	-	-	-	-	-	
520-5164-464-63-25 Other services & charges / Ins--boiler & machinery	-	-	-	-	-	
520-5164-464-63-26 Other services & charges / Ins--error & ommission	-	-	-	-	-	
520-5164-464-63-27 Other services & charges / Ins--real/personal prop	-	-	-	-	-	
520-5164-464-63-29 Other services & charges / Ins--liability	3,847	3,847	1,920	3,847	3,847	3,847
520-5164-464-63-30 Other services & charges / Ins--mobile equip-	-	-	-	-	-	
520-5164-464-63-33 Other services & charges / Ins--workers comp- exce	-	-	-	-	-	
520-5164-464-63-45 Other services & charges / Professional	-	-	-	-	-	
63	3,847	3,847	1,920	3,847	3,847	3,847
520-5164 General Insurance	\$ 3,847	\$ 3,847	\$ 1,920	\$ 3,847	\$ 3,847	\$ 3,847

2019
520-5166 Contingency

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
520-5166-461-61-97 Benefits / Contingency workers comp loss run ratio				(3,246)		(5,939)
520-5166-461-61-99 Benefits / Contingency	-	905	-	-	-	21,952
61	-	905	-	(3,246)	-	16,013
520-5166	\$ -	\$ 905	\$ -	\$ (3,246)	\$ -	\$ 16,013

2019
520-9010 Non-departmental

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
520-9010-467-68-02 Depreciation / Expense 68	304,155	-	164,330	-	-	-
	304,155	-	164,330	-	-	-
520-9010-467-89-01 Other expenses / Fixed assets (contra) 89	-	-	-	-	-	-
	-	-	-	-	-	-
520-9010-499-74-41 Operating transfers out / PVGC Depreciation fund	130,000	79,567	-	130,000	150,000	150,000
520-9010-499-74-78 Operating transfers out / Health insurance fund 74	4,065	7,156	3,576	7,156	44,850	44,850
	134,065	86,723	3,576	137,156	194,850	194,850
520-9010	\$ 438,220	\$ 86,723	\$ 167,906	\$ 137,156	\$ 194,850	\$ 194,850

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: BUNKER RECONSTRUCTION PROJECT			
Account No.:	Project Code:	Start Date: MAY 2019	Completed Date: AUGUST 2019
User/Coordinating Department(s): PALM VIEW GOLF COURSE			
Strategic Business Plan:	Goal 1: Promote an unsurpassed quality of life in McAllen.		
Strategic Business Plan: (If Applicable)	Goal 6: Enhance McAllen's infrastructure network.		
Status:		Project Location:	
Rollover Amount:	Current Request:	\$ 45,000	
Department: GOLF COURSE			
Project Type:	New Projects		
Grant Related: (Yes/No) NO	No		
Project Description/Justification			
<p>THIS PROJECT INVOLVES RECONSTRUCTING ALL OF THE SAND BUNKERS AT PALM VIEW GOLF COURSE; SAND BUNKERS WERE BUILT IN 1999 AND ARE NOW 18 YEARS OLD; DAILY IRRIGATIONS AND RAKING, COMBINED WITH THE NORMAL WEAR AND TEAR CAUSED BY OUR WINDY ENVIRONMENT, HAS LED MOST OF THEM TO NOW HAVE VERY LITTLE OR NO SAND AT ALL; TO SAVE FUNDS, THIS PROJECT WILL BE DONE "IN HOUSE" USING TEMPORARY LABOR SECURED THROUGH THE CITY'S TEMPORARY EMPLOYMENT AGENCY.</p>			
Insert Picture Here			

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 45,000	-	-	-	-	45,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	45,000	-	-	-	-	45,000
Equipment / Other	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: LEVELING OF TEEING GROUNDS AT PALM VIEW GOLF COURSE			
Account No.:	Project Code:	Start Date: MAY 2019	Completed Date: AUGUST 2019
User/Coordinating Department(s): PALM VIEW GOLF COURSE			
Strategic Business Plan:	Goal 1: Promote an unsurpassed quality of life in McAllen.		
Strategic Business Plan: (If Applicable)	Goal 6: Enhance McAllen's infrastructure network.		
Status:		Project Location:	
Rollover Amount:	Current Request:	\$ 344,395	
Department: GOLF COURSE			
Project Type:	New Projects		
Grant Related: (Yes/No) NO	No		
Project Description/Justification			
<p>THIS PROJECT INVOLVES LEVELING AND RESODDING APPROXIMATELY 114,664 SQUARE FEET OF TEEING GROUNDS AT PALM VIEW GOLF COURSE; TEEING GROUNDS WERE BUILT IN 1999 AND ARE NOW 18 YEARS OLD; THE HIGH PLASTICITY OF THE SOILS COMBINED WITH THE NORMAL WEAR AND TEAR OF THE LAST 18 YEARS CAUSED MANY OF THEM TO SINK OR 'FALL OFF' AT THE EDGES AND AS A RESULT GOLFERS ARE PLAYING FROM UNLEVEL TEEING GROUNDS.</p>			
<div style="border: 1px solid black; width: 100%; height: 100%; display: flex; align-items: center; justify-content: center;"> </div>			

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Capital Improvement Fund	-	\$ 344,395	-	-	-	-	344,395	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 344,395	\$ -	\$ -	\$ -	\$ -	\$ 344,395	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	344,395	-	-	-	-	344,395
Equipment / Other	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ 344,395	\$ -	\$ -	\$ -	\$ -	\$ 344,395

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

City of McAllen, Texas
Palm View Golf Course Depreciation Fund
Working Capital Summary

	Actual 16-17	Original Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm 18-19	Four Year Plan			
							19-20	20-21	21-22	22-23
RESOURCES										
BEGINNING WORKING CAPITAL	\$ 300,733	\$ 366,249	\$ 336,249	\$ 270,002	\$ 400,002	\$ 400,002	\$ 237,916	\$ 297,490	\$ 348,607	\$ 418,607
Revenues:										
Interest Earned	2,958	-	-	-	-	-	-	-	-	-
Total Revenues	2,958	-	-	-	-	-	-	-	-	-
Operating Transfer-In	130,000	79,567	79,567	130,000	150,000	150,000	150,000	150,000	150,000	150,000
Total Revenues and Transfers	132,958	79,567	79,567	130,000	150,000	150,000	150,000	150,000	150,000	150,000
TOTAL RESOURCES	\$ 433,691	\$ 445,816	\$ 415,816	\$ 400,002	\$ 550,002	\$ 550,002	\$ 387,916	\$ 447,490	\$ 498,607	\$ 568,607
APPROPRIATIONS										
Capital Outlay										
Heavt Duty Truckster	\$ -	\$ -	\$ -	\$ -	\$ 28,000	\$ 28,000	\$ -	\$ -	\$ -	\$ -
Pull Behing Rough Mower	-	-	-	-	34,186	34,186	-	-	-	-
Golf Cart Fleet	-	-	-	-	240,000	240,000	90,426	98,883	80,000	370,000
Greens Mower	49,989	-	-	-	-	-	-	-	-	-
Greens Roller	113,700	-	-	-	-	-	-	-	-	-
Computer with monitor	-	-	-	-	9,900	9,900	-	-	-	-
TOTAL APPROPRIATIONS	163,689	-	-	-	312,086	312,086	90,426	98,883	80,000	370,000
ENDING WORKING CAPITAL	\$ 270,002	\$ 445,816	\$ 415,816	\$ 400,002	\$ 237,916	\$ 237,916	\$ 297,490	\$ 348,607	\$ 418,607	\$ 198,607

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2018 - 2019**

FUND: 522-5152-466-6620
DEPARTMENT: PALM VIEW GOLF COURSE-EQUIPMENT DEPRECIATION FUND

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Pull Behind Rough Mower	\$34,186	1	\$34,186	To replace 8 year old and inoperable rough mower To be used with top dresser for new greens
Heavy Duty Truckster	\$28,000	1	\$28,000	
			\$0	
			\$0	
	\$0		\$0	
TOTAL			\$62,186	

Computer-Hardware				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Computer with monitor	\$1,100	9	\$9,900	To replace 7 year old computers that will no longer be supported
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$9,900	

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Golf Cart Fleet	\$240,000	1	\$240,000	To replace 4 year old cart fleet as per replacement plant
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$240,000	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	
Grand Total			\$312,086	

City of McAllen, Texas
McAllen Convention Center Fund
Working Capital Summary

	Actual 16-17	Original Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm 18-19	19-20	Four Year Plan		
							20-21	21-22	22-23	
RESOURCES										
BEGINNING WORKING CAPITAL	\$ 1,587,862	\$ 1,144,278	\$ 1,144,278	\$ 1,133,415	\$ 558,717	\$ 558,717	\$ 57,113	\$ (581,258)	\$ (1,004,229)	\$ (1,337,600)
Revenues:										
User Fees-Rentals	1,067,801	1,230,000	1,230,000	962,778	900,000	900,000	900,000	900,000	900,000	900,000
Concession Other	11,603	27,000	27,000	5,960	5,000	5,000	5,000	5,000	5,000	5,000
Audio Visual	162,014	160,000	160,000	120,660	100,000	100,000	100,000	100,000	100,000	100,000
Standard Services	86,661	90,000	90,000	43,871	50,000	50,000	50,000	50,000	50,000	50,000
Equipment Rental	15,404	18,000	18,000	21,066	18,000	18,000	18,000	18,000	18,000	18,000
Standard Labor	30,775	40,000	40,000	18,412	20,000	20,000	20,000	20,000	20,000	20,000
Food & Beverage	499,127	475,000	475,000	475,000	457,000	457,000	457,000	457,000	457,000	457,000
Event % - Ticket Sales	57,554	60,000	60,000	35,000	45,000	45,000	45,000	45,000	45,000	45,000
Security	119,833	115,000	115,000	104,558	100,000	100,000	100,000	100,000	100,000	100,000
Management Fee	200,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000
Special Events: Palmfest, Carfest	278,909	345,000	345,000	363,279	225,000	225,000	225,000	345,000	345,000	225,000
Sale of Property	37,483	-	-	-	-	-	-	-	-	-
Interest Earned	10,533	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000
Parking Fees	-	-	-	-	-	75,000	-	-	-	-
Miscellaneous	56,320	27,000	27,000	36,991	27,000	-	27,000	27,000	27,000	27,000
Total Revenues	2,634,016	3,001,000	3,001,000	2,601,575	2,361,000	2,409,000	2,361,000	2,481,000	2,481,000	2,361,000
Transfer-in - Hotel Tax Fund	1,890,899	1,935,508	1,885,508	1,723,627	1,761,042	1,955,905	1,955,905	1,955,905	1,955,905	1,955,905
Total Revenues and Transfers-In	4,524,915	4,936,508	4,886,508	4,325,202	4,122,042	4,364,905	4,316,905	4,436,905	4,436,905	4,316,905
TOTAL RESOURCES	\$ 6,112,777	\$ 6,080,786	\$ 6,030,786	\$ 5,458,617	\$ 4,680,759	\$ 4,923,622	\$ 4,374,018	\$ 3,855,647	\$ 3,432,676	\$ 2,979,305
APPROPRIATIONS										
Operating Expenses:										
Convention Center	\$ 4,713,412	\$ 4,206,881	\$ 4,206,881	\$ 4,457,168	\$ 4,468,844	\$ 4,468,497	\$ 4,489,564	\$ 4,489,564	\$ 4,489,564	\$ 4,489,564
Liability Insurance	50,210	30,712	30,712	37,481	30,712	30,712	30,712	30,712	30,712	30,712
Capital Outlay	102,406	245,310	245,310	136,535	408,291	-	185,000	89,600	-	-
Total Operating Expenses	4,866,028	4,482,903	4,482,903	4,631,184	4,907,847	4,499,209	4,705,276	4,609,876	4,520,276	4,520,276
Transfer Out -Health Insurance Fund	10,632	18,716	18,716	18,716	117,300	117,300	-	-	-	-
Transfer Out -Performing Arts Center	690,155	-	-	-	-	-	-	-	-	-
Transfer-Out Convention Center Depr. Fund	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000
TOTAL APPROPRIATIONS	5,816,815	4,751,619	4,751,619	4,899,900	5,275,147	4,866,509	4,955,276	4,859,876	4,770,276	4,770,276
Revenues Over / Under Expenses	(1,291,900)	184,889	134,889	(574,698)	(1,153,105)	(501,604)	(638,371)	(422,971)	(333,371)	(453,371)
Other Items Affecting Working Capital	837,453	-	-	-	-	-	-	-	-	-
ENDING WORKING CAPITAL	\$ 1,133,415	\$ 1,329,167	\$ 1,279,167	\$ 558,717	\$ (594,388)	\$ 57,113	\$ (581,258)	\$ (1,004,229)	\$ (1,337,600)	\$ (1,790,971)
\$1,133,415										

2019

541- Convention Center fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
541-0000-361-16-00 Charges:sales & services / Rental	1,067,801	1,230,000	334,667	962,778	900,000	900,000
541-0000-361-17-00 Charges:sales & services / Concession rental						
541-0000-361-18-00 Charges:sales & services / Concession other	11,603	27,000	2,480	5,960	5,000	5,000
541-0000-361-48-00 Charges:sales & services / Audio Visual	162,014	160,000	34,490	120,660	100,000	100,000
541-0000-361-49-00 Charges:sales & services / Event % - ticket sales	57,554	60,000	27,705	35,000	45,000	45,000
541-0000-361-53-00 Charges:sales & services / Equipment rental	15,404	18,000	9,026	21,066	18,000	18,000
541-0000-361-54-00 Charges:sales & services / Standard labor (labor/e	30,775	40,000	8,238	18,412	20,000	20,000
541-0000-361-55-00 Charges:sales & services / Standard services	86,661	90,000	33,401	43,871	50,000	50,000
541-0000-361-56-00 Charges:sales & services / Food & beverages	499,127	475,000	212,735	475,000	457,000	457,000
541-0000-361-57-00 Charges:sales & services / Security	119,833	115,000	47,758	104,558	100,000	100,000
541-0000-361-63-00 Operating revenues / Palm fest	191,951	205,000	123,651	288,651	125,000	125,000
541-0000-361-64-00 Operating revenues / Car fest	86,958	140,000	74,628	74,628	100,000	100,000
361	2,329,679	2,560,000	908,779	2,150,584	1,920,000	1,920,000
541-0000-373-01-00 Sale of property / Fixed assets	37,483					
373	37,483					
541-0000-375-01-00 Miscellaneous / Recovery prior yr exp	2,169		3,006	3,006		
541-0000-375-02-00 Miscellaneous / Insurance recoveries	28,524	15,000	10,099	24,925		
541-0000-375-10-00 Miscellaneous / NSF charges						
541-0000-375-11-00 Miscellaneous / Sponsorships						
541-0000-375-40-01 Cash over/short / Cash over/short	20		(55)	(50)		
541-0000-375-43-00 Miscellaneous / ATM commission						
541-0000-375-50-00 Miscellaneous / Management fee civic ctr						
541-0000-375-57-00 Miscellaneous / Management fee - PAC	200,000	400,000	199,998	400,000	400,000	400,000
541-0000-375-99-00 Miscellaneous / Other	25,606	12,000	9,135	9,110	27,000	75,000
375	256,320	427,000	222,183	436,991	427,000	475,000
541-0000-376-98-00 Contributions / Acquired assets / external						
541-0000-376-99-00 Contributions / Acquired assets-Intra						
376						
541-0000-381-02-00 Interest / Texpool	3,514	3,000	1,534	3,000	3,000	3,000
541-0000-381-03-00 Interest / Certificate of deposit						
541-0000-381-04-00 Interest / Other investments	14,271	10,000	5,424	10,000	10,000	10,000
541-0000-381-20-00 Interest / Gain/loss sale of invest-	(7,252)	1,000	44	1,000	1,000	1,000
381	10,533	14,000	7,002	14,000	14,000	14,000
541-0000-391-10-00 Operating transfers in / Hotel occupancy fund	1,890,899	1,885,508	841,463	1,723,627	1,761,042	1,955,905
391	1,890,899	1,885,508	841,463	1,723,627	1,761,042	1,955,905
541 Convention Center	\$ 4,524,915	\$ 4,886,508	\$ 2,042,552	\$ 4,325,202	\$ 4,122,042	\$ 4,364,905

City of McAllen, Texas
McAllen Convention Center Fund
Expense Summary

	Actual 16-17	Original Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm. 18-19	Four Year Plan			
							19-20	20-21	21-22	22-23
<u>BY DEPARTMENT</u>										
Convention Center	\$ 4,866,028	\$ 4,482,903	\$ 4,482,903	\$ 4,631,184	\$ 4,907,847	\$ 4,499,209	\$ 4,705,276	\$ 4,609,876	\$ 4,520,276	\$ 4,520,276
TOTAL	\$ 4,866,028	\$ 4,482,903	\$ 4,482,903	\$ 4,631,184	\$ 4,907,847	\$ 4,499,209	\$ 4,705,276	\$ 4,609,876	\$ 4,520,276	\$ 4,520,276
<u>BY EXPENSE GROUP</u>										
Expenses:										
Personnel Services										
Salaries and Wages	\$ 1,642,920	\$ 1,652,061	\$ 1,669,611	\$ 1,669,200	\$ 1,683,924	\$ 1,658,924	\$ 1,684,644	\$ 1,684,644	\$ 1,684,644	\$ 1,684,644
Employee Benefits	533,500	520,292	502,742	500,752	494,788	521,241	494,788	494,788	494,788	494,788
Supplies	67,719	99,000	99,000	68,500	99,000	99,000	99,000	99,000	99,000	99,000
Other Services and Charges	2,136,476	1,635,946	1,635,946	1,982,616	1,889,750	1,889,750	1,889,750	1,889,750	1,889,750	1,889,750
Maint. and Repair Services	332,798	299,582	299,582	236,100	301,382	299,582	321,382	321,382	321,382	321,382
Liability Insurance	50,210	30,712	30,712	37,481	30,712	30,712	30,712	30,712	30,712	30,712
TOTAL OPERATING EXPENSES	4,763,622	4,237,593	4,237,593	4,494,649	4,499,556	4,499,209	4,520,276	4,520,276	4,520,276	4,520,276
Capital Outlay	102,406	245,310	245,310	136,535	408,291	-	185,000	89,600	-	-
TOTAL EXPENDITURES	\$ 4,866,028	\$ 4,482,903	\$ 4,482,903	\$ 4,631,184	\$ 4,907,847	\$ 4,499,209	\$ 4,705,276	\$ 4,609,876	\$ 4,520,276	\$ 4,520,276
<u>PERSONNEL</u>										
Convention Center	47	47	47	47	47	47	47	47	47	47

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: CONVENTION CENTER

		Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)		
COMPENSATION								
New Position	No. Positions	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	
1.	-	-	-	-	-	-	-	-
2.	-	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-	-
5.	-	-	-	-	-	-	-	-
6.	-	-	-	-	-	-	-	-
7.	-	-	-	-	-	-	-	-
8.	-	-	-	-	-	-	-	-
9.	-	-	-	-	-	-	-	-
Totals								
Revisions								
1. Contingency			-	-	-	-	-	37,332
2. Contingency			-	-	-	-	-	(6,900) Workers Comp Loss Run
3.			-	-	-	-	-	
4.			-	-	-	-	-	
5.			-	-	-	-	-	
6.			-	-	-	-	-	
7.			-	-	-	-	-	
8.			-	-	-	-	-	
9.			-	-	-	-	-	
10. Overtime			25,000	-	-	3,979	28,979	Underestimated average yearly expense.
Total Compensation & Benefits		\$ 2,229,325	\$ 25,000	\$ -	\$ -	\$ 3,979	\$ 28,979	\$ 30,432
SUPPLIES								
1. < Please select category >								
2. < Please select category >								
3. < Please select category >								
4. < Please select category >								
5. < Please select category >								
Total Supplies		\$ 99,000					\$ -	\$ -
OTHER SERVICES & CHARGES								
1. Online svc/network							(1,000)	(1,000) Overestimated from previous year, not needed.
2. Professional							(30,000)	(30,000) Overestimated from previous year, not needed.
3. Rental & contractual							-	
4. Utilities-electric							233,804	233,804 Underestimated average yearly expense.
5. Utilities-gas							1,000	1,000 Estimated fees increased due to greater usage to
6. Utilities-water							40,000	40,000 Underestimated average yearly expense.
7. Credit card fees							10,000	10,000 Underestimated average yearly expense.
8. Special events								
9. < Please select category >								
10. < Please select category >								
Total Other Services & Charges		\$ 1,886,374					\$ 253,804	\$ 253,804
MAINTENANCE								
1. Vehicles							1,800	
2. < Please select category >								
3. < Please select category >								
4. < Please select category >								
5. < Please select category >								
Total Maintenance		\$ 299,582					\$ 1,800	\$ -
CAPITAL OUTLAY								
	** See Attached	Capital Outlay Request Form						
Total Capital Outlay							\$ 408,291	\$ -
TOTAL		\$ 4,514,281					\$ 692,874	\$ 284,236

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: Capital Outlay
DEPARTMENT: Convention Facilities

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
SICO 120X2 Decking/Bridges	\$1,475	168	\$247,800	Replacement Equipment/Breaking down/wear tear bleachers
Matrix Access Control Upgrade	\$49,831	1	\$49,831	Obsolete system
TV - Advertising/Brackets	\$2,000	4	\$8,000	Replacement Equipment/Breaking down/wear tear
Wireless Mics	\$1,500	12	\$18,000	Replacement Equipment/Breaking down/wear tear
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Office Furniture/equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
18x96 Skinny Tables	\$335	30	\$10,050	Replacement Equipment/Breaking down/Wear Tear
18x72 Skinny Tables	\$300	30	\$9,000	Replacement Equipment/Breaking down/Wear Tear
30x96 Tables Carts	\$425	30	\$12,750	Replacement Equipment/Breaking down/Wear Tear
72 in Round Tables	\$600	5	\$3,000	Replacement Equipment/Breaking down/Wear Tear
Round Table Carts	\$610	6	\$3,660	Replacement Equipment/Breaking down/Wear Tear
TOTAL			\$0	

Computer-Hardware				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Video Surveillances Axis Cameras	\$1,500	10	\$15,000	replacement equipment/Breaking down/Wear Tear
Marketing Demographic Counter	\$3,200	1	\$3,200	Marketing, Demographics Records Age, Gender Data
3D Projector Advertising	\$14,000	2	\$28,000	3D Advertising on the walls for our coming events
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Computer-Hardware				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$0
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2019

541-5251 Convention facilities

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
541-5251-461-60-01 Compensation / Exempt	577,416	575,326	359,622	620,000	580,945	580,945
541-5251-461-60-02 Compensation / Non-exempt	933,616	1,050,085	477,313	930,000	1,033,779	1,033,779
541-5251-461-60-06 Compensation / Part time	-	-	-	-	-	-
541-5251-461-60-10 Compensation / Overtime	109,147	25,000	57,263	100,000	50,000	25,000
541-5251-461-60-14 Compensation / Car allowance	15,600	10,800	7,800	10,800	10,800	10,800
541-5251-461-60-17 Compensation / Telephone	7,140	8,400	3,880	8,400	8,400	8,400
60	1,642,920	1,669,611	905,878	1,669,200	1,683,924	1,658,924
541-5251-461-61-30 Benefits / Social security	115,854	125,668	65,543	124,325	128,821	126,908
541-5251-461-61-36 Benefits / Retirement	119,096	129,557	71,067	128,388	133,872	131,884
541-5251-461-61-40 Benefits / Unemployment tax	1,096	7,866	6,214	7,866	846	846
541-5251-461-61-46 Benefits / Workers' comp-	37,648	35,161	20,250	35,161	36,613	36,555
541-5251-461-61-50 Benefits / Health cost	144,270	183,696	77,142	183,696	178,584	178,584
541-5251-461-61-52 Benefits / Life insurance	1,152	2,739	580	2,739	2,824	2,804
541-5251-461-61-53 Benefits / Retiree health ins (ARC)	16,394	13,228	7,964	13,228	13,228	13,228
541-5251-461-61-56 Benefits/Pension Cost-TMRS	212,424	-	-	-	-	-
541-5251-461-61-58 Benefits / TMRS benefits (contra)	(114,435)	-	-	-	-	-
61	533,500	497,915	248,760	495,403	494,788	490,809
541-5251-463-62-02 Supplies / Office	7,630	10,000	6,116	8,500	10,000	10,000
541-5251-463-62-04 Supplies / Operating	5,352	30,000	976	10,000	30,000	30,000
541-5251-463-62-12 Supplies / Small tools/minor equip-	1,707	8,000	5,062	5,500	8,000	8,000
541-5251-463-62-14 Supplies / Janitorial	32,658	25,000	17,497	25,000	25,000	25,000
541-5251-463-62-18 Supplies / Clothing & uniform	9,474	11,000	5,103	9,500	11,000	11,000
541-5251-463-62-20 Supplies / Chemical	10,898	15,000	3,541	10,000	15,000	15,000
62	67,719	99,000	38,294	68,500	99,000	99,000
541-5251-464-63-02 Other services & charges / Advertising	87,721	160,000	46,095	80,000	160,000	160,000
541-5251-464-63-14 Other services & charges / Dues & subscriptions	25,429	20,000	7,262	15,000	20,000	20,000
541-5251-464-63-23 Other services & charges / Online svc/network	3,764	3,000	772	3,000	2,000	2,000
541-5251-464-63-38 Other services & charges / Management fee	150,000	150,000	75,000	150,000	150,000	150,000
541-5251-464-63-43 Other services & charges / Postage	-	-	-	-	-	-
541-5251-464-63-45 Other services & charges / Professional	5,262	60,000	2,075	30,000	30,000	30,000
541-5251-464-63-52 Other services & charges / Rental & contractual	287,657	260,000	111,328	200,000	260,000	260,000
541-5251-464-63-59 Other services & charges / Security	243,528	120,000	80,315	160,000	120,000	120,000
541-5251-464-63-60 Other service & charges / Special events	185,618	150,000	121,747	150,000	150,000	150,000
541-5251-464-63-64 Other services & charges / Training	4,286	5,000	416	2,500	5,000	5,000
541-5251-464-63-65 Other services & charges / Travel	37,215	24,250	19,446	25,000	24,250	24,250

2019

541-5251 Convention facilities

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
541-5251-464-63-67 Other services & charges / Utilities-electric	703,813	366,196	238,732	600,000	600,000	600,000
541-5251-464-63-68 Other services & charges / Utilities-gas	7,819	6,000	3,346	7,000	7,000	7,000
541-5251-464-63-69 Other services & charges / Utilities-telephone	17,774	26,000	6,004	17,000	26,000	26,000
541-5251-464-63-70 Other services & charges / Utilities-water	98,427	55,000	33,392	98,000	95,000	95,000
541-5251-464-63-89 Other services & charges / Credit card fees	51,898	20,000	31,018	55,000	30,000	30,000
541-5251-464-63-99 Other services & charges / Miscellaneous	10,715	10,500	6,722	9,500	10,500	10,500
63	1,920,925	1,435,946	783,669	1,602,000	1,689,750	1,689,750
541-5251-464-64-53 Other services & charges / Palmfest	215,551	200,000	230,616	380,616	200,000	200,000
64	215,551	200,000	230,616	380,616	200,000	200,000
541-5251-465-65-04 Maintenance / Computer software	340	-	-	-	-	-
541-5251-465-65-08 Maintenance / Equipment	124,145	78,000	81,724	78,000	78,000	78,000
541-5251-465-65-10 Maintenance / Facilities	199,491	213,750	74,606	150,000	213,750	213,750
541-5251-465-65-16 Maintenance / Vehicles	3,140	1,200	2,717	3,100	3,000	1,200
541-5251-465-65-17 Maintenance / Fuel & lubricants	5,681	6,632	3,764	5,000	6,632	6,632
65	332,798	299,582	162,810	236,100	301,382	299,582
541-5251-466-66-10 Capital outlay / Building/structures	-	-	-	-	-	-
541-5251-466-66-14 Capital outlay / Vehicles	26,360	-	-	-	-	-
541-5251-466-66-16 Capital outlay / Office furniture/equip-	-	71,110	-	-	38,460	-
541-5251-466-66-20 Capital outlay / Equipment	14,996	64,000	83,985	64,000	323,631	-
541-5251-466-66-22 Capital outlay / Computer-hardware	60,000	110,200	12,669	12,669	46,200	-
541-5251-466-66-24 Capital outlay / Computer-software	-	-	-	-	-	-
541-5251-466-66-30 Capital outlay / Imprv- other than buildgs	-	-	-	-	-	-
541-5251-466-66-99 Capital outlay / Non-capitalized	1,050	-	59,866	59,866	-	-
66	102,406	245,310	156,520	136,535	408,291	-
541-5251 Convention Center	\$ 4,815,818	\$ 4,447,364	\$ 2,526,548	\$ 4,588,354	\$ 4,877,135	\$ 4,438,065

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5251	Convention Facilities	1			Director Convention Facilities	FILLED	\$ 110,644
5251	Convention Facilities	1			Event Service Supervisor	FILLED	41,568
5251	Convention Facilities	1			Manager of Facility	UNFILLED	65,891
5251	Convention Facilities	1			Marketing & Special Event Spvr	FILLED	52,471
5251	Convention Facilities	1			Special Events Coordinator	FILLED	42,685
5251	Convention Facilities	1			Operations Manager	FILLED	58,631
5251	Convention Facilities	1			Sales Coordinator	FILLED	53,880
5251	Convention Facilities	1			Manager of Sales & Events Serv	FILLED	60,368
5251	Convention Facilities	1			Corporate Relations Manager	FILLED	54,449
5251	Convention Facilities	1			Audio & Visual Supervisor	UNFILLED	40,357
		10					580,945
5251	Convention Facilities		1		Accounting Coordinator	FILLED	35,589
5251	Convention Facilities		1		Administrative Clerk	FILLED	25,896
5251	Convention Facilities		1		Administrative Clerk	FILLED	25,896
5251	Convention Facilities		1		Administrative Clerk	FILLED	25,896
5251	Convention Facilities		1		Administrative Supervisor	FILLED	31,179
			5				144,456
5251	Convention Facilities		1		Audio & Visual Technician	FILLED	32,802
5251	Convention Facilities		1		Audio & Visual Technician	FILLED	29,120
5251	Convention Facilities		1		Audio & Visual Technician	FILLED	29,120
			3				91,042
5251	Convention Facilities		1		Building Monitor Supervisor	FILLED	26,894
5251	Convention Facilities		1		Building Monitor	FILLED	23,920
5251	Convention Facilities		1		Building Monitor	FILLED	23,920
5251	Convention Facilities		1		Building Monitor	FILLED	23,878
5251	Convention Facilities		1		Building Monitor	FILLED	23,878
			5				122,490
5251	Convention Facilities		1		Events Coordinator	FILLED	34,632
5251	Convention Facilities		1		Events Coordinator	FILLED	34,632
5251	Convention Facilities		1		Events Coordinator	FILLED	34,632
5251	Convention Facilities		1	Reclass Frm FOH Coord	Events Coordinator	FILLED	34,632
			4				138,528

PERSONNEL REVISION WORKSHEET

CITY OF McALLEN

**REVISED NEW POSITIONS REQUESTED FY 2018-2019
DELETION AND RECLASSIFICATION ON CURRENT POSITIONS**

		NEW POSITIONS								City Manager
TITLE	EXEMPT	CAR ALLOWANCE	PHONE ALLOWANCE	NON-EX.	ANY PART-TIME	Fringe Benefits	Total	Total Positions	APPROVAL YES/NO	
1.	-	-	-	-	-	-	-	-		
2.	-	-	-	-	-	-	-	-		
3.	-	-	-	-	-	-	-	-		
4.	-	-	-	-	-	-	-	-		
5.	-	-	-	-	-	-	-	-		
6.	-	-	-	-	-	-	-	-		
TITLE			AMOUNT	AMOUNT	AMOUNT	ALLOWANCE	Benefits	ADJ.		
1.	-	-	-	-	-	-	-	-		
2.	-	-	-	-	-	-	-	-		
3.	-	-	-	-	-	-	-	-		
4.	-	-	-	-	-	-	-	-		
5.	-	-	-	-	-	-	-	-		
6.	-	-	-	-	-	-	-	-		
7.	-	-	-	-	-	-	-	-		
8.	-	-	-	-	-	-	-	-		
9.	-	-	-	-	-	-	-	-		
10. Overtime		-	25,000	50,000	25,000	-	3,979	28,979	NO	

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: LED Screen			
Account No.:	Project Code:	Start Date:	Completed Date:
User/Coordinating Department(s):			
Strategic Business Plan:	Goal 2: Strengthen McAllen's dominance as the retail destination of the region.		
Strategic Business Plan: (If Applicable)	Goal 1: Promote an unsurpassed quality of life in McAllen.		
Status:			Project Location:
Rollover Amount:	\$ 300,000	Current Request:	
Department:			
Project Type:	< Please Select >		
Grant Related: (Yes/No)	< Please Select >		
Project Description/Justification			
Insert Picture Here			

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
< Select Funding Source >	-	\$ 300,000	-	-	-	-	300,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-		-	-	-	-	-	-
Land/ROW	-		-	-	-	-	-	-
Arch. & Engineering	-		-	-	-	-	-	-
Construction	-		-	-	-	-	-	-
Equipment / Other	-		-	-	-	-	-	-
Total	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.



Mission Statement:

“ Committed to generate a positive economic impact to our city through outstanding customer service, effective management practices, investment in our facilities, and actively engage in the sales and marketing of McAllen as the premier meetings and events destination in South Texas.”

Department Summary										
Expenditure Detail:	Actual	Original Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan			
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23
Personnel Services										
Salaries and Wages	\$ 1,642,920	\$ 1,652,061	\$ 1,669,611	\$ 1,669,200	\$ 1,683,924	\$ 1,658,924	\$ 1,684,644	\$ 1,684,644	\$ 1,684,644	\$ 1,684,644
Employee Benefits	533,500	495,403	497,915	495,403	494,788	490,809	494,788	494,788	494,788	494,788
Supplies	67,719	99,000	99,000	68,500	99,000	99,000	99,000	99,000	99,000	99,000
Other Services and Charges	2,136,476	1,635,946	1,635,946	1,982,616	1,889,750	1,889,750	1,889,750	1,889,750	1,889,750	1,889,750
Maintenance	332,798	299,582	299,582	236,100	301,382	299,582	321,382	321,382	321,382	321,382
Operations Subtotal	4,713,412	4,181,992	4,202,054	4,451,819	4,468,844	4,438,065	4,489,564	4,489,564	4,489,564	4,489,564
Capital Outlay	102,406	245,310	245,310	136,535	408,291	-	185,000	89,600	-	-
Operations & Capital Outlay total	4,815,818	4,427,302	4,447,364	4,588,354	4,877,135	4,438,065	4,674,564	4,579,164	4,489,564	4,489,564
Non Departmental										
Insurance	50,210	30,712	30,712	37,481	30,712	30,712	30,712	30,712	30,712	30,712
Contingency	-	24,889	4,827	-	-	37,332	-	-	-	-
Workers' Comp. - Loss Run Ratio	-	-	-	5,349	-	(6,900)	-	-	-	-
Total Expenditures	\$ 4,866,028	\$ 4,482,903	\$ 4,482,903	\$ 4,631,184	\$ 4,907,847	\$ 4,499,209	\$ 4,705,276	\$ 4,609,876	\$ 4,520,276	\$ 4,520,276
PERSONNEL										
Exempt	10	10	10	10	10	10	10	10	10	10
Non-Exempt	37	37	37	37	37	37	37	37	37	37
Part-Time	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	47									
Resources										
	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan			
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23
Revenues	\$ 2,634,016	\$ 3,001,000	\$ 3,001,000	\$ 2,601,575	\$ 2,361,000	\$ 2,409,000	\$ 2,361,000	\$ 2,481,000	\$ 2,481,000	\$ 2,361,000

Contact Us:

Laurie Pulido Interim Director
 700 Convention Center Blvd.
 McAllen, TX 78501
 (956) 681-3800

MAJOR FY 18-19 GOALS

1. To increase efficiency while looking for opportunities to reduce spending in this department's output through identifying ways to reduce daily operational costs and overtime by working with staff to better use the tools of communication and planning we already have on hand (including EMS & Ungerboeck reporting).
2. To improve customer service to internal and external clients by quicker follow up, by improving procedures for communication, and by allocating the right tool(s) for tracking leads and communication status for all incoming requests as well as engaging the team in a full understanding of organizational goals.
3. To help generate more community awareness and support for the special events hosted by this department (i.e. PalmFest, CarFest, Sunset Live, etc.)
4. To help generate more Community awareness of the events that take place in our venues as well as stressing the economic impact they provide to our community/area
5. To solidify the presence of this venue in the local market and remain competitive with new and up-and-coming venues in the area by getting more involved in active

Convention Center

www.mcallenconventioncenter.net

Performance Measures				Description:	
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18		Goal FY 18-19
Inputs:				<p>The McAllen Convention Center is a multi-purpose convention center owned by the City of McAllen and was developed with the primary objective of booking events and activities that generate significant economic benefits to the community.</p> <p>In addition, the center was developed with a secondary objective to serve as a center for entertainment and events that promote commerce and activities that generally enhance the quality of life of the City.</p>	
Number of full time employees		45	45		
Total Appropriations		\$ 4,482,903	\$ 4,482,903		\$ 4,499,209
Exhibit Hall Space available		60,000 sqft	60,000		60,000
Ballroom Space available		10,000 sqft	10,000		10,000
Outputs:					
Convention Center Events		450			
Exhibit Hall Bookings		320			
Ballroom Bookings		530			
Meeting Room Bookings		1,500			
Total Number of Bookings		2,350			
Effectiveness Measures:					
Total Resources		\$ 6,095,684			\$ 2,361,000
Banquet Event Order Net Revenue		\$ 475,000			\$ -
Attendance		450,000			
Exhibit Hall Occupancy		55%			
Ballroom Occupancy		33%			
Meeting Room Occupancy		45%			
Total Occupancy		45%			
Efficiency Measures:					
Available Effective Occupancy - Exhibit Hall		10%			
Available Effective Occupancy - Ballroom		20%			
Available Effective Occupancy - Meeting Rooms		15%			
Available Effective Occupancy - Total		15%			

*N/A=Not Available, N/P=Not Provided

2019

541-5264 General insurance

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
541-5264-464-63-17 Other services & charges / Employee bond	-	-	-	-	-	-
541-5264-464-63-24 Other services & charges / Ins-auto liability	-	-	-	-	-	-
541-5264-464-63-25 Other services & charges / Ins--boiler & machinery	-	-	-	-	-	-
541-5264-464-63-26 Other services & charges / Ins--error & ommission	-	-	-	-	-	-
541-5264-464-63-27 Other services & charges / Ins--real/personal prop	-	-	-	-	-	-
541-5264-464-63-29 Other services & charges / Ins--liability	30,712	30,712	15,354	30,712	30,712	30,712
541-5264-464-63-30 Other services & charges / Ins--mobile equip-	-	-	-	-	-	-
541-5264-464-63-31 Other services & charges / Ins--other	-	-	-	-	-	-
541-5264-464-63-33 Other services & charges / Ins--workers comp- exce	-	-	-	-	-	-
541-5264-464-63-45 Other services & charges / Professional	-	-	-	-	-	-
541-5264-464-63-88 Other services & charges / Ins--special events	19,498	-	6,769	6,769	-	-
63	50,210	30,712	22,123	37,481	30,712	30,712
541-5264 General Insurance	\$ 50,210	\$ 30,712	\$ 22,123	\$ 37,481	\$ 30,712	\$ 30,712

2019

541-5256 Contingency

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
541-5256-461-61-97 Benefits / Contingency - workers comp loss run ratio				5,349		(6,900)
541-5256-461-61-99 Benefits / Contingency	-	4,827	-	-	-	37,332
61	-	4,827	-	5,349	-	30,432
<hr/>						
541-5256 Contingency	\$ -	\$ 4,827	\$ -	\$ 5,349	\$ -	\$ 30,432

2019
541-9010 Non-departmental

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
541-9010-467-68-02 Depreciation / Expense 68	-	-	-	-	-	
541-9010-467-71-77 Other expenses / Loss on disposal of assets 71	-	-	-	-	-	
541-9010-467-89-01 Other expenses / Fixed assets (contra) 89	-	-	-	-	-	
541-9010-499-74-06 Operating transfers out / Capital improvement fd	-	-	-	-	-	
541-9010-499-74-68 Operating transfers out / Convention ctr depreciat	250,000	250,000	124,998	250,000	250,000	250,000
541-9010-499-74-77 Operating transfers out / Perf constr fund -CO ser	-	-	-	-	-	-
541-9010-499-74-78 Operating transfers out / Health insurance fund	10,632	18,716	9,354	18,716	117,300	117,300
541-9010-499-74-83 Operating transfers out / Performing arts M&O fd 74	690,155	-	-	-	-	-
	950,787	268,716	134,352	268,716	367,300	367,300
541-9010	\$ 2,457,698	\$ 268,716	\$ 867,783	\$ 268,716	\$ 367,300	\$ 367,300

**City of McAllen, Texas
Convention Center Depreciation Fund
Working Capital Summary**

	Actual 16-17	Original Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm 18-19	19-20	Four Year Plan			22-23
							20-21	21-22			
RESOURCES											
BEGINNING WORKING CAPITAL	\$ 1,735,974	\$ 1,948,864	\$ 1,984,864	\$ 1,964,140	\$ 2,095,435	\$ 2,095,435	\$ 1,437,145	\$ 1,687,145	\$ 1,937,145	\$ 2,187,145	\$ 2,187,145
Revenues:											
Interest Earned	16,284			16,300	-	-	-	-	-	-	-
Total Revenues	16,284	-	-	16,300	-	-	-	-	-	-	-
Operating Transfer-In	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000
Total Revenues and Transfers	266,284	250,000	250,000	266,300	250,000	250,000	250,000	250,000	250,000	250,000	250,000
TOTAL RESOURCES	\$ 2,002,258	\$ 2,198,864	\$ 2,234,864	\$ 2,230,440	\$ 2,345,435	\$ 2,345,435	\$ 1,687,145	\$ 1,937,145	\$ 2,187,145	\$ 2,437,145	\$ 2,437,145
APPROPRIATIONS											
Capital Projects:											
Parking Lot Striping	\$ 38,119	\$ -	\$ -	\$ 28,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LED Marquee Screens	-	300,000	252,495	-	300,000	500,000	-	-	-	-	-
Convention Center Fountain	-	-	-	59,000	-	-	-	-	-	-	-
Oval Pond	-	-	47,505	47,505	-	-	-	-	-	-	-
Convention Center: Equipment, Office Furniture, Hardware	-	-	-	-	-	408,291	-	-	-	-	-
TOTAL APPROPRIATIONS	38,119	300,000	300,000	135,005	300,000	908,291	-	-	-	-	-
ENDING WORKING CAPITAL	\$ 1,964,140	\$ 1,898,864	\$ 1,934,864	\$ 2,095,435	\$ 2,045,435	\$ 1,437,145	\$ 1,687,145	\$ 1,937,145	\$ 2,187,145	\$ 2,437,145	\$ 2,437,145

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2018 - 2019**

FUND: Capital Outlay
DEPARTMENT: Convention Facilities

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
SICO 120X2 Decking/Bridges	\$1,475	168	\$247,800	Replacement Equipment/Breaking down/wear tear bleachers
Matrix Access Control Upgrade	\$49,831	1	\$49,831	Obsolete system
TV - Advertising/Brackets	\$2,000	4	\$8,000	Replacement Equipment/Breaking down/wear tear
Wireless Mics	\$1,500	12	\$18,000	Replacement Equipment/Breaking down/wear tear
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$323,631	

Office Furniture/equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
18x96 Skinny Tables	\$335	30	\$10,050	Replacement Equipment/Breaking down/Wear Tear
18x72 Skinny Tables	\$300	30	\$9,000	Replacement Equipment/Breaking down/Wear Tear
30x96 Tables Carts	\$425	30	\$12,750	Replacement Equipment/Breaking down/Wear Tear
72 in Round Tables	\$600	5	\$3,000	Replacement Equipment/Breaking down/Wear Tear
Round Table Carts	\$610	6	\$3,660	Replacement Equipment/Breaking down/Wear Tear
TOTAL			\$38,460	

Computer-Hardware				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Video Surveillances Axis Cameras	\$1,500	10	\$15,000	replacement equipment/Breaking down/Wear Tear
Marketing Demographic Counter	\$3,200	1	\$3,200	Marketing, Demographics Records Age, Gender Data
3D Projector Advertising	\$14,000	2	\$28,000	3D Advertising on the walls for our coming events
	\$0		\$0	
	\$0		\$0	
TOTAL			\$46,200	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Computer-Hardware				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total \$408,291

City of McAllen, Texas
McAllen Performing Arts Center
Working Capital Summary

	Actual 16-17	Original Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm 18-19	19-20	20-21	21-22	22-23
RESOURCES										
BEGINNING WORKING CAPITAL	\$ 91,800	\$ 1,050,624	\$ 1,050,624	\$ 1,051,882	\$ 936,411	\$ 936,411	\$ 1,300,493	\$ 1,531,575	\$ 1,794,575	\$ 2,091,554
Revenues:										
User Fees-Rentals	391,205	475,000	475,000	542,397	475,000	475,000	275,000	275,000	275,000	275,000
Concession-Other	49,280	35,000	35,000	30,000	35,000	35,000	175,000	175,000	175,000	175,000
Audio Visual	43,630	55,000	55,000	55,000	55,000	55,000	25,000	25,000	25,000	25,000
Event % ticket sales	334,568	225,000	225,000	300,000	300,000	300,000	175,000	175,000	175,000	175,000
Equipment Rental	2,920	25,000	25,000	8,512	18,000	18,000	25,000	25,000	25,000	25,000
Standard Labor	81,511	75,000	75,000	84,550	75,000	75,000	75,000	75,000	75,000	75,000
Standard Services	7,005	25,000	25,000	46,375	20,000	20,000	25,000	25,000	25,000	25,000
Membership Fees/Dues	45,009	75,000	75,000	15,000	30,000	30,000	50,000	50,000	50,000	50,000
Security	34,496	45,000	45,000	50,051	45,000	45,000	45,000	45,000	45,000	45,000
Special Events	-	50,000	50,000	-	-	-	50,000	50,000	50,000	50,000
Sponsorships	-	300,000	300,000	-	300,000	300,000	300,000	300,000	300,000	300,000
Interest Earned	4,552	-	-	-	-	-	-	-	-	-
Miscellaneous	5,656	-	-	11,575	-	-	-	-	-	-
Total Revenues	999,831	1,385,000	1,385,000	1,143,460	1,353,000	1,353,000	1,220,000	1,220,000	1,220,000	1,220,000
Transfer-in - Hotel Tax Fund	810,714	829,503	808,503	739,554	755,589	489,726	489,726	489,726	489,726	489,726
Transfer-in - Convention Center Fund	690,155	-	-	-	-	-	-	-	-	-
Transfer-in - Venue Tax Fund	270,881	57,745	57,745	57,745	209,461	209,461	209,461	241,379	275,358	311,126
Total Revenues and Transfers-In	2,771,582	2,272,248	2,251,248	1,940,759	2,318,050	2,052,187	1,919,187	1,951,105	1,985,084	2,020,852
TOTAL RESOURCES	\$ 2,863,382	\$ 3,322,872	\$ 3,301,872	\$ 2,992,641	\$ 3,254,461	\$ 2,988,598	\$ 3,219,680	\$ 3,482,680	\$ 3,779,659	\$ 4,112,406
APPROPRIATIONS										
Operating Expenses:										
Performing Arts Center	\$ 855,617	\$ 1,229,375	\$ 1,229,375	\$ 1,405,500	\$ 1,422,375	\$ 1,422,375	\$ 1,422,375	\$ 1,422,375	\$ 1,422,375	\$ 1,422,375
Liability Insurance	15,730	15,730	15,730	15,730	15,730	15,730	15,730	15,730	15,730	15,730
Capital Outlay	-	385,000	385,000	385,000	167,775	-	-	-	-	-
Total Operations	871,347	1,630,105	1,630,105	1,806,230	1,605,880	1,438,105	1,438,105	1,438,105	1,438,105	1,438,105
Transfer Out - PAC Depr. Fund	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000
TOTAL APPROPRIATIONS	\$ 1,121,347	\$ 1,880,105	\$ 1,880,105	\$ 2,056,230	\$ 1,855,880	\$ 1,688,105	\$ 1,688,105	\$ 1,688,105	\$ 1,688,105	\$ 1,688,105
Revenues over/under Expenses	1,650,235	392,143	371,143	(115,471)	462,170	364,082	231,082	263,000	296,979	332,747
Other items affecting Working Capital	(690,153)									
ENDING WORKING CAPITAL	\$ 1,051,882	\$ 1,442,767	\$ 1,421,767	\$ 936,411	\$ 1,398,581	\$ 1,300,493	\$ 1,531,575	\$ 1,794,575	\$ 2,091,554	\$ 2,424,301

2019

546- Performance Arts fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
546-0000-361-10-00 Charges sales & service / Membership fees/dues	45,009	75,000	13,500	15,000	30,000	30,000
546-0000-361-16-00 Charges sales & service / Rental	391,205	475,000	260,992	542,397	475,000	475,000
546-0000-361-17-00 Charges sales & services / Concession rental	-	-	-	-	-	-
546-0000-361-18-00 Charges sales & services / Concession other	49,280	35,000	22,561	30,000	35,000	35,000
546-0000-361-48-00 Charges sales & services / Audio visual	43,630	55,000	40,450	55,000	55,000	55,000
546-0000-361-49-00 Charges sales & services / Event % ticket sales	334,568	225,000	280,960	300,000	300,000	300,000
546-0000-361-53-00 Charges sales & services / Equipment rental	2,920	25,000	5,975	8,512	18,000	18,000
546-0000-361-54-00 Charges sales & services / Standard labor	81,511	75,000	52,738	84,550	75,000	75,000
546-0000-361-55-00 Charges sales & services / Standard services	7,005	25,000	13,655	46,375	20,000	20,000
546-0000-361-56-00 Charges:sales & services / Food & beverages	-	-	-	-	-	-
546-0000-361-57-00 Charges sales & services / Security	34,496	45,000	32,842	50,051	45,000	45,000
546-0000-361-59-00 Charges sales & services / Special events insur co 361	-	50,000	-	-	-	-
	989,623	1,085,000	723,671	1,131,885	1,053,000	1,053,000
546-0000-373-01-00 Sale of property / Fixed assets 373	-	-	-	-	-	-
	-	-	-	-	-	-
546-0000-375-01-00 Miscellaneous / Recovery of prior years expense	-	-	1,945	-	-	-
546-0000-375-02-00 Miscellaneous / Insurance recoveries	4,516	-	1,400	-	-	-
546-0000-375-10-00 Miscellaneous / NSF charges	-	-	-	-	-	-
546-0000-375-40-01 Miscellaneous / Cash over/short	-	-	-	-	-	-
546-0000-375-99-00 Miscellaneous / Other 375	1,140	300,000	615	11,575	300,000	300,000
	5,656	300,000	3,960	11,575	300,000	300,000
546-0000-376-98-00 Contributions / Acquired assets - external 376	-	-	-	-	-	-
	-	-	-	-	-	-
546-0000-381-02-00 Interest / Texpool	4,552	-	8,379	-	-	-
546-0000-381-03-00 Interest / Certificates of deposit	-	-	-	-	-	-
546-0000-381-04-00 Interest / Other investments	-	-	-	-	-	-
546-0000-381-20-00 Interest / Gain/loss of investments 381	-	-	-	-	-	-
	4,552	-	8,379	-	-	-
546-0000-391-10-00 Operating transfers in / Hotel occupancy fund	810,714	808,503	361,081	739,554	755,589	489,726
546-0000-391-58-00 Operating transfers in / Convention center fund	690,155	-	-	-	-	-
546-0000-391-80-00 Operating transfers in / Hotel venue tax fund 391	270,881	57,745	-	57,745	209,461	209,461
	1,771,750	866,248	361,081	797,299	965,050	699,187
546 Performance Arts Facility	\$ 2,771,581	\$ 2,251,248	\$ 1,097,092	\$ 1,940,759	\$ 2,318,050	\$ 2,052,187

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: PERFORMING ARTS CENTER

		Baseline					Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
COMPENSATION									
New Position	No. Position		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1.	-		-	-	-	-	-		
2.	-		-	-	-	-	-		
3.	-		-	-	-	-	-		
4.	-		-	-	-	-	-		
Revisions									
1.			-	-	-	-	-		
2.			-	-	-	-	-		
3.			-	-	-	-	-		
4.			-	-	-	-	-		
5.			-	-	-	-	-		
Total Compensation & Benefits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES									
	1. Small tools/minor equip-						(5,000)	(5,000)	Overestimated expenses for the year.
	2. Clothing & uniform						(2,000)	(2,000)	Overestimated expenses for the year.
	3. Chemical						(2,000)	(2,000)	Overestimated expenses for the year.
	4. < Please select category >								
	5. < Please select category >								
Total Supplies		\$ 55,000					\$ (9,000)	\$ (9,000)	
OTHER SERVICES & CHARGES									
	1. Rental & contractual						135,000	135,000	Underestimated usage for the year.
	2. Utilities-electric						36,000	36,000	Underestimated usage for the year.
	3. Utilities-gas						31,000	31,000	Underestimated usage for the year.
	4. < Please select category >								
	5. < Please select category >								
Total Other Services & Charges		\$ 983,375					\$ 202,000	\$ 202,000	
MAINTENANCE									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Maintenance		\$ 191,000					\$ -	\$ -	
CAPITAL OUTLAY									
	** See Attached Capital Outlay Request Form								
Total Capital Outlay							\$ 167,775	\$ -	
TOTAL		\$ 1,229,375					\$ 360,775	\$ 193,000	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: Capital Outlay
DEPARTMENT: McAllen Performing Arts Center

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Trash Cans Outdoors	\$2,700	10	\$27,000	New Trash Cans for MPAC
32 inch TV outdoor rated	\$1,500	3	\$4,500	Box Office Outdoor Advertising for the Events
65 inch TV outdoor rated	\$2,800	1	\$2,800	Box Office Outdoor Advertising for the Events
TV Outdoor Display Enclosure 32in	\$1,200	3	\$3,600	Box Office Outdoor TV Enclosure
TV Outdoor Display Enclosure 32in	\$1,800	1	\$1,800	Box Office Outdoor TV Enclosure
TOTAL			\$0	

Computer-Hardware				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
People Counter, Data Loss Prevention	\$3,500	1	\$3,500	Used for Markeing, Data, Age, Gender Loss Prevention
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Office Furniture/equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Artificial Christmas Tree & holiday décc	\$49,575	1	\$49,575	Extension of holiday décor for exterior of MPAC.
Lobby and multipurpose room equipme	\$75,000	1	\$75,000	Standard event tables & chiars, cocktail tables and staging.
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$0	Funding for Capital Outlay from C.O. Series 2014
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2019

546-5254 Performing Arts Facility

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
546-5254-463-62-04 Supplies / Operating	5,074	10,000	3,431	8,000	10,000	10,000
546-5254-463-62-12 Supplies / Small tools/minor equipment	3,704	10,000	-	2,500	5,000	5,000
546-5254-463-62-14 Supplies / Janitorial	17,056	15,000	6,557	15,000	15,000	15,000
546-5254-463-62-18 Supplies / Clothing and uniform	4,746	10,000	517	5,000	8,000	8,000
546-5254-463-62-20 Supplies / Chemicals	175	10,000	1,342	5,000	8,000	8,000
62	30,755	55,000	11,847	35,500	46,000	46,000
546-5254-464-63-02 Other services & charges / Advertising	43,488	70,000	36,931	70,000	70,000	70,000
546-5254-464-63-14 Other services & charges / Dues & subscriptions	12,026	15,000	9,977	15,000	15,000	15,000
546-5254-464-63-23 Other services & charges / Online svc network	909	5,000	114	5,000	5,000	5,000
546-5254-464-63-38 Other services & charges / Management fees	50,000	50,000	24,996	50,000	50,000	50,000
546-5254-464-63-52 Other services & charges / Rental & contractual	217,165	115,000	127,894	250,000	250,000	250,000
546-5254-464-63-59 Other services & charges / Security	82,193	75,000	39,640	75,000	75,000	75,000
546-5254-464-63-60 Other services & charges / Special events	12,743	100,000	34,044	100,000	100,000	100,000
546-5254-464-63-67 Other services & charges / Utilities-electric	109,903	114,375	71,639	159,000	150,375	150,375
546-5254-464-63-68 Other services & charges / Utilities - gas	26,112	5,000	14,373	36,000	36,000	36,000
546-5254-464-63-69 Other services & charges / Utilities -telephone	-	-	-	-	-	-
546-5254-464-63-70 Other services & charges / Utilities-water	16,357	16,000	7,911	16,000	16,000	16,000
546-5254-464-63-89 Other services & charges / Credit card fees	-	15,000	-	-	15,000	15,000
546-5254-464-63-96 Other services & charges / Management fee-Conventi	200,000	400,000	199,998	400,000	400,000	400,000
546-5254-464-63-99 Other services & charges / Miscellaneous	2,809	3,000	2,730	3,000	3,000	3,000
63	773,704	983,375	570,247	1,179,000	1,185,375	1,185,375
546-5254-465-65-04 Maintenance / Computer software	-	20,000	-	20,000	20,000	20,000
546-5254-465-65-08 Maintenance / Equipment	26,543	75,000	9,554	75,000	75,000	75,000
546-5254-465-65-10 Maintenance / Facilities	24,615	96,000	15,032	96,000	96,000	96,000
65	51,158	191,000	24,585	191,000	191,000	191,000
546-5254-466-66-10 Capital outlay / Building/structures	-	-	-	385,000	-	-
546-5254-466-66-16 Capital outlay / Office furniture/equipment	-	385,000	-	-	124,575	-
546-5254-466-66-20 Capital outlay / Equipment	-	-	-	-	43,200	-
546-5254-466-66-30 Capital outlay / Imprv O/T building	-	-	-	-	-	-
546-5254-466-66-99 Capital outlay / Non-capitalized	-	-	16,950	-	-	-
66	-	385,000	16,950	385,000	167,775	-
546-5254 Performance Arts Facility	\$ 855,617	\$ 1,614,375	\$ 623,629	\$ 1,790,500	\$ 1,590,150	\$ 1,422,375

Performing Arts Center

Mission Statement: "The McAllen Performing Arts Center serves as a premiere venue for the performing arts so as to enhance the range, quality, and accessibility of cultural fare available to the public; to promulgate arts education; and to contribute to the cultural life of McAllen, the Rio Grande Valley, South Texas, and Northern Mexico."	Department Summary										
	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recommend 18-19	Four Year Plan				
Expenditure Detail:											
Personnel Services											
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-	-	-	-	-	-	-
Supplies	30,755	55,000	55,000	35,500	46,000	46,000	46,000	46,000	46,000	46,000	46,000
Other Services and Charges	773,704	983,375	983,375	1,179,000	1,185,375	1,185,375	1,185,375	1,185,375	1,185,375	1,185,375	1,185,375
Maintenance	51,158	191,000	191,000	191,000	191,000	191,000	191,000	191,000	191,000	191,000	191,000
Operations Subtotal	855,617	1,229,375	1,229,375	1,405,500	1,422,375	1,422,375	1,422,375	1,422,375	1,422,375	1,422,375	1,422,375
Capital Outlay	-	385,000	385,000	385,000	167,775	-	-	-	-	-	-
Operations & Capital Outlay Total	855,617	1,614,375	1,614,375	1,790,500	1,590,150	1,422,375	1,422,375	1,422,375	1,422,375	1,422,375	1,422,375
Non Departmental											
Liability Insurance	15,730	15,730	15,730	15,730	15,730	15,730	15,730	15,730	15,730	15,730	15,730
Total Expenditures	\$ 871,347	\$ 1,630,105	\$ 1,630,105	\$ 1,806,230	\$ 1,605,880	\$ 1,438,105	\$ 1,438,105	\$ 1,438,105	\$ 1,438,105	\$ 1,438,105	\$ 1,438,105
PERSONNEL											
Exempt	-	-	-	-	-	-	-	-	-	-	-
Non-Exempt	-	-	-	-	-	-	-	-	-	-	-
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	0	0	0	0	0	0	0	0	0	0	0
Resources											
	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recommend 18-19	19-20	Four Year Plan		22-23	
Related Revenue Generated	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

Contact Us:
 Laurie Pulido
 Interim Director
 801 Convention
 Center Boulevard
 McAllen, TX 78501
 (956) 681-3800

MAJOR FY 18-19 GOALS

- Customer Service: To improve and solidify the highest level of guest experience we are to provide each and everyday.
- Strengthen Internal Communication, thus improving efficiency.
- Community Involvement: To grow awareness of all shows as well as volunteer program, membership opportunities and increase audience reach.

Performing Arts Center

Performance Measures	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Department expenditures	\$ -	\$ 1,630,105	\$ -	
Outputs:				
Shows		120	-	
Booked days		170	-	
Effectiveness Measures:				
Gross Revenue		\$ 2,135,523	\$ -	
Occupied Square Foot Days (OSFD)		\$ -	\$ -	
Attendance		0%	0%	
Efficiency Measures:				
Available Effective OSFD		0%	0%	
Expenditures/Attendance		0	0	

Description:

The McAllen Performing Arts Center is an 1800 seat multi-purpose proscenium theatre with adjustable accoustics presenting the best of touring Broadway shows, Plays, Dance, Symphony Orchestra and Live Concerts.

**N/A=Not Available, N/P=Not Provided*

2019

546-5274 Insurances - Performing Arts

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
546-5274-464-63-17 Other services & charges / Ins-employee bond	-	-	-	-	-	-
546-5274-464-63-25 Other services & charges / Ins-boiler & machinery	-	-	-	-	-	-
546-5274-464-63-26 Other services & charges / Ins-error & ommissions	-	-	-	-	-	-
546-5274-464-63-27 Other services & charges / Ins-fire & est coverage	-	-	-	-	-	-
546-5274-464-63-29 Other services & charges / Ins-liability	5,730	5,730	2,862	5,730	5,730	5,730
546-5274-464-63-30 Other services & charges / Ins-mobile equipment	-	-	-	-	-	-
546-5274-464-63-31 Other services & charges / Ins-other	-	-	-	-	-	-
546-5274-464-63-33 Other services & charges / Ins-workers comp excess	-	-	-	-	-	-
546-5274-464-63-45 Other services & charges / Ins-professional	-	-	-	-	-	-
546-5274-464-63-88 Other services & charges / Ins-special events	10,000	10,000	-	10,000	10,000	10,000
63	15,730	15,730	2,862	15,730	15,730	15,730
546-5274 General Insurance	\$ 15,730	\$ 15,730	\$ 2,862	\$ 15,730	\$ 15,730	\$ 15,730

2019
546-9010 Non-departmental

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
546-9010-467-68-02 Depreciation / Expense 68	766,785	-	586,754	-	-	-
	766,785	-	586,754	-	-	-
546-9010-499-74-82 Operating transfer out / Performing arts const fd	-	-	-	-	-	-
546-9010-499-74-85 Operating transfers out / Performing arts deprec f 74	250,000	250,000	124,998	250,000	250,000	250,000
	250,000	250,000	124,998	250,000	250,000	250,000
546-9010-467-89-01 Other expenses / Fixed asset (contra) 89	-	-	-	-	-	-
	-	-	-	-	-	-
546-9010	\$ 1,016,785	\$ 250,000	\$ 711,752	\$ 250,000	\$ 250,000	\$ 250,000

City of McAllen, Texas
Performing Arts Center Depreciation Fund
Working Capital Summary

	Actual	Original	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan			
	16-17	Budget 17-18	Budget 17-18	17-18	18-19	Recomm 18-19	19-20	20-21	21-22	22-23
RESOURCES										
BEGINNING WORKING CAPITAL	\$ -	\$ 250,000	\$ 250,000	\$ 251,087	\$ 504,661	\$ 504,661	\$ 754,661	\$ 1,004,661	\$ 1,254,661	\$ 1,504,661
Revenues:										
Interest Earned	1,087			3,574	-	-	-	-	-	-
Total Revenues	1,087	-	-	3,574	-	-	-	-	-	-
Operating Transfer-In	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000
Total Revenues and Transfers	251,087	250,000	250,000	253,574	250,000	250,000	250,000	250,000	250,000	250,000
TOTAL RESOURCES	\$ 251,087	\$ 500,000	\$ 500,000	\$ 504,661	\$ 754,661	\$ 754,661	\$ 1,004,661	\$ 1,254,661	\$ 1,504,661	\$ 1,754,661
APPROPRIATIONS										
Capital Outlay:	\$ -				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL APPROPRIATIONS	-	-	-	-	-	-	-	-	-	-
ENDING WORKING CAPITAL	\$ 251,087	\$ 500,000	\$ 500,000	\$ 504,661	\$ 754,661	\$ 754,661	\$ 1,004,661	\$ 1,254,661	\$ 1,504,661	\$ 1,754,661

City of McAllen, Texas
McAllen International Airport Fund
Working Capital Summary

	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
RESOURCES											
BEGINNING WORKING CAPITAL	\$ 8,230,971	\$ 7,298,033	\$ 7,298,033	\$ 8,004,397	\$ 7,408,881	\$ 7,408,881	\$ 6,090,770	\$ 4,516,972	\$ 3,738,849	\$ 3,829,739	
<u>Revenues:</u>											
<u>Aeronautical Operating</u>											
Landing Fees	747,405	686,577	686,577	768,437	715,720	715,720	722,877	730,106	726,145	726,145	
Terminal area rental/charges	1,118,075	1,093,494	1,093,494	1,108,644	1,082,600	1,082,600	1,088,358	1,094,173	1,089,611	1,089,611	
Boarding Ladder Fees	127,223	114,600	114,600	127,099	124,577	124,577	125,823	127,081	123,301	123,301	
FBO Revenue: contract/spo	179,254	179,254	179,254	179,254	181,047	181,047	182,857	184,686	179,254	179,254	
Cargo and hangar rentals	100,787	94,273	94,273	94,273	94,273	94,273	94,273	94,273	57,609	57,609	
Fuel Sales (net profit/loss)	77,703	73,148	73,148	82,405	87,544	87,544	88,419	89,303	89,303	89,303	
Perimeter rentals	72,326	72,309	72,309	73,412	72,309	72,309	72,309	72,309	72,309	72,309	
Remain Overnight	25,100	22,300	22,300	23,050	20,251	20,251	20,454	20,659	20,659	20,659	
Ramp Fees	13,670	13,420	13,420	13,470	12,955	12,955	13,085	13,216	13,216	13,216	
TSA Lease	176,625	176,393	176,393	177,302	176,194	176,194	176,194	176,194	176,194	176,194	
	2,638,169	2,525,769	2,525,769	2,647,346	2,567,470	2,567,470	2,584,649	2,602,000	2,547,601	2,547,601	
<u>Non-aeronautical Operating</u>											
Land and non-terminal facilities											
Terminal - food and beverages	99,009	99,691	99,691	107,150	113,162	113,162	114,293	115,436	115,436	115,436	
Terminal - retail stores	28,060	22,479	22,479	23,879	22,216	22,216	22,238	22,260	22,260	22,260	
Terminal - other	150,770	113,581	113,581	151,336	113,022	113,022	113,367	113,715	113,715	113,715	
Rental Cars	1,734,270	1,617,064	1,617,064	1,697,495	1,676,068	1,676,068	1,686,521	1,697,078	1,697,078	1,697,078	
Parking	1,404,721	1,306,293	1,306,293	1,335,797	1,381,866	1,381,866	1,395,685	1,409,642	1,409,642	1,409,642	
TSA Utility & LEO Reimbursement	182,118	181,179	181,179	176,518	182,579	182,579	182,579	182,579	182,579	182,579	
CBP Reimbursement	-	675	675	-	-	-	-	-	-	-	
Miscellaneous	19,346	14,000	14,000	14,797	-	-	-	-	-	-	
	3,618,295	3,354,962	3,354,962	3,506,970	3,488,913	3,488,913	3,514,683	3,540,710	3,540,710	3,540,710	
<u>Non-operating Revenues</u>											
Interest Earned	50,764	-	-	38,710	-	-	-	-	-	-	
Other	57,924	50,000	50,000	50,395	64,000	64,000	64,000	64,000	64,000	64,000	
Agencies Reimbursement	(49,407)	-	-	-	-	-	-	-	-	-	
Total Revenues	6,315,745	5,930,731	5,930,731	6,243,421	6,120,383	6,120,383	6,163,332	6,206,710	6,152,311	6,152,311	
Transfer Ins - Airport Construction	81,526	-	-	-	-	-	-	-	-	-	
Total Revenues and Transfers	6,397,271	5,930,731	5,930,731	6,243,421	6,120,383	6,120,383	6,163,332	6,206,710	6,152,311	6,152,311	
TOTAL RESOURCES	\$ 14,628,242	\$ 13,228,765	\$ 13,228,765	\$ 14,247,818	\$ 13,529,264	\$ 13,529,264	\$ 12,254,102	\$ 10,723,682	\$ 9,891,160	\$ 9,982,050	
APPROPRIATIONS											
<u>Operating Expenses:</u>											
Airport	\$ 3,921,154	\$ 4,474,583	\$ 4,474,583	\$ 4,201,021	\$ 4,606,656	\$ 4,639,284	\$ 4,550,767	\$ 4,664,548	\$ 4,664,548	\$ 4,664,548	
Liability Insurance	27,314	27,314	27,314	27,312	27,314	27,314	27,314	28,236	28,236	28,236	
Capital Outlay	119,107	135,850	135,850	124,159	246,444	246,444	30,000	3,000	-	-	
Total Operations	4,067,575	4,637,747	4,637,747	4,352,492	4,880,414	4,913,042	4,608,081	4,695,784	4,692,784	4,692,784	
Transfers Out - General Fund	1,103,965	1,103,965	1,103,965	1,103,965	1,103,965	1,103,965	1,103,965	1,103,965	1,103,965	1,103,965	
Transfer to Airport Capital Improvement	738,758	1,084,807	1,084,807	573,351	513,772	513,772	1,220,000	380,000	250,000	75,000	
Transfers Out - Health Fund	10,632	18,716	18,716	18,716	117,300	117,300	14,670	14,670	14,670	14,670	
TOTAL APPROPRIATIONS	5,920,929	6,845,235	6,845,235	6,048,524	6,615,451	6,648,079	6,946,716	6,194,419	6,061,419	5,886,419	
Revenues Over / Under Expenses	476,341	(914,504)	(914,504)	194,897	(495,068)	(527,696)	(783,384)	12,291	90,892	265,892	
Other Items Affecting Working Capital	87,497	-	-	-	-	-	-	-	-	-	
Loan Interest-Workers Compensation Fund	-	-	-	(37,106)	(26,993)	(26,993)	(26,993)	(26,993)	-	-	
Loan Interest-General Depreciation Fund	-	-	-	(37,106)	(26,993)	(26,993)	(26,993)	(26,993)	-	-	
Note Payable - Workers Compensation Fund	(395,206)	(395,206)	(395,206)	(358,100)	(368,213)	(368,213)	(368,213)	(368,213)	-	-	
Note Payable - General Depreciation Fund	(395,206)	(395,206)	(395,206)	(358,100)	(368,213)	(368,213)	(368,213)	(368,213)	-	-	
ENDING WORKING CAPITAL	\$ 8,004,397	\$ 5,593,116	\$ 5,593,116	\$ 7,408,881	\$ 6,123,399	\$ 6,090,770	\$ 4,516,972	\$ 3,738,849	\$ 3,829,739	\$ 4,095,629	

2019

550- McAllen Int'l Airport fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
550-0000-331-10-00 Federal grants / Transp- Security Adm-	-	-	-	-	-	-
550-0000-331-11-00 Federal grants / Customs & border patrol (CBP)	-	-	-	-	-	-
331	-	-	-	-	-	-
550-0000-363-01-00 Aeronautical / Landing fees	747,405	686,577	377,158	768,437	715,720	715,720
550-0000-363-02-00 Aeronautical / Terminal area rental chgs	1,118,075	1,093,494	559,650	1,108,644	1,082,600	1,082,600
550-0000-363-03-00 Aeronautical / Boarding bridge fees	127,223	114,600	61,530	127,099	124,577	124,577
550-0000-363-04-00 Aeronautical / FBO contract or sponsor	179,254	179,254	89,627	179,254	181,047	181,047
550-0000-363-05-00 Aeronautical / Cargo and hanger rentals	100,787	94,273	47,137	94,273	94,273	94,273
550-0000-363-06-00 Aeronautical / fuel sales net profit	77,703	73,148	42,146	82,405	87,544	87,544
550-0000-363-07-00 Aeronautical / Miscellaneous	-	-	-	-	-	-
550-0000-363-09-00 Aeronautical / Perimeter hangers	72,326	72,309	32,276	73,412	72,309	72,309
550-0000-363-10-00 Aeronautical / Remain overnight fee	25,100	22,300	12,050	23,050	20,251	20,251
550-0000-363-11-00 Aeronautical / Ramp fees	13,670	13,420	7,010	13,470	12,955	12,955
550-0000-363-12-00 Aeronautical / Trans security admin lease	176,625	176,393	88,651	177,302	176,194	176,194
550-0000-363-13-00 Aeronautical / CBP custom border patrol leas	-	-	-	-	-	-
363	2,638,169	2,525,768	1,317,236	2,647,346	2,567,470	2,567,470
550-0000-365-01-00 Nonaeronautical / Land/non- terminal fac-	-	-	-	-	-	-
550-0000-365-02-00 Nonaeronautical / Terminal food/beverages	99,009	99,691	53,667	107,150	113,162	113,162
550-0000-365-03-00 Nonaeronautical / Terminal retail stores	28,060	22,479	13,879	23,879	22,216	22,216
550-0000-365-04-00 Nonaeronautical / Terminal other	150,770	113,581	79,036	151,336	113,022	113,022
550-0000-365-05-00 Nonaeronautical / Rental cars	1,734,270	1,617,064	861,863	1,697,495	1,676,068	1,676,068
550-0000-365-06-00 Nonaeronautical / Parking	1,404,721	1,306,293	643,128	1,335,797	1,381,866	1,381,866
550-0000-365-07-00 Nonaeronautical / Miscellaneous	1,079	676	362	362	-	-
550-0000-365-08-00 Nonaeronautical / Other	-	-	-	-	-	-
550-0000-365-09-00 Nonaeronautical / Trans secur admin lease (TSA)	182,118	181,179	90,534	176,518	182,579	182,579
550-0000-365-10-00 Nonaeronautical / Custom border patrol lease (CBP)	-	-	-	-	-	-
365	3,600,028	3,340,963	1,742,468	3,492,535	3,488,913	3,488,913
550-0000-371-20-00 Royalties / Natural gas	-	-	-	-	-	-
371	-	-	-	-	-	-
550-0000-373-01-00 Sale of property / Fixed assets	-	-	(1,545)	(1,545)	-	-
373	-	-	(1,545)	(1,545)	-	-

2019

550- McAllen Int'l Airport fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
550-0000-374-25-00 Reimbursements / Fingerprinting 374	17,775	14,000	8,900	14,435	14,000	14,000
	17,775	14,000	8,900	14,435	14,000	14,000
550-0000-375-01-00 Miscellaneous / Recovery prior yr exp	(49,407)	-	-	-	-	-
550-0000-375-02-00 Miscellaneous / Insurance recoveries	746	-	-	-	-	-
550-0000-375-04-00 Miscellaneous / Commission-telephone	-	-	-	-	-	-
550-0000-375-10-00 Miscellaneous / NSF charges	-	-	20	20	-	-
550-0000-375-40-01 Cash over/short / Cash over/short	(254)	-	176	157	-	-
550-0000-375-99-00 Miscellaneous / Other 375	57,924	50,000	1,568	51,763	50,000	50,000
	9,009	50,000	1,764	51,940	50,000	50,000
550-0000-376-98-00 Contributions / Acquired assets-external	-	-	-	-	-	-
550-0000-376-99-00 Contributions / Acquired assets-Intra 376	1,644,041	-	-	-	-	-
	1,644,041	-	-	-	-	-
550-0000-381-01-00 Interest / Pool cash	-	-	-	-	-	-
550-0000-381-02-00 Interest / Texpool	5,816	-	10,090	8,483	-	-
550-0000-381-03-00 Interest / Certificate of deposit	-	-	-	-	-	-
550-0000-381-04-00 Interest / Other investments	79,629	-	37,211	30,140	-	-
550-0000-381-20-00 Interest / Gain/loss sale of invest- 381	(34,681)	-	88	88	-	-
	50,764	-	47,388	38,710	-	-
550-0000-391-76-00 Operating transfer in / Airport bond construction 391	81,526	-	-	-	-	-
	81,526	-	-	-	-	-
550 Airport Fund	\$ 8,041,312	\$ 5,930,731	\$ 3,116,210	\$ 6,243,421	\$ 6,120,383	\$ 6,120,383

City of McAllen, Texas
McAllen International Airport Fund
Expense Summary

	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm. 18-19	19-20	Four Year Plan		
							20-21	21-22	22-23	
<u>BY DEPARTMENT</u>										
McAllen International Airport	\$ 4,067,575	\$ 4,637,747	\$ 4,637,747	\$ 4,352,492	\$ 4,880,414	\$ 4,913,042	\$ 4,655,652	\$ 4,743,355	\$ 4,740,355	\$ 4,740,355
TOTAL	\$ 4,067,575	\$ 4,637,747	\$ 4,637,747	\$ 4,352,492	\$ 4,880,414	\$ 4,913,042	\$ 4,655,652	\$ 4,743,355	\$ 4,740,355	\$ 4,740,355
<u>BY EXPENSE GROUP</u>										
Expenses:										
Personnel Services										
Salaries and Wages	\$ 1,250,525	\$ 1,533,990	\$ 1,531,833	\$ 1,366,897	\$ 1,597,829	\$ 1,647,343	\$ 1,597,829	\$ 1,597,829	\$ 1,597,829	\$ 1,597,829
Employee Benefits	471,930	475,878	478,035	474,502	499,101	482,215	499,101	499,101	499,101	\$ 499,101
Supplies	71,347	104,000	104,000	101,715	104,000	104,000	104,000	104,000	104,000	\$ 104,000
Other Services and Charges	1,695,661	1,848,035	1,848,035	1,765,823	1,891,346	1,891,346	1,874,949	1,945,463	1,945,463	\$ 1,945,463
Maint. and Repair Services	431,690	512,680	512,680	492,084	514,380	514,380	522,459	565,726	565,726	\$ 565,726
Insurance	27,314	27,314	27,314	27,312	27,314	27,314	27,314	28,236	28,236	28,236
TOTAL OPERATING EXPENSES	3,948,468	4,501,897	4,501,897	4,228,333	4,633,970	4,666,598	4,625,652	4,740,355	4,740,355	4,740,355
Capital Outlay	119,107	135,850	135,850	124,159	246,444	246,444	30,000	3,000	-	-
TOTAL EXPENDITURES	\$ 4,067,575	\$ 4,637,747	\$ 4,637,747	\$ 4,352,492	\$ 4,880,414	\$ 4,913,042	\$ 4,655,652	\$ 4,743,355	\$ 4,740,355	\$ 4,740,355
Airport	41	43	43	43	47	47	47	47	47	47

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Airport

		Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)		
COMPENSATION								
New Position	No. Position	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1. Crewleader	1	29,536	-	40	12,268	41,844	41,844	Need 24 Maint. Crewleader Coverage
2. Maint. Technician	2	57,616	-	-	24,186	81,802	81,802	Improve PM and Troubleshooting Response
3.	-	-	-	440	-	440	510	Calculation adjustment
4.	-	-	-	-	-	-	-	
Revisions								
1. Crewleader Increase (3)		8,673	-	120	2,008	10,801	10,801	Increased rate is compatible to Transit Crewleaders
2.		-	-	1,320	-	-	1,529	Calculation adjustment
3. Contingency		-	-	-	-	-	47,754	
4. Contingency		-	-	-	-	-	(17,164)	Workers comp adj
5.		-	-	-	-	-	-	
Total Compensation & Benefits		\$ 1,988,021	\$ 95,825	\$ -	\$ 1,920	\$ 38,462	\$ 134,887	\$ 167,076
SUPPLIES								
	1. < Please select category >							
	2. < Please select category >							
	3. < Please select category >							
	4. < Please select category >							
	5. < Please select category >							
Total Supplies		\$ 104,000				\$ -	\$ -	
OTHER SERVICES & CHARGES								
	1. Online svc/network					(5,118)	(5,118)	Decrease reflects actual spending trends
	2. Rental & contractual					7,500	7,500	Increase reflects Time Warner Digital Set-up Fees
	3. Utilities-electric					40,929	40,929	adjustment
	4. < Please select category >							
	5. < Please select category >							
Total Other Services & Charges		\$ 1,848,035				\$ 43,311	\$ 43,311	
MAINTENANCE								
	1. Facilities					1,700	1,700	GA/Cargo Wash Rack (2) Cleaning Services
	2. < Please select category >							
	3. < Please select category >							
	4. < Please select category >							
	5. < Please select category >							
Total Maintenance		\$ 512,680				\$ 1,700	\$ 1,700	
CAPITAL OUTLAY								
	** See Attached Capital Outlay Request Form							
Total Capital Outlay						\$ 246,444	\$ 246,444	
TOTAL		\$ 4,452,736				\$ 426,343	\$ 458,531	

2019
550-4860 Airport

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
550-4860-441-60-01 Compensation / Exempt	410,162	499,891	204,314	438,178	486,894	486,894
550-4860-441-60-02 Compensation / Non-exempt	767,614	883,194	377,722	819,474	966,867	966,867
550-4860-441-60-06 Compensation / Part time	31,886	106,753	15,632	69,009	106,528	106,528
550-4860-441-60-10 Compensation / Overtime	27,463	15,000	13,133	25,956	15,000	15,000
550-4860-441-60-14 Compensation / Car allowance	9,500	15,600	4,500	9,800	15,600	15,600
550-4860-441-60-17 Compensation / Telephone	3,900	6,780	2,040	4,480	6,940	8,700
60	1,250,525	1,527,218	617,340	1,366,897	1,597,829	1,599,589
550-4860-441-61-30 Benefits / Social security	90,198	116,832	46,315	116,832	122,235	122,370
550-4860-441-61-36 Benefits / Retirement	93,741	118,957	50,019	118,957	119,948	120,088
550-4860-441-61-40 Benefits / Unemployment tax	438	7,524	4,886	7,524	846	850
550-4860-441-61-46 Benefits / Workers' comp-	45,255	51,986	24,222	51,986	55,919	55,918
550-4860-441-61-50 Benefits / Health cost	140,089	167,328	69,624	167,328	184,656	184,656
550-4860-441-61-52 Benefits / Life insurance	898	2,353	453	2,353	2,442	2,442
550-4860-441-61-53 Benefits / Retiree health ins (ARC)	14,927	13,055	7,289	13,055	13,055	13,055
550-4860-441-61-56 Benefits/Pension Cost-TMRS	186,254	-	-	-	-	-
550-4860-441-61-58 Benefits / TMRS benefits (contra)	(99,871)	-	-	-	-	-
61	471,930	478,035	202,810	478,035	499,101	499,379
550-4860-443-62-02 Supplies / Office	4,677	5,000	902	4,649	5,000	5,000
550-4860-443-62-04 Supplies / Operating	30,503	45,000	15,485	43,066	45,000	45,000
550-4860-443-62-12 Supplies / Small tools/minor equip-	973	1,000	-	1,000	1,000	1,000
550-4860-443-62-14 Supplies / Janitorial	28,743	45,000	14,662	45,000	45,000	45,000
550-4860-443-62-18 Supplies / Clothing & uniform	6,451	8,000	2,998	8,000	8,000	8,000
62	71,347	104,000	34,047	101,715	104,000	104,000
550-4860-444-63-01 Other services & charges / Accounting & auditing	7,010	9,000	7,400	9,000	9,000	9,000
550-4860-444-63-14 Other services & charges / Dues & subscription	5,234	10,000	3,045	10,000	10,000	10,000
550-4860-444-63-23 Other services & charges / Online svc/network	5,814	6,118	428	967	1,000	1,000
550-4860-444-63-38 Other services & charges / Management fee	50,000	50,000	24,996	50,000	50,000	50,000
550-4860-444-63-43 Other services & charges / Postage	317	1,000	178	1,000	1,000	1,000
550-4860-444-63-45 Other services & charges / Professional	108,910	280,000	12,601	205,052	280,000	280,000
550-4860-444-63-46 Other services & charges / Promotion	212,421	293,500	64,493	293,500	293,500	293,500
550-4860-444-63-51 Other services & charges / Rental-Photocopier	5,829	7,500	2,823	6,706	7,500	7,500
550-4860-444-63-52 Other services & charges / Rental & contractual	520,678	558,027	235,085	543,749	565,527	565,527
550-4860-444-63-64 Other services & charges / Training	4,397	8,000	2,508	8,000	8,000	8,000
550-4860-444-63-65 Other services & charges / Travel	19,080	20,000	12,437	9,223	20,000	20,000
550-4860-444-63-67 Other services & charges / Utilities-electric	602,514	418,750	229,840	494,760	459,679	459,679

2019
550-4860 Airport

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
550-4860-444-63-68 Other services & charges / Utilities-gas	427	500	288	578	500	500
550-4860-444-63-69 Other services & charges / Utilities-telephone	11,996	15,000	6,079	12,379	15,000	15,000
550-4860-444-63-70 Other services & charges / Utilities-water	64,962	79,000	23,154	49,731	79,000	79,000
550-4860-444-63-80 Other services & charges / Bad debt expense	-	-	-	-	-	-
550-4860-444-63-84 Other services & charges / Cost of fingerprinting	8,500	20,000	5,000	12,000	20,000	20,000
550-4860-444-63-89 Other services & charges / Credit card fees	41,333	48,000	19,802	35,538	48,000	48,000
550-4860-444-63-91 Other services & charges / Educational Refund-off/	-	-	-	-	-	-
550-4860-444-63-99 Other services & charges / Miscellaneous	26,237	23,640	9,844	23,640	23,640	23,640
63	1,695,661	1,848,035	660,001	1,765,823	1,891,346	1,891,346
550-4860-445-65-08 Maintenance / Equipment	2,234	2,500	186	2,500	2,500	2,500
550-4860-445-65-10 Maintenance / Facilities	302,283	394,180	119,879	375,690	395,880	395,880
550-4860-445-65-12 Maintenance / Land	113,484	100,000	27,050	99,548	100,000	100,000
550-4860-445-65-16 Maintenance / Vehicles	6,572	6,000	1,539	5,795	6,000	6,000
550-4860-445-65-17 Maintenance / Fuel & lubricants	7,117	10,000	4,262	8,551	10,000	10,000
65	431,690	512,680	152,916	492,084	514,380	514,380
550-4860-446-66-10 Capital outlay / Building/structures	-	30,000	-	-	85,000	85,000
550-4860-446-66-14 Capital outlay / Vehicles	-	-	-	-	30,000	30,000
550-4860-446-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
550-4860-446-66-20 Capital outlay / Equipment	68,702	23,000	42,659	45,681	51,879	51,879
550-4860-446-66-22 Capital outlay / Computer-hardware	-	4,850	-	4,850	79,565	79,565
550-4860-446-66-24 Capital outlay / Computer-software	-	-	-	-	-	-
550-4860-446-66-30 Capital outlay / Imprv- other than buildgs	-	78,000	-	73,628	-	-
550-4860-446-66-99 Capital outlay / Non-capitalized	50,405	-	21,713	-	-	-
66	119,107	135,850	64,372	124,159	246,444	246,444
550-4860 Airport	\$ 4,040,261	\$ 4,605,818	\$ 1,731,486	\$ 4,328,713	\$ 4,853,100	\$ 4,855,138

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
4860	Aviation Administration	1			Director Aviation	FILLED	\$ 113,300
4860	Aviation Administration	1			Assistant Dir. Business Mgnt	UNFILLED	67,538
4860	Aviation Administration	1			Deputy Director Aviation	FILLED	99,910
4860	Aviation Administration	1			Airport Operations Manager	FILLED	51,500
4860	Aviation Administration	1			Properties & Compliance Manager	FILLED	55,766
4860	Aviation Administration	1			Customer Service Coordinator	FILLED	47,380
4860	Aviation Administration	1			Facility Maintenance Manager	FILLED	51,500
		<u>7</u>					<u>486,894</u>
4860	Aviation Administration		1		Administrative Supervisor	FILLED	37,024
4860	Aviation Administration		1		Airfield Maint Supervisor	FILLED	39,749
4860	Aviation Administration		1		Airport Bldg Maint Supervisor	FILLED	39,749
4860	Aviation Administration		1		Airport Custodian	FILLED	24,856
4860	Aviation Administration		1		Airport Custodian	FILLED	24,856
4860	Aviation Administration		1		Airport Custodian	FILLED	24,856
4860	Aviation Administration		1		Airport Custodian	FILLED	24,856
4860	Aviation Administration		1		Airport Custodian	FILLED	24,856
4860	Aviation Administration		1		Airport Custodian	FILLED	24,856
4860	Aviation Administration		1		Airport Custodian	FILLED	24,856
4860	Aviation Administration		1		Airport Custodian	FILLED	24,856
4860	Aviation Administration		1		Airport Custodian	FILLED	24,856
4860	Aviation Administration		1		Airport Custodian	FILLED	24,856
4860	Aviation Administration		1		Airport Maint Tech Crewleader	FILLED	34,798
4860	Aviation Administration		1		Airfield Maint Technician	UNFILLED	28,808
4860	Aviation Administration		1		Airfield Maint Technician	FILLED	26,894
4860	Aviation Administration		1		Airfield Maint Technician	FILLED	26,915
4860	Aviation Administration		1		Airfield Maint Technician	FILLED	26,915
4860	Aviation Administration		1		Airfield Maint Technician	APPROVED	28,808
4860	Aviation Administration		1		Airfield Maint Technician	APPROVED	28,808
4860	Aviation Administration		1		Airport Operations Specialist	FILLED	27,955
4860	Aviation Administration		1		Airport Operations Specialist	FILLED	27,955

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
4860	Aviation Administration		1		Airport Operations Specialist	FILLED	27,955
4860	Aviation Administration		1		Airport Operations Specialist	FILLED	27,955
4860	Aviation Administration		1		Airport Operations Specialist	FILLED	27,955
4860	Aviation Administration		1		Airport Operations Specialist	UNFILLED	27,955
4860	Aviation Administration		1		Airport Operations Specialist	UNFILLED	27,955
4860	Aviation Administration		1		Custodial Crew Leader	FILLED	29,536
4860	Aviation Administration		1		Custodial Crew Leader	UNFILLED	29,536
4860	Aviation Administration		1		Custodial Crew Leader	FILLED	29,536
4860	Aviation Administration		1		Custodial Crew Leader	APPROVED	29,536
4860	Aviation Administration		1		Senior Administrative Clerk	FILLED	29,827
4860	Aviation Administration		1		Senior Administrative Clerk	FILLED	29,827
4860	Aviation Administration				Cert Pay		1,500
			34				966,867
4860	Aviation Administration		1		Part Time Airport - Intern	UNFILLED	19,064
			1				19,064
4860	Aviation Administration		1		Part Time Plus- Custodians	FILLED	17,493
4860	Aviation Administration		1		Part Time Plus- Custodians	FILLED	17,493
4860	Aviation Administration		1		Part Time Plus- Custodians	FILLED	17,493
4860	Aviation Administration		1		Part Time Plus- Custodians	UNFILLED	17,493
4860	Aviation Administration		1		Part Time Plus- Custodians	UNFILLED	17,492
			5				87,464
					OVERTIME		15,000
					CAR ALLOWANCE		15,600
					TELEPHONE		8,700
							39,300
CURRENT POSITIONS			47				\$ 1,599,589

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Airport Master Plan								
Account No.: 554-8708-446.66-30			Project Code: CA4603		Start Date: 01/2017		Completed Date: 12/2018	
User/Coordinating Department(s): Department of Aviation								
Strategic Business Plan:			Goal 6: Enhance McAllen's infrastructure network.					
Strategic Business Plan: (If Applicable)			Goal 3: Diversify and strengthen the local economy in order to sustain a strong tax base and quality city services long term.					
Status:			Plan in progress.			Project Location: Airport		
Rollover Amount:		259,127	Current Request		259,127			
Department:			Department of Aviation					
Project Type:			Rollover					
Grant Related: (Yes/No)		Yes	Percentage:		90%			
Project Description/Justification								
This will fund the long range planning document update for McAllen International Airport.								

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL
Airport Capital Imprv	228,915	460,042	-	-	-	-	688,957
< Select Funding Source >	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-
Total	\$ 228,915	\$ 460,042	\$ -	\$ -	\$ -	\$ -	\$ 688,957

Project Costs							
Project Components	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	228,915	460,042	-	-	-	-	688,957
Land/ROW	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Equipment / Other	-	-	-	-	-	-	-
Total	\$ 228,915	\$ 460,042	\$ -	\$ -	\$ -	\$ -	\$ 688,957

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds once it's completed.

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Cargo Ramp Design								
Account No.: 554-8708-446.66-30			Project Code: CA4703		Start Date: 2/2017		Completed Date: 12/2018	
User/Coordinating Department(s): Department of Aviation								
Strategic Business Plan:			Goal 6: Enhance McAllen's infrastructure network.					
Strategic Business Plan: (If Applicable)			Goal 3: Diversify and strengthen the local economy in order to sustain a strong tax base and quality city services long term.					
Status:			Environmental completed 06/2017; Design in progress			Project Location: Airport		
Rollover Amount:		39,416	Current Request		39,416			
Department:			Department of Aviation					
Project Type:			New Projects					
Grant Related: (Yes/No)		Yes	Percentage:		90%			
Project Description/Justification								
<p>Currently, the use of the cargo apron at MFE by heavy aircraft is limited to the three existing concrete pads, which results in an often tight working arrangement due to the spacing of the pads. By reconstructing the asphalt portions of the apron to concrete, the entire cargo apron will be available for use by existing and future users. The improvements to the apron will thus substantially increase safety over the current operating conditions. The proposed improvements would allow for current and anticipated fleet mixes to operate with increased space and flexibility of operations. It is anticipated that the existing apron can accommodate future needs of users without an expansion of the apron footprint. This project would fund the engineering design.</p>								

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL
Airport Capital Imprv	56,769	39,416	6,200,000	-	-	-	6,296,185
< Select Funding Source >	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-
Total	\$ 56,769	\$ 39,416	\$ 6,200,000	\$ -	\$ -	\$ -	\$ 6,296,185

Project Costs							
Project Components	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-
Arch. & Engineering	56,769	39,416	-	-	-	-	96,185
Construction	-	-	6,200,000	-	-	-	6,200,000
Equipment / Other	-	-	-	-	-	-	-
Total	\$ 56,769	\$ 39,416	\$ 6,200,000	\$ -	\$ -	\$ -	\$ 6,296,185

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds once it's completed.

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$ -	Other	\$ 1,000.00
Supplies	\$ -	Capital	\$ -
Services	\$ -	Total	\$ 1,000.00

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: RWY 14-32/TWY A Safety Improvements All Phases - Design			
Account No.: 554-8708-446.66-30		Project Code: CA4801	Start Date: 10/2018
Completed Date: 09/2019			
User/Coordinating Department(s): Department of Aviation			
Strategic Business Plan:		Goal 6: Enhance McAllen's infrastructure network.	
Strategic Business Plan: (If Applicable)		Goal 3: Diversify and strengthen the local economy in order to sustain a strong tax base and quality city services long term.	
Status:		Environmentally cleared	Project Location: Airport
Rollover Amount:	-	Current Request	1,428,700
Department:		Department of Aviation	
Project Type:		New Projects	
Grant Related: (Yes/No)	Yes	Percentage:	90%
Project Description/Justification			
<p>This project will address and mitigate on-going safety and operational issues associated with the existing storm water management system at MFE. Drainage Master Plan completed in 2011 and a Wildlife Hazard Assessment and Wildlife Hazard Management Plan in 2012. Project was environmentally cleared in 2017. The condition of the drainage system has posed significant challenges as a result of aging infrastructure, undersized culverts and detention ponds, and inadequate hydraulic conveyance. These conditions create aviation safety and operational issues resulting from ponding water during rainfall events leading to wildlife hazard attractants, incidents and airport operational impacts. Furthermore, aging infrastructure under the runway and taxiway systems has the potential for catastrophic pavement failures and could lead to significant operational impacts to MFE as well as create ripple effects in the National Airspace System (NAS).</p>			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL
Airport Capital Imprv	-	1,428,700	-	-	-	-	1,428,700
< Select Funding Source >	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-
Total	\$ -	\$ 1,428,700	\$ -	\$ -	\$ -	\$ -	\$ 1,428,700

Project Costs							
Project Components	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-
Arch. & Engineering	-	1,428,700	-	-	-	-	1,428,700
Construction	-	-	7,400,000	4,650,000	3,280,000	6,650,000	21,980,000
Equipment / Other	-	-	148,000	93,000	65,600	133,000	439,600
Total	\$ -	\$ 1,428,700	\$ 7,548,000	\$ 4,743,000	\$ 3,345,600	\$ 6,783,000	\$ 23,848,300

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds once it's completed.

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$ -	Other	\$ 1,000.00
Supplies	\$ -	Capital	\$ -
Services	\$ -	Total	\$ 1,000.00

Not Applicable This project will not have have an operating impact.

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Cooling Tower Improvements

Account No.: 554-8708-446.66-30

Project Code: CA4802

Start Date: 10/2018

Completed Date: 05/2019

User/Coordinating Department(s): Department of Aviation

Strategic Business Plan: Goal 6: Enhance McAllen's infrastructure network.

Strategic Business Plan: Goal 3: Diversify and strengthen the local economy in order to sustain a strong tax base and quality city

Status: Pending FAA award of funds

Project Location: Airport

Rollover Amount: - Current Request 800,000

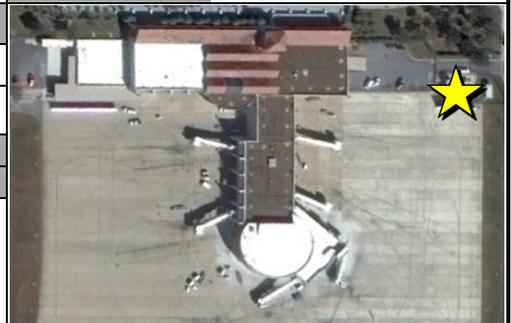
Department: Department of Aviation

Project Type: New Projects

Grant Related: (Yes/No) Yes Percentage: 90%

Project Description/Justification

This will fund the improvements to existing cooling towers for increase efficiency and reliability of terminal air-conditioning for customer travel experience.



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL
Airport Capital Imprv	-	800,000	-	-	-	-	800,000
< Select Funding Source >	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-
Total	\$ -	\$ 800,000	\$ -	\$ -	\$ -	\$ -	\$ 800,000

Project Components	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-
Arch. & Engineering	-	57,205	-	-	-	-	57,205
Construction	-	742,795	-	-	-	-	742,795
Equipment / Other	-	-	-	-	-	-	-
Total	\$ -	\$ 800,000	\$ -	\$ -	\$ -	\$ -	\$ 800,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds once it's completed.

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$ -	Other	\$ 1,000.00
Supplies	\$ -	Capital	\$ -
Services	\$ -	Total	\$ 1,000.00

Not Applicable This project will not have have an operating impact.

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Entry/Exit Door Replacement			
Account No.: 554-8718-446.66-10		Project Code: BB1603	Start Date: 02/2016
Completed Date: 11/2018			
User/Coordinating Department(s): Department of Aviation			
Strategic Business Plan:		Goal 6: Enhance McAllen's infrastructure network.	
Strategic Business Plan: (If Applicable)		Goal 3: Diversify and strengthen the local economy in order to sustain a strong tax base and quality city services long term.	
Status:		Alternative analysis in progress.	Project Location: Airport
Rollover Amount:	386,027	Current Request	386,027
Department:		Department of Aviation	
Project Type:		Rollover	
Grant Related: (Yes/No)	No	Percentage:	
Project Description/Justification			
This will fund the improvements for replacement of the 3 double-sliding doors at the airport terminal entrances/exits.			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL
Airport Capital Imprv	130,052	386,027	-	-	-	-	516,079
< Select Funding Source >	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-
Total	\$ 130,052	\$ 386,027	\$ -	\$ -	\$ -	\$ -	\$ 516,079

Project Costs							
Project Components	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-
Arch. & Engineering	1,842						1,842
Construction	128,210	386,027					514,237
Equipment / Other	-	-	-	-	-	-	-
Total	\$ 130,052	\$ 386,027	\$ -	\$ -	\$ -	\$ -	\$ 516,079

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds once it's completed.

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	1,000.00
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	1,000.00

Not Applicable This project will not have have an operating impact.

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Monument & Wayfinding Signs							
Account No.: 554-8718-446.66-30			Project Code: CA1605		Start Date: 02/2016		Completed Date: 11/2018
User/Coordinating Department(s): Department of Aviation							
Strategic Business Plan:		Goal 6: Enhance McAllen's infrastructure network.					
Strategic Business Plan: (If Applicable)		Goal 3: Diversify and strengthen the local economy in order to sustain a strong tax base and quality city services long term.					
Status:		Design in progress.			Project Location: Airport		
Rollover Amount:	81,810	Current Request		81,810			
Department:		Department of Aviation					
Project Type:		Rollover					
Grant Related: (Yes/No)	No	Percentage:					
Project Description/Justification		This will fund the improvements for replacement of the existing monument signs and include wayfinding signs throughout the airport.					

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL
Airport Capital Imprv	47,300	81,810	-	-	-	-	129,110
< Select Funding Source >	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-
Total	\$ 47,300	\$ 81,810	\$ -	\$ -	\$ -	\$ -	\$ 129,110

Project Costs							
Project Components	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-
Arch. & Engineering	2,300	-	-	-	-	-	2,300
Construction	45,000	81,810	-	-	-	-	126,810
Equipment / Other	-	-	-	-	-	-	-
Total	\$ 47,300	\$ 81,810	\$ -	\$ -	\$ -	\$ -	\$ 129,110

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds once it's completed.

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$ -	Other	\$ 500.00
Supplies	\$ -	Capital	\$ -
Services	\$ -	Total	\$ 500.00

Not Applicable This project will not have have an operating impact.

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Jet Bridge Repairs			
Account No.: 554-8718-446.66-30		Project Code: CA1803	Start Date: 4/2018
Completed Date: 12/2018			
User/Coordinating Department(s): Department of Aviation			
Strategic Business Plan:		Goal 6: Enhance McAllen's infrastructure network.	
Strategic Business Plan: (If Applicable)		Goal 3: Diversify and strengthen the local economy in order to sustain a strong tax base and quality city services long term.	
Status:		Design in progress.	Project Location: Airport
Rollover Amount:	41,993	Current Request	41,993
Department:		Department of Aviation	
Project Type:		New Projects	
Grant Related: (Yes/No) No		Percentage:	
Project Description/Justification			
This will fund the repairs needed for old jet bridges to extend useful life prior to replacement.			



Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL
Airport Capital Imprv	78,007	41,993	-	-	-	-	120,000
< Select Funding Source >	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-
Total	\$ 78,007	\$ 41,993	\$ -	\$ -	\$ -	\$ -	\$ 120,000

Project Costs							
Project Components	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-
Construction	78,007	41,993	-	-	-	-	120,000
Equipment / Other	-	-	-	-	-	-	-
Total	\$ 78,007	\$ 41,993	\$ -	\$ -	\$ -	\$ -	\$ 120,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds once it's completed.

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$ -	Other	\$ 10,000.00
Supplies	\$ -	Capital	\$ -
Services	\$ -	Total	\$ 10,000.00

Not Applicable This project will not have have an operating impact.



Mission Statement: "To foster an aviation environment that promotes air carrier, general aviation, and air cargo service in an economically viable, safe, secure, convenient and competitive manner for the residents of the Rio Grande Valley and our international customers."	Department Summary										
		Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm	Four Year Plan			
		16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23
Expenditure Detail:											
Personnel Services											
Salaries and Wages	\$ 1,250,525	\$ 1,512,143	\$ 1,527,218	\$ 1,366,897	\$ 1,597,829	\$ 1,599,589	\$ 1,597,829	\$ 1,597,829	\$ 1,597,829	\$ 1,597,829	\$ 1,597,829
Employee Benefits	471,930	475,878	478,035	478,035	499,101	499,379	499,101	499,101	499,101	499,101	499,101
Supplies	71,347	104,000	104,000	101,715	104,000	104,000	104,000	104,000	104,000	104,000	104,000
Other Services and Charges	1,695,661	1,848,035	1,848,035	1,765,823	1,891,346	1,891,346	1,874,949	1,945,463	1,945,463	1,945,463	1,945,463
Maintenance	431,690	512,680	512,680	492,084	514,380	514,380	522,459	565,726	565,726	565,726	565,726
Operations Subtotal	3,921,154	4,452,736	4,469,968	4,204,554	4,606,656	4,608,694	4,598,338	4,712,119	4,712,119	4,712,119	4,712,119
Capital Outlay	119,107	135,850	135,850	124,159	246,444	246,444	30,000	3,000	-	-	-
Operations & Capital Outlay Total	4,040,261	4,588,586	4,605,818	4,328,713	4,853,100	4,855,138	4,628,338	4,715,119	4,712,119	4,712,119	4,712,119
Non Departmental											
Liability Insurance	27,314	27,314	27,314	27,312	27,314	27,314	27,314	28,236	28,236	28,236	28,236
Contingency	-	21,847	4,615	-	-	47,754	-	-	-	-	-
Workers' Comp. - Loss Run Ratio	-	-	-	(3,533)	-	(17,164)	-	-	-	-	-
Total Expenditures	\$ 4,067,575	\$ 4,637,747	\$ 4,637,747	\$ 4,352,492	\$ 4,880,414	\$ 4,913,042	\$ 4,655,652	\$ 4,743,355	\$ 4,740,355	\$ 4,740,355	\$ 4,740,355
PERSONNEL											
Exempt	6	7	7	6	7	7	7	7	7	7	7
Non-Exempt	27	31	31	31	34	34	34	34	34	34	34
Part-Time	1	6	6	6	6	6	6	6	6	6	6
Total Positions Authorized	34	44	44	43	47						
Resources											
	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recommend	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Related Revenue Generated	\$ 6,256,464	\$ 5,850,731	\$ 5,850,731	\$ 6,154,316	\$ 6,056,383	\$ 6,056,383	\$ 6,099,332	\$ 6,142,710	\$ 6,088,311	\$ 6,088,311	

Contact Us:
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 McAllen, TX 78501
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MAJOR FY 18-19 GOALS

- 1.) Complete Airport Master Plan
- 2.) Complete General Aviation and Aviation Lease Negotiations
- 3.) Increase marketing efforts and grow passenger enplanements

Performance Measures					Description: The Airport employs 38 people dedicated to providing the highest quality of service to those patrons of the McAllen International Airport.
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19	
Inputs:					
Number of full time employees	33	37	37	47	
Department Expenditures	\$ 4,067,575	\$ 4,637,747	\$ 4,352,492	\$ 4,913,042	
Operating Revenues	\$ 6,397,271	\$ 5,930,731	\$ 6,243,421	\$ 6,120,383	
Average Airline Costs	\$ 483,619	\$ 446,396	\$ 460,628	\$ 451,887	
Total Terminal Sq Ft	155,000	155,000	155,000	155,000	
Outputs:					
Enplaned passengers	349,454	345,802	356,443	363,572	
Average Airline Enplanements	87,364	86,451	89,111	90,893	
Effectiveness Measures:					
Percent of change in enplaned passengers	-5.6%	5.0%	2%	2.0%	
Terminal Sq Ft per FTE	4,697	4,189	4,189	3,298	
Efficiency Measures:					
Airline cost per enplaned passenger	\$ 5.54	\$ 5.16	\$ 5.17	\$ 4.97	
Airport cost per enplaned passenger	\$ 11.64	\$ 13.41	\$ 12.21	\$ 13.51	
Airport operating revenue per enplaned passenger	\$ 18.31	\$ 17.15	\$ 17.52	\$ 16.83	

*N/A=Not Available, N/P=Not Provided

2019

550-4864 General insurances

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
550-4864-444-63-17 Other services & charges / Employee bond	-	-	-	-	-	-
550-4864-444-63-24 Other services & charges / Ins--auto liabillity	-	-	-	-	-	-
550-4864-444-63-25 Other services & charges / Ins--boiler & machinery	-	-	-	-	-	-
550-4864-444-63-26 Other services & charges / Ins--error & ommission	-	-	-	-	-	-
550-4864-444-63-27 Other services & charges / Ins--real/personal prop	-	-	-	-	-	-
550-4864-444-63-29 Other services & charges / Ins--liability	27,314	27,314	13,656	27,312	27,314	27,314
550-4864-444-63-30 Other services & charges / Ins--mobile equip-	-	-	-	-	-	-
550-4864-444-63-31 Other services & charges / Ins--other	-	-	-	-	-	-
550-4864-444-63-33 Other services & charges / Ins--workers comp- exce	-	-	-	-	-	-
550-4864-444-63-45 Other services & charges / Professional	-	-	-	-	-	-
63	27,314	27,314	13,656	27,312	27,314	27,314
550-4864 General Insurance	\$ 27,314	\$ 27,314	\$ 13,656	\$ 27,312	\$ 27,314	\$ 27,314

2019
550-4862 Contingency

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
550-4862-441-61-97 Benefits / Contingency workers comp loss run ratio				(3,533)		(17,164)
550-4862-441-61-99 Benefits / Contingency	-	4,615	-	-	-	47,754
61	-	4,615	-	(3,533)	-	30,590
550-4862 Contingency	\$ -	\$ 4,615	\$ -	\$ (3,533)	\$ -	\$ 30,590

2019
550-9010 Non-departmental

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
550-9010-447-68-02 Depreciation / Expense 68	4,163,160	-	2,372,285	-	-	-
	4,163,160	-	2,372,285	-	-	-
550-9010-447-89-01 Other expenses / Fixed assets (contra)	(68,702)	-	(42,659)	-	-	-
550-9010-447-89-35 Other expenses / Amortization of bonds	-	-	-	-	-	-
550-9010-447-89-40 Other expenses / Capitalized interest	-	-	-	-	-	-
550-9010-447-89-67 Other expenses / Loan interest 89	93,883	-	39,507	-	-	-
	25,181	-	(3,152)	-	-	-
550-9010-499-74-02 Operating transfers out / General fund	1,103,965	1,103,965	551,982	1,103,965	1,103,965	1,103,965
550-9010-499-74-17 Operating transfers out / Airport CIP	738,758	1,084,807	37,048	573,351	513,772	513,772
550-9010-499-74-74 Operating transfers out / Airport Bond Constr Fd	-	-	-	-	-	-
550-9010-499-74-75 Operating transfers out / PFC fund	-	-	-	-	-	-
550-9010-499-74-78 Operating transfers out / Health insurance fund 74	10,632	18,716	9,354	18,716	117,300	117,300
	1,853,355	2,207,488	598,384	1,696,032	1,735,037	1,735,037
550-9010	\$ 6,041,696	\$ 2,207,488	\$ 2,967,517	\$ 1,696,032	\$ 1,735,037	\$ 1,735,037

**City of McAllen, Texas
Airport Capital Improvement
Fund Balance Summary**

	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan			
	16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23
RESOURCES										
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ 93,334	\$ 117,260	\$ 117,260	\$ 117,260	\$ 117,260	\$ 117,260	\$ 117,260
Revenues:										
Grant Reimbursement - FAA	1,013,256	2,964,932	3,340,201	2,776,875	2,455,342	2,455,342	12,373,200	4,268,700	4,676,040	6,104,700
Miscellaneous	(565)	-	-	793	-	-	-	-	-	-
Total Revenues	1,012,691	2,964,932	3,340,201	2,777,668	2,455,342	2,455,342	12,373,200	4,268,700	4,676,040	6,104,700
Operating Transfers In										
Passenger Facility Charge Fund	-	319,819	361,515	300,558	268,874	268,874	754,800	474,300	519,560	678,300
McAllen International Airport Fund	738,758	1,084,807	1,084,807	573,351	513,772	513,772	1,220,000	380,000	250,000	75,000
Total Revenues and Transfers	1,751,449	4,369,558	4,786,523	3,651,577	3,237,988	3,237,988	14,348,000	5,123,000	5,445,600	6,858,000
TOTAL RESOURCES	\$ 1,751,449	\$ 4,369,558	\$ 4,786,523	\$ 3,744,911	\$ 3,355,248	\$ 3,355,248	\$ 14,465,260	\$ 5,240,260	\$ 5,562,860	\$ 6,975,260
APPROPRIATIONS										
Capital Outlay:										
Airport Rotating Beacon	\$ 2,100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Drainage Improvements Environmental	73,326	-	-	-	-	-	-	-	-	-
FIDS PA Sytem	233,611	-	-	-	-	-	-	-	-	-
Baggage Carousel	94,451	898,837	898,837	891,058	-	-	-	-	-	-
Improvements other than Bldg (Non FED)	-	120,000	120,000	78,007	41,993	41,993	600,000	380,000	250,000	75,000
Terminal Roof Repairs	-	310,000	310,000	310,000	-	-	-	-	-	-
TWY/A RWY A Shoulder Rehab	286,312	1,590,390	2,007,355	1,885,550	-	-	-	-	-	-
Drainage Improvements Environmental	-	20,000	20,000	-	-	-	-	-	-	-
Cargo Ramp Design	303,553	96,185	96,185	56,769	39,416	39,416	6,200,000	-	-	-
Master Plan Update	157,401	688,957	688,957	228,915	460,042	460,042	-	-	-	-
Customer Service Kiosk & Video Wall	50,686	-	-	-	-	-	-	-	-	-
Monument and Wayfinding Signs	-	129,110	129,110	47,300	81,810	81,810	-	-	-	-
Airport Perimeter Landscaping	194,544	-	-	-	-	-	-	-	-	-
Entry/Exit Door Replacement	11,839	516,079	516,079	130,052	386,027	386,027	-	-	-	-
Hangar Lane Reconstruction	228,718	-	-	-	-	-	-	-	-	-
Operations Pavement/Asset Management Software/Hardware	31,500	-	-	-	-	-	-	-	-	-
RWY 14-32/TWY A Safety Improvements	-	-	-	-	1,428,700	1,428,700	7,548,000	4,743,000	3,345,600	6,783,000
Cooling Towers	-	-	-	-	800,000	800,000	-	-	-	-
RWY 14-32 Rehabilitation	-	-	-	-	-	-	-	-	1,850,000	-
TOTAL APPROPRIATIONS	1,668,041	4,369,558	4,786,523	3,627,651	3,237,988	3,237,988	14,348,000	5,123,000	5,445,600	6,858,000
Other items affecting Working Capital	9,926	-	-	-	-	-	-	-	-	-
ENDING FUND BALANCE	\$ 93,334	\$ -	\$ -	\$ 117,260	\$ 117,260	\$ 117,260	\$ 117,260	\$ 117,260	\$ 117,260	\$ 117,260

**City of McAllen, Texas
Passenger Facility Charge
Fund Balance Summary**

	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm 18-19	Four Year Plan			
							19-20	20-21	21-22	22-23
RESOURCES										
BEGINNING FUND BALANCE	\$ 5,950,339	\$ 6,484,765	\$ 6,484,765	\$ 6,648,903	\$ 7,007,341	\$ 7,007,341	\$ 7,350,966	\$ 7,207,346	\$ 7,344,738	\$ 7,439,175
Revenues:										
Passenger Facility Charge	1,379,612	1,337,398	1,337,398	1,337,398	1,337,398	1,337,398	1,337,398	1,337,398	1,337,398	1,337,398
Recovery prior years	11,212	-	-	-	-	-	-	-	-	-
Interest Earned	38,242	-	-	44,172	-	-	-	-	-	-
Total Revenues	1,429,065	1,337,398	1,337,398	1,381,570	1,337,398	1,337,398	1,337,398	1,337,398	1,337,398	1,337,398
Total Revenues and Transfers	1,429,065	1,337,398	1,337,398	1,381,570	1,337,398	1,337,398	1,337,398	1,337,398	1,337,398	1,337,398
TOTAL RESOURCES	\$ 7,379,404	\$ 7,822,163	\$ 7,822,163	\$ 8,030,473	\$ 8,344,739	\$ 8,344,739	\$ 8,688,364	\$ 8,544,744	\$ 8,682,136	\$ 8,776,573
APPROPRIATIONS										
Capital Outlay:										
Access Control System	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPS	-	-	-	-	-	-	-	-	-	-
PFC Application Design & Application Fee	-	-	-	-	-	-	-	40,000	-	-
Terminal Area Apron	-	-	-	-	-	-	-	-	-	-
Terminal Ramp Improvements	-	-	-	-	-	-	-	-	-	-
Totals	-	-	-	-	-	-	-	-	-	-
Operating Transfer Outs										
Airport Debt Service Fund	730,501	722,574	722,574	722,574	724,899	724,899	726,218	725,706	723,401	724,476
Airport CIP Fund	-	319,819	361,515	300,558	268,874	268,874	754,800	474,300	519,560	678,300
Airport Fund	-	-	-	-	-	-	-	-	-	-
Total Operating Transfer Outs	730,501	1,042,393	1,084,089	1,023,132	993,773	993,773	1,481,018	1,200,006	1,242,961	1,402,776
TOTAL APPROPRIATIONS	730,501	1,042,393	1,084,089	1,023,132	993,773	993,773	1,481,018	1,200,006	1,242,961	1,402,776
ENDING FUND BALANCE	\$ 6,648,903	\$ 6,779,770	\$ 6,738,074	\$ 7,007,341	\$ 7,350,966	\$ 7,350,966	\$ 7,207,346	\$ 7,344,738	\$ 7,439,175	\$ 7,373,797

**City of McAllen, Texas
Airport PFC
Certificate of Obligation
Series 2011 (AMT)
Summary**

	Actual 16-17	Original Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm 18-19	19-20	Four Year Plan			22-23
								20-21	21-22		
SINKING FUND											
BEGINNING FUND BALANCE	\$ 298,661	\$ 300,483	\$ 300,483	\$ 307,615	\$ 307,615	\$ 307,615	\$ 307,615	\$ 307,615	\$ 307,615	\$ 307,615	\$ 307,615
Sources:											
Transfer In											
Passenger Facility Charge Fund	730,501	722,574	722,574	722,574	724,899	724,899	726,218	725,706	723,401	724,476	
Interest Income	3,121	-	-	-	-	-	-	-	-	-	-
Total Sources and Transfers	<u>733,621</u>	<u>722,574</u>	<u>722,574</u>	<u>722,574</u>	<u>724,899</u>	<u>724,899</u>	<u>726,218</u>	<u>725,706</u>	<u>723,401</u>	<u>724,476</u>	
TOTAL RESOURCES	<u>\$ 1,032,282</u>	<u>\$ 1,023,057</u>	<u>\$ 1,023,057</u>	<u>\$ 1,030,189</u>	<u>\$ 1,032,514</u>	<u>\$ 1,032,514</u>	<u>\$ 1,033,833</u>	<u>\$ 1,033,321</u>	<u>\$ 1,031,016</u>	<u>\$ 1,032,091</u>	
APPROPRIATIONS											
Bond Principal	\$ 405,000	\$ 415,000	\$ 415,000	\$ 415,000	\$ 430,000	\$ 430,000	\$ 445,000	\$ 460,000	\$ 475,000	\$ 495,000	
Interest and Fees	319,668	307,574	307,574	307,574	294,899	294,899	281,218	265,706	248,401	229,476	
TOTAL APPROPRIATIONS	<u>724,668</u>	<u>722,574</u>	<u>722,574</u>	<u>722,574</u>	<u>724,899</u>	<u>724,899</u>	<u>726,218</u>	<u>725,706</u>	<u>723,401</u>	<u>724,476</u>	
ENDING FUND BALANCE	<u>\$ 307,615</u>	<u>\$ 300,483</u>	<u>\$ 300,483</u>	<u>\$ 307,615</u>	<u>\$ 307,615</u>	<u>\$ 307,615</u>	<u>\$ 307,615</u>	<u>\$ 307,615</u>	<u>\$ 307,615</u>	<u>\$ 307,615</u>	<u>\$ 307,615</u>

**City of McAllen, Texas
McAllen Express Fund
Working Capital Summary**

	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm. 18-19	19-20	Four Year Plan			22-23
								20-21	21-22		
RESOURCES											
BEGINNING WORKING CAPITAL	\$ 814,595	\$ 784,104	\$ 784,104	\$ 794,284	\$ 734,525	\$ 734,525	\$ 557,326	\$ 558,331	\$ 559,336	\$ 488,464	
Revenues:											
Federal Grants / FTA											
O & M Subsidy	1,172,331	1,413,743	1,413,743	956,880	1,558,004	1,558,004	1,413,743	1,413,743	1,331,450	1,558,004	
Capital Outlay Subsidy	2,231	-	-	-	-	-	-	-	-	-	
State Grants / TXDOT											
O & M Subsidy	201,503	250,709	250,709	315,500	315,500	315,500	250,709	250,709	201,503	315,500	
Capital Outlay Subsidy	-	-	-	-	-	-	-	-	-	-	
Fares	546,642	510,525	510,525	486,159	370,000	370,000	510,525	510,525	510,525	370,000	
Browsville Interlocal	-	266,952	266,952	10,523	-	-	266,952	266,952	266,952	60,000	
Space Rental	270,077	265,128	265,128	265,128	265,128	265,128	265,128	265,128	265,128	265,128	
Concessions	62,975	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	
Concessions - Other	-	8,807	8,807	8,807	8,807	8,807	8,807	8,807	8,807	8,807	
Commission-telephone	1,580	-	-	-	-	-	-	-	-	-	
Reimbursement - Agencies	52,576	-	-	-	60,000	60,000	-	-	-	-	
Other	4,603	-	-	-	-	-	-	-	-	-	
Interest	3,530	-	-	-	-	-	-	-	-	-	
Total Revenues	2,318,048	2,790,864	2,790,864	2,117,997	2,652,439	2,652,439	2,790,864	2,790,864	2,659,365	2,652,439	
Transfer-In- Development Corp											
O & M Subsidy	803,373	925,618	925,618	925,618	925,618	925,618	803,373	803,373	862,995	925,618	
Capital Outlay Subsidy	-	-	-	-	-	-	-	-	-	-	
Total Transfers-In and Revenues	3,121,421	3,716,482	3,716,482	3,043,615	3,578,057	3,578,057	3,594,237	3,594,237	3,522,360	3,578,057	
TOTAL RESOURCES	\$ 3,936,016	\$ 4,500,586	\$ 4,500,586	\$ 3,837,899	\$ 4,312,582	\$ 4,312,582	\$ 4,151,563	\$ 4,152,568	\$ 4,081,696	\$ 4,066,521	
APPROPRIATIONS											
Operating Expenses:											
Administration	\$ 3,214,924	\$ 3,689,869	\$ 3,689,869	\$ 3,097,571	\$ 3,593,232	\$ 3,635,603	\$ 3,593,232	\$ 3,593,232	\$ 3,593,232	\$ 3,593,232	
Liability Insurance	5,803	5,803	5,803	5,803	5,803	5,803	-	-	-	-	
Capital Outlay	-	-	-	-	-	-	-	-	-	-	
	3,220,727	3,695,672	3,695,672	3,103,374	3,599,035	3,641,406	3,593,232	3,593,232	3,593,232	3,593,232	
Transfer Outs - Health Ins. Fund	10,319	-	-	-	113,850	113,850	-	-	-	-	
TOTAL APPROPRIATIONS	\$ 3,231,046	\$ 3,695,672	\$ 3,695,672	\$ 3,103,374	\$ 3,712,885	\$ 3,755,256	3,593,232	3,593,232	3,593,232	3,593,232	
Revenues Over / Under Expenses	(109,624)	20,810	20,810	(59,759)	(134,828)	(177,199)	1,005	1,005	(70,872)	(15,175)	
Other Items Affecting Working Capital	89,310	-	-	-	-	-					
ENDING WORKING CAPITAL	\$ 794,284	\$ 804,917	\$ 804,917	\$ 734,525	\$ 599,697	\$ 557,326	\$ 558,331	\$ 559,336	\$ 488,464	\$ 473,289	

2019

556- McAllen Express Transit fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
556-0000-331-14-00 Federal grants / Federal Transit Admin	-	-	-	-	-	-
556-0000-331-14-01 Federal Transit Admin / Operational contribution	1,172,331	1,413,743	369,297	956,880	1,558,004	1,558,004
556-0000-331-14-02 Federal Transit Admin / Capital contribution	2,231	-	-	-	-	-
331	1,174,562	1,413,743	369,297	956,880	1,558,004	1,558,004
556-0000-332-06-01 TXDOT/other / Operational contribution	201,503	250,709	-	315,500	315,500	315,500
556-0000-332-06-02 TXDOT/other / Capital contribution	-	-	-	-	-	-
332	201,503	250,709	-	315,500	315,500	315,500
556-0000-361-50-00 Charges:sales & services / Fares	398,978	408,420	195,257	329,916	370,000	370,000
556-0000-361-50-01 Charges: sales & services /Fares- Metro Connect	147,664	102,105	77,166	156,243	-	-
556-0000-361-16-00 Charges:sales & services / Rentals	270,077	265,128	130,237	265,128	265,128	265,128
556-0000-361-17-00 Charges: sales & services / Concession rentals	62,975	75,000	24,454	75,000	75,000	75,000
556-0000-361-18-00 Charges: sales & services / Concession-other	-	8,807	-	8,807	8,807	8,807
361	879,695	859,460	427,113	835,094	718,935	718,935
556-0000-374-02-00 Other revenues / Reimbursement - other agencies	52,576	266,952	-	10,523	60,000	60,000
374	52,576	266,952	-	10,523	60,000	60,000
556-0000-375-01-00 Miscellaneous / Recovery prior yr exp	204	-	44	-	-	-
556-0000-375-02-00 Miscellaneous / Insurance recoveries	-	-	-	-	-	-
556-0000-375-04-00 Miscellaneous / Commission-telephone	1,580	-	-	-	-	-
556-0000-375-40-00 Miscellaneous / Cash over/short	2	-	6	-	-	-
556-0000-375-99-00 Miscellaneous / Other	4,397	-	1,225	-	-	-
375	6,183	-	1,275	-	-	-
556-0000-381-02-00 Interest / Texpool	2,696	-	2,934	-	-	-
556-0000-381-03-00 Interest / Certificate of deposit	-	-	-	-	-	-
556-0000-381-04-00 Interest / Other investments	3,108	-	1,589	-	-	-
556-0000-381-20-00 Interest / Gain/loss sale of investments	(2,274)	-	-	-	-	-
381	3,530	-	4,522	-	-	-
556-0000-391-05-00 Operating transfers in / Development corp fund	803,373	925,618	462,804	925,618	925,618	925,618
391	803,373	925,618	462,804	925,618	925,618	925,618
556 McAllen Express	\$ 3,121,421	\$ 3,716,482	\$ 1,265,011	\$ 3,043,615	\$ 3,578,057	\$ 3,578,057

**City of McAllen, Texas
McAllen Express Fund
Expense Summary**

	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan			
	16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23
<u>BY DEPARTMENT</u>										
Administration	\$ 3,220,727	\$ 3,695,672	\$ 3,695,672	\$ 3,103,374	\$ 3,599,035	\$ 3,641,406	\$ 3,599,035	\$ 3,599,035	\$ 3,599,035	\$ 3,599,035
TOTAL	\$ 3,220,727	\$ 3,695,672	\$ 3,695,672	\$ 3,103,374	\$ 3,599,035	\$ 3,641,406	\$ 3,599,035	\$ 3,599,035	\$ 3,599,035	\$ 3,599,035
<u>BY EXPENSE GROUP</u>										
Expenses:										
Personnel Services										
Salaries and Wages	\$ 1,534,744	\$ 1,679,853	\$ 1,695,828	\$ 1,410,596	\$ 1,716,640	\$ 1,716,640	\$ 1,716,640	\$ 1,716,640	\$ 1,716,640	\$ 1,716,640
Employee Benefits	533,374	563,561	565,847	580,797	565,847	609,007	566,636	566,636	566,636	\$ 566,636
Supplies	40,206	49,629	49,629	46,610	49,629	49,629	49,629	49,629	49,629	\$ 49,629
Other Services and Charges	711,056	692,364	692,364	633,783	718,714	718,714	718,714	718,714	718,714	\$ 718,714
Maint. and Repair Services	395,543	675,415	675,415	425,785	541,613	541,613	541,613	541,613	541,613	\$ 541,613
Liability Insurance	5,803	34,850	16,589	5,803	5,803	5,803	5,803	5,803	5,803	\$ 5,803
TOTAL OPERATING EXPENSES	3,220,727	3,695,672	3,695,672	3,103,374	3,598,246	3,641,406	3,599,035	3,599,035	3,599,035	3,599,035
Capital Outlay	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 3,220,727	\$ 3,695,672	\$ 3,695,672	\$ 3,103,374	\$ 3,598,246	3,641,406	3,599,035	3,599,035	3,599,035	3,599,035
<u>PERSONNEL</u>										
Administration	40	58	58	39	58	57	57	57	57	57

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: MCALLEN EXPRESS ADMINISTRATION

		Baseline					Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
COMPENSATION									
New Position	No. Position		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1. Planning & Outreach Specialist	1		42,000	-	480	12,275	54,755	54,755	Need a planner/outreach person to assist with service
2.	-		-	-	-	-	-		
3.	-		-	-	-	-	-		
4.	-		-	-	-	-	-		
5.	-		-	-	-	-	-		
6.	-		-	-	-	-	-		
7.	-		-	-	-	-	-		
8.	-		-	-	-	-	-		
9.	-		-	-	-	-	-		
10.	-		-	-	-	-	-		
Revisions									
1. Business Management Analyst			5,650	-	-	899	6,549	6,549	Need this position to take on a bigger role on the
2. GIS Technician			(30,202)	-	-	(10,321)	(40,523)	(40,523)	Can be done by new planner/outreach position
3. Marketing Specialist			(28,496)	-	-	(10,050)	(38,546)	(38,546)	Can be done by new planner/outreach position
4. Transit Operator			51,895	-	-	8,258	60,153	60,153	Increase for Operators (23) @ \$30,035
5. Crew Leader			7,176	-	-	1,142	8,318	8,318	Increase for Crew Leaders (3) @ \$34,133
6. Transit Operator			(11,732)	-	-	(1,867)	(13,599)	(13,599)	Reduce 4 drivers salaries to non-CDL drivers
7. Contingency			-	-	-	-	-	56,708	
8. Contingency			-	-	-	-	-	(14,337)	Workers Comp adjustment
9.	-		-	-	-	-	-		
10. Overtime			-	-	-	-	-		
Total Compensation & Benefits		\$ 2,169,603	\$ 36,291	\$ -	\$ 480	\$ 336	\$ 37,107	\$ 79,478	
SUPPLIES									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Supplies		\$ 49,629					\$ -	\$ -	
OTHER SERVICES & CHARGES									
	1. Utilities-electric						26,350	26,350	Electricity adjustment
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Other Services & Charges		\$ 731,902					\$ 26,350	\$ 26,350	
MAINTENANCE									
	1. Fuel & lubricants						(133,802)	(133,802)	Reduce fuel account and change to Tires
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Maintenance		\$ 639,802					\$ (133,802)	\$ (133,802)	
CAPITAL OUTLAY									
	** See Attached Capital Outlay Request Form								
Total Capital Outlay		\$ -					\$ -	\$ -	
TOTAL		\$ 3,590,936					\$ (70,345)	\$ (27,974)	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: McAllen Express
 DEPARTMENT: Administration

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

Grand Total	\$0
--------------------	------------

2019

556-4764 McAllen Express - Adm.

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
556-4764-441-60-01 Compensation / Exempt	299,897	339,817	146,431	299,190	343,217	343,217
556-4764-441-60-02 Compensation / Non-exempt	964,239	1,236,815	440,366	881,728	1,254,197	1,254,197
556-4764-441-60-06 Compensation / Part time	53,196	74,492	14,003	33,938	74,042	74,042
556-4764-441-60-10 Compensation / Overtime	207,772	33,664	90,155	186,260	33,664	33,664
556-4764-441-60-14 Compensation / Car allowance	3,600	3,600	1,800	3,600	3,600	3,600
556-4764-441-60-17 Compensation / Telephone	6,040	7,440	3,000	5,880	7,920	7,920
60	1,534,744	1,695,828	695,755	1,410,596	1,716,640	1,716,640
556-4764-441-61-30 Benefits / Social security	112,770	129,731	52,650	129,731	131,324	131,324
556-4764-441-61-36 Benefits / Retirement	115,349	128,505	56,423	128,505	130,586	130,586
556-4764-441-61-40 Benefits / Unemployment tax	983	9,918	5,557	9,918	1,026	1,026
556-4764-441-61-46 Benefits / Workers' comp-	48,250	73,406	44,178	73,406	93,015	93,015
556-4764-441-61-50 Benefits / Health cost	135,438	207,336	62,830	207,336	193,536	193,536
556-4764-441-61-52 Benefits / Life insurance	1,006	2,541	425	2,541	2,739	2,739
556-4764-441-61-53 Benefits / Retiree health ins (ARC)	15,958	14,410	8,098	14,410	14,410	14,410
556-4764-441-61-56 Benefits/Pension Cost-TMRS	211,293	-	-	-	-	-
556-4764-441-61-58 Benefits / TMRS benefits (contra)	(107,673)	-	-	-	-	-
61	533,374	565,847	230,161	565,847	566,636	566,636
556-4764-443-62-02 Supplies / Office	5,084	12,729	1,429	7,742	12,729	12,729
556-4764-443-62-12 Supplies / Small tools\minor equipment	240	500	294	500	500	500
556-4764-443-62-14 Supplies / Janitorial	25,917	25,900	15,521	30,239	25,900	25,900
556-4764-443-62-18 Supplies / Clothing & uniform	8,966	10,500	3,960	8,129	10,500	10,500
62	40,206	49,629	21,205	46,610	49,629	49,629
556-4764-444-63-01 Other services & charges / Accounting & auditing	-	10,000	-	-	10,000	10,000
556-4764-444-63-02 Other services & charges / Advertising	3,606	12,800	6,034	7,484	12,800	12,800
556-4764-444-63-14 Other services & charges / Dues & subscriptions	-	400	-	-	400	400
556-4764-444-63-43 Other services & charges / Postage	37	650	24	24	650	650
556-4764-444-63-45 Other services & charges / Professional	370,794	386,200	192,599	347,328	386,200	386,200
556-4764-444-63-46 Other services & charges / Promotion	54,225	59,798	19,363	36,708	59,798	59,798
556-4764-444-63-51 Other services & charges / Rental-photocopier	3,665	5,732	1,659	3,699	5,732	5,732
556-4764-444-63-52 Other services & charges / Rental & contractual	103,536	95,000	46,788	103,488	95,000	95,000
556-4764-444-63-64 Other services & charges / Training	23,269	26,200	11,897	23,084	26,200	26,200
556-4764-444-63-65 Other services & charges / Travel	202	4,750	125	125	4,750	4,750
556-4764-444-63-67 Other services & charges / Utilities-electric	119,842	65,898	46,124	92,248	92,248	92,248
556-4764-444-63-68 Other services & charges / Utilities-gas	404	400	383	835	400	400
556-4764-444-63-69 Other services & charges / Utilities-telephone	3,300	3,000	1,212	2,424	3,000	3,000

2019

556-4764 McAllen Express - Adm.

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
556-4764-444-63-70 Other services & charges / Utilities-water	13,541	12,536	6,336	13,176	12,536	12,536
556-4764-444-63-99 Other services & charges / Miscellaneous	(11,059)	9,000	1,540	3,160	9,000	9,000
63	685,362	692,364	334,083	633,783	718,714	718,714
556-4764-445-65-16 Maintenance / Vehicles	-	-	-	-	-	-
556-4764-445-65-17 Maintenance / Fuel & lubricants	307,026	491,613	168,153	334,556	491,613	491,613
65	307,026	491,613	168,153	334,556	491,613	491,613
556-4764-446-66-02 Capital outlay / Land	-	-	-	-	-	-
556-4764-446-66-10 Capital outlay / Building/structures	-	-	-	-	-	-
556-4764-446-66-14 Capital outlay / Vehicles	-	-	-	-	-	-
556-4764-446-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
556-4764-446-66-20 Capital outlay / Equipment	-	-	-	-	-	-
556-4764-446-66-22 Capital outlay / Computer-hardware	-	-	-	-	-	-
556-4764-446-66-24 Capital outlay / Computer-software	-	-	-	-	-	-
556-4764-446-66-30 Capital outlay / Imprv- other than buildgs	-	-	-	-	-	-
556-4764-446-66-99 Capital outlay / Non-capitalized	-	-	-	-	-	-
66	-	-	-	-	-	-
556-4764-447-89-18 Other expenses / New freedom voucher prog	25,694	-	-	-	-	-
89	25,694	-	-	-	-	-
556-4764 Administration	\$ 3,126,407	\$ 3,495,281	\$ 1,449,357	\$ 2,991,392	\$ 3,543,232	\$ 3,543,232

2019
556-4766 Metroconnect

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
556-4766-445-65-17 Maintenance / Fuel & lubricants- MC 65	88,517	183,802	46,209	91,229	50,000	50,000
	88,517	183,802	46,209	91,229	50,000	50,000
556-4766 Metro Connect	\$ 88,517	\$ 183,802	\$ 46,209	\$ 91,229	\$ 50,000	\$ 50,000

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
4764	McAllen Express Admin		1		Transit Operator	FILLED	30,035
4764	McAllen Express Admin		1		Transit Operator	FILLED	30,035
4764	McAllen Express Admin		1		Transit Operator	FILLED	30,035
4764	McAllen Express Admin		1		Transit Operator	FILLED	30,035
4764	McAllen Express Admin		1		Transit Operator	FILLED	30,035
4764	McAllen Express Admin		1		Transit Operator	FILLED	30,035
4764	McAllen Express Admin		1		Transit Operator	FILLED	30,035
4764	McAllen Express Admin		1		Transit Operator	FILLED	30,035
4764	McAllen Express Admin		1		Transit Operator	UNFILLED	30,035
4764	McAllen Express Admin		1		Transit Operator	UNFILLED	30,035
4764	McAllen Express Admin		1		Transit Operator	UNFILLED	30,035
4764	McAllen Express Admin		1		Transit Operator	UNFILLED	30,035
4764	McAllen Express Admin		1		Transit Operator	UNFILLED	30,035
4764	McAllen Express Admin		1		Transit Operator	UNFILLED	30,035
4764	McAllen Express Admin		1		Transit Operator	UNFILLED	30,035
4764	McAllen Express Admin		1		Transit Operator	UNFILLED	30,035
4764	McAllen Express Admin		1		Transit Operator	UNFILLED	30,035
4764	McAllen Express Admin		1		Transit Operator	UNFILLED	30,035
4764	McAllen Express Admin		1		Transit Operator	UNFILLED	30,035
4764	McAllen Express Admin		1		Dispatch Working Supervisor	FILLED	32,053
			28				822,946
4764	McAllen Express Admin		1		Part Time - McAllen Express	FILLED	13,218
4764	McAllen Express Admin		1		Part Time - McAllen Express	UNFILLED	12,240
4764	McAllen Express Admin		1		Part Time - McAllen Express	UNFILLED	9,599
4764	McAllen Express Admin		1		Part Time - McAllen Express	UNFILLED	9,495
4764	McAllen Express Admin		1		Part Time - McAllen Express	UNFILLED	7,370
4764	McAllen Express Admin		1		Part Time - McAllen Express	UNFILLED	7,373
4764	McAllen Express Admin		1		Part Time - McAllen Express	UNFILLED	7,373
4764	McAllen Express Admin		1		Part Time Clerk	UNFILLED	7,374
			8				74,042
					OVERTIME		33,664
					CAR ALLOWANCE		3,600
					TELEPHONE		7,920
							45,184
							\$ 1,716,640
	CURRENT POSITIONS		57				\$ 1,716,640



Mission Statement: "To provide safe, reliable and cost effective public transportation."	Department Summary										
	Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan			
		16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23
Personnel Services											
Salaries and Wages	\$ 1,534,744	\$ 1,679,853	\$ 1,695,828	\$ 1,410,596	\$ 1,716,640	\$ 1,716,640	\$ 1,716,640	\$ 1,716,640	\$ 1,716,640	\$ 1,716,640	\$ 1,716,640
Employee Benefits	533,374	563,561	565,847	565,847	566,636	566,636	566,636	566,636	566,636	566,636	566,636
Supplies	40,206	49,629	49,629	46,610	49,629	49,629	49,629	49,629	49,629	49,629	49,629
Other Services and Charges	711,056	692,364	692,364	633,783	718,714	718,714	718,714	718,714	718,714	718,714	718,714
Maintenance	395,543	675,415	675,415	425,785	541,613	541,613	541,613	541,613	541,613	541,613	541,613
Operations Subtotal	3,214,924	3,660,822	3,679,083	3,082,621	3,593,232	3,593,232	3,593,232	3,593,232	3,593,232	3,593,232	3,593,232
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Operations & Capital Outlay Total	3,214,924	3,660,822	3,679,083	3,082,621	3,593,232	3,593,232	3,593,232	3,593,232	3,593,232	3,593,232	3,593,232
Non Departmental											
Liability Insurance	5,803	5,803	5,803	5,803	5,803	5,803	5,803	5,803	5,803	5,803	5,803
Contingency	-	29,047	10,786	-	-	56,708	-	-	-	-	-
Workers' Comp. - Loss Run Ratio	-	-	-	14,950	-	(14,337)	-	-	-	-	-
Total Expenditures	\$ 3,220,727	\$ 3,695,672	\$ 3,695,672	\$ 3,103,374	\$ 3,599,035	\$ 3,641,406	\$ 3,599,035				
PERSONNEL											
Exempt	5	6	6	5	6	6	6	6	6	6	6
Non-Exempt	32	44	44	33	43	43	43	43	43	43	43
Part-Time	3	8	8	1	8	8	8	8	8	8	8
Total Positions Authorized	40	58	58	39	57						
Resources											
	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Related Revenue Generated	\$ 2,318,048	\$ 2,790,864	\$ 2,790,864	\$ 2,117,997	\$ 2,652,439	\$ 2,652,439	\$ 2,790,864	\$ 2,790,864	\$ 2,659,365	\$ 2,652,439	

Contact Us:
 Mario Delgado
 Transit Director
 1501 W. Highway
 83, Suite 100
 McAllen, TX 78501
 (956) 681-3500

MAJOR FY 18-19 GOALS

- 1.) Construct North Transfer Hub & Maintenance Shop
- 2.) Replace fleet for Paratransit Services
- 3.) Increase Ridership
- 4.) Increase Safety & Security of our Transit System

Metro McAllen

www.metrocallen.com

www.facebook.com/metrocallen

Performance Measures					Description: Metro McAllen provides public transit service in the City of McAllen. Additionally, Metro oversees all federal and state grant activity for the transit system. The department employees 24 full time employees and is officed at Central Station, 1501 W. Hwy. 83, Suite 100.
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19	
Inputs:					
Number of full time employees	37	50	50	49	
Number of Fixed Routes	7	10	10	10	
Number of Operating Paratransit Units	3	3	3	4	
Rolling Stock	22	22	22	26	
Department Operating Expenditures	\$ 3,214,924	\$ 3,695,672	\$ 3,103,374	\$ 3,641,406	
Metro McAllen Fixed Route					
Total Operating Expenditures	\$ 2,893,431	\$ 3,231,842	\$ 2,793,037	\$ 3,277,265	
Metro McAllen Paratransit Service					
Total Operating Expenditures	\$ 321,492	\$ 369,567	\$ 310,337	\$ 364,141	
Outputs:					
FTA Operating Funding	\$ 1,172,331	\$ 1,413,743	\$ 956,880	\$ 1,558,004	
TXDOT Operating Funding	\$ 201,503	\$ 250,709	\$ 315,570	\$ 315,500	
Metro McAllen Fixed Route					
Number of passengers / ridership	667,817	744,672	611,000	641,550	
Number of revenue miles	497,999	485,375	438,869	485,375	
Total operating revenue hours	35,893	36,368	33,354	35,022	
Total fare revenue	\$ 345,960	\$ 411,630	\$ 329,556	\$ 346,034	
Metro McAllen Paratransit Service					
Number of passengers / ridership	17,612	13,199	15,346	15,700	
Number of miles	83,662	76,841	85,890	85,900	
Total operating revenue hours	7,254	5,555	7,495	7,500	
Total fare revenue	\$ 6,939	\$ 6,298	\$ 7,292	\$ 7,400	
Efficiency Measures:					
Metro McAllen Fixed Route					
Number of passengers per revenue mile	1.34	1.53	1.39	1.32	
Number of passengers per revenue hour	18.61	20.48	18.32	18.32	
Cost per revenue hour	\$ 80.61	\$ 88.86	\$ 83.74	\$ 93.58	
Cost per passenger	\$ 4.33	\$ 4.34	\$ 4.57	\$ 5.11	
Fare revenue per passenger	\$ 0.52	\$ 0.55	\$ 0.54	\$ 0.54	
Fare box recovery rate	12%	13%	12%	11%	
Metro McAllen Paratransit Service					
Number of passengers per revenue mile	0.21	0.17	0.18	0.18	
Number of passengers per revenue hour	2.43	2.38	2.05	2.09	
Cost per revenue hour	\$ 8.96	\$ 10.16	\$ 9.30	\$ 10.40	
Cost per passenger	\$ 18.25	\$ 28.00	\$ 20.22	\$ 23.19	
Fare revenue per passenger	\$ 0.39	\$ 0.48	\$ 0.48	\$ 0.47	
Fare box recovery rate	2%	2%	2%	2%	

2019

556-4864 General insurances

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
556-4864-444-63-17 Other services & charges / Employee bond	-	-	-	-	-	-
556-4864-444-63-24 Other services & charges / Ins--auto liabillity	-	-	-	-	-	-
556-4864-444-63-26 Other services & charges / Ins--error & ommission	-	-	-	-	-	-
556-4864-444-63-27 Other services & charges / Ins--fire & ext- covera	-	-	-	-	-	-
556-4864-444-63-29 Other services & charges / Ins--liability	5,803	5,803	2,898	5,803	5,803	5,803
556-4864-444-63-30 Other services & charges / Ins--mobile equip-	-	-	-	-	-	-
556-4864-444-63-33 Other services & charges / Ins--workers comp- exce	-	-	-	-	-	-
556-4864-444-63-45 Other services & charges / Professional	-	-	-	-	-	-
63	5,803	5,803	2,898	5,803	5,803	5,803
<hr/>						
556-4864 General Insurance	\$ 5,803	\$ 5,803	\$ 2,898	\$ 5,803	\$ 5,803	\$ 5,803

2019
556-4768 Contingency

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
556-4768-441-61-97 Benefits / Contingency workers comp loss run ratio				14,950		(14,337)
556-4768-441-61-99 Benefits / Contingency	-	10,786	-	-	-	56,708
61	-	10,786	-	14,950	-	42,371
<hr/>						
556-4768 Contingency	\$ -	\$ 10,786	\$ -	\$ 14,950	\$ -	\$ 42,371

2019
 556-9010 Non-departmental

**Preliminary Form "A" Worksheet
 For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
556-9010-447-68-02 Depreciation / Expense 68	571,794	-	245,340	-	-	-
	571,794	-	245,340	-	-	-
556-9010-447-89-01 Other expenses / Fixed assets (contra) 89	-	-	-	-	-	-
	-	-	-	-	-	-
556-9010-499-74-78 Operating transfers out / Health insurance fund 74	10,319	-	-	-	113,850	113,850
	10,319	-	-	-	113,850	113,850
556-9010	\$ 582,113	\$ -	\$ 245,340	\$ -	\$ 113,850	\$ 113,850

**City of McAllen, Texas
Bus Terminal Fund
Working Capital Summary**

	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm. 18-19	Four Year Plan			
							19-20	20-21	21-22	22-23
RESOURCES										
BEGINNING WORKING CAPITAL	\$ 1,677,881	\$ 1,329,680	\$ 1,329,680	\$ 1,229,141	\$ 1,197,001	\$ 1,197,001	\$ 1,173,733	\$ 1,178,161	\$ 1,182,589	\$ 1,187,189
Revenues:										
Grant - FTA							-	-	-	-
O & M Subsidy	481,147	512,689	512,689	509,302	539,931	539,931	512,517	512,517	512,689	539,931
Capital Outlay Subsidy	330,979	6,090,784	6,090,784	3,079,795	5,608,623	5,608,623	200,000	3,000,000	400,000	-
Grant - TxDOT	53,684	-	-	17,997	-	-	-	-	-	-
Other - TDCs	3,896	-	-	210,683	854,298	854,298	-	-	-	-
Interest Earned	12,731	-	-	-	-	-	-	-	-	-
Total Revenues	882,436	6,603,473	6,603,473	3,817,777	7,002,852	7,002,852	712,517	3,512,517	912,689	539,931
Transfer-In										
Development Corp.	209,457	967,726	995,833	416,091	682,841	682,841	166,825	166,825	166,825	-
Total Transfer Ins	209,457	967,726	995,833	416,091	682,841	682,841	166,825	166,825	166,825	-
Total Transfers-In and Revenues	1,091,894	7,571,199	7,599,306	4,233,868	7,685,693	7,685,693	879,342	3,679,342	1,079,514	539,931
TOTAL RESOURCES	\$ 2,769,775	\$ 8,900,879	\$ 8,928,986	\$ 5,463,009	\$ 8,882,694	\$ 8,882,694	\$ 2,053,075	\$ 4,857,503	\$ 2,262,103	\$ 1,727,120
APPROPRIATIONS										
Operating Expenses:										
Bus Terminal	\$ 644,518	\$ 684,503	\$ 684,503	\$ 659,888	\$ 674,914	\$ 680,931	\$ 674,914	\$ 674,914	\$ 674,914	\$ 674,914
Capital Outlay	551,120	7,601,348	8,844,033	3,574,744	7,010,779	7,010,779	200,000	3,000,000	400,000	-
Transfer Out -Capital Imprv Fund	352,716	-	-	-	-	-	-	-	-	-
Transfer Out - Health Insurance fund	1,563	31,376	31,376	31,376	17,251	17,251	-	-	-	-
TOTAL APPROPRIATIONS	1,549,917	8,317,227	9,559,912	4,266,008	7,702,944	7,708,961	874,914	3,674,914	1,074,914	674,914
Revenues Over / Under Expenses	(458,024)	(746,028)	(1,960,606)	(32,140)	(17,251)	(23,268)	4,428	4,428	4,600	(134,983)
Other Items Affecting Wrkng Capital	9,284	-	-	-	-	-	-	-	-	-
ENDING WORKING CAPITAL	\$ 1,229,141	\$ 583,652	\$ (630,926)	\$ 1,197,001	\$ 1,179,750	\$ 1,173,733	\$ 1,178,161	\$ 1,182,589	\$ 1,187,189	\$ 1,052,206

2019

558- Transit Terminal fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
558-0000-331-14-00 Federal grants / Federal Transit Admin	-	-	-	-	-	-
558-0000-331-14-01 Federal Transit Admin / Operational contribution	481,147	512,689	109,210	509,302	539,931	539,931
558-0000-331-14-02 Federal Transit Admin / Capital contribution	330,979	6,090,784	448,734	3,079,795	5,608,623	5,608,623
331	812,126	6,603,473	557,944	3,589,097	6,148,554	6,148,554
558-0000-373-01-00 Sale of property / Fixed assets	-	-	-	-	-	-
373	-	-	-	-	-	-
558-0000-374-02-00 Reimbursements / Other agencies	53,684	-	11,296	17,997	-	-
374	53,684	-	11,296	17,997	-	-
558-0000-375-01-00 Miscellaneous / Recovery prior yr exp	480	-	33,381	-	-	-
558-0000-375-02-00 Miscellaneous / Insurance recoveries	-	-	3,306	-	-	-
558-0000-375-04-00 Miscellaneous / Commission-telephone	-	-	-	-	-	-
558-0000-375-10-00 Miscellaneous / NSF charges	-	-	-	-	-	-
558-0000-375-43-00 Miscellaneous / ATM commission	-	-	-	-	-	-
558-0000-375-99-00 Miscellaneous / Other	3,416	-	758	210,683	854,298	854,298
375	3,896	-	37,445	210,683	854,298	854,298
558-0000-376-98-00 Contributions / Acquired assets-external	-	-	-	-	-	-
376	-	-	-	-	-	-
558-0000-381-01-00 Interest / Pool cash	-	-	-	-	-	-
558-0000-381-02-00 Interest / Texpool	4,048	-	6,238	-	-	-
558-0000-381-03-00 Interest / Certificate of deposit	-	-	-	-	-	-
558-0000-381-04-00 Interest / Other investments	9,541	-	-	-	-	-
558-0000-381-20-00 Interest / Gain/loss sale of investments	(858)	-	-	-	-	-
381	12,731	-	6,238	-	-	-
558-0000-391-04-00 Operating transfers in / General fund	-	-	-	-	-	-
558-0000-391-05-00 Operating transfers in / Development corp fund	209,457	995,833	98,633	416,091	682,841	682,841
558-0000-391-23-00 Operating transfers in / Capital improvement fund	-	-	-	-	-	-
391	209,457	995,833	98,633	416,091	682,841	682,841
558 Transit System	\$ 1,091,894	\$ 7,599,306	\$ 711,556	\$ 4,233,868	\$ 7,685,693	\$ 7,685,693

**City of McAllen, Texas
Bus Terminal Fund
Expense Summary**

	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm. 18-19	Four Year Plan			
							19-20	20-21	21-22	22-23
<u>BY DEPARTMENT</u>										
Bus Terminal	\$ 1,195,638	\$ 8,285,851	\$ 9,528,536	\$ 4,234,632	\$ 7,685,693	\$ 7,691,710	\$ 874,914	\$ 3,674,914	\$ 1,074,914	\$ 674,914
TOTAL	\$ 1,195,638	\$ 8,285,851	\$ 9,528,536	\$ 4,234,632	\$ 7,685,693	\$ 7,691,710	\$ 874,914	\$ 3,674,914	\$ 1,074,914	\$ 674,914
<u>BY EXPENSE GROUP</u>										
Expenses:										
Personnel Services										
Salaries and Wages	\$ 188,919	\$ 229,750	\$ 232,900	\$ 205,855	\$ 226,338	\$ 226,338	\$ 226,338	\$ 226,338	\$ 226,338	\$ 226,338
Employee Benefits	71,361	85,054	81,904	81,455	79,082	85,099	79,082	79,082	79,082	79,082
Supplies	74	-	-	-	-	-	-	-	-	-
Other Services and Charges	42,018	38,696	38,696	38,696	38,696	38,696	38,696	38,696	38,696	38,696
Maint. and Repair Services	342,146	331,003	331,003	333,882	330,798	330,798	330,798	330,798	330,798	330,798
TOTAL OPERATING EXPENSES	644,518	684,503	684,503	659,888	674,914	680,931	674,914	674,914	674,914	674,914
Capital Outlay	551,120	7,601,348	8,844,033	3,574,744	7,010,779	7,010,779	200,000	3,000,000	400,000	-
TOTAL EXPENDITURES	\$ 1,195,638	\$ 8,285,851	\$ 9,528,536	\$ 4,234,632	\$ 7,685,693	\$ 7,691,710	\$ 874,914	\$ 3,674,914	\$ 1,074,914	\$ 674,914
<u>PERSONNEL</u>										
Bus Terminal	6	8	8	7	8	8	8	8	8	8

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Transit

	Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
--	----------	--	------------------------------	-------------------------	----------------------------------

COMPENSATION

New Position	No. Position o. Position	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total			
1.	-	-	-	-	-	-	-	-		
2.	-	-	-	-	-	-	-	-		
3.	-	-	-	-	-	-	-	-		
4.	-	-	-	-	-	-	-	-		
Revisions										
1. Contingency			-	-	-	-	-	7,609		
2. Contingency			-	-	-	-	-	(1,592)	Workers comp adjustment	
3.			-	-	-	-	-			
4.			-	-	-	-	-			
5.			-	-	-	-	-			
Total Compensation & Benefits			\$ 310,480	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,017	

SUPPLIES

1.	< Please select category >								
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Supplies		\$ -						\$ -	\$ -

OTHER SERVICES & CHARGES

1.	< Please select category >								
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Other Services & Charges		\$ -						\$ -	\$ -

MAINTENANCE

1.	Fuel & lubricants						(205)	(205)	Remove fuel from this fund
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Maintenance		\$ 331,006					\$ (205)	\$ (205)	

CAPITAL OUTLAY

** See Attached	Capital Outlay Request Form								
Total Capital Outlay							\$ 7,010,779	\$ 7,010,779	
TOTAL		\$ 641,486					\$ 7,010,574	\$ 7,016,591	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2018 - 2019

FUND: Bus Terminal
 DEPARTMENT: Transit

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Land Acquisition for North Hub and Maintenance Shop	\$0	1	\$550,000	Rollover unused amount into FY 2018-2019
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$550,000	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Civil Infrastructure Improvements	\$0	1	\$792,289	Rollover unused amount into FY 2018-2019
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$792,289	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Construction for North Hub and Maintenance Shop	\$0	1	\$3,785,000	Rollover unused amount into FY 2018-2019
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$3,785,000	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Rolling Stock	\$114,250	4	\$457,000	Bus Fleet Replacement for aging fleet 4 Paratransit Vehicles 2 Fixed Route Vehicles
	\$454,830	3	\$1,364,490	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$1,821,490	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Security Technology Improvements	\$0	1	\$62,000	Rollover unused amount into FY 2018-2019
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$62,000	

Grand Total	\$7,010,779
--------------------	--------------------

2019

558-4760 Transit - Adm.

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
558-4760-441-60-01 Compensation / Exempt	-	-	-	-	-	-
558-4760-441-60-02 Compensation / Non-exempt	172,846	225,980	92,245	194,927	219,418	219,418
558-4760-441-60-06 Compensation / Part time	-	-	-	-	-	-
558-4760-441-60-10 Compensation / Overtime	14,633	5,000	6,174	9,076	5,000	5,000
558-4760-441-60-14 Compensation / Car allowance	-	-	-	-	-	-
558-4760-441-60-17 Compensation / Telephone	1,440	1,920	720	1,852	1,920	1,920
60	188,919	232,900	99,139	205,855	226,338	226,338
558-4760-441-61-30 Benefits / Social security	14,044	17,817	7,701	17,817	17,315	17,315
558-4760-441-61-36 Benefits / Retirement	14,323	18,360	8,185	18,360	17,994	17,994
558-4760-441-61-40 Benefits / Unemployment tax	144	1,368	1,000	1,368	144	144
558-4760-441-61-46 Benefits / Workers' comp-	8,660	10,039	5,154	10,039	10,037	10,037
558-4760-441-61-50 Benefits / Health cost	22,475	31,152	12,288	31,152	31,152	31,152
558-4760-441-61-52 Benefits / Life insurance	149	386	79	386	381	381
558-4760-441-61-53 Benefits / Retiree health ins (ARC)	2,283	2,059	1,108	2,059	2,059	2,059
558-4760-441-61-56 Benefits/Pension Cost-TMRS	21,247	-	-	-	-	-
558-4760-441-61-58 Benefits / TMRS benefits (contra)	(11,964)	-	-	-	-	-
61	71,361	81,181	35,513	81,181	79,082	79,082
558-4760-443-62-02 Supplies / Office	74	-	-	-	-	-
558-4760-443-62-12 Supplies / Small tools/minor equip-	-	-	-	-	-	-
558-4760-443-62-14 Supplies / Janitorial	-	-	-	-	-	-
558-4760-443-62-18 Supplies / Clothing & uniform	-	-	-	-	-	-
62	74	-	-	-	-	-
558-4760-445-65-08 Maintenance / Equipment	200	-	-	-	-	-
558-4760-445-65-10 Maintenance / Facilities	31,507	28,901	13,014	26,014	28,901	28,901
558-4760-445-65-16 Maintenance / Vehicles	310,438	301,897	154,977	307,868	301,897	301,897
558-4760-445-65-17 Maintenance / Fuel & lubricants	-	205	-	-	-	-
65	342,146	331,003	167,991	333,882	330,798	330,798
558-4760-446-66-02 Capital outlay / Land	-	1,750,000	-	1,200,000	550,000	550,000
558-4760-446-66-10 Capital outlay / Building/structures	-	4,100,000	-	315,000	3,785,000	3,785,000
558-4760-446-66-14 Capital outlay / Vehicles	4,750	15,793	-	15,793	1,821,490	1,821,490
558-4760-446-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
558-4760-446-66-20 Capital outlay / Equipment	-	202,537	22,830	140,537	62,000	62,000
558-4760-446-66-22 Capital outlay / Computer-hardware	-	-	-	-	-	-
558-4760-446-66-24 Capital outlay / Computer-software	-	-	-	-	-	-

2019

558-4760 Transit - Adm.

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals	Adjusted	Oct -Mar		Department	City Manager
	FY 16-17	Budget	Actuals	Estimated	Request	Recomm
		FY 17-18	FY 17-18	FY 17-18	FY 18-19	FY 18-19
558-4760-446-66-30 Capital outlay / Imprv- other than buildgs	300,361	1,886,355	708,124	1,806,355	-	-
558-4760-446-66-36 Capital outlay / Infrastructure	122,839	792,289	-	-	792,289	792,289
558-4760-446-66-99 Capital outlay / Non-capitalized	123,171	97,059	-	97,059	-	-
66	551,120	8,844,033	730,954	3,574,744	7,010,779	7,010,779
<hr/>						
558-4760 Administration	\$ 1,156,942	\$ 9,489,117	\$ 1,033,597	\$ 4,195,662	\$ 7,646,997	\$ 7,646,997

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
4760	Transit Administration		1		Custodian Crew Leader	FILLED	\$ 27,955
4760	Transit Administration		1		Custodian Crew Leader	FILLED	27,955
4760	Transit Administration		1		Custodian Crew Leader	UNFILLED	27,955
			3				83,865
4760	Transit Administration		1		PM Building Technician	FILLED	24,856
4760	Transit Administration		1		PM Building Technician	FILLED	24,856
4760	Transit Administration		1		PM Fleet Technician	FILLED	26,894
4760	Transit Administration		1		PM Fleet Technician	FILLED	26,894
4760	Transit Administration		1		Maintenance Working Supervisor	FILLED	32,053
			5				135,553
					OVERTIME		5,000
					TELEPHONE		1,920
							6,920
CURRENT POSITIONS			8				\$ 226,338

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Civil Infrastructure Improvements			
Account No.: 558-4760-446-66.36		Project Code: CA 1610	Start Date: 10/1/18
Completed Date: 9/30/19			
User/Coordinating Department(s): Transit, Engineering, Parks			
Strategic Business Plan:		< Please Select Strategic Business Plan >	
Strategic Business Plan: (If Applicable)		< Please Select Strategic Business Plan >	
Status:		Project Location: 23rd & Trophy	
Rollover Amount:	\$ 792,289	Current Request:	
Department:			
Project Type:		Rollover	
Grant Related: (Yes/No)		Yes	
Project Description/Justification			
<p>The Transit Department is consistently growing and need to be able to keep up with increasing demands for public transportation services. As a result, to increase frequency of routes, the Transit Departement intends to build a North Transfer Center and Maintenance Shop. These funds are allocated to civil improvements for the proposed facilities.</p>		<p>Insert Picture Here</p>	

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Development Corp	-	\$ 792,289	-	-	-	-	792,289	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 792,289	\$ -	\$ -	\$ -	\$ -	\$ 792,289	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	792,289	-	-	-	-	792,289
Equipment / Other	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ 792,289	\$ -	\$ -	\$ -	\$ -	\$ 792,289

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Land Acquisition North Hub/Maintenance Shop			
Account No.: 558-4760-446-66.02	Project Code: AA 1701	Start Date: 10/1/18	Completed Date: 9/30/19
User/Coordinating Department(s): Transit, Engineering			
Strategic Business Plan:	< Please Select Strategic Business Plan >		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status:		Project Location:	23rd & Trophy
Rollover Amount:	\$ 550,000	Current Request:	
Department:			
Project Type:	Rollover		
Grant Related: (Yes/No)	Yes		
Project Description/Justification			
<p>The Transit Department is consistently growing and need to be able to keep up with increasing demands for public transportation services. As a result, to increase frequency of routes, the Transit Departement intends to build a North Transfer Center and Maintenance Shop. These funds are allocated to the acquisition of the property for the project.</p>		<p>Insert Picture Here</p>	

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Development Corp	1,200,000	\$ 550,000	-	-	-	-	1,750,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ 1,200,000	\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ 1,750,000	\$ -

Project Costs								
Project Components	Estimated FY 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-		-	-	-	-	-	-
Land/ROW	-		550,000	-	-	-	-	550,000
Arch. & Engineering	-		-	-	-	-	-	-
Construction	-		-	-	-	-	-	-
Equipment / Other	-		-	-	-	-	-	-
Total	\$ -		\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ 550,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Construction North Hub/Maintenance Shop			
Account No.: 558-4760-446-66.10		Project Code: BB1702	Start Date: 10/1/18
Completed Date: 3/30/20			
User/Coordinating Department(s): Transit, Engineering			
Strategic Business Plan:		< Please Select Strategic Business Plan >	
Strategic Business Plan: (If Applicable)		< Please Select Strategic Business Plan >	
Status:		Project Location: 23rd & Trophy	
Rollover Amount:	\$ 3,785,000	Current Request:	
Department:			
Project Type:	Rollover		
Grant Related: (Yes/No)	Yes		
Project Description/Justification			
<p>The Transit Department is consistently growing and need to be able to keep up with increasing demands for public transportation services. As a result, to increase frequency of routes, the Transit Departement intends to build a North Transfer Center and Maintenance Shop. These funds are allocated for the construction of the facilities.</p>		<p>Insert Picture Here</p>	

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Development Corp	315,000	\$ 3,785,000	-	-	-	-	4,100,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ 315,000	\$ 3,785,000	\$ -	\$ -	\$ -	\$ -	\$ 4,100,000	\$ -

Project Costs							
Project Components	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-
Arch. & Engineering	315,000	105,000	-	-	-	-	420,000
Construction	-	3,680,000	-	-	-	-	3,680,000
Equipment / Other	-	-	-	-	-	-	-
Total	\$ 315,000	\$ 3,785,000	\$ -	\$ -	\$ -	\$ -	\$ 4,100,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Security Technology Improvements			
Account No.: 558-4760-446-66.20		Project Code: EO1203	Start Date: 10/1/18
Completed Date: 9/30/19			
User/Coordinating Department(s): Transit			
Strategic Business Plan:		< Please Select Strategic Business Plan >	
Strategic Business Plan: (If Applicable)		< Please Select Strategic Business Plan >	
Status:		Project Location: On-bus equipment	
Rollover Amount:	\$ 62,000	Current Request:	
Department:			
Project Type:		Rollover	
Grant Related: (Yes/No)		Yes	
Project Description/Justification			
<p>In an effort to be in compliance with grant requirements, the Transit Department needs to spend 10% of its funds in safety and security related projects. We are currently in need of upgrading surveillance infrastructure on our bus fleet to ensure we are in line with current technology. These funds will be allocated to upgrading our current system.</p>			
Insert Picture Here			

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
< Select Funding Source >	-	\$ 62,000	-	-	-	-	62,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 62,000	\$ -	\$ -	\$ -	\$ -	\$ 62,000	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Equipment / Other	-	-	62,000	-	-	-	-	62,000
Total	\$ -	\$ -	\$ 62,000	\$ -	\$ -	\$ -	\$ -	\$ 62,000

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Rolling Stock			
Account No.: 558-4760-446-66.14		Project Code:	Start Date: 10/1/18
Completed Date: 9/30/19			
User/Coordinating Department(s): Transit			
Strategic Business Plan:		< Please Select Strategic Business Plan >	
Strategic Business Plan: (If Applicable)		< Please Select Strategic Business Plan >	
Status:		Project Location:	
Rollover Amount:		Current Request:	\$ 1,821,490
Department:			
Project Type:		New Projects	
Grant Related: (Yes/No)		Yes	
Project Description/Justification			
<p>The transit department is in need of replacing its aging Paratransit fleet with 4 new vehicles. The old fleet has met its useful life under Federal Transit Administration guidelines and thus a replacement is needed. Also, the department needs three more fixed route buses for service expansion to Tres Lagos. 100% of the costs will be covered by a federal grant.</p>		<p>Insert Picture Here</p>	

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
Development Corp	-	\$ 1,821,490	-	-	-	-	1,821,490	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 1,821,490	\$ -	\$ -	\$ -	\$ -	\$ 1,821,490	\$ -

Project Costs								
Project Components	Estimated 17-18	FY	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-		-	-	-	-	-	-
Land/ROW	-		-	-	-	-	-	-
Arch. & Engineering	-		-	-	-	-	-	-
Construction	-		-	-	-	-	-	-
Equipment / Other	-		1,821,490	-	-	-	-	1,821,490
Total	\$ -		\$ 1,821,490	\$ -	\$ -	\$ -	\$ -	\$ 1,821,490

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have an operating impact.



Mission Statement:

“The Transit Department is dedicated to operating a clean, safe, and cost effective public transit facility.”

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 188,919	\$ 229,750	\$ 232,900	\$ 205,855	\$ 226,338	\$ 226,338	\$ 226,338	\$ 226,338	\$ 226,338	\$ 226,338	\$ 226,338
Employee Benefits	71,361	80,730	81,181	81,181	79,082	79,082	79,082	79,082	79,082	79,082	79,082
Supplies	74	-	-	-	-	-	-	-	-	-	-
Other Services and Charges	3,322	-	-	-	-	-	-	-	-	-	-
Maintenance	342,146	331,003	331,003	333,882	330,798	330,798	330,798	330,798	330,798	330,798	330,798
Operations Subtotal	605,822	641,483	645,084	620,918	636,218	636,218	636,218	636,218	636,218	636,218	636,218
Capital Outlay	551,120	7,601,348	8,844,033	3,574,744	7,010,779	7,010,779	200,000	3,000,000	400,000	-	-
Operations & Capital Outlay Total	1,156,942	8,242,831	9,489,117	4,195,662	7,646,997	7,646,997	836,218	3,636,218	1,036,218	636,218	-
Non Departmental											
Liability Insurance	38,696	38,696	38,696	38,696	38,696	38,696	38,696	38,696	38,696	38,696	38,696
Contingency	-	4,324	723	-	-	7,609	-	-	-	-	-
Workers' Comp. - Loss Run Ratio				274		(1,592)					
Total Expenditures	\$ 1,195,638	\$ 8,285,851	\$ 9,528,536	\$ 4,234,632	\$ 7,685,693	\$ 7,691,710	\$ 874,914	\$ 3,674,914	\$ 1,074,914	\$ 674,914	
PERSONNEL											
Exempt	-	-	-	-	-	-	-	-	-	-	-
Non-Exempt	6	8	8	7	8	8	8	8	8	8	8
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	6	8	8	7	8	8	8	8	8	8	8
Resources											
	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Related Revenue Generated	\$ 882,436	\$ 6,603,473	\$ 6,603,473	\$ 3,817,777	\$ 7,002,852	\$ 7,002,852	\$ 712,517	\$ 3,512,517	\$ 912,689	\$ 539,931	

Contact Us:

Mario Delgado
Transit Director
1501 W. Highway 83,
Suite 100
McAllen, TX 78501
(956) 681-3500

MAJOR FY 18-19 GOALS

- 1.) Construct Maintenance Shop
- 2.) Construct North Hub
- 3.) Replace Aging Fleet
- 4.) Improve Safety and Security of our System

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
<i>Workload Measures:</i>				
Number of full time employees	6	8	7	8
Number of People Departing	253,000	279,398	260,851	279,398
Number of Visitors	3,665,674	3,811,398	3,304,378	3,500,000
Number of Operating Hours	8,030	8,815	8,030	8,030
Total Operating Expenditures	\$ 605,822	\$ 645,084	\$ 620,918	\$ 636,218
Total Square Footage	98,362	98,362	98,362	98,362
<i>Efficiency Measures:</i>				
Number of People Departing/Hour	32	34	32	35
Cost per Visitor	\$ 0.17	\$ 0.17	\$ 0.19	\$ 0.18
Operating Cost/Square Foot	\$ 6.16	\$ 6.56	\$ 6.31	\$ 6.47
<i>Effectiveness Measures:</i>				
Percent of change in departures per hour	32	7.91%	-4.46%	7.11%
Percent of change in cost per square foot		6.48%	-3.75%	2.46%

*N/A=Not Available, N/P=Not Provided

Description:

The Transit Department oversees the daily operation of Central Station, the City's international bus terminal. Our duties include facility management, landlord, grantee for federal and state funds, liaison between the City and all bus service providers operating in McAllen. Department offices are inside Central Station. The department employs 12 full time employees.

2019

558-4864 General insurances

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
558-4864-444-63-17 Other services & charges / Employee bond	-	-	-	-	-	
558-4864-444-63-24 Other services & charges / Ins--auto liabillity	-	-	-	-	-	
558-4864-444-63-26 Other services & charges / Ins--error & ommission	-	-	-	-	-	
558-4864-444-63-27 Other services & charges / Ins--fire & ext- covera	-	-	-	-	-	
558-4864-444-63-29 Other services & charges / Ins--liability	38,696	38,696	19,344	38,696	38,696	38,696
558-4864-444-63-30 Other services & charges / Ins--mobile equip-	-	-	-	-	-	
558-4864-444-63-33 Other services & charges / Ins--workers comp- exce	-	-	-	-	-	
558-4864-444-63-45 Other services & charges / Professional	-	-	-	-	-	
63	38,696	38,696	19,344	38,696	38,696	38,696
<hr/>						
558-4864 General Insurance	\$ 38,696	\$ 38,696	\$ 19,344	\$ 38,696	\$ 38,696	\$ 38,696

2019
558-4762 Contingency

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
558-4762-441-61-97 Benefits / Contingency workers comp loss run ratio				274		(1,592)
558-4762-441-61-99 Benefits / Contingency	-	723	-	-	-	7,609
61	-	723	-	274	-	6,017
<hr/>						
558-4762 Contingency	\$ -	\$ 723	\$ -	\$ 274	\$ -	\$ 6,017

2019
558-9010 Non-departmental

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
558-9010-447-68-02 Depreciation / Expense 68	914,544	-	451,080	-	-	-
	914,544	-	451,080	-	-	-
558-9010-447-89-01 Other expenses / Fixed assets (contra) 89	(427,950)	-	(22,830)	-	-	-
	(427,950)	-	(22,830)	-	-	-
558-9010-499-74-06 Operating transfers out / CIP fund	352,716	-	-	-	-	-
558-9010-499-74-78 Operating transfers out / Health insurance fund 74	1,563	31,376	15,684	31,376	17,251	17,251
	354,279	31,376	15,684	31,376	17,251	17,251
558-9010	\$ 840,873	\$ 31,376	\$ 443,935	\$ 31,376	\$ 17,251	\$ 17,251

City of McAllen, Texas
McAllen International Toll Bridge Fund
Working Capital Summary

	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm. 18-19	19-20	Four Year Plan		
							20-21	21-22	22-23	
RESOURCES										
BEGINNING WORKING CAPITAL	\$ 1,297,263	\$ 1,297,263	\$ 1,297,263	\$ 1,297,263	\$ 1,297,263	\$ 1,297,263	\$ 1,297,263	\$ 1,297,263	\$ 1,297,263	\$ 1,297,263
Revenues:										
Highways & Sts Toll Bridge	11,855,879	11,988,311	11,988,311	11,546,939	11,028,976	11,567,826	12,366,628	12,507,593	12,507,593	12,507,593
UETA Turnstil	325	-	-	-	-	-	-	-	-	-
Rents & Royalties	2,587,122	2,436,359	2,436,359	2,436,359	2,436,359	2,436,359	2,418,359	2,418,359	2,418,359	2,418,359
Miscellaneous	284,973	75,000	75,000	251,467	75,000	75,000	202,788	202,788	202,788	202,788
Interest Earned	32,794	-	-	19,237	-	-	-	-	-	-
Total Revenues	14,761,094	14,499,670	14,499,670	14,254,002	13,540,335	14,079,185	14,987,775	15,128,740	15,128,740	15,128,740
Total Operating Transfers-In	-	-	-	-	-	-	-	-	-	-
Total Revenues and Transfers	14,761,094	14,499,670	14,499,670	14,254,002	13,540,335	14,079,185	14,987,775	15,128,740	15,128,740	15,128,740
TOTAL RESOURCES	\$ 16,058,357	\$ 15,796,933	\$ 15,796,933	\$ 15,551,265	\$ 14,837,598	\$ 15,376,448	\$ 16,285,038	\$ 16,426,003	\$ 16,426,003	\$ 16,426,003
APPROPRIATIONS										
Operating Expenses:										
Bridge Operations	\$ 2,000,545	\$ 2,226,415	\$ 2,241,332	\$ 2,102,926	\$ 2,259,325	\$ 2,259,325	\$ 2,259,325	\$ 2,259,325	\$ 2,259,325	\$ 2,259,325
Administration & Gen Ins	763,450	826,649	811,732	807,021	796,697	819,803	796,697	796,697	796,697	773,526
Capital Outlay	-	-	-	-	-	-	-	-	-	-
Total Operations	2,763,995	3,053,064	3,053,064	2,909,947	3,056,022	3,079,128	3,056,022	3,056,022	3,056,022	3,032,851
City of Hidalgo	3,727,282	3,518,915	3,518,915	3,515,613	3,187,713	3,345,668	3,715,514	3,809,862	3,804,499	4,354,520
City of McAllen - Gen. Fund Restricted Acct	5,700,472	5,414,774	5,414,774	5,400,492	4,827,470	5,108,280	5,767,483	5,937,113	5,922,879	6,899,594
Inter fund Transfer - Debt Service Fund \$910k Loan \$16,983.01 / mth	-	-	-	203,796	203,796	203,796	135,864	-	-	-
Transfer-out - Health Insurance Fund	8,443	14,863	14,863	14,863	93,150	93,150	-	-	-	-
Transfer out - Toll Bridge CIP	1,431,298	1,453,183	1,453,183	1,359,805	1,332,609	1,409,588	1,475,017	1,489,768	1,504,665	-
Board Advance - Anzalduas Int'l Xng for "B"	914,417	841,075	841,075	849,486	839,575	839,575	837,875	835,975	840,675	841,775
TOTAL APPROPRIATIONS	14,545,907	14,295,874	14,295,874	14,254,002	13,540,335	14,079,185	14,987,775	15,128,740	15,128,740	15,128,740
Revenues over/(under) expenses	215,187	203,796	203,796	-	-	-	-	-	-	-
Other Items Affecting Working Capital	(11,391)	-	-	-	-	-	-	-	-	-
\$910k @4.5% w/\$16,983.01/5 years	(203,796)	(203,796)	(203,796)	-	-	-	-	-	-	-
Other Items Affecting Working Capital ("A")	-	-	-	-	-	-	-	-	-	-
ENDING WORKING CAPITAL	\$ 1,297,263	\$ 1,297,263	\$ 1,297,263	\$ 1,297,263	\$ 1,297,263	\$ 1,297,263	\$ 1,297,263	\$ 1,297,263	\$ 1,297,263	\$ 1,297,263

2019

560- McAllen Int'l Toll Bridge fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
560-0000-361-27-00 Charges:sales & services / Tolls	11,855,879	11,988,311	5,810,805	11,546,939	11,028,976	11,567,826
560-0000-361-27-01 Tolls / Deferred broker collections 2012-2014	-	-	-	-	-	-
560-0000-361-35-00 Charges:sales & services / UETA turnstil 361	325	-	183	-	-	-
	11,856,205	11,988,311	5,810,988	11,546,939	11,028,976	11,567,826
560-0000-371-02-00 Royalties / Sprint	25,431	20,664	13,187	20,664	20,664	20,664
560-0000-371-03-00 Royalties / A T & T	51,920	41,328	13,187	41,328	41,328	41,328
560-0000-371-04-00 Royalties / Verizon	3,000	-	1,500	-	-	-
560-0000-371-05-00 Royalties / CarrierComm	-	-	-	-	-	-
560-0000-371-99-00 Royalties / Other 371	-	-	-	-	-	-
	80,351	61,992	27,873	61,992	61,992	61,992
560-0000-372-01-00 Facilities' rental / GSA	2,106,754	1,975,584	1,058,873	1,975,584	1,975,584	1,975,584
560-0000-372-02-00 Facilities' rental / United export traders	339,072	351,000	175,188	351,000	351,000	351,000
560-0000-372-03-00 Facilities' rental / TABC	27,675	26,063	13,838	26,063	26,063	26,063
560-0000-372-05-00 Facilities' rental / Bus shelter	-	-	-	-	-	-
560-0000-372-06-00 Facilities' rental / Taxi space	-	-	-	-	-	-
560-0000-372-07-00 Facilities' rental / ATM	3,720	3,720	1,860	3,720	3,720	3,720
560-0000-372-08-00 Facilities rental / PALBA 372	29,550	18,000	14,834	18,000	18,000	18,000
	2,506,771	2,374,367	1,264,592	2,374,367	2,374,367	2,374,367
560-0000-373-01-00 Sale of property / Fixed assets 373	-	-	-	-	-	-
560-0000-375-01-00 Miscellaneous / Recovery prior yr exp	360	-	134	81	-	-
560-0000-375-02-00 Miscellaneous / Insurance recoveries	-	-	16,635	16,635	-	-
560-0000-375-04-00 Miscellaneous / Commission-telephone	-	-	-	-	-	-
560-0000-375-05-00 Miscellaneous / Profit/loss pesos	280,868	75,000	153,249	233,529	75,000	75,000
560-0000-375-07-00 Miscellaneous / Recovery of curr- yr exp	-	-	-	-	-	-
560-0000-375-40-01 Cash over/short / Cash over/short	(202)	-	(60)	(51)	-	-
560-0000-375-42-00 Miscellaneous / EZ crosscards admin fee	-	-	-	-	-	-
560-0000-375-52-00 Miscellaneous / EZ crosscards admin fee	419	-	648	639	-	-
560-0000-375-99-00 Miscellaneous / Other 375	3,528	-	634	634	-	-
	284,973	75,000	171,240	251,467	75,000	75,000

2019

560- McAllen Int'l Toll Bridge fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
560-0000-376-98-00 Contributions / Acquired assets-external	-	-	-	-	-	-
560-0000-376-99-00 Contributions / Acquired assets-Intra 376	-	-	-	-	-	-
560-0000-381-01-00 Interest / Pool cash	-	-	-	-	-	-
560-0000-381-02-00 Interest / Texpool	32,794	-	23,670	19,237	-	-
560-0000-381-03-00 Interest / Certificate of deposit	-	-	-	-	-	-
560-0000-381-04-00 Interest / Other investments	-	-	-	-	-	-
560-0000-381-20-00 Interest / Gain/loss sale of invest- 381	-	-	-	-	-	-
	32,794	-	23,670	19,237	-	-
560-0000-382-01-00 Undistributable / Board Interest-startup fd	-	-	-	-	-	-
560-0000-382-02-00 Undistributable / Interest advance Series A 382	-	-	-	-	-	-
560-0000-391-62-00 Transfers in / Toll bridge capital imprv fund 391	-	-	-	-	-	-
560 Toll Bridge	\$ 14,761,094	\$ 14,499,670	\$ 7,624,211	\$ 14,254,002	\$ 13,540,335	\$ 14,079,185

City of McAllen, Texas
McAllen International Toll Bridge Fund
Expense Summary

	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm. 18-19	Four Year Plan			
							19-20	20-21	21-22	22-23
BY DEPARTMENT										
Bridge Operations	\$ 2,000,545	\$ 2,226,415	\$ 2,241,332	\$ 2,102,926	\$ 2,259,325	\$ 2,259,325	\$ 2,259,325	\$ 2,259,325	\$ 2,259,325	\$ 2,259,325
Administration	763,450	826,649	811,732	807,021	796,697	819,803	796,697	796,697	796,697	796,697
TOTAL	\$ 2,763,995	\$ 3,053,064	\$ 3,053,064	\$ 2,909,947	\$ 3,056,022	\$ 3,079,128	\$ 3,056,022	\$ 3,056,022	\$ 3,056,022	\$ 3,056,022
BY EXPENSE GROUP										
Expenses:										
Personnel Services										
Salaries and Wages	\$ 1,149,341	\$ 1,293,902	\$ 1,308,752	\$ 1,171,346	\$ 1,306,002	\$ 1,306,002	\$ 1,306,002	\$ 1,306,002	\$ 1,306,002	\$ 1,306,002
Employee Benefits	422,381	461,204	446,354	441,643	423,312	446,418	423,312	423,312	423,312	423,312
Supplies	92,249	109,800	109,800	109,800	109,800	109,800	109,800	109,800	109,800	109,800
Other Services and Charges	902,540	976,825	976,825	976,825	1,005,575	1,005,575	1,005,575	1,005,575	1,005,575	1,005,575
Maint. and Repair Services	174,313	188,162	188,162	187,162	188,162	188,162	188,162	188,162	188,162	188,162
Liability Insurance	23,171	23,171	23,171	23,171	23,171	23,171	23,171	23,171	23,171	23,171
TOTAL OPERATING EXPENSES	2,763,995	3,053,064	3,053,064	2,909,947	3,056,022	3,079,128	3,056,022	3,056,022	3,056,022	3,056,022
Capital Outlay	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 2,763,995	\$ 3,053,064	\$ 3,053,064	\$ 2,909,947	\$ 3,056,022	\$ 3,079,128	\$ 3,056,022	\$ 3,056,022	\$ 3,056,022	\$ 3,056,022
PERSONNEL										
Operations	29	38	38	38	38	38	38	38	38	38
Administration	3	3	3	3	3	3	3	3	3	3
TOTAL PERSONNEL	32	41	41	41	41	41	41	41	41	41

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Toll Bridge Operations

		Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)			
COMPENSATION									
New Position	No. Position	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1.	-	-	-	-	-	-	-	-	-
2.	-	-	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-	-	-
Revisions									
1.	Toll Bridge Cashier Superv		2,433	-	-	484	2,917	2,917	Request unfilled position to be budget as active pay
2.	Crew Leader		2,080	-	-	414	2,494	2,494	Request unfilled position to be budget as active pay
3.	Toll Bridge Cashier		1,498	-	-	298	1,796	1,796	Request unfilled position to be budget as active pay
4.	Custodian		1,955	-	-	389	2,344	2,344	Request unfilled position to be budget as active pay
5.			-	-	-	-	-	-	
Total Compensation & Benefits		\$ 1,460,916	\$ 7,966	\$ -	\$ -	\$ 1,586	\$ 9,552	\$ 9,552	
SUPPLIES									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Supplies		\$ 85,000					\$ -	\$ -	
OTHER SERVICES & CHARGES									
	1. Utilities-electric						28,750	28,750	electrical utilities are approx \$2700/month.
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Other Services & Charges		\$ 523,250					\$ 28,750	\$ 28,750	
MAINTENANCE									
	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Maintenance		\$ 176,000					\$ -	\$ -	
CAPITAL OUTLAY									
	** See Attached	Capital Outlay Request Form							
Total Capital Outlay		\$ -					\$ -	\$ -	
TOTAL		\$ 2,245,166					\$ 38,302	\$ 38,302	

2019
560-3158 Toll - Operations

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
560-3158-431-60-01 Compensation / Exempt	58,326	58,776	28,491	52,493	58,326	58,326
560-3158-431-60-02 Compensation / Non-exempt	802,677	973,602	382,162	846,319	970,939	970,939
560-3158-431-60-06 Compensation / Part time	-	-	-	-	-	-
560-3158-431-60-10 Compensation / Overtime	81,363	60,000	43,231	54,000	60,000	60,000
560-3158-431-60-14 Compensation / Car allowance	-	-	-	-	-	-
560-3158-431-60-17 Compensation / Telephone	3,120	3,120	1,560	5,280	5,280	5,280
60	945,486	1,095,498	455,445	958,092	1,094,545	1,094,545
560-3158-431-61-30 Benefits / Social security	68,745	83,805	34,464	83,805	83,733	83,733
560-3158-431-61-36 Benefits / Retirement	71,857	86,382	37,341	86,382	87,015	87,015
560-3158-431-61-40 Benefits / Unemployment tax	543	6,498	4,223	6,498	684	684
560-3158-431-61-46 Benefits / Workers' comp-	39,913	40,391	15,887	40,391	43,414	43,414
560-3158-431-61-50 Benefits / Health cost	117,560	152,136	51,972	152,136	144,552	144,552
560-3158-431-61-52 Benefits / Life insurance	728	1,770	348	1,770	1,780	1,780
560-3158-431-61-53 Benefits / Retiree health ins (ARC)	10,714	9,352	5,218	9,352	9,352	9,352
560-3158-431-61-56 Benefits/Pension Cost-TMRS	55,384	-	-	-	-	-
560-3158-431-61-58 Benefits / TMRS benefits (contra)	(64,773)	-	-	-	-	-
61	300,672	380,334	149,454	380,334	370,530	370,530
560-3158-433-62-04 Supplies / Operating	14,612	17,000	7,852	17,000	17,000	17,000
560-3158-433-62-14 Supplies / Janitorial	39,436	48,000	20,147	48,000	48,000	48,000
560-3158-433-62-18 Supplies / Clothing & uniform	15,503	20,000	3,899	20,000	20,000	20,000
62	69,551	85,000	31,897	85,000	85,000	85,000
560-3158-434-63-52 Other services & charges / Rental & contractual	149,519	160,000	62,882	134,550	160,000	160,000
560-3158-434-63-59 Other services & charges / Security	280,701	283,250	148,008	283,250	283,250	283,250
560-3158-434-63-67 Other services & charges / Utilities-electric	62,698	31,250	25,387	60,000	60,000	60,000
560-3158-434-63-70 Other services & charges / Utilities-water	1,134	4,000	579	1,200	4,000	4,000
560-3158-434-63-89 Other services & charges / Credit card fees	24,646	25,000	16,951	25,000	25,000	25,000
560-3158-434-63-99 Other services & charges / Miscellaneous	903	1,000	178	500	1,000	1,000
63	519,601	504,500	253,984	504,500	533,250	533,250
560-3158-435-65-04 Maintenance / Computer/software	-	-	-	-	-	-
560-3158-435-65-08 Maintenance / Equipment	66,601	80,000	36,505	80,000	80,000	80,000
560-3158-435-65-10 Maintenance / Facilities	98,635	95,000	45,000	95,000	95,000	95,000
560-3158-435-65-17 Maintenance / Fuel & lubricants	-	1,000	-	-	1,000	1,000
65	165,235	176,000	81,505	175,000	176,000	176,000

2019
 560-3158 Toll - Operations

**Preliminary Form "A" Worksheet
 For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
560-3158-436-66-20 Capital outlay / Equipment	-	-	16,385	-	-	-
560-3158-436-66-99 Capital outlay / Non-capitalized	-	-	-	-	-	-
66	-	-	16,385	-	-	-
<hr/>						
560-3158 Operations	\$ 2,000,545	\$ 2,241,332	\$ 988,670	\$ 2,102,926	\$ 2,259,325	\$ 2,259,325

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
3158	Bridge Operations		1		Bridge Maint Crew Leader	FILLED	25,875
3158	Bridge Operations		1		Bridge Maint Crew Leader	FILLED	25,875
			<u>2</u>				<u>51,750</u>
3158	Bridge Operations		1		Custodian	FILLED	23,920
3158	Bridge Operations		1		Custodian	FILLED	23,920
3158	Bridge Operations		1		Custodian	FILLED	23,920
3158	Bridge Operations		1		Custodian	FILLED	23,920
3158	Bridge Operations		1		Custodian	FILLED	23,920
3158	Bridge Operations		1		Custodian	UNFILLED	<u>23,920</u>
			<u>6</u>				<u>143,520</u>
					OVERTIME		60,000
					TELEPHONE		5,280
							<u>65,280</u>
	CURRENT POSITIONS		38				\$ 1,094,545



Mission Statement:

The McAllen-Hidalgo Bridge strives to attain fiscal responsible value for its customers and communities by becoming a standard of excellence in the International Toll Bridge industry and by providing a safe and efficient bridge crossing. We intend to grow in scale and scope by developing relationships with local businesses, trade partners, local community, state and federal elected officials as well as all stakeholders to strive to provide a bridge system that is open and responsive to the needs of the people we serve.

Contact Us:

Rigoberto Villarreal
 Superintendent of
 Bridges
 McAllen-Hidalgo
 International Toll
 Bridge
 1023 S. International
 Blvd.
 Hidalgo, TX 78557
 (956) 681-1800

Department Summary											
	Actual	Budget	Adjusted	Estimated	Dep Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Expenditure Detail:											
Personnel Services											
Salaries and Wages	\$ 945,486	\$ 1,082,448	\$ 1,095,498	\$ 958,092	\$ 1,094,545	\$ 1,094,545	\$ 1,094,545	\$ 1,094,545	\$ 1,094,545	\$ 1,094,545	\$ 1,094,545
Employee Benefits	300,672	378,467	380,334	380,334	370,530	370,530	370,530	370,530	370,530	370,530	370,530
Supplies	69,551	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000	85,000
Other Services and Charges	519,601	504,500	504,500	504,500	533,250	533,250	533,250	533,250	533,250	533,250	533,250
Maintenance	165,235	176,000	176,000	175,000	176,000	176,000	176,000	176,000	176,000	176,000	176,000
Operations Subtotal	2,000,545	2,226,415	2,241,332	2,102,926	2,259,325	2,259,325	2,259,325	2,259,325	2,259,325	2,259,325	2,259,325
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 2,000,545	\$ 2,226,415	\$ 2,241,332	\$ 2,102,926	\$ 2,259,325						
PERSONNEL											
Exempt	1	1	1	1	1	1	1	1	1	1	1
Non-Exempt	28	37	37	37	37	37	37	37	37	37	37
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	29	38									
Resources											
	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Related Revenue Generated	\$ 11,855,879	11,988,311	11,988,311	11,219,348	11,028,976	11,567,826	12,366,628	12,507,593	12,507,593	12,507,593	12,507,593

MAJOR FY 18-19 GOALS

Toll Bridge Operations

www.mcallen.net/bridge/hidalgo

Performance Measures	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	29	38	38	38
Department Expenditures	\$ 2,000,545	\$ 2,241,332	\$ 2,102,926	\$ 2,259,325
Number of full time - Collectors	18	21	18	21
Number of full time - Cashiers	4	4	4	4
Number of full time - Maintenance	7	10	7	10
Outputs:				
Southbound vehicular crossings	2,889,379	2,920,751	2,746,814	2,692,422
Southbound pedestrians crossings	1,641,614	1,630,427	1,510,285	1,510,285
Total southbound crossings	4,530,993	4,551,178	4,257,099	4,202,707
Effectiveness Measures:				
Total toll revenues	\$ 11,856,205	\$ 11,954,010	\$ 11,219,348	\$ 11,028,976
Expenditure to revenue ratio	\$ 0.16	\$ 0.20	\$ 0.17	\$ 0.20
Efficiency Measures:				
Crossings processed per collector	205,954	182,047	193,505	191,032
Cost per crossing	\$ 0.44	\$ 0.49	\$ 0.49	\$ 0.54

*N/A=Not Available, N/P=Not Provided

Description:

Toll Collectors provide tactful and diplomatic service to the public by collecting tolls from patrons crossing to Mexico, as well as provide direction to traffic when needed. Cashiers are responsible for the reconciliation of daily revenue collection and supervision of Toll Collectors. Maintenance maintains Toll Bridge facilities and its surrounding area.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: ADMINISTRATION

		Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)	
COMPENSATION							
New Position	No. Position	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total
1.	-	-	-	-	-	-	-
2.	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-
Revisions							
1.	Contingency		-	-	-	-	42,332
2.	Contingency		-	-	-	-	(19,226) Worker comp adjustment
3.		-	-	-	-	-	
4.		-	-	-	-	-	
5.		-	-	-	-	-	
Total Compensation & Benefits		\$ 272,505	\$ -	\$ -	\$ -	\$ -	\$ 23,106
SUPPLIES							
	1. < Please select category >						
	2. < Please select category >						
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Supplies		\$ 24,800					\$ -
OTHER SERVICES & CHARGES							
	1. < Please select category >						
	2. < Please select category >						
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Other Services & Charges		\$ 422,325					\$ -
MAINTENANCE							
	1. < Please select category >						
	2. < Please select category >						
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Maintenance		\$ 12,162					\$ -
CAPITAL OUTLAY							
	** See Attached	Capital Outlay Request Form					
Total Capital Outlay		\$ -					\$ -
TOTAL		\$ 731,792					\$ 23,106

2019

560-3160 Toll - Adm.

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
560-3160-431-60-01 Compensation / Exempt	145,846	145,663	70,679	145,663	144,766	144,766
560-3160-431-60-02 Compensation / Non-exempt	46,676	55,479	27,075	55,479	54,579	54,579
560-3160-431-60-10 Compensation / Overtime	1,300	1,000	493	1,000	1,000	1,000
560-3160-431-60-14 Compensation / Car allowance	7,200	7,200	3,600	7,200	7,200	7,200
560-3160-431-60-17 Compensation / Telephone	432	1,512	216	1,512	1,512	1,512
560-3160-431-60-20 Compensation / Elected officials	2,400	2,400	1,200	2,400	2,400	2,400
60	203,854	213,254	103,263	213,254	211,457	211,457
560-3160-431-61-30 Benefits / Social security	13,793	16,238	6,982	16,238	16,176	16,176
560-3160-431-61-36 Benefits / Retirement	15,346	16,825	8,400	16,825	16,811	16,811
560-3160-431-61-40 Benefits / Unemployment tax	46	770	465	770	67	67
560-3160-431-61-46 Benefits / Workers' comp-	2,984	4,058	430	4,058	707	707
560-3160-431-61-50 Benefits / Health cost	10,974	16,032	5,793	16,032	11,635	11,635
560-3160-431-61-52 Benefits / Life insurance	190	346	123	346	346	346
560-3160-431-61-53 Benefits / Retiree health ins (ARC)	2,113	7,040	985	7,040	7,040	7,040
560-3160-431-61-56 Benefits/Pension Cost-TMRS	89,515	-	-	-	-	-
560-3160-431-61-58 Benefits / TMRS benefits (contra)	(13,251)	-	-	-	-	-
61	121,709	61,309	23,177	61,309	52,782	52,782
560-3160-433-62-02 Supplies / Office	6,515	8,000	2,655	8,000	8,000	8,000
560-3160-433-62-04 Supplies / Operating	14,193	15,000	5,457	15,000	15,000	15,000
560-3160-433-62-18 Supplies / Clothing & uniform	1,991	1,800	552	1,800	1,800	1,800
62	22,698	24,800	8,664	24,800	24,800	24,800
560-3160-434-63-01 Other services & charges / Accounting & auditing	10,197	16,500	11,000	16,500	16,500	16,500
560-3160-434-63-02 Other services & charges / Advertising	36,962	75,000	26,137	75,000	75,000	75,000
560-3160-434-63-14 Other services & charges / Dues & subscription	28,750	35,000	7,744	35,000	35,000	35,000
560-3160-434-63-23 Other services & charges / Online svc/network	-	1,000	-	1,000	1,000	1,000
560-3160-434-63-38 Other services & charges / Management fee	135,000	135,000	67,500	135,000	135,000	135,000
560-3160-434-63-43 Other services & charges / Postage	1,066	2,500	-	2,500	2,500	2,500
560-3160-434-63-45 Other services & charges / Professional	70,176	97,000	34,558	97,000	97,000	97,000
560-3160-434-63-51 Other services & charges / Rental-Photocopier	2,455	2,500	1,693	2,500	2,500	2,500
560-3160-434-63-52 Other services & charges / Rental & contractual	10,775	17,000	3,288	17,000	17,000	17,000
560-3160-434-63-64 Other services & charges / Training	181	400	-	400	400	400

2019

560-3160 Toll - Adm.

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
560-3160-434-63-65 Other services & charges / Travel	12,146	14,250	5,818	14,250	14,250	14,250
560-3160-434-63-69 Other services & charges / Utilities-telephone	3,613	10,000	1,236	10,000	10,000	10,000
560-3160-434-63-99 Other services & charges / Miscellaneous	71,617	66,175	27,752	66,175	66,175	66,175
63	382,939	472,325	186,726	472,325	472,325	472,325
560-3160-435-65-08 Maintenance / Equipment	1,527	3,000	149	3,000	3,000	3,000
560-3160-435-65-16 Maintenance / Vehicles	4,486	4,000	2,143	4,000	4,000	4,000
560-3160-435-65-17 Maintenance / Fuel & lubricants	3,066	5,162	1,756	5,162	5,162	5,162
65	9,078	12,162	4,048	12,162	12,162	12,162
560-3160-436-66-02 Capital outlay / Land	-	-	-	-	-	-
560-3160-436-66-10 Capital outlay / Building/structures	-	-	-	-	-	-
560-3160-436-66-14 Capital outlay / Vehicles	-	-	-	-	-	-
560-3160-436-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
560-3160-436-66-20 Capital outlay / Equipment	-	-	-	-	-	-
560-3160-436-66-22 Capital outlay / Computer-hardware	-	-	-	-	-	-
560-3160-436-66-30 Capital outlay / Imprv- other than buildgs	-	-	-	-	-	-
560-3160-436-66-99 Capital outlay / Non-capitalized	-	-	-	-	-	-
66	-	-	-	-	-	-
<hr/>						
560-3160 Administration	\$ 740,279	\$ 783,850	\$ 325,877	\$ 783,850	\$ 773,526	\$ 773,526

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
3160	Bridge Administration	1			Superintendent of Bridge	FILLED	\$ 90,164
3160	Bridge Administration	1			Director of Bridge Operations	FILLED	54,602
		<u>2</u>					<u>144,766</u>
3160	Bridge Administration		1		Office Manager	FILLED	24,627
3160	Bridge Administration		1		Administrative Assistant	FILLED	29,952
			<u>2</u>				<u>54,579</u>
					OVERTIME		1,000
					TELEPHONE		1,512
					ELECTED OFFICIALS		2,400
					CAR ALLOWANCE		7,200
							<u>12,112</u>
	CURRENT POSITIONS		4				\$ 211,457



Mission Statement:

The McAllen-Hidalgo Bridge strives to attain fiscal responsible value for its customers and communities by becoming a standard of excellence in the International Toll Bridge industry and by providing a safe and efficient bridge crossing. We intend to grow in scale and scope by developing relationships with local businesses, trade partners, local community, state and federal elected officials as well as all stakeholders to strive to provide a bridge system that is open and responsive to the needs of the people we serve.

Department Summary											
	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget 17-18	17-18	18-19	Recomm. 18-19	19-20	20-21	21-22	22-23	
Expenditure Detail:											
Personnel Services											
Salaries and Wages	\$ 203,854	\$ 211,454	\$ 213,254	\$ 213,254	\$ 211,457	\$ 211,457	\$ 211,457	\$ 211,457	\$ 211,457	\$ 211,457	\$ 211,457
Employee Benefits	121,709	61,051	61,309	61,309	52,782	52,782	52,782	52,782	52,782	52,782	52,782
Supplies	22,698	24,800	24,800	24,800	24,800	24,800	24,800	24,800	24,800	24,800	24,800
Other Services and Charges	382,939	472,325	472,325	472,325	472,325	472,325	472,325	472,325	472,325	472,325	472,325
Maintenance	9,078	12,162	12,162	12,162	12,162	12,162	12,162	12,162	12,162	12,162	12,162
Operations Subtotal	740,279	781,792	783,850	783,850	773,526	773,526	773,526	773,526	773,526	773,526	773,526
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Operations & Capital Outlay total	740,279	781,792	783,850	783,850	773,526	773,526	773,526	773,526	773,526	773,526	773,526
Non Departmental											
Insurance	23,171	23,171	23,171	23,171	23,171	23,171	23,171	23,171	23,171	23,171	23,171
Contingency	-	21,686	4,711	-	-	42,332	-	-	-	-	-
Workers' Comp. - Loss Run Ratio						(19,226)					
Total Expenditures	\$ 763,450	\$ 826,649	\$ 811,732	\$ 807,021	\$ 796,697	\$ 819,803	\$ 796,697				
PERSONNEL											
Exempt	2	2	2	2	2	2	2	2	2	2	2
Non-Exempt	1	1	1	1	1	1	1	1	1	1	1
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	3										
Resources											
	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget 17-18	17-18	18-19	Recomm. 18-19	19-20	20-21	21-22	22-23	
Related Revenue Generated	N/A										

Contact Us:

Rigoberto Villarreal
Superintendent of
Bridges
McAllen-Hidalgo
International Toll
Bridge
1023 S. International
Blvd.
Hidalgo, TX 78557
(956) 681-1800

MAJOR FY 18-19 GOALS

2019
560-3162 Contingency

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
560-3162-431-61-97 Benefits / Contingency workers comp loss run ratio						(19,226)
560-3162-431-61-99 Benefits / Contingency	-	4,711	-	-	-	42,332
61	-	4,711	-	-	-	23,106
560-3162 Contingency	\$ -	\$ 4,711	\$ -	\$ -	\$ -	\$ 23,106

2019

560-3164 General insurances

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
560-3164-434-63-17 Other services & charges / Employee bond	-	-	-	-	-	
560-3164-434-63-24 Other services & charges / Ins--auto liabillity	-	-	-	-	-	
560-3164-434-63-25 Other services & charges / Ins--boiler & machinery	-	-	-	-	-	
560-3164-434-63-26 Other services & charges / Ins--error & ommission	-	-	-	-	-	
560-3164-434-63-27 Other services & charges / Ins--real/personal prop	-	-	-	-	-	
560-3164-434-63-29 Other services & charges / Ins--liability	23,171	23,171	11,580	23,171	23,171	23,171
560-3164-434-63-30 Other services & charges / Ins--mobile equip-	-	-	-	-	-	
560-3164-434-63-32 Other services & charges / Ins--real/personsal pro	-	-	-	-	-	
560-3164-434-63-33 Other services & charges / Ins--workers comp- exce	-	-	-	-	-	
560-3164-434-63-45 Other services & charges / Professional	-	-	-	-	-	
63	23,171	23,171	11,580	23,171	23,171	23,171
560-3164 General Insurance	\$ 23,171	\$ 23,171	\$ 11,580	\$ 23,171	\$ 23,171	\$ 23,171

2019
560-9010 Non-departmental

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
560-9010-437-68-02 Depreciation / Expense 68		-		-	-	-
560-9010-437-89-01 Other expenses / Fixed assets (contra)	-	-		-	-	-
560-9010-437-89-35 Other expenses / Amortization of bonds	-	-	-	-	-	-
560-9010-437-89-67 Other expenses / Loan interest 89		-		-	-	-
560-9010-497-71-53 Other agencies / City of Hidalgo 71	3,727,282	3,518,915	966,278	3,515,613	3,187,713	3,345,668
	3,727,282	3,518,915	966,278	3,515,613	3,187,713	3,345,668
560-9010-499-74-02 Operating transfers out / General fund	5,700,472	5,414,774	5,711,863	5,400,492	4,827,469	5,108,280
560-9010-499-74-04 Operating transfers out / Debt service	-	-	-	203,796	203,796	203,796
560-9010-499-74-08 Operating transfers out / Anzalduas bridge fund	-	-	-	-	-	-
560-9010-499-74-54 Operating transfers out / Bridge capital imprv fd	1,431,298	1,453,183	699,177	1,359,805	1,332,609	1,409,588
560-9010-499-74-67 Operating transfers out / Anzald debt svc Series B	914,417	841,075	423,571	849,486	839,575	839,575
560-9010-499-74-78 Operating transfers out / Health insurance fund 74	8,443	14,863	7,428	14,863	93,150	93,150
	8,054,629	7,723,895	6,842,038	7,828,442	7,296,599	7,654,389
560-9010	\$ 12,795,635	\$ 11,242,810	\$ 8,267,144	\$ 11,344,055	\$ 10,484,312	\$ 11,000,057

PRIORITY #

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name:							
Account No.:		Project Code:		Start Date:		Completed Date:	
User/Coordinating Department(s):							
Strategic Business Plan:		< Please Select Strategic Business Plan >					
Strategic Business Plan: (If Applicable)		< Please Select Strategic Business Plan >					
Status:				Project Location:			
Rollover Amount:		Current Request:		Insert Picture Here			
Department:							
Project Type:		< Please Select >					
Grant Related: (Yes/No)		< Please Select >					
Project Description/Justification							

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
< Select Funding Source >	-	\$ -	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Project Costs							
Project Components	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Equipment / Other	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$ _____	-	Other	\$ _____	-
Supplies	\$ _____	-	Capital	\$ _____	-
Services	\$ _____	-	Total	\$ _____	-

Not Applicable This project will not have an operating impact.

City of McAllen, Texas
McAllen International Bridge CIP Fund
Working Capital Summary

	Actual	Budget	Adjusted	Estimated	Dept. Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget	18-19	18-19	Recomm	19-20	20-21	21-22	22-23	
RESOURCES											
BEGINNING WORKING CAPITAL	\$ 1,983,178	\$ 2,456,044	\$ 2,456,044	\$ 1,865,256	\$ 2,210,528	\$ 2,210,528	\$ 1,559,165	\$ 3,034,182	\$ 4,523,950	\$ 6,028,615	
Revenues:											
G.S.A Reimbursement	86,424	-	-	-	429,318	429,318	-	-	-	-	
Interest Earned	20,997	-	-	-	-	-	-	-	-	-	
Total Revenues	107,421	-	-	-	429,318	429,318	-	-	-	-	
Transfer In - Toll Bridge	1,431,298	1,453,183	1,453,183	1,359,805	1,332,609	1,409,588	1,475,017	1,489,768	1,504,665	-	
	1,431,298	1,453,183	1,453,183	1,359,805	1,332,609	1,409,588	1,475,017	1,489,768	1,504,665	-	
Total Revenues and Transfers	1,538,719	1,453,183	1,453,183	1,359,805	1,761,927	1,838,906	1,475,017	1,489,768	1,504,665	-	
TOTAL RESOURCES	\$ 3,521,897	\$ 3,909,227	\$ 3,909,227	\$ 3,225,061	\$ 3,972,455	\$ 4,049,434	\$ 3,034,182	\$ 4,523,950	\$ 6,028,615	\$ 6,028,615	
APPROPRIATIONS											
Expenditures:											
Pedestrial Canopy	\$ -	\$ 200,000	\$ 200,000	\$ -	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	
Joint Repairs - Bridge	-	154,000	154,000	154,000	-	-	-	-	-	-	
Restroom Restoration Project	216,517	-	-	-	-	-	-	-	-	-	
Re-Tile Project	63,229	-	-	-	-	-	-	-	-	-	
Office Building upgrades	119,497	-	-	-	-	-	-	-	-	-	
Federal Motor Carrier Project	-	-	-	-	1,717,269	1,717,269	-	-	-	-	
Southbound Lane Resurface	-	442,900	442,900	342,900	100,000	100,000	-	-	-	-	
Office Equipment	37,358	-	-	-	-	-	-	-	-	-	
TRMI equipment	1,004,188	672,105	672,105	308,633	-	-	-	-	-	-	
Fence Restoration Project	34,320	175,000	175,000	-	175,000	175,000	-	-	-	-	
I.T. Storage & Network Equipment	-	40,000	40,000	-	40,000	40,000	-	-	-	-	
Bicycle Project	-	85,000	85,000	85,000	85,000	85,000	-	-	-	-	
Facility Upgrades	5,326	90,000	90,000	-	90,000	90,000	-	-	-	-	
CBP Pedestrian Addition Project (Design)	-	122,000	122,000	122,000	-	-	-	-	-	-	
Purchase 1/2 Ton Pickup	23,950	-	-	-	-	-	-	-	-	-	
Purchase SUV	35,978	25,000	25,000	-	-	-	-	-	-	-	
Purchase all purpose utility vehicle	9,960	-	-	-	-	-	-	-	-	-	
Canopy upgrade project (Rollover)	101,917	-	-	-	-	-	-	-	-	-	
POE Master Plan Design	4,400	85,000	85,000	2,000	83,000	83,000	-	-	-	-	
Total Expenditures	1,656,641	2,091,005	2,091,005	1,014,533	2,490,269	2,490,269	-	-	-	-	
TOTAL APPROPRIATIONS	1,656,641	2,091,005	2,091,005	1,014,533	2,490,269	2,490,269	-	-	-	-	
ENDING WORKING CAPITAL	\$ 1,865,256	\$ 1,818,222	\$ 1,818,222	\$ 2,210,528	\$ 1,482,186	\$ 1,559,165	\$ 3,034,182	\$ 4,523,950	\$ 6,028,615	\$ 6,028,615	

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Canopy Project			
Account No.: 566-8708-436-66-10	Project Code: CA1705	Start Date:	Completed Date:
User/Coordinating Department(s):			
Strategic Business Plan:	< Please Select Strategic Business Plan >		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status:			Project Location:
Rollover Amount:	\$ 200,000	Current Request:	
Department:			
Project Type:	< Please Select >		
Grant Related: (Yes/No)	< Please Select >		
Project Description/Justification			
This project addresses improvements needed for the canopies at the McAllen-Hidalgo Intl Bridge			Insert Picture Here

Funding Source	Estimated FY 17-18	Proposed 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
< Select Funding Source >	-	\$ 200,000	-	-	-	-	200,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -

Project Components	Estimated FY	Proposed FY	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Equipment / Other	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Southbound Lane Resurface			
Account No.: 566-8708-436-66-36	Project Code: IR1802	Start Date:	Completed Date:
User/Coordinating Department(s):			
Strategic Business Plan:	< Please Select Strategic Business Plan >		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status:			Project Location:
Rollover Amount:	\$ 100,000	Current Request:	
Department:			
Project Type:	< Please Select >		
Grant Related: (Yes/No)	< Please Select >		
Project Description/Justification			
This project was awarded in FY 2018. Engineering department believes the project will be at 80% complete by September 2018. Rolling over \$100k in order to cover any expenses for the new fiscal year.			Insert Picture Here

Funding Source	Estimated FY 17-18	Proposed 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
< Select Funding Source >	-	\$ 100,000	-	-	-	-	100,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -

Project Components	Estimated FY	Proposed	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Equipment / Other	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Fence Restoration			
Account No.: 566-8708-436-66-30	Project Code: CA1619	Start Date:	Completed Date:
User/Coordinating Department(s):			
Strategic Business Plan:	< Please Select Strategic Business Plan >		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status:			Project Location:
Rollover Amount:	\$ 175,000	Current Request:	
Department:			
Project Type:	< Please Select >		
Grant Related: (Yes/No)	< Please Select >		
Project Description/Justification			
This project addresses the fence at the McAllen-Hidalgo International bridge facilities. Some areas require restoration. The project includes painting the entire fence line.			Insert Picture Here

Funding Source	Estimated FY 17-18	Proposed 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
< Select Funding Source >	-	\$ 175,000	-	-	-	-	175,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ 175,000	\$ -

Project Components	Estimated FY	Proposed FY	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Equipment / Other	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: I.T. Storage and Network Equipment			
Account No.: 566-8708-436-66-20	Project Code: EO1803	Start Date:	Completed Date:
User/Coordinating Department(s):			
Strategic Business Plan:	< Please Select Strategic Business Plan >		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status:			Project Location:
Rollover Amount:	\$ 40,000	Current Request:	
Department:			
Project Type:	< Please Select >		
Grant Related: (Yes/No)	< Please Select >		
Project Description/Justification			
This project will help pay for servers and network equipment needed.		Insert Picture Here	

Funding Source	Estimated FY 17-18	Proposed 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
< Select Funding Source >	-	\$ 40,000	-	-	-	-	40,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -

Project Components	Estimated	FY	Proposed	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-
Equipment / Other	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Bicycle Project			
Account No.: 566-8708-436-66-30	Project Code: CA1708	Start Date:	Completed Date:
User/Coordinating Department(s):			
Strategic Business Plan:	< Please Select Strategic Business Plan >		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status:			Project Location:
Rollover Amount:	\$ 85,000	Current Request:	
Department:			
Project Type:	< Please Select >		
Grant Related: (Yes/No)	< Please Select >		
Project Description/Justification			
This project was scaled down and is supposed to begin towards the end of FY 2018. This rollover is to cover expenses into the new fiscal year for this project			Insert Picture Here

Funding Source	Estimated FY 17-18	Proposed 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
< Select Funding Source >	-	\$ 85,000	-	-	-	-	85,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ 85,000	\$ -

Project Components	Estimated FY	Proposed FY	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Equipment / Other	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: FMCSA Project			
Account No.:	Project Code:	Start Date:	Completed Date:
User/Coordinating Department(s):			
Strategic Business Plan:	< Please Select Strategic Business Plan >		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status:			Project Location:
Rollover Amount:	Current Request:	\$ 1,717,269	Insert Picture Here
Department:			
Project Type:	< Please Select >		
Grant Related: (Yes/No)	< Please Select >		
Project Description/Justification			
This project is to construct the FMCSA at the Port of Entry and relocate an AT&T communication line.			

Funding Source	Estimated FY 17-18	Proposed 18-19	FY 19-20	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
< Select Funding Source >	-	\$ 1,717,269	-	-	-	-	-	1,717,269	-
< Select Funding Source >	-	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-	-
Total	\$ -	\$ 1,717,269	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,717,269	\$ -

Project Components	Estimated FY	Proposed FY	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Equipment / Other	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Facility Upgrades			
Account No.: 566-8708-436-66-10		Project Code: BB1605	Start Date:
Completed Date:			
User/Coordinating Department(s):			
Strategic Business Plan:		< Please Select Strategic Business Plan >	
Strategic Business Plan: (If Applicable)		< Please Select Strategic Business Plan >	
Status:		Project Location:	
Rollover Amount:	\$ 90,000	Current Request:	
Department:			
Project Type:		< Please Select >	
Grant Related: (Yes/No)		< Please Select >	
Project Description/Justification			
This project is rolling over and is intended to upgrade the facility outside of Customs and Border Protection building A as well as make improvements to the dog kennel building.		Insert Picture Here	

Funding Source	Estimated FY 17-18	Proposed 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
< Select Funding Source >	-	\$ 90,000	-	-	-	-	90,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ 90,000	\$ -

Project Components	Estimated FY	Proposed FY	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Equipment / Other	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: POE Master Plan Design			
Account No.: 566-8708-436-66-30	Project Code: CA1616	Start Date:	Completed Date:
User/Coordinating Department(s):			
Strategic Business Plan:	< Please Select Strategic Business Plan >		
Strategic Business Plan: (If Applicable)	< Please Select Strategic Business Plan >		
Status:			Project Location:
Rollover Amount:	\$ 83,000	Current Request:	
Department:			
Project Type:	< Please Select >		
Grant Related: (Yes/No)	< Please Select >		
Project Description/Justification			
This project is intended to pay for professional services needed in the master plan design of the POE.			Insert Picture Here

Funding Source	Estimated FY 17-18	Proposed 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
< Select Funding Source >	-	\$ 83,000	-	-	-	-	83,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 83,000	\$ -	\$ -	\$ -	\$ -	\$ 83,000	\$ -

Project Components	Estimated FY	Proposed FY	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Equipment / Other	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

City of McAllen, Texas
Anzalduas International Crossing Fund
Working Capital Summary

	Actual 16-17	Original Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm 18-19	Four Year Plan				
							19-20	20-21	21-22	22-23	
RESOURCES											
BEGINNING WORKING CAPITAL	\$ 1,561,445	\$ 2,658,331	\$ 2,658,331	\$ 866,594	\$ 602,481	\$ 602,481	\$ 86,370	\$ 453,889	\$ 879,023	\$ 1,348,489	
Revenues:											
Highways & Sts Toll Bridge	3,389,172	3,529,255	3,529,255	2,772,605	2,691,846	2,691,846	3,807,671	3,883,141	3,921,973	3,921,973	
Southbound Commercial	166,651	129,031	129,031	276,680	276,680	276,680	-	-	-	-	
Reimbursements - FTZ	30,000	-	-	5,000	-	-	-	-	-	-	
Miscellaneous & Rental	114,843	53,001	53,001	106,148	53,001	53,001	53,001	53,001	53,001	53,001	
Interest Earned	23,278	1,000	1,000	25,437	1,000	1,000	1,000	1,000	1,000	1,000	
Total Revenues	3,723,944	3,712,287	3,712,287	3,185,870	3,022,527	3,022,527	3,861,672	3,937,142	3,975,974	3,975,974	
Operating Transfers - In											
Transfer from Hidalgo Bridge for "B"	-	841,075	841,075	849,486	849,486	839,575	837,876	835,976	840,676	841,776	
Total Operating Transfers-In	-	841,075	841,075	849,486	849,486	839,575	837,876	835,976	840,676	841,776	
Total Revenues and Transfers	3,723,944	4,553,362	4,553,362	4,035,356	3,872,013	3,862,102	4,699,548	4,773,118	4,816,650	4,817,750	
TOTAL RESOURCES	\$ 5,285,389	\$ 7,211,693	\$ 7,211,693	\$ 4,901,950	\$ 4,474,494	\$ 4,464,583	\$ 4,785,918	\$ 5,227,007	\$ 5,695,673	\$ 6,166,239	
APPROPRIATIONS											
Operating Expenses:											
Bridge Operations	\$ 364,099	\$ 449,893	\$ 453,494	\$ 417,752	\$ 451,161	\$ 451,161	\$ 451,161	\$ 451,161	\$ 451,161	\$ 451,161	
Administration	509,619	604,155	620,554	591,578	630,636	645,075	630,636	630,636	630,636	630,636	
Capital Outlay	-	-	-	-	-	-	-	-	-	-	
Total Operations	873,718	1,054,049	1,074,049	1,009,330	1,081,797	1,096,236	1,081,797	1,081,797	1,081,797	1,081,797	
Transfer out - Contingency Fund	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	
Transfer out - Debt Service "A"	975,517	1,738,400	1,738,400	1,738,400	1,745,450	1,745,450	1,732,500	1,738,600	1,733,100	1,735,500	
Transfer out - Debt Service "B"	-	841,075	841,075	841,075	839,575	839,575	837,876	835,976	840,676	841,776	
Transfer out - Anzalduas CIP Fund	476,300	495,321	495,321	384,580	495,321	495,321	505,825	517,580	517,580	517,580	
Transfer out - Anzalduas CIP Commercial	166,651	129,031	129,031	276,680	129,031	129,031	129,031	129,031	129,031	129,031	
Transfer out - Health Insurance Fund	2,502	4,404	4,404	4,404	27,600	27,600	-	-	-	-	
TOTAL APPROPRIATIONS	2,539,687	4,307,280	4,327,280	4,299,469	4,363,774	4,378,213	4,332,029	4,347,984	4,347,184	4,350,684	
Revenues Over / Under Expenses	1,184,257	246,082	226,082	(264,113)	(491,761)	(516,111)	367,519	425,134	469,466	467,066	
Other Items Affecting Working Capital - Bond	(979,108)	-	-	-	-	-	-	-	-	-	
Other Items Affecting Working	(900,000)	-	-	-	-	-	-	-	-	-	
ENDING WORKING CAPITAL	\$ 866,594	\$ 2,904,414	\$ 2,884,414	\$ 602,481	\$ 110,720	\$ 86,370	\$ 453,889	\$ 879,023	\$ 1,348,489	\$ 1,815,555	

2019

580- Anzalduas Int'l Crossing fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
580-0000-361-27-00 Charges:sales & services / Tolls	3,389,172	3,529,255	1,457,477	2,772,605	2,691,846	2,691,846
580-0000-361-42-00 Charges:sales & services / Southbd commerc tolls	166,651	129,031	123,411	276,680	276,680	276,680
361	3,555,823	3,658,286	1,580,889	3,049,285	2,968,526	2,968,526
580-0000-372-99-00 Facilities' rental-Other revenues	18,555	18,552	9,278	18,552	18,552	18,552
372	18,555	18,552	9,278	18,552	18,552	18,552
580-0000-373-01-00 Sale of property / Fixed assets	-	-	-	-	-	-
373	-	-	-	-	-	-
580-0000-374-26-00 Other revenue / Foreign Trade Zone reimb	30,000	-	5,000	5,000	-	-
374	30,000	-	5,000	5,000	-	-
580-0000-375-01-00 Miscellaneous / Recovery prior yr exp	95	-	-	-	-	-
580-0000-375-02-00 Miscellaneous / Insurance recoveries	-	-	-	-	-	-
580-0000-375-05-00 Miscellaneous / Profit/loss pesos	92,836	33,449	48,200	87,372	33,449	33,449
580-0000-375-40-01 Cash over/short / Cash over/short	(114)	-	(39)	(32)	-	-
580-0000-375-52-00 Miscellaneous / EZ crosscards admin fee	649	-	105	102	-	-
580-0000-375-99-00 Miscellaneous / Other	2,822	1,000	154	154	1,000	1,000
375	96,288	34,449	48,421	87,596	34,449	34,449
580-0000-381-01-00 Interest / Pool cash	-	-	-	-	-	-
580-0000-381-02-00 Interest / Texpool	16,573	1,000	14,740	22,467	1,000	1,000
580-0000-381-03-00 Interest / Certificate of deposit	-	-	-	-	-	-
580-0000-381-04-00 Interest revenue / Other investments	7,906	-	3,633	2,970	-	-
580-0000-381-20-00 Interest / Gain/loss on investments	(1,201)	-	-	-	-	-
381	23,278	1,000	18,373	25,437	1,000	1,000
580-0000-391-01-00 Operating transfers in / McAllen Int'l toll bridge	-	841,075	-	849,486	849,486	839,575
391	-	841,075	-	849,486	849,486	839,575
580 Anzalduas	\$ 3,723,944	\$ 4,553,362	\$ 1,661,959	\$ 4,035,356	\$ 3,872,013	\$ 3,862,102

City of McAllen, Texas
Anzalduas International Crossing Fund
Expense Summary

	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm 18-19	Four Year Plan			
							19-20	20-21	21-22	22-23
BY DEPARTMENT										
Bridge Operations	\$ 364,099	\$ 449,893	\$ 453,494	\$ 417,752	\$ 451,161	\$ 451,161	\$ 451,161	\$ 451,161	\$ 451,161	\$ 451,161
Administration	509,619	604,155	620,554	591,578	630,636	645,075	630,636	630,636	630,636	630,636
TOTAL	\$ 873,718	\$ 1,054,048	\$ 1,074,048	\$ 1,009,330	\$ 1,081,797	\$ 1,096,236	\$ 1,081,797	\$ 1,081,797	\$ 1,081,797	\$ 1,081,797
BY EXPENSE GROUP										
Expenses:										
Personnel Services										
Salaries and Wages	\$ 363,498	\$ 450,905	\$ 454,055	\$ 388,590	\$ 452,342	\$ 452,342	\$ 452,342	\$ 452,342	\$ 452,342	\$ 452,342
Employee Benefits	129,967	133,651	130,501	130,173	138,188	152,627	138,188	138,188	138,188	138,188
Supplies	14,750	23,200	23,200	23,200	23,200	23,200	23,200	23,200	23,200	23,200
Other Services and Charges	317,342	398,198	418,198	419,973	419,973	419,973	419,973	419,973	419,973	419,973
Maint. and Repair Services	48,161	48,094	48,094	47,394	48,094	48,094	48,094	48,094	48,094	48,094
TOTAL OPERATING EXPENSES	873,718	1,054,048	1,074,048	1,009,330	1,081,797	1,096,236	1,081,797	1,081,797	1,081,797	1,081,797
Capital Outlay	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 873,718	\$ 1,054,048	\$ 1,074,048	\$ 1,009,330	\$ 1,081,797	\$ 1,096,236	\$ 1,081,797	\$ 1,081,797	\$ 1,081,797	\$ 1,081,797
PERSONNEL										
Operations	7	15	15	15	15	15	15	15	15	15
Administration	3	5	5	5	5	5	5	5	5	5
TOTAL PERSONNEL	10	20	20	20	20	20	20	20	20	20

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Operations

		Baseline					Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)	
COMPENSATION										
New Position	No. Position		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total			
1.	-		-	-	-	-	-			
2.	-		-	-	-	-	-			
3.	-		-	-	-	-	-			
4.	-		-	-	-	-	-			
Revisions										
1.	-		-	-	-	-	-			
2.	-		-	-	-	-	-			
3.	-		-	-	-	-	-			
4.	-		-	-	-	-	-			
5.	-		-	-	-	-	-			
Total Compensation & Benefits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES										
	1. < Please select category >									
	2. < Please select category >									
	3. < Please select category >									
	4. < Please select category >									
	5. < Please select category >									
Total Supplies		\$ -						\$ -	\$ -	
OTHER SERVICES & CHARGES										
	1. Utilities-electric						1,775	1,775	Electricity adjustment	
	2. < Please select category >									
	3. < Please select category >									
	4. < Please select category >									
	5. < Please select category >									
Total Other Services & Charges		\$ -					\$ 1,775	\$ 1,775		
MAINTENANCE										
	1. < Please select category >									
	2. < Please select category >									
	3. < Please select category >									
	4. < Please select category >									
	5. < Please select category >									
Total Maintenance		\$ -					\$ -	\$ -		
CAPITAL OUTLAY										
	** See Attached Capital Outlay Request Form									
Total Capital Outlay							\$ -	\$ -		
TOTAL							\$ 1,775	\$ 1,775		

2019

580-3258 Anzal - Operations

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
580-3258-431-60-02 Compensation / Non-exempt	188,691	246,739	97,092	209,705	245,028	245,028
580-3258-431-60-06 Compensation / Part time	-	10,483	-	-	10,482	10,482
580-3258-431-60-10 Compensation / Overtime	18,385	8,000	14,497	18,000	8,000	8,000
580-3258-431-60-14 Compensation / Car allowance	-	-	-	-	-	-
60	207,076	265,222	111,589	227,705	263,510	263,510
580-3258-431-61-30 Benefits / Social security	15,144	20,290	8,453	20,290	20,159	20,159
580-3258-431-61-36 Benefits / Retirement	15,716	20,086	9,130	20,086	20,116	20,116
580-3258-431-61-40 Benefits / Unemployment tax	63	2,565	1,075	2,565	270	270
580-3258-431-61-46 Benefits / Workers' comp-	9,155	11,059	6,498	11,059	11,059	11,059
580-3258-431-61-50 Benefits / Health cost	24,104	36,216	12,612	36,216	36,216	36,216
580-3258-431-61-52 Benefits / Life insurance	160	423	83	423	423	423
580-3258-431-61-53 Benefits / Retiree health ins (ARC)	2,604	2,304	1,263	2,304	2,304	2,304
580-3258-431-61-56 Benefits/Pension Cost-TMRS	14,342	-	-	-	-	-
580-3258-431-61-58 Benefits / TMRS benefits (contra)	(16,403)	-	-	-	-	-
61	64,885	92,943	39,114	92,943	90,547	90,547
580-3258-433-62-04 Supplies / Operating	2,710	4,000	2,732	4,000	4,000	4,000
580-3258-433-62-14 Supplies / Janitorial	3,467	4,000	1,131	4,000	4,000	4,000
580-3258-433-62-18 Supplies / Clothing & uniform	740	7,000	107	7,000	7,000	7,000
62	6,917	15,000	3,971	15,000	15,000	15,000
580-3258-434-63-59 Other services & charges / Security	-	-	-	-	-	-
580-3258-434-63-67 Other services & charges / Utilities-electric	36,071	31,323	16,549	33,098	33,098	33,098
580-3258-434-63-70 Other services & charges / Utilities-water	4,320	5,000	1,777	5,000	5,000	5,000
580-3258-434-63-99 Other services & charges / Miscellaneous	140	2,912	1,034	2,912	2,912	2,912
63	40,531	39,235	19,360	41,010	41,010	41,010
580-3258-435-65-08 Maintenance / Equipment	27,383	22,094	6,008	22,094	22,094	22,094
580-3258-435-65-10 Maintenance / Facilities	17,307	19,000	13,071	19,000	19,000	19,000
65	44,690	41,094	19,079	41,094	41,094	41,094

2019

580-3258 Anzal - Operations

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
580-3258-436-66-20 Capital outlay / Equipment	-	-	-	-	-	-
580-3258-436-66-22 Capital outlay / Computer-hardware	-	-	-	-	-	-
580-3258-436-66-99 Capital outlay / Non-capitalized	-	-	-	-	-	-
66	-	-	-	-	-	-
<hr/>						
580-3258 Operations	\$ 364,099	\$ 453,494	\$ 193,113	\$ 417,752	\$ 451,161	\$ 451,161

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
3258	ANZALDUAS BRIDGE OPERATIONS		1		Working Supervisor	UNFILLED	25,709
			<u>1</u>				25,709
3258	ANZALDUAS BRIDGE OPERATIONS		1		Toll Bridge Cashier Supervisor	UNFILLED	27,997
3258	ANZALDUAS BRIDGE OPERATIONS		1		Toll Bridge Cashier Supervisor	FILLED	30,222
3258	ANZALDUAS BRIDGE OPERATIONS		1		Toll Bridge Cashier Supervisor	FILLED	30,264
			<u>3</u>				88,483
3258	ANZALDUAS BRIDGE OPERATIONS		1		Toll Bridge Cashier	FILLED	25,875
3258	ANZALDUAS BRIDGE OPERATIONS		1		Toll Bridge Cashier	FILLED	25,875
3258	ANZALDUAS BRIDGE OPERATIONS		1		Toll Bridge Cashier	FILLED	25,875
3258	ANZALDUAS BRIDGE OPERATIONS		1		Toll Bridge Cashier	FILLED	25,875
3258	ANZALDUAS BRIDGE OPERATIONS		1		Toll Bridge Cashier	FILLED	25,896
			<u>5</u>				129,396
3258	ANZALDUAS BRIDGE OPERATIONS		1		Part Time Customer Service Represent:	UNFILLED	1,747
3258	ANZALDUAS BRIDGE OPERATIONS		1		Part Time Customer Service Represent:	UNFILLED	1,747
3258	ANZALDUAS BRIDGE OPERATIONS		1		Part Time Customer Service Represent:	UNFILLED	1,747
3258	ANZALDUAS BRIDGE OPERATIONS		1		Part Time Customer Service Represent:	UNFILLED	1,747
3258	ANZALDUAS BRIDGE OPERATIONS		1		Part Time Customer Service Represent:	UNFILLED	1,747
3258	ANZALDUAS BRIDGE OPERATIONS		1		Part Time Customer Service Represent:	UNFILLED	1,747
			<u>6</u>				10,482
					OVERTIME		8,000
					TELEPHONE		1,440
							9,440
CURRENT POSITIONS			15				\$ 263,510



Mission Statement:

The Anzalduas Bridge strives to attain fiscal responsible value for its customers and communities by becoming a standard of excellence in the International Toll Bridge industry and by providing a safe and efficient bridge crossing. We intend to grow in scale and scope by developing relationships with local businesses, trade partners, local community, state and federal elected officials as well as all stakeholders to strive to provide a bridge system that is open and responsive to the needs of the people we

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recommend	Four Year Plan				
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 207,076	\$ 262,072	\$ 265,222	\$ 227,705	\$ 263,510	\$ 263,510	\$ 263,510	\$ 263,510	\$ 263,510	\$ 263,510	\$ 263,510
Employee Benefits	64,885	92,492	92,943	92,943	90,547	90,547	90,547	90,547	90,547	90,547	90,547
Supplies	6,917	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Other Services and Charges	40,531	39,235	39,235	41,010	41,010	41,010	41,010	41,010	41,010	41,010	41,010
Maintenance	44,690	41,094	41,094	41,094	41,094	41,094	41,094	41,094	41,094	41,094	41,094
Operations Subtotal	364,099	449,893	453,494	417,752	451,161	451,161	451,161	451,161	451,161	451,161	451,161
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 364,099	\$ 449,893	\$ 453,494	\$ 417,752	\$ 451,161	\$ 451,161	\$ 451,161	\$ 451,161	\$ 451,161	\$ 451,161	\$ 451,161
PERSONNEL											
Exempt	-	-	-	-	-	-	-	-	-	-	-
Non-Exempt	7	9	9	9	9	9	9	9	9	9	9
Part-Time	-	6	6	6	6	6	6	6	6	6	6
Total Positions Authorized	7	15	15	15	15	15	15	15	15	15	15
Resources											
	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recommend	Approved Budget	Approved Budget	Approved Budget	Approved Budget	
	16-17	17-18	17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Related Revenue Generated	\$ 3,389,172	\$ 3,529,255	\$ 3,529,255	\$ 2,772,605	\$ 2,691,846	\$ 2,691,846	\$ 3,807,671	\$ 3,883,141	\$ 3,921,973	\$ 3,921,973	

MAJOR FY 18-19 GOALS

Contact Us:

Rigoberto Villareal
Superintendent of
Bridges
1600 S. Stewart Road
Mission, TX 78572
(956) 681-1820

Anzalduas Operations

www.mcallen.net/bridge/anzalduas

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	9	9	9	9
Department Expenditures	\$ 364,099	\$ 453,494	\$ 417,752	\$ 451,161
Number of full time - Collectors	6	6	6	6
Number of full time - Cashiers	3	3	2	3
Number of full time - Maintenance	1	1	1	1
Outputs:				
Southbound vehicular crossings	982,984	975,458	816,779	793,705
Effectiveness Measures:				
Total toll revenues	\$ 3,555,823	\$ 3,234,445	\$ 3,049,285	\$ 2,968,526
Expenditure to revenue ratio	10%	0.14	0.13	0.15
Efficiency Measures:				
Crossings processed per collector	109,220	108,384	102,098	88,189
Cost per crossing	\$ 0.37	\$ 0.46	\$ 0.48	\$ 0.57

*N/A=Not Available, N/P=Not Provided

Description:

Toll Collectors provide tactful and diplomatic service to the public by collecting tolls from patrons crossing to Mexico, as well as provide direction to traffic when needed. Cashiers are responsible for the reconciliation of daily revenue collection and supervision of Toll Collectors. Maintenance maintains Toll Bridge facilities and its surrounding area.

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Administration

	Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
--	----------	--	------------------------------	-------------------------	----------------------------------

COMPENSATION

New Position	No. Position		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1.	-		-	-	-	-	-		
2.	-		-	-	-	-	-		
3.	-		-	-	-	-	-		
4.	-		-	-	-	-	-		
Revisions									
1. Contingency			-	-	-	-	-	15,089	
2. Contingency			-	-	-	-	-	(650)	Workers comp adjustment
3.	-		-	-	-	-	-		
4.	-		-	-	-	-	-		
5.	-		-	-	-	-	-		
Total Compensation & Benefits			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,439	

SUPPLIES

	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Supplies			\$ -					\$ -	\$ -

OTHER SERVICES & CHARGES

	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Other Services & Charges			\$ -					\$ -	\$ -

MAINTENANCE

	1. < Please select category >								
	2. < Please select category >								
	3. < Please select category >								
	4. < Please select category >								
	5. < Please select category >								
Total Maintenance			\$ -					\$ -	\$ -

CAPITAL OUTLAY

	** See Attached Capital Outlay Request Form								
Total Capital Outlay								\$ -	\$ -
TOTAL								\$ -	\$ 14,439

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
580-3260-431-60-01 Compensation / Exempt	102,319	96,512	49,663	88,549	96,511	96,511
580-3260-431-60-02 Compensation / Non-exempt	52,487	84,513	24,779	71,836	84,513	84,513
580-3260-431-60-10 Compensation / Overtime	1,617	2,000	412	500	2,000	2,000
580-3260-431-60-14 Compensation / Car allowance	-	4,800	-	-	4,800	4,800
580-3260-431-60-15 Compensation/Certification	-	-	-	-	-	-
580-3260-431-60-17 Compensation / Telephone	-	1,008	-	-	1,008	1,008
580-3260-431-60-20 Compensation / Elected officials	-	-	-	-	-	-
60	156,422	188,833	74,855	160,885	188,832	188,832
580-3260-431-61-30 Benefits / Social security	10,801	12,621	5,136	12,621	14,446	14,446
580-3260-431-61-36 Benefits / Retirement	11,903	13,033	6,157	13,033	15,012	15,012
580-3260-431-61-40 Benefits / Unemployment tax	9	257	306	257	59	59
580-3260-431-61-46 Benefits / Workers' comp-	3,157	366	1,344	366	1,501	1,501
580-3260-431-61-50 Benefits / Health cost	10,098	5,040	4,743	5,040	14,933	14,933
580-3260-431-61-52 Benefits / Life insurance	80	273	39	273	314	314
580-3260-431-61-53 Benefits / Retiree health ins (ARC)	1,887	1,376	910	1,376	1,376	1,376
580-3260-431-61-56 Benefits/Pension Cost-TMRS	38,312	-	-	-	-	-
580-3260-431-61-58 Benefits / TMRS benefits (contra)	(11,165)	-	-	-	-	-
61	65,082	32,966	18,635	32,966	47,641	47,641
580-3260-433-62-02 Supplies / Office	3,329	4,000	1,644	4,000	4,000	4,000
580-3260-433-62-04 Supplies / Operating	4,504	4,200	1,509	4,200	4,200	4,200
580-3260-433-62-18 Supplies / Clothing & uniform	-	-	-	-	-	-
62	7,833	8,200	3,153	8,200	8,200	8,200
580-3260-434-63-01 Other services & charges / Accounting & auditing	8,197	12,900	9,500	12,900	12,900	12,900
580-3260-434-63-02 Other services & charges / Advertising	44,919	95,000	66,236	95,000	95,000	95,000
580-3260-434-63-14 Other services & charges / Dues & subscription	28,247	35,000	9,296	35,000	35,000	35,000
580-3260-434-63-38 Other services & charges / Management fee	42,000	42,000	21,000	42,000	42,000	42,000
580-3260-434-63-43 Other services & charges / Postage	14	500	4	500	500	500
580-3260-434-63-45 Other services & charges / Professional	55,424	119,000	21,806	119,000	119,000	119,000
580-3260-434-63-51 Other services & charges / Rental-Photocopier	1,204	3,600	467	3,600	3,600	3,600
580-3260-434-63-52 Other services & charges / Rental & contractual	33,380	7,000	10,354	7,000	7,000	7,000
580-3260-434-63-64 Other services & charges / Training	(178)	-	-	-	-	-

2019
580-3260 Anzal - Adm.

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
580-3260-434-63-65 Other services & charges / Travel	15,158	19,000	4,303	19,000	19,000	19,000
580-3260-434-63-69 Other services & charges / Utilities-telephone	10,106	8,000	5,248	8,000	8,000	8,000
580-3260-434-63-99 Other services & charges / Miscellaneous	17,377	16,000	5,412	16,000	16,000	16,000
63	255,848	358,000	153,625	358,000	358,000	358,000
580-3260-435-65-08 Maintenance / Equipment	1,632	5,000	-	4,500	5,000	5,000
580-3260-435-65-16 Maintenance / Vehicles	-	-	-	-	-	-
580-3260-435-65-17 Maintenance / Fuel & lubricants	1,839	2,000	471	1,800	2,000	2,000
65	3,471	7,000	471	6,300	7,000	7,000
580-3260-436-66-02 Capital outlay / Land	-	-	-	-	-	-
580-3260-436-66-10 Capital outlay / Building/structures	-	-	-	-	-	-
580-3260-436-66-14 Capital outlay / Vehicles	-	-	-	-	-	-
580-3260-436-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
580-3260-436-66-22 Capital outlay / Computer-hardware	-	-	-	-	-	-
580-3260-436-66-30 Capital outlay / Imprv- other than buildgs	-	-	-	-	-	-
580-3260-436-66-99 Capital outlay / Non-capitalized	-	-	-	-	-	-
66	-	-	-	-	-	-
580-3260 Administration	\$ 488,656	\$ 594,999	\$ 250,740	\$ 566,351	\$ 609,673	\$ 609,673

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
3260	ANZALDUAS BRIDGE ADMIN	1			SUPERINTENDENT OF BRIDGES	FILLED	60,109
3260	ANZALDUAS BRIDGE ADMIN	1			DIRECTOR OF OPERATIONS	FILLED	36,402
		2					96,511
3260	ANZALDUAS BRIDGE ADMIN		1		OFFICE MANAGER	FILLED	24,627
3260	ANZALDUAS BRIDGE ADMIN		1		ADMINISTRATIVE SUPERVISOR	UNFILLED	34,528
3260	ANZALDUAS BRIDGE ADMIN		1		CUSTODIAN	FILLED	23,858
3260	ANZALDUAS BRIDGE ADMIN		0		CERTIFICATION PAY		1,500
			3				84,513
					OVERTIME		2,000
					TELEPHONE ALLOWANCE		1,008
					CAR ALLOWANCE		4,800
							7,808
	CURRENT POSITIONS		5				\$ 188,832



Mission Statement:	Department Summary											
	Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
		16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
The Anzalduas Bridge strives to attain fiscal responsible value for its customers and communities by becoming a standard of excellence in the International Toll Bridge industry and by providing a safe and efficient bridge crossing. We intend to grow in scale and scope by developing relationships with local businesses, trade partners, local community, state and federal elected officials as well as all stakeholders to strive to provide a bridge system that is open and responsive to the needs of the people we serve.	Personnel Services											
	Salaries and Wages	\$ 156,422	\$ 188,833	\$ 188,833	\$ 160,885	\$ 188,832	\$ 188,832	\$ 188,832	\$ 188,832	\$ 188,832	\$ 188,832	\$ 188,832
	Employee Benefits	65,082	32,966	32,966	32,966	47,641	47,641	47,641	47,641	47,641	47,641	47,641
	Supplies	7,833	8,200	8,200	8,200	8,200	8,200	8,200	8,200	8,200	8,200	8,200
	Other Services and Charges	255,848	338,000	358,000	358,000	358,000	358,000	358,000	358,000	358,000	358,000	358,000
	Maintenance	3,471	7,000	7,000	6,300	7,000	7,000	7,000	7,000	7,000	7,000	7,000
	Operations Subtotal	488,656	574,999	594,999	566,351	609,673	609,673	609,673	609,673	609,673	609,673	609,673
	Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
	Non- Departmental											
	Insurance	20,963	20,963	20,963	20,963	20,963	20,963	20,963	20,963	20,963	20,963	20,963
	Contingency	-	8,193	4,592	-	-	15,089	-	-	-	-	-
	Workers' Comp. - Loss Run Ratio				4,264		(650)					
	Total Expenditures	\$ 509,619	\$ 604,155	\$ 620,554	\$ 591,578	\$ 630,636	\$ 645,075	\$ 630,636				
	PERSONNEL											
	Exempt	2	2	2	2	2	2	2	2	2	2	2
Non-Exempt	1	3	3	3	3	3	3	3	3	3	3	
Part-Time	-	-	-	-	-	-	-	-	-	-	-	
Total Positions Authorized	3	5										
Resources												
	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan					
	16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23		
Related Revenue Generated	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A		

MAJOR FY 18-19 GOALS

Contact Us:

Rigoberto Villareal
 Superintendent of
 Bridges
 1600 S. Stewart Road
 Mission, TX 78572
 (956) 681-1820

2019

580-3264 General insurances

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals	Adjusted	Oct -Mar	Estimated	Department	City Manager
	FY 16-17	Budget	Actuals	FY 17-18	Request	Recomm
		FY 17-18	FY 17-18		FY 18-19	FY 18-19
580-3264-434-63-17 Other services & charges / Employee bond	-	-	-	-	-	-
580-3264-434-63-24 Other services & charges / Ins--auto liabillity	-	-	-	-	-	-
580-3264-434-63-25 Other services & charges / Ins--boiler & machinery	-	-	-	-	-	-
580-3264-434-63-26 Other services & charges / Ins--error & ommission	-	-	-	-	-	-
580-3264-434-63-27 Other services & charges / Ins--real/personal prop	-	-	-	-	-	-
580-3264-434-63-29 Other services & charges / Ins--liability	20,963	20,963	10,476	20,963	20,963	20,963
580-3264-434-63-30 Other services & charges / Ins--mobile equip-	-	-	-	-	-	-
580-3264-434-63-32 Other services & charges / Ins--real/personsal pro	-	-	-	-	-	-
580-3264-434-63-33 Other services & charges / Ins--workers comp- exce	-	-	-	-	-	-
580-3264-434-63-45 Other services & charges / Professional	-	-	-	-	-	-
63	20,963	20,963	10,476	20,963	20,963	20,963
580-3264 General Insurance	\$ 20,963	\$ 20,963	\$ 10,476	\$ 20,963	\$ 20,963	\$ 20,963

2019
580-3262 Contingency

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
580-3262-431-61-97 Benefits / Contingency workers comp loss run ratio				4,264		(650)
580-3262-431-61-99 Benefits / Contingency	-	4,592	-	-	-	15,089
61	-	4,592	-	4,264	-	14,439
<hr/>						
580-3262 Contingency	\$ -	\$ 4,592	\$ -	\$ 4,264	\$ -	\$ 14,439

2019
580-9010 Non-departmental

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
580-9010-437-68-02 Depreciation / Expense		-		-	-	-
580-9010-437-68-03 Depreciation / Development costs		-		-	-	-
68		-		-	-	-
580-9010-437-89-01 Other expenses / Fixed assets (contra)	-	-	-	-	-	-
580-9010-437-89-25 Other expenses / Original issue premium		-	-	-	-	-
580-9010-437-89-26 Other expenses / Interest exp on advances	631,458	-	325,848	-	-	-
580-9010-437-89-35 Other expenses / Amortization of bonds	(12,285)	-	-	-	-	-
580-9010-437-89-38 Other expense / Issuance costs-bonds	594,890	-	-	-	-	-
89	1,388,650	-	325,848	-	-	-
580-9010-499-74-66 Operating transfers out / Anzald debt svc Series A	975,517	1,738,400	875,015	1,738,400	1,745,450	1,745,450
580-9010-499-74-67 Operating transfers out / Anzald debt svc Series B	-	841,075	-	841,075	839,575	839,575
580-9010-499-74-72 Operating transfers out/ Anzalduas cap impr. fund	476,300	495,321	201,012	384,580	495,321	495,321
580-9010-499-74-78 Operating transfers out / Health insurance fund	2,502	4,404	2,202	4,404	27,600	27,600
580-9010-499-74-86 Operating transfer out / Anz CIP-Southbound commer	166,651	129,031	123,411	276,680	129,031	129,031
74	1,620,970	3,208,231	1,201,640	3,245,139	3,236,977	3,236,977
580-9010	\$ 4,543,086	\$ 3,208,231	\$ 2,294,419	\$ 3,245,139	\$ 3,236,977	\$ 3,236,977

**City of McAllen, Texas
Anzalduas International
Crossing Revenue Bonds
Debt Service Fund 2007 A
Summary**

	Actual	Original	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan			
	16-17	Budget 17-18	Budget 17-18	17-18	18-19	Recomm 18-19	19-20	20-21	21-22	22-23
SINKING FUND										
BEGINNING FUND BALANCE	\$ 528,533	\$ 471,893	\$ 471,893	\$ 530,398	\$ 530,398	\$ 530,398	\$ 530,398	\$ 530,398	\$ 530,398	\$ 530,398
Sources:										
Series A Requirements	1,880,517	1,738,400	1,738,400	1,738,400	1,745,450	1,745,450	1,732,500	1,738,600	1,733,100	1,735,500
Transfer In - Anzalduas Intl Crossing										
City of Hidalgo's Portion @ 36%	676,986	625,824	625,824	625,824	628,362	628,362	623,700	625,896	623,916	624,780
City of McAllen's Portion @ 64%	1,203,531	1,112,576	1,112,576	1,112,576	1,117,088	1,117,088	1,108,800	1,112,704	1,109,184	1,110,720
Total Series A Requirements	1,880,517	1,738,400	1,738,400	1,738,400	1,745,450	1,745,450	1,732,500	1,738,600	1,733,100	1,735,500
Interest Income	5,569	-	-	-	-	-	-	-	-	-
Total Sources and Transfers	1,886,086	1,738,400	1,738,400	1,738,400	1,745,450	1,745,450	1,732,500	1,738,600	1,733,100	1,735,500
TOTAL RESOURCES	\$ 2,414,619	\$ 2,210,293	\$ 2,210,293	\$ 2,268,798	\$ 2,275,848	\$ 2,275,848	\$ 2,262,898	\$ 2,268,998	\$ 2,263,498	\$ 2,265,898
APPROPRIATIONS										
Bond Principal - Series A	\$ 905,000	\$ 900,000	\$ 900,000	\$ 900,000	\$ 930,000	\$ 930,000	\$ 950,000	\$ 995,000	\$ 1,030,000	\$ 1,080,000
Interest and Fees - Series A	979,221	838,400	838,400	838,400	815,450	815,450	782,500	743,600	703,100	655,500
TOTAL APPROPRIATIONS	1,884,221	1,738,400	1,738,400	1,738,400	1,745,450	1,745,450	1,732,500	1,738,600	1,733,100	1,735,500
ENDING FUND BALANCE	\$ 530,398	\$ 471,893	\$ 471,893	\$ 530,398						

**City of McAllen, Texas
Anzalduas International
Crossing Revenue Bonds
Debt Service Fund 2007 B
Summary**

	Actual 16-17	Original Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm 18-19	19-20	Four Year Plan			22-23
								20-21	21-22		
SINKING FUND											
BEGINNING FUND BALANCE	\$ 266,758	\$ 219,531	\$ 219,531	\$ 337,092	\$ 337,092	\$ 337,092	\$ 337,092	\$ 337,092	\$ 337,092	\$ 337,092	\$ 337,092
Sources:											
Transfer In - Anzalduas Intl Crossing	914,417	841,075	841,075	841,075	839,575	839,575	837,875	835,975	840,675	841,775	
Interest Income	6,414	-	-	-	-	-	-	-	-	-	-
Total Sources and Transfers	<u>920,830</u>	<u>841,075</u>	<u>841,075</u>	<u>841,075</u>	<u>839,575</u>	<u>839,575</u>	<u>837,875</u>	<u>835,975</u>	<u>840,675</u>	<u>841,775</u>	
TOTAL RESOURCES	<u>\$ 1,187,588</u>	<u>\$ 1,060,606</u>	<u>\$ 1,060,606</u>	<u>\$ 1,178,167</u>	<u>\$ 1,176,667</u>	<u>\$ 1,176,667</u>	<u>\$ 1,174,967</u>	<u>\$ 1,173,067</u>	<u>\$ 1,177,767</u>	<u>\$ 1,178,867</u>	
APPROPRIATIONS											
Bond Principal - Series B	\$ 455,000	\$ 570,000	\$ 570,000	\$ 570,000	\$ 580,000	\$ 580,000	\$ 590,000	\$ 600,000	\$ 620,000	\$ 640,000	
Interest and Fees - Series B	<u>395,496</u>	<u>271,075</u>	<u>271,075</u>	<u>271,075</u>	<u>259,575</u>	<u>259,575</u>	<u>247,875</u>	<u>235,975</u>	<u>220,675</u>	<u>201,775</u>	
TOTAL APPROPRIATIONS	<u>850,496</u>	<u>841,075</u>	<u>841,075</u>	<u>841,075</u>	<u>839,575</u>	<u>839,575</u>	<u>837,875</u>	<u>835,975</u>	<u>840,675</u>	<u>841,775</u>	
ENDING FUND BALANCE	<u>\$ 337,092</u>	<u>\$ 219,531</u>	<u>\$ 219,531</u>	<u>\$ 337,092</u>	<u>\$ 337,092</u>	<u>\$ 337,092</u>	<u>\$ 337,092</u>	<u>\$ 337,092</u>	<u>\$ 337,092</u>	<u>\$ 337,092</u>	<u>\$ 337,092</u>

City of McAllen, Texas
Anzalduas International Bridge CIP Fund
Working Capital Summary

	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept. Request 18-19	City Mgr Recomm 18-19	19-20	Four Year Plan		
								20-21	21-22	22-23
RESOURCES										
BEGINNING WORKING CAPITAL	\$ (38,810)	\$ 478,349	\$ 478,349	\$ 554,587	\$ 496,847	\$ 496,847	\$ 931,199	\$ 1,566,055	\$ 2,212,666	\$ 2,859,277
<u>Revenues:</u>										
Interest Earned	2,617	-	-	-	-	-	-	-	-	-
Total Revenues	2,617	-	-	-	-	-	-	-	-	-
Operating Transfer In										
Anzalduas Bridge Fund	476,300	495,321	495,321	384,580	495,321	495,321	505,825	517,580	517,580	517,580
Anzalduas Bridge Fund (Commercial)	166,651	129,031	129,031	276,680	129,031	129,031	129,031	129,031	129,031	129,031
Total Revenues and Transfers	645,567	624,352	624,352	661,260	624,352	624,352	634,856	646,611	646,611	646,611
TOTAL RESOURCES	\$ 606,757	\$ 1,102,701	\$ 1,102,701	\$ 1,215,847	\$ 1,121,199	\$ 1,121,199	\$ 1,566,055	\$ 2,212,666	\$ 2,859,277	\$ 3,505,888
APPROPRIATIONS										
<u>Capital Expenditures</u>										
North Bound Lanes - Design	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -
Computer Upgrade	-	40,000	40,000	-	40,000	40,000	-	-	-	-
Purchase mid size vehicle	-	-	-	-	-	-	-	-	-	-
Facility Upgrades	52,170	70,000	70,000	20,000	50,000	50,000	-	-	-	-
Madero Bridge Project	-	699,000	699,000	699,000	-	-	-	-	-	-
Southbound Commercial Mexico Lane	-	28,000	28,000	-	-	-	-	-	-	-
Total Capital Outlay	52,170	937,000	937,000	719,000	190,000	190,000	-	-	-	-
TOTAL APPROPRIATIONS	52,170	937,000	937,000	719,000	190,000	190,000	-	-	-	-
ENDING WORKING CAPITAL	\$ 554,587	\$ 165,701	\$ 165,701	\$ 496,847	\$ 931,199	\$ 931,199	\$ 1,566,055	\$ 2,212,666	\$ 2,859,277	\$ 3,505,888

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: I.T. Storage and Network Equipment			
Account No.: 586-8708-436-66-20		Project Code: EO1804	
User/Coordinating Department(s):		Start Date:	
Strategic Business Plan:		Completed Date:	
Strategic Business Plan: (If Applicable)		< Please Select Strategic Business Plan >	
Status:		< Please Select Strategic Business Plan >	
Rollover Amount:		Project Location:	
Current Request:		Insert Picture Here	
Department:			
Project Type:			
Grant Related: (Yes/No)			
< Please Select >			
Project Description/Justification			
This project is intended to purchase servers and network equipment.			

Funding Source	Estimated FY 17-18	Proposed 18-19	FY 19-20	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
< Select Funding Source >	-	\$ -	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Project Components	Estimated FY	Proposed FY	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Equipment / Other	-	-	-	-	-	-	-
Total	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ -

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Facility Upgrades			
Account No.: 566-8708-436-66-22		Project Code: BB1703	
User/Coordinating Department(s):		Start Date:	Completed Date:
Strategic Business Plan:		< Please Select Strategic Business Plan >	
Strategic Business Plan: (If Applicable)		< Please Select Strategic Business Plan >	
Status:		Project Location:	
Rollover Amount:	\$ 50,000	Current Request:	
Department:			
Project Type:		< Please Select >	
Grant Related: (Yes/No)		< Please Select >	
Project Description/Justification			
This project will help pay for upgrades to secure fence and facility		Insert Picture Here	

Funding Source	Estimated FY 17-18	Proposed 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
< Select Funding Source >	-	\$ 50,000	-	-	-	-	50,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -

Project Components	Estimated FY	Proposed FY	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Equipment / Other	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

CAPITAL IMPROVEMENT PROJECTS REQUEST FORM

PROJECT INFORMATION

Project Name: Northbound Commercial Lanes			
Account No.: 586-8708-436-66-36	Project Code: IR1803	Start Date:	Completed Date:
User/Coordinating Department(s):			
Strategic Business Plan:	< Please Select Strategic Business Plan >		
Strategic Business Plan: (if Applicable)	< Please Select Strategic Business Plan >		
Status:			Project Location:
Rollover Amount:	\$ 100,000	Current Request:	
Department:			
Project Type:	< Please Select >		
Grant Related: (Yes/No)	< Please Select >		
Project Description/Justification			
This project addresses the next stage in the DAP process with regards to the Northbound Commercial Facilities needed.			Insert Picture Here

Funding Source	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL	Budget FY 17-18
< Select Funding Source >	-	\$ 100,000	-	-	-	-	100,000	-
< Select Funding Source >	-	-	-	-	-	-	-	-
< Select Funding Source >	-	-	-	-	-	-	-	-
Total	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -

Project Components	Estimated FY 17-18	Proposed FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Year to Date
Plans and Studies	-	-	-	-	-	-	-
Land/ROW	-	-	-	-	-	-	-
Arch. & Engineering	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Equipment / Other	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Annualized Impact on Operating and Maintenance

Indicate the impact the project will have on operating funds

Examples that may have an impact on an operating budget due to a capital project are additional staff, maintenance, and daily operations.

Personnel	\$	-	Other	\$	-
Supplies	\$	-	Capital	\$	-
Services	\$	-	Total	\$	-

Not Applicable This project will not have have an operating impact.

**City of McAllen, Texas
Inter-Departmental Service Fund
Working Capital Summary**

	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm. 18-19	19-20	Four Year Plan			22-23
								20-21	21-22		
RESOURCES											
BEGINNING WORKING CAPITAL	\$ 972,892	\$ 1,015,401	\$ 1,015,401	\$ 1,075,149	\$ 1,175,675	\$ 1,175,675	\$ 485,739	\$ 594,314	\$ 697,389	\$ 874,997	
Revenues:											
Fleet Operations-Labor and Overhead	341,643	350,000	350,000	350,000	350,000	350,000	350,000	350,000	350,000	350,000	350,000
Fuel Charge Adjustment	125,366	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000
Sales	3,489,034	3,600,000	3,600,000	3,600,000	3,600,000	3,600,000	3,500,000	3,500,000	3,600,000	3,600,000	3,600,000
Miscellaneous	40,568	20,000	20,000	20,000	20,000	20,000	15,000	15,000	20,000	20,000	20,000
Total Revenues	3,996,611	4,090,000	4,090,000	4,090,000	4,090,000	4,090,000	3,985,000	3,985,000	4,090,000	4,090,000	
TOTAL RESOURCES	\$ 4,969,503	\$ 5,105,401	\$ 5,105,401	\$ 5,165,149	\$ 5,265,675	\$ 5,265,675	\$ 4,470,739	\$ 4,579,314	\$ 4,787,389	\$ 4,964,997	
APPROPRIATIONS											
Expenses:											
Fleet Operations	\$ 3,791,112	\$ 3,638,903	\$ 3,637,360	\$ 3,693,929	\$ 3,648,558	\$ 3,669,119	\$ 3,648,558	\$ 3,648,558	\$ 3,741,025	\$ 3,741,025	\$ 3,741,025
Materials Management	129,294	147,772	149,315	145,135	148,767	148,767	148,767	148,767	148,767	148,767	148,767
Insurance Liability & Workmen's Comp.	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600
Capital Outlay	26,712	147,500	147,500	137,250	888,000	888,000	77,500	83,000	21,000	-	-
Transfers-Out - Health Insurance Fund	35,767	11,560	11,560	11,560	72,450	72,450	-	-	-	-	-
TOTAL APPROPRIATIONS	3,984,485	3,947,335	3,947,335	3,989,474	4,759,375	4,779,936	3,876,425	3,881,925	3,912,392	3,891,392	
Revenues Over / Under Expenses	12,126	142,665	142,665	100,526	(669,375)	(689,936)	108,575	103,075	177,608	198,608	
Other Items Affecting Working Capital	90,131	-	-	-	-	-	-	-	-	-	-
ENDING WORKING CAPITAL	\$ 1,075,149	\$ 1,158,065	\$ 1,158,066	\$ 1,175,675	\$ 506,300	\$ 485,739	\$ 594,314	\$ 697,389	\$ 874,997	\$ 1,073,605	

2019

670- Fleet/Mat. Management fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
670-0000-361-28-00 Charges:sales & services / Labor	-	-	-	-	-	-
670-0000-361-29-00 Charges:sales & services / Parts	(25)	-	-	-	-	-
670-0000-361-30-00 Charges:sales & services / Commer serv	-	-	-	-	-	-
670-0000-361-31-00 Charges:sales & services / 20% mark up	-	-	-	-	-	-
670-0000-361-32-00 Charges:sales & services / Mtrls mgmt-labor & o/h	341,668	350,000	169,416	350,000	350,000	350,000
670-0000-361-33-00 Charges:sales & services / Fuel charge adjustment	125,366	120,000	63,651	120,000	120,000	120,000
670-0000-361-36-00 Charges:sales & services / Sales	3,489,034	3,600,000	1,782,536	3,600,000	3,600,000	3,600,000
361	3,956,043	4,070,000	2,015,603	4,070,000	4,070,000	4,070,000
670-0000-373-01-00 Sale of property / Fixed assets	-	-	(8,345)	-	-	-
373	-	-	(8,345)	-	-	-
670-0000-374-17-00 Reimbursements / Fuel	-	-	-	-	-	-
374	-	-	-	-	-	-
670-0000-375-01-00 Miscellaneous / Recovery prior yr exp	3,052	-	6,677	-	-	-
670-0000-375-02-00 Miscellaneous / Insurance recoveries	-	-	-	-	-	-
670-0000-375-46-00 Miscellaneous / Sale of tires	36,962	20,000	3,501	20,000	20,000	20,000
670-0000-375-99-00 Miscellaneous / Other	555	-	150	-	-	-
375	40,568	20,000	10,329	20,000	20,000	20,000
670-0000-376-98-00 Contributions / Acquired assets-external	-	-	-	-	-	-
376	-	-	-	-	-	-
670-0000-381-01-00 Interest / Pool cash	-	-	-	-	-	-
670-0000-381-03-00 Interest / Certificate of deposit	-	-	-	-	-	-
381	-	-	-	-	-	-
670 Fleet / Material Management	\$ 3,996,611	\$ 4,090,000	\$ 2,017,587	\$ 4,090,000	\$ 4,090,000	\$ 4,090,000

City of McAllen, Texas
Inter-Departmental Service Fund
Expense Summary

	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm. 18-19	19-20	Four Year Plan		
							20-21	21-22	22-23	
<u>BY DEPARTMENT</u>										
Fleet Operations	\$ 3,817,618	\$ 3,763,003	\$ 3,761,460	\$ 3,807,779	\$ 4,538,158	\$ 4,558,719	\$ 3,727,658	\$ 3,733,158	\$ 3,749,625	\$ 3,742,625
Materials Management	131,099	172,772	174,315	170,135	148,767	148,767	148,767	148,767	162,767	148,767
TOTAL	\$ 3,948,718	\$ 3,935,775	\$ 3,935,775	\$ 3,977,914	\$ 4,686,925	\$ 4,707,486	\$ 3,876,425	\$ 3,881,925	\$ 3,912,392	\$ 3,891,392
<u>BY EXPENSE GROUP</u>										
Expenses:										
Personnel Services										
Salaries and Wages	\$ 765,089	\$ 897,929	\$ 896,577	\$ 761,628	\$ 897,649	\$ 897,649	\$ 897,649	\$ 897,649	\$ 963,253	\$ 963,253
Employee Benefits	290,977	286,642	287,994	288,466	297,572	318,133	297,572	297,572	321,435	321,435
Supplies	23,534	26,864	26,864	25,550	26,864	26,864	26,864	26,864	29,864	29,864
Other Services and Charges	2,794,478	2,522,000	2,522,000	2,714,680	2,522,000	2,522,000	2,522,000	2,522,000	2,522,000	2,522,000
Maint. and Repair Services	47,928	54,840	54,840	50,340	54,840	54,840	54,840	54,840	54,840	54,840
TOTAL OPERATING EXPENSES	3,922,006	3,788,275	3,788,275	3,840,664	3,798,925	3,819,486	3,798,925	3,798,925	3,891,392	3,891,392
Capital Outlay	26,712	147,500	147,500	137,250	888,000	888,000	77,500	83,000	21,000	-
TOTAL EXPENDITURES	\$ 3,948,718	\$ 3,935,775	\$ 3,935,775	\$ 3,977,914	\$ 4,686,925	\$ 4,707,486	\$ 3,876,425	\$ 3,881,925	\$ 3,912,392	\$ 3,891,392
<u>PERSONNEL</u>										
Fleet Operations	25	25	25	25	24	24	25	25	25	25
Materials Management	3	3	3	3	3	3	3	3	3	3
TOTAL PERSONNEL	28	28	28	28	27	27	28	28	28	28

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: FLEET OPERATIONS

		Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)	
COMPENSATION							
New Position	No. Positions	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total
1. CERTIFICATION PAY	14	2,080	29,120	-	-	5,576	34,696
2.	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-
Revisions							
1. PT PLUS - Administrative Clerk			(17,035)	-	-	(2,715)	(19,750)
2. Contingency			-	-	-	-	30,224
3. Contingency			-	-	-	-	(9,663)
4.	-	-	-	-	-	-	-
5.	-	-	-	-	-	-	-
Total Compensation & Benefits		\$ 1,033,711	\$ 12,085	\$ -	\$ -	\$ 2,861	\$ 14,946
							\$ 35,507
SUPPLIES							
	1. < Please select category >						
	2. < Please select category >						
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Supplies		\$ 24,114					\$ -
							\$ -
OTHER SERVICES & CHARGES							
	1. < Please select category >						
	2. < Please select category >						
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Other Services & Charges		\$ 2,517,300					\$ -
							\$ -
MAINTENANCE							
	1. < Please select category >						
	2. < Please select category >						
	3. < Please select category >						
	4. < Please select category >						
	5. < Please select category >						
Total Maintenance		\$ 49,450					\$ -
							\$ -
CAPITAL OUTLAY							
	** See Attached	Capital Outlay Request Form					
Total Capital Outlay							\$ 888,000
							\$ 888,000
TOTAL		\$ 3,624,575					\$ 902,947
							\$ 923,507

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2018-2019**

FUND: INTERNAL SERVICES
DEPARTMENT: FLEET OPERATIONS

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Auto Service Lift	\$10,000	3	\$30,000	20 yrs old; outdated and problematic
Tire Changer	\$6,000	1	\$6,000	Worn, near end of useful life, obsolete parts
Tire Balancer	\$6,000	1	\$6,000	Worn, near end of useful life, obsolete parts
Portable Radios	\$3,000	2	\$6,000	Replacements; costly repairs needed
Fuel Dispensers - Police Dept.	\$5,000	2	\$10,000	Problematic; near end of useful life
TOTAL			\$58,000	

Buildings/structures				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Shop Insulation	\$30,000	1	\$30,000	Existing insulation is deteriorated and falling from ceiling
Fleet Garage Expansion	\$800,000	1	\$800,000	Expansion needed to increase workspace and efficiencies
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$830,000	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$888,000
--------------------	------------------

2019
670-6002 Fleet operations

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
670-6002-471-60-01 Compensation / Exempt	144,294	145,660	70,722	145,660	144,294	144,294
670-6002-471-60-02 Compensation / Non-exempt	501,292	598,261	231,360	490,630	620,631	620,631
670-6002-471-60-06 Compensation / Part time	17,811	34,070	7,645	13,908	17,035	17,035
670-6002-471-60-10 Compensation / Overtime	5,662	8,000	7,845	5,800	8,000	8,000
670-6002-471-60-17 Compensation / Telephone	2,880	2,880	1,440	2,880	3,840	3,840
60	671,939	788,871	319,011	658,878	793,800	793,800
670-6002-471-61-30 Benefits / Social security	47,899	60,349	23,681	60,349	60,726	60,726
670-6002-471-61-36 Benefits / Retirement	51,121	62,220	26,400	62,220	63,107	63,107
670-6002-471-61-40 Benefits / Unemployment tax	489	4,275	2,800	4,275	432	432
670-6002-471-61-46 Benefits / Workers' comp-	19,117	19,309	8,541	19,309	23,539	23,539
670-6002-471-61-50 Benefits / Health cost	84,543	99,912	39,712	99,912	108,024	108,024
670-6002-471-61-52 Benefits / Life insurance	551	1,271	258	1,271	1,303	1,303
670-6002-471-61-53 Benefits / Retiree health ins (ARC)	7,724	6,763	3,764	6,763	6,763	6,763
670-6002-471-61-56 Benefits/Pension Cost-TMRS	103,508	-	-	-	-	-
670-6002-471-61-58 Benefits / TMRS benefits (contra)	(53,342)	-	-	-	-	-
61	261,612	254,099	105,155	254,099	263,894	263,894
670-6002-473-62-02 Supplies / Office	2,259	2,500	890	2,500	2,500	2,500
670-6002-473-62-04 Supplies / Operating	8,768	9,000	5,399	9,000	9,000	9,000
670-6002-473-62-12 Supplies / Small tools/minor equip-	2,865	3,500	634	3,500	3,500	3,500
670-6002-473-62-14 Supplies / Janitorial	626	714	211	600	714	714
670-6002-473-62-18 Supplies / Clothing & uniform	6,832	8,400	3,207	7,200	8,400	8,400
670-6002-473-62-20 Supplies / Chemical	-	-	-	-	-	-
62	21,351	24,114	10,342	22,800	24,114	24,114
670-6002-474-63-52 Other services & charges / Rental & contractual	3,710	5,300	1,565	3,200	5,300	5,300
670-6002-474-63-65 Other services & charges / Travel	6,389	12,000	2,718	6,500	12,000	12,000
670-6002-474-63-68 Other services & charges / Utilities-gas	-	-	-	-	-	-
670-6002-474-63-69 Other services & charges / Utilities-telephone	-	-	-	-	-	-
670-6002-474-63-70 Other services & charges / Utilities-water	-	-	-	-	-	-
670-6002-474-63-76 Other service & charges / Cost of goods sold	2,773,931	2,500,000	1,403,708	2,700,000	2,500,000	2,500,000
670-6002-474-63-77 Other services & charges / Purchases	-	-	-	-	-	-
670-6002-474-63-82 Other services & charges / "Unbilled charges"	-	-	-	-	-	-
670-6002-474-63-99 Other services & charges / Miscellaneous	6,738	-	1,040	2,080	-	-
63	2,790,767	2,517,300	1,409,032	2,711,780	2,517,300	2,517,300

2019
670-6002 Fleet operations

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
670-6002-475-65-08 Maintenance / Equipment	29,630	32,500	11,136	30,000	32,500	32,500
670-6002-475-65-10 Maintenance / Facilities	1,210	1,950	315	1,900	1,950	1,950
670-6002-475-65-16 Maintenance / Vehicles	8,682	7,000	4,625	7,000	7,000	7,000
670-6002-475-65-17 Maintenance / Fuel & lubricants	5,922	8,000	3,302	7,000	8,000	8,000
65	45,444	49,450	19,378	45,900	49,450	49,450
670-6002-476-66-10 Capital outlay / Buildings/structures	-	-	-	-	830,000	830,000
670-6002-476-66-14 Capital outlay / Vehicles	-	60,000	-	50,895	-	-
670-6002-476-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
670-6002-476-66-20 Capital outlay / Equipment	3,364	58,000	23,287	56,855	58,000	58,000
670-6002-476-66-22 Capital outlay / Computer-hardware	-	4,500	-	4,500	-	-
670-6002-476-66-24 Capital outlay / Computer-software	-	-	-	-	-	-
670-6002-476-66-30 Capital outlay / Imprv O/T buildings	-	-	-	-	-	-
670-6002-476-66-99 Capital outlay / Non-capitalized	21,542	-	-	-	-	-
66	24,907	122,500	23,287	112,250	888,000	888,000
670-6002 Fleet Operations	\$ 3,816,018	\$ 3,756,334	\$ 1,886,204	\$ 3,805,707	\$ 4,536,558	\$ 4,536,558

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
6002471	FLEET OPERATIONS	1			FLEET OPERATIONS MANAGER	FILLED	58,940
6002471	FLEET OPERATIONS	1			FLEET OPERATIONS SUPERVISOR	FILLED	42,677
6002471	FLEET OPERATIONS	<u>1</u>			FLEET OPERATIONS SUPERVISOR	FILLED	<u>42,677</u>
		3					144,294
6002471	FLEET OPERATIONS		1		APPRENTICE AUTO MECHANIC	FILLED	24,856
6002471	FLEET OPERATIONS		1		AUTO MECHANIC	FILLED	29,120
6002471	FLEET OPERATIONS		1		AUTO MECHANIC	FILLED	29,120
6002471	FLEET OPERATIONS		1		AUTO MECHANIC	FILLED	29,120
6002471	FLEET OPERATIONS		1		AUTO MECHANIC	FILLED	29,099
6002471	FLEET OPERATIONS		1		AUTO MECHANIC	FILLED	29,099
6002471	FLEET OPERATIONS		1		AUTO MECHANIC	UNFILLED	27,435
6002471	FLEET OPERATIONS		1		AUTO MECHANIC	UNFILLED	26,770
6002471	FLEET OPERATIONS		1		JOURNEY MECHANIC	FILLED	32,802
6002471	FLEET OPERATIONS		1		JOURNEY MECHANIC	FILLED	32,802
6002471	FLEET OPERATIONS		1		JOURNEY MECHANIC	FILLED	32,802
6002471	FLEET OPERATIONS		1		JOURNEY MECHANIC	UNFILLED	32,802
6002471	FLEET OPERATIONS		1		JOURNEY MECHANIC	UNFILLED	32,802
6002471	FLEET OPERATIONS		1		JOURNEY MECHANIC LEAD JOURNEYMAN AUTO	UNFILLED	32,802
6002471	FLEET OPERATIONS		1		MECHANIC	FILLED	35,568
6002471	FLEET OPERATIONS		1		SENIOR ADMINISTRATIVE CLERK	FILLED	26,894

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018**

6002471	FLEET OPERATIONS	1	SENIOR ADMINISTRATIVE CLERK	FILLED	26,915
6002471	FLEET OPERATIONS	1	SENIOR ADMINISTRATIVE CLERK	FILLED	26,915
6002471	FLEET OPERATIONS	1	AUTOMOTIVE SERVICE WRITER	FILLED	26,894
6002471	FLEET OPERATIONS	1	SERVICE WRITER	FILLED	26,894
6002471	FLEET OPERATIONS	<u> </u>	CERTIFICATION PAY	APPROVED	<u> 29,120</u>
		20			620,631
6002471	FLEET OPERATIONS	1	PART TIME - PLUS	FILLED	17,035
6002471	FLEET OPERATIONS	<u> </u>	PART TIME - PLUS	DELETED	<u> -</u>
		1			17,035
			OVERTIME		8,000
			TELEPHONE		3,840
					<u> 11,840</u>
CURRENT POSITIONS		24			793,800



Mission Statement:
 "To provide quality preventative and corrective maintenance services to city vehicles and equipment in a highly efficient and economical manner."

Department Summary											
Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 671,939	\$ 780,771	\$ 788,871	\$ 658,878	\$ 793,800	\$ 793,800	\$ 793,800	\$ 793,800	\$ 859,404	\$ 859,404	
Employee Benefits	261,612	252,940	254,099	254,099	263,894	263,894	263,894	263,894	287,757	287,757	
Supplies	21,351	24,114	24,114	22,800	24,114	24,114	24,114	24,114	27,114	27,114	
Other Services and Charges	2,790,767	2,517,300	2,517,300	2,711,780	2,517,300	2,517,300	2,517,300	2,517,300	2,517,300	2,517,300	
Maintenance	45,444	49,450	49,450	45,900	49,450	49,450	49,450	49,450	49,450	49,450	
Operations Subtotal	3,791,112	3,624,575	3,633,834	3,693,457	3,648,558	3,648,558	3,648,558	3,648,558	3,741,025	3,741,025	
Capital Outlay	24,907	122,500	122,500	112,250	888,000	888,000	77,500	83,000	7,000	-	
Operations & Capital Outlay Total	3,816,018	3,747,075	3,756,334	3,805,707	4,536,558	4,536,558	3,726,058	3,731,558	3,748,025	3,741,025	
Non-Departmental Insurance											
Insurance	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	
Contingency	-	14,328	3,526	-	-	30,224	-	-	-	-	
Workers' Comp. - Loss Run Ratio				472		(9,663)					
Total Expenditures	\$ 3,817,618	\$ 3,763,003	\$ 3,761,460	\$ 3,807,779	\$ 4,538,158	\$ 4,558,719	\$ 3,727,658	\$ 3,733,158	\$ 3,749,625	\$ 3,742,625	
PERSONNEL											
Exempt	3	3	3	3	3	3	3	3	3	3	
Non-Exempt	20	20	20	20	20	20	20	20	20	20	
Part-Time	2	2	2	2	1	1	1	1	1	1	
Total Positions Authorized	25	25	25	25	24	24	24	24	24	24	
Resources											
	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Related Revenue Generated	\$ 3,654,968	3,740,000	3,740,000	3,740,000	3,740,000	3,740,000	3,635,000	3,635,000	3,740,000	3,740,000	

Contact Us:

Elvira Alonzo, CPM
 Director of Public Works
 4201 N. Bentsen Road
 McAllen, TX 78504
 (956) 681-4000

MAJOR FY 18-19 GOALS

- 1.) Decrease number of outsourced jobs to private sector by 5%.
- 2.) Perform cost per mile study on City vehicles by class to help identify driver and or vehicle issues
- 3.) Reduce new and replacement vehicle requests by 20% utilizing the vehicle replacement policy.

Performance Measures				
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19
Inputs:				
Number of full time employees	23	23	23	23
Department Expenditures	\$ 3,817,618	\$ 3,763,003	\$ 3,807,779	\$ 4,558,719
Number of mechanics (FTE)	13	14	14	14
Number of mechanics (PT)	1	1	1	1
Outputs:				
In house labor	\$ 643,746	\$ 700,000	\$ 570,000	\$ 700,000
In house parts	\$ 1,904,672	\$ 1,700,000	\$ 1,876,000	\$ 1,700,000
Outsourced parts & labor	\$ 1,186,179	\$ 1,100,000	\$ 1,450,000	\$ 1,100,000
Number of State Inspections on City fleet units conducted in house	438	500	435	500
City fleet serviced (vehicles/equipment)	942	900	853	855
Number of purchase orders processed	1,712	1,700	1,750	1,700
Work orders created	9,768	10,000	10,300	10,000
Jobs completed	14,740	14,000	15,000	15,000
Total hours for in-house labor billed to departments.	12,150	13,000	11,000	13,000
Effectiveness Measures:				
Fleet units in operation	94%	95%	95%	95%
Number of vehicles per mechanic (FTE)	72	70	66	66
Internal Customer Survey - Overall Quality of Service	N/P	90%	N/P	90%
Efficiency Measures:				
Number of jobs completed per mechanic (FTE)	1,228	1,200	1,250	1,200
Savings on billable hours (in-house vs private sector)	\$ 571,050	\$ 545,000	\$ 517,000	\$ 575,000
Hours billed as a percentage of hours available	69%	75%	72%	75%
Cost per mechanic hour billed	\$ 53.00	\$ 53.00	\$ 53.00	\$ 53.00

Description:

The Fleet Operations Department is a division of Public Works. Through its staff of twenty five (25) employees the department strives to provide responsive preventive and corrective maintenance services for all city fleet vehicles and equipment.

N/A=Not Available, N/P=Not Provided

* Percent Excellent or Good

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: MATERIALS MANAGEMENT

		Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)	
COMPENSATION							
New Position	No. Positions	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total
1.	-	-	-	-	-	-	-
2.	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-
Revisions							
1.	-	-	-	-	-	-	-
2.	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-
5.	-	-	-	-	-	-	-
Total Compensation & Benefits		\$ 136,532	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES							
1.	< Please select category >						
2.	< Please select category >						
3.	< Please select category >						
4.	< Please select category >						
5.	< Please select category >						
Total Supplies		\$ 2,750				\$ -	\$ -
OTHER SERVICES & CHARGES							
1.	< Please select category >						
2.	< Please select category >						
3.	< Please select category >						
4.	< Please select category >						
5.	< Please select category >						
Total Other Services & Charges		\$ 3,100				\$ -	\$ -
MAINTENANCE							
1.	< Please select category >						
2.	< Please select category >						
3.	< Please select category >						
4.	< Please select category >						
5.	< Please select category >						
Total Maintenance		\$ 5,390				\$ -	\$ -
CAPITAL OUTLAY							
	** See Attached	Capital Outlay Request Form					
Total Capital Outlay						\$ -	\$ -
TOTAL		\$ 147,772				\$ -	\$ -

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2018-2019**

FUND: INTERNAL SERVICES
DEPARTMENT: MATERIALS MANAGEMENT

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

Grand Total	\$0
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2019

670-6004 Materials management

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
670-6004-471-60-01 Compensation / Exempt	43,405	43,132	21,332	43,132	42,682	42,682
670-6004-471-60-02 Compensation / Non-exempt	49,394	58,828	28,702	58,098	58,947	58,947
670-6004-471-60-10 Compensation / Overtime	352	1,500	197	800	1,500	1,500
670-6004-471-60-17 Compensation / Telephone	-	720	-	720	720	720
60	93,151	104,180	50,231	102,750	103,849	103,849
670-6004-471-61-30 Benefits / Social security	6,767	7,855	3,879	7,855	7,944	7,944
670-6004-471-61-36 Benefits / Retirement	7,116	8,214	4,120	8,214	8,256	8,256
670-6004-471-61-40 Benefits / Unemployment tax	27	684	451	684	54	54
670-6004-471-61-46 Benefits / Workers' comp-	5,203	4,283	3,489	4,283	6,268	6,268
670-6004-471-61-50 Benefits / Health cost	10,096	11,784	4,900	11,784	10,080	10,080
670-6004-471-61-52 Benefits / Life insurance	80	175	43	175	176	176
670-6004-471-61-53 Benefits / Retiree health ins (ARC)	1,028	900	496	900	900	900
670-6004-471-61-56 Benefits/Pension Cost-TMRS	6,045	-	-	-	-	-
670-6004-471-61-58 Benefits / TMRS benefits (contra)	(6,997)	-	-	-	-	-
61	29,366	33,895	17,377	33,895	33,678	33,678
670-6004-473-62-02 Supplies / Office	1,047	1,500	125	1,500	1,500	1,500
670-6004-473-62-18 Supplies / Clothing & uniform	1,136	1,250	515	1,250	1,250	1,250
62	2,183	2,750	640	2,750	2,750	2,750
670-6004-474-63-52 Other services & charges / Rental & contractual	2,056	2,500	467	1,200	2,500	2,500
670-6004-474-63-64 Other services & charges / Training	-	500	-	-	500	500
670-6004-474-63-76 Other service & charges / Cost of goods sold	-	-	-	-	-	-
670-6004-474-63-82 Other services & charges / "Unbilled charges"	-	-	-	-	-	-
670-6004-474-63-99 Other services & charges / Miscellaneous	55	100	20	100	100	100
63	2,111	3,100	487	1,300	3,100	3,100
670-6004-475-65-08 Maintenance / Equipment	581	1,950	211	1,000	1,950	1,950
670-6004-475-65-10 Maintenance / Facilities	512	1,900	34	1,900	1,900	1,900
670-6004-475-65-16 Maintenance / Vehicles	547	450	82	450	450	450
670-6004-475-65-17 Maintenance / Fuel & lubricants	844	1,090	491	1,090	1,090	1,090
65	2,484	5,390	818	4,440	5,390	5,390

2019
670-6008 Contingency

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
670-6008-471-61-97 Benefits / Contingency workers comp loss run ratio				472		(9,663)
670-6008-471-61-99 Benefits / Contingency	-	3,526	-	-	-	30,224
61	-	3,526	-	472	-	20,561
670-6008 Contingency	\$ -	\$ 3,526	\$ -	\$ 472	\$ -	\$ 20,561

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
6004	MATERIAL MANAGEMENT	<u>1</u>			SUPERVISOR	FILLED	<u>42,682</u>
		1					42,682
6004	MATERIAL MANAGEMENT		1	Reclass frm Admin Clerk	WAREHOUSE TECHNICIAN	FILLED	26,894
6004	MATERIAL MANAGEMENT		<u>1</u>		WAREHOUSE CREW LEADER	FILLED	<u>32,053</u>
			3				58,947
					OVERTIME		1,500
					TELEPHONE		<u>720</u>
							2,220
	CURRENT POSITIONS		4				103,849

Mission Statement:	Department Summary										
	Expenditure Detail:										
	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm 18-19	Four Year Plan				
						19-20	20-21	21-22	22-23		
Our mission is to have dedicated individuals who maintain accurate inventory controls while providing prompt and courteous assistance to the City of McAllen, McAllen Public Utilities employees, and Material Suppliers.	Personnel Services										
	Salaries and Wages	\$ 93,151	\$ 102,830	\$ 104,180	\$ 102,750	\$ 103,849	\$ 103,849	\$ 103,849	\$ 103,849	\$ 103,849	\$ 103,849
	Employee Benefits	29,366	33,702	33,895	33,895	33,678	33,678	33,678	33,678	33,678	33,678
	Supplies	2,183	2,750	2,750	2,750	2,750	2,750	2,750	2,750	2,750	2,750
	Other Services and Charges	2,111	3,100	3,100	1,300	3,100	3,100	3,100	3,100	3,100	3,100
	Maintenance	2,484	5,390	5,390	4,440	5,390	5,390	5,390	5,390	5,390	5,390
	Operations Subtotal	129,294	147,772	149,315	145,135	148,767	148,767	148,767	148,767	148,767	148,767
	Capital Outlay	1,805	25,000	25,000	25,000	-	-	-	-	14,000	-
	Total Expenditures	\$ 131,099	\$ 172,772	\$ 174,315	\$ 170,135	\$ 148,767	\$ 148,767	\$ 148,767	\$ 148,767	\$ 162,767	\$ 148,767
	PERSONNEL										
	Exempt	1	1	1	1	1	1	1	1	1	1
	Non-Exempt	2	2	2	2	2	2	2	2	2	2
	Part-Time	-	-	-	-	-	-	-	-	-	-
	Total Positions Authorized	3	3	3	3	3	3	3	3	3	3
	Resources										
	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recommend 18-19	19-20	Four Year Plan		22-23	
Related Revenue Generated	\$ 341,668	350,000	350,000	350,000	350,000	350,000	350,000	350,000	350,000	350,000	

Contact Us:

Elvira Alonzo, CPM
Director of Public Works
4201 N. Bentsen Road
McAllen, TX 78504
(956) 681-4000

MAJOR FY 18-19 GOALS

- 1.) Utilization of purchasing co-operatives to streamline award of supply contracts and eliminate line-item contracting.
- 2.) Establish a ready-built hydraulic hose inventory and investigate consignment opportunities.
- 3.) Perform an inventory study to identify and eliminate low turn-over product lines.

Material Management

Performance Measures					Description:
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19	
Inputs:					Our division, has (1) Supervisor, (1) Lead Warehouse Technician, and (1) Warehouse Technician that strive to maintain accurate inventory controls. We provide prompt and courteous assistance as we issue inventory to City of McAllen and McAllen Public Utilities employees. We conduct inventory (2) times a year and replenish inventory on an "as needed" basis.
Number of full time employees	3	3	3	3	
Department Expenditures	\$ 131,099	\$ 172,772	\$ 170,135	\$ 148,767	
Number of departments	57	57	57	57	
Inventory	\$ 303,764	\$ 300,000	\$ 285,000	\$ 275,000	
Outputs:					
Number of Issue Slips	15,764	11,000	11,500	11,000	
Number of Issue Slip Transactions	31,161	28,000	25,500	26,000	
Number of Items Issued	134,112	147,000	124,000	120,000	
Total Yearly Sales - "Issue Tickets"	\$ 2,367,897	\$ 2,300,000	\$ 2,320,000	\$ 2,300,000	
Number of fleet items issued	N/A	N/A	23,300	\$ 23,000	
Total fleet sales	N/A	N/A	\$ 1,880,000	\$ 1,800,000	
Effectiveness Measures:					
Total Yearly Purchases - "Receipts"	\$ 2,021,616	\$ 2,400,000	\$ 2,000,000	\$ 2,200,000	
Number of Receipts	5,091	4,700	4,800	4,500	
Number of Receipts Transaction	10,567	10,000	8,500	8,500	
Number of Items Received	132,704	138,000	119,000	120,000	
Efficiency Measures:					
Number of issuances/receipts per employee	6,952	5,233	5,433	5,167	
Number of transactions per employee	13,909	12,667	11,333	11,500	
Number of Items Handled per employee	88,939	95,000	81,000	80,000	
Sales & Receipts per employee (dollars)	\$ 1,463,171	\$ 1,566,667	\$ 1,440,000	\$ 1,500,000	

*N/A=Not Available, N/P=Not Provided

2019

670-6064 General insurances

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
670-6064-474-63-17 Other services & charges / Employee bond	-	-	-	-	-	
670-6064-474-63-24 Other services & charges / Ins--auto liabillity	-	-	-	-	-	
670-6064-474-63-25 Other services & charges / Ins--boiler & machinery	-	-	-	-	-	
670-6064-474-63-26 Other services & charges / Ins--error & ommission	-	-	-	-	-	
670-6064-474-63-27 Other services & charges / Ins--real/personal prop	-	-	-	-	-	
670-6064-474-63-29 Other services & charges / Ins--liability	1,600	1,600	798	1,600	1,600	1,600
670-6064-474-63-30 Other services & charges / Ins--mobile equip-	-	-	-	-	-	
670-6064-474-63-33 Other services & charges / Ins--workers comp- exce	-	-	-	-	-	
670-6064-474-63-45 Other services & charges / Professional	-	-	-	-	-	
63	1,600	1,600	798	1,600	1,600	1,600
670-6064 General Insurance	\$ 1,600	\$ 1,600	\$ 798	\$ 1,600	\$ 1,600	\$ 1,600

2019
670-6008 Contingency

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
670-6008-471-61-97 Benefits / Contingency workers comp loss run ratio	-	3,526	-	-	-	(9,663)
670-6008-471-61-99 Benefits / Contingency	-	3,526	-	-	-	30,224
61	-	3,526	-	-	-	20,561
670-6008 Contingency	\$ -	\$ 3,526	\$ -	\$ -	\$ -	\$ 20,561

2019
670-9010 Non-departmental

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
670-9010-477-68-02 Depreciation / Expense 68				-	-	
670-9010-477-89-01 Other expenses / Fixed assets (contra)				-	-	
670-9010-477-89-63 Other expenses / Inventory/fuel	-	-	-	-	-	
670-9010-477-89-64 Other expenses / Inventory/materials mgmt 89	(11,715)	-	7,790	-	-	
	(15,079)	-	(5,799)	-	-	
670-9010-499-74-78 Operating transfers out / Health insurance fund 74	6,567	11,560	5,778	11,560	72,450	72,450
	6,567	11,560	5,778	11,560	72,450	72,450
670-9010	\$ 57,949	\$ 11,560	\$ 22,264	\$ 11,560	\$ 72,450	\$ 72,450

**City of McAllen, Texas
General Depreciation Fund
Working Capital Summary**

	Actual 16-17	Original Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm 18-19	19-20	Four Year Plan		
								20-21	21-22	22-23
RESOURCES										
BEGINNING WORKING CAPITAL	\$ 6,818,647	\$ 8,339,014	\$ 8,339,014	\$ 10,609,741	\$ 12,088,755	\$ 12,088,755	\$ 13,643,945	\$ 14,197,300	\$ 14,759,293	\$ 15,052,107
Revenues:										
Rentals - General Fund	2,814,072	2,773,473	2,773,473	2,773,473	2,881,159	2,756,085	3,456,148	3,669,786	3,984,813	3,773,899
Other	1,443,770	-	-	-	-	-	-	-	-	-
Interest Earned	180,439	-	-	-	-	-	-	-	-	-
Total Revenue	4,438,281	2,773,473	2,773,473	2,773,473	2,881,159	2,756,085	3,456,148	3,669,786	3,984,813	3,773,899
Capital Contributions	-	-	-	-	-	-	-	-	-	-
Total Revenues and Transfers	4,438,281	2,773,473	2,773,473	2,773,473	2,881,159	2,756,085	3,456,148	3,669,786	3,984,813	3,773,899
TOTAL RESOURCES	\$ 11,256,928	\$ 11,112,487	\$ 11,112,487	\$ 13,383,214	\$ 14,969,914	\$ 14,844,840	\$ 17,100,093	\$ 17,867,086	\$ 18,744,106	\$ 18,826,006
APPROPRIATIONS										
Capital Outlay for General Fund:										
Vehicles	\$ 1,091,140	\$ 3,389,000	\$ 3,389,000	\$ 1,791,564	\$ 1,698,000	\$ 1,698,000	\$ 3,298,000	\$ 3,503,000	\$ 3,692,000	\$ 1,210,000
Equipment	-	-	-	-	-	-	-	-	-	-
TOTAL APPROPRIATIONS	1,091,140	3,389,000	3,389,000	1,791,564	1,698,000	1,698,000	3,298,000	3,503,000	3,692,000	1,210,000
Revenues over/(under) Expenses	3,347,140	(615,527)	(615,527)	981,909	1,183,159	1,058,085	158,148	166,786	292,813	2,563,899
Other items affecting Working Capital	(53,151)	-	-	-	-	-	-	-	-	-
Toll Bridge Fund Loan Payment	101,898	101,898	101,898	101,898	101,898	101,898	-	-	-	-
Airport Fund Loan Payment	395,206	395,206	395,206	395,206	395,206	395,206	395,206	395,206	-	-
ENDING WORKING CAPITAL	\$ 10,609,741	\$ 8,220,592	\$ 8,220,592	\$ 12,088,755	\$ 13,769,019	\$ 13,643,945	\$ 14,197,300	\$ 14,759,293	\$ 15,052,107	\$ 17,616,007

**City of McAllen, Texas
Health Insurance Fund
Working Capital Summary**

	Actual 16-17	Original Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Department Request 18-19	City Mgr Recomm. 18-19	Four Year Plan			
							19-20	20-21	21-22	22-23
RESOURCES										
BEGINNING WORKING CAPITAL	\$ (1,095,714)	\$ 533,974	\$ 533,974	\$ (1,237,695)	\$ (3,370,737)	\$ (3,370,737)	\$ 55,147	\$ (1,827,797)	\$ (3,744,641)	\$ (5,891,525)
Revenues:										
Contributions:										
General Fund	4,727,808	4,725,700	4,725,700	4,757,568	4,757,568	4,757,568	4,642,148	4,642,148	4,725,700	4,757,568
CDBG	3,640	5,562	5,562	6,720	6,720	6,720	3,360	3,360	3,360	6,720
Downtown Services Fund	34,440	31,920	31,920	47,368	47,368	47,368	37,240	37,240	31,920	47,368
Water Fund	517,544	513,125	513,125	516,718	516,718	516,718	498,880	498,880	513,125	516,718
Sewer Fund	315,527	313,078	313,078	316,840	316,840	316,840	326,932	326,932	313,078	316,840
Sanitation Fund	563,681	562,674	562,674	568,810	568,810	568,810	578,582	578,582	562,674	568,810
Palm View Golf Course Fund	48,956	49,936	49,936	45,736	45,736	45,736	49,096	49,096	49,936	45,736
Convention Center Fund	144,270	150,943	150,943	154,284	154,284	154,284	129,108	129,108	150,943	154,284
Airport Fund	140,089	143,023	143,023	139,249	139,249	139,249	135,308	135,308	143,023	139,249
Transit System Fund	22,475	22,614	22,614	24,575	24,575	24,575	14,046	14,046	22,614	24,575
Toll Bridge Fund	125,174	120,922	120,922	115,530	115,530	115,530	96,648	96,648	120,922	115,530
McAllen Express Transit Fund	135,438	136,210	136,210	125,660	125,660	125,660	138,374	138,374	136,210	125,660
Anzalduas Crossing	34,202	33,694	33,694	34,710	34,710	34,710	32,980	32,980	33,694	34,710
Fleet/mat. Mgm't Fund	94,717	100,176	100,176	89,224	89,224	89,224	92,280	92,280	100,176	89,224
General Insurance Fund	21,641	24,022	24,022	23,006	23,006	23,006	22,634	22,634	24,022	23,006
Life insurance (all funds)	59,282	59,053	59,053	58,810	58,810	58,810	54,466	54,466	59,053	58,810
Health ins. Admin	24,109	22,776	22,776	28,650	28,650	28,650	49,064	49,064	22,776	28,650
Employees	2,158,886	2,174,350	2,174,350	2,226,860	2,226,860	2,226,860	2,183,784	2,183,784	2,174,350	2,226,860
Other Agencies	725,067	730,384	730,384	703,241	703,241	703,241	876,520	876,520	730,384	703,241
Other	1,435,075	268,187	268,187	251,129	212,600	254,481	362,166	364,566	268,787	212,600
Interest Earned	10,640	3,930	3,930	3,930	3,930	3,930	1,408	1,408	-	3,930
Total Revenue:	11,342,660	10,192,279	10,192,279	10,238,618	10,200,090	10,241,970	10,325,024	10,327,424	10,186,746	10,200,090
Transfer in:										
General Fund	329,581	-	-	-	3,636,305	1,818,152	-	-	-	-
CDBG	-	-	-	-	13,800	-	-	-	-	-
Downtown Services Fund	5,941	-	-	-	65,550	65,550	-	-	-	-
Water Fund	42,839	75,414	75,414	75,414	472,651	472,651	-	-	-	-
Sewer Fund	24,390	42,936	42,936	42,936	269,100	269,100	-	-	-	-
Sanitation Fund	41,276	72,662	72,662	72,662	455,401	455,401	-	-	-	-
Palm View Golf Course Fund	4,065	7,156	7,156	7,156	44,850	44,850	-	-	-	-
Civic Center Fund	323,561	-	-	-	-	-	-	-	-	-
Convention Center Fund	10,632	18,716	18,716	18,716	117,300	117,300	-	-	-	-
Airport Fund	10,632	18,716	18,716	18,716	117,300	117,300	-	-	-	-
Transit System Fund	1,563	31,376	31,376	31,376	17,251	17,251	-	-	-	-
Toll Bridge Fund	8,443	14,863	14,863	14,863	93,150	93,150	-	-	-	-
McAllen Express Transit Fund	10,319	-	-	-	113,850	113,850	-	-	-	-
Anzalduas Crossing	2,502	4,404	4,404	4,404	27,600	27,600	-	-	-	-
Fleet/mat. Mgm't Fund	6,567	11,560	11,560	11,560	72,450	72,450	-	-	-	-
Workmans Compensation Fund	1,500,000	1,080,192	1,080,192	1,080,192	500,000	2,331,952	-	-	-	-
Retiree Health Fund	-	-	-	-	-	-	-	-	-	-
Total Transfer in:	2,322,311	1,377,995	1,377,995	1,377,995	6,016,558	6,016,557	-	-	-	-
Total Revenues and Transfers in	\$ 13,664,969	\$ 11,570,274	\$ 11,570,274	\$ 11,616,613	\$ 16,216,648	\$ 16,258,527	\$ 10,325,024	\$ 10,327,424	\$ 10,186,746	\$ 10,200,090
TOTAL RESOURCES	\$ 12,569,255	\$ 12,104,248	\$ 12,104,248	\$ 10,378,918	\$ 12,845,911	\$ 12,887,790	\$ 10,380,171	\$ 8,499,627	\$ 6,442,106	\$ 4,308,564
APPROPRIATIONS										
Operating Expenses:										
Administration	479,887	449,644	449,644	475,373	537,041	545,720	498,141	498,141	498,141	520,653
Admin Cost	1,656,091	1,494,060	1,494,060	1,710,536	1,072,602	1,072,602	1,561,487	1,597,787	1,686,599	1,072,602
Life Insurance Premiums	58,828	50,000	50,000	60,000	60,000	60,000	50,000	50,000	50,000	60,000
Health Claims	11,560,381	10,107,780	10,107,780	11,503,746	11,154,321	11,154,321	10,098,340	10,098,340	10,098,891	11,154,321
Total Operations	13,755,187	12,101,484	12,101,484	13,749,655	12,823,964	12,832,643	12,207,968	12,244,268	12,333,631	12,807,576
TOTAL APPROPRIATIONS	13,755,187	12,101,484	12,101,484	13,749,655	12,823,964	12,832,643	12,207,968	12,244,268	12,333,631	12,807,576
Revenues Over / Under Expenses	(90,218)	(531,210)	(531,210)	(2,133,042)	3,392,684	3,425,884	(1,882,944)	(1,916,844)	(2,146,885)	(2,607,486)
Other Items Affecting Working Capital	(51,763)	-	-	-	-	-	-	-	-	-
ENDING WORKING CAPITAL	\$ (1,237,695)	\$ 2,764	\$ 2,764	\$ (3,370,737)	\$ 21,947	\$ 55,147	\$ (1,827,797)	\$ (3,744,641)	\$ (5,891,525)	\$ (8,499,012)

2019

680- Health Insurance fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
680-0000-373-01-00 Other revenues /Sale of property - fixed assets	-	-	(8,696)	-	-	-
373	-	-	(8,696)	-	-	-
680-0000-374-12-00 Reimbursements / Cobra	-	-	-	-	-	-
680-0000-374-13-00 Reimbursements / Claims aggregate excess	-	-	-	-	-	-
680-0000-374-14-00 Reimbursements / Specific stop loss	-	-	-	-	-	-
374	-	-	-	-	-	-
680-0000-375-01-00 Miscellaneous / Recovery prior yr exp	1,166,542	-	-	-	-	-
680-0000-375-02-00 Miscellaneous / Insurance recoveries	-	-	-	-	-	-
680-0000-375-03-00 Miscellaneous / Vending machine commission	1,754	1,000	585	1,000	1,000	1,000
680-0000-375-54-00 Miscellaneous / Employee health recovery	-	-	(1,052)	-	-	-
680-0000-375-55-00 Miscellaneous / Agency admin fees	150,562	170,000	54,282	108,000	94,502	94,502
680-0000-375-99-00 Miscellaneous / Other	14,405	5,000	7,868	8,000	25,000	25,000
375	1,333,264	176,000	61,683	117,000	120,502	120,502
680-0000-376-01-00 Contributions / General fund	4,727,808	4,725,700	2,378,784	4,757,568	4,757,568	4,757,568
680-0000-376-05-00 Contributions / CDBG	3,640	5,562	3,360	6,720	6,720	6,720
680-0000-376-10-00 Contributions / Downtown services fund	34,440	31,920	23,684	47,368	47,368	47,368
680-0000-376-30-00 Contributions / Water fund	517,544	513,125	258,359	516,718	516,718	516,718
680-0000-376-40-00 Contributions / Sewer fund	315,527	313,078	158,420	316,840	316,840	316,840
680-0000-376-50-00 Contributions / Sanitation fund	563,681	562,674	284,405	568,810	568,810	568,810
680-0000-376-51-00 Contributions / Palm view golf course fd-	48,956	49,936	22,868	45,736	45,736	45,736
680-0000-376-52-00 Contributions / Convention center fund	144,270	150,943	77,142	154,284	154,284	154,284
680-0000-376-54-00 Contributions / McAllen int'l civic ctr-	-	-	-	-	-	-
680-0000-376-56-00 Contributions / McAllen int'l airport fd-	140,089	143,023	69,624	139,249	139,249	139,249
680-0000-376-58-00 Contributions / Transit system	22,475	22,614	12,288	24,575	24,575	24,575
680-0000-376-60-00 Contributions / McAllen int'l toll bridge	125,174	120,922	57,765	115,530	115,530	115,530
680-0000-376-62-00 Contributions / McAllen Express	135,438	136,210	62,830	125,660	125,660	125,660
680-0000-376-65-00 Contributions / Anzalduas intl crossing	34,202	33,694	17,355	34,710	34,710	34,710
680-0000-376-66-00 Contributions / Fleet/mat- mgm't fund	94,717	100,176	44,612	89,224	89,224	89,224
680-0000-376-68-00 Contributions / General insurances admin	21,641	24,022	11,503	23,006	23,006	23,006
680-0000-376-71-00 Contributions / Grp term life insurance	59,282	59,053	29,405	58,810	58,810	58,810
680-0000-376-72-00 Contributions / Health ins	24,109	22,776	14,325	28,650	28,650	28,650
680-0000-376-74-00 Contributions / Cobra	12,706	4,284	19,264	38,529	38,529	38,529
680-0000-376-76-00 Contributions / Employees	2,158,886	2,174,350	1,113,430	2,226,860	2,226,860	2,226,860
680-0000-376-78-00 Contributions / Agency premiums	725,067	730,384	351,620	703,241	703,241	703,241
680-0000-376-79-00 Contributions / Retirees	300	-	-	-	-	-
680-0000-376-83-00 Contributions/ Agency: ACA reinsurance fees	6,777	6,777	-	-	-	-
680-0000-376-84-00 Contributions / Agency: ACA compar effect fees	553	426	-	450	450	450
680-0000-376-85-00 Contributions / Spousal surcharge fee	81,475	80,700	47,575	95,150	95,000	95,000
376	9,998,756	10,012,349	5,058,619	10,117,688	10,117,538	10,117,538

2019

680- Health Insurance fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
680-0000-381-01-00 Interest / Pool cash	-	-	-	-	-	-
680-0000-381-02-00 Interest / Texpool	4,755	2,388	2	3,930	-	3,930
680-0000-381-03-00 Interest / Certificate of deposit	-	-	-	-	-	-
680-0000-381-04-00 Interest / Other investments	5,885	1,541	-	-	-	-
680-0000-381-20-00 Interest / Gain/loss sale of invest- 381	-	-	-	-	-	-
	10,640	3,929	2	3,930	-	3,930
680-0000-391-01-00 Operating transfers in / Toll bridge fund	8,443	14,863	7,428	14,863	93,150	93,150
680-0000-391-02-00 Operating transfers in / Airport fund	10,632	18,716	9,354	18,716	117,300	117,300
680-0000-391-04-00 Operating transfers in / General fund	329,581	-	-	-	3,636,305	1,818,152
680-0000-391-06-00 Operating transfers in / Water fund	42,839	75,414	37,704	75,414	472,651	472,651
680-0000-391-08-00 Operating transfers in / Sewer fund	24,390	42,936	21,468	42,936	269,100	269,100
680-0000-391-24-00 Operating transfers in / Downtown services fd	5,941	-	-	-	65,550	65,550
680-0000-391-26-00 Operating transfers in / Palm view golf course fd	4,065	7,156	3,576	7,156	44,850	44,850
680-0000-391-39-00 Operating transfers in / General insurance fund	1,500,000	1,080,192	540,096	1,080,192	500,000	2,331,952
680-0000-391-50-00 Operatings transfers in / Sanitation fund	41,276	72,662	36,330	72,662	455,401	455,401
680-0000-391-56-00 Operating transfers in / Civic center fund	323,561	-	-	-	-	-
680-0000-391-58-00 Operating transfers in / Convention ctr fund	10,632	18,716	9,354	18,716	117,300	117,300
680-0000-391-67-00 Operating transfers in / Anzalduas Bridge fd	2,502	4,404	2,202	4,404	27,600	27,600
680-0000-391-68-00 Operating transfers in / McAllen express fund	10,319	-	-	-	113,850	113,850
680-0000-391-75-00 Operating transfers in / Transit system fd	1,563	31,376	15,684	31,376	17,251	17,251
680-0000-391-82-00 Operating transfers in / Retiree health insur fd	-	-	-	-	-	-
680-0000-391-83-00 Operating transfers in / Fleet/materials mgmt fd 391	6,567	11,560	5,778	11,560	72,450	72,450
	2,322,311	1,377,995	688,974	1,377,995	6,002,758	6,016,557
680 Health Insurance	\$ 13,664,971	\$ 11,570,273	\$ 5,800,582	\$ 11,616,613	\$ 16,240,798	\$ 16,258,527

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2018-2019**

FUND: Health Fund
DEPARTMENT: Employee Benefits Department

Computer-Software				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Worxtime Software Annual Fee	\$1	26000	\$26,000	In-force (current) system for ACA compliance licensing fee. License for software for (2) computer replacements.
Office 16	\$250	2	\$500	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	* Moved to Maintenance - computer software account

Equipment				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
In Body Analysis Machine	\$10,500	1	\$10,500	New resource request for Wellness Division
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$10,500	

Computer-Hardware				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Computer & Monitor	\$950	2	\$1,900	Replacement of (2) computer/monitors for staff.
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$1,900	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$12,400
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2019

680-6068 Health Ins - Adm.

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
680-6068-471-60-01 Compensation / Exempt	74,765	81,953	41,177	82,355	143,443	143,443
680-6068-471-60-02 Compensation / Non-exempt	168,093	175,808	85,810	171,677	136,534	136,534
680-6068-471-60-10 Compensation / Overtime	2,916	3,500	562	3,000	3,500	3,500
680-6068-471-60-14 Compensation / Car allowance	6,000	7,800	3,000	6,000	7,800	7,800
680-6068-471-60-17 Compensation / Telephone	2,400	2,400	1,200	2,400	2,400	2,400
60	254,174	271,461	131,749	265,432	293,677	293,677
680-6068-471-61-30 Benefits / Social security	17,747	20,040	9,709	19,418	22,467	22,467
680-6068-471-61-36 Benefits / Retirement	19,467	20,662	10,896	21,792	23,347	23,347
680-6068-471-61-40 Benefits / Unemployment tax	61	1,026	924	-	108	108
680-6068-471-61-46 Benefits / Workers' comp-	783	573	431	678	908	908
680-6068-471-61-50 Benefits / Health cost	24,109	27,840	14,325	28,650	27,840	27,840
680-6068-471-61-52 Benefits / Life insurance	183	426	97	196	467	467
680-6068-471-61-53 Benefits / Retiree health ins (ARC)	2,588	2,227	1,296	2,591	2,227	2,227
61	64,939	72,794	37,678	73,325	77,364	77,364
680-6068-473-62-02 Supplies / Office	3,606	3,000	1,684	-	3,500	3,500
62	3,606	3,000	1,684	-	3,500	3,500
680-6068-474-63-14 Other services & charges / Dues & subscriptions	1,931	1,000	1,757	1,757	2,000	2,000
680-6068-474-63-23 Other services & charges / Online/svc/network	912	540	212	540	540	540
680-6068-474-63-45 Other services & charges / Professional	13,199	4,250	-	4,250	13,000	13,000
680-6068-474-63-52 Other services & charges / Rental & contractual	19,512	12,750	9,419	20,000	21,750	21,750
680-6068-474-63-60 Other service and charges / Special events	76,941	70,000	21,650	70,000	70,000	70,000
680-6068-474-63-64 Other services & charges / Training	10,372	5,000	3,875	5,000	7,500	7,500
680-6068-474-63-65 Other services & charges / Travel	8,463	8,000	3,131	8,000	8,000	8,000
680-6068-474-63-99 Other services & charges / Miscellaneous	(226)	810	570	810	810	810
63	131,104	102,350	40,614	110,357	123,600	123,600
680-6068-475-65-04 Maintenance / Computer software	-	-	-	-	-	26,500
65	-	-	-	-	-	26,500
680-6068-476-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	10,500	10,500
680-6068-476-66-22 Capital outlay / Computer-hardware	-	-	-	-	1,900	1,900
680-6068-476-66-24 Capital outlay / Computer-software	-	-	-	26,065	26,500	-
680-6068-476-66-99 Capital outlay / Non-capitalized	26,065	-	-	-	-	-
66	26,065	-	-	26,065	38,900	12,400
680-6068 Administration	\$ 479,887	\$ 449,605	\$ 211,724	\$ 475,179	\$ 537,041	\$ 537,041

2019

680-6162 Employee benefits

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
680-6162-474-63-09 Other services & charges / Claims EOY ADJ	-	-	-	-	-	-
680-6162-474-63-17 Other services & charges / Employee bond	-	-	-	-	-	-
680-6162-474-63-45 Other services & charges / Professional	-	-	-	-	-	-
680-6162-474-63-73 Other services & charges / Outside adm- cost	1,656,091	1,494,060	636,849	1,710,536	1,072,602	1,072,602
680-6162-474-63-74 Other services & charges / Life insurance cost	58,828	50,000	30,058	60,000	60,000	60,000
63	1,714,919	1,544,060	666,907	1,770,536	1,132,602	1,132,602
680-6162-474-64-04 Other service & charges / Active- medical	8,137,948	7,049,550	4,595,425	8,200,000	8,200,000	8,200,000
680-6162-474-64-05 Other service & charges / Active-prescriptions	2,023,244	1,939,341	1,078,513	2,225,000	2,000,000	2,000,000
680-6162-474-64-06 Other service & charges / Cobra-medical	268,238	400,000	97,951	200,000	250,000	250,000
680-6162-474-64-07 Other service & charges / Cobra-prescriptions	14,442	20,000	2,215	5,000	5,000	5,000
680-6162-474-64-08 Other services & charges / Agencies-medical	828,864	500,000	342,095	675,000	500,000	500,000
680-6162-474-64-09 Other services & charges / Agencies-prescriptions	147,718	150,000	95,425	150,000	150,000	150,000
680-6162-474-64-12 Other services & charges / EAP-Employee assist pl	28,773	40,000	14,542	40,000	40,000	40,000
680-6162-474-64-18 Other services & charges / ACA-reinsurance fees	102,687	-	-	-	-	-
680-6162-474-64-19 Other services & charges / ACA-compar effect fees	8,467	8,889	-	8,746	9,321	9,321
680-6162-474-64-45 Other services & charges / Direct bill/cobra admin	-	-	-	-	-	-
64	11,560,381	10,107,780	6,226,166	11,503,746	11,154,321	11,154,321
680-6162 Employee Benefits	\$ 13,275,300	\$ 11,651,840	\$ 6,893,073	\$ 13,274,282	\$ 12,286,923	\$ 12,286,923

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
6068471	HEALTH INSURANCE	1			DIRECTOR OF EMPLOYEE BENEFITS	FILLED	\$ 75,003
6068471	HEALTH INSURANCE	1		FRM ADMIN SUPV/CIVIL SERV	ASSISTANT DIRECTOR	RECOMMEND	58,940
6068471	HEALTH INSURANCE				INFORMATION SECURITY ANALYST		9,500
		<u>2</u>					<u>143,443</u>
6068471	HEALTH INSURANCE		0	TO ASST DIR.	ADMINISTRATIVE SUPERVISOR /CIVIL SER DIR	DELETE	-
6068471	HEALTH INSURANCE		1		SENIOR ADMINISTRATIVE CLERK	FILLED	26,894
6068471	HEALTH INSURANCE		1		BENEFITS PROCESSING SPECIALIST	FILLED	31,720
6068471	HEALTH INSURANCE		1		BENEFITS PROCESSING SPECIALIST	FILLED	31,720
6068471	HEALTH INSURANCE		1		WELLNESS COACH	FILLED	39,000
6068471	HEALTH INSURANCE		<u>0</u>		CERTIFICATION PAY		<u>7,200</u>
			<u>4</u>				<u>136,534</u>
					OVERTIME		3,500
					CAR ALLOWANCE		7,800
					TELEPHONE		2,400
							<u>13,700</u>
							<u>293,677</u>
	CURRENT POSITIONS		6				293,677



Mission Statement:

To provide exceptional customer service to all City employees so that they can do their best for the citizens of McAllen.

Department Summary

Expenditure Detail:	Actual	Original	Adjusted	Estimated	Department	City Mgr	Four Year Plan				
	16-17	Budget 17-18	Budget 17-18	17-18	Request 18-19	Recommend 18-19	19-20	20-21	21-22	22-23	
Personnel Services											
Salaries and Wages	\$ 254,174	\$ 268,761	\$ 271,461	\$ 265,432	\$ 293,677	\$ 293,677	\$ 293,677	\$ 293,677	\$ 293,677	\$ 293,677	\$ 293,677
Employee Benefits	64,939	72,407	72,794	73,325	77,364	77,364	77,364	77,364	77,364	77,364	77,364
Supplies	3,606	3,000	3,000	-	3,500	3,500	3,500	3,500	3,500	3,500	3,500
Other Services and Charges	131,104	102,350	102,350	110,357	123,600	123,600	123,600	123,600	123,600	123,600	123,600
Maintenance	-	-	-	-	-	26,500	-	-	-	-	-
Operations Subtotal	453,822	446,518	449,605	449,114	498,141	524,641	498,141	498,141	498,141	498,141	498,141
Capital Outlay	26,065	-	-	26,065	38,900	12,400	-	-	-	-	-
Operations & Capital Outlay Total	479,887	446,518	449,605	475,179	537,041	537,041	498,141	498,141	498,141	498,141	498,141
Non Departmental											
Liability Insurance	-	-	-	-	-	-	-	-	-	-	-
Contingency	-	3,126	39	-	-	8,950	-	-	-	-	-
Workers' Comp. - Loss Run Ratio	-	-	-	194	-	(271)	-	-	-	-	-
Total Expenditures	\$ 479,887	\$ 449,644	\$ 449,644	\$ 475,373	\$ 537,041	\$ 545,720	\$ 498,141				
PERSONNEL											
Exempt	1	1	1	1	2	2	2	2	2	2	2
Non-Exempt	4	5	5	5	4	4	4	4	4	4	4
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	5	6	6	6	6	6	6	6	6	6	6
Resources											
	Actual	Original	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	16-17	Budget 17-18	Budget 17-18	17-18	18-19	Recommend 18-19	19-20	20-21	21-22	22-23	
Related Revenue Generated	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

Contact Us:

Jolee Perez
Director of Employee
Benefits
1300 Houston
Avenue
McAllen, TX 78501
(956) 681-1400

MAJOR FY 18-19 GOALS

- 1.) To host 4 new Diabetes Education Program rounds.
- 2.) Increase screenings at health fair to 700.
- 3.) Reduce health claims by \$1,000,000.
- 4.) Implement new benefits platform for processing.

Health Insurance

www.mcallen.net/departments/benefits

Performance Measures	Actual	Goal	Estimated	Goal	Description:	
	FY 16-17	FY 17-18	FY 17-18	FY 18-19		
Inputs:						
Number of Full Time Employees	6	6	6	6	The Employee Benefits Department administers the benefit policies as part of the City's compensation package to employees, including enrollment, changes, inquiries, retirement investments, collections and terminations of coverages.	
Department Administrative Expenditures	\$ 479,887	\$ 476,268	\$ 475,373	\$ 545,720		
Medical Claims Expenses	\$ 10,186,691	9,250,000	\$ 9,768,779	\$ 9,750,000		
Prescription Expenses	\$ 2,853,727	2,720,000	\$ 2,870,000	\$ 2,645,000		
Administration & Stop Loss Expenses	\$ 1,767,913	1,828,655	\$ 1,822,536	\$ 1,146,432		
Health Plan Cost Per Employee		6,167	\$ 6,386	\$ 6,386		
Health Plan Cost per Member		3,043	\$ 3,152	\$ 3,152		
Health Plan Net Fixed Costs	\$ 74.71	76.50	\$ 49.22	\$ 49.22		
Avg # Health Plan Enrollees - Active		3,709	3933	3933		
Avg # Health Plan Enrollees - Retirees > 65		55	55	55		
Avg # Health Plan Enrollees - Retirees < 65		155	150	150		
Avg # Health Plan Enrollees - Cobra		14	12	12		
Outputs:						
Number of Benefits Orientations Executed	4	4	4	4		
Monthly Newsletter Executions	12	12	12	12		
Host Annual Health Fair	Yes	Yes	Yes	Yes		
Annual Screenings Conducted	Yes	Yes	Yes	Yes		
Flu Shots Conducted Annually	Yes	Yes	Yes	Yes		
Wellness Programs Executed (Percentage)	80%	80%	90%	90%		
EAP Utilization (%)	5.00%	5.00%	4.33%	5.00%		
Conduct Annual Highly Compensated Benefits Discrimination Testing	Yes	Yes	Yes	Yes		
Review of Affordable Care Act Regulation Compliance	Yes	Yes	Yes	Yes		

2019
680-6069 Contingency

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
680-6069-471-61-97 Benefits / Contingency workers comp loss run ratio	-	-	-	194	-	(271)
680-6069-471-61-99 Benefits / Contingency	-	39	-	-	-	8,950
61	-	39	-	194	-	8,679
680-6069 Contingency	\$ -	\$ 39	\$ -	\$ 194	\$ -	\$ 8,679

2019
680-9010 Non-departmental

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
680-9010-477-68-02 Depreciation / Expense 68	8,200	-	683	-	-	-
	8,200	-	683	-	-	-
680-9010-477-89-01 Other expenses / Fixed assets (contra) 89	-	-	-	-	-	-
	-	-	-	-	-	-
680-9010-499-74-16 Operating transfers out / General depreciation fun	-	-	-	-	-	-
680-9010-499-74-52 Operating transfers out / Retiree health ins fund 74	-	-	-	-	-	-
	-	-	-	-	-	-
680-9010	\$ 8,200	\$ -	\$ 683	\$ -	\$ -	\$ -

City of McAllen, Texas
Retiree Health Insurance Fund
Working Capital Summary

	Actual 16-17	Original Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm 18-19	19-20	Four Year Plan		
							20-21	21-22	22-23	
RESOURCES										
BEGINNING WORKING CAPITAL	\$ 657,478	\$ 824,841	\$ 824,841	\$ 500,734	\$ 641,700	\$ 641,700	\$ 708,615	\$ 640,537	\$ 561,059	\$ 481,581
Revenues:										
Annual Required Contributions (ARC):										
General Fund	-	603,292	603,292	603,292	603,292	603,292	603,292	603,292	603,292	-
CDBG	-	-	-	-	-	-	-	-	-	-
Downtown Services Fund	-	5,845	5,845	5,845	5,845	5,845	5,845	5,845	5,845	-
Water Fund	-	53,929	53,929	53,929	53,929	53,929	53,929	53,929	53,929	-
Sewer Fund	-	33,517	33,517	33,517	33,517	33,517	33,517	33,517	33,517	-
Sanitation Fund	-	58,798	58,798	58,798	58,798	58,798	58,798	58,798	58,798	-
Palm View Golf Course Fund	-	6,456	6,456	6,456	6,456	6,456	6,456	6,456	6,456	-
Convention Center Fund	-	16,369	16,369	16,369	16,369	16,369	16,369	16,369	16,369	-
Airport Fund	-	14,904	14,904	14,904	14,904	14,904	14,904	14,904	14,904	-
Transit System Fund	-	2,280	2,280	2,280	2,280	2,280	2,280	2,280	2,280	-
Toll Bridge Fund	-	12,808	12,808	12,808	12,808	12,808	12,808	12,808	12,808	-
McAllen Express Transit Fund	-	15,934	15,934	15,934	15,934	15,934	15,934	15,934	15,934	-
Anzalduas Crossing	-	4,485	4,485	4,485	4,485	4,485	4,485	4,485	4,485	-
Fleet/Mat. Mgm't Fund	-	8,739	8,739	8,739	8,739	8,739	8,739	8,739	8,739	-
General Insurance Fund	-	3,233	3,233	3,233	3,233	3,233	3,233	3,233	3,233	-
Health Ins. Admin	-	2,584	2,584	2,584	2,584	2,584	2,584	2,584	2,584	-
Property & Casualty	-	572	572	572	572	572	572	572	572	-
Retirees	605,850	593,330	593,330	600,000	600,000	600,000	540,000	540,000	540,000	-
Interest Earned	6,083	4,445	4,445	6,000	-	-	1,300	1,300	1,300	-
Total Revenues	\$ 611,934	\$ 1,441,520	\$ 1,441,520	\$ 1,449,745	\$ 1,443,745	\$ 1,443,745	\$ 1,385,045	\$ 1,385,045	\$ 1,385,045	\$ -
TOTAL RESOURCES	\$ 1,269,412	\$ 2,266,361	\$ 2,266,361	\$ 1,950,479	\$ 2,085,445	\$ 2,085,445	\$ 2,093,660	\$ 2,025,582	\$ 1,946,104	\$ 481,581
APPROPRIATIONS										
Operating Expenses:										
Administration Cost	111,822	102,840	102,840	112,000	73,830	73,830	124,624	136,024	136,024	-
Health Claims	1,500,597	1,328,499	1,328,499	1,196,779	1,303,000	1,303,000	1,328,499	1,328,499	1,328,499	-
Total Operations	1,612,419	1,431,339	1,431,339	1,308,779	1,376,830	1,376,830	1,453,123	1,464,523	1,464,523	-
Transfers-out - Health Insurance Fund	-	-	-	-	-	-	-	-	-	-
TOTAL APPROPRIATIONS	1,612,419	1,431,339	1,431,339	1,308,779	1,376,830	1,376,830	1,453,123	1,464,523	1,464,523	-
Revenues Over / Under Expenses	(1,000,485)	10,181	10,181	140,966	66,915	66,915	(68,078)	(79,478)	(79,478)	-
Other Items Affecting Working Capital	843,742	-	-	-	-	-	-	-	-	-
ENDING WORKING CAPITAL	\$ 500,734	\$ 835,022	\$ 835,022	\$ 641,700	\$ 708,615	\$ 708,615	\$ 640,537	\$ 561,059	\$ 481,581	\$ 481,581

2019

685- Retiree Health Insurance fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
685-0000-374-13-00 Reimbursements / Claims aggregate excess	-	-	-	-	-	-
685-0000-374-14-00 Reimbursements / Specific stop loss	-	-	-	-	-	-
374	-	-	-	-	-	-
685-0000-375-01-00 Miscellaneous / Recovery prior yr exp	-	-	-	-	-	-
685-0000-375-02-00 Miscellaneous / Insurance recoveries	-	-	-	-	-	-
375	-	-	-	-	-	-
685-0000-376-01-00 Contributions / General fund	-	603,292	-	603,292	603,292	603,292
685-0000-376-05-00 Contributions / CDBG	-	-	-	-	-	-
685-0000-376-10-00 Contributions / Downtown services fund	-	5,845	-	5,845	5,845	5,845
685-0000-376-30-00 Contributions / Water fund	-	53,929	-	53,929	53,929	53,929
685-0000-376-40-00 Contributions / Sewer fund	-	33,517	-	33,517	33,517	33,517
685-0000-376-50-00 Contributions / Sanitation fund	-	58,798	-	58,798	58,798	58,798
685-0000-376-51-00 Contributions / Palm view golf course fd-	-	6,456	-	6,456	6,456	6,456
685-0000-376-52-00 Contributions / Convention center fund	-	16,369	-	16,369	16,369	16,369
685-0000-376-56-00 Contributions / McAllen int'l airport fd-	-	14,904	-	14,904	14,904	14,904
685-0000-376-58-00 Contributions / Transit system	-	2,280	-	2,280	2,280	2,280
685-0000-376-60-00 Contributions / McAllen int'l toll bridge	-	12,808	-	12,808	12,808	12,808
685-0000-376-62-00 Contributions / McAllen Express	-	15,934	-	15,934	15,934	15,934
685-0000-376-65-00 Contributions / Anzalduas intl crossing	-	4,485	-	4,485	4,485	4,485
685-0000-376-66-00 Contributions / Fleet/mat- mgm't fund	-	8,739	-	8,739	8,739	8,739
685-0000-376-68-00 Contributions / General insurances admin	-	3,805	-	3,805	3,805	3,805
685-0000-376-72-00 Contributions / Health ins- - admin	-	2,584	-	2,584	2,584	2,584
685-0000-376-76-00 Contributions / Employees	-	-	-	-	-	-
685-0000-376-78-00 Contributions / Outside agencies	-	-	-	-	-	-
685-0000-376-79-00 Contributions / Retirees	605,850	593,330	306,800	600,000	600,000	600,000
376	605,850	1,437,075	306,800	1,443,745	1,443,745	1,443,745
685-0000-381-01-00 Interest / Pool cash	-	-	-	-	-	-
685-0000-381-02-00 Interest / Texpool	2,885	1,162	1,666	-	-	-
685-0000-381-03-00 Interest / Certificate of deposit	-	-	-	-	-	-
685-0000-381-04-00 Interest / Other investments	7,747	3,283	3,177	-	-	-
685-0000-381-20-00 Interest / Gain/loss sale of invest-	(4,548)	-	-	-	-	-
381	6,083	4,445	4,844	-	-	-
685-0000-391-38-00 Operating transfers in / Health insurance	-	-	-	-	-	-
391	-	-	-	-	-	-
685 Retiree Health Insurance	\$ 611,934	\$ 1,441,520	\$ 311,643	\$ 1,443,745	\$ 1,443,745	\$ 1,443,745

2019

685- Retiree Health Insurance fund

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
685-6060-474-63-09 Other services & charges / Claims	-	-	-	-	-	-
685-6060-474-63-73 Other services & charges / Outside adm- cost	111,822	102,840	42,749	112,000	73,830	73,830
685-6060-474-63-97 Other services & charges / ARC contra offset	(843,742)	-	-	-	-	-
685-6060-474-63-99 Other services & charges / Miscellaneous	720	-	360	-	-	-
63	(731,200)	102,840	43,109	112,000	73,830	73,830
685-6060-474-64-04 Other service & charges / Claims-medical over 65	261,620	220,000	95,078	175,000	200,000	200,000
685-6060-474-64-05 Other service & charges / Claims-prescript over 65	259,850	220,000	120,174	190,000	190,000	190,000
685-6060-474-64-13 Other service & charges / Claims-medical under 65	661,248	575,499	280,485	518,779	600,000	600,000
685-6060-474-64-14 Other service & charges/Claims-prescript under 65	305,786	300,000	162,578	300,000	300,000	300,000
685-6060-474-64-45 Other services & charges / Direct bill/cobra admin	11,372	13,000	5,769	13,000	13,000	13,000
64	1,499,877	1,328,499	664,083	1,196,779	1,303,000	1,303,000
685-9010-499-74-78 Operating transfers out / Health insurance fund	-	-	-	-	-	-
74	-	-	-	-	-	-
685-6060	\$ 768,677	\$ 1,431,339	\$ 707,192	\$ 1,308,779	\$ 1,376,830	\$ 1,376,830

**City of McAllen, Texas
Workers Compensation Fund
Working Capital Summary**

	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm. 18-19	19-20	Four Year Plan			22-23
								20-21	21-22		
RESOURCES											
BEGINNING WORKING CAPITAL	\$ 9,878,832	\$ 9,254,947	\$ 9,254,947	\$ 11,163,173	\$ 11,989,260	\$ 11,989,260	\$ 10,786,314	\$ 12,103,817	\$ 13,291,656	\$ 14,233,811	
Revenues:											
Fund Contributions: Wkrs Comp	2,629,339	2,765,463	2,765,463	2,765,463	2,173,267	2,173,267	2,615,941	2,615,941	2,765,463	2,665,717	
Other Sources	131,622	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	
Interest Earned	128,852	12,000	12,000	147,956	147,956	147,956	12,000	12,000	12,000	12,000	
Total Revenues	2,889,813	2,927,463	2,927,463	3,063,419	2,471,223	2,471,223	2,777,941	2,777,941	2,927,463	2,827,717	
TOTAL RESOURCES	\$ 12,768,645	\$ 12,182,410	\$ 12,182,410	\$ 14,226,592	\$ 14,460,483	\$ 14,460,483	\$ 13,564,255	\$ 14,881,758	\$ 16,219,119	\$ 17,061,528	
APPROPRIATIONS											
Operating Expenses:											
Risk Management	\$ 533,100	\$ 728,508	\$ 728,508	\$ 738,545	\$ 682,981	\$ 754,469	\$ 784,008	\$ 777,808	\$ 777,808	\$ 777,808	
Insurance Administration Fees	405,838	307,500	307,500	267,597	286,750	286,750	307,500	307,500	307,500	307,500	
Workers' Comp. Claims Expenses	596,345	900,000	900,000	750,000	900,000	900,000	900,000	900,000	900,000	900,000	
Total Operations	1,535,283	1,936,008	1,936,008	1,756,142	1,869,731	1,941,219	1,991,508	1,985,308	1,985,308	1,985,308	
Transfer-out - Health Insurance Fund	1,500,000	1,080,192	1,080,192	1,080,192	500,000	2,331,952	-	-	-	-	
TOTAL APPROPRIATIONS	3,035,283	3,016,200	3,016,200	2,836,334	2,369,731	4,273,171	1,991,508	1,985,308	1,985,308	1,985,308	
Revenues Over / Under Expenses	(145,470)	(88,737)	(88,737)	227,085	101,492	(1,801,948)	786,433	792,633	942,155	842,409	
Other Items Affecting Working Capital											
Other items	435,603	-	-	-	-	-	-	-	-	-	
Toll Bridge Fund Loan Payment	203,796	101,898	101,898	203,796	203,796	203,796	135,864	-	-	-	
Airport Fund Loan Payment	790,412	395,206	395,206	395,206	395,206	395,206	395,206	395,206	-	-	
ENDING WORKING CAPITAL	\$ 11,163,173	\$ 9,663,314	\$ 9,663,314	\$ 11,989,260	\$ 12,689,754	\$ 10,786,314	\$ 12,103,817	\$ 13,291,656	\$ 14,233,811	\$ 15,076,220	

2019

690- General Insurance fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
690-0000-332-06-01 Tx Dot/Other / Operational contributions 332	16,265	-	-	-	-	-
	16,265	-	-	-	-	-
690-0000-361-55-00 Operating revenues / Risk and safety conference 361	-	-	-	-	-	-
	-	-	-	-	-	-
690-0000-373-01-00 Sale of property / Fixed assets 373	-	-	-	-	-	-
	-	-	-	-	-	-
690-0000-374-13-00 Reimbursements / Claims aggregate excess 374	3,431	-	-	-	-	-
	3,431	-	-	-	-	-
690-0000-375-01-00 Miscellaneous / Recovery prior yr exp	45,026	75,000	8,880	75,000	75,000	75,000
690-0000-375-02-00 Miscellaneous / Workers comp TIBS	66,900	75,000	44,876	75,000	75,000	75,000
690-0000-375-31-00 Miscellaneous / Hailstorm insurance recovery	-	-	-	-	-	-
690-0000-375-99-00 Miscellaneous / Other 375	-	-	-	-	-	-
	111,926	150,000	53,756	150,000	150,000	150,000
690-0000-376-01-00 Contributions / General fund	1,868,868	1,744,263	918,832	1,744,263	1,336,122	1,336,122
690-0000-376-05-00 Contributions / CDBG	717	694	365	694	582	582
690-0000-376-10-00 Contributions / Downtown services fund	8,951	7,094	3,880	7,094	5,904	5,904
690-0000-376-30-00 Contributions / Water fund	158,509	117,325	60,885	117,325	97,912	97,912
690-0000-376-40-00 Contributions / Sewer fund	100,599	87,089	43,542	87,089	66,338	66,338
690-0000-376-50-00 Contributions / Sanitation fund	253,525	528,950	264,474	528,950	438,761	438,761
690-0000-376-51-00 Contributions / Palm view golf course fd-	17,033	16,473	8,215	16,473	13,482	13,482
690-0000-376-52-00 Contributions / Convention center fund	37,648	40,510	20,250	40,510	29,713	29,713
690-0000-376-54-00 Contributions / McAllen int'l civic ctr-	-	-	-	-	-	-
690-0000-376-56-00 Contributions / McAllen int'l airport fd-	45,255	48,453	24,222	48,453	38,755	38,755
690-0000-376-58-00 Contributions / Transit system	8,660	10,313	5,154	10,313	8,445	8,445
690-0000-376-60-00 Contributions / McAllen int'l toll bridge	42,897	34,313	16,317	34,313	24,895	24,895
690-0000-376-62-00 Contributions / McAllen Express	48,250	88,356	44,178	88,356	78,678	78,678
690-0000-376-65-00 Contributions / Anzalduas intl crossing	12,312	15,689	7,842	15,689	11,910	11,910
690-0000-376-66-00 Contributions / Fleet/mat- mgm't fund	24,422	24,064	12,030	24,064	20,144	20,144
690-0000-376-68-00 Contributions / General insurances admin	686	923	456	923	833	833
690-0000-376-72-00 Contributions / Health ins- - admin	1,007	767	534	767	637	637
690-0000-376-77-00 Contributions / Property and casualty fund 376	-	187	-	187	156	156
	2,629,339	2,765,463	1,431,176	2,765,463	2,173,267	2,173,267

2019

690- General Insurance fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
690-0000-381-01-00 Interest / Pool cash	-	-	-	-	-	-
690-0000-381-02-00 Interest / Texpool	10,933	12,000	20,097	31,598	31,598	31,598
690-0000-381-03-00 Interest / Certificate of deposit	-	-	-	-	-	-
690-0000-381-04-00 Interest / Other investments	89,715	-	43,818	72,226	72,226	72,226
690-0000-381-12-00 Interest / Notes	60,609	-	25,079	43,782	43,782	43,782
690-0000-381-14-00 Interest revenue / Other	-	-	-	-	-	-
690-0000-381-20-00 Interest / Gain/loss sale of invest- 381	(32,405)	-	175	350	350	350
	128,852	12,000	89,169	147,956	147,956	147,956
690 General Insurance	\$ 2,889,813	\$ 2,927,463	\$ 1,574,101	\$ 3,063,419	\$ 2,471,223	\$ 2,471,223

City of McAllen, Texas
General Insurance & Workman's
Compensation Fund
Expense Summary

	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm. 18-19	Four Year Plan			
							19-20	20-21	21-22	22-23
<u>BY DEPARTMENT</u>										
Administration	\$ 533,100	\$ 728,508	\$ 728,508	\$ 738,545	\$ 682,981	\$ 754,469	\$ 784,008	\$ 777,808	\$ 777,808	\$ 777,808
TOTAL EXPENDITURES	\$ 533,100	\$ 728,508	\$ 728,508	\$ 738,545	\$ 682,981	\$ 754,469	\$ 784,008	\$ 777,808	\$ 777,808	\$ 777,808
<u>BY EXPENSE GROUP</u>										
Expenses:										
Personnel Services										
Salaries and Wages	\$ 211,207	\$ 346,602	\$ 348,852	\$ 360,324	\$ 313,951	\$ 360,324	\$ 387,239	\$ 387,239	\$ 387,239	\$ 387,239
Employee Benefits	57,004	91,874	92,196	92,357	77,166	102,281	99,905	99,905	99,905	99,905
Supplies	3,875	4,000	4,000	4,000	4,000	4,000	4,500	4,500	4,500	4,500
Other Services and Charges	260,612	280,385	280,385	280,385	280,385	280,385	284,685	284,685	284,685	284,685
Maintenance & Repair Services	402	1,479	1,479	1,479	1,479	1,479	1,479	1,479	1,479	1,479
TOTAL OPERATING EXPENSES	533,100	724,340	726,912	738,545	676,981	748,469	777,808	777,808	777,808	777,808
Capital Outlay	-	-	-	-	6,000	6,000	6,200	-	-	-
TOTAL EXPENDITURES	\$ 533,100	\$ 724,340	\$ 726,912	\$ 738,545	\$ 682,981	\$ 754,469	\$ 784,008	\$ 777,808	\$ 777,808	\$ 777,808
<u>PERSONNEL</u>										
Administration	6	8	8	8	7	8	9	10	10	10
TOTAL PERSONNEL	6	8	8	8	7	8	9	10	10	10

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Risk Management

	Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
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COMPENSATION

New Position	No. Position o. Position	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total		
1.	-	-	-	-	-	-	-	-	
2.	-	-	-	-	-	-	-	-	
3.	-	-	-	-	-	-	-	-	
4.	-	-	-	-	-	-	-	-	
Revisions									
1.	Emergency Management Analyst		(43,493)	(2,400)	(480)	(13,124)	(59,497)		Position will be transferred to another Department
2.	Contingency		-	-	-	-	-	11,995	
3.	Contingency		-	-	-	-	-	(4)	Workers comp adjustment
4.			-	-	-	-	-		
5.			-	-	-	-	-		
Total Compensation & Benefits		\$ 442,644	\$ (43,493)	\$ (2,400)	\$ (480)	\$ (13,124)	\$ (59,497)	\$ 11,991	

SUPPLIES

1.	< Please select category >								
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Supplies		\$ 4,000						\$ -	\$ -

OTHER SERVICES & CHARGES

1.	< Please select category >								
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Other Services & Charges		\$ 280,385						\$ -	\$ -

MAINTENANCE

1.	< Please select category >								
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Maintenance		\$ 1,479						\$ -	\$ -

CAPITAL OUTLAY

** See Attached	Capital Outlay Request Form								
Total Capital Outlay								\$ 6,000	\$6,000
TOTAL		\$ 728,508						\$ (53,498)	\$ 17,991

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2018-2019**

FUND: General Insurance
DEPARTMENT: Risk & Safety Management

Computer-Hardware				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Computer Hardware Replacement	\$2,000	3	\$6,000	Per IT, Models must be replaced.
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$6,000	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
	\$0		\$0	
TOTAL			\$0	

Grand Total	\$6,000
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2019
690-6160 Risk - Adm.

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
690-6160-471-60-01 Compensation / Exempt	88,721	120,825	51,803	122,051	122,051	122,051
690-6160-471-60-02 Compensation / Non-exempt	115,121	213,587	50,832	223,833	180,340	223,833
690-6160-471-60-06 Compensation / Part time	-	-	-	-	-	-
690-6160-471-60-10 Compensation / Overtime	2,266	1,000	350	1,000	1,000	1,000
690-6160-471-60-14 Compensation / Car allowance	4,200	10,800	2,600	10,800	8,400	10,800
690-6160-471-60-15 Compensation/Certification	-	-	-	-	-	-
690-6160-471-60-17 Compensation / Telephone	900	2,640	520	2,640	2,160	2,640
60	211,207	348,852	106,105	360,324	313,951	360,324
690-6160-471-61-30 Benefits / Social security	15,107	26,687	7,871	26,687	24,017	27,565
690-6160-471-61-36 Benefits / Retirement	16,121	27,532	8,661	27,532	24,959	28,646
690-6160-471-61-40 Benefits / Unemployment tax	55	1,368	851	1,368	(27)	144
690-6160-471-61-46 Benefits / Workers' comp-	686	762	456	762	837	1,022
690-6160-471-61-50 Benefits / Health cost	21,641	32,856	11,503	32,856	24,432	29,928
690-6160-471-61-52 Benefits / Life insurance	155	606	81	606	563	601
690-6160-471-61-53 Benefits / Retiree health ins (ARC)	3,238	2,385	1,671	2,385	2,385	2,385
690-6160-471-61-56 Benefits/Pension Cost-TMRS	-	-	-	-	-	-
61	57,004	92,196	31,094	92,196	77,166	90,290
690-6160-473-62-02 Supplies / Office	3,875	4,000	1,194	4,000	4,000	4,000
62	3,875	4,000	1,194	4,000	4,000	4,000
690-6160-474-63-06 Other services & charges / Civil service activity	-	-	-	-	-	-
690-6160-474-63-09 Other services & charges / Claims expense	-	-	-	-	-	-
690-6160-474-63-14 Other services & charges / Dues & subscriptions	1,430	1,500	665	1,500	1,500	1,500
690-6160-474-63-45 Other services & charges / Professional	58	1,285	3,467	1,285	1,285	1,285
690-6160-474-63-52 Other services & charges / Rental & contractual	236,246	250,000	91,972	250,000	250,000	250,000
690-6160-474-63-60 Other services & charges / Risk & safety symposium	-	-	-	-	-	-
690-6160-474-63-64 Other services & charges / Training	14,830	15,000	4,490	15,000	15,000	15,000
690-6160-474-63-65 Other services & charges / Travel	6,105	10,000	3,428	10,000	10,000	10,000
690-6160-474-63-73 Other services & charges / Administrative fees	-	-	-	-	-	-
690-6160-474-63-75 Other services & charges / Rental-general depr- fu	-	-	-	-	-	-
690-6160-474-63-94 Other services & charges / Premiums expense	-	-	-	-	-	-
690-6160-474-63-99 Other services & charges / Miscellaneous	1,942	2,600	999	2,600	2,600	2,600
63	260,612	280,385	105,020	280,385	280,385	280,385

2019
690-6160 Risk - Adm.

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
690-6160-475-65-16 Maintenance / Vehicles	36	1,020	-	1,020	1,020	1,020
690-6160-475-65-17 Maintenance / Fuel & lubricants	366	459	180	459	459	459
690-6160-475-65-25 Maintenance / Hailstorm repair cost 65	-	-	-	-	-	-
	402	1,479	180	1,479	1,479	1,479
690-6160-476-66-10 Capital outlay / Buildings/structures	-	-	-	-	-	-
690-6160-476-66-14 Capital outlay / Vehicles	-	-	-	-	-	-
690-6160-476-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
690-6160-476-66-22 Capital outlay / Computer-hardware	-	-	-	-	6,000	6,000
690-6160-476-66-99 Capital outlay / Non-capitalized	-	-	-	-	-	-
690-6160-476-66-02 Capital outlay / Land 66	-	-	-	-	-	-
	-	-	-	-	6,000	6,000
690-6160 Administration	\$ 533,100	\$ 726,912	\$ 243,594	\$ 738,384	\$ 682,981	\$ 742,478

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
6160471	GENERAL INSURANCE	1			DIRECTOR OF LOSS PREVENTION	FILLED	\$ 69,443
6160471	GENERAL INSURANCE	<u>1</u>			ALCOHOL & DRUG COORDINATOR	FILLED	<u>52,608</u>
		2					122,051
6160471	GENERAL INSURANCE		1		ADMINISTRATIVE SUPERVISOR	FILLED	35,526
6160471	GENERAL INSURANCE		1		EMERG MGNT/DRUG & ALCOHOL ASST	UNFILLED	43,493
6160471	GENERAL INSURANCE		1		WC PROCESSING CLERK	FILLED	26,894
6160471	GENERAL INSURANCE		1		SAFETY PROGRAM MANAGER	UNFILLED	54,000
6160471	GENERAL INSURANCE		1		SENIOR ADMINISTRATIVE CLERK	FILLED	26,894
6160471	GENERAL INSURANCE		1		RECEPTIONIST/ADMIN CLERK	FILLED	35,526
6160471	GENERAL INSURANCE				CERT PAY		<u>1,500</u>
			6				223,833
					OVERTIME		1,000
					CAR ALLOWANCE		10,800
					TELEPHONE		<u>2,640</u>
							14,440
	CURRENT POSITIONS		8				360,324



Mission Statement:	Department Summary											
	Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
		16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Our Mission is to provide a safe environment for our employees and citizens and protect the financial assets of the City of McAllen by identifying, analyzing, and implementing risk prevention programs and developing effective channels of communication through excellent customer service.	Personnel Services											
	Salaries and Wages	\$ 211,207	\$ 346,602	\$ 348,852	\$ 360,324	\$ 313,951	\$ 360,324	\$ 387,239	\$ 387,239	\$ 387,239	\$ 387,239	
	Employee Benefits	57,004	91,874	92,196	92,196	77,166	90,290	99,905	99,905	99,905	99,905	
	Supplies	3,875	4,000	4,000	4,000	4,000	4,000	4,500	4,500	4,500	4,500	
	Other Services and Charges	260,612	280,385	280,385	280,385	280,385	280,385	284,685	284,685	284,685	284,685	
	Maintenance	402	1,479	1,479	1,479	1,479	1,479	1,479	1,479	1,479	1,479	
	Operations Subtotal	533,100	724,340	726,912	738,384	676,981	736,478	777,808	777,808	777,808	777,808	
	Capital Outlay	-	-	-	-	6,000	6,000	6,200	-	-	-	
	Operations & Capital Outlay Total	533,100	724,340	726,912	738,384	682,981	742,478	784,008	777,808	777,808	777,808	
	Non Departmental											
	Contingency	-	4,168	1,596	-	-	11,995	-	-	-	-	
	Workers' Comp. - Loss Run Ratio	-	-	-	161	-	(4)	-	-	-	-	
	Total Expenditures	\$ 533,100	\$ 728,508	\$ 728,508	\$ 738,545	\$ 682,981	\$ 754,469	\$ 784,008	\$ 777,808	\$ 777,808	\$ 777,808	
	PERSONNEL											
	Exempt	1	2	2	3	2	2	2	2	2	2	
Non-Exempt	5	6	6	5	5	6	7	8	8	8		
Part-Time	-	-	-	-	-	-	-	-	-	-		
Total Positions Authorized	6	8	8	8	7	8	9	10	10	10		
Resources												
	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan					
	16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23		
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		

Contact Us:
Yolanda Perez
Loss Prevention
Director
1300 W. Houston
McAllen, TX 78501
(956) 681-1410

MAJOR FY 18-19 GOALS

- 1.) Maintain cost containment within the workers compensation program by working collectively with our third party administrator in the mitigation of claims.
- 2.) Maintain an effective property and casualty claims submission process by continuing to promote timely incident reporting and accident investigations among departments.
- 3.) Continue to promote an effective safety management program by means of employee training and ensuring appropriate safety processes.
- 4.) Continue to mitigate risk with effective risk analysis and identification to protect the financial assets of the City.



Workman's Compensation Fund

www.mcallen.net/departments/risk

Performance Measures					Description: The Risk Management Department executes the administration of three programs: Workers Compensation, Property & Casualty Insurance and Safety & Loss Prevention.
	Actual FY 16-17	Goal FY 17-18	Estimated FY 17-18	Goal FY 18-19	
Inputs:					
Number of full time employees	8	8	8	8	
Total Department Expenditures	\$ 1,535,283	\$1,936,008	\$1,756,142	\$1,941,219	
Risk - Administration Costs	\$ 533,100	\$ 728,508	\$ 738,545	\$ 754,469	
Workers Compensation Claims Expenses	\$ 673,382	\$ 900,000	\$ 750,000	\$ 900,000	
Insurance Administration Fees	\$ 328,801	\$ 307,500	\$ 267,597	\$ 286,750	
Outputs:					
Number of WC Claims submitted to Third Party Administrator	223	175	200	180	
Number of WC Record Only Incidents that were reported but not submitted to the Third Party Administrator.	262	175	250	200	
Number of Auto Liability Claims processed	120	60	178	150	
Number of General Liability Claims processed	216	600	226	200	
Number of Property Damage Claims processed	476	500	506	450	
Number of Safety & Loss Control Trainings	86	50	82	80	
Number of Drug Screens Administered	2598	2300	2598	2598	
Number of Breath Alcohol Tests Administered	2586	1800	2586	2586	
Effectiveness Measures:					
Number of WC claims that incurred lost time.	35	75	24	30	
Number of WC claims that did not incur lost time.	188	65	176	150	
Number of Drug Screens submitted for MRO specimen review.	21	20	21	20	
Number of Breath Alcohol Tests that have required confirmation testing.	1	0	0	0	
Efficiency Measures:					
Average number of days to Workers' Compensation claims closure.	152	90	114	90	

2019

690-6164 General insurances

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
690-6164-474-63-08 Other services & charges / Claims pd-Crawford	-	-	-	-	-	-
690-6164-474-63-09 Other service & charges / Workers comp claims exp	596,345	900,000	323,252	750,000	900,000	900,000
690-6164-474-63-29 Other services & charges / Ins--liability	100	-	-	-	-	-
690-6164-474-63-33 Other services & charges / Ins--workers comp- exce	-	-	-	-	-	-
690-6164-474-63-45 Other services & charges / Professional	61,798	53,700	27,624	37,500	17,500	17,500
690-6164-474-63-73 Other services & charges / Workers comp admin fees	133,212	130,000	18,202	106,333	145,450	145,450
690-6164-474-63-94 Other services & charges / Worker comp premiums	133,691	123,800	123,764	123,764	123,800	123,800
63	925,146	1,207,500	492,842	1,017,597	1,186,750	1,186,750
690-6164-474-64-10 Other services & charges / 1-2-1 Company-claims	-	-	-	-	-	-
690-6164-474-64-26 Other services & charges / Workers comp claim exp	77,037	-	-	-	-	-
690-6164-474-64-47 Other services & charges / Settlements	-	-	-	-	-	-
64	77,037	-	-	-	-	-
690-6164 General Insurance	\$ 1,002,183	\$ 1,207,500	\$ 492,842	\$ 1,017,597	\$ 1,186,750	\$ 1,186,750

2019
690-6161 Contingency

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
690-6161-471-61-97 Benefits / Contingency workers comp loss run ratio	-	1,596	-	161	-	(4)
690-6161-471-61-99 Benefits / Contingency	-	1,596	-	161	-	11,995
61	-	1,596	-	161	-	11,991
690-6161 Contingency	\$ -	\$ 1,596	\$ -	\$ 161	\$ -	\$ 11,991

2019
690-9010 Non-departmental

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
690-9010-477-68-02 Depreciation / Expense 68	3,604	-	1,802	-	-	
	3,604	-	1,802	-	-	
690-9010-477-89-01 Other expenses / Fixed assets (contra) 89	-	-	-	-	-	
	-	-	-	-	-	
690-9010-499-74-02 Operating transfers out / General fund	-	-	-	-	-	
690-9010-499-74-06 Operating transfers out / Capital improvement fund	-	-	-	-	-	
690-9010-499-74-07 Operating transfers out / Information tech- fund	-	-	-	-	-	
690-9010-499-74-78 Operating transfers out / Health insurance Fund 74	1,500,000	1,080,192	540,096	1,080,192	500,000	2,331,952
	1,500,000	1,080,192	540,096	1,080,192	500,000	2,331,952
690-9010	\$ 1,503,604	\$ 1,080,192	\$ 541,898	\$ 1,080,192	\$ 500,000	\$ 2,331,952

City of McAllen, Texas
Property and Casualty Insurance Fund
Working Capital Summary

	Actual	Original	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan			
	16-17	Budget 17-18	Budget 17-18	17-18	18-19	Recomm 18-19	19-20	20-21	21-22	22-23
RESOURCES										
BEGINNING WORKING CAPITAL	\$ 620	\$ 620	\$ 620	\$ (8,265)	\$ 29,001	\$ 29,001	\$ 11,754	\$ 11,754	\$ 11,754	\$ 11,755
Revenues:										
Fund Contributions:	815,730	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000
Other	81,174	-	-	-	-	-	-	-	-	-
Total Revenues	896,904	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000
					663,552	663,552				
TOTAL RESOURCES	\$ 897,524	\$ 800,620	\$ 800,620	\$ 791,735	\$ 829,001	\$ 829,001	\$ 811,754	\$ 811,754	\$ 811,754	\$ 811,755
APPROPRIATIONS										
Operating Expenses:										
Administration	\$ 102,742	\$ 84,714	\$ 84,714	\$ 104,378	\$ 161,749	\$ 137,980	\$ 136,448	\$ 136,448	\$ 136,448	\$ 136,448
Insurance Premiums	445,967	303,267	303,267	322,356	343,267	343,267	-	-	-	-
Claim Expenses	357,375	408,192	408,192	336,000	408,192	336,000	663,552	663,552	663,552	675,743
Total Operations	906,084	796,173	796,173	762,734	913,208	817,247	800,000	800,000	800,000	812,191
TOTAL APPROPRIATIONS	906,084	796,173	796,173	762,734	913,208	817,247	800,000	800,000	800,000	812,191
Revenues Over / Under Expenses	(9,180)	3,827	3,827	37,266	(113,208)	(17,247)	0	0	0	(12,191)
Other Items Affecting Working Capital	295	-	-	-	-	-	-	-	-	-
ENDING WORKING CAPITAL	\$ (8,265)	\$ 4,447	\$ 4,447	\$ 29,001	\$ (84,207)	\$ 11,754	\$ 11,754	\$ 11,754	\$ 11,755	\$ (436)

2019

692- Property and Casualty Ins Fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
692-0000-375-01-00 Miscellaneous / Recovery of prior years expense	80,703	-	-	-	-	-
692-0000-375-02-00 Miscellaneous / Insurance recoveries	-	-	9,700	-	-	-
692-0000-375-99-00 Miscellaneous / Other	472	-	223	-	-	-
375	81,174	-	9,923	-	-	-
692-0000-376-01-00 Contributions / General fund	457,085	457,085	228,540	457,085	457,085	457,085
692-0000-376-05-00 Contributions / CDBG	-	-	-	-	-	-
692-0000-376-10-00 Contributions / Downtown services fd	4,526	4,526	2,262	4,526	4,526	4,526
692-0000-376-30-00 Contributions / Water fund	39,060	39,060	19,530	39,060	39,060	39,060
692-0000-376-40-00 Contributions / Sewer fund	42,528	42,528	21,264	42,528	42,528	42,528
692-0000-376-50-00 Contributions / Sanitation fund	104,034	104,034	52,014	104,034	104,034	104,034
692-0000-376-51-00 Contributions / Palm view golf course fund	3,847	3,847	1,920	3,847	3,847	3,847
692-0000-376-52-00 Contributions / Convention center fund	30,712	30,712	15,354	30,712	30,712	30,712
692-0000-376-55-00 Contributions / Performing arts center fund	15,730	-	2,862	-	-	-
692-0000-376-56-00 Contributions / Airport fund	27,314	27,314	13,656	27,314	27,314	27,314
692-0000-376-58-00 Contributions / Transit system fund	38,696	38,696	19,344	38,696	38,696	38,696
692-0000-376-60-00 Contributions / Toll bridge fund	23,171	23,171	11,580	23,171	23,171	23,171
692-0000-376-62-00 Contributions / McAllen express fund	5,803	5,803	2,898	5,803	5,803	5,803
692-0000-376-65-00 Contributions / Anzalduas Intl Crossing fd	20,963	20,963	10,476	20,963	20,963	20,963
692-0000-376-66-00 Contributions / Fleet/material mgmt fund	1,600	1,600	798	1,600	1,600	1,600
692-0000-376-68-00 Contributions / General insurances fd	355	355	174	355	355	355
692-0000-376-72-00 Contributions / Health insurance fund	306	306	150	306	306	306
376	815,730	800,000	402,822	800,000	800,000	800,000
692-0000-381-02-00 Interest / Texpool	-	-	-	-	-	-
692-0000-381-03-00 Interest / Certificates of deposit	-	-	-	-	-	-
692-0000-381-04-00 Interest / Other investments	-	-	-	-	-	-
692-0000-381-20-00 Interest / Gain/loss sale of investments	-	-	-	-	-	-
381	-	-	-	-	-	-
692 Property and Casualty Ins	\$ 896,904	\$ 800,000	\$ 412,745	\$ 800,000	\$ 800,000	\$ 800,000

City of McAllen, Texas
Property and Casualty Insurance Fund
Expense Summary

	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	City Mgr Recomm. 18-19	Four Year Plan			
							19-20	20-21	21-22	22-23
<u>BY DEPARTMENT</u>										
Administration	\$ 906,084	\$ 796,173	\$ 796,173	\$ 762,734	\$ 913,208	\$ 817,247	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000
TOTAL EXPENDITURES	\$ 906,084	\$ 796,173	\$ 796,173	\$ 762,734	\$ 913,208	\$ 817,247	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000
<u>BY EXPENSE GROUP</u>										
Expenses:										
Personnel Services										
Salaries and Wages	\$ 53,081	\$ 53,002	\$ 53,452	\$ 53,452	\$ 96,197	\$ 96,197	\$ 96,197	\$ 96,197	\$ 96,197	\$ 96,197
Employee Benefits	8,924	12,491	12,555	12,626	21,552	23,083	21,551	21,551	21,551	21,551
Supplies	1,766	1,500	1,500	-	1,500	1,500	1,500	1,500	1,500	1,500
Other Services and Charges	828,206	729,180	728,666	696,656	793,959	696,467	680,752	680,752	680,752	680,752
Maintenance	108	-	-	-	-	-	-	-	-	-
TOTAL OPERATING EXPENSES	892,084	796,173	796,173	762,734	913,208	817,247	800,000	800,000	800,000	800,000
Capital Outlay	14,000	-	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 906,084	\$ 796,173	\$ 796,173	\$ 762,734	\$ 913,208	\$ 817,247	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000
<u>PERSONNEL</u>										
Administration	1	1	1	1	2	2	2	3	3	3
TOTAL PERSONNEL	1	1	1	1	2	2	2	3	3	3

CITY OF McALLEN

DECISION PACKAGE

2018 - 2019

DEPARTMENT NAME: Property & Casualty

	Baseline		Dept. Request Inc. / Dec.	City Manager Recomm.	JUSTIFICATION (MANDATORY)
--	----------	--	---------------------------	----------------------	----------------------------------

COMPENSATION

New Position	No. Positions	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total			
1. Assistant Claims Adjuster	1	41,995	41,995	600	600	12,462	55,657	55,657	The volume of claims is to heavy for one adjuster to keep up. This position was added as a temporary employee last budget year and we request that it be retained moving forward.	
2.	-	-	-	-	-	-	-	-		
3.	-	-	-	-	-	-	-	-		
4.	-	-	-	-	-	-	-	-		
Revisions										
1. Contingency			-	-	-	-	-	1,751		
2. Contingency			-	-	-	-	-	(219)	Workers Comp adjustment	
3.			-	-	-	-	-	-		
4.			-	-	-	-	-	-		
5.			-	-	-	-	-	-		
Total Compensation & Benefits			\$ -	\$ 41,995	\$ 600	\$ 600	\$ 12,462	\$ 55,657	\$ 57,189	

SUPPLIES

1. < Please select category >									
2. < Please select category >									
3. < Please select category >									
4. < Please select category >									
5. < Please select category >									
Total Supplies			\$ -					\$ -	\$ -

OTHER SERVICES & CHARGES

1. Dues & subscriptions							5,300		Increase in cost of software licenses
2. Professional							20,000		Cover the cost of expert witnesses, court reporters and other professional services related to city involved civil litigation.
3. < Please select category >							-		
4. < Please select category >									
5. < Please select category >									
Total Other Services & Charges			\$ -				\$ 25,300	\$ -	

MAINTENANCE

1. < Please select category >									
2. < Please select category >									
3. < Please select category >									
4. < Please select category >									
5. < Please select category >									
Total Maintenance			\$ -				\$ -	\$ -	

CAPITAL OUTLAY

** See Attached	Capital Outlay Request Form								
Total Capital Outlay							\$ -	\$ -	
TOTAL							\$ 80,957	\$ 57,189	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2018-2019**

FUND: _____
DEPARTMENT: Property & Casulaty

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

<Please select a category>				
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
	\$0	<input type="text"/>	<input type="text"/>	
TOTAL			\$0	

Grand Total	\$0
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2019

692-6166 Property and Casualty Admin

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
692-6166-471-60-01 Compensation / Exempt	-	-	-	-	-	-
692-6166-471-60-02 Compensation / Non-exempt	50,506	50,932	24,720	50,932	92,477	92,477
692-6166-471-60-10 Compensation / Overtime	55	-	9	-	-	-
692-6166-471-60-14 Compensation / Car allowance	1,800	1,800	900	1,800	2,400	2,400
692-6166-471-60-17 Compensation / Telephone	720	720	360	720	1,320	1,320
60	53,081	53,452	25,989	53,452	96,197	96,197
692-6166-471-61-30 Benefits / Social security	4,033	4,089	2,041	4,089	7,359	7,359
692-6166-471-61-36 Benefits / Retirement	4,041	4,217	2,137	4,217	7,648	7,648
692-6166-471-61-40 Benefits / Unemployment	9	171	162	171	36	36
692-6166-471-61-46 Benefits / Workers comp	225	116	104	116	375	375
692-6166-471-61-50 Benefits / Health cost	-	3,360	-	3,360	5,496	5,496
692-6166-471-61-52 Benefits / Life insurance	43	88	22	88	124	124
692-6166-471-61-53 Benefits / Retiree health insurance	573	514	255	514	514	514
61	8,924	12,555	4,721	12,555	21,552	21,551
692-6166-473-62-02 Supplies / Office	1,766	1,500	79	-	1,500	1,500
62	1,766	1,500	79	-	1,500	1,500
692-6166-474-63-09 Other services & charges / Claims	-	-	-	-	-	-
692-6166-474-63-14 Other services & charges / Dues & subscriptions	6,449	14,700	17,184	18,000	20,000	14,700
692-6166-474-63-45 Other services & charges / Professional	17,500	-	17,500	17,500	20,000	-
692-6166-474-63-52 Other services & charges / Rental & contractual	-	-	300	300	-	-
692-6166-474-63-64 Other services & charges / Training	-	1,000	81	1,000	1,000	1,000
692-6166-474-63-65 Other services & charges / Travel	620	1,500	-	1,500	1,500	1,500
692-6166-474-63-99 Other services & charges / Miscellaneous	295	-	-	-	-	-
63	24,864	17,200	35,065	38,300	42,500	17,200
692-6166-475-65-16 Maintenance / Vehicles	-	-	-	-	-	-
692-6166-475-65-17 Maintenance / Fuel & lubricants	108	-	-	-	-	-
65	108	-	-	-	-	-

2019

692-6166 Property and Casualty Admin

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals	Adjusted	Oct -Mar	Estimated	Department	City Manager
	FY 16-17	Budget	Actuals	FY 17-18	Request	Recomm
		FY 17-18	FY 17-18	FY 17-18	FY 18-19	FY 18-19
692-6166-476-66-16 Capital outlay / Equipment	-	-	-	-	-	-
692-6166-476-66-22 Capital outlay / Computer-hardware	-	-	-	-	-	-
692-6166-476-66-24 Capital outlay / Computer-Software	-	-	-	-	-	-
692-6166-476-66-99 Capital outlay / Non-capitalized	14,000	-	-	-	-	-
66	14,000	-	-	-	-	-
<hr/>						
692-6166 Administration	\$ 102,742	\$ 84,707	\$ 65,854	\$ 104,307	\$ 161,749	\$ 136,448

"FORM B"

CITY OF McALLEN
 PERSONNEL SCHEDULE WORKSHEET
 CURRENT EMPLOYEES FOR FISCAL YEAR 2017-2018
 PAYROLL AS OF FEBRUARY 16, 2018

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
6166471	ADMINISTRATION	<u>1</u>			CLAIMS ADJUSTER	FILLED	<u>50,482</u>
		1					50,482
6166471	ADMINISTRATION		1		ASSISTANT CLAIMS ADJUSTER	FILLED	<u>41,995</u>
							41,995
					CAR ALLOWANCE		2,400
					TELEPHONE		<u>1,320</u>
							3,720
	CURRENT POSITIONS		1				96,197

Property and Casualty Insurance Fund

Mission Statement:	Department Summary											
	Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
		16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Our mission is to effectively mitigate loss and protect the assets of the City through careful and diligent claims handling.	Personnel Services											
	Salaries and Wages	\$ 53,081	\$ 53,002	\$ 53,452	\$ 53,452	\$ 96,197	\$ 96,197	\$ 96,197	\$ 96,197	\$ 96,197	\$ 96,197	
	Employee Benefits	8,924	12,491	12,555	12,555	21,552	21,551	21,551	21,551	21,551	21,551	
	Supplies	1,766	1,500	1,500	-	1,500	1,500	1,500	1,500	1,500	1,500	
	Other Services and Charges	24,864	17,200	17,200	38,300	42,500	17,200	17,200	17,200	17,200	17,200	
	Maintenance	108	-	-	-	-	-	-	-	-	-	
	Operations Subtotal	88,742	84,193	84,707	104,307	161,749	136,448	136,448	136,448	136,448	136,448	
	Capital Outlay	14,000	-	-	-	-	-	-	-	-	-	
	Operations & Capital Outlay Total	102,742	84,193	84,707	104,307	161,749	136,448	136,448	136,448	136,448	136,448	
	Non Departmental											
	Premiums Insurance	445,967	303,267	303,267	322,356	343,267	343,267					
	Claims Expenses	357,375	408,192	408,192	336,000	408,192	336,000	663,552	663,552	663,552	663,552	
	Contingency	-	521	7	-	-	1,751	-	-	-	-	
	Workers' Comp. - Loss Run Ratio	-	-	-	71	-	(219)	-	-	-	-	
	Total Expenditures	\$ 906,084	\$ 796,173	\$ 796,173	\$ 762,734	\$ 913,208	\$ 817,247	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000	
	PERSONNEL											
	Exempt	1	1	1	1	1	1	1	1	1	1	
	Non-Exempt	-	-	-	-	1	1	1	2	2	2	
	Part-Time	-	-	-	-	-	-	-	-	-	-	
	Total Positions Authorized	1	1	1	1	2	2	2	3	3	3	
	Resources											
		Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr		Four Year Plan			
		16-17	17-18	Budget 17-18	17-18	18-19	18-19	19-20	20-21	21-22	22-23	
Related Revenue Generated	\$ 896,904	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000		

Contact Us:

Kevin Pagan
 City Attorney
 1300 W. Houston
 McAllen, TX 78501
 (956) 681-1410

MAJOR FY 18-19 GOALS

2019

692-6174 Property & casualty insurances

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
692-6174-474-63-17 Premiums / Ins-employee bond	525	6,031	525	525	6,031	6,031
692-6174-474-63-24 Premiums / Ins-auto liability	-	23,843	13,439	13,439	23,843	23,843
692-6174-474-63-26 Premiums / Ins-errors & omissions	-	37,240	-	-	37,240	37,240
692-6174-474-63-27 Premiums / Ins-real & personal pro	245,324	162,367	260,141	260,141	162,367	162,367
692-6174-474-63-28 Premiums / Ins-law enforcement	5,982	41,296	-	-	41,296	41,296
692-6174-474-63-29 Other services & charges / Ins-liability	172,578	24,479	35,665	35,655	24,479	24,479
692-6174-474-63-30 Premiums / Ins-mobile equip	-	-	-	-	-	-
692-6174-474-63-71 Premiums / Ins - special events					40,000	40,000
692-6174-474-63-93 Premiums / Ins-aviation	10,899	8,011	12,569	12,596	8,011	8,011
63	435,308	303,267	322,339	322,356	343,267	343,267
692-6174-474-64-30 Premiums/ Ins. -Auto castastrophe	10,517	-	-	-	-	-
692-6174-474-64-81 Premiums / Notary bonds	142	-	213	-	-	-
64	10,659	-	213	-	-	-
<hr/>						
692-6174 General Insurance	\$ 445,967	\$ 303,267	\$ 322,552	\$ 322,356	\$ 343,267	\$ 343,267

2019
692-6186 Contingency

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
692-6186-471-61-97 Benefits / Contingency - workers comp loss run ratio				71		(219)
692-6186-471-61-99 Benefits / Contingency	-	7	-	-	-	1,751
61	-	7	-	71	-	1,532
692-6186 Contingency	\$ -	\$ 7	\$ -	\$ 71	\$ -	\$ 1,532

2019

692-6194 Claims expenses

**Preliminary Form "A" Worksheet
For Fiscal Year 2018-2019**

	Actuals FY 16-17	Adjusted Budget FY 17-18	Oct -Mar Actuals FY 17-18	Estimated FY 17-18	Department Request FY 18-19	City Manager Recomm FY 18-19
692-6194-474-63-17 Claims expenses / Employee bond	639	8,600	-	8,600	8,600	8,600
692-6194-474-63-24 Claims expenses / Auto liability	236,604	193,355	119,293	193,355	193,355	193,355
692-6194-474-63-26 Claims expenses / Error & omissions	40,333	-	-	-	-	-
692-6194-474-63-27 Claims expenses / Real and personal property	-	4,700	-	4,700	4,700	4,700
692-6194-474-63-28 Claims expenses / Law enforcement	57,824	19,650	-	19,650	19,650	19,650
692-6194-474-63-29 Claims expenses / General liability	19,011	181,887	9,754	81,887	181,887	81,887
692-6194-474-63-30 Claims expenses /Mobile equipment	-	-	-	-	-	-
692-6194-474-63-93 Claims expenses / Aviation	-	-	-	-	-	-
63	354,412	408,192	129,046	308,192	408,192	308,192
692-6194-474-64-27 Claims expense / TML deductibles	2,963	-	32,068	-	-	-
692-6194-474-64-30 Claims expenses / Auto catastrophe	-	-	-	-	-	-
64	2,963	-	32,068	-	-	-
692-6194	\$ 357,375	\$ 408,192	\$ 161,115	\$ 308,192	\$ 408,192	\$ 308,192

FY 2018-2019 General Fund Non-Profit Applications						
#	Agency/Department	Funded		Amount Requested	Recommendation	
		FY 2016-17	FY 2017-18		CD Board	City Manager
1	Valley Symphony Orchestra & Chorale	\$ 125,000	\$ 120,000.00	\$ 125,000	\$ -	\$ -
2	Comfort House - Equipment/Direct Operating	\$ -	\$ 40,656.00	\$ 19,588.58	\$ -	\$ -
3	Women Together Foundation	\$ 25,000	\$ 25,000.00	\$ 25,000	\$ -	\$ -
4	Museum of South Texas History	\$ 41,400	\$ 38,000.00	\$ 45,000	\$ -	\$ -
5	McAllen Chamber of Commerce	\$ 644,200	\$ 644,200.00	\$ 644,000	\$ -	\$ -
6	International Museum of Arts and Science (IMAS)	\$ 735,000	\$ 700,000.00	\$ 700,000	\$ -	\$ -
7	Boys & Girls Club of McAllen	\$ 750,000	\$ 705,000.00	\$ 774,675.23	\$ -	\$ -
8	McAllen Town Band Association	\$ 14,400	\$ 14,400.00	\$ 14,400	\$ -	\$ -
9	McAllen Heritage Center, Inc.	\$ 45,000	\$ 45,000.00	\$ 45,000	\$ -	\$ -
10	Amigos Del Valle Inc.	\$ 88,322	\$ 66,000.00	\$ 90,132.99	\$ -	\$ -
11	RGV Literacy Center	\$ 24,000	\$ 20,000.00	\$ 18,137.50	\$ -	\$ -
	Total Requested	\$ 2,492,322	\$ 2,418,256	\$ 2,500,934.30	\$ -	\$ -

FY 2018-2019 - Development Corporation Non-Profit Applications

#	Agency/Department	Funded		Amount Requested	FY 2018-2019 Recommendation	
		FY 2016-2017	FY 2017-2018		CD Board	City Manager
1	Comfort House	\$ -	\$ 150,000	\$ 175,603.56	\$ -	\$ -
2	LiftFund Inc.	\$ 275,500	\$ 200,000	\$ 350,000.00	\$ -	\$ -
3	South Texas College	\$ 400,000	\$ 276,000	\$ 450,000.00	\$ -	\$ -
4	Affordable Homes of South Texas	\$ 547,200	\$ 350,000	\$ 497,640.00	\$ -	\$ -
5	LRGV Community Health/El Milagro Clinic	\$ 176,000	\$ 200,000	\$ 300,069.26	\$ -	\$ -
6	VIDA	\$ 800,000	\$ 600,000	\$ 600,000.00	\$ -	\$ -
7	McAllen Economic Development Corp.	\$ 1,383,195.00	\$ 1,200,203.00	\$ 1,136,390.68	\$ -	\$ -
8	Boys & Girls Club of McAllen	\$ 174,798	\$ 164,300	\$ 208,897.87	\$ -	\$ -
Total Requested		\$ 3,756,693	\$ 3,140,503	\$ 3,718,601	\$ -	\$ -

City of McAllen, Texas
Water Fund
Working Capital Summary

	Actual 16-17	Budget 17-18	Amended Budget 17-18	Estimated 17-18	Dept Request 18-19	Gen. Mgr Recomm. 18-19
RESOURCES						
BEGINNING WORKING CAPITAL	\$ 4,190,479	\$ 5,165,173	\$ 5,165,173	\$ 5,249,294	\$ 6,085,061	\$ 6,085,061
Revenues:						
Residential Water Sales	10,878,938	13,283,937	13,283,937	11,275,858	13,354,613	13,354,613
Commercial Water Sales	6,086,094	6,180,456	6,180,456	6,020,156	6,193,436	6,193,436
Industrial Water Sales	467,141	520,287	520,287	385,250	520,287	520,287
Misc. Operating Revenues	836,809	472,406	472,406	710,918	472,406	740,000
Tap Fees	420,825	450,000	450,000	452,900	450,000	450,000
Connect Fees	182,285	150,000	150,000	183,350	150,000	180,000
Reconnect Fees	195,400	190,000	190,000	198,650	190,000	190,000
Billing Charges	460,000	460,000	460,000	460,000	460,000	460,000
Reimbursements	30,183	35,500	35,500	66,000	35,500	35,500
Misc. Non-Operating Revenues	322,616	235,000	235,000	267,922	235,000	235,000
Interest Earned	41,638	45,486	45,486	78,920	77,176	78,355
Total Revenues	19,921,929	22,023,072	22,023,072	20,099,924	22,138,418	22,437,191
Operating Transfers In	-	-	-	-	-	-
Total Revenues and Transfers	19,921,929	22,023,072	22,023,072	20,099,924	22,138,418	22,437,191
TOTAL RESOURCES	\$ 24,112,408	\$ 27,188,245	\$ 27,188,245	\$ 25,349,218	\$ 28,223,479	\$ 28,522,252
APPROPRIATIONS						
Operating Expenses:						
Administration and General/Benefits	\$ 1,616,855	\$ 1,411,063	\$ 1,415,117	\$ 1,333,014	\$ 1,551,262	\$ 1,677,740
Employee Benefits/Contingency	10,000	185,000	116,910	42,500	35,000	213,562
Liability and Misc. Insurance	39,060	55,099	55,099	55,099	55,099	55,099
Water Treatment Plant	4,728,027	4,619,979	4,642,990	4,586,083	4,563,393	4,565,893
Cost of Raw Water	2,299,340	2,576,568	2,576,568	2,576,568	2,576,568	2,615,571
Water Laboratory	360,752	406,692	411,294	406,472	410,808	410,808
Water Line Maintenance	2,155,618	2,517,262	2,583,047	2,314,142	2,686,590	2,686,590
Water Meter Readers	907,494	1,008,384	1,047,388	983,278	998,377	1,003,184
Utility Billing	733,673	806,077	810,757	743,946	813,762	818,395
Customer Relations	912,897	962,268	973,629	943,977	1,060,550	1,060,550
Treasury Management	422,592	487,219	488,779	453,997	500,801	500,801
Capital Outlay	-	-	-	-	-	-
Total Operations	14,186,308	15,035,611	15,121,578	14,439,076	15,252,210	15,608,193
Transfers To Depreciation Fund	1,588,716	1,632,736	1,632,736	1,568,115	1,748,688	1,661,651
Transfers to Debt Service-2015 Issue	1,061,816	1,062,880	1,062,880	1,075,947	1,094,128	1,087,016
Transfers to Debt Service-2016 Issue	1,027,389	1,074,258	1,074,258	1,067,962	967,077	1,041,826
Transfers to Planned Debt Service	-	525,000	525,000	-	532,724	532,724
Transfers to Capital Improvements	1,149,948	1,037,643	1,037,643	1,037,643	1,135,921	1,135,921
Other Non-operating expenses	42,839	75,414	75,414	75,414	75,414	113,121
Rebatable Arbitrage	-	-	-	-	-	-
Total Non-operating	4,870,708	5,407,931	5,407,931	4,825,081	5,553,952	5,572,259
TOTAL APPROPRIATIONS	\$ 19,057,016	\$ 20,443,542	\$ 20,529,509	\$ 19,264,157	\$ 20,806,162	\$ 21,180,452
Other Changes Affecting Working Capital	193,901	-	-	-	(299,462)	(299,462)
ENDING WORKING CAPITAL	\$ 5,249,294	\$ 6,744,703	\$ 6,658,736	\$ 6,085,061	\$ 7,117,855	\$ 7,042,338
Targeted Ending Balance (Note 1)	\$ 4,663,992	\$ 4,943,215	\$ 4,971,478	\$ 4,747,093	\$ 5,014,425	\$ 5,131,461
Days of Working Capital	135	164	161	154	170	165
Debt Coverage Ratio	2.75	2.62	2.59	2.64	2.65	2.57
Note 1 - 120 Days of O & M Expenses						

**City of McAllen, Texas
Water Depreciation
Working Capital Summary**

	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept. Request 18-19	General Mgr Recomm. 18-19
RESOURCES						
BEGINNING WORKING CAPITAL	\$ 7,690,500	\$ 4,372,691	\$ 4,372,691	\$ 8,694,958	\$ 6,658,059	\$ 6,658,059
Revenues:						
Interest Earned	45,533	82,064	82,064	107,310	83,226	83,226
Valuation Allowance	-	-	-	-	-	-
Miscellaneous/Other	113,458	-	-	-	-	-
Total Revenues	158,991	82,064	82,064	107,310	83,226	83,226
Operating Transfers In - Water Fund	1,588,716	1,632,736	1,632,736	1,568,115	1,661,651	1,661,651
Total Revenues and Transfers	1,747,707	1,714,800	1,714,800	1,675,425	1,744,877	1,744,877
TOTAL RESOURCES	\$ 9,438,207	\$ 6,087,491	\$ 6,087,491	\$ 10,370,383	\$ 8,402,936	\$ 8,402,936
APPROPRIATIONS						
Expenditures:						
Administration and General	-	-	-	-	57,500	57,500
Water Treatment Plant	203,439	520,500	663,894	416,000	450,343	450,343
Water Laboratory	-	14,000	14,000	17,649	-	-
Water Line Maintenance	351,533	982,539	998,331	888,060	756,239	756,239
Water Meter Readers	-	50,000	50,000	16,835	-	-
Utility Billing	5,998	5,400	5,400	3,781	-	-
Customer Relations	6,712	-	-	-	-	-
Treasury Management	-	-	-	-	-	-
Other	-	-	-	-	-	-
Total Operations	567,682	1,572,439	1,731,625	1,342,325	1,264,082	1,264,082
Capital Projects:						
CDBG Projects						
IU1104	\$ 22,848	\$ -	\$ -	-	\$ 100,000	\$ 100,000
SWTP Transmission Main to Ware						
IU1305	-	-	-	20,000	30,000	30,000
Waterline Extensions						
IU1306	17,681	25,000	25,000	25,000	100,000	100,000
Balboa Water Line Phase 2						
IU1501	-	700,000	700,000	300,000	400,000	400,000
SWTP Exp Filter/Clarifier						
IU1507	-	-	-	-	250,000	250,000
Ware Rd Wide Wtrln Reloc Mi 3-Trenton						
IU1508	5,513	1,150,000	1,150,000	1,150,000	-	-
Hackberry Wtrln Repl 17th-19th						
IU1603	-	-	-	-	100,000	100,000
Kendlewood Wtrln Repl 17th-20th						
IU1604	-	-	-	-	100,000	100,000
N. 29th Street Water Line						
IU1605	-	375,000	375,000	375,000	-	-
Oakland Waterline						
IU1608	116,913	-	-	-	-	-
Civic Center Revedevelopment Water Imp						
IU1701	-	150,000	150,000	-	150,000	150,000
Bulldog Tower Rehab						
IU1803	-	100,000	100,000	300,000	-	-
Uvalde Soccer Park						
IU1806	-	100,000	100,000	100,000	-	-
Cedar Water Tower						
IU1807	-	50,000	50,000	100,000	250,000	250,000
S. 23rd Street Water Line						
IU1808	-	-	36,000	-	-	-
Balboa Water Line Phase 3						
IU1901	-	-	-	-	700,000	700,000
Total Capital Projects	162,955	2,650,000	2,686,000	2,370,000	2,180,000	2,180,000
TOTAL APPROPRIATIONS	730,637	4,222,439	4,417,625	3,712,325	3,444,082	3,444,082
Adjustment for accruals	(12,613)	-	-	-	-	-
ENDING WORKING CAPITAL	\$ 8,694,958	\$ 1,865,052	\$ 1,669,866	\$ 6,658,059	\$ 4,958,854	\$ 4,958,854

**CITY OF MCALLEN, TEXAS
WATER CAPITAL IMPROVEMENT
WORKING CAPITAL SUMMARY**

	Actual 16-17	Budget 17-18	Adjusted 17-18	Estimated 17-18	Dept. Request 18-19	General Mgr Recomm. 18-19
RESOURCES						
BEGINNING BALANCE	\$ 5,045,883	\$ 4,098,669	\$ 4,098,669	\$ 4,296,759	\$ 3,122,665	\$ 3,122,665
Revenues:						
Interest Earned	26,216	30,740	30,740	49,978	40,481	40,481
Unrealized (loss) on Investments	-	-	-	-	-	-
Operating Activities	9,428	26,019	26,019	-	-	-
Total Revenues	35,644	56,759	56,759	49,978	40,481	40,481
Transfers In: Water Fund For Working Capital - Projects	500,000	500,000	500,000	500,000	500,000	500,000
Transfers In - Capital Outlay	649,948	537,643	537,643	537,643	635,921	635,921
Total Revenues and Transfers	1,185,592	1,094,402	1,094,402	1,087,621	1,176,402	1,176,402
TOTAL RESOURCES	\$ 6,231,475	\$ 5,193,071	\$ 5,193,071	\$ 5,384,380	\$ 4,299,068	\$ 4,299,068
APPROPRIATIONS						
Operating Expenses:						
Working Capital Outlay:						
Water Plant	70,426	124,653	124,653	120,091	161,381	161,381
Water Lab	-	30,000	30,000	30,000	88,800	88,800
Water Line Maintenance	229,281	317,990	317,990	240,643	354,990	354,990
Meter Readers	-	-	-	-	-	-
Utility Billing	-	-	-	-	-	-
Customer Relations	-	-	-	-	-	-
Treasury Management	22,501	30,000	30,000	24,544	-	-
Administration	-	35,000	65,750	-	30,750	30,750
Total Working Capital Outlay	322,208	537,643	568,393	415,278	635,921	635,921
Working Capital Projects:						
Line Oversizing/Participation	IU0106 4,970	85,000	85,000	120,000	120,000	120,000
Southeast Waterline Improve (Dicker 10th-McColl)	IU0801 30,970	600,000	600,000	-	600,000	600,000
Acquisition of Water Rights - HCID #1	IU1502 1,100,400	-	-	-	-	-
Bicentennial Water Extension	IU1505 -	250,000	250,000	61,500	275,000	275,000
HCID #1 Raw Waterline	IU1506 -	-	-	60,000	20,000	20,000
SWTP Exp Filter/Clarifier	IU1507 141,249	-	-	644,937	250,000	250,000
Ware Rd Widening (Mi 3-Trenton)	IU1508 -	850,000	850,000	700,000	100,000	100,000
Garcia Subdivision	IU1702 21,310	-	-	-	-	-
Southeast Waterline Improve (Dicker 23rd-10th)	IU1804 -	800,000	800,000	50,000	750,000	750,000
South McAllen Regional Waterline	IU1805 -	-	-	200,000	-	-
City Hall - Lactation Room	BB1803 -	-	-	10,000	-	-
Total Working Capital Projects	1,298,899	2,585,000	2,585,000	1,846,437	2,115,000	2,115,000
Total Operations	1,621,107	3,122,643	3,153,393	2,261,715	2,750,921	2,750,921
Transfers out	-	-	-	-	-	-
TOTAL APPROPRIATIONS	1,621,107	3,122,643	3,153,393	2,261,715	2,750,921	2,750,921
Over/(Under) Appropriations	(435,515)	(2,028,241)	(2,058,991)	(1,174,094)	(1,574,519)	(1,574,519)
Adjustment for accrued expenses	(313,609)	-	-	-	-	-
ENDING BALANCE	\$ 4,296,759	\$ 2,070,429	\$ 2,039,679	\$ 3,122,665	\$ 1,548,148	\$ 1,548,146

**CITY OF MCALLEN, TEXAS
WATER REVENUE BOND ISSUES
WORKING CAPITAL SUMMARY**

	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept Request 18-19	General Mgr Recomm. 18-19
RESOURCES						
BEGINNING BALANCE	\$ 65,231	\$ -	\$ -	\$ -	\$ -	\$ -
Adjustment to Beginning Balance	-	-	-	-	-	-
Adjusted Beginning Balance	65,231	-	-	-	-	-
Revenues						
Bond Proceeds	-	12,000,000	12,000,000	-	18,900,000	18,900,000
Interest Earned	-	-	-	-	-	-
Unrealized (loss) on investments	-	-	-	-	-	-
Total Revenues	-	12,000,000	12,000,000	-	18,900,000	18,900,000
Transfers In	-	-	-	-	-	-
Total Revenues and Transfers	-	12,000,000	12,000,000	-	18,900,000	18,900,000
TOTAL RESOURCES	\$ 65,231	\$ 12,000,000	\$ 12,000,000	\$ -	\$ 18,900,000	\$ 18,900,000
APPROPRIATIONS						
Operating Expenses:						
Project #	Project:					
IU1202	Sludge Dewatering	\$ 400,000	\$ 400,000	\$ -	\$ 400,000	\$ 400,000
IU1305	SWTP Transmission Main to Ware Rd	800,000	800,000	-	800,000	800,000
IU1502	HCID #1 - Water Rights Acquisition	-	-	-	6,900,000	6,900,000
IU1506	HCID #1 - Raw Waterline	800,000	800,000	-	800,000	800,000
IU1507	SWTP Expansion Filter/Clarifier	65,231	10,000,000	-	10,000,000	10,000,000
		-	-	-	-	-
Total Operations		\$ 65,231	\$ 12,000,000	\$ 12,000,000	\$ -	\$ 18,900,000
Transfers out Sewer Bond 1999		-	-	-	-	-
TOTAL APPROPRIATIONS		65,231	12,000,000	12,000,000	-	18,900,000
Over/(Under) Appropriations		(65,231)	-	-	-	-
Adjustment for accrued expenses		-	-	-	-	-
ENDING BALANCE		\$ -	\$ -	\$ -	\$ -	\$ -

* Budget amendment required

**Sewer Fund
Working Capital Summary**

	Actual 16-17	Budget 17-18	Amended Budget 17-18	Estimated 17-18	Dept. Request 18-19	Gen Mgr Recomm. 18-19
RESOURCES						
BEGINNING WORKING CAPITAL	\$ 1,911,373	\$ 2,441,349	\$ 2,441,349	\$ 2,308,055	\$ 1,967,258	\$ 1,967,258
<u>Revenues:</u>						
Residential Service	10,551,186	12,166,252	12,166,252	11,116,395	12,255,208	12,255,208
Commercial Service	3,780,238	5,261,384	5,261,384	4,218,342	5,271,464	5,271,464
Industrial Service	309,580	390,849	390,849	241,280	390,849	390,849
Alton User Charges	576,566	650,000	650,000	536,318	650,000	650,000
Calpine/Duke/Reuse Charges	620,219	740,000	740,000	684,726	740,000	740,000
Industrial Surcharge	1,196,014	1,240,000	1,240,000	991,310	1,240,000	1,240,000
Misc Non-operating Revenues	541,176	383,500	383,500	498,691	383,500	468,500
Interest Earned	54,616	26,556	26,556	106,070	54,344	54,344
Reimbursements	161,722	91,000	91,000	123,175	91,000	91,000
Total Revenues	17,791,317	20,949,541	20,949,541	18,516,307	21,076,365	21,161,365
Operating Transfers In	-	-	-	-	-	-
Total Revenues and Transfers	17,791,317	20,949,541	20,949,541	18,516,307	21,076,365	21,161,365
TOTAL RESOURCES	\$ 19,702,690	\$ 23,390,890	\$ 23,390,890	\$ 20,824,362	\$ 23,043,623	\$ 23,128,623
APPROPRIATIONS						
<u>Operating Expenses:</u>						
Administration & General	1,483,111	1,339,464	1,347,108	1,478,155	1,735,132	1,608,654
Wastewater Treatment Plants	4,290,920	4,565,440	4,753,583	4,565,440	4,799,152	4,706,201
Wastewater Laboratory	427,136	462,177	466,336	460,784	573,840	573,840
Wastewater Collections	2,170,904	2,200,748	2,230,495	2,200,748	2,301,216	2,255,108
Employee Benefits/Contingency	-	75,000	32,362	-	-	104,926
Liability and Misc. Insurance	42,528	65,261	65,261	65,261	65,261	65,261
Non-capitalized Capital Outlay	-	-	-	-	-	-
Total Operations	8,414,599	8,708,090	8,895,145	8,770,388	9,474,601	9,313,990
<u>Non-Operating Expenses:</u>						
Transfers to Depreciation Funds	2,980,579	3,345,068	3,345,068	2,892,349	3,497,570	3,755,435
Transfers to Debt Service: 2009 - TWDB	1,355,150	1,355,000	1,355,000	1,355,000	1,355,000	1,355,000
Transfers to Debt Service: 2012 - TWDB	125,033	122,983	122,983	122,983	122,839	122,839
Transfers to Debt Service: 2013 - TWDB	586,184	595,608	595,608	595,608	624,595	624,595
Transfers to Debt Service: 2015	834,284	835,120	835,120	845,387	854,084	854,084
Transfers to Debt Service: 2015 - TWDB	1,163,339	1,162,714	1,162,714	1,162,714	1,162,714	1,162,714
Transfers to Debt Service: 2016	1,361,834	1,424,017	1,424,017	1,415,671	1,381,025	1,381,025
Transfers to Debt Service: 2016 - TWDB	60,193	94,061	94,061	94,061	94,061	94,061
Planned Debt Service	-	306,250	306,250	306,250	194,250	194,250
Transfers to Capital Improvements	273,200	1,038,200	1,038,200	1,038,200	1,035,609	1,035,609
Other Non-operating expenses	26,800	42,936	42,936	42,936	42,936	64,404
Total Non-Operating	8,766,596	10,321,957	10,321,957	9,871,159	10,364,683	10,644,016
TOTAL APPROPRIATIONS	17,181,195	19,030,047	19,217,102	18,641,547	19,839,284	19,958,006
Other Changes Affecting Working Capital	(213,440)	(260,266)	(260,266)	(215,557)	(128,507)	(128,507)
ENDING WORKING CAPITAL	\$ 2,308,055	\$ 4,100,577	\$ 3,913,522	\$ 1,967,258	\$ 3,075,832	\$ 3,042,110
Targeted Ending Balance (Note 1)	\$ 2,766,443	\$ 2,862,934	\$ 2,924,431	\$ 2,883,415	\$ 3,114,937	\$ 3,062,134
Days of Working Capital	100	172	161	82	118	119
Debt Coverage Ratio	1.71	2.08	2.04	1.65	2.00	2.05
Note 1 - 120 Days of O & M Expenses						

**City of McAllen, Texas
Sewer Depreciation Fund
Working Capital Summary**

	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept. Request 18-19	General Mgr Recomm. 18-19
RESOURCES						
BEGINNING WORKING CAPITAL	\$ 11,934,442	\$ 11,730,764	\$ 11,730,764	\$ 14,033,419	\$ 16,833,217	\$ 16,833,217
Revenues:						
Interest Earned	90,181	87,981	87,981	150,109	210,415	210,415
Total Revenues	90,181	87,981	87,981	150,109	210,415	210,415
Operating Transfers In - Sewer Fund	2,980,578	2,881,100	2,881,100	2,892,349	3,497,570	3,755,435
Total Revenues and Transfers	3,070,759	2,969,081	2,969,081	3,042,458	3,707,985	3,965,850
TOTAL RESOURCES	\$ 15,005,201	\$ 14,699,845	\$ 14,699,845	\$ 17,075,877	\$ 20,541,202	\$ 20,799,067
APPROPRIATIONS						
Operating Expenses:						
Administration and General	\$ -	\$ 23,800	\$ 23,800	\$ 23,660	\$ 12,500	\$ 12,500
Wastewater Treatment Plant	50,891	109,200	133,105	99,200	502,100	502,100
Wastewater Laboratory	6,940	-	-	-	27,000	27,000
Wastewater Collections	53,986	19,800	19,800	19,800	590,609	590,609
Total Operations	111,816	152,800	176,705	142,660	1,132,209	1,132,209
Capital Projects:						
16th & Beech Lift Station	IS0603 \$ 1,152,076	\$ 3,200,000	\$ 3,200,000			
Swr Ln & Manhole Replace	IS0807 199,246	100,000	100,000	100,000	350,000	350,000
CDBG/Urban County Matching - Sewer	IS1401 -	-	-		200,000	200,000
South WWTP Upgrade Construction	IS1410 47,764	4,737,017	4,737,017			
Total Capital Projects	1,399,086	8,037,017	8,037,017	100,000	550,000	550,000
TOTAL APPROPRIATIONS	1,510,902	8,189,817	8,213,722	242,660	1,682,209	1,682,209
Adjustment for accruals	539,120	-	-	-	-	-
ENDING WORKING CAPITAL	\$ 14,033,419	\$ 6,510,028	\$ 6,486,123	\$ 16,833,217	\$ 18,858,993	\$ 19,116,858

* Budget Amendment

**CITY OF MCALLEN, TEXAS
SEWER CAPITAL IMPROVEMENTS
WORKING CAPITAL SUMMARY**

	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept. Request 18-19	General Mgr Recomm. 18-19
RESOURCES						
BEGINNING BALANCE	\$ 7,601,163	\$ 8,526,441	\$ 8,526,441	\$ 4,575,730	\$ 3,608,223	\$ 3,608,223
Revenues:						
Interest Earned	60,947	45,743	45,743	42,884	45,103	45,103
Unrealized gain/(loss) on investments	(16,559)	-	-	88	-	-
Other	-	-	-	-	-	-
Total Revenues	44,388	45,743	45,743	42,972	45,103	45,103
Transfers In - TWDB	273,200	-	-	-	-	-
Transfers In - TIRZ #1	530,920	-	-	-	-	-
Transfers In Working Capital	-	600,000	600,000	600,000	600,000	600,000
Transfers In - Capital Outlay	-	438,200	438,200	438,200	435,609	435,609
Other	150,000	-	-	-	-	-
Total Revenues and Transfers	998,508	1,083,943	1,083,943	1,081,172	1,080,712	1,080,712
TOTAL RESOURCES	\$ 8,599,671	\$ 9,610,384	\$ 9,610,384	\$ 5,656,902	\$ 4,688,934	\$ 4,688,934
APPROPRIATIONS						
Capital Outlay:						
Administration	-	35,000	65,750	65,750	-	-
Wastewater Treatment Plant	42,756	308,650	308,650	308,650	321,700	321,700
Wastewater Laboratory	-	2,600	2,600	2,329	29,230	29,230
Wastewater Collections	-	91,950	91,950	91,950	84,679	84,679
Total Capital Outlay	42,756	438,200	468,950	468,679	435,609	435,609
Total Operating Expenses	42,756	438,200	468,950	468,679	435,609	435,609
Projects:						
Line Oversizing/Participation	\$ 372	\$ 50,000	\$ 50,000	\$ 100,000	\$ 150,000	\$ 150,000
"K" Center Street Sewer	1,721,740	1,000,000	1,000,000	400,000	-	-
Colbath Lift Station	-	-	-	-	250,000	-
Sprague Interceptor Sewer Design	21,424	-	-	50,000	75,000	-
SWWTP Upgrade Design	421,139	300,000	300,000	300,000	-	-
Lark Lift Station Design	-	-	-	-	300,000	300,000
South WWTP UV & Reuse Pumping	-	180,000	180,000	-	-	-
Dicker Road Sewer	-	750,000	750,000	200,000	1,000,000	1,000,000
North WWTP Electrical	244,540	-	-	120,000	100,000	100,000
South WWTP Upgrade Construction (w/o UVReuse)	8,547	1,000,000	1,000,000	-	-	-
Direct Potable Reuse Study	146,819	-	-	-	-	-
Bicentennial Sewer Line	-	200,000	200,000	-	200,000	200,000
GPS Infrastructure	-	200,000	200,000	-	-	-
Sprague Interceptor Sewer Construction	-	-	-	-	100,000	100,000
Tres Lagos/Sports Complex Reuse Transmission	484,900	343,791	343,791	400,000 *	-	-
Northgate Sewer Project	482,327	-	-	-	*	-
La Lomita Sewer Project	186,950	-	-	-	*	-
South WWTP Admin Bldg Break Room Remodeling	-	-	-	-	75,000	75,000
City Hall - Lactation Room	-	-	-	10,000	-	-
Total Project Costs	3,718,758	4,023,791	4,023,791	1,580,000	2,250,000	1,925,000
Transfers out:						
Transfer out to Sewer Fund	-	-	-	-	-	-
TOTAL APPROPRIATIONS	\$ 3,761,514	\$ 4,461,991	\$ 4,492,741	\$ 2,048,679	\$ 2,685,609	\$ 2,360,609
Over/(Under) Appropriations	(2,763,006)	(3,378,048)	(3,408,798)	(967,507)	(1,604,897)	(1,279,897)
Adjustment for accrued expenses	(262,427)	-	-	-	-	-
ENDING BALANCE	\$ 4,575,730	\$ 5,148,393	\$ 5,117,643	\$ 3,608,223	\$ 2,003,325	\$ 2,328,326

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**CITY OF McALLEN, TEXAS
SEWER REVENUE BONDS
WORKING CAPITAL SUMMARY**

	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Department Request 18-19	General Mgr Recomm. 18-19
RESOURCES						
BEGINNING BALANCE	\$ 10,967,396	\$ 1,133,281	\$ 1,133,281	\$ 4,451,161	\$ 4,490,075	\$ 4,490,075
Revenues						
Bond Proceeds	-	-	-	-	\$ -	\$ -
Interest Earned	75,445	11,332	11,332	38,914	\$ 56,126	\$ 56,126
Total Revenues	<u>75,445</u>	<u>11,332</u>	<u>11,332</u>	<u>38,914</u>	<u>\$ 56,126</u>	<u>\$ 56,126</u>
Transfers In	-	-	-	-	\$ -	\$ -
Total Revenues and Transfers	<u>75,445</u>	<u>11,332</u>	<u>11,332</u>	<u>38,914</u>	<u>\$ 56,126</u>	<u>\$ 56,126</u>
TOTAL RESOURCES	\$ 11,042,841	\$ 1,144,613	\$ 1,144,613	\$ 4,490,075	\$ 4,546,201	\$ 4,546,201
APPROPRIATIONS						
Project:						
Design - North WWTP Expansion (8-14 mgd)	IS0112	\$ -	\$ -	\$ -	\$ -	\$ -
North WWTP Expansion	IS0701	-	-	-	-	-
South WWTP Construction	IS1410	7,278,125	\$ 1,144,613	\$ 1,144,613	-	-
Total Projects		<u>7,278,125</u>	<u>\$ 1,144,613</u>	<u>\$ 1,144,613</u>	<u>-</u>	<u>\$ -</u>
Transfers out - Water Bond Revenue		-	-	-	-	-
TOTAL APPROPRIATIONS		\$ 7,278,125	\$ 1,144,613	\$ 1,144,613	\$ -	\$ -
Over/(Under) Appropriations		(7,202,680)	\$ (1,133,281)	\$ (1,133,281)	38,914	\$ 56,126
Adjustment for accrued expenses		<u>686,445</u>	<u>\$ -</u>	<u>\$ -</u>	<u>-</u>	<u>\$ -</u>
ENDING BALANCE	<u>\$ 4,451,161</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,490,075</u>	<u>\$ 4,546,201</u>	<u>\$ 4,546,201</u>

* Budget Amendment

**CITY OF McALLEN, TEXAS
SEWER REVENUE BONDS - CLEAN WATER & SWIFT FUNDING
WORKING CAPITAL SUMMARY**

	Actual 16-17	Budget 17-18	Adjusted Budget 17-18	Estimated 17-18	Dept. Request 18-19	General Mgr Recomm. 18-19
RESOURCES						
BEGINNING BALANCE	\$ 518,556	\$ 518,554	\$ 518,554	\$ 518,556	\$ 518,556	\$ 518,556
Revenues:						
Bond Proceeds	15,348,952	14,419,999	14,419,999	9,500,000	2,500,000	2,500,000
Other Activities	93,460	-	-	-	-	-
Interest Earned	-	-	-	-	-	-
Unrealized (loss) on investments	-	-	-	-	-	-
Total Revenues	<u>15,442,412</u>	<u>14,419,999</u>	<u>14,419,999</u>	<u>9,500,000</u>	<u>2,500,000</u>	<u>2,500,000</u>
Transfers in	-	-	-	-	-	-
Total Revenues and Transfers	<u>15,442,412</u>	<u>14,419,999</u>	<u>14,419,999</u>	<u>9,500,000</u>	<u>2,500,000</u>	<u>2,500,000</u>
TOTAL RESOURCES	\$ 15,960,968	\$ 14,938,553	\$ 14,938,553	\$ 10,018,556	\$ 3,018,556	\$ 3,018,556
APPROPRIATIONS						
Projects:						
North WWTP Upgrade - ARRA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sprague Road Engineering & Design IS1303	-	518,554	518,554	-	-	-
South WWTP Upgrade Design IS1304	-	-	-	-	-	-
Reuse Disinfection - Clean Water Funding IS1308	3,180,356	420,000	420,000	-	-	-
Sprague Colonias & Trunks Planning (EDAP) IS1403	-	-	-	-	-	-
Sprague Colonias & Trunks Design (EDAP) IS1402	-	-	-	-	-	-
North WWTP Electrical & SCADA Programming IS1409	-	2,500,000	2,500,000	-	2,500,000	2,500,000
South WWTP Upgrade Construction IS1410	7,403,087	2,000,000	2,000,000	-	-	-
Sprague Interceptor Sewer Construction IS1503	-	4,500,000	4,500,000	4,500,000	-	-
Tres Lagos Reuse IS1602	1,871,856	5,000,000	5,000,000	5,000,000	-	-
Total Projects	<u>12,455,299</u>	<u>14,938,554</u>	<u>14,938,554</u>	<u>9,500,000</u>	<u>2,500,000</u>	<u>2,500,000</u>
Transfers out / Due to	-	-	-	-	-	-
TOTAL APPROPRIATIONS	\$ 12,455,299	\$ 14,938,554	\$ 14,938,554	\$ 9,500,000	\$ 2,500,000	\$ 2,500,000
Over/(Under) Appropriations	2,987,113	(518,555)	(518,555)	-	-	-
Adjustment for accrued expenses	(2,987,113)	-	-	-	-	-
ENDING BALANCE	<u>\$ 518,556</u>	<u>\$ (1)</u>	<u>\$ (1)</u>	<u>\$ 518,556</u>	<u>\$ 518,556</u>	<u>\$ 518,556</u>