

City Commission Budget Hearing

Proposed Annual Budget
FY 2020-2021



City of McAllen, Texas

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FY 2020- 2021

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City of McAllen
Fiscal Year 2020-2021
Budget Cover Page
September 28, 2020

This budget will raise more revenue from property taxes than last year 's budget by an amount of \$27,989, which is a 0.06 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 \$604,189.

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

FOR:

AGAINST:

PRESENT and not voting:

ABSENT:

Property Tax Rate Comparison

2020-2021	2020-2021	2019-2020
Property Tax Rate:	0.495670	0.495677
No New Revenue Tax Rate:	0.492583	0.467220
No New Revenue Maintenance & Operations	0.430614	0.413089
Voter Approval Tax Rate:	0.505277	0.516017
Debt Rate:	0.053140	0.055555

Total debt obligation for City of McAllen secured by property taxes: \$5,061,449

City of McAllen, Texas
PROPOSED 2020-2021 Combined Budget Summary
All Funds



	Beginning Fund Balance	Projected Revenues	Transfers In	Transfers Out	Operations	Capital Outlay	Debt Service	Total Appropriations	Revenue Over/Under Expenditures	Other Items Working Capital	Ending Fund Balance
General Fund											
General Fund	\$ 53,965,173	\$ 110,200,799	\$ 5,545,029	\$ (4,460,817)	\$ 116,676,343	\$ 980,993	\$ 263,174	\$ 117,920,510	\$ (6,635,499)	\$ -	\$ 47,329,674
Total General Fund	53,965,173	110,200,799	5,545,029	(4,460,817)	116,676,343	980,993	263,174	117,920,510	(6,635,499)	-	47,329,674
Special Revenue Funds											
Hotel Occupancy Tax	329	3,100,033	-	(2,101,309)	998,724	-	-	998,724	-	-	329
Hotel Venue Tax	122,743	735,995	-	(858,738)	-	-	-	-	(122,743)	-	-
Development Corp. of McAllen, Inc.	3,476,678	21,575,509	-	(1,643,876)	9,740,583	9,580,167	-	19,320,750	610,883	-	4,087,560
Parade Fund	146,040	680,000	100,000	-	701,100	16,000	-	717,100	62,900	-	208,940
EB - 5	74,654	-	-	-	-	-	-	-	-	-	74,654
Parklands Zone #1	1,425,372	24,254	-	-	-	534,000	-	534,000	(509,746)	-	915,625
Parklands Zone #2	698,355	6,984	-	-	-	323,408	-	323,408	(316,424)	-	381,931
Parklands Zone #3	507,903	5,079	-	-	-	180,000	-	180,000	(174,921)	-	332,982
Public, Educational, and Governmental (PEG)	818,977	208,190	-	-	-	401,195	-	401,195	(193,005)	-	625,972
Friends of Quinta	733,296	482,333	-	(1,100,841)	50,000	-	-	50,000	(668,508)	-	64,788
Community Development Block Grant	-	2,289,940	-	-	1,256,397	1,033,543	-	2,289,940	-	-	-
Police Department Seized	1,467,911	-	-	-	-	-	-	-	-	-	1,467,911
Downtown Services Parking	32,735	1,189,627	150,000	(11,342)	1,139,390	60,000	4,875	1,204,265	124,020	-	156,756
Drainage Fee Fund	2,722,998	1,323,230	-	-	-	3,729,436	-	3,729,436	(2,406,206)	-	316,792
Total Special Revenue Funds	12,227,991	31,621,174	250,000	(5,716,106)	13,886,194	15,857,749	4,875	29,748,818	(3,593,750)	-	8,634,240
Debt Service Funds											
Sales Tax Revenue Bond Debt Service	11,271	1,621,680	-	-	-	-	1,621,680	1,621,680	-	-	11,271
Local Government Finance Corporation Debt Service	15,723	-	910,435	-	-	-	910,435	910,435	-	-	15,723
General Obligation-Tax Note/C.O.	2,840,353	5,933,033	-	-	-	-	5,933,033	5,933,033	-	-	2,840,353
Hotel Tax Venue Debt Service	6	-	858,738	-	-	-	858,738	858,738	-	-	6
Water Debt Service	499,556	-	2,644,694	-	-	-	2,644,694	2,644,694	-	-	499,556
Wastewater Debt Service	2,695,786	-	5,941,187	-	-	-	5,941,187	5,941,187	-	-	2,695,786
Airport PFC Debt Service	339,461	-	649,125	-	-	-	649,125	649,125	-	-	339,461
McAllen International Toll Bridge Contingency	500,000	-	-	-	-	-	-	-	-	-	500,000
Anzalduas Intl Crossing Debt Service 2007 A	560,571	-	1,738,600	-	-	-	1,738,600	1,738,600	-	-	560,571
Anzalduas Intl Crossing Debt Service 2007 B	364,661	-	835,975	-	-	-	835,975	835,975	-	-	364,661
Anzalduas Intl Crossing - Contingency	451,622	-	-	-	-	-	-	-	-	45,000	496,622
Total Debt Service Funds	8,279,010	7,554,713	13,578,754	-	-	-	21,133,467	21,133,467	-	45,000	8,324,010
Capital Projects Funds											
Capital Improvement	4,152,742	1,793,735	3,654,113	-	-	8,041,389	-	8,041,389	(2,593,541)	-	1,559,201
Quinta Mazatlan - Center for Urban Ecology Facility	(1,897,026)	3,961,082	1,100,841	-	-	948,270	-	948,270	4,113,653	-	2,216,627
Traffic / Drainage Bond	20,561,642	1,254,435	-	-	-	18,394,964	-	18,394,964	(17,140,529)	-	3,421,113
Parks Facility / Fire Station #2 Construction	3,234,758	32,348	-	-	-	2,910,470	-	2,910,470	(2,878,122)	-	356,635
Street Improvement Construction	5,147,963	4,514,658	-	-	-	9,621,012	-	9,621,012	(5,106,354)	-	41,608
Sports Facility Construction	79,641	796	-	-	-	80,000	-	80,000	(79,204)	-	437
Certificate of Obligations Series 2014	2,060,002	20,600	-	(1,500,517)	-	-	-	-	(1,479,917)	-	580,085
Information Technology	123,804	59,933	-	-	-	52,723	-	52,723	7,210	-	131,014
Water Depreciation	6,104,502	61,045	1,606,935	-	1,219,165	3,407,020	-	4,626,185	(2,958,205)	-	3,146,297
Water Capital Improvement	3,379,070	33,791	1,875,415	-	1,375,415	1,081,000	-	2,456,415	(547,209)	-	2,831,861
Water Revenue Bonds	25,517	22,400,000	-	-	-	22,400,000	-	22,400,000	-	-	25,517
Wastewater Depreciation	13,498,450	134,985	3,469,622	-	639,960	2,650,020	-	3,289,980	314,627	-	13,813,077
Wastewater Capital Improvement	3,717,192	37,172	892,853	-	292,853	3,825,000	-	4,117,853	(3,187,828)	-	529,365
Wastewater Revenue Bonds	2,028,546	20,285	-	-	-	1,875,000	-	1,875,000	(1,854,715)	-	173,831
Wastewater Revenue Bond - CWSRF	524,071	1,515,000	-	-	-	1,515,000	-	1,515,000	-	-	524,071
Sanitation Depreciation	12,083,470	2,472,128	45,000	-	-	4,250,000	64,264	4,314,264	(1,797,136)	-	10,286,334
Palm View Golf Course Depreciation	260,614	2,606	160,000	-	-	75,000	-	75,000	87,606	-	348,220
Convention Center Depreciation	2,396,302	23,963	250,000	-	-	645,000	-	645,000	(371,037)	-	2,025,265
Performing Arts Depreciation	773,703	7,737	250,000	-	-	32,000	-	32,000	225,737	-	999,440
Passenger Facility Charge	7,283,477	908,709	-	(1,651,131)	-	720,000	-	720,000	(1,462,422)	-	5,821,055
McAllen International Airport Capital Improvement	35,391	45,744,559	1,002,007	-	-	46,746,566	-	46,746,566	-	-	35,391
Bridge Capital Improvement	3,179,365	31,794	1,341,025	-	-	2,213,333	-	2,213,333	(840,514)	-	2,338,851
Anzalduas Bridge Capital Improvement	1,311,314	13,113	380,541	-	-	515,000	-	515,000	(121,346)	-	1,189,968
Total Capital Project Funds	90,064,510	85,044,474	16,028,352	(3,151,648)	3,527,393	131,998,767	64,264	135,590,424	(37,669,246)	-	52,395,263
Enterprise Funds											
Water	8,463,536	23,853,185	-	(6,228,414)	16,542,034	-	-	16,542,034	1,082,737	(91,464)	9,454,809
Wastewater	5,945,270	23,554,230	-	(10,354,701)	9,990,195	-	-	9,990,195	3,209,334	(227,092)	8,927,512
Sanitation	13,840,305	20,981,403	-	(103,496)	18,821,169	1,130,450	-	19,951,619	926,288	-	14,766,593
Palm View Golf Course	1,019,730	1,454,017	-	(167,798)	1,270,224	-	184	1,270,408	15,811	-	1,035,541
McAllen Convention Center	231,638	2,917,360	3,100,964	(279,773)	4,998,883	-	8,224	5,007,107	731,444	-	963,083
McAllen Performing Arts Center	2,024,978	1,101,250	400,862	(250,000)	1,592,105	-	-	1,592,105	(339,993)	-	1,684,985
McAllen International Airport	10,494,940	5,912,923	-	(1,129,485)	4,575,932	-	3,980	4,579,912	203,526	(790,412)	9,908,052
Metro McAllen Transit	531,779	4,035,508	67,000	(175,520)	4,208,130	-	-	4,208,130	(281,142)	-	250,637
Bus Terminal	1,360,993	17,716,745	466,441	(4,962)	847,337	17,308,249	3,033	18,158,619	19,605	-	1,380,597
McAllen International Toll Bridge	1,297,263	13,801,385	-	(7,211,240)	6,571,583	16,385	2,177	6,590,145	-	-	1,297,263
McAllen Intl Toll Bridge - Restricted Acct	5,223,378	-	5,009,429	(4,241,064)	-	-	-	-	-	-	5,991,743
Anzalduas International Crossing	751,053	3,081,554	835,975	(2,957,952)	1,048,629	-	-	1,048,629	(89,052)	(45,000)	617,000
Total Enterprise Funds	51,184,863	118,409,560	9,880,671	(33,104,405)	70,466,221	18,455,084	17,598	88,938,903	5,478,558	(1,153,968)	56,277,815
Internal Service Funds											
Inter-Departmental Service	507,146	4,490,000	-	(14,886)	3,868,245	382,700	731	4,251,676	223,438	-	730,583
General Depreciation	11,138,984	3,202,718	-	(45,000)	-	2,613,052	-	2,613,052	544,666	395,206	12,078,856
Health Insurance	196,575	12,715,568	2,600,208	-	15,505,466	-	-	15,505,466	(189,690)	-	6,885
Retiree Health Insurance	953,667	1,453,293	-	-	1,286,052	-	-	1,286,052	167,241	-	1,120,908
Workers Compensation Fund	6,912,139	1,927,615	-	(1,643,703)	3,279,447	1,525	-	3,280,972	(2,997,060)	395,206	4,310,285
Property & Casualty Insurance Fund	(194,549)	800,000	253,552	-	859,002	-	-	859,002	194,550	-	-
Total Internal Service Funds	19,513,962	24,589,194	2,853,760	(1,703,589)	24,798,212	2,997,277	731	27,796,220	(2,056,855)	790,412	18,247,517
TOTALS	\$ 235,235,509	\$ 377,419,914	\$ 48,136,565	\$ (48,136,565)	\$ 229,354,363	\$ 170,289,870	\$ 21,484,109	\$ 421,128,342	\$ (44,476,792)	\$ (318,556)	\$ 191,208,525

**City of McAllen
General Fund
Fund Balance Summary**

	Actual 18-19	Original Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm. 20-21	City Manager Recom FY 20-21 vs Inc/(Dec) Adjusted FY 19-20 \$ Change % Change	Four Year Plan 21-22	22-23	23-24	24-25
UNASSIGNED BEGINNING FUND BALANCE	\$ 48,732,108	\$ 54,411,405	\$ 54,411,405	\$ 56,950,623	\$ 53,965,173	\$ 53,965,173		\$ 47,329,674	\$ 42,898,022	\$ 39,707,208	\$ 39,481,017
REVENUES											
Taxes	\$ 102,819,384	\$ 106,187,208	\$ 97,789,746	\$ 97,789,746	\$ 99,376,462	\$ 99,279,462	\$ 1,489,716 1.5%	\$ 101,771,698	\$ 104,290,773	\$ 107,166,498	\$ 109,617,107
Licenses and Permits	2,130,164	2,328,134	2,290,629	2,290,629	2,490,265	2,490,265	199,636 8.7%	2,552,522	2,616,335	2,681,743	2,748,787
Intergovernmental	15,609	-	-	-	-	-	-	-	-	-	-
Charges for Services	6,021,986	5,085,218	4,763,052	4,763,052	5,151,985	5,151,985	388,933 8.2%	5,229,412	5,323,339	5,404,290	5,478,464
Fines and Forfeits	1,423,373	1,345,000	836,600	836,600	837,350	837,350	750 0.1%	858,284	879,741	901,734	924,278
Investment Earnings	1,959,329	1,400,000	1,279,093	1,279,093	1,279,093	1,279,093	- 0.0%	1,311,070	1,343,847	1,377,443	1,411,879
Miscellaneous Revenues	3,102,306	1,290,282	1,994,190	5,260,700	1,162,644	1,162,644	(831,546) -41.7%	1,183,210	1,204,290	1,225,898	1,248,045
Total Revenues	117,472,151	117,635,842	108,953,310	112,219,820	110,297,799	110,200,799	1,247,489 1.14%	112,906,197	115,658,325	118,757,607	121,428,560
OTHER FINANCING SOURCE											
Transfers In	10,431,600	9,882,333	9,852,000	9,852,000	5,545,029	5,545,029	(4,306,971) -43.7%	5,657,449	5,772,256	5,889,501	6,009,235
Capital Lease	3,825,227	-	-	-	-	-	- 0.0%	-	-	-	-
Total Revenues and Other Sources	131,728,978	127,518,175	118,805,310	122,071,820	115,842,828	115,745,828	(3,059,482) -2.6%	118,563,646	121,430,581	124,647,107	127,437,795
TOTAL RESOURCES	\$ 180,461,086	\$ 181,929,580	\$ 173,216,715	\$ 179,022,443	\$ 169,808,001	\$ 169,711,002		\$ 165,893,320	\$ 164,328,603	\$ 164,354,316	\$ 166,918,812
APPROPRIATIONS											
OPERATING EXPENSE											
General Government	\$ 18,861,963	\$ 20,753,794	\$ 19,543,052	\$ 19,543,052	\$ 20,446,269	\$ 19,400,441	\$ (142,611) -0.7%	\$ 20,034,609	\$ 20,895,526	\$ 20,092,824	\$ 20,080,990
Public Safety	62,844,942	60,191,907	61,181,339	61,181,339	64,085,561	61,468,344	287,005 0.5%	61,354,109	61,745,571	62,072,672	62,523,824
Highways and Streets	11,527,254	12,539,571	12,234,643	12,234,643	13,005,106	12,873,031	638,388 5.2%	12,880,813	12,896,313	13,025,095	12,884,295
Health and Welfare	2,922,725	2,996,283	3,075,716	3,075,716	3,316,703	2,990,093	(85,623) -2.8%	3,159,407	3,418,534	3,874,435	3,822,013
Culture and Recreation	18,878,500	20,408,387	20,157,427	20,157,427	21,341,522	20,925,427	768,000 3.8%	21,321,221	21,352,371	21,408,571	21,638,992
Total Operations Expense	\$ 115,035,384	\$ 116,889,942	\$ 116,192,177	\$ 116,192,177	\$ 122,195,161	\$ 117,657,336	\$ 1,465,159 1.3%	\$ 118,750,159	\$ 120,308,315	\$ 120,473,597	\$ 120,950,114
OTHER FINANCING SOURCES (USES)											
Transfers Out	8,015,521	8,436,853	8,298,820	8,356,920	4,460,817	4,460,817	(3,838,003) -46.2%	3,736,966	3,804,905	3,891,528	3,962,558
Debt Service - Motorola Lease Payment	855,571	263,174	508,174	508,174	263,174	263,174	(245,000) -48.2%	508,174	508,174	508,174	508,174
TOTAL APPROPRIATIONS	123,906,476	125,589,969	124,999,171	125,057,271	126,919,152	\$ 122,381,327	\$ (2,617,844) -2.1%	\$ 122,995,299	\$ 124,621,394	\$ 124,873,299	\$ 125,420,847
Revenue over/under Expenditures	\$ 7,822,502	\$ 1,928,206	\$ (6,193,861)	\$ (2,985,451)	\$ (11,076,324)	\$ (6,635,499)		\$ (4,431,653)	\$ (3,190,813)	\$ (226,191)	\$ 2,016,948
UNADJ UNASSIGNED FUND BALANCE	\$ 56,554,610	\$ 56,339,610	\$ 48,217,544	\$ 53,965,173	\$ 42,888,849	\$ 47,329,674		\$ 42,898,022	\$ 39,707,208	\$ 39,481,017	\$ 41,497,965
Adjustments:											
Board advances	(306,852)	-	-	-	-	-	-	-	-	-	-
Prepays	525,139	-	-	-	-	-	-	-	-	-	-
Other Changes Affecting Working Capital	177,726	-	-	-	-	-	-	-	-	-	-
UNASSIGNED ENDING FUND BALANCE	\$ 56,950,623	\$ 56,339,610	\$ 54,054,515	\$ 53,965,173	\$ 42,888,849	\$ 47,329,674		\$ 42,898,022	\$ 39,707,208	\$ 39,481,017	\$ 41,497,965
\$56,950,623											
MINIMUM FUND BALANCE TEST											
Total Operations - Expenditures	115,035,384	116,889,942	116,192,177	116,192,177	122,195,161	117,657,336		118,750,159	120,308,315	120,473,597	120,950,114
Less: Capital Outlay	5,448,078	1,867,429	1,279,451	1,279,451	4,071,963	980,993		1,545,054	1,274,133	1,076,035	1,269,001
Net Operations - Expenditures	109,587,306	115,022,513	114,912,726	114,912,726	118,123,198	116,676,343		117,205,105	119,034,182	119,397,562	119,681,113
1 Day Operating Expenditures	300,239	315,130	314,829	314,829	323,625	319,661		321,110	326,121	327,117	327,893
No. of Day's Operating Expenditures in Fund Balance	190	179	172	171	133	148		134	122	121	127

	B	C	D	E	H	I	J	N	O	R	S	T	U
	City of McAllen General Fund Revenue By Source												
	Actual 18-19	Original Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm. 20-21	City Manager Recom FY 20-21 vs Adjusted FY 19-20		Four Year Plan				
							Inc/(Dec) \$ Change	% Change	21-22	22-23	23-24	24-25	
10	SOURCES OF INCOME:												
11	TAXES												
12	Ad Valorem Taxes:												
13	Current	\$ 41,047,679	\$ 42,764,986	\$ 42,882,045	\$ 42,882,045	\$ 44,168,506	\$ 44,068,506	\$ 1,186,461	2.8%	45,272,719	46,630,900	48,029,827	49,105,614
14	Delinquent	1,172,198	1,079,601	781,917	781,917	1,043,754	1,043,754	261,837	33.5%	1,054,192	1,064,733	1,075,381	1,120,981
15	Roll Back	58,504	-	34,486	34,486	66,822	66,822	32,336	0.0%	-	-	-	-
16	Penalty and Interest	944,391	927,156	886,565	886,565	895,431	895,431	8,866	1.0%	913,340	931,606	950,239	1,065,655
17	Property Tax-Refund	(144,069)	(125,000)	(200,000)	(200,000)	(200,000)	(200,000)	-	0.0%	(200,000)	(200,000)	(150,000)	(120,000)
18	Special Inventory-Vehicles	25,960	20,000	14,784	14,784	15,000	15,000	216	1.5%	16,000	16,500	17,000	17,500
19	Late Rendition Penalty	45,586	43,505	55,000	55,000	55,000	55,000	-	0.0%	50,200	52,350	54,500	56,055
20	Sales and Use Taxes:												
21	Sales Tax	47,822,338	50,174,933	42,967,836	42,967,836	\$ 42,967,836	\$ 42,967,836	-	0.0%	44,042,032	44,922,873	46,045,944	46,966,863
22	Insight	4,140,861	3,863,603	3,314,113	3,314,113	3,314,113	3,314,113	-	0.0%	3,396,966	3,464,905	3,551,528	3,622,558
23	Electric	4,434,392	4,535,424	4,400,000	4,400,000	4,400,000	4,400,000	-	0.0%	4,510,000	4,622,750	4,738,319	4,856,777
24	Natural Gas	426,924	390,000	390,000	390,000	390,000	390,000	-	0.0%	399,750	409,744	419,987	430,487
25	Telephone	770,939	503,000	503,000	503,000	503,000	503,000	-	0.0%	512,500	525,313	538,445	551,906
26	Cable	1,078,678	1,010,000	1,010,000	1,010,000	1,010,000	1,010,000	-	0.0%	1,035,250	1,061,131	1,087,660	1,114,851
27	PEG Fee	5,109	-	-	-	-	-	-	0.0%	-	-	-	-
28	State Shared Revenues:												
29	State Mixed Drink Tax	989,894	1,000,000	750,000	750,000	750,000	750,000	-	0.0%	768,750	787,969	807,668	827,860
31	TOTAL TAXES	102,819,384	106,187,208	97,789,746	97,789,746	99,376,462	99,279,462	1,489,716	1.5%	101,771,698	104,290,773	107,166,498	109,617,107
33	LICENSES AND PERMITS												
34	Business Licenses and Permits:												
35	Alcoholic Beverage License	77,495	70,000	70,000	70,000	70,000	70,000	-	0.0%	71,750	73,544	75,382	77,267
36	Electrician's License	12,775	12,500	12,500	12,500	12,500	12,500	-	0.0%	12,813	13,133	13,461	13,798
37	Sign License	2,925	2,200	2,300	2,300	2,200	2,200	(100)	-4.3%	2,255	2,311	2,369	2,428
38	Food Handler's Permit	481,105	521,700	443,600	443,600	377,060	377,060	(66,540)	-15.0%	386,487	396,149	406,052	416,204
39	House Mover's License	125	100	175	175	175	175	-	0.0%	179	184	188	193
40	Other-Plumbing, Mechanical, & Irrigation	12,900	10,000	10,000	10,000	10,000	10,000	-	0.0%	10,250	10,506	10,769	11,038
41	Occupational Licenses:												
42	Building Permits	700,936	881,071	841,123	841,123	1,009,348	1,009,348	168,225	20.0%	1,034,582	1,060,446	1,086,957	1,114,131
43	Electrical Permits	129,547	133,622	155,456	155,456	186,548	186,548	31,091	20.0%	191,211	195,992	200,891	205,914
44	Plumbing Permits	176,511	192,695	211,813	211,813	254,176	254,176	42,363	20.0%	260,530	267,043	273,720	280,563
45	Mechanics Permits	64,471	72,743	77,365	77,365	92,838	92,838	15,473	20.0%	95,159	97,538	99,977	102,476
46	House Moving Permits	6,103	5,753	7,324	7,324	8,788	8,788	1,465	20.0%	9,008	9,233	9,464	9,701
47	Garage Sale Permits	92,505	90,000	89,500	89,500	76,075	76,075	(13,425)	-15.0%	77,977	79,926	81,924	83,973
48	Alarm Ordinance	223,955	245,000	245,000	245,000	245,000	245,000	-	0.0%	251,125	257,403	263,838	270,434
49	Intenent Vendor's License	400	300	300	300	300	300	-	0.0%	308	315	323	331
50	On site septic tank	900	450	750	750	750	750	-	0.0%	769	788	808	828
51	Special Use Permit	147,512	90,000	123,423	123,423	144,507	144,507	21,085	17.1%	148,120	151,823	155,619	159,509
52	TOTAL LICENSES AND PERMITS	2,130,164	2,328,134	2,290,629	2,290,629	2,490,265	2,490,265	199,636	8.7%	2,552,522	2,616,335	2,681,743	2,748,787
55	INTERGOVERNMENTAL REVENUES												
56	State shared revenues	15,609	-	-	-	-	-	-	0.0%	-	-	-	-
58	TOTAL INTERGOVERNMENTAL REVENUES	15,609	-	-	-	-	-	-	0.0%	-	-	-	-
60	CHARGES FOR SERVICES												
61	General Government:												
62	Management Services	1,903,500	1,903,500	2,103,500	2,103,500	2,203,500	2,203,500	100,000	4.8%	2,203,500	2,203,500	2,203,500	2,203,500
63	State Court Costs Fees	63,412	70,000	50,000	50,000	65,000	65,000	15,000	30.0%	66,625	68,291	69,998	71,748
64	Subdivision application preliminary	41,858	48,000	35,000	35,000	45,000	45,000	10,000	28.6%	46,125	47,278	48,460	49,672
65	Developer's fee	86,833	50,000	182,498	182,498	50,000	50,000	(132,498)	-72.6%	51,250	52,531	53,845	55,191
66	Zone application Fees	47,000	26,000	28,500	28,500	26,000	26,000	(2,500)	-8.8%	26,650	27,316	27,999	28,699
67	Sale Documents - Maps, Code Books	75,837	2,000	8,875	8,875	8,800	8,800	(75)	-0.8%	9,020	9,246	9,477	9,714
68	Plans & Specifications	-	500	100	100	100	100	-	0.0%	103	105	108	110
69	Plan Review fee	61,795	90,000	62,000	62,000	62,000	62,000	-	0.0%	63,550	65,139	66,767	68,436
70	Site Plan Review Fee	8,400	6,500	7,000	7,000	7,000	7,000	-	0.0%	7,175	7,354	7,538	7,727

	A	B	C	D	E	H	I	J	N	O	R	S	T	U
	City of McAllen General Fund Revenue By Source													
		Actual 18-19	Original Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm. 20-21	City Manager Recom FY 20-21 vs Adjusted FY 19-20		Four Year Plan				
								Inc/(Dec) \$ Change	% Change	21-22	22-23	23-24	24-25	
71	Expedited Plan Review Fee	-	100	100	100	100	100	-	0.0%	103	105	108	110	
72	Miscellaneous Revenues	209,542	5,000	4,615	4,615	4,375	4,375	(240)	-5.2%	4,484	4,596	4,711	4,829	
73	Rent Payment - Consulate	53,612	49,488	49,488	49,488	49,488	49,488	-	0.0%	49,488	72,815	81,402	81,402	
74	Rent Payment - Catalina Mobile Park	-	-	103,050	103,050	137,400	137,400	34,350	0.0%	137,400	137,400	137,400	137,400	
75	Temporary Signs	6,000	10,000	4,150	4,150	6,500	6,500	2,350	56.6%	15,050	15,050	15,050	15,050	
76	Public Safety:													
77	Accident Reports	70,768	68,000	68,000	68,000	68,000	68,000	-	0.0%	69,700	71,443	73,229	75,059	
78	Traffic Case	16,083	18,500	16,500	16,500	16,500	16,500	-	0.0%	16,913	17,335	17,769	18,213	
79	Abandoned Vehicles	23,374	8,000	8,000	8,000	8,000	8,000	-	0.0%	8,200	8,405	8,615	8,831	
80	Rural Fire Protection	39,189	42,000	40,000	40,000	45,000	45,000	5,000	12.5%	46,125	47,278	48,460	49,672	
81	U.S. Marshall Contract	576,680	550,000	550,000	550,000	550,000	550,000	-	0.0%	563,750	577,844	592,290	607,097	
82	False Alarms	68,800	50,000	56,000	56,000	56,000	56,000	-	0.0%	57,400	58,835	60,306	61,814	
83	Miscellaneous Revenues	562,058	5,500	57,063	57,063	5,500	5,500	(51,563)	-90.4%	5,638	5,778	5,923	6,071	
84	Fire Inspection Fees	98,675	80,000	64,000	64,000	100,000	100,000	36,000	56.3%	102,500	105,063	107,689	110,381	
85	Highways and Streets:													
86	Construction Penalty	11,521	5,000	10,042	10,042	8,000	8,000	(2,042)	-20.3%	8,200	8,405	8,615	8,831	
87	Health:													
88	Vital Statistics	302,595	285,000	235,000	235,000	310,000	310,000	75,000	31.9%	317,750	325,694	333,836	342,182	
89	Weed and Lot Cleaning	46,312	48,000	20,000	20,000	25,000	25,000	5,000	25.0%	25,625	26,266	26,922	27,595	
90	Animal Licenses	-	130	130	130	130	130	-	0.0%	133	137	140	143	
91	Passport Acceptance Fees	337,704	325,000	274,310	274,310	348,785	348,785	74,475	27.1%	357,505	366,442	375,603	384,993	
92	Passport ID photo	116,385	111,700	100,000	100,000	120,000	120,000	20,000	20.0%	123,000	126,075	129,227	132,458	
93	Recreation:													
94	Yearly Recreation Program	153,361	107,000	45,000	45,000	60,712	60,712	15,712	34.9%	62,230	63,786	65,380	67,015	
95	League Registration	136,069	140,000	76,000	76,000	102,600	102,600	26,600	35.0%	105,165	107,794	110,489	113,251	
96	Aquatic Program Entry	97,936	75,000	19,635	19,635	26,507	26,507	6,872	35.0%	27,170	27,849	28,545	29,259	
97	Tournament Fees	92,625	105,000	73,842	73,842	99,687	99,687	25,845	35.0%	102,179	104,734	107,352	110,036	
98	Program Entry Fees	71,813	135,000	31,606	31,606	42,668	42,668	11,062	35.0%	43,735	44,828	45,949	47,097	
99	Athletic User Fees	-	-	14,612	14,612	14,000	14,000	(612)	0.0%	14,350	14,709	15,076	15,453	
100	Swimming Pools-Municipal -Laps/Aerobic	52,197	61,000	30,807	30,807	41,590	41,590	10,783	35.0%	42,630	43,695	44,788	45,908	
101	Swimming Pools-Cascade -Laps/Aerobic	1,801	4,400	1,167	1,167	1,499	1,499	332	28.4%	1,536	1,575	1,614	1,655	
102	Swimming Pools-Boy's Club-Laps/Aerobic	10,351	11,500	6,032	6,032	8,144	8,144	2,112	35.0%	8,348	8,556	8,770	8,989	
103	Los Encinos Pool	18,041	19,000	4,628	4,628	9,387	9,387	4,759	102.8%	9,622	9,862	10,109	10,361	
104	Park Concessions/Fireman's Boat Rentals	5,761	5,000	4,726	4,726	6,380	6,380	1,654	35.0%	6,540	6,703	6,871	7,042	
105	Facilities Use Fees Park	85,207	73,400	29,690	29,690	37,282	37,282	7,592	25.6%	38,214	39,169	40,149	41,152	
106	Senior Citizens	5,777	5,000	5,643	5,643	7,618	7,618	1,975	35.0%	7,808	8,004	8,204	8,409	
107	Quinta Mazatlán	91,127	106,000	44,000	44,000	90,000	90,000	46,000	104.5%	92,250	94,556	96,920	99,343	
108	Quinta Mazatlán Admission Fees	128,284	110,000	80,000	80,000	90,000	90,000	10,000	12.5%	92,250	94,556	96,920	99,343	
109	Rental/Lark Community Ctr	9,030	8,000	8,587	8,587	800	800	(7,787)	-90.7%	820	841	862	883	
110	Rental/Palm View Community Ctr	7,080	7,000	5,530	5,530	7,000	7,000	1,470	26.6%	7,175	7,354	7,538	7,727	
111	Use Fees-Library Copier	63,040	62,000	40,200	40,200	50,200	50,200	10,000	24.9%	51,455	52,741	54,060	55,411	
112	Library Rooms Rental Fees	24,707	35,000	16,145	16,145	20,000	20,000	3,855	23.9%	20,500	21,013	21,538	22,076	
113	Library Donated Book sales	33,737	36,500	21,500	21,500	23,960	23,960	2,460	0.0%	24,559	25,173	25,802	26,447	
114	After - School Program	57,207	62,000	45,000	45,000	60,750	60,750	15,750	35.0%	62,269	63,825	65,421	67,057	
115	Library Facility Commission	17,223	19,500	11,440	11,440	12,750	12,750	1,310	0.0%	13,069	13,395	13,730	14,074	
116	Equipment Rental	31,683	40,000	9,341	9,341	12,273	12,273	2,932	31.4%	12,580	12,894	13,217	13,547	
117	TOTAL CHARGES FOR SERVICES	6,021,986	5,085,218	4,763,052	4,763,052	5,151,985	5,151,985	388,933	8.2%	5,229,412	5,323,339	5,404,290	5,478,464	
118														
119	FINES AND FORFEITS													
120	Municipal Court	1,379,892	1,300,000	800,000	800,000	800,000	800,000	-	0.0%	820,000	840,500	861,513	883,050	
121	Court Technology/Security	-	-	6,600	6,600	-	-	(6,600)	-100.0%	-	-	-	-	
122	Library Fines	43,481	45,000	30,000	30,000	37,350	37,350	7,350	24.5%	38,284	39,241	40,222	41,227	
123	TOTAL FINES AND FORFEITS	1,423,373	1,345,000	836,600	836,600	837,350	837,350	750	0.1%	858,284	879,741	901,734	924,278	
124														
125	INVESTMENT EARNINGS													
126	Interest & Net Income in fair value of investments	1,647,553	1,400,000	1,279,093	1,279,093	1,279,093	1,279,093	-	0.0%	1,311,070	1,343,847	1,377,443	1,411,879	
127	Gain/loss sale of investment	311,776	-	-	-	-	-	-	0.0%	-	-	-	-	
128	TOTAL INVESTMENT EARNINGS	1,959,329	1,400,000	1,279,093	1,279,093	1,279,093	1,279,093	-	0.0%	1,311,070	1,343,847	1,377,443	1,411,879	

	B	C	D	E	H	I	J	N	O	R	S	T	U
1	City of McAllen												
2	General Fund												
3	Revenue By Source												
4													
6													
7		Actual	Original	Adjusted	Estimated	Dept	City Manager	City Manager Recom FY 20-21		Four Year Plan			
8		18-19	Budget	Budget	19-20	Request	Recomm.	vs	Adjusted FY 19-20	21-22	22-23	23-24	24-25
9			19-20	19-20	19-20	20-21	20-21	Inc/(Dec)	% Change				
10								\$ Change					
130	OTHER REVENUES												
131	Recovery prior/current year expenses	53,018	-	-	-	-	-	-	0.0%	-	-	-	-
132	Insurance Recoveries	92,326	-	78,936	78,936	-	-	(78,936)	0.0%	-	-	-	-
133	Private Donation	78,014	20,000	96,250	96,250	20,000	20,000	(76,250)	-79.2%	20,500	21,013	21,538	22,076
134	Legal recording fees	52,855	10,000	30,381	30,381	30,000	30,000	(381)	-1.3%	30,750	31,519	32,307	33,114
135	Other/Miscellaneous	123,334	10,000	203,782	203,782	10,000	10,000	(193,782)	-95.1%	10,250	10,506	10,769	11,038
136	Reimbursements/Grant	1,542,897	759,782	1,151,192	1,151,192	752,144	752,144	(399,048)	-34.7%	770,948	790,221	809,977	830,226
137	McAllen CARES Reimbursement	-	-	-	3,266,510	-	-	-	0.0%	-	-	-	-
138	Miscellaneous Rentals	31,283	5,500	22,647	22,647	5,500	5,500	(17,147)	-75.7%	5,638	5,778	5,923	6,071
139	Royalties-Natural Gas	342,643	480,000	340,000	340,000	340,000	340,000	-	0.0%	340,000	340,000	340,000	340,000
140	Fixed assets	785,936	5,000	71,002	71,002	5,000	5,000	(66,002)	-93.0%	5,125	5,253	5,384	5,519
141	TOTAL OTHER REVENUES	3,102,306	1,290,282	1,994,190	5,260,700	1,162,644	1,162,644	(831,546)	-41.7%	1,183,210	1,204,290	1,225,898	1,248,045
142													
143	OPERATING TRANSFERS												
144	International Toll Bridge Fund	5,601,810	5,230,240	5,223,378	5,223,378	4,241,064	4,241,064	(982,314)	-18.8%	4,325,885	4,412,403	4,500,651	4,590,664
145	McAllen International Airport Fund	1,103,965	1,103,965	1,103,965	1,103,965	1,103,965	1,103,965	-	0.0%	1,131,564	1,159,853	1,188,850	1,218,571
146	Development Corp. Fund	3,488,825	3,492,600	3,492,600	3,492,600	200,000	200,000	(3,292,600)	-94.3%	200,000	200,000	200,000	200,000
147	Downtown Serv Parking Fund	237,000	55,528	32,057	32,057	-	-	(32,057)	-100.0%	-	-	-	-
148	Capital Improvement Project Fund	-	-	-	-	-	-	-	0.0%	-	-	-	-
149	Capital Leases	3,825,227	-	-	-	-	-	-	0.0%	-	-	-	-
150	TOTAL OPERATING TRANSFERS	14,256,827	9,882,333	9,852,000	9,852,000	5,545,029	5,545,029	(4,306,971)	-43.7%	5,657,449	5,772,256	5,889,501	6,009,235
151													
152	TOTAL GENERAL FUND REVENUES	\$ 131,728,978	\$ 127,518,175	\$ 118,805,310	\$ 122,071,820	\$ 115,842,828	\$ 115,745,828	(3,059,483)	-2.6%	\$ 118,563,646	\$ 121,430,581	\$ 124,647,107	\$ 127,437,795

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

	A	B	C	D	E	G	H	O	P	S	T	U	V
6													
7													
8													
9													
66	Humane Society	1,002,756	767,276	767,276	767,276	767,276	767,276	-	0.0%	767,276	767,276	767,276	767,276
67	Valley Environ. Council	-	5,000	5,000	5,000	5,000	5,000	-	0.0%	5,000	5,000	5,000	5,000
68	Mujeres Unidas	23,500	25,000	25,000	25,000	25,000	25,000	-	0.0%	25,000	25,000	25,000	25,000
69	Relief Efforts Operations	63,579	-	-	-	-	-	-	0.0%	-	-	-	-
70	Comfort House	-	15,000	15,000	15,000	15,000	15,000	-	100.0%	15,000	15,000	15,000	15,000
71	TOTAL HEALTH AND WELFARE	2,922,725	2,996,283	3,075,716	3,075,716	3,316,703	2,990,093	(85,623)	-2.8%	3,159,407	3,418,534	3,874,435	3,822,013
72													
73	CULTURE AND RECREATION:												
74	Parks Administration	565,298	619,169	577,136	577,136	611,924	611,924	34,788	6.0%	611,924	611,924	611,924	611,924
75	Parks	7,507,792	8,201,385	8,568,488	8,568,488	8,824,082	8,626,989	58,501	0.7%	8,544,915	8,544,915	8,544,915	8,914,389
76	Recreation	1,786,756	1,840,301	1,740,184	1,740,184	1,934,456	1,881,676	141,492	8.1%	1,860,676	1,860,676	1,860,676	1,921,623
77	Pools	898,196	951,850	789,595	789,595	967,175	967,175	177,580	22.5%	947,675	947,675	947,675	947,675
78	Las Palmas Community Ctr.	423,607	391,522	389,126	389,126	411,341	403,840	14,714	3.8%	403,840	403,840	414,240	414,240
79	Recreation Lark	444,161	512,913	434,590	434,590	501,195	498,946	64,356	14.8%	498,946	498,946	498,946	498,946
80	Recreation Palm View	425,816	479,870	429,420	429,420	475,654	473,154	43,734	10.2%	473,154	473,154	481,273	481,273
81	Quinta Mazatlán	876,288	976,571	826,078	826,078	975,559	975,558	149,480	18.1%	1,214,957	1,201,957	1,201,957	1,201,957
82	Library	3,357,854	3,671,545	3,641,450	3,641,450	3,720,063	3,684,063	42,613	1.2%	3,853,063	3,877,213	3,914,894	3,754,894
83	Library Branch - Lark	449,732	488,045	489,064	489,064	513,396	507,395	18,331	3.7%	499,395	519,395	519,395	499,395
84	Library Branch - Palm View	456,880	517,716	514,796	514,796	543,208	537,207	22,411	4.4%	549,207	549,207	549,207	529,207
85													
86	Other Agencies:												
87	Amigos del Valle	66,000	76,000	76,000	76,000	76,424	76,000	-	0.0%	76,424	76,424	76,424	76,424
88	Museum of South Texas History	35,720	38,000	38,000	38,000	100,000	38,000	-	0.0%	100,000	100,000	100,000	100,000
89	McAllen Boy's & Girl's Club	705,000	730,000	730,000	730,000	774,087	730,000	-	0.0%	774,087	774,087	774,087	774,087
90	McAllen Int'l Museum	700,000	700,000	700,000	700,000	700,000	700,000	-	0.0%	700,000	700,000	700,000	700,000
91	Town Band	14,400	15,000	15,000	15,000	12,000	15,000	-	0.0%	12,000	12,000	12,000	12,000
92	RGV International Music Festival	10,176	10,176	10,176	10,176	10,176	10,176	-	0.0%	10,176	10,176	10,176	10,176
93	South Texas Symphony	109,824	109,824	109,824	109,824	109,824	109,824	-	0.0%	109,824	109,824	109,824	109,824
94	McAllen Heritage Center	45,000	70,000	70,000	70,000	70,000	70,000	-	0.0%	70,000	70,000	70,000	70,000
95	Rio Grande Literacy Center	-	8,500	8,500	8,500	10,958	8,500	-	0.0%	10,958	10,958	10,958	10,958
96	TOTAL CULTURE AND RECREATION	18,878,500	20,408,387	20,157,427	20,157,427	21,341,522	20,925,427	768,000	3.8%	21,321,221	21,352,371	21,408,571	21,638,992
97													
98	TOTAL OPERATIONS	\$ 115,035,383	\$ 116,889,942	\$ 116,192,177	\$ 116,192,177	\$ 122,195,161	\$ 117,657,337	\$ 1,465,160	1.3%	\$ 118,750,159	\$ 120,308,315	\$ 120,473,597	\$ 120,950,114
99													
100	OTHER FINANCING SOURCES (USES)												
101	OPERATING TRANSFERS OUT												
102	Transfer to Debt Service Fund	3,288,825	3,292,600	3,292,600	3,292,600	-	-	(3,292,600)	-100.0%	-	-	-	-
103	Transfer to Capital Impv. Fund	4,726,696	4,343,603	4,205,570	4,205,570	3,654,113	3,654,113	(551,457)	-13.1%	3,736,966	3,804,905	3,891,528	3,962,558
104	Transfer to Health Insurance Fund	-	800,650	800,650	800,650	806,704	806,704	6,054	0.8%	-	-	-	-
105	Transfer to Parkland Zone #3	-	-	-	58,100	-	-	-	0.0%	-	-	-	-
106	TOTAL OPERATING TRANSFERS OUT	8,015,521	8,436,853	8,298,820	8,356,920	4,460,817	4,460,817	(3,838,003)	-46.2%	3,736,966	3,804,905	3,891,528	3,962,558
107	Debt - Motorola Lease Payment	855,571	263,174	508,174	508,174	263,174	263,174	(245,000)	0.0%	508,174	508,174	508,174	508,174
108	TOTAL GENERAL FUND	\$ 123,906,475	\$ 125,589,969	\$ 124,999,171	\$ 125,057,271	\$ 126,919,152	\$ 122,381,328	\$ (2,617,843)	-2.1%	\$ 122,995,299	\$ 124,621,394	\$ 124,873,299	\$ 125,420,847
109													
110	EXPENDITURES BY FUNCTION:												
111	BY EXPENSE GROUP												
112	Salaries and Wages	\$ 63,427,918	\$ 66,662,607	\$ 67,194,474	\$ 67,194,474	\$ 68,582,412	\$ 68,117,701	\$ 923,227	1.4%	\$ 68,860,526	\$ 69,373,732	\$ 70,164,884	\$ 70,835,133
113	Employee Benefits	16,763,429	19,361,178	18,527,049	18,527,049	19,113,318	18,959,223	432,174	2.3%	19,106,492	19,246,727	19,471,166	19,681,052
114	Supplies	2,086,946	1,850,163	2,069,159	2,069,159	2,121,253	2,098,753	29,594	1.4%	2,129,253	2,134,253	2,152,307	2,176,081
115	Other Services and Charges	17,784,482	18,143,098	18,105,065	18,105,065	18,945,787	18,251,830	146,765	0.8%	18,451,361	18,464,061	18,641,141	18,686,423
116	Maintenance	9,524,530	9,005,466	9,016,979	9,016,979	9,360,428	9,248,836	231,857	2.6%	9,259,836	9,288,486	9,416,187	9,439,076
117	Subtotal	\$ 109,587,305	\$ 115,022,512	\$ 114,912,726	\$ 114,912,726	\$ 118,123,198	\$ 116,676,343	\$ 1,763,617	1.5%	\$ 117,807,468	\$ 118,507,259	\$ 119,845,686	\$ 120,817,764
118													
119	Capital Outlay	5,448,078	1,867,429	1,279,451	1,279,451	4,071,963	980,993	(298,458)	-23.3%	942,691	1,801,056	627,911	132,350
120													
121	TOTAL OPERATIONS	\$ 115,035,383	\$ 116,889,942	\$ 116,192,177	\$ 116,192,177	\$ 122,195,161	\$ 117,657,337	\$ 1,465,160	1.3%	\$ 118,750,159	\$ 120,308,315	\$ 120,473,597	\$ 120,950,114

**City of McAllen
General Fund
Decision Package Recap
Fiscal Year 20-21**

	A	C	D	F	H	I
	Department	Description	FY 2020-2021 Department Request	City Manager Recom	City Manager Recom New Positions	City Manager CIP
8	BASELINE FY 20-21	REVENUES OVER EXPENDITURES BEGINNING BALANCE		\$ (5,048,529)		
10						
11	City Commission	Admin Costs - Election system fees	1,242	-		
12		Total Requested	1,242	-	0	
24						
25	City Secretary	Overtime	3,497	3,497		
26		Office	500	500		
27		Travel	4,000	4,000		
28		Records Management Scanner	5,155	-		
29		Total Requested	13,152	7,997	0	-
39						
40	Vitals	Overtime	232	232		
41		Certification Pay	1,748	1,748		
42		Certification Pay	2,330	2,330		
43		Kofile Records Management Hardware / Software	151,320	-		
44		Total Requested	155,630	4,310	0	-
45	Passport Facilities	Overtime	1,457	1,457		
46		Office	200	200		
47		Rental & Contractual	300	300		
48		Office Furniture / Partitions	10,000	10,000		
49		Total Requested	11,957	11,957	0	-
52	Municipal Court	Operating	15,000	-		
53		Books / Media	7,500	7,500		
54		Rental - Depreciation Fund	3,594	3,594		
55		Dues & Subscriptions	4,100	-		
56		Professional - Legal Counsel	60,000	-		
57		Vehicle Shortage	6,500	6,500		
58		Total Requested	96,694	17,594	0	-
59	Finance	Phone Allowance - AP Superv, Controller, Assistant Director	1,955	1,955		
60		Certification Pay	(17,478)	(17,478)		
61		Non-Employee Agreement	(10,000)	(10,000)		
62		Accounting & auditing	6,752	6,752		
63		Online svc / network	(1,500)	(1,500)		
64		Miscellaneous - Arbitrage payment	8,000	8,000		
65		Professional	8,200	8,200		
66		Computer Software	35,000	25,000		
67		Computer Monitors	1,440	1,440		
68		Laptops	3,000	3,000		
69		Office Chairs	13,600	13,600		
72		Total Requested	48,969	38,969	0	-
73	Management & Budget	Monitors	400	400		
78			400	400	0	-

**City of McAllen
General Fund
Decision Package Recap
Fiscal Year 20-21**

	A	C	D	F	H	I
	Department	Description	FY 2020-2021 Department Request	City Manager Recom	City Manager Recom New Positions	City Manager CIP
79	Tax Office	Appraisal District	35,296	35,296		-
84		Total Requested	35,296	35,296	0	-
85	Purchasing	Rental & Contractual	2,000	2,000		
86		Total Requested	2,000	2,000	0	-
92	Grants Office	Assistant Director Adjustment (30% City/70%CDBG)	8,235	8,235		
93		Phone Allowance - Grant Development Specialist	560	560		
94		CDBG Staff	3,000			
95		Office	(500)	(500)		
96		Computer Software - Adobe	300	300		
98		Total Requested	11,595	8,595	0	-
103						
104	Human Resources	Reclass - HR Specialist & PT to HR Generalist	4,188	4,188		
105		Educational refund	(1,800)	(1,800)		
106		Equipment	(9,500)	(9,500)		
107		Software - Harrassment Prevention Training	5,000	5,000		
108		Software - FMLA	4,000	4,000		
109		Total Requested	1,888	1,888	0	-
111	Contingency		-			
112		2% Increase	-	-		
113			-			
114			-	-	0	-
118	Planning	Clothing & uniform	(2,195)	(2,195)		
119		Operating	1,100	1,100		
120		Dues & subscriptions	500	500		
121		Printing	1,000	1,000		
124		Total Requested	405	405	0	-
125						
126	Information Tech	Reclass - Project Manager & Part Timer to (2) Project Coordinator	20,606			
127		Online svc/network	2,500			
128		Rental - Depreciation Fund	34,069	3,738		
129		Computer software	7,350			
130		Equipment	24,700			
131		Hardware	333,570			333,570
132		Software	121,800			121,800
133		Vehicles - (3) Vans , SUV, Truck, Bucket Truck	237,000			26,000
134		Total Requested	781,595	3,738	0	481,370
135						
136	Office of Communication	Salary Adjustment - PIO Digital Media Coordinator	4,092	4,092		
137		Salary Adjustment - Video Prodcution Specialist	1,934	1,934		
138		Advertising & marketing	5,000	-		
139		Professional Head Shots	5,000	-		

City of McAllen General Fund Decision Package Recap Fiscal Year 20-21

	A	C	D	F	H	I
	Department	Description	FY 2020-2021 Department Request	City Manager Recom	City Manager Recom New Positions	City Manager CIP
140		Software - Closed Captioning, Social Media, Video Animation, Podcast	20,820	20,820		
141		Total Requested	36,846	26,846	0	-
142						
143	McAllen 311 Call Center	Equipment	3,000	3,000		
144		Concept Seating High Back Chair (8)	11,200	11,200		
145						
146		Total Requested	14,200	14,200	0	-
151						
152	Bldg Maintenance	Overtime	8,156			
153		Reclass - Journeyman Plumber to Master Plumber	9,374	9,374		
155		Reclass - Apprentice Electrician to Journeyman	1,212	1,212		
156		Fuel	5,000	5,000		
157		Tablets (7)	5,250	5,250		
158		Total Requested	28,992	20,836	0	-
164	Police	Police Officer (7)	417,326			
170		Rental - General Depreciation	13,800	-		
172		Office Furniture/Equipment - Shelving Unit, Bulk Storage Rack, File Cabinets	4,097	4,097		
173		Radio Communication Payment	245,000	245,000		
174		Equipment	78,798	78,798		
175		Computer Hardware	101,885	50,413		
176		Motorhome (per DH cost is \$70k)	120,000	-		
177		Depreciation Shortage	254,000	127,000		
178		Total Requested	1,234,906	505,308	0	-
183						
184	Radio Shop	Dues & Subscriptions	459	459		
185		Rental of equipment	4,308	4,308		
186		Equipment - Light Bar, Radio Batteries & Antennas, Radio Replacements	86,879	21,076		
187						
188		Total Requested	91,646	25,843	0	-
189						
190	Fire	Holiday Pay	62,378	-		
191		Safety	4,000	-		
192		Rental Depreciation adjustment	238,063	-		
193		Computer Software	4,500	4,500		
194		Equipment	12,000	12,000		
195		Facilities	11,000	11,000		
196		Equipment - Gas Monitors	20,000	20,000		
197		Equipment - E-draulics rescue tool set	30,000	30,000		
198		Equipment - Thermal Imaging Camera	10,000	10,000		
199		Equipment - Replacement Radios	340,100	-		128,700
200		Mid-Size SUV	30,000			

City of McAllen General Fund Decision Package Recap Fiscal Year 20-21

	A	C	D	F	H	I
			FY 2020-2021 Department Request	City Manager Recom	City Manager Recom New Positions	City Manager CIP
1	Department	Description				
201		Depreciation Shortage - Fire Truck (Unit# FD0650)	1,000,000			
203		Total Requested	1,762,041	87,500	0	128,700
204						
205	Traffic Operations	Rental & Contractual	4,000	4,000		
206		Utilities - Water	7,000	7,000		
207		Rental-Depreciation Fund	9,056	-		
208		Vehicles	40,000			
209		Equipment - Trailers, Watersystem Grinder, Thermoplastic Applicator, Paint Shaker	49,370	27,051		
210		Comp Hardware - Computer Tablets	6,200	6,200		
211		Comp software - adobe	1,750	1,750		
212		Office Furniture - Desks & Chairs	7,250	7,250		
213		Mid-Size SUV & Mid-Size Truck w/Service Body	63,000			
214		Total Requested	187,626	53,251	0	-
215						
216	Bldg Permits & Inspections	Photocopier	3,500	-		
217		Training	9,400	9,400		
218		Equipment - Plumbing License Training	9,400	-		
219		Office Equipment - Printer	3,500	3,500		
223						
224		Total Requested	25,800	12,900	0	-
225						
226	Engineering	Computer Hardware - Tablets (2)	3,000	3,000		
227		Software - Geopak, Civil Storm, Adobe	19,218	19,218		
228		Office furniture- partitions, Chairs	11,800			
229						
230						
231						
232		Total Requested	34,018	22,218	0	-
233						
234	St. Maintenance	Rental - General Depreciation	11,500	-		
235		Desktop Computer	1,200			
236		Equipment - Handheld Radios	12,000	12,000		
237		Depreciation Shortage - Asphalt Paver & Steel Roller	38,000	-		
238		Total Requested	62,700	12,000	0	-
241						
242	Sidewalk Const	Reclass - (5) Sr. Maintenance to (5) Trades Helper I	19,739	19,739		
243						
244		Total Requested	19,739	19,739	0	-
245						
246	Drainage	Rental & Contractual	11,100	11,100		
247		Rental - General Depreciation	14,375	-		
248		Equipment	25,000	25,000		
249		Vehicles	20,000	20,000		

City of McAllen General Fund Decision Package Recap Fiscal Year 20-21

	A	C	D	F	H	I
1			FY 2020-2021	City Manager	City Manager	City Manager
2			Department	Recom	Recom	CIP
3	Department	Description	Request		New Positions	
250		Equipment - Mobile Radios & Desktop Computer	7,200	-		
251		Depreciation Shortage - Crawler Dozer	48,000			
252		Total Requested	125,675	56,100	0	-
253						
254	Env/Health Code Compliance	Management Assistant w/ phone	66,560			
255		Overtime	11,652	11,652		
256		Certification Pay	3,261	3,261		
257		Rental Contractual	6,345	6,345		
258		Travel	10,000			
259		Rental - General Depreciation	14,950	-		
260		Credit Card Fees	500	500		
261		COVID-19 related expenses-supplies,equipment,etc.	60,000			
262		Vehicles	24,000			
263		Fuel	4,300			
264		Furniture - Desk & Office Chair	1,000	-		
265		Comp software - Accela	15,000	15,000		
266		Tablets, Laptop, Monitor, etc	14,700	14,700		
267		Equipment - Phones, GPS	800	-		
268		(4) Surveillance Cameras - CM Recomm (2)	12,000	6,000		
269		(3) ULV Mosquito Sprayer Machines - CM Recomm (1)	52,500	17,500		
270		Vehicles - 8 Passenger SUV , (2) 1/2 ton Truck	104,000			
271		Total Requested	401,568	74,958	0	-
285						
286	Parks	Trades Helper I	43,948	43,948	1	
287		Overtime	69,901	69,901		
288		Salary Adjustment - Plumber/Irrigation Tech (10)	26,986	26,986		
289		Salary Adjustment - Heavy Equipment Operator	1,425	1,425		
290		Reclass - Groundskeeper II to Crewleader	3,055	3,055		
291		Clothing & uniform	5,000	5,000		
292		Rental & Contractual - Security & Ground Maintenance Services	100,000	50,000		
293		Utilities - gas	300	300		
294		Rental - General Depreciation	4,313			
295		Equipment	100,000	100,000		
296		Facilities	50,000	50,000		
297		Equipment	68,148	34,074		
298		Vehicles - Mowers, trailers, Gator, Mini-Excavator	156,707	48,000		
299		Total Requested	629,783	432,689	1	-
300						
301	Recreation	Seasonals	40,781			

City of McAllen General Fund Decision Package Recap Fiscal Year 20-21

	A	C	D	F	H	I
1			FY 2020-2021	City Manager	City Manager	City Manager
2			Department	Recom	Recom	CIP
3	Department	Description	Request		New Positions	
302		Program	27,000	27,000		
303		Special events	12,000			
304		Improvement - Firemen's Park Land Deck	7,000	7,000		
305		Equipment - Ice Machine, Ball Field Conditioning	14,000	14,000		
306		Total Requested	100,781	48,000	0	-
307						
308	Pools	Commercial Pool Vacuums (3)	19,500	19,500		
315		Total Requested	19,500	19,500	0	-
316						
317	Las Palmas CC	Rental & Contractual	1,573	1,573		
319		Furniture - Seating & Lounge furniture	4,336	-		
320		Improvement - Formica Doors	3,165	-		
322		Total Requested	9,074	1,573	0	-
323						
324	Rec Center Lark	Rental & contractual	4,004	4,004		
325		3D Printer	2,249	-		
327		Total Requested	6,253	4,004	0	-
328						
329	Rec Center Palmview	TV Monitor for Marketing	2,500	-		
330						
333		Total Requested	2,500	-	0	-
334						
335	Quinta Mazatlán	Small tools/minor equipment	(2,000)	(2,000)		-
336		Janitorial	(1,000)	(1,000)		
337		Merchandise	(5,000)	(5,000)		
338		Rental & contractual	(5,000)	(5,000)		
339		Security	(5,000)	(5,000)		
340		Travel	(1,000)	(1,000)		-
342		Utilities - Water	(19,000)	(19,000)		
343		Equipment	(500)	(500)		
344		Facilities	(10,000)	(10,000)		
345		Vehicles	(500)	(500)		
346		Soffit Repar-DC Damaged Decking	35,356	35,356		-
347		Total Requested	(13,644)	(13,644)	0	-
348						
349	Library	Rental & contractual	8,000	8,000		
350		COVID-19 related expenses-supplies,equipment,etc.	36,000	-		
351		Library Signage	6,000	6,000		-
352		Total Requested	50,000	14,000	0	-
353						
354	Library- Lark	COVID-19 related expenses-supplies,equipment,etc.	6,000			

**City of McAllen
General Fund
Decision Package Recap
Fiscal Year 20-21**

	A	C	D	F	H	I
	Department	Description	FY 2020-2021 Department Request	City Manager Recom	City Manager Recom New Positions	City Manager CIP
355		Branch Painting	8,000	8,000		
356		Total Requested	14,000	8,000	0	-
357						
358	Library- Palm View	COVID-19 related expenses-supplies,equipment,etc.	6,000			
359		Branch Painting	8,000	8,000		
360		Total Requested	14,000	8,000	0	-
361						
364		Agencies	105,969			
383						
384		Total Requested	105,969	-	0	-
385						
390		TOTALS	\$ 6,124,796	\$ 1,586,971	1	\$ 610,070
394	REVENUES OVER EXPENDITURES ENDING BALANCE					
401				\$ (6,635,499)		
402						
403						

	A	B	C	D	E	F	G	H	J	N	O
1	GENERAL FUND										
2	PROPOSED NEW POSITIONS										
3	FY 20-21										
5	Requested									City Manager Recomm	
6				Proposed					New Position		
7				Staffing		Phone	Car		Total	Staffing	Staffing
8	Dept. No.	Department	Position	Count	Sal/Wages	Allowance	Allowance	Benefits	Cost	Count	Salary/Wages and Benefits
20											
21	2002	Police									
22		Civil	Police Officers	7	307,650	-	-	109,676	417,326		
23				7	307,650	-	-	109,676	417,326	0	-
24											
66	5002	Environmental/Health Code Compliance									
67		Exempt	Management Assistant	1	50,000	720	-	15,840	66,560		
68				1	50,000	720	-	15,840	66,560	0	-
69											
70	5104	Parks									
71		Non -Exempt	Trades Helper I	1	30,593	-	-	13,355	43,948	1	43,948
73				1	30,593	-	-	13,355	43,948	1	43,948
97											
108											
109	Total General Fund New Positions			9	388,243	720	-	138,871	527,834	1	43,948
110											

**ENTERPRISE / INTERNAL SERVICE FUNDS
PROPOSED NEW POSITIONS
FY 20-21**

Dept. No.	Department	Position	Proposed Staffing Count	Requested		New Position Total Cost	City Manager Recommendation	
				Sal/Wages	Benefits		Staffing	Staffing Salary/Wages
		McAllen INT. TOLL BRIDGE FUND						
3158	Bridge Operations							
	Non-Exempt	Custodian	3	78,342	35,331	113,673	3	113,673
		TOTAL TOLL BRIDGE	3	78,342	35,331	113,673	3	113,673
		FLEET & MATERIAL MGMT						
6002	Fleet Operations							
	Part Time	PT Apprentice Auto Mechanic	1	18,287	1,873	20,160	1	20,160
		TOTAL FLEET & MATERIAL MGMT	1	18,287	1,873	20,160	1	20,160
Total Enterprise & Internal Funds New Positions			4	96,629	37,204	133,833	4	133,833

Fiscal Year 2020-21 Proposed Projects

General Fund

Agency Name	FY 2019-20	FY 2020 - 2021	
	Awarded	Request	CD Committee
Amigos del Valle	\$ 76,000	\$ 76,424	\$ 76,000
McAllen Heritage Center	\$ 70,000	\$ 70,000	\$ 55,000
McAllen Chamber of Commerce	\$ 644,000	\$ 644,000	\$ 584,850
Women Together Foundation, Inc.	\$ 25,000	\$ 25,000	\$ 15,000
Comfort House	\$ 15,000	\$ 15,000	\$ 15,000
McAllen Town Band	\$ 15,000	\$ 15,000	\$ 10,500
RGV Literacy	\$ 8,500	\$ 11,956	\$ 8,500
Valley Symphony Orchestra and Chorale	\$ 120,000	\$ 120,000	\$ 84,000
International Museum of Arts and Science	\$ 700,000	\$ 700,000	\$ 590,500
Boys and Girls Club of McAllen	\$ 730,000	\$ 774,087	\$ 720,000
Museum of South Texas	\$ 38,000	\$ 100,000	\$ 38,000
Total	2,441,500	\$ 2,551,467	\$ 2,197,350

Budget (10% Reduction)

2,197,350

Available to Award

-

Development Corporation of McAllen, Inc.

Agency Name	FY 2019-20	FY 2020 - 2021	
	Awarded	Request	CD Committee
RGV Swing Band	\$ 12,000	\$ 12,000	\$ 9,574
South Texas College	\$ 259,440	\$ 470,400	\$ 350,000
Affordable Homes of South Texas, Inc	\$ 267,300	\$ 223,035	\$ 200,000
Comfort House Services Inc	\$ 100,000	\$ 100,000	\$ 100,000
LiftFund, Inc	\$ 125,000	\$ 200,000	\$ 150,000
McAllen Economic Development Corp.	\$ 1,136,391	\$ 992,969	\$ 890,000
VIDA	\$ 531,000	\$ 531,000	\$ 425,000
Lower Rio Grande Valley Community HMC - El Milagro	\$ 233,942	\$ 256,513	\$ 230,000
Boys and Girls Club of McAllen	\$ 208,898	\$ 208,662	\$ 185,000
Easter Seals of the RGV	N/A	\$ 59,485	\$ 47,000
Total	\$ 2,873,971	\$ 3,054,063	\$ 2,586,574

Budget (10% Reduction)

\$ 2,586,574

Available to Award

-

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

	Actual 18-19	Original Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Mgr Recomm 20-21	Four Year Plan			
							21-22	22-23	23-24	24-25
BY DEPARTMENT										
City Commission	\$ 284,619	\$ 367,133	\$ 369,636	\$ 369,636	\$ 379,272	\$ 378,030	\$ 378,030	\$ 378,030	\$ 378,030	\$ 378,030
Special Service	932,922	734,898	734,898	734,898	734,898	734,898	734,898	734,898	734,898	734,898
City Manager	1,610,647	1,553,661	1,580,397	1,580,397	1,668,946	1,668,947	1,668,947	1,668,947	1,668,947	1,668,947
City Secretary	511,829	566,809	574,286	574,286	610,975	605,820	605,820	605,820	605,820	605,820
Audit Office	216,956	224,262	218,739	218,739	230,288	230,287	230,287	230,287	230,287	230,287
Vital Statistics	150,589	181,017	186,396	186,396	340,223	188,903	188,903	188,903	188,903	188,903
Passport Facility	122,308	174,348	176,428	176,428	199,887	189,888	189,888	189,888	189,888	189,888
Municipal Court	1,355,381	1,562,574	1,487,103	1,487,103	1,703,611	1,624,512	1,630,018	1,630,268	1,630,518	1,618,012
Finance	1,145,081	1,412,620	1,351,777	1,351,777	1,504,614	1,494,614	1,476,990	1,476,990	1,476,990	1,595,199
Budget & Management	414,363	464,204	429,020	429,020	492,808	492,808	541,372	541,372	541,372	605,619
Tax Office	1,125,973	1,194,529	1,180,642	1,180,642	1,243,080	1,243,079	1,262,229	1,269,729	1,304,602	1,320,502
Purchasing & Contracting	564,698	593,016	611,228	611,228	617,228	617,228	617,228	669,865	669,865	669,865
Legal	1,747,651	1,760,390	1,780,889	1,780,889	1,841,956	1,841,957	1,841,957	1,841,957	1,841,957	1,841,957
Grant	352,660	464,168	482,506	482,506	495,210	492,211	491,911	491,911	491,911	491,911
Human Resources	750,760	819,538	795,631	795,631	839,641	839,641	830,641	830,641	1,030,641	835,641
Turnover/Vacancies	-	(1,500,000)	(1,168,923)	(1,168,923)	(1,500,000)	(1,500,000)	(1,500,000)	(1,500,000)	(1,500,000)	(1,500,000)
Cost-of-Living Adjustment (COLA)	-	1,314,546	-	-	-	-	-	-	-	-
Compensation Study	-	80,000	80,000	80,000	-	-	-	-	-	-
Workers Comp Savings	-	(363,215)	(363,215)	(363,215)	(303,033)	(303,033)	(303,033)	(303,033)	(303,033)	(303,033)
Service Credit	-	528,654	528,654	528,654	-	-	-	-	-	-
Liability Insurance	457,085	457,085	457,085	457,085	457,085	457,085	457,085	457,085	457,085	457,085
Planning	969,568	1,422,264	1,408,559	1,408,559	1,407,369	1,407,369	1,407,369	1,407,369	1,407,369	1,411,869
Information Technology	3,032,890	3,332,975	3,378,331	3,378,331	3,918,155	3,140,298	3,732,093	4,540,298	3,461,876	3,458,776
Office of Communication	688,546	782,840	763,828	763,828	844,104	834,103	813,283	813,283	813,283	813,283
Mcallen 311 Call Center	285,977	390,277	369,312	369,312	401,882	401,882	434,029	426,354	466,951	462,868
City Hall	519,759	520,862	500,079	500,079	527,901	527,900	527,900	527,900	527,900	527,900
Building Maintenance	854,923	941,590	874,768	874,768	1,015,989	1,007,832	1,002,582	1,002,582	1,002,582	1,002,582
Development Center	102,779	118,749	100,998	100,998	120,182	120,182	120,182	120,182	120,182	120,182
Economic Development:										
Chamber of Commerce	644,000	644,000	644,000	644,000	644,000	644,000	644,000	644,000	644,000	644,000
LRGVDC	-	-	-	-	-	-	-	-	-	-
Border Trade Alliance	20,000	-	-	-	-	-	-	-	-	-
So. Tx Border Partnership	-	-	-	-	-	-	-	-	-	-
CDBG Staff admin cost	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
TOTAL	18,861,963	20,753,794	19,543,052	19,543,052	20,446,269	19,400,441	20,034,609	20,895,526	20,092,824	20,080,990
BY EXPENSE GROUP										
Personnel Services										
Salaries and Wages	10,098,678	11,252,504	11,202,952	11,202,952	11,642,134	11,620,793	11,691,237	11,730,915	11,931,199	12,047,197
Employee Benefits	2,397,019	2,878,548	1,994,188	1,994,188	1,431,301	1,420,882	1,442,224	1,454,183	1,507,837	1,543,399
Supplies	216,255	233,438	232,322	232,322	258,028	243,028	243,444	244,444	247,449	252,023
Other Services and Charges	4,819,725	4,884,594	4,662,010	4,662,010	4,967,781	4,865,850	4,877,850	4,884,850	4,951,207	4,984,189
Maint. and Repair Services	955,104	1,136,508	1,069,482	1,069,482	1,211,670	1,168,378	1,168,378	1,168,378	1,235,443	1,248,332
Capital Outlay	375,182	368,202	382,098	382,098	935,355	81,510	611,476	1,412,756	219,689	5,850
TOTAL APPROPRIATIONS	\$ 18,861,963	\$ 20,753,794	\$ 19,543,052	\$ 19,543,052	\$ 20,446,269	\$ 19,400,441	\$ 20,034,609	\$ 20,895,526	\$ 20,092,824	\$ 20,080,990

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

	Actual 18-19	Original Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Mgr Recomm 20-21	Four Year Plan			
							21-22	22-23	23-24	24-25
<u>PERSONNEL</u>										
City Commission	1	1	1	1	1	1	1	1	1	1
City Manager	13	14	14	12	14	14	14	14	14	14
City Secretary	9	10	10	10	10	10	10	10	10	10
Audit	2	2	2	2	2	2	2	2	2	2
Vitals	2	3	3	3	3	3	3	3	3	3
Passport Facility	3	4	4	4	4	4	4	4	4	4
Municipal Court	27	28	28	25	28	28	28	28	28	28
Finance	19	19	19	16	19	19	19	19	19	19
Budget & Management	4	6	6	6	6	6	6	6	6	6
Tax Office	6	7	7	6	7	7	7	7	7	7
Purchasing & Contracting	10	10	10	10	10	10	10	11	11	11
Legal	11	15	15	15	15	15	15	15	15	15
Grant	5	7	7	6	7	7	7	7	7	7
Human Resources	10	10	10	10	10	10	10	10	10	10
Planning	17	24	24	22	24	24	24	24	24	24
Information Technology	28	30	30	30	30	30	30	30	30	30
PIO	8	9	9	8	9	9	9	9	9	9
311 Call Center	7	8	8	7	8	8	9	9	10	10
City Hall	2	3	3	3	3	3	3	3	3	3
Building Maintenance	11	16	16	14	16	16	16	16	16	16
Development Center	1	1	1	1	1	1	1	1	1	1
TOTAL PERSONNEL	196	227	227	211	227	227	228	229	230	230

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: CITY COMMISSION

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.		-		-	-	-	-	-		
3.		-		-	-	-	-	-		
4.		-		-	-	-	-	-		
5.		-		-	-	-	-	-		
Total Compensation & Benefits			\$ 218,370	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
SUPPLIES										
1.	< Please select category >									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Supplies			\$ 4,380					\$ -		\$ -
OTHER SERVICES & CHARGES										
1.	Administrative costs							1,242		increase in fees (Election system)
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Other Services & Charges			\$ 139,280					\$ 1,242		\$ -
MAINTENANCE										
1.	Equipment									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance			\$ 16,000					\$ -		\$ -
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ -		\$ -
TOTAL			\$ 378,030					\$ 1,242		\$ -

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: General Fund
DEPARTMENT: City Commission

DEPT REQUEST				CM RECOMM		JUSTIFICATION (MANDATORY)	
Office Furniture/equipment	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY		TOTAL COST
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$0		\$0	

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

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

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

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

Grand Total **\$0** **\$0**

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-1002-411-60-02-000000 Compensation / Non-exempt	33,006	58,380	58,380	55,703	55,703	-
011-1002-411-60-10-000000 Compensation / Overtime	122	1,500	1,500	1,500	1,500	-
011-1002-411-60-14-000000 Compensation / Car allowance	50,550	49,200	49,200	51,600	51,600	-
011-1002-411-60-17-000000 Compensation / Telephone	8,680	9,360	9,360	9,360	9,360	-
011-1002-411-60-20-000000 Compensation / Elected officials	2,340	3,120	3,120	3,720	3,720	-
011-1002-411-60-22-000000 Compensation / Election workers	57,710	55,000	55,000	55,000	55,000	-
60	152,407	176,560	176,560	176,883	176,883	-
011-1002-411-61-30-000000 Benefits / Social security	6,355	13,507	13,507	13,532	13,532	-
011-1002-411-61-36-000000 Benefits / Retirement	2,587	9,191	9,191	10,233	10,233	-
011-1002-411-61-40-000000 Benefits / Unemployment tax	305	1,368	1,368	576	576	-
011-1002-411-61-46-000000 Benefits / Workers' comp-	56	98	98	69	69	-
011-1002-411-61-50-000000 Benefits / Health cost	280	6,264	6,264	15,384	15,384	-
011-1002-411-61-52-000000 Benefits / Life insurance	4	99	99	97	97	-
011-1002-411-61-53-000000 Benefits / Retiree health ins (ARC)	1,644	1,647	1,647	1,596	1,596	-
61	11,230	32,174	32,174	41,487	41,487	-
011-1002-413-62-02-000000 Supplies / Office	3,695	4,380	4,380	4,380	4,380	-
62	3,695	4,380	4,380	4,380	4,380	-
011-1002-414-63-14-000000 Other services & charges / Dues & subscriptions	80	800	800	800	800	-
011-1002-414-63-15-000000 Other services & charges / Election	42,455	34,000	34,000	34,000	34,000	-
011-1002-414-63-45-000000 Other services & charges / Professional	3,227	75,000	75,000	75,000	75,000	-
011-1002-414-63-52-000000 Other services & charges / Rental & contractual	5,668	8,590	8,590	8,590	8,590	-
011-1002-414-63-65-000000 Other services & charges / Travel	45,045	20,390	20,390	20,390	20,390	-
011-1002-414-63-69-000000 Other services & charges / Utilities-telephone	65	-	-	-	-	-
011-1002-414-63-99-000000 Other services & charges / Miscellaneous	119	500	500	500	500	-
63	96,660	139,280	139,280	139,280	139,280	-
011-1002-415-65-04-000000 Maintenance / Computer/software	17,060	17,242	17,242	17,242	16,000	-
65	17,060	17,242	17,242	17,242	16,000	-
011-1002-416-66-99-000000 Capital outlay / Non-capitalized	3,566	-	-	-	-	-
66	3,566	-	-	-	-	-
011-1002-419-78-01-000000 Disaster Exp/ COVID-19	-	-	-	-	-	-
78	-	-	-	-	-	-
011-1002 City Commission	\$ 284,619	\$ 369,636	\$ 369,636	\$ 379,272	\$ 378,030	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1002	City Commission		1		Executive Administrator	FILLED	\$ 55,703
			1				55,703
					ELECTED OFFICIALS		3,720
					ELECTED WORKERS		55,000
					OVERTIME		1,500
					CAR ALLOWANCE		51,600
					TELEPHONE		9,360
							121,180
	CURRENT POSITIONS		1				\$ 176,883



Mission Statement:

“Dedicated to consistently providing high quality services and quality of life to all who live, work and visit the City of McAllen.”
Accountable for ethical, transparent and sound practices in the best interest of the City.

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	18-19	19-20	Budget 19-20	19-20	20-21	Recomm. 20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 152,407	\$ 175,468	\$ 176,560	\$ 176,560	\$ 176,883	\$ 176,883	\$ 176,883	\$ 176,883	\$ 176,883	\$ 176,883	\$ 176,883
Employee Benefits	11,230	32,005	32,174	32,174	41,487	41,487	41,487	41,487	41,487	41,487	41,487
Supplies	3,695	4,380	4,380	4,380	4,380	4,380	4,380	4,380	4,380	4,380	4,380
Other Services and Charges	96,660	139,280	139,280	139,280	139,280	139,280	139,280	139,280	139,280	139,280	139,280
Maintenance	17,060	16,000	17,242	17,242	17,242	16,000	16,000	16,000	16,000	16,000	16,000
Operations Subtotal	281,053	367,133	369,636	369,636	379,272	378,030	378,030	378,030	378,030	378,030	378,030
Capital Outlay	3,566	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 284,619	\$ 367,133	\$ 369,636	\$ 369,636	\$ 379,272	\$ 378,030	\$ 378,030	\$ 378,030	\$ 378,030	\$ 378,030	\$ 378,030
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:

Alice Johnson
Executive
Administrator
1300 Houston Avenue
McAllen, TX 78501
(956) 681-1006

MAJOR FY 20-21 GOALS

The function of this one person department is to provide support for elected officials (the Mayor and all Commissioners). The department coordinates communication 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. Commission's goals and objectives for the overall City are supported by this department.

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: SPECIAL SERVICES

			BASELINE						DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION											
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total	
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
2.	-	-		-	-	-	-	-			
3.	-	-		-	-	-	-	-			
4.	-	-		-	-	-	-	-			
5.	-	-		-	-	-	-	-			
Total	-	-		-	-	-	-	-		-	
Personnel Revisions											
1. Overtime				-	-	-	-	-			
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			\$ 734,898					\$ -		\$ -	
MAINTENANCE											
1.	Equipment										
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			\$ 734,898					\$ -		\$ -	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL FUND
DEPARTMENT: SPECIAL SERVICES

DEPT REQUEST				CM RECOMM		JUSTIFICATION (MANDATORY)	
Office Furniture/equipment	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY		TOTAL COST
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$0		\$0	

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

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

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

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

Grand Total **\$0** **\$0**

2021

011-1004 Special services

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-1004-411-61-56-000000 Benefits/pension cost-tmrs 61	-	-	-	-	-	
011-1004-414-63-02-000000 Other services & charges / Advertising	87,012	150,000	150,000	150,000	150,000	
011-1004-414-63-16-000000 Other services & charges / Employee banquet	64,676	50,000	50,000	-	-	
011-1004-414-63-16-CH2001 Other services & charges / EE Christmas Event	-	-	-	6,000	6,000	
011-1004-414-63-16-EA2001 Other services & charges / EE Appreciation Event	-	-	-	15,000	15,000	
011-1004-414-63-16-EB2001 Other services & charges / EE Banquet Event	-	-	-	25,000	25,000	
011-1004-414-63-16-HW2001 Other services & charges / EE Halloween Event	-	-	-	4,000	4,000	
011-1004-414-63-44-000000 Other services & charges / Printing	7,309	9,800	9,800	9,800	9,800	
011-1004-414-63-45-000000 Other services & charges / Professional	-	19,000	19,000	19,000	19,000	
011-1004-414-63-52-000000 Other services & charges / Rental & contractual	108,276	-	-	-	-	
011-1004-414-63-83-000000 Other services & charges / Security measurements	-	-	-	-	-	
011-1004-414-63-95-000000 Othe services & charges / Emerg mgmt/confer/miscel	-	-	-	-	-	
011-1004-414-63-99-000000 Other services & charges / Miscellaneous 63	243,277	359,072	359,072	359,072	359,072	
	510,550	587,872	587,872	587,872	587,872	
011-1004-414-64-01-000000 Other services & charges / State of the city	-	-	-	-	-	
011-1004-414-64-03-000000 Other services & charges / Employee incentives	12,011	-	-	-	-	
011-1004-414-64-32-000000 Other services & charges / Amigos Del Valle	5,000	5,000	5,000	5,000	5,000	
011-1004-414-64-33-000000 Other services & charges / Border trade alliance	20,000	20,000	20,000	20,000	20,000	
011-1004-414-64-34-000000 Other services & charges / LRGV develop council	28,324	28,229	28,229	28,229	28,229	
011-1004-414-64-35-000000 Other services & charges / MEDC (281 coalition due	-	15,000	15,000	15,000	15,000	
011-1004-414-64-36-000000 Other services & charges / RGV partnership I69 due	8,620	8,620	8,620	8,620	8,620	
011-1004-414-64-37-000000 Other services & charges / RGV Partner membership	5,000	5,000	5,000	5,000	5,000	
011-1004-414-64-38-000000 Other services & charges / RGV Mobility task force	-	8,500	8,500	8,500	8,500	
011-1004-414-64-39-000000 Other services & charges / Texas border coalition	-	12,988	12,988	12,988	12,988	
011-1004-414-64-40-000000 Other services & charges / TX intl produce assoc	-	-	-	-	-	
011-1004-414-64-41-000000 Other services & charges / TML member fee	9,673	9,189	9,189	9,189	9,189	
011-1004-414-64-42-000000 Other services & charges / South TX nature	-	-	-	-	-	
011-1004-414-64-43-000000 Other services & charges /Run/ride/share campaign	-	-	-	-	-	
011-1004-414-64-46-000000 Other services & charges / Schlitterbaun tckt sale	(18,448)	-	-	-	-	
011-1004-414-64-55-000000 Other services & charges / Employee PC purchases	-	-	-	-	-	
011-1004-414-64-57-000000 Other services & charges / Stars	-	5,000	5,000	5,000	5,000	
011-1004-414-64-58-000000 Other services & charges / Catholic charities	-	3,000	3,000	3,000	3,000	
011-1004-414-64-59-000000 Other services & charges / Moon over Mazatlan	-	2,500	2,500	2,500	2,500	
011-1004-414-64-82-000000 Other services & charges/TIRZ#1 Contribution Exp	87,632	-	-	-	-	
011-1004-414-64-83-000000 Other services & charges / Bond election	2,274	24,000	24,000	24,000	24,000	

2021
011-1004 Special services

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-1004-414-64-84-000000 Other services & charges / Bronze sponsor Live2Lea	-	-	-	-	-	-
011-1004-414-64-86-000000 Other services & charges / McA crime stoppers VIVA	-	-	-	-	-	-
011-1004-414-64-87-000000 Other services & charges / McAllen ed foundation s	-	-	-	-	-	-
011-1004-414-64-88-000000 Other services & charges / STC Valley Scholars Prg	-	-	-	-	-	-
011-1004-414-64-89-000000 Other services & charges / TIRZ#2A contrib expense	262,287	-	-	-	-	-
64	422,372	147,026	147,026	147,026	147,026	-
011-1004-416-66-02-000000 Capital outlay / Land	-	-	-	-	-	-
011-1004-416-66-50-000000 Capital outlay / Hidalgo Cty Local Emerg Plan Comm	-	-	-	-	-	-
66	-	-	-	-	-	-
011-1004-417-89-66-000000 Other expenses / Reimbursements	-	-	-	-	-	-
89	-	-	-	-	-	-
011-1004 Special Services	\$ 932,922	\$ 734,898	\$ 734,898	\$ 734,898	\$ 734,898	\$ -



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 Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	18-19	19-20	Budget 19-20	19-20	20-21	Recomm. 20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-	-	-	-	-	-	-
Supplies	-	-	-	-	-	-	-	-	-	-	-
Other Services and Charges	932,922	734,898	734,898	734,898	734,898	734,898	734,898	734,898	734,898	734,898	734,898
Maintenance											
Operations Subtotal	932,922	734,898	734,898	734,898	734,898	734,898	734,898	734,898	734,898	734,898	734,898
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 932,922	\$ 734,898	\$ 734,898	\$ 734,898	\$ 734,898	\$ 734,898	\$ 734,898	\$ 734,898	\$ 734,898	\$ 734,898	\$ 734,898
PERSONNEL											
Exempt	-	-	-	-	-	-	-	-	-	-	-
Non-Exempt	-	-	-	-	-	-	-	-	-	-	-
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	0	0	0	0	0	0	0	0	0	0	0

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

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: CITY MANAGER

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.				-	-	-	-	-		
3.				-	-	-	-	-		
4.				-	-	-	-	-		
5.				-	-	-	-	-		
Total Compensation & Benefits			\$ 1,564,155	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
SUPPLIES										
1.	< Please select category >									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Supplies			\$ 8,930					\$ -		\$ -
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			\$ 94,181					\$ -		\$ -
MAINTENANCE										
1.	Equipment									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance			\$ 1,680					\$ -		\$ -
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ -		\$ -
TOTAL			\$ 1,668,946					\$ -		\$ -

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL FUND
DEPARTMENT: CITY MANAGER

DEPT REQUEST				CM RECOMM			
Office Furniture/equipment	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$0		\$0	

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

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

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

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

Grand Total	\$0	\$0
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Mgr	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
011-1006-411-60-01-000000 Compensation / Exempt	1,035,556	1,032,667	1,032,667	1,082,129	1,082,129	
011-1006-411-60-02-000000 Compensation / Non-exempt	166,498	122,693	122,693	129,964	129,964	
011-1006-411-60-06-000000 Compensation / Part time	23,666	32,955	32,955	33,085	33,085	
011-1006-411-60-10-000000 Compensation / Overtime	1,432	1,000	1,000	1,000	1,000	
011-1006-411-60-14-000000 Compensation / Car allowance	38,600	37,200	37,200	37,200	37,200	
011-1006-411-60-15-000000 Compensation/Certification	2,392	-	-	-	-	
011-1006-411-60-17-000000 Compensation / Telephone	9,020	9,360	9,360	9,360	9,360	
60	1,277,165	1,235,875	1,235,875	1,292,738	1,292,738	-
011-1006-411-61-30-000000 Benefits / Social security	77,597	80,830	80,830	81,245	81,245	
011-1006-411-61-36-000000 Benefits / Retirement	99,054	96,108	96,108	109,086	109,086	
011-1006-411-61-40-000000 Benefits / Unemployment tax	187	2,394	2,394	1,008	1,008	
011-1006-411-61-46-000000 Benefits / Workers' comp-	3,808	3,390	3,390	2,757	2,757	
011-1006-411-61-50-000000 Benefits / Health cost	39,776	44,160	44,160	64,944	64,944	
011-1006-411-61-52-000000 Benefits / Life insurance	421	1,367	1,367	1,349	1,349	
011-1006-411-61-53-000000 Benefits / Retiree health ins (ARC)	11,482	11,482	11,482	11,029	11,029	
61	232,325	239,731	239,731	271,417	271,417	-
011-1006-413-62-02-000000 Supplies / Office	2,745	2,430	2,430	2,430	2,430	
011-1006-413-62-50-000000 Supplies / EMP	5,904	6,500	6,500	6,500	6,500	
62	8,649	8,930	8,930	8,930	8,930	-
011-1006-414-63-14-000000 Other services & charges / Dues & subscriptions	14,864	7,000	7,000	7,000	7,000	
011-1006-414-63-23-000000 Other services & charges / Online svc/network	1,415	1,181	1,181	1,181	1,181	
011-1006-414-63-52-000000 Other services & charges / Rental & contractual	2,000	2,500	2,500	2,500	2,500	
011-1006-414-63-64-000000 Other services & charges / Training	10,166	19,000	19,000	19,000	19,000	
011-1006-414-63-65-000000 Other services & charges / Travel	52,697	55,500	55,500	55,500	55,500	
011-1006-414-63-87-000000 Other services & charges / EMP training	4,676	6,000	6,000	6,000	6,000	
011-1006-414-63-91-000000 Other services & charges / Educational refund off/	-	-	-	-	-	
011-1006-414-63-99-000000 Other services & charges / Miscellaneous	2,881	3,000	3,000	3,000	3,000	
63	88,701	94,181	94,181	94,181	94,181	-
011-1006-415-65-08-000000 Maintenance / Equipment	382	1,680	1,680	1,680	1,680	
011-1006-415-65-17-000000 Maintenance / Fuel & lubricants	-	-	-	-	-	
65	382	1,680	1,680	1,680	1,680	-
011-1006-416-66-16-000000 Capital outlay / Office furniture/equip-	-	-	-	-	-	
011-1006-416-66-20-000000 Capital outlay / Equipment	-	-	-	-	-	
011-1006-416-66-22-000000 Capital outlay / Computer-hardware	-	-	-	-	-	

2021
011-1006 City manager

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-1006-416-66-24-000000 Capital outlay / Computer-software	-	-	-	-	-	-
011-1006-416-66-99-000000 Capital outlay / Non-capitalized	3,426	-	-	-	-	-
66	3,426	-	-	-	-	-
011-1006-419-78-01-000000 Disaster Exp/ COVID-19	-	-	-	-	-	-
78	-	-	-	-	-	-
011-1006 City Manager	\$ 1,610,647	\$ 1,580,397	\$ 1,580,397	\$ 1,668,946	\$ 1,668,946	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1006	City Manager	1			City Manager	FILLED	287,000
1006	City Manager	1			Assistant City Manager	FILLED	182,823
1006	City Manager	1			Assistant City Manager	FILLED	182,823
1006	City Manager	1			Assistant City Manager	FILLED	182,823
1006	City Manager	1			Strategic Coordinator	FILLED	85,685
1006	City Manager	1			Retail & Business Dev. Dir.	FILLED	82,509
1006	City Manager	1			Asst Emergency Management Coord	FILLED	76,066
1006	City Manager	0			Certification Pay (EMP)		2,400
		<u>7</u>					1,082,129
1006	City Manager		1		Administrative Assistant	FILLED	37,346
1006	City Manager		1		Administrative Assistant	FILLED	37,346
1006	City Manager		1		Assistant to the Mayor	FILLED	28,642
1006	City Manager		1		Receptionist/Admin Clerk	FILLED	25,130
1006	City Manager		0		Certification Pay		1,500
			<u>4</u>				129,964
1006	City Manager		1		Part Time	FILLED	10,534
1006	City Manager		1		Part Time	FILLED	10,534
1006	City Manager		1		Part Time	UNFILLED	12,019
			<u>3</u>				33,087
					OVERTIME		1,000
					CAR ALLOWANCE		37,200
					TELEPHONE		9,360
							<u>47,560</u>
CURRENT POSITIONS			14				\$ 1,292,738



Mission Statement:
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.

Department Summary											
Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	18-19	19-20	Budget 19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 1,277,165	\$ 1,212,709	\$ 1,235,875	\$ 1,235,875	\$ 1,292,738	\$ 1,292,738	\$ 1,292,738	\$ 1,292,738	\$ 1,292,738	\$ 1,292,738	\$ 1,292,738
Employee Benefits	232,325	236,161	239,731	239,731	271,417	271,417	271,417	271,417	271,417	271,417	271,417
Supplies	8,649	8,930	8,930	8,930	8,930	8,930	8,930	8,930	8,930	8,930	8,930
Other Services and Charges	88,701	94,181	94,181	94,181	94,181	94,181	94,181	94,181	94,181	94,181	94,181
Maintenance	382	1,680	1,680	1,680	1,680	1,680	1,680	1,680	1,680	1,680	1,680
Operations Subtotal	1,607,221	1,553,661	1,580,397	1,580,397	1,668,946	1,668,946	1,668,946	1,668,946	1,668,946	1,668,946	1,668,946
Capital Outlay	3,426	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 1,610,647	\$ 1,553,661	\$ 1,580,397	\$ 1,580,397	\$ 1,668,946	\$ 1,668,946	\$ 1,668,946	\$ 1,668,946	\$ 1,668,946	\$ 1,668,946	\$ 1,668,946
PERSONNEL											
Exempt	7	7	7	7	7	7	7	7	7	7	7
Non-Exempt	4	4	4	3	4	4	4	4	4	4	4
Part-Time	2	3	3	2	3	3	3	3	3	3	3
Total Positions Authorized	13	14	14	12	14	14	14	14	14	14	14

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

MAJOR FY 20-21 GOALS

- PROMOTE AN UNSURPASSED QUALITY OF LIFE IN MCALLEN.** In the past several years, much progress has been made related to McAllen's Quality of Life as evidenced by the 2019 Citizen Survey. As the City recovers from the Covid "recession", we will maintain our focus on cost containment but continue to demand that our assets are maintained to the highest levels of quality and appearance. Any growth in these assets will be cautious given the economy AND our strong survey results.
- STRENGTHEN MCALLEN'S DOMINANCE AS THE RETAIL DESTINATION OF THE REGION.** Fiscal year 20-21 may be challenging for Retail not just due to the 2020 pandemic but also due to trends towards increased online competition. Even with these concerns, we are investing in appropriate marketing as we exit the pandemic and will continue to do so throughout the year, with the primary purpose of cementing long time relationships that shoppers have with McAllen, thus protecting our market to extent possible.
- DIVERSIFY AND STRENGTHEN THE LOCAL ECONOMY IN ORDER TO SUSTAIN REVENUES AND MAINTAIN QUALITY CITY SERVICES LONG TERM.** This office will continue economic development efforts in order to increase diversification of the local economy so that it is broad based and resilient. The large group of construction projects in progress will enhance that resilience as we emerge from the Covid recession. Survey results which show strong support for the "direction" of our City should assist in attracting retirees and young, educated workers due to our relative cost of living.
- SET THE STANDARD FOR SAFETY AND EMERGENCY PREPAREDNESS.** Statistics indicate continued strong results in both actual safety and the perceptions about safety in McAllen. Satisfaction rates in both Police and Fire are high, with safety related satisfaction even higher in 2019 Citizen Survey. McAllen is also well equipped to handle emergencies now that traffic and drainage bond projects have been approved by the public and are in construction.
- PROVIDE STRONG STEWARDSHIP OF MCALLEN'S FINANCIAL RESOURCES WHILE SETTING THE STANDARD FOR GOOD GOVERNANCE.** This office will continue to emphasize funding core city services and will respond to citizen input for increased emphasis as a "best practice" of ICMA. 2020 Budget Amendments were needed to deal with the Covid crisis, but well within the financial means of the City due to cash reserves well in excess of city policy & what is considered "prudent". Based upon the 2019 results, our citizens hold the City in high regard for stewardship, transparency and regional leadership.
- ENHANCE MCALLEN'S INFRASTRUCTURE NETWORK.** McAllen will continue to exceed national satisfaction rates in infrastructure and will increase its emphasis on roadways, mobility and drainage specifically in response to citizen input, 2018 bond elections - where voters approved all infrastructure measures - and in accordance with adopted Action Plans. FY 20-21 will see much progress on the many, many road and drainage projects.
- IMPROVE WORKFORCE PREPAREDNESS.** This office will continue to work with education & workforce development institutions such as Texas A&M, UTRGV, South Texas College, local hospitals (for medical research) and local school districts to substantially expand educational opportunities.

Performance Measures					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.
	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21	
Inputs:					
Department expenditures	\$ 1,610,647	\$ 1,580,397	\$ 1,580,397	\$ 1,668,946	
Outputs:					
# Agenda w/ detail, surveys and performance documents easily accessible to citizens	>50/year	>50/year	>50	>50	
Effectiveness Measures:					
Citizens rating quality of services as good or excellent exceeds national benchmarks	Much Above	Above	Much Above	Above	
Citizens rating of City's overall image or reputation exceeds national benchmarks	Much Above	Above	Much Above	Above	
Citizens rating value for taxes paid as good or excellent is above national benchmarks	Much Above	Above	Much Above	Above	
Efficiency Measures:					
Total General Fund full time employees per 1000 resident population	0.0650	0.0690	0.0690	0.0690	
Department expenditures per capita	\$ 10.80	\$ 10.39	\$ 10.44	\$ 10.87	

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

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: **CITY SECRETARY**

			BASELINE						DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION											
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total	
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
2.	-	-		-	-	-	-	-			
3.	-	-		-	-	-	-	-			
4.	-	-		-	-	-	-	-			
5.	-	-		-	-	-	-	-			
Total	-	-		-	-	-	-	-		-	
Personnel Revisions											
1.	Overtime			3,000	-	-	497	3,497		3,497	General City Election -Mayoral and District 1, 2 and 3 and Possible Run Off.
2.		-		-	-	-	-	-			
3.		-		-	-	-	-	-			
4.		-		-	-	-	-	-			
5.		-		-	-	-	-	-			
Total Compensation & Benefits				\$ 549,999	\$ 3,000	\$ -	\$ -	\$ 497	\$ 3,497	3,497	
SUPPLIES											
1.	Office							500		500	Adjustment for copies of city commission presentation packets printed for various departments.
2.	< Please select category >										
3.	< Please select category >										
4.	< Please select category >										
5.	< Please select category >										
Total Supplies				\$ 4,500				\$ 500	\$ 500		
OTHER SERVICES & CHARGES											
1.	Travel							4,000		4,000	Due to TRMC Certification (3 Employees), TML Annual Conference, SPI Workshop and City Commission Retreats.
2.	< Please select category >										
3.	< Please select category >										
4.	< Please select category >										
5.	< Please select category >										
Total Other Services & Charges				\$ 20,666				\$ 4,000	\$ 4,000		
MAINTENANCE											
1.	< Please select category >										
2.	< Please select category >										
3.	< Please select category >										
4.	< Please select category >										
5.	< Please select category >										
Total Maintenance				\$ 22,658				\$ -	\$ -		
CAPITAL OUTLAY											
** See Attached Capital Outlay Request Form											
Total Capital Outlay								\$ 5,155	\$ -		
TOTAL				\$ 597,823				\$ 13,152	\$ 7,997		

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: General Fund
DEPARTMENT: CITY SECRETARY

DEPT REQUEST				CM RECOMM		JUSTIFICATION (MANDATORY)
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	
Office Furniture/equipment						
Records Management Scanner	\$5,155	1	\$5,155		\$0	Records Scanner purchased in 2009 has reached it's life expectancy. Scanner is needed for dedicated scanning projects: Retention Schedules, Indexing, General Office Keeping of Permanent Records, Large City and Election Maps and Blue Prints. Scanner will allow to edit the documents, redact private information and conversion to text via optical character recognition (OCR). Department is currently working with a scanner on a limited life expectancy and our goal is to continue to protect the stored data and the archival preservation of the city's records.
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$5,155		\$0	

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

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

Grand Total	\$5,155	\$0
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-1010-411-60-01-000000 Compensation / Exempt	151,816	153,245	153,245	159,766	159,766	
011-1010-411-60-02-000000 Compensation / Non-exempt	204,807	251,111	251,111	255,290	255,290	
011-1010-411-60-06-000000 Compensation / Part time	-	-	-	-	-	
011-1010-411-60-10-000000 Compensation / Overtime	4,390	4,000	4,000	7,000	7,000	
011-1010-411-60-14-000000 Compensation / Car allowance	4,200	4,200	4,200	4,200	4,200	
011-1010-411-60-15-000000 Compensation/Certification	-	-	-	-	-	
011-1010-411-60-17-000000 Compensation / Telephone	1,920	960	960	1,920	1,920	
60	367,133	413,516	413,516	428,176	428,176	-
011-1010-411-61-30-000000 Benefits / Social security	30,236	31,708	31,708	32,756	32,756	
011-1010-411-61-36-000000 Benefits / Retirement	29,516	32,163	32,163	37,080	37,080	
011-1010-411-61-40-000000 Benefits / Unemployment tax	150	1,710	1,710	720	720	
011-1010-411-61-46-000000 Benefits / Workers' comp-	1,527	743	743	633	633	
011-1010-411-61-50-000000 Benefits / Health cost	31,150	42,492	42,492	49,707	49,707	
011-1010-411-61-52-000000 Benefits / Life insurance	251	665	665	721	721	
011-1010-411-61-53-000000 Benefits / Retiree health ins (ARC)	3,465	3,465	3,465	3,703	3,703	
61	96,295	112,946	112,946	125,320	125,320	-
011-1010-413-62-02-000000 Supplies / Office	4,752	4,500	4,500	5,000	5,000	
62	4,752	4,500	4,500	5,000	5,000	-
011-1010-414-63-02-000000 Other services & charges / Advertising	-	-	-	-	-	
011-1010-414-63-14-000000 Other services & charges / Dues & subscriptions	603	1,000	1,000	1,000	1,000	
011-1010-414-63-23-000000 Other services & charges / Online svc/network	-	-	-	-	-	
011-1010-414-63-44-000000 Other services & charges / Printing	-	-	-	-	-	
011-1010-414-63-52-000000 Other services & charges / Rental & contractual	1,622	3,500	3,500	3,500	3,500	
011-1010-414-63-64-000000 Other services & charges / Training	-	3,000	3,000	3,000	3,000	
011-1010-414-63-65-000000 Other services & charges / Travel	17,400	10,983	10,983	14,983	14,983	
011-1010-414-63-75-000000 Other services & charges / Rental-general depr- fu	2,063	2,063	2,063	2,063	2,063	
011-1010-414-63-99-000000 Other services & charges / Miscellaneous	160	120	120	120	120	
63	21,848	20,666	20,666	24,666	24,666	-
011-1010-415-65-04-000000 Maintenance / Computer/software	19,440	18,420	18,420	18,420	18,420	
011-1010-415-65-08-000000 Maintenance / Equipment	-	238	238	238	238	
011-1010-415-65-16-000000 Maintenance / Vehicles	1,046	2,000	2,000	2,000	2,000	
011-1010-415-65-17-000000 Maintenance / Fuel & lubricants	1,049	2,000	2,000	2,000	2,000	
65	21,536	22,658	22,658	22,658	22,658	-
011-1010-416-66-16-000000 Capital outlay / Office furniture/equip-	-	-	-	5,155	-	

2021
011-1010 City secretary

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-1010-416-66-22-000000 Capital outlay / Computer-hardware	-	-	-	-	-	-
011-1010-416-66-24-000000 Capital outlay / Computer-software	-	-	-	-	-	-
011-1010-416-66-30-000000 Capital outlay / Imprv/other than buildgs-	-	-	-	-	-	-
011-1010-416-66-99-000000 Capital outlay / Non-capitalized	266	-	-	-	-	-
66	266	-	-	5,155	-	-
011-1010-419-78-01-000000 Disaster Exp/ COVID-19	-	-	-	-	-	-
78	-	-	-	-	-	-
011-1010 City Secretary	\$ 511,829	\$ 574,286	\$ 574,286	\$ 610,975	\$ 605,820	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1010	City Secretary	1			City Secretary	FILLED	\$ 89,844
1010	City Secretary	1			Deputy City Secretary	FILLED	61,922
1010	City Secretary	0			Certification Pay		8,000
		<u>2</u>					<u>159,766</u>
1010	City Secretary		1		Administrative Supervisor	FILLED	37,586
1010	City Secretary		1		Deputy Public Information Specialist	FILLED	39,291
1010	City Secretary		1		Receptionist/Admin Clerk	FILLED	25,130
1010	City Secretary		1		Records Management Coordinator	FILLED	33,675
1010	City Secretary		1		Senior Administrative Clerk	FILLED	28,277
1010	City Secretary		1		Senior Administrative Clerk	FILLED	28,277
1010	City Secretary		1		Senior Administrative Clerk	UNFILLED	28,277
1010	City Secretary		1		Senior Administrative Clerk - Floater	FILLED	28,277
1010	City Secretary		0		Certification Pay		6,500
			<u>8</u>				<u>255,290</u>
					OVERTIME		7,000
					CAR ALLOWANCE		4,200
					TELEPHONE		1,920
							<u>13,120</u>
CURRENT POSITIONS			10				\$ 428,176



Mission Statement:

To fulfill Charter and State requirements including serving as Custodian of City's Official Records, engrossing all ordinances, Chief Election Officer and to serve as a resource of information for the public in the most cost effective and efficient manner while maintaining a high regard for integrity, neutrality and impartiality.

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 367,133	\$ 407,165	\$ 413,516	\$ 413,516	\$ 428,176	\$ 428,176	\$ 428,176	\$ 428,176	\$ 428,176	\$ 428,176	\$ 428,176
Employee Benefits	96,295	111,820	112,946	112,946	125,320	125,320	125,320	125,320	125,320	125,320	125,320
Supplies	4,752	4,500	4,500	4,500	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Other Services and Charges	21,848	20,666	20,666	20,666	24,666	24,666	24,666	24,666	24,666	24,666	24,666
Maintenance	21,536	22,658	22,658	22,658	22,658	22,658	22,658	22,658	22,658	22,658	22,658
Operations Subtotal	511,563	566,809	574,286	574,286	605,820	605,820	605,820	605,820	605,820	605,820	605,820
Capital Outlay	266	-	-	-	5,155	-	-	-	-	-	-
Total Expenditures	\$ 511,829	\$ 566,809	\$ 574,286	\$ 574,286	\$ 610,975	\$ 605,820	\$ 605,820	\$ 605,820	\$ 605,820	\$ 605,820	\$ 605,820
PERSONNEL											
Exempt	2	2	2	2	2	2	2	2	2	2	2
Non-Exempt	7	8	8	8	8	8	8	8	8	8	8
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	9	10	10	10	10	10	10	10	10	10	10

MAJOR FY 20-21 GOALS

Contact Us:

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

- Continue Civic Clerk Agenda Trainings.
- Conduct the 2021 General City Election and Possible Run Off while working to increase voter awareness.
- Strategically educate and align staff, technology and processes to meet Records Management specific goals.
- Continue to improve the Open Records Division by improving trainings, delivery and expediting requests and promote the credit card payments option.
- Continue to work with Police Department and look at GOV QA Portal Options.
- Continue to attend Open Government Trainings to comply with the Public Information Act.

City Secretary

www.mcallen.net/departments/secretary

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21	Description: 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	10	10	10	
Department expenditures	\$ 511,829	\$ 574,286	\$ 574,286	\$ 605,820	
Outputs:					
Minutes prepared	60	60	61	60	
Ordinances published, codified, scanned and indexed	90	90	90	90	
Resolutions processed	75	90	90	90	
City commission meetings attended including workshops and special meetings	65	60	61	60	
Electronic agendas packaged	65	65	65	65	
Public notices posted per month	9	4	4	4	
Permits issued (mass gathering, parade, TABC, itinerant vendors)	190	100	117	100	
Requests for information received/processed	2,000	2,300	2,400	2,400	
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	\$ 3.43	\$ 3.78	\$ 3.79	\$ 3.95	
Population:	149,189	152,046	151,352	153,546	

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: AUDIT OFFICE

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.		-		-	-	-	-	-		
3.		-		-	-	-	-	-		
4.		-		-	-	-	-	-		
5.		-		-	-	-	-	-		
Total Compensation & Benefits			\$ 215,982	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
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.	Equipment									
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			\$ 230,288					\$ -		\$ -

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: General Fund
DEPARTMENT: Audit Office

DEPT REQUEST				CM RECOMM		
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Office Furniture/equipment						
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
Grand Total			\$0		\$0	

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-1012-411-60-01-000000 Compensation / Exempt	155,641	159,661	159,661	159,661	159,661	
011-1012-411-60-02-000000 Compensation / Non-exempt	-	-	-	-	-	
011-1012-411-60-06-000000 Compensation / Part time	-	-	-	-	-	
011-1012-411-60-14-000000 Compensation / Car allowance	10,200	10,200	10,200	10,200	10,200	
011-1012-411-60-15-000000 Compensation/Certification	-	-	-	-	-	
011-1012-411-60-17-000000 Compensation / Telephone	1,920	1,920	1,920	1,920	1,920	
60	167,761	171,781	171,781	171,781	171,781	-
011-1012-411-61-30-000000 Benefits / Social security	12,026	13,141	13,141	13,141	13,141	
011-1012-411-61-36-000000 Benefits / Retirement	13,054	13,330	13,330	14,876	14,876	
011-1012-411-61-40-000000 Benefits / Unemployment tax	18	342	342	144	144	
011-1012-411-61-46-000000 Benefits / Workers' comp-	137	141	141	163	163	
011-1012-411-61-50-000000 Benefits / Health cost	10,992	12,864	12,864	14,064	14,064	
011-1012-411-61-52-000000 Benefits / Life insurance	86	272	272	277	277	
011-1012-411-61-53-000000 Benefits / Retiree health ins (ARC)	1,562	1,562	1,562	1,535	1,535	
61	37,875	41,652	41,652	44,201	44,201	-
011-1012-413-62-02-000000 Supplies / Office	907	1,375	1,375	2,375	2,375	
62	907	1,375	1,375	2,375	2,375	-
011-1012-414-63-01-000000 Other services & charges / Accounting & auditing	-	-	-	-	-	
011-1012-414-63-14-000000 Other services & charges / Dues & subscriptions	2,957	3,000	3,000	3,000	3,000	
011-1012-414-63-64-000000 Other services & charges / Training	2,640	400	400	4,400	4,400	
011-1012-414-63-65-000000 Other services & charges / Travel	4,797	250	250	4,250	4,250	
011-1012-414-63-99-000000 Other services & charges / Miscellaneous	20	281	281	281	281	
63	10,414	3,931	3,931	11,931	11,931	-
011-1012-416-66-16-000000 Capital outlay / Office furniture/equip-	-	-	-	-	-	
011-1012-416-66-22-000000 Capital outlay / Computer-hardware	-	-	-	-	-	
011-1012-416-66-24-000000 Capital outlay / Computer-software	-	-	-	-	-	
011-1012-416-66-99-000000 Capital outlay / Non-capitalized	-	-	-	-	-	
66	-	-	-	-	-	-
011-1012-419-78-01-000000 Disaster Exp/ COVID-19	-	-	-	-	-	
78	-	-	-	-	-	-
011-1012 Audit Office	\$ 216,956	\$ 227,739	\$ 218,739	\$ 230,288	\$ 230,288	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1012	Audit Office	1			City Auditor	FILLED	\$ 88,734
1012	Audit Office	1			Assistant City Auditor	FILLED	64,927
1012	Audit Office	0			Certification Pay		6,000
		2					159,661
					CAR ALLOWANCE		10,200
					TELEPHONE		1,920
							12,120
CURRENT POSITIONS				2			\$ 171,781



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 Budget	Estimated	Dept Request	City Mgr	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 167,761	\$ 168,768	\$ 171,781	\$ 171,781	\$ 171,781	\$ 171,781	\$ 171,781	\$ 171,781	\$ 171,781	\$ 171,781	\$ 171,781
Employee Benefits	37,875	41,188	41,652	41,652	44,201	44,201	44,201	44,201	44,201	44,201	44,201
Supplies	907	2,375	1,375	1,375	2,375	2,375	2,375	2,375	2,375	2,375	2,375
Other Services and Charges	10,414	11,931	3,931	3,931	11,931	11,931	11,931	11,931	11,931	11,931	11,931
Operations Subtotal	216,956	224,262	218,739	218,739	230,288	230,288	230,288	230,288	230,288	230,288	230,288
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 216,956	\$ 224,262	\$ 218,739	\$ 218,739	\$ 230,288	\$ 230,288	\$ 230,288	\$ 230,288	\$ 230,288	\$ 230,288	\$ 230,288
PERSONNEL											
Exempt	2	2	2	2	2	2	2	2	2	2	2
Non-Exempt	-	-	-	-	-	-	-	-	-	-	-
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	2	2	2	2	2	2	2	2	2	2	2

MAJOR FY 20-21 GOALS

Contact Us:

Abraham Suarez,
1300 Houston Ave
McAllen, TX 78501
(956) 681-1125
Report Fraud, Waste
or Abuse (956) 681-
1127
fraudhotline@mcallen.net

- 1.) Through audit coverage our Office uses 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.
- 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

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Full Time Employees	2	2	2	2
Department Expenditures	\$ 216,956	\$ 218,739	\$ 218,739	\$ 230,288
Outputs:				
Audit Service Hours	3,404	3,404	3,404	3,404
Administrative Hours	756	756	756	756
Internal Audit Reports	5	6	6	5
Follow-up Audits	3	4	4	5
Surprise Cash and Inventory Counts	26	30	30	30
Fraud Allegations Reviewed	9	10	10	10
Reports Issued	43	50	50	50
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%
Complete "Follow-ups" within 12 months	100%	100%	100%	100%
Efficiency Measures:				
Internal audit reports completed/ per auditor	2.5	3.0	3.0	2.5
Follow-ups completed/ per auditor	1.5	2.0	2.0	2.5
Surprise cash and inventory counts completed/ per auditor	13.0	15.0	15.0	15.0
Reviewed fraud allegations completed/ per auditor	21.5	25.0	25.0	25.0
Department expenditures per capita	\$ 1.45	\$ 1.44	\$ 1.45	\$ 1.50

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

Description:
 In general, the audit department conducts performance audits to improve and enhance the efficiency and effectiveness of the City wide financial and operational functions. Compliance audits are conducted to standard operating policies and third party contracts. Investigate allegations pertaining to fraud, waste and abuse of city resources.

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: VITALS STATISTICS

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)	
COMPENSATION											
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total	
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
2.	-	-		-	-	-	-	-			
3.	-	-		-	-	-	-	-			
4.	-	-		-	-	-	-	-			
5.	-	-		-	-	-	-	-			
Total	-	-		-	-	-	-	-		-	
Personnel Revisions											
1.	Overtime			200	-	-	32	232		232	Tuesday Extended hours due to short staff (exempt employee on extended FMLA).
2.	Certification Pay			1,500	-	-	248	1,748		1,748	Master Registrar Certification - MRC. MRC Certification was obtained in 2014.
3.	Certification Pay			2,000	-	-	330	2,330		2,330	Deputy City Secretary will serve as the Local Registrar. Certification Pay will transferred from City Secretary Line Item to Vitals Line Item.
4.		-		-	-	-	-	-		-	
5.		-		-	-	-	-	-		-	
Total Compensation & Benefits			\$ 153,375	\$ 3,700	\$ -	\$ -	\$ 610	\$ 4,310		4,310	
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.	< Please select category >									
	2.	< Please select category >									
	3.	< Please select category >									
	4.	< Please select category >									
	5.	< Please select category >									
Total Other Services & Charges			\$ 22,168					\$ -		\$ -	
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								\$ 151,320		\$ -	
TOTAL			\$ 184,593					\$ 155,630		\$ 4,310	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL FUND
DEPARTMENT: VITAL STATISTICS

DEPT REQUEST				CM RECOMM		
Computer-Hardware						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Kofile Software	\$151,320	1	\$151,320		\$0	Records Management System & Imaging System Hardware for Birth Death/Passports. Case on Wheels will provide remote hubs/remote packing cases, laptops and hotspot router. IE) COVID19 monthly payments \$2,522.00 - TXMAS 18-3602.
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$151,320		\$0	

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

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

Grand Total			\$151,320		\$0	
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-1014-411-60-01-000000 Compensation / Exempt	47,151	47,914	47,914	49,914	49,914	
011-1014-411-60-02-000000 Compensation / Non-exempt	55,548	68,475	68,475	70,546	70,546	
011-1014-411-60-06-000000 Compensation / Part time	-	-	-	-	-	
011-1014-411-60-10-000000 Compensation / Overtime	379	300	300	500	500	
011-1014-411-60-14-000000 Compensation / Car allowance	-	-	-	-	-	
011-1014-411-60-15-000000 Compensation/Certification	-	-	-	-	-	
60	103,078	116,689	116,689	120,960	120,960	-
011-1014-411-61-30-000000 Benefits / Social security	7,197	8,927	8,927	9,253	9,253	
011-1014-411-61-36-000000 Benefits / Retirement	8,060	9,055	9,055	10,475	10,475	
011-1014-411-61-40-000000 Benefits / Unemployment tax	27	513	513	216	216	
011-1014-411-61-46-000000 Benefits / Workers' comp-	131	173	173	145	145	
011-1014-411-61-50-000000 Benefits / Health cost	10,396	15,120	15,120	15,387	15,387	
011-1014-411-61-52-000000 Benefits / Life insurance	87	199	199	203	203	
011-1014-411-61-53-000000 Benefits / Retiree health ins (ARC)	1,062	1,062	1,062	1,046	1,046	
61	26,960	35,049	35,049	36,725	36,725	-
011-1014-413-62-02-000000 Supplies / Office	5,925	2,250	2,250	2,250	2,250	
011-1014-413-62-04-000000 Supplies / Operating	5,505	10,300	10,300	6,800	6,800	
62	11,430	12,550	12,550	9,050	9,050	-
011-1014-414-63-14-000000 Other services & charges / Dues & subscriptions	-	-	-	-	-	
011-1014-414-63-23-000000 Other services & charges / Online svc/network	3,527	8,000	8,000	8,000	8,000	
011-1014-414-63-44-000000 Other services & charges / Printing	3,419	8,500	8,500	8,500	8,500	
011-1014-414-63-52-000000 Other services & charges / Rental & contractual	1,542	3,000	3,000	3,000	3,000	
011-1014-414-63-65-000000 Other services & charges / Travel	596	2,608	2,608	2,608	2,608	
011-1014-414-63-99-000000 Other service & charges / Miscellaneous	37	-	-	60	60	
63	9,121	22,108	22,108	22,168	22,168	-
011-1014-414-64-54-000000 Other services & charges / Preservat fee purchases	-	-	-	-	-	
64	-	-	-	-	-	-
011-1014-415-65-04-000000 Maintenance / Computer/software	-	-	-	-	-	
011-1014-415-65-08-000000 Maintenance / Equipment	-	-	-	-	-	
011-1014-415-65-16-000000 Maintenance / Vehicles	-	-	-	-	-	
011-1014-415-65-17-000000 Maintenance / Fuel & lubricants	-	-	-	-	-	
65	-	-	-	-	-	-
011-1014-416-66-16-000000 Capital outlay / Office furniture/equip-	-	-	-	-	-	

2021

011-1014 Vital statistics

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-1014-416-66-22-000000 Capital outlay / Computer-hardware	-	-	-	151,320	-	
011-1014-416-66-24-000000 Capital outlay / Computer-software	-	-	-	-	-	
011-1014-416-66-30-000000 Capital outlay / Imprv/other than buildgs-	-	-	-	-	-	
011-1014-416-66-99-000000 Capital outlay / Non-capitalized	-	-	-	-	-	
66	-	-	-	151,320	-	-
011-1014-419-78-01-000000 Disaster Exp/ COVID-19	-	-	-	-	-	
78	-	-	-	-	-	-
011-1014 Vitals	\$ 150,589	\$ 186,396	\$ 186,396	\$ 340,223	\$ 188,903	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1014	Vitals	1			Local Registrar	FILLED	\$ 46,414
1014	Vitals				Certification Pay		<u>3,500</u>
		<u>1</u>					<u>49,914</u>
1014	Vitals		1		Deputy Local Registrar	FILLED	39,270
1014	Vitals		1		Senior Administrative Clerk	FILLED	28,277
1014	Vitals				Certification Pay		<u>3,000</u>
			<u>2</u>				<u>70,547</u>
					OVERTIME		<u>500</u>
							<u>500</u>
	CURRENT POSITIONS			3			\$ 120,960



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 as well as providing quick, courteous and responsive service to the public on requests 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				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 103,078	\$ 115,009	\$ 116,689	\$ 116,689	\$ 120,960	\$ 120,960	\$ 120,960	\$ 120,960	\$ 120,960	\$ 120,960	\$ 120,960
Employee Benefits	26,960	34,790	35,049	35,049	36,725	36,725	36,725	36,725	36,725	36,725	36,725
Supplies	11,430	9,050	12,550	12,550	9,050	9,050	9,050	9,050	9,050	9,050	9,050
Other Services and Charges	9,121	22,168	22,108	22,108	22,168	22,168	22,168	22,168	22,168	22,168	22,168
Maintenance	-	-	-	-	-	-	-	-	-	-	-
Operations Subtotal	150,589	181,017	186,396	186,396	188,903	188,903	188,903	188,903	188,903	188,903	188,903
Capital Outlay	-	-	-	-	151,320	-	-	-	-	-	-
Total Expenditures	\$ 150,589	\$ 181,017	\$ 186,396	\$ 186,396	\$ 340,223	\$ 188,903	\$ 188,903	\$ 188,903	\$ 188,903	\$ 188,903	\$ 188,903
PERSONNEL											
Exempt	1	1	1	1	1	1	1	1	1	1	1
Non-Exempt	1	2	2	2	2	2	2	2	2	2	2
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	2	3	3	3	3	3	3	3	3	3	3

MAJOR FY 20-21 GOALS

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

1. Continue scanning and indexing all birth and death records.
2. Continue to meet State's Criteria - Five Star and Exemplary Award.
3. Continue to create general and summary index for birth and death records.

Vital Statistics

www.mcallen.net/departments/vitals

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	2	3	3	3
Department expenditures	\$ 150,589	\$ 186,396	\$ 186,396	\$ 188,903
Outputs:				
Number of burial transit permits issued	469	600	450	450
Number of birth certificates issued	12,095	13,000	13,500	13,500
Number of death certificates issued	1,606	1,450	1,500	1,500
Effectiveness Measures:				
Average submission time of vital statistics to the State (days)	4	4	4	4
Average birth certificates issued per employee daily	21	21	21	21
Average death certificates issued per employee daily	6	6	6	6
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	\$ 1.19	\$ 1.19	\$ 1.19	\$ 1.19
Population:	149,189	152,046	151,352	153,546

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.

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

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: PASSPORT FACILITY

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1.	Overtime			1,250	-	-	207	1,457		1,457
2.		-		-	-	-	-	-		
3.		-		-	-	-	-	-		
4.		-		-	-	-	-	-		
5.		-		-	-	-	-	-		
Total Compensation & Benefits			\$ 177,185	\$ 1,250	\$ -	\$ -	\$ 207	\$ 1,457		1,457
SUPPLIES										
1.	Office							200		200
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Supplies			\$ 2,225					\$ 200		\$ 200
OTHER SERVICES & CHARGES										
1.	Rental & contractual							300		300
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Other Services & Charges			\$ 8,320					\$ 300		\$ 300
MAINTENANCE										
1.	Equipment									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance			\$ 200					\$ -		\$ -
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ 10,000		\$ 10,000
TOTAL			\$ 187,930					\$ 11,957		\$ 11,957

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: General Fund
DEPARTMENT: PASSPORT FACILITY

DEPT REQUEST				CM RECOMM			
Office Furniture/equipment	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	Office Furniture/Partitions for Passport Remodeling Project	\$10,000	1	\$10,000	1	\$10,000	Remodeling of Passport Divison - New Furniture /Partitions Needed
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$10,000		\$10,000	

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

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

Grand Total	\$10,000	\$10,000
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2021

011-1016 Passport facility

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-1016-411-60-01-000000 Compensation / Exempt	-	-	-	46,846	46,846	
011-1016-411-60-02-000000 Compensation / Non-exempt	65,356	123,614	123,614	88,831	88,831	
011-1016-411-60-06-000000 Compensation / Part time	18,105	-	-	-	-	
011-1016-411-60-10-000000 Compensation / Overtime	1,436	750	750	2,000	2,000	
011-1016-411-60-14-000000 Compensation / Car allowance	-	-	-	-	-	
011-1016-411-60-15-000000 Compensation/Certification	-	-	-	-	-	
60	84,897	124,364	124,364	137,677	137,677	
011-1016-411-61-30-000000 Benefits / Social security	6,346	9,496	9,496	10,533	10,533	
011-1016-411-61-36-000000 Benefits / Retirement	6,678	9,649	9,649	11,923	11,923	
011-1016-411-61-40-000000 Benefits / Unemployment tax	34	684	684	288	288	
011-1016-411-61-46-000000 Benefits / Workers' comp-	106	184	184	166	166	
011-1016-411-61-50-000000 Benefits / Health cost	6,720	20,400	20,400	16,705	16,705	
011-1016-411-61-52-000000 Benefits / Life insurance	54	150	150	236	236	
011-1016-411-61-53-000000 Benefits / Retiree health ins (ARC)	756	756	756	1,115	1,115	
61	20,695	41,319	41,319	40,965	40,965	
011-1016-413-62-02-000000 Supplies / Office	1,269	1,500	1,500	1,700	1,700	
011-1016-413-62-04-000000 Supplies / Operating	511	725	725	725	725	
62	1,780	2,225	2,225	2,425	2,425	-
011-1016-414-63-02-000000 Other services & charges / Advertising	3,339	3,000	3,000	3,000	3,000	
011-1016-414-63-14-000000 Other services & charges / Dues & subscriptions	-	-	-	-	-	
011-1016-414-63-41-000000 Other services & charges / Microfilm	3,259	4,500	4,500	4,500	4,500	
011-1016-414-63-52-000000 Other services & charges / Rental & contractual	1,154	700	700	1,000	1,000	
011-1016-414-63-65-000000 Other services & charges / Travel	-	95	95	95	95	
011-1016-414-63-99-000000 Other services & charges / Miscellaneous	40	25	25	25	25	
63	7,792	8,320	8,320	8,620	8,620	
011-1016-415-65-04-000000 Maintenance / Computer/software	-	200	200	200	200	
011-1016-415-65-08-000000 Maintenance / Equipment	13	-	-	-	-	
011-1016-415-65-16-000000 Maintenance / Vehicles	-	-	-	-	-	
011-1016-415-65-17-000000 Maintenance / Fuel & lubricants	-	-	-	-	-	
65	13	200	200	200	200	
011-1016-416-66-16-000000 Capital outlay / Office furniture/equip-	7,132	-	-	10,000	10,000	
011-1016-416-66-22-000000 Capital outlay / Computer-hardware	-	-	-	-	-	
011-1016-416-66-24-000000 Capital outlay / Computer-software	-	-	-	-	-	
011-1016-416-66-30-000000 Capital outlay / Imprv/other than buildgs-	-	-	-	-	-	

2021

011-1016 Passport facility

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-1016-416-66-99-000000 Capital outlay / Non-capitalized 66	-	-	-	-	-	-
	7,132	-	-	10,000	10,000	-
011-1016-419-78-01-000000 Disaster Exp/ COVID-19 78	-	-	-	-	-	-
	-	-	-	-	-	-
011-1016 Passport Facility	\$ 122,308	\$ 176,428	\$ 176,428	\$ 199,887	\$ 199,887	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1016	Passport Facility	1			Passport Facility Administrator	FILLED	44,846
					Certification Pay		2,000
		<u>1</u>					<u>46,846</u>
1016	Passport Facility		1		Senior Administrative Clerk	FILLED	28,277
1016	Passport Facility		1		Senior Administrative Clerk	FILLED	28,277
1016	Passport Facility		1		Senior Administrative Clerk	FILLED	28,277
1016	Passport Facility		0		Certification Pay		4,000
			<u>3</u>				<u>88,831</u>
					OVERTIME		2,000
							<u>2,000</u>
	CURRENT POSITIONS		4				\$ 137,677



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	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 84,897	\$ 122,562	\$ 124,364	\$ 124,364	\$ 137,677	\$ 137,677	\$ 137,677	\$ 137,677	\$ 137,677	\$ 137,677	\$ 137,677
Employee Benefits	20,695	41,041	41,319	41,319	40,965	40,965	40,965	40,965	40,965	40,965	40,965
Supplies	1,780	2,225	2,225	2,225	2,425	2,425	2,425	2,425	2,425	2,425	2,425
Other Services and Charges	7,792	8,320	8,320	8,320	8,620	8,620	8,620	8,620	8,620	8,620	8,620
Maintenance	13	200	200	200	200	200	200	200	200	200	200
Operations Subtotal	115,176	174,348	176,428	176,428	189,887	189,887	189,887	189,887	189,887	189,887	189,887
Capital Outlay	7,132	-	-	-	10,000	10,000	-	-	-	-	-
Total Expenditures	\$ 122,308	\$ 174,348	\$ 176,428	\$ 176,428	\$ 199,887	\$ 199,887	\$ 189,887	\$ 189,887	\$ 189,887	\$ 189,887	\$ 189,887
PERSONNEL											
Exempt	-	1	1	1	1	1	1	1	1	1	1
Non-Exempt	2	3	3	3	3	3	3	3	3	3	3
Part-Time	1	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	3	4	4	4	4	4	4	4	4	4	4

Contact Us:

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

MAJOR FY 20-21 GOALS

1. Our goal most important is to continue to provide the best customer service and better serve the citizens by complying with the City of McAllen core
2. To increase passport appointments and continue to serve citizens on a first come-first serve basis.
3. To implement a service that will allow citizens to schedule passport appointments through the City of McAllen Website.
4. To implement a service through an automated system that will send reminders through an email or text to those citizens waiting to better served.
5. Continue to offer Notary Services

Passport Facility

www.mcallen.net/departments/passports

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	4	4	4	4
Department expenditures	\$ 122,308	\$ 176,428	\$ 176,428	\$ 199,887
Outputs:				
Number of walk-ins assisted with questions and information only	16,194	19,000	18,000	16,000
Number of applications processed for US Passport Book/Card	9,696	14,000	13,000	11,000
Number of applications processed for US Passport Card				
Passport photos taken	7,759	8,500	9,000	7,000
Effectiveness Measures:				
Average number of walk-ins assisted with questions and information only (FTE) daily	50-100	90	60-90	90
Average number of applications processed for US Passport Book per employee daily	15-25	25	20-23	22
Average number of applications processed for US Passport Card per employee daily	15-25	25	20-23	22
Efficiency Measures:				
Average cost of applications processed for US Passport Book	\$ 35	\$ 35	\$ 35	\$ 35
Average cost of applications processed for US Passport Card	\$ 35	\$35	\$ 35	\$ 35
Department expenditures per capita	\$ 0.82	\$ 1.16	\$ 1.17	\$ 1.30
Population:	149,189	152,046	151,352	153,546

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.

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

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: MUNICIPAL COURT

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.				-	-	-	-	-		
3.				-	-	-	-	-		
4.				-	-	-	-	-		
5.				-	-	-	-	-		
Total Compensation & Benefits			\$ 1,441,447	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
SUPPLIES										
1. Operating								15,000		_masks, gloves, disinfecting supplies
2. Books / Media								7,500	7,500	legal books/replaces captial outlay-books account
3. < Please select category >										
4. < Please select category >										
5. < Please select category >										
Total Supplies			\$ 8,910					\$ 22,500	\$ 7,500	
OTHER SERVICES & CHARGES										
1. Dues & subscriptions								4,100		legal research/replaces capital outlay-books account
2. Professional								60,000		legal counsel
3. Rental-depreciation fun								3,594	3,594	General Depreciation Additional Rental
4. < Please select category >										
5. < Please select category >										
Total Other Services & Charges			\$ 75,170					\$ 67,694	\$ 3,594	
MAINTENANCE										
1. Equipment										
2. < Please select category >										
3. < Please select category >										
4. < Please select category >										
5. < Please select category >										
Total Maintenance			\$ 81,390					\$ -	\$ -	
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ 6,500	\$ 6,500	
TOTAL			\$ 1,606,917					\$ 96,694	\$ 17,594	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL FUND
DEPARTMENT: MUNICIPAL COURT

DEPT REQUEST				CM RECOMM			
Vehicles	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	Depreciation Shortage	\$6,500	1	\$6,500	1	\$6,500	Depreciation Shortage for requested vehicle replacement
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$6,500		\$6,500	

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

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

Grand Total		\$6,500		\$6,500			
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted Budget	Estimated	Department	City Mgr	City Comm
	FY 18-19	FY 19-20	FY 19-20	Request	Recomm	Recomm
				FY 20-21	FY 20-21	FY 20-21
011-1102-411-60-01-000000 Compensation / Exempt	366,787	377,031	377,031	377,030	377,030	
011-1102-411-60-02-000000 Compensation / Non-exempt	586,953	666,439	666,439	666,435	666,435	
011-1102-411-60-06-000000 Compensation / Part time	12,086	7,194	7,194	28,555	28,555	
011-1102-411-60-10-000000 Compensation / Overtime	2,222	2,000	2,000	7,500	7,500	
011-1102-411-60-11-000000 Compensation / Warrant detail overtime	-	-	-	30,000	30,000	
011-1102-411-60-14-000000 Compensation / Car allowance	2,500	4,300	4,300	4,300	4,300	
011-1102-411-60-15-000000 Compensation/Certification	-	-	-	-	-	
011-1102-411-60-17-000000 Compensation / Telephone	440	960	960	960	960	
60	970,988	1,057,924	1,057,924	1,114,780	1,114,780	
011-1102-411-61-30-000000 Benefits / Social security	68,287	85,270	85,270	85,281	85,281	
011-1102-411-61-36-000000 Benefits / Retirement	74,370	85,125	85,125	94,067	94,067	
011-1102-411-61-40-000000 Benefits / Unemployment tax	234	4,788	4,788	2,016	2,016	
011-1102-411-61-46-000000 Benefits / Workers' comp-	1,101	1,561	1,561	1,220	1,220	
011-1102-411-61-50-000000 Benefits / Health cost	97,100	112,248	112,248	132,336	132,336	
011-1102-411-61-52-000000 Benefits / Life insurance	761	1,764	1,764	1,795	1,795	
011-1102-411-61-53-000000 Benefits / Retiree health ins (ARC)	10,102	10,102	10,102	9,953	9,953	
61	251,954	300,858	300,858	326,667	326,667	
011-1102-413-62-02-000000 Supplies / Office	4,303	5,670	5,670	5,670	5,670	
011-1102-413-62-04-000000 Supplies / Operating	3,604	3,240	3,240	18,240	3,240	
011-1102-413-62-05-000000 Supplies / Books / Media	-	7,500	7,500	7,500	7,500	
011-1102-413-62-18-000000 Supplies / Clothing & uniform	-	-	-	-	-	
62	7,907	16,410	16,410	31,410	16,410	
011-1102-414-63-14-000000 Other services & charges / Dues & subscriptions	-	4,100	4,100	4,100	-	
011-1102-414-63-34-000000 Other services & charges / Jury fees	1,572	1,054	1,054	2,500	2,500	
011-1102-414-63-35-000000 Other services & charges / Laundry	-	-	-	-	-	
011-1102-414-63-43-000000 Other services & charges / Postage	-	-	-	-	-	
011-1102-414-63-44-000000 Other services & charges / Printing	1,905	1,416	1,416	7,500	7,500	
011-1102-414-63-45-000000 Other services & charges / Professional	5,056	4,500	4,500	70,000	10,000	
011-1102-414-63-50-000000 Other services & charges / Rental-equipment	-	-	-	560	560	
011-1102-414-63-51-000000 Other services & charges / Rental-Photocopier	9,093	7,800	7,800	8,850	8,850	
011-1102-414-63-52-000000 Other services & charges / Rental & contractual	1,772	1,015	1,015	6,820	6,820	
011-1102-414-63-61-000000 Other services & charges / Special fees	12,485	13,000	13,000	20,000	20,000	
011-1102-414-63-64-000000 Other services & charges / Training	7,882	2,100	2,100	7,963	7,963	
011-1102-414-63-65-000000 Other services & charges / Travel	7,122	5,683	5,683	8,352	8,352	
011-1102-414-63-69-000000 Other services & charges / Utilities-telephone	-	-	-	300	300	

2021

011-1102 Municipal court

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-1102-414-63-75-000000 Other services & charges / Rental-general depr- fu	-	-	-	3,594	3,594	
011-1102-414-63-91-000000 Other service & charges/ Educational refund	1,953	600	600	1,920	1,920	
011-1102-414-63-99-000000 Other services & charges / Miscellaneous	360	400	400	405	405	
63	49,199	41,668	41,668	142,864	78,764	
011-1102-415-65-04-000000 Maintenance / Computer/software	46,090	48,274	48,274	52,567	52,567	
011-1102-415-65-08-000000 Maintenance / Equipment	3,288	8,500	8,500	11,600	11,600	
011-1102-415-65-10-000000 Maintenance / Facilities	5,879	1,413	1,413	11,332	11,332	
011-1102-415-65-16-000000 Maintenance / Vehicles	4,129	200	200	5,475	5,475	
011-1102-415-65-17-000000 Maintenance / Fuel & lubricants	369	350	350	416	416	
65	59,755	58,737	58,737	81,390	81,390	
011-1102-416-66-14-000000 Capital outlay / Vehicles	-	-	-	-	-	
011-1102-416-66-16-000000 Capital outlay / Office furniture/equip-	-	-	-	-	-	
011-1102-416-66-18-000000 Capital outlay / Books	15,577	11,506	11,506	-	-	
011-1102-416-66-20-000000 Capital outlay / Equipment	-	-	-	-	-	
011-1102-416-66-22-000000 Capital outlay / Computer-hardware	-	-	-	-	-	
011-1102-416-66-24-000000 Capital outlay / Computer-software	-	-	-	-	-	
011-1102-416-66-99-000000 Capital outlay / Non-capitalized	-	-	-	6,500	6,500	
66	15,577	11,506	11,506	6,500	6,500	
011-1102-419-78-01-000000 Disaster Exp/ COVID-19	-	-	-	-	-	
78	-	-	-	-	-	-
011-1102 Municipal Court	\$ 1,355,381	\$ 1,487,103	\$ 1,487,103	\$ 1,703,611	\$ 1,624,511	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1102	Municipal Court	1			Municipal Court Judge	FILLED	\$ 109,889
1102	Municipal Court	1			Court Administrator	FILLED	60,007
1102	Municipal Court	1			Asst Municipal Court Judge	FILLED	54,040
1102	Municipal Court	1			Asst Municipal Court Judge	FILLED	54,040
1102	Municipal Court	1			Asst Municipal Court Judge	FILLED	47,277
1102	Municipal Court	1			Asst Municipal Court Judge	FILLED	47,277
1102	Municipal Court	0			Certification Pay		4,500
		<u>6</u>					<u>377,030</u>
1102	Municipal Court		1		Crew Leader Head Cashier	FILLED	39,356
1102	Municipal Court		1		Municipal Court Crew Leader-JC	FILLED	39,356
1102	Municipal Court		1		Municipal Court Crew Leader-JC	FILLED	39,356
1102	Municipal Court		1		Municipal Court Crew Leader-JC	FILLED	49,439
1102	Municipal Court		1		Municipal Court Clerk II	FILLED	32,822
1102	Municipal Court		1		Municipal Court Clerk II	FILLED	33,609
1102	Municipal Court		1		Municipal Court Clerk II	FILLED	32,822
1102	Municipal Court		1		Municipal Court Clerk II	FILLED	33,609
1102	Municipal Court		1		Municipal Court Clerk	FILLED	30,506
1102	Municipal Court		1		Municipal Court Clerk	FILLED	30,506
1102	Municipal Court		1		Municipal Court Clerk	FILLED	30,506
1102	Municipal Court		1		Municipal Court Clerk	FILLED	30,506
1102	Municipal Court		1		Municipal Court Clerk	FILLED	30,506
1102	Municipal Court		1		Municipal Court Clerk	FILLED	30,506
1102	Municipal Court		1		Municipal Court Clerk	FILLED	30,506
1102	Municipal Court		1		Municipal Court Clerk	FILLED	30,506
1102	Municipal Court		1		Municipal Court Clerk	FILLED	30,506
1102	Municipal Court		1		Municipal Court Clerk	FILLED	30,506
1102	Municipal Court		1		Municipal Court Clerk	UNFILLED	30,506
1102	Municipal Court		0		Certification Pay		30,500
			<u>19</u>				<u>666,435</u>
1102	Municipal Court		1		Part Time Health Municipal Court	UNFILLED	10,533
1102	Municipal Court		1		Part Time Municipal Court	UNFILLED	9,692
1102	Municipal Court		1		Part Time Municipal Court	UNFILLED	8,330
			<u>3</u>				<u>28,555</u>
					OVERTIME		7,500
					WARRANT OVERTIME		30,000
					CAR ALLOWANCE		4,300
					TELEPHONE		960
							<u>42,760</u>
CURRENT POSITIONS			28				\$ 1,114,780



Mission Statement:	Department Summary										
	Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan			
		18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25
The City of McAllen Municipal Court is dedicated to the fair and efficient administration of justice.	Personnel Services										
	Salaries and Wages	\$ 970,988	\$ 1,094,451	\$ 1,057,924	\$ 1,057,924	\$ 1,114,780	\$ 1,114,780	\$ 1,114,780	\$ 1,114,780	\$ 1,114,780	\$ 1,114,780
	Employee Benefits	251,954	297,747	300,858	300,858	326,667	326,667	326,667	326,667	326,667	326,667
	Supplies	7,907	8,910	16,410	16,410	31,410	16,410	16,410	16,410	16,410	16,410
	Other Services and Charges	49,199	75,170	41,668	41,668	142,864	78,764	78,764	78,764	78,764	78,764
	Maintenance	59,755	74,790	58,737	58,737	81,390	81,390	81,390	81,390	81,390	81,390
	Operations Subtotal	1,339,804	1,551,068	1,475,597	1,475,597	1,697,111	1,618,011	1,618,011	1,618,011	1,618,011	1,618,011
	Capital Outlay	15,577	11,506	11,506	11,506	6,500	6,500	12,006	12,256	12,506	-
	Total Expenditures	\$ 1,355,381	\$ 1,562,574	\$ 1,487,103	\$ 1,487,103	\$ 1,703,611	\$ 1,624,511	\$ 1,630,017	\$ 1,630,267	\$ 1,630,517	\$ 1,618,011
	PERSONNEL										
	Exempt	6	6	6	6	6	6	6	6	6	6
	Non-Exempt	19	19	19	19	19	19	19	19	19	19
Part-Time	2	3	3	-	3	3	3	3	3	3	
Total Positions Authorized	27	28	28	25	28	28	28	28	28	28	

Contact Us:
Honorable
Kathleen Henley
Municipal Court
1601 N. Bicentennial
McAllen, TX 78501
(956) 681-2900

MAJOR FY 20-21 GOALS

1. Continuing to protect our employees and providing them with the personal protective equipment and training.
2. Protecting defendant's by monitoring social distancing, making hand sanitizer readily available and encouraging to pay online or by mail.

Municipal Court

www.mcallen.net/municipalcourt

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	25	25	25	25
Number of Judges	5	5	5	5
Department Expenditures	\$ 1,355,381	\$ 1,487,103	\$ 1,487,103	\$ 1,624,511
Outputs:				
Revenues generated		\$ 1,300,000		
Number cases filed with the court	23,876	20,000	15,000	20,000
Number of hearings held	5,001	5,000	4,000	5,000
Number of trials held	66	40	30	40
Number of new non-traffic citations	8,351	8,000	6,000	8,000
Number of cases disposed	27,325	15,000	20,000	15,000
Number of warrants	4,775	10,000	4,000	5,000
Number of Arrest warrants executed for A&B misdemeanors	2,651	3,000	2,000	3,000
Number of Arrest warrants executed for Felonies	1,227	1,300	1,000	1,300
Number of persons processed through the Jail	8,586	7,000	7,500	7,000
Effectiveness Measures:				
Collection Rate	71%	70%	70%	70%
Community Service Hours worked throughout the City to pay fines & C/C	26796	20,000	16,000	20,000
Number of persons who keep insurance approx. 6 months for deferral	574	500	400	500
Number of persons who get DL	200	100	75	100
Percent of code violations where compliance is achieved	24%	80%	24%	80%
Number who attend Juvenile Education Programs	733	500	300	400
Percent of dogs/cats vaccinated after initial hearing	69%		50%	50%
Percent of dogs/cats spayed or neutered after initial hearing	100%		50%	50%
Window payments a day		50		
Department expenditures per capita	\$ 9.08	\$ 9.78	\$ 9.83	\$ 10.58
Population:	149,189	152,046	151,352	153,546

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

Description:

The Municipal Court processes paperwork that is turned in by various departments such as the McAllen Police Department, Animal Control, Code Enforcement, South Texas College, McAllen ISD, District Attorney's Office, Bond Companies, Attorneys and the general public. We have 30 people who help process the paperwork, this includes 7 Police Department employees and 1 from the Legal.

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: FINANCE

		BASELINE							DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION											
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total	
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
2.	-	-		-	-	-	-	-			
3.	-	-		-	-	-	-	-			
4.	-	-		-	-	-	-	-			
5.	-	-		-	-	-	-	-			
Total	-	-		-	-	-	-	-		-	
Personnel Revisions											
1.	Accounts Payable Supervisors			-	-	720	118	838		838	Phone allowance approved in FY 2020.
2.	Controller			-	-	720	118	838		838	Phone allowance approved in FY 2020.
3.	Asst. Finance Director			-	-	240	39	279		279	Phone allowance approved in FY 2020.
4.	Certficiation Pay			(15,000)	-	-	(2,478)	(17,478)		(17,478)	Through employee attrition, certification pay has decreased.
5.	Non-Employee Agreement			(10,000)	-	-	-	(10,000)		(10,000)	contract terminated with non-employee agreement
Total Compensation & Benefits		\$ 1,172,503		\$ (25,000)	\$ -	\$ 1,680	\$ (2,203)	\$ (25,523)		(25,523)	
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.	Accounting & auditing							6,752		6,752	Expected increase to audit services cost.
2.	Online svc / network							(1,500)		(1,500)	No expenses for the past 4 yrs.
3.	Miscellaneous							8,000		8,000	Arbitrage payment.
4.	Professional							8,200		8,200	Hotel tax collection admin sevices/collection software/audit (NEW ACCOUNT REQUEST)
5.	< Please select category >										
Total Other Services & Charges		\$ 215,276						\$ 21,452		\$ 21,452	
MAINTENANCE											
1.	Computer software							35,000		25,000	CAFR report writer to address auditor's reccomendation
2.	< Please select category >										
3.	< Please select category >										
4.	< Please select category >										
5.	< Please select category >										
Total Maintenance		\$ 48,606						\$ 35,000		\$ 25,000	
CAPITAL OUTLAY											
** See Attached Capital Outlay Request Form											
Total Capital Outlay								\$ 18,040		\$ 18,040	
TOTAL		\$ 1,455,645						\$ 48,969		\$ 38,969	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL FUND
DEPARTMENT: FINANCE

DEPT REQUEST				CM RECOMM		
Computer-Hardware						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Monitors	\$180	8	\$1,440	8	\$1,440	Replace 8 monitors for staff. Some staff working with single monitors while other have mismatched monitors
Laptops	\$1,500	2	\$3,000	2	\$3,000	Provide laptops to accounting manager and ap supervisor.
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$4,440		\$4,440	

Office Furniture/equipment						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Office Chair	\$800	17	\$13,600	17	\$13,600	Replace 17 office chairs for office staff. In 2020, four chairs were replaced with used surplus chairs from another department.
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$13,600		\$13,600	

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

Grand Total		\$18,040		\$18,040		
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-1202-411-60-01-000000 Compensation / Exempt	248,198	343,551	343,551	345,309	345,309	
011-1202-411-60-02-000000 Compensation / Non-exempt	472,951	487,876	487,876	521,654	521,654	
011-1202-411-60-06-000000 Compensation / Part time	-	-	-	-	-	
011-1202-411-60-10-000000 Compensation / Overtime	14,532	9,341	9,341	12,000	12,000	
011-1202-411-60-14-000000 Compensation / Car allowance	4,200	4,200	4,200	4,200	4,200	
011-1202-411-60-17-000000 Compensation / Telephone	760	3,640	3,640	4,320	4,320	
011-1202-411-60-90-000000 Compensation / Non-employee agreement	9,007	10,000	10,000	-	-	
60	749,649	858,608	858,608	887,483	887,483	
011-1202-411-61-30-000000 Benefits / Social security	56,092	62,041	62,041	68,656	68,656	
011-1202-411-61-36-000000 Benefits / Retirement	62,120	71,743	71,743	77,722	77,722	
011-1202-411-61-40-000000 Benefits / Unemployment tax	259	759	759	1,368	1,368	
011-1202-411-61-46-000000 Benefits / Workers' comp-	638	443	443	737	737	
011-1202-411-61-50-000000 Benefits / Health cost	67,969	79,558	79,558	101,472	101,472	
011-1202-411-61-52-000000 Benefits / Life insurance	449	214	214	1,463	1,463	
011-1202-411-61-53-000000 Benefits / Retiree health ins (ARC)	8,116	8,076	8,076	8,079	8,079	
61	195,642	222,834	222,834	259,497	259,497	
011-1202-413-62-02-000000 Supplies / Office	12,315	11,862	11,862	10,365	10,365	
011-1202-413-62-04-000000 Supplies / Operating	8,308	8,780	8,780	8,895	8,895	
62	20,623	20,642	20,642	19,260	19,260	
011-1202-414-63-01-000000 Other services & charges / Accounting & auditing	112,732	123,248	123,248	130,000	130,000	
011-1202-414-63-14-000000 Other services & charges / Dues & subscriptions	1,114	4,963	4,963	5,500	5,500	
011-1202-414-63-23-000000 Other services & charges / Online svc/network	-	-	-	-	-	
011-1202-414-63-44-000000 Other services & charges / Printing	-	-	-	-	-	
011-1202-414-63-52-000000 Other services & charges / Rental & contractual	11,509	46,083	46,083	46,152	46,152	
011-1202-414-63-64-000000 Other services & charges / Training	2,455	6,774	6,774	6,867	6,867	
011-1202-414-63-65-000000 Other services & charges / Travel	4,266	3,402	3,402	13,680	13,680	
011-1202-414-63-67-000000 Other services & charges / Utilities-electric	346	355	355	379	379	
011-1202-414-63-75-000000 Other services & charges / Rental-general depr- fu	3,163	3,163	3,163	3,163	3,163	
011-1202-414-63-91-000000 Other services & charges / Educational refund off/	3,109	(1,875)	(1,875)	13,074	13,074	
011-1202-414-63-99-000000 Other services & charges / Miscellaneous	1,076	7,636	7,636	17,913	17,913	
63	139,770	193,749	193,749	236,728	236,728	
011-1202-415-65-04-000000 Maintenance / Computer/software	28,796	44,275	44,275	79,300	69,300	
011-1202-415-65-08-000000 Maintenance / Equipment	2,719	2,624	2,624	2,624	2,624	
011-1202-415-65-16-000000 Maintenance / Vehicles	422	318	318	1,525	1,525	
011-1202-415-65-17-000000 Maintenance / Fuel & lubricants	160	77	77	157	157	

2021
011-1202 Finance

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
65	32,097	47,294	47,294	83,606	73,606	
011-1202-416-66-16-000000 Capital outlay / Office furniture/equip-	7,300	6,920	6,920	13,600	13,600	
011-1202-416-66-22-000000 Capital outlay / Computer-hardware	-	-	-	4,440	4,440	
011-1202-416-66-24-000000 Capital outlay / Computer-software	-	-	-	-	-	
011-1202-416-66-99-000000 Capital outlay / Non-capitalized	-	-	-	-	-	
66	7,300	6,920	6,920	18,040	18,040	
011-1202-419-78-01-000000 Disaster Exp/ COVID-19	-	1,730	1,730	-	-	
78	-	1,730	1,730	-	-	-
011-1202 Finance	\$1,145,081	\$1,351,777	\$1,351,777	\$ 1,504,614	\$ 1,494,614	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1202	Finance	1			Director of Finance	FILLED	\$ 129,564
1202	Finance	1			Assistant Finance Director	FILLED	102,363
1202	Finance	1			Controller	FILLED	64,090
1202	Finance	1			Accounting Supervisor	FILLED	46,292
		0			Cerfication Pay	n/a	3,000
		<u>4</u>					<u>345,309</u>
1202	Finance		1		Accounting Clerk	FILLED	28,277
1202	Finance		1		Accounting Clerk	FILLED	28,277
1202	Finance		1		Accounting Clerk Floater I	FILLED	28,277
1202	Finance		1		Accounting Clerk-Cash Reconcil	FILLED	28,277
1202	Finance		1		Accounting Clerk Payroll	FILLED	28,277
1202	Finance		1		Accounts Payable Supervisor	FILLED	44,361
1202	Finance		1		Administrative Assistant	FILLED	36,909
1202	Finance		1		A/P Assistant Supervisor	UNFILLED	31,795
1202	Finance		1		Payroll Manager	FILLED	51,179
1202	Finance		1		Capital Assets Supervisor	UNFILLED	33,675
1202	Finance		1		Cash Receipts & Billing Superv	FILLED	33,675
1202	Finance		1		Cash Reconciliation Supervisor	FILLED	33,675
1202	Finance		1		Cashier/Accounts Receivable	FILLED	28,277
1202	Finance		1		Payroll Coordinator	FILLED	37,149
1202	Finance		1		Finance - Accounting I	FILLED	43,574
			<u>0</u>		Cerfication Pay	RECOMM	<u>6,000</u>
			<u>15</u>				<u>521,654</u>
					NON-EMPLOYEE AGREEMENT		-
					OVERTIME		12,000
					CAR ALLOWANCE		4,200
					TELEPHONE		4,320
							<u>20,520</u>
CURRENT POSITIONS			19				\$ 887,483



Mission Statement:	Department Summary										
	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
<p>"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."</p>	Expenditure Detail:										
	Personnel Services										
	Salaries and Wages	\$ 749,649	\$ 888,405	\$ 858,608	\$ 858,608	\$ 887,483	\$ 887,483	\$ 887,483	\$ 887,483	\$ 887,483	\$ 958,482
	Employee Benefits	195,642	234,153	222,834	222,834	259,497	259,497	259,497	259,497	259,497	280,257
	Supplies	20,623	19,260	20,642	20,642	19,260	19,260	19,676	19,676	19,676	21,250
	Other Services and Charges	139,770	220,572	195,479	195,479	236,728	236,728	236,728	236,728	236,728	255,666
	Maintenance	32,097	46,030	47,294	47,294	83,606	73,606	73,606	73,606	73,606	79,494
	Operations Subtotal	1,137,781	1,408,420	1,344,857	1,344,857	1,486,574	1,476,574	1,476,990	1,476,990	1,476,990	1,595,149
	Capital Outlay	7,300	4,200	6,920	6,920	18,040	18,040	-	-	-	-
	Total Expenditures	\$ 1,145,081	\$ 1,412,620	\$ 1,351,777	\$ 1,351,777	\$ 1,504,614	\$ 1,494,614	\$ 1,476,990	\$ 1,476,990	\$ 1,476,990	\$ 1,595,149
	PERSONNEL										
	Exempt	4	4	4	4	4	4	4	4	4	4
	Non-Exempt	15	15	15	13	15	15	15	15	15	15
	Part-Time	-	-	-	-	-	-	-	-	-	-
	Total Positions Authorized	19	19	19	17	19	19	19	19	19	19

Contact Us:
 Sergio Villasana
 Finance Director
 1300 Houston Avenue
 McAllen, TX 78501
 (956) 681-1081

MAJOR FY 20-21 GOALS

- 1.) Implement new software system for preparing the City's Comprehensive Annual Financial Report.
- 2.) Prepare a Comprehensive Annual Financial Report, meeting the requirements for the Government Finance Officers Association Financial Reporting Award.
- 3.) Continue to train and cross train staff to ensure timely and accurate financial reporting.
- 4.) Research Governmental Accounting Standard Board Statements and implement as applicable.

Performance Measures				
	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	19	19	17	19
Department Expenditures	\$ 1,145,081	\$ 1,351,777	\$ 1,351,777	1,494,614
Outputs:				
Prepare CAFR	Yes	Yes	Yes	Yes
Funds maintained	87	74	87	87
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	\$269,517,000	\$301,380,000	\$301,380,000	\$286,297,000
Effectiveness Measures:				
GFOA's CAFR 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	\$ 1,097	\$ 1,522	\$ 1,295	\$ 1,432
Department expenditures per capita	\$ 7.68	\$ 8.89	\$ 8.93	\$ 9.73
Population:	149,189	152,046	151,352	153,546

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.

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

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: OFFICE OF MANGEMENT & BUDGET

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total		-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.				-	-	-	-	-		
3.				-	-	-	-	-		
4.				-	-	-	-	-		
5.				-	-	-	-	-		
Total Compensation & Benefits			\$ 456,826	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
SUPPLIES										
1.	< Please select category >									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Supplies			\$ 8,300					\$ -		\$ -
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			\$ 16,282					\$ -		\$ -
MAINTENANCE										
1.	< Please select category >									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance			\$ 11,000					\$ -		\$ -
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ 400		\$ 400
TOTAL			\$ 492,408					\$ 400		\$ 400

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL
DEPARTMENT: OFFICE OF MANAGEMENT & BUDGET

DEPT REQUEST				CM RECOMM		
Computer-Hardware						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Monitors	\$200	2	\$400		\$400	Replacement of monitors for Budget Analyst II
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$400		\$400	

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

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

Grand Total	\$400	\$400
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-1206-411-60-01-000000 Compensation / Exempt	172,003	170,317	170,317	174,347	174,347	
011-1206-411-60-02-000000 Compensation / Non-exempt	135,342	141,566	141,566	177,031	177,031	
011-1206-411-60-06-000000 Compensation / Part-time	-	-	-	-	-	
011-1206-411-60-10-000000 Compensation / Overtime	2,941	2,000	2,000	2,000	2,000	
011-1206-411-60-14-000000 Compensation / Car allowance	5,200	6,000	6,000	6,000	6,000	
011-1206-411-60-15-000000 Compensation / Certification	-	-	-	-	-	
011-1206-411-60-17-000000 Compensation / Telephone	1,000	1,200	1,200	1,200	1,200	
60	316,486	321,083	321,083	360,578	360,578	
011-1206-411-61-30-000000 Benefits / Social security	22,966	26,532	26,532	27,584	27,584	
011-1206-411-61-36-000000 Benefits / Retirement	24,670	26,914	26,914	31,226	31,226	
011-1206-411-61-40-000000 Benefits / Unemployment tax	54	1,026	1,026	432	432	
011-1206-411-61-46-000000 Benefits / Workers comp	263	325	325	287	287	
011-1206-411-61-50-000000 Benefits / Health cost	23,564	29,040	29,040	33,000	33,000	
011-1206-411-61-52-000000 Benefits / Life insurance	190	578	578	610	610	
011-1206-411-61-53-000000 Benefits / Retiree health ins (ARC)	3,132	3,132	3,132	3,109	3,109	
61	74,840	87,547	87,547	96,248	96,248	
011-1206-413-62-02-000000 Supplies / Office	3,352	4,000	4,000	4,000	4,000	
011-1206-413-62-04-000000 Supplies / Operating	3,940	4,300	4,300	4,300	4,300	
62	7,292	8,300	8,300	8,300	8,300	
011-1206-414-63-01-000000 Other services & charges / Accounting & auditing	-	-	-	-	-	
011-1206-414-63-14-000000 Other services & charges / Dues and subscriptions	1,118	1,650	1,650	1,650	1,650	
011-1206-414-63-23-000000 Other services & charges / Online svc/network	-	-	-	-	-	
011-1206-414-63-44-000000 Other services & charges / Printing	4,804	6,000	6,000	6,000	6,000	
011-1206-414-63-45-000000 Other services & charges / Professional	-	-	-	-	-	
011-1206-414-63-52-000000 Other services & charges / Rental and contractual	-	-	-	-	-	
011-1206-414-63-64-000000 Other services & charges / Training	735	-	-	2,200	2,200	
011-1206-414-63-65-000000 Other services & charges / Travel	1,790	154	154	2,600	2,600	
011-1206-414-63-91-000000 Other services & charges / Educational refund	-	-	-	3,182	3,182	
011-1206-414-63-99-000000 Other services & charges / Miscellaneous	290	650	650	650	650	
63	8,736	8,454	8,454	16,282	16,282	
011-1206-415-65-04-000000 Maintenance / Computer- software	3,600	3,600	3,600	11,000	11,000	
011-1206-415-65-08-000000 Maintenance / Equipment	-	-	-	-	-	
011-1206-415-65-17-000000 Maintenance / Fuel and lubricants	-	-	-	-	-	
65	3,600	3,600	3,600	11,000	11,000	

2021

011-1206 Office of Management & Budget

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Mgr	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
011-1206-416-66-16-000000 Capital outlay / Office furniture/equipment	-	-	-	-	-	
011-1206-416-66-22-000000 Capital outlay / Computer-hardware	-	-	-	400	400	
011-1206-416-66-24-000000 Capital outlay / Computer software	-	-	-	-	-	
011-1206-416-66-99-000000 Capital outlay / Non-capitalized	3,409	-	-	-	-	
66	3,409	-	-	400	400	
011-1206-419-78-01-000000 Disaster Exp/ COVID-19	-	36	36	-	-	
78	-	36	36	-	-	-
<hr/>						
011-1206 Office of Management & Budget	\$ 414,363	\$ 429,020	\$ 429,020	\$ 492,808	\$ 492,808	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1206	Management & Budget	1			Budget Director	FILLED	96,243
1206	Management & Budget	1			Assistant Budget Director	FILLED	76,604
1206	Management & Budget	-			Cerfication Pay	n/a	1,500
		<u>2</u>					<u>174,347</u>
1206	Management & Budget		1		Budget Analyst II	UNFILLED	51,485
1206	Management & Budget		1		Budget Analyst	FILLED	41,291
1206	Management & Budget		1		Administrative Assistant	UNFILLED	34,615
1206	Management & Budget		1		Grants Coordinator	FILLED	43,640
1206	Management & Budget		-		Cerfication Pay	n/a	6,000
			<u>4</u>				<u>177,031</u>
					OVERTIME		2,000
					CAR ALLOWANCE		6,000
					TELEPHONE		1,200
							<u>9,200</u>
CURRENT POSITIONS			6				\$ 360,578



Mission Statement:
 "The Office of Management and Budget is to provide an annual budget to the City Management Team, the City Council, the City Departments, and our citizens in order to increase confidence in City leadership."

Contact Us:
 Angie Rodriguez
 Budget Director
 1300 Houston Avenue
 McAllen, TX 78501
 (956) 681-1078

Department Summary Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	18-19	19-20	Budget 19-20	19-20	20-21	Recomm. 20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 316,486	\$ 341,843	\$ 305,855	\$ 305,855	\$ 360,578	\$ 360,578	\$ 397,976	\$ 397,976	\$ 397,976	\$ 442,976	
Employee Benefits	74,840	86,779	87,547	87,547	96,248	96,248	107,814	107,814	107,814	122,711	
Supplies	7,292	8,300	8,300	8,300	8,300	8,300	8,300	8,300	8,300	8,300	
Other Services and Charges	8,736	16,282	8,536	8,536	16,282	16,282	16,282	16,282	16,282	17,282	
Maintenance	3,600	11,000	2,782	2,782	11,000	11,000	11,000	11,000	11,000	11,000	
Operations Subtotal	410,953	464,204	413,020	413,020	492,408	492,408	541,372	541,372	541,372	602,269	
Capital Outlay	3,409	-	16,000	16,000	400	400	-	-	-	3,350	
Total Expenditures	\$ 414,363	\$ 464,204	\$ 429,020	\$ 429,020	\$ 492,808	\$ 492,808	\$ 541,372	\$ 541,372	\$ 541,372	\$ 605,619	
PERSONNEL											
Exempt	2	2	2	2	2	2	2	2	2	2	
Non-Exempt	2	4	4	4	4	4	4	4	4	4	
Part-Time	-	-	-	-	-	-	-	-	-	-	
Total Positions Authorized	4	6	6	6	6	6	6	6	6	6	

MAJOR FY 20-21 GOALS

- 1.) Continue obtaining "Distinguished Budget Presentation Award."
- 2.) Implement a Quarterly Report update for all Capital Improvement Projects.
- 3.) Continue to improve the Annual Budget Development Process by implementing processes and schedules to be more effective and user friendly.

Management & Budget

www.mcallen.net/departments/budget

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	6	6	6	6
Department Expenditures	\$ 414,363	\$ 464,204	\$ 429,020	\$ 492,808
Outputs:				
Prepare Official Budget Document	Yes	Yes	Yes	Yes
Funds maintained	81	81	83	83
Effectiveness Measures:				
GFOA'S Budget Award	Yes	Yes	Yes	Yes
General Fund Expenditures as Percentage of City Wide Estimate	34%	32%	34%	32%
General Fund Revenues as Percentage of City Wide Estimate	34%	37%	37%	37%
Efficiency Measures:				
Department expenditures per capita	\$ 2.78	\$ 3.05	\$ 2.83	\$ 3.21

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

Description:

The Office of Management & Budget 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 FY 2020 - 2021

DEPARTMENT NAME: TAX OFFICE

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.				-	-	-	-	-		
3.				-	-	-	-	-		
4.				-	-	-	-	-		
5.				-	-	-	-	-		
Total Compensation & Benefits			\$ 309,826	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
SUPPLIES										
1.	< Please select category >									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Supplies			\$ 8,000					\$ -		\$ -
OTHER SERVICES & CHARGES										
1.	Appraisal district							35,296		35,296
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Other Services & Charges			\$ 860,651					\$ 35,296		\$ 35,296
MAINTENANCE										
1.	Equipment									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance			\$ 29,307					\$ -		\$ -
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ -		\$ -
TOTAL			\$ 1,207,784					\$ 35,296		\$ 35,296

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL FUND
DEPARTMENT: TAX OFFICE

DEPT REQUEST				CM RECOMM		JUSTIFICATION (MANDATORY)	
Office Furniture/equipment	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY		TOTAL COST
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$0		\$0	

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

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

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

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

Grand Total **\$0** **\$0**

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-1208-411-60-01-000000 Compensation / Exempt	79,739	76,389	76,389	76,389	76,389	
011-1208-411-60-02-000000 Compensation / Non-exempt	135,594	139,483	139,483	142,631	142,631	
011-1208-411-60-06-000000 Compensation / Part time	-	-	-	10,228	10,228	
011-1208-411-60-10-000000 Compensation / Overtime	2,234	4,000	4,000	4,000	4,000	
011-1208-411-60-14-000000 Compensation / Car allowance	-	3,600	3,600	3,600	3,600	
011-1208-411-60-17-000000 Compensation / Telephone	-	960	960	960	960	
60	217,567	224,432	224,432	237,808	237,808	-
011-1208-411-61-30-000000 Benefits / Social security	15,408	17,937	17,937	18,192	18,192	
011-1208-411-61-36-000000 Benefits / Retirement	16,911	17,416	17,416	19,708	19,708	
011-1208-411-61-40-000000 Benefits / Unemployment tax	54	1,197	1,197	504	504	
011-1208-411-61-46-000000 Benefits / Workers' comp-	363	438	438	372	372	
011-1208-411-61-50-000000 Benefits / Health cost	24,941	27,600	27,600	30,768	30,768	
011-1208-411-61-52-000000 Benefits / Life insurance	163	367	367	380	380	
011-1208-411-61-53-000000 Benefits / Retiree health ins (ARC)	2,114	2,114	2,114	2,093	2,093	
61	59,955	67,069	67,069	72,018	72,018	
011-1208-413-62-02-000000 Supplies / Office	2,248	3,000	3,000	3,000	3,000	
011-1208-413-62-04-000000 Supplies / Operating	3,783	4,000	4,000	5,000	5,000	
62	6,031	7,000	7,000	8,000	8,000	
011-1208-414-63-03-000000 Other services & charges / Appraisal district	445,935	488,181	488,181	501,216	501,216	
011-1208-414-63-04-000000 Other services & charges / Assessment & collection	307,458	300,000	300,000	313,000	313,000	
011-1208-414-63-14-000000 Other services & charges / Dues & subscriptions	322	800	800	800	800	
011-1208-414-63-43-000000 Other services & charges / Postage	32,482	35,000	35,000	38,000	38,000	
011-1208-414-63-44-000000 Other services & charges / Printing	172	500	500	500	500	
011-1208-414-63-45-000000 Other services & charges / Professional	16,642	20,000	20,000	29,000	29,000	
011-1208-414-63-50-000000 Other services & charges / Rental-equipment	892	1,800	1,800	1,800	1,800	
011-1208-414-63-52-000000 Other services & charges / Rental & contractual	5,580	6,000	6,000	6,000	6,000	
011-1208-414-63-65-000000 Other services & charges / Travel	2,462	3,700	3,700	5,301	5,301	
011-1208-414-63-69-000000 Other services & charges / Utilities-telephone	-	240	240	240	240	
011-1208-414-63-99-000000 Other services & charges / Miscellaneous	120	120	120	90	90	
63	812,065	856,341	856,341	895,947	895,947	
011-1208-415-65-04-000000 Maintenance / Computer/software	29,400	25,000	25,000	27,906	27,906	
011-1208-415-65-08-000000 Maintenance / Equipment	195	400	400	950	950	
011-1208-415-65-10-000000 Maintenance / Facilities	234	400	400	451	451	
65	29,829	25,800	25,800	29,307	29,307	

2021

011-1208 Tax office

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-1208-416-66-16-000000 Capital outlay / Office furniture/equip-	-	-	-	-	-	
011-1208-416-66-22-000000 Capital outlay / Computer-hardware	-	-	-	-	-	
011-1208-416-66-24-000000 Capital outlay / Computer-software	-	-	-	-	-	
011-1208-416-66-30-000000 Capital outlay / Imprv/other than buildgs-	-	-	-	-	-	
011-1208-416-66-99-000000 Capital outlay / Non-capitalized	525	-	-	-	-	
66	525	-	-	-	-	
011-1208-419-78-01-000000 Disaster Exp/ COVID-19	-	-	-	-	-	
78	-	-	-	-	-	-
011-1208 Tax Office	\$ 1,125,973	\$ 1,180,642	\$ 1,180,642	\$ 1,243,080	\$ 1,243,080	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1208	Tax Office	1			Tax Assessor Collector	FILLED	\$ 76,389
		1					76,389
1208	Tax Office		1		Tax Office Clerk	FILLED	28,277
1208	Tax Office		1		Receptionist/Admin Clerk	FILLED	27,185
1208	Tax Office		1		Receptionist/Admin Clerk	FILLED	25,130
1208	Tax Office		1		Receptionist/Admin Clerk	FILLED	25,130
1208	Tax Office		1		Administrative Assistant	FILLED	36,909
			5				142,631
1208	Tax Office		1		Part time Receptionist	UNFILLED	10,228
			1				10,228
					OVERTIME		4,000
					CAR ALLOWANCE		3,600
					TELEPHONE		960
							8,560
CURRENT POSITIONS			7				\$ 237,808



Mission Statement:	Department Summary											
	Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
		18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
To assess and collect the property tax that is due to the City of McAllen according to current year Property Values and all other taxes that may be due.	Personnel Services											
	Salaries and Wages	\$ 217,567	\$ 230,164	\$ 224,432	\$ 224,432	\$ 237,808	\$ 237,808	\$ 244,958	\$ 244,958	\$ 244,958	\$ 244,958	
	Employee Benefits	59,955	66,407	67,069	67,069	72,018	72,018	72,018	72,018	72,018	72,018	
	Supplies	6,031	8,000	7,000	7,000	8,000	8,000	8,000	8,000	9,000	10,500	
	Other Services and Charges	812,065	860,651	856,341	856,341	895,947	895,947	907,947	914,947	949,320	962,520	
	Maintenance	29,829	29,307	25,800	25,800	29,307	29,307	29,307	29,307	29,307	30,507	
	Operations Subtotal	1,125,448	1,194,529	1,180,642	1,180,642	1,243,080	1,243,080	1,262,230	1,269,230	1,304,603	1,320,503	
	Capital Outlay	525	-	-	-	-	-	-	500	-	-	
	Total Expenditures	\$ 1,125,973	\$ 1,194,529	\$ 1,180,642	\$ 1,180,642	\$ 1,243,080	\$ 1,243,080	\$ 1,262,230	\$ 1,269,730	\$ 1,304,603	\$ 1,320,503	
	PERSONNEL											
	Exempt	1	1	1	1	1	1	1	1	1	1	
	Non-Exempt	5	5	5	5	5	5	5	5	5	5	
Part-Time	-	1	1	-	1	1	1	1	1	1		
Total Positions Authorized	6	7	7	6	7	7	7	7	7	7		

Contact Us:

Rebecca Grimes
Tax Assessor-Collector
311 N. 15th Street
McAllen, TX 78501
(956) 681-1330

MAJOR FY 20-21 GOALS

- 1) Continue working with Tax Attorneys to clean up our Delinquent Tax Roll by removing accounts due to Statutes of Limitations.
- 2) Allow Staff who are not registered with TDLR to receive additional education provided by HCAD.
- 3) Work with Management to possibly waive the Convenience Fee when paying with an echeck.

Tax Office

www.mcallen.net/departments/tax

Performance Measures				
	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Full Time Employees	6	6	6	6
Department Expenditures	\$ 1,125,973	\$ 1,180,642	\$ 1,180,642	\$ 1,243,080
Outputs:				
Revenues generated:				
Current Tax Collections	\$ 40,882,073	\$ 42,164,938	\$ 42,539,400	\$ 43,886,277
Delinquent Tax Collections	\$ 1,109,953	\$ 1,080,000	\$ 1,013,164	\$ 1,080,000
Tax Paid Due to Tax Suits	\$ 373,834	\$ 275,000	\$ 264,200	\$ 275,000
Tax Levy	\$ 42,091,053	\$ 43,469,008	\$ 44,311,875	\$ 45,714,872
Tax Accounts	56,747	57,264	56,942	57,402
Effectiveness Measures:				
Collection rate of current taxes	97%	98%	96%	97%
Dept expenditures as a % of tax levy	2.68%	2.72%	2.66%	2.72%
Efficiency Measures:				
Accts handled per full time employee	14,539	14,316	14,685	14,700
Collections per full time employee	\$ 6,998,671	\$ 7,207,490	\$ 7,258,761	\$ 7,494,380
Department expenditures per capita	\$ 7.55	\$ 7.77	\$ 7.80	\$ 8.10
Population:	149,189	152,046	151,352	153,546

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

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. This levy is what 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 Tax Office is in the process of obtaining preliminary values from the Hidalgo County Appraisal District to begin the collection process for the new tax year.

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: PURCHASING & CONTRACTING

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.		-		-	-	-	-	-		
3.		-		-	-	-	-	-		
4.		-		-	-	-	-	-		
5.		-		-	-	-	-	-		
Total Compensation & Benefits		\$ 591,020		\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
SUPPLIES										
1.	< Please select category >									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Supplies		\$ 10,045						\$ -		\$ -
OTHER SERVICES & CHARGES										
1.	Rental & contractual							2,000		2,000
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Other Services & Charges		\$ 14,163						\$ 2,000		\$ 2,000
MAINTENANCE										
1.	Equipment									
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		\$ 615,228						\$ 2,000		\$ 2,000

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL FUND
DEPARTMENT: PURCHASING & CONTRACTING

DEPT REQUEST				CM RECOMM		JUSTIFICATION (MANDATORY)	
Office Furniture/equipment	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY		TOTAL COST
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$0		\$0	

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

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

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

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

Grand Total	\$0	\$0
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-1212-411-60-01-000000 Compensation / Exempt	198,697	199,578	199,578	199,578	199,578	
011-1212-411-60-02-000000 Compensation / Non-exempt	228,440	248,311	248,311	248,309	248,309	
011-1212-411-60-06-000000 Compensation / Part time	-	-	-	-	-	
011-1212-411-60-10-000000 Compensation / Overtime	484	500	500	500	500	
011-1212-411-60-14-000000 Compensation / Car allowance	7,200	9,000	9,000	9,000	9,000	
011-1212-411-60-17-000000 Compensation / Telephone	2,160	2,640	2,640	2,640	2,640	
011-1212-411-60-90-000000 Compensation / Non-employee agreement	-	-	-	-	-	
60	436,981	460,029	460,029	460,027	460,027	
011-1212-411-61-30-000000 Benefits / Social security	31,583	35,192	35,192	35,192	35,192	
011-1212-411-61-36-000000 Benefits / Retirement	33,920	35,698	35,698	39,838	39,838	
011-1212-411-61-40-000000 Benefits / Unemployment tax	213	1,710	1,710	720	720	
011-1212-411-61-46-000000 Benefits / Workers' comp-	604	792	792	657	657	
011-1212-411-61-50-000000 Benefits / Health cost	31,560	37,752	37,752	49,704	49,704	
011-1212-411-61-52-000000 Benefits / Life insurance	311	762	762	778	778	
011-1212-411-61-53-000000 Benefits / Retiree health ins (ARC)	4,222	4,222	4,222	4,104	4,104	
61	102,413	116,128	116,128	130,993	130,993	-
011-1212-413-62-02-000000 Supplies / Office	9,666	6,000	6,000	6,060	6,060	
011-1212-413-62-18-000000 Supplies / Clothing & uniform	-	-	-	-	-	
011-1212-413-62-24-000000 Supplies / Training	2,818	3,985	3,985	3,985	3,985	
62	12,484	9,985	9,985	10,045	10,045	
011-1212-414-63-14-000000 Other services & charges / Dues & subscriptions	1,700	1,482	1,482	1,482	1,482	
011-1212-414-63-23-000000 Other services & charges / Online svc/network	418	460	460	460	460	
011-1212-414-63-41-000000 Other services & charges / Microfilm	-	3,848	3,848	-	-	
011-1212-414-63-44-000000 Other services & charges / Printing	3,660	3,700	3,700	3,700	3,700	
011-1212-414-63-52-000000 Other services & charges / Rental & contractual	1,488	3,679	3,679	3,633	3,633	
011-1212-414-63-64-000000 Other services & charges / Training	2,095	1,800	1,800	1,800	1,800	
011-1212-414-63-65-000000 Other services & charges / Travel	2,968	2,875	2,875	2,875	2,875	
011-1212-414-63-75-000000 Other services & charges / Rental-general depr- fu	-	-	-	-	-	
011-1212-414-63-91-000000 Other services & charges / Educational refund off/	-	4,200	4,200	2,100	2,100	
011-1212-414-63-99-000000 Other services & charges / Miscellaneous	490	256	256	113	113	
63	12,819	22,300	22,300	16,163	16,163	
011-1212-415-65-04-000000 Maintenance / Computer/software	-	-	-	-	-	
011-1212-415-65-16-000000 Maintenance / Vehicles	-	-	-	-	-	
011-1212-415-65-17-000000 Maintenance / Fuel & lubricants	-	-	-	-	-	

2021

011-1212 Purchasing

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
65	-	-	-	-	-	-
011-1212-416-66-16-000000 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
011-1212-416-66-22-000000 Capital outlay / Computer-hardware	-	-	-	-	-	-
011-1212-416-66-24-000000 Capital outlay / Computer-software	-	-	-	-	-	-
011-1212-416-66-99-000000 Capital outlay / Non-capitalized	-	2,786	2,786	-	-	-
66	-	2,786	2,786	-	-	-
011-1212-419-78-01-000000 Disaster Exp/ COVID-19	-	-	-	-	-	-
78	-	-	-	-	-	-
011-1212 Purchasing	\$ 564,698	\$ 611,228	\$ 611,228	\$ 617,228	\$ 617,228	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1212	Purchasing	1			Director Purchasing & Contract	FILLED	\$ 84,813
1212	Purchasing	1			Asst Dir Purchasing & Cont	FILLED	61,922
1212	Purchasing	1			Senior Buyer	FILLED	52,843
		<u>3</u>					<u>199,578</u>
1212	Purchasing		1		Administrative Supervisor	FILLED	33,893
1212	Purchasing		1		Buyer II	FILLED	41,760
1212	Purchasing		1		Buyer II	FILLED	36,384
1212	Purchasing		1		Contract Compliance Officer	FILLED	51,441
1212	Purchasing		1		Senior Administrative Clerk	FILLED	28,277
1212	Purchasing		1		Senior Administrative Clerk	FILLED	28,277
1212	Purchasing		1		Senior Administrative Clerk	FILLED	28,277
			<u>7</u>				<u>248,309</u>
					OVERTIME		500
					CAR ALLOWANCE		9,000
					TELEPHONE		2,640
							<u>12,140</u>
CURRENT POSITIONS			10				\$ 460,027



Mission Statement:

To ensure fair and open competition among bidders, to experience the most value for each dollar spent, to purchase material to ensure prompt deliveries, to establish a good strong 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 evaluation, and award of bids.

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 436,981	\$ 451,247	\$ 460,029	\$ 460,029	\$ 460,027	\$ 460,027	\$ 460,027	\$ 499,705	\$ 499,705	\$ 499,705	
Employee Benefits	102,413	114,775	116,128	116,128	130,993	130,993	130,993	142,952	142,952	142,952	
Supplies	12,484	7,060	9,985	9,985	10,045	10,045	10,045	11,045	11,045	11,045	
Other Services and Charges	12,819	18,278	22,300	22,300	16,163	16,163	16,163	16,163	16,163	16,163	
Maintenance	-	806	-	-	-	-	-	-	-	-	-
Operations Subtotal	564,698	592,166	608,442	608,442	617,228	617,228	617,228	669,865	669,865	669,865	
Capital Outlay	-	850	2,786	2,786	-	-	-	-	-	-	-
Total Expenditures	\$ 564,698	\$ 593,016	\$ 611,228	\$ 611,228	\$ 617,228	\$ 617,228	\$ 617,228	\$ 669,865	\$ 669,865	\$ 669,865	\$ 669,865
PERSONNEL											
Exempt	3	3	3	3	3	3	3	3	3	3	3
Non-Exempt	7	7	7	7	7	7	7	8	8	8	8
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	10	10	10	10	10	10	10	11	11	11	11

MAJOR FY 20-21 GOALS

1. Use of the p-card more over requisitions
2. Continue the training of purchasing employees towards certifications
3. Continue development of trainings to all departments
4. Working to scan all files to laserfische to alleviate storage

Contact Us:

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

Purchasing and Contracting

www.mcallen.net/departments/purchasing

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	10	10	10	10
Department Expenditures	\$ 564,698	\$ 611,228	\$ 611,228	\$ 617,228
Outputs:				
Requisitions	2,925	2,750	3,614	3,270
Purchase orders processed	1,873	2,700	3,386	2,630
Purchase contracts administered	54	50	58	56
Dollar value of purchases processed	63,244,539	71,223,099	91,570,131	114,462,664
Dollar Value of Cooperative purchases	\$ 7,228,258	\$ 9,692,058	\$ 12,948,669	10,088,464
Pre-bid conferences	69	89	60	65
Pre-construction conferences	29	40	28	29
Construction contracts administered	33	41	34	34
Dollar value of construction contracts processed	\$ 28,395,066	\$ 20,075,055	\$ 68,695,389	48,545,228
Supply/Service contracts	63	167	84	74
Cooperative Purchases	367	340	294	331
Requests for procurement cards	14	27	20	17
Bidders on file	12,499	12,791	13,117	12,808
Effectiveness Measures:				
Average number of days to process requisitions to purchase order status	3.0	3.0	3.0	2.75
Efficiency Measures:				
Requisitions per full time employee	731	688	904	818
Purchase Orders per full time employee	468.00	675	847	658
Purchase contracts administered	54	33	58	56
Department expenditures per capita	\$ 3.79	\$ 4.02	\$ 4.04	\$ 4.02
Population:	149,189	152,046	151,352	153,546

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

Description:

Purchasing & Contracting 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.

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: LEGAL

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.				-	-	-	-	-		
3.				-	-	-	-	-		
4.				-	-	-	-	-		
5.				-	-	-	-	-		
Total Compensation & Benefits			\$ 1,395,967	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
SUPPLIES										
1.	< Please select category >									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Supplies			\$ 7,032					\$ -		\$ -
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			\$ 438,957					\$ -		\$ -
MAINTENANCE										
1. Equipment										
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			\$ 1,841,956					\$ -		\$ -

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL FUND
DEPARTMENT: LEGAL

DEPT REQUEST				CM RECOMM			
Office Furniture/equipment	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$0		\$0	

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

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

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

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

Grand Total	\$0	\$0
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-1214-411-60-01-000000 Compensation / Exempt	739,764	906,612	906,612	931,991	931,991	
011-1214-411-60-02-000000 Compensation / Non-exempt	124,371	126,919	126,919	133,890	133,890	
011-1214-411-60-06-000000 Compensation / Part time	41,565	23,353	23,353	23,819	23,819	
011-1214-411-60-10-000000 Compensation / Overtime	201	600	600	600	600	
011-1214-411-60-14-000000 Compensation / Car allowance	22,350	28,200	28,200	28,200	28,200	
011-1214-411-60-15-000000 Compensation/Certification	6,594	-	-	-	-	
011-1214-411-60-17-000000 Compensation / Telephone	4,450	6,000	6,000	6,000	6,000	
011-1214-411-60-90-000000 Compensation/ Nonemployee agreement	-	-	-	-	-	
60	939,294	1,091,684	1,091,684	1,124,500	1,124,500	
011-1214-411-61-30-000000 Benefits / Social security	64,041	79,791	79,791	82,360	82,360	
011-1214-411-61-36-000000 Benefits / Retirement	74,036	84,398	84,398	95,319	95,319	
011-1214-411-61-40-000000 Benefits / Unemployment tax	400	2,565	2,565	1,080	1,080	
011-1214-411-61-46-000000 Benefits / Workers' comp-	909	1,538	1,538	1,285	1,285	
011-1214-411-61-50-000000 Benefits / Health cost	55,411	63,072	63,072	79,992	79,992	
011-1214-411-61-52-000000 Benefits / Life insurance	300	1,630	1,630	1,665	1,665	
011-1214-411-61-53-000000 Benefits / Retiree health ins (ARC)	10,222	10,222	10,222	9,767	9,767	
61	205,320	243,216	243,216	271,467	271,467	
011-1214-413-62-02-000000 Supplies / Office	8,728	7,032	7,032	7,032	7,032	
011-1214-413-62-50-000000 Supplies / EMP	-	-	-	-	-	
62	8,728	7,032	7,032	7,032	7,032	
011-1214-414-63-14-000000 Other services & charges / Dues & subscriptions	44,918	25,702	25,702	25,702	25,702	
011-1214-414-63-23-000000 Other services & charges / Online svc/network	2,833	1,524	1,524	1,524	1,524	
011-1214-414-63-45-000000 Other services & charges / Professional	466,977	340,000	340,000	340,000	340,000	
011-1214-414-63-47-000000 Other services & charges / Recording fees	11,344	35,000	35,000	35,000	35,000	
011-1214-414-63-52-000000 Other services & charges / Rental & contractual	7,240	453	453	453	453	
011-1214-414-63-64-000000 Other services & charges / Training	25,380	15,128	15,128	15,128	15,128	
011-1214-414-63-65-000000 Other services & charges / Travel	30,082	19,000	19,000	19,000	19,000	
011-1214-414-63-87-000000 Other services & charges / EMP training	438	-	-	-	-	
011-1214-414-63-91-000000 Other service and charges / Educational refund of	-	2,000	2,000	2,000	2,000	
011-1214-414-63-99-000000 Other services & charges / Miscellaneous	160	150	150	150	150	
63	589,372	438,957	438,957	438,957	438,957	
011-1214-414-64-47-000000 Other services & charges/Recording fees-Carports	-	-	-	-	-	
64	-	-	-	-	-	
011-1214-416-66-14-000000 Capital outlay / Vehicles	-	-	-	-	-	

2021

011-1214 Legal

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-1214-416-66-16-000000 Capital outlay / Office furniture/equip-	-	-	-	-	-	
011-1214-416-66-20-000000 Capital outlay / Equipment	4,936	-	-	-	-	
011-1214-416-66-22-000000 Capital outlay / Computer-hardware	-	-	-	-	-	
011-1214-416-66-24-000000 Capital outlay / Computer-software	-	-	-	-	-	
011-1214-416-66-99-000000 Capital outlay / Non-capitalized	-	-	-	-	-	
66	4,936	-	-	-	-	
011-1214-419-78-01-000000 Disaster Exp/ COVID-19	-	-	-	-	-	
78	-	-	-	-	-	-
011-1214 Legal	\$ 1,747,651	\$ 1,780,889	\$ 1,780,889	\$ 1,841,956	\$ 1,841,956	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1214	Legal	1			City Attorney	FILLED	\$ 196,803
1214	Legal	1			Assistant City Attorney I	FILLED	75,000
1214	Legal	1			Assistant City Attorney I	UNFILLED	59,884
1214	Legal	1			Assistant City Attorney II	FILLED	75,000
1214	Legal	1			Assistant City Attorney III	FILLED	99,781
1214	Legal	1			Assistant City Attorney III	FILLED	95,370
1214	Legal	1			Assistant City Attorney III	UNFILLED	95,370
1214	Legal	1			Deputy City Attorney	FILLED	105,000
1214	Legal	1			Dep.Dir.Land Acquisition	FILLED	72,000
1214	Legal	1			ROW & Real Estate Coord	UNFILLED	57,783
		10					931,991
1214	Legal		1		Paralegal	FILLED	55,640
1214	Legal		1		Legal Assistant	FILLED	36,400
1214	Legal		1		Senior Administrative Clerk	FILLED	36,400
1214	Legal		0		Certification Pay		5,450
			3				133,890
1214	Legal		1		PT Law Clerk	UNFILLED	19,667
1214	Legal		1		Part time	UNFILLED	4,152
			2				23,820
					OVERTIME		600
					CAR ALLOWANCE		28,200
					TELEPHONE		6,000
							34,800
CURRENT POSITIONS			15				\$ 1,124,500



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 prosecution.

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 939,294	\$ 1,073,922	\$ 1,091,684	\$ 1,091,684	\$ 1,124,500	\$ 1,124,500	\$ 1,124,500	\$ 1,124,500	\$ 1,124,500	\$ 1,124,500	
Employee Benefits	205,320	240,479	243,216	243,216	271,467	271,467	271,467	271,467	271,467	271,467	
Supplies	8,728	7,032	7,032	7,032	7,032	7,032	7,032	7,032	7,032	7,032	
Other Services and Charges	589,372	438,957	438,957	438,957	438,957	438,957	438,957	438,957	438,957	438,957	
Operations Subtotal	1,742,715	1,760,390	1,780,889	1,780,889	1,841,956	1,841,956	1,841,956	1,841,956	1,841,956	1,841,956	
Capital Outlay	4,936	-	-	-	-	-	-	-	-	-	
Total Expenditures	\$ 1,747,651	\$ 1,760,390	\$ 1,780,889	\$ 1,780,889	\$ 1,841,956	\$ 1,841,956	\$ 1,841,956	\$ 1,841,956	\$ 1,841,956	\$ 1,841,956	
PERSONNEL											
Exempt	8	10	10	10	10	10	10	10	10	10	
Non-Exempt	3	3	3	3	3	3	3	3	3	3	
Part-Time	-	2	2	2	2	2	2	2	2	2	
Total Positions Authorized	11	15	15	15	15	15	15	15	15	15	

MAJOR FY 20-21 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 the insurance program.
- 5.) Continue to implement In-House Litigation division.
- 6.) Continue to implement General Counsel division.
- 7.) 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 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	13	15	15	15
Number of Attorneys	7	8	8	8
Department Expenditures	\$ 1,747,651	\$ 1,780,889	\$ 1,780,889	\$ 1,841,956
Outputs:				
Number of City Gov. Entities Represented	25	29	29	29
City Comm. mtgs & workshops attended	46	48	48	48
Subordinate agency meetings attended	325	350	350	350
Human Resource Hearings held	15	16	16	16
Resolutions, ordinances, orders, agrmts, contracts, leases, deeds, liens & opinions prepared & reviewed	385	455	455	455
Number of Municipal Court Hearings Supervised	5,067	12,100	5,040	5,040
Right of Way acquisitions, projects, etc. prepared and overseen	55	75	75	175
Effectiveness Measures:				
Number of lawsuits filed against the City	10	15	15	15
Number of lawsuits filed by City	2	2	2	2
Number of lawsuits resolved before trial	13	15	15	15
Number of lawsuits tried	2	2	2	2
Number of lawsuits resolved w/Plf. Receiving no compensation	2	5	5	5
Efficiency Measures:				
Department expenditures per capita	11.71	\$ 11.71	\$ 11.79	\$ 12.00
Population:	149,189	152,046	151,046	153,546

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

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 FY 2020 - 2021

DEPARTMENT NAME: GRANT ADMINISTRATION

			BASELINE						DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION											
New Position	Number Position	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total		
1. CDBG Staff	1	\$ 3,000	\$ 3,000	\$ -	\$ -	\$ -	\$ 3,000			To Account for CD Staff Oversight	
2.	-	-	-	-	-	-	-				
3.	-	-	-	-	-	-	-				
4.	-	-	-	-	-	-	-				
5.	-	-	-	-	-	-	-				
Total	1	3,000	3,000	-	-	-	3,000		-		
Personnel Revisions											
1. Overtime			-	-	-	-	-				
2. Assistant Director			6,283	-	144	1,808	8,235		8,235	Increase from 20 to 30% (CDBG pays 70%)	
3. Grant Development Specialist			-	-	480	80	560		560	Account for Phone Allowance	
4.			-	-	-	-	-				
5.			-	-	-	-	-				
Total Compensation & Benefits			\$ 420,703	\$ 9,283	\$ -	\$ 624	\$ 1,888	\$ 11,795	8,795		
SUPPLIES											
1. Office							(500)		(500)	Reduction due to merger of departments	
2. < Please select category >											
3. < Please select category >											
4. < Please select category >											
5. < Please select category >											
Total Supplies			\$ 4,500				\$ (500)		\$ (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			\$ 58,412				\$ -		\$ -		
MAINTENANCE											
1. Equipment											
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							\$ 300		\$ 300		
TOTAL			\$ 483,615				\$ 11,595		\$ 8,595		

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL FUND
DEPARTMENT: GRANT ADMINISTRATION

DEPT REQUEST				CM RECOMM		
Computer-Software						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Acrobat/Licensing	\$600	0.5	\$300	0.5	\$300	Update Asst. Director's Computer (Difference Paid By CDBG)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$300		\$300	

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

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

Grand Total			\$300		\$300	
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2021

011-1216 Grant administration

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 2-21
011-1216-411-60-01-000000 Compensation / Exempt	41,137	68,210	68,210	73,907	73,907	
011-1216-411-60-02-000000 Compensation / Non-exempt	192,569	266,582	266,582	252,446	249,446	
011-1216-411-60-06-000000 Compensation / Part-time	-	-	-	-	-	
011-1216-411-60-10-000000 Compensation / Overtime	399	1,000	1,000	1,500	1,500	
011-1216-411-60-14-000000 Compensation / Car allowance	1,947	2,520	2,520	2,520	2,520	
011-1216-411-60-15-000000 Compensation/Certification	-	-	-	-	-	
011-1216-411-60-17-000000 Compensation / Telephone	1,679	2,280	2,280	2,880	2,880	
60	237,732	340,592	340,592	333,253	330,253	
011-1216-411-61-30-000000 Benefits / Social security	17,155	24,737	24,737	25,265	25,265	
011-1216-411-61-36-000000 Benefits / Retirement	18,057	28,002	28,002	28,601	28,601	
011-1216-411-61-40-000000 Benefits / Unemployment tax	212	1,060	1,060	511	511	
011-1216-411-61-46-000000 Benefits / Workers' comp-	552	567	567	652	652	
011-1216-411-61-50-000000 Benefits / Health cost	15,096	29,203	29,203	40,771	40,771	
011-1216-411-61-52-000000 Benefits / Life insurance	173	548	548	556	556	
011-1216-411-61-53-000000 Benefits / Retiree health ins (ARC)	2,541	2,541	2,541	2,890	2,890	
61	53,786	86,658	86,658	99,245	99,245	-
011-1216-413-62-02-000000 Supplies / Office	2,945	3,000	3,000	4,000	4,000	
011-1216-413-62-50-000000 Supplies / EMP	-	-	-	-	-	
62	2,945	3,000	3,000	4,000	4,000	
011-1216-414-63-14-000000 Other services & charges / Dues & subscriptions	22,012	19,444	19,444	22,012	22,012	
011-1216-414-63-52-000000 Other services & charges / Rental & contractual	27,532	29,800	29,800	29,800	29,800	
011-1216-414-63-64-000000 Other services & charges / Training	-	-	-	-	-	
011-1216-414-63-65-000000 Other services & charges / Travel	6,745	2,218	2,218	6,000	6,000	
011-1216-414-63-69-000000 Other service & charges / Utilities-telephone	-	19	19	-	-	
011-1216-414-63-87-000000 Other services & charges / EMP training	-	-	-	-	-	
011-1216-414-63-91-000000 Other services & charges / Educational refund off/	-	-	-	400	400	
011-1216-414-63-99-000000 Other services & charges / Miscellaneous	135	175	175	200	200	
63	56,424	51,656	51,656	58,412	58,412	
011-1216-415-65-08-000000 Maintenance / Equipment	-	-	-	-	-	
65	-	-	-	-	-	
011-1216-416-66-16-000000 Capital outlay / Office furniture/equip-	-	-	-	-	-	
011-1216-416-66-22-000000 Capital outlay / Computer-hardware	-	600	600	-	-	
011-1216-416-66-24-000000 Capital outlay / Computer-software	-	-	-	300	300	
011-1216-416-66-99-000000 Capital outlay / Non-capitalized	1,774	-	-	-	-	

2021

011-1216 Grant administration

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 2-21
66	1,774	600	600	300	300	
011-1216-419-78-01-000000 Disaster Exp/ COVID-19	-	-	-	-	-	-
78	-	-	-	-	-	-
011-1216 Grant Admin.	\$ 352,660	\$ 482,506	\$ 482,506	\$ 495,210	\$ 492,210	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1216	Grant Administration	1		70% City	Director Grant Administration	FILLED	\$ 54,806
1216	Grant Administration	<u>1</u>		30% City	Assistant Director	RECOMM	<u>19,101</u>
		2					73,907
1216	Grant Administration		1		Administrative Assistant	FILLED	33,697
1216	Grant Administration		1		Grants & Special Projects Coord	UNFILLED	42,787
1216	Grant Administration		1		Compliance Officer	FILLED	61,296
1216	Grant Administration		1		Grant Development Specialist	FILLED	55,833
1216	Grant Administration		<u>1</u>		Grant Development Specialist	FILLED	<u>55,833</u>
			5				249,446
					OVERTIME		1,500
					CAR ALLOWANCE		2,520
					TELEPHONE		<u>2,880</u>
							6,900
	CURRENT POSITIONS		7				\$ 330,253

Mission Statement:

The Grant Administration Office is committed to identifying funding sources, providing sound grant development and management practices, and facilitating partnerships with City Departments and funding agencies to fiscally support projects and services that improve the quality of life for McAllen citizens.

Department Summary

	Actual 18-19	Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Mgr Recomm. 20-21	Four Year Plan				
							21-22	22-23	23-24	24-25	
Expenditure Detail:											
Personnel Services											
Salaries and Wages	\$ 237,732	\$ 317,769	\$ 340,592	\$ 340,592	\$ 333,253	\$ 330,253	\$ 330,253	\$ 330,253	\$ 330,253	\$ 330,253	\$ 330,253
Employee Benefits	53,786	82,887	86,658	86,658	99,245	99,245	99,245	99,245	99,245	99,245	99,245
Supplies	2,945	4,500	3,000	3,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
Other Services and Charges	56,424	58,412	51,656	51,656	58,412	58,412	58,412	58,412	58,412	58,412	58,412
Operations Subtotal	350,886	463,568	481,906	481,906	494,910	491,910	491,910	491,910	491,910	491,910	491,910
Capital Outlay	1,774	600	600	600	300	300	-	-	-	-	-
Total Expenditures	\$ 352,660	\$ 464,168	\$ 482,506	\$ 482,506	\$ 495,210	\$ 492,210	\$ 491,910	\$ 491,910	\$ 491,910	\$ 491,910	\$ 491,910
PERSONNEL											
Exempt	1	2	2	2	2	2	2	2	2	2	2
Non-Exempt	4	5	5	4	5	5	5	5	5	5	5
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	5	7	7	6	7	7	7	7	7	7	7

MAJOR FY 20-21 GOALS

1. Maintain (within 10%) or increase the number of Grant Submissions and/or Funding Received.

Contact Us:

Yvette Balderas
Director of Grant Administration
1300 Houston Avenue
McAllen, TX 78501
(956) 681-1033

Performance Measures				
	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	5	7	6	7
Department Expenditures	\$ 352,660	\$ 482,506	\$ 482,506	\$ 492,210
Outputs:				
Amount of Active Grants Managed		\$ 58,000,000	\$ 60,000,000	\$ 68,000,000
Grant Compliance Reviews Conducted		45	25	35
Grant Compliance Orientations Conducted		17	17	17
Effectiveness Measures:				
Grants Awarded		20	20	20
Dollar Amount of Grants Awarded		\$ 12,000,000	\$ 12,000,000	\$ 18,000,000
Outside Agencies receiving General Fund allocations		9	9	9
Amount of Outside Agency Funds Managed		\$ 2,353,620	\$ 2,353,620	\$ 2,353,620
Outside Agency Compliance Reviews Conducted		17	10	22
Efficiency Measures:				
Ratio of Grant Funds Managed to Office Operating Budget		\$4.5M:1	\$4.5M:1	\$4.6M:1
Department Expenditures per Capita	\$2.36	\$3.17	\$3.19	\$3.21
Population:	149,189	152,046	151,352	153,546

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, the Office identifies funding sources, prepares grant proposals and provides compliance services to meet the programmatic and fiscal terms and conditions of grant awards.

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

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: HUMAN RESOURCES

		BASELINE						DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total	
1.	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	-	
2.	-	-	-	-	-	-	-	-	-	
3.	-	-	-	-	-	-	-	-	-	
4.	-	-	-	-	-	-	-	-	-	
5.	-	-	-	-	-	-	-	-	-	
Total	-	-	-	-	-	-	-	-	-	
Personnel Revisions										
1.	Overtime		-	-	-	-	-	-	-	
2.	(HR Specialist & PT) to HR Generalist		1,977	1,200	480	531	4,188		4,188	Position to assist with training, onboarding and other HR functions.
3.			-	-	-	-	-		-	
4.			-	-	-	-	-		-	
5.			-	-	-	-	-		-	
Total Compensation & Benefits		\$ 686,653	\$ 1,977	\$ 1,200	\$ 480	\$ 531	\$ 4,188		4,188	
SUPPLIES										
1.	< Please select category >									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Supplies		\$ 32,151					\$ -		\$ -	
OTHER SERVICES & CHARGES										
1.	Educational refund						(1,800)		(1,800)	Employee who requested refunded left the City.
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Other Services & Charges		\$ 108,949					\$ (1,800)		\$ (1,800)	
MAINTENANCE										
1.	Equipment						(9,500)		(9,500)	Was able to negotiate a better price for training.
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance		\$ 10,000					\$ (9,500)		\$ (9,500)	
CAPITAL OUTLAY										
							** See Attached Capital Outlay Request Form			
Total Capital Outlay							\$ 9,000		\$ 9,000	
TOTAL		\$ 837,753					\$ 1,888		\$ 1,888	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: General Fund
DEPARTMENT: HUMAN RESOURCES

DEPT REQUEST				CM RECOMM		JUSTIFICATION (MANDATORY)
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	
Computer-Software						
Inspired eLearning	\$0	1	\$5,000	1	\$5,000	Software used for Prevention of Harassment Training
JJ Keller FMLA Tracking	\$0	1	\$4,000	1	\$4,000	Software used to track FMLA requests
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$9,000		\$9,000	

<Please select a category>

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

<Please select a category>

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

<Please select a category>

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

<Please select a category>

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

Grand Total **\$9,000** **\$9,000**

2021

011-1220 Human resources

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-1220-411-60-01-000000 Compensation / Exempt	165,616	171,080	171,080	171,080	171,080	
011-1220-411-60-02-000000 Compensation / Non-exempt	315,843	333,404	333,404	342,101	342,101	
011-1220-411-60-06-000000 Compensation / Part-time	5,187	-	-	-	-	
011-1220-411-60-10-000000 Compensation / Overtime	3,395	4,880	4,880	4,880	4,880	
011-1220-411-60-14-000000 Compensation / Car allowance	15,200	16,800	16,800	18,000	18,000	
011-1220-411-60-17-000000 Compensation / Telephone	4,400	6,000	6,000	6,480	6,480	
60	509,641	532,164	532,164	542,541	542,541	
011-1220-411-61-30-000000 Benefits / Social security	37,420	40,851	40,851	41,505	41,505	
011-1220-411-61-36-000000 Benefits / Retirement	39,079	40,927	40,927	46,402	46,402	
011-1220-411-61-40-000000 Benefits / Unemployment tax	199	1,881	1,881	720	720	
011-1220-411-61-46-000000 Benefits / Workers' comp-	857	1,000	1,000	845	845	
011-1220-411-61-50-000000 Benefits / Health cost	37,200	41,112	41,112	53,184	53,184	
011-1220-411-61-52-000000 Benefits / Life insurance	339	850	850	878	878	
011-1220-411-61-53-000000 Benefits / Retiree health ins (ARC)	4,799	4,799	4,799	4,766	4,766	
61	119,893	131,420	131,420	148,300	148,300	
011-1220-413-62-02-000000 Supplies / Office	7,346	9,936	9,936	9,936	9,936	
011-1220-413-62-24-000000 Supplies / Training	15,027	14,000	14,000	14,000	14,000	
011-1220-413-62-28-000000 Supplies / Recruiting	1,842	3,000	3,000	4,000	4,000	
011-1220-413-62-34-000000 Supplies / Enroll, test, & orientat	5,397	4,215	4,215	4,215	4,215	
62	29,612	31,151	31,151	32,151	32,151	
011-1220-414-63-02-000000 Other services & charges / Advertising	1,113	300	300	800	800	
011-1220-414-63-06-000000 Other services & charges / Civil service activity	32,233	40,000	40,000	40,000	40,000	
011-1220-414-63-14-000000 Other services & charges / Dues & subscriptions	1,462	2,000	2,000	3,000	3,000	
011-1220-414-63-40-000000 Other services & charges / Medical	15,880	12,000	12,000	20,950	20,950	
011-1220-414-63-44-000000 Other services & charges / Printing	6,262	12,867	12,867	12,867	12,867	
011-1220-414-63-52-000000 Other services & charges / Rental & contractual	16,310	15,989	15,989	15,989	15,989	
011-1220-414-63-62-000000 Other services & charges / Special service	-	-	-	-	-	
011-1220-414-63-64-000000 Other services & charges / Training	5,856	5,000	5,000	7,000	7,000	
011-1220-414-63-65-000000 Other services & charges / Travel	5,494	3,000	3,000	3,000	3,000	
011-1220-414-63-90-000000 Other services & charges / Employee Development	771	-	-	2,043	2,043	
011-1220-414-63-91-000000 Other service & charges / Educational refund	-	-	-	-	-	
011-1220-414-63-99-000000 Other services & charges / Miscellaneous	1,669	500	500	1,500	1,500	
63	87,050	91,656	91,656	107,149	107,149	
011-1220-415-65-04-000000 Maintenance / Computer/software	-	-	-	-	-	

2021

011-1220 Human resources

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-1220-415-65-08-000000 Maintenance / Equipment 65	64	240	240	500	500	
	64	240	240	500	500	
011-1220-416-66-22-000000 Capital outlay / Computer-hardware	-	-	-	-	-	
011-1220-416-66-24-000000 Capital outlay / Computer-software	-	9,000	9,000	9,000	9,000	
011-1220-416-66-99-000000 Capital outlay / Non-capitalized 66	4,501	-	-	-	-	
	4,501	9,000	9,000	9,000	9,000	
011-1220-419-78-01-000000 Disaster Exp/ COVID-19 78	-	-	-	-	-	-
	-	-	-	-	-	-
011-1220 Human Resources	\$ 750,760	\$ 795,631	\$ 795,631	\$ 839,641	\$ 839,641	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1220	Human Resources	1			Director Human Resources	FILLED	\$ 97,325
1220	Human Resources	1			Deputy Director Human Resources	FILLED	73,755
		<u>2</u>					<u>171,080</u>
1220	Human Resources		1		Administrative Supervisor	FILLED	37,586
1220	Human Resources		1		HR Recruiter	FILLED	39,291
1220	Human Resources		1		HR Recruiter	FILLED	39,291
1220	Human Resources		1		HR Generalist	FILLED	39,291
1220	Human Resources		1	RECLASSED T	HR Generalist	RECOMM	39,291
1220	Human Resources		1		HR Trainer	FILLED	61,121
1220	Human Resources		0	RECLASSED F	HR Specialist	RECOMM	-
1220	Human Resources		1		HR Employee Services Manager	FILLED	57,953
1220	Human Resources		1		Senior Administrative Clerk	FILLED	28,277
			<u>8</u>				<u>342,101</u>
1220	Human Resources		<u>0</u>	RECLASSED F Part- time		RECOMM	<u>-</u>
			0				-
					OVERTIME		4,880
					CAR ALLOWANCE		18,000
					TELEPHONE		6,480
							<u>29,360</u>
CURRENT POSITIONS			10				\$ 542,541



Human Resources

www.mcallen.net/hr

Mission Statement:

To treat each person as a valued customer while contributing positively 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 Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 509,641	\$ 524,051	\$ 532,164	\$ 532,164	\$ 542,541	\$ 542,541	\$ 542,541	\$ 542,541	\$ 542,541	\$ 542,541	\$ 542,541
Employee Benefits	119,893	129,887	131,420	131,420	148,300	148,300	148,300	148,300	148,300	148,300	148,300
Supplies	29,612	32,151	31,151	31,151	32,151	32,151	32,151	32,151	32,151	32,151	32,151
Other Services and Charges	87,050	108,949	91,656	91,656	107,149	107,149	107,149	107,149	107,149	107,149	107,149
Maintenance	64	10,000	240	240	500	500	500	500	500	500	5,500
Operations Subtotal	746,259	805,038	786,631	786,631	830,641	830,641	830,641	830,641	830,641	830,641	835,641
Capital Outlay	4,501	14,500	9,000	9,000	9,000	9,000	-	-	200,000	-	-
Total Expenditures	\$ 750,760	\$ 819,538	\$ 795,631	\$ 795,631	\$ 839,641	\$ 839,641	\$ 830,641	\$ 830,641	\$ 1,030,641	\$ 835,641	
PERSONNEL											
Exempt	2	2	2	2	2	2	2	2	2	2	2
Non-Exempt	8	8	8	8	8	8	8	8	8	8	8
Part-Time	-	1	1	-	-	-	-	-	-	-	-
Total Positions Authorized	10	11	11	10	10	10	10	10	10	10	10

MAJOR FY 20-21 GOALS

1. Evaluate workflows and HR processes for increased efficiency.
2. Create an impactful onboarding experience for new employees.
3. Establish Leadership training opportunities for employees.

Human Resources

www.mcallen.net/hr

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21	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 development training; maintaining employee retention; providing employee counseling; conducting disciplinary reviews; monitoring employee behavior and performance review; and conducting internal investigations.
Inputs:					
Full time employees (Non-Exempt)	8	8	8	8	
Full time employees (Exempt)	2	2	2	2	
Total full time employees	10	10	10	10	
Department Expenditures	\$ 750,760	\$ 795,631	\$ 795,631	\$ 839,641	
Outputs:					
Total Number of Job Postings	582	550	450	500	
Total Number of Volunteers Assigned	404	550	332	550	
Total Number of Job Fairs Attended	10	5	5	5	
Total Number of Employees Trained on Preventing Harassment in the Workplace	1,014	1,000	1,906	500	
Total Number of Training Hours Conducted	2,028	1,000	3,812	1,000	
Effectiveness Measures:					
Employee Turnover Rate	12.83%	11.00%	11.00%	11.00%	
Total Number of Promotions	184	90	90	90	
% Increase of Volunteers Assigned to LY	3%	8%	-32%	8%	
Efficiency Measures:					
Total Number of New Employees Hired	460	450	375	450	
Avg No. of Days To Fill Open Position After Selection is Made	Not Applicable	15	20	15	
Total Cost of Training per Employee	\$ 6.50	\$ 14.00	\$ 6.50	\$ 14.00	
Average Employee Years of Service	9	9	9	9	
Department Expenditures Per Employee	\$ 373.51	\$ 433.53	\$ 393.26	\$ 596.53	

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: PLANNING

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1.	Overtime			-	-	-	-	-		
2.	Planner I - Neighborhood to Planner I			-	-	-	-	-		Job Title Change
3.	Planner III - Neighborhood to Planner III			-	-	-	-	-		Job Title Change
4.				-	-	-	-	-		
5.				-	-	-	-	-		
Total Compensation & Benefits			\$ 1,320,028	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
SUPPLIES										
	1. Clothing & uniform							(2,195)		(2,195) Department clothing
	2. Operating							1,100		1,100 Increases in ads and sign costs
	3. < Please select category >									
	4. < Please select category >									
	5. < Please select category >									
Total Supplies			\$ 21,795					\$ (1,095)	\$ (1,095)	
OTHER SERVICES & CHARGES										
	1. Dues & subscriptions							500		500 APA Membership Dues for new planners
	2. Printing							1,000		1,000 Project increases in legal notices
	3. < Please select category >									
	4. < Please select category >									
	5. < Please select category >									
Total Other Services & Charges			\$ 47,900					\$ 1,500	\$ 1,500	
MAINTENANCE										
	1. Equipment									
	2. < Please select category >									
	3. < Please select category >									
	4. < Please select category >									
	5. < Please select category >									
Total Maintenance			\$ 17,241					\$ -	\$ -	
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ -	\$ -	
TOTAL			\$ 1,406,964					\$ 405	\$ 405	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL FUND
DEPARTMENT: PLANNING

DEPT REQUEST				CM RECOMM		
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Computer-Hardware						
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
Computer-Software						
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
Grand Total			\$0		\$0	

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-1302-411-60-01-000000 Compensation / Exempt	270,603	304,912	304,912	304,912	304,912	
011-1302-411-60-02-000000 Compensation / Non-exempt	448,834	691,838	691,838	685,075	685,075	
011-1302-411-60-06-000000 Compensation / Part time	-	-	-	8,763	8,763	
011-1302-411-60-10-000000 Compensation / Overtime	888	2,500	2,500	9,500	9,500	
011-1302-411-60-14-000000 Compensation / Car allowance	4,950	10,200	10,200	10,200	10,200	
011-1302-411-60-17-000000 Compensation / Telephone	1,900	2,640	2,640	3,360	3,360	
60	727,175	1,012,090	1,012,090	1,021,810	1,021,810	
011-1302-411-61-30-000000 Benefits / Social security	52,731	78,617	78,617	78,168	78,168	
011-1302-411-61-36-000000 Benefits / Retirement	56,371	79,081	79,081	87,730	87,730	
011-1302-411-61-40-000000 Benefits / Unemployment tax	402	4,104	4,104	1,728	1,728	
011-1302-411-61-46-000000 Benefits / Workers' comp-	1,778	2,797	2,797	770	770	
011-1302-411-61-50-000000 Benefits / Health cost	58,485	108,624	108,624	118,896	118,896	
011-1302-411-61-52-000000 Benefits / Life insurance	466	1,704	1,704	1,719	1,719	
011-1302-411-61-53-000000 Benefits / Retiree health ins (ARC)	9,324	9,324	9,324	9,207	9,207	
61	179,558	284,251	284,251	298,218	298,218	
011-1302-413-62-02-000000 Supplies / Office	5,811	6,500	6,500	5,000	5,000	
011-1302-413-62-04-000000 Supplies / Operating	7,814	13,400	13,400	14,500	14,500	
011-1302-413-62-18-000000 Supplies / Clothing & uniform	-	735	735	1,200	1,200	
011-1302-413-62-30-000000 Supplies / Promotional items	-	-	-	-	-	
62	13,625	20,635	20,635	20,700	20,700	
011-1302-414-63-02-000000 Other services & charges / Advertising & marketing	-	-	-	-	-	
011-1302-414-63-14-000000 Other services & charges / Dues & subscriptions	864	2,500	2,500	3,000	3,000	
011-1302-414-63-23-000000 Other services & charges / Online svc/network	-	600	600	600	600	
011-1302-414-63-44-000000 Other services & charges / Printing	3,733	6,500	6,500	5,000	5,000	
011-1302-414-63-45-000000 Other services & charges / Professional	-	4,500	4,500	6,100	6,100	
011-1302-414-63-52-000000 Other services & charges / Rental & contractual	3,960	4,800	4,800	4,800	4,800	
011-1302-414-63-64-000000 Other services & charges / Training	780	-	-	5,000	5,000	
011-1302-414-63-65-000000 Other services & charges / Travel	3,251	5,000	5,000	10,000	10,000	
011-1302-414-63-75-000000 Other services & charges / Rental-general depr- fu	13,338	13,338	13,338	9,900	9,900	
011-1302-414-63-89-000000 Other service & charges / Credit card fees	840	900	900	2,000	2,000	
011-1302-414-63-99-000000 Other services & charges / Miscellaneous	1,848	2,000	2,000	3,000	3,000	
63	28,614	40,138	40,138	49,400	49,400	
011-1302-415-65-04-000000 Maintenance / Computer/software	346	11,432	11,432	11,432	11,432	
011-1302-415-65-16-000000 Maintenance / Vehicles	520	4,000	4,000	4,000	4,000	
011-1302-415-65-17-000000 Maintenance / Fuel & lubricants	1,963	1,809	1,809	1,809	1,809	

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
65	2,829	17,241	17,241	17,241	17,241	
011-1302-416-66-14-000000 Capital outlay / Vehicles	-	-	-	-	-	
011-1302-416-66-16-000000 Capital outlay / Office furniture/equip-	3,937	-	-	-	-	
011-1302-416-66-20-000000 Capital outlay / Equipment	2,779	5,700	5,700	-	-	
011-1302-416-66-22-000000 Capital outlay / Computer-hardware	-	13,600	13,600	-	-	
011-1302-416-66-24-000000 Capital outlay / Computer-software	-	14,254	14,254	-	-	
011-1302-416-66-99-000000 Capital outlay / Non-capitalized	11,052	650	650	-	-	
66	17,768	34,204	34,204	-	-	
011-1302-419-78-01-000000 Disaster Exp/ COVID-19	-	-	-	-	-	
78		-	-	-	-	-
011-1302 Planning	\$ 969,568	\$ 1,408,559	\$ 1,408,559	\$ 1,407,369	\$ 1,407,369	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1302	Planning	1			Planning Director	FILLED	\$ 96,628
1302	Planning	1			Deputy Director Planning	FILLED	78,782
1302	Planning	1			Senior Planner	FILLED	64,751
1302	Planning	1			Senior Planner	FILLED	64,751
		<u>4</u>					304,912
1302	Planning		1		Administrative Supervisor	FILLED	33,893
1302	Planning		1		Development Coordinator	FILLED	42,853
1302	Planning		1		Inspector	FILLED	28,277
1302	Planning		1		Planner I	FILLED	40,012
1302	Planning		1		Planner I	UNFILLED	40,012
1302	Planning		1		Planner I - Neighborhood	UNFILLED	40,012
1302	Planning		1		Planner II	FILLED	40,012
1302	Planning		1		Planner II	FILLED	43,202
1302	Planning		1		Planner II	UNFILLED	43,202
1302	Planning		1		Planner III	FILLED	51,747
1302	Planning		1		Planner III - Neighborhood	FILLED	51,747
1302	Planning		1		Planning Technician	FILLED	28,277
1302	Planning		1		Planning Technician	FILLED	28,277
1302	Planning		1		Planning Technician II	FILLED	30,681
1302	Planning		1		Receptionist/Admin Clerk	UNFILLED	25,131
1302	Planning		1		Secretary	FILLED	27,206
1302	Planning		1		Secretary	FILLED	27,206
1302	Planning		1		Secretary	FILLED	27,206
1302	Planning		1		Planning Technician III (GIS)	FILLED	36,122
			<u>19</u>				685,075
1302	Planning		1		Part time	UNFILLED	8,763
			<u>1</u>				8,763
					OVERTIME		9,500
					CAR ALLOWANCE		10,200
					TELEPHONE		3,360
							23,060
CURRENT POSITIONS			24				\$ 1,021,810



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:

Edgard Garcia
 Planning Director
 1300 Houston Avenue
 McAllen, TX 78501
 (956) 681-1250

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	17-18	18-19	18-19	18-19	19-20	20-21	20-21	21-22	22-23	23-24	
Personnel Services											
Salaries and Wages	\$ 727,175	\$ 1,012,434	\$ 1,012,090	\$ 1,012,090	\$ 1,021,810	\$ 1,021,810	\$ 1,021,810	\$ 1,021,810	\$ 1,021,810	\$ 1,021,810	
Employee Benefits	179,558	281,902	284,251	284,251	298,218	298,218	298,218	298,218	298,218	298,218	
Supplies	13,625	21,795	20,635	20,635	20,700	20,700	20,700	20,700	20,700	22,200	
Other Services and Charges	28,614	51,338	40,138	40,138	49,400	49,400	49,400	49,400	49,400	49,900	
Maintenance	2,829	17,241	17,241	17,241	17,241	17,241	17,241	17,241	17,241	17,241	
Operations Subtotal	951,800	1,384,710	1,374,355	1,374,355	1,407,369	1,407,369	1,407,369	1,407,369	1,407,369	1,409,369	
Capital Outlay	17,768	37,554	34,204	34,204	-	-	-	-	-	2,500	
Total Expenditures	\$ 969,568	\$ 1,422,264	\$ 1,408,559	\$ 1,408,559	\$ 1,407,369	\$ 1,407,369	\$ 1,407,369	\$ 1,407,369	\$ 1,407,369	\$ 1,411,869	
PERSONNEL											
Exempt	4	4	4	4	4	4	4	4	4	4	
Non-Exempt	13	19	19	18	19	19	19	20	20	20	
Part-Time	-	1	1	-	1	1	1	-	-	-	
Total Positions Authorized	17	24	24	22	24	24	24	24	24	24	

MAJOR FY 20-21 GOALS

- 1.) Update Foresight McAllen Comprehensive Plan
- 2.) Continue and Expand Commerical Matching Grant Program (1.3.3)
- 3.) Continue Neighborhood Matching Grant Program (1.3.4)
- 4.) Maintain visual attractiveness of key corridors and venues
- 5.) Continue program of Landmark and Historic District Designation and monitor Local, State and Nationally designated historic resources.
- 6.) Revamp Department website
- 7.) Limit growth in expenditures and improve efficiency.
- 8.) Improve customer service in all levels of City government.

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	17	23	22	23
Department Expenditures	\$ 969,568	\$ 1,408,559	\$ 1,408,559	\$ 1,407,369
Outputs:				
Number of applications	652	670	475	600
Number of permits	1,334	1,534	1,320	1,475
Number of inspections	2,860	3,289	2,340	2,800
Total workload	4,777	5,494	4,135	4,900
Effectiveness Measures:				
Percent of applications approved	90.0%	92%	90.0%	92%
Percent of applications completed in compliance of statutory time limits	100%	100%	100%	100%
Efficiency Measures:				
Workload per employee	281.00	238.85	187.95	213.04
Expenditure per workload	\$ 203	\$ 256	\$ 341	\$ 287
Department expenditures per capita	\$ 6.50	\$ 9.26	\$ 9.31	\$ 9.17
Population:	149,189	152,046	151,352	153,546

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 FY 2020 - 2021

DEPARTMENT NAME: INFORMATION TECHNOLOGY

		BASELINE				DEPT REQUEST		CITY MANAGER RECOMM		JUSTIFICATION (MANDATORY)	
COMPENSATION											
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total	
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
2.	-	-		-	-	-	-	-			
3.	-	-		-	-	-	-	-			
4.	-	-		-	-	-	-	-			
Personnel Revisions											
1.	Overtime			-	-	-	-	-			
2.	(Project Manager & Part Time) to (2 Project Coordinators)			10,621	-	720	9,265	20,606			Downgrade Project Manager position into Project Coordinator position. Utilizing monies left over from Project Manager, upgrade Part Time position to a 2nd full time Project Coordinator. Having two positions will not only offer better capability to keep up with workload but provide ability to manage more projects and reduce employee attrition.
Total Compensation & Benefits			\$ 2,127,271	\$ 10,621	\$ -	\$ 720	\$ 9,265	\$ 20,606		\$ -	
SUPPLIES											
	1. < Please select category >										
	2. < Please select category >										
	3. < Please select category >										
	4. < Please select category >										
	5. < Please select category >										
Total Supplies			\$ 18,798					\$ -		\$ -	
OTHER SERVICES & CHARGES											
	1. Online svc / network							2,500			Increase in: verizon cellular devices and website security encryption
	2. Rental-depreciation fun							34,069		3,738	Additional Rental General Depreciation
	3. < Please select category >										
	4. < Please select category >										
	5. < Please select category >										
Total Other Services & Charges			\$ 319,837					\$ 36,569		\$ 3,738	
MAINTENANCE											
	1. Computer software							7,350			Annual contractual increases.
	2. Equipment							24,700			1st year paying maintenance on equipment purchased three years ago.
	3. < Please select category >										
	4. < Please select category >										
	5. < Please select category >										
Total Maintenance			\$ 670,654					\$ 32,050		\$ -	
CAPITAL OUTLAY											
** See Attached Capital Outlay Request Form											
Total Capital Outlay								\$ 692,370		\$ -	
TOTAL			\$ 3,136,560					\$ 781,595		\$ 3,738	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL FUND
DEPARTMENT: INFORMATION TECHNOLOGY

DEPT REQUEST CM RECOMM

Computer-Hardware						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Data Center Fiber switch for Cityhall/Library	\$20,000	2	\$40,000		\$0	Expand network capacity at both Data Centers due to annual growth over past five years. (Moved to CIP)
Network Cable tester Fluke	\$2,500	1	\$2,500		\$0	Network Team needs a new cable testing equipment (Moved to CIP)
Cisco Wireless Access Points	\$9,000	1	\$9,000		\$0	Replace old indoor Wifi Antennas with newer model to resolve performance and compatibility with various mobile devices. (Moved to CIP)
Matrix Hardware Refresh	\$2,800	8	\$22,400		\$0	Replace 8 building controllers due to end of life and end of service. Controllers manage Badge door locks. (Moved to CIP)
PC Replacements	\$978	140	\$136,920		\$0	140 model 7040 PCs, 5 year old model. (Moved to CIP)
Laptop Replacements	\$1,500	8	\$12,000		\$0	8 laptop replacements (Moved to CIP)
Tablet Replacements	\$1,075	14	\$15,050		\$0	Replace 14 tablets in various general fund departments. (Moved to CIP)
Hardware & Tools	\$3,000	1	\$3,000		\$0	Tools and equipment for I.T. Dept: drills, wire cutters, monitors, projectors, etc (Moved to CIP)
Analog Switches/Gateways	\$8,000	1	\$8,000		\$0	Analog phone line hardware is 8+ years and End of Life. No longer supported (Moved to CIP)
Wireless Headsets	\$350	14	\$4,900		\$0	Handsfree answering for high call volume staff. To improve performance and customer service. For City Mangement admin staff, other admins throughout general fund departments. (Moved to CIP)
Laptop	\$1,800	1	\$1,800		\$0	Remote Accessibility to scan computers in the field for viruses and off network to protect from network infection (Moved to CIP)
UPS Battery Replacement - City Hall	\$15,000	1	\$15,000		\$0	Batteries are five years old and need to be replaced (Moved to CIP)
UPS Battery Replacement - EOC	\$15,000	1	\$15,000		\$0	Batteries are five years old and need to be replaced (Moved to CIP)
File & Video Surveillance Storage Expansion	\$22,500	2	\$45,000		\$0	(Application Data, Video Surveillance, Laserfiche, Homedrives (Moved to CIP)
Server Rack for Data Center	\$3,000	1	\$3,000		\$0	Install Rack to house server and storage equipment. (Moved to CIP)
	\$0		\$0		\$0	
TOTAL			\$333,570		\$0	

Computer-Software						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Systems Monitoring and Analysis	\$16,000	1	\$16,000		\$0	Hardware/Software monitoring solution needed for systems environment. Alerts, Notifications, health diagnostics of all servers. Currently, no tools available to help diagnose server performance issues. (Moved to CIP)
vSphere Upgrade License	\$5,000	1	\$5,000		\$0	Standard license upgrade to Enterprise for new blade expansion (Moved to CIP)
Windows Server User CAL licenses	\$15,000	1	\$15,000		\$0	Microsoft licenses for users to connect to servers. No application will work without CAL licenses. (Moved to CIP)
McAfee Anti-virus replacement	\$7,000	1	\$7,000		\$0	Have \$27K in Computer Maint. Acct. to apply towards replacing with new anti-virus (Moved to CIP)
Cyber Security Training & Phishing	\$47,000	1	\$47,000		\$0	Train Employees on security & phishing, mandated by HB3834. Renew 3 year term. (Moved to CIP)
External Penetration Testing	\$15,000	1	\$15,000		\$0	DHS has done in the past but not indepth and not guarantee due to waiting list. (Moved to CIP)
Solar Winds Tools	\$3,500	1	\$3,500		\$0	Network Diagnostic Tool. (Moved to CIP)
Cell Watch Replacement	\$5,000	1	\$5,000		\$0	Monitoring tool for all UPS Batteries is end of life and only runs on Windows XP. Need to upgrade to the newest software/appliance. (Moved to CIP)
GIS Server & Application Monitoring	\$8,300	1	\$8,300		\$0	Tool to help diagnose GIS application performance issues. (Moved to CIP)
	\$0		\$0		\$0	
TOTAL			\$121,800		\$0	

Vehicles						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
MID-SIZE CARGO VAN	\$22,000	2	\$44,000		\$0	New Addition
FULL-SIZE CARGO VAN	\$26,000	1	\$26,000		\$0	New Addition (Moved to CIP)
MID-SIZE SUV	\$30,000	1	\$30,000		\$0	New Addition
1/2 TON CC SB 2WD GAS	\$32,000	1	\$32,000		\$0	New Addition
19,000 GVW BUCKET TRUCK	\$105,000	1	\$105,000		\$0	New Addition
TOTAL			\$237,000		\$0	

Grand Total	\$692,370	\$0
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2021

011-1310 Information technology

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Mgr Recomm FY 20-21
011-1310-411-60-01 Compensation / Exempt	1,036,340	1,113,963	1,113,963	1,050,202	1,115,845	
011-1310-411-60-02 Compensation / Non-exempt	439,600	497,930	497,930	580,762	498,762	
011-1310-411-60-06 Compensation / Part time	3,922	6,083	6,083	-	5,736	
011-1310-411-60-10 Compensation / Overtime	10,173	12,000	12,000	12,000	12,000	
011-1310-411-60-14 Compensation / Car allowance	12,400	20,400	20,400	20,400	20,400	
011-1310-411-60-17 Compensation / Telephone	15,600	16,800	16,800	18,480	17,760	
60	1,518,036	1,667,176	1,667,176	1,681,844	1,670,503	
011-1310-411-61-30 Benefits / Social security	107,711	127,538	127,538	128,661	127,793	
011-1310-411-61-36 Benefits / Retirement	117,535	128,936	128,936	145,151	144,169	
011-1310-411-61-40 Benefits / Unemployment tax	471	5,130	5,130	2,160	2,160	
011-1310-411-61-46 Benefits / Workers' comp-	2,796	3,720	3,720	3,131	3,117	
011-1310-411-61-50 Benefits / Health cost	114,041	136,008	136,008	169,272	161,880	
011-1310-411-61-52 Benefits / Life insurance	834	2,718	2,718	2,782	2,773	
011-1310-411-61-53 Benefits / Retiree health ins (ARC)	14,960	14,960	14,960	14,876	14,876	
61	358,348	419,010	419,010	466,033	456,768	
011-1310-413-62-02 Supplies / Office	261	538	538	538	538	
011-1310-413-62-04 Supplies / Operating	22,795	24,119	24,119	18,260	18,260	
62	23,056	24,657	24,657	18,798	18,798	
011-1310-414-63-14 Other services & charges / Dues & subscriptions	2,776	3,525	3,525	348	348	
011-1310-414-63-23 Other services & charges / Online svc/network	38,278	32,457	32,457	34,957	32,457	
011-1310-414-63-45 Other services & charges / Professional	26,703	36,648	36,648	36,648	36,648	
011-1310-414-63-50 Other services & charges / Rental-equipment				-	-	
011-1310-414-63-52 Other services & charges / Rental & contractual	155,766	197,776	197,776	197,776	197,776	
011-1310-414-63-64 Other services & charges / Training	13,035	34,301	34,301	34,301	34,301	
011-1310-414-63-65 Other services & charges / Travel	12,247	10,592	10,592	10,592	10,592	
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	7,150	41,219	10,888	
011-1310-414-63-99 Other services & charges / Miscellaneous	480	263	263	263	263	
63	256,435	323,014	323,014	356,406	323,575	
011-1310-415-65-04 Maintenance / Computer/software	430,444	513,333	513,333	520,683	513,333	
011-1310-415-65-08 Maintenance / Equipment	122,951	149,108	149,108	173,808	149,108	
011-1310-415-65-16 Maintenance / Vehicles	15,335	5,000	5,000	5,000	5,000	
011-1310-415-65-17 Maintenance / Fuel & lubricants	6,428	3,213	3,213	3,213	3,213	

2021

011-1310 Information technology

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Mgr Recomm FY 20-21
65	575,158	670,654	670,654	702,704	670,654	
011-1310-416-66-14 Capital outlay / Vehicles				237,000	-	
011-1310-416-66-16 Capital outlay / Office furniture/equip-	8,466			-	-	
011-1310-416-66-22 Capital outlay / Computer-hardware	85,837	192,820	192,820	333,570	-	
011-1310-416-66-24 Capital outlay / Computer-software		81,000	81,000	121,800	-	
011-1310-416-66-99 Capital outlay / Non-capitalized	207,555			-	-	
66	301,858	273,820	273,820	692,370	-	
011-1310-419-78-01 Disaster Exp/ COVID-19				-		
78	-	-	-	-	-	-
011-1310 Information Technology	\$ 3,032,890	\$ 3,378,331	\$ 3,378,331	\$ 3,918,155	\$ 3,140,298	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1310	Information Technology	1			Director IT	FILLED	\$ 117,951
1310	Information Technology	1			Assistant Director IT	FILLED	91,980
1310	Information Technology	1			GIS Manager	FILLED	68,646
1310	Information Technology	1			IT Applications Service Mgr	FILLED	68,646
1310	Information Technology	1			IT Network Service Manager	FILLED	68,645
1310	Information Technology	1			IT Programmer Analyst I	FILLED	49,334
1310	Information Technology	1			IT Programmer Analyst I	FILLED	49,330
1310	Information Technology	1			IT Programmer Analyst II	FILLED	57,204
1310	Information Technology	1			IT Project Manager	UNFILLED	65,643
1310	Information Technology	1			IT Support Services Manager	FILLED	61,681
1310	Information Technology	1			Information Security Officer	FILLED	52,688
1310	Information Technology	1			Information Security Analyst	FILLED	51,056
1310	Information Technology	1			Senior Application Developer	FILLED	63,422
1310	Information Technology	1			Systems Administrator	FILLED	57,203
1310	Information Technology	1			Systems Manager	FILLED	68,646
1310	Information Technology	1			Telecommunications Manager	FILLED	66,647
1310	Information Technology	1			Web Developer	FILLED	57,123
		17					1,115,845
1310	Information Technology		1		Administrative Assistant	FILLED	36,909
1310	Information Technology		1		Fiber Optic Specialist II	FILLED	54,019
1310	Information Technology		1		Fiber Optic Specialist	FILLED	42,328
1310	Information Technology		1		GIS Technician	FILLED	42,875
1310	Information Technology		1		Help Desk Coordinator	FILLED	37,215
1310	Information Technology		1		IT Network Administrator II	FILLED	60,925
1310	Information Technology		1		IT Support Analyst II	FILLED	38,209
1310	Information Technology		1		IT Support Analyst II	FILLED	38,200
1310	Information Technology		1		IT Support Analyst II	FILLED	35,192
1310	Information Technology		1		IT Support Analyst II	FILLED	33,675
1310	Information Technology		1		System Support Analyst	FILLED	44,295
1310	Information Technology		1		Telecom Specialist	FILLED	34,920
			12				498,761
1310	Information Technology		1		Part time	UNFILLED	5,736
			1				5,736
					OVERTIME		12,000
					CAR ALLOWANCE		20,400
					TELEPHONE		17,760
							50,160
CURRENT POSITIONS			30				\$ 1,670,503



Mission Statement:	Department Summary										
	Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan			
		18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25
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.	Personnel Services										
	Salaries and Wages	\$ 1,518,036	\$ 1,635,705	\$ 1,667,176	\$ 1,667,176	\$ 1,681,844	\$ 1,670,503	\$ 1,670,503	\$ 1,670,503	\$ 1,844,114	\$ 1,844,114
	Employee Benefits	358,348	414,161	419,010	419,010	466,033	456,768	456,768	456,768	500,581	500,581
	Supplies	23,056	18,798	24,657	24,657	18,798	18,798	18,798	18,798	20,803	20,803
	Other Services and Charges	256,435	319,837	323,014	323,014	356,406	323,575	323,575	323,575	355,559	355,559
	Maintenance	575,158	670,654	670,654	670,654	702,704	670,654	670,654	670,654	737,719	737,719
	Operations Subtotal	2,731,032	3,059,155	3,104,511	3,104,511	3,225,785	3,140,298	3,140,298	3,140,298	3,458,775	3,458,775
	Capital Outlay	301,858	273,820	273,820	273,820	692,370	-	591,795	1,400,000	3,100	-
	Total Expenditures	\$ 3,032,890	\$ 3,332,975	\$ 3,378,331	\$ 3,378,331	\$ 3,918,155	\$ 3,140,298	\$ 3,732,093	\$ 4,540,298	\$ 3,461,875	\$ 3,458,775
	PERSONNEL										
Exempt	17	17	17	17	16	17	17	17	17	17	
Non-Exempt	11	12	12	12	14	12	12	12	12	12	
Part-Time	-	1	1	1	-	1	1	1	1	1	
Total Positions Authorized	28	30	30	30	30	30	30	30	30	30	

Contact Us:

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

MAJOR FY 20-21 GOALS

1. Continue expansion of the City's Fiber Optic Network (3.1.6)
2. Upgrade the VOIP system
3. Implement a new ERP system

Information Technology

www.mcallen.net/departments/it

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	28	29	29	30
Number of support personnel	17	17	17	16
Number of project personnel	11	12	12	14
Department Expenditures	\$ 3,032,890	\$ 3,378,331	\$ 3,378,331	\$ 3,140,298
Outputs:				
Number of servers supported	235	300	300	300
Number of Users supported	1,500	1,600	1,600	1,600
Number of printers/scanners supported	1,576	155	140	140
Number of networks supported	320	320	406	491
Number of work orders closed	8,789	12,000	7,984	9,000
Effectiveness Measures:				
Average days to close work orders	3	3	3	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)	45	35		
Expenditures per full time employee	\$ 108,317.51	\$ 116,494.18	\$ 116,494.18	\$ 104,676.58
Department expenditures per capita	\$ 20.33	\$ 22.22	\$ 22.32	\$ 20.45
Population:	149,189	152,046	151,352	153,546

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

Description:

The Information Technology Department provides technology services to the City of McAllen. A staff of 29 full-time employees provide project services and support. For support, 17 employees maintain all computer systems and networks. For project services prioritized by the IT Steering Committee there are 9 full-time positions.

2021

011-1310 Information technology

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Mgr Recomm FY 20-21
011-1310-411-60-01 Compensation / Exempt	1,036,340	1,113,963	1,113,963	1,050,202	1,115,845	
011-1310-411-60-02 Compensation / Non-exempt	439,600	497,930	497,930	580,762	498,762	
011-1310-411-60-06 Compensation / Part time	3,922	6,083	6,083	-	5,736	
011-1310-411-60-10 Compensation / Overtime	10,173	12,000	12,000	12,000	12,000	
011-1310-411-60-14 Compensation / Car allowance	12,400	20,400	20,400	20,400	20,400	
011-1310-411-60-17 Compensation / Telephone	15,600	16,800	16,800	18,480	17,760	
60	1,518,036	1,667,176	1,667,176	1,681,844	1,670,503	
011-1310-411-61-30 Benefits / Social security	107,711	127,538	127,538	128,661	127,793	
011-1310-411-61-36 Benefits / Retirement	117,535	128,936	128,936	145,151	144,169	
011-1310-411-61-40 Benefits / Unemployment tax	471	5,130	5,130	2,160	2,160	
011-1310-411-61-46 Benefits / Workers' comp-	2,796	3,720	3,720	3,131	3,117	
011-1310-411-61-50 Benefits / Health cost	114,041	136,008	136,008	169,272	161,880	
011-1310-411-61-52 Benefits / Life insurance	834	2,718	2,718	2,782	2,773	
011-1310-411-61-53 Benefits / Retiree health ins (ARC)	14,960	14,960	14,960	14,876	14,876	
61	358,348	419,010	419,010	466,033	456,768	
011-1310-413-62-02 Supplies / Office	261	538	538	538	538	
011-1310-413-62-04 Supplies / Operating	22,795	24,119	24,119	18,260	18,260	
62	23,056	24,657	24,657	18,798	18,798	
011-1310-414-63-14 Other services & charges / Dues & subscriptions	2,776	3,525	3,525	348	348	
011-1310-414-63-23 Other services & charges / Online svc/network	38,278	32,457	32,457	34,957	32,457	
011-1310-414-63-45 Other services & charges / Professional	26,703	36,648	36,648	36,648	36,648	
011-1310-414-63-50 Other services & charges / Rental-equipment				-	-	
011-1310-414-63-52 Other services & charges / Rental & contractual	155,766	197,776	197,776	197,776	197,776	
011-1310-414-63-64 Other services & charges / Training	13,035	34,301	34,301	34,301	34,301	
011-1310-414-63-65 Other services & charges / Travel	12,247	10,592	10,592	10,592	10,592	
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	7,150	41,219	10,888	
011-1310-414-63-99 Other services & charges / Miscellaneous	480	263	263	263	263	
63	256,435	323,014	323,014	356,406	323,575	
011-1310-415-65-04 Maintenance / Computer/software	430,444	513,333	513,333	520,683	513,333	
011-1310-415-65-08 Maintenance / Equipment	122,951	149,108	149,108	173,808	149,108	
011-1310-415-65-16 Maintenance / Vehicles	15,335	5,000	5,000	5,000	5,000	
011-1310-415-65-17 Maintenance / Fuel & lubricants	6,428	3,213	3,213	3,213	3,213	

2021

011-1310 Information technology

Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Mgr Recomm FY 20-21
65	575,158	670,654	670,654	702,704	670,654	
011-1310-416-66-14 Capital outlay / Vehicles				237,000	-	
011-1310-416-66-16 Capital outlay / Office furniture/equip-	8,466			-	-	
011-1310-416-66-22 Capital outlay / Computer-hardware	85,837	192,820	192,820	333,570	-	
011-1310-416-66-24 Capital outlay / Computer-software		81,000	81,000	121,800	-	
011-1310-416-66-99 Capital outlay / Non-capitalized	207,555			-	-	
66	301,858	273,820	273,820	692,370	-	
011-1310-419-78-01 Disaster Exp/ COVID-19				-		
78	-	-	-	-	-	-
011-1310 Information Technology	\$ 3,032,890	\$ 3,378,331	\$ 3,378,331	\$ 3,918,155	\$ 3,140,298	\$ -

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: **OFFICE OF COMMUNICATION**

			BASELINE						DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION											
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total	
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
2.	-	-		-	-	-	-	-			
3.	-	-		-	-	-	-	-			
4.	-	-		-	-	-	-	-			
5.	-	-		-	-	-	-	-			
Total	-	-		-	-	-	-	-		-	
Personnel Revisions											
1. Overtime				-	-	-	-	-			
2. PIO Digital Media Coordinator				2,912	-	600	580	4,092		4,092	
3. Video Production Specialist				1,660	-	-	274	1,934		1,934	
Total Compensation & Benefits			\$ 671,726	\$ 4,572	\$ -	\$ 600	\$ 854	\$ 6,026		\$ 6,026	
SUPPLIES											
1.	< Please select category >										
2.	< Please select category >										
3.	< Please select category >										
4.	< Please select category >										
5.	< Please select category >										
Total Supplies			\$ 9,950					\$ -		\$ -	
OTHER SERVICES & CHARGES											
1.	Advertising & marketing							\$5,000			
2.	< Please select category >										
3.	< Please select category >										
4.	< Please select category >										
Total Other Services & Charges			\$ 111,181					\$ 5,000		\$ -	
MAINTENANCE											
1.	< Please select category >										
2.	< Please select category >										
3.	< Please select category >										
4.	< Please select category >										
Total Maintenance			\$ 14,401					\$ -		\$ -	
CAPITAL OUTLAY											
** See Attached Capital Outlay Request Form											
Total Capital Outlay								\$ 25,820		\$ 20,820	
TOTAL			\$ 807,258					\$ 36,846		\$ 26,846	

Position requires college degree and manages and develops the official voice of the City of McAllen. Continuous training is required to learn and manage this still new medium.

Technical skills and experience is equal and should be compensated as such.

general advertising costs not covered by other departments, including design, insertion, social media boosting and other expenses.
(NEW ACCOUNT REQUEST)

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL FUND
DEPARTMENT: OFFICE OF COMMUNICATION

DEPT REQUEST				CM RECOMM			
Equipment	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	Professional Head Shots	\$100	50	\$5,000		\$0	Professional head shots of all CM/ACMs, directors and other relevant administration staff for website and/or other publicity purposes
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$5,000		\$0	

Computer-Software							
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)	
Closed Captioning Service	\$1,250	12	\$15,000	12	\$15,000	Live closed captioning for up to 50 McAllen City Commission and MPU meetings a year	
Social Media Extreme	\$125	12	\$1,500	12	\$1,500	Posting all MCN 1300 shows on a easily managed and program page displayed on McAllen website; stream channel directly to either YouTube Live or Facebook Live.	
Video Animation Service	\$60	12	\$720	12	\$720	Video service with templates to create animated video, for use for public service announcements and other shows	
Podcasts	\$300	12	\$3,600	12	\$3,600	Podcasts of all MCN programming	
	\$0		\$0		\$0		
	TOTAL		\$20,820		\$20,820		

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

Grand Total	\$25,820	\$20,820
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 2-21
011-1320-411-60-01-000000 Compensation / Exempt	311,059	346,835	346,835	348,733	348,733	
011-1320-411-60-02-000000 Compensation / Non-exempt	130,452	158,295	158,295	162,871	162,871	
011-1320-411-60-06-000000 Compensation / Part time	320	-	-	-	-	
011-1320-411-60-10-000000 Compensation / Overtime	557	-	-	1,000	1,000	
011-1320-411-60-14-000000 Compensation / Car allowance	6,750	10,800	10,800	10,800	10,800	
011-1320-411-60-17-000000 Compensation / Telephone	3,720	5,760	5,760	6,360	6,360	
011-1320-411-60-90-000000 Compensation / Non-employee agreement	-	-	-	-	-	
60	452,857	521,690	521,690	529,764	529,764	
011-1320-411-61-30-000000 Benefits / Social security	32,595	39,986	39,986	40,527	40,527	
011-1320-411-61-36-000000 Benefits / Retirement	35,350	40,560	40,560	45,878	45,878	
011-1320-411-61-40-000000 Benefits / Unemployment tax	76	1,539	1,539	648	648	
011-1320-411-61-46-000000 Benefits / Workers' comp-	1,169	1,491	1,491	1,281	1,281	
011-1320-411-61-50-000000 Benefits / Health cost	48,029	45,528	45,528	54,096	54,096	
011-1320-411-61-52-000000 Benefits / Life insurance	192	862	862	884	884	
011-1320-411-61-53-000000 Benefits / Retiree health ins (ARC)	4,875	4,875	4,875	4,673	4,673	
61	122,287	134,841	134,841	147,988	147,988	
011-1320-413-62-04-000000 Supplies / Operating	5,803	-	-	9,950	9,950	
62	5,803	-	-	9,950	9,950	
011-1320-414-63-14-000000 Other services & charges / Dues & subscriptions	30,169	30,169	30,169	37,000	37,000	
011-1320-414-63-44-000000 Other services & charges / Printing	1,944	2,500	2,500	2,500	2,500	
011-1320-414-63-52-000000 Other services & charges / Rental & contractual	22,970	29,500	29,500	29,500	29,500	
011-1320-414-63-60-000000 Other services & charges / Special events	2,207	2,206	2,206	4,700	4,700	
011-1320-414-63-64-000000 Other services & charges / Training	11,358	12,500	12,500	12,500	12,500	
011-1320-414-63-65-000000 Other services & charges / Travel	27,196	12,500	12,500	12,500	12,500	
011-1320-414-63-75-000000 Other services & charges / Rental-general depr- fu	4,481	4,481	4,481	4,481	4,481	
011-1320-414-63-99-000000 Other services & charges / Miscellaneous	2,540	2,450	2,450	13,000	8,000	
63	102,863	96,306	96,306	116,181	111,181	
011-1320-415-65-04-000000 Maintenance / Computer software	-	-	-	3,800	3,800	
011-1320-415-65-08-000000 Maintenance / Equipment	2,581	2,591	2,591	8,700	8,700	
011-1320-415-65-16-000000 Maintenance / Vehicles	1,573	8,000	8,000	1,500	1,500	
011-1320-415-65-17-000000 Maintenance / Fuel & lubricants	582	400	400	401	401	
65	4,736	10,991	10,991	14,401	14,401	-
011-1320-416-66-14-000000 Capital outlay / Vehicles	-	-	-	-	-	
011-1320-416-66-16-000000 Capital outlay / Office furniture/equip-	-	-	-	-	-	

2021

011-1320 Office of Communication

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Mgr	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 2-21
011-1320-416-66-20-000000 Capital outlay / Equipment	-	-	-	-	-	-
011-1320-416-66-22-000000 Capital outlay / Computer-hardware	-	-	-	-	-	-
011-1320-416-66-24-000000 Capital outlay / Computer-software	-	-	-	20,820	20,820	-
011-1320-416-66-30-000000 Capital outlay / Imprv/other than buildgs-	-	-	-	-	-	-
011-1320-416-66-99-000000 Capital outlay / Non-capitalized	-	-	-	5,000	-	-
66	-	-	-	25,820	20,820	-
011-1320-419-78-01-000000 Disaster Exp/ COVID-19	-	-	-	-	-	-
78	-	-	-	-	-	-
011-1320 Office of Communication	\$ 688,546	\$ 763,828	\$ 763,828	\$ 844,104	\$ 834,104	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

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	\$ 94,554
1320	Office of Communication	1			Chief Photojournalist	FILLED	55,199
1320	Office of Communication	1			Reporter/Producer	FILLED	87,610
1320	Office of Communication	1			Reporter/Producer	FILLED	56,100
1320	Office of Communication	1			Reporter/Producer	UNFILLED	55,270
		<u>5</u>					<u>348,733</u>
1320	Office of Communication		1		Administrative Assistant	FILLED	31,467
1320	Office of Communication		1	RECOMM	PIO - Digital Media Coordinator	FILLED	45,000
1320	Office of Communication		1		Video Production Specialist	FILLED	43,202
1320	Office of Communication		1	RECOMM	Video Production Specialist	FILLED	43,202
			<u>4</u>				<u>162,871</u>
					OVERTIME		1,000
					CAR ALLOWANCE		10,800
					TELEPHONE		6,360
							<u>18,160</u>
	CURRENT POSITIONS			9			\$ 529,764



Office of Communication

MCN 1300 Spectrum

@City of McAllen, TX Gov (Facebook) of McAllen (Twitter and Instragram)

<https://www.mcallen.net/departments/media/mcn-1300-live>

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

Department Summary											
Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	19-20	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 452,857	\$ 513,832	\$ 521,690	\$ 521,690	\$ 529,764	\$ 529,764	\$ 529,764	\$ 529,764	\$ 529,764	\$ 529,764	\$ 529,764
Employee Benefits	122,287	133,476	134,841	134,841	147,988	147,988	147,988	147,988	147,988	147,988	147,988
Supplies	5,803	9,950	-	-	9,950	9,950	9,950	9,950	9,950	9,950	9,950
Other Services and Charges	102,863	111,181	96,306	96,306	116,181	111,181	111,181	111,181	111,181	111,181	111,181
Maintenance	4,736	14,401	10,991	10,991	14,401	14,401	14,401	14,401	14,401	14,401	14,401
Operations Subtotal	688,546	782,840	763,828	763,828	818,284	813,284	813,284	813,284	813,284	813,284	813,284
Capital Outlay	-	-	-	-	25,820	20,820	-	-	-	-	-
Total Expenditures	\$ 688,546	\$ 782,840	\$ 763,828	\$ 763,828	\$ 844,104	\$ 834,104	\$ 813,284	\$ 813,284	\$ 813,284	\$ 813,284	\$ 813,284
PERSONNEL											
Exempt	4	5	5	4	5	5	5	5	5	5	5
Non-Exempt	4	4	4	4	4	4	4	4	4	4	4
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	8	9	9	8	9	9	9	9	9	9	9

Contact Us:
 Xochitl Mora
 Director of Office of Communication
 McAllen, Texas
 (956)681-1200

MAJOR FY 20-21 GOALS

1. Increase output for City of McAllen in local, state, national and international news by 10%.
2. Change narrative of national coverage of McAllen to more accurately reflect real city.
3. Increase coverage for McAllen Holiday Parade in local, state, national and international news by 10%.
4. Increase Spanish-language media relations in targeted markets.
5. Craft City of McAllen position in regards to national/federal issues.
6. Continue increasing social media presence on Facebook to reach 65,000. Currently at 61,788 followers.
7. Utilize all forms of mass communication: traditional, social, website and PEG channel to get message to the media and constituents.
8. Increase partnership with departments to enhance publicity and awareness of programs, projects and services.
9. Continue enhancing City of McAllen's reputation for quality programs, events and communication by applying for awards in these categories that continue to promote the City of and special events.
10. Develop standard boiler plate for City of McAllen, departments and special events.
11. Develop partnerships and outreach with counterparts in partner agencies.
12. Increase production of studio shows, newscast and other videos.
13. Staff, record, broadcast and attend 22 City Commission meetings and 22 MPU meetings.
14. Write, record and broadcast 22 McAllen Minutes, 12 McAllen News Update and 20 McAllen Now shows.
15. Staff, record and broadcast special events including Women's History Month, 4th of July Parade, McAllen Holiday parade, town hall meetings, election coverage and other department or City of McAllen outreach programs and projects.
16. Develop publicity campaigns for various City of McAllen initiatives.

Office of Communication

MCN 1300 Spectrum

City of McAllen, TX Gov (Facebook) @City of McAllen (Twitter and Instagram)

<https://www.mcallen.net/departments/media/mcn-1300-live>

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21	Description: The Office of Communications manages, programs and produces shows for the City of McAllen's 24 hour cable channel, MCN 1300 on Spectrum Cable. The department operates the official social media site for the City of McAllen and promotes the city through advertisements, campaigns and media relations. This office is also responsible for writing and distributing press releases and information to the media; filming shows of various topics relevant to the City of McAllen; plan, cover and promotes special events for City of McAllen; produce PSA's and videos about McAllen; and take photos and videos on departments, directors, Mayor, Commissioners, City Managers and projects.
Inputs:					
Number of full time employees	8	9	8	9	
Department Expenditures	\$ 688,546	\$ 763,828	\$ 763,828	\$ 834,104	
Outputs:					
Citizen's					
City Commission shows	23	23	23	23	
PUB shows	23	23	23	23	
PSA's	25	30	30	30	
Vignettes	25	30	30	30	
Live Shows	2	2	3	4	
Special Event Production Videos	20	20	20	20	
Website Stories	260	260	260	260	
Photos	250	250	250	250	
Special Event Planning	45	45	45	45	
Media Releases -City of McAllen	260	260	260	260	
Marketing - special events	15	20	20	20	
All other shows	25	25	25	25	
Total (PIO duties)	500	500	500	500	
Total shows	10	27	28	30	
Effectiveness Measures:					
Number of media interviews	260	312	312	312	
Number of stories	260	260	260	260	
Social media posts	1,095	1,460	1,460	1,825	
Social media reach	54,000	55,000	56,000	58,000	
Percentage of citizens rating of public info services as good or excellent exceeds 70%	65	70	70	75	
Percentage of citizens who visit the City of McAllen website exceeds 55%		40			
Number of people who view City of McAllen Channel				10,000	
Number of people who view City of McAllen programs				10,000	
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 distribute and post City media releases	1	1	1	1	
Number of man hours to post City social media content	1	1	1	1	
Computer hours to load a file (show) into the play list	1	1	1	1	
Number of man hours to work on a Public Information duty	3	3	3	3	
Total Dept expenditure per PIO duty		\$ 126			
Total Dept expenditure per show		\$ 1,256			
Department expenditures per capita	\$ 4.62	\$ 5.29	\$ 5.05		

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: MCALLEN 311 CALL CENTER

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total		-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.				-	-	-	-	-		
3.				-	-	-	-	-		
4.				-	-	-	-	-		
5.				-	-	-	-	-		
Total Compensation & Benefits			\$ 334,682	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
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.	< Please select category >									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Other Services & Charges			\$ 26,500					\$ -		\$ -
MAINTENANCE										
1. Equipment								3,000	3,000	Laptop/Headset replacement as needed
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance			\$ 25,000					\$ 3,000	\$ 3,000	
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ 11,200	\$ 11,200	
TOTAL			\$ 387,682					\$ 14,200	\$ 14,200	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: General Fund
DEPARTMENT: MCALLEN 311 CALL CENTER

DEPT REQUEST				CM RECOMM		
Office Furniture/equipment						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Concept Seating High Back Chair	\$1,400	8	\$11,200	8	\$11,200	Chairs for long term sitting meeting GSA 24/7 Intensive use specifications.
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$11,200		\$11,200	

Computer-Hardware						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	

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

Grand Total	\$11,200	\$11,200
--------------------	-----------------	-----------------

2021

011-1322 311 Call center

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-1322-411-60-01-000000 Compensation / Exempt	54,393	55,268	55,268	55,268	55,268	
011-1322-411-60-02-000000 Compensation / Non-exempt	160,592	162,797	162,797	191,382	191,382	
011-1322-411-60-10-000000 Compensation / Overtime	322	5,000	5,000	1,578	1,578	
011-1322-411-60-17-000000 Compensation / Telephone	720	720	720	720	720	
60	216,027	223,785	223,785	248,948	248,948	
011-1322-411-61-30-000000 Benefits / Social security	15,391	18,889	18,889	19,045	19,045	
011-1322-411-61-36-000000 Benefits / Retirement	16,750	19,161	19,161	21,559	21,559	
011-1322-411-61-40-000000 Benefits / Unemployment tax	63	1,368	1,368	576	576	
011-1322-411-61-46-000000 Benefits / Workers comp	274	363	363	298	298	
011-1322-411-61-50-000000 Benefits / Health cost	10,560	33,624	33,624	41,616	41,616	
011-1322-411-61-52-000000 Benefits / Life insurance	182	395	395	428	428	
011-1322-411-61-53-000000 Benefits / Retiree health insurance	2,000	2,000	2,000	2,212	2,212	
61	45,220	75,800	75,800	85,734	85,734	
011-1322-413-62-04-000000 Supplies / Operating	411	1,500	1,500	1,500	1,500	
62	411	1,500	1,500	1,500	1,500	
011-1322-414-63-02-000000 Other services & charges / Advertising & marketing	-	1,500	1,500	-	-	
011-1322-414-63-52-000000 Other services & charges / Rental & contractual	12,953	12,540	12,540	22,500	22,500	
011-1322-414-63-64-000000 Other services & charges / Training	-	1,785	1,785	1,000	1,000	
011-1322-414-63-65-000000 Other services & charges / Travel	1,852	85	85	3,000	3,000	
011-1322-414-63-99-000000 Other services & charges / Miscellaneous	7,735	80	80	-	-	
63	22,541	15,990	15,990	26,500	26,500	
011-1322-415-65-08-000000 Maintenance / Equipment	-	25,000	25,000	28,000	28,000	
65	-	25,000	25,000	28,000	28,000	
011-1322-416-66-16-000000 Capital outlay / Office furniture/equip-	-	1,900	1,900	11,200	11,200	
011-1322-416-66-22-000000 Capital outlay / Computer-hardware	-	2,293	2,293	-	-	
011-1322-416-66-24-000000 Capital outlay / Computer-software	-	14,754	14,754	-	-	
011-1322-416-66-99-000000 Capital outlay / Non capital outlay	1,778	2,090	2,090	-	-	
66	1,778	21,037	21,037	11,200	11,200	
011-1322-419-78-01-000000 Disaster Exp/ COVID-19	-	6,200	6,200	-	-	
78	-	6,200	6,200	-	-	

011-1322 311 Call Center

\$ 285,977 \$ 369,312 \$ 369,312 \$ 401,882 \$ 401,882

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1322	311 Call Center	1			Customer Service Coordinator	FILLED	\$ 55,268
		1					55,268
1322	311 Call Center		1		Lead Customer Service Specialist	FILLED	28,146
1322	311 Call Center		1		Customer Service Specialist	UNFILLED	27,206
1322	311 Call Center		1		Customer Service Specialist	FILLED	27,206
1322	311 Call Center		1		Customer Service Specialist	FILLED	27,206
1322	311 Call Center		1		Customer Service Specialist	FILLED	27,206
1322	311 Call Center		1		Customer Service Specialist	FILLED	27,206
1322	311 Call Center		1		Customer Service Specialist	FILLED	27,206
			7				191,382
					OVERTIME		1,578
					TELEPHONE		720
							2,298
CURRENT POSITIONS			8				\$ 248,948



Mission Statement:
 McAllen 311 provides easy to understand communication between the City of McAllen and the citizens of McAllen in order to provide municipal customer service.

Department Summary											
Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr	Five Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 216,027	\$ 243,193	\$ 223,785	\$ 223,785	\$ 248,948	\$ 248,948	\$ 274,844	\$ 274,844	\$ 301,517	\$ 301,517	
Employee Benefits	45,220	75,137	75,800	75,800	85,734	85,734	95,510	95,510	105,351	105,351	
Supplies	411	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	
Other Services and Charges	22,541	26,500	22,190	22,190	26,500	26,500	26,500	26,500	26,500	26,500	
Maintenance	-	25,000	25,000	25,000	28,000	28,000	28,000	28,000	28,000	28,000	
Operations Subtotal	284,199	371,330	348,275	348,275	390,682	390,682	426,354	426,354	462,868	462,868	
Capital Outlay	1,778	18,947	21,037	21,037	11,200	11,200	7,675	-	4,083	-	
Total Expenditures	\$ 285,977	\$ 390,277	\$ 369,312	\$ 369,312	\$ 401,882	\$ 401,882	\$ 434,029	\$ 426,354	\$ 466,951	\$ 462,868	
PERSONNEL											
Exempt	1	1	1	1	1	1	1	1	1	1	
Non-Exempt	6	7	7	6	7	7	8	8	9	9	
Part-Time	-	-	-	-	-	-	-	-	-	-	
Total Positions Authorized	7	8	8	7	8	8	9	9	10	10	

Contact Us:
 Marco Tovias
 1300 Houston Ave
 McAllen, TX 78501
 (956) 681-3111

MAJOR FY 20-21 GOALS

- 1.) Continue promoting the use of the McAllen 311 app and call center to internal and external customers.
- 2.) Continue working with city departments to maintain information up to date and increase customer satisfaction.
- 3.) Promote and establish training for the use of new CRM software within other city departments.
- 4.) Continue customer service training for McAllen 311 staff.
- 5.) Complete ICS professional development courses for McAllen 311 staff.

McAllen 311 Call Center

www.mcallen.net/mcallen311

Performance Measures					Description: Facilitate communication between residents and city departments. Provide customer service and process requests for customers calling departments such as Code Enforcement, Traffic, Airport, Engineering, and Public Works.
	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21	
Inputs:					
Number of full time employees	7	8	7	8	
Department Expenditures	285,977	390,277	395,247	401,882	
Outputs:					
Total number of customer contacts	123,231	117,500	110,650	120,000	
Number of work orders processed	103,534	105,000	100,000	105,000	
Effectiveness Measures:					
Average talk time (seconds)	123	95	126	120	
Average queue time (seconds)	20	20	22	20	
Efficiency Measures:					
Avg Speed of Answer (seconds)	17	15	20	18	
Avg Calls per day	482	410	434	450	
Department expenditures per capita	\$ 1.92	\$ 2.57	\$ 2.61	\$ 2.62	

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

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: CITY HALL

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total Compensation & Benefits			\$ 121,468	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
SUPPLIES										
1.	< Please select category >									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Supplies			\$ 19,900					\$ -		\$ -
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			\$ 243,605					\$ -		\$ -
MAINTENANCE										
1. Equipment										
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance			\$ 142,928					\$ -		\$ -
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ -		\$ -
TOTAL			\$ 527,901					\$ -		\$ -

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL FUND
DEPARTMENT: CITY HALL

DEPT REQUEST				CM RECOMM		
Office Furniture/equipment						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
Grand Total			\$0		\$0	

2021

011-1810 City hall

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Mgr	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
	FY 18-19	FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
011-1810-411-60-02-000000 Compensation / Non-exempt	69,375	81,000	81,000	82,558	82,558	
011-1810-411-60-06-000000 Compensation / Part time	-	-	-	-	-	
011-1810-411-60-10-000000 Compensation / Overtime	4,344	5,500	5,500	5,500	5,500	
011-1810-411-60-17-000000 Compensation / Telephone	-	-	-	-	-	
60	73,719	86,500	86,500	88,058	88,058	
011-1810-411-61-30-000000 Benefits / Social security	4,799	6,698	6,698	6,736	6,736	
011-1810-411-61-36-000000 Benefits / Retirement	5,723	6,795	6,795	7,626	7,626	
011-1810-411-61-40-000000 Benefits / Unemployment tax	27	513	513	216	216	
011-1810-411-61-46-000000 Benefits / Workers' comp-	2,092	2,983	2,983	2,518	2,518	
011-1810-411-61-50-000000 Benefits / Health cost	12,011	10,272	10,272	15,384	15,384	
011-1810-411-61-52-000000 Benefits / Life insurance	69	145	145	143	143	
011-1810-411-61-53-000000 Benefits / Retiree health ins (ARC)	755	755	755	786	786	
61	25,476	28,161	28,161	33,410	33,410	
011-1810-413-62-02-000000 Supplies / Office	441	500	500	500	500	
011-1810-413-62-04-000000 Supplies / Operating	495	1,000	1,000	2,000	2,000	
011-1810-413-62-12-000000 Supplies / Small tools/minor equip-	10	500	500	500	500	
011-1810-413-62-14-000000 Supplies / Janitorial	15,328	15,000	15,000	15,000	15,000	
011-1810-413-62-16-000000 Supplies / Photocopier	-	950	950	1,000	1,000	
011-1810-413-62-18-000000 Supplies / Clothing & uniform	636	900	900	900	900	
62	16,909	18,850	18,850	19,900	19,900	
011-1810-414-63-43-000000 Other services & charges / Postage	158,562	105,000	105,000	105,000	105,000	
011-1810-414-63-51-000000 Other services & charges / Rental-Photocopier	-	400	400	400	400	
011-1810-414-63-52-000000 Other services & charges / Rental & contractual	17,953	28,005	28,005	28,005	28,005	
011-1810-414-63-67-000000 Other services & charges / Utilities-electric	62,370	65,000	65,000	65,000	65,000	
011-1810-414-63-68-000000 Other services & charges / Utilities-gas	4,746	4,000	4,000	4,000	4,000	
011-1810-414-63-69-000000 Other services & charges / Utilities-telephone	19,142	30,000	30,000	30,000	30,000	
011-1810-414-63-70-000000 Other services & charges / Utilities-water	14,631	11,000	11,000	11,000	11,000	
011-1810-414-63-99-000000 Other services & charges / Miscellaneous	54	200	200	200	200	
63	277,457	243,605	243,605	243,605	243,605	
011-1810-415-65-08-000000 Maintenance / Equipment	-	2,000	2,000	2,000	2,000	
011-1810-415-65-10-000000 Maintenance / Facilities	124,783	120,000	120,000	139,965	139,965	
011-1810-415-65-17-000000 Maintenance / Fuel & lubricants	1,414	963	963	963	963	
65	126,197	122,963	122,963	142,928	142,928	
011-1810-416-66-16-000000 Capital outlay / Office furniture/equip-	-	-	-	-	-	

2021

011-1810 City hall

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-1810-416-66-22-000000 Capital outlay / Computer hardware	-	-	-	-	-	
011-1810-416-66-24-000000 Capital outlay / Computer-software	-	-	-	-	-	
011-1810-416-66-30-000000 Capital outlay / Imprv/other than buildgs-	-	-	-	-	-	
011-1810-416-66-99-000000 Capital outlay / Non-capitalized	-	-	-	-	-	
66	-	-	-	-	-	
011-1810-419-78-01-000000 Disaster Exp/ COVID-19	-	-	-	-	-	
78	-	-	-	-	-	-
011-1810 City Hall	\$ 519,759	\$ 500,079	\$ 500,079	\$ 527,901	\$ 527,901	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1810	City Hall		1		Custodian	FILLED	\$ 25,130
1810	City Hall		1		Custodian	FILLED	25,130
1810	City Hall		1		Maintenance Technician	FILLED	32,298
			3				82,558
					OVERTIME		5,500
							5,500
	CURRENT POSITIONS		3				\$ 88,058



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				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 73,719	\$ 86,441	\$ 86,500	\$ 86,500	\$ 88,058	\$ 88,058	\$ 88,058	\$ 88,058	\$ 88,058	\$ 88,058	\$ 88,058
Employee Benefits	25,476	27,988	28,161	28,161	33,410	33,410	33,410	33,410	33,410	33,410	33,410
Supplies	16,909	19,900	18,850	18,850	19,900	19,900	19,900	19,900	19,900	19,900	19,900
Other Services and Charges	277,457	243,605	243,605	243,605	243,605	243,605	243,605	243,605	243,605	243,605	243,605
Maintenance	126,197	142,928	122,963	122,963	142,928	142,928	142,928	142,928	142,928	142,928	142,928
Operations Subtotal	519,759	520,862	500,079	500,079	527,901	527,901	527,901	527,901	527,901	527,901	527,901
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 519,759	\$ 520,862	\$ 500,079	\$ 500,079	\$ 527,901	\$ 527,901	\$ 527,901	\$ 527,901	\$ 527,901	\$ 527,901	\$ 527,901
PERSONNEL											
Exempt	-	-	-	-	-	-	-	-	-	-	-
Non-Exempt	2	3	3	3	3	3	3	3	3	3	3
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	2	3	3	3	3	3	3	3	3	3	3

Contact Us:

Yvette Barrera
City Engineer
1300 Houston
Avenue
McAllen, TX 78501
(956) 681-1151

MAJOR FY 20-21 GOALS

1. Maintain overall appearance of facility to promote a customer friendly environment for business in the City of McAllen

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	3	3	3	3
Department Expenditures	\$ 519,759	\$ 500,079	\$ 500,079	\$ 527,901
Outputs:				
Number of bathrooms	12	12	12	12
Number of work orders completed	151	145	145	145
Number of times bathrooms cleaned (daily)	2	2	2	2
Effectiveness Measures:				
Percent of repair work orders completed within three working days	48%	85%	85%	85%
Average response time to emergency repairs	Immediate	Immediate	Immediate	Immediate
Efficiency Measures:				
Custodial cost per square foot	\$ 1.20	\$ 1.15	\$ 1.15	\$ 1.22
Department expenditures per capita	\$ 3.48	\$ 3.29	\$ 3.30	\$ 3.44

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

Description:

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.

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: BUILDING MAINTENANCE

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1.	Overtime			7,000	-	-	1,156	8,156		Parade overtime for Fabricator rate
2.	Journeyman Plumber to Master Plumber			8,045	-	-	1,329	9,374	9,374	Reclass of Journeyman Plumber to Master Plumber
3.	Apprentice Electrician to Journeyman			1,040	-	-	172	1,212	1,212	Reclass of Apprentice Electrician to Journeyman
4.	-			-	-	-	-	-		
5.	-			-	-	-	-	-		
Total Compensation & Benefits			\$ 861,024	\$ 16,085	\$ -	\$ -	\$ 2,657	\$ 18,742		\$ 10,586
SUPPLIES										
1.	< Please select category >									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Supplies			\$ 20,522					\$ -		\$ -
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			\$ 64,638					\$ -		\$ -
MAINTENANCE										
1.	Fuel & lubricants							5,000	5,000	More fleet vehicles for staff and expenditures of \$13,000 for the past two years.
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance			\$ 40,813					\$ 5,000	\$ 5,000	
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ 5,250	\$ 5,250	
TOTAL			\$ 986,997					\$ 28,992	\$ 20,836	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL FUND
DEPARTMENT: BUILDING MAINTENANCE

DEPT REQUEST				CM RECOMM		
Computer-Hardware						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Tablets	\$750	7	\$5,250	7	\$5,250	Tablets to process work orders
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$5,250		\$5,250	

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

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

Grand Total			\$5,250		\$5,250	
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Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021

Table with 6 columns: Description, Actuals FY 18-19, Adjusted Budget FY 19-20, Estimated FY 19-20, Department Request FY 20-21, City Mgr Recomm FY 20-21, City Comm Recomm FY 20-21. Rows include categories like Compensation, Benefits, Supplies, and Other services & charges.

2021

011-1812 Building maintenance

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-1812-416-66-14-000000 Capital outlay / Vehicles	-	-	-	-	-	
011-1812-416-66-20-000000 Capital outlay / Equipment	-	5,225	5,225	-	-	
011-1812-416-66-22-000000 Capital outlay / Computer-hardware	-	1,000	1,000	5,250	5,250	
011-1812-416-66-99-000000 Capital outlay / Non-capitalized	960	-	-	-	-	
66	960	6,225	6,225	5,250	5,250	
011-1812-419-78-01-000000 Disaster Exp/ COVID-19	-	400	400	-	-	
78	-	400	400	-	-	-
011-1812 Building Maintenance	\$ 854,923	\$ 874,768	\$ 874,768	\$ 1,015,989	\$ 1,007,833	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1812	Building Maintenance	1			Parks Maintenance Supervisor	FILLED	\$ 50,788
		1					<u>50,788</u>
1812	Building Maintenance		0	RECLASS FROM	Apprentice Electrician	RECOMMEND	-
1812	Building Maintenance		1	RECLASS TO	Journeyman	RECOMMEND	33,950
1812	Building Maintenance		1		HVAC Systems Techician	FILLED	36,341
1812	Building Maintenance		1		HVAC Systems Techician	UNFILLED	32,910
1812	Building Maintenance		1		HVAC Foreman	UNFILLED	38,157
1812	Building Maintenance		1		Master Electrician	FILLED	48,880
1812	Building Maintenance		1		Master Electrician	UNFILLED	42,110
1812	Building Maintenance		1		Designer/Fabricator	FILLED	40,471
1812	Building Maintenance		1		Sculpture/Fabricator	FILLED	35,006
1812	Building Maintenance		1		Trades Helper Supervisor	FILLED	32,910
1812	Building Maintenance		1		Trades Helper Supervisor	FILLED	32,101
1812	Building Maintenance		1		Trades Helper I	FILLED	30,593
1812	Building Maintenance		1		Trades Helper I	FILLED	30,593
1812	Building Maintenance		1		Trades Helper I	FILLED	30,593
1812	Building Maintenance		1	RECLASS TO	Master Plumer	RECOMMEND	41,719
1812	Building Maintenance		0	RECLASS FROM	Journeyman Plumber	RECOMMEND	-
1812	Building Maintenance				On Call Duty Pay		25,200
1812	Building Maintenance				Cert Pay		500
			<u>15</u>				<u>562,627</u>
					OVERTIME		33,000
					TELEPHONE		480
							<u>33,480</u>
	CURRENT POSITIONS		16				\$ 646,895



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 Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 554,629	\$ 609,228	\$ 556,007	\$ 556,007	\$ 653,895	\$ 646,895	\$ 646,895	\$ 646,895	\$ 646,895	\$ 646,895	\$ 646,895
Employee Benefits	167,210	204,189	205,341	205,341	225,871	224,715	224,715	224,715	224,715	224,715	224,715
Supplies	20,201	20,522	17,200	17,200	20,522	20,522	20,522	20,522	20,522	20,522	20,522
Other Services and Charges	45,973	60,613	45,995	45,995	64,638	64,638	64,638	64,638	64,638	64,638	64,638
Maintenance	65,950	40,813	44,000	44,000	45,813	45,813	45,813	45,813	45,813	45,813	45,813
Operations Subtotal	853,963	935,365	868,543	868,543	1,010,739	1,002,583	1,002,583	1,002,583	1,002,583	1,002,583	1,002,583
Capital Outlay	960	6,225	6,225	6,225	5,250	5,250	-	-	-	-	-
Total Expenditures	\$ 854,923	\$ 941,590	\$ 874,768	\$ 874,768	\$ 1,015,989	\$ 1,007,833	\$ 1,002,583	\$ 1,002,583	\$ 1,002,583	\$ 1,002,583	\$ 1,002,583
PERSONNEL											
Exempt	-	1	1	1	1	1	1	1	1	1	1
Non-Exempt	11	15	15	13	15	15	15	15	15	15	15
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	11	16	16	14	16	16	16	16	16	16	16

Contact Us:
Sergio Saldana
Park Manager:
Construction
1000 S. Ware Road
McAllen, TX 78501
(956) 681-3333

MAJOR FY 20-21 GOALS

1. Utilize upgraded work order software to report quarterly to requesters and to establish a baseline of workload efficiency.
2. Create a data bank of city A/C Units to develop a replacement plan for units that are not energy efficient.
3. Create a cost estimate to city buildings to upgrade water fountains to include the touchless bottle refill option in response to COVID19 hygiene.

Building Maintenance

www.mcallen.net/parks

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	11	16	14	16
Total facilities maintained	57	57	59	61
Department Expenditures	\$ 854,923	\$ 874,768	\$ 874,768	\$ 1,007,833
Outputs:				
Number A/C jobs completed	271	245	226	250
Number of electrical jobs completed	308	300	260	300
Other building maintenance jobs completed	673	550	474	600
Total Work Order Labor Hours	5,008	5,000	3,840	5,110
Effectiveness Measures:				
Average time to complete work order	4hr	3hr	4hr	2.75hr
Efficiency Measures:				
Average Number of work orders per full time employee	125	68	68.00	71
Department expenditures per capita	\$ 5.73	\$ 5.75	\$ 5.78	\$ 6.56
Population:	149,189	152,046	151,352	153,546

*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 FY 2020 - 2021

DEPARTMENT NAME: DEVELOPMENT CENTER

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.				-	-	-	-	-		
3.				-	-	-	-	-		
4.				-	-	-	-	-		
5.				-	-	-	-	-		
Total Compensation & Benefits			\$ 41,162	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
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.	< Please select category >									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Other Services & Charges			\$ 51,720					\$ -		\$ -
MAINTENANCE										
1.	Equipment									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance			\$ 13,000					\$ -		\$ -
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ -		\$ -
TOTAL			\$ 120,182					\$ -		\$ -

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL FUND
DEPARTMENT: DEVELOPMENT CENTER

DEPT REQUEST				CM RECOMM		
Office Furniture/equipment						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
Grand Total			\$0		\$0	

2021

011-1822 Development center

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Mgr	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
011-1822-411-60-02-000000 Compensation / Non-exempt	24,954	25,131	25,131	25,130	25,130	
011-1822-411-60-10-000000 Compensation / Overtime	502	500	500	3,500	3,500	
60	25,456	25,631	25,631	28,630	28,630	
011-1822-411-61-30-000000 Benefits / Social security	1,695	2,191	2,191	2,190	2,190	
011-1822-411-61-36-000000 Benefits / Retirement	1,979	2,222	2,222	2,479	2,479	
011-1822-411-61-40-000000 Benefits / Unemployment tax	9	171	171	72	72	
011-1822-411-61-46-000000 Benefits / Workers comp	735	972	972	819	819	
011-1822-411-61-50-000000 Benefits / Health cost	5,064	5,832	5,832	6,672	6,672	
011-1822-411-61-52-000000 Benefits / Life insurance	22	45	45	44	44	
011-1822-411-61-53-000000 Benefits / Retiree health insurance	234	234	234	256	256	
61	9,737	11,667	11,667	12,532	12,532	
011-1822-413-62-04-000000 Supplies / Operating	634	-	-	-	-	
011-1822-413-62-14-000000 Supplies / Janitorial	7,055	5,000	5,000	5,000	5,000	
011-1822-413-62-18-000000 Supplies / Clothing and uniform	1,727	7,000	7,000	9,300	9,300	
62	9,416	12,000	12,000	14,300	14,300	
011-1822-414-63-45-000000 Other services & charges / Professional	-	-	-	-	-	
011-1822-414-63-52-000000 Other services & charges / Rental & contractual	10,032	17,000	17,000	18,000	18,000	
011-1822-414-63-67-000000 Other services & charges / Utilities - electric	23,920	22,500	22,500	23,520	23,520	
011-1822-414-63-70-000000 Other services & charges / Utilities- water	7,893	10,200	10,200	10,200	10,200	
011-1822-414-63-99-000000 Other services & charges / Miscellaneous	20	-	-	-	-	
63	41,865	49,700	49,700	51,720	51,720	
011-1822-415-65-10-000000 Maintenance / Facilities	15,899	2,000	2,000	13,000	13,000	
011-1822-415-65-17-000000 Maintenance / Fuel & lubricants	-	-	-	-	-	
65	15,899	2,000	2,000	13,000	13,000	
011-1822-416-66-20-000000 Capital outlay / Equipment	-	-	-	-	-	
011-1822-416-66-99-000000 Capital outlay / Non-capitalized	407	-	-	-	-	
66	407	-	-	-	-	
011-1822-419-78-01-000000 Disaster Exp/ COVID-19	-	-	-	-	-	
78	-	-	-	-	-	-
011-1822 Development Center	\$ 102,779	\$ 100,998	\$ 100,998	\$ 120,182	\$ 120,182	\$ -

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
1822	Development Center		1		Development Center - Custodian	FILLED	\$ 25,130
			<u>1</u>				<u>25,130</u>
					OVERTIME		3,500
							<u>3,500</u>
	CURRENT POSITIONS		1				\$ 28,630



Mission Statement:

Our mission is to provide a One-Stop-Shop for those who do business with the City.

Contact Us:

Yvette Barrera, PE
 City Engineer
 311 N. 15th
 McAllen, Tx 78501
 (956) 681-1150

Description:

This department was created in order to facilitate the process for the citizens and those who conduct business with the City of McAllen.

Department Summary											
Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 25,456	\$ 28,138	\$ 25,631	\$ 25,631	\$ 28,630	\$ 28,630	\$ 28,630	\$ 28,630	\$ 28,630	\$ 28,630	\$ 28,630
Employee Benefits	9,737	11,591	11,667	11,667	12,532	12,532	12,532	12,532	12,532	12,532	12,532
Supplies	9,416	14,300	12,000	12,000	14,300	14,300	14,300	14,300	14,300	14,300	14,300
Other Services and Charges	41,865	51,720	49,700	49,700	51,720	51,720	51,720	51,720	51,720	51,720	51,720
Maintenance	15,899	13,000	2,000	2,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000
Operations Subtotal	102,372	118,749	100,998	100,998	120,182	120,182	120,182	120,182	120,182	120,182	120,182
Capital Outlay	407	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 102,779	\$ 118,749	\$ 100,998	\$ 100,998	\$ 120,182	\$ 120,182	\$ 120,182	\$ 120,182	\$ 120,182	\$ 120,182	\$ 120,182
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

MAJOR FY 20-21 GOALS

1. Maintain overall appearance of facility to promote a customer friendly environment for development and business in the City of McAllen

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

	Actual 18-19	Original Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Mgr Recomm 20-21	Four Year Plan			
							21-22	22-23	23-24	24-25
BY DEPARTMENT										
Police	\$ 38,305,041	\$ 35,309,435	\$ 35,676,367	\$ 35,676,367	\$ 37,481,945	\$ 36,752,347	\$ 36,563,717	\$ 36,878,417	\$ 37,191,018	\$ 37,515,670
Animal Control	302,719	350,499	353,108	353,108	357,248	357,248	357,248	357,248	357,248	357,248
Radio Shop	616,030	670,498	686,555	686,555	751,853	686,050	679,974	679,974	679,974	679,974
Fire	20,253,360	20,249,575	20,892,114	20,892,114	21,735,836	20,061,295	20,136,295	20,218,107	20,232,607	20,359,107
Traffic Operations	2,377,319	2,524,263	2,426,607	2,426,607	2,620,838	2,486,463	2,444,212	2,444,212	2,444,212	2,444,212
Building Code Compliance	990,473	1,087,637	1,146,588	1,146,588	1,137,841	1,124,941	1,172,663	1,167,613	1,167,613	1,167,613
TOTAL	\$ 62,844,942	\$ 60,191,907	\$ 61,181,339	\$ 61,181,339	\$ 64,085,561	\$ 61,468,344	\$ 61,354,109	\$ 61,745,571	\$ 62,072,672	\$ 62,523,824
BY EXPENSE GROUP										
Personnel Services										
Salaries and Wages	\$ 40,073,113	\$ 40,440,367	\$ 41,665,129	\$ 41,665,129	\$ 41,500,583	\$ 41,142,933	\$ 41,512,418	\$ 41,821,482	\$ 42,058,434	\$ 42,395,386
Employee Benefits	10,885,188	12,017,687	12,111,457	12,111,457	12,817,499	12,695,445	12,787,314	12,865,062	12,940,711	13,028,411
Supplies	1,162,873	885,389	922,312	922,312	892,889	885,389	896,073	900,073	903,073	907,273
Other Services and Charges	3,162,602	3,523,050	3,573,771	3,573,771	3,764,956	3,504,037	3,544,849	3,550,549	3,553,049	3,565,349
Maintenance and Repair Services	3,258,505	2,580,905	2,404,353	2,404,353	2,648,405	2,608,405	2,608,405	2,608,405	2,617,405	2,627,405
Capital Outlay	4,302,661	744,509	504,317	504,317	2,461,229	632,135	5,050	-	-	-
TOTAL APPROPRIATIONS	\$ 62,844,942	\$ 60,191,907	\$ 61,181,339	\$ 61,181,339	\$ 64,085,561	\$ 61,468,344	\$ 61,354,109	\$ 61,745,571	\$ 62,072,672	\$ 62,523,824
PERSONNEL										
Police	440	440	440	440	447	440	453	459	465	471
Animal Control	7	7	7	7	7	7	7	7	7	7
Radio Shop	5	5	5	5	5	5	5	5	5	5
Fire	187	198	198	198	198	198	198	198	198	198
Traffic Operations	36	36	36	35	36	36	36	36	36	36
Building Code Compliance	17	20	20	20	20	20	20	20	20	20
TOTAL PERSONNEL	692	706	706	705	713	706	719	725	731	737

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: POLICE

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1. Police Officer	7	\$ 43,950		\$ 307,650	\$ -	\$ -	\$ 109,676	\$ 417,326		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	7	43,950		307,650	-	-	109,676	417,326		-
Personnel Revisions										
1.		-		-	-	-	-	-		
2.		-		-	-	-	-	-		
3.		-		-	-	-	-	-		
4.		-		-	-	-	-	-		
5.		-		-	-	-	-	-		
Total Compensation & Benefits		\$ 32,963,177		\$ 307,650	\$ -	\$ -	\$ 109,676	\$ 417,326		\$ -
SUPPLIES										
1.	< Please select category >									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Supplies		\$ 411,091						\$ -		\$ -
OTHER SERVICES & CHARGES										
1.	Rental-depreciation fun							13,800		
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Other Services & Charges		\$ 1,442,832						\$ 13,800		\$ -
MAINTENANCE										
1.	Equipment									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance		\$ 1,429,939						\$ -		\$ -
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ 803,780		\$ 505,308
TOTAL		\$ 36,247,039						\$ 1,234,906		\$ 505,308

Requested personnel necessary to maintain City of McAllen's goal of 2.0 police officers per 1,000 population.

Additonal Rental for General Depreciation

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2020 - 2021

FUND: GENERAL
DEPARTMENT: POLICE

DEPT REQUEST				CM RECOMM			
Office Furniture/equipment	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	Shelving Unit	\$153	3	\$459	3	\$459	Required furniture for records storage.
	Bulk Storage Rack	\$560	3	\$1,680	3	\$1,680	Required furniture for records storage.
	File Cabinet	\$979	2	\$1,958	2	\$1,958	Required furniture for records storage.
		\$0		\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$4,097		\$4,097	

Equipment	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	Radio Comm. System Payment	\$245,000	1	\$245,000	1	\$245,000	Replace end of life radio communications system.
	Police Canine - Patrol/Narcotics	\$12,500	1	\$12,500	1	\$12,500	Replace end of service canine.
	MPH Industries Lidar Radar	\$2,150	2	\$4,300	2	\$4,300	Replace end of life equipment.
	Ranger Motorcycle Radar	\$2,599	10	\$25,990	10	\$25,990	Replace end of life equipment.
	Gen II VPU MIC Assembly	\$525	4	\$2,100	4	\$2,100	Replace end of life equipment.
	ST54 SCBA	\$7,227	4	\$28,908	4	\$28,908	Replace end of life equipment.
	Crime Prevention Material	\$5,000	1	\$5,000	1	\$5,000	Annual supply of Crime Prevention Materials.
	TOTAL			\$323,798		\$323,798	

Computer-Hardware	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	Dell Desktop Computer	\$790	30	\$23,700	30	\$23,700	Replace end of life equipment.
	Intersection Surveillance Camera	\$2,179	7	\$15,253	7	\$15,253	Replace end of life equipment.
	Microsoft PRO Laptop	\$1,445	7	\$10,115	7	\$10,115	Replace end of life equipment.
	Netmotion Mobile Device License	\$269	5	\$1,345	5	\$1,345	Replace end of life equipment.
	Parking Garage Security Camera	\$1,500	18	\$27,000		\$0	Required equipment to building addition.
	Parking Garage Camera Mast	\$750	2	\$1,500		\$0	Required equipment to building addition.
	Parking Garage Cisco Access Point	\$743	4	\$2,972		\$0	Required equipment to building addition.
	Parking Garage Matrix Access	\$2,500	8	\$20,000		\$0	Required equipment to building addition.
	TOTAL			\$101,885		\$50,413	

Vehicles	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	Depreciation Shortage	\$0		\$254,000		\$127,000	Depreciation Shortage for replacement vehicles
	MOTORHOME	\$120,000	1	\$120,000		\$0	New Addition to replace 1997 Winnebago
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$374,000		\$127,000	

Grand Total	\$803,780	\$505,308
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2021

011-2002 Police

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted Budget	Estimated	Department	City Mgr	City Comm
	FY 18-19	FY 19-20	FY 19-20	Request	Recomm	Recomm
				FY 20-21	FY 20-21	FY 20-21
011-2002-421-60-01-000000 Compensation / Exempt	401,302	768,748	768,748	772,533	772,533	
011-2002-421-60-02-000000 Compensation / Non-exempt	3,867,761	4,192,430	4,192,430	4,208,090	4,208,090	
011-2002-421-60-08-000000 Compensation / Police & fire	18,438,748	19,154,357	19,154,357	19,615,624	19,307,974	
011-2002-421-60-10-000000 Compensation / Overtime	1,519,616	760,000	760,000	760,000	760,000	
011-2002-421-60-12-000000 Compensation / Holiday pay	390,503	450,000	450,000	450,000	450,000	
011-2002-421-60-13-000000 Compensation / Overtime reimbursement	-	-	-	-	-	
011-2002-421-60-14-000000 Compensation / Car allowance	7,800	7,800	7,800	7,800	7,800	
011-2002-421-60-15-000000 Compensation/Certification	102,128	-	-	-	-	
60	24,727,859	25,333,335	25,333,335	25,814,047	25,506,397	
011-2002-421-61-30-000000 Benefits / Social security	1,800,548	1,937,494	1,937,494	1,974,391	1,950,856	
011-2002-421-61-36-000000 Benefits / Retirement	1,923,418	1,965,866	1,965,866	2,235,496	2,208,854	
011-2002-421-61-40-000000 Benefits / Unemployment tax	5,375	75,240	75,240	32,184	31,680	
011-2002-421-61-46-000000 Benefits / Workers' comp-	475,496	594,289	594,289	512,423	505,439	
011-2002-421-61-50-000000 Benefits / Health cost	1,741,164	2,046,288	2,046,288	2,545,320	2,493,576	
011-2002-421-61-52-000000 Benefits / Life insurance	15,462	39,723	39,723	41,070	40,803	
011-2002-421-61-53-000000 Benefits / Retiree health ins (ARC)	227,721	227,721	227,721	225,572	225,572	
011-2002-421-61-56-000000 Benefits/pension cost-tmrs	-	-	-	-	-	
61	6,189,183	6,886,621	6,886,621	7,566,456	7,456,780	
011-2002-423-62-02-000000 Supplies / Office	69,296	43,000	43,000	43,000	43,000	
011-2002-423-62-04-000000 Supplies / Operating	200,320	112,900	112,900	112,900	112,900	
011-2002-423-62-14-000000 Supplies / Janitorial	37,928	33,850	33,850	33,850	33,850	
011-2002-423-62-16-000000 Supplies / Photocopier	11,921	16,000	16,000	16,000	16,000	
011-2002-423-62-18-000000 Supplies / Clothing & uniform	156,424	96,941	96,941	96,941	96,941	
011-2002-423-62-46-000000 Supplies / Consumable	133,042	93,000	93,000	93,000	93,000	
011-2002-423-62-99-000000 Supplies / Other	12,840	15,400	15,400	15,400	15,400	
62	621,771	411,091	411,091	411,091	411,091	
011-2002-424-63-02-000000 Other services & charges / Advertising	-	1,500	1,500	1,500	1,500	
011-2002-424-63-14-000000 Other services & charges / Dues & subscription	6,011	6,080	6,080	6,080	6,080	
011-2002-424-63-23-000000 Other services & charges / Online svc/network	61,090	60,000	60,000	60,000	60,000	
011-2002-424-63-35-000000 Other services & charges / Laundry	56,995	75,000	75,000	75,000	75,000	
011-2002-424-63-40-000000 Other services & charges / Medical	50,214	34,600	34,600	34,600	34,600	
011-2002-424-63-44-000000 Other services & charges / Printing	8,861	10,000	10,000	10,000	10,000	
011-2002-424-63-45-000000 Other services & charges / Professional	60,839	60,000	60,000	60,000	60,000	
011-2002-424-63-50-000000 Other services & charges / Rental-equipment	-	1,000	1,000	1,000	1,000	
011-2002-424-63-51-000000 Other services & charges / Rental-Photocopier	18,151	25,000	25,000	25,000	25,000	

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-2002-424-63-52-000000 Other services & charges / Rental & contractual	19,310	16,000	16,000	16,000	16,000	
011-2002-424-63-58-000000 Other services & charges / Property damage	-	-	-	-	-	
011-2002-424-63-60-000000 Other services & charges / Special events	8,358	6,000	6,000	6,000	6,000	
011-2002-424-63-62-000000 Other services & charges / Special service	2,700	5,000	5,000	5,000	5,000	
011-2002-424-63-64-000000 Other services & charges / Training	115,790	85,000	85,000	85,000	85,000	
011-2002-424-63-65-000000 Other services & charges / Travel	22,827	8,000	8,000	8,000	8,000	
011-2002-424-63-67-000000 Other services & charges / Utilities-electric	211,127	245,849	245,849	245,849	245,849	
011-2002-424-63-68-000000 Other services & charges / Utilities-gas	-	3,000	3,000	3,000	3,000	
011-2002-424-63-69-000000 Other services & charges / Utilities-telephone	24,521	36,190	36,190	36,190	36,190	
011-2002-424-63-70-000000 Other services & charges / Utilities-water	33,969	40,000	40,000	40,000	40,000	
011-2002-424-63-75-000000 Other services & charges / Rental-depreciation fun	633,178	632,606	632,606	707,413	693,613	
011-2002-424-63-78-000000 Other services & charges / Training-court mandated	1,690	6,000	6,000	6,000	6,000	
011-2002-424-63-91-000000 Other services & charges / Educational refund-off/	8,003	15,000	15,000	15,000	15,000	
011-2002-424-63-99-000000 Other services & charges / Miscellaneous	6,980	10,000	10,000	10,000	10,000	
63	1,350,615	1,381,825	1,381,825	1,456,632	1,442,832	
011-2002-425-65-04-000000 Maintenance / Computer/software	264,358	280,000	280,000	280,000	280,000	
011-2002-425-65-08-000000 Maintenance / Equipment	52,648	60,000	60,000	60,000	60,000	
011-2002-425-65-10-000000 Maintenance / Facilities	163,993	104,920	104,920	104,920	104,920	
011-2002-425-65-16-000000 Maintenance / Vehicles	750,920	522,400	522,400	522,400	522,400	
011-2002-425-65-17-000000 Maintenance / Fuel & lubricants	495,470	462,619	462,619	462,619	462,619	
65	1,727,389	1,429,939	1,429,939	1,429,939	1,429,939	
011-2002-426-66-14-000000 Capital outlay / Vehicles	-	-	-	120,000	-	
011-2002-426-66-16-000000 Capital outlay / Office furniture/equip-	-	-	-	4,097	4,097	
011-2002-426-66-20-000000 Capital outlay / Equipment	3,638,245	34,231	34,231	323,798	323,798	
011-2002-426-66-22-000000 Capital outlay / Computer-hardware	26,880	199,325	199,325	101,885	50,413	
011-2002-426-66-24-000000 Capital outlay / Computer software	-	-	-	-	-	
011-2002-426-66-30-000000 Capital outlay / Imprv- other than buildgs	-	-	-	-	-	
011-2002-426-66-99-000000 Capital outlay / Non-capitalized	23,101	-	-	254,000	127,000	
66	3,688,227	233,556	233,556	803,780	505,308	
011-2002-429-78-01-000000 Disaster Exp/ COVID-19	-	-	-	-	-	
78	-	-	-	-	-	-
011-2002 Police	\$ 38,305,043	\$ 35,676,367	\$ 35,676,367	\$ 37,481,945	\$ 36,752,347	\$ -

CITY OF McALLEN, TEXAS
ROLLING STOCK REQUEST FORM
FLEET OPERATION'S RECOMMENDATION SCHEDULE
GENERAL DEPRECIATION AND GENERAL FUND
FISCAL YEAR 2020-2021

FUND: GENERAL DEPRECIATION
DEPT. POLICE

N=New R=Repl.	Unit #	REPLACING MAKE/MODEL	REQUESTING MAKE/MODEL	BUDGET AMOUNT	DEPREC. YEARS	DEPREC. %	ANNUAL RENTAL	YES/NO	FLEET COMMENTS	DEPREC. VARIANCE	FY 19-20 ROLLOVER	CITY MANAGER APPROVAL
												YES/NO
R	M11	2014 HARLEY-DAVIDSON POLICE M/C	POLICE MOTORCYCLE	24,000	5	0.15	\$ 5,520	YES	MEETS REPLACEMENT CRITERIA	\$ 1,500		YES
R	M12	2014 HARLEY-DAVIDSON POLICE M/C	POLICE MOTORCYCLE	24,000	5	0.15	\$ 5,520	YES	MEETS REPLACEMENT CRITERIA	\$ 1,500		YES
R	PD2006	2012 CHEVROLET TAHOE POLICE PACKAGED	FULL SIZE POLICE PKGD SUV	50,000	5	0.15	\$ 11,500	YES	MEETS REPLACEMENT CRITERIA	\$ (15,000)		YES
R	PD2015	2013 CHEVROLET TAHOE POLICE PACKAGED	FULL SIZE POLICE PKGD SUV	50,000	5	0.15	\$ 11,500	YES	MEETS REPLACEMENT CRITERIA	\$ (15,000)		YES
R	PD0074	2009 FORD CROWN VICTORIA POLICE PKG	FORD EXPLORER POLICE PKGD SUV	47,000	5	0.15	\$ 10,810	YES	MEETS REPLACEMENT CRITERIA	\$ (22,000)		YES
R	PD2024	2015 FORD EXPLORER POLICE INTERCEPTOR	FORD EXPLORER POLICE PKGD SUV	47,000	5	0.15	\$ 10,810	YES	MEETS REPLACEMENT CRITERIA	\$ (13,500)		YES
R	PD2026	2015 FORD EXPLORER POLICE INTERCEPTOR	FORD EXPLORER POLICE PKGD SUV	47,000	5	0.15	\$ 10,810	YES	MEETS REPLACEMENT CRITERIA	\$ (13,500)		YES
R	PD2029	2015 FORD EXPLORER POLICE INTERCEPTOR	FORD EXPLORER POLICE PKGD SUV	47,000	5	0.15	\$ 10,810	YES	MEETS REPLACEMENT CRITERIA	\$ (13,500)		YES
R	PD2031	2015 FORD EXPLORER POLICE INTERCEPTOR	FORD EXPLORER POLICE PKGD SUV	47,000	5	0.15	\$ 10,810	YES	MEETS REPLACEMENT CRITERIA	\$ (13,500)		YES
R	PD2035	2015 FORD EXPLORER POLICE INTERCEPTOR	FORD EXPLORER POLICE PKGD SUV	47,000	5	0.15	\$ 10,810	YES	MEETS REPLACEMENT CRITERIA	\$ (13,500)		YES
R	PD2047	2016 FORD EXPLORER POLICE INTERCEPTOR	FORD EXPLORER POLICE PKGD SUV	47,000	5	0.15	\$ 10,810	YES	MEETS REPLACEMENT CRITERIA	\$ (7,500)		YES
R	PD2049	2016 FORD EXPLORER POLICE INTERCEPTOR	FORD EXPLORER POLICE PKGD SUV	47,000	5	0.15	\$ 10,810	YES	MEETS REPLACEMENT CRITERIA	\$ (7,500)		YES
R	PD2051	2016 FORD EXPLORER POLICE INTERCEPTOR	FORD EXPLORER POLICE PKGD SUV	47,000	5	0.15	\$ 10,810	YES	MEETS REPLACEMENT CRITERIA	\$ (7,500)		YES
R	PD2052	2016 FORD EXPLORER POLICE INTERCEPTOR	FORD EXPLORER POLICE PKGD SUV	47,000	5	0.15	\$ 10,810	YES	MEETS REPLACEMENT CRITERIA	\$ (7,500)		YES
R	PD2053	2016 FORD EXPLORER POLICE INTERCEPTOR	FORD EXPLORER POLICE PKGD SUV	47,000	5	0.15	\$ 10,810	YES	MEETS REPLACEMENT CRITERIA	\$ (7,500)		YES
R	PD2059	2016 FORD EXPLORER POLICE INTERCEPTOR	FORD EXPLORER POLICE PKGD SUV	47,000	5	0.15	\$ 10,810	YES	MEETS REPLACEMENT CRITERIA	\$ (7,500)		YES
R	PD2069	2016 FORD EXPLORER POLICE INTERCEPTOR	FORD EXPLORER POLICE PKGD SUV	47,000	5	0.15	\$ 10,810	YES	MEETS REPLACEMENT CRITERIA	\$ (7,500)		YES
R	PD2070	2016 FORD EXPLORER POLICE INTERCEPTOR	FORD EXPLORER POLICE PKGD SUV	47,000	5	0.15	\$ 10,810	YES	MEETS REPLACEMENT CRITERIA	\$ (7,500)		YES
R	PD2074	2016 FORD EXPLORER POLICE INTERCEPTOR	FORD EXPLORER POLICE PKGD SUV	47,000	5	0.15	\$ 10,810	YES	MEETS REPLACEMENT CRITERIA	\$ (7,500)		YES
R	PD2075	2016 FORD EXPLORER POLICE INTERCEPTOR	FORD EXPLORER POLICE PKGD SUV	47,000	5	0.15	\$ 10,810	YES	MEETS REPLACEMENT CRITERIA	\$ (7,500)		YES
R	PD2079	2016 FORD EXPLORER POLICE INTERCEPTOR	FORD EXPLORER POLICE PKGD SUV	47,000	5	0.15	\$ 10,810	YES	MEETS REPLACEMENT CRITERIA	\$ (7,500)		YES
R	PD2080	2016 FORD EXPLORER POLICE INTERCEPTOR	FORD EXPLORER POLICE PKGD SUV	47,000	5	0.15	\$ 10,810	YES	MEETS REPLACEMENT CRITERIA	\$ (7,500)		YES
R	PD0901	2008 CHEVROLET IMPALA	POLICE PKGD SEDAN	30,000	8	0.15	\$ 4,313	YES	MEETS REPLACEMENT CRITERIA	\$ (6,500)		YES
R	PD0945	2008 CHEVROLET IMPALA	POLICE PKGD SEDAN	30,000	8	0.15	\$ 4,313	YES	MEETS REPLACEMENT CRITERIA	\$ (6,500)		YES
R	PD1069	2011 FORD E-350 CARGO VAN	1-TON CARGO VAN	48,000	8	0.15	\$ 6,900	YES	MEETS REPLACEMENT CRITERIA	\$ (23,000)		YES
R	PD2009	2012 FORD E-350 CARGO VAN	1-TON CARGO VAN	48,000	8	0.15	\$ 6,900	YES	MEETS REPLACEMENT CRITERIA	\$ (18,500)		YES
R	PD3001	2013 FORD F-350 CC SB 4WD	1-TON CC SB 4WD GAS PICKUP	40,000	8	0.15	\$ 5,750	YES	MEETS REPLACEMENT CRITERIA	\$ 7,000		YES
N	910	1997 CHEVY WINNEBAGO (NEW ADDITION)	MOTORHOME	120,000	10	0.15	\$ 13,800					NO
				\$1,310,000						\$ (254,000)	\$ -	

Description	Depreciation Yrs
Sedans, vans, light trucks, SUV, light equipment & Specialty Vehicles	8
Police "Marked" Patrol Cars	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			
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25
Personnel Services										
Salaries and Wages	\$ 24,727,859	\$ 24,803,110	\$ 25,333,335	\$ 25,333,335	\$ 25,814,047	\$ 25,506,397	\$ 25,743,349	\$ 25,980,301	\$ 26,217,253	\$ 26,454,205
Employee Benefits	6,189,183	6,804,914	6,886,621	6,886,621	7,566,456	7,456,780	7,536,506	7,614,254	7,689,903	7,777,603
Supplies	621,771	411,091	411,091	411,091	411,091	411,091	411,091	411,091	411,091	411,091
Other Services and Charges	1,350,615	1,381,825	1,381,825	1,381,825	1,456,632	1,442,832	1,442,832	1,442,832	1,442,832	1,442,832
Maintenance	1,727,389	1,429,939	1,429,939	1,429,939	1,429,939	1,429,939	1,429,939	1,429,939	1,429,939	1,429,939
Operations Subtotal	34,616,816	34,830,879	35,442,811	35,442,811	36,678,165	36,247,039	36,563,717	36,878,417	37,191,018	37,515,670
Capital Outlay	3,688,227	478,556	233,556	233,556	803,780	505,308	-	-	-	-
Total Expenditures	\$ 38,305,043	\$ 35,309,435	\$ 35,676,367	\$ 35,676,367	\$ 37,481,945	\$ 36,752,347	\$ 36,563,717	\$ 36,878,417	\$ 37,191,018	\$ 37,515,670
PERSONNEL										
Exempt	9	9	9	9	9	9	9	9	9	9
Non-Exempt	137	137	137	137	137	137	139	141	143	145
Part-Time	-	-	-	-	-	-	-	-	-	-
Civil Service	294	294	294	294	301	294	305	309	313	317
Total Positions Authorized	440	440	440	440	447	440	453	459	465	471

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

MAJOR FY 20-21 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 multiagency workgroups at the TX RGV TAG/TTIC.
- 7.) 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.
- 8.) 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.
- 9.) It shall be the goal of the McAllen Police Department to enhance public safety through development of a joint project with US DHS Secret Service for developing the South Texas Regional Force (STRTF) by establishing a multiagency workgroup at the TX RGV TAG.
- 10.) It shall be the goal of the McAllen Police Department to be responsive to the community concerns.

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of sworn personnel	294	294	294	294
Number of non-sworn personnel	146	146	146	146
Total number of authorized personnel	440	440	440	440
Estimated Population	154,634	151,298	146,510	148,708
Department Expenditures	\$ 38,305,043	\$ 35,676,367	\$ 35,676,367	\$ 36,752,347
Outputs:				
Total Part 1 Crimes	3,978	4,700	3,735	4,250
Calls for service	138,777	148,000	152,723	155,000
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	1.9	1.9	2.0	2.1
Calls for service to budget ratio	\$ 276	\$ 239	\$ 234	\$ 239
Sworn personnel-to-calls for service ratio	470	501	512	508
Total police personnel-to-calls for service ratio	313	333	342	341
Number of non-sworn to sworn personnel	0.51	0.47	0.50	0.49
Number Part 1 crimes per 1000 population	35	32	41	36
Part 1 crimes-to-budget ratio	\$ 9,629	\$ 7,530	\$ 9,552	\$ 8,715
Number of calls for service per 1000 population	1	1	1	1
Department expenditures per capita	\$ 276	\$ 235	\$ 234	\$ 239
Population:	149,189	152,046	151,352	153,546

Description:

The McAllen Police Department, through 437 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 FY 2020 - 2021

DEPARTMENT NAME: ANIMAL CONTROL

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.		-		-	-	-	-	-		
3.		-		-	-	-	-	-		
4.		-		-	-	-	-	-		
5.		-		-	-	-	-	-		
Total Compensation & Benefits			\$ 289,722	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
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			\$ 18,450					\$ -		\$ -
MAINTENANCE										
1. Equipment										
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance			\$ 37,076					\$ -		\$ -
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ -		\$ -
TOTAL			\$ 357,248					\$ -		\$ -

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL FUND
DEPARTMENT: ANIMAL CONTROL

DEPT REQUEST				CM RECOMM		
Office Furniture/equipment						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
Grand Total			\$0		\$0	

2021

011-2004 Animal control

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-2004-421-60-02-000000 Compensation / Non-exempt	159,329	200,284	200,284	196,911	196,911	
011-2004-421-60-10-000000 Compensation / Overtime	7,094	10,000	10,000	10,000	10,000	
011-2004-421-60-12-000000 Compensation / Holiday pay	-	-	-	-	-	
60	166,423	210,284	210,284	206,911	206,911	
011-2004-421-61-30-000000 Benefits / Social security	12,636	16,087	16,087	15,829	15,829	
011-2004-421-61-36-000000 Benefits / Retirement	13,139	16,318	16,318	17,918	17,918	
011-2004-421-61-40-000000 Benefits / Unemployment tax	231	1,197	1,197	504	504	
011-2004-421-61-46-000000 Benefits / Workers' comp-	1,627	3,224	3,224	2,814	2,814	
011-2004-421-61-50-000000 Benefits / Health cost	14,980	23,832	23,832	43,512	43,512	
011-2004-421-61-52-000000 Benefits / Life insurance	132	344	344	342	342	
011-2004-421-61-53-000000 Benefits / Retiree health ins (ARC)	1,921	1,921	1,921	1,892	1,892	
61	44,666	62,923	62,923	82,811	82,811	
011-2004-423-62-04-000000 Supplies / Operating	4,091	12,000	12,000	12,000	12,000	
62	4,091	12,000	12,000	12,000	12,000	
011-2004-424-63-64-000000 Other services & charges / Training	-	1,750	1,750	1,750	1,750	
011-2004-424-63-75-000000 Other services & charges / Rental-depreciation fun	28,875	28,875	28,875	16,500	16,500	
011-2004-424-63-99-000000 Other services & charges / Miscellaneous	80	200	200	200	200	
63	28,955	30,825	30,825	18,450	18,450	
011-2004-425-65-16-000000 Maintenance / Vehicles	31,115	14,496	14,496	14,496	14,496	
011-2004-425-65-17-000000 Maintenance / Fuel & lubricants	27,469	22,580	22,580	22,580	22,580	
65	58,584	37,076	37,076	37,076	37,076	-
011-2004-426-66-14-000000 Capital outlay / Vehicles	-	-	-	-	-	
011-2004-426-66-20-000000 Capital outlay / Equipment	-	-	-	-	-	
011-2004-426-66-99-000000 Capital outlay / Non-capitalized	-	-	-	-	-	
66	-	-	-	-	-	
011-2004-429-78-01-000000 Disaster Exp/ COVID-19	-	-	-	-	-	
78	-	-	-	-	-	-
011-2004 Animal Control	\$ 302,719	\$ 353,108	\$ 353,108	\$ 357,248	\$ 357,248	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
2004	Animal Control		1		Animal Control Officer	FILLED	\$ 27,206
2004	Animal Control		1		Animal Control Officer	FILLED	27,206
2004	Animal Control		1		Animal Control Officer	FILLED	27,206
2004	Animal Control		1		Animal Control Officer	FILLED	27,206
2004	Animal Control		1		Animal Control Officer	UNFILLED	27,206
2004	Animal Control		1		Animal Control Officer	UNFILLED	27,206
2004	Animal Control		1		Working Supervisor	FILLED	33,675
			7				196,911
					OVERTIME		10,000
							10,000
	CURRENT POSITIONS		7				\$ 206,911



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				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 166,423	\$ 208,023	\$ 210,284	\$ 210,284	\$ 206,911	\$ 206,911	\$ 206,911	\$ 206,911	\$ 206,911	\$ 206,911	\$ 206,911
Employee Benefits	44,666	62,575	62,923	62,923	82,811	82,811	82,811	82,811	82,811	82,811	82,811
Supplies	4,091	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
Other Services and Charges	28,955	30,825	30,825	30,825	18,450	18,450	18,450	18,450	18,450	18,450	18,450
Maintenance	58,584	37,076	37,076	37,076	37,076	37,076	37,076	37,076	37,076	37,076	37,076
Operations Subtotal	302,719	350,499	353,108	353,108	357,248	357,248	357,248	357,248	357,248	357,248	357,248
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 302,719	\$ 350,499	\$ 353,108	\$ 353,108	\$ 357,248	\$ 357,248	\$ 357,248	\$ 357,248	\$ 357,248	\$ 357,248	\$ 357,248
PERSONNEL											
Exempt	-	-	-	-	-	-	-	-	-	-	-
Non-Exempt	7	7	7	7	7	7	7	7	7	7	7
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	7	7	7	7	7	7	7	7	7	7	7

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

MAJOR FY 20-21 GOALS

- 1.) Increase through the use of city broadcasting the awareness of the need for licensing pets.
- 2.) Respond to animal complaints.
- 3.) Investigate reports of aggressive animals.
- 4.) Investigate reports of animal neglect or abuse.

Animal Control

www.mcallen.net/police/animal

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	7	7	7	7
Department Expenditures	\$ 302,719	\$ 353,108	\$ 353,108	\$ 357,248
Outputs:				
Number of rabies vaccinations handled	-	-	-	-
Number of animals processed	9,894	10,000	10,000	10,000
Number of calls for service handled	17,473	17,000	17,000	17,000
Effectiveness Measures:				
Total cost to process animals	\$ 1,002,756	\$ 1,002,756	\$ 1,002,756	\$ 1,002,756
Percent of animals processed	75%	75%	75%	75%
Efficiency Measures:				
Number of animals process per full time employee	1,413	1,429	1,429	1,429
Number of calls for service handled per full time employee	2,496	2,429	2,429	2,429
Processing cost per animal	\$ 101	\$ 100	\$ 100	\$ 100
Department expenditures per capita	\$ 2.12	\$ 2.31	\$ 2.31	\$ 2.49

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 FY 2020 - 2021

DEPARTMENT NAME: COMMUNICATION TECHNOLOGY

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)	
COMPENSATION											
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total	
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
2.	-	-		-	-	-	-	-			
3.	-	-		-	-	-	-	-			
4.	-	-		-	-	-	-	-			
5.	-	-		-	-	-	-	-			
Total	-	-		-	-	-	-	-		-	
Personnel Revisions											
1. Overtime				-	-	-	-	-			
2.	-	-		-	-	-	-	-			
3.	-	-		-	-	-	-	-			
4.	-	-		-	-	-	-	-			
5.	-	-		-	-	-	-	-			
Total Compensation & Benefits			\$ 337,650	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
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.	Dues & subscriptions							459		459	Cover Cost of annual subscriptions to Motorola and Weather Station
2.	Rental-equipment							4,308		4,308	Increase in amended contract costs for Regional Radio Group's Tower rentals
3.	< Please select category >										
4.	< Please select category >										
5.	< Please select category >										
Total Other Services & Charges			\$ 295,411					\$ 4,767		\$ 4,767	
MAINTENANCE											
1.	Equipment										
2.	< Please select category >										
3.	< Please select category >										
4.	< Please select category >										
5.	< Please select category >										
Total Maintenance			\$ 6,770					\$ -		\$ -	
CAPITAL OUTLAY											
** See Attached Capital Outlay Request Form											
Total Capital Outlay								\$ 86,879		\$ 21,076	
TOTAL			\$ 660,207					\$ 91,646		\$ 25,843	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL FUND
DEPARTMENT: COMMUNICATION TECHNOLOGY

		DEPT REQUEST		CM RECOMM			
Equipment	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	LED Light Bars and Controller	\$5,200	1	\$5,200	\$1	\$5,200	On hand inventory of LED Lights, Light Bars and Controllers for First Responder vehicles.
	Radio Batteries & Antennas	\$147	108	\$15,876	108	\$15,876	108 portable radios in various General Fund Dept. are having difficulties with Batteries holding a charge and poor reception due to broken antennas.
	Replace Engineering Radios	\$2,861	23	\$65,803		\$0	Engineering Dept. has the oldest radios in the City, which cause a lot of communication failures and require a lot of service. Request to replace these radios.
		\$0		\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$86,879		\$21,076	

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

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

Grand Total	\$86,879	\$21,076
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2021

011-2006 Radio Shop

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-2006-421-60-01 Compensation / Exempt	127,889	132,830	132,830	133,622	133,622	
011-2006-421-60-02 Compensation / Non-exempt	115,751	113,681	113,681	114,091	114,091	
011-2006-421-60-06 Compensation / Part time	-	-	-	-	-	
011-2006-421-60-10 Compensation / Overtime	855	2,154	2,154	1,000	1,000	
011-2006-421-60-14 Compensation / Car allowance	4,800	7,800	7,800	9,000	9,000	
011-2006-421-60-15 Compensation / Certification	3,598	1,799	1,799	-	-	
011-2006-421-60-17 Compensation / Telephone	960	2,400	2,400	2,400	2,400	
60	253,853	260,664	260,664	260,113	260,113	
011-2006-421-61-30 Benefits / Social security	18,644	19,715	19,715	19,899	19,899	
011-2006-421-61-36 Benefits / Retirement	19,737	19,998	19,998	22,526	22,526	
011-2006-421-61-40 Benefits / Unemployment tax	45	855	855	360	360	
011-2006-421-61-46 Benefits / Workers' comp-	2,797	4,060	4,060	3,558	3,558	
011-2006-421-61-50 Benefits / Health cost	19,924	29,328	29,328	28,464	28,464	
011-2006-421-61-52 Benefits / Life insurance	176	420	420	430	430	
011-2006-421-61-53 Benefits / Retiree health ins (ARC)	2,337	2,337	2,337	2,300	2,300	
61	63,661	76,713	76,713	77,537	77,537	-
011-2006-423-62-02 Supplies / Office	-	76	76	76	76	
011-2006-423-62-04 Supplies / Operating	78,666	20,300	20,300	20,300	20,300	
62	78,666	20,376	20,376	20,376	20,376	-
011-2006-424-63-14 Other services & charges / Dues & subscription	-	2,959	2,959	2,959	2,959	
011-2006-424-63-45 Other services & charges / Professional	4,459	15,750	15,750	15,750	15,750	
011-2006-424-63-50 Other services & charges / Rental-equipment	208,731	272,251	272,251	276,559	276,559	
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	100	100	100	38	38	
63	213,290	295,932	295,932	300,178	300,178	-
011-2006-425-65-08 Maintenance / Equipment	-	3,500	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	-	6,770	6,770	6,770	6,770	
011-2006-426-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	
011-2006-426-66-20 Capital outlay / Equipment	2,895	-	-	86,879	21,076	
011-2006-426-66-22 Capital outlay / Computer-hardware	-	26,100	26,100	-	-	

2021

011-2006 Radio Shop

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-2006-426-66-24 Capital outlay / Computer-software	-	-	-	-	-	-
011-2006-426-66-99 Capital outlay / Non-capitalized	3,666	-	-	-	-	-
66	6,561	26,100	26,100	86,879	21,076	-
011-2006-429-78-01 Disaster Exp/ COVID-19	-	-	-	-	-	-
78	-	-	-	-	-	-
011-2006-427-89-66 Other expenses / Reimbursements	-	-	-	-	-	-
89	-	-	-	-	-	-
011-2006 Radio Shop	\$ 616,032	\$ 686,555	\$ 686,555	\$ 751,853	\$ 686,050	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
2006	Radio Shop	1			Communication Manager	FILLED	\$ 86,737
2006	Radio Shop	1			Radio Shop Supervisor	FILLED	43,285
2006	Radio Shop	0			Certificate Pay (EMP)		3,600
		<u>2</u>					<u>133,622</u>
2006	Radio Shop		1		Reg Communication Technician	FILLED	44,950
2006	Radio Shop		1		Radio Communication Technician I	FILLED	33,041
2006	Radio Shop		1		Communication Technician II	FILLED	36,100
			<u>3</u>				<u>114,091</u>
					OVERTIME		1,000
					CAR ALLOWANCE		9,000
					TELEPHONE		2,400
							<u>12,400</u>
	CURRENT POSITIONS		5				\$ 260,113



Mission Statement:

The IT Communications Technology 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	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 253,853	\$ 252,873	\$ 260,664	\$ 260,664	\$ 260,113	\$ 260,113	\$ 260,113	\$ 260,113	\$ 260,113	\$ 260,113	\$ 260,113
Employee Benefits	63,661	75,968	76,713	76,713	77,537	77,537	77,537	77,537	77,537	77,537	77,537
Supplies	78,666	20,376	20,376	20,376	20,376	20,376	20,376	20,376	20,376	20,376	20,376
Other Services and Charges	213,290	295,411	295,932	295,932	300,178	300,178	315,178	315,178	315,178	315,178	315,178
Maintenance	-	6,770	6,770	6,770	6,770	6,770	-	6,770	6,770	6,770	6,770
Operations Subtotal	609,471	651,398	660,455	660,455	664,974	664,974	673,204	679,974	679,974	679,974	679,974
Capital Outlay	6,561	19,100	26,100	26,100	86,879	21,076	-	-	-	-	-
Total Expenditures	\$ 616,032	\$ 670,498	\$ 686,555	\$ 686,555	\$ 751,853	\$ 686,050	\$ 673,204	\$ 679,974	\$ 679,974	\$ 679,974	\$ 679,974
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	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	5	5	5	5	5	5	5	5	5	5	5

Contact Us:

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

MAJOR FY 20-21 GOALS

1. Continue supporting Radio infrastructure
2. Replace outdated radio equipment

Radio Shop

www.mcallen.net/departments/it

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	5	5	5	5
Department Expenditures	\$ 616,032	\$ 686,555	\$ 686,555	\$ 686,050
Outputs:				
Number of systems supported	7	8	8	8
Number of radios supported	3,150	3,150	3,150	3,200
Number of repair calls	1,300	1,365	1,298	1,400
Number of repair corrected in 24 hrs	400	500	500	500
Number of Critical System Repair corrected in 4 hrs	10	5	100	75
Number of mobile installations	30	35	40	65
Number of mobile removals	35	40	40	80
Number of fixed installations	15	10	15	5
Effectiveness Measures:				
Average initial response hours per service request	1.0	1.0	2.0	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	433	455	433	467
Average Hourly Labor cost - in house	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00
Average Hourly Labor cost - outsourced	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00
Department expenditures per capita	\$ 4.13	\$ 4.52	\$ 4.54	\$ 4.47
Population:	149,189	152,046	151,352	153,546

*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 FY 2020 - 2021

DEPARTMENT NAME: FIRE

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)	
COMPENSATION											
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total	
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
2.	-	-		-	-	-	-	-			
3.	-	-		-	-	-	-	-			
4.	-	-		-	-	-	-	-			
5.	-	-		-	-	-	-	-			
Total	-	-		-	-	-	-	-		-	
Personnel Revisions											
1.	Holiday Pay			50,000	-	-	12,378	62,378			To increase line item to meet actual annual expenditures. Line item has been underfunded in past years.
2.				-	-	-	-	-			
3.				-	-	-	-	-			
4.				-	-	-	-	-			
5.				-	-	-	-	-			
Total Compensation & Benefits			\$ 17,624,687	\$ 50,000	\$ -	\$ -	\$ 12,378	\$ 62,378		\$ -	
SUPPLIES											
	1.	Safety						4,000			Increase medical PPE stock levels
	2.	< Please select category >									
	3.	< Please select category >									
	4.	< Please select category >									
	5.	< Please select category >									
Total Supplies			\$ 309,743					\$ 4,000		\$ -	
OTHER SERVICES & CHARGES											
	1.	Rental-depreciation fun						238,063			Additional Rental for General Depreciation
	2.	< Please select category >									
	3.	< Please select category >									
	4.	< Please select category >									
	5.	< Please select category >									
Total Other Services & Charges			\$ 1,265,685					\$ 238,063		\$ -	
MAINTENANCE											
	1.	Computer software						4,500	4,500		FD Dispatch and 311 Voice Recorder
	2.	Equipment						12,000	12,000		TCFP mandate to meet NFPA 1851
	3.	Facilities						11,000	11,000		Overhaul maintenance on FireBlast eqp.
	4.	< Please select category >									
	5.	< Please select category >									
Total Maintenance			\$ 773,680					\$ 27,500	\$ 27,500		
CAPITAL OUTLAY											
** See Attached Capital Outlay Request Form											
Total Capital Outlay								\$ 1,430,100	\$ 60,000		
TOTAL			\$ 19,973,795					\$ 1,762,041	\$ 87,500		

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL FUND
DEPARTMENT: FIRE

DEPT REQUEST				CM RECOMM			
Equipment	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	Gas Monitor	\$5,000	4	\$20,000	4	\$20,000	Replace 4 inoperable / obsolete monitors, we are renting loaner from vendor
	E-Draulic rescue tool set	\$30,000	1	\$30,000	1	\$30,000	Replace aging and worn out Hydraulic rescue tool set
	Thermal Imaging Camera	\$10,000	1	\$10,000	1	\$10,000	Replace damaged / obsolete Thermal Imaging Camera
		\$0	0	\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$60,000		\$60,000	

Equipment	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	Portable Radios - Rugged	\$5,850	22	\$128,700		\$0	Replace obsolete / unsupported / failing portable radios (MOVED TO CIP)
	Portable Radios - Standard	\$5,100	18	\$91,800		\$0	Replace obsolete / unsupported / failing portable radios
	Mobile Radios	\$5,200	23	\$119,600		\$0	Replace obsolete / unsupported / failing portable radios
		\$0		\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$340,100		\$0	

Vehicles	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	Mid-Size SUV	\$30,000	1	\$30,000		\$0	New unit for Fire Prevention position approved two years ago
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$30,000		\$0	

Vehicles	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	Depreciation Shortage	\$1,000,000	1	\$1,000,000		\$0	Depreciation Shortage for replacement Fire Truck Request
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$1,000,000		\$0	

Grand Total	\$1,430,100	\$60,000
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted Budget	Estimated	Department	City Mgr	City Comm
	FY 18-19	FY 19-20	FY 19-20	Request	Recomm	Recomm
				FY 20-21	FY 20-21	FY 20-21
011-2020-421-60-01-000000 Compensation / Exempt	271,414	255,791	255,791	255,791	255,791	
011-2020-421-60-02-000000 Compensation / Non-exempt	472,200	500,188	500,188	509,077	509,077	
011-2020-421-60-06-000000 Compensation / Part time	-	-	-	-	-	
011-2020-421-60-08-000000 Compensation / Police & fire	8,552,662	12,096,328	12,096,328	11,293,625	11,293,625	
011-2020-421-60-10-000000 Compensation / Overtime	877,490	845,000	845,000	825,000	825,000	
011-2020-421-60-12-000000 Compensation / Holiday pay	376,840	276,728	276,728	272,180	222,180	
011-2020-421-60-15-000000 Compensation/Certification	2,628,641	-	-	-	-	
011-2020-421-60-16-000000 Compensation / Clothing allowance	2,000	2,000	2,000	2,000	2,000	
011-2020-421-60-17-000000 Compensation / Telephone	13,620	13,620	13,620	15,360	15,360	
60	13,194,867	13,989,655	13,989,655	13,173,033	13,123,033	
011-2020-421-61-30-000000 Benefits / Social security	953,536	1,009,425	1,009,425	1,007,737	1,003,912	
011-2020-421-61-36-000000 Benefits / Retirement	44,075	43,745	43,745	48,872	48,872	
011-2020-421-61-38-000000 Benefits / Retirement-fire	1,625,691	1,642,079	1,642,079	1,639,129	1,632,629	
011-2020-421-61-40-000000 Benefits / Unemployment tax	3,025	33,858	33,858	14,256	14,256	
011-2020-421-61-46-000000 Benefits / Workers' comp-	503,665	589,923	589,923	507,656	505,646	
011-2020-421-61-50-000000 Benefits / Health cost	850,140	1,009,416	1,009,416	1,155,696	1,155,696	
011-2020-421-61-52-000000 Benefits / Life insurance	7,161	20,412	20,412	20,982	20,939	
011-2020-421-61-53-000000 Benefits / Retiree health ins (ARC)	120,363	120,363	120,363	119,704	119,704	
011-2020-421-61-56-000000 Benefits / Pension expense	-	-	-	-	-	
61	4,107,655	4,469,221	4,469,221	4,514,032	4,501,654	
011-2020-423-62-02-000000 Supplies / Office	10,911	10,000	10,000	14,000	14,000	
011-2020-423-62-04-000000 Supplies / Operating	63,650	34,326	34,326	35,326	35,326	
011-2020-423-62-12-000000 Supplies / Small tools/minor equip-	10,005	7,148	7,148	10,148	10,148	
011-2020-423-62-14-000000 Supplies / Janitorial	39,028	38,800	38,800	39,800	39,800	
011-2020-423-62-18-000000 Supplies / Clothing & uniform	110,617	123,400	123,400	123,400	123,400	
011-2020-423-62-20-000000 Supplies / Chemical	17,093	33,000	33,000	33,000	33,000	
011-2020-423-62-22-000000 Supplies / Safety	33,172	34,024	34,024	38,024	34,024	
011-2020-423-62-24-000000 Supplies / Training	21,005	15,045	15,045	20,045	20,045	
62	305,481	295,743	295,743	313,743	309,743	
011-2020-424-63-14-000000 Other services & charges / Dues & subscription	1,921	2,200	2,200	2,200	2,200	
011-2020-424-63-19-000000 Other services & charges / Film processing	-	-	-	-	-	
011-2020-424-63-22-000000 Other services & charges / Information sources	19,998	20,000	20,000	20,000	20,000	
011-2020-424-63-23-000000 Other services & charges / Online svc/network	-	-	-	-	-	
011-2020-424-63-35-000000 Other services & charges / Laundry	8,064	6,300	6,300	9,800	9,800	
011-2020-424-63-40-000000 Other services & charges / Medical	70,337	60,000	60,000	60,000	60,000	

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-2020-424-63-43-000000 Other services & charges / Postage	279	1,100	1,100	1,100	1,100	
011-2020-424-63-45-000000 Other services & charges / Professional	28,221	34,500	34,500	35,000	35,000	
011-2020-424-63-51-000000 Other services & charges / Rental-Photocopier	4,767	8,624	8,624	8,624	8,624	
011-2020-424-63-52-000000 Other services & charges / Rental & contractual	789	-	-	-	-	
011-2020-424-63-58-000000 Other services & charges / Property damage	-	-	-	-	-	
011-2020-424-63-61-000000 Other services & charges / Special fees	33,209	33,600	33,600	33,600	33,600	
011-2020-424-63-64-000000 Other services & charges / Training	111,536	102,500	102,500	104,556	104,556	
011-2020-424-63-65-000000 Other services & charges / Travel	3,249	2,454	2,454	3,454	3,454	
011-2020-424-63-67-000000 Other services & charges / Utilities-electric	78,292	73,440	73,440	107,160	107,160	
011-2020-424-63-68-000000 Other services & charges / Utilities-gas	7,748	13,426	13,426	13,800	13,800	
011-2020-424-63-69-000000 Other services & charges / Utilities-telephone	17,570	26,924	26,924	27,580	27,580	
011-2020-424-63-70-000000 Other services & charges / Utilities-water	34,480	33,238	33,238	28,000	28,000	
011-2020-424-63-75-000000 Other services & charges / Rental-depreciation fun	685,090	872,196	872,196	1,026,661	788,598	
011-2020-424-63-89-000000 Other service & charges / Credit card fees	629	-	-	-	-	
011-2020-424-63-91-000000 Other services & charges / Educational refund-off/	3,871	10,000	10,000	20,000	20,000	
011-2020-424-63-99-000000 Other services & charges / Miscellaneous	3,180	2,213	2,213	2,213	2,213	
63	1,113,232	1,302,715	1,302,715	1,503,748	1,265,685	
011-2020-425-65-04-000000 Maintenance / Computer/software	10,064	10,500	10,500	15,500	15,500	
011-2020-425-65-08-000000 Maintenance / Equipment	69,273	60,500	60,500	74,000	74,000	
011-2020-425-65-10-000000 Maintenance / Facilities	111,157	75,360	75,360	106,360	106,360	
011-2020-425-65-16-000000 Maintenance / Vehicles	859,205	342,500	342,500	492,500	492,500	
011-2020-425-65-17-000000 Maintenance / Fuel & lubricants	118,175	93,922	93,922	112,820	112,820	
65	1,167,873	582,782	582,782	801,180	801,180	-
011-2020-426-66-14-000000 Capital outlay / Vehicles	-	-	-	30,000	-	
011-2020-426-66-16-000000 Capital outlay / Office furniture/equip-	32,250	-	-	-	-	
011-2020-426-66-20-000000 Capital outlay / Equipment	307,601	167,000	167,000	400,100	60,000	
011-2020-426-66-22-000000 Capital outlay / Computer-hardware	-	-	-	-	-	
011-2020-426-66-24-000000 Capital outlay / Computer-software	-	-	-	-	-	
011-2020-426-66-99-000000 Capital outlay / Non-capitalized	24,402	24,998	24,998	1,000,000	-	
66	364,253	191,998	191,998	1,430,100	60,000	
011-2020-429-78-01-000000 Disaster Exp/ COVID-19	-	60,000	60,000	-	-	
78	-	60,000	60,000	-	-	-

011-2020 Fire

\$ 20,253,362 \$ 20,892,114 \$ 20,892,114 \$ 21,735,836 \$ 20,061,295 \$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
2020	Fire		1		Administrative Assistant	FILLED	31,467
2020	Fire		1		Custodian	FILLED	25,130
2020	Fire		1		Senior Administrative Clerk	FILLED	29,894
2020	Fire		1		Senior Administrative Clerk	FILLED	29,894
2020	Fire		1		Senior Administrative Clerk	FILLED	29,260
2020	Fire		1		Senior Administrative Clerk	FILLED	28,277
2020	Fire		1		Senior Administrative Clerk	FILLED	28,277
2020	Fire		1		Senior Administrative Clerk	FILLED	28,277
2020	Fire		1		Senior Administrative Clerk	FILLED	28,277
2020	Fire		1		Senior Administrative Clerk	FILLED	28,277
2020	Fire		1		Sr Administrative Clerk - Warehouse	FILLED	28,277
2020	Fire		1		Emergency Comm Specialist	FILLED	31,795
2020	Fire		1		Emergency Comm Specialist	FILLED	31,795
2020	Fire		1		Emergency Comm Specialist	FILLED	31,795
2020	Fire		1		Emergency Comm Specialist	FILLED	31,795
2020	Fire		1		Emergency Comm Specialist	FILLED	31,795
2020	Fire		1		Emergency Comm Specialist	FILLED	31,795
2020	Fire		0		Certification Pay		3,000
			<u>17</u>				<u>509,077</u>
					OVERTIME		825,000
					HOLIDAY PAY		222,180
					CLOTHING ALLOWANCE		2,000
					TELEPHONE		15,360
							<u>1,064,540</u>
	CURRENT POSITIONS		198				\$ 13,123,033



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			
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25
Personnel Services										
Salaries and Wages	\$ 13,194,867	\$ 13,162,248	\$ 13,989,655	\$ 13,989,655	\$ 13,173,033	\$ 13,123,033	\$ 13,223,033	\$ 13,295,145	\$ 13,295,145	\$ 13,395,145
Employee Benefits	4,107,655	4,462,981	4,469,221	4,469,221	4,514,032	4,501,654	4,501,654	4,501,654	4,501,654	4,501,654
Supplies	305,481	309,743	295,743	295,743	313,743	309,743	319,743	323,743	326,743	330,943
Other Services and Charges	1,113,232	1,349,283	1,362,715	1,362,715	1,503,748	1,265,685	1,290,685	1,296,385	1,298,885	1,311,185
Maintenance	1,167,873	773,680	582,782	582,782	801,180	801,180	801,180	801,180	810,180	820,180
Operations Subtotal	19,889,109	20,057,935	20,700,116	20,700,116	20,305,736	20,001,295	20,136,295	20,218,107	20,232,607	20,359,107
Capital Outlay	364,253	191,640	191,998	191,998	1,430,100	60,000	-	-	-	-
Total Expenditures	\$ 20,253,362	\$ 20,249,575	\$ 20,892,114	\$ 20,892,114	\$ 21,735,836	\$ 20,061,295	\$ 20,136,295	\$ 20,218,107	\$ 20,232,607	\$ 20,359,107
PERSONNEL										
Exempt	2	2	2	2	2	2	2	2	2	2
Non-Exempt	17	17	17	17	17	17	17	17	17	17
Part-Time	-	-	-	-	-	-	-	-	-	-
Civil Service	168	179	179	179	179	179	179	179	179	179
Total Positions Authorized	187	198	198	198	198	198	198	198	198	198

Contact Us:
James Schultz
Interim Fire Chief
201 N. 21st Street
McAllen, TX 78501
(956) 681-2500

MAJOR FY 20-21 GOALS

1. Utilize data driven decision making to continue providing excellent service to our citizens.
2. Promote Health, Wellness, and Safety as a department.
3. Improve our facilities to ensure safe and effective service to our citizens.
4. Utilize performance measures collection and analysis to improve emergency response capabilities.
5. Continue to lead the fire service in Training.

Fire

www.mcallen.net/fire

Performance Measures

	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of firefighting authorized positions	175	177	180	180
Number of inspectors	8	9	9	9
Number of Airport assigned firefighters	9	9	9	9
Number of Public Education Officers	1	1	1	1
Number of firefighting authorized apparatus	19	19	22	23
Number of pumper companies with minimum three (persons)	10	10	10	10
Department Expenditures	\$ 20,253,362	\$ 20,892,114	\$ 20,892,114	\$ 20,061,295
Outputs:				
Fire Alarms				
Total Alarm Responses	7,512	7,700	7,000	8,000
Alarms out of city	122	210	80	50
Multiple Alarms	9	5	5	3
Airport Alerts	3	2	2	1
Operations Division				
Number of vehicles maintained by fire service personnel	51	53	51	52
Total Man hours @ fires	31,950	33,000	30,000	31,000
Water pumped (gallons) @ fires	135,000	100,000	90,000	100,000
Fire Hydrant Maint. (Man hours)	2,300	2,600	3,300	3,500
General Maint. (Man hours)	36,250	37,000	40,000	40,000
Fire Prevention Division				
Fire Prevention Presentations	210	250	200	250
Total Audience	36,000	42,000	25,000	40,000
Fire Prevention Inspections	4,790	4,000	3,000	4,100
Fire Prevention Investigations	18	15	25	20
Training Division				
Training Man hours-In Service	12,800	19,000	35,000	38,000
Continuous Education	4,750	4,600	4,700	4,700
Hazardous Material	720	800	1,000	1,000
Aircraft Rescue Firefighting	1,120	900	1,600	1,600
Emergency Care Attendant	2,560	2,700	4,300	4,000
Effective Measures:				
Average response times (minutes)	4:45	4:30	4:40	4:20
Reported to dispatch	:25	:19	:18	:17
Response to arrival (travel time)	3:28	3:20	3:25	3:15
Percent estimated property fire loss	3.8%	4.0%	3.9%	3.7%
Efficiency Measures:				
Operating cost per capita	\$129.84	\$130.00	\$141.17	\$140.00
Average number of inspections per inspector per month	46	55	35.0	55
Number of firefighters per 1000 residents	1.3	1.3	1.4	1.4
Number of firefighters per square mile	3.7	3.6	3.7	3.7
Department expenditures per capita	\$120.03	\$120.00	\$141.17	\$140.00
Population:	149,189	152,046	151,352	153,546

Description:

The Fire Administration/ EOC is located between N. 21st St. & Cedar, McAllen, TX. The Department is comprised of: (179) civil service employees/active firefighter personnel, (1) Fire Chief, non-civil service employee, (18) 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.
5068 hydrants at 10 minutes each times 3 persons.

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: TRAFFIC OPERATIONS

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.		-		-	-	-	-	-		
3.		-		-	-	-	-	-		
4.		-		-	-	-	-	-		
5.		-		-	-	-	-	-		
Total Compensation & Benefits		\$ 1,596,147		\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
SUPPLIES										
1.	< Please select category >									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Supplies		\$ 118,492						\$ -		\$ -
OTHER SERVICES & CHARGES										
1.	Rental & contractual							4,000	4,000	Custodial Services 5 days a week, 4 hr/day
2.	Utilities-water							7,000	7,000	To match prior year consumption
3.	Rental-depreciation fun							9,056	-	Additional Rental for General Depreciation
4.	< Please select category >									
5.	< Please select category >									
Total Other Services & Charges		\$ 398,169						\$ 20,056	\$ 11,000	
MAINTENANCE										
1.	Vehicles							40,000		Have already exceeded budget, match last year
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance		\$ 320,404						\$ 40,000	\$ -	
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ 127,570	\$ 42,251	
TOTAL		\$ 2,433,212						\$ 187,626	\$ 53,251	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: General
DEPARTMENT: TRAFFIC OPERATIONS

DEPT REQUEST				CM RECOMM		
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Equipment						
Heavy Duty Utility Trailer (16'x7')	\$5,495	1	\$5,495	1	\$5,495	Heavy Duty utility trailer to replace existing unrepairable trailer
Work Trailer (16'x7)	\$3,495	2	\$6,990		\$0	Light duty utility trailer to replace existing trailer
Watersystem Grinder- Striping	\$9,170	1	\$9,170		\$0	Additional grinder, less damage to asphalt & less dust inhalation for employees
Thermoplastic Applicator	\$21,556	1	\$21,556	1	\$21,556	Striping applicator, current ones we have available will no longer be manufact.
Paint Shaker	\$6,160	1	\$6,160		\$0	The one currently available at Traffic is broken and unrepairable
TOTAL			\$49,370		\$27,051	
Computer-Hardware						
Desktop	\$1,000	3	\$3,000	3	\$3,000	3 current positions do not have permanent workstations to do assignments
Computer Tablets	\$800	4	\$3,200	4	\$3,200	Street sign tracking and upgrade program (not purchased last year)
	\$0		\$0		\$0	
TOTAL			\$6,200		\$6,200	
Office Furniture/equipment						
Desks	\$1,200	5	\$6,000	5	\$6,000	Current desks are only pieces of furniture and too large for the office area
Office Chairs	\$250	5	\$1,250	5	\$1,250	To replace old chairs
	\$0		\$0		\$0	
TOTAL			\$7,250		\$7,250	
Computer-Software						
Adobe Acrobat	\$350	5	\$1,750	5	\$1,750	Required for staff to electronically sign documents
	\$0		\$0		\$0	
TOTAL			\$1,750		\$1,750	
Vehicles						
MID-SIZE SUV	\$30,000	1	\$30,000		\$0	New Addition
MID-SIZE TRUCK W/SERVICE BODY	\$33,000	1	\$33,000		\$0	New Addition
TOTAL			\$63,000		\$0	
Grand Total			\$127,570		\$42,251	

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted Budget	Estimated	Department	City Mgr	City Comm
	FY 18-19	FY 19-20	FY 19-20	Request	Recomm	Recomm
				FY 20-21	FY 20-21	FY 20-21
011-2030-421-60-01-000000 Compensation / Exempt	247,850	280,000	280,000	315,141	315,141	
011-2030-421-60-02-000000 Compensation / Non-exempt	695,096	731,900	731,900	851,639	851,639	
011-2030-421-60-06-000000 Compensation / Part time	-	-	-	11,557	11,557	
011-2030-421-60-10-000000 Compensation / Overtime	79,592	72,692	72,692	72,692	72,692	
011-2030-421-60-14-000000 Compensation / Car allowance	4,800	4,800	4,800	4,800	4,800	
011-2030-421-60-17-000000 Compensation / Telephone	2,700	3,480	3,480	5,760	5,760	
60	1,030,038	1,092,872	1,092,872	1,261,589	1,261,589	-
011-2030-421-61-30-000000 Benefits / Social security	75,335	96,222	96,222	96,512	96,512	
011-2030-421-61-36-000000 Benefits / Retirement	80,764	96,726	96,726	9,021	9,021	
011-2030-421-61-40-000000 Benefits / Unemployment tax	542	6,156	6,156	2,592	2,592	
011-2030-421-61-46-000000 Benefits / Workers' comp-	24,595	33,798	33,798	31,455	31,455	
011-2030-421-61-50-000000 Benefits / Health cost	100,295	145,824	145,824	181,680	181,680	
011-2030-421-61-52-000000 Benefits / Life insurance	737	1,996	1,996	2,026	2,026	
011-2030-421-61-53-000000 Benefits / Retiree health ins (ARC)	11,440	11,440	11,440	11,272	11,272	
61	293,708	392,162	392,162	334,558	334,558	
011-2030-423-62-02-000000 Supplies / Office	1,675	2,800	2,800	2,907	2,907	
011-2030-423-62-04-000000 Supplies / Operating	14,857	9,720	9,720	10,720	10,720	
011-2030-423-62-12-000000 Supplies / Small tools/minor equip-	44,542	29,100	29,100	39,100	39,100	
011-2030-423-62-18-000000 Supplies / Clothing & uniform	13,005	10,250	10,250	13,250	13,250	
011-2030-423-62-20-000000 Supplies / Chemical	60,783	52,515	52,515	52,515	52,515	
62	134,862	104,385	104,385	118,492	118,492	
011-2030-424-63-23-000000 Other services & charges / Online svc/network	775	-	-	456	456	
011-2030-424-63-43-000000 Other services & charges / Postage	80	280	280	780	780	
011-2030-424-63-44-000000 Other services & charges / Printing	3,611	2,646	2,646	4,146	4,146	
011-2030-424-63-45-000000 Other services & charges / Professional	7,874	3,037	3,037	3,037	3,037	
011-2030-424-63-52-000000 Other services & charges / Rental & contractual	28,964	19,304	19,304	28,304	28,304	
011-2030-424-63-65-000000 Other services & charges / Travel	9,501	8,900	8,900	14,811	14,811	
011-2030-424-63-67-000000 Other services & charges / Utilities-electric	149,639	150,000	150,000	159,490	159,490	
011-2030-424-63-69-000000 Other services & charges / Utilities-telephone	2,492	3,000	3,000	3,600	3,600	
011-2030-424-63-70-000000 Other services & charges / Utilities-water	12,906	13,000	13,000	12,700	12,700	
011-2030-424-63-75-000000 Other services & charges / Rental-depreciation fi	164,038	178,126	178,126	175,906	166,850	
011-2030-424-63-85-000000 Other services & charges /RollingStckShrtge-Ge	-	5,500	5,500	5,500	5,500	
011-2030-424-63-91-000000 Other services & charges / Educational refund-of	-	5,200	5,200	5,200	5,200	
011-2030-424-63-99-000000 Other services & charges / Miscellaneous	4,053	3,295	3,295	4,295	4,295	
63	383,932	392,288	392,288	418,225	409,169	
011-2030-425-65-04-000000 Maintenance / Computer software/hardware	3,759	6,500	6,500	11,500	11,500	

2021

011-2030 Traffic operations

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-2030-425-65-08-000000 Maintenance / Equipment	33,506	23,750	23,750	30,750	30,750	
011-2030-425-65-10-000000 Maintenance / Facilities	9,090	3,500	3,500	8,500	8,500	
011-2030-425-65-14-000000 Maintenance / Streets	131,022	194,000	194,000	200,000	200,000	
011-2030-425-65-16-000000 Maintenance / Vehicles	76,124	76,000	76,000	78,000	38,000	
011-2030-425-65-17-000000 Maintenance / Fuel & lubricants	37,656	31,000	31,000	31,654	31,654	
65	291,157	334,750	334,750	360,404	320,404	
011-2030-426-66-14-000000 Capital outlay / Vehicles	-	-	-	63,000	-	
011-2030-426-66-16-000000 Capital outlay / Office furniture/equip-	-	-	-	7,250	7,250	
011-2030-426-66-20-000000 Capital outlay / Equipment	167,048	32,000	32,000	49,370	27,051	
011-2030-426-66-22-000000 Capital outlay / Computer-hardware	-	-	-	6,200	6,200	
011-2030-426-66-24-000000 Capital outlay / Computer-software	-	12,000	12,000	1,750	1,750	
011-2030-426-66-30-000000 Capital outlay / Imprv- other than buildgs	-	-	-	-	-	
011-2030-426-66-99-000000 Capital outlay / Non-capitalized	76,573	6,150	6,150	-	-	
66	243,621	50,150	50,150	127,570	42,251	
011-2030-429-78-01-000000 Disaster Exp/ COVID-19	-	60,000	60,000	-	-	
78	-	60,000	60,000	-	-	-
011-2030 Traffic Operations	\$ 2,377,318	\$ 2,426,607	\$ 2,426,607	\$ 2,620,838	\$ 2,486,463	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
2030	Traffic Operations	1			Asst Director of Engineering	FILLED	\$ 96,243
2030	Traffic Operations	1			Traffic Operations Manager	FILLED	60,119
2030	Traffic Operations	1			Traffic Operations Manager	FILLED	60,119
2030	Traffic Operations	1			Designer	FILLED	49,330
2030	Traffic Operations	1			Designer	FILLED	49,330
		<u>5</u>					<u>315,141</u>
2030	Traffic Operations		1		Administrative Supervisor	FILLED	30,593
2030	Traffic Operations		1		Apprentice Signal Technician	FILLED	29,370
2030	Traffic Operations		1		Apprentice Signal Technician	FILLED	29,370
2030	Traffic Operations		1		Apprentice Signal Technician	UNFILLED	29,370
2030	Traffic Operations		1		Journey Signal Technician	UNFILLED	34,857
2030	Traffic Operations		1		Journey Signal Technician	FILLED	34,857
2030	Traffic Operations		1		Maintenance Worker	FILLED	25,130
2030	Traffic Operations		1		Maintenance Worker	FILLED	25,130
2030	Traffic Operations		1		Maintenance Worker	FILLED	25,130
2030	Traffic Operations		1		Maintenance Worker	FILLED	25,130
2030	Traffic Operations		1		Maintenance Worker	FILLED	25,130
2030	Traffic Operations		1		Maintenance Worker	FILLED	25,130
2030	Traffic Operations		1		Maintenance Worker	FILLED	25,130
2030	Traffic Operations		1		Maintenance Worker	FILLED	25,130
2030	Traffic Operations		1		Maintenance Worker	FILLED	25,130
2030	Traffic Operations		1		Maintenance Worker	UNFILLED	25,130
2030	Traffic Operations		1		Maintenance Worker	UNFILLED	25,130
2030	Traffic Operations		1		Receptionist/Admin Clerk	FILLED	25,130
2030	Traffic Operations		1		Senior Maintenance Worker	FILLED	27,206
2030	Traffic Operations		1		Senior Maintenance Worker	FILLED	27,206
2030	Traffic Operations		1		Sign Cad Technician	FILLED	28,277
2030	Traffic Operations		1		Sign Cad Technician	FILLED	28,277
2030	Traffic Operations		1		Sign Cad Technician	FILLED	28,277
2030	Traffic Operations		1		Signal Technician	FILLED	31,795
2030	Traffic Operations		1		Signal Technician	FILLED	31,795
2030	Traffic Operations		1		Traffic Technician	FILLED	28,277
2030	Traffic Operations		1		Traffic Operations Crew Leader	FILLED	34,857
2030	Traffic Operations		1		Traffic Operations Crew Leader	FILLED	34,857
2030	Traffic Operations		1		Video Systems Maintnce Tech	FILLED	30,419
2030	Traffic Operations		1		Video Systems Maintnce Tech	FILLED	30,419
			<u>30</u>				<u>851,640</u>
2030	Traffic Operations		<u>1</u>		Part Time - Intern	UNFILLED	<u>11,557</u>
					OVERTIME		72,692
					CAR ALLOWANCE		4,800
					TELEPHONE		5,760
							<u>83,252</u>
CURRENT POSITIONS			36				\$ 1,261,589



Mission Statement:	Department Summary										
	Actual 18-19	Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Mgr Recomm. 20-21	Four Year Plan				
							21-22	23-23	23-24	24-25	
<p>“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.”</p>	Expenditure Detail:										
	Personnel Services										
	Salaries and Wages	\$ 1,030,038	\$ 1,239,396	\$ 1,092,872	\$ 1,092,872	\$ 1,261,589	\$ 1,261,589	\$ 1,261,589	\$ 1,261,589	\$ 1,261,589	\$ 1,261,589
	Employee Benefits	293,708	389,326	392,162	392,162	334,558	334,558	334,558	334,558	334,558	334,558
	Supplies	134,862	118,492	104,385	104,385	118,492	118,492	118,492	118,492	118,492	118,492
	Other Services and Charges	383,932	409,445	452,288	452,288	418,225	409,169	409,169	409,169	409,169	409,169
	Maintenance	291,157	320,404	334,750	334,750	360,404	320,404	320,404	320,404	320,404	320,404
	Operations Subtotal	2,133,697	2,477,063	2,376,457	2,376,457	2,493,268	2,444,212	2,444,212	2,444,212	2,444,212	2,444,212
	Capital Outlay	243,621	47,200	50,150	50,150	127,570	42,251	-	-	-	-
	Total Expenditures	\$ 2,377,318	\$ 2,524,263	\$ 2,426,607	\$ 2,426,607	\$ 2,620,838	\$ 2,486,463	\$ 2,444,212	\$ 2,444,212	\$ 2,444,212	\$ 2,444,212
	PERSONNEL										
	Exempt	5	5	5	5	5	5	5	5	5	5
	Non-Exempt	30	30	30	30	30	30	30	30	30	30
	Part-Time	1	1	1	-	1	1	1	1	1	1
	Total Positions Authorized	36	36	36	35	36	36	36	36	36	36

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

MAJOR FY 20-21 GOALS

1. Complete the Traffic Signal Study and Implement the proposed timing plans
2. Complete installation of Cabinets and Controllers as approved through 2018 Bond
3. Continue with installation of Fiber as approved through 2018 Bond

Traffic Operations

www.mcallen.net/departments/traffic

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees - Signal Maintenance	18	20	19	19
Number of full time employees - Sign Maintenance	5	5	5	5
Number of full time employees - Pavement Markings	5	5	5	5
Number of full time employees - Traffic Studies	5	4	5	5
Department Expenditures	\$ 2,377,318	\$ 2,426,607	\$ 2,426,607	\$ 2,486,463
Outputs:				
Number of Traffic signals maintained	548	910	600	800
Number of signs installed / maintained	238	300	500	400
Linear feet of pavement markings installed	180,616	145,000	150,000	150,000
Number of traffic studies conducted	65	100	75	75
Proposed Efficiency Measures:				
Number of signals maintained per full time employee - Signal Maint.	30	46	32	42
Number of signs installed / maintained per full time employee - Sign Maint.	48	60	100	80
Linear feet of pavement markings installed per full time employee - Pavement Markings	36,123	29,000	30,000	30,000
Citizen Satisfaction with Traffic	NA	85%	85%	85%
Department expenditures per capita	\$ 15.93	\$ 15.96	\$ 16.03	\$ 16.19
Population:	149,189	152,046	151,352	153,546

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.

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

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: Building Permits & Inspections

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.				-	-	-	-	-		
3.				-	-	-	-	-		
4.				-	-	-	-	-		
5.				-	-	-	-	-		
Total Compensation & Benefits			\$ 1,026,995	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
SUPPLIES										
1. Photocopier								3,500		Scan blueprints for construction projects. Large blueprints need to be scanned in it's original form for future reference.
2. < Please select category >										
3. < Please select category >										
4. < Please select category >										
5. < Please select category >										
Total Supplies			\$ 13,687					\$ 3,500	\$ -	
OTHER SERVICES & CHARGES										
1. Training								9,400	9,400	For the development and training for new hire non-plumbing license Building Inspectors to be eligible to take State Plumbing Exam.
2. < Please select category >										
3. < Please select category >										
4. < Please select category >										
5. < Please select category >										
Total Other Services & Charges			\$ 58,323					\$ 9,400	\$ 9,400	
MAINTENANCE										
1. Equipment										
2. < Please select category >										
3. < Please select category >										
4. < Please select category >										
5. < Please select category >										
Total Maintenance			\$ 13,036					\$ -	\$ -	
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ 12,900	\$ 3,500	
TOTAL			\$ 1,112,041					\$ 25,800	\$ 12,900	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL FUND
DEPARTMENT: BUILDING CODE COMPLIANCE

DEPT REQUEST				CM RECOMM		
Equipment						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Plumbing License Training	\$4,700	2	\$9,400		\$0	For the development and training for new hire non-plumbing license Building Inspectors to be eligible to take State Plumbing Exam.
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$9,400		\$0	

Office Furniture/equipment						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
HP Designjet T830 36In MFP Printer	\$3,500	1	\$3,500	1	\$3,500	Scan blueprints for construction projects. Large blueprints need to be scanned in it's original form for future reference.
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$3,500		\$3,500	

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

Grand Total			\$12,900		\$3,500	
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-2040-421-60-01-000000 Compensation / Exempt	202,291	206,136	206,136	210,097	210,097	
011-2040-421-60-02-000000 Compensation / Non-exempt	454,511	523,162	523,162	529,146	529,146	
011-2040-421-60-06-000000 Compensation / Part time	13,204	15,000	15,000	11,626	11,626	
011-2040-421-60-10-000000 Compensation / Overtime	2,017	4,381	4,381	4,381	4,381	
011-2040-421-60-14-000000 Compensation / Car allowance	21,450	22,200	22,200	22,200	22,200	
011-2040-421-60-15-000000 Compensation/Certification				-	-	
011-2040-421-60-17-000000 Compensation / Telephone	6,600	7,440	7,440	7,440	7,440	
60	700,073	778,319	778,319	784,890	784,890	
011-2040-421-61-30-000000 Benefits / Social security	49,427	60,206	60,206	60,044	60,044	
011-2040-421-61-36-000000 Benefits / Retirement	54,579	61,072	61,072	67,971	67,971	
011-2040-421-61-40-000000 Benefits / Unemployment tax	284	3,420	3,420	1,440	1,440	
011-2040-421-61-46-000000 Benefits / Workers' comp-	2,797	3,765	3,765	2,468	2,468	
011-2040-421-61-50-000000 Benefits / Health cost	71,590	86,952	86,952	101,832	101,832	
011-2040-421-61-52-000000 Benefits / Life insurance	503	1,266	1,266	1,304	1,304	
011-2040-421-61-53-000000 Benefits / Retiree health ins (ARC)	7,136	7,136	7,136	7,046	7,046	
61	186,317	223,817	223,817	242,105	242,105	
011-2040-423-62-02-000000 Supplies / Office	3,368	3,717	3,717	3,717	3,717	
011-2040-423-62-04-000000 Supplies / Operating	14,632	15,000	15,000	13,470	9,970	
62	18,001	18,717	18,717	17,187	13,687	
011-2040-424-63-13-000000 Other services & charges / Demolition	3,311			-	-	
011-2040-424-63-14-000000 Other services & charges / Dues & subscription	1,155	1,757	1,757	1,757	1,757	
011-2040-424-63-52-000000 Other services & charges / Rental & contractual	13,403	15,000	15,000	8,783	8,783	
011-2040-424-63-64-000000 Other services & charges / Training	15,183	22,311	22,311	22,400	22,400	
011-2040-424-63-65-000000 Other services & charges / Travel		1,370	1,370	1,370	1,370	
011-2040-424-63-75-000000 Other services & charges / Rental-depreciation f	24,613	24,613	24,613	21,175	21,175	
011-2040-424-63-89-000000 Other service & charges / Credit card fees	14,484	20,000	20,000	12,000	12,000	
011-2040-424-63-99-000000 Other services & charges / Miscellaneous	435	238	238	238	238	
63	72,584	85,289	85,289	67,723	67,723	
011-2040-425-65-08-000000 Maintenance / Equipment	766	1,524	1,524	1,524	1,524	
011-2040-425-65-16-000000 Maintenance / Vehicles	6,173	4,500	4,500	4,500	4,500	
011-2040-425-65-17-000000 Maintenance / Fuel & lubricants	6,562	7,012	7,012	7,012	7,012	
65	13,501	13,036	13,036	13,036	13,036	
011-2040-426-66-14-000000 Capital outlay / Vehicles				-	-	
011-2040-426-66-16-000000 Capital outlay / Office furniture/equip-				3,500	3,500	

2021

011-2040 Building Permits & Inspections

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-2040-426-66-20-000000 Capital outlay / Equipment		2,513	2,513	9,400	-	
011-2040-426-66-24-000000 Capital outlay / Computer-software				-	-	
011-2040-426-66-99-000000 Capital outlay / Non-capitalized				-	-	
66		2,513	2,513	12,900	3,500	
011-2040-429-78-01-000000 Disaster Exp/ COVID-19		24,897	24,897	-	-	
78		24,897	24,897	-	-	-
<hr/>						
011-2040 Bldg Permits & Inspection	\$ 990,476	\$ 1,146,588	\$ 1,146,588	\$ 1,137,841	\$ 1,124,941	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
2040	Building Code Compliance	1			Chief Building Official	FILLED	\$ 96,243
2040	Building Code Compliance	1			Supervisor Building Inspection	FILLED	52,927
2040	Building Code Compliance	1			Supervisor Plans Examiner	FILLED	52,927
2040	Building Code Compliance				Certification Pay		8,000
		3					210,097
2040	Building Code Compliance		1		Administrative Clerk	FILLED	27,206
2040	Building Code Compliance		1		Administrative Clerk	FILLED	27,206
2040	Building Code Compliance		1		Administrative Supervisor	FILLED	33,893
2040	Building Code Compliance		1		Building Inspector	FILLED	38,329
2040	Building Code Compliance		1		Building Inspector	FILLED	35,095
2040	Building Code Compliance		1		Building Inspector	FILLED	33,675
2040	Building Code Compliance		1		Building Inspector	FILLED	33,675
2040	Building Code Compliance		1		Building Inspector	FILLED	33,675
2040	Building Code Compliance		1		Building Inspector	FILLED	33,675
2040	Building Code Compliance		1		Building Inspector	UNFILLED	33,675
2040	Building Code Compliance		1		Permit Technician	FILLED	29,370
2040	Building Code Compliance		1		Permit Technician	FILLED	29,370
2040	Building Code Compliance		1		Plans Examiner	FILLED	33,675
2040	Building Code Compliance		1		Plans Examiner	FILLED	33,675
2040	Building Code Compliance		1		Plans Examiner	UNFILLED	33,675
2040	Building Code Compliance		1		Senior Administrative Clerk	FILLED	28,277
2040	Building Code Compliance				Certification Pay		11,000
			16				529,146
2040	Building Code Compliance		1		Part Time Clerk	FILLED	11,626
			1				11,626
					OVERTIME		4,381
					CAR ALLOWANCE		22,200
					TELEPHONE		7,440
							34,021
CURRENT POSITIONS			20				\$ 784,890

Building Permits & Inspections

www.mcallen.net/devservices/permits



Budget Summary

Statement:

To establish building standards to provide safety and hazard free living in our community; by engaging in an alliance with those involved in the construction industry for the residents of McAllen.

Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan			
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25
Personnel Services										
Salaries and Wages	\$ 700,073	\$ 774,717	\$ 778,319	\$ 778,319	\$ 784,890	\$ 784,890	\$ 817,423	\$ 817,423	\$ 817,423	\$ 817,423
Employee Benefits	186,317	221,923	223,817	223,817	242,105	242,105	254,248	254,248	254,248	254,248
Supplies	18,001	13,687	18,717	18,717	17,187	13,687	14,371	14,371	14,371	14,371
Other Services and Charges	72,584	61,761	110,186	110,186	67,723	67,723	68,535	68,535	68,535	68,535
Maintenance	13,501	13,036	13,036	13,036	13,036	13,036	13,036	13,036	13,036	13,036
Operations Subtotal	990,476	1,085,124	1,144,075	1,144,075	1,124,941	1,121,441	1,167,613	1,167,613	1,167,613	1,167,613
Capital Outlay	-	2,513	2,513	2,513	12,900	3,500	5,050	-	-	-
Total Expenditures	\$ 990,476	\$ 1,087,637	\$ 1,146,588	\$ 1,146,588	\$ 1,137,841	\$ 1,124,941	\$ 1,172,663	\$ 1,167,613	\$ 1,167,613	\$ 1,167,613
PERSONNEL										
Exempt	2	3	3	3	3	3	3	3	3	3
Non-Exempt	14	16	16	16	16	16	16	16	16	16
Part-Time	1	1	1	1	1	1	1	1	1	1
Total Positions Authorized	17	20	20	20	20	20	20	20	20	20

MAJOR FY 20-21 GOALS

Contact Us:

Luis Vasquez
Chief Building
Official
1300 Houston
Avenue
McAllen, TX 78501
(956) 681-1300

1. Adoption of the 2018 ICC family of Building Code
2. Implementation of Building Permits to be obtain online
3. Adopt the 2017 National Electric Code
4. Adopt the 2015 Energy Conservation Code as per state mandate

Building Code Compliance

www.mcallen.net/devservices/permits

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Total full time employees	16	19	19	19
Department Expenditures	\$ 990,476	1,146,588	\$ 1,146,588	\$ 1,124,941
Outputs:				
Residential permits issued	942	974	1,034	1,200
Commercial permits issued	720	591	823	900
Sub-Cont. Permits issued	4,274	4,376	4,800	5,000
Construction inspections made	29,144	28,570	30,018	30,918
Plan review	3,344	3,729	3,444	3,547
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	N/A	N/A	N/A	N/A
Plan review - Residential	1,814	2,112	1,868	1,924
Plan review - Commercial	1,530	1,617	1,700	1,800
Efficiency Measures:				
Average permits per Permit Technician	1,115	1,864	1,148	1,182
Average permits per clerk	1,484	1,485	1,500	1,500
Construction average inspections per Inspect	4,857	4,762	5,003	5,153
Plan review	3,344	3,729	3,444	3,547
Department expenditures per capita		7.15		
Population:	149,189	152,046	151,352	153,546

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

Description:

Our department reviews and inspects all aspects of building construction. We are located in the Development Service Center at 311 North 15th Street. Our staff consists of a Chief Building Official, a Supervisor Building Inspector, a Supervisor Plans Examiner, an Administrative Assistant, Building Inspectors, Plans Examiners, Permit Technicians and Administrative Clerks.

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: ENGINEERING

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.				-	-	-	-	-		
3.				-	-	-	-	-		
4.				-	-	-	-	-		
5.				-	-	-	-	-		
Total Compensation & Benefits			\$ 1,984,911	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
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.	< Please select category >									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Other Services & Charges			\$ 141,377					\$ -		\$ -
MAINTENANCE										
1. Equipment										
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance			\$ 37,110					\$ -		\$ -
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ 34,018		\$ 22,218
TOTAL			\$ 2,176,398					\$ 34,018		\$ 22,218

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: General
DEPARTMENT: ENGINEERING

DEPT REQUEST				CM RECOMM			
Computer-Hardware	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	Tablets	\$1,500	2	\$3,000	2	\$3,000	To replace broken tablets that inspectors use for field notes
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$3,000		\$3,000	

Computer-Software	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	Geopak	\$14,000	1	\$14,000	1	\$14,000	additional license needed for roadway design
	Civil storm	\$5,000	1	\$5,000	1	\$5,000	additional license needed for drainage design
	Adobe Standard	\$218	1	\$218	1	\$218	software for employee that recently started
		\$0		\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$19,218		\$19,218	

Office Furniture/equipment	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	Office Chairs	\$200	4	\$800	0	\$0	To replace desk chairs that have broken
	Partitions	\$11,000	1	\$11,000	0	\$0	To revise office configuration and provide barriers between desks
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$11,800		\$0	

Grand Total				\$34,018		\$22,218	
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-3002-431-60-01-000000 Compensation / Exempt	797,688	884,045	884,045	889,844	889,844	
011-3002-431-60-02-000000 Compensation / Non-exempt	531,979	579,920	579,920	582,718	582,718	
011-3002-431-60-10-000000 Compensation / Overtime	7,308	17,000	17,000	17,781	17,781	
011-3002-431-60-14-000000 Compensation / Car allowance	36,800	42,000	42,000	42,000	42,000	
011-3002-431-60-17-000000 Compensation / Telephone	9,840	10,620	10,620	10,620	10,620	
60	1,383,615	1,533,585	1,533,585	1,542,963	1,542,963	
011-3002-431-61-30-000000 Benefits / Social security	105,488	117,993	117,993	118,037	118,037	
011-3002-431-61-36-000000 Benefits / Retirement	113,225	119,689	119,689	133,621	133,621	
011-3002-431-61-40-000000 Benefits / Unemployment tax	623	4,788	4,788	2,016	2,016	
011-3002-431-61-46-000000 Benefits / Workers' comp-	4,682	6,438	6,438	4,741	4,741	
011-3002-431-61-50-000000 Benefits / Health cost	107,340	131,184	131,184	167,256	167,256	
011-3002-431-61-52-000000 Benefits / Life insurance	927	2,440	2,440	2,507	2,507	
011-3002-431-61-53-000000 Benefits / Retiree health ins (ARC)	13,639	13,639	13,639	13,770	13,770	
61	345,923	396,171	396,171	441,948	441,948	
011-3002-433-62-02-000000 Supplies / Office	6,474	5,000	5,000	6,000	6,000	
011-3002-433-62-04-000000 Supplies / Operating	2,431	2,300	2,300	2,500	2,500	
011-3002-433-62-18-000000 Supplies / Clothing & uniform	3,118	1,825	1,825	4,500	4,500	
62	12,023	9,125	9,125	13,000	13,000	
011-3002-434-63-14-000000 Other services & charges / Dues & subscription	4,766	7,500	7,500	7,500	7,500	
011-3002-434-63-18-000000 Other services & charges / Eng- & architect fees	5,889	3,000	3,000	18,000	18,000	
011-3002-434-63-23-000000 Other services & charges / Online svc/network	2,246	3,000	3,000	700	700	
011-3002-434-63-45-000000 Other services & charges / Professional	35,077	25,000	25,000	55,000	55,000	
011-3002-434-63-52-000000 Other services & charges / Rental & contractual	7,396	6,000	6,000	6,650	6,650	
011-3002-434-63-64-000000 Other services & charges / Training	4,608	6,000	6,000	8,000	8,000	
011-3002-434-63-65-000000 Other services & charges / Travel	6,833	6,500	6,500	9,876	9,876	
011-3002-434-63-75-000000 Other services & charges / Rental-general depr- fu	31,213	35,475	35,475	35,263	35,263	
011-3002-434-63-99-000000 Other services & charges / Miscellaneous	360	360	360	388	388	
63	98,390	92,835	92,835	141,377	141,377	-
011-3002-435-65-04-000000 Maintenance / Computer/software	12,794	16,500	16,500	16,500	16,500	
011-3002-435-65-08-000000 Maintenance / Equipment	567	1,500	1,500	1,500	1,500	
011-3002-435-65-16-000000 Maintenance / Vehicles	21,078	9,000	9,000	9,000	9,000	
011-3002-435-65-17-000000 Maintenance / Fuel & lubricants	15,655	10,110	10,110	10,110	10,110	
65	50,094	37,110	37,110	37,110	37,110	
011-3002-436-66-14-000000 Capital outlay / Vehicles	-	-	-	-	-	

2021

011-3002 Engineering

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Mgr	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
011-3002-436-66-16-000000 Capital outlay / Office furniture/equip-	-	-	-	11,800	-	-
011-3002-436-66-20-000000 Capital outlay / Equipment	18,197	-	-	-	-	-
011-3002-436-66-22-000000 Capital outlay / Computer-hardware	-	-	-	3,000	3,000	-
011-3002-436-66-24-000000 Capital outlay / Computer-software	-	-	-	19,218	19,218	-
011-3002-436-66-99-000000 Capital outlay / Non-capitalized	11,329	1,014	1,014	-	-	-
66	29,526	1,014	1,014	34,018	22,218	-
011-3002-439-78-01-000000 Disaster Exp/ COVID-19	-	-	-	-	-	-
78	-	-	-	-	-	-
011-3002 Engineering	\$ 1,919,571	\$ 2,069,840	\$ 2,069,840	\$ 2,210,416	\$ 2,198,616	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
3002	Engineering	1			Director Engineering	FILLED	\$ 121,147
3002	Engineering	1			Capital Project Engineer	FILLED	84,395
3002	Engineering	1			Construction Manager - CF	UNFILLED	68,981
3002	Engineering	1			Construction Manager	FILLED	68,981
3002	Engineering	1			Deputy Director Engineering	FILLED	107,671
3002	Engineering	1			Designer	UNFILLED	71,400
3002	Engineering	1			Designer/Subdivision Coordinator	FILLED	49,330
3002	Engineering	1			Designer/Subdivision Coordinator	FILLED	49,329
3002	Engineering	1			Development Engineer	UNFILLED	84,394
3002	Engineering	1			Drainage Engineer	FILLED	91,208
3002	Engineering	1			Transportation Engineer	FILLED	91,208
3002	Engineering	0			Certification Pay (EMP)		1,800
		<u>11</u>					<u>889,844</u>
3002	Engineering		1		Administrative Supervisor	FILLED	40,471
3002	Engineering		1		Engineering Inspector	FILLED	33,653
3002	Engineering		1		Engineering Inspector	FILLED	33,653
3002	Engineering		1		Engineering Inspector	FILLED	33,653
3002	Engineering		1		Engineering Tech I	FILLED	28,277
3002	Engineering		1		Engineering Tech I	FILLED	30,156
3002	Engineering		1		Engineering Tech II	FILLED	31,752
3002	Engineering		1		Engineering Tech III	FILLED	36,931
3002	Engineering		1		Engineering Tech III	FILLED	38,154
3002	Engineering		1		Permit Tech	UNFILLED	29,370
3002	Engineering		1		Lead Engineering Tech	FILLED	40,318
3002	Engineering		1		Secretary	FILLED	27,206
3002	Engineering		1		Secretary	FILLED	27,206
3002	Engineering		1		Secretary	FILLED	27,206
3002	Engineering		1		Senior Engineering Inspector	FILLED	37,433
3002	Engineering		1		Senior Engineering Inspector	FILLED	37,433
3002	Engineering		1		Utility Coordinator/Working Sprvsr	FILLED	49,846
			<u>17</u>				<u>582,718</u>
					OVERTIME		17,781
					CAR ALLOWANCE		42,000
					TELEPHONE		10,620
							<u>70,401</u>
CURRENT POSITIONS			28				\$ 1,542,963

CITY OF McALLEN, TEXAS
ROLLING STOCK REQUEST FORM
FLEET OPERATION'S RECOMMENDATION SCHEDULE
GENERAL DEPRECIATION AND GENERAL FUND
FISCAL YEAR 2020-2021

FUND: GENERAL DEPRECIATION
 DEPT. ENGINEERING

N=New R=Repl.	Unit #	REPLACING MAKE/MODEL	REQUESTING MAKE/MODEL	FLEET OPERATIONS RECOMMENDATION								CITY MANAGER APPROVAL
				BUDGET AMOUNT	DEPREC. YEARS	DEPREC. %	ANNUAL RENTAL	YES/NO	FLEET COMMENTS	DEPREC. VARIANCE	FY 19-20 ROLLOVER	YES/NO
R	EN2502	2008 FORD F-250 CC SB 4WD	1/2 TON EC SB 4WD GAS	32,000	8	0.15	\$ 4,600	YES	MEETS REPLACEMENT CRITERIA	\$ 6,000		YES
							#DIV/0!					
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							#DIV/0!					
				\$ 32,000						\$ 6,000	\$ -	

Description	Depreciation Yrs
Sedans, vans, light trucks, SUV, light equipment & Specialty Vehicles	8
Police "Marked" Patrol Cars	5
Sanitation Refuse Trucks	7
Heavy Trucks and Equipment	10
Fire Apparatus Trucks	12
Heavy Equipment (Bulldozers & Excavators only)	15



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				
	18-19	19-20	Budget 19-20	19-20	20-21	Recomm. 20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 1,383,615	\$ 1,514,125	\$ 1,533,585	\$ 1,533,585	\$ 1,542,963	\$ 1,542,963	\$ 1,542,963	\$ 1,542,963	\$ 1,575,956	\$ 1,575,956	
Employee Benefits	345,923	391,816	396,171	396,171	441,948	441,948	441,948	441,948	454,137	454,137	
Supplies	12,023	13,000	9,125	9,125	13,000	13,000	13,000	13,000	13,300	13,300	
Other Services and Charges	98,390	141,589	92,835	92,835	141,377	141,377	141,377	141,377	141,377	141,377	
Maintenance	50,094	37,110	37,110	37,110	37,110	37,110	37,110	37,110	37,110	37,110	
Operations Subtotal	1,890,045	2,097,640	2,068,826	2,068,826	2,176,398	2,176,398	2,176,398	2,176,398	2,221,880	2,221,880	
Capital Outlay	29,526	30,000	1,014	1,014	34,018	22,218	-	-	116,300	-	
Total Expenditures	\$ 1,919,571	\$ 2,127,640	\$ 2,069,840	\$ 2,069,840	\$ 2,210,416	\$ 2,198,616	\$ 2,176,398	\$ 2,176,398	\$ 2,338,180	\$ 2,221,880	
PERSONNEL											
Exempt	11	11	11	11	11	11	11	11	11	11	
Non-Exempt	16	17	17	17	17	17	17	17	17	17	
Part-Time	-	-	-	-	-	-	-	-	-	-	
Total Positions Authorized	27	28	28	28	28	28	28	28	28	28	

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

MAJOR FY 20-21 GOALS

1. Completion of 2013 Bond roadway and intersection improvement projects.
2. Implementation of Projects from Drainage Utility Fee, TIRZ 2, HMGP and other funding sources
3. Completion of Roadway Masterplan and funding mechanisms.
4. Seek grant opportunities for paving and drainage improvements.
5. Completion of 2018 Bond Drainage Projects

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees staff / Design Engineers	9	9	9	9
Number of full time employees / Support staff	15	15	15	15
Number of full time employees staff / Development Review	5	4	5	5
Department Expenditures	\$ 1,919,571	\$ 2,069,840	\$ 2,069,840	\$ 2,198,616
Outputs:				
Number of construction contracts executed	37	50	65	30
Number of in-house projects designed	36	40	40	30
Number of architect / engineer / survey consulting contracts monitored	44	50	70	40
Number of ROW permits processed / inspected / request for service	746	600	600	600
Number of subdivision plat & construction plans reviewed	93	100	100	100
Effectiveness Measures:				
Percent of projects completed within budget	na	95%	95%	95%
Percent of construction contracts completed within contract time	na	95%	95%	95%
Percent ROW permits reviewed within 1 working day	99%	95%	95%	95%
Percent of Subdivisions reviewed within 5 working days	90%	95%	95%	95%
Efficiency Measures:				
Number of construction contracts executed per full time employee - Engineer Staff	4	6	6	6
Number of in-house projects designed per full time employee - Engineer Staff	4	4	4	4
Number of A/E Consulting contracts monitored per full time employee - Engineer Staff	5	6	6	6
Number of ROW permits processed / inspected per full time employee - Support Staff	27	32	32	32
Number of Subdivisions reviewed per full time employee - Engineer Staff	47	25	25	25
Citizen satisfaction with storm drainage	na	85%	85%	85%
Internal Customer Satisfaction with Design Services	na	85%	85%	85%
Internal Customer Satisfaction with Construction Management Services	na	85%	85%	85%
Internal Customer Satisfaction with Inspection Services	na	85%	85%	85%
Department expenditures per capita	\$ 12.87	\$ 13.99	\$ 13.68	\$ 14.32
Population:	149,189	152,046	151,352	153,546

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 28 employees and is located in the Development Center, 311 N 15th Street. Additionally, the Traffic Operations Division falls within the Engineering Department.

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: STREET MAINTENANCE

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.				-	-	-	-	-		
3.				-	-	-	-	-		
4.				-	-	-	-	-		
5.				-	-	-	-	-		
Total Compensation & Benefits			\$ 2,183,846	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
SUPPLIES										
1.	< Please select category >									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Supplies			\$ 29,857					\$ -		\$ -
OTHER SERVICES & CHARGES										
1.	Rental-depreciation fun							11,500		Additional Rental for General Depreciation
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Other Services & Charges			\$ 407,397					\$ 11,500		\$ -
MAINTENANCE										
1.	Equipment									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance			\$ 3,897,072					\$ -		\$ -
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ 51,200		\$ 12,000
TOTAL			\$ 6,518,172					\$ 62,700		\$ 12,000

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL
DEPARTMENT: STREET MAINTENANCE

DEPT REQUEST				CM RECOMM		
Computer-Hardware						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
DESKTOP PC	\$1,200	1	\$1,200		\$0	REPLACE OLD COMPUTER - SENIOR ADMIN CLERK
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$1,200		\$0	
Equipment						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
RADIO (HANDHELD)	\$3,000	4	\$12,000	4	\$12,000	REPLACE OLD/NON WORKING RADIOS
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$12,000		\$12,000	
Equipment						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
SD8016 & SD9016 (REPLACEMENT EQUIPMENT PURCHASE)	\$38,000	1	\$38,000		\$0	DEPRECIATION FUNDING SHORTAGE
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$38,000		\$0	
<Please select a category>						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
Grand Total			\$51,200		\$12,000	

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-3022-431-60-01-000000 Compensation / Exempt	36,263	22,000	22,000	106,758	106,758	
011-3022-431-60-02-000000 Compensation / Non-exempt	1,102,911	1,250,000	1,250,000	1,406,814	1,406,814	
011-3022-431-60-10-000000 Compensation / Overtime	49,724	48,032	48,032	48,032	48,032	
011-3022-431-60-17-000000 Compensation / Telephone	2,400	2,500	2,500	3,120	3,120	
60	1,191,298	1,322,532	1,322,532	1,564,724	1,564,724	
011-3022-431-61-30-000000 Benefits / Social security	87,614	118,812	118,812	119,701	119,701	
011-3022-431-61-36-000000 Benefits / Retirement	93,520	120,521	120,521	135,505	135,505	
011-3022-431-61-40-000000 Benefits / Unemployment tax	361	7,524	7,524	3,168	3,168	
011-3022-431-61-46-000000 Benefits / Workers' comp-	64,902	96,056	96,056	95,124	95,124	
011-3022-431-61-50-000000 Benefits / Health cost	124,876	189,672	189,672	249,072	249,072	
011-3022-431-61-52-000000 Benefits / Life insurance	953	2,570	2,570	2,628	2,628	
011-3022-431-61-53-000000 Benefits / Retiree health ins (ARC)	13,922	13,924	13,924	13,923	13,923	
61	386,147	549,079	549,079	619,122	619,122	
011-3022-433-62-02-000000 Supplies / Office	969	1,539	1,539	1,539	1,539	
011-3022-433-62-04-000000 Supplies / Operating	16,235	12,000	12,000	12,000	12,000	
011-3022-433-62-12-000000 Supplies / Small tools/minor equip-	6,712	6,300	6,300	6,300	6,300	
011-3022-433-62-18-000000 Supplies / Clothing & uniform	10,029	10,018	10,018	10,018	10,018	
011-3022-433-62-20-000000 Supplies / Chemical	-	-	-	-	-	
62	33,946	29,857	29,857	29,857	29,857	
011-3022-434-63-14-000000 Other services & charges / Dues & subscriptio	-	150	150	150	150	
011-3022-434-63-23-000000 Other services & charges / Online svc/network	605	500	500	500	500	
011-3022-434-63-52-000000 Other services & charges / Rental & contractu	13,903	9,850	9,850	9,850	9,850	
011-3022-434-63-65-000000 Other services & charges / Travel	2,078	2,105	2,105	2,105	2,105	
011-3022-434-63-69-000000 Other services & charges / Utilities-telephone	-	392	392	392	392	
011-3022-434-63-75-000000 Other services & charges / Rental-general dep	402,966	402,733	402,733	405,400	393,900	
011-3022-434-63-99-000000 Other services & charges / Miscellaneous	580	500	500	500	500	
63	420,133	416,230	416,230	418,897	407,397	
011-3022-435-65-08-000000 Maintenance / Equipment	47,245	136,000	136,000	136,000	136,000	
011-3022-435-65-13-000000 Maintenance / Ditches	-	3,000	3,000	3,000	3,000	
011-3022-435-65-14-000000 Maintenance / Streets	171,991	200,000	200,000	220,600	220,600	
011-3022-435-65-15-000000 Maintenance / Repaving	3,067,991	3,221,595	3,221,595	3,221,595	3,221,595	
011-3022-435-65-16-000000 Maintenance / Vehicles	190,901	200,000	200,000	120,000	120,000	
011-3022-435-65-17-000000 Maintenance / Fuel & lubricants	130,748	123,377	123,377	123,377	123,377	
011-3022-435-65-18-000000 Maintenance / Railroad	42,558	72,500	72,500	72,500	72,500	

2021

011-3022 Street maintenance

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
65	3,651,435	3,956,472	3,956,472	3,897,072	3,897,072	-
011-3022-436-66-14-000000 Capital outlay / Vehicles	-	-	-	-	-	
011-3022-436-66-20-000000 Capital outlay / Equipment	230,657	2,500	2,500	12,000	12,000	
011-3022-436-66-22-000000 Capital outlay / Computer-hardware	-	-	-	1,200	-	
011-3022-436-66-99-000000 Capital outlay / Non-capitalized	23,576	-	-	38,000	-	
66	254,233	2,500	2,500	51,200	12,000	-
011-3022-439-78-01-000000 Disaster Exp/ COVID-19	-	-	-	-	-	
78	-	-	-	-	-	-
011-3022 Street Maintenance	\$ 5,937,192	\$ 6,276,670	\$ 6,276,670	\$ 6,580,872	\$ 6,530,172	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
3022	Street Maintenance	1			Street & Drainage Manager	UNFILLED	\$ 61,922
3022	Street Maintenance	1			Street Maint Supervisor	UNFILLED	44,836
		<u>2</u>					106,758
3022	Street Maintenance		1		HEO I B	FILLED	34,046
3022	Street Maintenance		1		HEO I B	FILLED	34,046
3022	Street Maintenance		1		HEO I B	FILLED	34,046
3022	Street Maintenance		1		HEO I B	FILLED	34,046
3022	Street Maintenance		1		HEO I B	FILLED	34,046
3022	Street Maintenance		1		HEO I B	UNFILLED	34,046
			<u>6</u>				204,276
3022	Street Maintenance		1		HEO II A	FILLED	37,390
3022	Street Maintenance		1		HEO II A	FILLED	37,390
3022	Street Maintenance		1		HEO II A	FILLED	37,390
3022	Street Maintenance		1		HEO II A	FILLED	37,390
3022	Street Maintenance		1		HEO II A	FILLED	37,390
3022	Street Maintenance		1		HEO II A	FILLED	37,390
3022	Street Maintenance		1		HEO II A	FILLED	37,390
			<u>7</u>				261,730
3022	Street Maintenance		1		HEO II B	FILLED	36,100
3022	Street Maintenance		1		HEO II B	FILLED	36,100
3022	Street Maintenance		1		HEO II B	FILLED	36,100
3022	Street Maintenance		1		HEO II B	FILLED	36,100
3022	Street Maintenance		1		HEO II B	FILLED	36,100
3022	Street Maintenance		1		HEO II B	FILLED	36,100
3022	Street Maintenance		1		HEO II B	UNFILLED	36,100
3022	Street Maintenance		1		HEO II B	UNFILLED	36,100
			<u>8</u>				288,800
3022	Street Maintenance		1		HEO III	FILLED	38,941
3022	Street Maintenance		1		HEO III	FILLED	38,941
3022	Street Maintenance		1		HEO III	FILLED	38,941
3022	Street Maintenance		1		HEO III	FILLED	38,941
			<u>4</u>				155,764
3022	Street Maintenance		1		Maintenance Worker	FILLED	25,393

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
3022	Street Maintenance		1		Maintenance Worker	FILLED	25,130
3022	Street Maintenance		1		Maintenance Worker	FILLED	25,130
3022	Street Maintenance		1		Maintenance Worker	FILLED	25,130
3022	Street Maintenance		1		Maintenance Worker	FILLED	25,130
3022	Street Maintenance		1		Maintenance Worker	FILLED	25,130
3022	Street Maintenance		1		Maintenance Worker	UNFILLED	25,130
3022	Street Maintenance		1		Maintenance Worker	UNFILLED	25,130
3022	Street Maintenance		1		Maintenance Worker	UNFILLED	25,130
			9				226,433
3022	Street Maintenance		1		Senior Administrative Clerk	UNFILLED	30,265
			1				30,265
3022	Street Maintenance		1		Senior Maintenance Worker	FILLED	27,206
3022	Street Maintenance		1		Senior Maintenance Worker	UNFILLED	27,206
3022	Street Maintenance		1		Senior Maintenance Worker	UNFILLED	27,206
			3				81,618
3022	Street Maintenance		1		Crew Leader A	FILLED	40,646
3022	Street Maintenance		1		Crew Leader A	FILLED	44,841
3022	Street Maintenance		1		Crew Leader A	UNFILLED	40,646
			3				126,133
3022	Street Maintenance		1		Welder	FILLED	31,795
	TOTALS FOR NON-EXEMPT		42				1,406,814
					OVERTIME		48,032
					TELEPHONE		3,120
							51,152
	CURRENT POSITIONS		44				\$ 1,564,724



Street Maintenance

www.mcallenpublicworks.net

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				
	18-19	19-20	Budget 19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 1,191,298	\$ 1,530,940	\$ 1,322,532	\$ 1,322,532	\$ 1,564,724	\$ 1,564,724	\$ 1,564,724	\$ 1,564,724	\$ 1,564,724	\$ 1,564,724	
Employee Benefits	386,147	545,664	549,079	549,079	619,122	619,122	619,122	619,122	619,122	619,122	
Supplies	33,946	29,857	29,857	29,857	29,857	29,857	29,857	29,857	29,857	29,857	
Other Services and Charges	420,133	416,230	416,230	416,230	418,897	407,397	407,397	407,397	407,397	407,397	
Maintenance	3,651,435	3,897,072	3,956,472	3,956,472	3,897,072	3,897,072	3,897,072	3,897,072	3,897,072	3,897,072	
Operations Subtotal	5,682,959	6,419,763	6,274,170	6,274,170	6,529,672	6,518,172	6,518,172	6,518,172	6,518,172	6,518,172	
Capital Outlay	254,233	2,500	2,500	2,500	51,200	12,000	21,000	20,600	14,000	-	
Total Expenditures	\$ 5,937,192	\$ 6,422,263	\$ 6,276,670	\$ 6,276,670	\$ 6,580,872	\$ 6,530,172	\$ 6,539,172	\$ 6,538,772	\$ 6,532,172	\$ 6,518,172	
PERSONNEL											
Exempt	2	2	2	2	2	2	2	2	2	2	
Non-Exempt	42	42	42	42	42	42	42	42	42	42	
Part-Time	-	-	-	-	-	-	-	-	-	-	
Total Positions Authorized	44	44	44	44	44	44	44	44	44	44	

MAJOR FY 20-21 GOALS

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

- 1.) Repair 45 alleys per year through the Alley Rehabilitation program.
- 2.) Target a 10% annual repaving/pavement restoration of all street inventory.

Street Maintenance

www.mcallenpublicworks.net

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of pothole crews	4	4	4	4
Number of full time employees	44	44	44	44
Department Expenditures	\$ 5,937,192	\$ 6,276,670	\$ 6,276,670	\$ 6,530,172
Total Street inventory -paved center line miles	541	541	541	541
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	1,200	1,200	800	1,200
Pothole patching in-house work orders	1,994	2,000	3,500	2,500
Number of potholes patched	14,817	25,000	17,000	20,000
Pothole patched square feet	186,680	180,000	150,000	180,000
Street Repair Caliche- Center Line Miles	52	52	52	52
Alley rehabilitation caliche - linear feet	6,262	17,330	6,000	12,000
Alley rehabilitation asphalt - linear feet*	12,626	10,000	8,000	1,000
Storm/emergency incident response	2	10	6	10
Center lane miles recycled	36.3	30.0	30.0	30.0
Preservation - Linear miles	15.6	10.0	10.0	10.0
Effectiveness Measures:				
Citizens Rating for Street Repair - Transportation Services*	75%	75%	75%	80%
Efficiency Measures:				
Number of potholes patched per crew- annually	3,704	6,250	4,250	5,000
Number of pothole patched work orders per crew- annually	799	800	1,075	925
Alley rehabilitation - linear feet per day	73	105	54	50
Department expenditures per capital	\$ 39.80	\$ 41.28	\$ 41.47	\$ 42.53
Population:	149,189	152,046	151,352	153,546

Description:

The Street Maintenance Department is a division of Public Works. Through its staff of forty four (44) 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 FY 2020 - 2021

DEPARTMENT NAME: STREET LIGHTING

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total		-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
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				\$ 2,151,390				\$ -		\$ -
MAINTENANCE										
1.	Equipment									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance				\$ 72,675				\$ -		\$ -
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ -		\$ -
TOTAL				\$ 2,224,065				\$ -		\$ -

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL
DEPARTMENT: STREET LIGHTING

DEPT REQUEST				CM RECOMM		JUSTIFICATION (MANDATORY)
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	

<Please select a category>

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

<Please select a category>

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

<Please select a category>

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

<Please select a category>

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

Grand Total **\$0** **\$0**

2021

011-3024 Street lighting

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Mgr	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
	FY 18-19	FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
011-3024-434-63-67-000000 Other services & charges / Utilities-electric 63	1,922,111	2,000,000	2,000,000	2,151,390	2,151,390	
	1,922,111	2,000,000	2,000,000	2,151,390	2,151,390	
011-3024-435-65-14-000000 Maintenance / Streets 65	29,099	30,675	30,675	72,675	72,675	
	29,099	30,675	30,675	72,675	72,675	
011-3024-436-66-20-000000 Capital outlay / Equipment	-	-	-	-	-	
011-3024-436-66-99-000000 Capital outlay / Non-capitalized 66	-	-	-	-	-	
	-	-	-	-	-	
011-3024 Street Lighting	\$ 1,951,210	\$ 2,030,675	\$ 2,030,675	\$ 2,224,065	\$ 2,224,065	\$ -



Mission Statement: To provide street lighting in residential and commercial areas.	Department Summary										
	Actual 18-19	Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Mgr Recomm. 20-21	Four Year Plan				
Expenditure Detail:											
Personnel Services											
Salaries and Wages						\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits											
Supplies											
Other Services and Charges	1,922,111	2,151,390	2,000,000	2,000,000	2,151,390	2,151,390	2,151,390	2,151,390	2,151,390	2,151,390	2,151,390
Maintenance	29,099	72,675	30,675	30,675	72,675	72,675	72,675	72,675	72,675	72,675	72,675
Operations Subtotal	1,951,210	2,224,065	2,030,675	2,030,675	2,224,065	2,224,065	2,224,065	2,224,065	2,224,065	2,224,065	2,224,065
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 1,951,210	\$ 2,224,065	\$ 2,030,675	\$ 2,030,675	\$ 2,224,065	\$ 2,224,065	\$ 2,224,065	\$ 2,224,065	\$ 2,224,065	\$ 2,224,065	\$ 2,224,065

Contact Us:

 Yvette Barrera
 Director of
 Engineering
 210 N. 20th Street
 McAllen, TX 78501
 (956) 681-2700

MAJOR FY 20-21 GOALS

1. Complete street light night time survey twice a year
2. Complete evaluation in various areas for additional street light requirements.
3. Coordinate with AEP for conversion of existing lights to LED lights.

Street Lighting

www.mcallen.net/departments/traffic/signalsandsigns

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Department Expenditures	\$ 1,951,210	\$ 2,030,675	\$ 2,030,675	\$ 2,224,065
Outputs:				
Number of street lights inspected	na	16,400	19,478	19,478
Efficiency Measures:				
Number of street lights inspected per full time employee	na	683	557	557
Number of lights per citizen per 1000	na	112	129	127
Department expenditures per capita	\$ 13.08	\$ 15.60	\$ 13.42	\$ 14.48
Population:	149,189	152,046	151,352	153,546

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

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 FY 2020 - 2021

DEPARTMENT NAME: SIDEWALK CONSTRUCTION

		BASELINE		DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)			
COMPENSATION									
New Position	Number Position	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	-
2.	-	-	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-	-	-
Personnel Revisions									
1.	Overtime		-	-	-	-	-	-	-
2.	Sr. Maintenance (5) to Trades Helper I (5)		16,954	-	-	2,785	19,739	19,739	Reclass Sr. Maintenance Worker to Trade Helper I. Tasks for both positions are similar but difference in pay.
3.		-	-	-	-	-	-	-	
4.		-	-	-	-	-	-	-	
5.		-	-	-	-	-	-	-	
Total Compensation & Benefits		\$ 254,486	\$ 16,954	\$ -	\$ -	\$ 2,785	\$ 19,739		\$ 19,739
SUPPLIES									
1.	< Please select category >								
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Supplies		\$ 30,132					\$ -		\$ -
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		\$ 13,825					\$ -		\$ -
MAINTENANCE									
1.	Equipment								
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Maintenance		\$ 27,870					\$ -		\$ -
CAPITAL OUTLAY									
** See Attached Capital Outlay Request Form									
Total Capital Outlay							\$ -		\$ -
TOTAL		\$ 326,313					\$ 19,739		\$ 19,739

2021

011-3026 Sidewalk construction

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-3026-431-60-01-000000 Compensation / Exempt	44,126	44,836	44,836	44,836	44,836	
011-3026-431-60-02-000000 Compensation / Non-exempt	92,074	135,499	135,499	152,984	152,984	
011-3026-431-60-10-000000 Compensation / Overtime	4,040	5,000	5,000	4,000	4,000	
011-3026-431-60-17-000000 Compensation / Telephone	720	720	720	720	720	
60	140,961	186,055	186,055	202,540	202,540	
011-3026-431-61-30-000000 Benefits / Social security	10,291	14,156	14,156	15,494	15,494	
011-3026-431-61-36-000000 Benefits / Retirement	10,965	14,360	14,360	17,540	17,540	
011-3026-431-61-40-000000 Benefits / Unemployment tax	46	1,026	1,026	432	432	
011-3026-431-61-46-000000 Benefits / Workers' comp-	5,401	8,358	8,358	8,337	8,337	
011-3026-431-61-50-000000 Benefits / Health cost	15,996	31,008	31,008	27,912	27,912	
011-3026-431-61-52-000000 Benefits / Life insurance	113	308	308	314	314	
011-3026-431-61-53-000000 Benefits / Retiree health ins (ARC)	1,673	1,673	1,673	1,656	1,656	
61	44,485	70,889	70,889	71,685	71,685	-
011-3026-433-62-04-000000 Supplies / Operating	36,533	26,000	26,000	26,000	26,000	
011-3026-433-62-12-000000 Supplies / Small tools/minor equip-	2,629	1,932	1,932	1,932	1,932	
011-3026-433-62-18-000000 Supplies / Clothing & uniform	2,340	2,200	2,200	2,200	2,200	
62	41,503	30,132	30,132	30,132	30,132	-
011-3026-434-63-75-000000 Other services & charges / Rental-general depr- fu	35,750	21,083	21,083	13,750	13,750	
011-3026-434-63-99-000000 Other services & charges / Miscellaneous	60	75	75	75	75	
63	35,810	21,158	21,158	13,825	13,825	-
011-3026-435-65-08-000000 Maintenance / Equipment	3,123	6,000	6,000	7,125	7,125	
011-3026-435-65-16-000000 Maintenance / Vehicles	13,414	12,000	12,000	12,000	12,000	
011-3026-435-65-17-000000 Maintenance / Fuel & lubricants	7,799	8,745	8,745	8,745	8,745	
65	24,335	26,745	26,745	27,870	27,870	
011-3026-436-66-20-000000 Capital outlay / Equipment	2,636	-	-	-	-	
011-3026-436-66-99-000000 Capital outlay / Non-capitalized	2,053	-	-	-	-	
66	4,688	-	-	-	-	
011-3026-439-78-01-000000 Disaster Exp/ COVID-19	-	-	-	-	-	
78	-	-	-	-	-	-
011-3026 Sidewalk Construction	\$ 291,783	\$ 334,979	\$ 334,979	\$ 346,052	\$ 346,052	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
3026	Sidewalk Construction	1 <hr/> 1			Sidewalk Const Supervisor	FILLED	\$ 44,836 <hr/> 44,836
3026	Sidewalk Construction		1	RECLASS TO	Trade Helper I	RECOMMENED	30,597
3026	Sidewalk Construction		1	RECLASS TO	Trade Helper I	RECOMMENED	30,597
3026	Sidewalk Construction		1	RECLASS TO	Trade Helper I	RECOMMENED	30,597
3026	Sidewalk Construction		1	RECLASS TO	Trade Helper I	RECOMMENED	30,597
3026	Sidewalk Construction		0	RECLASS FRO	Senior Maintenance Worker	FILLED	
3026	Sidewalk Construction		0	RECLASS FRO	Senior Maintenance Worker	FILLED	
3026	Sidewalk Construction		0	RECLASS FRO	Senior Maintenance Worker	FILLED	
3026	Sidewalk Construction		0	RECLASS FRO	Senior Maintenance Worker	FILLED	
3026	Sidewalk Construction		<hr/> 5				<hr/> 152,985
					OVERTIME		4,000
					TELEPHONE		720
							<hr/> 4,720
	CURRENT POSITIONS		6				\$ 202,540



Sidewalk Construction

www.mcallenpublicworks.net

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 18-19	Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Mgr Recomm. 20-21	Four Year Plan				
							21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 140,961	\$ 182,042	\$ 186,055	\$ 186,055	\$ 202,540	\$ 202,540	\$ 202,540	\$ 202,540	\$ 202,540	\$ 202,540	\$ 202,540
Employee Benefits	44,485	70,425	70,889	70,889	71,685	71,685	71,685	71,685	71,685	71,685	71,685
Supplies	41,503	30,132	30,132	30,132	30,132	30,132	30,132	30,132	30,132	30,132	30,132
Other Services and Charges	35,810	21,158	21,158	21,158	13,825	13,825	13,825	13,825	13,825	13,825	13,825
Maintenance	24,335	27,870	26,745	26,745	27,870	27,870	27,870	27,870	27,870	27,870	27,870
Operations Subtotal	287,095	331,627	334,979	334,979	346,052	346,052	346,052	346,052	346,052	346,052	346,052
Capital Outlay	4,688	-	-	-	-	-	7,000	5,900	10,500	-	-
Total Expenditures	\$ 291,783	\$ 331,627	\$ 334,979	\$ 334,979	\$ 346,052	\$ 346,052	\$ 353,052	\$ 351,952	\$ 356,552	\$ 346,052	
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	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	6	6	6	6	6	6	6	6	6	6	6

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

MAJOR FY 20-21 GOALS

- 1.) Construct 1.25 linear miles of sidewalk and 15 ADA required amenities per year.
- 2.) Identify area meeting criteria for federal funding to construct sidewalks around Metro routes.

Sidewalk Construction

www.mcallenpublicworks.net

Performance Measures				
	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	6	6	6	6
Department Expenditures	\$ 291,783	\$ 334,979	\$ 334,979	\$ 346,052
Outputs:				
Sidewalk installation/repair work orders	144	170	170	170
Concrete repair work orders completed	82	50	60	50
Concrete repair - sq. ft.	6,269	1,900	2,500	2,000
Sidewalk construction linear feet	1,242	6,600	5,280	6,600
Sidewalk construction miles	0.24	1.25	1.00	1.25
Number of ADA compliant ramps installed city facilities	16	15	10	15
Effectiveness Measures:				
Citizens rating for Ease of Walking as mode of transportation/mobility*	75%	75%	75%	80%
Citizens rating of Sidewalk Maintenance - Transportation Service*	73%	73%	73%	80%
Efficiency Measures:				
Department expenditures per capita	\$ 1.96	\$ 2.20	\$ 2.21	\$ 2.25
Population:	149,189	152,046	151,352	153,546

Description:

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.

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

* Percent Excellent or Good

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: DRAINAGE

		BASELINE				DEPT REQUEST			CITY MANAGER RECOMM		JUSTIFICATION (MANDATORY)
COMPENSATION											
New Position	Number Position	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total		
1.	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	-		
2.	-	-	-	-	-	-	-	-	-		
3.	-	-	-	-	-	-	-	-	-		
4.	-	-	-	-	-	-	-	-	-		
5.	-	-	-	-	-	-	-	-	-		
Total		-	-	-	-	-	-	-	-		
Personnel Revisions											
1. Overtime			-	-	-	-	-	-	-		
2.		-	-	-	-	-	-	-	-		
3.		-	-	-	-	-	-	-	-		
4.		-	-	-	-	-	-	-	-		
5.		-	-	-	-	-	-	-	-		
Total Compensation & Benefits		\$	996,037	\$	-	\$	-	\$	-	\$	-
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 & contractual						11,100		11,100	To provide rental of Gradall Equipment as required for maintenance operations.	
2.	Rental-depreciation fun						14,375			Additional Rental for General Depreciation for Gradall (moved to Street Cleaning department)	
3.	< Please select category >										
4.	< Please select category >										
5.	< Please select category >										
Total Other Services & Charges		\$	257,889				\$	25,475	\$	11,100	
MAINTENANCE											
1.	Equipment						25,000		25,000	To supply replacement parts/tools for equipment including mobile pumps and pump stations.	
2.	Vehicles						20,000		20,000	To maintain aging equipment in full, daily operational mode.	
3.	< Please select category >										
4.	< Please select category >										
5.	< Please select category >										
Total Maintenance		\$	244,049				\$	45,000	\$	45,000	
CAPITAL OUTLAY											
** See Attached Capital Outlay Request Form											
Total Capital Outlay							\$	55,200	\$	-	
TOTAL		\$	1,518,027				\$	125,675	\$	56,100	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL
DEPARTMENT: DRAINAGE

DEPT REQUEST				CM RECOMM		
Equipment						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
RADIOS (MOBILE)	\$3,000	2	\$6,000		\$0	REPLACEMENT OF RADIO EQUIPMENT
DESKTOP COMPUTER	\$1,200	1	\$1,200		\$0	PC REPLACEMENT FOR SENIOR ADMIN CLERK
			\$0		\$0	
			\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$7,200		\$0	

Vehicles						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
UNITS SD700, SD9003, SD9012, & SD0825 (REPLACEMENT VEHICLE PURCHASES)	\$48,000	1	\$48,000		\$0	DEPRECIATION FUNDING SHORTAGE
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$48,000		\$0	

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

Grand Total			\$55,200		\$0	
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted Budget	Estimated	Department	City Mgr	City Comm
	FY 18-19	FY 19-20	FY 19-20	Request	Recomm	Recomm
				FY 20-21	FY 20-21	FY 20-21
011-3030-431-60-01-000000 Compensation / Exempt	43,980	65,000	65,000	89,720	89,720	
011-3030-431-60-02-000000 Compensation / Non-exempt	551,451	615,000	615,000	634,027	634,027	
011-3030-431-60-10-000000 Compensation / Overtime	21,568	18,200	18,200	14,984	14,984	
011-3030-431-60-16-000000 Compensation / Clothing allowance	-	-	-	-	-	
011-3030-431-60-17-000000 Compensation / Telephone	1,880	1,920	1,920	1,920	1,920	
60	618,879	700,120	700,120	740,651	740,651	
011-3030-431-61-30-000000 Benefits / Social security	45,018	56,186	56,186	56,660	56,660	
011-3030-431-61-36-000000 Benefits / Retirement	48,744	56,994	56,994	64,140	64,140	
011-3030-431-61-40-000000 Benefits / Unemployment tax	245	3,420	3,420	1,440	1,440	
011-3030-431-61-46-000000 Benefits / Workers' comp-	17,680	21,599	21,599	22,888	22,888	
011-3030-431-61-50-000000 Benefits / Health cost	65,149	90,336	90,336	102,432	102,432	
011-3030-431-61-52-000000 Benefits / Life insurance	444	1,225	1,225	1,257	1,257	
011-3030-431-61-53-000000 Benefits / Retiree health ins (ARC)	6,657	6,657	6,657	6,569	6,569	
61	183,937	236,417	236,417	255,386	255,386	
011-3030-433-62-02-000000 Supplies / Office	597	600	600	616	616	
011-3030-433-62-04-000000 Supplies / Operating	4,979	4,500	4,500	4,536	4,536	
011-3030-433-62-12-000000 Supplies / Small tools/minor equip-	2,112	1,700	1,700	1,700	1,700	
011-3030-433-62-18-000000 Supplies / Clothing & uniform	5,128	5,200	5,200	5,200	5,200	
011-3030-433-62-20-000000 Supplies / Chemical	7,605	8,000	8,000	8,000	8,000	
62	20,422	20,000	20,000	20,052	20,052	
011-3030-434-63-45-000000 Other services & charges / Professional	4,210	3,000	3,000	6,000	6,000	
011-3030-434-63-52-000000 Other services & charges / Rental & contractual	280	450	450	12,000	12,000	
011-3030-434-63-65-000000 Other services & charges / Travel	1,501	1,937	1,937	1,512	1,512	
011-3030-434-63-67-000000 Other services & charges / Utilities-electric	1,006	969	969	969	969	
011-3030-434-63-75-000000 Other services & charges / Rental-general depr- fu	225,468	193,746	193,746	255,958	241,583	
011-3030-434-63-85-000000 Other services & charges /RollingStckShrtge-GenE	-	6,700	6,700	6,700	6,700	
011-3030-434-63-99-000000 Other services & charges / Miscellaneous	240	265	265	225	225	
63	232,705	207,067	207,067	283,364	268,989	
011-3030-435-65-08-000000 Maintenance / Equipment	137,203	138,000	138,000	112,000	112,000	
011-3030-435-65-13-000000 Maintenance / Ditches	25,940	26,000	26,000	26,000	26,000	
011-3030-435-65-16-000000 Maintenance / Vehicles	119,048	120,000	120,000	80,000	80,000	
011-3030-435-65-17-000000 Maintenance / Fuel & lubricants	76,660	72,000	72,000	71,049	71,049	
65	358,852	356,000	356,000	289,049	289,049	
011-3030-436-66-14-000000 Capital outlay / Vehicles	-	-	-	-	-	

2021

011-3030 Drainage

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-3030-436-66-16-000000 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
011-3030-436-66-20-000000 Capital outlay / Equipment	-	2,875	2,875	7,200	-	-
011-3030-436-66-30-000000 Capital outlay / Imprv- other than buildgs	-	-	-	-	-	-
011-3030-436-66-99-000000 Capital outlay / Non-capitalized	12,708	-	-	48,000	-	-
66	12,708	2,875	2,875	55,200	-	-
011-3030-439-78-01-000000 Disaster Exp/ COVID-19	-	-	-	-	-	-
78	-	-	-	-	-	-
011-3030 Drainage	\$ 1,427,502	\$ 1,522,479	\$ 1,522,479	\$ 1,643,702	\$ 1,574,127	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
3030	Drainage	1			Drainage Supervisor	UNFILLED	\$ 44,860
3030	Drainage	<u>1</u>			Drainage Supervisor	FILLED	44,860
		2					89,720
3030	Drainage		1		Senior Administrative Clerk	FILLED	28,277
3030	Drainage		1		Crew Leader A	FILLED	44,841
3030	Drainage		1		HEO I	FILLED	34,046
3030	Drainage		1		HEO I	FILLED	32,888
3030	Drainage		1		HEO I	FILLED	32,888
3030	Drainage		1		HEO I	FILLED	32,888
3030	Drainage		1		HEO I	FILLED	32,888
3030	Drainage		1		HEO I	FILLED	32,888
3030	Drainage		1		HEO II A	FILLED	37,390
3030	Drainage		1		HEO II A	FILLED	37,390
3030	Drainage		1		HEO II A	UNFILLED	37,390
3030	Drainage		1		HEO II B	FILLED	36,100
3030	Drainage		1		HEO II B	FILLED	36,100
3030	Drainage		1		HEO II B	FILLED	36,100
3030	Drainage		1		HEO III	FILLED	38,941
3030	Drainage		1		HEO III	FILLED	38,941
3030	Drainage		1		HEO III	FILLED	38,941
3030	Drainage		<u>1</u>		Maintenance Worker	FILLED	25,130
			18				634,027
					OVERTIME		14,984
					TELEPHONE		<u>1,920</u>
							16,904
CURRENT POSITIONS			20				\$ 740,651



Mission Statement:	Department Summary											
	Actual 18-19	Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Mgr Recomm. 20-21	Four Year Plan					
							21-22	22-23	23-24	24-25		
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	\$ 618,879	\$ 722,282	\$ 700,120	\$ 700,120	\$ 740,651	\$ 740,651	\$ 740,651	\$ 740,651	\$ 740,651	\$ 740,651	\$ 740,651
	Employee Benefits	183,937	234,541	236,417	236,417	255,386	255,386	255,386	255,386	255,386	255,386	
	Supplies	20,422	20,052	20,000	20,000	20,052	20,052	20,052	20,052	20,052	20,052	
	Other Services and Charges	232,705	210,052	207,067	207,067	283,364	268,989	268,989	268,989	268,989	268,989	
	Maintenance	358,852	244,049	356,000	356,000	289,049	289,049	289,049	289,049	289,049	289,049	
	Operations Subtotal	1,414,794	1,430,976	1,519,604	1,519,604	1,588,502	1,574,127	1,574,127	1,574,127	1,574,127	1,574,127	
	Capital Outlay	12,708	3,000	2,875	2,875	55,200	-	14,000	31,000	-	-	
	Total Expenditures	\$ 1,427,502	\$ 1,433,976	\$ 1,522,479	\$ 1,522,479	\$ 1,643,702	\$ 1,574,127	\$ 1,588,127	\$ 1,605,127	\$ 1,574,127	\$ 1,574,127	
	PERSONNEL											
	Exempt	2	2	2	2	2	2	2	2	2	2	
	Non-Exempt	18	18	18	18	18	18	18	18	18	18	
	Part-Time	-	-	-	-	-	-	-	-	-	-	
	Total Positions Authorized	20	20	20	20	20	20	20	20	20	20	

Contact Us:

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

MAJOR FY 20-21 GOALS

1. Continue stormwater management of the City's drainage system for compliance with the MS4 permit in reducing stormwater runoff and improving water quality.
2. Establish (2) drain ditch locations for installation of litter prevention structural controls.
3. Optimize use of technology to evaluate operational procedures, quadrant scheduling, and work order submittals.

Drainage

www.mcallenpublicworks.net

Performance Measures				
	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	20	20	20	20
Department Expenditures	\$ 1,427,502	\$ 1,522,479	\$ 1,522,479	\$ 1,574,127
Number of storm inlets	16,562	16,562	16,562	16,562
Ditch inventory - miles	25	25	30	30
City ROW/Property - acres	1,304	1,304	1,304	1,304
Outputs:				
Number of manholes cleaned per year	502	450	520	500
Number of storm inlets cleaned per year	3,439	3,000	3,500	3,500
Collection system cleaned - linear feet	100,233	81,000	110,000	100,000
Box Culvert Crossings Cleaned	10	10	16	10
Excavator/drainage linear miles cleaned	9.4	10.0	30.0	30.0
ROW mowing - acres	13,582	13,000	14,000	13,500
Requests for service	229	350	180	200
Storm/emergency incident response	5	4	2	1
Number of drain ditch inspections per year			50	100

Description:

The Drainage Department is a division of Public Works. Through its staff of 20 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 18-19	Original Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Mgr Recomm 20-21	Four Year Plan			
							21-22	22-23	23-24	24-25
<u>BY DEPARTMENT</u>										
Env/Health Code Compliance	\$ 1,671,569	\$ 2,024,686	\$ 2,102,510	\$ 2,102,510	\$ 2,347,226	\$ 2,020,616	\$ 2,189,930	\$ 2,444,557	\$ 2,900,458	\$ 2,848,036
Graffiti Cleaning	161,321	159,321	160,930	160,930	157,201	157,201	157,201	161,701	161,701	161,701
Other Agencies:										
Humane Society	1,002,756	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	23,500	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Relief Operation Efforts	63,579	-	-	-	-	-	-	-	-	-
Comfort House	-	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
TOTAL	\$ 2,922,725	\$ 2,996,283	\$ 3,075,716	\$ 3,075,716	\$ 3,316,703	\$ 2,990,093	\$ 3,159,407	\$ 3,418,534	\$ 3,874,435	\$ 3,822,013
<u>BY EXPENSE GROUP</u>										
Personnel Services										
Salaries and Wages	\$ 931,902	\$ 1,212,690	\$ 1,222,290	\$ 1,222,290	\$ 1,295,368	\$ 1,244,648	\$ 1,335,589	\$ 1,500,053	\$ 1,802,458	\$ 1,802,458
Employee Benefits	281,749	360,857	364,235	364,235	394,933	379,093	413,151	463,679	546,626	546,626
Supplies	48,157	50,676	49,758	49,758	50,676	50,676	52,976	52,976	64,725	64,725
Other Services and Charges	1,478,448	1,216,687	1,265,659	1,265,659	1,295,466	1,210,516	1,229,566	1,229,566	1,337,790	1,337,790
Maintenance and Repair Services	80,181	51,960	79,175	79,175	80,260	51,960	51,960	56,460	70,415	70,415
Capital Outlay	102,287	103,413	94,599	94,599	200,000	53,200	76,165	115,800	52,422	-
TOTAL APPROPRIATIONS	\$ 2,922,725	\$ 2,996,283	\$ 3,075,716	\$ 3,075,716	\$ 3,316,703	\$ 2,990,093	\$ 3,159,407	\$ 3,418,534	\$ 3,874,435	\$ 3,822,013
<u>PERSONNEL</u>										
Health	29	29	29	29	29	29	32	32	32	32
Graffiti Cleaning	3	3	3	3	3	3	3	3	3	3
TOTAL PERSONNEL	32	32	32	32	32	32	35	35	35	35

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: ENV. & HEALTH CODE COMPLIANCE

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total	
1. Management Assistant	1	\$ 50,000	\$ 50,000	\$ -	\$ 720	\$ 15,840	\$ 66,560			Will assist Imagine Tomorrow program, Involuntary Demolitions with Building Board of Adjustments, Short Term Rentals & Other Special Projects with Departments. 70% of time will be assisting Imagine Tomorrow Program, the Capital Improvement project Form.
Total	1	50,000	50,000	-	720	15,840	66,560		-	
Personnel Revisions										
1. Overtime			10,000	-	-	1,652	11,652		11,652	Increase-The Department has included Food Inspectors to Standby Overtime Rotation due to Restaurant Emergencies like fires, lack of power, and other natural disasters.
2. Certification Pay			2,800	-	-	461	3,261		3,261	Increase- Mosquito Vector Certifications \$700 Requesting 4 additional Mosquito Vector Certifications (currently have 9 Code Officers receiving vector certification pay and one pending exam).
Total Compensation & Benefits			\$ 1,492,948	\$ 62,800	\$ -	\$ 720	\$ 17,953	\$ 81,473	\$ 14,913	
SUPPLIES										
1.	< Please select category >									
Total Supplies			\$ 40,495				\$ -		\$ -	
OTHER SERVICES & CHARGES										
1. Rental & contractual							\$6,345		6,345	Increase-\$6,345 for Annual Short Term Rental- Host Compliance-Online Search company
2. Travel							\$10,000			Request Increase -Imagine Tomorrow Program (Development Corporation) not able to reimburse Travel expenses for 4 Officers assisting in this program (usually \$2,000 per Officer).
3. Rental-depreciation fun							14,950			Additional Rental for General Depreciation
4. Credit card fees							500		500	Increase-Due to Covid-19, More customers will be paying via Credit Card instead of in person.
5. COVID -19							60,000			Increase-Expecting \$5,000 monthly in expenditures for Covid-19.
Total Other Services & Charges			\$ 380,494				\$ 91,795		\$ 6,845	
MAINTENANCE										
1. Vehicles							\$24,000			Increase-Due to Performance Maintenance, Tune-Ups, New Vehicle Parts, Vehicle Accident Repairs, New Tires, etc. for Current Fleet of 26 Vehicles and a requested additional 3 Vehicles for Next Fiscal Year.
2. Fuel & lubricants							4,300			Increase-Due to Average fuel consumption of \$110 Monthly Per Unit. Current Fleet of 26 Vehicles and a requested additional 3 Vehicles for Next Fiscal Year.
Total Maintenance			\$ 31,721				\$ 28,300		\$ -	
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay							\$ 200,000		\$ 53,200	
TOTAL			\$ 1,945,658				\$ 401,568		\$ 74,958	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2020 - 2021

FUND: General Fund
DEPARTMENT: ENV. & HEALTH CODE COMPLIANCE

DEPT REQUEST				CM RECOMM			
Office Furniture/equipment	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	Desk	\$700	1	\$700		\$0	Desk for proposed Management Assistant Position
	Office Chair	\$300	1	\$300		\$0	Office chair for proposed Management Assistant Position
		\$0		\$0		\$0	
	TOTAL			\$1,000		\$0	
Computer-Hardware	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	Tablets	\$2,300	5	\$11,500	5	\$11,500	Computer tablets for 3 Inspectors- Replacing 5 year old tablets; 1 replacing broken tablet; 1 tablet for new Health Supervisor.
	Laptop	\$2,500	1	\$2,500	1	\$2,500	Laptop for proposed Management Assistant
	Monitor	\$200	2	\$400	2	\$400	Monitor set for proposed Management Assistant
	Laptop Docking Station	\$250	1	\$250	1	\$250	Laptop Docking Station for Proposed Management Assistant
	Keyboard and Mouse	\$50	1	\$50	1	\$50	Keyboard & Mouse set for proposed Management Assistant
	TOTAL			\$14,700		\$14,700	
Computer-Software	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	Accela Licences	\$15,000	1	\$15,000	1	\$15,000	Accela Pack of 5 Licenses- for 2 new hires (Accela Licenses come in a pack of 5 licenses only)
		\$0		\$0		\$0	
	TOTAL			\$15,000		\$15,000	
Equipment	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	Desk Phone	\$350	1	\$350		\$0	Desk phone for proposed Management Assistant Position
	GPS device for vehicles	\$150	3	\$450		\$0	GPS tracking devices for new vehicles
	Surveillance Cameras	\$3,000	4	\$12,000	2	\$6,000	Cameras used for illegal dumping surveillance
	ULV Mosquito Sprayer Machines	\$17,500	3	\$52,500	1	\$17,500	Mosquito sprayers for new vector staff
		\$0		\$0		\$0	
	TOTAL			\$65,300		\$23,500	
Vehicles	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	Full Size 8 Passenger SUV	\$48,000	1	\$48,000		\$0	SUV for proposed Management Assistant
	1/2 Ton EC SB 2WD Gas Truck	\$28,000	2	\$56,000		\$0	1 truck to replace Unit ES0251 that is getting decommissioned, and 1 truck that previous position filled without a vehicle.
		\$0		\$0		\$0	
	TOTAL			\$104,000		\$0	
Grand Total				\$200,000		\$53,200	

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-5002-451-60-01-000000 Compensation / Exempt	150,792	181,948	181,948	203,613	153,613	-
011-5002-451-60-02-000000 Compensation / Non-exempt	676,143	910,603	910,603	959,297	959,297	-
011-5002-451-60-10-000000 Compensation / Overtime	16,269	25,000	25,000	28,000	28,000	-
011-5002-451-60-14-000000 Compensation / Car allowance	6,000	6,000	6,000	6,000	6,000	-
011-5002-451-60-17-000000 Compensation / Telephone	10,900	15,120	15,120	15,840	15,120	-
60	860,104	1,138,671	1,138,671	1,212,750	1,162,030	-
011-5002-451-61-30-000000 Benefits / Social security	71,865	88,126	88,126	92,775	88,895	-
011-5002-451-61-36-000000 Benefits / Retirement	76,301	89,395	89,395	105,023	100,631	-
011-5002-451-61-40-000000 Benefits / Unemployment tax	438	4,959	4,959	2,160	2,088	-
011-5002-451-61-46-000000 Benefits / Workers' comp-	6,125	8,186	8,186	4,431	4,370	-
011-5002-451-61-50-000000 Benefits / Health cost	93,278	130,440	130,440	145,008	137,616	-
011-5002-451-61-52-000000 Benefits / Life insurance	703	1,753	1,753	1,982	1,939	-
011-5002-451-61-53-000000 Benefits / Retiree health ins (ARC)	8,475	8,475	8,475	10,292	10,292	-
61	257,184	331,334	331,334	361,671	345,831	-
011-5002-453-62-02-000000 Supplies / Office	10,296	10,308	10,308	10,308	10,308	-
011-5002-453-62-04-000000 Supplies / Operating	4,451	5,000	5,000	4,458	4,458	-
011-5002-453-62-12-000000 Supplies / Small tools/minor equip-	14,137	12,000	12,000	12,000	12,000	-
011-5002-453-62-18-000000 Supplies / Clothing & uniform	7,506	8,779	8,779	8,779	8,779	-
011-5002-453-62-20-000000 Supplies / Chemical	4,900	4,950	4,950	4,950	4,950	-
62	41,291	41,037	41,037	40,495	40,495	-
011-5002-454-63-14-000000 Other services & charges / Dues & subscription	4,034	3,614	3,614	3,614	3,614	-
011-5002-454-63-23-000000 Other services & charges / Online svc/network	8,050	6,000	6,000	4,722	4,722	-
011-5002-454-63-45-000000 Other services & charges / Professional	11,177	11,200	11,200	11,200	11,200	-
011-5002-454-63-52-000000 Other services & charges / Rental & contractual	52,077	67,000	67,000	73,345	73,345	-
011-5002-454-63-64-000000 Other services & charges / Training	16,682	18,332	18,332	15,000	15,000	-
011-5002-454-63-65-000000 Other services & charges / Travel	10,911	18,000	18,000	20,000	10,000	-
011-5002-454-63-75-000000 Other services & charges / Rental-general depr- f	88,165	104,905	104,905	111,165	96,215	-
011-5002-454-63-89-000000 Other service & charges / Credit card fees	3,320	3,400	3,400	2,000	2,000	-
011-5002-454-63-99-000000 Other services & charges / Miscellaneous	4,691	1,243	1,243	1,243	1,243	-
63	199,107	233,694	233,694	242,289	217,339	-
011-5002-454-64-25-000000 Other services & charges / So TX hurricane confere	114,802	130,000	130,000	130,000	130,000	-
011-5002-454-64-51-000000 Other services & charges / ZIKA conference	54,661	40,000	40,000	40,000	40,000	-
64	169,463	170,000	170,000	170,000	170,000	-

2021

011-5002 Env/health code compliance

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-5002-455-65-08-000000 Maintenance / Equipment	-	-	-	599	599	-
011-5002-455-65-16-000000 Maintenance / Vehicles	25,598	26,000	26,000	25,900	1,900	-
011-5002-455-65-17-000000 Maintenance / Fuel & lubricants	30,447	32,675	32,675	33,522	29,222	-
65	56,045	58,675	58,675	60,021	31,721	-
011-5002-456-66-14-000000 Capital outlay / Vehicles	44,890	47,186	47,186	104,000	-	-
011-5002-456-66-16-000000 Capital outlay / Office furniture/equip	-	-	-	1,000	-	-
011-5002-456-66-20-000000 Capital outlay / Equipment	31,159	8,900	8,900	65,300	23,500	-
011-5002-456-66-22-000000 Capital outlay / Computer-hardware	-	22,013	22,013	14,700	14,700	-
011-5002-456-66-24-000000 Capital outlay / Computer-software	-	16,500	16,500	15,000	15,000	-
011-5002-456-66-99-000000 Capital outlay / Non-capitalized	12,326	-	-	-	-	-
66	88,375	94,599	94,599	200,000	53,200	-
011-5002-459-78-01-000000 Disaster Exp/ COVID-19	-	34,500	34,500	60,000	-	-
78	-	34,500	34,500	60,000	-	-
011-5002 Env/Health Code Compliance	\$ 1,671,570	\$ 2,102,510	\$ 2,102,510	\$ 2,347,226	\$ 2,020,616	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

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	\$ 90,933
5002	Env/Health Code Compliance	1			Asst. Director of Env/Health	FILLED	61,280
5002	Env/Health Code Compliance	0			Management Assitant	NOT RECOMMEND	-
5002	Env/Health Code Compliance	0			Certification Pay		1,400
		<u>2</u>					153,613
				RECLASS FRM ADM CLERK			
5002	Env/Health Code Compliance		1		Senior Administrative Clerk	UNFILLED	28,277
5002	Env/Health Code Compliance		1		Administrative Clerk	FILLED	27,206
5002	Env/Health Code Compliance		1		Administrative Clerk	FILLED	27,206
5002	Env/Health Code Compliance		1		Administrative Clerk	FILLED	27,206
			<u>4</u>				109,895
5002	Env/Health Code Compliance		1		Administrative Supervisor	UNFILLED	31,512
5002	Env/Health Code Compliance		1		Code Enforcement Officer Suprv	UNFILLED	44,732
5002	Env/Health Code Compliance		1		Code Enforcement Officer Suprv	FILLED	44,732
			<u>2</u>				89,464
5002	Env/Health Code Compliance		1		Code Enforcement Officer	FILLED	33,675
5002	Env/Health Code Compliance		1		Code Enforcement Officer	FILLED	33,675
5002	Env/Health Code Compliance		1		Code Enforcement Officer	FILLED	33,675
5002	Env/Health Code Compliance		1		Code Enforcement Officer	FILLED	33,675
5002	Env/Health Code Compliance		1		Code Enforcement Officer	FILLED	33,675
5002	Env/Health Code Compliance		1		Code Enforcement Officer	FILLED	33,675
5002	Env/Health Code Compliance		1		Code Enforcement Officer	FILLED	33,675
5002	Env/Health Code Compliance		1		Code Enforcement Officer	FILLED	33,675
5002	Env/Health Code Compliance		1		Code Enforcement Officer	FILLED	33,675
5002	Env/Health Code Compliance		1		Code Enforcement Officer	FILLED	29,938
5002	Env/Health Code Compliance		1		Code Enforcement Officer	FILLED	29,938
5002	Env/Health Code Compliance		1		Code Enforcement Officer	FILLED	29,938
5002	Env/Health Code Compliance		1		Code Enforcement Officer	FILLED	29,938
5002	Env/Health Code Compliance		1		Code Enforcement Officer	FILLED	29,938
			<u>14</u>				452,765

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5002	Env/Health Code Compliance		1		Environmental Hlth Supervisor	UNFILLED	44,732
5002	Env/Health Code Compliance		1		Environmental Hlth Specialist	FILLED	43,530
5002	Env/Health Code Compliance		1		Environmental Hlth Specialist	FILLED	35,204
5002	Env/Health Code Compliance		1		Environmental Hlth Specialist	FILLED	35,204
5002	Env/Health Code Compliance		1		Environmental Hlth Specialist	FILLED	31,291
5002	Env/Health Code Compliance		1	Reclass frm Registered Sanitarian	Environmental Hlth Specialist	UNFILLED	35,204
			<u>6</u>				<u>225,165</u>
5002	Env/Health Code Compliance		0		Stanby Pay - Code		11,585
5002	Env/Health Code Compliance		0		Stanby Pay - Health		12,111
5002	Env/Health Code Compliance		0		Certification Pay		<u>26,800</u>
	TOTAL FOR NON-EXEMPTS		<u>27</u>				<u>959,297</u>
					OVERTIME		<u>28,000</u>
					CAR ALLOWANCE		6,000
					TELEPHONE		15,120
							<u>49,120</u>
	CURRENT POSITIONS		29				\$ 1,162,030



Mission Statement:	Department Summary										
	Actual 18-19	Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Mgr Recomm. 20-21	Four Year Plan				
To provide and promote a clean and healthy environment through education and prevention.	Expenditure Detail:										
Personnel Services											
Salaries and Wages	\$ 860,104	\$ 1,131,671	\$ 1,138,671	\$ 1,138,671	\$ 1,212,750	\$ 1,162,030	\$ 1,252,971	\$ 1,417,435	\$ 1,719,840	\$ 1,719,840	\$ 1,719,840
Employee Benefits	257,184	328,202	331,334	331,334	361,671	345,831	379,889	430,417	513,365	513,365	513,365
Supplies	41,291	40,495	41,037	41,037	40,495	40,495	42,795	42,795	54,544	54,544	54,544
Other Services and Charges	368,571	389,184	438,194	438,194	472,289	387,339	406,389	406,389	514,613	514,613	514,613
Maintenance	56,045	31,721	58,675	58,675	60,021	31,721	31,721	31,721	45,676	45,676	45,676
Operations Subtotal	1,583,195	1,921,273	2,007,911	2,007,911	2,147,226	1,967,416	2,113,765	2,328,757	2,848,037	2,848,037	2,848,037
Capital Outlay	88,375	103,413	94,599	94,599	200,000	53,200	76,165	115,800	52,422	-	-
Total Expenditures	\$ 1,671,570	\$ 2,024,686	\$ 2,102,510	\$ 2,102,510	\$ 2,347,226	\$ 2,020,616	\$ 2,189,930	\$ 2,444,557	\$ 2,900,459	\$ 2,848,037	\$ 2,848,037
PERSONNEL											
Exempt	2	2	2	2	3	2	3	3	3	3	3
Non-Exempt	27	27	27	27	27	27	29	29	29	29	29
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	29	29	29	29	30	29	32	32	32	32	32

Contact Us:

Steven Kotsatos
 Director of
 Environmental and
 Health Code
 Compliance
 311 N. 15th
 McAllen, TX 78501
 (956) 681-1900

MAJOR FY 20-21 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)
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, surveillance cameras, dynamic message boards, 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
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. Recent Expansion of the program includes grants for home repair and landscaping of homes over 50+
9. Code Enforcement Department will be taking on Substandard Home Demolition Process by identifying, securing, and suggesting Demolition to Building Board of Adjustments.
10. 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,

Environmental and Health Code Compliance

www.mcallen.net/devservices/health

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	29 (Everyone in Department-excluding 4 P.W.)	29(Everyone in Department-excluding 4 P.W.)	29(Everyone in Department-excluding 4 P.W.)	29 (Includes 1 Requested Employee-excluding 4 P.W.)
Total number of inspectors	23 (Including 4 P.W.)	23 (Including 4 P.W.)	23 (Including 4 P.W.)	23 (Including 4 P.W.)
Number of Public Health Inspectors (weedy lot, illegal dumping)	18 (Including 4 P.W.)	18 (Including 4 P.W.)	18 (Including 4 P.W.)	18 (Including 4 P.W.)
Number of Environmental Health Inspectors (food inspections)	4	5	4	5
Number of Inspectors (Certified Vector Control)	8	10	10	14
Number of Sanitarian Inspectors food inspections and certification, vector control)	1	1	0	1
Department Expenditures	\$ 1,671,570	\$ 2,102,510	\$ 2,102,510	\$ 2,020,616
Outputs:				
Number of food inspections	2,764	3,000	3,425	4,075
Number of weedy lot/illegal dumping inspections/zoning/garage/signs (cases)	14,118	15,000	14,500	15,500
Number of vector control activities conducted	1,079	650	800	650
Number of complaints	8,300	9,000	10,000	8,000
Number of total liens placed and released	296	500	480	500
Effectiveness Measures:				
Percent of establishments permitted / Inspections	46%	49%	43%	37%
**Percent of voluntary compliance	56%	67%	46%	67%
**Percentage of involuntary compliance	44%	33%	54%	33%
Percentage of vector requested / conducted	100%	100%	100%	100%
**Percentage total liens placed /released	149%	100%	123%	100%
Efficiency Measures:				
Number of food inspections per inspector	691	750	856	815
Number of weedy lot and illegal dumping per inspector (cases)-including 4 P.W.	784	833	806	860
Number of complaint inspections per inspector (cases)-Including 4 P.W.	461	667	556	444
Department expenditures per capita	\$11.20	\$13.89	\$13.89	\$13.16
Department expenditures per capita				
Population:	149,189	152,046	151,352	153,546

Description:

Provide City wide Code Enforcement with the cooperation of other city departments that have enforcement powers.

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

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: GRAFFITI CLEANING

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.				-	-	-	-	-		
3.				-	-	-	-	-		
4.				-	-	-	-	-		
5.				-	-	-	-	-		
Total Compensation & Benefits			\$ 115,880	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
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			\$ 10,901					\$ -		\$ -
MAINTENANCE										
1.	Equipment									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance			\$ 20,239					\$ -		\$ -
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ -		\$ -
TOTAL			\$ 157,201					\$ -		\$ -

2021

011-5010 Graffiti cleaning

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-5010-451-60-02-000000 Compensation / Non-exempt	7,275	81,619	81,619	81,618	81,618	
011-5010-451-60-10-000000 Compensation / Overtime	1,524	2	2	1	1	
011-5010-451-60-16-000000 Compensation / Clothing allowance	-	-	-	-	-	
60	71,798	81,621	81,621	81,619	81,619	
011-5010-451-61-30-000000 Benefits / Social security	598	632	632	632	632	
011-5010-451-61-36-000000 Benefits / Retirement	5,591	6,411	6,411	7,155	7,155	
011-5010-451-61-40-000000 Benefits / Unemployment tax	27	513	513	216	216	
011-5010-451-61-46-000000 Benefits / Workers' comp-	2,938	483	483	3,668	3,668	
011-5010-451-61-50-000000 Benefits / Health cost	114	14,688	14,688	-	-	
011-5010-451-61-52-000000 Benefits / Life insurance	7	139	139	142	142	
011-5010-451-61-53-000000 Benefits / Retiree health ins (ARC)	747	747	747	737	737	
61	24,566	23,613	23,613	12,550	12,550	
011-5010-453-62-04-000000 Supplies / Operating	5,850	75	75	891	891	
011-5010-453-62-12-000000 Supplies / Small tools/minor equip-	-	4	4	45	45	
011-5010-453-62-18-000000 Supplies / Clothing & uniform	116	821	821	821	821	
62	6,866	900	900	1,757	1,757	
011-5010-454-63-75-000000 Other services & charges / Rental-general depr- fu	22	15,189	15,189	10,863	10,863	
011-5010-454-63-99-000000 Other services & charges / Miscellaneous	4	-	-	38	38	
63	242	15,189	15,189	10,901	10,901	
011-5010-455-65-08-000000 Maintenance / Equipment	279	5	5	25	25	
011-5010-455-65-16-000000 Maintenance / Vehicles	12,155	95	95	5	5	
011-5010-455-65-17-000000 Maintenance / Fuel & lubricants	992	15	15	12,739	12,739	
65	24,135	115	115	12,769	12,769	
011-5010-456-66-20-000000 Capital outlay / Equipment	1,186	-	-	-	-	
011-5010-456-66-22-000000 Capital outlay / Computer-hardware	-	-	-	-	-	
011-5010-456-66-99-000000 Capital outlay / Non-capitalized	253	-	-	-	-	
66	13,913	-	-	-	-	
011-5010-459-78-01-000000 Disaster Exp/ COVID-19	-	-	-	-	-	
78	-	-	-	-	-	-
011-5010 Graffiti Cleaning	\$ 161,320	\$ 121,438	\$ 121,438	\$ 119,596	\$ 119,596	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5010	Graffiti Cleaning		1		Senior Maintenance Worker	FILLED	\$ 27,206
5010	Graffiti Cleaning		1		Senior Maintenance Worker	FILLED	27,206
5010	Graffiti Cleaning		1		Senior Maintenance Worker	FILLED	27,206
			3				81,618
					OVERTIME		1,000
							1,000
	CURRENT POSITIONS		3				\$ 82,618



Graffiti Cleaning

www.mcallenpublicworks.net

Mission Statement:
 "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."

Department Summary											
Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 71,798	\$ 81,019	\$ 83,619	\$ 83,619	\$ 82,618	\$ 82,618	\$ 82,618	\$ 82,618	\$ 82,618	\$ 82,618	\$ 82,618
Employee Benefits	24,566	32,655	32,901	32,901	33,262	33,262	33,262	33,262	33,262	33,262	33,262
Supplies	6,866	10,181	8,721	8,721	10,181	10,181	10,181	10,181	10,181	10,181	10,181
Other Services and Charges	20,042	15,227	15,189	15,189	10,901	10,901	10,901	10,901	10,901	10,901	10,901
Maintenance	24,135	20,239	20,500	20,500	20,239	20,239	20,239	24,739	24,739	24,739	24,739
Operations Subtotal	147,407	159,321	160,930	160,930	157,201	157,201	157,201	161,701	161,701	161,701	161,701
Capital Outlay	13,913	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 161,320	\$ 159,321	\$ 160,930	\$ 160,930	\$ 157,201	\$ 157,201	\$ 157,201	\$ 161,701	\$ 161,701	\$ 161,701	\$ 161,701
PERSONNEL											
Exempt	-	-	-	-	-	-	-	-	-	-	-
Non-Exempt	3	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	3

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

MAJOR FY 20-21 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 building and properties, through routine power washing.

Graffiti Cleaning

www.mcallenpublicworks.net

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	3	3	3	3
Department Expenditures	\$ 161,320	\$ 160,930	\$ 160,930	\$ 157,201
Outputs:				
Total graffiti removed - sq-ft	71,021	85,000	65,000	70,000
Total area cleaned - sq-ft	129,470	160,000	80,000	120,000
Citizen request for service	62	90	50	70
In-house requests	1,436	1,500	1,300	1,500
Number of special requests	23	30	50	40
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	\$ 1.70	\$ 1.42	\$ 1.86	\$ 1.68
Cost per square foot - pressure	\$ 0.31	\$ 0.25	\$ 0.50	\$ 0.33
Department expenditures per capita	\$ 1.08	\$ 1.06	\$ 1.06	\$ 1.02
Population:	149,189	152,046	151,352	153,546

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.

**City of McAllen, Texas
Culture and Recreation
Summary**

	Actual 18-19	Original Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Mgr Recomm 20-21	Four Year Plan			
							21-22	22-23	23-24	24-25
BY DEPARTMENT										
Parks & Recreation Administration	\$ 565,298	\$ 619,169	\$ 577,136	\$ 577,136	\$ 611,924	\$ 611,924	\$ 611,924	\$ 611,924	\$ 611,924	\$ 611,924
Parks	7,507,792	8,201,385	8,568,488	8,568,488	8,824,082	8,626,989	8,544,915	8,544,915	8,544,915	8,914,389
Recreation	1,786,756	1,840,301	1,740,184	1,740,184	1,934,456	1,881,676	1,860,676	1,860,676	1,860,676	1,921,623
Pools	898,196	951,850	789,595	789,595	967,175	967,175	947,675	947,675	947,675	947,675
Las Palmas Comm. Center	423,607	391,522	389,126	389,126	411,341	403,840	403,840	403,840	414,240	414,240
Recreation Center Lark	444,161	512,913	434,590	434,590	501,195	498,946	498,946	498,946	498,946	498,946
Recreation Center Palm View	425,816	479,870	429,420	429,420	475,654	473,154	473,154	473,154	481,273	481,273
Quinta Mazatlan	876,288	976,571	826,078	826,078	975,559	975,558	1,214,957	1,201,957	1,201,957	1,201,957
Library	3,357,854	3,671,545	3,641,450	3,641,450	3,720,063	3,684,063	3,853,063	3,877,213	3,914,894	3,754,894
Library Branch Lark	449,732	488,045	489,064	489,064	513,396	507,395	499,395	519,395	519,395	499,395
Library Branch Palm View	456,880	517,716	514,796	514,796	543,208	537,207	549,207	549,207	549,207	529,207
Other Agencies										
Amigos del Valle	66,000	76,000	76,000	76,000	76,424	76,000	76,424	76,424	76,424	76,424
Museum of South Texas History	35,720	38,000	38,000	38,000	100,000	38,000	100,000	100,000	100,000	100,000
McAllen Boy's & Girl's Club	705,000	730,000	730,000	730,000	774,087	730,000	774,087	774,087	774,087	774,087
McAllen Int'l Museum	700,000	700,000	700,000	700,000	700,000	700,000	700,000	700,000	700,000	700,000
Town Band	14,400	15,000	15,000	15,000	12,000	15,000	12,000	12,000	12,000	12,000
RGV Int'l Music Festival	10,176	10,176	10,176	10,176	10,176	10,176	10,176	10,176	10,176	10,176
South Texas Symphony	109,824	109,824	109,824	109,824	109,824	109,824	109,824	109,824	109,824	109,824
McAllen Heritage Center	45,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000
Literacy Center	-	8,500	8,500	8,500	10,958	8,500	10,958	10,958	10,958	10,958
TOTAL	\$ 18,878,500	\$ 20,408,387	\$ 20,157,427	\$ 20,157,427	\$ 21,341,522	\$ 20,925,427	\$ 21,321,221	\$ 21,352,371	\$ 21,408,571	\$ 21,638,992
BY EXPENSE GROUP										
Personnel Services										
Salaries and Wages	\$ 8,989,471	\$ 9,807,657	\$ 9,361,811	\$ 9,361,811	\$ 10,093,449	\$ 10,058,449	\$ 10,270,404	\$ 10,270,404	\$ 10,288,923	\$ 10,506,221
Employee Benefits	2,238,985	2,781,640	2,804,613	2,804,613	3,081,445	3,075,663	3,075,663	3,075,663	3,075,663	3,162,286
Supplies	551,768	587,619	775,653	775,653	826,619	826,619	843,719	843,719	843,719	858,719
Other Services and Charges	5,614,559	5,665,048	5,866,335	5,866,335	5,908,731	5,688,449	5,816,118	5,816,118	5,816,118	5,816,118
Maintenance and Repair Services	1,116,926	957,317	1,056,967	1,056,967	1,096,317	1,096,317	1,107,317	1,131,467	1,169,148	1,169,148
Capital Outlay	366,791	609,105	292,048	292,048	334,961	179,930	208,000	215,000	215,000	126,500
TOTAL APPROPRIATIONS	\$ 18,878,500	\$ 20,408,386	\$ 20,157,427	\$ 20,157,427	\$ 21,341,522	\$ 20,925,427	\$ 21,321,221	\$ 21,352,371	\$ 21,408,571	\$ 21,638,992
PERSONNEL										
Parks and Recreation Admin.	6	8	8	8	8	8	8	8	8	8
Parks	98	119	119	119	120	120	120	120	120	120
Recreation	136	276	276	275	276	276	276	276	276	276
Pools	58	129	129	60	129	129	129	129	129	129
Las Palmas Comm. Ctr.	7	7	7	7	7	7	7	7	7	7
Recreation Center Lark	7	9	9	9	9	9	9	9	9	9
Recreation Center Palm View	7	8	8	8	8	8	8	8	8	8
Quinta Mazatlan Renovation	23	23	22	22	22	22	22	22	22	22
Library	73	78	76	76	76	76	76	76	76	76
Library Branch Lark	11	11	11	11	11	11	11	11	11	11
Library Branch Palm View	12	12	12	12	12	12	13	13	13	13
TOTAL PERSONNEL	438	680	677	607	678	678	679	679	679	679

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: PARKS ADMINISTRATION

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.		-		-	-	-	-	-		
3.		-		-	-	-	-	-		
4.		-		-	-	-	-	-		
5.		-		-	-	-	-	-		
Total Compensation & Benefits		\$ 453,190		\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
SUPPLIES										
1.	< Please select category >									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Supplies		\$ 7,250						\$ -		\$ -
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		\$ 127,387						\$ -		\$ -
MAINTENANCE										
1. Equipment										
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance		\$ 24,097						\$ -		\$ -
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ -		\$ -
TOTAL		\$ 611,924						\$ -		\$ -

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL FUND
DEPARTMENT: PARKS ADMINISTRATION

DEPT REQUEST				CM RECOMM		JUSTIFICATION (MANDATORY)	
Office Furniture/equipment	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY		TOTAL COST
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$0		\$0	

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

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

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

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

Grand Total	\$0	\$0
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-5102-461-60-01-000000 Compensation / Exempt	222,882	211,618	211,618	223,210	223,210	
011-5102-461-60-02-000000 Compensation / Non-exempt	92,360	117,748	117,748	112,934	112,934	
011-5102-461-60-06-000000 Compensation / Part time	3,576	4,944	4,944	5,043	5,043	
011-5102-461-60-10-000000 Compensation / Overtime	1,447	3,500	3,500	3,500	3,500	
011-5102-461-60-14-000000 Compensation / Car allowance	7,200	7,200	7,200	7,200	7,200	
011-5102-461-60-17-000000 Compensation / Telephone	1,200	1,920	1,920	1,920	1,920	
60	328,664	346,930	346,930	353,807	353,807	-
011-5102-461-61-30-000000 Benefits / Social security	23,743	27,759	27,759	27,066	27,066	
011-5102-461-61-36-000000 Benefits / Retirement	25,450	27,774	27,774	30,203	30,203	
011-5102-461-61-40-000000 Benefits / Unemployment tax	61	1,368	1,368	576	576	
011-5102-461-61-46-000000 Benefits / Workers' comp-	643	792	792	565	565	
011-5102-461-61-50-000000 Benefits / Health cost	27,619	34,968	34,968	37,176	37,176	
011-5102-461-61-52-000000 Benefits / Life insurance	185	558	558	547	547	
011-5102-461-61-53-000000 Benefits / Retiree health ins (ARC)	3,163	3,163	3,163	3,250	3,250	
61	80,863	96,382	96,382	99,383	99,383	-
011-5102-463-62-02-000000 Supplies / Office	5,793	5,425	5,425	5,900	5,900	
011-5102-463-62-12-000000 Supplies / Small tools/minor equip-	30	1,350	1,350	1,350	1,350	
62	5,823	6,775	6,775	7,250	7,250	-
011-5102-464-63-14-000000 Other services & charges / Dues & subscriptions	3,148	3,296	3,296	4,620	4,620	
011-5102-464-63-44-000000 Other services & charges / Printing	611	486	486	600	600	
011-5102-464-63-45-000000 Other services & charges / Professional	9,481	15,691	15,691	25,000	25,000	
011-5102-464-63-51-000000 Other services & charges / Rental-Photocopier	9,117	9,449	9,449	12,000	12,000	
011-5102-464-63-52-000000 Other services & charges / Rental & contractual	5,369	5,394	5,394	3,500	3,500	
011-5102-464-63-61-000000 Other services & charges / Special fees	12,243	10,284	10,284	26,000	26,000	
011-5102-464-63-64-000000 Other services & charges / Training	1,345	155	155	1,743	1,743	
011-5102-464-63-65-000000 Other services & charges / Travel	11,841	9,964	9,964	13,157	13,157	
011-5102-464-63-69-000000 Other services & charges / Utilities-telephone	40,900	45,260	45,260	36,867	36,867	
011-5102-464-63-91-000000 Other services & charges / Educational refund off/	1,647	-	-	-	-	
011-5102-464-63-99-000000 Other services & charges / Miscellaneous	2,919	3,830	3,830	3,900	3,900	
63	98,623	103,808	103,808	127,387	127,387	-
011-5102-465-65-04-000000 Maintenance / Computer/software	36,326	10,764	10,764	13,245	13,245	
011-5102-465-65-08-000000 Maintenance / Equipment	3,067	1,375	1,375	1,375	1,375	
011-5102-465-65-10-000000 Maintenance / Facilities	6,000	3,647	3,647	9,000	9,000	
011-5102-465-65-16-000000 Maintenance / Vehicles	-	-	-	475	475	
011-5102-465-65-17-000000 Maintenance / Fuel & lubricants	29	210	210	2	2	

2021

011-5102 Parks administration

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
65	45,422	15,996	15,996	24,097	24,097	-
011-5102-466-66-22-000000 Capital outlay / Computer-hardware	-	-	-	-	-	-
011-5102-466-66-24-000000 Capital outlay / Computer-software	-	6,700	6,700	-	-	-
011-5102-466-66-99-000000 Capital outlay / Non-capitalized	5,903	544	544	-	-	-
66	5,903	7,244	7,244	-	-	-
011-5102-469-78-01-000000 Disaster Exp/ COVID-19	-	-	-	-	-	-
78	-	-	-	-	-	-
011-5102 Parks Administration	\$ 565,298	\$ 577,135	\$ 577,135	\$ 611,924	\$ 611,924	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5102	Parks Administration	1			Director Parks & Recreation	FILLED	\$ 121,147
5102	Parks Administration	1			Accounting Supervisor	FILLED	44,859
5102	Parks Administration	1			Management Assistant	FILLED	57,204
		<u>3</u>					<u>223,210</u>
5102	Parks Administration		1		Accounting Clerk	FILLED	28,277
5102	Parks Administration		1		Administrative Assistant	FILLED	30,419
5102	Parks Administration		1		Receptionist/Admin Clerk	FILLED	25,130
5102	Parks Administration		1		Secretary	FILLED	29,108
			<u>4</u>				<u>112,934</u>
5102	Parks Administration		1		Intern Parks	UNFILLED	5,043
			<u>1</u>				<u>5,043</u>
					OVERTIME		3,500
					CAR ALLOWANCE		7,200
					TELEPHONE		1,920
							<u>12,620</u>
CURRENT POSITIONS			8				\$ 353,807



Mission Statement:

The McAllen Parks and Recreation Administration Division provides administrative support for the Parks Division, Recreation Division, Aquatics Division, Las Palmas Community Center, Lark Community Center, Palm View Community Center and Building Maintenance Department.

Department Summary

	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Expenditure Detail:											
Personnel Services											
Salaries and Wages	\$ 328,664	\$ 357,395	\$ 346,930	\$ 346,930	\$ 353,807	\$ 353,807	\$ 353,807	\$ 353,807	\$ 353,807	\$ 353,807	
Employee Benefits	80,863	95,540	96,382	96,382	99,383	99,383	99,383	99,383	99,383	99,383	
Supplies	5,823	7,250	6,775	6,775	7,250	7,250	7,250	7,250	7,250	7,250	
Other Services and Charges	98,623	127,387	103,808	103,808	127,387	127,387	127,387	127,387	127,387	127,387	
Maintenance	45,422	24,097	15,996	15,996	24,097	24,097	24,097	24,097	24,097	24,097	
Operations Subtotal	559,394	611,669	569,891	569,891	611,924	611,924	611,924	611,924	611,924	611,924	
Capital Outlay	5,903	7,500	7,244	7,244	-	-	-	-	-	-	
Total Expenditures	\$ 565,298	\$ 619,169	\$ 577,135	\$ 577,135	\$ 611,924	\$ 611,924	\$ 611,924	\$ 611,924	\$ 611,924	\$ 611,924	
PERSONNEL											
Exempt	2	3	3	3	3	3	3	3	3	3	
Non-Exempt	4	4	4	4	4	4	4	4	4	4	
Part-Time	-	1	1	1	1	1	1	1	1	1	
Total Positions Authorized	6	8	8	8	8	8	8	8	8	8	

Contact Us:

Mike Hernandez
Director of Parks and Recreation
1000 S. Ware Road
McAllen, TX 78501
(956) 681-3333

MAJOR FY 20-21 GOALS

1. Utilize RecTrac upgrade to create opportunities for off-site registrations and sales at Special Events by providing availability of mobile transactions.
2. Increase awareness of facility rental opportunities by utilizing McAllen Parks & Recreation social media platforms to market all department facilities.
3. Begin preparation for the transition to a new facility: research and obtain quotes for office furniture and equipment. Review facility layout to maximize space and function.

Parks Administration

www.mcallen.net/parks

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	6	7	7	7
Department expenditures	\$ 565,298	\$ 577,135	\$ 577,135	\$ 611,924
Outputs:				
Number of rental pavilions available	13	13	13	13
Number of rental pools available	4	3	3	4
Effectiveness Measures:				
Number of pavilion rentals	727	775	541	725
Number of pool rentals	129	300	103	100
All Parks & Recreation revenues	\$ 923,530	\$ 1,000,000	\$ 774,270	\$ 874,000
Efficiency Measures:				
Revenue per capita	\$ 6.19	\$ 6.58	\$ 5.12	\$ 5.69
Department expenditures per capita	\$ 3.79	\$ 3.80	\$ 3.81	\$ 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 and projecting goals for all divisions.

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: PARKS

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)	
COMPENSATION											
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total	
1. Trades Helper I	1	\$ 30,593		\$ 30,593	\$ -	\$ -	\$ 13,355	\$ 43,948	1	\$ 43,948	Addition of one Trades Helper I for in-house construction.
2.	-	-		-	-	-	-	-			
3.	-	-		-	-	-	-	-			
4.	-	-		-	-	-	-	-			
5.	-	-		-	-	-	-	-			
Total	1	30,593		30,593	-	-	13,355	43,948	1	43,948	
Personnel Revisions											
1. Overtime				60,000	-	-	9,901	69,901		69,901	Funds needed for tournament overtime.
2. Plumber/Irrigation Tech (10)				23,160	-	-	3,826	26,986		26,986	Pay adjustment for all Plumber/Irrigation Techs
3. Heavy Equipment Operator				1,223	-	-	202	1,425		1,425	Pay adjustment due to position requiring a CDL.
4. GroundsKeeper II to Crewleader				2,622	-	-	433	3,055		3,055	Reclass of Groundskeeper II to Crewleader; currently have employee serving as acting Crewleader.
Total Compensation & Benefits				\$ 5,233,404	\$ 117,598	\$ -	\$ 27,717	\$ 145,315		\$ 145,315	
SUPPLIES											
1. Clothing & uniform								5,000		5,000	Replacement of boots based on wear according to Risk, replace more frequently.
2. < Please select category >											
3. < Please select category >											
4. < Please select category >											
5. < Please select category >											
Total Supplies				\$ 197,154				\$ 5,000		\$ 5,000	
OTHER SERVICES & CHARGES											
1. Rental & contractual								100,000		50,000	\$100,000 spent on overnight security guards for parks. Adjustment on increased grounds maintenance contract.
2. Utilities - gas								300		300	Expenditure has been above the budgeted amount for the past two years.
3. Rental-depreciation fun								4,313			Additional Rental for General Depreciation
4. < Please select category >											
Total Other Services & Charges				\$ 2,219,497				\$ 104,613		\$ 50,300	
MAINTENANCE											
1. Equipment								100,000		100,000	Aging equipment needs repairs: mowers and implements
2. Facilities								50,000		50,000	Aging facilities as well as added facilities such as bathrooms
3. < Please select category >											
4. < Please select category >											
Total Maintenance				\$ 544,244				\$ 150,000		\$ 150,000	
CAPITAL OUTLAY											
** See Attached Capital Outlay Request Form											
Total Capital Outlay								\$ 224,855		\$ 82,074	
TOTAL				\$ 8,194,299				\$ 629,783		\$ 432,689	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL FUND
DEPARTMENT: PARKS

DEPT REQUEST				CM RECOMM		
Equipment						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Gas Pump 2"	\$1,200	2	\$2,400		\$1,200	Attrition - replacement pumps
Air Compressor	\$3,000	1	\$3,000		\$1,500	Increased usage
Backpack Blower	\$500	2	\$1,000		\$500	Annual attrition
Bunker Rake	\$15,000	1	\$15,000		\$7,500	Replacing Smithco Athletic Bunker Rake PK4
Cable Covers 1"1/2 To 2"	\$100	20	\$2,000		\$1,000	Special Event - Safety
Extension Pole Saw	\$500	4	\$2,000		\$1,000	Annual attrition
Gas Container 285 Gallon	\$1,100	1	\$1,100		\$550	Safety and efficiency for fuel at location
Generators 3K	\$2,100	4	\$8,400		\$4,200	Annual attrition
Generators 2K	\$1,200	2	\$2,400		\$1,200	Annual attrition PK805/PK508
Hand Concrete Saw	\$1,400	1	\$1,400		\$700	Annual attrition
Hedge Trimmer	\$600	2	\$1,200		\$600	Annual attrition
Marking Machine	\$17,000	1	\$17,000		\$8,500	Replacing Smithco Super Liner Marker PK106
Pressure Washer	\$500	1	\$500		\$250	Annual attrition
Shop Diesel Container 500 Gallon	\$3,000	1	\$3,000		\$1,500	Annual attrition - safety
Shop Gas Container 500 Gallon	\$3,000	1	\$3,000		\$1,500	Annual attrition - safety
String Trimmers	\$258	6	\$1,548		\$774	Annual attrition
Suction Pump	\$1,200	1	\$1,200		\$600	Annual attrition
Tool Packages	\$2,000	1	\$2,000		\$1,000	Annual attrition - 2 Crews
TOTAL			\$68,148		\$34,074	
Vehicles						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
72" Mower Zero Turn	\$14,000	1	\$14,000	1	\$14,000	Replacing unit PK469 gravely
72" Mower Zero Turn	\$14,000	1	\$14,000	1	\$14,000	Jacobsen out-front mower PK423
Gator	\$8,500	1	\$8,500	0	\$0	Replacing 4 wheel utility truckster club car
Jacobsen Mower	\$70,207	1	\$70,207	0	\$0	Jacobsen HR9016 large area rotary mower PK9004
Top Hat Trailer	\$10,000	1	\$10,000	1	\$10,000	Replacement of unit 301 dump truck
Two Axel Trailer 18' FT	\$3,000	2	\$6,000	2	\$6,000	New addition
Two Axel Tilt Trailers	\$2,000	2	\$4,000	2	\$4,000	New addition - current shortage
MINI-EXCAVATOR	\$30,000	1	\$30,000		\$0	New Addition from Rolling Stock
TOTAL			\$156,707		\$48,000	
Grand Total			\$224,855		\$82,074	

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-5104-461-60-01-000000 Compensation / Exempt	638,344	700,000	700,000	716,058	716,058	
011-5104-461-60-02-000000 Compensation / Non-exempt	2,408,109	2,820,182	2,820,182	3,012,243	3,012,243	
011-5104-461-60-06-000000 Compensation / Part time	14,182	14,000	14,000	43,573	43,573	
011-5104-461-60-10-000000 Compensation / Overtime	121,195	174,563	174,563	162,477	162,477	
011-5104-461-60-14-000000 Compensation / Car allowance	3,200	6,000	6,000	9,600	9,600	
011-5104-461-60-17-000000 Compensation / Telephone	-	1,200	1,200	2,400	2,400	
011-5104-461-60-90-000000 Compensation / Non-employee agreement	9,007	8,400	8,400	-	-	
60	3,194,038	3,724,345	3,724,345	3,946,351	3,946,351	-
011-5104-461-61-30-000000 Benefits / Social security	232,805	310,079	310,079	301,897	301,897	
011-5104-461-61-36-000000 Benefits / Retirement	249,740	289,184	289,184	337,981	337,981	
011-5104-461-61-40-000000 Benefits / Unemployment tax	1,926	20,007	20,007	8,640	8,640	
011-5104-461-61-46-000000 Benefits / Workers' comp-	94,616	137,868	137,868	104,116	104,116	
011-5104-461-61-50-000000 Benefits / Health cost	349,384	494,448	494,448	639,072	639,072	
011-5104-461-61-52-000000 Benefits / Life insurance	2,397	6,046	6,046	6,467	6,467	
011-5104-461-61-53-000000 Benefits / Retiree health ins (ARC)	32,892	32,895	32,895	34,196	34,196	
61	963,760	1,290,527	1,290,527	1,432,368	1,432,368	-
011-5104-463-62-12-000000 Supplies / Small tools/minor equip-	10,994	18,805	18,805	25,000	25,000	
011-5104-463-62-14-000000 Supplies / Janitorial	41,906	43,033	43,033	47,400	47,400	
011-5104-463-62-18-000000 Supplies / Clothing & uniform	36,966	43,052	43,052	48,754	48,754	
011-5104-463-62-20-000000 Supplies / Chemical	2,823	5,999	5,999	14,000	14,000	
011-5104-463-62-40-000000 Supplies / Landscape	73,089	70,000	70,000	67,000	67,000	
62	165,778	180,889	180,889	202,154	202,154	-
011-5104-464-63-23-000000 Other services & charges / Online svc/network	524	520	520	590	590	
011-5104-464-63-52-000000 Other services & charges / Rental & contractual	973,897	962,225	962,225	867,000	817,000	
011-5104-464-63-64-000000 Other services & charges / Training	183	6,257	6,257	6,800	6,800	
011-5104-464-63-65-000000 Other services & charges / Travel	33,066	24,068	24,068	34,000	34,000	
011-5104-464-63-67-000000 Other services & charges / Utilities-electric	397,995	522,575	522,575	403,412	403,412	
011-5104-464-63-68-000000 Other services & charges / Utilities-gas	723	888	888	760	760	
011-5104-464-63-70-000000 Other services & charges / Utilities-water	641,099	675,930	675,930	672,000	672,000	
011-5104-464-63-75-000000 Other services & charges / Rental-general depr-	304,746	304,740	304,740	338,485	334,172	
011-5104-464-63-99-000000 Other services & charges / Miscellaneous	1,500	1,800	1,800	1,063	1,063	
63	2,353,733	2,499,003	2,499,003	2,324,110	2,269,797	-
011-5104-465-65-08-000000 Maintenance / Equipment	229,708	230,000	230,000	220,500	220,500	
011-5104-465-65-10-000000 Maintenance / Facilities	219,804	220,000	220,000	207,025	207,025	
011-5104-465-65-12-000000 Maintenance / Land	7,330	7,000	7,000	26,000	26,000	
011-5104-465-65-16-000000 Maintenance / Vehicles	137,465	96,670	96,670	130,000	130,000	

2021

011-5104 Parks

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-5104-465-65-17-000000 Maintenance / Fuel & lubricants 65	130,425	124,010	124,010	110,719	110,719	-
	724,731	677,680	677,680	694,244	694,244	-
011-5104-466-66-14-000000 Capital outlay / Vehicles	-	82,127	82,127	156,707	48,000	-
011-5104-466-66-20-000000 Capital outlay / Equipment	59,079	102,217	102,217	68,148	34,074	-
011-5104-466-66-99-000000 Capital outlay / Non-capitalized 66	46,673	-	-	-	-	-
	105,751	184,344	184,344	224,855	82,074	-
011-5104-469-78-01-000000 Disaster Exp/ COVID-19 78	-	11,700	11,700	-	-	-
	-	11,700	11,700	-	-	-
011-5104 Parks	\$ 7,507,791	\$ 8,568,488	\$ 8,568,488	\$ 8,824,082	\$ 8,626,988	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5104	Parks	1			Deputy Director Oper & Maint	FILLED	\$ 87,347
5104	Parks	1			Parks Manager	FILLED	56,543
5104	Parks	1			Parks Manager	FILLED	55,268
5104	Parks	1			Parks Manager	FILLED	55,270
5104	Parks	1			Parks Manager	FILLED	55,270
5104	Parks	1			Park Maintenance Supervisor	FILLED	50,788
5104	Parks	1			Park Maintenance Supervisor	FILLED	50,788
5104	Parks	1			Park Maintenance Supervisor	FILLED	50,788
5104	Parks	1			Park Maintenance Supervisor	FILLED	50,788
5104	Parks	1			Park Maintenance Supervisor	FILLED	50,788
5104	Parks	1			Park Maintenance Supervisor	FILLED	50,788
5104	Parks	1			Park Maintenance Supervisor	UNFILLED	50,788
5104	Parks	1			Parks Irrigation Supervisor	FILLED	50,844
		<u>13</u>					<u>716,058</u>
5104	Parks		1		Groundskeeper I	FILLED	27,031
5104	Parks		1		Groundskeeper I	FILLED	27,031
5104	Parks		1		Groundskeeper I	FILLED	27,031
5104	Parks		1		Groundskeeper I	FILLED	27,031
5104	Parks		1		Groundskeeper I	FILLED	27,031
5104	Parks		1		Groundskeeper I	FILLED	27,031
5104	Parks		1		Groundskeeper I	FILLED	27,031
5104	Parks		1		Groundskeeper I	FILLED	27,031
5104	Parks		1		Groundskeeper I	FILLED	27,031
5104	Parks		1		Groundskeeper I	UNFILLED	27,031
5104	Parks		1		Groundskeeper I	UNFILLED	27,031
5104	Parks		1		Groundskeeper I	UNFILLED	27,031
5105	Parks		1		Groundskeeper I	UNFILLED	27,031
5106	Parks		1		Groundskeeper I	UNFILLED	27,031
5106	Parks		1		Groundskeeper I	UNFILLED	27,031
5106	Parks		1		Groundskeeper I	UNFILLED	27,031
5106	Parks		1		Groundskeeper I	UNFILLED	27,031
5106	Parks		1		Groundskeeper I	UNFILLED	27,031
5106	Parks		1		Groundskeeper I	UNFILLED	27,031
			<u>20</u>				<u>540,620</u>
5104	Parks		1		Groundskeeper II	FILLED	30,593
5104	Parks		1		Groundskeeper II	FILLED	27,971
5104	Parks		1		Groundskeeper II	FILLED	27,971
5104	Parks		1		Groundskeeper II	FILLED	27,971
5104	Parks		1		Groundskeeper II	FILLED	27,971
5104	Parks		1		Groundskeeper II	FILLED	27,971

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5104	Parks		1		Senior Administrative Clerk	FILLED	30,790
			<u>1</u>				<u>30,790</u>
5104	Parks		1		Trades Helper I (TH I)	FILLED	30,593
5104	Parks		1		Trades Helper I (TH I)	FILLED	30,593
5104	Parks		1		Trades Helper I (TH I)	FILLED	30,593
5104	Parks		1		Trades Helper I (TH I)	FILLED	30,593
5104	Parks		1		Trades Helper I (TH I)	FILLED	30,593
5104	Parks		1		Trades Helper I (TH I)	UNFILLED	30,593
5104	Parks		1		Trades Helper I (TH I)	UNFILLED	30,593
5104	Parks		1		Trades Helper I (TH I)	RECOMMEDED	30,593
5104	Parks		1		Trades Helper Supervisor (THS)	FILLED	32,101
5104	Parks		1		Trades Helper Supervisor (THS)	FILLED	32,101
5105	Parks		1		Trades Helper Supervisor (THS)	FILLED	32,101
			<u>11</u>				<u>341,047</u>
5104	Parks		1		Welder	FILLED	32,910
5104	Parks		1		Welder	FILLED	32,910
			<u>2</u>				<u>65,820</u>
TOTAL FOR NON-EXEMPTS			103				3,012,244
5104	Parks		1		Part Time	UNFILLED	10,533
5104	Parks		1		Part Time / Nature Intern	UNFILLED	8,337
5104	Parks		1		Part Time	UNFILLED	14,476
5104	Parks		1		Part Time Custodian	FILLED	10,227
			<u>4</u>				<u>43,573</u>
					OVERTIME		162,477
					CAR ALLOWANCE		9,600
					TELEPHONE		2,400
							<u>174,477</u>
CURRENT POSITIONS			120				\$ 3,946,351



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				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 3,194,038	\$ 3,760,084	\$ 3,724,345	\$ 3,724,345	\$ 3,946,351	\$ 3,946,351	\$ 3,946,351	\$ 3,946,351	\$ 3,946,351	\$ 4,118,803	
Employee Benefits	963,760	1,280,937	1,290,527	1,290,527	1,432,368	1,432,368	1,432,368	1,432,368	1,432,368	1,502,890	
Supplies	165,778	197,154	180,889	180,889	202,154	202,154	202,154	202,154	202,154	202,154	
Other Services and Charges	2,353,733	2,234,622	2,510,703	2,510,703	2,324,110	2,269,797	2,269,797	2,269,797	2,269,797	2,269,797	
Maintenance	724,731	544,244	677,680	677,680	694,244	694,244	694,244	694,244	694,244	694,244	
Operations Subtotal	7,402,039	8,017,041	8,384,144	8,384,144	8,599,227	8,544,914	8,544,914	8,544,914	8,544,914	8,787,888	
Capital Outlay	105,751	184,344	184,344	184,344	224,855	82,074	-	-	-	-	
Total Expenditures	\$ 7,507,791	\$ 8,201,385	\$ 8,568,488	\$ 8,568,488	\$ 8,824,082	\$ 8,626,988	\$ 8,544,914	\$ 8,544,914	\$ 8,544,914	\$ 8,787,888	
PERSONNEL											
Exempt	13	13	13	13	13	13	13	13	13	14	
Non-Exempt	84	102	102	102	103	103	103	103	103	106	
Part-Time	1	4	4	4	4	4	4	4	4	4	
Total Positions Authorized	98	119	119	119	120	120	120	120	120	124	

Contact Us:

Mike Hernandez
Director of Parks and Recreation
1000 S. Ware Road
McAllen, TX 78501
(956) 681-3333

MAJOR FY 20-21 GOALS

1. Begin installation of ADA inclusive components (1 play station per) at 18 parks and continue adding sidewalk for ADA access.
2. Continue installation of native trees and plants into landscaping. Add 36 native South Texas trees and 4 butterfly gardens to various McAllen Park Lands.
3. Allocate \$15,000 of Horticulture funding for turf maintenance at ballfields to attract more tournament play with higher quality fields.

Performance Measures				
	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	97	115	115	116
Department expenditures	\$ 7,507,791	\$ 8,568,488	\$ 8,568,488	\$ 8,626,988
Outputs:				
Total number of properties maintained	89	89	89	90
Number of developed parks acres	753	757	754	760
Number of undeveloped park acres	457	453	445	439
Number of playscape areas maintained	104	106	105	107
Number of athletic fields maintained	164	170	165	170
Number of irrigation systems maintained	225	229	230	232
Effectiveness Measures:				
City Park Ratings	82%	91%	85%	91%
% who visited City/Neighborhood Parks	80%	90%	80%	90%
Efficiency Measures:				
Number of acres maintained per full time employee		11.2		
Unit cost per acres maintained	\$ 6,205	\$ 7,081	\$ 7,146	\$ 7,195
Department expenditures per capita	\$ 50.32	\$ 56.35	\$ 56.61	\$ 56.19
Population:	149,189	152,046	151,352	153,546

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 FY 2020 - 2021

DEPARTMENT NAME: RECREATION

		BASELINE						DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2. Seasonals				35,000	-	-	5,781	40,781		Additional staff cost to operate new special events
3.				-	-	-	-	-		
4.				-	-	-	-	-		
5.				-	-	-	-	-		
Total Compensation & Benefits				\$ 1,446,282	\$ 35,000	\$ -	\$ -	\$ 5,781	\$ 40,781	\$ -
SUPPLIES										
1. Program								27,000		27,000
2. < Please select category >										
3. < Please select category >										
4. < Please select category >										
5. < Please select category >										
Total Supplies				\$ 51,000				\$ 27,000	\$ 27,000	
OTHER SERVICES & CHARGES										
1. Special events								12,000		
2. < Please select category >										
3. < Please select category >										
4. < Please select category >										
5. < Please select category >										
Total Other Services & Charges				\$ 320,794				\$ 12,000	\$ -	
MAINTENANCE										
1. Equipment										
2. < Please select category >										
3. < Please select category >										
4. < Please select category >										
5. < Please select category >										
Total Maintenance				\$ 15,599				\$ -	\$ -	
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ 21,000	\$ 21,000	
TOTAL				\$ 1,833,675				\$ 100,781	\$ 48,000	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL FUND
DEPARTMENT: RECREATION

DEPT REQUEST				CM RECOMM		
Improv Other Than Bldg.						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Firemen's Park Land Deck	\$7,000	1	\$7,000	1	\$7,000	Deck to store and operate inventory of pedal boats.
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$7,000		\$7,000	

Equipment						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Ice Machine	\$4,000	1	\$4,000	1	\$4,000	Increase concession stand amenities at McAllen Youth Baseball Complex.
Ball Field Conditioning	\$10,000	1	\$10,000	1	\$10,000	Playing dirt for Cascade and Palomino ball fields.
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$14,000		\$14,000	

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

Grand Total			\$21,000		\$21,000	
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-5106-461-60-01-000000 Compensation / Exempt	321,065	328,468	328,468	425,237	425,237	
011-5106-461-60-02-000000 Compensation / Non-exempt	-	-	-	-	-	
011-5106-461-60-06-000000 Compensation / Part time	867,846	790,804	790,804	797,804	762,804	
011-5106-461-60-10-000000 Compensation / Overtime	15,399	6,192	6,192	10,000	10,000	
011-5106-461-60-14-000000 Compensation / Car allowance	-	7,500	7,500	10,200	10,200	
011-5106-461-60-17-000000 Compensation / Telephone	2,100	3,600	3,600	4,800	4,800	
011-5106-461-60-90-000000 Compensation / Non-employee agreement	-	-	-	-	-	
60	1,206,410	1,136,564	1,136,564	1,248,041	1,213,041	-
011-5106-461-61-30-000000 Benefits / Social security	90,869	92,306	92,306	95,476	92,798	
011-5106-461-61-36-000000 Benefits / Retirement	27,825	34,439	34,439	42,022	38,991	
011-5106-461-61-40-000000 Benefits / Unemployment tax	2,860	16,530	16,530	6,960	6,960	
011-5106-461-61-46-000000 Benefits / Workers' comp-	32,564	44,000	44,000	42,233	42,191	
011-5106-461-61-50-000000 Benefits / Health cost	20,232	28,104	28,104	40,656	40,656	
011-5106-461-61-52-000000 Benefits / Life insurance	232	715	715	768	738	
011-5106-461-61-53-000000 Benefits / Retiree health ins (ARC)	11,123	11,123	11,123	10,908	10,908	
61	185,705	227,217	227,217	239,022	233,241	-
011-5106-463-62-12-000000 Supplies / Small tools/minor equip-	(1,613)	27	27	1,000	1,000	
011-5106-463-62-26-000000 Supplies / Program	53,306	47,220	47,220	77,000	77,000	
011-5106-463-62-42-000000 Supplies / Recreation merchandise supplies	-	-	-	-	-	
62	51,693	47,247	47,247	78,000	78,000	-
011-5106-464-63-02-000000 Other services & charges / Advertising	14,498	11,929	11,929	15,000	15,000	
011-5106-464-63-10-000000 Other service & charges / Contract services	5,680	290	290	2,000	2,000	
011-5106-464-63-23-000000 Other services & charges / Online svc/network	-	-	-	-	-	
011-5106-464-63-42-000000 Other services & charges / Officiating fees	95,202	95,000	95,000	110,000	110,000	
011-5106-464-63-44-000000 Other services & charges / Printing	17,490	11,914	11,914	19,600	19,600	
011-5106-464-63-52-000000 Other services & charges / Rental & contractual	7,664	5,497	5,497	14,000	14,000	
011-5106-464-63-60-000000 Other services & charges / Special events	137,074	136,040	136,040	102,000	90,000	
011-5106-464-63-65-000000 Other services & charges / Travel	22,865	19,871	19,871	14,500	14,500	
011-5106-464-63-66-000000 Other services & charges / Trophies	24,122	20,681	20,681	30,000	30,000	
011-5106-464-63-75-000000 Other services & charges / Rental-general depr- fu	8,663	8,652	8,652	17,031	17,031	
011-5106-464-63-85-000000 Other services & charges /RollingStckShrtge-GenDep	-	-	-	8,500	8,500	
011-5106-464-63-99-000000 Other services & charges / Miscellaneous	80	80	80	63	63	
63	333,337	309,954	309,954	332,694	320,694	-
011-5106-464-64-21-000000 Other services & charges / H2O Hut concession exp	(351)	100	100	100	100	
64	(351)	100	100	100	100	-

2021

011-5106 Recreation

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-5106-465-65-08-000000 Maintenance / Equipment	2,964	3,465	3,465	4,000	4,000	
011-5106-465-65-16-000000 Maintenance / Vehicles	1,586	5,500	5,500	9,925	9,925	
011-5106-465-65-17-000000 Maintenance / Fuel & lubricants	4,337	4,492	4,492	1,674	1,674	
011-5106-465-65-19-000000 Maintenance / Athletic fields	(6,719)	-	-	-	-	
65	2,168	13,456	13,456	15,599	15,599	-
011-5106-466-66-14-000000 Capital outlay / Vehicles	7,793	-	-	-	-	
011-5106-466-66-16-000000 Capital outlay / Office furniture/equip-	-	4,312	4,312	-	-	
011-5106-466-66-20-000000 Capital outlay / Equipment	-	-	-	14,000	14,000	
011-5106-466-66-22-000000 Capital outlay / Computer-hardware	-	1,335	1,335	-	-	
011-5106-466-66-30-000000 Capital outlay / Imprv- other than buildgs	-	-	-	7,000	7,000	
011-5106-466-66-99-000000 Capital outlay / Non-capitalized	-	-	-	-	-	
66	7,793	5,647	5,647	21,000	21,000	-
011-5106-469-78-01-000000 Disaster Exp/ COVID-19	-	-	-	-	-	
78	-	-	-	-	-	-
011-5106 Recreation	\$ 1,786,755	\$ 1,740,185	\$ 1,740,185	\$ 1,934,456	\$ 1,881,675	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5106461	RECREATION	1			DEPUTY DIRECTOR PROGRAMS	FILLED	\$ 87,347
5106461	RECREATION	1			ASSISTANT DIRECTOR OPERATIONS	UNFILLED	76,148
5106461	RECREATION	1			SUPERINTENDENT OF ATHLETICS	FILLED	57,204
5106461	RECREATION	1			RECREATION SUPERVISOR	FILLED	44,846
5106461	RECREATION	1			RECREATION SUPERVISOR	FILLED	44,845
5106461	RECREATION	1			RECREATION SUPERVISOR	FILLED	44,846
5106461	RECREATION	1			MARKETING & SPECIAL EVENT ADMINISTRATOR	FILLED	70,000
		<u>7</u>					<u>425,237</u>
5106461	RECREATION		<u>269</u>		SEASONAL POSITIONS		<u>762,804</u>
					OVERTIME		10,000
					CAR ALLOWANCE		10,200
					TELEPHONE		4,800
							<u>25,000</u>
	CURRENT POSITIONS		276				1,213,041



Mission Statement:	Department Summary											
	Actual 18-19	Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Mgr Recomm. 20-21	Four Year Plan					
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.	Expenditure Detail:											
	Personnel Services											
	Salaries and Wages	\$ 1,206,410	\$ 1,199,434	\$ 1,136,564	\$ 1,136,564	\$ 1,248,041	\$ 1,213,041	\$ 1,213,041	\$ 1,213,041	\$ 1,213,041	\$ 1,213,041	\$ 1,257,887
	Employee Benefits	185,705	226,111	227,217	227,217	239,022	233,241	233,241	233,241	233,241	233,241	249,342
	Supplies	51,693	51,000	47,247	47,247	78,000	78,000	78,000	78,000	78,000	78,000	78,000
	Other Services and Charges	332,986	324,645	310,054	310,054	332,794	320,794	320,794	320,794	320,794	320,794	320,794
	Maintenance	2,168	15,599	13,456	13,456	15,599	15,599	15,599	15,599	15,599	15,599	15,599
	Operations Subtotal	1,778,962	1,816,789	1,734,538	1,734,538	1,913,456	1,860,675	1,860,675	1,860,675	1,860,675	1,860,675	1,921,622
	Capital Outlay	7,793	23,512	5,647	5,647	21,000	21,000	-	-	-	-	-
	Total Expenditures	\$ 1,786,755	\$ 1,840,301	\$ 1,740,185	\$ 1,740,185	\$ 1,934,456	\$ 1,881,675	\$ 1,860,675	\$ 1,860,675	\$ 1,860,675	\$ 1,860,675	\$ 1,921,622
	PERSONNEL											
	Exempt	6	7	7	7	7	7	7	7	7	7	8
	Part-Time	130	269	269	269	269	269	269	269	269	269	269
	Total Positions Authorized	136	276	276	276	276	276	276	276	276	276	277

MAJOR FY 20-21 GOALS

1. The McAllen Parks & Recreation marketing & special events team will implement a robust sponsorship generation and retention program that will serve to increase overall sponsorship revenue by 30% over the actual fiscal year 2019-2020 sponsorship revenue amount.
2. Engage Esport gaming by hosting 3 leagues and 3 tournaments in fiscal year 20-21.
3. Add 2 new programs to Firemen's Town Lake: themed birthday parties and outdoor nature education.

Contact Us:
 Denny Meline
 Deputy Director of
 Programs
 1000 S. Ware Road
 McAllen, TX 78501
 (956) 681-3333

Recreation

www.mcallen.net/parks/recreation

Performance Measures				
	Actual FY 19-20	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	6	7	7	7
Department expenditures	\$ 1,786,755	\$ 1,740,185	\$ 1,740,185	\$ 1,881,675
Event expenditures (P&R Only)	\$ 91,328	\$ 90,000	\$ 180,000	\$ 90,000
Marketing/print expenditures	\$ 31,988	\$ 23,843	\$ 23,843	\$ 34,600
Outputs:				
Special Events (Park & Rec Hosted)	27	28	21	21
Special Event Attendance	342,083	301,000	338,729	245,000
Special Event Sponsorship Revenue	116,204	\$ 46,000	87,250	85,000
Total Special Event Revenue	220,475	\$ 170,000	239,698	190,000
Recreation Programs Offered	236	260	223	240
Recreation Programs Attendance	17,700	90,000	17,536	12,000
Recreation Programs Revenue	380,528	\$ 350,000	176,516	228,000
After-School Program Sites	9	9	9	9
After-School Program Attendance	100,342	130,000	72,738	68,250
Ball Field Rentals	1,980	1,000	1,661	1,200
Athletic League Registrants	8,390	10,500	7,775	5,500
Athletic Associations	-	-	7	9
Town Lake/Nature Center Attendance	3,995	2,800	3,919	3,250
Efficiency Measures:				
Cost per day of operation				
Department expenditures per capita		\$ 12.10		
Population:	149,189	152,046	151,352	153,546

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.

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

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: POOLS

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total Compensation & Benefits			\$ 675,495	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
SUPPLIES										
1.	< Please select category >									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Supplies			\$ 87,800					\$ -		\$ -
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			\$ 124,378					\$ -		\$ -
MAINTENANCE										
1. Equipment										
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance			\$ 60,002					\$ -		\$ -
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ 19,500		\$ 19,500
TOTAL			\$ 947,675					\$ 19,500		\$ 19,500

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL FUND
DEPARTMENT: POOLS

DEPT REQUEST				CM RECOMM			
Equipment	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	Commercial Pool Vacuum	\$6,500	3	\$19,500	3	\$19,500	One at each Pool facility for sanitary health maintenance.
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$19,500		\$19,500	

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

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

Grand Total	\$19,500	\$19,500
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2021

011-5108 Pools

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-5108-461-60-01-000000 Compensation / Exempt	16,393	57,204	57,204	57,204	57,204	
011-5108-461-60-02-000000 Compensation / Non-exempt	112,192	113,000	113,000	113,108	113,108	
011-5108-461-60-06-000000 Compensation / Part time	401,885	298,164	298,164	362,671	362,671	
011-5108-461-60-10-000000 Compensation / Overtime	12,528	10,482	10,482	18,281	18,281	
011-5108-461-60-14-000000 Compensation / Car allowance	-	-	-	3,000	3,000	
011-5108-461-60-17-000000 Compensation / Telephone	-	1,200	1,200	1,200	1,200	
60	542,998	480,051	480,051	555,464	555,464	-
011-5108-461-61-30-000000 Benefits / Social security	40,573	42,263	42,263	42,493	42,493	
011-5108-461-61-36-000000 Benefits / Retirement	14,019	14,728	14,728	16,696	16,696	
011-5108-461-61-40-000000 Benefits / Unemployment tax	842	8,094	8,094	3,336	3,336	
011-5108-461-61-46-000000 Benefits / Workers' comp-	14,962	24,184	24,184	23,128	23,128	
011-5108-461-61-50-000000 Benefits / Health cost	20,080	27,192	27,192	29,088	29,088	
011-5108-461-61-52-000000 Benefits / Life insurance	129	289	289	296	296	
011-5108-461-61-53-000000 Benefits / Retiree health ins (ARC)	5,108	5,108	5,108	4,994	4,994	
61	95,714	121,858	121,858	120,031	120,031	-
011-5108-463-62-18-000000 Supplies / Clothing & uniform	7,293	6,100	6,100	6,700	6,700	
011-5108-463-62-20-000000 Supplies / Chemical	54,750	30,637	30,637	70,000	70,000	
011-5108-463-62-26-000000 Supplies / Program	9,317	2,627	2,627	11,100	11,100	
62	71,360	39,364	39,364	87,800	87,800	-
011-5108-464-63-21-000000 Other services & charges / Gus & goldie	11,653	-	-	9,800	9,800	
011-5108-464-63-52-000000 Other services & charges / Rental & contractual	6,211	1,455	1,455	4,500	4,500	
011-5108-464-63-65-000000 Other services & charges / Travel	5,841	2,062	2,062	5,942	5,942	
011-5108-464-63-67-000000 Other services & charges / Utilities-electric	29,171	25,616	25,616	34,000	34,000	
011-5108-464-63-68-000000 Other services & charges / Utilities-gas	50,328	43,469	43,469	49,400	49,400	
011-5108-464-63-70-000000 Other services & charges / Utilities-water	15,077	11,346	11,346	14,860	14,860	
011-5108-464-63-75-000000 Other services & charges / Rental-general depr- fu	4,813	4,812	4,812	4,813	4,813	
011-5108-464-63-99-000000 Other services & charges / Miscellaneous	125	180	180	1,063	1,063	
63	123,218	88,938	88,938	124,378	124,378	-
011-5108-465-65-08-000000 Maintenance / Equipment	7,566	22,080	22,080	17,500	17,500	
011-5108-465-65-10-000000 Maintenance / Facilities	39,503	21,516	21,516	27,000	27,000	
011-5108-465-65-16-000000 Maintenance / Vehicles	4,108	3,104	3,104	10,000	10,000	
011-5108-465-65-17-000000 Maintenance / Fuel & lubricants	5,232	4,584	4,584	5,502	5,502	
65	56,408	51,284	51,284	60,002	60,002	-
011-5108-466-66-14-000000 Capital outlay / Vehicles	-	-	-	-	-	

2021

011-5108 Pools

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-5108-466-66-20-000000 Capital outlay / Equipment	-	8,100	8,100	19,500	19,500	
011-5108-466-66-22-000000 Capital outlay / Computer-hardware	-	-	-	-	-	
011-5108-466-66-30-000000 Capital outlay / Imprv- other than buildgs	-	-	-	-	-	
011-5108-466-66-99-000000 Capital outlay / Non-capitalized	8,498	-	-	-	-	
66	8,498	8,100	8,100	19,500	19,500	-
011-5108-469-78-01-000000 Disaster Exp/ COVID-19	-	-	-	-	-	
78	-	-	-	-	-	-
011-5108 Pools	\$ 898,197	\$ 789,595	\$ 789,595	\$ 967,175	\$ 967,175	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5108	Pools	1 <hr/> 1			Aquatics Superintendent	FILLED	\$ 57,204 <hr/> 57,204
5108	Pools		1		Swimming Pool Operator	FILLED	28,277
5108	Pools		1		Swimming Pool Operator	FILLED	28,277
5108	Pools		1		Swimming Pool Operator	FILLED	28,277
			<hr/> 4				<hr/> 113,108
5108	Pools		<hr/> 124		SEASONAL POSITIONS		<hr/> 362,671
					OVERTIME		18,281
					CAR ALLOWANCE		3,000
					TELEPHONE		1,200
							<hr/> 22,481
	CURRENT POSITIONS		129				\$ 555,464



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.

Contact Us:

Denny Meline
 Assistant Director of Operations
 1000 S. Ware Road
 McAllen, TX 78501
 (956) 681-3333

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 542,998	\$ 549,126	\$ 480,051	\$ 480,051	\$ 555,464	\$ 555,464	\$ 555,464	\$ 555,464	\$ 555,464	\$ 555,464	\$ 555,464
Employee Benefits	95,714	121,344	121,858	121,858	120,031	120,031	120,031	120,031	120,031	120,031	120,031
Supplies	71,360	87,800	39,364	39,364	87,800	87,800	87,800	87,800	87,800	87,800	87,800
Other Services and Charges	123,218	124,378	88,938	88,938	124,378	124,378	124,378	124,378	124,378	124,378	124,378
Maintenance	56,408	60,002	51,284	51,284	60,002	60,002	60,002	60,002	60,002	60,002	60,002
Operations Subtotal	889,699	942,650	781,495	781,495	947,675	947,675	947,675	947,675	947,675	947,675	947,675
Capital Outlay	8,498	9,200	8,100	8,100	19,500	19,500	-	-	-	-	-
Total Expenditures	\$ 898,197	\$ 951,850	\$ 789,595	\$ 789,595	\$ 967,175	\$ 967,175	\$ 947,675	\$ 947,675	\$ 947,675	\$ 947,675	\$ 947,675
PERSONNEL											
Exempt	1	1	1	1	1	1	1	1	1	1	1
Non-Exempt	4	4	4	4	4	4	4	4	4	4	4
Part-Time	53	124	124	55	124	124	124	124	124	124	124
Total Positions Authorized	58	129	129	60	129	129	129	129	129	129	129

MAJOR FY 20-21 GOALS

1. Increase program revenue by implementing 2 new programs and/or camps; 1 in the Fall and 1 in the Spring.
2. Expand staff's knowledge by providing 2 Pool Operator trainings each season focusing on facility safety, chemical procedure safety, and equipment treatment safety.
3. Increase number of lifeguards hired during the summer season by 15 in order to operate programs and rentals efficiently.

Pools

www.mcallen.net/parks/aquatics

Performance Measures				
	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	5	5	5	5
Department expenditures	\$ 898,197	\$ 789,595	\$ 789,595	\$ 967,175
Outputs:				
Public pools	4	3	4	4
Total days of operation	348	348	187	348
Programs offered	175	200	213	200
Efficiency Measures:				
Private rentals	126	200	109	75
Public swim/laps/aerobics attendance	18,182	30,000	21,993	15,000
Program Registrants	3,250	3,750	1,263	1,800
Program Attendance	16,000	20,000	20,130	15,500
Private rental attendance	15,102	17,000	10,579	14,500
Program fees	\$ 60,000	\$ 70,000	\$ 28,890	\$ 26,000
Rental fees	\$ 34,893	\$ 40,000	\$ 11,514	\$ 10,500
Public swim/laps/aerobics fees	\$ 47,116	\$ 55,000	\$ 38,254	\$ 35,000
Effectiveness Measures:				
Cost recovery	16%	20	10%	10%
Cost per attendee	17.10	11.16	14.63	20.67
Cost per day of operation	\$ 2,581	\$ 2,269	\$ 4,222	\$ 2,779
Department expenditures per capita	\$ 6.02	\$ 5.19	\$ 5.22	\$ 6.30
Population:	149,189	152,046	151,352	153,546

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 FY 2020 - 2021

DEPARTMENT NAME: LAS PALMAS COMMUNITY CENTER

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.	-			-	-	-	-	-		
3.	-			-	-	-	-	-		
4.	-			-	-	-	-	-		
5.	-			-	-	-	-	-		
Total Compensation & Benefits			\$ 273,813	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
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.	Rental & contractual							1,573		1,573
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Other Services & Charges			\$ 94,890					\$ 1,573		\$ 1,573
MAINTENANCE										
1.	Equipment									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance			\$ 17,384					\$ -		\$ -
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ 7,501		\$ -
TOTAL			\$ 402,267					\$ 9,074		\$ 1,573

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL FUND
DEPARTMENT: Las Palmas Community Center

DEPT REQUEST				CM RECOMM		
Office Furniture/equipment						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Seating & Lounge Furniture	\$4,336	1	\$4,336		\$0	Provide additional lobby seating for patrons.
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$4,336		\$0	

Improv Other Than Bldg.						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Formica Doors	\$3,165	1	\$3,165		\$0	Original doors in the building are in need of replacement.
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$3,165		\$0	

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

Grand Total			\$7,501		\$0	
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-5110-461-60-01-000000 Compensation / Exempt	98,320	100,114	100,114	100,114	100,114	
011-5110-461-60-02-000000 Compensation / Non-exempt	87,059	86,104	86,104	81,618	81,618	
011-5110-461-60-06-000000 Compensation / Part time	28,184	24,544	24,544	24,545	24,545	
011-5110-461-60-10-000000 Compensation / Overtime	1,430	1,745	1,745	1,200	1,200	
011-5110-461-60-14-000000 Compensation / Car allowance	-	-	-	-	-	
011-5110-461-60-17-000000 Compensation / Telephone	540	720	720	720	720	
60	215,532	213,228	213,228	208,197	208,197	-
011-5110-461-61-30-000000 Benefits / Social security	16,198	15,927	15,927	15,927	15,927	
011-5110-461-61-36-000000 Benefits / Retirement	15,896	15,417	15,417	15,904	15,904	
011-5110-461-61-40-000000 Benefits / Unemployment tax	67	1,197	1,197	504	504	
011-5110-461-61-46-000000 Benefits / Workers' comp-	5,678	4,161	4,161	4,516	4,516	
011-5110-461-61-50-000000 Benefits / Health cost	12,927	16,344	16,344	26,592	26,592	
011-5110-461-61-52-000000 Benefits / Life insurance	146	309	309	316	316	
011-5110-461-61-53-000000 Benefits / Retiree health ins (ARC)	1,883	1,883	1,883	1,857	1,857	
61	52,794	55,238	55,238	65,616	65,616	-
011-5110-463-62-02-000000 Supplies / Office	1,026	1,296	1,296	1,300	1,300	
011-5110-463-62-12-000000 Supplies / Small tools/minor equip-	-	180	180	180	180	
011-5110-463-62-14-000000 Supplies / Janitorial	7,908	6,552	6,552	7,050	7,050	
011-5110-463-62-18-000000 Supplies / Clothing & uniform	300	364	364	600	600	
011-5110-463-62-26-000000 Supplies / Program	8,776	3,918	3,918	7,050	7,050	
62	18,010	12,309	12,309	16,180	16,180	-
011-5110-464-63-02-000000 Other services & charges / Advertising	325	317	317	245	245	
011-5110-464-63-39-000000 Other services & charges / Meal donation	-	-	-	(2,352)	(2,352)	
011-5110-464-63-44-000000 Other services & charges / Printing	253	250	250	250	250	
011-5110-464-63-51-000000 Other services & charges / Rental-Photocopier	1,141	962	962	1,300	1,300	
011-5110-464-63-52-000000 Other services & charges / Rental & contractual	36,064	37,201	37,201	32,873	32,873	
011-5110-464-63-60-000000 Other services & charges / Special events	12,738	11,654	11,654	12,000	12,000	
011-5110-464-63-64-000000 Other services & charges / Training	50	50	50	500	500	
011-5110-464-63-65-000000 Other services & charges / Travel	2,208	844	844	2,797	2,797	
011-5110-464-63-66-000000 Other services & charges / Trophies	30	300	300	300	300	
011-5110-464-63-67-000000 Other services & charges / Utilities-electric	20,850	15,925	15,925	23,000	23,000	
011-5110-464-63-70-000000 Other services & charges / Utilities-water	2,657	2,713	2,713	3,660	3,660	
011-5110-464-63-75-000000 Other services & charges / Rental-general depr- fu	20,350	20,340	20,340	20,350	20,350	
011-5110-464-63-99-000000 Other services & charges / Miscellaneous	60	60	60	1,540	1,540	
63	96,727	90,617	90,617	96,463	96,463	-

2021

011-5110 Las Palmas community center

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-5110-465-65-08-000000 Maintenance / Equipment	2,777	2,000	2,000	2,000	2,000	
011-5110-465-65-10-000000 Maintenance / Facilities	7,825	6,500	6,500	8,787	8,787	
011-5110-465-65-16-000000 Maintenance / Vehicles	23,496	6,253	6,253	600	600	
011-5110-465-65-17-000000 Maintenance / Fuel & lubricants	-	382	382	5,997	5,997	
65	34,098	15,135	15,135	17,384	17,384	-
011-5110-466-66-10-000000 Capital outlay / Building/structures	-	-	-	-	-	
011-5110-466-66-16-000000 Capital outlay / Office furniture/equip-	-	-	-	4,336	-	
011-5110-466-66-20-000000 Capital outlay / Equipment	-	-	-	-	-	
011-5110-466-66-30-000000 Capital outlay / Imprv O/T bldg	-	-	-	3,165	-	
011-5110-466-66-99-000000 Capital outlay / Non-capitalized	6,445	2,600	2,600	-	-	
66	6,445	2,600	2,600	7,501	-	-
011-5110-469-78-01-000000 Disaster Exp/ COVID-19	-	-	-	-	-	
78	-	-	-	-	-	-
011-5110 Las Palmas Community Ctr	\$ 423,607	\$ 389,126	\$ 389,126	\$ 411,341	\$ 403,840	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

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	\$ 55,268
5110	Las Palmas Community Center	<u>1</u>			Las Palms CC Supervisor	UNFILLED	44,846
		2					100,114
5110	Las Palmas Community Center		1		Secretary	FILLED	27,206
5110	Las Palmas Community Center		1		Maintenance Technician	FILLED	27,206
5110	Las Palmas Community Center		<u>1</u>		Maintenance Technician	FILLED	27,206
			3				81,618
5110	Las Palmas Community Center		1		Part Time	FILLED	9,716
5110	Las Palmas Community Center		<u>1</u>		Part Time Receptionist	FILLED	14,829
			2				24,545
					OVERTIME		1,200
					TELEPHONE		720
							<u>1,920</u>
							1,920
CURRENT POSITIONS			7				\$ 208,197



Mission Statement:

Las Palmas Community Center will provide indoor cultural programs, leisure activities, and lifetime skills to its community.

Department Summary											
Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 215,532	\$ 204,153	\$ 213,228	\$ 213,228	\$ 208,197	\$ 208,197	\$ 208,197	\$ 208,197	\$ 218,597	\$ 218,597	
Employee Benefits	52,794	54,615	55,238	55,238	65,616	65,616	65,616	65,616	65,616	65,616	
Supplies	18,010	16,180	12,309	12,309	16,180	16,180	16,180	16,180	16,180	16,180	
Other Services and Charges	96,727	94,890	90,617	90,617	96,463	96,463	96,463	96,463	96,463	96,463	
Maintenance	34,098	17,384	15,135	15,135	17,384	17,384	17,384	17,384	17,384	17,384	
Operations Subtotal	417,162	387,222	386,526	386,526	403,840	403,840	403,840	403,840	414,240	414,240	
Capital Outlay	6,445	4,300	2,600	2,600	7,501	-	-	-	-	-	
Total Expenditures	\$ 423,607	\$ 391,522	\$ 389,126	\$ 389,126	\$ 411,341	\$ 403,840	\$ 403,840	\$ 403,840	\$ 414,240	\$ 414,240	
PERSONNEL											
Exempt	2	2	2	2	2	2	2	2	2	2	
Non-Exempt	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	7	7	7	7	7	7	7	7	7	7	

Contact Us:

Kristyna Mancias
 Center Manager
 1921 N. 25th Street
 McAllen, TX 78501
 (956) 681-3350

MAJOR FY 20-21 GOALS

1. Expand marketing approach for Central McAllen by using direct mail to increase registration fee revenue by \$1,800 in the fall and spring seasons combined.
2. Enhance the current city volunteer program by 100 with the use of marketing material that provides the community information on how to volunteer.
3. Increase special needs children's participation by 20 with the use of various marketing tools that provide information of inclusion in special events and programs.

Las Palmas Community Center

www.mcallen.net/parks/centers/laspalmas

Performance Measures				
	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	5	5	5	5
Department expenditures	\$ 423,607	\$ 389,126	\$ 389,126	\$ 403,840
Outputs:				
Days open to the public	253	253	223	253
Youth Programs offered	115	92	77	70
Effectiveness Measures:				
Private rentals	31	25	78	90
Rental attendance	3,322	2,650	2,650	2,525
Program attendance	45,155	48,500	32,294	33,154
Program fees	\$ 27,801	\$ 26,500	\$ 21,223	\$ 25,392
Rental fees	\$ 4,765	\$ 5,800	\$ 2,988	\$ 5,475
Efficiency Measures:				
Cost per day of operation	\$ 1,674	\$ 1,538	\$ 1,745	\$ 1,596
Cost of service provided per person	\$ 8.74	\$ 7.61	\$ 11.14	\$ 11.32
Average daily attendance	178	192	145	131
Department expenditures per capita	\$ 149.00	\$ 2.56	\$ 151,352.00	\$ 153,546.00
Population:	149,189	152,046	151,352	153,546

Description:

Las Palmas Community Center provides cultural and recreational programs to residents of McAllen and surrounding communities. It is located in Central McAllen.

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: LARK - REC. CENTER

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.				-	-	-	-	-		
3.				-	-	-	-	-		
4.				-	-	-	-	-		
5.				-	-	-	-	-		
Total Compensation & Benefits			\$ 327,143	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
SUPPLIES										
1.	< Please select category >									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Supplies			\$ 25,730					\$ -		\$ -
OTHER SERVICES & CHARGES										
1.	Rental & contractual							4,004		4,004
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Other Services & Charges			\$ 125,569					\$ 4,004		\$ 4,004
MAINTENANCE										
1.	Equipment									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance			\$ 16,500					\$ -		\$ -
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ 2,249		\$ -
TOTAL			\$ 494,942					\$ 6,253		\$ 4,004

Contract CINTAS to increase disinfecting of restroom facilities from monthly to bi-weekly.

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL FUND
DEPARTMENT: LARK - REC. CENTER

DEPT REQUEST				CM RECOMM			
Equipment	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	3D Printer	\$2,249	1	\$2,249		\$0	Equipment to provide active learning and encourage creativity during programs
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$2,249		\$0	

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

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

Grand Total			\$2,249			\$0	
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-5111-461-60-01-000000 Compensation / Exempt	112,792	103,738	103,738	100,114	100,114	
011-5111-461-60-02-000000 Compensation / Non-exempt	90,639	69,273	69,273	108,824	108,824	
011-5111-461-60-06-000000 Compensation / Part time	30,274	38,411	38,411	38,547	38,547	
011-5111-461-60-10-000000 Compensation / Overtime	3,162	3,300	3,300	3,300	3,300	
011-5111-461-60-17-000000 Compensation / Telephone	720	720	720	720	720	
60	237,587	215,441	215,441	251,505	251,505	-
011-5111-461-61-30-000000 Benefits / Social security	17,460	19,148	19,148	19,240	19,240	
011-5111-461-61-36-000000 Benefits / Retirement	17,094	17,708	17,708	18,442	18,442	
011-5111-461-61-40-000000 Benefits / Unemployment tax	101	1,539	1,539	648	648	
011-5111-461-61-46-000000 Benefits / Workers' comp-	5,053	6,715	6,715	3,934	3,934	
011-5111-461-61-50-000000 Benefits / Health cost	24,406	22,200	22,200	30,768	30,768	
011-5111-461-61-52-000000 Benefits / Life insurance	170	394	394	363	363	
011-5111-461-61-53-000000 Benefits / Retiree health ins (ARC)	2,305	2,305	2,305	2,243	2,243	
61	66,589	70,009	70,009	75,638	75,638	-
011-5111-463-62-02-000000 Supplies / Office	2,788	1,960	1,960	3,200	3,200	
011-5111-463-62-12-000000 Supplies / Small tools/minor equip-	156	180	180	180	180	
011-5111-463-62-14-000000 Supplies / Janitorial	13,531	9,362	9,362	12,200	12,200	
011-5111-463-62-18-000000 Supplies / Clothing & uniform	512	1,200	1,200	1,200	1,200	
011-5111-463-62-26-000000 Supplies / Program	8,185	5,093	5,093	8,950	8,950	
62	25,171	17,795	17,795	25,730	25,730	-
011-5111-464-63-02-000000 Other services & charges / Advertising	339	60	60	1,000	1,000	
011-5111-464-63-44-000000 Other services & charges / Printing	657	990	990	4,000	4,000	
011-5111-464-63-51-000000 Other services & charges / Rental-Photocopier	749	284	284	2,064	2,064	
011-5111-464-63-52-000000 Other services & charges / Rental & contractual	43,908	40,832	40,832	52,004	52,004	
011-5111-464-63-60-000000 Other services & charges / Special events	10,774	10,348	10,348	12,320	12,320	
011-5111-464-63-64-000000 Other services & charges / Training	400	255	255	1,069	1,069	
011-5111-464-63-65-000000 Other services & charges / Travel	1,163	1,392	1,392	1,998	1,998	
011-5111-464-63-67-000000 Other services & charges / Utilities-electric	37,327	49,000	49,000	49,000	49,000	
011-5111-464-63-68-000000 Other services & charges / Utilities-gas	2,354	1,566	1,566	1,800	1,800	
011-5111-464-63-69-000000 Other services & charges / Utilities-telephone	-	955	955	955	955	
011-5111-464-63-75-000000 Other services & charges / Rental-general depr- fu	3,300	3,300	3,300	3,300	3,300	
011-5111-464-63-99-000000 Other services & charges / Miscellaneous	80	63	63	63	63	
63	101,051	109,044	109,044	129,573	129,573	-
011-5111-465-65-08-000000 Maintenance / Equipment	2,202	3,804	3,804	5,000	5,000	

2021

011-5111 Recreation center-Lark

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-5111-465-65-10-000000 Maintenance / Facilities	9,640	9,582	9,582	11,500	11,500	
011-5111-465-65-17-000000 Maintenance / Fuel & lubricants	-	-	-	-	-	
65	11,842	13,386	13,386	16,500	16,500	-
011-5111-466-66-20-000000 Capital outlay / Equipment	-	8,913	8,913	2,249	-	
011-5111-466-66-30-000000 Capital outlay / Imprv- other than buildgs	-	-	-	-	-	
011-5111-466-66-99-000000 Capital outlay / Non-capitalized	1,920	-	-	-	-	
66	1,920	8,913	8,913	2,249	-	-
011-5111-469-78-01-000000 Disaster Exp/ COVID-19	-	-	-	-	-	
78	-	-	-	-	-	-
<hr/>						
011-5111 Recreation Center - Lark	\$ 444,161	\$ 434,588	\$ 434,588	\$ 501,195	\$ 498,946	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5111	Lark Community Center	1			Community Center Manager	FILLED	\$ 55,268
5111	Lark Community Center	<u>1</u>			Recreation Supervisor	FILLED	<u>44,846</u>
		2					100,114
5111	Lark Community Center		1		Administrative Clerk	FILLED	27,206
5111	Lark Community Center		1		Maintenance Technician	FILLED	27,206
5111	Lark Community Center		1		Maintenance Technician	FILLED	27,206
5111	Lark Community Center		<u>1</u>		Maintenance Technician	UNFILLED	<u>27,206</u>
			4				108,824
5111	Lark Community Center		1		Part Time Lark CC	UNFILLED	6,545
5111	Lark Community Center		1		Part Time Lark CC	FILLED	16,001
5111	Lark Community Center		<u>1</u>		Part Time Lark CC	FILLED	<u>16,001</u>
			3				38,547
					OVERTIME		3,300
					TELEPHONE		<u>720</u>
							4,020
CURRENT POSITIONS			9				\$ 251,505



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				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 237,587	\$ 246,654	\$ 215,441	\$ 215,441	\$ 251,505	\$ 251,505	\$ 251,505	\$ 251,505	\$ 251,505	\$ 251,505	\$ 251,505
Employee Benefits	66,589	69,447	70,009	70,009	75,638	75,638	75,638	75,638	75,638	75,638	75,638
Supplies	25,171	25,730	17,795	17,795	25,730	25,730	25,730	25,730	25,730	25,730	25,730
Other Services and Charges	101,051	125,569	109,044	109,044	129,573	129,573	129,573	129,573	129,573	129,573	129,573
Maintenance	11,842	16,500	13,386	13,386	16,500	16,500	16,500	16,500	16,500	16,500	16,500
Operations Subtotal	442,241	483,900	425,675	425,675	498,946	498,946	498,946	498,946	498,946	498,946	498,946
Capital Outlay	1,920	29,013	8,913	8,913	2,249	-	-	-	-	-	-
Total Expenditures	\$ 444,161	\$ 512,913	\$ 434,588	\$ 434,588	\$ 501,195	\$ 498,946	\$ 498,946	\$ 498,946	\$ 498,946	\$ 498,946	\$ 498,946
PERSONNEL											
Exempt	2	2	2	2	2	2	2	2	2	2	2
Non-Exempt	2	4	4	4	4	4	4	4	4	4	4
Part-Time	3	3	3	3	3	3	3	3	3	3	3
Total Positions Authorized	7	9	9	9	9	9	9	9	9	9	9

MAJOR FY 20-21 GOALS

1. Increase gym rentals by 24 annual rentals by actively promoting the facility through print and social media.
2. Increase volunteer participation by registering 3 participants per month.
3. Expand programming to target adults by implementing 2 new adult evening programs.

Contact Us:

Jesse Franco
Center Manager
2601 Lark Avenue
McAllen, TX 78501
(956) 681-3340

Recreation Lark

www.mcallen.net/parks/centers/lark

Performance Measures				
	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	6	6	6	6
Department expenditures	\$ 444,161	\$ 434,588	\$ 434,588	\$ 498,946
Outputs:				
Total days of operation	304	304	304	304
Effectiveness Measures:				
Private rentals	147	390	91	119
Private rental attendance	9,048	10,500	8,505	8,700
Program attendance	78,000	80,000	77,320	75,000
Program fees	\$ 45,000	\$ 65,000	\$ 58,000	\$ 51,500
Rental fees	\$ 6,934	\$ 13,000	\$ 8,505	\$ 7,700
Efficiency Measures:				
Cost per day of operation	\$ 1,534	\$ 1,687	\$ 1,560	\$ 1,628
Cost of service provided per person	\$ 5.36	\$ 5.67	\$ 5.53	\$ 5.96
Average daily attendance	286	298	282	275.33
Department expenditures per capita	\$ 3.26	\$ 3.37	\$ 3.32	\$ 3.25
Population:	149,189	152,046	151,352	153,546

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 FY 2020 - 2021

DEPARTMENT NAME: PALM VIEW - COMMUNITY CENTER

			BASELINE		DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)			
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.		-		-	-	-	-	-		
3.		-		-	-	-	-	-		
4.		-		-	-	-	-	-		
5.		-		-	-	-	-	-		
Total Compensation & Benefits			\$ 317,025	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
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.	< Please select category >									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Other Services & Charges			\$ 115,924					\$ -		\$ -
MAINTENANCE										
1.	Equipment									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance			\$ 17,000					\$ -		\$ -
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ 2,500		\$ -
TOTAL			\$ 473,154					\$ 2,500		\$ -

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL FUND
DEPARTMENT: PALM VIEW - COMMUNITY CENTER

DEPT REQUEST				CM RECOMM			
Office Furniture/equipment	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	TV Monitor For Marketing	\$2,500	1	\$2,500		\$0	Display City wide information for public at entrance of Community Center
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$2,500		\$0	

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

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

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

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

Grand Total	\$2,500	\$0
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-5112-461-60-01-000000 Compensation / Exempt	83,986	100,114	100,114	100,114	100,114	
011-5112-461-60-02-000000 Compensation / Non-exempt	106,012	109,876	109,876	108,824	108,824	
011-5112-461-60-06-000000 Compensation / Part time	20,764	15,260	15,260	30,266	30,266	
011-5112-461-60-10-000000 Compensation / Overtime	1,542	1,486	1,486	3,500	3,500	
011-5112-461-60-17-000000 Compensation / Telephone	420	720	720	720	720	
60	212,724	227,456	227,456	243,424	243,424	-
011-5112-461-61-30-000000 Benefits / Social security	15,966	18,680	18,680	18,622	18,622	
011-5112-461-61-36-000000 Benefits / Retirement	15,599	17,808	17,808	18,459	18,459	
011-5112-461-61-40-000000 Benefits / Unemployment tax	100	1,368	1,368	576	576	
011-5112-461-61-46-000000 Benefits / Workers' comp-	5,554	7,002	7,002	6,112	6,112	
011-5112-461-61-50-000000 Benefits / Health cost	18,200	22,608	22,608	27,288	27,288	
011-5112-461-61-52-000000 Benefits / Life insurance	158	358	358	363	363	
011-5112-461-61-53-000000 Benefits / Retiree health ins (ARC)	2,273	2,273	2,273	2,181	2,181	
61	57,850	70,097	70,097	73,601	73,601	-
011-5112-463-62-02-000000 Supplies / Office	2,389	1,175	1,175	2,425	2,425	
011-5112-463-62-12-000000 Supplies / Small tools/minor equip-	50	380	380	380	380	
011-5112-463-62-14-000000 Supplies / Janitorial	8,189	5,361	5,361	10,000	10,000	
011-5112-463-62-18-000000 Supplies / Clothing & uniform	864	488	488	900	900	
011-5112-463-62-26-000000 Supplies / Program	13,803	8,923	8,923	9,500	9,500	
62	25,294	16,327	16,327	23,205	23,205	-
011-5112-464-63-02-000000 Other services & charges / Advertising	373	850	850	850	850	
011-5112-464-63-44-000000 Other services & charges / Printing	1,278	2,295	2,295	3,000	3,000	
011-5112-464-63-51-000000 Other services & charges / Rental-Photocopier	936	954	954	1,800	1,800	
011-5112-464-63-52-000000 Other services & charges / Rental & contractual	49,139	41,447	41,447	48,500	48,500	
011-5112-464-63-60-000000 Other services & charges / Special events	5,095	2,245	2,245	6,500	6,500	
011-5112-464-63-64-000000 Other services & charges / Training	250	769	769	769	769	
011-5112-464-63-65-000000 Other services & charges / Travel	559	946	946	1,151	1,151	
011-5112-464-63-66-000000 Other services & charges / Trophies	706	999	999	999	999	
011-5112-464-63-67-000000 Other services & charges / Utilities-electric	41,736	41,329	41,329	46,000	46,000	
011-5112-464-63-68-000000 Other services & charges / Utilities-gas	2,879	1,685	1,685	1,200	1,200	
011-5112-464-63-69-000000 Other services & charges / Utilities-telephone	-	955	955	955	955	
011-5112-464-63-75-000000 Other services & charges / Rental-general depr- fu	4,125	4,116	4,116	4,125	4,125	
011-5112-464-63-99-000000 Other services & charges / Miscellaneous	100	60	60	75	75	
63	107,175	98,649	98,649	115,924	115,924	-
011-5112-465-65-08-000000 Maintenance / Equipment	3,974	4,000	4,000	4,000	4,000	

2021

011-5112 Recreation center-Palm View

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-5112-465-65-10-000000 Maintenance / Facilities	8,378	12,500	12,500	12,500	12,500	
011-5112-465-65-16-000000 Maintenance / Vehicles	12	90	90	500	500	
65	12,363	16,590	16,590	17,000	17,000	-
011-5112-466-66-20-000000 Capital outlay / Equipment	2,884	-	-	2,500	-	
011-5112-466-66-30-000000 Capital outlay / Imprv- other than buildgs	-	-	-	-	-	
011-5112-466-66-99-000000 Capital outlay / Non-capitalized	7,523	-	-	-	-	
66	10,407	-	-	2,500	-	-
011-5112-469-78-01-000000 Disaster Exp/ COVID-19	-	300	300	-	-	
78	-	300	300	-	-	-
011-5112 Recreation Center - Palmview	\$ 425,813	\$ 429,420	\$ 429,420	\$ 475,654	\$ 473,154	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5112	Palm View Community Center	1			Community Center Manager	FILLED	\$ 55,268
5112	Palm View Community Center	<u>1</u>			Recreation Supervisor	FILLED	44,846
		2					100,114
5112	Palm View Community Center		1		Administrative Clerk	FILLED	27,206
5112	Palm View Community Center		1		Maintenance Technician	FILLED	27,206
5112	Palm View Community Center		1		Maintenance Technician	FILLED	27,206
5112	Palm View Community Center		<u>1</u>		Maintenance Technician	FILLED	27,206
			4				108,824
5112	Palm View Community Center		1		Part Time Palm View CC	FILLED	15,273
5112	Palm View Community Center		<u>1</u>		Part Time Palm View CC	FILLED	14,993
			2				30,266
					OVERTIME		3,500
					TELEPHONE		720
							<u>4,220</u>
							4,220
CURRENT POSITIONS			8				\$ 243,424



Mission Statement:

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

Contact Us:

Marcello Langoni
Center Manager
3401 Jordan Road
McAllen, TX 78501
(956) 681-3360

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 212,724	\$ 239,785	\$ 227,456	\$ 227,456	\$ 243,424	\$ 243,424	\$ 243,424	\$ 243,424	\$ 251,543	\$ 251,543	
Employee Benefits	57,850	69,420	70,097	70,097	73,601	73,601	73,601	73,601	73,601	73,601	73,601
Supplies	25,294	23,205	16,327	16,327	23,205	23,205	23,205	23,205	23,205	23,205	23,205
Other Services and Charges	107,175	115,924	98,949	98,949	115,924	115,924	115,924	115,924	115,924	115,924	115,924
Maintenance	12,363	17,000	16,590	16,590	17,000	17,000	17,000	17,000	17,000	17,000	17,000
Operations Subtotal	415,406	465,334	429,420	429,420	473,154	473,154	473,154	473,154	481,273	481,273	
Capital Outlay	10,407	14,536	-	-	2,500	-	-	-	-	-	-
Total Expenditures	\$ 425,813	\$ 479,870	\$ 429,420	\$ 429,420	\$ 475,654	\$ 473,154	\$ 473,154	\$ 473,154	\$ 481,273	\$ 481,273	
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	2	2	2	2	2	2	2	2	2	2
Total Positions Authorized	7	8	8	8	8	8	8	8	8	8	8

MAJOR FY 20-21 GOALS

1. Create a 20 participant performing cheer and dance group to grow to hosting a Cheer and Dance City Wide Competitions in conjunction with McAllen Chamber/Sports Tourism.
2. Implement 3 new community events that utilize the park area to easily engage and market to surrounding residents.
3. Revitalize the appearance of the gym space by adding new sound boards and increase rentals by 9 for the year.

Recreation Palmview

www.mcallen.net/parks/centers/palmview

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	6	6	6	6
Department expenditures	\$ 425,813	\$ 429,420	\$ 429,420	\$ 473,154
Outputs:				
Total days of operation	304	304	304	304
Effectiveness Measures:				
Private rentals	105	135	97	105
Private rental attendance	5,404	12,000	5,732	6,000
Program participant attendance	52,323	55,000	52,784	52,000
Program fees	\$ 45,533	\$ 34,000	\$ 52,407	\$ 48,000
Rental fees	\$ 7,230	\$ 10,000	\$ 6,530	\$ 6,800
Efficiency Measures:				
Cost per day of operation	\$ 1,401	\$ 1,413	\$ 1,413	\$ 1,556
Cost of service provided per visit	\$7.38	\$6.41	\$7.34	\$8.16
Average daily attendance	190	220	192	191
Department expenditures per capita	\$ 2.85	\$ 2.82	\$ 2.84	\$ 3.08
Population:	149,189	152,046	151,352	153,546

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

Description:

Palm View Community Center provides cultural and recreational programs to residents of McAllen and surrounding communities. It is located in South McAllen.

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: QUINTA MAZATLAN

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.				-	-	-	-	-		
3.				-	-	-	-	-		
4.				-	-	-	-	-		
5.				-	-	-	-	-		
Total Compensation & Benefits			\$ 726,938	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
SUPPLIES										
	1. Small tools/minor equipment							(2,000)		(2,000) Retool Budget for Covid
	2. Janitorial							(1,000)		(1,000) "
	3. Merchandise							(5,000)		(5,000) "
	4. < Please select category >									
	5. < Please select category >									
	Total Supplies		\$ 58,350					\$ (8,000)		\$ (8,000)
OTHER SERVICES & CHARGES										
	1. Rental & contractual							(5,000)		(5,000) Retool Budget for Covid
	2. Security							(5,000)		(5,000) "
	3. Travel							(1,000)		(1,000) "
	4. Utilities-water							(19,000)		(19,000) "
	5. < Please select category >							-		
	Total Other Services & Charges		\$ 142,525					\$ (30,000)		\$ (30,000)
MAINTENANCE										
	1. Equipment							(500)		(500) Retool Budget for Covid
	2. Facilities							(10,000)		(10,000) "
	3. Vehicles							(500)		(500) "
	4. < Please select category >									
	5. < Please select category >									
	Total Maintenance		\$ 61,390					\$ (11,000)		\$ (11,000)
CAPITAL OUTLAY										
	** See Attached Capital Outlay Request Form									
	Total Capital Outlay							\$ 35,356		\$ 35,356
	TOTAL		\$ 989,203					\$ (13,644)		\$ (13,644)

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: GENERAL FUND
DEPARTMENT: QUINTA MAZATLAN

5114

DEPT REQUEST				CM RECOMM			
Improvement Other Than Bldg	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	Soffit Repair-DC Damaged Decking	\$0	1	\$35,356	1	\$35,356	Health Concern-Mold & Mildew for Kids & Staff-Will Get Worse & More Costly
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$35,356		\$35,356	
<Please select a category>							
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)	
	\$0				\$0		
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	TOTAL		\$0		\$0		
<Please select a category>							
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)	
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	TOTAL		\$0		\$0		
<Please select a category>							
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)	
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	TOTAL		\$0		\$0		
<Please select a category>							
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)	
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	TOTAL		\$0		\$0		
Grand Total			\$35,356		\$35,356		

2021

011-5114 Quinta Mazatlan renovation

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-5114-461-60-01-000000 Compensation / Exempt	136,540	132,506	132,506	153,114	153,114	
011-5114-461-60-02-000000 Compensation / Non-exempt	223,982	203,213	203,213	280,649	280,649	
011-5114-461-60-06-000000 Compensation / Part time	126,376	102,110	102,110	126,696	126,696	
011-5114-461-60-10-000000 Compensation / Overtime	6,999	3,643	3,643	3,000	3,000	
011-5114-461-60-13-000000 Compensation / Overtime reimbursement	-	-	-	-	-	
011-5114-461-60-14-000000 Compensation / Car allowance	2,400	2,400	2,400	2,400	2,400	
011-5114-461-60-17-000000 Compensation / Telephone	720	720	720	1,200	1,200	
011-5114-461-60-30-000000 Compensation / Park rental attendant	-	-	-	-	-	
60	497,018	444,592	444,592	567,059	567,059	-
011-5114-461-61-30-000000 Benefits / Social security	37,097	43,152	43,152	43,380	43,380	
011-5114-461-61-36-000000 Benefits / Retirement	28,818	32,515	32,515	38,135	38,135	
011-5114-461-61-40-000000 Benefits / Unemployment tax	479	3,762	3,762	1,584	1,584	
011-5114-461-61-46-000000 Benefits / Workers' comp-	11,086	14,808	14,808	12,281	12,281	
011-5114-461-61-50-000000 Benefits / Health cost	32,112	49,176	49,176	58,680	58,680	
011-5114-461-61-52-000000 Benefits / Life insurance	274	691	691	753	753	
011-5114-461-61-53-000000 Benefits / Retiree health ins (ARC)	5,129	5,129	5,129	5,065	5,065	
61	114,996	149,233	149,233	159,879	159,879	-
011-5114-463-62-02-000000 Supplies / Office	3,532	3,500	3,500	3,500	3,500	
011-5114-463-62-04-000000 Supplies / Operating	5,698	5,200	5,200	5,200	5,200	
011-5114-463-62-12-000000 Supplies / Small tools/minor equip-	4,478	1,500	1,500	2,000	2,000	
011-5114-463-62-14-000000 Supplies / Janitorial	16,805	14,000	14,000	14,000	14,000	
011-5114-463-62-18-000000 Supplies / Clothing & uniform	3,175	3,850	3,850	3,850	3,850	
011-5114-463-62-20-000000 Supplies / Chemical	217	100	100	300	300	
011-5114-463-62-26-000000 Supplies / Program	6,658	6,500	6,500	6,500	6,500	
011-5114-463-62-42-000000 Supplies / Merchandise	15,607	15,000	15,000	15,000	15,000	
62	56,171	49,650	49,650	50,350	50,350	-
011-5114-464-63-02-000000 Other services & charges / Advertising	26,189	25,000	25,000	25,000	25,000	
011-5114-464-63-14-000000 Other services & charges / Dues & subscriptions	697	400	400	450	450	
011-5114-464-63-52-000000 Other services & charges / Rental & contractual	29,590	30,000	30,000	25,000	25,000	
011-5114-464-63-59-000000 Other services & charges / Security	9,687	4,198	4,198	5,000	5,000	
011-5114-464-63-60-000000 Other services & charges / Special events	15,730	16,000	16,000	16,000	16,000	
011-5114-464-63-64-000000 Other services & charges / Training	6,449	2,000	2,000	4,000	4,000	
011-5114-464-63-65-000000 Other services & charges / Travel	5,984	3,000	3,000	5,000	5,000	
011-5114-464-63-67-000000 Other services & charges / Utilities-electric	13,968	16,000	16,000	16,000	16,000	
011-5114-464-63-68-000000 Other services & charges / Utilities-gas	1,006	1,296	1,296	1,000	1,000	

2021

011-5114 Quinta Mazatlan renovation

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Mgr	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
011-5114-464-63-69-000000 Other services & charges / Utilities-telephone	-	-	-	-	-	-
011-5114-464-63-70-000000 Other services & charges / Utilities-water	25,978	15,000	15,000	15,000	15,000	-
011-5114-464-63-75-000000 Other services & charges / Rental-general depr- fu	-	-	-	-	-	-
011-5114-464-63-99-000000 Other services & charges / Miscellaneous	140	120	120	75	75	-
63	135,418	113,014	113,014	112,525	112,525	-
011-5114-465-65-08-000000 Maintenance / Equipment	3,425	4,000	4,000	4,000	4,000	-
011-5114-465-65-10-000000 Maintenance / Facilities	59,127	46,521	46,521	36,521	36,521	-
011-5114-465-65-12-000000 Maintenance / Land	8,595	8,230	8,230	8,230	8,230	-
011-5114-465-65-16-000000 Maintenance / Vehicles	864	1,000	1,000	1,000	1,000	-
011-5114-465-65-17-000000 Maintenance / Fuel & lubricants	677	639	639	639	639	-
65	72,687	60,390	60,390	50,390	50,390	-
011-5114-466-66-10-000000 Capital outlay / Building/structures	-	-	-	35,356	35,356	-
011-5114-466-66-14-000000 Capital outlay / Vehicles	-	9,200	9,200	-	-	-
011-5114-466-66-16-000000 Capital outlay / Office furniture/equipment	-	-	-	-	-	-
011-5114-466-66-20-000000 Capital outlay / Equipment	-	-	-	-	-	-
011-5114-466-66-22-000000 Capital outlay / Computer-hardware	-	-	-	-	-	-
011-5114-466-66-30-000000 Capital outlay / Imprv- other than buildgs	-	-	-	-	-	-
011-5114-466-66-99-000000 Capital outlay / Non-capitalized	-	-	-	-	-	-
66	-	9,200	9,200	35,356	35,356	-
011-5114-469-78-01-000000 Disaster Exp/ COVID-19	-	-	-	-	-	-
78	-	-	-	-	-	-
011-5114-467-89-57-000000 Other expenses / Quinta donations	-	-	-	-	-	-
011-5114-467-89-68-000000 Other expenses / Quinta sales	-	-	-	-	-	-
011-5114-467-89-71-000000 Other expenses / Parks o/t reimbursement	-	-	-	-	-	-
89	-	-	-	-	-	-
011-5114 Quinta Mazatlan	\$ 876,290	\$ 826,079	\$ 826,079	\$ 975,559	\$ 975,559	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5114	Quinta Mazatlan	1			Quinta Mazatlan Manager	FILLED	\$ 63,422
5114	Quinta Mazatlan	1			Recreation Supervisor	FILLED	44,846
5114	Quinta Mazatlan	1			Recreation Supervisor	FILLED	44,846
		<u>3</u>					<u>153,114</u>
5114	Quinta Mazatlan		1		Urban Ecologist	FILLED	31,642
5114	Quinta Mazatlan		1		Operations & Events Coordinator	FILLED	37,652
5114	Quinta Mazatlan		1		Parks Crew Leader	FILLED	30,593
5114	Quinta Mazatlan		1		Groundskeeper I	UNFILLED	27,032
5114	Quinta Mazatlan		1		Maintenance Technician	FILLED	27,206
5114	Quinta Mazatlan		1		Receptionist/Admin Clerk	FILLED	25,130
5114	Quinta Mazatlan		1		Receptionist/Admin Clerk	FILLED	25,130
5114	Quinta Mazatlan		1		Environmental Educ Specialist	FILLED	30,593
5114	Quinta Mazatlan		1		Events Coordinator	FILLED	35,671
5114	Quinta Mazatlan		0		Certificate Pay		10,000
			<u>9</u>				<u>280,649</u>
5114	Quinta Mazatlan		1		Part Time Custodian	FILLED	10,527
			<u>1</u>				<u>10,527</u>
5114	Quinta Mazatlan		1		Quinta Mazatlan Coordinator	FILLED	14,077
5114	Quinta Mazatlan		1		Quinta Mazatlan Coordinator	FILLED	14,077
5114	Quinta Mazatlan		1		Quinta Mazatlan Coordinator	FILLED	14,077
5114	Quinta Mazatlan		1		Quinta Mazatlan Coordinator	FILLED	13,138
5114	Quinta Mazatlan		1		Quinta Mazatlan Coordinator	FILLED	13,138
5114	Quinta Mazatlan		1		Quinta Mazatlan Coordinator	FILLED	13,138
5114	Quinta Mazatlan		1		Quinta Mazatlan Coordinator	FILLED	13,138
5114	Quinta Mazatlan		1		Quinta Mazatlan Supervisor	FILLED	10,693
5114	Quinta Mazatlan		1		Quinta Mazatlan Supervisor	FILLED	10,693
			<u>9</u>				<u>116,169</u>
					OVERTIME		3,000
					CAR ALLOWANCE		2,400
					TELEPHONE		1,200
							<u>6,600</u>
CURRENT POSITIONS			22				\$ 567,059



Mission Statement:	Department Summary											
	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan					
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25		
QUINTA MAZATLAN Cherished locally and recognized internationally as a sanctuary connecting people to the history, beauty and wonder of our natural world.	Expenditure Detail:											
	Personnel Services											
	Salaries and Wages	\$ 497,018	\$ 556,968	\$ 444,592	\$ 444,592	\$ 567,059	\$ 567,059	\$ 779,014	\$ 1,769,983	\$ 1,769,983	\$ 1,769,983	\$ 1,769,983
	Employee Benefits	114,996	148,137	149,233	149,233	159,879	159,879	159,879	319,758	319,758	319,758	319,758
	Supplies	56,171	58,350	49,650	49,650	50,350	50,350	67,450	152,000	152,000	152,000	152,000
	Other Services and Charges	135,418	142,525	113,014	113,014	112,525	112,525	134,225	290,150	290,150	290,150	290,150
	Maintenance	72,687	61,390	60,390	60,390	50,390	50,390	61,390	133,780	133,780	133,780	133,780
	Operations Subtotal	876,290	967,370	816,879	816,879	940,203	940,203	1,201,958	2,665,671	2,665,671	2,665,671	2,665,671
	Capital Outlay	-	9,200	9,200	9,200	35,356	35,356	13,000	13,000	-	-	-
	Total Expenditures	\$ 876,290	\$ 976,570	\$ 826,079	\$ 826,079	\$ 975,559	\$ 975,559	\$ 1,214,958	\$ 2,678,671	\$ 2,665,671	\$ 2,665,671	\$ 2,665,671
	PERSONNEL											
	Exempt	3	3	3	3	3	3	3	4	4	4	4
	Non-Exempt	7	7	9	9	9	9	10	13	13	13	13
	Part-Time	13	13	10	10	10	10	9	11	11	11	11
	Total Positions Authorized	23	23	22	22	22	22	22	28	28	28	28

Contact Us:

 Colleen Hook
 Center Manager

 600 Sunset Avenue
 McAllen, TX 78501
 (956) 681-3370

MAJOR FY 20-21 GOALS

1. Expand Capital Campaign Funding: To date raised \$16.2 million. Goal with Friends of Quinta Mazatlan is to raise another \$9 million
2. Improve Economy: Continue to grow Rentals, Programs & Eco-tourists ALL Who Contribute to Travel/Hotel Income
3. Enhance McAllen's Image as a Creative Class City & Tourist Destination: Continue to improve attraction & advertise to the state/country/world
4. Enhance McAllen's Education: Continue to grow partnerships with UTRGV, STC, MISD and others with enrichment programs

Performance Measures

	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs			
Number of Full Time Employees	12	12	12
Number of Seasonal Employees/PT	10	10	10
Department Expenditures	\$ 826,079	\$ 826,079	\$ 975,559
Outreach			
Number of Programs Offered	400	264	400
Number of Rentals	38	22	38
Total Community Reach			
	140,200	88,044	130,000
Onsite Visitors	50,000	35,428	50,000
Outreach Attendance (booths/fairs)	90,200	52,616	80,000
Total Revenue			
	\$ 205,000	\$ 174,000	\$ 230,000
Rental Fees	\$ 90,000	\$ 44,000	\$ 90,000
Admission/Programs	\$ 90,000	\$ 80,000	\$ 90,000
Gift Shop Revenues (net)	\$ 20,000	\$ 15,000	\$ 15,000
Donations/Sponsors	\$ 5,000	\$ 35,000	\$ 35,000
Friends of QM Fundraising 501c3			
	\$ 101,501	\$ 875,914	\$ 880,000
Restricted for Master Plan		\$ 844,750	\$ 800,000
Moon over Mazatlan (Net)	\$ 101,501	\$ 31,164	\$ 80,000
Economic Impact (Birds & Brides)			
	\$700,000	\$ 528,920	\$ 630,000
Number of Hotel Nights Annually	5,000	3,778	4,500
Economic Impact (Nights X \$140)	\$ 700,000	\$ 528,920	\$ 630,000
Volunteer Value			
	\$ 35,016	\$ 37,538	\$ 38,500
Number of Hours Annually	1,819	1,950	2,000
Value of Donation (Hours X \$19.25)	\$ 35,016	\$ 37,538	\$ 38,500

Description:

QUINTA MAZATLAN
Cherished locally
and recognized
internationally as a
sanctuary
connecting people to
the history, beauty
and wonder of our
natural world.

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: LIBRARY - MAIN

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total Compensation & Benefits			\$ 2,600,290	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
SUPPLIES										
1.										
2.										
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Supplies			\$ 276,600					\$ -		\$ -
OTHER SERVICES & CHARGES										
1. Rental & contractual								8,000	8,000	Increases to landscaping contract.
2. COVID-19								36,000		Anticipated COVID-19 Disaster Exp
3.										
4.										
5.	< Please select category >									
Total Other Services & Charges			\$ 602,822					\$ 44,000	\$ 8,000	
MAINTENANCE										
1.										
2.										
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance			\$ 190,351					\$ -	\$ -	
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ 6,000	\$ 6,000	
TOTAL			\$ 3,670,063					\$ 50,000	\$ 14,000	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: General Fund
DEPARTMENT: Library - Main

DEPT REQUEST				CM RECOMM		
Equipment						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Capital Outlay - Library Signage	\$0	1	\$6,000	1	\$6,000	Original library signs are warped and need to be replaced. Signs were approved for replacment during FY19-20 budget but was cancelled due to cuts as a result of COVID-19
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$6,000		\$6,000	

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

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

Grand Total			\$6,000		\$6,000	
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-5140-461-60-01-000000 Compensation / Exempt	765,735	734,744	734,744	812,581	812,581	
011-5140-461-60-02-000000 Compensation / Non-exempt	823,185	853,742	853,742	902,965	902,965	
011-5140-461-60-06-000000 Compensation / Part time	281,634	273,423	273,423	283,655	283,655	
011-5140-461-60-10-000000 Compensation / Overtime	489	120	120	1,000	1,000	
011-5140-461-60-14-000000 Compensation / Car allowance	8,400	9,600	9,600	9,600	9,600	
011-5140-461-60-17-000000 Compensation / Telephone	5,820	6,240	6,240	6,720	6,720	
60	1,885,262	1,877,869	1,877,869	2,016,521	2,016,521	-
011-5140-461-61-30-000000 Benefits / Social security	136,164	156,262	156,262	154,264	154,264	
011-5140-461-61-36-000000 Benefits / Retirement	125,223	135,463	135,463	150,066	150,066	
011-5140-461-61-40-000000 Benefits / Unemployment tax	1,826	13,338	13,338	5,472	5,472	
011-5140-461-61-46-000000 Benefits / Workers' comp-	12,467	16,014	16,014	10,836	10,836	
011-5140-461-61-50-000000 Benefits / Health cost	160,566	190,608	190,608	241,920	241,920	
011-5140-461-61-52-000000 Benefits / Life insurance	1,221	2,920	2,920	2,979	2,979	
011-5140-461-61-53-000000 Benefits / Retiree health ins (ARC)	18,297	18,297	18,297	18,232	18,232	
61	455,765	532,902	532,902	583,769	583,769	-
011-5140-463-62-02-000000 Supplies / Office	8,018	15,922	15,922	10,000	10,000	
011-5140-463-62-04-000000 Supplies / Operating	81,552	123,000	123,000	65,600	65,600	
011-5140-463-62-05-000000 Supplies / Books / Media	-	175,000	175,000	175,000	175,000	
011-5140-463-62-14-000000 Supplies / Janitorial	24,965	25,046	25,046	21,000	21,000	
011-5140-463-62-16-000000 Supplies / Photocopier	4,647	6,100	6,100	5,000	5,000	
62	119,181	345,068	345,068	276,600	276,600	-
011-5140-464-63-14-000000 Other services & charges / Dues & subscriptions	38,579	37,000	37,000	30,000	30,000	
011-5140-464-63-22-000000 Other services & charges / Information sources	37,735	64,800	64,800	55,000	55,000	
011-5140-464-63-41-000000 Other services & charges / Microfilm	-	-	-	3,500	3,500	
011-5140-464-63-43-000000 Other services & charges / Postage	394	300	300	300	300	
011-5140-464-63-51-000000 Other services & charges / Rental-Photocopier	21,236	28,767	28,767	23,000	23,000	
011-5140-464-63-52-000000 Other services & charges / Rental & contractual	191,533	206,000	206,000	209,100	209,100	
011-5140-464-63-64-000000 Other services & charges / Training	10,993	8,384	8,384	10,000	10,000	
011-5140-464-63-65-000000 Other services & charges / Travel	22,618	22,400	22,400	15,000	15,000	
011-5140-464-63-67-000000 Other services & charges / Utilities-electric	191,922	210,800	210,800	218,464	218,464	
011-5140-464-63-69-000000 Other services & charges / Utilities-telephone	13,270	12,200	12,200	10,538	10,538	
011-5140-464-63-70-000000 Other services & charges / Utilities-water	26,654	30,500	30,500	29,500	29,500	
011-5140-464-63-75-000000 Other services & charges / Rental-general depr- fu	4,400	5,120	5,120	4,400	4,400	
011-5140-464-63-89-000000 Other service & charges / Credit card fees	-	1,020	1,020	-	-	
011-5140-464-63-99-000000 Other services & charges / Miscellaneous	2,134	2,020	2,020	2,020	2,020	
63	561,467	629,311	629,311	610,822	610,822	-

2021

011-5140 Library

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted Budget	Estimated	Department	City Mgr	City Comm
	FY 18-19	FY 19-20	FY 19-20	Request	Recomm	Recomm
				FY 20-21	FY 20-21	FY 20-21
011-5140-465-65-04-000000 Maintenance / Computer/software	51,919	75,000	75,000	76,450	76,450	
011-5140-465-65-08-000000 Maintenance / Equipment	47,845	48,000	48,000	58,000	58,000	
011-5140-465-65-10-000000 Maintenance / Facilities	52,569	52,000	52,000	49,000	49,000	
011-5140-465-65-16-000000 Maintenance / Vehicles	2,280	5,800	5,800	4,600	4,600	
011-5140-465-65-17-000000 Maintenance / Fuel & lubricants	1,526	1,500	1,500	2,301	2,301	
65	156,140	182,300	182,300	190,351	190,351	-
011-5140-466-66-10-000000 Capital outlay / Building/structures	-	-	-	-	-	
011-5140-466-66-14-000000 Capital outlay / Vehicles	-	-	-	-	-	
011-5140-466-66-16-000000 Capital outlay / Office furniture/equip-	-	-	-	-	-	
011-5140-466-66-18-000000 Capital outlay / Books	180,038	-	-	-	-	
011-5140-466-66-20-000000 Capital outlay / Equipment	-	-	-	6,000	6,000	
011-5140-466-66-22-000000 Capital outlay / Computer-hardware	-	48,000	48,000	-	-	
011-5140-466-66-24-000000 Capital outlay / Computer-software	-	-	-	-	-	
011-5140-466-66-99-000000 Capital outlay / Non-capitalized	-	-	-	-	-	
66	180,038	48,000	48,000	6,000	6,000	-
011-5140-469-78-01-000000 Disaster Exp/ COVID-19	-	26,000	26,000	36,000	-	
78	-	26,000	26,000	36,000	-	-
011-5140 Library	\$ 3,357,853	\$ 3,641,450	\$ 3,641,450	\$ 3,720,063	\$ 3,684,063	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	Current SALARIES/ WAGES
5140	Library	1			Library Director	FILLED	\$ 97,325
5140	Library	1			Asst Director Support Service	FILLED	61,923
5140	Library	1			Asst Library Dir of Public Services	FILLED	61,922
5140	Library	1			Children's Librarian	FILLED	40,966
5140	Library	1			Children's Librarian	FILLED	45,207
5140	Library	1			Childrens Librarian Supervisor	FILLED	49,722
5140	Library	1			Reference Librarian	FILLED	45,201
5140	Library	1			Reference Librarian	FILLED	45,201
5140	Library	1			Reference Librarian	FILLED	40,966
5140	Library	1			Reference Librarian	FILLED	40,966
5140	Library	1			Reference Librarian	FILLED	40,966
5140	Library	1			Reference Librarian	UNFILLED	40,966
5140	Library	1			Reference Librarian	UNFILLED	40,966
5140	Library	1			Reference Supervisor	UNFILLED	49,722
5140	Library	1			Systems Supervisor	FILLED	57,839
5141	Library	1		Reclass from Cataloging supervisor	Technical Services Supervisor	FILLED	43,967
5140	Library	1			Teen Service Supervisor	FILLED	49,722
		16					812,581
5140	Library		1		Administrative Clerk	FILLED	27,206
5140	Library		1		Administrative Clerk	FILLED	27,206
5140	Library		1		Administrative Clerk	FILLED	27,206
5140	Library		1		A/V Assistant	FILLED	25,131
5140	Library		1		Circulation Assistant	FILLED	28,277
5140	Library		1		Circulation Assistant	FILLED	28,277
5140	Library		1		Custodial Crew Leader	FILLED	36,384
5140	Library		1		Custodian	FILLED	25,131
5140	Library		1		Custodian	FILLED	25,131
5140	Library		1		Events Coordinator	FILLED	36,384
5140	Library		1		Maintenance Technician	FILLED	30,594
5140	Library		1		Interlibrary Loan Assistant	FILLED	27,971
5140	Library		1		Library Children's Assistant	FILLED	25,131
5140	Library		1		Library Children's Assistant	FILLED	25,131
5140	Library		1		Library Clerk	FILLED	26,288
5140	Library		1		Library Clerk	FILLED	25,524
5140	Library		1		Library Clerk	FILLED	25,130
5140	Library		1		Library Clerk	FILLED	25,130
5140	Library		1		Library Clerk	FILLED	25,130
5140	Library		1		Library Clerk	FILLED	25,130
5141	Library		1		Library Clerk	UNFILLED	25,130
5140	Library		1		Library Clerk	UNFILLED	25,130
5140	Library		1		Library Desk Assistant (LDA)	FILLED	26,114
5140	Library		1		Library Desk Assistant (LDA)	FILLED	28,277
5140	Library		1		Loan Desk Assistant	FILLED	26,114
5140	Library		1		Reference Index Assistant	FILLED	28,823



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				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 1,885,262	\$ 2,004,714	\$ 1,877,869	\$ 1,877,869	\$ 2,016,521	\$ 2,016,521	\$ 2,016,521	\$ 2,016,521	\$ 2,016,521	\$ 2,016,521	\$ 2,016,521
Employee Benefits	455,765	527,058	532,902	532,902	583,769	583,769	583,769	583,769	583,769	583,769	583,769
Supplies	119,181	101,600	345,068	345,068	276,600	276,600	276,600	276,600	276,600	276,600	291,600
Other Services and Charges	561,467	602,822	655,311	655,311	646,822	610,822	610,822	610,822	610,822	610,822	610,822
Maintenance	156,140	190,351	182,300	182,300	190,351	190,351	190,351	214,501	252,182	252,182	
Operations Subtotal	3,177,815	3,426,545	3,593,450	3,593,450	3,714,063	3,678,063	3,678,063	3,702,213	3,739,894	3,754,894	
Capital Outlay	180,038	245,000	48,000	48,000	6,000	6,000	175,000	175,000	175,000		-
Total Expenditures	\$ 3,357,853	\$ 3,671,545	\$ 3,641,450	\$ 3,641,450	\$ 3,720,063	\$ 3,684,063	\$ 3,853,063	\$ 3,877,213	\$ 3,914,894	\$ 3,754,894	
PERSONNEL											
Exempt	15	16	16	16	16	16	16	16	16	16	16
Non-Exempt	31	32	33	33	33	33	33	33	33	33	33
Part-Time	27	30	27	27	27	27	27	27	27	27	27
Total Positions Authorized	73	78	76	76	76	76	76	76	76	76	76

MAJOR FY 20-21 GOALS

Contact Us:

Kate Horan
Library Director
4001 N. 23rd Street
McAllen, TX 78504
(956) 681-3000

- 1.) Provide outstanding customer experience to enhance 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.) Continue to provide virtual programming to engage patrons during COVID-19 phases.
- 8.) Continue to provide curbside delivery during COVID-19 phases.
- 9.) Improve technology services through public surveys and outcome tracking.
- 10.) Ensure that the library is an inclusive, respectful space that welcomes, and provides access to, all people.
- 11.) Ensure that the library collection and programming reflect the diversity of the community we serve.

Performance Measures				
	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	46	49	49	49
Number of Public Services staff	64	62	62	62
Service population, City of McAllen	143,433	152,046	153,000	155,000
Department expenditures	\$ 3,357,853	\$ 3,641,450	\$ 3,641,450	\$ 3,684,063
Outputs:				
Number of Library items circulated	438,786	471,836	350,696	385,766
Total number of reference / information transactions completed	81,400	91,504	35,944	75,000
Number of internet users	75,436	76,270	42,745	55,000
Number of website visits (System total)	535,856	333,535	536,000	536,000
Number of active card registrations	27,161	27,771	33,807	34,000
Number of programs held	1,269	1,254	945	950
Number of program attendance *	54,002	59,223	221,833	221,833
Number of Library items owned	253,299	271,430	251,956	254,000
Library walk-in visits	501,275	565,634	236,032	351,000
Effectiveness Measures:				
Percent of increase for number of items circulated	-4.3%	7.5%	-25.7%	10.0%
Percent of increase for total number of reference/information transactions	-7.5%	12.4%	-60.7%	108.7%
Percent of increase of internet users	-0.7%	1.1%	-44.0%	28.7%
Percent of increase in Library website visits (System total)	63.9%	-37.8%	60.7%	0.0%
Percent of increase in total number of active card registrations	14.2%	2.2%	21.7%	0.6%
Percent of increase in number of programs	3.3%	-1.2%	-24.6%	0.5%
Percent of increase in program attendance	2.1%	9.7%	274.6%	0.0%
Percent of increase in number of Library items owned	-3.0%	7.2%	-7.2%	0.8%
Percent of increase in walk-in visits	-10.8%	12.8%	-58.3%	48.7%
Efficiency Measures:				
Turn-over rate of Library items circulated	1.73	1.74	1.39	1.52
Number of reference / information transactions handled per Public Services staff	1,272	1,476	580	1,210
Average daily walk-in visits	1,412	1,593	665	989
Department expenditures per capita	\$ 22.51	\$ 23.95	\$ 24.06	\$ 23.99
Population:	149,189	152,046	151,352	153,546

*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 FY 2020 - 2021

DEPARTMENT NAME: **LIBRARY - LARK BRANCH**

		BASELINE				DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)		
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1.		-		-	-	-	-	-		
2.		-		-	-	-	-	-		
3.		-		-	-	-	-	-		
4.		-		-	-	-	-	-		
5.		-		-	-	-	-	-		
Total Compensation & Benefits		\$ 451,703		\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
SUPPLIES										
	1.	< Please select category >								
	2.	< Please select category >								
	3.	< Please select category >								
	4.	< Please select category >								
	5.	< Please select category >								
Total Supplies		\$ 29,150						\$ -		\$ -
OTHER SERVICES & CHARGES										
	1.	COVID-19						6,000		COVID-19 Disaster Exp
	2.	< Please select category >								
	3.	< Please select category >								
	4.	< Please select category >								
	5.	< Please select category >								
Total Other Services & Charges		\$ 13,293						\$ 6,000		\$ -
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								\$ 8,000		\$ 8,000
TOTAL		\$ 499,396						\$ 14,000		\$ 8,000

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: General Fund
DEPARTMENT: LIBRARY - LARK BRANCH

DEPT REQUEST				CM RECOMM		
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Equipment						
Branch Painting	\$0		\$8,000		\$8,000	Branch painting project was approved last fiscal year and cancelled due to COVID-19.
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$8,000		\$8,000	

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

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

Grand Total			\$8,000		\$8,000	
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-5141-461-60-01-000000 Compensation / Exempt	148,670	150,834	150,834	151,062	151,062	
011-5141-461-60-02-000000 Compensation / Non-exempt	163,262	166,287	166,287	166,538	166,538	
011-5141-461-60-06-000000 Compensation / Part time	18,203	20,179	20,179	21,066	21,066	
011-5141-461-60-10-000000 Compensation / Overtime	-	-	-	500	500	
011-5141-461-60-17-000000 Compensation / Telephone	780	720	720	720	720	
60	330,915	338,020	338,020	339,886	339,886	-
011-5141-461-61-30-000000 Benefits / Social security	23,979	26,001	26,001	26,001	26,001	
011-5141-461-61-36-000000 Benefits / Retirement	24,311	24,772	24,772	27,610	27,610	
011-5141-461-61-40-000000 Benefits / Unemployment tax	171	1,881	1,881	792	792	
011-5141-461-61-46-000000 Benefits / Workers' comp-	1,854	2,195	2,195	1,967	1,967	
011-5141-461-61-50-000000 Benefits / Health cost	26,991	32,664	32,664	51,864	51,864	
011-5141-461-61-52-000000 Benefits / Life insurance	267	541	541	551	551	
011-5141-461-61-53-000000 Benefits / Retiree health ins (ARC)	3,074	3,074	3,074	3,031	3,031	
61	80,647	91,128	91,128	111,817	111,817	-
011-5141-463-62-02-000000 Supplies / Office	1,614	2,280	2,280	1,700	1,700	
011-5141-463-62-04-000000 Supplies / Operating	4,580	5,000	5,000	3,800	3,800	
011-5141-463-62-05-000000 Supplies / Books / Media	-	20,000	20,000	20,000	20,000	
011-5141-463-62-16-000000 Supplies / Photocopier	1,188	3,000	3,000	3,650	3,650	
62	7,382	30,280	30,280	29,150	29,150	-
011-5141-464-63-22-000000 Other services & charges / Information sources	5,063	5,800	5,800	5,880	5,880	
011-5141-464-63-51-000000 Other services & charges / Rental-Photocopier	2,982	4,126	4,126	4,000	4,000	
011-5141-464-63-52-000000 Other services & charges / Rental & contractual	1,900	3,300	3,300	3,300	3,300	
011-5141-464-63-99-000000 Other services & charges / Miscellaneous	140	160	160	113	113	
63	10,085	13,386	13,386	13,293	13,293	-
011-5141-465-65-04-000000 Maintenance / Computer/software	205	2,500	2,500	2,500	2,500	
011-5141-465-65-08-000000 Maintenance / Equipment	503	2,750	2,750	2,750	2,750	
65	708	5,250	5,250	5,250	5,250	-
011-5141-466-66-18-000000 Capital outlay / Books	19,995	-	-	-	-	
011-5141-466-66-20-000000 Capital outlay / Equipment	-	9,000	9,000	8,000	8,000	
011-5141-466-66-22-000000 Capital outlay / Computer hardware	-	-	-	-	-	
011-5141-466-66-24-000000 Capital outlay / Computer software	-	-	-	-	-	
011-5141-466-66-99-000000 Capital outlay / Non-capitalized	-	-	-	-	-	
66	19,995	9,000	9,000	8,000	8,000	-

2021

011-5141 Library branch-Lark

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Mgr	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
011-5141-469-78-01-000000 Disaster Exp/ COVID-19	-	2,000	2,000	6,000	-	-
78	-	2,000	2,000	6,000	-	-
<hr/>						
011-5141 Library - Lark	\$ 449,732	\$ 489,064	\$ 489,064	\$ 513,396	\$ 507,396	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES WAGES
5141	Library - Lark Branch	1			Library Branch Manager	FILLED	\$ 54,713
5141	Library - Lark Branch	1			Circulation Supervisor	FILLED	48,870
5141	Library - Lark Branch	1			Reference Librarian	FILLED	47,479
		<u>3</u>					<u>151,062</u>
5141	Library - Lark Branch		1		Circulation Assistant	FILLED	28,277
5141	Library - Lark Branch		1		Circulation Assistant	FILLED	28,823
5141	Library - Lark Branch		1		Library Assistant	FILLED	26,114
5141	Library - Lark Branch		1		Library Children's Assistant	FILLED	28,823
5141	Library - Lark Branch		1		Library Children's Assistant	FILLED	25,131
5141	Library - Lark Branch		1		Library Reference Assistant	FILLED	29,370
			<u>6</u>				<u>166,538</u>
5141	Library - Lark Branch		1		Part Time Library Lark Branch	FILLED	10,533
5141	Library - Lark Branch		1		Part Time Library Lark Branch	FILLED	10,533
			<u>2</u>				<u>21,066</u>
					OVERTIME		500
					TELEPHONE		720
							<u>1,220</u>
CURRENT POSITIONS			11				\$ 339,886



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 Recomm.	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 330,915	\$ 333,247	\$ 338,020	\$ 338,020	\$ 339,886	\$ 339,886	\$ 339,886	\$ 339,886	\$ 339,886	\$ 339,886	\$ 339,886
Employee Benefits	80,647	90,105	91,128	91,128	111,817	111,817	111,817	111,817	111,817	111,817	111,817
Supplies	7,382	9,150	30,280	30,280	29,150	29,150	29,150	29,150	29,150	29,150	29,150
Other Services and Charges	10,085	13,293	15,386	15,386	19,293	13,293	13,293	13,293	13,293	13,293	13,293
Maintenance	708	5,250	5,250	5,250	5,250	5,250	5,250	5,250	5,250	5,250	5,250
Operations Subtotal	429,737	451,045	480,064	480,064	505,396	499,396	499,396	499,396	499,396	499,396	499,396
Capital Outlay	19,995	37,000	9,000	9,000	8,000	8,000	-	20,000	20,000	-	-
Total Expenditures	\$ 449,732	\$ 488,045	\$ 489,064	\$ 489,064	\$ 513,396	\$ 507,396	\$ 499,396	\$ 519,396	\$ 519,396	\$ 499,396	\$ 499,396
PERSONNEL											
Exempt	3	3	3	3	3	3	3	3	3	3	3
Non-Exempt	6	6	6	6	6	6	6	6	6	6	6
Part-Time	2	2	2	2	2	2	2	2	2	2	2
Total Positions Authorized	11	11	11	11	11	11	11	11	11	11	11

MAJOR FY 20-21 GOALS

Contact Us:

Eduardo Lopez
Branch Manager
2601 Lark Avenue
McAllen, TX 78504
(956) 681-3102

- 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.) Continue to partner with community organizations to provide programs and services to help meet community needs.
- 4.) Continue to provide a library collection to meet the needs of a growing and diverse community.
- 5.) Continue to provide literacy services for birth to school-age children to prepare them to succeed in school.
- 6.) Offer instructor-led classes for adults to improve English and support workforce development.
- 7.) Provide STEAM-based learning opportunities for children and teens.
- 8.) Ensure that the library is an inclusive, respectful space that welcomes, and provides access to, all people.
- 9.) Ensure that the library collection and programming reflect the diversity of the community we serve.
- 10.) Continue to provide virtual programming to engage patrons during COVID-19 phases.

Library Lark

www.mcallenlibrary.net/locations/lark

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	9	9	9	9
Number of Public Services staff	11	11	11	11
Service population, City of McAllen	143,433	152,046	153,000	155,000
Department expenditures	\$ 449,732	\$ 489,064	\$ 489,064	\$ 507,396
Outputs:				
Number of Library items circulated	66,827	66,445	50,773	55,850
Total number of reference / information transactions completed	18,487	22,525	15,280	17,500
Number of internet users	14,058	17,138	7,534	9,794
Number of website visits (System total)	535,836	333,535	334,000	525,000
Number of active card registrations	2,290	2,436	2,573	2,600
Number of programs	660	685	701	720
Number of program attendance *	14,562	14,244	195,159	195,159
Number of Library items owned	42,905	44,715	42,991	43,000
Library walk-in visits	100,208	104,310	53,896	80,844
Effectiveness Measures:				
Percent of increase for number of items circulated	19.2%	-0.6%	-23.6%	10.0%
Percent of increase for total number of reference/information transactions	-28.6%	21.8%	-32.2%	14.5%
Percent of increase of internet users	-9.5%	21.9%	-56.0%	30.0%
Percent of increase in Library website visits (System total)	63.9%	-37.8%	0.1%	57.2%
Percent of increase in total number of active card registrations	-1.1%	6.4%	5.6%	1.0%
Percent of increase in number of programs	3.8%	3.8%	2.3%	2.7%
Percent of increase in program attendance	15.6%	-2.2%	1270.1%	0.0%
Percent of increase in number of Library items owned	1.4%	4.2%	-3.9%	0.0%
Percent of increase in walk-in visits	2%	4.1%	-48.3%	50.0%
Efficiency Measures:				
Turn-over rate of Library items circulated	1.56	1.49	1.18	1.30
Number of reference / information transactions handled per Public Services staff	1,681	2,048	1,389	1,591
Average daily walk-in visits	282	294	152	228
Department expenditures per capita	\$ 3.01	\$ 3.22	\$ 3.23	\$ 3.30
Population:	149,489	152,046	151,352	153,546

Description:

Lark Branch Library is an extension of Main Library providing library services and special programs to the residents of North McAllen.

* Includes attendance for Virtual Programming

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: LIBRARY - PALMVIEW BRANCH

		BASELINE		DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)			
COMPENSATION									
New Position	Number Position	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	-
2.	-	-	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-	-	-
5.	-	-	-	-	-	-	-	-	-
Total		-	-	-	-	-	-	-	-
Personnel Revisions									
1. Overtime			-	-	-	-	-		
2.	-	-	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-	-	-
5.	-	-	-	-	-	-	-	-	-
Total Compensation & Benefits		\$ 483,515	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
SUPPLIES									
1.	< Please select category >								
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Supplies		\$ 30,200					\$ -	\$ -	
OTHER SERVICES & CHARGES									
1.	COVID-19						6,000		COVID-19 Disaster Exp
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Other Services & Charges		\$ 9,993					\$ 6,000	\$ -	
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							\$ 8,000	\$ 8,000	
TOTAL		\$ 529,208					\$ 14,000	\$ 8,000	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: General Fund
DEPARTMENT: LIBRARY - PALMVIEW BRANCH

DEPT REQUEST				CM RECOMM			
Equipment	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Branch Painting		\$0	1	\$8,000		\$8,000	Branch painting project was approved last year and cancelled due to COVID-19.
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$8,000		\$8,000	

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

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

Grand Total		\$8,000		\$8,000			
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2021

011-5142 Library branch-Palmview

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-5142-461-60-01-000000 Compensation / Exempt	133,897	143,062	143,062	147,981	147,981	
011-5142-461-60-02-000000 Compensation / Non-exempt	184,235	193,452	193,452	193,744	193,744	
011-5142-461-60-06-000000 Compensation / Part time	19,471	20,084	20,084	20,249	20,249	
011-5142-461-60-10-000000 Compensation / Overtime	-	-	-	500	500	
011-5142-461-60-17-000000 Compensation / Telephone	720	720	720	720	720	
60	338,323	357,318	357,318	363,194	363,194	-
011-5142-461-61-30-000000 Benefits / Social security	24,763	27,785	27,785	27,784	27,784	
011-5142-461-61-36-000000 Benefits / Retirement	24,962	26,645	26,645	29,699	29,699	
011-5142-461-61-40-000000 Benefits / Unemployment tax	176	2,052	2,052	864	864	
011-5142-461-61-46-000000 Benefits / Workers' comp-	2,067	2,293	2,293	2,102	2,102	
011-5142-461-61-50-000000 Benefits / Health cost	28,736	37,344	37,344	56,040	56,040	
011-5142-461-61-52-000000 Benefits / Life insurance	272	582	582	593	593	
011-5142-461-61-53-000000 Benefits / Retiree health ins (ARC)	3,321	3,321	3,321	3,238	3,238	
61	84,298	100,022	100,022	120,321	120,321	-
011-5142-463-62-02-000000 Supplies / Office	1,639	1,948	1,948	1,700	1,700	
011-5142-463-62-04-000000 Supplies / Operating	3,617	5,000	5,000	5,000	5,000	
011-5142-463-62-05-000000 Supplies / Books / Media	-	20,000	20,000	20,000	20,000	
011-5142-463-62-16-000000 Supplies / Photocopier	649	3,000	3,000	3,500	3,500	
62	5,905	29,948	29,948	30,200	30,200	-
011-5142-464-63-22-000000 Other services & charges / Information sources	4,894	5,800	5,800	5,880	5,880	
011-5142-464-63-51-000000 Other services & charges / Rental-Photocopier	2,942	5,088	5,088	4,000	4,000	
011-5142-464-63-52-000000 Other services & charges / Rental & contractual	-	-	-	-	-	
011-5142-464-63-64-000000 Other services & charges / Training	-	-	-	-	-	
011-5142-464-63-65-000000 Other services & charges / Travel	-	-	-	-	-	
011-5142-464-63-69-000000 Other services & charges / Utilities-telephone	-	-	-	-	-	
011-5142-464-63-91-000000 Other services & charges / Educational refund off/	-	-	-	-	-	
011-5142-464-63-99-000000 Other services & charges / Miscellaneous	120	120	120	113	113	
63	7,955	11,008	11,008	9,993	9,993	-
011-5142-465-65-04-000000 Maintenance / Computer/software	-	2,750	2,750	2,750	2,750	
011-5142-465-65-08-000000 Maintenance / Equipment	358	2,750	2,750	2,750	2,750	
65	358	5,500	5,500	5,500	5,500	-
011-5142-466-66-16-000000 Capital outlay / Office furniture/equip-	-	-	-	-	-	
011-5142-466-66-18-000000 Capital outlay / Books	20,041	-	-	-	-	
011-5142-466-66-20-000000 Capital outlay / Equipment	-	9,000	9,000	8,000	8,000	

2021

011-5142 Library branch-Palmview

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
011-5142-466-66-22-000000 Capital outlay / Computer hardware	-	-	-	-	-	-
011-5142-466-66-24-000000 Capital outlay / Computer software	-	-	-	-	-	-
011-5142-466-66-99-000000 Capital outlay / Non-capitalized	-	-	-	-	-	-
66	20,041	9,000	9,000	8,000	8,000	-
011-5142-469-78-01-000000 Disaster Exp/ COVID-19	-	2,000	2,000	6,000	-	-
78	-	2,000	2,000	6,000	-	-
011-5142 Library - Palmview	\$ 456,879	\$ 514,796	\$ 514,796	\$ 543,208	\$ 537,208	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5142	Library - Palm View Branch	1			Library Branch Manager	FILLED	\$ 54,713
5142	Library - Palm View Branch	1			Circulation Supervisor	FILLED	52,302
5142	Library - Palm View Branch	1			Reference Librarian	FILLED	40,966
		<u>3</u>					<u>147,981</u>
5142	Library - Palm View Branch		1		Circulation Assistant	FILLED	28,823
5142	Library - Palm View Branch		1		Library Assistant	FILLED	26,114
5142	Library - Palm View Branch		1		Library Children's Assistant	FILLED	25,130
5142	Library - Palm View Branch		1		Library Children's Assistant	FILLED	28,823
5142	Library - Palm View Branch		1		Library Reference Assistant	FILLED	29,370
5142	Library - Palm View Branch		1		Library Reference Assistant	FILLED	29,370
5142	Library - Palm View Branch		1		Loan Desk Assistant	FILLED	26,114
			<u>7</u>				<u>193,744</u>
5142	Library - Palm View Branch		1		Part Time Library PV Branch	FILLED	10,533
5142	Library - Palm View Branch		1		Part Time Library PV Branch	FILLED	9,716
			<u>2</u>				<u>20,249</u>
					OVERTIME		500
					TELEPHONE		720
							<u>1,220</u>
CURRENT POSITIONS			12				\$ 363,194

PERSONNEL REVISION WORKSHEET

CITY OF McALLEN

**REVISED NEW POSITIONS REQUESTED FY 2020-2021
DELETION AND RECLASSIFICATION ON CURRENT POSITIONS**

	NEW POSITIONS										City Manager
TITLE	EXEMPT	CAR ALLOWANCE	PHONE ALLOWANCE	NON-EX.	PART-TIME	CIVIL SERVICE	Fringe Benefits	Total	Total Positions		APPROVAL YES/NO
1.	-	-	-	-	-	-	-	-	-		
2.	-	-	-	-	-	-	-	-	-		
3.	-	-	-	-	-	-	-	-	-		
4.	-	-	-	-	-	-	-	-	-		
5.	-	-	-	-	-	-	-	-	-		
6.	-	-	-	-	-	-	-	-	-		
7.	-	-	-	-	-	-	-	-	-		
8.	-	-	-	-	-	-	-	-	-		
9.	-	-	-	-	-	-	-	-	-		
REVISIONS											
TITLE	CLASSIFICATION	CURRENT AMOUNT	REVISED AMOUNT	ADJUST AMOUNT	CAR ALLOWANCE	PHONE ALLOWANCE	Fringe Benefits	TOTAL ADJ.			
1. Overtime		-	-	-	-	-	-	-			
2.	< Select Status >	-	-	-	-	-	-	-			
3.	< Select Status >	-	-	-	-	-	-	-			
4.	< Select Status >	-	-	-	-	-	-	-			
5.	< Select Status >	-	-	-	-	-	-	-			
6.	< Select Status >	-	-	-	-	-	-	-			
7.	< Select Status >	-	-	-	-	-	-	-			
8.	< Select Status >	-	-	-	-	-	-	-			
9.	< Select Status >	-	-	-	-	-	-	-			
10.	Exempt	-	-	-	-	-	-	-			



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 Recomm.	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 338,323	\$ 356,097	\$ 357,318	\$ 357,318	\$ 363,194	\$ 363,194	\$ 363,194	\$ 363,194	\$ 363,194	\$ 363,194	\$ 363,194
Employee Benefits	84,298	98,926	100,022	100,022	120,321	120,321	120,321	120,321	120,321	120,321	120,321
Supplies	5,905	10,200	29,948	29,948	30,200	30,200	30,200	30,200	30,200	30,200	30,200
Other Services and Charges	7,955	9,993	13,008	13,008	15,993	9,993	9,993	9,993	9,993	9,993	9,993
Maintenance	358	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500
Operations Subtotal	436,839	480,716	505,796	505,796	535,208	529,208	529,208	529,208	529,208	529,208	529,208
Capital Outlay	20,041	37,000	9,000	9,000	8,000	8,000	20,000	20,000	20,000	20,000	-
Total Expenditures	\$ 456,879	\$ 517,716	\$ 514,796	\$ 514,796	\$ 543,208	\$ 537,208	\$ 549,208	\$ 549,208	\$ 549,208	\$ 549,208	\$ 529,208
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	2	2	2	2	2	2	2	2	2	2	2
Total Positions Authorized	12	12	12	12	12	12	12	12	12	12	12

Contact Us:
 Rolando Ramirez
 Branch Manager
 3401 Jordan Avenue
 McAllen, TX 78503
 (956) 681-3110

MAJOR FY 20-21 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.) Continue to partner with community organizations to provide programs and services to help meet community needs.
- 4.) Continue to provide a library collection to meet the needs of a growing and diverse community.
- 5.) Continue to provide literacy services for birth to school-age children to prepare them to succeed in school.
- 6.) Offer instructor-led classes for adults to improve English and support workforce development.
- 7.) Provide STEAM-based learning opportunities for children and teens.
- 8.) Ensure that the library is an inclusive, respectful space that welcomes, and provides access to, all people.
- 9.) Ensure that the library collection and programming reflect the diversity of the community we serve.
- 10.) Continue to provide virtual programming to engage patrons during COVID-19 phases.

Library Palm View

www.mcallenlibrary.net/locations/palmview

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	10	10	10	10
Number of Public Services staff	12	12	12	12
Service population, City of McAllen	143,433	152,046	153,000	155,000
Department expenditures	\$ 456,879	\$ 514,796	\$ 514,796	\$ 537,208
Outputs:				
Number of Library items circulated	51,429	54,860	37,076	40,784
Total number of reference / information transactions completed	43,031	34,342	15,718	28,292
Number of internet users	19,064	20,586	8,650	11,245
Number of website visits (System total)	535,856	333,535	334,000	525,000
Number of active card registrations	3,894	3,873	4,659	4,800
Number of programs	647	600	697	710
Number of program attendance *	9,926	8,798	191,503	191,503
Number of Library items owned	40,865	41,000	41,195	42,000
Library walk-in visits	83,653	93,780	32,858	49,287
Effectiveness Measures:				
Percent of increase for number of items circulated	11.7%	6.7%	-32.4%	10.0%
Percent of increase for total number of reference/information transactions	34.9%	-20.2%	-54.2%	80.0%
Percent of increase of internet users	-11.3%	8.0%	-58.0%	30.0%
Percent of increase in Library website visits (System total)	63.9%	-37.8%	0.1%	57.2%
Percent of increase in total number of active card registrations	15.2%	-0.5%	20.3%	3.0%
Percent of increase in number of programs	8.0%	-7.3%	16.2%	1.9%
Percent of increase in program attendance	8.1%	-11.4%	2076.7%	0.0%
Percent of increase in number of Library items owned	1.2%	0.3%	0.5%	2.0%
Percent of increase in walk-in visits	-10.0%	12.1%	-65.0%	50.0%
Efficiency Measures:				
Turn-over rate of Library items circulated	1.26	1.34	0.90	0.97
Reference / information transactions per	3,586	2,862	1,310	2,358
Average daily walk-in visits	236	264	93	139
Department expenditures per capita	\$ 3.06	\$ 3.40	\$ 3.40	\$ 3.50
Population:	149,189	152,046	151,352	153,546

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

* Includes attendance for Virtual Programming

Description:

Palm View Branch Library is an extension of Main Library providing library services and special programs to the residents of South McAllen.

**City of McAllen, Texas
Hotel Occupancy Tax Fund
Working Capital Summary**

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
RESOURCES										
BEGINNING WORKING CAPITAL	\$ 40	\$ 40	\$ 329	\$ 329	\$ 329	\$ 329	\$ 329	\$ 329	\$ 329	\$ 329
Revenues:										
Hotel Taxes	4,093,724	4,160,880	2,264,296	2,264,296	3,100,033	3,100,033	3,100,033	3,100,033	3,100,033	3,100,033
Penalty & Interest	33,658	-	-	-	-	-	-	-	-	-
Short Term Rentals	3,235	-	-	-	-	-	-	-	-	-
Miscellaneous	20									
Total Revenues	4,130,638	4,160,880	2,264,296	2,264,296	3,100,033	3,100,033	3,100,033	3,100,033	3,100,033	3,100,033
TOTAL RESOURCES	\$ 4,130,678	\$ 4,160,920	\$ 2,264,625	\$ 2,264,625	\$ 3,100,362	\$ 3,100,362	\$ 3,100,362	\$ 3,100,362	\$ 3,100,362	\$ 3,100,362
APPROPRIATIONS										
Chamber of Commerce	\$ 1,094,331	\$ 1,101,823	559,942	\$ 559,942	\$ 798,724	\$ 798,724	\$ 798,724	\$ 798,724	\$ 798,724	\$ 798,724
Other Financing Sources (Uses):										
Transfer-Outs:										
Convention Center	2,188,662	2,206,646	1,122,883	1,122,883	1,600,447	1,600,447	1,600,447	1,600,447	1,600,447	1,600,447
Performing Arts Center Fund	547,357	552,411	281,471	281,471	400,862	400,862	400,862	400,862	400,862	400,862
Development Corp. Fund	100,000	-	-	-	-	-	-	-	-	-
Parade Fund	-	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Marketing Campaign	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Total Other Sources	3,036,019	3,059,057	1,704,354	1,704,354	2,301,309	2,301,309	2,301,309	2,301,309	2,301,309	2,301,309
TOTAL APPROPRIATIONS	4,130,350	4,160,880	2,264,296	2,264,296	3,100,033	3,100,033	3,100,033	3,100,033	3,100,033	3,100,033
ENDING WORKING CAPITAL	\$ 329	\$ 40	\$ 329	\$ 329	\$ 329	\$ 329	\$ 329	\$ 329	\$ 329	\$ 329

**City of McAllen, Texas
Venue Tax Fund
Working Capital Summary**

RESOURCES	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan			
						21-22	22-23	23-24	24-25
BEGINNING WORKING CAPITAL	\$ 221,939	\$ 320,362	\$ 334,670	\$ 122,743	\$ 122,743	\$ -	\$ (210,727)	\$ (400,244)	\$ (572,068)
Revenues:									
Hotel Taxes	1,169,747	1,189,836	647,011	647,011	735,995	647,011	666,421	686,414	707,006
Penalty & Interest	10,186	-	-	-	-	-	-	-	-
Short term rentals	896	-	-	-	-	-	-	-	-
Total Revenues	1,180,829	1,189,836	647,011	647,011	735,995	647,011	666,421	686,414	707,006
TOTAL RESOURCES	\$ 1,402,768	\$ 1,510,198	\$ 981,681	\$ 769,754	\$ 858,738	\$ 647,011	\$ 455,694	\$ 286,170	\$ 134,939
APPROPRIATIONS									
Other Financing Sources (Uses):									
Transfer Out - Debt Service Fund	\$ 858,637	\$ 858,938	\$ 858,938	\$ 858,738	\$ 858,738	\$ 857,738	\$ 855,938	\$ 858,238	\$ 859,538
Transfer Out - Performing Arts Center Fund	209,461	330,898	-	-	-	-	-	-	-
Total Other Sources	1,068,098	1,189,836	858,938	858,738	858,738	857,738	855,938	858,238	859,538
TOTAL APPROPRIATIONS	1,068,098	1,189,836	858,938	858,738	858,738	857,738	855,938	858,238	859,538
ENDING WORKING CAPITAL	\$ 334,670	\$ 320,362	\$ 122,743	\$ (88,984)	\$ -	\$ (210,727)	\$ (400,244)	\$ (572,068)	\$ (724,599)

**City of McAllen, Texas
Christmas Parade Fund
Working Capital Summary**

	Actual 18-19	Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Live Parade 20-21	Virtual Parade 20-21	Four Year Plan			
							21-22	22-23	23-24	24-25
RESOURCES										
BEGINNING WORKING CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ 146,040	\$ 146,040	\$ 146,040	\$ 185,040	\$ 224,040	\$ 263,040
<u>Revenues:</u>										
Sponsorships	-	625,000	625,000	689,602	625,000	525,000	650,000	650,000	650,000	650,000
Other Revenue	-	55,000	55,000	60,608	55,000	25,000	55,000	55,000	55,000	55,000
Total Revenues	-	680,000	680,000	750,210	680,000	550,000	705,000	705,000	705,000	705,000
Other Financing Sources:										
Transfer In - Development Corp	-	-	93,114	93,114	-	-	-	-	-	-
Transfer In - Hotel Occupancy	-	100,000	100,000	100,000	100,000	25,000	100,000	100,000	100,000	100,000
Total Revenues and Other Sources	-	780,000	873,114	943,324	780,000	575,000	805,000	805,000	805,000	805,000
TOTAL RESOURCES	\$ -	\$ 780,000	\$ 873,114	\$ 943,324	\$ 926,040	\$ 721,040	\$ 951,040	\$ 990,040	\$ 1,029,040	\$ 1,068,040
APPROPRIATIONS										
<u>Operating Expenses:</u>										
City Annual Parade Event	\$ -	\$ 750,000	\$ 750,000	\$ 797,284	\$ 701,100	\$ 493,600	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000
Capital Outlay	-	-	-	-	16,000	16,000	16,000	16,000	16,000	16,000
TOTAL APPROPRIATIONS	-	750,000	750,000	797,284	717,100	509,600	766,000	766,000	766,000	766,000
Revenues Over / Under Expenses	-	30,000	123,114	146,040	62,900	65,400	39,000	39,000	39,000	39,000
ENDING WORKING CAPITAL	\$ -	\$ 30,000	\$ 123,114	\$ 146,040	\$ 208,940	\$ 211,440	\$ 185,040	\$ 224,040	\$ 263,040	\$ 302,040

City of McAllen, Texas
EB - 5
Working Capital Summary

	Actual	Adjusted	Estimated	Dept	City Manager	Four Year Plan			
	18-19	Budget 19-20	19-20	Request 20-21	Recomm 20-21	21-22	22-23	23-24	24-25
BEGINNING FUND BALANCE	\$ 158,831	\$ 127,000	\$ 131,601	\$ 74,654	\$ 74,654	\$ 74,654	\$ 74,654	\$ 74,654	\$ 74,654
Revenues									
Contributions - Houston EB-5	14,000	-	6,000	-	-	-	-	-	-
Interest revenue	2,022	-	1,531	-	-	-	-	-	-
Total Revenues	16,022	-	7,531	-	-	-	-	-	-
TOTAL RESOURCES	\$ 174,853	\$ 127,000	\$ 139,132	\$ 74,654	\$ 74,654	\$ 74,654	\$ 74,654	\$ 74,654	\$ 74,654
APPROPRIATIONS									
Operating Expenses:									
Administration	\$ 43,252	\$ -	\$ 64,478	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Operations	43,252	-	64,478	-	-	-	-	-	-
TOTAL APPROPRIATIONS	43,252	-	64,478	-	-	-	-	-	-
Other items affecting Working Capital	-	-	-	-	-	-	-	-	-
ENDING FUND BALANCE	\$ 131,601	\$ 127,000	\$ 74,654	\$ 74,654	\$ 74,654	\$ 74,654	\$ 74,654	\$ 74,654	\$ 74,654

**City of McAllen, Texas
Parklands Zone #1 Fund
Working Capital Summary**

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan			
						21-22	22-23	23-24	24-25
BEGINNING FUND BALANCE	\$ 1,806,381	\$ 1,642,231	\$ 1,642,232	\$ 1,425,372	\$ 1,425,372	\$ 915,625	\$ 934,782	\$ 954,130	\$ 973,671
Park Land Zone #1	17,250	-	11,200	10,000	10,000	10,000	10,000	10,000	10,000
Interest Income	47,863	-	18,421	14,254	14,254	9,156	9,348	9,541	9,737
Total Revenue	65,113	-	29,621	24,254	24,254	19,156	19,348	19,541	19,737
TOTAL RESOURCES	\$ 1,871,494	\$ 1,642,231	\$ 1,671,853	\$ 1,449,625	\$ 1,449,625	\$ 934,782	\$ 954,130	\$ 973,671	\$ 993,408
APPROPRIATIONS									
Land Acquisition & Improvements:									
Cascade Park	\$ 148,684	\$ 350,000	\$ 40,225	\$ 310,000	\$ 310,000	\$ -	\$ -	\$ -	\$ -
Airport Park	50,235	94,764	123,814	-	-	-	-	-	-
Los Encinos Park	19,788	-	-	-	-	-	-	-	-
Springfest Park	10,555	141,558	-	224,000	224,000	-	-	-	-
Retiree Haven Community Park	-	83,000	82,442	-	-	-	-	-	-
TOTAL APPROPRIATIONS	229,262	669,322	246,481	534,000	534,000	-	-	-	-
ENDING FUND BALANCE	\$ 1,642,232	\$ 972,909	\$ 1,425,372	\$ 915,625	\$ 915,625	\$ 934,782	\$ 954,130	\$ 973,671	\$ 993,408

**City of McAllen, Texas
Parklands Zone #2 Fund
Working Capital Summary**

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
BEGINNING FUND BALANCE	\$ 307,148	\$ 546,033	\$ 419,706	\$ 698,355	\$ 698,355	\$ 381,931	\$ 381,931	\$ 381,931	\$ 381,931	
Park Land Zone #2	142,100	-	346,500	-						
Interest Income	9,731	-	6,243	6,984	6,984	3,819	3,819	3,819	3,819	
Total Revenue	151,831	-	352,743	6,984	6,984	3,819	3,819	3,819	3,819	
TOTAL RESOURCES	\$ 458,979	\$ 546,033	\$ 772,450	\$ 705,339	\$ 705,339	\$ 385,750	\$ 385,750	\$ 385,750	\$ 385,750	
APPROPRIATIONS										
Land Acquisition & Improvements:										
La Vista Park	\$ 37,066	\$ 272,500	\$ 64,792	\$ 207,708	\$ 207,708	\$ -	\$ -	\$ -	\$ -	
Bill Schupp Park	2,206	125,000	9,302	115,700	115,700	-	-	-	-	
TOTAL APPROPRIATIONS	39,273	397,500	74,094	323,408	323,408	-	-	-	-	
ENDING FUND BALANCE	\$ 419,706	\$ 148,533	\$ 698,355	\$ 381,931	\$ 381,931	\$ 385,750	\$ 385,750	\$ 385,750	\$ 385,750	

**City of McAllen, Texas
Parklands Zone #3 Fund
Working Capital Summary**

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan			
						21-22	22-23	23-24	24-25
BEGINNING FUND BALANCE	\$ 206,171	\$ 256,122	\$ 265,962	\$ 507,903	\$ 507,903	\$ 332,982	\$ 336,312	\$ 339,675	\$ 343,072
Park Land Zone #3	55,050	-	180,950	-	-	-	-	-	-
Interest Income	4,741	-	2,891	5,079	5,079	3,330	3,363	3,397	3,431
Total Revenue	59,791	-	183,841	5,079	5,079	3,330	3,363	3,397	3,431
Operating Transfer In General Fund	-	-	58,100	-	-	-	-	-	-
Total Sources and Transfers	-	-	58,100	-	-	-	-	-	-
TOTAL RESOURCES	\$ 265,962	\$ 256,122	\$ 507,903	\$ 512,982	\$ 512,982	\$ 336,312	\$ 339,675	\$ 343,072	\$ 346,503
APPROPRIATIONS									
Land Acquisition & Improvements: La Floresta Park	\$ -	\$ -	\$ -	\$ 180,000	\$ 180,000	\$ -	\$ -	\$ -	\$ -
TOTAL APPROPRIATIONS	-	-	-	180,000	180,000	-	-	-	-
ENDING FUND BALANCE	\$ 265,962	\$ 256,122	\$ 507,903	\$ 332,982	\$ 332,982	\$ 336,312	\$ 339,675	\$ 343,072	\$ 346,503

City of McAllen, Texas
P.E.G. Fund
Working Capital Summary

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan			
						21-22	22-23	23-24	24-25
BEGINNING FUND BALANCE	\$ 669,406	\$ 685,844	\$ 844,139	\$ 818,977	\$ 818,977	\$ 625,972	\$ 782,232	\$ 965,054	\$ 1,149,705
Revenues									
Franchise Fees	215,736	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Interest Earned	17,051	12,000	8,441	8,190	8,190	6,260	7,822	9,651	11,497
Total Revenues	232,787	212,000	208,441	208,190	208,190	206,260	207,822	209,651	211,497
TOTAL RESOURCES	\$ 902,193	\$ 897,844	\$ 1,052,580	\$ 1,027,167	\$ 1,027,167	\$ 832,232	\$ 990,054	\$ 1,174,705	\$ 1,361,202
APPROPRIATIONS									
Expenses:									
Capital Outlay	\$ 58,054	\$ 233,603	\$ 233,603	\$176,195	\$ 176,195	\$ 50,000	\$ 25,000	\$ 25,000	\$ 25,000
City Hall Commission Room Dias Upgrade	-	-	-	225,000	225,000	-	-	-	-
TOTAL APPROPRIATIONS	58,054	233,603	233,603	401,195	401,195	50,000	25,000	25,000	25,000
ENDING FUND BALANCE	\$ 844,139	\$ 664,241	\$ 818,977	\$ 625,972	\$ 625,972	\$ 782,232	\$ 965,054	\$ 1,149,705	\$ 1,336,202

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: P.E.G. 126-1324-416-66-20
DEPARTMENT: Public Information Office

DEPT REQUEST				CM RECOMM		
Office Furniture/equipment						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Panasonic AJ PX8000 Studio Camera	\$25,000	1	\$25,000	1	\$25,000	Fixed camera for studio
Commission Chamber lighting set	\$50,000	1	\$50,000	1	\$50,000	Construction, design, installation of lighting grid and related elements fro
Field Camera batteries	\$400	6	\$2,400	6	\$2,400	Camera batteries for field use
Microphones	\$120	2	\$240	2	\$240	Back-up microphones for dias
Television monitor	\$700	2	\$1,400	2	\$1,400	Monitor for studio and producer in master control room
TOTAL			\$79,040		\$79,040	

Computer Hardware						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Option A; Caption Prime Streaming Encr	\$13,995	1	\$13,995	1	\$13,995	dual channel encoder with SD/HD Signal ability to connect to closed captioning device
Option A; Advanced Closed Captioning Encoder/Decoder	\$9,090	1	\$9,090	1	\$9,090	equipment to provide live closed captioning to live meetings
Option B: Ease H Streaming Appliance	\$6,290	1	\$6,290	1	\$6,290	basic encoder system with SD/HD signal ability
Editing Station	\$15,000	1	\$15,000	1	\$15,000	update new editing station for video production
TOTAL			\$44,375		\$44,375	

Service						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Caption Prime Set-Up and Deployment for P.E.G. and web streaming	\$1,280	1	\$1,280	1	\$1,280	set-up for P.E.G. and web streaming
Migration/Integration of video content of Commission meeting archive	\$600	15	\$9,000	15	\$9,000	export video content from current provider to new vendor
Spectrum Fiber Option Connection	\$15,000	1	\$15,000	1	\$15,000	Unknown construction cost to connect to Spectrum fiber optic to deliver HD signal to channel
TOTAL			\$25,280		\$25,280	

Studio Equipment						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Studio Tripod	\$25,000	1	\$25,000	1	\$25,000	utilize tripod for taping PSAs and other important messaging
Field lights, indoor/outdoor use	\$2,500	1	\$2,500	1	\$2,500	to improve lighting for field and studio recordings
TOTAL			\$27,500		\$27,500	

Grand Total	\$176,195	\$176,195
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**City of McAllen, Texas
Friends of Quinta Fund
Working Capital Summary**

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm. 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
RESOURCES										
BEGINNING WORKING CAPITAL	\$ 94,215	\$ 466,618	\$ 521,670	\$ 733,296	\$ 733,296	\$ 64,788	\$ 64,788	\$ 64,788	\$ 64,788	
<u>Revenues:</u>										
Private Donations	472,824	-	643,128	400,000	400,000	-	-	-	-	
Special Events	127,000	105,000	13,750	75,000	75,000	-	-	-	-	
Interest	3,727		7,070	7,333	7,333	-	-	-	-	
Total Revenues	603,551	105,000	663,948	482,333	482,333	-	-	-	-	
TOTAL RESOURCES	\$ 697,766	\$ 571,618	\$ 1,185,618	\$ 1,215,629	\$ 1,215,629	\$ 64,788	\$ 64,788	\$ 64,788	\$ 64,788	
APPROPRIATIONS										
<u>Operating Expenses:</u>										
Other Services/Charges	\$ 176,097	\$ 140,000	\$ 52,322	\$ 50,000	\$ 50,000		\$ -	\$ -	\$ -	
Other Financing Sources (Uses):										
Transfer Out-Quinta Mazatlan- CUE	\$ -	\$ 400,000	\$ 400,000	1,100,841	1,100,841	\$ -	\$ -	\$ -	\$ -	
TOTAL APPROPRIATIONS	176,097	540,000	452,322	1,150,841	\$ 1,150,841	-	-	-	-	
ENDING WORKING CAPITAL	\$ 521,670	\$ 31,618	\$ 733,296	\$ 64,788	\$ 64,788	\$ 64,788	\$ 64,788	\$ 64,788	\$ 64,788	

**City of McAllen, Texas
Community Development Block Grant
Summary**

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan			
						21-22	22-23	23-24	24-25
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	607,439	2,105,509	2,105,509	2,289,940	2,289,940	-	-	-	-
Other	-	-	-	-	-	-	-	-	-
Total Sources	607,439	2,105,509	2,105,509	2,289,940	2,289,940	-	-	-	-
TOTAL RESOURCES	\$ 607,439	\$ 2,105,509	\$ 2,105,509	\$ 2,289,940	\$ 2,289,940	\$ -	\$ -	\$ -	\$ -
APPROPRIATIONS									
General government	\$ 185,417	\$ 366,156	\$ 366,156	\$ 395,940	\$ 395,940	\$ -	\$ -	\$ -	\$ -
Highways and streets	44,031	272,584	272,584	808,543	808,543	-	-	-	-
Health and welfare	319,719	759,769	759,769	860,457	860,457	-	-	-	-
Culture and recreation	58,272	707,000	707,000	225,000	225,000	-	-	-	-
TOTAL APPROPRIATIONS	607,439	2,105,509	2,105,509	2,289,940	2,289,940	-	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**CITY OF MCALLEN, TEXAS
COMMUNITY DEVELOPMENT BLOCK GRANT FUND
2021 GRANT**

Access Esperanza Clinics, Inc.	Wellness Access Projects	\$ 10,000
AHSTI	Rehabilitation Program	50,000
Amigos Del Valle	Senior Home Delivered Meals	25,000
Boys and Girls Club of McAllen	BGCM Brand Gym Floor	65,000
Boys and Girls Club of McAllen	Scholarship Program	15,000
C.A.M.P. University	CAMP Salaries	10,000
Catholic Charities of the RGV	Homeless Prevention Program	10,000
Children's Advocacy Center	Champion for Kids	10,000
Comfort House	Caregiver Services	25,000
Easter Seals Rio Grande Valley	Easter Seals Rio Grande Valley	10,000
Engineering	Helena Ave. Sidewalk	308,282
Traffic Operations	Street Lightning Project	40,000
To Give International dba Creative Art Studio	Fine Arts in Education for Community Dev.	5,000
First United Methodist Church	"In His Steps" Shoe Bank of McAllen	2,500
Food Bank of the RGV	McAllen Food Relief Program	22,468
LRGVDC	LRGVDC-Area Agency on Aging	8,000
HOPE Family Health Center	Medical Care	30,000
McAllen Public Utilities	Pipebursting Sewer Project - Austin to Chicago	199,137
McAllen Public Utilities	Pipebursting Sewer Project - Erie to Dallas	151,273
McAllen Public Utilities	Pipebursting Sewer Project - Gumwood to Ebony	109,851
McAllen Food Pantry, Inc.	McAllen Food Pantry, Inc.	40,000
McAllen ISD	Houston Elem. Playground Refurbishment	160,000
Silver Ribbon Community Partners	Silver Ribbon Community Partners	9,000
The Salvation Army	Emergency Shelter and Social Services	10,000
Women Together Foundation Inc.	Emergency Shelter	8,300
Women Together	Family Justice Center	8,687
Women Together	Emergency Shelter	1,500
Women Together Foundation Inc.	Satellite Center	11,500
Women Together Foundation Inc.	Transitional Housing	2,970
Women Together Foundation Inc.	Transitional Housing	6,532
Valley AIDS Council	Valley AIDS Council	5,000
Administraton	General Administration	338,872
HOME PROGRAM (ZB 44XX)		
Affordable Homes of South Texas	New HOME Construction	224,000
Affordable Homes of South Texas	Tenant Based Rental Assistance	300,000
COM-General Administration	Administration	57,068

CDBG Allocation	1,708,872
HOME Allocation	581,068
Recap	

Total \$ 2,289,940

City of McAllen, Texas
Police Department Seized Fund
Working Capital Summary

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
RESOURCES										
BEGINNING WORKING CAPITAL	\$ 3,017,201	\$ 3,096,175	\$ 2,976,421	\$ 1,467,911	\$ 1,467,911	\$ 1,467,911	\$ 1,467,911	\$ 1,467,911	\$ 1,467,911	\$ 1,467,911
Revenues:										
Program Income - Federal	63,259	-	242,310	-	-	-	-	-	-	-
Program Income - State	88,693	-	3,245	-	-	-	-	-	-	-
Interest	86,915	-	93,155	-	-	-	-	-	-	-
Total Revenues	238,867	-	338,710	-	-	-	-	-	-	-
TOTAL RESOURCES	\$ 3,256,068	\$ 3,096,175	\$ 3,315,131	\$ 1,467,911	\$ 1,467,911	\$ 1,467,911	\$ 1,467,911	\$ 1,467,911	\$ 1,467,911	\$ 1,467,911
APPROPRIATIONS										
Operating Expenses:										
Administration	\$ 1,427	\$ -	\$ 1,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay:										
Equipment	76,911	-	132,327	-	-	-	-	-	-	-
Public Safety Parking Garage	201,311	-	1,713,693	-	-	-	-	-	-	-
Total Operating Expenses	279,649	-	1,847,220	-	-	-	-	-	-	-
TOTAL APPROPRIATIONS	279,649	-	1,847,220	-	-	-	-	-	-	-
ENDING WORKING CAPITAL	\$ 2,976,421	\$ 3,096,175	\$ 1,467,911	\$ 1,467,911	\$ 1,467,911	\$ 1,467,911	\$ 1,467,911	\$ 1,467,911	\$ 1,467,911	\$ 1,467,911

City of McAllen, Texas
Downtown Services Parking Fund
Working Capital Summary

	Actual 18-19	Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm. 20-21	Four Year Plan			
							21-22	22-23	23-24	24-25
RESOURCES										
BEGINNING WORKING CAPITAL	\$ 119,862	\$ 30,480	\$ 30,480	\$ 14,810	\$ 32,735	\$ 32,735	\$ 156,756	\$ 286,513	\$ 417,568	549,933
<u>Revenues:</u>										
Parking Meter Fees	675,465	700,000	700,000	489,938	650,000	650,000	700,000	700,000	700,000	700,000
Parking Fines	144,057	150,000	150,000	102,440	140,000	140,000	150,000	150,000	150,000	150,000
Transportation	14,371	15,000	15,000	14,366	15,000	15,000	15,000	15,000	15,000	15,000
Special Permit	33,650	15,000	15,000	10,500	15,000	15,000	15,000	15,000	15,000	15,000
Parking Garage Fee	331,253	330,000	330,000	204,852	310,000	310,000	330,000	330,000	330,000	330,000
Parking Garage Lease	39,363	39,000	39,000	38,479	39,000	39,000	39,000	39,000	39,000	39,000
Misc./Decal Parking Reg. Fees	4,390	3,300	3,300	74,460	3,300	3,300	3,300	3,300	3,300	3,300
B-cycle Memberships	17,437	24,000	24,000	11,341	17,000	17,000	24,000	24,000	24,000	24,000
Interest Earned	1,964	-	-	2,191	327	327	1,568	2,865	4,176	5,499
Capital Lease - Motorola Radios	36,697	-	-	-	-	-	-	-	-	-
Total Revenue	1,298,647	1,276,300	1,276,300	948,567	1,189,627	1,189,627	1,277,868	1,279,165	1,280,476	1,281,799
Operating Transfer In Metro McAllen Fund	-	-	-	150,000	150,000	150,000	-	-	-	-
Total Sources and Transfers	1,298,647	1,276,300	1,276,300	1,098,567	1,339,627	1,339,627	1,277,868	1,279,165	1,280,476	1,281,799
TOTAL RESOURCES	\$ 1,418,509	\$ 1,306,780	\$ 1,306,780	\$ 1,113,377	\$ 1,372,363	\$ 1,372,363	\$ 1,434,623	\$ 1,565,678	\$ 1,698,043	\$ 1,831,733
APPROPRIATIONS										
<u>Operating Expenses:</u>										
Downtown Services	\$ 1,051,718	\$ 1,192,443	\$ 1,192,443	\$ 1,010,697	\$ 1,138,979	\$ 1,135,134	\$ 1,138,979	\$ 1,138,979	\$ 1,138,979	\$ 1,138,979
Liability Insurance	4,526	4,256	4,256	4,256	4,256	4,256	4,256	4,256	4,256	4,256
Capital Outlay	36,697	-	-	-	60,000	60,000	-	-	-	-
Total Operations	1,092,941	1,196,699	1,196,699	1,014,953	1,203,235	1,199,390	1,143,235	1,143,235	1,143,235	1,143,235
<u>Other Financing Sources (Uses):</u>										
Transfer Out - General Fund	237,000	55,528	55,528	32,057	-	-	-	-	-	-
Transfer Out - Health Ins. Fund	65,550	28,757	28,757	28,757	11,342	11,342	-	-	-	-
Debt Service Motorola Lease Payment	8,208	4,875	4,875	4,875	4,875	4,875	4,875	4,875	4,875	4,875
TOTAL APPROPRIATIONS	1,403,699	1,285,859	1,285,859	1,080,642	1,219,452	1,215,607	1,148,110	1,148,110	1,148,110	1,148,110
Revenues Over / Under Expenses	(105,052)	(9,559)	(9,559)	17,925	120,175	124,020	129,757	131,055	132,365	133,689
Other Items Affecting Working Capital	-	-	-	-	-	-	-	-	-	-
ENDING WORKING CAPITAL	\$ 14,810	\$ 20,920	\$ 20,920	\$ 32,735	\$ 152,911	\$ 156,756	\$ 286,513	\$ 417,568	\$ 549,933	\$ 683,622

2021

160- Downtown Service Parking Fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
160-0000-322-02-00 Occupational / Transportation 322	14,371	15,000	14,366	15,000	15,000	-
	14,371	15,000	14,366	15,000	15,000	-
160-0000-343-01-00 Highways & streets / Parking meter fees	675,465	700,000	489,938	650,000	650,000	
160-0000-343-02-00 Highways & streets / Signs & signals	-	-	-			
160-0000-343-03-00 Highways & streets / Parking garage fee	331,253	330,000	204,852	310,000	310,000	
160-0000-343-04-00 Highways & streets / Immobilization - vehicles	-	-	-			
160-0000-343-06-00 Highways & streets / Appl fee-special permit	33,650	15,000	10,500	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	39,363	39,000	38,479	39,000	39,000	
160-0000-343-12-00 Charges for services / B-cycle memberships 343	17,437	24,000	11,341	17,000	17,000	-
	1,097,169	1,108,000	755,110	1,031,000	1,031,000	-
160-0000-351-03-00 Fines & forfeitures / Parking fines 351	144,057	150,000	102,440	140,000	140,000	-
	144,057	150,000	102,440	140,000	140,000	-
160-0000-375-01-00 Miscellaneous / Recovery prior yr exp	9	-	-	-	-	
160-0000-375-02-00 Miscellaneous / Insurance recoveries	-	-	-	-	-	
160-0000-375-40-09 Cash over/short / Downtown services	(29)	-	(9)	-	-	
160-0000-375-43-00 Miscellaneous / ATM commission	3,968	3,300	74,297	3,300	3,300	
160-0000-375-99-00 Miscellaneous / Other 375	443	-	172	-	-	-
	4,390	3,300	74,460	3,300	3,300	-
160-0000-381-01-00 Interest / Pool cash	-	-	-			
160-0000-381-02-00 Interest / Texpool	1,964	-	191	327	327	
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	-	-	2,000			-
	1,964		2,191	327	327	-
160-0000-391-xx-00-000000 Operating Transter in / McAllen Metro			150,000	150,000	150,000	

2021

160- Downtown Service Parking Fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
391			150,000	150,000	150,000	-
160-0000-392-44-00-000000 Other financing source / Capital lease	36,697					
392	36,697		-	-	-	-
160 Downtown Services	\$ 1,298,647	\$ 1,276,300	\$ 1,098,567	\$ 1,339,627	\$ 1,339,627	\$ -

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: DOWNTOWN SERVICES

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total	
1.	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	-	
2.	-	-	-	-	-	-	-	-	-	
3.	-	-	-	-	-	-	-	-	-	
4.	-	-	-	-	-	-	-	-	-	
5.	-	-	-	-	-	-	-	-	-	
Total	-	-	-	-	-	-	-	-	-	
Personnel Revisions										
1. Overtime			-	-	-	-	-			
2. Transit Inspector			(32,910)	-	-	(12,900)	(45,810)		(45,810)	Moved to Transit Fund
3.	-	-	-	-	-	-	-			
4.	-	-	-	-	-	-	-			
5.	-	-	-	-	-	-	-			
Total Compensation & Benefits		\$ 802,930	#####	\$ -	\$ -	#####	\$ (45,810)		\$ (45,810)	
SUPPLIES										
1. Operating							(20,000)		(20,000)	Funds will be moved to another line item
2. < Please select category >										
3. < Please select category >										
4. < Please select category >										
5. < Please select category >										
Total Supplies		\$ 67,368					\$ (20,000)		\$ (20,000)	
OTHER SERVICES & CHARGES										
1. Rental & contractual							20,000		20,000	Funds moved from supplies
2. < Please select category >										
3. < Please select category >										
4. < Please select category >										
5. < Please select category >										
Total Other Services & Charges		\$ 272,038					\$ 20,000		\$ 20,000	
MAINTENANCE										
1. Equipment										
2. < Please select category >										
3. < Please select category >										
4. < Please select category >										
5. < Please select category >										
Total Maintenance		\$ 42,453					\$ -		\$ -	
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay							\$ 60,000		\$ 60,000	
TOTAL		\$ 1,184,789					\$ 14,190		\$ 14,190	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: 160 - Downtown Services Fund
DEPARTMENT: DOWNTOWN SERVICES

		DEPT REQUEST		CM RECOMM		
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Office Furniture/equipment						
Exit Pay Station	\$60,000	1	\$60,000	1	\$60,000	The existing hardware / software at the Parking Garage entrance / exit is outdated and needs to be replaced. The system is operating on very old hardware / software that has been decommissioned by Microsoft and no longer compatible with the existing operating system and the 2012 server. It was strongly recommended by the IT Dept Director that we get off of this system ASAP.
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$60,000		\$60,000	

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

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

Grand Total			\$60,000		\$60,000	
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2021

160-3032 Downtown services

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
160-3032-431-60-01 Compensation / Exempt	40,134	40,780	42,316	40,779	40,779	
160-3032-431-60-02 Compensation / Non-exempt	402,439	419,172	377,255	386,256	386,256	
160-3032-431-60-06 Compensation / Part time	84,776	147,098	121,666	147,456	147,456	
160-3032-431-60-10 Compensation / Overtime	21,019	8,250	4,889	8,250	8,250	
160-3032-431-60-17 Compensation / Telephone	720	720	720	720	720	
60	549,087	616,020	546,846	583,461	583,461	
160-3032-431-61-30 Benefits / Social security	39,310	47,125	39,763	44,634	44,634	
160-3032-431-61-36 Benefits / Retirement	39,341	47,803	37,673	39,354	39,354	
160-3032-431-61-40 Benefits / Unemployment tax	233	4,104	770	1,656	1,656	
160-3032-431-61-46 Benefits / Workers' comp-	5,904	7,993	5,763	7,347	7,347	
160-3032-431-61-50 Benefits / Health cost	62,202	79,608	64,868	74,400	74,400	
160-3032-431-61-52 Benefits / Life insurance	355	783	332	770	770	
160-3032-431-61-53 Benefits / Retiree health ins (ARC)	5,573	5,573	5,496	5,498	5,498	
61	152,918	192,989	154,665	173,659	173,659	
160-3032-433-62-02 Supplies / Office	557	800	792	800	800	
160-3032-433-62-04 Supplies / Operating	50,017	53,500	33,100	33,500	33,500	
160-3032-433-62-12 Supplies / Small tools/minor equip-	120	600	-	600	600	
160-3032-433-62-14 Supplies / Janitorial	11,633	9,168	9,138	9,168	9,168	
160-3032-433-62-18 Supplies / Clothing & uniform	3,474	3,300	3,208	3,300	3,300	
62	65,802	67,368	46,238	47,368	47,368	
160-3032-434-63-43 Other services & charges / Postage	31	255	4	255	255	
160-3032-434-63-44 Other services & charges / Printing	6,751	7,034	4,978	7,034	7,034	
160-3032-434-63-46 Other services & charges / Promotions	-	2,000	1,871	2,000	2,000	
160-3032-434-63-52 Other services & charges / Rental & contractual	162,975	160,000	130,416	180,000	180,000	
160-3032-434-63-64 Other services & charges / Training	545	2,357	339	2,357	2,357	
160-3032-434-63-65 Other services & charges / Travel	-	783	-	783	783	
160-3032-434-63-67 Other services & charges / Utilities-electric	40,286	54,721	46,689	54,721	54,721	
160-3032-434-63-68 Other services & charges / Utilities-gas	-	67	-	67	67	
160-3032-434-63-69 Other services & charges / Utilities-telephone	1,675	1,800	1,697	1,800	1,800	
160-3032-434-63-70 Other services & charges / Utilities-water	9,463	8,721	10,073	8,721	8,721	
160-3032-434-63-89 Other services & charges / Credit card fees	22,340	33,500	20,224	33,500	33,500	
160-3032-434-63-99 Other services & charges / Miscellaneous	350	800	5,500	800	800	
63	244,416	272,038	221,791	292,038	292,038	

2021

160-3032 Downtown services

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
160-3032-435-65-08 Maintenance / Equipment	-	1,000	821	1,000	1,000	
160-3032-435-65-10 Maintenance / Facilities	28,493	36,184	32,603	36,184	36,184	
160-3032-435-65-16 Maintenance / Vehicles	7,489	1,000	3,731	1,000	1,000	
160-3032-435-65-17 Maintenance / Fuel & lubricants	3,514	4,269	1,092	4,269	4,269	
65	39,496	42,453	38,247	42,453	42,453	
160-3032-436-66-14 Capital outlay / Vehicles	-	-	-	-	-	
160-3032-436-66-20 Capital outlay / Equipment	36,697	-	-	60,000	60,000	
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	-	-	-	-	-	
66	36,697	-	-	60,000	60,000	
160-3032-439-78-01 Disaster Exp/ COVID-19	-	-	6,496	-	-	
78	-	-	6,496	-	-	-
160-3032 Downtown Services	\$ 1,088,415	\$ 1,190,868	\$ 1,014,283	\$ 1,198,979	\$ 1,198,979	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
3032431	DOWNTOWN SERVICES	1			DOWNTOWN SERVICE SUPERVISOR	FILLED	\$ 40,779
		1					40,779
3032431	DOWNTOWN SERVICES		1		ADMINISTRATIVE ASSISTANT	FILLED	29,370
3032431	DOWNTOWN SERVICES		1		ADMINISTRATIVE CLERK	FILLED	27,206
3032431	DOWNTOWN SERVICES		1		ADMINISTRATIVE CLERK	FILLED	27,206
3032431	DOWNTOWN SERVICES		1		ADMINISTRATIVE CLERK	FILLED	27,206
3032431	DOWNTOWN SERVICES		1		ADMINISTRATIVE CLERK	FILLED	27,206
3032431	DOWNTOWN SERVICES		1		CUSTODIAN DOWNTOWN SERVICE CREW LEADER	FILLED	25,130
3032431	DOWNTOWN SERVICES		1		PARKING METER ATTENDANT	FILLED	27,206
3032431	DOWNTOWN SERVICES		1		PARKING METER ATTENDANT	FILLED	27,206
3032431	DOWNTOWN SERVICES		1		PARKING METER ATTENDANT	FILLED	27,206
3032431	DOWNTOWN SERVICES		1		PARKING METER ATTENDANT	FILLED	27,206
3032431	DOWNTOWN SERVICES		1		PARKING METER TECHNICIAN	FILLED	28,277
3032431	DOWNTOWN SERVICES		1		RECEPTIONIST/ADMIN CLERK	UNFILLED	27,184
3032431	DOWNTOWN SERVICES		1		SENIOR ADMINISTRATIVE CLERK	FILLED	28,277
3032431	DOWNTOWN SERVICES		1		TRANSIT INSPECTOR	TRANSFERRED TO TRANSIT FUND	-
3032431	DOWNTOWN SERVICES				CERTIFICATION PAY		1,000
							386,256

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

3032431	DOWNTOWN SERVICES	1	PART TIME - CLERK	UNFILLED	18,432
3032431	DOWNTOWN SERVICES	1	PART TIME - CLERK	FILLED	18,432
3032431	DOWNTOWN SERVICES	1	PART TIME - CUSTODIAN	FILLED	18,432
3032431	DOWNTOWN SERVICES	1	PART TIME - CUSTODIAN	FILLED	18,432
3032431	DOWNTOWN SERVICES	1	PART TIME - CUSTODIAN	UNFILLED	18,432
3032431	DOWNTOWN SERVICES	1	PART TIME - DOWNTOWN SERVICE	FILLED	18,432
3032431	DOWNTOWN SERVICES	1	PART TIME - DOWNTOWN SERVICE	FILLED	18,432
3032431	DOWNTOWN SERVICES	<u>1</u>	PART TIME - DOWNTOWN SERVICE	FILLED	<u>18,432</u>
		8			147,456
			OVERTIME		8,250
			TELEPHONE		720
					<u>8,970</u>
CURRENT POSITIONS		24			\$ 583,461



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 Budget	Estimated	Dept Request	City Mgr Recomm	Four Year Plan			
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25
Personnel Services										
Salaries and Wages	\$ 549,087	\$ 604,490	\$ 616,020	\$ 546,846	\$ 583,461	\$ 583,461	\$ 583,461	\$ 583,461	\$ 583,461	\$ 583,461
Employee Benefits	152,918	191,212	192,989	154,665	173,659	173,659	173,659	173,659	173,659	173,659
Supplies	65,802	67,368	67,368	46,238	47,368	47,368	47,368	47,368	47,368	47,368
Other Services and Charges	244,416	272,038	272,038	228,287	292,038	292,038	292,038	292,038	292,038	292,038
Maintenance	39,496	42,453	42,453	38,247	42,453	42,453	42,453	42,453	42,453	42,453
Operations Subtotal	1,051,718	1,177,561	1,190,868	1,014,283	1,138,979	1,138,979	1,138,979	1,138,979	1,138,979	1,138,979
Capital Outlay	36,697	-	-	-	60,000	60,000	-	-	-	-
Operations & Capital Outlay Total	1,088,415	1,177,561	1,190,868	1,014,283	1,198,979	1,198,979	1,138,979	1,138,979	1,138,979	1,138,979
Non Departmental										
Liability Insurance	4,526	4,256	4,256	4,256	4,256	4,256	4,256	4,256	4,256	4,256
Contingency	-	18,468	5,161	-	-	-	-	-	-	-
Workers' Comp. - Loss Run Ratio	-	(3,586)	(3,586)	(3,586)	-	(3,845)	-	-	-	-
Total Expenditures	\$ 1,092,941	\$ 1,196,699	\$ 1,196,699	\$ 1,014,953	\$ 1,203,235	\$ 1,199,390	\$ 1,143,235	\$ 1,143,235	\$ 1,143,235	\$ 1,143,235
PERSONNEL										
Exempt	1	1	1	1	1	1	1	1	1	1
Non-Exempt	15	15	15	15	14	14	14	14	14	14
Part-Time	7	7	8	8	8	8	8	8	8	8
Total Positions Authorized	23	24	24	24	23	23	23	23	23	23
Resources										
	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm	Four Year Plan			
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25
Related Revenue Generated	\$ 1,298,647	\$ 1,276,300	\$ 1,276,300	\$ 948,567	\$ 1,189,627	\$ 1,189,627	\$ 1,277,868	\$ 1,279,165	\$ 1,280,476	\$ 1,281,799

Contact Us:
 Mario Delgado
 Transit Director
 1501 W. Hwy. 83,
 Suite 100
 McAllen, Tx 78501
 956-681-3500

MAJOR FY 20-21 GOALS

1. Increase marketing to promote downtown daily / flatrate / overnight parking, food court, pay-by-plate and mobile app systems.
2. Increase revenue(s) by utilizing parking garage space e.g. rooftop events, sidewalk [farmers] markets, fee for video/photography, etc...
3. Increase the number of vendors in the Food Court by finalizing 2-3 lease 5-year Lease Agreements.

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Department Staff	19	24	24	23
Total Citations Issued	28,091	25,000	24,479	35,000
Department Expenditures	\$ 1,088,415	\$ 1,190,868	\$ 1,014,283	\$ 1,198,979
Number of Past Due Notices Mailed	14,079	20,000	15,000	17,500
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	\$ 1,298,647	\$ 1,038,918	\$ 1,096,713	\$ 1,200,000
Parking Meters Revenue	\$ 675,465	\$ 500,000	\$ 489,938	\$ 499,737
Parking Citation Revenue	\$ 144,057	\$ 110,000	\$ 102,440	\$ 104,489
Transit (Taxi) Revenue	\$ 14,371	\$ 15,000	\$ 14,366	\$ 14,653
Parking Garage Fee	\$ 331,253	\$ 324,834	\$ 204,852	\$ 208,949.04
Parking Garage Leases	\$ 39,363	\$ 39,000	\$ 38,479	\$ 39,249
Misc. Decal Parking Fees	\$ 4,390	\$ 13,872	\$ 74,297	\$ 15,000
Effectiveness Measures:				
% Change in operating cost per hour	\$ 0	13%	-15%	18%
% Change in revenue collected per hour	-17%	8%	6%	9%
Efficiency Measures:				
Revenue collected per meter attendant per hour	\$ 15	\$ 11	\$ 10	\$ 11
Citation issued per meter attendant per hour	3	3	2	4
Operating cost per hour	\$ 444.61	\$ 486.47	\$ 414.33	\$ 489.78
Revenue collected per hour	\$ 354	\$ 283	\$ 299	\$ 327
% of Past Due Collections Collected	50%	80%	61%	50%
Population:	149,189	152,046	151,352	153,546

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.

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

2021

160-9010 Non-departmental

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
160-3034-434-63-17 Other services & charges / Employee bond	-	-	-	-	-	
160-3034-434-63-24 Other services & charges / Ins--auto liability	-	-	-	-	-	
160-3034-434-63-25 Other services & charges / Ins--boiler & machinery	-	-	-	-	-	
160-3034-434-63-26 Other services & charges / Ins--error & omission	-	-	-	-	-	
160-3034-434-63-27 Other services & charges / Ins--fire & ext- covera	-	-	-	-	-	
160-3034-434-63-29 Other services & charges / Ins--liability	4,526	4,256	4,256	4,256	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	4,256	4,256	4,256	4,256	
160-3036-431-61-97 Benefits / Contingency workers comp loss run ratio	-	(3,586)	(3,586)	-	(3,845)	
160-3036-431-61-99 Benefits / Cost of Living Adjustment (COLA)	-	5,161	-	-	-	
61	-	1,575	(3,586)	-	(3,845)	-
160-7019-477-70-02 Debt service / Principal- Motorola Lease #23770	6,358	3,956	3,956	3,956	3,956	
160-7019-477-70-04 Debt service / Interest- Motorola Lease #23770	1,850	919	919	919	919	
70	8,208	4,875	4,875	4,875	4,875	
160-9010-499-74-02 Operating transfers out / General fund	237,000	55,528	32,057	-	-	
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	65,550	28,757	28,757	11,342	11,342	
74	302,550	84,285	60,814	11,342	11,342	
					0	
					0	
Downtown Fund Total Expenditures	\$ 1,403,699	\$ 1,285,859	\$ 1,080,642	\$ 1,219,452	\$ 1,215,607	\$ -

City of McAllen, Texas
Drainage Fee Fund
Working Capital Summary

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
RESOURCES										
BEGINNING WORKING CAPITAL	\$ 748,762	\$ 1,927,133	\$ 1,927,134	\$ 2,722,998	\$ 2,722,998	\$ 316,792	\$ (1,575,753)	\$ (1,747,306)	\$ (451,306)	
Revenues:										
Drainage Fees - Residential	643,628	670,000	670,000	670,000	670,000	670,000	670,000	670,000	670,000	
Drainage Fees- Commercial	561,705	590,000	590,000	590,000	590,000	590,000	590,000	590,000	590,000	
Drainage Fees- Industrial	34,589	36,000	36,000	36,000	36,000	36,000	36,000	36,000	36,000	
Interest Earned	29,118	-	23,117	-	27,230	3,168	-	-	-	
Total Revenues	1,269,040	1,296,000	1,319,117	1,296,000	1,323,230	1,299,168	1,296,000	1,296,000	1,296,000	
TOTAL RESOURCES	\$ 2,017,802	\$ 3,223,133	\$ 3,246,251	\$ 4,018,998	\$ 4,046,228	\$ 1,615,960	\$ (279,753)	\$ (451,306)	\$ 844,694	
APPROPRIATIONS										
PROJECTS:										
8th North Camelia Avenue	\$ -	\$ 207,200	\$ 15,737	\$ 191,463	\$ 191,463	\$ -	\$ -	\$ -	\$ -	
Balboa Acres Stormwater Infrastructure & Pump Station Improvemem	-	40,995	40,995	159,005	159,005	-	-	-	-	
Balboa Ditch Sluice Gate Improvement	-	407,680	31,122	376,558	376,558	-	-	-	-	
Gardenia Avenue at 12th Street	-	353,920	27,490	326,927	326,927	-	-	-	-	
Harvey stormwater Pump Station Upgrades	-	59,050	51,300	-	-	620,700	-	-	-	
Highland Ave at N 8th St Drainage Improvement	-	16,650	-	-	-	-	-	-	-	
Main (North) Street at Jay Avenue	-	504,000	38,475	465,525	465,525	-	-	-	-	
McAllen lateral Channel Improvements	-	151,069	143,515	-	-	2,067,553	1,467,553	-	-	
Northeast McAllen/Edinburg Lateral	-	-	-	534,380	534,380	-	-	-	6,000,000	
Northwest Blueline hibiscus Tributary	-	21,265	20,202	310,063	310,063	-	-	-	-	
Quince Avenue at North 8th Street	-	196,000	14,915	181,085	181,085	-	-	-	-	
Russell Road and 23rd Street	90,668	-	-	-	-	-	-	-	-	
Sarah Avenue Pypass	-	67,500	64,125	775,875	775,875	-	-	-	-	
Torres Acres	-	761,600	58,140	703,460	200,000	503,460	-	-	-	
Trade Zone Pump Station Improvement	-	225,792	17,237	208,555	208,555	-	-	-	-	
TOTAL APPROPRIATIONS	90,668	3,012,721	523,253	4,232,896	3,729,436	3,191,713	1,467,553	-	6,000,000	
Revenues Over / Under Expenses	1,178,372	(1,716,721)	795,864	(2,936,896)	(2,406,206)	(1,892,545)	(171,553)	1,296,000	(4,704,000)	
ENDING WORKING CAPITAL	\$ 1,927,134	\$ 210,412	\$ 2,722,998	\$ (213,898)	\$ 316,792	\$ (1,575,753)	\$ (1,747,306)	\$ (451,306)	(5,155,306)	

City of McAllen, Texas

Drainage Fee Fund

Working Capital Summary

		Proposed Budget FY 20-21
Total Resources		\$ 4,046,228
Expenditures:		
1	8th North Camelia Avenue	191,463
2	Balboa Acres Stormwater Infrastructure & Pump Station Im	159,005
3	Balboa Ditch Sluice Gate Improvement	376,558
4	Gardenia Avenue at 12th Street	326,927
5	Main (North) Street at Jay Avenue	465,525
6	Northeast McAllen/Edinburg Lateral	534,380
7	Northwest Blueline hibiscus Tributary	310,063
8	Quince Avenue at North 8th Street	181,085
9	Sarah Avenue Pypass	775,875
10	Torres Acres	200,000
11	Trade Zone Pump Station Improvement	208,555
Total Expenditures		\$ 3,729,436
ENDING BALANCE FY 20-21		\$ 316,792

**City of McAllen, Texas
Sales Tax Revenue Bonds
Debt Service Fund
Summary**

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan			
						21-22	22-23	23-24	24-25
SINKING FUND									
BEGINNING FUND BALANCE	\$ 439	\$ 717	\$ 11,271	\$ 11,271	\$ 11,271	\$ 11,271	\$ 11,271	\$ 11,271	\$ 11,271
Sources:									
Contributions	680,278	1,625,278	1,625,278	1,621,680	1,621,680	1,625,338	1,626,594	1,625,269	1,626,335
Recovery of Prior Year Expenses	11,733	-	-	-	-	-	-	-	-
Total Sources and Transfers	692,011	1,625,278	1,625,278	1,621,680	1,621,680	1,625,338	1,626,594	1,625,269	1,626,335
TOTAL RESOURCES	\$ 692,450	\$ 1,625,995	\$ 1,636,549	\$ 1,632,951	\$ 1,632,951	\$ 1,636,609	\$ 1,637,865	\$ 1,636,540	\$ 1,637,606
APPROPRIATIONS									
Bond Principal - Series 2016	\$ -	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 255,000	\$ 260,000	\$ 265,000	\$ 270,000
Bond Principal - Series 2017	-	465,000	465,000	475,000	475,000	485,000	500,000	510,000	530,000
Bond Principal - Series 2018	-	230,000	230,000	235,000	235,000	245,000	250,000	260,000	265,000
Interest and Fees - Series 2016	145,800	145,500	145,500	142,000	142,000	138,000	133,410	128,210	122,380
Interest and Fees - Series 2017	353,743	353,443	353,443	343,957	343,957	332,937	320,618	306,818	291,722
Interest and Fees - Series 2018	181,635	181,335	181,335	175,723	175,723	169,401	162,566	155,241	147,233
TOTAL APPROPRIATIONS	681,178	1,625,278	1,625,278	1,621,680	1,621,680	1,625,338	1,626,594	1,625,269	1,626,335
Other items affecting Working Capital		-	-	-	-	-	-	-	-
ENDING FUND BALANCE	\$ 11,271	\$ 717	\$ 11,271	\$ 11,271	\$ 11,271	\$ 11,271	\$ 11,271	\$ 11,271	\$ 11,271

City of McAllen, Texas
Local Government Finance Corporation
Debt Service Fund
Summary

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
BEGINNING FUND BALANCE	\$ 386,503	\$ -	\$ 15,723	\$ 15,723	\$ 15,723	\$ 15,723	\$ 15,723	\$ 15,723	\$ 15,723	
Sources:										
Interest	6,102	-	-	-	-	-	-	-	-	
Other Financing Sources:										
Transfer In - Development Corp	-	1,070,369	1,070,369	910,435	910,435	905,185	910,120	909,175	906,800	
Total Revenues and Other Sources	6,102	1,070,369	1,070,369	910,435	910,435	905,185	910,120	909,175	906,800	
TOTAL RESOURCES	\$ 392,605	\$ 1,070,369	\$ 1,086,092	\$ 926,158	\$ 926,158	\$ 920,908	\$ 925,843	\$ 924,898	\$ 922,523	
APPROPRIATIONS										
Bond Principal - Series 2017		\$ 605,134	\$ 605,134	\$ 525,000	\$ 525,000	\$ 535,500	\$ 556,500	\$ 572,250	\$ 582,750	
Interest and Fees - Series 2017	376,881	464,485	464,485	385,435	385,435	369,685	353,620	336,925	324,050	
Fees	-	750	750							
TOTAL APPROPRIATIONS	376,881	1,070,369	1,070,369	910,435	910,435	905,185	910,120	909,175	906,800	
ENDING FUND BALANCE	\$ 15,723	\$ -	\$ 15,723	\$ 15,723	\$ 15,723	\$ 15,723.00	\$ 15,723	\$ 15,723	\$ 15,723	

**City of McAllen, Texas
General Obligation Debt
Debt Service Fund
Summary**

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
SINKING FUND										
BEGINNING FUND BALANCE	\$ 2,589,213	\$ 1,635,419	\$ 2,840,353	\$ 2,840,353	\$ 2,840,353	\$ 2,840,353	\$ 2,840,353	\$ 2,840,353	\$ 2,840,353	\$ 2,840,353
Sources:										
Ad Valorem Tax	3,831,329	5,153,570	5,153,570	5,061,406	5,061,406	5,062,042	5,058,069	5,062,194	5,066,344	5,066,344
Contributions - 2016 TIRZ	871,627	871,627	871,627	871,627	871,627	1,515,574	1,517,357	1,517,299	1,515,555	1,515,555
Interest Earned	76,820	-	-	-	-	-	-	-	-	-
Total Revenues	4,779,776	6,025,197	6,025,197	5,933,033	5,933,033	6,577,616	6,575,426	6,579,493	6,581,899	6,581,899
Other Financing Sources:										
Transfer In - General Fund	3,288,825	3,292,600	3,292,600	-	-	-	-	-	-	-
Total Revenues and Other Sources	8,068,601	9,317,797	9,317,797	5,933,033	5,933,033	6,577,616	6,575,426	6,579,493	6,581,899	6,581,899
TOTAL RESOURCES	\$ 10,657,814	\$ 10,953,216	\$ 12,158,150	\$ 8,773,386	\$ 8,773,386	\$ 9,417,969	\$ 9,415,779	\$ 9,419,846	\$ 9,422,252	\$ 9,422,252
APPROPRIATIONS										
<i>Principal & Interest</i>										
2014 - General Obligation	3,146,775	3,142,775	3,142,775	3,144,525	3,144,525	3,146,650	3,144,025	3,146,400	3,145,925	3,145,925
General Obligation Refunding 2015 (Transfers from Dev Corp.)	3,288,825	3,292,600	3,292,600	-	-	-	-	-	-	-
Certificate of Obligation Series 2016 (TIRZ)	871,627	871,627	871,627	871,627	871,627	1,515,547	1,517,357	1,517,299	1,515,555	1,515,555
Certificate of Obligation Series 2018	355,431	354,906	354,906	352,781	352,781	355,281	352,406	354,156	252,038	252,038
General Obligation - 2018	149,700	249,288	249,288	249,413	249,413	249,288	248,913	253,163	355,406	355,406
General Obligation - 2019	-	1,402,571	1,402,571	1,310,700	1,310,700	1,310,850	1,312,725	1,308,475	1,312,975	1,312,975
<i>Fees</i>	3,987	4,030	4,030	3,987	3,987	-	-	-	-	-
TOTAL APPROPRIATIONS	7,816,346	9,317,797	9,317,797	5,933,033	5,933,033	6,577,616	6,575,426	6,579,493	6,581,899	6,581,899
Other item Affecting working capital	1,116	-	-	-	-	-	-	-	-	-
ENDING FUND BALANCE-UNRESERVED	\$ 2,840,353	\$ 1,635,419	\$ 2,840,353	\$ 2,840,353	\$ 2,840,353	\$ 2,840,353	\$ 2,840,353	\$ 2,840,353	\$ 2,840,353	\$ 2,840,353

**City of McAllen, Texas
Hotel Tax Venue
Debt Service Fund
Summary**

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
SINKING FUND										
BEGINNING FUND BALANCE	\$ 6	\$ -	\$ 6	\$ 6	\$ 6	\$ 6	\$ 6	\$ 6	\$ 6	\$ 6
Sources:										
Transfer In-Hotel Tax Venue Fund	858,637	858,938	858,938	858,738	858,738	857,738	855,938	858,238	859,538	
Total Sources and Transfers	858,637	858,938	858,938	858,738	858,738	857,738	855,938	858,238	859,538	
TOTAL RESOURCES	\$ 858,643	\$ 858,938	\$ 858,944	\$ 858,744	\$ 858,744	\$ 857,744	\$ 855,944	\$ 858,244	\$ 859,544	
APPROPRIATIONS										
Bond Principal	\$ 480,000	\$ 495,000	\$ 495,000	\$ 515,000	\$ 515,000	\$ 535,000	\$ 555,000	\$ 580,000	\$ 605,000	
Interest and Fees	378,637	363,938	363,938	343,738	343,738	322,738	300,938	278,238	254,538	
TOTAL APPROPRIATIONS	858,637	858,938	858,938	858,738	858,738	857,738	855,938	858,238	859,538	
ENDING FUND BALANCE	\$ 6	\$ -	\$ 6	\$ 6	\$ 6	\$ 6	\$ 6	\$ 6	\$ 6	\$ 6

City of McAllen, Texas Capital Improvement Projects Fund Balance Summary									
	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan			
						21-22	22-23	23-24	24-25
BEGINNING FUND BALANCE	\$ 5,153,293	\$ 5,985,887	\$ 5,985,886	\$ 4,152,742	\$ 4,152,742	\$ 1,559,201	\$ (13,641,664)	\$ (17,618,204)	\$ (42,630,229)
Revenues									
Interest Earned	124,859	-	54,522	41,527	41,527	15,592	-	-	-
Developers' Escrow accounts	20,515	-	147,271	-	-	-	-	-	-
Contribution - Rio Grande Valley Communications	-	-	100,000	-	-	-	-	-	-
FTA Contribution (Exp Row 75)	-	160,000	160,000	-	-	-	-	-	-
Recovery Prior Year Exp	(17,210)	-	-	-	-	-	-	-	-
Quinta Mazatlán Master Plan (Exp Row 121)	238,398	-	-	-	-	-	-	-	-
Sunset Property (Exp Row 123)	752,825	-	-	-	-	-	-	-	-
Vision Zero (Exp Row 64)	-	120,000	30,000	90,000	90,000	-	-	-	-
Morris Hike and Bike (Exp Row 112)	-	1,504,708	-	1,504,708	1,504,708	-	-	-	-
Contributions : H-E-B	-	150,000	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-
TxDOT Reimbursement - Traffic Signals	92,839	-	-	-	-	-	-	-	-
FEMA - HMGP Quince Ave (Exp Row 90)	-	-	-	157,500	157,500	-	-	-	-
Total Revenues	\$ 1,212,224	\$ 1,934,708	\$ 491,793	\$ 1,793,735	\$ 1,793,735	\$ 15,592	\$ -	\$ -	\$ -
Operating Transfers-In									
General Fund: from Gas Royalties Received	326,696	340,000	340,000	340,000	340,000	340,000	340,000	340,000	340,000
General Fund	4,400,000	-	-	-	-	-	-	-	-
General Fund: Sales Tax-Incentive	-	3,314,113	3,314,113	3,314,113	3,314,113	-	-	-	-
General Fund: PD Parking Garage	-	551,457	551,457	-	-	-	-	-	-
Total Transfers-In	4,726,696	4,205,570	4,205,570	3,654,113	3,654,113	340,000	340,000	340,000	340,000
Total Revenues and Transfers-In	5,938,922	6,140,278	4,697,363	5,447,848	5,447,848	355,592	340,000	340,000	340,000
TOTAL RESOURCES	\$ 11,092,215	\$ 12,126,165	\$ 10,683,249	\$ 9,600,591	\$ 9,600,591	\$ 1,914,793	\$ (13,301,664)	\$ (17,278,204)	\$ (42,290,229)
APPROPRIATIONS									
Expenditures									
Business Plan	\$ 12,931	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
General Government	1,331,526	1,854,890	481,334	7,731,705	2,015,694	484,000	386,200	548,400	980,000
Public Safety	680,502	2,593,000	2,243,767	4,979,164	1,033,700	1,587,776	3,580,339	2,517,624	440,000
Highways, Streets and Drainage	380,991	3,057,575	2,540,223	10,203,320	786,000	13,202,680	200,000	22,136,000	200,000
Health & Welfare	9,931	-	-	-	-	-	-	-	-
Culture and Recreation	2,690,448	4,984,371	1,215,183	4,927,965	4,155,995	232,000	100,000	100,000	100,000
Total Expenditures (Detailed Schedule Attached)	5,106,329	12,539,836	6,530,507	27,892,154	8,041,389	15,556,456	4,316,539	25,352,024	1,770,000
ENDING FUND BALANCE	\$ 5,985,886	\$ (413,672)	\$ 4,152,742	\$ (18,291,564)	\$ 1,559,201	\$ (13,641,664)	\$ (17,618,204)	\$ (42,630,229)	\$ (44,060,230)

City of McAllen - Capital Improvement Projects

City of McAllen - Capital Improvement Projects											
EXPENDITURES	Project	Description	Actual FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Dept Request FY 20-21	City Manager Recomm FY 20-21	Four Year Plan			
								FY 21-22	FY 22-23	FY 23-24	FY 24-25
Business Plan Projects											
Neighborhood Matching Grant program	RECURRING	neighborhood associations	12,931	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Neighborhood Matching Commercial Grant program	RECURRING	Business 83, 10th st & 23rd st	-	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Total Business Plan Projects			12,931	50,000	50,000	50,000	\$ 50,000	50,000	50,000	50,000	50,000
General Government Improvements											
Archival Digitization & Indexing of Vital Records for Preservation of Records	NEW	Archival Digitation - Imaging, capturing and custom cleanup and enhancement of all records.	-	-	-	1,414,026	-	-	-	-	-
City Fiber	RECURRING	To continue to standardize our fiber practices to better utilize our fiber assets, while continuing to connect autonomous city Facilities and intersections.	98,049	482,890	148,934	333,955	300,000	300,000	300,000	300,000	300,000
City Hall Boiler	ROLLOVER	Project is to replace current boiler. Current boiler has reached is operating life and has high maintenance costs.	-	71,000	28,400	42,600	42,600	-	-	-	-
City Hall Chiller	ROLLOVER	Project is to replace 2nd chiller that is reached it it operating life and has high maintenance cost. The replacement will complement the primary chiller that was replaced 2 year ago.	-	165,000	66,000	99,000	99,000	-	-	-	-
City Hall Front Canopy Upgrades	NEW	Provide facelift to front canopy and walkway lighting at City Hall.	-	-	-	25,000	-	-	-	-	-
City Secretary Office Renovation	NEW	Remodeling would provide for better functionality of work space for Deputy City Secretary.	-	-	-	10,677	10,677	-	-	-	-
Development Monument Sign	NEW	To construct one main sign and sub-sign at Development Center.	-	-	-	45,000	-	-	-	-	-
Downtown Improvements	RECURRING	Downtown Improvements include benches (20-21), trashcans (21-22), restriping(22-23), replace broken curb&gutters(23-24), flooding at intersections(24-25)	-	80,000	80,000	189,400	80,000	184,000	86,200	248,400	680,000
Finance & Budget Department Remodel	NEW	Remodel the Finance & Budget Department to accommodate more spacing for employees.	-	-	-	75,125	75,125	-	-	-	-
Human Resource Management Software -	ROLLOVER	Requesting to acquire a software to improve efficiency and effectiveness of employee management processes by reducing time to complete process and obtain information as well as reduce risk of duplication and errors.	-	400,000	-	400,000	400,000	-	-	-	-
IT Equipment			399,311	-	-	-	481,370	-	-	-	-
Lactation Room	COMPLETED	Project to redesign a lactation room.	48,953	-	-	-	-	-	-	-	-
Passport Renovation	NEW	Passport Division office renovation for the overall coordination of division.	-	-	-	16,922	16,922	-	-	-	-
Phone System Upgrade -	ROLLOVER	Update to McAllen's Phone System software and equipment	-	203,000	5,000	210,000	210,000	-	-	-	-
Planning - Comprehensive Plan	ROLLOVER	Update to Foresight McAllen	-	300,000	-	300,000	300,000	-	-	-	-
Project Blue	IN PROGRESS		40,239	153,000	153,000	-	-	-	-	-	-
Project Smart	NEW	Update to City's ERP system to strive for centralization.	-	-	-	4,300,000	-	-	-	-	-
Purchase of Land - La Lomita Irrigation Subdivision.	COMPLETED	Purchase of Lots 37-48 La Lomita Irrigation and Construction Company Subdivision - 8601 N. 23rd Street McAllen.	744,975	-	-	-	-	-	-	-	-
Server Replacements	NEW	Replacement of various physical and blade servers that are seven years old and run mission critical applications.	-	-	-	270,000	-	-	-	-	-
Total General Government Improvements			1,331,526	1,854,890	481,334	7,731,705	2,015,694	484,000	386,200	548,400	980,000
Fire Department											
Compressor for the Fire Department	IN PROGRESS	May be subject to a grant	-	60,000	60,000	-	-	-	-	-	-
Fire - Ladder Fire Truck	IN PROGRESS	Depreciation Shortage	-	920,667	920,667	-	-	-	-	-	-
Fire Station #4 - Exhaust System	IN PROGRESS	Elimination of fumes on apparatus bay	-	44,093	44,093	-	-	-	-	-	-
Fire Station #5 Generator	IN PROGRESS	Replace antiquated generator that is over 25 years old and parts are obsolete	18,094	94,458	94,458	-	-	-	-	-	-

City of McAllen - Capital Improvement Projects

EXPENDITURES			Actual FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Dept Request FY 20-21	City Manager Recomm FY 20-21	Four Year Plan			
								FY 21-22	FY 22-23	FY 23-24	FY 24-25
37	Fire Station #6 Generator	COMPLETE	Replace antiquated generator that is over 25 years old and parts are obsolete	135,612	-			-	-	-	-
38	Portable Radios - Rugged	NEW	Replace obsolete / unsupported / failing portable radios - 22 Units @ \$5,850 per unit	-	-	-	128,700	128,700			
39	Restroom Facility Training -	ROLLOVER	Restroom facilities required for proper hygiene.	-	100,000		110,000	110,000	-	-	-
40	Training Facility	NEW	Project is to construct a New Training Facility	-	-		1,721,664	-	1,147,776	-	-
41	Total Fire Department			153,706	1,219,218	1,119,218	1,960,364	238,700	1,147,776	-	-
43	Radio Shop										
44	Radio Shop - Equipment	IN PROGRESS	Radio Shop Equipment	-	52,325	52,325	-	-	-	-	-
45	Radio Shop Department			-	52,325	52,325	-	-	-	-	-
46	Police Department										
47	Indoor Firearms Training Facility	NEW	Design/build an Indoor Firearms Training Facility.	-	-	-	-	-	-	3,140,339	-
48	Motor Home	IN PROGRESS	Police Department Motor Home		100,000	90,767	-	-			
49	Police Dept Parking Garage	IN PROGRESS	Police Dept Parking Garage	-	551,457	551,457	-	-	-	-	-
50	Southeast Police-Community Center	NEW	Design/build Police community /service center to service southeast quadrant.	-	-				-	-	2,077,624
51	Total Police Department			-	651,457	642,224	-	-	-	3,140,339	2,077,624
53	Traffic Department										
54	Christmas Garland - 10th St Corridor	COMPLETED	Purchase new Christmas garland decorations for 10th street corridor. -	100,001	-	-	-	-	-	-	-
55	Loop Cutting Project By Corridors	RECURRING	Continued maintenance of vehicle detection loops at signalized intersections required for the Central Traffic Management System (Centrals).	76,835	80,000	80,000	80,000	80,000	80,000	80,000	80,000
56	Pavement Markings	RECURRING	Project to maintain pavement markings on various corridors through the City	-	120,000	120,000	120,000	120,000	120,000	120,000	120,000
57	Roadway Safety Improvements -	RECURRING	Intersections have experienced an increase in congestion due to the lack of left turn or right turn lanes. Adding a right turn or left turn lane will improve travel times.	139,026	100,000	100,000	100,000	100,000	100,000	100,000	100,000
58	Signal LED Upgrades	NEW	Purchase (300) three hundred signal heads for the relamping with LED bulbs on various locations	-	-	-	165,000	165,000	-	-	-
59	Traffic Building Renovation - Existing	NEW	To expand building to account for additional personnel and expanded operations				1,206,120	-			
60	Traffic Building Renovation - New	NEW	To expand building to account for additional personnel and expanded operations				967,680	-			
61	Traffic Operation - Equipment	ROLLOVER	Traffic Operations Generator	-	120,000	-	120,000	120,000			
62	Traffic Sign Upgrades	NEW	Comprehensive project to upgrade signs in order to comply with retroreflectivity standards outlined in MUTCD 2013 standards. Addressing sections of the City on an annual basis.				50,000	-	50,000	50,000	50,000
63	Traffic Signal Installation	RECURRING	Rebuild outdated traffic signals	210,935	100,000	100,000	90,000	90,000	90,000	90,000	90,000
64	Vision Zero (Rev-Row 19)	ROLLOVER	McAllen's Vision Zero will use education, engineering, evaluation, enforcement, and policy to provide a platform to tie in our transportation infrastructure while seeking to eliminate deaths and serious accidents. (TAP) funding from HCMPO, State reimbursement of \$120,000	-	150,000	30,000	120,000	120,000	-	-	-
65	Total Traffic Department			526,796	670,000	430,000	3,018,800	795,000	440,000	440,000	440,000
67	Total Public Safety			680,502	2,593,000	2,243,767	4,979,164	1,033,700	1,587,776	3,580,339	2,517,624
69	Highways and Streets										

City of McAllen - Capital Improvement Projects

EXPENDITURES			Actual	Adjusted	Estimated	Dept	City Manager	Four Year Plan				
			FY 18-19	Budget FY 19-20	FY 19-20	Request FY 20-21	Recomm FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	
70	2nd Street Widening From Trenton Road to Wisconsin Avenue	NEW				2,195,000	-	-	-	-	-	-
71	33rd Street Extension From Oxford Avenue to Auburn Avenue	NEW				1,560,500	-	3,553,500	-	-	-	-
72	38th Street and 17 1/2 Connection	NEW				45,000	-	-	-	-	-	-
73	Auburn Avenue Widening From 33rd Street to Bicentennial Blvd.	NEW				524,500	-	3,141,500	-	-	-	-
74	Bentsen Road Widening From Buddy Owens (3 Mile Line) to 5 Mile Line.	NEW				950,400	-	1,019,200	-	7,920,000	-	-
75	Developers - Sidewalk (Rev- Row 15)		-	300,000	300,000	-	-	-	-	-	-	-
76	Dove Avenue Sidewalk and Intersection Pedestrian Improvements From Bicentennial Boulevard to McColl Road.	NEW	-	-	-	175,000	-	-	-	-	-	-
77	Dove Avenue widening	ROLLOVER	-	350,000	92,000	258,000	258,000	-	-	-	-	-
78	Freddy Gonzalez Widening From Shary Road to 10th Street	NEW				1,681,920	-	5,288,480	-	14,016,000	-	-
79	Mile 5 Widening- Ware Rd. to Taylor Rd.		-	1,346,600	1,347,248	-	-	-	-	-	-	-
80	Nolana Avenue Sidewalk and Intersection Pedestrian Improvements	NEW				200,000	-	-	-	-	-	-
81	S. E Street Widening	NEW				475,000	-	-	-	-	-	-
82	Sarah Avenue	COMPLETE	357,089	150,975	150,975	-	-	-	-	-	-	-
83	Storage Building	NEW				118,000	118,000	-	-	-	-	-
84	Street Lights	RECURRING		100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000

City of McAllen - Capital Improvement Projects

City of McAllen - Capital Improvement Projects											
EXPENDITURES			Actual FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Dept Request FY 20-21	City Manager Recomm FY 20-21	Four Year Plan			
								FY 21-22	FY 22-23	FY 23-24	FY 24-25
Street Repaving	IN PROGRESS			500,000	500,000	-	-	-	-	-	-
Subdivision Paving	RECURRING	Proposed funding to assist Developers with City participation with paving improvements along major roadways	19,275	100,000	50,000	100,000	100,000	100,000	100,000	100,000	100,000
Trenton Rd. Intersection Imprv and Bridge Replacement	NEW	Widen the existing bridge at Trenton and Bicentennial.	-	-	-	1,610,000	-	-	-	-	-
Total Streets			376,364	2,847,575	2,540,223	9,993,320	576,000	13,202,680	200,000	22,136,000	200,000
Drainage											
Quince Ave. Phase II Drainage Improv - HMGP (Rev- Row 24)	ROLLOVER	This project proposes construction of new storm sewer infrastructure to reduce the extents of localized flooding during moderate to severe storm events. This project is the second phase of proposed drainage improvements for the area. This project would tie into recently constructed downstream infrastructure completed with FEMA HMGP funds.	4,627	210,000	-	210,000	210,000	-	-	-	-
Total Drainage			4,627	210,000	-	210,000	210,000	-	-	-	-
Total Highways & Streets and Drainage			380,991	3,057,575	2,540,223	10,203,320	786,000	13,202,680	200,000	22,136,000	200,000
Health & Welfare											
Health & Code Enforcement Expansion	COMPLETED	Expand the office area for the Health and Code Enforcement Dept.	9,931	-	-	-	-	-	-	-	-
Total Health & Welfare			9,931	-	-	-	-	-	-	-	-
Culture and Recreation Improvements											
Adaptive Playground - Baseball Field -	ROLLOVER	McAllen I.S.D. will be moving forward on an inclusive playground. Requesting funding for Blanca Sanchez City school park.		100,000	-	100,000	100,000				
Adaptive Playground - Palm View -	ROLLOVER	Installation of inclusive play structure at Palm View Park. Will require matching funds.		100,000	-	100,000	100,000				
Assorted Parks Amenities	RECURRING	Annual park amenities are replaced due to deterioration and vandalism. Amenities include grills, tables, trashcans, fountains, trail and park equipment as well as repairs to playground equipment.	124,201	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Blanca Sanchez City School Park	NEW	Development of walking trail that connects from inclusive playground to existing trail at Youth Baseball Complex. Installation of lighting on the trail and landscape.				240,000	-				
Crockett Park -	ROLLOVER	Construction of skate park, dog run, and garden.		160,000		160,000	160,000				
Emergency Call Boxes	IN PROGRESS	Installation of emergency call boxes on Bicentennial, 2nd street, Colbath/Sarah using fiber connection or aircards.	-	35,000	18,975	-	-	-	-	-	-
Fireman's Park - H2O Hut Relocation -	ROLLOVER	Relocation for storefront, boat storage, and program material storage is needed.	-	115,000		115,000	115,000	-	-	-	-
Horticulture Improvements	RECURRING	Funds used for continued maintenance, addition, and replacement of landscaping and horticulture for parks and city buildings as well as medians. War memorial landscaping is also supported by this project.	88,420	83,300	83,300	110,000	110,000	-	-	-	-
Kappler Camp Grounds	NEW	To include: tent pads, campfire rings, ponds, archery lanes, entrance booth, office cabin, picnic tables, rustic pavilion. Seeking grants to assist with 50-80% of development of camp ground.				800,000	-	-	-	-	-
Lark Community Center - Kitchen Upgrade -	ROLLOVER	Re-routing of ice maker, cabinet repair and finishing, and new flooring.	-	11,550	11,550	-	-	-	-	-	-
Miracle Field -	COMPLETED	Installation of miracle field surface for special need athletes.	57,520	177,000	119,867	-	-	-	-	-	-
Monarch Butterfly Habitat		Canopy, concrete slab, picnic table and sidewalk	-	19,110	19,110	-	-	-	-	-	-

City of McAllen - Capital Improvement Projects

City of McAllen - Capital Improvement Projects											
EXPENDITURES			Actual FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Dept Request FY 20-21	City Manager Recomm FY 20-21	Four Year Plan			
								FY 21-22	FY 22-23	FY 23-24	FY 24-25
112	Morris Hike and Bike (Rev - Row 20)	ROLLOVER									
113	Morris Park : Phase 2/3	NEW									
114	Municipal Park - East Playground -	ROLLOVER									
115	Municipal Pool - Plaster										
116	Oval Park Restroom Facilities -	ROLLOVER									
117	Parks Mowers										
118	Quinta Mazatlán - Night Safety Exterior Lighting	IN PROGRESS									
119	Quinta Mazatlán - Restoration of Building Painting	IN PROGRESS									
120	Quinta Mazatlán - Restoration of Buildings	IN PROGRESS									
121	Quinta Mazatlán Programming / Schematic Design for the Destination Expansion Plan (Rev-Row 17)	TRANSFERRED									
122	Stadium Parking -	ROLLOVER									
123	Sunset Property (Rev-Row 18)	COMPLETED									
124	Taylor Crossing Park	IN PROGRESS									
125	Trails Enhancements	COMPLETED									
126	Vannie Cook Landscape	IN PROGRESS									
127	Vine Ave. between Ware Rd. and drain ditch	IN PROGRESS									
128	Ware Rd Colbath & Augusta Landscape -	IN PROGRESS									
129	Ware Rd: Jordan To Augusta	NEW									
130	Westside Park - Parking Lot Rehab -	IN PROGRESS									
131	Youth Baseball Complex Additional Parking -	ROLLOVER									
132	Total Culture & Recreation Improvements										
137											
138	TOTALS										

**City of McAllen, Texas
Capital Improvement Projects
Fund Balance Summary**

		Proposed Budget FY 20-21
Total Resources		\$ 9,600,591
Expenditures:		
1	Adaptive Playground - Baseball Field	\$ 100,000
2	Adaptive Playground - Palm View	100,000
3	Assorted Parks Amenities	100,000
4	City Fiber	300,000
5	City Hall Boiler	42,600
6	City Hall Chiller	99,000
7	City Secretary Office Renovation	10,677
8	Crockett Park	160,000
9	Dove Avenue widening	258,000
10	Downtown Improvements	80,000
11	Finance & Budget Department Remodel	75,125
12	Fireman's Park - H2O Hut Relocation	115,000
13	Horticulture Improvements	110,000
14	Human Resource Management Software	400,000
15	IT Equipment	481,370
16	Loop Cutting Project By Corridors	80,000
17	Morris Hike and Bike	2,085,885
18	Morris Park : Phase 2/3	255,000
19	Municipal Park - East Playground	100,000
20	Neighborhood Matching Commercial Grant program	25,000
21	Neighborhood Matching Grant program	25,000
22	Oval Park Restroom Facilities	52,615
23	Passport Renovation	16,922
24	Pavement Markings	120,000
25	Phone System Upgrade	210,000
26	Planning - Comprehensive Plan	300,000
27	Portable Radios - Rugged	128,700
28	Quince Ave. Phase II Drainage Improv	210,000
29	Restroom Facility Training	110,000
30	Roadway Safety Improvements	100,000
31	Signal LED Upgrades	165,000
32	Stadium Parking	400,000
33	Storage Building	118,000
34	Street Lights	100,000
35	Subdivision Paving	100,000
36	Traffic Operation - Equipment	120,000
37	Traffic Signal Installation	90,000
38	Vision Zero	120,000
39	Youth Baseball Complex Additional Parking	577,495
Total Expenditures		\$ 8,041,389
ENDING BALANCE FY 20-21		\$ 1,559,201

City of McAllen, Texas
Quinta Mazatlán - Center for Urban Ecology Facility
Fund Balance Summary

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
RESOURCES										
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ (1,897,026)	\$ (1,897,026)	\$ 2,216,627	\$ (5,072,278)	\$ (5,072,278)	\$ (5,072,278)	\$ (5,072,278)
Revenues:										
Donations / Sponsorships	-	5,000,000	-	5,000,000	-	5,000,000	-	-	-	-
Friends of Quinta	-	3,566,945	-	-	-	-	-	-	-	-
Friends of Quinta - Add Alts	-	1,926,260	-	1,926,260	-	1,926,260	-	-	-	-
Federal Grants / FTA	-	4,000,000	-	3,459,835	-	3,459,835	-	-	-	-
University of Texas Rio Grande Valley	-	5,000,000	-	5,000,000	-	5,000,000	-	-	-	-
State Grant - Texas Parks and Wildlife	-	4,247,175	288,918	3,961,082	3,961,082	-	-	-	-	-
Total Revenues	-	23,740,380	288,918	19,347,177	3,961,082	15,386,095	-	-	-	-
Other Financing Sources:										
Friends of Quinta	-	400,000	400,000	1,100,841	1,100,841	-	-	-	-	-
Total Revenues and Other Sources	-	24,140,380	688,918	20,448,018	5,061,923	15,386,095	-	-	-	-
TOTAL RESOURCES	\$ -	\$ 24,140,380	\$ 688,918	\$ 18,550,992	\$ 3,164,897	\$17,602,722	\$ (5,072,278)	\$ (5,072,278)	\$ (5,072,278)	\$ (5,072,278)
APPROPRIATIONS										
Projects:										
Palm House Masterplan/Design	\$ -	\$ 1,039,120	\$ 2,585,944	\$ 948,270	\$ 948,270	\$ -	\$ -	\$ -	\$ -	\$ -
Add Alts by Friends of Quinta	-	1,926,260	-	-	-	-	-	-	-	-
Palm House Construction	-	21,175,000	-	22,675,000	-	22,675,000	-	-	-	-
TOTAL APPROPRIATIONS	-	24,140,380	2,585,944	23,623,270	948,270	22,675,000	-	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ (1,897,026)	\$ (5,072,278)	\$ 2,216,627	\$ (5,072,278)	\$ (5,072,278)	\$ (5,072,278)	\$ (5,072,278)	\$ (5,072,278)

City of McAllen, Texas
Development Corporation of McAllen, Inc.
Fund Balance Summary

	Actuals	Adjusted Budget	Estimated	Dept Request	City Manager Recomm	Four Year Plan			
	FY 18-19	FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
BEGINNING FUND BALANCE	\$ 16,105,703	\$ 17,595,752	\$ 17,607,023	\$ 3,476,678	\$ 3,476,678	\$ 4,087,560	\$ 13,124,757	\$ 21,635,926	\$ 30,544,325
Revenues									
1/2CENT SALES TAX COLLECTIONS	15,940,779	14,322,612	14,322,612	14,322,612	14,322,612	14,680,677	14,974,291	15,348,648	15,655,621
Sales Tax - Incentive	1,380,287	1,104,705	1,104,705	1,104,705	1,104,705	1,000,000	1,000,000	1,000,000	1,000,000
Christmas in the Park (Exp-Row 61)	6,384	6,384	33,024	-	-	-	-	-	-
El Rancho Santa Cruz Subd Drainage Imprv HMGP (75% FEMA, 25% City) (Exp Row 49)	298,424	83,702	-	-	-	-	-	-	-
Hackberry Building Lease Reimbursement (Exp Row 19)	4,500	18,000	18,000	-	-	-	-	-	-
Kennedy Ave Drainage Imprv. HMGP (75% FEMA, 25% City) (Exp Row 50)	46	610,110	546,677	-	-	-	-	-	-
McAllen CARES Reimbursement (Exp- Rows 37-39)	-	-	-	-	5,400,000	-	-	-	-
McAllen Marathon (Exp-Row 68)	122,470	130,000	125,880	130,000	130,000	130,000	130,000	130,000	130,000
Miscellaneous / Recovery Prior Year Exp	(20,279)	-	-	-	-	-	-	-	-
Other revenue - Parade	46,054	-	-	-	-	-	-	-	-
Pecan Blvd. at N. 27th St. Drainage Imprv HMGP (75% FEMA, 25% City) (Exp Row 53)	172,826	210,933	33,384	-	-	-	-	-	-
Quince Avenue at N. 27th St Drainage (75% FEMA, 25% City) (Exp Row 54)	14,204	598,652	-	583,425	583,425	-	-	-	-
Sponsorships- City Annual Parade (2018) (Exp-Row 63)	684,576	-	-	-	-	-	-	-	-
War Memorial (Exp Row - 93)	22,733	-	-	-	-	-	-	-	-
Westway Heights Drainage Improvements HMGP (75% FEMA, 25% City) (Exp Row 55)	1,152,461	2,315,292	932,217	-	-	-	-	-	-
Investment Earnings	407,191	150,000	150,000	-	34,767	120,000	120,000	120,000	120,000
Total Revenues	20,232,654	19,550,391	17,266,499	16,140,742	21,575,509	15,930,677	16,224,291	16,598,648	16,905,621
Other Financing Sources									
Transfer In from Hotel Occupancy Tax Fund	100,000	-	-	-	-	-	-	-	-
Total Revenues and Other Sources	20,332,654	19,550,391	17,266,499	16,140,742	21,575,509	15,930,677	16,224,291	16,598,648	16,905,621
TOTAL RESOURCES:	\$ 36,438,357	\$ 37,146,143	\$ 34,873,522	\$ 19,617,420	\$ 25,052,186	\$ 20,018,238	\$ 29,349,047	\$ 38,234,574	\$ 47,449,947
APPROPRIATIONS									
Expenditures									
Skill Job Training & Learning Centers	\$ 1,001,123	\$ 999,338	\$ 999,338	\$ 1,210,062	\$ 999,102	\$ 1,210,062	\$ 1,210,062	\$ 1,210,062	\$ 1,210,062
Health Clinic Facility	233,942	233,942	233,942	256,514	233,942	256,514	256,514	256,514	256,514
Business District Improvements	5,106,858	12,459,825	11,008,432	6,597,854	6,545,202	2,019,016	1,918,750	1,896,823	1,592,765
McAllen Cares	-	5,400,000	5,400,000	-	-	-	-	-	-
Public Safety	-	610,950	610,950	-	-	-	-	-	-
Street and Drainage Improvements	3,285,565	3,578,556	3,081,344	4,210,697	4,660,697	-	-	-	-
Recreation / Community Centers Impv & Entertainment	1,926,219	1,992,085	572,596	1,646,470	1,646,470	170,000	170,000	170,000	170,000
Other	2,610,921	7,139,920	4,025,403	5,235,337	5,235,337	1,987,704	1,987,704	1,987,704	1,987,704
Total Expenditures (Detailed Schedule Attached)	14,164,628	32,414,616	25,932,005	19,156,933	19,320,750	5,643,296	5,543,030	5,521,103	5,217,045
Other Financing Sources (Uses):									
Transfer to General Fund	3,488,825	3,492,600	3,492,600	200,000	200,000	200,000	200,000	200,000	200,000
Transfer to McAllen Express Fund	925,618	933,914	540,537	933,914	67,000	70,000	984,971	984,971	984,971
Transfer to Transit System Fund	263,533	775,626	268,219	466,441	466,441	75,000	75,000	75,000	75,000
Transfer to Christmas Parade Fund	-	93,114	93,114	-	-	-	-	-	-
Transfer to Local Govt. Co. Debt Service Fund	-	1,070,369	1,070,369	910,435	910,435	905,185	910,120	909,175	906,800
Total Other Sources (Detailed Schedule Attached)	4,677,976	6,365,623	5,464,839	2,510,790	1,643,876	1,250,185	2,170,091	2,169,146	2,166,771
Total Expenditures and Other Sources	18,842,605	38,780,239	31,396,844	21,667,723	20,964,626	6,893,481	7,713,121	7,690,249	7,383,816
Revenues over / (under) Expenditures	1,490,050	(19,229,849)	(14,130,345)	(5,526,981)	610,883	9,037,196	8,511,170	8,908,399	9,521,805
Other items affecting Working Capital	11,270	-	-	-	-	-	-	-	-
ENDING FUND BALANCE:	\$ 17,607,023	\$ (1,634,096)	\$ 3,476,678	\$ (2,050,304)	\$ 4,087,560	\$ 13,124,757	\$ 21,635,926	\$ 30,544,325	\$ 40,066,131

City of McAllen - Development Corporation of McAllen, Inc.

	Project	Description / Status	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Dept Request FY 20-21	City Manager Recomm FY 20-21	Four Year Plan			
	Status							FY 21-22	FY 22-23	FY 23-24	FY 24-25
SKILL-JOB TRAINING AND LEARNING CENTERS											
6	After-School Learning Centers (MISD) (Boys & Girls Club)	N/A Interlocal agreement	\$ 208,898	\$ 208,898	\$ 208,898	\$ 208,662	\$ 208,662	\$ 208,662	\$ 208,662	\$ 208,662	\$ 208,662
7	STC	N/A Outside agency	261,226	259,440	259,440	470,400	259,440	470,400	470,400	470,400	470,400
8	VIDA	N/A Outside agency	531,000	531,000	531,000	531,000	531,000	531,000	531,000	531,000	531,000
9	Total Skill Job Training & Learning Centers		1,001,123	999,338	999,338	1,210,062	999,102	1,210,062	1,210,062	1,210,062	1,210,062
HEALTH CLINIC FACILITY											
12	Health Clinic Facility- El Milagro	N/A Outside agency	233,942	233,942	233,942	256,514	233,942	256,514	256,514	256,514	256,514
13	Total Health Clinic Facility		233,942	233,942	233,942	256,514	233,942	256,514	256,514	256,514	256,514
BUSINESS DISTRICT IMPROVEMENTS											
16	City Entry-way	ROLLOVER This project includes the design and construction of various gateway entry monuments. The proposed locations include S. 23rd Street at Military Highway and I-2 EB Frontage and Taylor Road.	-	152,652	152,652	152,652	100,000	-	-	-	-
17	Land Acquisition	N/A Land acquisition located at Lot 147 2.45 AC Net out la Lomita S/d Ramon I Pecina jr. & Guy L de la Cruz	-	5,557,173	5,508,395	-	-	-	-	-	-
19	Lease Agreement - Hackberry (Rev-Row 13)	N/A Rental & Contractual	16,500	36,000	36,000	36,000	36,000	-	-	-	-
20	Priority Corridor Revitalization	N/A	-	200,000	200,000	200,000	200,000	-	-	-	-
21	Project Imagine Tomorrow	RECURRING Projects help encourage revitalization in the City, increased quality of life for residents, involuntary demolition of substandard structures posing Health/Hazard Risk to community, and new residential development in the City of McAllen.	117,622	300,000	125,000	300,000	300,000	300,000	300,000	300,000	300,000
22	Retail - Buxton	RECURRING Contract will be made on 3 installments payments.	60,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
23	Business Development & Recruitment	RECURRING ICSC Trips and Expenses: to Dallas, Las Vegas, printing and advertising	215,346	225,000	225,000	300,000	300,000	225,000	225,000	225,000	225,000
24	Technology Park	Technology Park	-	329,000	36,000	293,000	293,000	-	-	-	-
25	Tres Lagos -Developers Reimbursement	IN PROGRESS Will be reimbursed in FY 20-21	-	124,000	124,000	-	-	-	-	-	-
26	UTRGV Medical School	N/A	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	-	-	-	-
27	UTRGV Nursing Program	N/A	-	150,000	150,000	-	-	-	-	-	-
28	Workforce	NP1901	-	150,000	150,000	-	-	-	-	-	-
29	380 AGREEMENTS										
30	LIFT	BU1601 Local Business Loans	130,000	125,000	125,000	200,000	200,000	200,000	200,000	200,000	200,000
31	Industrial Incentive Fund:380 Agreements Contractual Obligations	Continued funding of contractual obligations - 417	3,567,390	3,832,000	3,126,385	3,316,202	3,316,202	494,016	393,750	371,823	67,765
32	Potential Investments	BU1905	-	229,000	-	750,000	750,000	750,000	750,000	750,000	750,000
33	Total 380 Agreements for Business and Industrial Incentives		3,697,390	4,186,000	3,251,385	4,266,202	4,266,202	1,444,016	1,343,750	1,321,823	1,017,765
34	Total Business District Improvements		5,106,858	12,459,825	11,008,432	6,597,854	6,545,202	2,019,016	1,918,750	1,896,823	1,592,765
36	McAllen CARES										
37	Grants (Rev - Row 15)		-	1,500,000	1,500,000	-	-	-	-	-	-
38	Rent & Mortgage Assistance (Rev - Row 15)		-	1,000,000	1,000,000	-	-	-	-	-	-
39	Wi-Fi (Rev - Row 15)		-	2,900,000	2,900,000	-	-	-	-	-	-
40	Total McAllen Cares		-	5,400,000	5,400,000	-	-	-	-	-	-

City of McAllen - Development Corporation of McAllen, Inc.

	Project	Actuals	Adjusted Budget	Estimated	Dept Request	City Manager Recomm	Four Year Plan				
	Status	Description / Status	FY 18-19	FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
PUBLIC SAFETY											
43	Land for Traffic Building		-	610,950	610,950	-	-	-	-	-	-
44	Total Public Safety		-	610,950	610,950	-	-	-	-	-	-
STREETS AND DRAINAGE IMPROVEMENTS											
46	29th - Oxford to SH 107 (Construction) - Street Bond Project	Proposed construction of major arterial roadway, from Oxford Avenue to State Highway 107. MOVED TO STREET BOND FUND	1,062,213	456,664	521,995	-	-	-	-	-	-
47	Auburn/Trenton Intersection Improvement	Extend Auburn Avenue to connect to Trenton Avenue. MOVED FROM STREET BOND FUND					450,000				
48	Daffodil - Taylor Rd to Ware Rd.	ROLLOVER Roadway paving and drainage improvements to widen existing Daffodil Avenue from Taylor Road to Ware Road (FM 2220).	-	379,400	379,400	3,432,797	3,432,797	-	-	-	-
49	El Rancho Santa Cruz Sub Drainage Improve- HMPG (Rev - Row 12)	COMPLETED Mitigate flooding by constructing a 4-acre overflow basin in order to provide additional volume	397,898	-				-	-	-	-
50	Kennedy Ave Drainage Improve- HMPG (Rev - Row 14)	ROLLOVER This project proposes to mitigate flooding along Jackson Avenue and Kennedy Avenue by providing the necessary drainage infrastructure for a residential community.	61	813,480	813,480			-	-	-	-
52	North 38th Street	ROLLOVER N 38th St improvements		100,000	100,000	-					
53	Pecan Blvd. at N. 27th St. Drainage Imprv- HMPG (Rev-Row 19)	IN PROGRESS This project proposes storm sewer infrastructure upgrades to a section of the existing system on Pecan Blvd to address an area that is prone to localized flooding during moderate to severe storm events.	257,025	23,513	23,513	-		-	-	-	-
54	Quince Ave at N. 27th St Drainage Imprv- HMPG (Rev - Row 20)	ROLLOVER This project proposes the construction of new storm sewer infrastructure to reduce the extents of localized flooding during moderate to severe storm events.	18,939	777,900		777,900	777,900	-	-	-	-
55	Westway Heights Drainage Improvements- HMPG (Rev - Row 25)	IN PROGRESS This area is served by a limited and undersized storm sewer system making it vulnerable to localized flooding, especially during short duration, high intensity storm events.	1,549,428	1,027,599	1,242,956	-	-	-	-	-	-
56	Total Streets & Drainage Improvements		3,285,565	3,578,556	3,081,344	4,210,697	4,660,697	-	-	-	-
RECREATION, COMMUNITY CENTERS AND ENTERTAINMENT											
59	Bicentennial - Hike /Bike Trail	COMPLETED Completion of Hike and Bike trail improvements along Bicentennial. Location: North of Nolana.	440,476	-	-	-	-	-	-	-	-
60	Christmas in the Park - Entertainment	RECURRING	15,650	15,000	23,096	15,000	15,000	15,000	15,000	15,000	15,000
61	Christmas in the Parks (Rev- Row 11)	RECURRING On going event funding.	27,593	25,000	32,292	25,000	25,000	25,000	25,000	25,000	25,000
62	Christmas Parade - Expenses	N/A other expenses incurred from 2019 Christmas parade	-	-	24,149	-		-	-	-	-
63	City Annual Parade (2018) (Rev-Row 21)	N/A 2018 City Annual Parade	646,938	-	-	-	-	-	-	-	-
64	City Annual Parade Day Overtime (2018) (Rev-Row 21)	N/A 2018 City Annual Parade - Overtime on the day of the Parade	99,021	-	-	-	-	-	-	-	-
65	Golf Course - Erosion Control Wall	ROLLOVER Installation of a rock wall to control erosion on the north end of the lake on the 14th hole; aprx 450 ft in length - estimated cost per foot is \$360	-	162,000	-	162,000	162,000	-	-	-	-

City of McAllen - Development Corporation of McAllen, Inc.

1	City of McAllen - Development Corporation of McAllen, Inc.												
	2	Project	Description / Status	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Dept Request FY 20-21	City Manager Recomm FY 20-21	Four Year Plan				
									3	FY 21-22	FY 22-23	FY 23-24	FY 24-25
66	Golf Course - Leveling of Teeing Grounds -	COMPLETED	Project involves leveling and resodding apprx 114,664 sq ft of teeing grounds at Palm View Golf Course.	292,844	-	-	-	-	-	-	-	-	-
67	Golf Course - Security Cameras	EO2007	Project calls for the installation of surveillance cameras at key locations to enhance safety, service, and internal controls	-	55,000	55,000	-	-	-	-	-	-	-
68	McAllen Marathon (Rev-Row 16)	RECURRING	Parks Perspective -Expo/Registration, Kid's Run, Course setup, Publicity, Prizes.	113,720	130,000	109,740	130,000	130,000	130,000	130,000	130,000	130,000	130,000
69	McHi-Re-lamp Tennis Court	ROLLOVER	Independent School District. Lamps are in dire need of replacement.	-	128,000	50,000	78,000	78,000	-	-	-	-	-
70	Morris Park Improvement Phase II	ROLLOVER	Development of 12ac site to include trail, seating areas, quick built structures with grills, landscaping and irrigation	-	275,000	163,530	111,470	111,470	-	-	-	-	-
71	Motocross Park	ROLLOVER	Construction of 14,200 LF Motocross and ATV trails and supporting infrastructure on old S 10th St - PROJECT RESCINDED	75	-	30,400	-	-	-	-	-	-	-
72	Municipal Pool - Bathhouse	COMPLETED	Replace deteriorating plumbing system.	138,987	-	-	-	-	-	-	-	-	-
73	Municipal Pool - Filter & Sand Replacement	IN PROGRESS	Health issue, sand has hardened	-	60,000	43,194	-	-	-	-	-	-	-
74	MXLAN Event	N/A	McAllen Chamber of Commerce Event	65,000	125,000	25,000	125,000	125,000	-	-	-	-	-
75	Press Box	NP2006	NP2006 McAllen VMS Press Box	-	1,000,000	-	1,000,000	1,000,000	-	-	-	-	-
76	Travis Park	IN PROGRESS	Resurfacing of Tennis courts, installing of ADA restroom with family room, and irrigation and landscaping.	85,915	17,085	16,195	-	-	-	-	-	-	-
77	Total Recreation and Community Centers			1,926,219	1,992,085	572,596	1,646,470	1,646,470	170,000	170,000	170,000	170,000	170,000
78													
79	OTHER												
80	Advertising	N/A	Airport Airlines marketing	959	509,296	509,296	-	-	-	-	-	-	-
81	Affordable Homes	N/A	Outside agency	497,640	267,300	267,300	223,735	223,735	223,735	223,735	223,735	223,735	223,735
82	Anzalduas Cargo Design	N/A		-	4,000,000	1,000,000	3,000,000	3,000,000	-	-	-	-	-
83	CDBG Administration cost - Agencies		CDBG Administration cost for outside agencies.	4,122	-	1,933	-	-	-	-	-	-	-
84	Census Activities	IN PROGRESS		20,399	100,000	100,000	-	-	-	-	-	-	-
85	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
86	McAllen Economic Development Corp (MEDC)	N/A	Outside agency	1,136,391	1,136,391	1,136,391	992,969	992,969	992,969	992,969	992,969	992,969	992,969
87	McAllen Heritage Center	ROLLOVER	Rollover funds to install architectural lighting for faced of building. To include landscape, electrical and irrigation as needed to complete project.	133,733	175,000	58,000	40,000	40,000	-	-	-	-	-
88	Miscellaneous	N/A		-	-	550	-	2,000	-	-	-	-	-
89	Other - Professional	N/A	Consulting Fees	235,917	258,000	258,000	258,000	256,000	258,000	258,000	258,000	258,000	258,000
90	Other - Storage	N/A		35,295	32,633	32,633	32,633	32,633	-	-	-	-	-
91	Other agencies - Comfort House	N/A		100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
92	RGV Swing Band	N/A	Outside agency	-	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
93	War Memorial (Rev- Row 24)	ROLLOVER	Project to consist of sidewalk, 22 pedestals under flag poles, 11 freestanding pedestals, and completion of granite and engraving.	45,466	148,300	148,300	175,000	175,000	-	-	-	-	-
94	Total Other			2,610,921	7,139,920	4,025,403	5,235,337	5,235,337	1,987,704	1,987,704	1,987,704	1,987,704	1,987,704
95													

City of McAllen - Development Corporation of McAllen, Inc.

	Project	Actuals	Adjusted Budget	Estimated	Dept Request	City Manager Recomm	Four Year Plan			
	Status	FY 18-19	FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
96										
97	TRANSFERS-OUT									
98	DEBT SERVICE									
99	Contract Rev Bond Series 2017									
	Contract Rev Bond Series 2017 (Texas A&M Building Project)	-	1,070,369	1,070,369	910,435	910,435	905,185	910,120	909,175	906,800
100	General Obligation Refunding Bonds 2015									
	Paid FY 2020	3,288,825	3,292,600	3,292,600	-	-	-	-	-	-
101	OTHER TRANSFERS-OUT									
102	Christmas Parade Fund	-	93,114	93,114	-	-	-	-	-	-
103	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
104	CITY WIDE TRANSIT SYSTEM									
105	Metro McAllen Fund - Maintenance & Operations									
	Metro McAllen Fund - Maintenance & Operations	925,618	933,914	540,537	933,914	67,000	70,000	984,971	984,971	984,971
106	Transit Fund - Maintenance & Operations									
	Transit Fund - Maintenance & Operations	263,533	185,782	77,650	75,000	75,000	75,000	75,000	75,000	75,000
107	Transit: Capital Match Projects:									
108	North Hub Construction									
	ROLLOVER Construct a North Transit Center. (FTA 93%)	-	313,552	74,398	239,154	239,154	-	-	-	-
109	North Hub Land Acquisition									
	IN PROGRESS Land Acquisition. Total \$550,000(\$440,000 FTA 80%, \$110,000 Local 20%)	-	110,000	110,000	-	-	-	-	-	-
110	North Transfer Station-Civil Infrastructure Improvement									
	ROLLOVER Transit hub on the north side of the City. Funds will be used for civil improvements of the hub site. (FTA 80% , Local - 20%)	-	158,458	6,171	152,287	152,287	-	-	-	-
111	Security Technology Improvements - EO1203									
	IN PROGRESS (Fiber/Wi-Fi for Cameras along N. Routes near N. Transit Ctr.) Total \$150,000 (\$120,000 FTA 80%, \$30,000 Local 20%)	-	7,834	-	-	-	-	-	-	-
112	Total Capital Match for Transit									
		-	589,844	190,569	391,441	391,441	-	-	-	-
113	Total Transfer to Transit System									
		263,533	775,626	268,219	466,441	466,441	75,000	75,000	75,000	75,000
114										
115	Total Transfers Outs									
		4,677,976	6,365,623	5,464,839	2,510,790	1,643,876	1,250,185	2,170,091	2,169,146	2,166,771
116										
117	Total Expenditures and Transfers-Out									
		\$ 18,842,605	\$ 38,780,239	\$ 31,396,844	\$ 21,667,723	\$ 20,964,626	\$ 6,893,481	\$ 7,713,121	\$ 7,690,249	\$ 7,383,816
118										

**City of McAllen, Texas
DEVELOPMENT CORP
Fund Balance Summary**

		Proposed Budget FY 20-21
Total Resources		\$ 25,052,186
Expenditures:		
1	Affordable Homes	\$ 223,735
2	After-School Learning Centers (MISD) (Boys & Girls Club)	208,662
3	Anzalduas Cargo Design	3,000,000
4	Auburn/Trenton Intersection Improvement	450,000
5	Business Development & Recruitment	300,000
6	Christmas in the Park	25,000
7	Christmas in the Park - Entertainment	15,000
8	City Entry-way	100,000
9	Comfort House	100,000
10	Daffodil - Taylor Rd to Ware Rd.	3,432,797
11	Golf Course - Erosion Control Wall	162,000
12	Health Clinic Facility- El Milagro	233,942
13	Industrial Incentive Fund:380 Agreements Contractual Obligation	3,316,202
14	Lease Agreement - Hackberry	36,000
15	LIFT	200,000
16	Management Fee	401,000
17	McAllen Economic Development Corp (MEDC)	992,969
18	McAllen Heritage Center	40,000
19	McAllen Marathon	130,000
20	McHi-Re-lamp Tennis Court	78,000
21	Miscellaneous	2,000
22	Morris Park Improvement Phase II	111,470
23	MXLAN Event	125,000
24	Potential Investments	750,000
25	Press Box	1,000,000
26	Priority Corridor Revitalization	200,000
27	Professional	256,000
28	Project Imagine Tomorrow	300,000
29	Quince Ave at N. 27th St Drainage Imprv	777,900
30	Retail - Buxton	50,000
31	RGV Swing Band	12,000
32	STC	259,440
33	Storage	32,633
34	Technology Park	293,000
35	Transfer Out - Contract Rev Bond Series 2017	910,435

**City of McAllen, Texas
DEVELOPMENT CORP
Fund Balance Summary**

	Proposed Budget FY 20-21
36 Transfer Out - General Fund (City Recreation After School Program)	200,000
37 Transfer Out - Metro McAllen Fund (Maintenance & Operations)	67,000
38 Transfer Out - Transit Fund (Maintenance & Operations)	75,000
39 Transfer Out - Transit Fund (North Hub Construction)	239,154
40 Transfer Out - Transit Fund (North Transfer Station-Civil Infrastructure Improvement)	152,287
41 UTRGV Medical School	1,000,000
42 VIDA	531,000
43 War Memorial	175,000
Total Expenditures	\$20,964,626
ENDING BALANCE FY 20-21	\$ 4,087,560

City of McAllen, Texas
Traffic / Drainage Bond Improvement Projects
Fund Balance Summary

RESOURCES	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan			
						21-22	22-23	23-24	24-25
BEGINNING WORKING CAPITAL	\$ 4,032,442	\$ 22,937,906	\$ 22,937,905	\$ 20,561,642	\$ 20,561,642	\$ 3,421,113	\$ 3,455,324	\$ 3,489,877	\$ 3,524,776
Revenues:									
Bond proceeds	18,955,000	-	-	-	-	-	-	-	-
Net Bond Premiums	2,250,605	-	-	-	-	-	-	-	-
Interest Earned	393,163	-	224,364	-	205,616	34,211	34,553	34,899	35,248
Other / Recovery Prior Year Exp	11,146	-	-	-	-	-	-	-	-
Northgate Lane Drainage Improvem	-	1,048,819	-	1,048,819	1,048,819	-	-	-	-
Total Revenues	21,609,915	1,048,819	224,364	1,048,819	1,254,435	34,211	34,553	34,899	35,248
TOTAL RESOURCES	\$ 25,642,357	\$ 23,986,725	\$ 23,162,269	\$ 21,610,461	\$ 21,816,077	\$ 3,455,324	\$ 3,489,877	\$ 3,524,776	\$ 3,560,024
APPROPRIATIONS									
Capital Outlay									
Traffic Improvements	\$ 1,462,608	\$ 1,647,245	\$ 596,245	\$ 1,051,000	\$ 1,051,000	\$ -	\$ -	\$ -	\$ -
Drainage Improvements	1,008,218	21,235,126	2,004,382	17,343,964	17,343,964	-	-	-	-
Other charges (Bond Issuance Cost	233,626	-	-	-	-	-	-	-	-
TOTAL APPROPRIATIONS	2,704,452	22,882,371	2,600,627	18,394,964	18,394,964	-	-	-	-
ENDING WORKING CAPITAL	\$ 22,937,905	\$ 1,104,354	\$ 20,561,642	\$ 3,215,497	\$ 3,421,113	\$ 3,455,324	\$ 3,489,877	\$ 3,524,776	\$ 3,560,024

City of McAllen - Traffic / Drainage Bond Improvement Projects												
EXPENDITURES			Actual	Adjusted	Estimated	Dept	City Manager	Four Year Plan				
			FY 18-19	Budget FY 19-20	FY 19-20	Request FY 20-21	Recomm FY 20-21	FY 21-20	FY 22-23	FY 23-24	FY 24-25	
Traffic Improvements												
8	Cabinet and Controllers - EO1902	IN PROGRESS	Purchase new traffic signal cabinets and controllers	1,326,015	96,245	96,245	-	-	-	-	-	-
10	Fiber Optic - EO1903	ROLLOVER	Fiber optic materials and construction to complete the Bond 2018 Traffic Signal Improvements. EOC Traffic Center upgrades to replace old and unreparable equipment.	136,593	851,000	300,000	601,000	601,000	-	-	-	-
11	Traffic Study - EO1904	ROLLOVER	Comprehensive traffic study for signal timing coordination. Traffic Study \$561,165 MPO pre and post data collection \$88,835 (estimate)	-	700,000	200,000	450,000	450,000	-	-	-	-
12	Total Traffic Improvements			1,462,608	1,647,245	596,245	1,051,000	1,051,000	-	-	-	-
Drainage Improvements												
16	12th (No.) at Esperansa - ID1909	IN PROGRESS	Proposed storm sewer infrastructure improvements to address an area with a limited and undersized existing storm sewer system that is prone to localized shallow flooding, especially during moderate to severe storm events. ***Construction Complete 19/20***	7,231	171,275	173,002	-	-	-	-	-	-
17	2nd (So) Street at Byron Nelson - ID1908	ROLLOVER	Proposed storm sewer infrastructure improvements to address an area with a limited and undersized existing storm sewer system that is prone to localized shallow flooding, especially during moderate to severe storm events.	68,582	1,054,871	26,706	421,454	421,454	-	-	-	-
18	4th St at Sunflower - ID1910	ROLLOVER	Proposed storm sewer infrastructure improvements to address an area with a limited and undersized existing storm sewer system that is prone to localized shallow flooding, especially during moderate to severe storm events.	7,920	1,139,258	19,359	380,782	380,782	-	-	-	-
19	43rd (No.) Street Bypass - ID1911	ROLLOVER	Proposed storm sewer infrastructure improvements to address an area with a limited and undersized existing storm sewer system that is prone to localized shallow flooding, especially during moderate to severe storm events.	27,354	443,046	131,077	125,896	125,896	-	-	-	-
20	7½ (No.) Street at Highland Avenue - ID1912	IN PROGRESS	Proposed storm sewer infrastructure improvements to address an area with a limited and undersized existing storm sewer system that is prone to localized shallow flooding, especially during moderate to severe storm events.	10,913	173,260	172,436	-	-	-	-	-	-
21	Bicentennial Blueline - ID1913	ROLLOVER	Proposed storm sewer infrastructure improvements to address an area with a limited and undersized existing storm sewer system that is prone to localized shallow flooding, especially during moderate to severe storm events.	336,228	5,297,215	100,091	5,390,215	5,390,215	-	-	-	-

City of McAllen - Traffic / Drainage Bond Improvement Projects											
EXPENDITURES			Actual	Adjusted	Estimated	Dept	City Manager	Four Year Plan			
			FY 18-19	Budget FY 19-20	FY 19-20	Request FY 20-21	Recomm FY 20-21	FY 21-20	FY 22-23	FY 23-24	FY 24-25
22	City of McAllen MS4 Stormwater Quality Monitoring Program - ID1907	ROLLOVER	-	60,000	-	60,000	60,000	-	-	-	-
23	Dove Avenue - ID1914	ROLLOVER	76,719	1,423,326	328,298	459,570	459,570	-	-	-	-
24	Gardenia Avenue at 25½ Street - ID1916	ROLLOVER	7,231	116,036	36,367	81,209	81,209	-	-	-	-
25	Harvey Avenue at North Main - ID1917	IN PROGRESS	6,770	148,373	166,136	-	-	-	-	-	-
26	Iris Avenue at Cynthia Avenue - ID1918	IN PROGRESS	5,191	86,279	86,235	-	-	-	-	-	-
27	Marigold Avenue - ID1919	IN PROGRESS	2,654	82,754	81,613	-	-	-	-	-	-
28	Martin Avenue Bypass - ID1920	ROLLOVER	69,297	1,106,703	187,704	451,898	451,898	-	-	-	-
29	Northgate Lane Drainage Imprv- ID1929 (Rev-Row 18)	ROLLOVER	-	1,398,426	30,000	1,447,371	1,447,371	-	-	-	-

City of McAllen - Traffic / Drainage Bond Improvement Projects											
EXPENDITURES			Actual	Adjusted	Estimated	Dept	City Manager	Four Year Plan			
			FY 18-19	Budget FY 19-20	FY 19-20	Request FY 20-21	Recomm FY 20-21	FY 21-20	FY 22-23	FY 23-24	FY 24-25
30	Northwest Blueline Regrade - ID1922	ROLLOVER	147,469	2,652,531	63,851	2,598,416	2,598,416	-	-	-	-
31	Northwest Regional Stormwater Detention Facility - ID1923	ROLLOVER	109,883	5,042,117	278,378	5,082,453	5,082,453	-	-	-	-
32	Primrose Avenue at Bicentennial - ID1924	ROLLOVER	72,597	136,360	22,070	186,438	186,438	-	-	-	-
33	Pump Bypass Station 255 - ID1925	ROLLOVER	9,899	158,100	49,448	145,997	145,997	-	-	-	-
34	Quamasia Avenue at North 11th Street - ID1926	ROLLOVER	24,749	395,251	6,600	362,865	362,865	-	-	-	-
35	Tamarack (East) - ID1927	IN PROGRESS	1,475	26,525	25,902	-	-	-	-	-	-
36	Vine Avenue at North 48th Street Bypass - ID1928	ROLLOVER	16,055	123,420	19,109	149,400	149,400	-	-	-	-
37											
38	<i>Total Drainage Improvements</i>		1,008,218	21,235,126	2,004,382	17,343,964	17,343,964	-	-	-	-
39											
40	TOTALS		\$ 2,470,826	\$22,882,371	\$ 2,600,627	#####	#####	\$ -	\$ -	\$ -	\$ -

City of McAllen, Texas

Traffic / Drainage Bond Improvement Projects

Fund Balance Summary

	Proposed Budget FY 20-21
Total Resources	\$ 21,816,077
Expenditures:	
1 2nd (So) Street at Byron Nelson	421,454
2 43rd (No.) Street Bypass	125,896
3 4th St at Sunflower	380,782
4 Bicentennial Blueline	5,390,215
5 City of McAllen MS4 Stormwater Quality Monitoring Progr	60,000
6 Dove Avenue	459,570
7 Fiber Optic	601,000
8 Gardenia Avenue at 25½ Street	81,209
9 Martin Avenue Bypass	451,898
10 Northgate Lane Drainage Imprv	1,447,371
11 Northwest Blueline Regrade	2,598,416
12 Northwest Regional Stormwater Detention Facility	5,082,453
13 Primrose Avenue at Bicentennial	186,438
14 Pump Bypass Station 255	145,997
15 Quamasia Avenue at North 11th Street	362,865
16 Traffic Study	450,000
17 Vine Avenue at North 48th Street Bypass	149,400
Total Expenditures	\$ 18,394,964
ENDING BALANCE FY 20-21	<u>\$ 3,421,113</u>

City of McAllen, Texas
Parks Facility/Fire Station #2 Construction
Fund Balance Summary

RESOURCES	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan			
						21-22	22-23	23-24	24-25
BEGINNING WORKING CAPITAL	\$ 3,586,121	\$ 3,431,782	\$ 2,265,641	\$ 3,234,758	\$ 3,234,758	\$ 356,635	\$ 360,202	\$ 363,804	\$ 367,442
Revenues:									
Federal Grants / FTA	\$ -	\$ -	\$ 1,074,778	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Earned	74,163	-	20,235	-	32,348	3,566	3,602	3,638	3,674
TOTAL RESOURCES	\$ 3,660,285	\$ 3,431,782	\$ 3,360,654	\$ 3,234,758	\$ 3,267,105	\$ 360,202	\$ 363,804	\$ 367,442	\$ 371,116
APPROPRIATIONS									
Capital Outlay									
Fire Station #2 Facilities	\$ 1,160,489	\$ -	\$ 7,285	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fire Station #2 Office Furniture	17,842	-	-	-	-	-	-	-	-
Fire Station #2 Equipment	8,608	-	29,081	-	-	-	-	-	-
Parks Administration - Land	57,466	-	-	-	-	-	-	-	-
Parks Administration - Facilities	150,239	3,000,000	89,530	2,910,470	2,910,470	-	-	-	-
TOTAL APPROPRIATIONS	1,394,644	3,000,000	125,896	2,910,470	2,910,470	-	-	-	-
ENDING WORKING CAPITAL	\$ 2,265,641	\$ 431,782	\$ 3,234,758	\$ 324,288	\$ 356,635	\$ 360,202	\$ 363,804	\$ 367,442	\$ 371,116

City of McAllen, Texas
Street Improvement Construction Fund
Fund Balance Summary

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
RESOURCES										
BEGINNING FUND BALANCE	\$ 10,196,079	\$ 9,253,883	\$ 9,253,882	\$ 5,147,963	\$ 5,147,963	\$ 41,608	\$ 41,608	\$ 41,608	\$ 41,608	
Revenues:										
Interest Earned	247,401	-	91,774	-	51,480	-	-	-	-	
MPU/HCID - Bicentennial - Trenton to 107	-	-	1,300,727	-	-	-	-	-	-	
Other Agencies - TxDOT:										
- Bicentennial - Trenton to 107	-	9,268,687	5,218,985	4,049,703	4,049,703	-	-	-	-	
- 10th and Bus 83	-	77,178	-	62,366	62,366	-	-	-	-	
- 23rd and Ebony	-	125,978	-	112,975	112,975	-	-	-	-	
- 23rd and Hackberry	-	85,402	-	69,012	69,012	-	-	-	-	
- 23rd and Jackson	-	115,407	-	93,294	93,294	-	-	-	-	
- 23rd and Kendlewood	-	93,837	-	75,828	75,828	-	-	-	-	
Total Revenues	247,401	9,766,489	6,611,486	4,463,178	4,514,658	-	-	-	-	
TOTAL RESOURCES	\$ 10,443,480	\$ 19,020,372	\$ 15,865,368	\$ 9,611,141	\$ 9,662,620	\$ 41,608	\$ 41,608	\$ 41,608	\$ 41,608	
APPROPRIATIONS										
Projects:										
10th and Bus 83	\$ 2,272	\$ 100,699	\$ 3,632	\$ 100,699	\$ 97,067	\$ -	\$ -	\$ -	\$ -	
23rd and Ebony	7,230	146,219	7,230	146,219	138,989	-	-	-	-	
23rd and Hackberry	2,976	94,016	2,976	94,016	91,040	-	-	-	-	
23rd and Jackson	3,190	139,314	14,036	139,314	125,278	-	-	-	-	
23rd and Kendlewood	3,621	102,601	9,301	102,601	93,300	-	-	-	-	
29th - Oxford to SH 107 (Construction)	-	1,015,000	915,000	100,000	100,000	-	-	-	-	
29th - Oxford to SH 107 (Design & ROW)	46,816	57,100	57,100	-	-	-	-	-	-	
Auburn/Trenton Intersection Improvement	-	545,000	95,000	450,000	-	-	-	-	-	
Auburn: 10th Street to Main Street	6,329	528,000	528,000	-	-	-	-	-	-	
Bicentennial - Trenton to 107 (Construction)	473,523	12,863,651	7,499,671	6,790,644	6,790,644	-	-	-	-	
Bicentennial - Trenton to 107 (Design & ROW)	637,880	-	50,000	-	-	-	-	-	-	
Dove: 41st Street to Bentsen	722	1,641,519	173,612	1,978,694	1,978,694	-	-	-	-	
Kennedy: Ware to Bentsen (Construction)	5,040	1,782,163	1,361,847	206,000	206,000	-	-	-	-	
TOTAL APPROPRIATIONS	1,189,598	19,015,282	10,717,405	10,108,187	9,621,012	-	-	-	-	
ENDING FUND BALANCE	\$ 9,253,882	\$ 5,090	\$ 5,147,963	\$ (497,046)	\$ 41,608	\$ 41,608	\$ 41,608	\$ 41,608	\$ 41,608	

**City of McAllen, Texas
Sports Facility Construction Fund
Fund Balance Summary**

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
RESOURCES										
BEGINNING FUND BALANCE	\$ 4,081,985	\$ 4,081,985	\$ 104,971	\$ 79,641	\$ 79,641	\$ 437	\$ 441	\$ 446	\$ 450	
Revenues:										
Interest Earned	65,708	-	1,207	-	796	4	4	4	5	
Total Revenues	65,708	-	1,207	-	796	4	4	4	5	
TOTAL RESOURCES	\$ 4,147,693	\$ 4,081,985	\$ 106,178	\$ 79,641	\$ 80,437	\$ 441	\$ 446	\$ 450	\$ 455	
APPROPRIATIONS										
Projects:										
Municipal Park (Girls softball Complex)	\$ 3,919,238	\$ 215,873	\$ 26,537	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Baseball Complex - (1st Ph)	123,484	80,000	-	80,000	80,000	-	-	-	-	
TOTAL APPROPRIATIONS	4,042,722	295,873	26,537	80,000	80,000	-	-	-	-	
ENDING FUND BALANCE	\$ 104,971	\$ 3,786,112	\$ 79,641	\$ (359)	\$ 437	\$ 441	\$ 446	\$ 450	\$ 455	

City of McAllen, Texas
Certificate of Obligation Series 2014
Performing Arts Facility
Fund Balance Summary

RESOURCES	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan			
						21-22	22-23	23-24	24-25
BEGINNING WORKING CAPITAL	\$ 583,128	\$ 417,635	\$ 2,060,002	\$ 2,060,002	\$ 2,060,002	\$ 580,085	\$ 585,886	\$ 591,745	\$ 597,662
Revenues:									
Interest Revenue	15,606	-	-	-	20,600	5,801	5,859	5,917	5,977
Other Revenue	1,500,517	-	-	-	-	-	-	-	-
Total Revenues	1,516,123	-	-	-	20,600	5,801	5,859	5,917	5,977
TOTAL RESOURCES	\$ 2,099,251	\$ 417,635	\$ 2,060,002	\$ 2,060,002	\$ 2,080,602	\$ 585,886	\$ 591,745	\$ 597,662	\$ 603,639
APPROPRIATIONS									
Capital Projects:									
Building	\$ 6,387	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vehicle	-	50,000	-	-	-	-	-	-	-
Capital Outlay: Equipment, Office Furniture, Computer Hardware	32,861	15,000	-	-	-	-	-	-	-
Other Financing Sources (Uses):									
Transfer out - Convention Center	-	-	-	-	1,500,517	-	-	-	-
TOTAL APPROPRIATIONS	39,248	65,000	-	-	1,500,517	-	-	-	-
ENDING WORKING CAPITAL	\$ 2,060,002	\$ 352,635	\$ 2,060,002	\$ 2,060,002	\$ 580,085	\$ 585,886	\$ 591,745	\$ 597,662	\$ 603,639

**City of McAllen, Texas
Information Technology Fund
Fund Balance Summary**

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
RESOURCES										
BEGINNING FUND BALANCE	\$ 245,908	\$ 245,908	\$ 105,760	\$ 123,804	\$ 123,804	\$ 131,014	\$ 337,324	\$ 475,697	\$ 615,454	
Revenues:										
Fiber Optic conduit Lease	54,513	51,000	56,986	58,695	58,695					
Interest Earned	3,266	2,000	1,058	1,238	1,238	1,310	3,373	4,757	6,155	
Total Revenues	57,779	53,000	58,043	59,933	59,933	1,310	3,373	4,757	6,155	
Other Financing Sources:										
Transfer In - Sanitation Fund	-	-	-	-	-	70,000	-	-	-	
Transfer In - Downtown Fund	-	-	-	-	-	135,000	135,000	135,000	-	
Total Revenues and Other Sources	57,779	53,000	58,043	59,933	59,933	206,310	138,373	139,757	6,155	
TOTAL RESOURCES	\$ 303,686	\$ 298,908	\$ 163,804	\$ 183,737	\$ 183,737	\$ 337,324	\$ 475,697	\$ 615,454	\$ 621,609	
APPROPRIATIONS										
Projects:										
Project SMART	-	-	-	\$ 52,723	\$ 52,723	\$ -	\$ -	\$ -	\$ -	
TOTAL APPROPRIATIONS	197,927	40,000	40,000	52,723	52,723	-	-	-	-	
ENDING FUND BALANCE	\$ 105,760	\$ 258,908	\$ 123,804	\$ 131,014	\$ 131,014	\$ 337,324	\$ 475,697	\$ 615,454	\$ 621,609	

**City of McAllen, Texas
Sanitation Fund
Working Capital Summary**

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
RESOURCES										
BEGINNING WORKING CAPITAL	\$ 11,271,259	\$ 12,521,468	\$ 13,405,909	\$ 13,840,305	\$ 13,840,305	\$ 14,766,593	\$ 16,741,932	\$ 18,938,275	\$ 14,046,631	
Revenues:										
Residential Collection	6,421,845	6,550,000	6,350,000	6,475,000	6,475,000	6,650,000	6,700,000	6,750,000	6,800,000	
Commercial Collection	8,606,968	8,550,000	8,325,000	8,350,000	8,350,000	8,570,000	8,580,000	8,590,000	8,600,000	
Industrial Collection	268,071	260,000	250,000	250,000	250,000	260,000	260,000	260,000	260,000	
Brush Collection	2,600,679	2,410,000	2,400,000	2,400,000	2,400,000	2,430,000	2,440,000	2,450,000	2,450,000	
Brush Special Pickup	2,438	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	
Recycling Fee	1,284,394	1,200,000	1,150,000	1,175,000	1,175,000	1,210,000	1,210,000	1,210,000	1,210,000	
Recycling Sales	466,285	500,000	300,000	500,000	500,000	500,000	500,000	500,000	500,000	
Drop-off Disposal Fee	445	2,000	1,000	2,000	2,000	2,000	2,000	2,000	2,000	
Roll-off System	1,382,850	1,350,000	1,225,000	1,300,000	1,300,000	1,350,000	1,350,000	1,350,000	1,350,000	
Composting	257,900	300,000	250,000	300,000	300,000	300,000	300,000	300,000	300,000	
Brush Disposal	47,585	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	
Garbage Franchise Tax	86,933	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	
Fixed assets - Sale of Property	84,386	-	40,000	-	-	-	-	-	-	
Reimbursements	-	-	3,000	-	-	-	-	-	-	
Miscellaneous	15,813	-	11,000	-	-	-	-	-	-	
Interest Earned	295,713	-	94,000	-	138,403	147,666	167,419	189,383	140,466	
Total Revenues	21,822,306	21,213,000	20,490,000	20,843,000	20,981,403	21,510,666	21,600,419	21,692,383	21,703,466	
Total Revenues and Transfers	21,822,306	21,213,000	20,490,000	20,843,000	20,981,403	21,510,666	21,600,419	21,692,383	21,703,466	
TOTAL RESOURCES	\$ 33,093,565	\$ 33,734,468	\$ 33,895,909	\$ 34,683,305	\$ 34,821,708	\$ 36,277,259	\$ 38,342,351	\$ 40,630,658	\$ 35,750,097	
APPROPRIATIONS										
Expenses:										
Composting	\$ 904,445	\$ 878,516	\$ 847,355	\$ 879,141	\$ 879,141	\$ 879,141	\$ 879,141	\$ 879,141	\$ 879,141	
Residential	3,892,746	3,998,841	3,817,964	3,940,932	3,940,932	3,940,932	3,940,932	3,940,932	3,940,932	
Commercial Box	4,709,337	4,900,428	4,631,898	4,730,550	4,730,550	4,779,207	4,779,207	4,779,207	4,779,207	
Roll-Off	1,009,649	1,042,725	977,982	1,072,760	1,072,760	1,072,760	1,072,760	1,072,760	1,072,760	
Brush Collection	3,489,148	3,484,317	3,484,566	3,324,881	3,324,881	3,324,881	3,324,881	3,324,881	3,324,881	
Recycling	1,676,819	1,726,773	1,728,492	1,761,634	1,761,634	1,761,634	1,761,634	1,761,634	1,761,634	
Street Cleaning	470,736	530,171	527,961	494,379	508,754	508,754	508,754	508,754	508,754	
Administration	2,697,853	2,469,133	2,280,581	2,534,688	2,456,933	2,534,688	2,534,688	2,534,688	2,534,688	
Liability Insurance	104,034	104,034	104,034	104,034	104,034	104,034	104,034	104,034	104,034	
Capital Outlay	568,032	1,544,500	1,413,437	1,130,450	1,130,450	484,250	353,000	7,532,500	414,000	
Other Agencies	41,550	41,550	41,550	41,550	41,550	41,550	41,550	41,550	41,550	
Total Operating Expenses	19,564,351	20,720,988	19,855,820	20,014,999	19,951,619	19,431,831	19,300,581	26,480,081	19,361,581	
Operating Transfers Out - Health Insurance Fund	455,401	199,784	199,784	103,496	103,496	103,496	103,496	103,946	103,496	
TOTAL APPROPRIATIONS	20,019,751	20,920,772	20,055,604	20,118,495	20,055,115	19,535,327	19,404,077	26,584,027	19,465,077	
Other Items Affecting Working Capital	332,094	-	-	-	-	-	-	-	-	
ENDING WORKING CAPITAL	\$ 13,405,909	\$ 12,813,696	\$ 13,840,305	\$ 14,564,810	\$ 14,766,593	\$ 16,741,932	\$ 18,938,275	\$ 14,046,631	\$ 16,285,020	

2021
500- Sanitation Fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
500-0000-332-06-01 Tx Dot/other / Operational contributions						
500-0000-332-08-01 TDEM TX div emerg mgmt / Operational contributions						
332			-	-	-	-
500-0000-361-01-00 Charges:sales & services / Residential	6,421,845	6,550,000	6,350,000	6,475,000	6,475,000	
500-0000-361-02-00 Charges:sales & services / Commercial	8,606,968	8,550,000	8,325,000	8,350,000	8,350,000	
500-0000-361-03-00 Charges:sales & services / Industrial	268,071	260,000	250,000	250,000	250,000	
500-0000-361-58-00 Charges:sales & services / Brush collections	2,600,679	2,410,000	2,400,000	2,400,000	2,400,000	
500-0000-361-60-00 Charges: Sales & services / Brush special pickup	2,438	1,000	1,000	1,000	1,000	
361	17,900,001	17,771,000	17,326,000	17,476,000	17,476,000	-
500-0000-362-04-00 Other Operating revenues / Recycling	1,284,394	1,200,000	1,150,000	1,175,000	1,175,000	
500-0000-362-05-00 Other Operating revenues / Recycling sales	466,285	500,000	300,000	500,000	500,000	
500-0000-362-06-00 Other Operating revenues / Disposal fees	445	2,000	1,000	2,000	2,000	
500-0000-362-07-00 Other Operating revenues / Roll off containers	1,382,850	1,350,000	1,225,000	1,300,000	1,300,000	
500-0000-362-08-00 Other Operating revenues / Composting	257,900	300,000	250,000	300,000	300,000	
500-0000-362-09-00 Other Operating revenues / Brush disposal	47,585	30,000	30,000	30,000	30,000	
500-0000-362-10-00 Other Operating revenues / Roll off late fees						
362	3,439,460	3,382,000	2,956,000	3,307,000	3,307,000	-
500-0000-373-01-00 Sale of property / Fixed assets	84,386		40,000			
373	84,386		40,000	-	-	-
500-0000-375-01-00 Miscellaneous / Recovery prior yr exp	692		3,000			
500-0000-375-02-00 Miscellaneous / Insurance recoveries	2,489					
500-0000-375-10-00 Miscellaneous / NSF charges						
500-0000-375-18-00 Miscellaneous / Garbage franchise fee	86,933	60,000	60,000	60,000	60,000	
500-0000-375-40-01 Cash over/short / Cash over/short	(23)					
500-0000-375-99-00 Miscellaneous / Other	12,654		11,000			
375	102,746	60,000	74,000	60,000	60,000	-

2021

500- Sanitation Fund

Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2020-2021

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
500-0000-376-98-00 Contributions / Acquired assets-external						
500-0000-376-99-00 Contributions / Acquired assets- Intra	2,557,969					
376	2,557,969					
500-0000-381-01-00 Interest / Pool cash						
500-0000-381-02-00 Interest / Texpool	86,058		33,000		138,403	
500-0000-381-03-00 Interest / Certificate of deposit	69,690		60,000			
500-0000-381-04-00 Interest / Other investments	85,024		21,000			
500-0000-381-20-00 Interest / Gain/loss sale of invest-	54,942		(20,000)			
381	295,713		94,000	-	138,403	-
500 Sanitation Fund	\$ 21,822,306	\$ 21,213,000	\$ 20,490,000	\$ 20,843,000	\$ 20,981,403	\$ -

**City of McAllen, Texas
Sanitation Fund
Expense Summary**

	Actual 18-19	Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Mgr Recomm. 20-21	Four Year Plan			
							21-22	22-23	23-24	24-25
BY DEPARTMENT										
Composting	\$ 963,857	\$ 881,809	\$ 888,516	\$ 857,050	\$ 898,141	\$ 898,141	\$ 879,141	\$ 898,141	\$ 1,104,141	\$ 879,141
Residential	3,970,926	4,130,139	4,154,341	3,972,964	4,203,132	4,203,132	4,076,932	4,203,132	4,039,932	4,078,432
Commercial Box	4,818,384	5,030,214	5,051,928	4,781,898	5,026,550	5,026,550	4,871,707	5,026,550	4,868,707	4,909,207
Roll-Off	1,030,844	1,062,873	1,066,725	1,000,022	1,132,860	1,132,860	1,095,260	1,132,860	1,096,760	1,096,760
Brush Collection	3,514,637	3,923,689	3,952,317	3,933,768	3,490,881	3,490,881	3,341,381	3,490,881	3,342,881	3,338,381
Street Cleaning	470,736	526,086	530,171	527,961	494,379	508,754	508,754	508,754	508,754	508,754
Recycling	1,723,067	2,091,950	2,107,273	2,095,992	1,900,384	1,900,384	1,895,384	1,900,384	1,838,634	1,838,634
Administration	3,071,899	3,074,228	2,969,717	2,686,165	2,868,672	2,790,917	2,763,272	2,790,917	9,680,272	2,712,272
TOTAL	\$ 19,564,351	\$ 20,720,988	\$ 20,720,988	\$ 19,855,820	\$ 20,014,999	\$ 19,951,619	\$ 19,431,831	\$ 19,951,619	\$ 26,480,081	\$ 19,361,581
BY EXPENSE GROUP										
Expenses:										
Personnel Services										
Salaries and Wages	\$ 5,673,016	\$ 6,179,463	\$ 6,284,262	\$ 6,001,726	\$ 6,312,892	\$ 6,312,892	\$ 6,347,254	\$ 6,312,892	\$ 6,347,254	\$ 6,347,254
Employee Benefits	2,311,407	2,330,630	2,225,831	2,161,149	2,384,417	2,306,662	2,398,712	2,384,417	2,398,712	2,398,712
Supplies	346,254	441,294	456,294	449,109	456,294	456,294	456,294	456,294	456,294	456,294
Other Services and Charges	7,184,513	6,706,807	6,691,807	6,534,915	6,199,652	6,214,027	6,214,027	6,214,027	6,214,027	6,214,027
Maint. and Repair Services	3,335,542	3,372,710	3,372,710	3,149,900	3,385,710	3,385,710	3,385,710	3,385,710	3,385,710	3,385,710
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	18,954,767	19,134,938	19,134,938	18,400,833	18,842,999	18,779,619	18,906,031	18,857,374	18,906,031	18,906,031
Capital Outlay	568,032	1,544,500	1,544,500	1,413,437	1,130,450	1,130,450	484,250	1,130,450	7,532,500	414,000
Other Agencies	41,550	41,550	41,550	41,550	41,550	41,550	41,550	41,550	41,550	41,550
TOTAL EXPENDITURES	\$ 19,564,350	\$ 20,720,988	\$ 20,720,988	\$ 19,855,820	\$ 20,014,999	\$ 19,951,619	\$ 19,431,831	\$ 20,029,374	\$ 26,480,081	\$ 19,361,581
PERSONNEL										
Composting	10	10	10	10	10	10	10	10	10	10
Residential	34	33	33	33	33	33	33	33	33	33
Commercial Box	30	31	31	31	31	31	32	31	32	32
Roll Off	7	7	7	7	7	7	7	7	7	7
Brush Collection	39	39	39	39	39	39	39	39	39	39
Street Cleaning	5	6	6	6	6	6	6	6	6	6
Recycling	31	31	31	31	31	31	31	31	31	31
Administration	20	20	20	20	20	20	20	20	20	20
TOTAL PERSONNEL	176	177	177	177	177	177	178	177	178	178

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: COMPOSTING FACILITY

		BASELINE				DEPT REQUEST		CITY MANAGER RECOMM		JUSTIFICATION (MANDATORY)	
COMPENSATION											
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total	
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
2.	-	-		-	-	-	-	-			
3.	-	-		-	-	-	-	-			
4.	-	-		-	-	-	-	-			
5.	-	-		-	-	-	-	-			
Total	-	-		-	-	-	-	-	-	-	
Personnel Revisions											
1. Overtime				-	-	-	-	-			
2.				-	-	-	-	-			
3.				-	-	-	-	-			
4.				-	-	-	-	-			
5.				-	-	-	-	-			
Total Compensation & Benefits		\$ 463,528		\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	
SUPPLIES											
1.	< Please select category >										
2.	< Please select category >										
3.	< Please select category >										
4.	< Please select category >										
5.	< Please select category >										
Total Supplies		\$ 26,000						\$ -	\$ -		
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		\$ 267,638						\$ -	\$ -		
MAINTENANCE											
1. Equipment											
2.	< Please select category >										
3.	< Please select category >										
4.	< Please select category >										
5.	< Please select category >										
Total Maintenance		\$ 121,975						\$ -	\$ -		
CAPITAL OUTLAY											
** See Attached Capital Outlay Request Form											
Total Capital Outlay								\$ 19,000	\$ 19,000		
TOTAL		\$ 879,141						\$ 19,000	\$ 19,000		

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2020 - 2021

FUND: SANITATION
 DEPARTMENT: COMPOSTING FACILITY

<u>DEPT REQUEST</u>				<u>CM RECOMM</u>		
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Equipment						
30CY SEALED ROLL-OFF CONTAINERS	\$6,500	2	\$13,000	2	\$13,000	REPLACE ROLL-OFFS THAT CAN NO LONGER BE REFURBISHED
RADIO (HANDHELD)	\$3,000	2	\$6,000	2	\$6,000	REPLACE OLD/NON-WORKING RADIOS
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$19,000		\$19,000	

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

Grand Total			\$19,000		\$19,000	
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
500-4250-441-60-01 Compensation / Exempt	9,287	45,059	45,059	44,846	44,846	
500-4250-441-60-02 Compensation / Non-exempt	274,660	282,245	270,000	282,857	282,857	
500-4250-441-60-06 Compensation / Part time	-	-	-	-	-	
500-4250-441-60-10 Compensation / Overtime	11,869	9,000	9,000	9,000	9,000	
500-4250-441-60-17 Compensation / Telephone	1,320	1,200	1,200	1,200	1,200	
60	297,135	337,504	325,259	337,903	337,903	
500-4250-441-61-30 Benefits / Social security	21,217	25,820	25,820	25,850	25,850	
500-4250-441-61-36 Benefits / Retirement	23,211	26,190	26,190	29,262	29,262	
500-4250-441-61-40 Benefits / Unemployment tax	81	1,710	1,710	720	720	
500-4250-441-61-46 Benefits / Workers' comp-	8,388	12,383	12,383	10,168	10,168	
500-4250-441-61-50 Benefits / Health cost	37,261	44,664	44,664	56,040	56,040	
500-4250-441-61-52 Benefits / Life insurance	237	558	558	569	569	
500-4250-441-61-53 Benefits / Retiree health ins (ARC)	3,072	3,074	3,074	3,016	3,016	
500-4250-441-61-56 Benefits/Pension Cost-TMRS	19,376	-	-	-	-	
500-4250-441-61-58 Benefits /TMRS benefits (contra)	(21,640)	-	-	-	-	
61	91,203	114,399	114,399	125,625	125,625	
500-4250-443-62-02 Supplies / Office	1,391	1,000	1,000	1,000	1,000	
500-4250-443-62-04 Supplies / Operating	26,952	20,000	20,000	20,000	20,000	
500-4250-443-62-12 Supplies / Small tools/minor equip-	601	1,000	1,000	1,000	1,000	
500-4250-443-62-14 Supplies / Janitorial	589	500	500	500	500	
500-4250-443-62-18 Supplies / Clothing & uniform	2,156	3,500	3,500	3,500	3,500	
500-4250-443-62-20 Supplies / Chemical	-	-	-	-	-	
62	31,687	26,000	26,000	26,000	26,000	
500-4250-444-63-02 Other services & charges / Advertising	31,058	40,000	40,000	40,000	40,000	
500-4250-444-63-52 Other services & charges / Rental & contractual	205,438	210,000	209,000	210,000	210,000	
500-4250-444-63-65 Other services & charges / Travel	4,678	2,375	2,634	2,375	2,375	
500-4250-444-63-75 Other services & charges / Rental-depreciation ft	86,763	26,263	26,263	15,263	15,263	
500-4250-444-63-99 Other services & charges / Miscellaneous	160	-	100	-	-	
63	328,097	278,638	277,997	267,638	267,638	
500-4250-445-65-08 Maintenance / Equipment	68,641	35,000	35,000	35,000	35,000	
500-4250-445-65-10 Maintenance / Facilities	3,645	5,700	5,700	5,700	5,700	
500-4250-445-65-16 Maintenance / Vehicles	43,696	25,000	25,000	25,000	25,000	
500-4250-445-65-17 Maintenance / Fuel & lubricants	40,340	56,275	38,000	56,275	56,275	
65	156,323	121,975	103,700	121,975	121,975	
500-4250-446-66-10 Capital outlay / Building/structures	-	-	-	-	-	
500-4250-446-66-14 Capital outlay / Vehicles	-	-	-	-	-	

2021

500-4250 Composting facility

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
500-4250-446-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
500-4250-446-66-20 Capital outlay / Equipment	59,412	10,000	9,695	19,000	19,000	-
66	59,412	10,000	9,695	19,000	19,000	-
500-4250-449-78-01 Disaster Exp/ COVID-19	-	-	-	-	-	-
78	-	-	-	-	-	-
500-4250 Composting Facility	\$ 963,857	\$ 888,516	\$ 857,050	\$ 898,141	\$ 898,141	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
4250	Composting Facility	1			Composting Supervisor	FILLED	\$ 44,846
		1					44,846
4250	Composting Facility		1		Administrative Clerk	UNFILLED	27,206
4250	Composting Facility		1		Crew Leader B	FILLED	40,646
4250	Composting Facility		1		HEO II B	FILLED	36,100
4250	Composting Facility		1		HEO II B	FILLED	36,100
4250	Composting Facility		1		HEO II B	FILLED	36,100
4250	Composting Facility		1		Maintenance Worker	FILLED	25,130
4250	Composting Facility		1		Maintenance Worker	FILLED	25,130
4250	Composting Facility		1		Maintenance Worker	FILLED	25,130
4250	Composting Facility		1		Senior Administrative Clerk	UNFILLED	31,315
			9				282,857
					OVERTIME		9,000
					TELEPHONE		1,200
							10,200
CURRENT POSITIONS			10				\$ 337,903



Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Baseline	Dept Request	City Mgr Recommend	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services												
Salaries and Wages	\$ 297,135	\$ 331,693	\$ 337,504	\$ 325,259	\$ 337,903	\$ 337,903	\$ 337,903	\$ 337,903	\$ 337,903	\$ 337,903	\$ 337,903	\$ 337,903
Employee Benefits	91,203	113,503	114,399	114,399	125,625	125,625	125,625	125,625	125,625	125,625	125,625	125,625
Supplies	31,687	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000
Other Services and Charges	328,097	278,638	278,638	277,997	267,638	267,638	267,638	267,638	267,638	267,638	267,638	267,638
Maintenance	156,323	121,975	121,975	103,700	121,975	121,975	121,975	121,975	121,975	121,975	121,975	121,975
Operations Subtotal	904,445	871,809	878,516	847,355	879,141	879,141	879,141	879,141	879,141	879,141	879,141	879,141
Capital Outlay	59,412	10,000	10,000	9,695	-	19,000	19,000	-	-	225,000	-	-
Total Expenditures	\$ 963,857	\$ 881,809	\$ 888,516	\$ 857,050	\$ 879,141	\$ 898,141	\$ 898,141	\$ 879,141	\$ 879,141	\$ 1,104,141	\$ 879,141	\$ 879,141
PERSONNEL												
Exempt	1	1	1	1	1	1	1	1	1	1	1	1
Non-Exempt	9	9	9	9	9	9	9	9	9	9	9	9
Part-Time	-	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	10	10	10	10	10	10	10	10	10	10	10	10
Resources												
	Actual	Budget	Adjusted Budget	Estimated	Baseline	Dept Request	City Mgr Recommend	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	20-21	21-22	22-23	23-24	24-25	
Related Revenue Generated	\$ 257,900	\$ 300,000	\$ 300,000	\$ 250,000	\$ 300,000	\$ 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) 681-4000

MAJOR FY 20-21 GOALS

- 1.) Continue marking/advertising Nature Organics products through multimedia outlets
- 2.) Increase sales of Nature Organics Products by 5%
- 3.) Increase Nitrogen feedstock by 5%.

Composting

www.mcallenpublicworks.net

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	10	10	10	10
Department Expenditures	\$ 963,857	\$ 888,516	\$ 857,050	\$ 898,141
Total Brush Received (Cubic Yards)	264,353	230,000	260,000	260,000
Brush Department Collection (Cubic Yards)	222,185	200,000	230,000	230,000
Brush from Landscapers/Parks (Cubic Yards)	42,168	30,000	30,000	30,000
Vegetable/Green Waste (Tons)	3,956	5,000	4,000	4,000
Outputs:				
Brush Ground (Cubic Yards)	172,975	190,000	200,000	200,000
Mulch produced (Cubic Yards)	6,424	30,000	10,000	15,000
Organic Compost Produced (Cubic Yards)	7,479	15,000	10,000	10,000
Mulch and Compost provided for City Projects (Cubic Yards)	424	1,000	800	1,000
Effectiveness Measures:				
Compost and Mulch Sales (Cubic Yards)	11,643	19,000	14,000	15,000
Compost and Mulch Sales	\$ 257,900	\$ 300,000	\$ 250,000	\$ 300,000
Cost avoidance of brush disposal fee	\$ 815,449	\$ 734,000	\$ 844,100	\$ 844,100
Cost avoidance - to City projects	\$ 6,784	\$ 16,000	\$ 12,800	\$ 16,000
Efficiency Measures:				
Processing cost per cubic yard	\$ 10.38	\$ 4.59	\$ 4.22	\$ 4.41

*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 FY 2020 - 2021

DEPARTMENT NAME: RESIDENTIAL

		BASELINE				DEPT REQUEST		CITY MANAGER RECOMM		JUSTIFICATION (MANDATORY)	
COMPENSATION											
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total	
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
2.	-	-		-	-	-	-	-			
3.	-	-		-	-	-	-	-			
4.	-	-		-	-	-	-	-			
5.	-	-		-	-	-	-	-			
Total	-	-		-	-	-	-	-			
Personnel Revisions											
1. Overtime				-	-	-	-	-			
2.				-	-	-	-	-			
3.				-	-	-	-	-			
4.				-	-	-	-	-			
5.				-	-	-	-	-			
Total Compensation & Benefits		\$ 1,694,537		\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
SUPPLIES											
1.	< Please select category >										
2.	< Please select category >										
3.	< Please select category >										
4.	< Please select category >										
5.	< Please select category >										
Total Supplies		\$ 35,859						\$ -		\$ -	
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		\$ 1,275,955						\$ -		\$ -	
MAINTENANCE											
1. Equipment											
2.	< Please select category >										
3.	< Please select category >										
4.	< Please select category >										
5.	< Please select category >										
Total Maintenance		\$ 934,581						\$ -		\$ -	
CAPITAL OUTLAY											
** See Attached Capital Outlay Request Form											
Total Capital Outlay								\$ 262,200		\$ 262,200	
TOTAL		\$ 3,940,932						\$ 262,200		\$ 262,200	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2020 - 2021

FUND: SANITATION
 DEPARTMENT: RESIDENTIAL

<u>DEPT REQUEST</u>				<u>CM RECOMM</u>		
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Equipment						
REFUSE BINS (96 GAL)	\$55	2200	\$121,000	2200	\$121,000	BINS FOR NEW ACCOUNTS & REPLACEMENTS
VEHICLE CAMERA SYSTEM	\$50,000	1	\$50,000	1	\$50,000	ROLL-OVER - CAMERA SYSTEM FOR SAFETY AND SERVICE VERIFICATION
	\$0	0	\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$171,000		\$171,000	

Vehicles						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
SA8011 & 8012 (REPLACEMENT VEHICLE PURCHASES)	\$45,000	2	\$90,000	2	\$90,000	DEPRECIATION FUNDING SHORTAGE
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$90,000		\$90,000	

Computer-Hardware						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
DESKTOP COMPUTER	\$1,200	1	\$1,200	1	\$1,200	DESKTOP REPLACEMENT FOR SENIOR CLERK
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$1,200		\$1,200	

Grand Total			\$262,200		\$262,200	
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
500-4252-441-60-01 Compensation / Exempt	68,316	105,568	55,000	106,782	106,782	
500-4252-441-60-02 Compensation / Non-exempt	1,005,164	1,050,002	975,000	1,054,880	1,054,880	
500-4252-441-60-10 Compensation / Overtime	52,735	60,000	60,000	60,000	60,000	
500-4252-441-60-14 Compensation / Car allowance	2,400	6,600	1,000	6,600	6,600	
500-4252-441-60-17 Compensation / Telephone	2,240	2,880	2,000	2,880	2,880	
60	1,130,855	1,225,050	1,093,000	1,231,142	1,231,142	
500-4252-441-61-30 Benefits / Social security	82,425	93,717	93,717	94,182	94,182	
500-4252-441-61-36 Benefits / Retirement	88,421	95,064	95,064	106,617	106,617	
500-4252-441-61-40 Benefits / Unemployment tax	589	5,643	5,643	2,376	2,376	
500-4252-441-61-46 Benefits / Workers' comp-	75,243	77,407	77,407	75,533	75,533	
500-4252-441-61-50 Benefits / Health cost	123,039	140,520	140,520	171,720	171,720	
500-4252-441-61-52 Benefits / Life insurance	826	2,001	2,001	2,017	2,017	
500-4252-441-61-53 Benefits / Retiree health ins (ARC)	11,578	11,579	11,579	10,950	10,950	
500-4252-441-61-56 Benefits/Pension Cost-TMRS	73,814	-	-	-	-	
500-4252-441-61-58 Benefits / TMRS benefits (contra)	(82,436)	-	-	-	-	
61	373,498	425,931	425,931	463,395	463,395	
500-4252-443-62-02 Supplies / Office	1,279	1,400	1,400	1,400	1,400	
500-4252-443-62-04 Supplies / Operating	8,944	8,000	8,000	8,000	8,000	
500-4252-443-62-12 Supplies / Small tools/minor equip-	3,690	5,000	5,000	5,000	5,000	
500-4252-443-62-14 Supplies / Janitorial	1,357	500	1,733	500	500	
500-4252-443-62-18 Supplies / Clothing & uniform	9,206	15,689	12,000	15,689	15,689	
500-4252-443-62-20 Supplies / Chemical	1,923	5,270	5,000	5,270	5,270	
62	26,397	35,859	33,133	35,859	35,859	
500-4252-444-63-02 Other services & charges / Advertising	19,010	19,000	19,000	19,000	19,000	
500-4252-444-63-52 Other services & charges / Rental & contractual	625,088	582,200	610,000	582,200	582,200	
500-4252-444-63-65 Other services & charges / Travel	4,010	6,840	6,840	6,840	6,840	
500-4252-444-63-75 Other services & charges / Rental-depreciation fun	914,433	769,380	769,380	667,915	667,915	
500-4252-444-63-99 Other services & charges / Miscellaneous	460	-	680	-	-	
63	1,563,002	1,377,420	1,405,900	1,275,955	1,275,955	
500-4252-445-65-08 Maintenance / Equipment	2,914	5,000	5,000	5,000	5,000	
500-4252-445-65-16 Maintenance / Vehicles	504,529	500,000	580,000	500,000	500,000	
500-4252-445-65-17 Maintenance / Fuel & lubricants	291,551	429,581	275,000	429,581	429,581	
65	798,994	934,581	860,000	934,581	934,581	

2021

500-4252 Residential

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
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	-	155,500	155,000	171,000	171,000	
500-4252-446-66-22 Capital outlay / Computer-hardware	-	-	-	1,200	1,200	
500-4252-446-66-99 Capital outlay / Non-capitalized	78,180	-	-	90,000	90,000	
66	78,180	155,500	155,000	262,200	262,200	
500-4252-449-78-01 Disaster Exp/ COVID-19	-	-	-	-	-	
78	-	-	-	-	-	-
500-4252 Residential	\$ 3,970,926	\$ 4,154,341	\$ 3,972,964	\$ 4,203,132	\$ 4,203,132	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
4252	Residential		1		Refuse Equipment Mechanic	FILLED	30,593
4252	Residential		1		Senior Administrative Clerk	FILLED	32,648
4252	Residential		1		Crew Leader B	FILLED	40,646
4252	Residential		1		Crew Leader B	FILLED	40,646
			<u>4</u>				<u>144,533</u>
					OVERTIME		60,000
					CAR ALLOWANCE		6,600
					TELEPHONE		2,880
							<u>69,480</u>
	CURRENT POSITIONS		33				\$ 1,231,142



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 Budget	Estimated	Baseline	Dept Request	City Mgr Recommend	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services												
Salaries and Wages	\$ 1,130,855	\$ 1,204,079	\$ 1,225,050	\$ 1,093,000	\$ 1,231,142	\$ 1,231,142	\$ 1,231,142	\$ 1,231,142	\$ 1,231,142	\$ 1,231,142	\$ 1,231,142	\$ 1,231,142
Employee Benefits	373,498	422,700	425,931	425,931	463,395	463,395	463,395	463,395	463,395	463,395	463,395	463,395
Supplies	26,397	35,859	35,859	33,133	35,859	35,859	35,859	35,859	35,859	35,859	35,859	35,859
Other Services and Charges	1,563,002	1,377,420	1,377,420	1,405,900	1,275,955	1,275,955	1,275,955	1,275,955	1,275,955	1,275,955	1,275,955	1,275,955
Maintenance	798,994	934,581	934,581	860,000	934,581	934,581	934,581	934,581	934,581	934,581	934,581	934,581
Operations Subtotal	3,892,746	3,974,639	3,998,841	3,817,964	3,940,932	3,940,932	3,940,932	3,940,932	3,940,932	3,940,932	3,940,932	3,940,932
Capital Outlay	78,180	155,500	155,500	155,000	-	262,200	262,200	136,000	93,500	99,000	137,500	
Total Expenditures	\$ 3,970,926	\$ 4,130,139	\$ 4,154,341	\$ 3,972,964	\$ 3,940,932	\$ 4,203,132	\$ 4,203,132	\$ 4,076,932	\$ 4,034,432	\$ 4,039,932	\$ 4,078,432	
PERSONNEL												
Exempt	2	2	2	2	2	2	2	2	2	2	2	2
Non-Exempt	32	31	31	31	31	31	31	31	31	31	31	31
Part-Time	-	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	34	33	33	33	33	33	33	33	33	33	33	33
Resources												
	Actual	Budget	Adjusted Budget	Estimated	Baseline	Dept Request	City Mgr Recommend	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	20-21	21-22	22-23	23-24	24-25	
Related Revenue Generated	\$ 6,421,845	\$ 6,550,000	\$ 6,550,000	\$ 6,350,000	\$ 6,475,000	\$ 6,475,000	\$ 6,475,000	\$ 6,650,000	\$ 6,700,000	\$ 6,750,000	\$ 6,800,000	

Contact Us:

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

MAJOR FY 20-21 GOALS

1. Continue to identify and transition residential alley collection to curbside collection for 1,000 homes to increase efficiency.
2. Perform condition assessments on refuse and recycling bins for 2,000 accounts annually.
3. Perform a complete inventory and reconciliation of refuse bins for every address with bin serial numbers.
4. Refurbish 1,000 recycling bins annually at residential service locations to improve aesthetics.

Performance Measures				
	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	34	33	33	33
Department Expenditures	\$ 3,970,926	\$ 4,130,139	\$ 3,972,964	\$ 4,203,132
Outputs:				
Total number of customers / service points	36,545	36,664	35,208	35,448
Number of Solid Waste collection routes per week	39	39	40	40
Number of Recycling collection routes per week	27	28	27	27
Number of "Missed Service" calls	5,706	2,000	4,894	2,000
Revenue generated	\$ 6,421,845	\$ 6,550,000	\$ 6,350,000	\$ 6,475,000
Total solid waste tonnage landfill	35,812	35,000	36,000	36,000
Landfill tipping costs - Residential	\$ 615,321	\$ 603,750	\$ 621,000	\$ 621,000
Effectiveness Measures:				
"Missed Service" calls per 1000 accounts	156	55	139	56
Efficiency Measures:				
Solid Waste tonnage (black bin) collected per account per year	0.98	0.95	1.02	1.02
Solid Waste tonnage collected per route per week	18	17	17	17
Total cost per ton - collected and disposal	\$ 110.88	\$ 118.00	\$ 110.36	\$ 116.75
Total Cost per Service Point	\$ 108.66	\$ 112.65	\$ 112.84	\$ 118.57
Accounts served per route	937	940	880	886

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.

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

* Percent Excellent or Good

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: COMMERCIAL BOX

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total Compensation & Benefits		\$ 1,597,315		\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
SUPPLIES										
1.	< Please select category >									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Supplies		\$ 44,479						\$ -		\$ -
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		\$ 1,929,280						\$ -		\$ -
MAINTENANCE										
1. Equipment										
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance		\$ 1,159,476						\$ -		\$ -
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ 296,000		\$ 296,000
TOTAL		\$ 4,730,550						\$ 296,000		\$ 296,000

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
500-4254-441-60-01 Compensation / Exempt	43,628	44,846	44,846	44,846	44,846	
500-4254-441-60-02 Compensation / Non-exempt	885,925	1,038,955	930,000	1,042,439	1,042,439	
500-4254-441-60-06 Compensation / Part time	-	-	-	-	-	
500-4254-441-60-10 Compensation / Overtime	122,610	60,000	90,000	60,000	60,000	
500-4254-441-60-17 Compensation / Telephone	960	1,920	1,000	1,920	1,920	
60	1,053,123	1,145,721	1,065,846	1,149,205	1,149,205	
500-4254-441-61-30 Benefits / Social security	76,539	87,647	87,647	87,914	87,914	
500-4254-441-61-36 Benefits / Retirement	82,143	88,907	88,907	99,521	99,521	
500-4254-441-61-40 Benefits / Unemployment tax	412	5,301	5,301	2,232	2,232	
500-4254-441-61-46 Benefits / Workers' comp-	71,869	81,433	81,433	76,074	76,074	
500-4254-441-61-50 Benefits / Health cost	104,169	136,176	136,176	170,232	170,232	
500-4254-441-61-52 Benefits / Life insurance	764	1,819	1,819	1,888	1,888	
500-4254-441-61-53 Benefits / Retiree health ins (ARC)	10,017	10,017	10,017	10,249	10,249	
500-4254-441-61-56 Benefits/Pension Cost-TMRS	68,573	-	-	-	-	
500-4254-441-61-58 Benefits / TMRS benefits (contra)	(76,584)	-	-	-	-	
61	337,903	411,300	411,300	448,110	448,110	
500-4254-443-62-02 Supplies / Office	1,097	1,500	1,500	1,500	1,500	
500-4254-443-62-04 Supplies / Operating	10,310	10,000	10,000	10,000	10,000	
500-4254-443-62-12 Supplies / Small tools/minor equip-	6,688	8,000	8,000	8,000	8,000	
500-4254-443-62-14 Supplies / Janitorial	1,024	1,000	1,000	1,000	1,000	
500-4254-443-62-18 Supplies / Clothing & uniform	10,110	14,579	12,000	14,579	14,579	
500-4254-443-62-20 Supplies / Chemical	10,899	9,400	8,000	9,400	9,400	
62	40,127	44,479	40,500	44,479	44,479	
500-4254-444-63-02 Other services & charges / Advertising	5,665	7,500	4,500	7,500	7,500	
500-4254-444-63-52 Other services & charges / Rental & contractual	1,345,120	1,322,200	1,250,000	1,322,200	1,322,200	
500-4254-444-63-65 Other services & charges / Travel	2,357	2,280	2,280	2,280	2,280	
500-4254-444-63-75 Other services & charges / Rental-depreciation fun	862,636	803,472	803,472	593,300	593,300	
500-4254-444-63-99 Other services & charges / Miscellaneous	2,031	4,000	4,000	4,000	4,000	
63	2,217,809	2,139,452	2,064,252	1,929,280	1,929,280	
500-4254-445-65-08 Maintenance / Equipment	50,943	50,000	50,000	50,000	50,000	
500-4254-445-65-16 Maintenance / Vehicles	675,466	588,000	675,000	588,000	588,000	

2021

500-4254 Commercial box

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
500-4254-445-65-17 Maintenance / Fuel & lubricants	333,966	521,476	325,000	521,476	521,476	
65	1,060,375	1,159,476	1,050,000	1,159,476	1,159,476	
500-4254-446-66-14 Capital outlay / Vehicles	-	-	-	-	-	
500-4254-446-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	
500-4254-446-66-20 Capital outlay / Equipment	19,718	151,500	150,000	185,000	185,000	
500-4254-446-66-22 Capital outlay / Computer-hardware	-	-	-	-	-	
500-4254-446-66-24 Capital outlay / Computer-software	-	-	-	-	-	
500-4254-446-66-99 Capital outlay / Non-capitalized	89,329	-	-	111,000	111,000	
66	109,047	151,500	150,000	296,000	296,000	
500-4254-449-78-01 Disaster Exp/ COVID-19	-	-	-	-	-	
78	-	-	-	-	-	-
500-4254 Commercial Box	\$ 4,818,384	\$ 5,051,928	\$ 4,781,898	\$ 5,026,550	\$ 5,026,550	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
4254	Commercial Box	1			Solid Waste Supervisor	FILLED	\$ 44,846
		1					44,846
4254	Commercial Box		1		HEO I B	FILLED	34,046
4254	Commercial Box		1		HEO II B	FILLED	36,100
4254	Commercial Box		1		HEO II B	FILLED	36,100
4254	Commercial Box		1		HEO II B	FILLED	36,100
4254	Commercial Box		1		HEO II B	FILLED	36,100
4254	Commercial Box		1		HEO II B	FILLED	36,100
4254	Commercial Box		1		HEO II B	FILLED	36,100
4254	Commercial Box		1		HEO II B	FILLED	36,100
4254	Commercial Box		1		HEO II B	FILLED	36,100
4254	Commercial Box		1		HEO II B	FILLED	36,100
4254	Commercial Box		1		HEO II B	FILLED	36,100
4254	Commercial Box		1		HEO II B	FILLED	36,100
4254	Commercial Box		1		HEO II B	FILLED	36,100
4254	Commercial Box		1		HEO II B	FILLED	36,100
4254	Commercial Box		1		HEO II B	FILLED	36,100
4254	Commercial Box		1		HEO II B	UNFILLED	36,100
4254	Commercial Box		1		HEO II B	UNFILLED	36,100
4254	Commercial Box		1		Senior Maintenance Worker	UNFILLED	27,750
4254	Commercial Box		1		Senior Maintenance Worker	UNFILLED	27,750
4254	Commercial Box		1		Procurement Specialist	FILLED	34,964
4254	Commercial Box		1		Refuse Equipment Mechanic	FILLED	30,593
4254	Commercial Box		1		Senior Administrative Clerk	FILLED	28,277
4254	Commercial Box		1		Senior Administrative Clerk	UNFILLED	28,277
4254	Commercial Box		1		Crew Leader B	FILLED	40,646
4254	Commercial Box		1		Crew Leader B	FILLED	40,646
4254	Commercial Box		1		Welder	FILLED	31,795
4254	Commercial Box		1		Welder	FILLED	31,795
			30				1,042,439
					OVERTIME		60,000
					TELEPHONE		1,920
							61,920
	CURRENT POSITIONS		31				\$ 1,149,205



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 Budget	Estimated	Baseline	Dept Request	City Mgr Recommend	Four Year Plan			
	18-19	19-20	19-20	19-20	20-21	20-21	20-21	21-22	22-23	23-24	24-25
Personnel Services											
Salaries and Wages	\$ 1,053,123	\$ 1,126,906	\$ 1,145,721	\$ 1,065,846	\$ 1,149,205	\$ 1,149,205	\$ 1,149,205	\$ 1,183,567	\$ 1,183,567	\$ 1,183,567	\$ 1,183,567
Employee Benefits	337,903	408,401	411,300	411,300	448,110	448,110	448,110	462,405	462,405	462,405	462,405
Supplies	40,127	44,479	44,479	40,500	44,479	44,479	44,479	44,479	44,479	44,479	44,479
Other Services and Charges	2,217,809	2,139,452	2,139,452	2,064,252	1,929,280	1,929,280	1,929,280	1,929,280	1,929,280	1,929,280	1,929,280
Maintenance	1,060,375	1,159,476	1,159,476	1,050,000	1,159,476	1,159,476	1,159,476	1,159,476	1,159,476	1,159,476	1,159,476
Operations Subtotal	4,709,337	4,878,714	4,900,428	4,631,898	4,730,550	4,730,550	4,730,550	4,779,207	4,779,207	4,779,207	4,779,207
Capital Outlay	109,047	151,500	151,500	150,000	-	296,000	296,000	92,500	89,500	89,500	130,000
Total Expenditures	\$ 4,818,384	\$ 5,030,214	\$ 5,051,928	\$ 4,781,898	\$ 4,730,550	\$ 5,026,550	\$ 5,026,550	\$ 4,871,707	\$ 4,868,707	\$ 4,868,707	\$ 4,909,207
PERSONNEL											
Exempt	1	1	1	1	1	1	1	1	1	1	1
Non-Exempt	29	30	30	30	30	30	30	31	31	31	31
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	30	31	31	31	31	31	31	32	32	32	32
Resources											
	Actual	Budget	Adjusted Budget	Estimated	Baseline	Dept Request	City Mgr Recommend	Four Year Plan			
	18-19	19-20	19-20	19-20	20-21	20-21	20-21	21-22	22-23	23-24	24-25
Related Revenue Generated	\$ 8,875,039	\$ 8,810,000	\$ 8,810,000	\$ 8,575,000	\$ 8,600,000	\$ 8,600,000	\$ 8,600,000	\$ 8,830,000	\$ 8,840,000	\$ 8,850,000	\$ 8,860,000

Contact Us:

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

MAJOR FY 20-21 GOALS

1. Refurbish and repaint 1200 refuse dumpsters annually to defer expenditure purchases by approximately \$600,000.
2. Repaint 200 dumpsters annually at customer's service location to improve aesthetics.
3. Refurbish and repaint all downtown mounted trash receptacles.
4. Identify dissimilar dumpster types on collection routes and standardize to increase route efficiencies.

Commercial Box

www.mcallenpublicworks.net

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	30	31	31	31
Waste collection routes - Dumpsters	14	14	14	14
Department Expenditures	\$ 4,818,384	\$ 5,030,214	\$ 4,781,898	\$ 5,026,550
Outputs:				
Number of customers/service points	4,997	4,952	4,896	4,902
Number of "Missed Service" calls	97	100	57	100
Revenue generated - Dumpsters	\$ 8,875,039	\$ 8,810,000	\$ 8,575,000	\$ 8,600,000
Total solid waste landfilled - tons	77,539	76,056	73,800	75,000
Landfill tipping costs - Commercial	\$ 1,338,633	\$ 1,311,962	\$ 1,280,000	\$ 1,293,750
Effectiveness Measures:				
"Missed Service" calls per 1000 accounts	19	20	12	20
Efficiency Measures:				
Solid Waste tonnage collected per account per year	15.52	15.36	15.07	15.30
Solid Waste tonnage collected per route per week	106.51	104.47	101.37	103.02
Number of accounts per route - Dumpsters	357	354	350	350
Total cost per ton - collection and disposal	\$ 62.14	\$ 66.14	\$ 64.80	\$ 67.02
Average Cost per Service Point	\$ 964.26	\$ 1,015.79	\$ 976.69	\$ 1,025.41

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 FY 2020 - 2021

DEPARTMENT NAME: ROLL-OFF

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)	
COMPENSATION											
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total	
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
2.	-	-		-	-	-	-	-			
3.	-	-		-	-	-	-	-			
4.	-	-		-	-	-	-	-			
5.	-	-		-	-	-	-	-			
Total		-		-	-	-	-	-		-	
Personnel Revisions											
1. Overtime				-	-	-	-	-			
2.	-			-	-	-	-	-			
3.	-			-	-	-	-	-			
4.	-			-	-	-	-	-			
5.	-			-	-	-	-	-			
Total Compensation & Benefits			\$ 361,800	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
SUPPLIES											
1.	< Please select category >										
2.	< Please select category >										
3.	< Please select category >										
4.	< Please select category >										
5.	< Please select category >										
Total Supplies			\$ 5,750					\$ -		\$ -	
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			\$ 455,336					\$ -		\$ -	
MAINTENANCE											
1. Equipment											
2.	< Please select category >										
3.	< Please select category >										
4.	< Please select category >										
5.	< Please select category >										
Total Maintenance			\$ 249,874					\$ -		\$ -	
CAPITAL OUTLAY											
** See Attached Capital Outlay Request Form											
Total Capital Outlay								\$ 60,100		\$ 60,100	
TOTAL			\$ 1,072,760					\$ 60,100		\$ 60,100	

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
500-4255-441-60-01 Compensation / Exempt	-	43,967	42,000	44,847	44,847	
500-4255-441-60-02 Compensation / Non-exempt	167,898	203,612	180,000	204,276	204,276	
500-4255-441-60-10 Compensation / Overtime	7,072	10,000	10,000	10,000	10,000	
500-4255-441-60-17 Compensation / Telephone	-	960	480	960	960	
60	174,970	258,539	232,480	260,083	260,083	-
500-4255-441-61-30 Benefits / Social security	12,498	19,778	19,778	19,896	19,896	
500-4255-441-61-36 Benefits / Retirement	13,649	20,063	20,063	22,523	22,523	
500-4255-441-61-40 Benefits / Unemployment tax	45	1,197	1,197	504	504	
500-4255-441-61-46 Benefits / Workers' comp-	13,803	19,068	19,068	18,864	18,864	
500-4255-441-61-50 Benefits / Health cost	20,640	33,168	33,168	37,176	37,176	
500-4255-441-61-52 Benefits / Life insurance	145	424	424	433	433	
500-4255-441-61-53 Benefits/Retiree health ins (ARC)	2,355	2,357	2,357	2,321	2,321	
500-4255-441-61-56 Benefits/Pension Cost-TMRS	11,394	-	-	-	-	
500-4255-441-61-58 Benefits / TMRS benefits (contra)	(12,725)	-	-	-	-	
61	61,804	96,055	96,055	101,717	101,717	-
500-4255-443-62-02 Supplies / Office	442	500	500	500	500	
500-4255-443-62-04 Supplies / Operating	2,201	1,000	1,000	1,000	1,000	
500-4255-443-62-12 Supplies / Small tools/minor equip-	21	1,000	1,000	1,000	1,000	
500-4255-443-62-18 Supplies / Clothing & uniform	1,496	3,250	2,800	3,250	3,250	
62	4,160	5,750	5,300	5,750	5,750	-
500-4255-444-63-02 Other services & charges / Advertising	19,886	22,500	15,000	22,500	22,500	
500-4255-444-63-52 Other services & charges / Rental & contractual	322,059	300,000	261,000	300,000	300,000	
500-4255-444-63-65 Other services & charges / Travel	462	950	950	950	950	
500-4255-444-63-75 Other services & charges / Rental-depreciation fun	148,657	109,057	109,057	131,886	131,886	
500-4255-444-63-99 Other services & charges / Miscellaneous	100	-	140	-	-	
63	491,164	432,507	386,147	455,336	455,336	-
500-4255-445-65-08 Maintenance / Equipment	6,390	8,000	8,000	8,000	8,000	
500-4255-445-65-16 Maintenance / Vehicles	156,966	120,000	160,000	120,000	120,000	
500-4255-445-65-17 Maintenance / Fuel & lubricants	114,196	121,874	90,000	121,874	121,874	
65	277,552	249,874	258,000	249,874	249,874	-
500-4255-446-66-20 Capital outlay / Equipment	21,196	24,000	22,040	24,000	24,000	
500-4255-446-66-22 Capital outlay / Computer-hardware	-	-	-	1,200	1,200	
500-4255-446-66-99 Capital outlay / Non-capitalized	-	-	-	34,900	34,900	
66	21,196	24,000	22,040	60,100	60,100	-

2021
500-4255 Roll Off

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
500-4255-449-78-01 Disaster Exp/ COVID-19 78	-	-	-	-	-	-
500-4255 Roll Off	\$ 1,030,845	\$ 1,066,725	\$ 1,000,022	\$ 1,132,860	\$ 1,132,860	\$ -

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
4255	Roll Off	1			Solid Waste Supervisor	FILLED	44,847
		1					<u>44,847</u>
4255	Roll Off		1		HEO I B	FILLED	34,046
4255	Roll Off		1		HEO I B	FILLED	34,046
4255	Roll Off		1		HEO I B	FILLED	34,046
4255	Roll Off		1		HEO I B	FILLED	34,046
4255	Roll Off		1		HEO I B	FILLED	34,046
4255	Roll Off		1		HEO I B	UNFILLED	34,046
			<u>6</u>				<u>204,276</u>
					OVERTIME		10,000
					TELEPHONE		960
							<u>10,960</u>
	CURRENT POSITIONS		7				\$ 260,083

CITY OF McALLEN, TEXAS
ROLLING STOCK REQUEST FORM
FLEET OPERATION'S RECOMMENDATION SCHEDULE
SANITATION DEPRECIATION FUND
FISCAL YEAR 2020-2021

FUND: SANITATION DEPRECIATION
DEPT: ROLL-OFF

N=New R=Repl.	Unit #	REPLACING MAKE/MODEL	REQUESTING MAKE/MODEL	FLEET OPERATIONS RECOMMENDATION								CITY MANAGER APPROVAL
				BUDGET AMOUNT	DEPREC. YEARS	DEPREC. %	ANNUAL RENTAL	YES/NO	FLEET COMMENTS	DEPREC. VARIANCE	FY 19-20 ROLLOVER	YES/NO
R	SA8301	2010 FREIGHTLINER ROLL-OFF TRUCK	ROLL-OFF TRUCK	190,000	7	0.15	\$ 31,214	YES	MEETS REPLACEMENT CRITERIA	\$ (38,000)		YES
R	SA8303	2012 FREIGHTLINER ROLL-OFF TRUCK	ROLL-OFF TRUCK	190,000	7	0.15	\$ 31,214	YES	MEETS REPLACEMENT CRITERIA	\$ 3,100		YES
				\$ 380,000						\$ (34,900)	\$ -	

Description	Depreciation Yrs
Sedans, vans, light trucks, SUV, light equipment & Specialty Vehicles	8
Police "Marked" Patrol Cars	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	Baseline	Dept Request	City Mgr Recommend	Four Year Plan			
	18-19	19-20	19-20	19-20	20-21	20-21	20-21	21-22	22-23	23-24	24-25
Personnel Services											
Salaries and Wages	\$ 174,970	\$ 255,201	\$ 258,539	\$ 232,480	\$ 260,083	\$ 260,083	\$ 260,083	\$ 260,083	\$ 260,083	\$ 260,083	\$ 260,083
Employee Benefits	61,804	95,541	96,055	96,055	101,717	101,717	101,717	101,717	101,717	101,717	101,717
Supplies	4,160	5,750	5,750	5,300	5,750	5,750	5,750	5,750	5,750	5,750	5,750
Other Services and Charges	491,164	432,507	432,507	386,147	455,336	455,336	455,336	455,336	455,336	455,336	455,336
Maintenance	277,552	249,874	249,874	258,000	249,874	249,874	249,874	249,874	249,874	249,874	249,874
Operations Subtotal	1,009,649	1,038,873	1,042,725	977,982	1,072,760	1,072,760	1,072,760	1,072,760	1,072,760	1,072,760	1,072,760
Capital Outlay	21,196	24,000	24,000	22,040	-	60,100	60,100	22,500	25,000	24,000	24,000
Total Expenditures	\$ 1,030,845	\$ 1,062,873	\$ 1,066,725	\$ 1,000,022	\$ 1,072,760	\$ 1,132,860	\$ 1,132,860	\$ 1,095,260	\$ 1,097,760	\$ 1,096,760	\$ 1,096,760
PERSONNEL											
Exempt	1	1	1	1	1	1	1	1	1	1	1
Non-Exempt	6	6	6	6	6	6	6	6	6	6	6
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorize	7	7	7	7	7	7	7	7	7	7	7
Resources											
	Actual	Budget	Adjusted Budget	Estimated	Baseline	Dept Request	City Mgr Recommend	Four Year Plan			
	18-19	19-20	19-20	19-20	20-21	20-21	20-21	21-22	22-23	23-24	24-25
Related Revenue Generated	\$ 1,382,850	\$ 1,350,000	\$ 1,350,000	\$ 1,225,000	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ 1,350,000	\$ 1,350,000	\$ 1,350,000	\$ 1,350,000

Contact Us:

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

MAJOR FY 20-21 GOALS

1. Refurbish and repaint 50 roll-off containers annually to defer capital expenditures by approximately \$200,000.
2. Continue partnerships with the Imagine Tomorrow project to support revitalization efforts within the City.

Roll-Off

www.mcallenpublicworks.net

Performance Measures

	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	7	7	7	7
Roll-Off Drivers	6	6	6	6
Department Expenditures	\$ 1,030,845	\$ 1,062,873	\$ 1,000,022	\$ 1,132,860
Outputs:				
Number of new placements	505	475	458	475
Number of Empty & Returns	3,060	3,300	2,711	3,000
Number of closed out accounts	512	450	504	450
Revenue generated - Roll-Offs	\$ 1,382,850	\$ 1,350,000	\$ 1,225,000	\$ 1,300,000
Total solid waste collected (tons)	19,887	19,500	15,301	19,500
Landfill tipping costs	\$ 319,253	\$ 302,250	\$ 260,710	\$ 302,250
Efficiency Measures:				
Average Cost/Service per Empty & Return	\$ 288.59	\$ 283.43	\$ 311.05	\$ 328.37
Solid waste tonnage collected per truck per year	3,315	3,250	2,550	3,250
Solid waste tonnage collected per truck per week	63.74	62.50	49.04	62.50
Total cost per ton - collection and disposal	\$ 52	\$ 55	\$ 65	\$ 58
Total number of empty & returns serviced per driver	595	625	536	575

*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 FY 2020 - 2021

DEPARTMENT NAME: BRUSH COLLECTION

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.		-		-	-	-	-	-		
3.		-		-	-	-	-	-		
4.		-		-	-	-	-	-		
5.		-		-	-	-	-	-		
Total Compensation & Benefits			\$ 1,971,359	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
SUPPLIES										
1.	< Please select category >									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Supplies			\$ 257,320					\$ -		\$ -
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			\$ 555,671					\$ -		\$ -
MAINTENANCE										
1. Equipment										
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance			\$ 540,531					\$ -		\$ -
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ 166,000	\$ 166,000	
TOTAL			\$ 3,324,881					\$ 166,000	\$ 166,000	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: SANITATION
DEPARTMENT: BRUSH COLLECTION

<u>DEPT REQUEST</u>				<u>CM RECOMM</u>			
Equipment	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	40CY ROLL-OFF CONTAINER	\$6,500	4	\$26,000	4	\$26,000	REPLACE ROLL-OFFS THAT CAN NO LONGER BE REFURBISHED
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$26,000		\$26,000	

Vehicles	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	SA2508, SA8400, SA8401, SA8403, & SA8503 (REPLACEMENT VEHICLE PURCHASES)	\$140,000	1	\$140,000	1	\$140,000	DEPRECIATION FUNDING SHORTAGE
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$140,000		\$140,000	

Grand Total	\$166,000	\$166,000
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
	FY 18-19	FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
500-4256-441-60-01 Compensation / Exempt	44,135	44,845	44,845	44,845	44,845	
500-4256-441-60-02 Compensation / Non-exempt	1,205,638	1,278,260	1,278,260	1,279,425	1,279,425	
500-4256-441-60-10 Compensation / Overtime	35,589	30,000	30,000	30,000	30,000	
500-4256-441-60-17 Compensation / Telephone	720	1,200	1,200	1,680	1,680	
60	1,286,082	1,354,305	1,354,305	1,355,950	1,355,950	
500-4256-441-61-30 Benefits / Social security	94,048	103,605	103,605	103,730	103,730	
500-4256-441-61-36 Benefits / Retirement	100,299	105,094	105,094	117,425	117,425	
500-4256-441-61-40 Benefits / Unemployment tax	430	6,669	6,669	2,808	2,808	
500-4256-441-61-46 Benefits / Workers' comp-	212,081	223,118	223,118	181,263	181,263	
500-4256-441-61-50 Benefits / Health cost	144,342	162,720	162,720	195,792	195,792	
500-4256-441-61-52 Benefits / Life insurance	984	2,254	2,254	2,300	2,300	
500-4256-441-61-53 Benefits / Retiree health ins (ARC)	12,262	12,262	12,262	12,091	12,091	
500-4256-441-61-56 Benefits/Pension Cost-TMRS	83,730	-	-	-	-	
500-4256-441-61-58 Benefits / TMRS benefits (contra)	(93,511)	-	-	-	-	
61	554,664	615,722	615,722	615,409	615,409	
500-4256-443-62-02 Supplies / Office	301	2,000	2,000	2,000	2,000	
500-4256-443-62-04 Supplies / Operating	158,160	230,150	230,150	230,150	230,150	
500-4256-443-62-12 Supplies / Small tools/minor equip-	1,632	5,000	5,000	5,000	5,000	
500-4256-443-62-14 Supplies / Janitorial	486	500	500	500	500	
500-4256-443-62-18 Supplies / Clothing & uniform	10,427	17,670	17,670	17,670	17,670	
500-4256-443-62-20 Supplies / Chemical	705	2,000	2,000	2,000	2,000	
62	171,710	257,320	257,320	257,320	257,320	
500-4256-444-63-02 Other services & charges / Advertising	6,975	8,000	8,000	8,000	8,000	
500-4256-444-63-52 Other services & charges / Rental & contractual	148,181	132,000	132,000	132,000	132,000	
500-4256-444-63-65 Other services & charges / Travel	5,072	5,225	5,225	5,225	5,225	
500-4256-444-63-75 Other services & charges / Rental-depreciation fun	628,414	571,214	571,214	410,446	410,446	
500-4256-444-63-99 Other services & charges / Miscellaneous	540	-	780	-	-	
63	789,182	716,439	717,219	555,671	555,671	
500-4256-445-65-08 Maintenance / Equipment	49,641	70,000	25,000	70,000	70,000	
500-4256-445-65-16 Maintenance / Vehicles	396,859	209,573	285,000	209,573	209,573	
500-4256-445-65-17 Maintenance / Fuel & lubricants	241,010	260,958	230,000	260,958	260,958	
65	687,510	540,531	540,000	540,531	540,531	

2021

500-4256 Brush collection

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
500-4256-446-66-14 Capital outlay / Vehicles	-	190,000	171,202	-	-	
500-4256-446-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	
500-4256-446-66-20 Capital outlay / Equipment	24,600	278,000	278,000	26,000	26,000	
500-4256-446-66-22 Capital outlay / Computer-hardware	-	-	-	-	-	
500-4256-446-66-99 Capital outlay / Non-capitalized	889	-	-	140,000	140,000	
66	25,489	468,000	449,202	166,000	166,000	
500-4256-449-78-01 Disaster Exp/ COVID-19	-	-	-	-	-	
78	-	-	-	-	-	-
<hr/>						
500-4256 Brush Collection	\$ 3,514,637	\$ 3,952,317	\$ 3,933,768	\$ 3,490,881	\$ 3,490,881	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
4256	Brush Collection		1		HEO I B	FILLED	34,047
4256	Brush Collection		1		HEO I B	FILLED	34,047
4256	Brush Collection		1		HEO I B	FILLED	34,047
4256	Brush Collection		1		HEO I B	UNFILLED	34,047
			14				476,658
4256	Brush Collection		1		Maintenance Worker	FILLED	25,130
4256	Brush Collection		1		Maintenance Worker	FILLED	25,130
4256	Brush Collection		1		Maintenance Worker	FILLED	25,130
4256	Brush Collection		1		Maintenance Worker	FILLED	25,130
4256	Brush Collection		1		Maintenance Worker	FILLED	25,130
			5				125,650
	Brush Collection						
4256			1		Refuse Equipment Mechanic	FILLED	30,593
4256	Brush Collection		1		Crew Leader B	FILLED	40,647
			2				71,240
					OVERTIME		30,000
					TELEPHONE		1,680
							31,680
CURRENT POSITIONS			39				\$ 1,355,950



Mission Statement:	Department Summary											
	Actual	Budget	Adjusted Budget	Estimated	Baseline	Dept Request	City Mgr Recommend	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	20-21	21-22	22-23	23-24	24-25	
"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	\$ 1,286,082	\$ 1,329,500	\$ 1,354,305	\$ 1,354,305	\$ 1,355,950	\$ 1,355,950	\$ 1,355,950	\$ 1,355,950	\$ 1,355,950	\$ 1,355,950	\$ 1,355,950
	Employee Benefits	554,664	611,899	615,722	615,722	615,409	615,409	615,409	615,409	615,409	615,409	615,409
	Supplies	171,710	257,320	257,320	257,320	257,320	257,320	257,320	257,320	257,320	257,320	257,320
	Other Services and Charges	789,182	716,439	716,439	717,219	555,671	555,671	555,671	555,671	555,671	555,671	555,671
	Maintenance	687,510	540,531	540,531	540,000	540,531	540,531	540,531	540,531	540,531	540,531	540,531
	Operations Subtotal	3,489,148	3,455,689	3,484,317	3,484,566	3,324,881	3,324,881	3,324,881	3,324,881	3,324,881	3,324,881	3,324,881
	Capital Outlay	25,489	468,000	468,000	449,202	-	166,000	166,000	16,500	15,000	18,000	13,500
	Total Expenditures	\$ 3,514,637	\$ 3,923,689	\$ 3,952,317	\$ 3,933,768	\$ 3,324,881	\$ 3,490,881	\$ 3,490,881	\$ 3,341,381	\$ 3,339,881	\$ 3,342,881	\$ 3,338,381
	PERSONNEL											
	Exempt	1	1	1	1	1	1	1	1	1	1	1
	Non-Exempt	38	38	38	38	38	38	38	38	38	38	38
	Part-Time	-	-	-	-	-	-	-	-	-	-	-
	Total Positions Authorized	39	39	39	39	39	39	39	39	39	39	39
Resources												
	Actual	Budget	Adjusted Budget	Estimated	Baseline	Dept Request	City Mgr Recommend	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	20-21	21-22	22-23	23-24	24-25	
Related Revenue Generated	\$ 2,603,117	\$ 2,411,000	\$ 2,411,000	\$ 2,401,000	\$ 2,401,000	\$ 2,401,000	\$ 2,401,000	\$ 2,431,000	\$ 2,441,000	\$ 2,451,000	\$ 2,451,000	

Contact Us:
 Elvira Alonzo, CPM
 Director
 4201 N Bentsen Rd
 McAllen, Texas
 78504
 (956) 681-4050

MAJOR FY 20-21 GOALS

- 1.) Continue to collaborate with Code Enforcement to prevent illegal dumping through education outreach.
- 2.) Continue to collaborate with KMB with neighborhood cleanups.
- 3.) Continue a public outreach campaign on the dangers of improper brush/debris placement on utilities to reduce property damages incidents.

Brush

www.mcallenpublicworks.net

Performance Measures				
	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	39	39	39	39
Number of Brush collection crews	14	14	14	14
Department Expenditures	\$ 3,514,637	\$ 3,952,317	\$ 3,933,768	\$ 3,490,881
Outputs:				
Total customer accounts/service points per month	41,542	41,619	40,014	40,350
Total Brush curbside collection recycled (cubic yards)	221,140	230,000	230,000	230,000
Total bulky waste collected - tonnage	6,475	6,700	6,700	6,700
Number of Missed Service calls per month	23	40	30	30
Number of Hot Shot Crew Work Order requests	1	20	10	10
Number of work orders - Tree Trimming Service	114	200	125	150
Effectiveness Measures:				
Percent recycled of total collection	80%	81%	81%	81%
Cost avoidance of brush to compost	\$ 815,449	\$ 734,000	\$ 844,100	\$ 844,100
Citizens Rating for Yard Waste Pick Up as Utility Service*	60%	60%	60%	60%
Efficiency Measures:				
Brush (cu yd) collected per crew per week	304	316	316	316

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.

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

* Percent Excellent or Good

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: STREET CLEANING

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total	
1.	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	-	
2.	-	-	-	-	-	-	-	-	-	
3.	-	-	-	-	-	-	-	-	-	
4.	-	-	-	-	-	-	-	-	-	
5.	-	-	-	-	-	-	-	-	-	
Total	-	-	-	-	-	-	-	-	-	
Personnel Revisions										
1. Overtime			-	-	-	-	-			
2.	-	-	-	-	-	-	-	-	-	
3.	-	-	-	-	-	-	-	-	-	
4.	-	-	-	-	-	-	-	-	-	
5.	-	-	-	-	-	-	-	-	-	
Total Compensation & Benefits		\$ 308,680	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
SUPPLIES										
1.	< Please select category >									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Supplies		\$ 2,530					\$ -		\$ -	
OTHER SERVICES & CHARGES										
1.	Rental-depreciation fun								14,375	Rental Depreciation for Gradall transferred from Drainage department
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Other Services & Charges		\$ 58,742					\$ -		\$ 14,375	
MAINTENANCE										
1.	Equipment						8,000		8,000	Replacing manual labor of sweeper brooms with purchase of ready to install broom segments.
2.	Vehicles						5,000		5,000	Meet upkeep costs of equipment to extend lifecycle and maintain daily operations.
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance		\$ 111,427					\$ 13,000		\$ 13,000	
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay							\$ -		\$ -	
TOTAL		\$ 481,379					\$ 13,000		\$ 27,375	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: SANITATION
DEPARTMENT: STREET CLEANING

DEPT REQUEST				CM RECOMM		
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Office Furniture/equipment						
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
Grand Total			\$0		\$0	

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
500-4257-441-60-02 Compensation / Non-exempt	180,117	215,891	218,500	216,600	216,600	
500-4257-441-60-10 Compensation / Overtime	7,027	4,000	4,000	4,000	4,000	
60	187,144	219,891	222,500	220,600	220,600	
500-4257-441-61-30 Benefits / Social security	13,575	16,822	16,822	16,876	16,876	
500-4257-441-61-36 Benefits / Retirement	14,688	17,063	17,063	19,104	19,104	
500-4257-441-61-40 Benefits / Unemployment tax	45	1,026	1,026	432	432	
500-4257-441-61-46 Benefits / Workers comp	15,130	16,226	16,226	16,060	16,060	
500-4257-441-61-50 Benefits / Health cost	22,776	31,416	31,416	33,264	33,264	
500-4257-441-61-52 Benefits / Life insurance	153	338	338	376	376	
500-4257-441-61-53 Benefits / Retiree health insurance	1,670	1,670	1,670	1,968	1,968	
500-4257-441-61-56 Benefits/Pension Cost-TMRS	12,262	-	-	-	-	
500-4257-441-61-58 Benefits / TMRS benefits (contra)	(13,694)	-	-	-	-	
61	66,606	84,561	84,561	88,080	88,080	
500-4257-443-62-04 Supplies / Operating	117	200	200	200	200	
500-4257-443-62-12 Supplies / Small tools/minor equip	490	530	500	530	530	
500-4257-443-62-18 Supplies / Clothing & uniform	1,652	1,800	1,800	1,800	1,800	
62	2,260	2,530	2,500	2,530	2,530	
500-4257-444-63-52 Other services & charges / Rental & contractual	280	3,200	360	3,200	3,200	
500-4257-444-63-65 Other services & charges / Travel	-	1,579	-	1,579	1,579	
500-4257-444-63-75 Other services & charges / Rental-general deprec	106,920	106,920	106,920	53,900	68,275	
500-4257-444-63-99 Other services & charges / Miscellaneous	80	63	120	63	63	
63	107,280	111,762	107,400	58,742	73,117	
500-4257-445-65-08 Maintenance / Equipment	4,468	3,000	6,000	11,000	11,000	
500-4257-445-65-16 Maintenance / Vehicles	71,718	65,000	75,000	70,000	70,000	
500-4257-445-65-17 Maintenance / Fuel & lubricants	31,261	43,427	30,000	43,427	43,427	
65	107,447	111,427	111,000	124,427	124,427	
500-4257-449-78-01 Disaster Exp/ COVID-19	-	-	-	-	-	
78	-	-	-	-	-	-
500-4257 Street Cleaning	\$ 470,736	\$ 530,171	\$ 527,961	\$ 494,379	\$ 508,754	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
4257	Street Cleaning		1		HEO II B	FILLED	\$ 36,100
4257	Street Cleaning		1		HEO II B	FILLED	36,100
4257	Street Cleaning		1		HEO II B	FILLED	36,100
4257	Street Cleaning		1		HEO II B	FILLED	36,100
4257	Street Cleaning		1		HEO II B	FILLED	36,100
4257	Street Cleaning		1		HEO II B	FILLED	36,100
			<u>6</u>				<u>216,600</u>
					OVERTIME		4,000
							<u>4,000</u>
	CURRENT POSITIONS		6				\$ 220,600



Street Cleaning

www.mcallenpublicworks.net

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											
	Actual	Budget	Adjusted Budget	Estimated	Baseline	Dept Request	City Mgr Recommend	Four Year Plan			
Expenditure Detail:	18-19	19-20	19-20	19-20	20-21	20-21	20-21	21-22	22-23	23-24	24-25
Personnel Services											
Salaries and Wages	\$ 187,144	\$ 216,352	\$ 219,891	\$ 222,500	\$ 220,600	\$ 220,600	\$ 220,600	\$ 220,600	\$ 220,600	\$ 220,600	\$ 220,600
Employee Benefits	66,606	84,015	84,561	84,561	88,080	88,080	88,080	88,080	88,080	88,080	88,080
Supplies	2,260	2,530	2,530	2,500	2,530	2,530	2,530	2,530	2,530	2,530	2,530
Other Services and Charges	107,280	111,762	111,762	107,400	58,742	58,742	73,117	73,117	73,117	73,117	73,117
Maintenance	107,447	111,427	111,427	111,000	111,427	124,427	124,427	124,427	124,427	124,427	124,427
Operations Subtotal	470,736	526,086	530,171	527,961	481,379	494,379	508,754	508,754	508,754	508,754	508,754
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 470,736	\$ 526,086	\$ 530,171	\$ 527,961	\$ 481,379	\$ 494,379	\$ 508,754	\$ 508,754	\$ 508,754	\$ 508,754	\$ 508,754
PERSONNEL											
Exempt	-	-	-	-	-	-	-	-	-	-	-
Non-Exempt	5	6	6	6	6	6	6	6	6	6	6
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	5	6	6	6	6	6	6	6	6	6	6

Contact Us:

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

MAJOR FY 20-21 GOALS

1. Evaluate department productivity and level of service through the use of GPS/Accela technology.
2. Target six (6) sweeping cycles for arterial road right-of-ways and four (4) sweeping cycles for residential areas.
3. Sweep downtown areas 6 days a week and City facilities weekly to improve aesthetics and retail curb appeal.
4. Continue maintaining surface road drainage for prevention of stormwater pollution and to preserve water quality in compliance with MS4 Stormwater Permit.

Street Cleaning

www.mcallenpublicworks.net

Performance Measures

	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees/sweepers	6	6	6	6
Department Expenditures	\$ 470,736	\$ 530,171	\$ 527,961	\$ 494,379
Total street inventory - gutter miles	1,200	1,200	1,200	1,200
Residential - gutter miles	800	800	800	800
Arterial & collector - gutter miles	386	386	386	386
Downtown district - gutter miles	14.0	14.0	14.0	14.0
Outputs:				
Citizen request for service	293	300	300	300
Special events	26	15	20	15
In-house requests	48	40	60	50
Gutter miles swept - All	12,650	15,150	12,200	12,500
Gutter miles swept - Residential	4,164	4,500	4,200	4,200
Gutter miles swept - Arterial & Collector	2,584	4,000	2,500	2,500
Gutter miles swept - Downtown District	4,283	4,800	4,200	4,200
Gutter miles swept - City properties	1,619	1,850	1,300	1,600
Street cleaning debris collected - cubic yards	7,477	8,350	8,400	8,000

Description:

The Street Cleaning Department is a division of Public Works. Through its staff of six (6) 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 FY 2020 - 2021

DEPARTMENT NAME: RECYCLING

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	-	-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total Compensation & Benefits			\$ 1,164,828	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
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					\$ -		\$ -
OTHER SERVICES & CHARGES										
1.	Rental-depreciation fun							31,970		31,970
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Other Services & Charges			\$ 311,481					\$ 31,970		\$ 31,970
MAINTENANCE										
1.	Equipment									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance			\$ 199,749					\$ -		\$ -
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ 138,750		\$ 138,750
TOTAL			\$ 1,729,664					\$ 170,720		\$ 170,720

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
500-4258-441-60-01 Compensation / Exempt	160,115	151,754	151,754	158,754	158,754	
500-4258-441-60-02 Compensation / Non-exempt	521,476	566,182	566,182	568,818	568,818	
500-4258-441-60-06 Compensation / Part time	135,589	116,052	155,400	116,687	116,687	
500-4258-441-60-10 Compensation / Overtime	27,727	23,000	23,000	23,000	23,000	
500-4258-441-60-14 Compensation / Car allowance	-	4,800	-	4,800	4,800	
500-4258-441-60-17 Compensation / Telephone	4,320	3,600	3,600	3,600	3,600	
60	849,226	865,388	899,936	875,659	875,659	
500-4258-441-61-30 Benefits / Social security	53,500	66,202	66,202	66,988	66,988	
500-4258-441-61-36 Benefits / Retirement	56,275	67,154	67,154	66,776	66,776	
500-4258-441-61-40 Benefits / Unemployment tax	222	5,301	5,301	2,232	2,232	
500-4258-441-61-46 Benefits / Workers' comp-	38,611	39,220	39,220	34,456	34,456	
500-4258-441-61-50 Benefits / Health cost	77,552	102,984	102,984	109,704	109,704	
500-4258-441-61-52 Benefits / Life insurance	452	1,226	1,226	1,263	1,263	
500-4258-441-61-53 Benefits / Retiree health ins (ARC)	7,862	7,862	7,862	7,750	7,750	
500-4258-441-61-56 Benefits/Pension Cost-TMRS	46,978	-	-	-	-	
500-4258-441-61-58 Benefits / TMRS benefits (contra)	(52,466)	-	-	-	-	
61	228,985	289,949	289,949	289,169	289,169	
500-4258-443-62-02 Supplies / Office	3,816	3,000	3,000	3,000	3,000	
500-4258-443-62-04 Supplies / Operating	31,288	32,000	32,000	32,000	32,000	
500-4258-443-62-12 Supplies / Small tools/minor equip-	1,721	4,500	4,500	4,500	4,500	
500-4258-443-62-14 Supplies / Janitorial	2,403	2,200	2,200	2,200	2,200	
500-4258-443-62-18 Supplies / Clothing & uniform	8,070	9,406	9,406	9,406	9,406	
500-4258-443-62-20 Supplies / Chemical	2,372	2,500	2,500	2,500	2,500	
62	49,670	53,606	53,606	53,606	53,606	
500-4258-444-63-02 Other services & charges / Advertising	24,180	38,000	38,000	38,000	38,000	
500-4258-444-63-52 Other services & charges / Rental & contractual	247,370	221,193	210,193	221,193	221,193	
500-4258-444-63-65 Other services & charges / Travel	4,691	4,750	4,750	4,750	4,750	
500-4258-444-63-75 Other services & charges / Rental-depreciation fun	69,045	54,138	54,138	79,508	79,508	
500-4258-444-63-80 Other service & charges / Bad debt	-	-	-	-	-	
500-4258-444-63-99 Other services & charges / Miscellaneous	320	-	220	-	-	
63	345,606	318,081	307,301	343,451	343,451	
500-4258-445-65-08 Maintenance / Equipment	47,549	70,500	80,000	70,500	70,500	
500-4258-445-65-10 Maintenance / Facilities	8,129	5,700	5,700	5,700	5,700	

2021

500-4258 Recycling

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
500-4258-445-65-16 Maintenance / Vehicles	98,536	65,079	52,000	65,079	65,079	
500-4258-445-65-17 Maintenance / Fuel & lubricants	49,117	58,470	40,000	58,470	58,470	
65	203,331	199,749	177,700	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	15,078	379,000	366,000	138,750	138,750	
500-4258-446-66-22 Capital outlay / Computer-hardware	-	1,500	1,500	-	-	
500-4258-446-66-30 Capital outlay / Imprv O/T bldg	-	-	-	-	-	
500-4258-446-66-99 Capital outlay / Non-capitalized	31,170	-	-	-	-	
66	46,248	380,500	367,500	138,750	138,750	-
500-4258-449-78-01 Disaster Exp/ COVID-19	-	-	-	-	-	
78	-	-	-	-	-	-
500-4258 Recycling	\$ 1,723,066	\$ 2,107,273	\$ 2,095,992	\$ 1,900,384	\$ 1,900,384	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUEST FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
4258	Recycling	1			Renewable Resources Manager	FILLED	\$ 69,063
4258	Recycling	1			Solid Waste Supervisor	FILLED	44,845
4258	Recycling	1			Recycling Education Coordinator	FILLED	44,846
		<u>3</u>					<u>158,754</u>
4258	Recycling		1		Administrative Supervisor	FILLED	32,757
4258	Recycling		1		Senior Administrative Clerk	FILLED	28,277
4258	Recycling		1		Code Enforcement Officer	FILLED	33,675
4258	Recycling		1		Code Enforcement Officer	FILLED	33,675
4258	Recycling		1		Code Enforcement Officer	FILLED	33,675
4258	Recycling		1		Code Enforcement Officer	FILLED	33,675
4258	Recycling		1		HEO I B	FILLED	34,046
4258	Recycling		1		HEO I B	FILLED	34,046
4258	Recycling		1		HEO II B	FILLED	36,100
4258	Recycling		1		Maintenance Worker	FILLED	25,130
4258	Recycling		1		Maintenance Worker	FILLED	25,130
4258	Recycling		1		Maintenance Worker	FILLED	25,130
4258	Recycling		1		Maintenance Worker	FILLED	25,130
4258	Recycling		1		Maintenance Worker	FILLED	25,130
4258	Recycling		1		Maintenance Worker	FILLED	25,130
4258	Recycling		1		Maintenance Worker	FILLED	25,130
4258	Recycling		1		Maintenance Worker	FILLED	25,130
4258	Recycling		1		Senior Maintenance Worker	FILLED	27,206
4258	Recycling		1		Crew Leader B	FILLED	40,646
			<u>19</u>				<u>568,818</u>
4258	Recycling		1		Part Time - Maintenance	FILLED	12,114
4258	Recycling		1		Part Time - Maintenance	FILLED	12,114
4258	Recycling		1		Part Time - Maintenance	FILLED	9,692
4258	Recycling		1		Part Time - Maintenance	FILLED	9,692
4258	Recycling		1		Part Time - Maintenance	FILLED	9,692
4258	Recycling		1		Part Time - Maintenance	FILLED	9,692

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUEST FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
4258	Recycling		1		Part Time - Maintenance	FILLED	17,897
4258	Recycling		1		Part Time - Maintenance	FILLED	17,897
4258	Recycling		1		Part Time - Maintenance	FILLED	17,897
			9				116,687
					OVERTIME		23,000
					CAR ALLOWANCE		4,800
					TELEPHONE		3,600
							31,400
	CURRENT POSITIONS		31				\$ 875,659



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												
Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Baseline	Dept Request	City Mgr Recommend	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services												
Salaries and Wages	\$ 849,226	\$ 852,111	\$ 865,388	\$ 899,936	\$ 875,659	\$ 875,659	\$ 875,659	\$ 875,659	\$ 875,659	\$ 875,659	\$ 875,659	\$ 875,659
Employee Benefits	228,985	287,903	289,949	289,949	289,169	289,169	289,169	289,169	289,169	289,169	289,169	289,169
Supplies	49,670	53,606	53,606	53,606	53,606	53,606	53,606	53,606	53,606	53,606	53,606	53,606
Other Services and Charges	345,606	318,081	318,081	307,301	311,481	343,451	343,451	343,451	343,451	343,451	343,451	343,451
Maintenance	203,331	199,749	199,749	177,700	199,749	199,749	199,749	199,749	199,749	199,749	199,749	199,749
Operations Subtotal	1,676,819	1,711,450	1,726,773	1,728,492	1,729,664	1,761,634	1,761,634	1,761,634	1,761,634	1,761,634	1,761,634	1,761,634
Capital Outlay	46,248	380,500	380,500	367,500	-	138,750	138,750	133,750	90,000	77,000	77,000	77,000
Total Expenditures	\$ 1,723,066	\$ 2,091,950	\$ 2,107,273	\$ 2,095,992	\$ 1,729,664	\$ 1,900,384	\$ 1,900,384	\$ 1,895,384	\$ 1,851,634	\$ 1,838,634	\$ 1,838,634	\$ 1,838,634
PERSONNEL												
Exempt	3	3	3	3	3	3	3	3	3	3	3	3
Non-Exempt	19	19	19	19	19	19	19	19	19	19	19	19
Part-Time	9	9	9	9	9	9	9	9	9	9	9	9
Total Positions Authorized	31	31	31	31	31	31	31	31	31	31	31	31
Resources												
	Actual	Budget	Adjusted Budget	Estimated	Baseline	Dept Request	City Mgr Recommend	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	20-21	21-22	22-23	23-24	24-25	
Related Revenue Generated	\$ 1,750,679	\$ 1,700,000	\$ 1,700,000	\$ 1,450,000	\$ 1,700,000	\$ 1,675,000	\$ 1,675,000	\$ 1,710,000	\$ 1,710,000	\$ 1,710,000	\$ 1,710,000	\$ 1,710,000

Contact Us:
 Elvira Alonzo, CPM,
 Director
 4201 N Bentsen Rd
 McAllen, Texas 78504
 (956) 681-4000

MAJOR FY 20-21 GOALS

- 1.) Increase the commercial recycling account by adding 25 new accounts.
- 2.) Increase outreach program/presentations in schools, non-profit organizations, and city events.
- 3.) Increase curbside recycling tonnage by 5%.

Recycling

www.mcallenpublicworks.net

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	22	22	22	22
Number of part-time equivalents	9	9	9	9
Department Operating Expenditures	\$ 1,723,066	\$ 2,091,950	\$ 2,095,992	\$ 1,900,384
Total Tons of Material Received	9,640	9,000	8,800	9,000
Outputs:				
Total residential accounts / service points	36,545	36,664	36,558	36,798
Total business / school service points	850	1,050	925	1,000
Total solid waste recycled - tons	5,858	5,600	5,380	5,800
Total curb side collections - tons	2,208	2,500	1,740	2,500
Total drop-off collections - tons	814	800	620	800
Total business / school collections - tons	2,277	1,800	2,400	2,000
Total municipalities - tons	559	500	620	500
Total tonnage landfill	3,782	4,000	3,400	4,000
Recycling sales revenue	\$ 466,285	\$ 500,000	\$ 300,000	\$ 500,000
Effectiveness Measures:				
Cost avoidance - Recyclables diverted from landfill	\$ 228,770	\$ 218,694	\$ 210,102	\$ 226,505
Residential Blue Bin Recycling Diversion Rate	37%	38%	34%	38%
Citizens Rating for Quality of overall natural environment in McAllen - Community's Natural Environment	74%	74%	74%	74%
Efficiency Measures:				
Tonnage sorted per week	185.38	173.08	169.23	173.08
Recyclable processing cost per ton	\$ 220.95	\$ 298.80	\$ 313.36	\$ 254.12

Description:

The Recycling Center is a division under Public Works. The Recycling Center provides a vital service to the community with a staff of 31 employees accepting, processing, managing, and selling recyclable commodities to the various markets.

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: SANITATION ADMINISTRATION

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total		-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.				-	-	-	-	-		
3.				-	-	-	-	-		
4.				-	-	-	-	-		
5.				-	-	-	-	-		
Total Compensation & Benefits			\$ 1,135,262	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
SUPPLIES										
1.	< Please select category >									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Supplies			\$ 30,750					\$ -		\$ -
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			\$ 1,313,579					\$ -		\$ -
MAINTENANCE										
1.	Equipment									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance			\$ 55,097					\$ -		\$ -
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ 188,400	\$ 188,400	
TOTAL			\$ 2,534,688					\$ 188,400	\$ 188,400	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2020 - 2021

FUND: SANITATION
 DEPARTMENT: SANITATION ADMINISTRATION

DEPT REQUEST				CM RECOMM		
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Computer-Hardware						
DESKTOP PC	\$1,200	2	\$2,400	2	\$2,400	PC REPLACEMENTS FOR SAFETY COORDINATOR AND SENIOR CLERK
	\$0		\$0		\$0	
TOTAL			\$2,400		\$2,400	
BUILDING/STRUCTURES						
BUILDING ELEVATOR	\$45,000	1	\$45,000	1	\$45,000	ROLL-OVER - AWARDED FY19-20 FOR O&M BUILDING
	\$0		\$0		\$0	
TOTAL			\$45,000		\$45,000	
Equipment						
EMERGENCY MGT. EQUIPMENT	\$10,000	1	\$10,000	1	\$10,000	RADIO/EQUIPMENT REPLACEMENT
STORAGE CONTAINERS	\$4,000	4	\$16,000	4	\$16,000	STORAGE OF FILES FOR VARIOUS CITY DEPARTMENTS
	\$0		\$0		\$0	
TOTAL			\$26,000		\$26,000	
IMPRV.-OTHER THAN BUILDINGS						
OFFICE RENOVATION	\$90,000	1	\$90,000	1	\$90,000	CUSTOMER SERVICE AREA / WORKFLOW
FACILITY PAVING/REPAIR	\$25,000	1	\$25,000	1	\$25,000	ASPHALT PAVING & STRIPING
	\$0		\$0		\$0	
TOTAL			\$115,000		\$115,000	
Grand Total			\$188,400		\$188,400	

Preliminary Form "A" Worksheet

For Fiscal Year 2020-2021

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
500-4260-441-60-01 Compensation / Exempt	384,457	495,334	440,000	499,033	499,033	
500-4260-441-60-02 Compensation / Non-exempt	285,555	329,565	320,000	330,115	330,115	
500-4260-441-60-06 Compensation / Part time	953	27,585	28,000	27,822	27,822	
500-4260-441-60-10 Compensation / Overtime	8,537	3,060	4,800	3,060	3,060	
500-4260-441-60-14 Compensation / Car allowance	12,000	18,000	12,000	18,000	18,000	
500-4260-441-60-17 Compensation / Telephone	2,980	4,320	3,600	4,320	4,320	
60	694,482	877,864	808,400	882,350	882,350	
500-4260-441-61-30 Benefits / Social security	50,680	67,157	67,157	67,500	67,500	
500-4260-441-61-36 Benefits / Retirement	53,844	66,005	66,005	74,002	74,002	
500-4260-441-61-40 Benefits / Unemployment tax	318	3,420	3,420	1,512	1,512	
500-4260-441-61-46 Benefits / Workers' comp-	3,636	3,135	3,135	3,595	3,595	
500-4260-441-61-50 Benefits / Health cost	56,910	75,936	75,936	97,032	97,032	
500-4260-441-61-52 Benefits / Life insurance	336	1,389	1,389	1,416	1,416	
500-4260-441-61-53 Benefits / Retiree health ins (ARC)	7,969	7,971	7,971	7,854	7,854	
500-4260-441-61-56 Benefits/Pension Cost-TMRS	473,250	-	-	-	-	
500-4260-441-61-58 Benefits / TMRS benefits (contra)	(50,200)	-	-	-	-	
61	596,743	225,013	225,013	252,912	252,912	
500-4260-443-62-02 Supplies / Office	5,805	5,750	5,750	5,750	5,750	
500-4260-443-62-04 Supplies / Operating	8,830	10,000	10,000	10,000	10,000	
500-4260-443-62-14 Supplies / Janitorial	4,267	3,500	3,500	3,500	3,500	
500-4260-443-62-16 Supplies / Photocopier	-	10,000	10,000	10,000	10,000	
500-4260-443-62-18 Supplies / Clothing & uniform	1,340	1,500	1,500	1,500	1,500	
62	20,242	30,750	30,750	30,750	30,750	
500-4260-444-63-02 Other services & charges / Advertising	18,601	18,000	18,000	18,000	18,000	
500-4260-444-63-05 Other services & charges / Billing charges	230,000	230,000	230,000	230,000	230,000	
500-4260-444-63-14 Other services & charges / Dues & subscriptio	1,386	1,400	1,400	1,400	1,400	
500-4260-444-63-23 Other services & charges / Online svc/network	114,796	111,096	115,000	111,096	111,096	
500-4260-444-63-38 Other services & charges / Management fee	650,000	650,000	650,000	650,000	650,000	
500-4260-444-63-45 Other services & charges / Professional	19,802	70,000	40,000	70,000	70,000	
500-4260-444-63-48 Other services & charges / Refunds	-	-	-	-	-	
500-4260-444-63-52 Other services & charges / Rental & contractu	64,165	42,000	42,000	42,000	42,000	
500-4260-444-63-64 Other services & charges / Training	6,061	6,000	6,000	6,000	6,000	
500-4260-444-63-65 Other services & charges / Travel	12,966	11,970	11,970	11,970	11,970	

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
500-4260-444-63-67 Other services & charges / Utilities-electric	90,840	101,313	105,000	101,313	101,313	
500-4260-444-63-68 Other services & charges / Utilities-gas	-	-	-	-	-	
500-4260-444-63-69 Other services & charges / Utilities-telephone	9,872	24,000	15,000	24,000	24,000	
500-4260-444-63-70 Other services & charges / Utilities-water	7,346	7,000	9,000	7,000	7,000	
500-4260-444-63-75 Other services & charges / Rental-depreciation	12,729	12,729	12,729	8,800	8,800	
500-4260-444-63-80 Other services & charges / Bad debt	66,700	-	-	-	-	
500-4260-444-63-89 Other services & charges / Credit card fees	4,312	25,000	5,000	25,000	25,000	
500-4260-444-63-98 Other services & charges / Creditcard reimb-V	-	-	-	-	-	
500-4260-444-63-99 Other services & charges / Miscellaneous	32,796	7,000	7,600	7,000	7,000	
63	1,342,374	1,317,508	1,268,699	1,313,579	1,313,579	
500-4260-445-65-08 Maintenance / Equipment	2,180	3,000	3,000	3,000	3,000	
500-4260-445-65-10 Maintenance / Facilities	35,645	42,275	40,000	42,275	42,275	
500-4260-445-65-16 Maintenance / Vehicles	3,071	4,631	4,000	4,631	4,631	
500-4260-445-65-17 Maintenance / Fuel & lubricants	3,116	5,191	2,500	5,191	5,191	
65	44,012	55,097	49,500	55,097	55,097	
500-4260-446-66-02 Capital outlay / Land	-	-	-	-	-	
500-4260-446-66-10 Capital outlay / Building/structures	86,449	238,000	193,000	45,000	45,000	
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	61,686	7,000	7,000	26,000	26,000	
500-4260-446-66-22 Capital outlay / Computer-hardware	-	-	-	2,400	2,400	
500-4260-446-66-24 Capital outlay / Computer-software	-	-	-	-	-	
500-4260-446-66-30 Capital outlay / Imprv- other than buildgs	61,908	110,000	60,000	115,000	115,000	
500-4260-446-66-99 Capital outlay / Non-capitalized	18,418	-	-	-	-	
66	228,461	355,000	260,000	188,400	188,400	-
500-4260-477-71-86 Other agencies / Keep McAllen Beautiful	41,550	41,550	41,550	41,550	41,550	
71	41,550	41,550	41,550	41,550	41,550	
500-4260-479-78-01 Disaster Exp/ COVID-19	-	-	-	-	-	
78	-	-	-	-	-	-
500-4260 Administration	\$ 2,967,865	\$ 2,902,782	\$ 2,683,912	\$ 2,764,638	\$ 2,764,638	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
4260	Sanitation Administration	1			Director Public Works	FILLED	\$ 113,465
4260	Sanitation Administration	1			Assistant Director of PW	FILLED	76,180
4260	Sanitation Administration	1			Billing Supervisor	FILLED	44,846
4260	Sanitation Administration	1			Deputy Director Public Works	UNFILLED	86,149
4260	Sanitation Administration	1			Program Coordinator KMB	FILLED	51,460
4260	Sanitation Administration	1			Stormwater & Environmtl Ed Mgr	FILLED	69,063
4260	Sanitation Administration	1			Management Assistant	FILLED	55,270
					Certificate Pay (EMP)		2,600
		<u>7</u>					499,033
4260	Sanitation Administration		1		Administrative Clerk	FILLED	28,277
4260	Sanitation Administration		1		Administrative Clerk	FILLED	27,206
4260	Sanitation Administration		1		Field Service Monitor	FILLED	27,206
4260	Sanitation Administration		1		Field Service Monitor	FILLED	27,206
4260	Sanitation Administration		1		Field Service Monitor	FILLED	27,206
4260	Sanitation Administration		1		Field Service Monitor	FILLED	27,206
4260	Sanitation Administration		1		Maintenance Technician	FILLED	27,206
4260	Sanitation Administration		1		PW Safety Coordinator	FILLED	46,677
4260	Sanitation Administration		1		Senior Accounting Clerk	FILLED	33,871
4260	Sanitation Administration		1		Senior Administrative Clerk	UNFILLED	28,277
4260	Sanitation Administration		1		Senior Administrative Clerk	FILLED	28,277
4260	Sanitation Administration				Certificate Pay		1,500
			<u>11</u>				330,115
			1		PT Maintenance Worker	FILLED	15,759
4260	Sanitation Administration		<u>1</u>		Part Time - Intern	FILLED	12,063
			<u>2</u>				27,822
					OVERTIME		3,060
					CAR ALLOWANCE		18,000
					TELEPHONE		4,320
							25,380
CURRENT POSITIONS			20				\$ 882,350



Mission Statement:	Department Summary											
	Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Baseline	Dept Request	City Mgr Recomm.	Four Year Plan			
		18-19	19-20	19-20	19-20	20-21	20-21	20-21	21-22	22-23	23-24	24-25
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.	Personnel Services											
	Salaries and Wages	\$ 694,482	\$ 863,621	\$ 877,864	\$ 808,400	\$ 882,350	\$ 882,350	\$ 882,350	\$ 882,350	\$ 882,350	\$ 882,350	\$ 882,350
	Employee Benefits	596,743	222,818	225,013	225,013	252,912	252,912	252,912	252,912	252,912	252,912	252,912
	Supplies	20,242	15,750	30,750	30,750	30,750	30,750	30,750	30,750	30,750	30,750	30,750
	Other Services and Charges	1,342,374	1,332,508	1,317,508	1,268,699	1,313,579	1,313,579	1,313,579	1,313,579	1,313,579	1,313,579	1,313,579
	Maintenance	44,012	55,097	55,097	49,500	55,097	55,097	55,097	55,097	55,097	55,097	55,097
	Operations Subtotal	2,697,853	2,489,794	2,506,232	2,382,362	2,534,688	2,534,688	2,534,688	2,534,688	2,534,688	2,534,688	2,534,688
	Capital Outlay	228,461	355,000	355,000	260,000	-	188,400	188,400	83,000	40,000	7,000,000	32,000
	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	2,967,865	2,886,344	2,902,782	2,683,912	2,576,238	2,764,638	2,764,638	2,659,238	2,616,238	9,576,238	2,608,238
	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
	Cost of Living Adjustment (COLA)	-	185,631	64,682	-	-	-	-	-	-	-	-
	Workers' Comp. - Loss Run Ratio	-	(101,781)	(101,781)	(101,781)	-	-	(77,755)	-	-	-	-
	Total Expenditures	\$ 3,071,899	\$ 3,074,228	\$ 2,969,717	\$ 2,686,165	\$ 2,680,272	\$ 2,868,672	\$ 2,790,917	\$ 2,763,272	\$ 2,720,272	\$ 9,680,272	\$ 2,712,272
	PERSONNEL											
	Exempt	7	7	7	7	7	7	7	7	7	7	7
	Non-Exempt	12	11	11	11	11	11	11	11	11	11	11
	Part-Time	1	2	2	2	2	2	2	2	2	2	2
	Total Positions Authorized	20	20	20	20	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 20-21 GOALS

1. Identify and purchase approximately 100 acres of land to relocate the current Compost facility.
2. Initiate design services for a new recycling education/administrative building to include office space for Keep McAllen Beautiful (KMB) operations.
3. Complete the Public Works facility master plan.

Facilities Administration

www.mcallenpublicworks.net

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	19	18	18	18
Department Expenditures	\$ 2,967,865	\$ 2,886,344	\$ 2,683,912	\$ 2,764,638
Total Revenues Managed	\$ 21,822,306	\$ 21,213,000	\$ 20,490,000	\$ 20,843,000
Total Expenditures Managed	\$ 19,564,351	\$ 20,720,988	\$ 19,964,941	\$ 20,507,154
Number of Sanitation Accounts	41,542	41,616	41,454	41,700
Outputs:				
Number of Public Outreach Events	3	3	3	3
Number of Educational Sessions Presented	96	30	50	48
Effectiveness Measures:				
Number of individuals reached	138,088	140,000	160,000	160,000
Number of educational material distributed	45,674	41,000	75,000	50,000
Social Media Reach	n/a	n/a	500,000	500,000
Efficiency Measures:				
Expenditure dollars managed per member of the management staff	\$ 1,029,703	\$ 1,151,166	\$ 1,109,163	\$ 1,139,286

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

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.

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
500-4262-441-61-97 Benefits / Contingency workers comp loss run	-	(101,781)	(101,781)	-	(77,755)	
500-4262-441-61-99 Benefits / Cost of Living Adjustment	-	64,682	-	-	-	
61	-	(37,099)	(101,781)	-	(77,755)	
500-4264-444-63-17 Other services & charges / Employee bond	-	-	-	-	-	
500-4264-444-63-24 Other services & charges / Ins--auto liability	-	-	-	-	-	
500-4264-444-63-26 Other services & charges / Ins--error & ommis	-	-	-	-	-	
500-4264-444-63-27 Other services & charges / Ins--real/personal p	-	-	-	-	-	
500-4264-444-63-29 Other services & charges / Ins--liability	104,034	104,034	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-	-	-	-	-	-	
500-4264-444-63-45 Other services & charges / Professional	-	-	-	-	-	
63	104,034	104,034	104,034	104,034	104,034	-
500-9010-447-68-02 Depreciation / Expense	2,479,041					
68	2,479,041					
500-9010-447-89-01 Other expenses / Fixed assets (contra)	(350,047)					
89	(350,047)					
500-9010-499-74-02 Operating transfer Out / General fund	-	-	-	-	-	
500-9010-499-74-06 Operating transfers out / Capital improvement	-	-	-	-	-	
500-9010-499-74-07 Operating transfers out / Information technolc	-	-	-	-	-	
500-9010-499-74-16 Operating transfers out / General depreciation	-	-	-	-	-	
500-9010-499-74-45 Operating transfers out / Sanitation depreciati	-	-	-	-	-	
500-9010-499-74-78 Operating transfers out / Health insurance fun	455,401	199,784	199,784	103,496	103,496	
74	455,401	199,784	199,784	103,496	103,496	
500-9010-499-76-03 Extraordinary items / Loan pay back	-	-	-	-	-	
76	-	-	-	-	-	
500-9010	\$ 559,435	\$ 266,719	\$ 202,037	\$ 207,530	\$ 129,775	\$ -
	\$ 20,019,751	\$ 20,920,772	\$ 20,055,604	\$ 20,118,495	\$ 20,055,115	\$ -

**City of McAllen, Texas
Sanitation Depreciation
Working Capital Summary**

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept. Request 20-21	City Manager Recomm 20-21	Four Year Plan			
						21-22	22-23	23-24	24-25
RESOURCES									
BEGINNING WORKING CAPITAL	\$ 10,429,075	\$ 11,121,871	\$ 10,989,150	\$ 12,083,470	\$ 12,083,470	\$ 10,286,334	\$ 10,952,593	\$ 10,975,168	\$ 11,646,026
Revenues:									
Rental Income	2,829,597	2,453,172	2,453,172	1,961,018	1,975,393	1,785,410	1,712,313	1,645,370	2,080,415
Vehicle Shortage	-	-	-	375,900	375,900	-	-	-	-
Interest Earned	312,834	-	-	-	120,835	102,863	109,526	109,752	116,460
Total Revenues	3,142,431	2,453,172	2,453,172	2,336,918	2,472,128	1,888,273	1,821,839	1,755,122	2,196,875
Other Financing Sources:									
Operating Transfer-In - General Depr	-	-	-	-	45,000	-	-	-	-
Total Revenues and Other Sources	3,142,431	2,453,172	2,453,172	2,336,918	2,517,128	1,888,273	1,821,839	1,755,122	2,196,875
TOTAL RESOURCES	\$ 13,571,506	\$ 13,575,043	\$ 13,442,322	\$ 14,420,388	\$ 14,600,598	\$ 12,174,607	\$ 12,774,432	\$ 12,730,290	\$ 13,842,901
APPROPRIATIONS									
Capital Outlay									
Equipment	\$ 483,741	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vehicles	2,074,228	2,528,156	1,294,588	3,760,000	4,250,000	1,157,750	1,735,000	1,020,000	2,920,000
	2,557,969	2,528,156	1,294,588	3,760,000	4,250,000	1,157,750	1,735,000	1,020,000	2,920,000
Other Financing Sources (Uses):									
Debt Service - Motorola Lease Paymen	24,386	64,264	64,264	64,264	64,264	64,264	64,264	64,264	64,264
TOTAL APPROPRIATIONS	2,582,355	2,592,420	1,358,852	3,824,264	4,314,264	1,222,014	1,799,264	1,084,264	2,984,264
ENDING WORKING CAPITAL	\$ 10,989,150	\$ 10,982,623	\$ 12,083,470	\$ 10,596,124	\$ 10,286,334	\$ 10,952,593	\$ 10,975,168	\$ 11,646,026	\$ 10,858,637

**VEHICLES REPLACEMENT FUND
FY 20-21**

Department	Unit (s) Numbers	Qty	Equipment	Deprec. Years	Qty	Original Request	City Mgr Recomm.	Annual Rental	Deprec Percentage	Plus %
Residential	SA8011,8012	2	Replacement - Automated Trucks Side Loader	7	2	620,000	620,000	88,571	0.15	101,857
	SA8007	1	ROLLOVER - Side Loader Truck	7	1	310,000	310,000		-	-
Total Residential					3	930,000	930,000	88,571		101,857
Commercial	SA8203,SA8260,SA8261	3	Replacement - Front Load Refuse Truck	7	3	870,000	870,000	124,286	0.15	142,929
	SA8257,8258,8259	3	ROLLOVER - Front Load Refuse Truck	7	3	825,000	825,000	-	-	-
Total Commercial					6	1,695,000	1,695,000	124,286		142,929
Roll-Off	SA8301, SA8303	2	Replacement - Roll off Truck	7	2	380,000	380,000	54,286	0.15	62,429
Total Roll-Off					2	380,000	380,000	54,286		62,429
Brush	SA2508	1	Replacement - 2011 Chev 2500 Pkup	8	1	35,000	35,000	4,375	0.15	5,031
	SA8400, SA8401	2	Replacement - 2009 Freightliner Bruch Trks	10	2	270,000	270,000	27,000	0.15	31,050
	SA8403, SA8503	2	Replacement - Grapple Roll Off Truck	10	2	450,000	450,000	45,000	0.15	51,750
Total Brush					5	755,000	755,000	76,375		87,831
Recycling		1	Baler (purchased FY 19-20)	10	1	-	-	27,800	0.15	31,970
Total Recycling					1	-	-	27,800		31,970
Street Cleaning	SD0825	1	Gradall Excavator Truck - MOVED FROM DRAINAGE	10	1	-	490,000	12,500	0.15	14,375
Total Street Cleaning					1	-	490,000	12,500		14,375
Total Rolling Stock - Sanitation Fund						18	3,760,000	4,250,000	383,818	441,391

New Vehicles	-	-	27,800	31,970
Replacements	3,760,000	4,250,000	356,018	409,421
	<u>3,760,000</u>	<u>4,250,000</u>	<u>383,818</u>	<u>441,391</u>

**City of McAllen, Texas
Palm View Golf Course Fund
Working Capital Summary**

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
RESOURCES										
BEGINNING WORKING CAPITAL	\$ 905,109	\$ 915,688	\$ 1,015,803	\$ 1,019,730	\$ 1,019,730	\$ 1,035,541	\$ 981,622	\$ 917,164	\$ 852,061	
Revenues:										
Green Fees	714,552	693,864	710,988	729,419	729,419	693,864	693,864	693,864	729,419	
Annual Membership	179,734	172,237	166,685	178,293	178,293	172,237	172,237	172,237	178,293	
Driving Range Fees	144,117	136,016	130,916	147,416	147,416	136,016	136,016	136,016	147,416	
Trail fees	6,196	7,921	7,427	8,235	8,235	7,921	7,921	7,921	8,235	
Handicap Carts	600	400	160	-	-	400	400	400	-	
Rental	7,975	8,700	9,425	8,700	8,700	8,700	8,700	8,700	8,700	
Cart Rental	318,202	312,643	315,594	334,425	334,425	312,643	312,643	312,643	334,425	
Pull Cart Rentals	372	216	216	332	332	216	216	216	332	
Other Financial Resources	32,851	37,000	34,925	37,000	37,000	37,000	37,000	37,000	37,000	
Interest Earned	28,684	10,000	10,000	10,000	10,197	10,355	9,816	9,172	8,521	
Sale of property	(28,400)									
Miscellaneous	8,818	-	-	-		-	-	-	-	
Total Revenues	1,413,702	1,378,997	1,386,336	1,453,820	1,454,017	1,379,352	1,378,813	1,378,169	1,452,341	
TOTAL RESOURCES	\$ 2,318,811	\$ 2,294,685	\$ 2,402,139	\$ 2,473,550	\$ 2,473,747	\$ 2,414,894	\$ 2,360,435	\$ 2,295,332	\$ 2,304,401	
APPROPRIATIONS										
Expenses:										
Maintenance & Operations	\$ 672,399	\$ 686,622	\$ 684,908	\$ 726,080	\$ 723,216	\$ 726,080	\$ 726,080	\$ 726,080	\$ 726,080	
Dining Room	986	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	
Pro-Shop	356,760	401,026	395,643	400,870	400,870	400,870	400,870	400,870	400,870	
Golf Carts	105,096	143,822	129,998	144,139	144,139	144,139	144,139	144,139	144,139	
Total Operating Expenses	1,135,242	1,233,470	1,212,549	1,273,088	1,270,224	1,273,088	1,273,088	1,273,088	1,273,088	
Other Financing Sources (Uses):										
Transfer Out - Golf Course Depr. Fund	160,000	150,000	150,000	160,000	160,000	160,000	170,000	170,000	170,000	
Transfer Out - Health Ins. Fund	44,850	19,676	19,676	7,798	7,798	-	-	-	-	
Debt Service - Motorola Lease Payment	-	184	184	184	184	184	184	184	184	
TOTAL APPROPRIATIONS	1,340,092	1,403,330	1,382,409	1,441,070	1,438,206	1,433,272	1,443,272	1,443,272	1,443,272	
Revenues over/under Expenses	73,610	(24,333)	3,927	12,750	15,811	(53,919)	(64,458)	(65,103)	9,069	
Other Items Affecting Working Capital	37,084	-	-	-	-	-	-	-	-	
ENDING WORKING CAPITAL	\$ 1,015,803	\$ 891,355	\$ 1,019,730	\$ 1,032,480	\$ 1,035,541	\$ 981,622	\$ 917,164	\$ 852,061	\$ 861,129	

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
520-0000-361-09-00 Charges:sales & services / Green fees	714,552	693,864	710,988	729,419	729,419	
520-0000-361-10-00 Charges:sales & services / Membership dues	179,734	172,237	166,685	178,293	178,293	
520-0000-361-11-00 Charges:sales & services / Driving range fees	144,117	136,016	130,916	147,416	147,416	
520-0000-361-12-00 Charges:sales & services / Trail fees	6,196	7,921	7,427	8,235	8,235	
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	600	400	160	-	-	
520-0000-361-16-00 Charges:sales & services / Rental	7,975	8,700	9,425	8,700	8,700	
361	1,053,174	1,019,138	1,025,601	1,072,063	1,072,063	-
520-0000-364-10-00 Golf course / Golf carts	-	-	-	-	-	
520-0000-364-10-01 Golf carts / Cart rental	318,202	312,643	315,594	334,425	334,425	
520-0000-364-10-02 Golf carts / Pull cart rental	372	216	216	332	332	
364	318,574	312,859	315,810	334,757	334,757	-
520-0000-373-01-00 Sale of property / Fixed assets	(28,400)	-	-	-	-	
373	(28,400)	-	-	-	-	-
520-0000-375-01-00 Miscellaneous / Recovery prior yr exp	(87)	-	-	-	-	
520-0000-375-10-00 Miscellaneous / NSF charges	-	-	-	-	-	
520-0000-375-40-01 Cash over/short / Cash over/short	22	-	-	-	-	
520-0000-375-90-00 Miscellaneous / Land lease agreement	32,851	37,000	34,925	37,000	37,000	
520-0000-375-99-00 Miscellaneous / Other	8,883	-	-	-	-	
375	41,669	37,000	34,925	37,000	37,000	-
520-0000-376-98-00 Contributions / Acquired assets-external	498,787	-	-	-	-	
520-0000-376-99-00 Contributions / Acquired assets-Intra	382,045	-	-	-	-	
376	880,831	-	-	-	-	-
520-0000-381-02-00 Interest / Texpool	21,375	10,000	10,000	10,000	10,197	
520-0000-381-03-00 Interest / Certificate of deposit	770	-	-	-	-	
520-0000-381-04-00 Interest / Other investments	2,712	-	-	-	-	
520-0000-381-20-00 Interest revenue/ Gain/Loss sale of investments	3,828	-	-	-	-	
381	28,684	10,000	10,000	10,000	10,197	-
520 Golf Course	\$ 1,413,702	\$ 1,378,997	\$ 1,386,336	\$ 1,453,820	\$ 1,454,017	\$ -

**City of McAllen, Texas
Palm View Golf Course Fund
Expense Summary**

	Actual 18-19	Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Mgr Recomm. 20-21	21-22	Four Year Plan		24-25
							22-23	23-24		
BY DEPARTMENT										
Maintenance & Operations	\$ 672,399	\$ 693,266	\$ 686,622	\$ 684,908	\$ 726,080	\$ 723,216	\$ 726,080	\$ 726,080	\$ 726,080	\$ 726,080
Dining Room	986	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Pro-Shop	356,760	396,468	401,026	395,643	400,870	400,870	400,870	400,870	400,870	400,870
Golf Carts	105,096	141,736	143,822	129,998	144,139	144,139	144,139	144,139	144,139	144,139
TOTAL	\$ 1,135,242	\$ 1,233,470	\$ 1,233,470	\$ 1,212,549	\$ 1,273,088	\$ 1,270,224	\$ 1,273,088	\$ 1,273,088	\$ 1,273,088	\$ 1,273,088
BY EXPENSE GROUP										
Expenses:										
Personnel Services										
Salaries and Wages	\$ 626,715	\$ 668,223	\$ 679,693	\$ 655,210	\$ 701,286	\$ 701,286	\$ 701,286	\$ 701,286	\$ 701,286	\$ 701,286
Employee Benefits	199,531	217,880	206,410	200,330	224,435	221,571	224,435	224,435	224,435	224,435
Supplies	118,837	132,274	132,274	151,122	133,024	133,024	133,024	133,024	133,024	133,024
Other Services and Charges	86,308	124,448	124,448	117,021	124,448	124,448	124,448	124,448	124,448	124,448
Maint. and Repair Services	103,851	90,645	90,645	88,866	89,895	89,895	89,895	89,895	89,895	89,895
TOTAL OPERATING EXPENSES	1,135,242	1,233,470	1,233,470	1,212,549	1,273,088	1,270,224	1,273,088	1,273,088	1,273,088	1,273,088
Capital Outlay	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 1,135,242	\$ 1,233,470	\$ 1,233,470	\$ 1,212,549	\$ 1,273,088	\$ 1,270,224	\$ 1,273,088	\$ 1,273,088	\$ 1,273,088	\$ 1,273,088
PERSONNEL										
Maintenance & Operations	9	12	12	12	12	12	12	12	12	12
Dining Room	-	-	-	-	-	-	-	-	-	-
Pro-Shop	6	6	6	6	6	6	6	6	6	6
Golf Carts	6	6	6	6	6	6	6	6	6	6
TOTAL PERSONNEL	21	24	24	24	24	24	24	24	24	24

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: PVGC MAINTENANCE & OPERATIONS

			BASELINE		DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)		
COMPENSATION									
New Position	Number Position	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	-
2.	-	-	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-	-	-
5.	-	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-	-
Personnel Revisions									
1. Overtime			-	-	-	-	-		
2. Golf Course Superintendent			5,000	-	-	826	5,826	5,826	Increase is as per employment offer letter
3.			-	-	-	-	-		
4.			-	-	-	-	-		
5.			-	-	-	-	-		
Total Compensation & Benefits			\$ 495,773	\$ 5,000	\$ -	\$ 826	\$ 5,826	5,826	
SUPPLIES									
1.	< Please select category >								
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Supplies			\$ 104,550				\$ -	\$ -	
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			\$ 45,384				\$ -	\$ -	
MAINTENANCE									
1.	Equipment								
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Maintenance			\$ 70,700				\$ -	\$ -	
CAPITAL OUTLAY									
** See Attached Capital Outlay Request Form									
Total Capital Outlay							\$ -	\$ -	
TOTAL			\$ 716,407				\$ 5,826	\$ 5,826	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: PVGC FUND
DEPARTMENT: PVGC MAINTENANCE & OPERATIONS

DEPT REQUEST				CM RECOMM		JUSTIFICATION (MANDATORY)
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	
Office Furniture/equipment						
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0	
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0	
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0	
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0	
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0	
TOTAL			\$0		\$0	

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

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

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

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

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

2021

520-5152 Maintenance & operations

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted		Department	City Manager	City Comm
	FY 18-19	Budget	Estimated	Request	Recomm	Recomm
	FY 18-19	FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
520-5152-461-60-01-000000 Compensation / Exempt	80,397	60,910	78,608	81,500	81,500	
520-5152-461-60-02-000000 Compensation / Non-exempt	183,822	194,729	192,380	194,554	194,554	
520-5152-461-60-06-000000 Compensation / Part time	48,889	78,878	54,806	80,052	80,052	
520-5152-461-60-10-000000 Compensation / Overtime	9,761	8,000	8,000	8,000	8,000	
520-5152-461-60-14-000000 Compensation / Car allowance	-	-	-	-	-	
520-5152-461-60-15-000000 Compensation/Certification	-	-	-	-	-	
520-5152-461-60-17-000000 Compensation / Telephone	120	480	480	480	480	
60	322,989	342,997	334,274	364,586	364,586	
520-5152-461-61-30-000000 Benefits / Social security	23,666	26,239	26,239	27,891	27,891	
520-5152-461-61-36-000000 Benefits / Retirement	23,434	26,616	26,616	31,573	31,573	
520-5152-461-61-40-000000 Benefits / Unemployment tax	114	2,052	2,052	864	864	
520-5152-461-61-46-000000 Benefits / Workers' comp-	6,955	7,174	7,174	6,254	6,254	
520-5152-461-61-50-000000 Benefits / Health cost	31,550	50,736	50,736	66,888	66,888	
520-5152-461-61-52-000000 Benefits / Life insurance	56	435	435	475	475	
520-5152-461-61-53-000000 Benefits / Retiree health ins (ARC)	3,119	3,119	3,119	3,067	3,067	
520-5152-461-61-56-000000 Benefits/Pension Cost-TMRS	84,392	-	-	-	-	
520-5152-461-61-58-000000 Benefits / TMRS benefits (contra)	(23,561)	-	-	-	-	
61	149,725	116,371	116,371	137,013	137,013	
520-5152-463-62-02-000000 Supplies / Office	418	300	300	300	300	
520-5152-463-62-04-000000 Supplies / Operating	7,079	5,000	3,000	5,000	5,000	
520-5152-463-62-12-000000 Supplies / Small tools/minor equip-	3,771	1,000	3,000	1,000	1,000	
520-5152-463-62-14-000000 Supplies / Janitorial	1,168	1,500	1,500	1,500	1,500	
520-5152-463-62-18-000000 Supplies / Clothing & uniform	4,823	5,000	5,000	5,000	5,000	
520-5152-463-62-20-000000 Supplies / Chemical	67,438	73,750	89,500	73,750	73,750	
520-5152-463-62-36-000000 Supplies / Sand	12,756	15,000	15,000	15,000	15,000	
520-5152-463-62-38-000000 Supplies / Seed	-	3,000	5,000	3,000	3,000	
62	97,451	104,550	122,300	104,550	104,550	
520-5152-464-63-14-000000 Other services & charges / Dues & subscriptions	1,495	950	950	950	950	
520-5152-464-63-45-000000 Other services & charges / Professional	9,500	6,000	4,000	6,000	6,000	
520-5152-464-63-50-000000 Other services & charges / Rental-equipment	-	400	-	400	400	
520-5152-464-63-52-000000 Other services & charges / Rental & contractual	-	-	-	-	-	
520-5152-464-63-64-000000 Other services & charges / Training	-	1,560	1,560	1,560	1,560	
520-5152-464-63-65-000000 Other services & charges / Travel	-	1,672	1,672	1,672	1,672	
520-5152-464-63-67-000000 Other services & charges / Utilities-electric	23,394	31,000	29,000	31,000	31,000	
520-5152-464-63-69-000000 Other services & charges / Utilities-telephone	359	420	420	420	420	

2021

520-5152 Maintenance & operations

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
520-5152-464-63-70-000000 Other services & charges / Utilities-water	2,528	3,382	2,800	3,382	3,382	
520-5152-464-63-99-000000 Other services & charges / Miscellaneous	(26,820)	-	-	-	-	
63	10,457	45,384	40,402	45,384	45,384	
520-5152-465-65-08-000000 Maintenance / Equipment	67,464	45,000	45,000	45,000	45,000	
520-5152-465-65-10-000000 Maintenance / Facilities	870	950	1,801	950	950	
520-5152-465-65-12-000000 Maintenance / Land	600	750	220	750	750	
520-5152-465-65-16-000000 Maintenance / Vehicles	2,056	1,000	1,000	1,000	1,000	
520-5152-465-65-17-000000 Maintenance / Fuel & lubricants	16,940	23,000	23,000	23,000	23,000	
65	87,930	70,700	71,021	70,700	70,700	
520-5152-466-66-16-000000 Capital outlay / Office furniture/equip-	-	-	-	-	-	
520-5152-466-66-20-000000 Capital outlay / Equipment	-	-	-	-	-	
520-5152-466-66-30-000000 Capital outlay / Imprv- other than buildgs	-	-	-	-	-	
520-5152-466-66-99-000000 Capital outlay / Non-capitalized	-	-	-	-	-	
66	-	-	-	-	-	
520-5152-469-78-01-000000 Disaster Exp/ COVID-19	-	-	-	-	-	
78	-	-	-	-	-	-
520-5152 Maintenance & Operations	\$ 668,552	\$ 680,002	\$ 684,368	\$ 722,233	\$ 722,233	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5152	PVGC Maintenance & Oper	1			Golf Course Superintendent	FILLED	\$ 76,500
		1					76,500
5152	PVGC Maintenance & Oper		1		Golf Course Equipment Mechanic	FILLED	29,370
5152	PVGC Maintenance & Oper		1		Groundskeeper	FILLED	26,114
5152	PVGC Maintenance & Oper		1		Groundskeeper	FILLED	26,114
5152	PVGC Maintenance & Oper		1		Groundskeeper	FILLED	26,114
5152	PVGC Maintenance & Oper		1		Groundskeeper	FILLED	26,114
5152	PVGC Maintenance & Oper		1		Groundskeeper	UNFILLED	26,114
5152	PVGC Maintenance & Oper		1		Groundskeeper Crewleader	FILLED	34,614
			<u>7</u>				<u>194,554</u>
5152	PVGC Maintenance & Oper		1		PT Groundskeeper	FILLED	20,158
5152	PVGC Maintenance & Oper		1		PT Groundskeeper	FILLED	20,158
5152	PVGC Maintenance & Oper		1		Part Time Maintenance	UNFILLED	20,158
5152	PVGC Maintenance & Oper		1		Part Time Maintenance	UNFILLED	19,578
			<u>4</u>				<u>80,052</u>
					OVERTIME		8,000
					TELEPHONE		480
							<u>8,480</u>
	CURRENT POSITIONS			12			\$ 359,586



Mission Statement:

To provide those who play and practice at Palm View Golf Course with high quality golf facility at the lowest possible price.

Department Summary

Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	18-19	19-20	Budget 19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 322,989	\$ 337,284	\$ 342,997	\$ 334,274	\$ 364,586	\$ 364,586	\$ 364,586	\$ 364,586	\$ 364,586	\$ 364,586	\$ 364,586
Employee Benefits	149,725	115,491	116,371	116,371	137,013	137,013	137,013	137,013	137,013	137,013	137,013
Supplies	97,451	104,550	104,550	122,300	104,550	104,550	104,550	104,550	104,550	104,550	104,550
Other Services and Charges	10,457	45,384	45,384	40,402	45,384	45,384	45,384	45,384	45,384	45,384	45,384
Maintenance	87,930	70,700	70,700	71,021	70,700	70,700	70,700	70,700	70,700	70,700	70,700
Operations Subtotal	668,552	673,409	680,002	684,368	722,233	722,233	722,233	722,233	722,233	722,233	722,233
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
Cost of Living Adjustment (COLA)	-	19,317	6,080	-	-	-	-	-	-	-	-
Workers' Comp. - Loss Run Ratio	-	(3,307)	(3,307)	(3,307)	-	(2,864)	-	-	-	-	-
Total Expenditures	\$ 672,399	\$ 693,266	\$ 686,622	\$ 684,908	\$ 726,080	\$ 723,216	\$ 726,080	\$ 726,080	\$ 726,080	\$ 726,080	\$ 726,080
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	1	4	4	4	4	4	4	4	4	4	4
Total Positions Authorized	9	12	12	12	12	12	12	12	12	12	12
Resources											
	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	18-19	19-20	Budget 19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Related Revenue Generated	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	

Contact Us:

Lee Gravett
Superintendent
2701 S. Ware Road
McAllen, TX 78503
(956) 681-3450

MAJOR FY 20-21 GOALS

1. Continue exploring ways to further develop the root system of the Champion G12 greens
2. Modify the Green's Salinity Management Program for more efficient results
3. Restructure the Equipment Replacement Plan
4. Continue to repair cart path at different areas of the Golf Course
5. Maintain a minimum of 2 licensed chemical applicators on staff

Performance Measures				
	Actual FY18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	8	8	8	8
Department Expenditures	\$ 668,552	\$ 680,002	\$ 684,368	\$ 722,233
Outputs:				
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 / tees	36	36	36	36
Weekly man hours for greens	35	35	35	35
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

Description:
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

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: PVGC DINING ROOM

			BASELINE						DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION											
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total	
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
2.	-	-		-	-	-	-	-			
3.	-	-		-	-	-	-	-			
4.	-	-		-	-	-	-	-			
5.	-	-		-	-	-	-	-			
Total		-		-	-	-	-	-		-	
Personnel Revisions											
1. Overtime				-	-	-	-	-			
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		\$ 2,000						\$ -		\$ -	
CAPITAL OUTLAY											
** See Attached Capital Outlay Request Form											
Total Capital Outlay								\$ -		\$ -	
TOTAL		\$ 2,000						\$ -		\$ -	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: PVGC FUND
DEPARTMENT: PVGC DINING ROOM

DEPT REQUEST				CM RECOMM			
Office Furniture/equipment	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
		\$0	<input type="text"/>	\$0	<input type="text"/>	\$0	
		\$0	<input type="text"/>	\$0	<input type="text"/>	\$0	
		\$0	<input type="text"/>	\$0	<input type="text"/>	\$0	
		\$0	<input type="text"/>	\$0	<input type="text"/>	\$0	
		\$0	<input type="text"/>	\$0	<input type="text"/>	\$0	
	TOTAL			\$0		\$0	
<Please select a category>							
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)	
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0		
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0		
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0		
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0		
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0		
	TOTAL		\$0		\$0		
<Please select a category>							
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)	
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0		
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0		
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0		
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0		
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0		
	TOTAL		\$0		\$0		
<Please select a category>							
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)	
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0		
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0		
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0		
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0		
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0		
	TOTAL		\$0		\$0		
<Please select a category>							
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)	
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0		
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0		
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0		
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0		
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0		
	TOTAL		\$0		\$0		
Grand Total				\$0	\$0		

2021

520-5154 Dining room

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
520-5154-465-65-08 Maintenance / Equipment	986	2,000	2,000	2,000	2,000	
520-5154 Dining Room	\$ 986	\$ 2,000	\$ 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	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan			
	18-19	19-20	Budget 19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25
Personnel Services										
Salaries and Wages										
Employee Benefits										
Supplies										
Other Services and Charges										
Maintenance	986	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Operations Subtotal	986	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Capital Outlay										
Total Expenditures	\$ 986	\$ 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:
 Annette Espinoza,
 Manager (Dining)
 2701 S. Ware Road
 McAllen, TX 78503
 (956) 681-3450

MAJOR FY 20-21 GOALS

1. The Dining Room is currently leased and operates under the direction of the Director of Golf. The Dining Room's primary goal is to compliment the Golf Course operation by providing patrons with quality short order food and beverage services.

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: PVGC PRO SHOP

		BASELINE		DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)				
COMPENSATION										
New Position	Number Position	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total	
1.	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	-	
2.	-	-	-	-	-	-	-	-	-	
3.	-	-	-	-	-	-	-	-	-	
4.	-	-	-	-	-	-	-	-	-	
5.	-	-	-	-	-	-	-	-	-	
Total		-	-	-	-	-	-	-	-	
Personnel Revisions										
1. Overtime			-	-	-	-	-	-	-	
2.			-	-	-	-	-	-	-	
3.			-	-	-	-	-	-	-	
4.			-	-	-	-	-	-	-	
5.			-	-	-	-	-	-	-	
Total Compensation & Benefits			\$ 309,791	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
SUPPLIES										
1. Janitorial							750		750	Average of actuals for last 2 years.
2. < Please select category >										
3. < Please select category >										
4. < Please select category >										
5. < Please select category >										
Total Supplies			\$ 12,372				\$ 750		\$ 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			\$ 67,757				\$ -		\$ -	
MAINTENANCE										
1. Computer software							(750)		(750)	One less module will be in operation
2. < Please select category >										
3. < Please select category >										
4. < Please select category >										
5. < Please select category >										
Total Maintenance			\$ 10,950				\$ (750)		\$ (750)	
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay							\$ -		\$ -	
TOTAL			\$ 400,870				\$ -		\$ -	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: PVGC FUND
DEPARTMENT: PVGC PRO SHOP

DEPT REQUEST				CM RECOMM		JUSTIFICATION (MANDATORY)
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	
Office Furniture/equipment						
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	

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

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

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

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

Grand Total	\$0	\$0
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
520-5156-461-60-01 Compensation / Exempt	125,693	166,723	129,201	166,723	166,723	
520-5156-461-60-02 Compensation / Non-exempt	26,826	27,206	27,206	27,206	27,206	
520-5156-461-60-06 Compensation / Part time	36,462	45,039	42,282	45,039	45,039	
520-5156-461-60-10 Compensation / Overtime	-	-	118	-	-	
520-5156-461-60-14 Compensation / Car allowance	4,800	4,800	4,800	4,800	4,800	
520-5156-461-60-15 Compensation/Certification	39,105	-	34,573	-	-	
520-5156-461-60-17 Compensation / Telephone	720	720	720	720	720	
60	233,605	244,488	238,900	244,488	244,488	
520-5156-461-61-30 Benefits / Social security	17,033	18,703	18,703	18,703	18,703	
520-5156-461-61-36 Benefits / Retirement	18,115	18,972	18,972	21,173	21,173	
520-5156-461-61-40 Benefits / Unemployment tax	75	1,026	1,026	504	504	
520-5156-461-61-46 Benefits / Workers' comp-	4,984	5,006	5,006	4,158	4,158	
520-5156-461-61-50 Benefits / Health cost	14,352	19,296	19,296	18,240	18,240	
520-5156-461-61-52 Benefits / Life insurance	97	262	262	337	337	
520-5156-461-61-53 Benefits / Retiree health ins (ARC)	2,194	2,194	2,194	2,188	2,188	
520-5156-461-61-56 Benefits/Pension Cost-TMRS	-	-	-	-	-	
520-5156-461-61-58 Benefits / TMRS benefits (contra)	(18,213)	-	-	-	-	
61	38,637	65,459	65,459	65,303	65,303	
520-5156-463-62-02 Supplies / Office	2,210	1,800	1,800	1,800	1,800	
520-5156-463-62-04 Supplies / Operating	4,300	6,572	6,122	6,572	6,572	
520-5156-463-62-14 Supplies / Janitorial	4,707	4,000	9,200	4,750	4,750	
62	11,216	12,372	17,122	13,122	13,122	
520-5156-464-63-02 Other services & charges / Advertising	3,036	3,840	2,305	3,840	3,840	
520-5156-464-63-14 Other services & charges / Dues & subscriptions	445	450	450	450	450	
520-5156-464-63-51 Other services & charges / Rental-Photocopier	1,187	1,300	667	1,300	1,300	
520-5156-464-63-52 Other services & charges / Rental & contractual	-	-	-	-	-	
520-5156-464-63-61 Other services & charges / Special fees	23,982	22,000	23,750	22,000	22,000	
520-5156-464-63-65 Other services & charges / Travel	239	1,187	-	1,187	1,187	
520-5156-464-63-67 Other services & charges / Utilities-electric	26,975	28,000	27,000	28,000	28,000	
520-5156-464-63-69 Other services & charges / Utilities-telephone	359	480	380	480	480	
520-5156-464-63-70 Other services & charges / Utilities-water	9,197	10,500	10,500	10,500	10,500	
520-5156-464-63-99 Other services & charges / Miscellaneous	60	-	260	-	-	
63	65,480	67,757	65,312	67,757	67,757	

2021

520-5156 Pro shop

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
520-5156-465-65-04 Maintenance / Computer/software	4,219	5,700	3,600	4,950	4,950	
520-5156-465-65-08 Maintenance / Equipment	1,010	500	500	500	500	
520-5156-465-65-10 Maintenance / Facilities	2,593	4,750	4,750	4,750	4,750	
65	7,822	10,950	8,850	10,200	10,200	
520-5156-469-78-01 Disaster Exp/ COVID-19	-	-	-	-	-	
78			-	-	-	-
520-5156 Pro Shop	\$ 356,760	\$ 401,026	\$ 395,643	\$ 400,870	\$ 400,870	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5156	PVGC Pro Shop	1			Director Golf Course	FILLED	\$ 91,436
5156	PVGC Pro Shop	1			Golf Professional	FILLED	37,765
5156	PVGC Pro Shop	0			Commission		37,523
		<u>2</u>					<u>166,723</u>
5156	PVGC Pro Shop		1		Apprentice Golf Pro	FILLED	27,206
			<u>1</u>				<u>27,206</u>
5156	PVGC Pro Shop		1		Part Time Pro Shop	FILLED	15,013
5156	PVGC Pro Shop		1		Part Time Pro Shop	FILLED	15,013
5156	PVGC Pro Shop		1		Part Time Pro Shop	FILLED	15,013
			<u>3</u>				<u>45,039</u>
					CAR ALLOWANCE		4,800
					TELEPHONE		720
							<u>5,520</u>
CURRENT POSITIONS			6				\$ 244,488



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											
Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	18-19	19-20	Budget 19-20	19-20	20-21	Recomm. 20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 233,605	\$ 240,539	\$ 244,488	\$ 238,900	\$ 244,488	\$ 244,488	\$ 244,488	\$ 244,488	\$ 244,488	\$ 244,488	\$ 244,488
Employee Benefits	38,637	64,850	65,459	65,459	65,303	65,303	65,303	65,303	65,303	65,303	65,303
Supplies	11,216	12,372	12,372	17,122	13,122	13,122	13,122	13,122	13,122	13,122	13,122
Other Services and Charges	65,480	67,757	67,757	65,312	67,757	67,757	67,757	67,757	67,757	67,757	67,757
Maintenance	7,822	10,950	10,950	8,850	10,200	10,200	10,200	10,200	10,200	10,200	10,200
Operations Subtotal	356,760	396,468	401,026	395,643	400,870	400,870	400,870	400,870	400,870	400,870	400,870
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 356,760	\$ 396,468	\$ 401,026	\$ 395,643	\$ 400,870	\$ 400,870	\$ 400,870	\$ 400,870	\$ 400,870	\$ 400,870	\$ 400,870
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	3	3	3	3	3	3	3	3	3	3	3
Total Positions Authorized	6	6	6	6	6	6	6	6	6	6	6
Resources											
	Actual	Budget	Amended	Estimated	Dept Request	City Mgr	Four Year Plan				
	18-19	19-20	Budget 19-20	19-20	20-21	Recomm. 20-21	21-22	22-23	23-24	24-25	
Related Revenue Generated	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	

Contact Us:

Rex Flores
 Head Golf Professional
 2701 S. Ware Road
 McAllen, TX 78503
 (956) 681-3444

MAJOR FY 20-21 GOALS

1. Maintain Revenue and Rounds played at same levels as FY 17-18
2. Explore upgrades in technology for our Point of Sale operationing systems
3. Present the public with a high quality golf course at the lowest possible price
4. Cover all operational expenses with revenues generated from daily operations

Performance Measures

	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	3	3	3	3
Department Expenditures	356,760	401,026	395,643	400,870
Outputs:				
Standard Operating Procedures	1	1	1	1
Marketing and advertising plans	1	1	1	1
18 Hole Green Fees	7,778	7,778	7,700	7,934
9 Hole Green Fees	2,174	2,174	2,131	2,217
Sundowner Green Fees	1,347	1,347	674	1,347
Tournament Green Fees	2,557	2,557	1,790	2,557
Twilight Green Fees	2,772	2,772	2,744	2,827
Effectiveness Measures:				
18 Hole Green Fee Revenue	\$ 217,784	\$ 217,784	\$ 215,606	\$ 222,140
9 Hole Green Fee Revenue	\$ 39,567	\$ 39,567	\$ 38,776	\$ 40,358
Sundowner Green Fee Revenue	\$ 15,827	\$ 15,827	\$ 7,914	\$ 15,827
Tournament Green Fee Revenue	\$ 68,254	\$ 68,254	\$ 47,778	\$ 68,254
Twilight Green Fee Revenue	\$ 62,244	\$ 62,244	\$ 61,622	\$ 63,489
Efficiency Measures:				
18 Hole Green Fee Revenue per round	\$ 28.00	\$ 28.00	\$ 28.00	\$ 28.00
9 Hole Green Fee Revenue per round	\$ 18.20	\$ 18.20	\$ 18.20	\$ 18.20
Sundowner Green Fee Revenue per round	\$ 11.75	\$ 11.75	\$ 11.75	\$ 11.75
Tournament Green Fee Revenue per round	\$ 26.69	\$ 26.69	\$ 26.69	\$ 26.69
Twilite Green Fee Revenue per round	\$ 22.45	\$ 22.45	\$ 22.45	\$ 22.45

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. It is located at 2701 South Ware Road, McAllen, Texas.

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: PVGC GOLF CARTS

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	-	
2.	-	-		-	-	-	-	-	-	
3.	-	-		-	-	-	-	-	-	
4.	-	-		-	-	-	-	-	-	
5.	-	-		-	-	-	-	-	-	
Total	-	-		-	-	-	-	-	-	-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.				-	-	-	-	-		
3.				-	-	-	-	-		
4.				-	-	-	-	-		
5.				-	-	-	-	-		
Total Compensation & Benefits			\$ 114,332	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
SUPPLIES										
1.	< Please select category >									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Supplies			\$ 15,352					\$ -		\$ -
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			\$ 7,460					\$ -		\$ -
MAINTENANCE										
1. Equipment										
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance			\$ 6,995					\$ -		\$ -
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ -		\$ -
TOTAL			\$ 144,139					\$ -		\$ -

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: PVGC FUND
DEPARTMENT: PVGC GOLF CARTS

DEPT REQUEST				CM RECOMM		JUSTIFICATION (MANDATORY)
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	
Office Furniture/equipment						
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	

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

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

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

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

Grand Total	\$0	\$0
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2021

520-5158 Golf carts & driving range

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
520-5158-461-60-02 Compensation / Non-exempt	25,703	26,114	26,114	26,115	26,115	
520-5158-461-60-06 Compensation / Part time	44,418	66,094	55,922	66,097	66,097	
520-5158-461-60-10 Compensation / Overtime	-	-	-	-	-	
60	70,121	92,208	82,036	92,212	92,212	
520-5158-461-61-30 Benefits / Social security	5,323	7,054	7,054	7,054	7,054	
520-5158-461-61-36 Benefits / Retirement	4,704	7,155	7,155	7,986	7,986	
520-5158-461-61-40 Benefits / Unemployment tax	115	1,026	1,026	432	432	
520-5158-461-61-46 Benefits / Workers' comp-	1,542	1,926	1,926	1,604	1,604	
520-5158-461-61-50 Benefits / Health cost	3,360	3,768	3,768	4,176	4,176	
520-5158-461-61-52 Benefits / Life insurance	23	44	44	45	45	
520-5158-461-61-53 Benefits / Retiree health ins (ARC)	832	834	834	822	822	
520-5158-461-61-56 Benefits/Pension Cost-TMRS	-	-	-	-	-	
520-5158-461-61-58 Benefits / TMRS benefits (contra)	(4,729)	-	-	-	-	
61	11,169	21,807	21,807	22,120	22,120	
520-5158-463-62-02 Supplies / Office	-	-	-	-	-	
520-5158-463-62-04 Supplies / Operating	9,772	14,352	10,700	14,352	14,352	
520-5158-463-62-12 Supplies / Small tools/minor equip-	398	1,000	1,000	1,000	1,000	
520-5158-463-62-14 Supplies / Janitorial	-	-	-	-	-	
520-5158-463-62-18 Supplies / Clothing & uniform	-	-	-	-	-	
62	10,170	15,352	11,700	15,352	15,352	
520-5158-464-63-02 Other services & charges / Advertising	-	-	-	-	-	
520-5158-464-63-52 Other services & charges / Rental & contractual	-	-	-	-	-	
520-5158-464-63-67 Other services & charges / Utilities-electric	6,144	7,100	7,100	7,100	7,100	
520-5158-464-63-69 Other services & charges / Utilities-telephone	359	360	360	360	360	
520-5158-464-63-70 Other services & charges / Utilities-water	-	-	-	-	-	
520-5158-464-63-99 Other services & charges / Miscellaneous	20	-	-	-	-	
63	6,524	7,460	7,460	7,460	7,460	
520-5158-465-65-08 Maintenance / Equipment	3,557	5,000	5,000	5,000	5,000	
520-5158-465-65-10 Maintenance / Facilities	3,556	1,995	1,995	1,995	1,995	
65	7,113	6,995	6,995	6,995	6,995	
520-5158-469-78-01 Disaster Exp/ COVID-19	-	-	-	-	-	

2021

520-5158 Golf carts & driving range

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
78			-	-	-	-
520-5158 Golf Carts	\$ 105,096	\$ 143,822	\$ 129,998	\$ 144,139	\$ 144,139	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

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	\$ 26,115
			<u>1</u>				<u>26,115</u>
5158	PVGC Golf Carts		1		Part Time Golf Carts	FILLED	15,393
5158	PVGC Golf Carts		1		Part Time Golf Carts	FILLED	15,393
5158	PVGC Golf Carts		1		Part Time Golf Carts	FILLED	15,393
5158	PVGC Golf Carts		1		Part Time Golf Carts	FILLED	9,959
5158	PVGC Golf Carts		1		Part Time Golf Carts	UNFILLED	9,959
			<u>5</u>				<u>66,097</u>
CURRENT POSITIONS			6				\$ 92,212



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											
Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	18-19	19-20	Budget 19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 70,121	\$ 90,400	\$ 92,208	\$ 82,036	\$ 92,212	\$ 92,212	\$ 92,212	\$ 92,212	\$ 92,212	\$ 92,212	\$ 92,212
Employee Benefits	11,169	21,529	21,807	21,807	22,120	22,120	22,120	22,120	22,120	22,120	22,120
Supplies	10,170	15,352	15,352	11,700	15,352	15,352	15,352	15,352	15,352	15,352	15,352
Other Services and Charges	6,524	7,460	7,460	7,460	7,460	7,460	7,460	7,460	7,460	7,460	7,460
Maintenance	7,113	6,995	6,995	6,995	6,995	6,995	6,995	6,995	6,995	6,995	6,995
Operations Subtotal	105,096	141,736	143,822	129,998	144,139	144,139	144,139	144,139	144,139	144,139	144,139
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 105,096	\$ 141,736	\$ 143,822	\$ 129,998	\$ 144,139	\$ 144,139	\$ 144,139	\$ 144,139	\$ 144,139	\$ 144,139	\$ 144,139
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	6	6	6	6	6	6	6	6	6	6
Resources											
	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	18-19	19-20	Budget 19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Related Revenue Generated	\$ 318,202	\$ 312,643	\$ 315,594	\$ 334,425	\$ 334,425	\$ 334,425	312,643	312,643	312,643	334,425	

Contact Us:
 Luis Zarate
 Golf Cart Crew
 Leader
 2701 S. Ware Road
 McAllen, TX 78503
 (956) 681-3444

- MAJOR FY 20-21 GOALS**
- 1.Improve the Preventive Maintenance Program for better aesthetic presentation of the cart fleet
 2. Preserve or increase the traffic and sales for the night time driving range operation
 - 3.Minimize the down time on the cart fleet for optimum service to tournaments and special events

PVGC Golf Carts

www.mcallen.net/golf/fees

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	1	1	1	1
Number of Carts in the Golf cart fleet	70	70	70	70
Department Expenditures	\$ 105,096	\$ 143,822	\$ 129,998	144,139
Outputs:				
Annual Number of Cart Rentals	33,042	33,042	32,712	33,042
Annual Number of 18 Hole Cart Rentals	14,087	14,087	13,946	14,087
Annual Number of 9 Hole Cart Rentals	3,642	3,642	3,606	3,642
Annual Number of Twilight Cart Rentals	2,775	2,775	2,747	2,775
Annual n mber of Tournament Cart Rentals	2,359	2,359	1,651	2,359
Annual Number of Sundowner Cart Rental	1,751	1,751	876	1,751
Effectiveness Measures:				
Annual Cart Rental Revenue	\$ 318,202	318,202	\$ 315,594	318,202
Annual 18 Hole Cart Rental Revenue	\$ 169,185	169,185	\$ 167,493	169,185
Annual 9 Hole Cart Rental Revenue	\$ 26,253	26,253	\$ 25,990	26,253
Annual Twilight Cart Rental Revenue	\$ 22,150	22,150	\$ 21,929	22,150
Annual Tournament Cart Rental Revenue	\$ 27,340	27,340	\$ 19,138	27,340
Annual Sundowner Cart Rental Revenue	\$ 10,926	10,926	\$ 5,463	10,926
Efficiency Measures:				
Annual Revenue Per Cart Rental	\$ 9.63	\$ 9.63	\$ 9.65	\$ 9.63
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	\$ 7.98	\$ 7.98	\$ 7.98	\$ 7.98
Annual Revenue Per Tournament Cart Rental	\$ 11.59	\$ 11.59	\$ 11.59	\$ 11.59
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.

2021

520-9010 Non-departmental

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
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 & machine	-	-	-	-	-	
520-5164-464-63-26 Other services & charges / Ins--error & ommissio	-	-	-	-	-	
520-5164-464-63-27 Other services & charges / Ins--real/personal pro	-	-	-	-	-	
520-5164-464-63-29 Other services & charges / Ins--liability	3,847	3,847	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- ex	-	-	-	-	-	
520-5164-464-63-45 Other services & charges / Professional	-	-	-	-	-	
63	3,847	3,847	3,847	3,847	3,847	-
520-5166-461-61-97 Benefits / Contingency workers comp loss run rat	-	(3,307)	(3,307)	-	(2,864)	
520-5166-461-61-99 Benefits / Cost of Living Adjustment (COLA)	-	6,080	-	-	-	
61	-	2,773	(3,307)	-	(2,864)	
520-7019-477-70-02 Debt service / Principal- Motorola Lease #23770	-	149	149	149	149	
520-7019-477-70-04 Debt service / Interest- Motorola Lease #23770	-	35	35	35	35	
70	-	184	184	184	184	-
520-9010-467-68-02 Depreciation / Expense	<u>337,174</u>					
68	337,174					
520-9010-467-89-01 Other expenses / Fixed assets (contra)						
89						
520-9010-499-74-41 Operating transfers out / PVGC Depreciation func	160,000	150,000	150,000	160,000	160,000	
520-9010-499-74-78 Operating transfers out / Health insurance fund	44,850	19,676	19,676	7,798	7,798	
74	204,850	169,676	169,676	167,798	167,798	
GOLF COURSE FUND TOTAL EXPENDITURES	\$ 1,340,092	\$ 1,403,330	\$ 1,382,409	\$ 1,441,070	\$ 1,438,206	\$ -

City of McAllen, Texas
Palm View Golf Course Depreciation Fund
Working Capital Summary

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
RESOURCES										
BEGINNING WORKING CAPITAL	\$ 423,769	\$ 288,861	\$ 201,995	\$ 260,614	\$ 260,614	\$ 348,220	\$ 437,502	\$ 217,427	\$ 319,041	
Revenues:										
Interest Earned	9,663	-	-	-	2,606	3,482	4,375	2,174	3,190	
Total Revenues	9,663	-	-	-	2,606	3,482	4,375	2,174	3,190	
Other Financing Sources:										
Transfer-In - Golf Course	160,000	150,000	150,000	160,000	160,000	160,000	170,000	170,000	170,000	
Total Revenues and Other Sources	169,663	150,000	150,000	160,000	162,606	163,482	174,375	172,174	173,190	
TOTAL RESOURCES	\$ 593,432	\$ 438,861	\$ 351,995	\$ 420,614	\$ 423,220	\$ 511,702	\$ 611,877	\$ 389,601	\$ 492,232	
APPROPRIATIONS										
Capital Outlay										
Equipment	\$ 391,367	\$ -	\$ -	\$ -	\$ -	\$ 74,200	\$ 394,450	\$ 70,560	\$ 77,050	
Greens Roller	-	33,500	24,280	-	-	-	-	-	-	
Soil Reliver	-	-	50,667	-	-	-	-	-	-	
Spreader & Deck	-	-	12,390	-	-	-	-	-	-	
Ice Machine	-	57,881	4,044	-	-	-	-	-	-	
Tractor w/backhoe	-	-	-	31,000	31,000	-	-	-	-	
Air Compressor	-	-	-	8,000	8,000	-	-	-	-	
Utility carts	-	-	-	36,000	36,000	-	-	-	-	
Other Financing Sources (Uses):										
Capital Equipment Lease	70	-	-	-	-	-	-	-	-	
TOTAL APPROPRIATIONS	391,437	91,381	91,381	75,000	75,000	74,200	394,450	70,560	77,050	
ENDING WORKING CAPITAL	\$ 201,995	\$ 347,480	\$ 260,614	\$ 345,614	\$ 348,220	\$ 437,502	\$ 217,427	\$ 319,041	\$ 415,182	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: Golf Course Depreciation
DEPARTMENT: _____

<u>DEPT REQUEST</u>				<u>CM RECOMM</u>		
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Tractor w/backhoe	\$31,000	1	\$31,000	1	\$31,000	To be able to keep mowing roughs during aeration times
Air Compressor	\$8,000	1	\$8,000	1	\$8,000	Existing compressors no longer has enough power for tractor tires
(4) Utility carts	\$9,000	4	\$36,000	4	\$36,000	For daily maintenance and to avoid having to use golf carts from fleet
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$75,000		\$75,000	

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

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

Grand Total	\$75,000	\$75,000
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City of McAllen, Texas
McAllen Convention Center Fund
Working Capital Summary

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm. 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
RESOURCES										
BEGINNING WORKING CAPITAL	\$ 773,103	\$ 812,484	\$ 1,397,153	\$ 231,638	\$ 231,638	\$ 963,083	\$ 381,141	\$ (206,619)	\$ (814,447)	
Revenues:										
User Fees-Rentals	1,032,926	900,000	476,567	900,000	900,000	900,000	900,000	900,000	900,000	900,000
Concession Other	8,938	55,000	8,404	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Audio Visual	122,581	90,000	59,366	90,000	90,000	100,000	100,000	90,000	90,000	90,000
Standard Services	83,496	50,000	30,373	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Equipment Rental	50,093	18,000	6,342	18,000	18,000	18,000	18,000	18,000	18,000	18,000
Standard Labor	18,619	20,000	2,869	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Food & Beverage	419,237	457,000	54,879	457,000	457,000	457,000	457,000	457,000	457,000	457,000
Event % - Ticket Sales	49,447	25,000	90,656	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Security	127,466	100,000	130,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Management Fee	400,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000
Special Events: Palmfest, Carfest, Holiday	362,537	700,000	927,412	554,300	554,300	700,000	700,000	700,000	700,000	700,000
Interest Earned	35,239	23,986	20,842	23,986	2,316	9,631	3,811	-	-	-
Parking Fees	18,835	75,000	78,166	75,000	75,000	75,000	75,000	75,000	75,000	75,000
Miscellaneous	81,026	20,744	383,766	20,744	20,744	27,000	27,000	20,744	20,744	20,744
Total Revenues	2,810,440	3,134,730	2,869,642	2,939,030	2,917,360	3,086,631	3,080,811	3,060,744	3,060,744	
Other Financing Sources:										
Transfer In - Hotel Tax Fund	2,188,662	2,206,646	1,122,883	1,122,883	1,600,447	1,600,447	1,600,447	1,600,447	1,600,447	1,600,447
Transfer In - C.O. Performing Arts 2014	-	-	-	-	1,500,517	-	-	-	-	-
Transfer In - Performing Arts Fund	100,000	-	-	-	-	-	-	-	-	-
Total Revenues and Other Sources	5,099,102	5,341,376	3,992,525	4,061,913	\$ 6,018,324	4,687,078	4,681,258	4,661,191	4,661,191	
TOTAL RESOURCES	\$ 5,872,205	\$ 6,153,860	\$ 5,389,678	\$ 4,293,551	\$ 6,249,962	\$ 5,650,160	\$ 5,062,400	\$ 4,454,572	\$ 3,846,744	
APPROPRIATIONS										
Operating Expenses:										
Convention Center	\$ 4,209,309	\$ 4,941,624	\$ 4,931,569	\$ 4,980,083	\$ 4,968,171	\$ 4,980,083	\$ 4,980,083	\$ 4,980,083	\$ 4,980,083	\$ 4,980,083
Liability Insurance	41,665	30,712	33,921	30,712	30,712	30,712	30,712	30,712	30,712	30,712
Capital Outlay	61,907	441,260	132,866	180,200	-	-	-	-	-	-
Total Operating Expenses	4,312,881	5,413,596	5,098,356	5,190,995	4,998,883	5,010,795	5,010,795	5,010,795	5,010,795	
Other Financing Sources (Uses):										
Transfer Out - Health Insurance Fund	117,300	51,460	51,460	29,773	29,773	-	-	-	-	-
Transfer Out - Convention Center Depr. Fund	250,000	250,000	-	250,000	250,000	250,000	250,000	250,000	250,000	250,000
Debt Service - Motorola Lease Payment	3,121	8,224	8,224	8,224	8,224	8,224	8,224	8,224	8,224	8,224
TOTAL APPROPRIATIONS	4,683,302	5,723,280	5,158,040	5,478,992	5,286,880	5,269,019	5,269,019	5,269,019	5,269,019	
Revenues over/under Expenses	415,800	(381,904)	(1,165,515)	(1,417,079)	731,445	(581,941)	(587,761)	(607,828)	(607,828)	
Other Items Affecting Working Capital	208,250	-	-	-	-	-	-	-	-	-
ENDING WORKING CAPITAL	\$ 1,397,153	\$ 430,580	\$ 231,638	\$ (1,185,441)	\$ 963,083	\$ 381,141	\$ (206,619)	\$ (814,447)	\$ (1,422,275)	

2021

541- Convention Center Fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
541-0000-361-16-00- Charges:sales & services / Rental	1,032,926	900,000	476,567	900,000	900,000	
541-0000-361-17-00- Charges:sales & services / Concession rental	-	-			-	
541-0000-361-18-00- Charges:sales & services / Concession other	8,938	5,000	8,404	5,000	5,000	
541-0000-361-48-00- Charges:sales & services / Audio Visual	122,581	90,000	59,366	90,000	90,000	
541-0000-361-49-00- Charges:sales & services / Event % - ticket sales	49,447	25,000	90,656	25,000	25,000	
541-0000-361-53-00- Charges:sales & services / Equipment rental	50,093	18,000	6,342	18,000	18,000	
541-0000-361-54-00- Charges:sales & services / Standard labor (labor/e	18,619	20,000	2,869	20,000	20,000	
541-0000-361-55-00- Charges:sales & services / Standard services	83,496	50,000	30,373	50,000	50,000	
541-0000-361-56-00- Charges:sales & services / Food & beverages	419,237	457,000	54,879	457,000	457,000	
541-0000-361-57-00- Charges:sales & services / Security	127,466	100,000	130,000	100,000	100,000	
541-0000-361-63-00- Operating revenues / Palm fest	256,124	125,000	79,000	225,000	225,000	
541-0000-361-64-00- Operating revenues / Car fest	106,414	100,000	116,772	100,000	100,000	
541-0000-361-65-00- Operating revenues / 40 Days of Christmas	-	475,000	731,640	229,300	229,300	
541-0000-361-67-00- Charges sales & services / Parking fees	18,835	75,000	78,166	75,000	75,000	
361	2,294,176	2,440,000	1,865,034	2,294,300	2,294,300	-
541-0000-375-01-00- Miscellaneous / Recovery prior yr exp	(2,522)	-	543	-	-	
541-0000-375-02-00- Miscellaneous / Insurance recoveries	18,290	-	15,828.40	-	-	
541-0000-375-10-00- Miscellaneous / NSF charges	20	-	20	-	-	
541-0000-375-11-00- Miscellaneous / Sponsorships	-	-	-	-	-	
541-0000-375-40-01- Cash over/short / Cash over/short	84	-	(3)	-	-	
541-0000-375-43-00- Miscellaneous / ATM commission	2,699	-	1,800	1,800	1,800	
541-0000-375-50-00- Miscellaneous / Management fee civic ctr	-	-	-	-	-	
541-0000-375-57-00- Miscellaneous / Management fee - PAC	400,000	600,000	600,000	600,000	600,000	
541-0000-375-99-00- Miscellaneous / Other	62,455	70,744	365,578	70,744	18,944	
375	481,026	670,744	983,766	672,544	620,744	-
541-0000-376-98-00- Contributions / Acquired assets / external						
541-0000-376-99-00- Contributions / Acquired assets-Intra	16,202					
376	16,202					
541-0000-381-02-00- Interest / Texpool	25,164	23,986	15,243	23,986	2,316	
541-0000-381-03-00- Interest / Certificate of deposit	4,408	-	5,264		-	
541-0000-381-04-00- Interest / Other investments	2,222	-	167		-	

2021

541- Convention Center Fund

Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2020-2021

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
541-0000-381-20-00- Interest / Gain/loss sale of invest- 381	3,445	-	168		-	
	35,239	23,986	20,842	23,986	2,316	-
541-0000-391-10-00- Operating transfers in / Hotel occupancy fund	2,188,662	2,206,646	1,122,883	1,122,883	1,600,447	
541-0000-391-85-00- Operating transfers in / Performing arts center 391	100,000	-			1,500,517	
	2,288,662	2,206,646	1,122,883	1,122,883	3,100,964	-
541 Convention Center	\$ 5,099,102	\$ 5,341,376	\$ 3,992,525	\$ 4,061,913	\$ 6,018,324	\$ -

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: CONVENTION CENTER

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total		-		-	-	-	-	-		-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.		-		-	-	-	-	-		
3.		-		-	-	-	-	-		
4.		-		-	-	-	-	-		
5.		-		-	-	-	-	-		
Total Compensation & Benefits			\$ 2,693,751	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
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.	< Please select category >									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Other Services & Charges			\$ 1,887,750					\$ -		\$ -
MAINTENANCE										
1.	Equipment									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance			\$ 299,582					\$ -		\$ -
CAPITAL OUTLAY										
								** See Attached Capital Outlay Request Form		
Total Capital Outlay								\$ 180,200		\$ -
TOTAL			\$ 4,980,083					\$ 180,200		\$ -

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: MCALLEN CONVENTION CENTER FUND
DEPARTMENT: CONVENTION CENTER

DEPT REQUEST				CM RECOMM		
Office Furniture/equipment						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Motorola APX-1000	\$3,000	4	\$12,000		\$0	Updating equipment-replacing (MOVED TO DEPRECIATION)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$12,000		\$0	
Computer Hardware						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
New Laptops / Monitor	\$1,600	11	\$17,600		\$0	IT updating equipment-replacing
New Desktop / Monitor	\$1,200	12	\$14,400		\$0	IT updating equipment-replacing
New Desktop / Video Surveillences	\$3,200	1	\$3,200		\$0	IT updating equipment-replacing
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$35,200		\$0	
Equipment						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Lutron Lighting System	\$75,000	1	\$75,000		\$0	Updating Equipment - Replacing (MOVED TO DEPRECIATION)
HVAC Cooling Tower Fan Kit	\$15,000	1	\$15,000		\$0	Updating Equipment - Replacing (MOVED TO DEPRECIATION)
HVAC Controller System	\$8,000	1	\$8,000		\$0	Updating Equipment - Replacing (MOVED TO DEPRECIATION)
Cooliong Tower Pipeline	\$35,000	1	\$35,000		\$0	Updating Equipment - Replacing (MOVED TO DEPRECIATION)
	\$0		\$0		\$0	
TOTAL			\$133,000		\$0	
Grand Total			\$180,200		\$0	

2021

541-5251 Convention facilities

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
541-5251-461-60-01- Compensation / Exempt	561,078	674,411	664,815	672,927	672,927	
541-5251-461-60-02- Compensation / Non-exempt	927,705	1,095,282	901,804	1,098,128	1,098,128	
541-5251-461-60-06- Compensation / Part time	-	225,324	44,218	229,834	229,834	
541-5251-461-60-10- Compensation / Overtime	36,708	50,000	85,000	50,000	50,000	
541-5251-461-60-14- Compensation / Car allowance	10,800	10,800	11,600	10,800	10,800	
541-5251-461-60-17- Compensation / Telephone	7,120	8,880	8,320	9,360	9,360	
60	1,543,411	2,064,697	1,715,757	2,071,049	2,071,049	
541-5251-461-61-30- Benefits / Social security	108,751	157,949	120,404	158,435	158,435	
541-5251-461-61-36- Benefits / Retirement	114,637	142,736	132,130	159,449	159,449	
541-5251-461-61-40- Benefits / Unemployment tax	852	11,970	11,970	5,040	5,040	
541-5251-461-61-46- Benefits / Workers' comp-	29,713	33,007	33,007	31,199	31,199	
541-5251-461-61-50- Benefits / Health cost	142,459	212,352	172,328	247,032	247,032	
541-5251-461-61-52- Benefits / Life insurance	1,048	2,960	1,048	3,046	3,046	
541-5251-461-61-53- Benefits / Retiree health ins (ARC)	15,761	15,761	18,504	18,500	18,500	
541-5251-461-61-56- Benefits/Pension Cost-TMRS	208,923	-	-	-	-	
541-5251-461-61-58- Benefits / TMRS benefits (contra)	(108,604)	-	-	-	-	
61	513,539	576,735	489,391	622,702	622,702	
541-5251-463-62-02- Supplies / Office	8,403	10,000	10,000	10,000	10,000	
541-5251-463-62-04- Supplies / Operating	33,941	30,000	20,000	30,000	30,000	
541-5251-463-62-12- Supplies / Small tools/minor equip-	1,170	8,000	5,000	8,000	8,000	
541-5251-463-62-14- Supplies / Janitorial	27,016	25,000	22,000	25,000	25,000	
541-5251-463-62-18- Supplies / Clothing & uniform	10,031	11,000	9,000	11,000	11,000	
541-5251-463-62-20- Supplies / Chemical	9,769	15,000	8,000	15,000	15,000	
62	90,330	99,000	74,000	99,000	99,000	
541-5251-464-63-02- Other services & charges / Advertising	77,690	160,000	80,000	160,000	160,000	
541-5251-464-63-14- Other services & charges / Dues & sut	13,733	20,000	15,000	20,000	20,000	
541-5251-464-63-23- Other services & charges / Online svc/	1,101	2,000	1,000	2,000	2,000	
541-5251-464-63-38- Other services & charges / Manageme	150,000	150,000	150,000	150,000	150,000	
541-5251-464-63-43- Other services & charges / Postage	-	-	-	-	-	

2021

541-5251 Convention facilities

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
541-5251-464-63-45- Other services & charges / Professional	-	30,000	5,000	30,000	30,000	
541-5251-464-63-52- Other services & charges / Rental & cc	275,683	108,000	190,000	108,000	108,000	
541-5251-464-63-59- Other services & charges / Security	226,788	120,000	230,000	120,000	120,000	
541-5251-464-63-60- Other service & charges / Special ever	167,133	300,000	952,086	300,000	300,000	
541-5251-464-63-64- Other services & charges / Training	5,604	5,000	-	5,000	5,000	
541-5251-464-63-65- Other services & charges / Travel	30,716	24,250	13,000	24,250	24,250	
541-5251-464-63-67- Other services & charges / Utilities-ele	370,935	600,000	400,000	600,000	600,000	
541-5251-464-63-68- Other services & charges / Utilities-gas	12,782	7,000	8,500	7,000	7,000	
541-5251-464-63-69- Other services & charges / Utilities-tele	8,925	26,000	13,181	26,000	26,000	
541-5251-464-63-70- Other services & charges / Utilities-wat	95,060	95,000	87,726	95,000	95,000	
541-5251-464-63-89- Other services & charges / Credit card	13,442	30,000	25,000	30,000	30,000	
541-5251-464-63-99- Other services & charges / Miscellaneous	15,017	10,500	5,000	10,500	10,500	
63	1,464,610	1,687,750	2,175,492	1,687,750	1,687,750	
541-5251-464-64-53- Other services & charges / Palmfest	288,324	200,000	200,000	200,000	200,000	
541-5251-464-64-47- Other services & charges / Settlement	-	-	-	-	-	
64	288,324	200,000	200,000	200,000	200,000	
541-5251-465-65-04- Maintenance / Computer software	-	-	-	-	-	
541-5251-465-65-08- Maintenance / Equipment	67,283	78,000	50,000	78,000	78,000	
541-5251-465-65-10- Maintenance / Facilities	225,625	213,750	213,750	213,750	213,750	
541-5251-465-65-16- Maintenance / Vehicles	9,861	1,200	8,000	1,200	1,200	
541-5251-465-65-17- Maintenance / Fuel & lubricants	6,327	6,632	6,000	6,632	6,632	
65	309,095	299,582	277,750	299,582	299,582	
541-5251-466-66-20- Capital outlay / Equipment	61,907	441,260	104,287	133,000	-	
541-5251-466-66-22- Capital outlay / Computer-hardware	-	-	-	35,200	-	
541-5251-466-66-99- Capital outlay / Non-capitalized	-	-	28,579	12,000	-	
66	61,907	441,260	132,866	180,200	-	-
541-5251-469-78-01- Disaster Exp/ COVID-19	-	-	7,592	-	-	
78			7,592	-	-	-

2021

541-5251 Convention facilities

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
541-5251 Convention Center	\$ 4,271,216	\$ 5,369,024	\$ 5,072,848	\$ 5,160,283	\$ 4,980,083	\$ -

2021

541-9010 Non-departmental

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
541-5256-461-61-97- Benefits /Contingency workers comp	-	(8,413)	(8,413)	-	(11,912)	
541-5256-461-61-99- Benefits / Cost of Living Adjustment (-	22,273		-	-	
61	-	13,860	(8,413)	-	(11,912)	-
541-5264-464-63-17- Other services & charges / Employee	-	-		-	-	
541-5264-464-63-24- Other services & charges / Ins-auto li	-	-		-	-	
541-5264-464-63-25- Other services & charges / Ins--boiler	-	-		-	-	
541-5264-464-63-26- Other services & charges / Ins--error	-	-		-	-	
541-5264-464-63-27- Other services & charges / Ins--real/c	-	-		-	-	
541-5264-464-63-29- Other services & charges / Ins--liabilit	30,712	30,712	30,712	30,712	30,712	
541-5264-464-63-30- Other services & charges / Ins--mobil	-	-		-	-	
541-5264-464-63-31- Other services & charges / Ins--other	-	-		-	-	
541-5264-464-63-33- Other services & charges / Ins--work	-	-		-	-	
541-5264-464-63-45- Other services & charges / Profession	-	-		-	-	
541-5264-464-63-88- Other services & charges / Ins--speci	10,953	-	3,209	-	-	
63	41,665	30,712	33,921	30,712	30,712	-
541-7019-477-70-02- Debt service / Principal- Motorola Lea	-	6,673	6,673	6,673	6,673	
541-7019-477-70-04- Debt service / Interestl- Motorola Lea	3,121	1,551	1,551	1,551	1,551	
70	3,121	8,224	8,224	8,224	8,224	-
541-9010-467-68-02- Depreciation / Expense	-1,600,385					
68	-1,600,385					
541-9010-467-71-77- Other expenses / Loss on disposal of						
71						
541-9010-467-89-01- Other expenses / Fixed assets (contr	-(61,907)					
89	-(61,907)					
541-9010-499-74-06- Operating transfers out / Capital impr	-	-		-	-	
541-9010-499-74-68- Operating transfers out / Convention	250,000	250,000		250,000	250,000	
541-9010-499-74-77- Operating transfers out / Perf constr f	-	-		-	-	
541-9010-499-74-78- Operating transfers out / Health insur	117,300	51,460	51,460	29,773	29,773	

2021

541-9010 Non-departmental

Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
541-9010-499-74-83- Operating transfers out / Performing ; 74	-	-	-	-	-	-
	367,300	301,460	51,460	279,773	279,773	-
541-9010	\$ 1,905,777	\$ 301,460	\$ 51,460	\$ 279,773	\$ 279,773	\$ -
Convention Center Total Expenditures	\$ 4,683,302	\$ 5,723,280	\$ 5,158,040	\$ 5,478,992	\$ 5,286,880	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5251	Convention Facilities	1			Director Convention Facilities	FILLED	\$ 116,617
5251	Convention Facilities	1			Event Service Supervisor	FILLED	43,671
5251	Convention Facilities	1			Manager of Facility	FILLED	65,643
5251	Convention Facilities	1			Marketing & Special Event Spvr	FILLED	55,127
5251	Convention Facilities	1			Box Office Manager	FILLED	50,357
5251	Convention Facilities	1			Operations Manager	FILLED	67,940
5251	Convention Facilities	1			Sales Coordinator	FILLED	49,330
5251	Convention Facilities	1			Sales Coordinator	UNFILLED	56,606
5251	Convention Facilities	1			Manager of Sales & Events Serv	FILLED	63,423
5251	Convention Facilities	1			Corporate Relations Manager	FILLED	57,204
5251	Convention Facilities	1			Audio & Visual Supervisor	FILLED	47,009
		11					672,927
5251	Convention Facilities		1		Accounting Coordinator	FILLED	37,390
5251	Convention Facilities		1		Administrative Clerk	FILLED	27,206
5251	Convention Facilities		1		Administrative Clerk	FILLED	27,206
5251	Convention Facilities		1		Administrative Clerk	FILLED	27,206
5251	Convention Facilities		1		Administrative Supervisor	FILLED	32,757
			5				151,765
5251	Convention Facilities		1		Audio & Visual Technician	FILLED	30,593
5251	Convention Facilities		1		Audio & Visual Technician	FILLED	30,593
5251	Convention Facilities		1		Audio & Visual Technician	FILLED	30,593
			3				91,779
5251	Convention Facilities		1		Building Monitor Supervisor	FILLED	28,277
5251	Convention Facilities		1		Building Monitor	FILLED	25,130
5251	Convention Facilities		1		Building Monitor	FILLED	25,130
5251	Convention Facilities		1		Building Monitor	UNFILLED	25,130
5251	Convention Facilities		1		Building Monitor	UNFILLED	25,130
			5				128,797
5251	Convention Facilities		1		Events Coordinator	FILLED	36,384
5251	Convention Facilities		1		Events Coordinator	FILLED	36,384
5251	Convention Facilities		1		Events Coordinator	UNFILLED	36,384

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5251	Convention Facilities		1		Events Coordinator	UNFILLED	36,384
			4				145,536
5251	Convention Facilities		1		Facilities Maint Technician	FILLED	29,894
5251	Convention Facilities		1		Facilities Maint Technician	FILLED	27,206
5251	Convention Facilities		1		HVAC Manager	FILLED	36,319
5251	Convention Facilities		1		Journeyman Electrician	FILLED	37,346
5251	Convention Facilities		1		Journeyman Electrician	FILLED	37,346
			5				168,111
5251	Convention Facilities		1		Operations Coordinator	UNFILLED	26,114
5251	Convention Facilities		1		Operations Coordinator	FILLED	26,114
5251	Convention Facilities		1		Operations Coordinator	FILLED	26,114
5251	Convention Facilities		1		Operations Coordinator	FILLED	26,114
5251	Convention Facilities		1		Operations Coordinator	FILLED	26,114
5251	Convention Facilities		1		Operations Coordinator	FILLED	26,114
5251	Convention Facilities		1		Operations Coordinator	FILLED	26,114
5251	Convention Facilities		1		Operations Coordinator	FILLED	26,114
5251	Convention Facilities		1		Operations Coordinator	FILLED	26,114
5251	Convention Facilities		1		Operations Coordinator	FILLED	26,114
5251	Convention Facilities		1		Operations Coordinator	UNFILLED	26,114
5251	Convention Facilities		1		Operations Coordinator	UNFILLED	26,114
5251	Convention Facilities		1		Operations Specialist	FILLED	40,514
5251	Convention Facilities		1		Operations Supervisor	FILLED	29,129
5251	Convention Facilities		1		Operations Supervisor	FILLED	29,129
			15				412,140
5251	Convention Facilities		1		PART TIME	FILLED	10,447
5251	Convention Facilities		1		PART TIME	FILLED	10,447
5251	Convention Facilities		1		PART TIME	FILLED	10,447
5251	Convention Facilities		1		PART TIME	FILLED	10,447
5251	Convention Facilities		1		PART TIME	FILLED	10,447
5251	Convention Facilities		1		PART TIME	FILLED	10,447
5251	Convention Facilities		1		PART TIME	UNFILLED	10,447

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
5251	Convention Facilities		1		PART TIME	UNFILLED	10,447
5251	Convention Facilities		1		PART TIME	UNFILLED	10,447
5251	Convention Facilities		1		PART TIME	UNFILLED	10,447
5251	Convention Facilities		1		PART TIME	UNFILLED	10,447
5251	Convention Facilities		1		PART TIME	UNFILLED	10,447
5251	Convention Facilities		1		PART TIME	UNFILLED	10,447
5251	Convention Facilities		1		PART TIME	UNFILLED	10,447
5251	Convention Facilities		1		PART TIME	UNFILLED	10,447
5251	Convention Facilities		1		PART TIME	UNFILLED	10,447
5251	Convention Facilities		1		PART TIME	UNFILLED	10,447
5251	Convention Facilities		1		PART TIME	UNFILLED	10,447
5251	Convention Facilities		1		PART TIME	UNFILLED	10,447
5251	Convention Facilities		1		PART TIME	UNFILLED	10,447
5251	Convention Facilities		1		PART TIME	UNFILLED	10,447
5251	Convention Facilities		1		PART TIME	UNFILLED	10,447
			22				229,834
					OVERTIME		50,000
					CAR ALLOWANCE		10,800
					TELEPHONE		9,360
							70,160
	CURRENT POSITIONS		70				\$ 2,071,049



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	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 1,543,411	\$ 2,034,175	\$ 2,064,697	\$ 1,715,757	\$ 2,071,049	\$ 2,071,049	\$ 2,071,049	\$ 2,071,049	\$ 2,071,049	\$ 2,071,049	\$ 2,071,049
Employee Benefits	513,539	572,031	576,735	489,391	622,702	622,702	622,702	622,702	622,702	622,702	622,702
Supplies	90,330	99,000	99,000	74,000	99,000	99,000	99,000	99,000	99,000	99,000	99,000
Other Services and Charges	1,752,934	1,887,750	1,887,750	2,383,084	1,887,750	1,887,750	1,887,750	1,887,750	1,887,750	1,887,750	1,887,750
Maintenance	309,095	299,582	299,582	277,750	299,582	299,582	299,582	299,582	299,582	299,582	299,582
Operations Subtotal	4,209,309	4,892,538	4,927,764	4,939,982	4,980,083	4,980,083	4,980,083	4,980,083	4,980,083	4,980,083	4,980,083
Capital Outlay	61,907	441,260	441,260	132,866	180,200	-	-	-	-	-	-
Operations & Capital Outlay total	4,271,216	5,333,798	5,369,024	5,072,848	5,160,283	4,980,083	4,980,083	4,980,083	4,980,083	4,980,083	4,980,083
Non Departmental											
Insurance	41,665	30,712	30,712	33,921	30,712	30,712	30,712	30,712	30,712	30,712	30,712
Cost of Living Adjustment	-	57,499	22,273	-	-	-	-	-	-	-	-
Workers' Comp. - Loss Run Ratio	-	(8,413)	(8,413)	(8,413)	-	(11,912)	-	-	-	-	-
Total Expenditures	\$ 4,312,881	\$ 5,413,596	\$ 5,413,596	\$ 5,098,356	\$ 5,190,995	\$ 4,998,883	\$ 5,010,795	\$ 5,010,795	\$ 5,010,795	\$ 5,010,795	\$ 5,010,795
PERSONNEL											
Exempt	9	11	11	11	11	11	11	11	11	11	11
Non-Exempt	33	37	37	37	37	37	37	37	37	37	37
Part-Time	-	22	22	22	22	22	22	22	22	22	22
Total Positions Authorized	42	70	70	70	70	70	70	70	70	70	70
Resources											
	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Revenues	2,810,440	3,134,730	3,134,730	2,869,642	2,939,030	2,917,360	3,086,631	3,080,811	3,060,744	3,060,744	

Contact Us:

Yajaira Flores
 Director
 700 Convention Center Blvd.
 McAllen, TX 78501
 (956) 681-3800

MAJOR FY 20-21 GOALS

- 1) To position City of McAllen events as part of the healing process as we move forward and reshape our cultural community
- 2) To educate and train employees and employees post COVID on new sanitation protocols.
- 3) To recover quickly from lost business and build momentum to continue to be the entertainment capital of South Texas.

Performance Measures

	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	42	48	48	48
Total Appropriations	\$ 4,271,216	\$ 5,369,024	\$ 5,072,848	\$ 4,980,083
Exhibit Hall Space available		60,000 sqft	60,000 sqft	60,000 sqft
Ballroom Space available		10,000 sqft	10,000 sqft	10,000 sqft
Outputs:				
Convention Center Events		450	200	350
Exhibit Hall Bookings		320	297	300
Ballroom Bookings		530	430	500
Meeting Room Bookings		1,500	1,047	1,500
Total Number of Bookings		2,350	2,168	2,200
Effectiveness Measures:				
Total Resources		\$ 3,134,730	\$ 2,869,642	\$ 2,939,030
Banquet Event Order Net Revenue		\$ 475,000	\$ 54,879	\$ 457,000
Attendance		500,000	444,000	500,000
Exhibit Hall Occupancy		55%	41%	55%
Ballroom Occupancy		33%	30%	33%
Meeting Room Occupancy		45%	30%	45%
Total Occupancy		45%	30%	45%

Description:

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.

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.

City of McAllen, Texas
Convention Center Depreciation Fund
Working Capital Summary

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
RESOURCES										
BEGINNING WORKING CAPITAL	\$ 2,113,523	\$ 1,893,881	\$ 2,396,302	\$ 2,396,302	\$ 2,396,302	\$ 2,025,265	\$ 2,295,518	\$ 2,568,473	\$ 2,844,158	
Revenues:										
Interest Earned	70,859	-	-	-	23,963	20,253	22,955	25,685	28,442	
Operating Transfer-In	250,000	250,000	-	250,000	250,000	250,000	250,000	250,000	250,000	
Total Revenues and Transfers	320,859	250,000	-	250,000	273,963	270,253	272,955	275,685	278,442	
TOTAL RESOURCES	<u>\$ 2,434,382</u>	<u>\$ 2,143,881</u>	<u>\$ 2,396,302</u>	<u>\$ 2,646,302</u>	<u>\$ 2,670,265</u>	<u>\$ 2,295,518</u>	<u>\$ 2,568,473</u>	<u>\$ 2,844,158</u>	<u>\$ 3,122,599</u>	
APPROPRIATIONS										
Capital Projects:										
Floor Scrubber	\$ 16,202	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Marquee Screen	-	-	-	-	500,000	-	-	-	-	
Convention Center: Equipment, Office Furniture, Hardware	21,878	-	-	-	145,000	-	-	-	-	
TOTAL APPROPRIATIONS	<u>38,080</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>645,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
ENDING WORKING CAPITAL	<u>\$ 2,396,302</u>	<u>\$ 2,143,881</u>	<u>\$ 2,396,302</u>	<u>\$ 2,646,302</u>	<u>\$ 2,025,265</u>	<u>\$ 2,295,518</u>	<u>\$ 2,568,473</u>	<u>\$ 2,844,158</u>	<u>\$ 3,122,599</u>	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: Convention Center Depreciation
DEPARTMENT: Convention Center Administration

<u>DEPT REQUEST</u>				<u>CM RECOMM</u>		
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Equipment						
Motorola APX-1000	\$3,000		\$0	4	\$12,000	Updating equipment-replacing
Lutron Lighting System	\$75,000		\$0	1	\$75,000	Updating Equipment - Replacing
HVAC Cooling Tower Fan Kit	\$15,000		\$0	1	\$15,000	Updating Equipment - Replacing
HVAC Controller System	\$8,000		\$0	1	\$8,000	Updating Equipment - Replacing
Cooliong Tower Pipeline	\$35,000		\$0	1	\$35,000	Updating Equipment - Replacing
TOTAL			\$0		\$145,000	
<Please select a category>						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
			\$0		\$0	
			\$0		\$0	
			\$0		\$0	
			\$0		\$0	
			\$0		\$0	
			\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
Grand Total			\$0		\$145,000	

**City of McAllen, Texas
McAllen Performing Arts Center
Working Capital Summary**

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm. 20-21	Four Year Plan			
						21-22	22-23	23-24	24-25
RESOURCES									
BEGINNING WORKING CAPITAL	\$ 1,772,503	\$ 1,970,323	\$ 2,349,534	\$ 2,024,978	\$ 2,024,978	\$ 1,684,985	\$ 2,036,591	\$ 2,441,714	\$ 2,850,889
Revenues:									
User Fees-Rentals	611,355	475,000	342,075	400,000	400,000	475,000	475,000	475,000	475,000
Concession-Other	52,335	35,000	22,718	30,000	30,000	40,000	40,000	40,000	40,000
Audio Visual	70,521	50,000	28,640	40,000	40,000	50,000	50,000	50,000	50,000
Event % ticket sales	435,018	400,000	208,537	275,000	275,000	400,000	400,000	400,000	400,000
Equipment Rental	3,200	8,000	1,100	3,000	3,000	8,000	8,000	8,000	8,000
Standard Labor	84,417	75,000	39,432	70,000	70,000	75,000	75,000	75,000	75,000
Standard Services	54,815	25,000	17,459	20,000	20,000	25,000	25,000	25,000	25,000
Membership Fees/Dues	13,750	-	2,750	-	-	-	-	-	-
Security	43,906	45,000	27,129	40,000	40,000	50,000	50,000	50,000	50,000
Special Events	3,800	3,000	1,750	3,000	3,000	3,000	3,000	3,000	3,000
Sponsorships	-	300,000	-	200,000	200,000	650,000	700,000	700,000	700,000
Interest Earned	62,179	-	2,885	-	20,250	16,850	20,366	24,417	28,509
Miscellaneous	2,080	-	-	-	-	-	-	-	-
Total Revenues	1,437,377	1,416,000	694,473	1,081,000	1,101,250	1,792,850	1,846,366	1,850,417	1,854,509
Transfer-in - Hotel Tax Fund	547,357	552,411	281,471	281,471	400,862	400,862	400,862	400,862	400,862
Transfer-in - Venue Tax Fund	209,461	330,898	-	-	-	-	-	-	-
Total Revenues and Transfers-In	2,194,195	2,299,309	975,944	1,362,471	1,502,112	2,193,712	2,247,228	2,251,279	2,255,371
TOTAL RESOURCES	\$ 3,966,698	\$ 4,269,632	\$ 3,325,478	\$ 3,387,449	\$ 3,527,090	\$ 3,878,696	\$ 4,283,819	\$ 4,692,994	\$ 5,106,259
APPROPRIATIONS									
Operating Expenses:									
Performing Arts Center	\$ 1,261,432	\$ 1,576,375	\$ 1,297,000	\$ 1,576,375	\$ 1,576,375	\$ 1,576,375	\$ 1,576,375	\$ 1,576,375	\$ 1,576,375
Liability Insurance	5,730	15,730	3,500	15,730	15,730	15,730	15,730	15,730	15,730
Capital Outlay	-	127,600	-	67,000	-	-	-	-	-
Total Operations	1,267,162	1,719,705	1,300,500	1,659,105	1,592,105	1,592,105	1,592,105	1,592,105	1,592,105
Transfer Out - PAC Depr. Fund	250,000	250,000	-	250,000	250,000	250,000	250,000	250,000	250,000
Transfer Out - Convention Center	100,000	-	-	-	-	-	-	-	-
TOTAL APPROPRIATIONS	\$ 1,617,162	\$ 1,969,705	\$ 1,300,500	\$ 1,909,105	\$ 1,842,105	\$ 1,842,105	\$ 1,842,105	\$ 1,842,105	\$ 1,842,105
Revenues over/under Expenses	577,033	329,604	(324,556)	(546,634)	(339,993)	351,607	405,123	409,174	413,266
Other items affecting Working Capital									
ENDING WORKING CAPITAL	\$ 2,349,534	\$ 2,299,927	\$ 2,024,978	\$ 1,478,344	\$ 1,684,985	\$ 2,036,591	\$ 2,441,714	\$ 2,850,889	\$ 3,264,154

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
546-0000-361-10-00 Charges sales & service / Membership fees/dues	13,750	-	2,750			
546-0000-361-16-00 Charges sales & service / Rental	611,355	475,000	342,075	400,000	400,000	
546-0000-361-17-00 Charges sales & services / Concession rental	-	-				
546-0000-361-18-00 Charges sales & services / Concession other	52,335	35,000	22,718	30,000	30,000	
546-0000-361-48-00 Charges sales & services / Audio visual	70,521	50,000	28,640	40,000	40,000	
546-0000-361-49-00 Charges sales & services / Event % ticket sales	435,018	400,000	208,537	275,000	275,000	
546-0000-361-53-00 Charges sales & services / Equipment rental	3,200	8,000	1,100	3,000	3,000	
546-0000-361-54-00 Charges sales & services / Standard labor	84,417	75,000	39,432	70,000	70,000	
546-0000-361-55-00 Charges sales & services / Standard services	54,815	25,000	17,459	20,000	20,000	
546-0000-361-56-00 Charges:sales & services / Food & beverages	-	-				
546-0000-361-57-00 Charges sales & services / Security	43,906	45,000	27,129	40,000	40,000	
546-0000-361-59-00 Charges sales & services / Special events insur co	3,800	3,000	1,750	3,000	3,000	
361	1,373,118	1,116,000	691,588	881,000	881,000	-
546-0000-375-01-00 Miscellaneous / Recovery of prior years expense	-	-				
546-0000-375-02-00 Miscellaneous / Insurance recoveries	1,000	-				
546-0000-375-40-01 Miscellaneous / Cash over/short	-	-				
546-0000-375-99-00 Miscellaneous / Other	1,080	300,000	-	200,000	200,000	
375	2,080	300,000	-	200,000	200,000	-
546-0000-376-98-00 Contributions / Acquired assets—external	6,387					
376	6,387					
546-0000-381-02-00 Interest / Texpool	28,101	-	10,423		20,250	
546-0000-381-03-00 Interest / Certificates of deposit	3,300	-	6,572			
546-0000-381-04-00 Interest / Other investments	14,047	-	425			
546-0000-381-20-00 Interest / Gain/loss of investments	16,731	-	(14,535)			
381	62,179	-	2,885	-	-	-
546-0000-391-10-00 Operating transfers in / Hotel occupancy fund	547,357	552,411	281,471	281,471	400,862	
546-0000-391-58-00 Operating transfers in / Convention center fund	-	-				
546-0000-391-80-00 Operating transfers in / Hotel venue tax fund	209,461	330,898		-		
391	756,818	883,309	281,471	281,471	400,862	-
546 Performing Arts Facility	\$ 2,194,195	\$ 2,299,309	\$ 975,944	\$ 1,362,471	\$ 1,502,112	\$ -

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: PERFORMING ARTS CENTER

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	-	-
2.	-	-		-	-	-	-	-	-	-
3.	-	-		-	-	-	-	-	-	-
4.	-	-		-	-	-	-	-	-	-
5.	-	-		-	-	-	-	-	-	-
Total		-		-	-	-	-	-	-	-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
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			\$ 46,000					\$ -		\$ -
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			\$ 1,339,375					\$ -		\$ -
MAINTENANCE										
1.	Equipment									
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								\$ 67,000		\$ -
TOTAL			\$ 1,576,375					\$ 67,000		\$ -

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: PERFORMING ARTS FUND
DEPARTMENT: PERFORMING ARTS CENTER

DEPT REQUEST				CM RECOMM			
Office Furniture/equipment	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	Motorola APX -1000	\$3,000	4	\$12,000		\$0	Adding , Updating Equipment - Replacing (MOVED TO PA DEPRECIATION)
	Water Tower Spring Support Base / Labor / Lift	\$4,000	5	\$20,000		\$0	Adding , Updating Equipment - Replacing (MOVED TO PA DEPRECIATION)
	Neon Blue Lighting Air Handler	\$1,000	35	\$35,000		\$0	Adding , Updating Equipment
		\$0		\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$67,000		\$0	

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

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

Grand Total	\$67,000	\$0
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
546-5254-463-62-04 Supplies / Operating	13,485	10,000	9,000	10,000	10,000	
546-5254-463-62-12 Supplies / Small tools/minor equipment	5,741	5,000	2,500	5,000	5,000	
546-5254-463-62-14 Supplies / Janitorial	12,182	15,000	12,000	15,000	15,000	
546-5254-463-62-18 Supplies / Clothing and uniform	2,713	8,000	-	8,000	8,000	
546-5254-463-62-20 Supplies / Chemicals	3,698	8,000	5,000	8,000	8,000	
62	37,819	46,000	28,500	46,000	46,000	
546-5254-464-63-02 Other services & charges / Advertising	58,116	80,000	60,000	80,000	80,000	
546-5254-464-63-14 Other services & charges / Dues & subscriptions	12,393	15,000	12,000	15,000	15,000	
546-5254-464-63-23 Other services & charges / Online svc network	6,106	5,000	2,500	5,000	5,000	
546-5254-464-63-38 Other services & charges / Management fees	50,000	50,000	50,000	50,000	50,000	
546-5254-464-63-52 Other services & charges / Rental & contractual	318,673	150,000	150,000	150,000	150,000	
546-5254-464-63-59 Other services & charges / Security	70,352	80,000	80,000	80,000	80,000	
546-5254-464-63-60 Other services & charges / Special events	39,957	100,000	10,000	100,000	100,000	
546-5254-464-63-67 Other services & charges / Utilities-electric	103,263	150,375	120,000	150,375	150,375	
546-5254-464-63-68 Other services & charges / Utilities - gas	23,231	36,000	30,000	36,000	36,000	
546-5254-464-63-69 Other services & charges / Utilities -telephone	-	-	-	-	-	
546-5254-464-63-70 Other services & charges / Utilities-water	18,228	20,000	12,000	20,000	20,000	
546-5254-464-63-89 Other services & charges / Credit card fees	47,676	50,000	45,000	50,000	50,000	
546-5254-464-63-96 Other services & charges / Management fee-Con'	400,000	600,000	600,000	600,000	600,000	
546-5254-464-63-99 Other services & charges / Miscellaneous	2,895	3,000	2,000	3,000	3,000	
63	1,150,891	1,339,375	1,173,500	1,339,375	1,339,375	
546-5254-465-65-04 Maintenance / Computer software	-	20,000	-	20,000	20,000	
546-5254-465-65-08 Maintenance / Equipment	26,405	75,000	20,000	75,000	75,000	
546-5254-465-65-10 Maintenance / Facilities	46,316	96,000	75,000	96,000	96,000	
65	72,722	191,000	95,000	191,000	191,000	
546-5254-466-66-16 Capital outlay / Office furniture/equipment	-	72,245	-	-	-	
546-5254-466-66-20 Capital outlay / Equipment	-	55,355	-	67,000	-	
66	-	127,600	-	67,000	-	
546-5254-469-78-01 Disaster Exp/ COVID-19	-	-	-	-	-	
78	-	-	-	-	-	-
546-5254 Performing Arts Facility	\$ 1,261,432	\$ 1,703,975	\$ 1,297,000	\$ 1,643,375	\$ 1,576,375	\$ -

2021

546-9010 Non-departmental

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
546-5274-464-63-17 Other services & charges / Ins-employee bond	-	-	-	-	-	-
546-5274-464-63-25 Other services & charges / Ins-boiler & machiner	-	-	-	-	-	-
546-5274-464-63-26 Other services & charges / Ins-error & ommissior	-	-	-	-	-	-
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	3,500	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 exci	-	-	-	-	-	-
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	-
63	5,730	15,730	3,500	15,730	15,730	
546-9010-467-68-02-Depreciation / Expense	1,182,238					
68	1,182,238					
546-9010-467-89-01-Other expenses / Fixed asset (contra)						
89						
546-9010-499-74-64 Operating transfer out / Convention center fund	100,000	-	-	-	-	-
546-9010-499-74-82 Operating transfer out / Performing arts const fd	-	-	-	-	-	-
546-9010-499-74-85 Operating transfers out / Performing arts deprec	250,000	250,000	-	250,000	250,000	-
74	350,000	250,000	-	250,000	250,000	
<hr/>						
PERFORMING ARTS TOTAL EXPENDITURES	\$ 1,617,162	\$ 1,969,705	\$ 1,300,500	\$ 1,909,105	\$ 1,842,105	\$ -



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	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan			
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25
Personnel Services										
Salaries and Wages	\$ 1,543,411	\$ 2,034,175	\$ 2,064,697	\$ 1,715,757	\$ 2,071,049	\$ 2,071,049	\$ 2,071,049	\$ 2,071,049	\$ 2,071,049	\$ 2,071,049
Employee Benefits	513,539	572,031	576,735	489,391	622,702	622,702	622,702	622,702	622,702	622,702
Supplies	90,330	99,000	99,000	74,000	99,000	99,000	99,000	99,000	99,000	99,000
Other Services and Charges	1,752,934	1,887,750	1,887,750	2,383,084	1,887,750	1,887,750	1,887,750	1,887,750	1,887,750	1,887,750
Maintenance	309,095	299,582	299,582	277,750	299,582	299,582	299,582	299,582	299,582	299,582
Operations Subtotal	4,209,309	4,892,538	4,927,764	4,939,982	4,980,083	4,980,083	4,980,083	4,980,083	4,980,083	4,980,083
Capital Outlay	61,907	441,260	441,260	132,866	180,200	-	-	-	-	-
Operations & Capital Outlay total	4,271,216	5,333,798	5,369,024	5,072,848	5,160,283	4,980,083	4,980,083	4,980,083	4,980,083	4,980,083
Non Departmental										
Insurance	41,665	30,712	30,712	33,921	30,712	30,712	30,712	30,712	30,712	30,712
Cost of Living Adjustment	-	57,499	22,273	-	-	-	-	-	-	-
Workers' Comp. - Loss Run Ratio	-	(8,413)	(8,413)	(8,413)	-	(11,912)	-	-	-	-
Total Expenditures	\$ 4,312,881	\$ 5,413,596	\$ 5,413,596	\$ 5,098,356	\$ 5,190,995	\$ 4,998,883	\$ 5,010,795	\$ 5,010,795	\$ 5,010,795	\$ 5,010,795
PERSONNEL										
Exempt	9	11	11	11	11	11	11	11	11	11
Non-Exempt	33	37	37	37	37	37	37	37	37	37
Part-Time	-	22	22	22	22	22	22	22	22	22
Total Positions Authorized	42	70	70	70	70	70	70	70	70	70
Resources										
	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan			
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25
Revenues	2,810,440	3,134,730	3,134,730	2,869,642	2,939,030	2,917,360	3,086,631	3,080,811	3,060,744	3,060,744

Contact Us:

Yajaira Flores
 Director
 700 Convention Center Blvd.
 McAllen, TX 78501
 (956) 681-3800

MAJOR FY 20-21 GOALS

- 1) To position City of McAllen events as part of the healing process as we move forward and reshape our cultural community
- 2) To educate and train employees and employees post COVID on new sanitation protocols.
- 3) To recover quickly from lost business and build momentum to continue to be the entertainment capital of South Texas.

Performing Arts Center

Performance Measures				
	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Department expenditures	\$ 1,261,432	\$ 1,719,705	\$ 1,297,000	\$ 1,576,375
Outputs:				
Shows		120	70	100
Booked days		170	120	130
Effectiveness Measures:				
Gross Revenue		\$ 2,122,187	\$ 975,944	\$ 1,362,471
Occupied Square Foot Days (OSFD)		170		130
Attendance		150,000	95,000	120,000
Efficiency Measures:				
Expenditures/Attendance	#DIV/0!	11	14	13

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

Description:

The McAllen Performing Arts Center is an 1800 seat multi-purpose proscenium theatre with adjustable acoustics presenting the best of touring Broadway shows, Plays, Dance, Symphony Orchestra and Live Concerts.

**City of McAllen, Texas
Performing Arts Center Depreciation Fund
Working Capital Summary**

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
RESOURCES										
BEGINNING WORKING CAPITAL	\$ 507,959	\$ 504,661	\$ 773,703	\$ 773,703	\$ 773,703	\$ 999,440	\$ 1,259,434	\$ 1,522,029	\$ 1,787,249	
Revenues:										
Interest Earned	15,744	-	-	-	7,737	9,994	12,594	15,220	17,872	
Total Revenues	15,744	-	-	-	7,737	9,994	12,594	15,220	17,872	
Operating Transfer-In	250,000	250,000	-	250,000	250,000	250,000	250,000	250,000	250,000	
Total Revenues and Transfers	265,744	250,000	-	250,000	257,737	259,994	262,594	265,220	267,872	
TOTAL RESOURCES	\$ 773,703	\$ 754,661	\$ 773,703	\$ 1,023,703	\$ 1,031,440	\$ 1,259,434	\$ 1,522,029	\$ 1,787,249	\$ 2,055,122	
APPROPRIATIONS										
Capital Outlay:	\$ -	\$ -	\$ -	\$ -	\$ 32,000	\$ -	\$ -	\$ -	\$ -	
TOTAL APPROPRIATIONS	-	-	-	-	32,000	-	-	-	-	
ENDING WORKING CAPITAL	\$ 773,703	\$ 754,661	\$ 773,703	\$ 1,023,703	\$ 999,440	\$ 1,259,434	\$ 1,522,029	\$ 1,787,249	\$ 2,055,122	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: Performing Arts Depreciation
DEPARTMENT: Administration

<u>DEPT REQUEST</u>				<u>CM RECOMM</u>		
Office Furniture/equipment						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Motorola APX -1000	\$3,000		\$0	4	\$12,000	Adding , Updating Equipment - Replacing
Water Tower Spring Support Base / Labor / Lift	\$4,000		\$0	5	\$20,000	Adding , Updating Equipment - Replacing
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$32,000	

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

Grand Total		\$0	\$32,000
--------------------	--	------------	-----------------

City of McAllen, Texas
McAllen International Airport Fund
Working Capital Summary

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm. 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
RESOURCES										
BEGINNING WORKING CAPITAL	\$ 8,077,490	\$ 7,459,893	\$ 8,211,083	\$ 10,494,940	\$ 10,494,940	\$ 9,908,052	\$ 10,501,717	\$ 10,695,708	\$ 9,517,249	
<u>Revenues:</u>										
<u>Federal Grants</u>										
FAA Cares Act			3,687,059	329,192	329,192					
<u>Aeronautical Operating</u>										
Landing Fees	792,121	742,752	570,900	470,409	470,409	726,145	726,145	726,145	726,145	
Terminal area rental/charges	1,075,443	1,111,868	928,785	1,408,206	1,408,206	1,089,611	1,089,611	1,089,611	1,089,611	
Boarding Bridge Fees	146,992	140,749	115,009	87,968	87,968	123,301	123,301	123,301	123,301	
FBO Revenue: contract/spo	179,254	179,254	179,254	179,254	179,254	179,254	179,254	179,254	179,254	
Cargo and hangar rentals	95,286	94,273	106,423	94,273	94,273	94,273	94,273	94,273	94,273	
Fuel Sales (net profit/loss)	99,907	98,640	61,534	62,472	62,472	89,303	89,303	89,303	89,303	
Perimeter rentals	97,520	75,464	37,963	76,015	76,015	72,309	72,309	72,309	72,309	
Remain Overnight	34,100	29,731	15,575	21,085	21,085	20,659	20,659	20,659	20,659	
Ramp Fees	13,920	13,920	13,770	13,920	13,920	13,216	13,216	13,216	13,216	
TSA Lease	171,717	178,934	124,737	124,429	124,429	176,194	176,194	176,194	176,194	
	2,706,260	2,665,585	2,153,950	2,538,031	2,538,031	2,584,265	2,584,265	2,584,265	2,584,265	
<u>Non-aeronautical Operating</u>										
Land and non-terminal facilities										
Terminal - food and beverages	133,447	123,397	91,867	78,151	78,151	115,436	115,436	115,436	115,436	
Terminal - retail stores	38,873	32,845	30,376	20,000	20,000	22,260	22,260	22,260	22,260	
Terminal - other	160,585	154,730	138,505	75,000	75,000	113,715	113,715	113,715	113,715	
Rental Cars	1,939,810	1,836,279	1,892,821	1,758,007	1,758,007	1,697,078	1,697,078	1,697,078	1,697,078	
Parking	1,417,623	1,201,490	807,763	760,944	760,944	1,409,642	1,409,642	1,409,642	1,409,642	
TSA Utility & LEO Reimbursement	187,017	185,579	181,331	186,879	186,879	182,579	182,579	182,579	182,579	
Miscellaneous	919	835	556	-	-	-	-	-	-	
	3,878,274	3,535,155	3,143,219	2,878,981	2,878,981	3,540,710	3,540,710	3,540,710	3,540,710	
<u>Non-operating Revenues</u>										
Interest Earned	212,226	-	69,395	-	104,949	99,081	105,017	106,957	95,172	
Sale of assets	(654,990)	-	-	-	-	-	-	-	-	
Other	83,715	61,770	75,092	61,770	61,770	64,000	64,000	64,000	64,000	
	6,225,484	6,262,510	9,128,715	5,807,974	5,912,923	6,288,056	6,293,992	6,295,932	6,284,147	
Other Financing Sources:										
Transfer In - PFC Airport Fund	356,235	-	301,220	-	-	-	-	-	-	
Total Other Sources	356,235	-	301,220	-	-	-	-	-	-	
Total Revenues and Other Sources	6,581,718	6,262,510	9,429,935	5,807,974	5,912,923	6,288,056	6,293,992	6,295,932	6,284,147	
TOTAL RESOURCES	\$ 14,659,208	\$ 13,722,403	\$ 17,641,018	\$ 16,302,914	\$ 16,407,864	\$16,196,108	\$16,795,709	\$16,991,640	\$15,801,396	
APPROPRIATIONS										
<u>Operating Expenses:</u>										
Airport	\$ 4,240,323	\$ 4,892,106	\$ 4,620,891	\$ 4,559,132	\$ 4,548,618	\$ 4,559,132	\$ 4,559,132	\$ 4,559,132	\$ 4,935,148	
Liability Insurance	27,314	27,314	27,314	27,314	27,314	27,314	27,314	27,314	27,314	
Capital Outlay	198,974	189,100	189,100	-	-	-	-	-	-	
Total Operations	4,466,612	5,108,520	4,837,305	4,586,446	4,575,932	4,586,446	4,586,446	4,586,446	4,962,462	
Other Financing Sources (Uses):										
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	
Transfer Out - Airport Capital Improvement	-	712,935	358,956	-	-	-	405,610	1,780,000	225,000	
Transfers Out - Health Fund	117,300	51,460	51,460	25,520	25,520	-	-	-	-	
Debt Service - Motorola Lease Payment	1,510	3,980	3,980	3,980	3,980	3,980	3,980	3,980	3,980	
TOTAL APPROPRIATIONS	5,689,387	6,980,860	6,355,666	5,719,911	5,709,397	5,694,391	6,100,001	7,474,391	6,295,407	
Revenues Over / Under Expenses	892,331	(718,350)	3,074,269	88,063	203,526	593,664	193,991	(1,178,459)	(11,259)	
Other Items Affecting Working Capital	476,674	-	-	-	-	-	-	-	-	
Current Portion of Revenue Bond	(445,000)	-	-	-	-	-	-	-	-	
Due to Airport CIP	-	-	-	(677,000)	-	-	-	-	-	
Loan Interest-Workers Compensation Fund	(26,993)	(16,644)	(16,644)	(5,903)	(5,903)	-	-	-	-	
Loan Interest-General Depreciation Fund	(26,993)	(16,644)	(16,644)	(5,903)	(5,903)	-	-	-	-	
Note Payable - Workers Compensation Fund	(368,213)	(378,562)	(378,562)	(389,303)	(389,303)	-	-	-	-	
Note Payable - General Depreciation Fund	(368,213)	(378,562)	(378,562)	(389,303)	(389,303)	-	-	-	-	
ENDING WORKING CAPITAL	\$ 8,211,083	\$ 5,951,131	\$ 10,494,940	\$ 9,115,591	\$ 9,908,052	\$10,501,717	\$10,695,708	\$ 9,517,249	\$ 9,505,989	

2021

550- McAllen International Airport Fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
550-0000-373-01-00 Sale of property / Fixed assets	(654,990)	-	-	-	-	-
373	(654,990)	-	-	-	-	-
550-0000-374-25-00 Reimbursements / Fingerprinting	22,135	11,770	15,290	11,770	11,770	-
374	22,135	11,770	15,290	11,770	11,770	-
550-0000-375-01-00 Miscellaneous / Recovery prior yr exp	5,400	-	5,811	-	-	-
550-0000-375-02-00 Miscellaneous / Insurance recoveries	106	-	975	-	-	-
550-0000-375-04-00 Miscellaneous / Commission-telephone	-	-	-	-	-	-
550-0000-375-10-00 Miscellaneous / NSF charges	-	-	-	-	-	-
550-0000-375-40-01 Cash over/short / Cash over/short	(585)	-	31	-	-	-
550-0000-375-99-00 Miscellaneous / Other	56,658	50,000	52,985	50,000	50,000	-
375	61,580	50,000	59,802	50,000	50,000	-
550-0000-376-98-00 Contributions / Acquired assets-external	-	-	-	-	-	-
550-0000-376-99-00 Contributions / Acquired assets-Intra	1,449,688	-	-	-	-	-
376	1,449,688	-	-	-	-	-
550-0000-381-01-00 Interest / Pool cash	-	-	-	-	-	-
550-0000-381-02-00 Interest / Texpool	116,526	-	62,086	-	104,949	-
550-0000-381-03-00 Interest / Certificate of deposit	10,390	-	4,593	-	-	-
550-0000-381-04-00 Interest / Other investments	45,829	-	2,716	-	-	-
550-0000-381-20-00 Interest / Gain/loss sale of invest-	39,481	-	-	-	-	-
381	212,226	-	69,395	-	104,949	-
550-0000-391-03-00 Operating transfers in / PFC Airport fund	356,235	-	301,220	-	-	-
550-0000-391-04-00 Operating transfers in / General fund	-	-	-	-	-	-
550-0000-391-05-00 Operating transfers in / Development corp fund	-	-	-	-	-	-
550-0000-391-23-00 Operating transfers in / Capital improvement fund	-	-	-	-	-	-
550-0000-391-76-00 Operating transfer in / Airport bond construction	-	-	-	-	-	-
391	356,235	-	301,220	-	-	-
550 Airport Fund Revenues	\$ 6,581,719	\$ 6,262,510	\$ 9,429,935	\$ 5,807,974	\$ 5,912,923	\$ -

City of McAllen, Texas
McAllen International Airport Fund
Expense Summary

	Actual 18-19	Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Mgr Recomm. 20-21	21-22	Four Year Plan		
								22-23	23-24	24-25
<u>BY DEPARTMENT</u>										
McAllen International Airport	\$ 4,466,612	\$ 5,108,520	\$ 5,108,520	\$ 4,837,305	\$ 4,586,446	\$ 4,575,932	\$ 4,586,446	\$ 4,586,446	\$ 4,586,446	\$ 4,962,462
TOTAL	\$ 4,466,612	\$ 5,108,520	\$ 5,108,520	\$ 4,837,305	\$ 4,586,446	\$ 4,575,932	\$ 4,586,446	\$ 4,586,446	\$ 4,586,446	\$ 4,962,462
<u>BY EXPENSE GROUP</u>										
Expenses:										
Personnel Services										
Salaries and Wages	\$ 1,506,696	\$ 1,690,450	\$ 1,686,327	\$ 1,578,530	\$ 1,680,515	\$ 1,680,515	\$ 1,680,515	\$ 1,680,515	\$ 1,680,515	\$ 1,680,515
Employee Benefits	514,838	488,718	492,841	469,299	541,695	531,181	541,695	541,695	541,695	541,695
Supplies	86,619	104,000	104,000	104,307	86,750	86,750	86,750	86,750	86,750	104,000
Other Services and Charges	1,592,936	2,003,558	2,003,558	1,862,845	1,718,292	1,718,292	1,718,292	1,718,292	1,718,292	2,003,558
Maint. and Repair Services	539,234	605,380	605,380	605,910	531,880	531,880	531,880	531,880	531,880	605,380
Insurance	27,314	27,314	27,314	27,314	27,314	27,314	27,314	27,314	27,314	27,314
TOTAL OPERATING EXPENSES	4,267,637	4,919,420	4,919,420	4,648,205	4,586,446	4,575,932	4,586,446	4,586,446	4,586,446	4,962,462
Capital Outlay	198,974	189,100	189,100	189,100	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 4,466,612	\$ 5,108,520	\$ 5,108,520	\$ 4,837,305	\$ 4,586,446	\$ 4,575,932	\$ 4,586,446	\$ 4,586,446	\$ 4,586,446	\$ 4,962,462
Airport	37	47	47	47	47	47	47	47	47	47

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: AVIATION ADMINISTRATION

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total	
1.	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	-	
2.	-	-	-	-	-	-	-	-	-	
3.	-	-	-	-	-	-	-	-	-	
4.	-	-	-	-	-	-	-	-	-	
5.	-	-	-	-	-	-	-	-	-	
Total	-	-	-	-	-	-	-	-	-	
Personnel Revisions										
1.	< Select Status >		-	-	-	-	-	-	-	
2.			-	-	-	-	-	-	-	
3.			-	-	-	-	-	-	-	
4.			-	-	-	-	-	-	-	
5.			-	-	-	-	-	-	-	
Total Compensation & Benefits			\$ 2,222,210	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES										
1.	Operating						(17,250)		(17,250)	Reflects decrease in pax
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Supplies			\$ 104,000				\$ (17,250)		\$ (17,250)	
OTHER SERVICES & CHARGES										
1.	Postage						(500)		(500)	Reflects decreased activity
2.	Professional						(114,951)		(114,951)	Bus Dev Projects Deferred
3.	Promotions						(82,743)		(82,743)	Marketing Projects Deferred
4.	Rental & contractual						(57,132)		(57,132)	Parking Equip Paid Off
5.	Training						(3,600)		(3,600)	Eliminated Fall Trainings
6.	Travel						(17,200)		(17,200)	Reduced ASD meeting travel
7.	Educational refund						(5,000)		(5,000)	Reflects employee use
8.	Miscellaneous						(4,140)		(4,140)	Reduced Holiday Decorations Budget
9.	< Please select category >									
10.	< Please select category >									
Total Other Services & Charges			\$ 2,003,558				\$ (285,266)		\$ (285,266)	
MAINTENANCE										
1.	Equipment						(2,500)		(2,500)	Eliminated Small Tools Budget
2.	Land						(71,000)		(71,000)	Reflects Actual Budget
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance			\$ 605,380				\$ (73,500)		\$ (73,500)	
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay							\$ -		\$ -	
TOTAL			\$ 4,935,148				\$ (376,016)		\$ (376,016)	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: AIRPORT FUND
DEPARTMENT: AVIATION ADMINISTRATION

DEPT REQUEST				CM RECOMM		JUSTIFICATION (MANDATORY)
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	
Office Furniture/equipment						
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0	
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0	
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0	
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0	
	\$0	<input type="text"/>	\$0	<input type="text"/>	\$0	
TOTAL			\$0		\$0	

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

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

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

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

Grand Total	\$0	\$0
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
	FY 18-19	FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
550-4860-441-60-01 Compensation / Exempt	493,943	524,058	532,987	532,987	532,987	
550-4860-441-60-02 Compensation / Non-exempt	920,556	1,003,366	954,755	1,006,163	1,006,163	
550-4860-441-60-06 Compensation / Part time	31,864	100,654	20,256	102,065	102,065	
550-4860-441-60-10 Compensation / Overtime	42,292	15,000	46,232	15,000	15,000	
550-4860-441-60-14 Compensation / Car allowance	11,800	15,600	15,600	15,600	15,600	
550-4860-441-60-17 Compensation / Telephone	6,240	8,700	8,700	8,700	8,700	
60	1,506,696	1,667,378	1,578,530	1,680,515	1,680,515	
550-4860-441-61-30 Benefits / Social security	108,952	127,555	121,865	128,559	128,559	
550-4860-441-61-36 Benefits / Retirement	113,976	122,272	117,820	136,694	136,694	
550-4860-441-61-40 Benefits / Unemployment tax	777	8,208	7,998	3,456	3,456	
550-4860-441-61-46 Benefits / Workers' comp-	38,755	44,131	43,326	36,333	36,333	
550-4860-441-61-50 Benefits / Health cost	142,614	186,720	174,400	219,120	219,120	
550-4860-441-61-52 Benefits / Life insurance	957	2,547	2,482	2,611	2,611	
550-4860-441-61-53 Benefits / Retiree health ins (ARC)	15,198	15,198	15,198	14,921	14,921	
550-4860-441-61-56 Benefits/Pension Cost-TMRS	207,893	-	-	-	-	
550-4860-441-61-58 Benefits / TMRS benefits (contra)	(114,284)	-	-	-	-	
61	514,838	506,631	483,089	541,695	541,695	
550-4860-443-62-02 Supplies / Office	6,151	5,000	2,967	5,000	5,000	
550-4860-443-62-04 Supplies / Operating	36,466	45,000	45,000	27,750	27,750	
550-4860-443-62-12 Supplies / Small tools/minor equip-	479	1,000	1,106	1,000	1,000	
550-4860-443-62-14 Supplies / Janitorial	37,483	45,000	47,093	45,000	45,000	
550-4860-443-62-18 Supplies / Clothing & uniform	6,039	8,000	8,141	8,000	8,000	
62	86,619	104,000	104,307	86,750	86,750	
550-4860-444-63-01 Other services & charges / Accounting & auditing	8,000	9,000	9,000	9,000	9,000	
550-4860-444-63-14 Other services & charges / Dues & subscription	10,798	10,000	686	10,000	10,000	
550-4860-444-63-23 Other services & charges / Online svc/network	6,394	5,850	652	5,850	5,850	
550-4860-444-63-38 Other services & charges / Management fee	50,000	50,000	50,000	50,000	50,000	
550-4860-444-63-43 Other services & charges / Postage	451	1,000	1,000	500	500	
550-4860-444-63-45 Other services & charges / Professional	184,545	300,501	230,416	185,550	185,550	
550-4860-444-63-46 Other services & charges / Promotion	296,634	468,360	373,820	385,617	385,617	
550-4860-444-63-51 Other services & charges / Rental-Photocopier	5,471	7,500	7,500	7,500	7,500	
550-4860-444-63-52 Other services & charges / Rental & contractual	519,653	449,728	449,728	392,596	392,596	
550-4860-444-63-64 Other services & charges / Training	11,159	13,600	1,802	10,000	10,000	
550-4860-444-63-65 Other services & charges / Travel	22,239	37,200	12,481	20,000	20,000	
550-4860-444-63-67 Other services & charges / Utilities-electric	353,731	459,679	466,112	459,679	459,679	

2021

550-4860 Airport

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
550-4860-444-63-68 Other services & charges / Utilities-gas	870	500	529	500	500	
550-4860-444-63-69 Other services & charges / Utilities-telephone	12,741	15,000	13,315	15,000	15,000	
550-4860-444-63-70 Other services & charges / Utilities-water	51,813	79,000	80,784	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	11,000	18,000	20,000	18,000	18,000	
550-4860-444-63-89 Other services & charges / Credit card fees	44,408	45,000	44,018	45,000	45,000	
550-4860-444-63-91 Other services & charges / Educational Refund-of	-	10,000	-	5,000	5,000	
550-4860-444-63-99 Other services & charges / Miscellaneous	3,028	23,640	19,391	19,500	19,500	
63	1,592,936	2,003,558	1,781,232	1,718,292	1,718,292	
550-4860-445-65-08 Maintenance / Equipment	960	2,500	2,500	-	-	
550-4860-445-65-10 Maintenance / Facilities	407,748	395,880	395,880	395,880	395,880	
550-4860-445-65-12 Maintenance / Land	112,254	191,000	191,000	120,000	120,000	
550-4860-445-65-16 Maintenance / Vehicles	9,730	6,000	9,368	6,000	6,000	
550-4860-445-65-17 Maintenance / Fuel & lubricants	8,542	10,000	7,162	10,000	10,000	
65	539,234	605,380	605,910	531,880	531,880	
550-4860-446-66-10 Capital outlay / Building/structures	44,800	89,800	89,800	-	-	
550-4860-446-66-14 Capital outlay / Vehicles	27,798	-	-	-	-	
550-4860-446-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	
550-4860-446-66-20 Capital outlay / Equipment	46,036	47,000	47,000	-	-	
550-4860-446-66-22 Capital outlay / Computer-hardware	-	52,300	52,300	-	-	
550-4860-446-66-24 Capital outlay / Computer-software	-	-	-	-	-	
550-4860-446-66-30 Capital outlay / Imprv- other than buildgs	-	-	-	-	-	
550-4860-446-66-99 Capital outlay / Non-capitalized	80,340	-	-	-	-	
66	198,974	189,100	189,100	-	-	
550-4860-449-78-01 Disaster Exp/ COVID-19	-	-	81,613	-	-	
78	-	-	81,613	-	-	-
550-4860-447-89-69 Other expenses / Payroll reimbursements	-	-	-	-	-	
89	-	-	-	-	-	-
550-4860 Airport	\$ 4,439,298	\$ 5,076,047	\$ 4,823,781	\$ 4,559,132	\$ 4,559,132	\$ -

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
550-4862-441-61-97 Benefits / Contingency workers comp loss run r	-	(13,790)	(13,790)	-	(10,514)	
550-4862-441-61-99 Benefits / Cost of Living Adjustment	-	18,949	-	-	-	
61	-	5,159	(13,790)	-	(10,514)	
550-4864-444-63-17 Other services & charges / Employee bond	-	-	-	-	-	
550-4864-444-63-24 Other services & charges / Ins--auto liability	-	-	-	-	-	
550-4864-444-63-25 Other services & charges / Ins--boiler & machin	-	-	-	-	-	
550-4864-444-63-26 Other services & charges / Ins--error & ommissi	-	-	-	-	-	
550-4864-444-63-27 Other services & charges / Ins--real/personal pr	-	-	-	-	-	
550-4864-444-63-29 Other services & charges / Ins--liability	27,314	27,314	27,314	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- e	-	-	-	-	-	
550-4864-444-63-45 Other services & charges / Professional	-	-	-	-	-	
63	27,314	27,314	27,314	27,314	27,314	
550-7019-477-70-02 Debt service / Principal- Motorola Lease #2377C	-	3,230	3,230	3,230	3,230	
550-7019-477-70-04 Debt service / Interest - Motorola Lease #2377C	1,510	750	751	750	750	
70	1,510	3,980	3,980	3,980	3,980	
550-9010-447-68-02 Depreciation / Expense	5,517,620					
68	5,517,620					
550-9010-447-89-01 Other expenses / Fixed assets (contra)	(703,654)					
550-9010-447-89-35 Other expenses / Amortization of bonds						
550-9010-447-89-38 Other expenses / Issuance costs bonds						
550-9010-447-89-40 Other expenses / Capitalized interest						
550-9010-447-89-67 Other expenses / Loan interest	53,986					
89	(649,668)					
550-9010-499-74-02 Operating transfers out / General fund	1,103,965	1,103,965	1,103,965	1,103,965	1,103,965	
550-9010-499-74-17 Operating transfers out / Airport CIP	-	712,935	358,956	-	-	
550-9010-499-74-74 Operating transfers out / Airport Bond Constr F	-	-	-	-	-	
550-9010-499-74-75 Operating transfers out / PFC fund	-	-	-	-	-	
550-9010-499-74-78 Operating transfers out / Health insurance func	117,300	51,460	51,460	25,520	25,520	
74	1,221,265	1,868,360	1,514,381	1,129,485	1,129,485	
TOTAL AIRPORT FUND EXPENDITURES	\$ 5,689,387	\$ 6,980,860	\$ 6,355,666	\$ 5,719,911	\$ 5,709,397	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
4860	Aviation Administration	1			Director Aviation	FILLED	\$ 125,153
4860	Aviation Administration	1			Business Development Manager	FILLED	67,231
4860	Aviation Administration	1			Deputy Director Aviation	FILLED	110,218
4860	Aviation Administration	1			Airport Operations Manager	FILLED	54,106
4860	Aviation Administration	1			Properties & Compliance Manager	FILLED	58,588
4860	Aviation Administration	1			Customer Service Coordinator	FILLED	52,764
4860	Aviation Administration	1			Facility Maintenance Manager	FILLED	64,927
		7					532,987
4860	Aviation Administration		1		Administrative Supervisor	UNFILLED	38,898
4860	Aviation Administration		1		Airfield Maint Supervisor	FILLED	41,760
4860	Aviation Administration		1		Airport Bldg Maint Supervisor	FILLED	41,760
4860	Aviation Administration		1		Airport Custodian	FILLED	26,114
4860	Aviation Administration		1		Airport Custodian	FILLED	26,114
4860	Aviation Administration		1		Airport Custodian	FILLED	26,114
4860	Aviation Administration		1		Airport Custodian	FILLED	26,114
4860	Aviation Administration		1		Airport Custodian	FILLED	26,114
4860	Aviation Administration		1		Airport Custodian	FILLED	26,114
4860	Aviation Administration		1		Airport Custodian	FILLED	26,114
4860	Aviation Administration		1		Airport Custodian	FILLED	26,114
4860	Aviation Administration		1		Airport Custodian	UNFILLED	26,114
4860	Aviation Administration		1		Airport Custodian	UNFILLED	26,114
4860	Aviation Administration		1		Airport Custodian	UNFILLED	26,114
4860	Aviation Administration		1		Airport Maint Tech Crewleader	UNFILLED	36,559
4860	Aviation Administration		1		Airfield Maint Technician	FILLED	28,277
4860	Aviation Administration		1		Airfield Maint Technician	FILLED	28,277
4860	Aviation Administration		1		Airfield Maint Technician	FILLED	28,277
4860	Aviation Administration		1		Airport Maint Technician	FILLED	28,277
4860	Aviation Administration		1		Airport Maint Technician	FILLED	28,277
4860	Aviation Administration		1		Airport Maint Technician	FILLED	28,277
4860	Aviation Administration		1		Airport Operations Specialist	FILLED	29,370
4860	Aviation Administration		1		Airport Operations Specialist	FILLED	29,370

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
4860	Aviation Administration		1		Airport Operations Specialist	FILLED	29,370
4860	Aviation Administration		1		Airport Operations Specialist	FILLED	29,370
4860	Aviation Administration		1		Airport Operations Specialist	FILLED	29,370
4860	Aviation Administration		1		Airport Operations Specialist	FILLED	29,370
4860	Aviation Administration		1		Airport Operations Specialist	FILLED	29,370
4860	Aviation Administration		1		Custodial Crew Leader	FILLED	30,127
4860	Aviation Administration		1		Airport Crew Leader	FILLED	30,127
4860	Aviation Administration		1		Airport Crew Leader	FILLED	30,127
4860	Aviation Administration		1		Airport Crew Leader	FILLED	30,127
4860	Aviation Administration		1		Senior Administrative Clerk	FILLED	31,336
4860	Aviation Administration		1		Senior Administrative Clerk	FILLED	31,336
4860	Aviation Administration				Cert Pay		1,500
			<u>34</u>				<u>1,006,163</u>
4860	Aviation Administration		<u>1</u>		Part Time Airport - Intern	FILLED	<u>20,029</u>
			1				20,029
4860	Aviation Administration		1		Part Time Plus- Custodians	FILLED	18,378
4860	Aviation Administration		1		Part Time Plus- Custodians	UNFILLED	18,378
4860	Aviation Administration		1		Part Time Plus- Custodians	UNFILLED	18,378
4860	Aviation Administration		1		Part Time Plus- Custodians	UNFILLED	18,378
4860	Aviation Administration		<u>1</u>		Part Time Plus- Custodians	UNFILLED	<u>8,524</u>
			5				82,036
					OVERTIME		15,000
					CAR ALLOWANCE		15,600
					TELEPHONE		8,700
							<u>39,300</u>
CURRENT POSITIONS			47				\$ 1,680,515



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											
Expenditure Detail:	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	18-19	19-20	Budget 19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 1,506,696	\$ 1,640,624	\$ 1,667,378	\$ 1,578,530	\$ 1,680,515	\$ 1,680,515	\$ 1,680,515	\$ 1,680,515	\$ 1,680,515	\$ 1,680,515	\$ 1,680,515
Employee Benefits	514,838	502,508	506,631	483,089	541,695	541,695	541,695	541,695	541,695	541,695	541,695
Supplies	86,619	104,000	104,000	104,307	86,750	86,750	86,750	86,750	86,750	86,750	104,000
Other Services and Charges	1,592,936	2,003,558	2,003,558	1,862,845	1,718,292	1,718,292	1,718,292	1,718,292	1,718,292	1,718,292	2,003,558
Maintenance	539,234	605,380	605,380	605,910	531,880	531,880	531,880	531,880	531,880	531,880	605,380
Disaster Expenses/COVID-19	-	-	-	-	-	-	2	3	4	5	
Operations Subtotal	4,240,323	4,856,070	4,886,947	4,634,681	4,559,132	4,559,132	4,559,132	4,559,132	4,559,132	4,559,132	4,935,148
Capital Outlay	198,974	189,100	189,100	189,100	-	-	-	-	-	-	-
Operations & Capital Outlay Total	4,439,298	5,045,170	5,076,047	4,823,781	4,559,132	4,559,132	4,559,132	4,559,132	4,559,132	4,559,132	4,935,148
Non Departmental											
Liability Insurance	27,314	27,314	27,314	27,314	27,314	27,314	27,314	27,314	27,314	27,314	27,314
Cost of Living Adjustment	-	49,826	18,949	-	-	-	-	-	-	-	-
Workers' Comp. - Loss Run Ratio	-	(13,790)	(13,790)	(13,790)	-	(10,514)	-	-	-	-	-
Total Expenditures	\$ 4,466,612	\$ 5,108,520	\$ 5,108,520	\$ 4,837,305	\$ 4,586,446	\$ 4,575,932	\$ 4,586,446	\$ 4,586,446	\$ 4,586,446	\$ 4,586,446	\$ 4,962,462
PERSONNEL											
Exempt	6	7	7	7	7	7	7	7	7	7	7
Non-Exempt	29	34	34	34	34	34	34	34	34	34	34
Part-Time	2	6	6	6	6	6	6	6	6	6	6
Total Positions Authorized	37	47	47	47	47	47	47	47	47	47	47
Resources											
	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	18-19	19-20	Budget 19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Related Revenue Generated	\$ 6,225,484	\$ 6,262,510	\$ 6,262,510	\$ 9,128,715	\$ 5,807,974	\$ 5,912,923	\$ 6,288,056	\$ 6,293,992	\$ 6,295,932	\$ 6,284,147	

Contact Us:

Elizabeth Suarez
Director of Aviation
2500 S. Bicentennial
Blvd., Suite 100
McAllen, TX 78501
(956) 681-1500

MAJOR FY 20-21 GOALS

- 1) Maximize federal operating reimbursements and request 100% federal grant for FY 2020 Capital Projects.
- 2) Sustain current air service levels.

Performance Measures				
	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	35	41	41	41
Department Expenditures	\$ 4,439,298	5,076,047	\$ 4,823,781	\$ 4,559,132
Average Airline Costs	\$ 515,644	\$ 474,530	\$ 414,452	\$ 531,504
Total Terminal Sq Ft	155,000	155,000	155,000	155,000
Outputs:				
Enplaned passengers	414,053	398,188	265,508	281,982
Average Airline Enplanements	103,513	99,547	66,377	70,495
Operating Revenues	\$ 6,584,534	\$ 6,200,740	\$ 5,297,169	\$ 5,417,012
Effectiveness Measures:				
Percent of change in enplaned passengers	18.3%	2.0%	-33%	6.2%
Terminal Sq Ft per FTE	4,429	3,780	3,780	3,780
Efficiency Measures:				
Airline cost per enplaned passenger	\$ 4.98	\$ 4.77	\$ 6.24	\$ 7.54
Airport cost per enplaned passenger	\$ 10.72	\$ 12.75	\$ 18.17	\$ 16.17
Airport operating revenue per enplaned passenger	\$ 15.90	\$ 15.57	\$ 19.95	\$ 19.21

Description:
The Airport employs 41 people dedicated to providing the highest quality of service to those patrons of the McAllen International Airport.

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

**City of McAllen, Texas
Passenger Facility Charge
Fund Balance Summary**

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
RESOURCES										
BEGINNING FUND BALANCE	\$ 7,426,760	\$ 7,522,620	\$ 8,035,001	\$ 7,283,477	\$ 7,283,477	\$ 5,821,055	\$ 4,595,640	\$ 4,833,470	\$ 4,740,304	
Revenues:										
Passenger Facility Charge	1,638,987	1,337,398	1,052,432	835,874	835,874	835,874	835,874	835,874	835,874	
Interest Earned	227,074	-	51,956	-	72,835	58,211	45,956	48,335	47,403	
Total Revenues	1,866,061	1,337,398	1,104,388	835,874	908,709	894,085	881,830	884,209	883,277	
TOTAL RESOURCES	\$ 9,292,821	\$ 8,860,018	\$ 9,139,389	\$ 8,119,351	\$ 8,192,186	\$ 6,715,140	\$ 5,477,470	\$ 5,717,679	\$ 5,623,581	
APPROPRIATIONS										
Capital Outlay:										
ARFF Unit	-	1,000,000	-	500,000	500,000	500,000	-	-	-	
Terminal Restroom Rennovations	-	1,200,000	5,000	220,000	220,000	975,000	-	-	-	
Totals	-	2,200,000	5,000	720,000	720,000	1,475,000	-	-	-	
Other Financing Sources (Uses):										
Transfer Out - Airport Debt Service Fund	302,574	726,218	622,750	649,125	649,125	644,500	644,000	647,375	649,500	
Transfer Out - Airport CIP Fund	169,011	1,939,014	926,942	1,002,006	1,002,006	-	-	-	-	
Transfer Out - Airport Fund	356,235	-	301,220	-	-	-	-	330,000	350,000	
Total Other Sources	827,820	2,665,232	1,850,912	1,651,131	1,651,131	644,500	644,000	977,375	999,500	
TOTAL APPROPRIATIONS	827,820	4,865,232	1,855,912	2,371,131	2,371,131	2,119,500	644,000	977,375	999,500	
Other Items Affecting Working Capital	(430,000)									
ENDING FUND BALANCE	\$ 8,035,001	\$ 3,994,786	\$ 7,283,477	\$ 5,748,220	\$ 5,821,055	\$ 4,595,640	\$ 4,833,470	\$ 4,740,304	\$ 4,624,081	

**City of McAllen, Texas
Airport PFC
Debt Service Fund
Summary**

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
SINKING FUND										
BEGINNING FUND BALANCE	\$ 322,716	\$ 307,615	\$ 339,461	\$ 339,461	\$ 339,461	\$ 339,461	\$ 339,461	\$ 339,461	\$ 339,461	\$ 339,461
Sources:										
Transfer In										
Passenger Facility Charge Fund	732,574	726,218	622,750	649,125	649,125	644,500	644,000	647,375	649,500	649,500
Interest Income	8,801	-	-	-	-	-	-	-	-	-
Total Sources and Transfers	741,375	726,218	622,750	649,125	649,125	644,500	644,000	647,375	649,500	649,500
TOTAL RESOURCES	\$ 1,064,091	\$ 1,033,833	\$ 962,211	\$ 988,586	\$ 988,586	\$ 983,961	\$ 983,461	\$ 986,836	\$ 988,961	\$ 988,961
APPROPRIATIONS										
Bond Principal	\$ 430,000	\$ 445,000	\$ 385,000	\$ 385,000	\$ 385,000	\$ 400,000	\$ 420,000	\$ 445,000	\$ 470,000	\$ 470,000
Interest and Fees	294,630	281,218	237,750	264,125	264,125	244,500	224,000	202,375	179,500	179,500
TOTAL APPROPRIATIONS	724,630	726,218	622,750	649,125	649,125	644,500	644,000	647,375	649,500	649,500
ENDING FUND BALANCE	\$ 339,461	\$ 307,615	\$ 339,461	\$ 339,461	\$ 339,461	\$ 339,461	\$ 339,461	\$ 339,461	\$ 339,461	\$ 339,461

City of McAllen, Texas
Airport Capital Improvement
Fund Balance Summary

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan			
						21-22	22-23	23-24	24-25
RESOURCES									
BEGINNING FUND BALANCE	\$ (87,643)	\$ (87,643)	\$ (699,064)	\$ 35,391	\$ 35,391	\$ 35,391	\$ 35,391	\$ 35,391	\$ 35,391
Revenues:									
Grant Reimbursement - FAA	1,446,222	17,454,114	8,345,637	45,744,559	45,744,559			2,970,000	3,150,000
Miscellaneous	810	-	5,850	-	-	-	-	-	-
Total Revenues	1,447,032	17,454,114	8,351,487	45,744,559	45,744,559	-	-	2,970,000	3,150,000
Other Financing Sources:									
Transfer In - Passenger Facility Charge Fund	161,304	1,939,014	926,942	1,002,007	1,002,007	-	-	330,000	350,000
Transfer In - Airport Fund	7,708	712,935	358,956	-	-	-	405,610	1,780,000	225,000
Total Revenues and Other Sources	1,616,043	20,106,063	9,637,385	46,746,566	46,746,566	-	405,610	5,080,000	3,725,000
TOTAL RESOURCES	\$ 1,528,400	\$ 20,018,420	\$ 8,938,321	\$ 46,781,957	\$ 46,781,957	\$ 35,391	\$ 441,001	\$ 5,115,391	\$ 3,760,391
APPROPRIATIONS									
Capital Outlay:									
Entry/Exit Door Replacement	\$ 344,260	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Terminal Roof Repairs	240,760	-	-	-	-	-	-	-	-
Jet Bridges Repair	22,707	41,993	41,993	-	-	-	-	-	-
Monument and Wayfinding Signs	12,811	265,000	265,000	-	-	-	-	-	-
Terminal Amenity	-	240,000	-	-	-	-	360,610	-	-
Butterflight Exhibit Improvements	-	45,000	-	-	-	-	45,000	-	-
Improvements other than Bldg (Non FED)	-	-	-	-	-	-	-	1,780,000	225,000
Cargo Ramp Design	-	10,070	10,070	8,813,000	8,813,000	-	-	-	-
Master Plan Update	192,756	116,250	17,360	-	-	-	-	-	-
Runway & Taxiway Safety Improvements	1,360,478	18,534,140	8,514,073	27,287,566	27,287,566	-	-	-	-
Cooling Towers	53,691	733,000	731,434	-	-	-	-	-	-
Terminal Passenger Boarding Bridge Improvements	-	-	-	4,245,000	4,245,000	-	-	-	-
Runway 14-32 Rehabilitation	-	-	-	3,101,000	3,101,000	-	-	-	-
Terminal Tiled Roof Replacement	-	-	-	1,100,000	1,100,000	-	-	-	-
Terminal HVAC & Lighting Efficiency Improvements	-	-	-	2,200,000	2,200,000	-	-	-	-
Improvements other than Bldg (FED)	-	-	-	-	-	-	-	3,300,000	3,500,000
TOTAL APPROPRIATIONS	2,227,464	19,985,453	9,579,930	46,746,566	46,746,566	-	405,610	5,080,000	3,725,000
Other items affecting Working Capital									
Due from Airport Fund	-	-	677,000	-	-	-	-	-	-
ENDING FUND BALANCE	\$ (699,064)	\$ 32,967	\$ 35,391	\$ 35,391	\$ 35,391	\$ 35,391	\$ 35,391	\$ 35,391	\$ 35,391

**City of McAllen, Texas
Metro McAllen Fund
Working Capital Summary**

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm. 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
RESOURCES										
BEGINNING WORKING CAPITAL	\$ 896,734	\$ 699,136	\$ 731,779	\$ 531,779	\$ 531,779	\$ 250,637	\$ 160,551	\$ 984,535	\$ 1,816,759	
Revenues:										
Federal Grants / FTA										
O & M Subsidy	1,174,576	1,609,348	2,074,382	3,127,783	3,127,783	2,932,783	2,932,783	2,932,783	1,810,405	
Capital Outlay Subsidy	22,078	-	6,976	-	-	-	-	-	-	
State Grants / TXDOT										
O & M Subsidy	299,657	315,500	303,772	300,000	300,000	300,000	300,000	300,000	300,000	
Capital Outlay Subsidy	-	-	-	-	-	-	-	-	-	
Fares	463,692	390,000	158,752	195,000	195,000	390,000	390,000	390,000	390,000	
Metro Connect Fares	-	-	75,000	-	-	-	-	-	-	
Space Rental	285,114	290,000	270,000	290,000	290,000	290,000	290,000	290,000	290,000	
Concessions	62,735	75,000	50,000	75,000	75,000	75,000	75,000	75,000	75,000	
Concessions - Other	26,277	8,807	22,017	8,807	8,807	8,807	8,807	8,807	8,807	
Reimbursement - Agencies	10,699	60,000	67,577	30,000	30,000	60,000	60,000	60,000	60,000	
Other	-	3,600	3,680	3,600	3,600	3,600	3,600	3,600	3,600	
Interest	15,009	-	4,178	-	5,318	2,506	1,606	9,845	18,168	
Total Revenues	2,359,836	2,752,255	3,036,334	4,030,190	4,035,508	4,062,696	4,061,796	4,070,035	2,955,980	
Other Financing Sources:										
Transfer In- Development Corp										
O & M Subsidy	925,618	933,914	540,537	933,914	67,000	70,000	984,971	984,971	984,971	
Total Transfers In and Other Sources	3,285,454	3,686,169	3,576,871	4,964,104	4,102,508	4,132,696	5,046,767	5,055,006	3,940,951	
TOTAL RESOURCES	\$ 4,182,188	\$ 4,385,305	\$ 4,308,650	\$ 5,495,883	\$ 4,634,287	\$ 4,383,333	\$ 5,207,318	\$ 6,039,542	\$ 5,757,710	
APPROPRIATIONS										
Operating Expenses:										
Administration	\$ 3,373,543	\$ 3,713,053	\$ 3,571,122	\$ 4,216,979	\$ 4,202,327	\$ 4,216,979	\$ 4,216,979	\$ 4,216,979	\$ 4,216,979	
Liability Insurance	5,856	5,803	5,803	5,803	5,803	5,803	5,803	5,803	5,803	
Capital Outlay	-	-	-	-	-	-	-	-	-	
	3,379,399	3,718,856	3,576,925	4,222,782	4,208,130	4,222,782	4,222,782	4,222,782	4,222,782	
Other Financing Sources (Uses):										
Transfer Out - Downtown Svs Fund	-	-	150,000	150,000	150,000	-	-	-	-	
Transfer Out - Health Ins. Fund	113,850	49,946	49,946	25,520	25,520	-	-	-	-	
TOTAL APPROPRIATIONS	\$ 3,493,249	\$ 3,768,802	\$ 3,776,871	\$ 4,398,302	4,383,650	\$ 4,222,782	\$ 4,222,782	\$ 4,222,782	\$ 4,222,782	
Revenues Over / Under Expenses	(207,795)	(82,633)	(200,000)	565,802	(281,142)	(90,086)	823,984	832,224	(281,832)	
Other Items Affecting Working Capital	42,837	-	-	-	-	-	-	-	-	
ENDING WORKING CAPITAL	\$ 731,779	\$ 616,503	\$ 531,779	\$ 1,097,581	\$ 250,637	\$ 160,551	\$ 984,535	\$ 1,816,759	\$ 1,534,928	

2021

556- McAllen Metro Fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
556-0000-331-14-00 Federal grants / Federal Transit Admin	-	-	-			
556-0000-331-14-01 Federal Transit Admin / Operational contribution	1,174,576	1,609,348	2,074,382	3,127,783	3,127,783	
556-0000-331-14-02 Federal Transit Admin / Capital contribution	22,078	-	6,976		-	
331	1,196,654	1,609,348	2,081,358	3,127,783	3,127,783	-
556-0000-332-06-01 TXDOT/other / Operational contribution	299,657	315,500	303,772	300,000	300,000	
556-0000-332-06-02 TXDOT/other / Capital contribution	-	-	-		-	
332	299,657	315,500	303,772	300,000	300,000	-
556-0000-361-16-00 Charges:sales & services / Rentals	285,114	290,000	270,000	290,000	290,000	
556-0000-361-17-00 Charges: sales & services / Concession rentals	62,735	75,000	50,000	75,000	75,000	
556-0000-361-18-00 Charges: sales & services / Concession-other	-	8,807	-	8,807	8,807	
556-0000-361-50-00 Charges:sales & services / Fares	346,529	390,000	158,752	195,000	195,000	
556-0000-361-50-01 Charges: sales & services /Fares- Metro Connect	117,163	-	75,000		-	
556-0000-361-50-02 Fares / United way voucher reimb	2,630	60,000	47,397	30,000	30,000	
361	814,170	823,807	601,149	598,807	598,807	-
556-0000-373-01-00 Sale of property / Fixed assets	-	-	1,378		-	
373	-	-	1,378	-	-	-
556-0000-374-02-00 Other revenues / Reimbursement - other agencies	8,069	-	20,180		-	
374	8,069	-	20,180	-	-	-
556-0000-375-01-00 Miscellaneous / Recovery prior yr exp	19,362	-	20,638		-	
556-0000-375-02-00 Miscellaneous / Insurance recoveries	-	-	-		-	
556-0000-375-04-00 Miscellaneous / Commission-telephone	-	-	-		-	
556-0000-375-40-00 Miscellaneous / Cash over/short	47	-	1		-	
556-0000-375-99-00 Miscellaneous / Other	6,868	3,600	3,680	3,600	3,600	
375	26,277	3,600	24,319	3,600	3,600	-
556-0000-376-98-00 Contributions / Acquired assets-external	-	-	-		-	
376	-	-	-	-	-	-
556-0000-381-01-00 Interest / Pool cash	-	-	4,178		-	
556-0000-381-02-00 Interest / Texpool	8,699	-	-		5,318	
556-0000-381-03-00 Interest / Certificate of deposit	-	-	-		-	
556-0000-381-04-00 Interest / Other investments	3,003	-	-		-	
556-0000-381-20-00 Interest / Gain/loss sale of investments	3,307	-	-		-	

2021

556- McAllen Metro Fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
381	15,009	-	4,178	-	5,318	-
556-0000-391-05-00 Operating transfers in / Development corp fund	925,618	933,914	540,537	933,914	67,000	
391	925,618	933,914	540,537	933,914	67,000	-
556 McAllen Metro	\$ 3,285,454	\$ 3,686,169	\$ 3,576,871	\$ 4,964,104	\$ 4,102,508	\$ -

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: MCALLEN EXPRESS ADMINISTRATION

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -		
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total										-
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.				-	-	-	-	-		
3.				-	-	-	-	-		
4.				-	-	-	-	-		
5.				-	-	-	-	-		
Total Compensation & Benefits			\$ 2,469,123	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
SUPPLIES										
1.	< Please select category >									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Supplies			\$ 53,729					\$ -		\$ -
OTHER SERVICES & CHARGES										
1.	Professional							63,800	63,800	Funds to cover services for projects
2.	Rental & contractual							70,000	70,000	Funds for an armed guard for safety
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
6.	< Please select category >									
7.	< Please select category >									
8.	< Please select category >									
9.	< Please select category >									
10.	< Please select category >									
Total Other Services & Charges			\$ 718,714					\$ 133,800	\$ 133,800	
MAINTENANCE										
1.	Equipment									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance			\$ 491,613					\$ -	\$ -	
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay								\$ -	\$ -	
TOTAL			\$ 3,733,179					\$ 133,800	\$ 133,800	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: METRO McALLEN FUND
DEPARTMENT: McALLEN EXPRESS ADMINISTRATION

DEPT REQUEST				CM RECOMM		JUSTIFICATION (MANDATORY)
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	
Office Furniture/equipment	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	

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

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

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

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

Grand Total **\$0** **\$0**

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted Budget	Estimated	Department	City Mgr	City Comm
	FY 18-19	FY 19-20	FY 19-20	Request	Recomm	Recomm
				FY 20-21	FY 20-21	FY 20-21
556-4764-441-60-01 Compensation / Exempt	306,339	357,631	322,173	363,987	363,987	
556-4764-441-60-02 Compensation / Non-exempt	979,575	1,318,929	1,084,879	1,326,448	1,326,448	
556-4764-441-60-06 Compensation / Part time	46,068	77,006	60,682	77,789	77,789	
556-4764-441-60-10 Compensation / Overtime	215,356	33,664	153,977	33,664	33,664	
556-4764-441-60-14 Compensation / Car allowance	3,600	3,600	3,600	3,600	3,600	
556-4764-441-60-17 Compensation / Telephone	5,840	7,920	6,380	7,920	7,920	
60	1,556,778	1,798,750	1,631,691	1,813,408	1,813,408	
556-4764-441-61-30 Benefits / Social security	114,536	137,604	119,763	138,726	138,726	
556-4764-441-61-36 Benefits / Retirement	118,633	133,665	125,103	150,305	150,305	
556-4764-441-61-40 Benefits / Unemployment tax	1,000	9,747	4,045	4,104	4,104	
556-4764-441-61-46 Benefits / Workers' comp-	78,678	89,723	61,683	71,811	71,811	
556-4764-441-61-50 Benefits / Health cost	133,872	224,184	164,885	271,728	271,728	
556-4764-441-61-52 Benefits / Life insurance	792	2,864	484	2,935	2,935	
556-4764-441-61-53 Benefits / Retiree health ins (ARC)	16,310	16,310	16,104	16,107	16,107	
556-4764-441-61-56 Benefits/Pension Cost-TMRS	216,127	-	-	-	-	
556-4764-441-61-58 Benefits / TMRS benefits (contra)	(124,293)	-	-	-	-	
61	555,655	614,097	492,067	655,715	655,715	
556-4764-443-62-02 Supplies / Office	9,936	12,729	9,373	12,729	12,729	
556-4764-443-62-12 Supplies / Small tools\minor equipment	252	500	400	500	500	
556-4764-443-62-14 Supplies / Janitorial	30,288	30,000	29,915	30,000	30,000	
556-4764-443-62-18 Supplies / Clothing & uniform	8,183	10,500	10,332	10,500	10,500	
62	48,659	53,729	50,020	53,729	53,729	
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	1,470	12,800	1,115	12,800	12,800	
556-4764-444-63-14 Other services & charges / Dues & subscriptions	-	400	-	400	400	
556-4764-444-63-38 Other services & charges / Management fee	-	-	200,000	300,000	300,000	
556-4764-444-63-43 Other services & charges / Postage	48	650	415	650	650	
556-4764-444-63-45 Other services & charges / Professional	450,470	386,200	382,944	450,000	450,000	
556-4764-444-63-46 Other services & charges / Promotion	17,331	59,798	46,606	59,798	59,798	
556-4764-444-63-51 Other services & charges / Rental-photocopier	3,803	5,732	5,829	5,732	5,732	
556-4764-444-63-52 Other services & charges / Rental & contractual	105,374	95,000	160,222	165,000	165,000	
556-4764-444-63-64 Other services & charges / Training	43,134	26,200	15,254	26,200	26,200	
556-4764-444-63-65 Other services & charges / Travel	90	4,750	-	4,750	4,750	
556-4764-444-63-67 Other services & charges / Utilities-electric	65,989	92,248	76,043	92,248	92,248	
556-4764-444-63-68 Other services & charges / Utilities-gas	905	400	1,060	400	400	
556-4764-444-63-69 Other services & charges / Utilities-telephone	2,300	3,000	2,350	3,000	3,000	

2021

556-4764 Administration

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
556-4764-444-63-70 Other services & charges / Utilities-water	16,013	12,536	15,738	12,536	12,536	
556-4764-444-63-99 Other services & charges / Miscellaneous	22,618	9,000	4,724	9,000	9,000	
63	729,547	718,714	912,300	1,152,514	1,152,514	
556-4764-445-65-16 Maintenance / Vehicles	60	-	-	-	-	
556-4764-445-65-17 Maintenance / Fuel & lubricants	369,540	491,613	296,350	491,613	491,613	
65	369,600	491,613	296,350	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	-	-	-	-	-	-
556-4764-449-78-01 Disaster Exp/ COVID-19	-	-	86,500	-	-	
78	-	-	86,500	-	-	-
556-4764-447-89-18 Other expenses / New freedom voucher prog	54,355	-	20,638	-	-	
556-4764-447-89-19 Other expenses / LRGVDC Metro Connect	18,012	-	75,000	-	-	
89	72,367	-	95,638	-	-	-
556-4764 Administration	\$ 3,332,606	\$ 3,676,903	\$ 3,564,566	\$ 4,166,979	\$ 4,166,979	\$ -

2021

556-4766 Metroconnect

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted Budget	Estimated	Department	City Mgr	City Comm
	FY 18-19	FY 19-20	FY 19-20	Request	Recomm	Recomm
				FY 20-21	FY 20-21	FY 20-21
556-4766-445-65-17 Maintenance / Fuel & lubricants- MC 65	40,936	50,000	42,110	50,000	50,000	-
	40,936	50,000	42,110	50,000	50,000	-
556-4766 Metro Connect	\$ 40,936	\$ 50,000	\$ 42,110	\$ 50,000	\$ 50,000	\$ -

2021

556-9010 Non-departmental

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Mgr Recomm FY 20-21	City Comm Recomm FY 20-21
556-4768-441-61-97 Benefits / Contingency workers comp loss run ratio	-	(35,554)	(35,554)	-	(14,652)	
556-4768-441-61-99 Benefits / Cost of Living Adjustment (COLA)	-	21,704		-	-	
61	-	(13,850)	(35,554)	-	(14,652)	-
556-4864-444-63-17 Other services & charges / Employee bond	-	-		-	-	
556-4864-444-63-24 Other services & charges / Ins--auto liability	-	-		-	-	
556-4864-444-63-26 Other services & charges / Ins--error & omission	-	-		-	-	
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	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	53	-		-	-	
63	5,856	5,803	5,803	5,803	5,803	-
556-9010-447-68-02 Depreciation / Expense	201,369					
68	201,369					
556-9010-447-89-01 Other expenses / Fixed assets (contra)						
89						
556-9010-499-74-78 Operating transfers out / Health insurance fund	113,850	49,946	49,946	25,520	25,520	
556-9010-499-74-xx-000000 Operating transfers out / Downtown Services fund			150,000	150,000	150,000	
74	113,850	49,946	199,946	175,520	175,520	-

McAllen Metro Total Expenditures	\$ 3,493,249	\$ 3,768,802	\$ 3,776,871	\$ 4,398,302	\$ 4,383,650	\$ -
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**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
4764	McAllen Express Admin	1			Director of Transit & DT Serv.	FILLED	\$ 95,173
4764	McAllen Express Admin	1			Assistant Transit Director	FILLED	73,544
4764	McAllen Express Admin	1			Business Management Analyst	FILLED	53,631
4764	McAllen Express Admin	1			Transit Operation Supervisor	UNFILLED	39,575
4764	McAllen Express Admin	1			Transit Operations Manager	FILLED	57,204
4764	McAllen Express Admin	1			Operation Supervisor	FILLED	44,860
		<u>6</u>					<u>363,987</u>
4764	McAllen Express Admin		1		Administrative Assistant	FILLED	29,370
4764	McAllen Express Admin		1		Administrative Supervisor	FILLED	35,838
4764	McAllen Express Admin		1		Administrative Clerk	FILLED	27,206
4764	McAllen Express Admin		1		Administrative Clerk	FILLED	27,206
			<u>4</u>				<u>119,620</u>
4764	McAllen Express Admin		1		McAllen Express Crew Leader	FILLED	35,860
4764	McAllen Express Admin		1		McAllen Express Crew Leader	FILLED	35,860
4764	McAllen Express Admin		1		McAllen Express Crew Leader	FILLED	35,860
			<u>3</u>				<u>107,580</u>
4764	McAllen Express Admin		1		ADA Coordinator	FILLED	31,795
4764	McAllen Express Admin		1		Dispatch Working Supervisor	FILLED	33,675
4764	McAllen Express Admin		1		Planning Outreach Specialist	UNFILLED	44,125
			<u>3</u>				<u>109,595</u>
4764	McAllen Express Admin		1		Custodian	FILLED	25,130
4764	McAllen Express Admin		1		Custodian	FILLED	25,130
4764	McAllen Express Admin		1		Custodian	FILLED	25,130
4764	McAllen Express Admin		1		Custodian	FILLED	25,130
4764	McAllen Express Admin		1		Custodian	FILLED	25,130
4764	McAllen Express Admin		1		Custodian	UNFILLED	25,130
			<u>6</u>				<u>150,780</u>
4764	McAllen Express Admin		1		Paratransit Operator	FILLED	28,277
4764	McAllen Express Admin		1		Paratransit Operator	FILLED	28,277
4764	McAllen Express Admin		1		Paratransit Operator	FILLED	28,277
4764	McAllen Express Admin		1		Paratransit Operator	FILLED	28,277
			<u>4</u>				<u>113,108</u>
4764	McAllen Express Admin		1		Transit Operator	FILLED	31,555
4764	McAllen Express Admin		1		Transit Operator	FILLED	31,555
4764	McAllen Express Admin		1		Transit Operator	FILLED	31,555
4764	McAllen Express Admin		1		Transit Operator	FILLED	31,555
4764	McAllen Express Admin		1		Transit Operator	FILLED	31,555



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				
	18-19	19-20	Budget 19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 1,556,778	\$ 1,771,071	\$ 1,798,750	\$ 1,631,691	\$ 1,813,408	\$ 1,813,408	\$ 1,813,408	\$ 1,813,408	\$ 1,813,408	\$ 1,813,408	
Employee Benefits	555,655	609,832	614,097	492,067	655,715	655,715	655,715	655,715	655,715	655,715	
Supplies	48,659	53,729	53,729	50,020	53,729	53,729	53,729	53,729	53,729	53,729	
Other Services and Charges	801,914	718,714	718,714	1,094,438	1,152,514	1,152,514	1,152,514	1,152,514	1,152,514	1,152,514	
Maintenance	410,536	541,613	541,613	338,460	541,613	541,613	541,613	541,613	541,613	541,613	
Operations Subtotal	3,373,543	3,694,959	3,726,903	3,606,676	4,216,979	4,216,979	4,216,979	4,216,979	4,216,979	4,216,979	
Capital Outlay	-	-	-	-	-	-	-	-	-	-	
Operations & Capital Outlay Total	3,373,543	3,694,959	3,726,903	3,606,676	4,216,979	4,216,979	4,216,979	4,216,979	4,216,979	4,216,979	
Non Departmental											
Liability Insurance	5,856	5,803	5,803	5,803	5,803	5,803	5,803	5,803	5,803	5,803	
Cost of Living Adjustment (COLA)	-	53,648	21,704	-	-	-	-	-	-	-	
Workers' Comp. - Loss Run Ratio	-	(35,554)	(35,554)	(35,554)	-	(14,652)	-	-	-	-	
Total Expenditures	\$ 3,379,399	\$ 3,718,856	\$ 3,718,856	\$ 3,576,925	\$ 4,222,782	\$ 4,208,130	\$ 4,222,782	\$ 4,222,782	\$ 4,222,782	\$ 4,222,782	
PERSONNEL											
Exempt	5	6	6	6	6	6	6	6	6	6	
Non-Exempt	34	43	43	43	43	43	43	43	43	43	
Part-Time	3	8	8	8	8	8	8	8	8	8	
Total Positions Authorized	42	57	57	57	57	57	57	57	57	57	
Resources											
	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	18-19	19-20	Budget 19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Related Revenue Generated	\$ 2,359,836	\$ 2,752,255	\$ 2,752,255	\$ 3,036,334	\$ 4,030,190	\$ 4,035,508	\$ 4,062,696	\$ 4,061,796	\$ 4,070,035	\$ 2,955,980	

Contact Us:
 Mario Delgado
 Transit Director
 1501 W. Highway
 83, Suite 100
 McAllen, TX 78501
 (956) 681-3500

MAJOR FY 20-21 GOALS

1. Bring ridership back to pre-COVID-19 numbers and continue to push for increased usage
2. Finalize plan for service expansion to take effect in FY 2021-2022
3. Maximize FTA and TXDOT Revenues

Performance Measures				
	Actual FY18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	43	49	49	48
Number of Fixed Routes	8	9	9	9
Number of Operating Paratransit Units	4	4	4	4
Rolling Stock				
Department Operating Expenditures	\$ 3,373,543	\$ 3,726,903	\$ 3,606,676	\$ 4,216,979
Metro McAllen Fixed Route				
Total Operating Expenditures	\$ 3,036,188	\$ 3,346,970	\$ 3,246,008	\$ 3,795,281
Metro McAllen Paratransit Service				
Total Operating Expenditures	\$ 337,354	\$ 371,886	\$ 360,668	\$ 421,698
Outputs:				
FTA Operating Funding	\$ 1,196,654	\$ 1,609,348	\$ 2,081,358	\$ 3,127,783
TXDOT Operating Funding	\$ 299,657	\$ 315,500	\$ 303,772	\$ 300,000
Metro McAllen Fixed Route				
Number of passengers / ridership	620,965	668,640	550,000	700,000
Number of revenue miles	515,847	485,375	480,000	516,000
Total operating revenue hours	36,289	36,015	36,000	36,500
Total fare revenue	\$ 340,199	\$ 398,240	\$ 158,752	\$ 390,000
Metro McAllen Paratransit Service				
Number of passengers / ridership	16,395	15,700	10,024	17,000
Number of miles	85,215	85,900	55,000	86,000
Total operating revenue hours	7,022	7,500	4,500	7,600
Total fare revenue	\$ 6,330	\$ 7,400	\$ 5,100	\$ 7,500
Efficiency Measures:				
Metro McAllen Fixed Route				
Number of passengers per revenue mile	1.20	1.38	1.15	1.36
Number of passengers per revenue hour	17.11	18.57	15.28	19.18
Cost per revenue hour	\$ 83.67	\$ 92.93	\$ 90.17	\$ 103.98
Cost per passenger	\$ 4.89	\$ 5.01	\$ 5.90	\$ 5.42
Fare revenue per passenger	\$ 0.55	\$ 0.60	\$ 0.29	\$ 0.56
Fare box recovery rate	11%	12%	5%	10%
Metro McAllen Paratransit Service				
Number of passengers per revenue mile	0.19	0.18	0.18	0.20
Number of passengers per revenue hour	2.33	2.09	2.23	2.24
Cost per revenue hour	\$ 9.30	\$ 10.33	\$ 10.02	\$ 11.55
Cost per passenger	\$ 20.58	\$ 23.69	\$ 35.98	\$ 24.81
Fare revenue per passenger	\$ 0.39	\$ 0.47	\$ 0.51	\$ 0.44
Fare box recovery rate	2%	2%	1%	2%

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.

**City of McAllen, Texas
Bus Terminal Fund
Working Capital Summary**

	Actual	Adjusted	Estimated	Dept	City Manager	Four Year Plan			
	18-19	Budget 19-20	19-20	Request 20-21	Recomm. 20-21	21-22	22-23	23-24	24-25
RESOURCES									
BEGINNING WORKING CAPITAL	\$ 1,370,173	\$ 1,115,965	\$ 1,351,834	\$ 1,360,993	\$ 1,360,993	\$ 1,380,597	\$ 1,394,403	\$ 1,419,080	\$ 1,444,003
Revenues:									
Grant - FTA:									
O & M Subsidy	436,005	588,346	664,826	786,327	786,327	786,327	678,710	678,710	678,710
Capital Outlay Subsidy	597,635	14,012,423	1,108,088	16,916,808	16,916,808	400,000	-	-	-
Miscellaneous	8,482	-	20,995	-	-	-	-	-	-
Interest Earned	27,023	-	7,514	-	13,610	13,806	13,944	14,191	14,440
Total Revenues	1,069,146	14,600,769	1,801,423	17,703,135	17,716,745	1,200,133	692,654	692,901	693,150
Other Financing Sources:									
Transfer In - Development Corp.	263,533	775,626	268,219	466,441	466,441	67,432	185,782	185,782	185,782
Total Other Sources	263,533	775,626	268,219	466,441	466,441	67,432	185,782	185,782	185,782
Total Revenues and Other Sources	1,332,679	15,376,395	2,069,642	18,169,576	18,183,186	1,267,565	878,436	878,683	878,932
TOTAL RESOURCES	\$ 2,702,852	\$ 16,492,360	\$ 3,421,476	\$ 19,530,569	\$ 19,544,179	\$ 2,648,162	\$ 2,272,839	\$ 2,297,763	\$ 2,322,935
APPROPRIATIONS									
Operating Expenses:									
Bus Terminal	\$ 677,495	\$ 781,834	\$ 729,752	\$ 850,726	\$ 847,337	\$ 850,726	\$ 850,726	\$ 850,726	\$ 850,726
Capital Outlay	683,138	15,073,603	1,320,130	17,308,249	17,308,249	400,000	-	-	-
Total Operating Expenses	1,360,633	15,855,437	2,049,882	18,158,975	18,155,586	1,250,726	850,726	850,726	850,726
Other Financing Sources (Uses):									
Transfer Out - Health Insurance fund	17,251	7,568	7,568	4,962	4,962	-	-	-	-
Debt Service - Motorola Lease Paymen	1,151	3,033	3,033	3,033	3,033	3,033	3,033	3,033	-
TOTAL APPROPRIATIONS	1,379,035	15,866,038	2,060,483	18,166,970	18,163,581	1,253,759	853,759	853,759	850,726
Revenues Over / Under Expenses	(46,356)	(489,643)	9,159	2,606	19,605	13,806	24,677	24,924	28,206
Other Items Affecting Wrkng Capital	28,017	-	-	-	-	-	-	-	-
ENDING WORKING CAPITAL	\$ 1,351,834	\$ 626,322	\$ 1,360,993	\$ 1,363,598	\$ 1,380,597	\$ 1,394,403	\$ 1,419,080	\$ 1,444,003	\$ 1,472,209

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
558-0000-331-14-00 Federal grants / Federal Transit Admin	-	-	-	-	-	-
558-0000-331-14-01 Federal Transit Admin / Operational contribution	436,005	588,346	664,826	786,327	786,327	-
558-0000-331-14-02 Federal Transit Admin / Capital contribution	597,635	14,012,423	1,108,088	16,916,808	16,916,808	-
331	1,033,640	14,600,769	1,772,914	17,703,135	17,703,135	-
558-0000-374-02-00 Reimbursements / Other agencies	6,005	-	16,959	-	-	-
374	6,005	-	16,959	-	-	-
558-0000-375-01-00 Miscellaneous / Recovery prior yr exp	48	-	127	-	-	-
558-0000-375-02-00 Miscellaneous / Insurance recoveries	1,278	-	3,683	-	-	-
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	1,152	-	226	-	-	-
375	2,478	-	4,036	-	-	-
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	17,503	-	5,527	-	13,610	-
558-0000-381-03-00 Interest / Certificate of deposit	-	-	1,317	-	-	-
558-0000-381-04-00 Interest / Other investments	3,611	-	333	-	-	-
558-0000-381-20-00 Interest / Gain/loss sale of investments	5,910	-	337	-	-	-
381	27,023	-	7,514	-	13,610	-
558-0000-391-04-00 Operating transfers in / General fund	-	-	-	-	-	-
558-0000-391-05-00 Operating transfers in / Development corp fund	263,533	775,626	268,219	466,441	466,441	-
558-0000-391-23-00 Operating transfers in / Capital improvement fund	-	-	-	-	-	-
391	263,533	775,626	268,219	466,441	466,441	-
558 Transit Terminal	\$ 1,332,679	\$ 15,376,395	\$ 2,069,642	\$ 18,169,576	\$ 18,183,186	\$ -

**City of McAllen, Texas
Bus Terminal Fund
Expense Summary**

	Actual 18-19	Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City mgr Recomm 20-21	Four Year Plan			
							21-22	22-23	23-24	24-25
<u>BY DEPARTMENT</u>										
Bus Terminal	\$ 1,360,633	\$ 15,266,267	\$ 15,855,437	\$ 2,049,882	\$ 18,158,975	\$ 18,158,975	\$ 1,250,726	\$ 850,726	\$ 850,726	\$ 850,726
TOTAL	\$ 1,360,633	\$ 15,266,267	\$ 15,855,437	\$ 2,049,882	\$ 18,158,975	\$ 18,158,975	\$ 1,250,726	\$ 850,726	\$ 850,726	\$ 850,726
<u>BY EXPENSE GROUP</u>										
Expenses:										
Personnel Services										
Salaries and Wages	\$ 171,847	\$ 264,136	\$ 263,665	\$ 197,496	\$ 307,396	\$ 307,396	\$ 307,396	\$ 307,396	\$ 307,396	\$ 307,396
Employee Benefits	67,624	87,105	87,576	73,695	112,737	109,348	112,737	112,737	112,737	112,737
Supplies	-	-	-	81	-	-	-	-	-	-
Other Services and Charges	40,010	38,696	38,696	66,329	38,696	38,696	38,696	38,696	38,696	38,696
Maint. and Repair Services	398,014	391,897	391,897	392,151	391,897	391,897	391,897	391,897	391,897	391,897
TOTAL OPERATING EXPENSES	677,495	781,834	781,834	729,752	850,726	847,337	850,726	850,726	850,726	850,726
Capital Outlay	683,138	14,484,433	15,073,603	1,320,130	17,308,249	17,308,249	400,000	-	-	-
TOTAL EXPENDITURES	\$ 1,360,633	\$ 15,266,267	\$ 15,855,437	\$ 2,049,882	\$ 18,158,975	\$ 18,155,586	\$ 1,250,726	\$ 850,726	\$ 850,726	\$ 850,726
<u>PERSONNEL</u>										
Bus Terminal	5	8	8	8	9	9	9	9	9	9

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: TRANSIT

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total	
1. Transit Inspector	1	\$ 43,260	\$ 43,260	\$ -	\$ 720	\$ 14,728	\$ 58,708		\$ 58,708	Move from Downtown Fund
2.	-	-	-	-	-	-	-			
3.	-	-	-	-	-	-	-			
4.	-	-	-	-	-	-	-			
5.	-	-	-	-	-	-	-			
Total	1	43,260	43,260	-	720	14,728	58,708		58,708	
Personnel Revisions										
1. Overtime			-	-	-	-	-			
2.			-	-	-	-	-			
3.			-	-	-	-	-			
4.			-	-	-	-	-			
5.			-	-	-	-	-			
Total Compensation & Benefits			\$ 361,425	\$ 43,260	\$ -	\$ 720	\$ 14,728	\$ 58,708		\$ 58,708
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.	Equipment									
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Maintenance			\$ 391,897				\$ -		\$ -	
CAPITAL OUTLAY										
** See Attached Capital Outlay Request Form										
Total Capital Outlay							\$ 17,308,249		\$ 17,308,249	
TOTAL			\$ 753,322				\$ 17,366,957		\$ 17,366,957	

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2020 - 2021

FUND: BUS TERMINAL FUND
 DEPARTMENT: TRANSIT

DEPT REQUEST				CM RECOMM			
Equipment	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	Fareboxes for New Buses	\$16,000	8	\$128,000	8	\$128,000	Equipment needed for new buses (no local match)
	Bus Shelters	\$10,000	75	\$750,000	75	\$750,000	Rollover Project
	Bus Camera Replacement	\$12,000	23	\$276,000	23	\$276,000	Replace Malfunctioning Camera Equipment (no local match)
		\$0		\$0		\$0	
	TOTAL			\$1,154,000		\$1,154,000	

Vehicles	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	Gillig Buses	\$458,370	8	\$3,666,960	8	\$3,666,960	Rollover Project
	Support Vehicle (Truck)	\$40,000	1	\$40,000	1	\$40,000	New truck for facility maintenance (no local match)
	Support Vehicle (SUV)	\$39,675	1	\$39,675	1	\$39,675	New SUV for operations (no local match)
		\$0		\$0		\$0	
	TOTAL			\$3,746,635		\$3,746,635	

Improvement Other than Buildings	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	Pedestrian Access/Walkways	\$1,750,407	1	\$1,750,407	1	\$1,750,407	Rollover Sidewalk Project
	Civil Infrastructure	\$761,436	1	\$761,436	1	\$761,436	Rollover Project tied to North Hub Project
	Electric Bus Project Expansion	\$3,000,000	1	\$3,000,000	1	\$3,000,000	Expansion of our electric bus project (Contingent on TDCs)
		\$0		\$0		\$0	
	TOTAL			\$5,511,843		\$5,511,843	

Buildings and Structures	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	North HUB	\$3,895,771	1	\$3,895,771	1	\$3,895,771	Rollover Project - North Transfer Center
	Quinta Park and Ride	\$3,000,000	1	\$3,000,000	1	\$3,000,000	Rollover Project - Quinta Park and Ride
		\$0		\$0		\$0	
	TOTAL			\$6,895,771		\$6,895,771	

Grand Total				\$17,308,249		\$17,308,249	
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
558-4760-441-60-01 Compensation / Exempt	15,579	86,821	45,564	88,972	88,972	
558-4760-441-60-02 Compensation / Non-exempt	144,024	166,414	148,884	210,784	210,784	
558-4760-441-60-06 Compensation / Part time	-	-	-	-	-	
558-4760-441-60-10 Compensation / Overtime	10,803	5,000	1,668	5,000	5,000	
558-4760-441-60-14 Compensation / Car allowance	-	-	-	-	-	
558-4760-441-60-17 Compensation / Telephone	1,440	1,920	1,380	2,640	2,640	
60	171,847	260,155	197,496	307,396	307,396	
558-4760-441-61-30 Benefits / Social security	12,550	19,903	14,951	23,515	23,515	
558-4760-441-61-36 Benefits / Retirement	13,131	20,188	15,342	26,621	26,621	
558-4760-441-61-40 Benefits / Unemployment tax	81	1,368	152	648	648	
558-4760-441-61-46 Benefits / Workers' comp-	8,445	7,459	6,069	7,532	7,532	
558-4760-441-61-50 Benefits / Health cost	19,535	37,749	27,040	51,600	51,600	
558-4760-441-61-52 Benefits / Life insurance	127	393	152	483	483	
558-4760-441-61-53 Benefits / Retiree health ins (ARC)	2,150	2,150	2,340	2,338	2,338	
558-4760-441-61-56 Benefits/Pension Cost-TMRS	23,671	-	21,247	-	-	
558-4760-441-61-58 Benefits / TMRS benefits (contra)	(12,066)	-	(11,964)	-	-	
61	67,624	89,210	75,329	112,737	112,737	
558-4760-443-62-02 Supplies / Office	-	-	-	-	-	
558-4760-443-62-12 Supplies / Small tools/minor equip-	-	-	-	-	-	
558-4760-443-62-14 Supplies / Janitorial	-	-	81	-	-	
558-4760-443-62-18 Supplies / Clothing & uniform	-	-	-	-	-	
62	-	-	81	-	-	
558-4760-444-63-14 Other services & charges / Dues & subscription	-	-	-	-	-	
558-4760-444-63-43 Other services & charges / Postage	-	-	-	-	-	
558-4760-444-63-45 Other services & charges / Professional	-	-	3,689	-	-	
558-4760-444-63-46 Other services & charges / Promotion	-	-	-	-	-	
558-4760-444-63-51 Other services & charges / Rental-Photocopier	-	-	-	-	-	
558-4760-444-63-67 Other services & charges / Utilities-electric	-	-	-	-	-	
558-4760-444-63-68 Other services & charges / Utilities-gas	-	-	-	-	-	
558-4760-444-63-69 Other services & charges / Utilities-telephone	-	-	-	-	-	
558-4760-444-63-70 Other services & charges / Utilities-water	2,977	-	3,334	-	-	
558-4760-444-63-99 Other services & charges / Miscellaneous	(1,663)	-	-	-	-	
63	1,314	-	7,023	-	-	

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
558-4760-445-65-08 Maintenance / Equipment	-	-	254	-	-	-
558-4760-445-65-10 Maintenance / Facilities	25,889	30,000	30,000	30,000	30,000	-
558-4760-445-65-16 Maintenance / Vehicles	372,125	361,897	361,897	361,897	361,897	-
65	398,014	391,897	392,151	391,897	391,897	-
558-4760-446-66-02-000000 Capital outlay / Land	-	-	-	-	-	-
558-4760-446-66-02-AA1801 AA1801-Land Acquisition	-	550,000	550,000	-	-	-
558-4760-446-66-10-000000 Capital outlay / Building/structures	-	-	-	-	-	-
558-4760-446-66-10-BB1801 BB1801-North HUB Construction	119,239	4,267,760	371,989	3,895,771	3,895,771	-
558-4760-446-66-14-000000 Capital outlay / Vehicles	23,516	-	17,825	79,675	79,675	-
558-4760-446-66-14-EC1930 EC1930-Paratransit Vehicles (4)	367,942	-	49,624	-	-	-
558-4760-446-66-14-EC1931 EC1931-Fixed Route Vehicles (3)	-	1,457,192	-	-	-	-
558-4760-446-66-14-EC2006 EC2006-Gillig Buses (5)	-	2,217,192	10,300	3,666,960	3,666,960	-
558-4760-446-66-16-000000 Capital outlay / Office furniture/equip-	-	-	-	-	-	-
558-4760-446-66-20-000000 Capital outlay / Equipment	22,830	-	-	128,000	128,000	-
558-4760-446-66-20-EO1203 EO1203-Security Technology Improvem	-	39,170	39,945	276,000	276,000	-
558-4760-446-66-22-000000 Capital outlay / Computer-hardware	-	-	-	-	-	-
558-4760-446-66-24-000000 Capital outlay / Computer-software	-	-	-	-	-	-
558-4760-446-66-30-000000 Capital outlay / Imprv- other than buildg	-	-	49,594	-	-	-
558-4760-446-66-30-CA1608 CA1608-Shelters & Passenger Amenities	-	750,000	-	750,000	750,000	-
558-4760-446-66-30-CA1609 CA1609-Accessibility and Walkways	-	2,000,000	200,000	1,750,407	1,750,407	-
558-4760-446-66-30-CA2012 CA2012-Quinta Park and Ride	-	3,000,000	-	3,000,000	3,000,000	-
558-4760-446-66-36-000000 Capital outlay / Infrastructure	-	-	-	3,000,000	3,000,000	-
558-4760-446-66-36-CA1610 CA1610-Civil Infrastructure Improvemer	143,492	792,289	30,853	761,436	761,436	-
558-4760-446-66-99-000000 Capital outlay / Non-capitalized	6,120	-	-	-	-	-
66	683,138	15,073,603	1,320,130	17,308,249	17,308,249	-
558-4760-449-78-01-000000 Disaster Exp/ COVID-19	-	-	20,610	-	-	-
78	-	-	20,610	-	-	-
558-4760 Administration	\$ 1,321,937	\$ 15,814,865	\$ 2,012,820	\$ 18,120,279	\$ 18,120,279	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUETS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
4760	Transit Administration	1			Safety Coordinator	UNFILLED	\$ 44,125
4760	Transit Administration	<u>1</u>			Building Maintenance Supervisor	FILLED	44,847
		2					88,972
4760	Transit Administration		1		Custodian Crew Leader	FILLED	\$ 29,371
4760	Transit Administration		<u>1</u>		Custodian Crew Leader	FILLED	29,371
			2				58,742
4760	Transit Administration		<u>1</u>		Transit Inspector	RECOMMENDED	43,260
			1				43,260
4760	Transit Administration		1		PM Building Technician	FILLED	26,114
4760	Transit Administration		1		PM Building Technician	FILLED	26,114
4760	Transit Administration		1		PM Fleet Technician	UNFILLED	28,277
4760	Transit Administration		<u>1</u>		PM Fleet Technician	UNFILLED	28,277
			4				108,782
					OVERTIME		5,000
					TELEPHONE		2,640
							7,640
CURRENT POSITIONS			9				\$ 307,396



Mission Statement:

"The Transit Department is dedicated to operating a clean, safe, and cost effective public transit facility."

Department Summary												
	Actual	Budget	Adjusted Budget	Estimated	Baseline	Dept Request	City Mgr Recomm	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	20-21	21-22	22-23	23-24	24-25	
Expenditure Detail:												
Personnel Services												
Salaries and Wages	\$ 171,847	\$ 257,100	\$ 260,155	\$ 197,496	\$ 263,416	\$ 307,396	\$ 307,396	\$ 307,396	\$ 307,396	\$ 307,396	\$ 307,396	\$ 307,396
Employee Benefits	67,624	88,739	89,210	75,329	98,009	112,737	112,737	112,737	112,737	112,737	112,737	112,737
Supplies	-	-	-	81	-	-	-	-	-	-	-	-
Other Services and Charges	1,314	-	-	27,633	-	-	-	-	-	-	-	-
Maintenance	398,014	391,897	391,897	392,151	391,897	391,897	391,897	391,897	391,897	391,897	391,897	391,897
Operations Subtotal	638,799	737,736	741,262	692,690	753,322	812,030	812,030	812,030	812,030	812,030	812,030	812,030
Capital Outlay	683,138	14,484,433	15,073,603	1,320,130	-	17,308,249	17,308,249	400,000	-	-	-	-
Operations & Capital Outlay Total	1,321,937	15,222,169	15,814,865	2,012,820	753,322	18,120,279	18,120,279	1,212,030	812,030	812,030	812,030	812,030
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	38,696
Cost of Living Adjustment (COLA)	-	7,036	3,510	-	-	-	-	-	-	-	-	-
Workers' Comp. - Loss Run Ratio	-	(1,634)	(1,634)	(1,634)	-	-	(3,389)	-	-	-	-	-
Total Expenditures	\$ 1,360,633	\$ 15,266,267	\$ 15,855,437	\$ 2,049,882	\$ 792,018	\$ 18,158,975	\$ 18,155,586	\$ 1,250,726	\$ 850,726	\$ 850,726	\$ 850,726	\$ 850,726
PERSONNEL												
Exempt	1	2	2	2	2	2	2	2	2	2	2	2
Non-Exempt	4	6	6	6	6	7	7	7	7	7	7	7
Part-Time												
Total Positions Authorized	5	8	8	8	8	9	9	9	9	9	9	9
Resources												
	Actual	Budget	Adjusted Budget	Estimated	Baseline	Dept Request	City Mgr Recomm	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	20-21	21-22	22-23	23-24	24-25	
Related Revenue Generated	\$ 1,069,146	\$ 14,600,769	\$ 14,600,769	\$ 1,801,423	\$ 14,600,769	\$ 17,703,135	\$ 1,801,423	\$ 1,200,133	\$ 692,654	\$ 692,901	\$ 693,150	

Contact Us:

Mario Delgado
Transit Director
1501 W. Highway
83, Suite 100
McAllen, TX 78501
(956) 681-3500

MAJOR FY 20-21 GOALS

1. Finalize Construction of North Transfer Hub
2. Finalize replacement of 2010 Gillig Fleet
3. Finalize Quinta Park and Ride Project
4. Install Bus Shelters along Metro McAllen Routes
5. Install Sidewalks along routes for better accessibility for riders and public

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Workload Measures:				
Number of full time employees	6	8	8	9
Number of People Departing	250,958	280,000	175,565	280,000
Number of Visitors	3,207,429	3,608,145	2,672,858	3,608,145
Number of Operating Hours	8,815	8,815	8,815	8,815
Rental Revenue	\$ 347,849	\$ 354,586	\$ 320,000	\$ 365,000
Total Operating Expenditures	\$ 638,799	\$ 741,262	\$ 692,690	\$ 812,030
Total Square Footage	22,000	22,000	22,000	22,000
Efficiency Measures:				
Number of People Departing/Hour	28	32	20	32
Cost per Visitor	0.20	\$ 0.21	\$ 0.26	\$ 0.23
Operating Cost/Square Foot	29	\$ 33.69	\$ 31.49	\$ 36.91
Effectiveness Measures:				
Percent of change in departures per hour	N/A	11.57%	-37.30%	59.49%
Percent of change in cost per square foot	N/A	16.04%	-6.55%	17.23%

*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.

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
558-4762-441-61-97 Benefits / Contingency workers comp loss run rati	-	(1,634)	(1,634)	-	(3,389)	
558-4762-441-61-99 Benefits / Cost of Living Adjustment (COLA)	-	3,510	-	-	-	
61	-	1,876	(1,634)	-	(3,389)	
558-4864-444-63-17 Other services & charges / Employee bond	-	-	-	-	-	
558-4864-444-63-24 Other services & charges / Ins--auto liability	-	-	-	-	-	
558-4864-444-63-26 Other services & charges / Ins--error & ommissior	-	-	-	-	-	
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	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- exc	-	-	-	-	-	
558-4864-444-63-45 Other services & charges / Professional	-	-	-	-	-	
63	38,696	38,696	38,696	38,696	38,696	-
558-7019-477-70-02 Debt service / Principal- Motorola Lease #23770	-	2,461	2,461	2,461	2,461	
558-7019-477-70-04 Debt service / Interest - Motorola Lease #23770	1,151	572	572	572	572	
70	1,151	3,033	3,033	3,033	3,033	-
558-9010-447-68-02 Depreciation / Expense	951,396					
68	951,396					
558-9010-447-89-01 Other expenses / Fixed assets (contra)	(677,018)					
89	(677,018)					
558-9010-499-74-06 Operating transfers out / CIP fund	-	-	-	-	-	
558-9010-499-74-78 Operating transfers out / Health insurance fund	17,251	7,568	7,568	4,962	4,962	
74	17,251	7,568	7,568	4,962	4,962	
Transit Terminal Fund Total Expenditures	\$ 1,379,035	\$ 15,866,038	\$ 2,060,483	\$ 18,166,970	\$ 18,163,581	\$ -

City of McAllen, Texas
McAllen International Toll Bridge Fund
Working Capital Summary

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm. 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
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	11,030,967	11,691,217	9,369,365	11,012,945	11,012,945	11,791,867	11,893,528	11,893,528	11,893,528	11,893,528
UETA Turnstil	1,470	-	-	-	-	-	-	-	-	-
Rents & Royalties	2,528,750	2,436,359	2,611,803	2,670,467	2,670,467	2,436,359	2,436,359	2,436,359	2,670,467	2,670,467
Miscellaneous	247,242	75,000	127,240	105,000	105,000	75,000	75,000	75,000	105,000	105,000
Interest Earned	79,795	-	30,227	-	12,973	12,973	12,973	12,973	12,973	12,973
Total Revenues	13,888,224	14,202,576	12,138,635	13,788,412	13,801,385	14,316,199	14,417,860	14,417,860	14,681,968	14,681,968
TOTAL RESOURCES	\$ 15,185,487	\$ 15,499,839	\$ 13,435,898	\$ 15,085,675	\$ 15,098,648	\$ 15,613,462	\$ 15,715,123	\$ 15,715,123	\$ 15,979,231	\$ 15,979,231
APPROPRIATIONS										
Operating Expenses:										
Bridge Operations	\$ 2,053,792	\$ 2,318,806	\$ 2,171,956	\$ 2,469,667	\$ 2,469,667	\$ 2,469,667	\$ 2,469,667	\$ 2,469,667	\$ 2,583,340	\$ 2,583,340
Administration & Gen Ins	833,312	811,121	731,539	808,346	813,877	808,346	808,346	808,346	808,346	808,346
Capital Outlay	16,385	-	16,385	16,385	16,385	-	-	-	16,385	16,385
Total Operations	2,903,488	3,129,927	2,919,880	3,294,398	3,299,929	3,278,013	3,278,013	3,278,013	3,408,071	3,408,071
Other Financing Sources (Uses):										
City of Hidalgo	3,375,018	3,404,096	2,856,903	3,285,360	3,288,039	3,450,135	3,481,505	3,481,505	3,529,763	3,529,763
City of McAllen - Gen. Fund Restricted Acct	5,601,810	5,213,851	4,241,064	5,004,666	5,009,429	5,292,899	5,347,567	5,349,536	5,436,071	5,436,071
Transfer out - Health Insurance Fund	93,150	40,865	40,865	24,811	24,811	-	-	-	-	-
Transfer out - Toll Bridge CIP	1,319,338	1,437,921	1,122,755	1,341,025	1,341,025	1,452,300	1,466,823	1,466,823	1,466,823	1,466,823
Debt Service - Motorola Lease Payment	826	2,177	2,177	2,177	2,177	2,177	2,177	2,177	2,177	2,177
Board Advance - Anzalduas Int'l Xng for "B"	844,742	837,875	837,875	835,975	835,975	840,675	841,775	839,806	839,063	839,063
TOTAL APPROPRIATIONS	14,138,372	14,066,712	12,021,519	13,788,412	13,801,385	14,316,199	14,417,860	14,417,860	14,681,968	14,681,968
Revenues over/(under) expenses	(250,149)	135,864	117,116	-	-	-	-	-	-	-
Other Items Affecting Working Capital	453,945	-	-	-	-	-	-	-	-	-
Loan - \$910k @4.5% w/\$16,983.01/5 years	(203,796)	(135,864)	(117,116)	-	-	-	-	-	-	-
Notes Payable - Motorola Lease	-	-	-	-	-	-	-	-	-	-
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

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
560-0000-361-27-00 Charges:sales & services / Tolls	11,030,967	11,691,217	9,369,365	11,012,945	11,012,945	
560-0000-361-35-00 Charges:sales & services / UETA turnstil	1,470	-	-	-	-	
361	11,032,437	11,691,217	9,369,365	11,012,945	11,012,945	
560-0000-371-02-00 Royalties / Sprint	-	20,664	-	-	-	
560-0000-371-03-00 Royalties / A T & T	55,383	41,328	106,405	64,112	64,112	
560-0000-371-04-00 Royalties / Verizon	3,000	-	1,250	-	-	
560-0000-371-06-00 Royalties / McAllen Data Ctr	30,000	-	30,000	-	-	
371	88,383	61,992	137,655	64,112	64,112	
560-0000-372-01-00 Facilities' rental / GSA	2,136,826	2,118,557	2,204,753	2,316,960	2,316,960	
560-0000-372-02-00 Facilities' rental / United export traders	240,000	206,415	220,000	240,000	240,000	
560-0000-372-03-00 Facilities' rental / TABC	29,982	27,675	27,675	27,675	27,675	
560-0000-372-07-00 Facilities' rental / ATM	3,410	3,720	3,720	3,720	3,720	
560-0000-372-08-00 Facilities rental / PALBA	30,150	18,000	18,000	18,000	18,000	
372	2,440,367	2,374,367	2,474,148	2,606,355	2,606,355	
560-0000-373-01-00 Sale of property / Fixed assets	(609,412)					
373	(609,412)					
560-0000-375-01-00 Miscellaneous / Recovery prior yr exp	206	-	550	-	-	
560-0000-375-02-00 Miscellaneous / Insurance recoveries	1,349	-	2,099	-	-	
560-0000-375-05-00 Miscellaneous / Profit/loss pesos	240,456	75,000	122,196	75,000	75,000	
560-0000-375-40-01 Cash over/short / Cash over/short	(201)	-	(43)	-	-	
560-0000-375-52-00 Miscellaneous / EZ crosscards admin fee	2,171	-	552	-	-	
560-0000-375-99-00 Miscellaneous / Other	3,261	-	1,886	30,000	30,000	
375	247,242	75,000	127,240	105,000	105,000	
560-0000-376-99-00 Contributions / Acquired assets Intra	211,769					
376	211,769					
560-0000-381-02-00 Interest / Texpool	79,795	-	30,227	-	12,973	
381	79,795	-	30,227	-	12,973	
560-0000-382-01-00 Undistributable / Board Interest startup fd	669,742					
560-0000-382-02-00 Undistributable / Interest advance Series A	22,400					
382	692,142					
560 Toll Bridge	\$ 13,888,224	\$ 14,202,576	\$ 12,138,635	\$ 13,788,412	\$ 13,801,385	

City of McAllen, Texas
McAllen International Toll Bridge Fund
Expense Summary

	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan			
	18-19	19-20	Budget	19-20	20-21	Recomm.	21-22	22-23	23-24	24-25
BY DEPARTMENT										
Bridge Operations	\$ 2,070,177	\$ 2,298,156	\$ 2,318,806	\$ 2,188,341	\$ 2,486,052	\$ 2,486,052	\$ 2,469,667	\$ 2,469,667	\$ 2,469,667	\$ 2,599,725
Administration	833,312	831,771	811,121	731,539	808,346	813,877	808,346	808,346	808,346	808,346
TOTAL	\$ 2,903,488	\$ 3,129,927	\$ 3,129,927	\$ 2,919,880	\$ 3,294,398	\$ 3,299,929	\$ 3,278,013	\$ 3,278,013	\$ 3,278,013	\$ 3,408,071
BY EXPENSE GROUP										
Expenses:										
Personnel Services										
Salaries and Wages	\$ 1,214,306	\$ 1,382,844	\$ 1,379,454	\$ 1,262,590	\$ 1,446,798	\$ 1,446,798	\$ 1,446,798	\$ 1,446,798	\$ 1,446,798	\$ 1,525,140
Employee Benefits	424,529	420,375	423,765	381,319	499,507	505,038	499,507	499,507	499,507	534,838
Supplies	89,748	109,800	109,800	102,178	109,800	109,800	109,800	109,800	109,800	109,800
Other Services and Charges	956,814	1,005,575	1,005,575	950,004	1,010,575	1,010,575	1,010,575	1,010,575	1,010,575	1,010,575
Maint. and Repair Services	178,535	188,162	188,162	184,233	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	2,887,104	3,129,927	3,129,927	2,903,495	3,278,013	3,283,544	3,278,013	3,278,013	3,278,013	3,391,686
Capital Outlay	16,385	-	-	16,385	16,385	16,385	-	-	-	16,385
TOTAL EXPENDITURES	\$ 2,903,488	\$ 3,129,927	\$ 3,129,927	\$ 2,919,880	\$ 3,294,398	\$ 3,299,929	\$ 3,278,013	\$ 3,278,013	\$ 3,278,013	\$ 3,408,071
PERSONNEL										
Operations	32	38	38	38	41	41	41	41	41	41
Administration	4	4	4	4	4	4	4	4	4	4
TOTAL PERSONNEL	36	42	42	42	45	45	45	45	45	45

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: BRIDGE - OPERATIONS

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total	
1. Custodian	3	\$ 26,114	\$ 78,342	\$ -	\$ -	\$ 35,331	\$ 113,673	3	\$ 113,673	To ensure sanitization and cleanliness of facility
2.	-	-	-	-	-	-	-	-	-	
3.	-	-	-	-	-	-	-	-	-	
4.	-	-	-	-	-	-	-	-	-	
5.	-	-	-	-	-	-	-	-	-	
Total	3	26,114	78,342	-	-	35,331	113,673	3	113,673	
Personnel Revisions										
1. Overtime			-	-	-	-	-			
2.			-	-	-	-	-			
3.			-	-	-	-	-			
4.			-	-	-	-	-			
5.			-	-	-	-	-			
Total Compensation & Benefits			\$ 1,556,744	\$ 78,342	\$ -	\$ -	\$ 35,331	\$ 113,673	\$ 113,673	
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.	Credit card fees						5,000	5,000		Increase in credit card fees
2.	< Please select category >									
3.	< Please select category >									
4.	< Please select category >									
5.	< Please select category >									
Total Other Services & Charges			\$ 533,250				\$ 5,000	\$ 5,000		
MAINTENANCE										
1.	Equipment									
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							\$ 16,385	\$ 16,385		
TOTAL			\$ 2,350,994				\$ 135,058	\$ 135,058		

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: TOLL BRIDGE
DEPARTMENT: BRIDGE - OPERATIONS

<u>DEPT REQUEST</u>				<u>CM RECOMM</u>		
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Equipment						
Motorola Radios License	\$0		\$16,385		\$16,385	Radios for custodian staff working in government leased facilities
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$16,385		\$16,385	

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

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

Grand Total			\$16,385		\$16,385	
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted		Department	City Manager	City Comm
	FY 18-19	Budget	Estimated	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
560-3158-431-60-01 Compensation / Exempt	60,307	61,278	61,277	61,277	61,277	
560-3158-431-60-02 Compensation / Non-exempt	854,545	1,016,701	931,024	1,098,335	1,098,335	
560-3158-431-60-10 Compensation / Overtime	79,188	60,000	60,000	60,000	60,000	
560-3158-431-60-14 Compensation / Car allowance	-	-	-	5,280	5,280	
560-3158-431-60-17 Compensation / Telephone	3,060	5,280	3,000	-	-	
60	997,099	1,143,259	1,055,301	1,224,892	1,224,892	
560-3158-431-61-30 Benefits / Social security	72,398	87,459	78,713	93,704	93,704	
560-3158-431-61-36 Benefits / Retirement	77,412	88,716	89,362	106,075	106,075	
560-3158-431-61-40 Benefits / Unemployment tax	425	6,472	5,824	2,952	2,952	
560-3158-431-61-46 Benefits / Workers' comp-	24,171	27,109	18,434	9,141	9,141	
560-3158-431-61-50 Benefits / Health cost	116,507	159,301	141,219	221,472	221,472	
560-3158-431-61-52 Benefits / Life insurance	762	1,841	718	1,946	1,946	
560-3158-431-61-53 Benefits / Retiree health ins (ARC)	10,399	10,399	10,295	10,235	10,235	
560-3158-431-61-56 Benefits/Pension Cost-TMRS	64,648	-	-	-	-	
560-3158-431-61-58 Benefits / TMRS benefits (contra)	(78,839)	-	-	-	-	
61	287,883	381,297	344,565	445,525	445,525	
560-3158-433-62-04 Supplies / Operating	15,375	17,000	17,000	17,000	17,000	
560-3158-433-62-14 Supplies / Janitorial	48,247	48,000	52,940	48,000	48,000	
560-3158-433-62-18 Supplies / Clothing & uniform	13,100	20,000	11,000	20,000	20,000	
62	76,722	85,000	80,940	85,000	85,000	
560-3158-434-63-52 Other services & charges / Rental & contractual	156,555	160,000	160,000	160,000	160,000	
560-3158-434-63-59 Other services & charges / Security	283,609	283,250	283,250	283,250	283,250	
560-3158-434-63-67 Other services & charges / Utilities-electric	39,942	60,000	40,000	60,000	60,000	
560-3158-434-63-70 Other services & charges / Utilities-water	1,240	4,000	1,100	4,000	4,000	
560-3158-434-63-89 Other services & charges / Credit card fees	40,703	25,000	30,000	30,000	30,000	
560-3158-434-63-99 Other services & charges / Miscellaneous	588	1,000	800	1,000	1,000	
63	522,637	533,250	515,150	538,250	538,250	
560-3158-435-65-08 Maintenance / Equipment	74,718	80,000	80,000	80,000	80,000	
560-3158-435-65-10 Maintenance / Facilities	93,429	95,000	95,000	95,000	95,000	
560-3158-435-65-17 Maintenance / Fuel & lubricants	1,303	1,000	1,000	1,000	1,000	
65	169,450	176,000	176,000	176,000	176,000	

2021

560-3158 Operations

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
560-3158-436-66-20 Capital outlay / Equipment	16,385	-	16,385	16,385	16,385	
66	16,385	-	16,385	16,385	16,385	
<hr/>						
560-3158 Operations	\$ 2,070,177	\$ 2,318,806	\$ 2,188,341	\$ 2,486,052	\$ 2,486,052	

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
3158	Bridge Operations		1		Bridge Maint Crew Leader	UNFILLED	27,206
3158	Bridge Operations		1		Bridge Maint Crew Leader	UNFILLED	27,206
			2				54,412
3158	Bridge Operations		1		Custodian	FILLED	25,130
3158	Bridge Operations		1		Custodian	FILLED	25,130
3158	Bridge Operations		1		Custodian	FILLED	25,130
3158	Bridge Operations		1		Custodian	FILLED	25,130
3158	Bridge Operations		1		Custodian	FILLED	25,130
3158	Bridge Operations		1		Custodian	FILLED	25,130
3158	Bridge Operations		1		Custodian	RECOMMEND	26,114
3158	Bridge Operations		1		Custodian	RECOMMEND	26,114
3158	Bridge Operations		1		Custodian	RECOMMEND	26,114
			9				229,122
					OVERTIME		60,000
					TELEPHONE		5,280
							65,280
	CURRENT POSITIONS		41				\$ 1,224,892



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

Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dep Request	City Mgr Recomm.	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 997,099	\$ 1,125,366	\$ 1,143,259	\$ 1,055,301	\$ 1,224,892	\$ 1,224,892	\$ 1,224,892	\$ 1,224,892	\$ 1,224,892	\$ 1,224,892	\$ 1,303,234
Employee Benefits	287,883	378,540	381,297	344,565	445,525	445,525	445,525	445,525	445,525	445,525	480,856
Supplies	76,722	85,000	85,000	80,940	85,000	85,000	85,000	85,000	85,000	85,000	85,000
Other Services and Charges	522,637	533,250	533,250	515,150	538,250	538,250	538,250	538,250	538,250	538,250	538,250
Maintenance	169,450	176,000	176,000	176,000	176,000	176,000	176,000	176,000	176,000	176,000	176,000
Operations Subtotal	2,053,792	2,298,156	2,318,806	2,171,956	2,469,667	2,469,667	2,469,667	2,469,667	2,469,667	2,469,667	2,583,340
Capital Outlay	16,385	-	-	16,385	16,385	16,385	-	-	-	-	16,385
Total Expenditures	\$ 2,070,177	\$ 2,298,156	\$ 2,318,806	\$ 2,188,341	\$ 2,486,052	\$ 2,486,052	\$ 2,469,667	\$ 2,469,667	\$ 2,469,667	\$ 2,469,667	\$ 2,599,725
PERSONNEL											
Exempt	1	1	1	1	1	1	1	1	1	1	1
Non-Exempt	31	37	37	37	40	40	40	40	40	40	40
Total Positions Authorized	32	38	38	38	41	41	41	41	41	41	41
Resources											
	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recomm.	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Related Revenue Generated	\$ 11,030,967	\$ 11,691,217	\$ 11,691,217	\$ 9,369,365	\$ 11,012,945	\$ 11,012,945	\$ 11,791,867	\$ 11,893,528	\$ 11,893,528	\$ 11,893,528	\$ 11,893,528

MAJOR FY 20-21 GOALS

1. Continue efforts to ease bridge crossings to and from Mexico
2. Facility upgrades
3. Enhance and upgrade pedestrian crossings

Contact Us:

Juan Olaguibel
 Superintendent of
 Bridges
 McAllen-Hidalgo
 International Toll
 Bridge
 1023 S. International
 Blvd.
 Hidalgo, TX 78557
 (956) 681-1800

Toll Bridge Operations

www.mcallen.net/bridge/hidalgo

Performance Measures

	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	32	38	38	41
Department Expenditures	\$ 2,070,177	\$ 2,318,806	\$ 2,188,341	\$ 2,486,052
Number of full time - Collectors	21	21	21	21
Number of full time - Cashiers	4	4	4	4
Number of full time - Maintenance	6	10	6	13
Outputs:				
Southbound vehicular crossings	2,640,408	2,904,686	2,274,731	2,710,894
Southbound pedestrians crossings	1,521,170	1,423,862	1,305,526	1,423,862
Total southbound crossings	4,161,578	4,328,548	3,580,257	4,134,756
Effectiveness Measures:				
Total toll revenues	\$ 11,030,967	\$ 11,691,217	\$ 9,369,365	\$ 11,691,217
Expenditure to revenue ratio	\$ 0.19	\$ 0.20	\$ 0.23	\$ 0.21
Efficiency Measures:				
Crossings processed per collector	198,170	206,121	170,488	196,893
Cost per crossing	\$ 0.50	\$ 0.54	\$ 0.61	\$ 0.60
Department expenditures per capita	\$ 13.88	\$ 15.25	\$ 14.46	\$ 16.19
Population:	149,189	152,046	151,352	153,546

*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 FY 2020 - 2021

DEPARTMENT NAME: BRIDGE ADMINISTRATION

			BASELINE		DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)		
COMPENSATION									
New Position	Number Position	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	-
2.	-	-	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-	-	-
5.	-	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-	-
Personnel Revisions									
1. Overtime			-	-	-	-	-	-	-
2.			-	-	-	-	-	-	-
3.			-	-	-	-	-	-	-
4.			-	-	-	-	-	-	-
5.			-	-	-	-	-	-	-
Total Compensation & Benefits			\$ 275,888	\$ -	\$ -	\$ -	\$ -	-	\$ -
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			\$ 472,325				\$ -		\$ -
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			\$ 785,175				\$ -		\$ -

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: TOLL BRIDGE
DEPARTMENT: BRIDGE ADMINISTRATION

DEPT REQUEST				CM RECOMM		JUSTIFICATION (MANDATORY)
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	
Office Furniture/equipment						
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	

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

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

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

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

Grand Total **\$0** **\$0**

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
560-3160-431-60-01 Compensation / Exempt	149,081	152,092	139,925	152,094	152,094	
560-3160-431-60-02 Compensation / Non-exempt	57,160	57,341	57,340	57,340	57,340	
560-3160-431-60-10 Compensation / Overtime	1,234	1,000	900	1,000	1,000	
560-3160-431-60-14 Compensation / Car allowance	7,200	7,200	5,976	7,200	7,200	
560-3160-431-60-17 Compensation / Telephone	432	1,872	748	1,872	1,872	
560-3160-431-60-20 Compensation / Elected officials	2,100	2,400	2,400	2,400	2,400	
60	217,206	221,905	207,289	221,906	221,906	
560-3160-431-61-30 Benefits / Social security	15,135	16,976	13,581	16,976	16,976	
560-3160-431-61-36 Benefits / Retirement	16,729	17,220	17,048	19,217	19,217	
560-3160-431-61-40 Benefits / Unemployment tax	46	462	97	196	196	
560-3160-431-61-46 Benefits / Workers' comp-	724	547	503	546	546	
560-3160-431-61-50 Benefits / Health cost	11,589	13,709	12,064	14,702	14,702	
560-3160-431-61-52 Benefits / Life insurance	228	357	285	364	364	
560-3160-431-61-53 Benefits / Retiree health ins (ARC)	2,008	2,009	1,988	1,981	1,981	
560-3160-431-61-56 Benefits/Pension Cost-TMRS	107,225	-	-	-	-	
560-3160-431-61-58 Benefits / TMRS benefits (contra)	(17,037)	-	-	-	-	
61	136,646	51,280	45,566	53,982	53,982	
560-3160-433-62-02 Supplies / Office	5,069	8,000	7,360	8,000	8,000	
560-3160-433-62-04 Supplies / Operating	7,717	15,000	12,150	15,000	15,000	
560-3160-433-62-18 Supplies / Clothing & uniform	241	1,800	1,728	1,800	1,800	
62	13,026	24,800	21,238	24,800	24,800	
560-3160-434-63-01 Other services & charges / Accounting & auditing	16,000	16,500	16,500	16,500	16,500	
560-3160-434-63-02 Other services & charges / Advertising	84,450	55,000	63,750	75,000	75,000	
560-3160-434-63-14 Other services & charges / Dues & subscription	24,032	35,000	33,432	35,000	35,000	
560-3160-434-63-23 Other services & charges / Online svc/network	-	1,000	-	1,000	1,000	
560-3160-434-63-38 Other services & charges / Management fee	135,000	135,000	135,000	135,000	135,000	
560-3160-434-63-43 Other services & charges / Postage	950	2,500	100	2,500	2,500	
560-3160-434-63-45 Other services & charges / Professional	110,930	117,000	97,000	97,000	97,000	
560-3160-434-63-51 Other services & charges / Rental-Photocopier	2,774	2,500	2,175	2,500	2,500	
560-3160-434-63-52 Other services & charges / Rental & contractual	5,897	17,000	8,500	17,000	17,000	
560-3160-434-63-64 Other services & charges / Training	1,218	400	-	400	400	
560-3160-434-63-65 Other services & charges / Travel	7,005	14,250	8,550	14,250	14,250	

2021

560-3160 Administration

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
560-3160-434-63-69 Other services & charges / Utilities-telephone	2,307	10,000	3,672	10,000	10,000	
560-3160-434-63-99 Other services & charges / Miscellaneous	43,614	66,175	66,175	66,175	66,175	
63	434,177	472,325	434,854	472,325	472,325	
560-3160-435-65-08 Maintenance / Equipment	2,018	3,000	1,000	3,000	3,000	
560-3160-435-65-16 Maintenance / Vehicles	3,791	4,000	4,000	4,000	4,000	
560-3160-435-65-17 Maintenance / Fuel & lubricants	3,276	5,162	3,233	5,162	5,162	
65	9,085	12,162	8,233	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	-	-	-	-	-	
560-3160-439-78-01 Disaster Exp/ COVID-19	-	-	-	-	-	
78	-	-	-	-	-	
560-3160 Administration	\$ 810,141	\$ 782,472	\$ 717,180	\$ 785,175	\$ 785,175	

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
3160	Bridge Administration	1			Superintendent of Bridge	UNFILLED	\$ 94,728
3160	Bridge Administration	1			Director of Bridge Operations	FILLED	57,366
		<u>2</u>					<u>152,094</u>
3160	Bridge Administration		1		Office Manager	FILLED	25,873
3160	Bridge Administration		1		Administrative Assistant	FILLED	31,467
			<u>2</u>				<u>57,340</u>
					OVERTIME		1,000
					TELEPHONE		1,872
					ELECTED OFFICIALS		2,400
					CAR ALLOWANCE		7,200
							<u>12,472</u>
	CURRENT POSITIONS			4			\$ 221,906



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

Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 217,206	\$ 217,799	\$ 221,905	\$ 207,289	\$ 221,906	\$ 221,906	\$ 221,906	\$ 221,906	\$ 221,906	\$ 221,906	\$ 221,906
Employee Benefits	136,646	50,647	51,280	45,566	53,982	53,982	53,982	53,982	53,982	53,982	53,982
Supplies	13,026	24,800	24,800	21,238	24,800	24,800	24,800	24,800	24,800	24,800	24,800
Other Services and Charges	434,177	472,325	472,325	434,854	472,325	472,325	472,325	472,325	472,325	472,325	472,325
Maintenance	9,085	12,162	12,162	8,233	12,162	12,162	12,162	12,162	12,162	12,162	12,162
Operations Subtotal	810,141	777,733	782,472	717,180	785,175	785,175	785,175	785,175	785,175	785,175	785,175
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Operations & Capital Outlay total	810,141	777,733	782,472	717,180	785,175	785,175	785,175	785,175	785,175	785,175	785,175
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
Cost of Living Adjustment (COLA)	-	39,679	14,290	-	-	-	-	-	-	-	-
Workers' Comp. - Loss Run Ratio	-	(8,812)	(8,812)	(8,812)	-	5,531	-	-	-	-	-
Total Expenditures	\$ 833,312	\$ 831,771	\$ 811,121	\$ 731,539	\$ 808,346	\$ 813,877	\$ 808,346	\$ 808,346	\$ 808,346	\$ 808,346	\$ 808,346
PERSONNEL											
Exempt	2	2	2	2	2	2	2	2	2	2	2
Non-Exempt	2	2	2	2	2	2	2	2	2	2	2
Total Positions Authorized	4	4	4	4	4	4	4	4	4	4	4
Resources											
	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
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:

Juan Olaguibel
 Superintendent of
 Bridges
 McAllen-Hidalgo
 International Toll
 Bridge
 1023 S. International
 Blvd.
 Hidalgo, TX 78557
 (956) 681-1800

MAJOR FY 20-21 GOALS

1. Pedestrian Expansion Project
2. Canopy Improvements
3. Upgrades of perimeter fence

2021

560-9010 Non-departmental

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21
560-3162-431-61-97 Benefits / Contingency workers comp loss run ratio	-	(8,812)	(8,812)	-	5,531
560-3162-431-61-99 Benefits / Cost of Living Adjustment (COLA)	-	14,290	-	-	-
61	-	5,478	(8,812)	-	5,531
560-3164-434-63-25 Other services & charges / Ins--boiler & machinery	-	-	-	-	-
560-3164-434-63-26 Other services & charges / Ins--error & omission	-	-	-	-	-
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	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/personal pro	-	-	-	-	-
63	23,171	23,171	23,171	23,171	23,171
560-7019-477-70-02 Debt service / Principal- Motorola Lease #23770	-	1,766	1,766	1,766	1,766
560-7019-477-70-04 Debt service / Interest - Motorola Lease #23770	826	411	411	411	411
70	826	2,177	2,177	2,177	2,177
560-9010-437-68-02 Depreciation / Expense	1,292,102				
68	1,292,102				
560-9010-437-89-01 Other expenses / Fixed assets (contra)	(16,385)				
560-9010-437-89-67 Other expenses / Loan interest	10,750				
89	(5,635)				
560-9010-497-71-53 Other agencies / City of Hidalgo	3,375,018	3,404,096	2,856,903	3,285,360	3,288,039
71	3,375,018	3,404,096	2,856,903	3,285,360	3,288,039
560-9010-499-74-02 Operating transfers out / General fund	5,601,810	5,213,851	4,241,064	5,004,666	5,009,429
560-9010-499-74-04 Operating transfers out / Debt service	-	-	-	-	-
560-9010-499-74-08 Operating transfers out / Anzalduas bridge fund	-	-	-	-	-
560-9010-499-74-54 Operating transfers out / Bridge capital imprv fd	1,319,338	1,437,921	1,122,755	1,341,025	1,341,025
560-9010-499-74-67 Operating transfers out / Anzald debt svc Series B	844,742	837,875	837,875	835,975	835,975
560-9010-499-74-78 Operating transfers out / Health insurance fund	93,150	40,865	40,865	24,811	24,811
74	7,859,040	7,530,512	6,242,559	7,206,477	7,211,240
TOLL BRIDGE TOTAL EXPENDITURES	\$ 14,138,372	\$ 14,066,712	\$ 12,021,519	\$ 13,788,412	\$ 13,801,385

City of McAllen, Texas
McAllen International Bridge CIP Fund
Working Capital Summary

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept. Request 20-21	City Manager Recomm 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
RESOURCES										
BEGINNING WORKING CAPITAL	\$ 2,108,691	\$ 3,235,345	\$ 3,113,050	\$ 3,179,365	\$ 3,179,365	\$ 2,338,851	\$ 3,814,539	\$ 5,319,508	\$ 6,839,526	
Revenues:										
G.S.A Reimbursement	-	245,000	-	-	-	-	-	-	-	-
Interest Earned	63,841	-	-	-	31,794	23,389	38,145	53,195	68,395	
Total Revenues	63,841	245,000	-	-	31,794	23,389	38,145	53,195	68,395	
Other Financing Sources:										
Transfer In - Toll Bridge	1,319,338	1,437,921	1,122,755	1,341,025	1,341,025	1,452,300	1,466,823	1,466,823	1,466,823	
Total Revenues and Other Sources	1,383,179	1,682,921	1,122,755	1,341,025	1,372,819	1,475,689	1,504,968	1,520,018	1,535,218	
TOTAL RESOURCES	\$ 3,491,870	\$ 4,918,266	\$ 4,235,805	\$ 4,520,390	\$ 4,552,184	\$ 3,814,539	\$ 5,319,508	\$ 6,839,526	\$ 8,374,744	
APPROPRIATIONS										
Expenditures:										
Pedestrial Canopy	\$ 27,700	\$ 200,000	\$ 60,000	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	
Office Building upgrades	79,597	90,000	54,197	90,000	90,000	-	-	-	-	
Federal Motor Carrier Project	56,029	1,717,269	753,936	963,333	963,333	-	-	-	-	
Southbound Lane Resurface	86,184	-	-	-	-	-	-	-	-	
Fence Restoration Project	19,100	170,000	25,000	170,000	170,000	-	-	-	-	
I.T. Storage & Network Equipment	2,991	40,000	20,000	40,000	40,000	-	-	-	-	
Bicycle Project	44,481	-	101,653	-	-	-	-	-	-	
N.B. Pedestrian Expansion	-	1,100,000	-	700,000	700,000	-	-	-	-	
POE Master Plan Design	27,965	75,000	25,000	50,000	50,000	-	-	-	-	
Roof Upgrade - CBP Bldg C	12,029	-	-	-	-	-	-	-	-	
Paver Project	-	-	16,654	-	-	-	-	-	-	
Equipment	22,744	-	-	-	-	-	-	-	-	
TOTAL APPROPRIATIONS	378,820	3,392,269	1,056,440	2,213,333	2,213,333	-	-	-	-	
ENDING WORKING CAPITAL	\$ 3,113,050	\$ 1,525,997	\$ 3,179,365	\$ 2,307,057	\$ 2,338,851	\$ 3,814,539	\$ 5,319,508	\$ 6,839,526	\$ 8,374,744	

**City of McAllen, Texas
Anzalduas International Crossing Fund
Working Capital Summary**

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm. 20-21	Four Year Plan			
						21-22	22-23	23-24	24-25
RESOURCES									
BEGINNING WORKING CAPITAL	\$ 359,244	\$ 248,228	\$ 772,046	\$ 751,053	\$ 751,053	\$ 617,000	\$ 1,216,536	\$ 1,854,655	\$ 3,016,751
Revenues:									
Highways & Sts Toll Bridge	3,400,255	2,744,332	2,750,398	2,744,332	2,744,332	3,883,141	3,921,973	3,921,973	2,744,332
Southbound Commercial	302,148	276,710	278,921	276,710	276,710	-	-	-	276,680
Miscellaneous & Rental	108,890	53,001	61,007	53,001	53,001	53,001	53,001	53,001	53,001
Interest Earned	78,628	40,000	31,747	1,000	7,511	6,170	12,165	18,547	30,168
Total Revenues	3,889,921	3,114,043	3,122,073	3,075,043	3,081,554	3,942,312	3,987,139	3,993,521	3,104,181
Other Financing Sources:									
Transfer In - Hidalgo Bridge for "B"	-	837,875	837,875	835,975	835,975	840,675	841,775	839,806	839,063
Total Revenues and Other Sources	3,889,921	3,951,918	3,959,948	3,911,018	3,917,529	4,782,987	4,828,914	4,833,327	3,943,244
TOTAL RESOURCES	\$ 4,249,165	\$ 4,200,146	\$ 4,731,994	\$ 4,662,071	\$ 4,668,581	\$ 5,399,987	\$ 6,045,450	\$ 6,687,981	\$ 6,959,994
APPROPRIATIONS									
Operating Expenses:									
Bridge Operations	\$ 336,807	\$ 467,417	\$ 332,850	\$ 488,312	\$ 488,312	\$ 488,312	\$ 488,312	\$ 488,312	\$ 488,312
Administration	509,105	565,864	452,879	562,988	560,318	562,988	562,988	562,988	562,988
Capital Outlay	-	-	-	-	-	-	-	-	-
Total Operations	845,912	1,033,281	785,729	1,051,299	1,048,629	1,051,299	1,051,299	1,051,299	1,051,299
Other Financing Sources (Uses):									
Transfer out - Contingency Fund	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000
Transfer out - Debt Service "A"	825,092	1,732,500	1,732,500	1,738,600	1,738,600	1,733,100	1,735,500	1,735,125	1,732,000
Transfer out - Debt Service "B"	-	837,875	837,875	835,975	835,975	840,675	841,775	839,806	839,063
Transfer out - Anzalduas CIP Fund	471,068	380,541	392,914	380,541	380,541	384,346	388,190	-	-
Transfer out - Anzalduas CIP Commercial	302,148	100,000	174,815	-	-	129,031	129,031	-	-
Transfer out - Health Insurance Fund	27,600	12,108	12,108	2,836	2,836	-	-	-	-
TOTAL APPROPRIATIONS	2,516,819	4,141,305	3,980,941	4,054,251	4,051,581	4,183,451	4,190,795	3,671,230	3,667,362
Revenues Over / Under Expenses	1,373,102	(189,387)	(20,993)	(143,233)	(134,053)	599,536	638,119	1,162,096	275,881
Other Items Affecting Working	(960,300)	-	-	-	-	-	-	-	-
ENDING WORKING CAPITAL	\$ 772,046	\$ 58,842	\$ 751,053	\$ 607,819	\$ 617,000	\$ 1,216,536	\$ 1,854,655	\$ 3,016,751	\$ 3,292,632

2021

580- Anzalduas Bridge Fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
580-0000-361-27-00 Charges:sales & services / Tolls	3,400,255	2,744,332	2,750,398	2,744,332	2,744,332	
580-0000-361-42-00 Charges:sales & services / Southbd commerc tolls	302,148	276,710	278,921	276,710	276,710	
361	3,702,402	3,021,042	3,029,319	3,021,042	3,021,042	
580-0000-372-99-00 Facilities' rental-Other revenues	16,968	18,552	11,148	12,204	12,204	
372	16,968	18,552	11,148	12,204	12,204	
580-0000-375-01-00 Miscellaneous / Recovery prior yr exp	-	-	27	-	-	
580-0000-375-02-00 Miscellaneous / Insurance recoveries	-	-	-	-	-	
580-0000-375-05-00 Miscellaneous / Profit/loss pesos	90,475	33,449	49,270	39,797	39,797	
580-0000-375-40-01 Cash over/short / Cash over/short	(22)	-	4	-	-	
580-0000-375-52-00 Miscellaneous / EZ crosscards admin fee	180	-	57	-	-	
580-0000-375-99-00 Miscellaneous / Other	1,289	1,000	501	1,000	1,000	
375	91,923	34,449	49,859	40,797	40,797	
580-0000-376-98-00 Contributions / Acquired assets-external	2,185					
580-0000-376-99-00 Contributions / Acquired assets Intra	122,538					
376	124,723					
580-0000-381-01-00 Interest / Pool cash	-	-	-	-	-	
580-0000-381-02-00 Interest / Texpool	63,651	40,000	18,928	1,000	7,511	
580-0000-381-03-00 Interest / Certificate of deposit	13,516	-	12,819	-	-	
580-0000-381-04-00 Interest revenue / Other investments	840	-	-	-	-	
580-0000-381-20-00 Interest / Gain/loss on investments	621	-	-	-	-	
381	78,628	40,000	31,747	1,000	7,511	
580-0000-391-01-00 Operating transfers in / McAllen Int'l toll bridge	-	837,875	837,875	835,975	835,975	
391	-	837,875	837,875	835,975	835,975	
580 Anzalduas Bridge	\$ 3,889,921	\$ 3,951,918	\$ 3,959,948	\$ 3,911,018	\$ 3,917,529	

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: ANZALDUAS BRIDGE OPERATIONS

		BASELINE		DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)			
COMPENSATION									
New Position	Number Position	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	-
2.	-	-	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-	-	-
5.	-	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-	-
Personnel Revisions									
1. Overtime			-	-	-	-	-		
2.	-		-	-	-	-	-		
3.	-		-	-	-	-	-		
4.	-		-	-	-	-	-		
5.	-		-	-	-	-	-		
Total Compensation & Benefits		\$ 391,208	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
SUPPLIES									
1.	< Please select category >								
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Supplies		\$ 15,000					\$ -		\$ -
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		\$ 41,010					\$ -		\$ -
MAINTENANCE									
1. Equipment									
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Maintenance		\$ 41,094					\$ -		\$ -
CAPITAL OUTLAY									
** See Attached Capital Outlay Request Form									
Total Capital Outlay							\$ -		\$ -
TOTAL		\$ 488,312					\$ -		\$ -

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: ANZALDUAS
DEPARTMENT: ANZALDUAS BRIDGE OPERATIONS

DEPT REQUEST				CM RECOMM		JUSTIFICATION (MANDATORY)
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	
Office Furniture/equipment						
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	

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

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

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

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

Grand Total	\$0	\$0
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
580-3258-431-60-02 Compensation / Non-exempt	175,584	259,852	186,890	267,102	267,102	
580-3258-431-60-06 Compensation / Part time	-	5,397	-	-	-	
580-3258-431-60-10 Compensation / Overtime	18,210	8,000	7,909	8,000	8,000	
580-3258-431-60-14 Compensation / Car allowance	-	-	-	-	-	
580-3258-431-60-17 Compensation / Telephone	-	1,440	-	1,440	1,440	
60	193,794	274,689	194,799	276,542	276,542	
580-3258-431-61-30 Benefits / Social security	14,328	21,014	14,709	21,155	21,155	
580-3258-431-61-36 Benefits / Retirement	15,208	20,897	14,627	23,472	23,472	
580-3258-431-61-40 Benefits / Unemployment tax	142	2,078	2,078	936	936	
580-3258-431-61-46 Benefits / Workers' comp-	10,840	7,300	4,015	4,789	4,789	
580-3258-431-61-50 Benefits / Health cost	21,584	41,363	24,818	61,392	61,392	
580-3258-431-61-52 Benefits / Life insurance	151	468	187	454	454	
580-3258-431-61-53 Benefits / Retiree health ins (ARC)	2,507	2,504	2,467	2,467	2,467	
580-3258-431-61-56 Benefits/Pension Cost-TMRS	12,623	-	-	-	-	
580-3258-431-61-58 Benefits / TMRS benefits (contra)	(14,406)	-	-	-	-	
61	62,977	95,624	62,901	114,666	114,666	
580-3258-433-62-04 Supplies / Operating	3,394	4,000	3,920	4,000	4,000	
580-3258-433-62-14 Supplies / Janitorial	1,909	4,000	3,890	4,000	4,000	
580-3258-433-62-18 Supplies / Clothing & uniform	286	7,000	1,000	7,000	7,000	
62	5,589	15,000	8,810	15,000	15,000	
580-3258-434-63-67 Other services & charges / Utilities-electric	22,232	33,098	20,000	33,098	33,098	
580-3258-434-63-70 Other services & charges / Utilities-water	4,092	5,000	5,000	5,000	5,000	
580-3258-434-63-99 Other services & charges / Miscellaneous	100	2,912	1,000	2,912	2,912	
63	26,423	41,010	26,000	41,010	41,010	
580-3258-435-65-08 Maintenance / Equipment	8,788	22,094	20,863	22,094	22,094	
580-3258-435-65-10 Maintenance / Facilities	39,236	19,000	19,477	19,000	19,000	
65	48,024	41,094	40,340	41,094	41,094	
580-3258-436-66-99 Capital outlay / Non-capitalized	-	-	-	-	-	
66	-	-	-	-	-	
580-3258 Operations	\$ 336,807	\$ 467,417	\$ 332,850	\$ 488,312	\$ 488,312	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
3258	ANZALDUAS BRIDGE OPERATIONS		0		Working Supervisor	FILLED Toll/Anzal	5,051
							5,051
3258	ANZALDUAS BRIDGE OPERATIONS		1		Toll Bridge Cashier Supervisor	UNFILLED	31,795
3258	ANZALDUAS BRIDGE OPERATIONS		1		Toll Bridge Cashier Supervisor	FILLED	31,795
3258	ANZALDUAS BRIDGE OPERATIONS		1		Toll Bridge Cashier Supervisor	FILLED	31,795
			3				95,385
3258	ANZALDUAS BRIDGE OPERATIONS		1		Toll Bridge Cashier	FILLED	27,206
3258	ANZALDUAS BRIDGE OPERATIONS		1		Toll Bridge Cashier	FILLED	27,206
3258	ANZALDUAS BRIDGE OPERATIONS		1		Toll Bridge Cashier	UNFILLED	27,206
3258	ANZALDUAS BRIDGE OPERATIONS		1		Toll Bridge Cashier	UNFILLED	27,206
3258	ANZALDUAS BRIDGE OPERATIONS		1		Toll Bridge Cashier	UNFILLED	27,206
			5				136,030
3260	ANZALDUAS BRIDGE ADMIN		1		Custodian	UNFILLED	25,131
			1				25,131
3258	ANZALDUAS BRIDGE OPERATIONS		1		Part Time Customer Service Represe	UNFILLED	1,835
3258	ANZALDUAS BRIDGE OPERATIONS		1		Part Time Customer Service Represe	UNFILLED	1,835
3258	ANZALDUAS BRIDGE OPERATIONS		1		Part Time Customer Service Represe	UNFILLED	1,835
			3				5,505
					OVERTIME		8,000
					TELEPHONE		1,440
							9,440
	CURRENT POSITIONS		12				\$ 276,542



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 serve.

Department Summary											
Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recommend	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 193,794	\$ 271,308	\$ 274,689	\$ 194,799	\$ 276,542	\$ 276,542	\$ 276,542	\$ 276,542	\$ 276,542	\$ 276,542	\$ 276,542
Employee Benefits	62,977	95,103	95,624	62,901	114,666	114,666	114,666	114,666	114,666	114,666	114,666
Supplies	5,589	15,000	15,000	8,810	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Other Services and Charges	26,423	41,010	41,010	26,000	41,010	41,010	41,010	41,010	41,010	41,010	41,010
Maintenance	48,024	41,094	41,094	40,340	41,094	41,094	41,094	41,094	41,094	41,094	41,094
Operations Subtotal	336,807	463,515	467,417	332,850	488,312	488,312	488,312	488,312	488,312	488,312	488,312
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 336,807	\$ 463,515	\$ 467,417	\$ 332,850	\$ 488,312	\$ 488,312	\$ 488,312	\$ 488,312	\$ 488,312	\$ 488,312	\$ 488,312
PERSONNEL											
Exempt	-	-	-	-	-	-	-	-	-	-	-
Non-Exempt	6	9	9	9	9	9	9	9	9	9	9
Part-Time	-	3	3	3	3	3	3	3	3	3	3
Total Positions Authorized	6	12	12	12	12	12	12	12	12	12	12
Resources											
	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recommend	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Related Revenue Generated	\$ 3,702,402	\$ 3,021,042	\$ 3,021,042	\$ 3,029,319	\$ 3,021,042	\$ 3,021,042	\$ 3,883,141	\$ 3,921,973	\$ 3,921,973	\$ 3,021,012	

MAJOR FY 20-21 GOALS

1. Complete construction of additional northbound lane
2. Begin Phase for northbound and southbound commercial facilities
3. Continue marketing for southbound empty commercial traffic

Contact Us:

Juan Olaguibel
Superintendent of Bridges
1600 S. Stewart Road
Mission, TX 78572
(956) 681-1820

Anzalduas Operations

www.mcallen.net/bridge/anzalduas

Performance Measures				
	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	5	9	9	9
Department Expenditures	\$ 336,807	\$ 467,417	\$ 332,850	\$ 488,312
Number of full time - Collectors	2	6	3	6
Number of full time - Cashiers	2	3	2	3
Number of full time - Maintenance	1	1	1	1
Outputs:				
Southbound vehicular crossings	942,927	808,701	826,228	808,701
Effectiveness Measures:				
Total toll revenues	\$ 3,702,403	\$ 3,021,012	\$ 3,029,319	\$ 3,021,042
Expenditure to revenue ratio	9%	15%	11%	16%
Efficiency Measures:				
Crossings processed per collector	471,464	134,784	275,409	134,784
Cost per crossing	\$ 0.36	\$ 0.58	\$ 0.40	\$ 0.60

*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 FY 2020 - 2021

DEPARTMENT NAME: ADMINISTRATON - ANZALDUAS BRIDGE

			BASELINE		DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)		
COMPENSATION									
New Position	Number Position	Base Salary	Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1.	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	-
2.	-	-	-	-	-	-	-	-	-
3.	-	-	-	-	-	-	-	-	-
4.	-	-	-	-	-	-	-	-	-
5.	-	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-	-
Personnel Revisions									
1. Overtime			-	-	-	-	-	-	-
2.			-	-	-	-	-	-	-
3.			-	-	-	-	-	-	-
4.			-	-	-	-	-	-	-
5.			-	-	-	-	-	-	-
Total Compensation & Benefits			\$ 168,825	\$ -	\$ -	\$ -	\$ -	-	\$ -
SUPPLIES									
1.	< Please select category >								
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Supplies			\$ 8,200				\$ -	-	\$ -
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			\$ 358,000				\$ -	-	\$ -
MAINTENANCE									
1.	Equipment								
2.	< Please select category >								
3.	< Please select category >								
4.	< Please select category >								
5.	< Please select category >								
Total Maintenance			\$ 7,000				\$ -	-	\$ -
CAPITAL OUTLAY									
** See Attached Capital Outlay Request Form									
Total Capital Outlay							\$ -	-	\$ -
TOTAL			\$ 542,025				\$ -	-	\$ -

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: ANZALDUAS
DEPARTMENT: ADMINISTRATION - ANZALDUAS BRIDGE

DEPT REQUEST				CM RECOMM		
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Office Furniture/equipment						
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
Grand Total			\$0		\$0	

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
580-3260-431-60-01 Compensation / Exempt	104,475	101,394	99,366	101,396	101,396	
580-3260-431-60-02 Compensation / Non-exempt	27,496	27,373	27,373	27,373	27,373	
580-3260-431-60-10 Compensation / Overtime	669	2,000	290	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	-	1,368	-	1,368	1,368	
580-3260-431-60-20 Compensation / Elected officials	-	-	-	-	-	
60	132,640	136,935	127,029	136,937	136,937	
580-3260-431-61-30 Benefits / Social security	9,193	10,475	8,380	10,476	10,476	
580-3260-431-61-36 Benefits / Retirement	10,315	10,626	10,413	11,859	11,859	
580-3260-431-61-40 Benefits / Unemployment tax	-	222	222	94	94	
580-3260-431-61-46 Benefits / Workers' comp-	1,070	353	282	299	299	
580-3260-431-61-50 Benefits / Health cost	6,123	6,907	6,424	7,714	7,714	
580-3260-431-61-52 Benefits / Life insurance	57	250	75	224	224	
580-3260-431-61-53 Benefits / Retiree health ins (ARC)	1,800	1,794	1,435	1,223	1,223	
580-3260-431-61-56 Benefits/Pension Cost-TMRS	33,690	-	-	-	-	
580-3260-431-61-58 Benefits / TMRS benefits (contra)	(9,771)	-	-	-	-	
61	52,476	30,627	27,231	31,888	31,888	
580-3260-433-62-02 Supplies / Office	3,599	4,000	3,630	4,000	4,000	
580-3260-433-62-04 Supplies / Operating	3,197	4,200	3,878	4,200	4,200	
62	6,797	8,200	7,508	8,200	8,200	
580-3260-434-63-01 Other services & charges / Accounting & auditing	12,000	12,900	12,900	12,900	12,900	
580-3260-434-63-02 Other services & charges / Advertising	91,047	95,000	49,500	95,000	95,000	
580-3260-434-63-14 Other services & charges / Dues & subscription	24,417	35,000	31,500	35,000	35,000	
580-3260-434-63-38 Other services & charges / Management fee	42,000	42,000	42,000	42,000	42,000	
580-3260-434-63-43 Other services & charges / Postage	-	500	-	500	500	
580-3260-434-63-45 Other services & charges / Professional	87,811	119,000	94,799	119,000	119,000	
580-3260-434-63-51 Other services & charges / Rental-Photocopier	1,255	3,600	1,134	3,600	3,600	
580-3260-434-63-52 Other services & charges / Rental & contractual	603	7,000	5,940	7,000	7,000	
580-3260-434-63-65 Other services & charges / Travel	11,048	19,000	13,300	19,000	19,000	
580-3260-434-63-69 Other services & charges / Utilities-telephone	10,639	8,000	7,040	8,000	8,000	
580-3260-434-63-99 Other services & charges / Miscellaneous	13,874	16,000	13,906	16,000	16,000	
63	294,694	358,000	272,019	358,000	358,000	

2021

580-3260 Administration

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
	FY 18-19	FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
580-3260-435-65-08 Maintenance / Equipment	27	5,000	-	5,000	5,000	_____
580-3260-435-65-17 Maintenance / Fuel & lubricants	1,507	2,000	1,234	2,000	2,000	_____
65	1,534	7,000	1,234	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	-	-	-	-	-	_____
580-3260-439-78-01 Disaster Exp/ COVID-19	-	-	-	-	-	_____
78	-	-	-	-	-	_____
580-3260 Administration	\$ 488,142	\$ 540,762	\$ 435,021	\$ 542,025	\$ 542,025	_____

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
3260	ANZALDUAS BRIDGE ADMIN	1			SUPERINTENDENT OF BRIDGES	UNFILLED	63,152
3260	ANZALDUAS BRIDGE ADMIN	1			DIRECTOR OF OPERATIONS	FILLED	38,244
		2					101,396
3260	ANZALDUAS BRIDGE ADMIN		1		OFFICE MANAGER	FILLED	25,873
3260	ANZALDUAS BRIDGE ADMIN				CERTIFICATION PAY		1,500
			1				27,373
					OVERTIME		2,000
					TELEPHONE ALLOWANCE		1,368
					CAR ALLOWANCE		4,800
							8,168
	CURRENT POSITIONS		3				\$ 136,937



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 serve.

Department Summary											
Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recommend	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 132,640	\$ 134,440	\$ 136,935	\$ 127,029	\$ 136,937	\$ 136,937	\$ 136,937	\$ 136,937	\$ 136,937	\$ 136,937	\$ 136,937
Employee Benefits	52,476	30,242	30,627	27,231	31,888	31,888	31,888	31,888	31,888	31,888	31,888
Supplies	6,797	8,200	8,200	7,508	8,200	8,200	8,200	8,200	8,200	8,200	8,200
Other Services and Charges	294,694	358,000	358,000	272,019	358,000	358,000	358,000	358,000	358,000	358,000	358,000
Maintenance	1,534	7,000	7,000	1,234	7,000	7,000	7,000	7,000	7,000	7,000	7,000
Operations Subtotal	488,142	537,882	540,762	435,021	542,025	542,025	542,025	542,025	542,025	542,025	542,025
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
Cost of Living Adjustment (COLA)	-	14,026	7,244	-	-	-	-	-	-	-	-
Workers' Comp. - Loss Run Ratio	-	(3,105)	(3,105)	(3,105)	-	(2,670)	-	-	-	-	-
Total Expenditures	\$ 509,105	\$ 569,766	\$ 565,864	\$ 452,879	\$ 562,988	\$ 560,318	\$ 562,988	\$ 562,988	\$ 562,988	\$ 562,988	\$ 562,988
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	3	3	3	3	3	3	3	3	3	3
Resources											
	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recommend	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
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

MAJOR FY 20-21 GOALS

1. Continue efforts to ease bridge crossings to and from Mexico
2. Complete Anzalduas Bridge commercial truck traffic design plans.

Contact Us:

Juan Olaguibel
 Superintendent of Bridges
 1600 S. Stewart Road
 Mission, TX 78572
 (956) 681-1820

2021

580-9010 Non-departmental

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
580-3262-431-61-97 Benefits / Contingency workers comp loss run ratio	-	(3,105)	(3,105)	-	(2,670)	
580-3262-431-61-99 Benefits / Cost of Living Adjustment (COLA)	-	7,244	-	-	-	
61	-	4,139	(3,105)	-	(2,670)	-
580-3264-434-63-17 Other services & charges / Employee bond	-	-	-	-	-	
580-3264-434-63-24 Other services & charges / Ins--auto liability	-	-	-	-	-	
580-3264-434-63-25 Other services & charges / Ins--boiler & machinery	-	-	-	-	-	
580-3264-434-63-26 Other services & charges / Ins--error & omission	-	-	-	-	-	
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	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/personal 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	20,963	20,963	20,963	
580-9010-437-68-02-Depreciation / Expense	1,355,956					
580-9010-437-68-03-Depreciation / Development costs	185,440					
68	1,541,396					
580-9010-437-89-01-Other expenses / Fixed assets (contra)						
580-9010-437-89-25-Other expenses / Original issue premium	(236,759)					
580-9010-437-89-26-Other expenses / Interest exp on advances	692,142					
580-9010-437-89-35-Other expenses / Amortization of bonds	(24,570)					
580-9010-437-89-38-Other expense / Issuance costs bonds						
89	430,813					
580-9010-499-74-66 Operating transfers out / Anzald debt svc Series A	825,092	1,732,500	1,732,500	1,738,600	1,738,600	
580-9010-499-74-67 Operating transfers out / Anzald debt svc Series B	-	837,875	837,875	835,975	835,975	
580-9010-499-74-72 Operating transfers out/ Anzalduas cap impr. fund	471,068	380,541	392,914	380,541	380,541	
580-9010-499-74-78 Operating transfers out / Health insurance fund	27,600	12,108	174,815	2,836	2,836	
580-9010-499-74-86 Operating transfer out / Anz CIP-Southbound commer	302,148	100,000	12,108	-	-	
74	1,625,907	3,063,024	3,150,212	2,957,952	2,957,952	
ANZALDUAS FUND TOTAL EXPENDITURES	\$ 2,471,819	\$ 4,096,305	\$ 3,935,941	\$ 4,009,251	\$ 4,006,581	

**City of McAllen, Texas
Anzalduas International
Crossing Revenue Bonds
Debt Service Fund 2007 A
Summary**

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
SINKING FUND										
BEGINNING FUND BALANCE	\$ 548,905	\$ 530,398	\$ 560,571	\$ 560,571	\$ 560,571	\$ 560,571	\$ 560,571	\$ 560,571	\$ 560,571	\$ 560,571
Sources:										
Series A Requirements	1,755,091	1,732,500	1,732,500	1,738,600	1,738,600	1,733,100	1,735,500	1,735,125	1,732,000	
Transfer In - Anzalduas Intl Crossing										
City of Hidalgo's Portion @ 36%	631,833	623,700	623,700	625,896	625,896	623,916	624,780	624,645	623,520	
City of McAllen's Portion @ 64%	1,123,258	1,108,800	1,108,800	1,112,704	1,112,704	1,109,184	1,110,720	1,110,480	1,108,480	
Total Series A Requirements	1,755,091	1,732,500	1,732,500	1,738,600	1,738,600	1,733,100	1,735,500	1,735,125	1,732,000	
Total Sources and Transfers	1,755,091	1,732,500	1,732,500	1,738,600	1,738,600	1,733,100	1,735,500	1,735,125	1,732,000	
TOTAL RESOURCES	<u>\$ 2,303,996</u>	<u>\$ 2,262,898</u>	<u>\$ 2,293,071</u>	<u>\$ 2,299,171</u>	<u>\$ 2,299,171</u>	<u>\$ 2,293,671</u>	<u>\$ 2,296,071</u>	<u>\$ 2,295,696</u>	<u>\$ 2,292,571</u>	
APPROPRIATIONS										
Bond Principal - Series A	\$ 930,000	\$ 950,000	\$ 950,000	\$ 995,000	\$ 995,000	\$ 1,030,000	\$ 1,080,000	\$ 1,135,000	\$ 1,190,000	
Interest and Fees - Series A	813,425	782,500	782,500	743,600	743,600	703,100	655,500	600,125	542,000	
TOTAL APPROPRIATIONS	<u>1,743,425</u>	<u>1,732,500</u>	<u>1,732,500</u>	<u>1,738,600</u>	<u>1,738,600</u>	<u>1,733,100</u>	<u>1,735,500</u>	<u>1,735,125</u>	<u>1,732,000</u>	
ENDING FUND BALANCE	<u>\$ 560,571</u>	<u>\$ 530,398</u>	<u>\$ 560,571</u>	<u>\$ 560,571</u>	<u>\$ 560,571</u>	<u>\$ 560,571</u>	<u>\$ 560,571</u>	<u>\$ 560,571</u>	<u>\$ 560,571</u>	

**City of McAllen, Texas
Anzalduas International
Crossing Revenue Bonds
Debt Service Fund 2007 B
Summary**

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
SINKING FUND										
BEGINNING FUND BALANCE	\$ 349,108	\$ 337,092	\$ 364,661	\$ 364,661	\$ 364,661	\$ 364,661	\$ 364,661	\$ 364,661	\$ 364,661	\$ 364,661
Sources:										
Transfer In - Anzalduas Intl Crossing	844,742	837,875	837,875	835,975	835,975	840,675	841,775	839,806	839,063	839,063
Interest Income	9,720	-	-	-	-	-	-	-	-	-
Total Sources and Transfers	854,461	837,875	837,875	835,975	835,975	840,675	841,775	839,806	839,063	839,063
TOTAL RESOURCES	\$ 1,203,569	\$ 1,174,967	\$ 1,202,536	\$ 1,200,636	\$ 1,200,636	\$ 1,205,336	\$ 1,206,436	\$ 1,204,467	\$ 1,203,724	\$ 1,203,724
APPROPRIATIONS										
Bond Principal - Series B	\$ 580,000	\$ 590,000	\$ 590,000	\$ 600,000	\$ 600,000	\$ 620,000	\$ 640,000	\$ 655,000	\$ 670,000	\$ 670,000
Interest and Fees - Series B	258,908	247,875	247,875	235,975	235,975	220,675	201,775	184,806	169,063	169,063
TOTAL APPROPRIATIONS	838,908	837,875	837,875	835,975	835,975	840,675	841,775	839,806	839,063	839,063
ENDING FUND BALANCE	\$ 364,661	\$ 337,092	\$ 364,661	\$ 364,661	\$ 364,661	\$ 364,661	\$ 364,661	\$ 364,661	\$ 364,661	\$ 364,661

City of McAllen, Texas
Anzalduas International Bridge CIP Fund
Working Capital Summary

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept. Request 20-21	City Manager Recomm 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
RESOURCES										
BEGINNING WORKING CAPITAL	\$ 329,364	\$ 899,122	\$ 988,325	\$ 1,311,314	\$ 1,311,314	\$ 1,189,968	\$ 1,715,244	\$ 2,249,618	\$ 2,272,114	
<u>Revenues:</u>										
Interlocal Agreement - Tx Dot	-	2,840,073	2,840,073	-	-	-	-	-	-	-
Interest Earned	15,488	-	-	-	13,113	11,900	17,152	22,496	22,721	
Total Revenues	15,488	2,840,073	2,840,073	-	13,113	11,900	17,152	22,496	22,721	
<u>Other Financing Sources:</u>										
Transfer In - Anzalduas Bridge Fund	471,068	380,541	392,914	380,541	380,541	384,346	388,190	-	-	
Transfer In - Anzalduas Bridge Fund (Commercial)	302,148	100,000	174,815	-	-	129,031	129,031	-	-	
Total Revenues and Transfers	788,703	3,320,614	3,407,802	380,541	393,654	525,277	534,373	22,496	22,721	
TOTAL RESOURCES	\$ 1,118,067	\$ 4,219,736	\$ 4,396,127	\$ 1,691,855	\$ 1,704,968	\$ 1,715,244	\$ 2,249,618	\$ 2,272,114	\$ 2,294,835	
APPROPRIATIONS										
<u>Capital Expenditures</u>										
North Bound Lanes	\$ -	100,000	\$ -	\$ 425,000	\$ 425,000	\$ -	\$ -	\$ -	\$ -	
Computer Upgrade	24,244	40,000	16,800	40,000	40,000	-	-	-	-	
Counting Equipment	17,063	-	-	-	-	-	-	-	-	
Facility Upgrades	27,374	50,000	41,900	50,000	50,000	-	-	-	-	
Anzalduas NB Inspection Station	61,062	3,026,113	3,026,113	-	-	-	-	-	-	
TOTAL APPROPRIATIONS	129,743	3,216,113	3,084,813	515,000	515,000	-	-	-	-	
ENDING WORKING CAPITAL	\$ 988,325	\$ 1,003,623	\$ 1,311,314	\$ 1,176,855	\$ 1,189,968	\$ 1,715,244	\$ 2,249,618	\$ 2,272,114	\$ 2,294,835	

**City of McAllen, Texas
Inter-Departmental Service Fund
Working Capital Summary**

	Actual	Adjusted	Estimated	Dept	City Manager	Four Year Plan			
	18-19	Budget 19-20	19-20	Request 20-21	Recomm. 20-21	21-22	22-23	23-24	24-25
RESOURCES									
BEGINNING WORKING CAPITAL	\$ 813,020	\$ 961,323	\$ 982,806	\$ 507,146	\$ 507,146	\$ 730,583	\$ 832,044	\$ 954,504	\$ 1,101,965
Revenues:									
Mtrls Mgmt-Labor and Overhead	350,688	350,000	350,000	350,000	350,000	350,000	350,000	350,000	350,000
Fuel Charge Adjustment	122,471	120,000	115,000	120,000	120,000	120,000	120,000	125,000	125,000
Fleet Sales	4,493,599	3,700,000	4,700,000	4,000,000	4,000,000	3,600,000	3,600,000	3,700,000	4,000,000
Interest Earned	-	-	-	-	-	-	-	-	-
Miscellaneous	43,206	15,000	20,000	20,000	20,000	20,000	20,000	15,000	20,000
Total Revenues	5,009,964	4,185,000	5,185,000	4,490,000	4,490,000	4,090,000	4,090,000	4,190,000	4,495,000
TOTAL RESOURCES	\$ 5,822,984	\$ 5,146,323	\$ 6,167,806	\$ 4,997,146	\$ 4,997,146	\$ 4,820,583	\$ 4,922,044	\$ 5,144,504	\$ 5,596,965
APPROPRIATIONS									
Expenses:									
Fleet Operations	\$ 4,630,744	\$ 3,671,557	\$ 4,792,607	\$ 3,717,577	\$ 3,710,082	\$ 3,808,645	\$ 3,808,645	\$ 3,808,645	\$ 3,808,645
Materials Management	147,559	157,589	155,339	156,563	156,563	156,563	156,563	156,563	156,563
Insurance Liability & Workmen's Comp.	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600
Capital Outlay	36,729	933,600	678,600	382,700	382,700	21,000	-	75,000	57,800
Other Financing Sources (Uses):									
Transfer Out - Health Insurance Fund	72,450	31,784	31,784	14,886	14,886	-	-	-	-
Debt Service - Motorola Lease Payment	278	731	731	731	731	731	731	731	731
TOTAL APPROPRIATIONS	4,889,360	4,796,861	5,660,661	4,274,057	4,266,562	3,988,539	3,967,539	4,042,539	4,025,339
Revenues Over / Under Expenses	120,603	(611,861)	(475,661)	215,943	223,438	101,461	122,461	147,461	469,661
Other Items Affecting Working Capital	49,183	-	-	-	-	-	-	-	-
ENDING WORKING CAPITAL	\$ 982,806	\$ 349,461	\$ 507,146	\$ 723,088	\$ 730,583	\$ 832,044	\$ 954,504	\$ 1,101,965	\$ 1,571,626

2021

670- Fleet / Material Mgmt Fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
670-0000-361-28-00 Charges:sales & services / Labor	-	-	-	-	-	
670-0000-361-29-00 Charges:sales & services / Parts	-	-	-	-	-	
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	350,688	350,000	350,000	350,000	350,000	
670-0000-361-33-00 Charges:sales & services / Fuel charge adjustment	122,471	120,000	115,000	120,000	120,000	
670-0000-361-36-00 Charges:sales & services / Sales	4,493,599	3,700,000	4,700,000	4,000,000	4,000,000	
361	4,966,758	4,170,000	5,165,000	4,470,000	4,470,000	-
670-0000-373-01-00 Sale of property / Fixed assets	1,739	-	-	-	-	
373	1,739	-	-	-	-	-
670-0000-374-17-00 Reimbursements / Fuel	-	-	-	-	-	
374	-	-	-	-	-	-
670-0000-375-01-00 Miscellaneous / Recovery prior yr exp	5,634	-	-	-	-	
670-0000-375-02-00 Miscellaneous / Insurance recoveries	-	-	-	-	-	
670-0000-375-46-00 Miscellaneous / Sale of tires	35,382	15,000	20,000	20,000	20,000	
670-0000-375-99-00 Miscellaneous / Other	451	-	-	-	-	
375	41,467	15,000	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 Mgmt	\$ 5,009,964	\$ 4,185,000	\$ 5,185,000	\$ 4,490,000	\$ 4,490,000	\$ -

City of McAllen, Texas
Inter-Departmental Service Fund
Expense Summary

	Actual 18-19	Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Mgr Recomm. 20-21	Four Year Plan			
							21-22	22-23	23-24	24-25
BY DEPARTMENT										
Fleet Operations	\$ 4,669,073	\$ 4,605,573	\$ 4,603,157	\$ 5,469,207	\$ 4,061,877	\$ 4,054,382	\$ 3,817,245	\$ 3,810,245	\$ 3,855,245	\$ 3,868,045
Materials Management	147,559	158,773	161,189	158,939	196,563	196,563	170,563	156,563	186,563	156,563
TOTAL	\$ 4,816,632	\$ 4,764,346	\$ 4,764,346	\$ 5,628,146	\$ 4,258,440	\$ 4,250,945	\$ 3,987,808	\$ 3,966,808	\$ 4,041,808	\$ 4,024,608
BY EXPENSE GROUP										
Expenses:										
Personnel Services										
Salaries and Wages	\$ 783,959	\$ 938,357	\$ 936,221	\$ 864,292	\$ 946,513	\$ 946,513	\$ 1,012,117	\$ 1,012,117	\$ 1,012,117	\$ 1,012,117
Employee Benefits	292,291	288,685	290,821	290,821	325,523	318,028	347,987	347,987	347,987	347,987
Supplies	23,211	26,864	26,864	23,523	26,864	26,864	29,864	29,864	29,864	29,864
Other Services and Charges	3,624,367	2,522,000	2,522,000	3,718,660	2,522,000	2,522,000	2,522,000	2,522,000	2,522,000	2,522,000
Maint. and Repair Services	56,075	54,840	54,840	52,250	54,840	54,840	54,840	54,840	54,840	54,840
TOTAL OPERATING EXPENSES	4,779,904	3,830,746	3,830,746	4,949,546	3,875,740	3,868,245	3,966,808	3,966,808	3,966,808	3,966,808
Capital Outlay	36,729	933,600	933,600	678,600	382,700	382,700	21,000	-	75,000	57,800
TOTAL EXPENDITURES	\$ 4,816,632	\$ 4,764,346	\$ 4,764,346	\$ 5,628,146	\$ 4,258,440	\$ 4,250,945	\$ 3,987,808	\$ 3,966,808	\$ 4,041,808	\$ 4,024,608
PERSONNEL										
Fleet Operations	24	23	23	23	24	24	26	26	26	26
Materials Management	3	3	3	3	3	3	3	3	3	3
TOTAL PERSONNEL	27	26	26	26	27	27	29	29	29	29

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: FLEET OPERATIONS

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION										
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total
1. PT Apprentice Auto Mechanic	1	\$ 18,287		\$ 18,287	\$ -	\$ -	\$ 1,873	\$ 20,160		\$ 20,160
2.	-	-		-	-	-	-	-		
3.	-	-		-	-	-	-	-		
4.	-	-		-	-	-	-	-		
5.	-	-		-	-	-	-	-		
Total	1	18,287		18,287	-	-	1,873	20,160		20,160
Personnel Revisions										
1. Overtime				-	-	-	-	-		
2.				-	-	-	-	-		
3.				-	-	-	-	-		
4.				-	-	-	-	-		
5.				-	-	-	-	-		
Total Compensation & Benefits			\$ 1,106,553	\$ 18,287	\$ -	\$ -	\$ 1,873	\$ 20,160		\$ 20,160
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. Equipment									
	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								\$ 342,700		\$ 342,700
TOTAL			\$ 3,697,417					\$ 362,860		\$ 362,860

CAPITAL OUTLAY REQUEST FORM

CITY OF McALLEN

FY 2020 - 2021

FUND: INTERNAL SERVICES
DEPARTMENT: FLEET OPERATIONS

		DEPT REQUEST		CM RECOMM		
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
One (1) Set (4) Mobile Column Lifts	\$60,000	1	\$60,000	1	\$60,000	Need with Shop Expansion
Shop Hose Reel Upgrade	\$25,000	1	\$25,000	1	\$25,000	Reconfigure Layout due to Shop Expansion
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$85,000		\$85,000	

Computer-Hardware						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Computer Desktop	\$1,200	1	\$1,200	1	\$1,200	I.T. Recommendation
Computer Laptop	\$1,500	1	\$1,500	1	\$1,500	I.T. Recommendation
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$2,700		\$2,700	

Capital Outlay - Building						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Garage Expansion Project	\$255,000	1	\$255,000	1	\$255,000	Roll-over - Project awarded in FY19-20
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$255,000		\$255,000	

Grand Total			\$342,700		\$342,700	
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
670-6002-471-60-01 Compensation / Exempt	149,195	151,594	151,594	151,595	151,595	
670-6002-471-60-02 Compensation / Non-exempt	508,858	651,716	591,221	655,774	655,774	
670-6002-471-60-06 Compensation / Part time	298	-	-	18,287	18,287	
670-6002-471-60-10 Compensation / Overtime	15,667	8,000	10,500	8,000	8,000	
670-6002-471-60-17 Compensation / Telephone	2,880	3,840	2,880	3,840	3,840	
60	676,898	815,150	756,195	837,496	837,496	
670-6002-471-61-30 Benefits / Social security	48,486	62,359	62,359	64,068	64,068	
670-6002-471-61-36 Benefits / Retirement	52,862	63,255	63,255	70,943	70,943	
670-6002-471-61-40 Benefits / Unemployment tax	254	3,933	3,933	1,728	1,728	
670-6002-471-61-46 Benefits / Workers' comp-	13,782	16,467	16,467	14,777	14,777	
670-6002-471-61-50 Benefits / Health cost	78,725	105,456	105,456	128,976	128,976	
670-6002-471-61-52 Benefits / Life insurance	550	1,374	1,374	1,418	1,418	
670-6002-471-61-53 Benefits / Retiree health ins (ARC)	7,538	7,542	7,542	7,306	7,306	
670-6002-471-61-56 Benefits/Pension Cost-TMRS	104,227	-	-	-	-	
670-6002-471-61-58 Benefits / TMRS benefits (contra)	(48,684)	-	-	-	-	
61	257,740	260,386	260,386	289,217	289,217	
670-6002-473-62-02 Supplies / Office	1,798	2,500	2,000	2,500	2,500	
670-6002-473-62-04 Supplies / Operating	10,615	9,000	9,000	9,000	9,000	
670-6002-473-62-12 Supplies / Small tools/minor equip-	3,218	3,500	3,500	3,500	3,500	
670-6002-473-62-14 Supplies / Janitorial	583	714	714	714	714	
670-6002-473-62-18 Supplies / Clothing & uniform	5,709	8,400	6,108	8,400	8,400	
670-6002-473-62-20 Supplies / Chemical	-	-	-	-	-	
62	21,923	24,114	21,323	24,114	24,114	
670-6002-474-63-52 Other services & charges / Rental & contractua	4,865	5,300	5,300	5,300	5,300	
670-6002-474-63-65 Other services & charges / Travel	2,480	12,000	8,500	12,000	12,000	
670-6002-474-63-76 Other service & charges / Cost of goods sold	3,609,434	2,500,000	3,700,000	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	4,430	-	700	-	-	
63	3,621,209	2,517,300	3,714,500	2,517,300	2,517,300	
670-6002-475-65-08 Maintenance / Equipment	38,164	32,500	32,500	32,500	32,500	
670-6002-475-65-10 Maintenance / Facilities	48	1,950	1,900	1,950	1,950	

2021

670-6002 Fleet operations

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
670-6002-475-65-16 Maintenance / Vehicles	9,716	7,000	7,000	7,000	7,000	
670-6002-475-65-17 Maintenance / Fuel & lubricants	5,046	8,000	5,700	8,000	8,000	
65	52,974	49,450	47,100	49,450	49,450	
670-6002-476-66-10 Capital outlay / Buildings/structures	3,979	880,000	625,000	255,000	255,000	
670-6002-476-66-14 Capital outlay / Vehicles	-	-	-	-	-	
670-6002-476-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	
670-6002-476-66-20 Capital outlay / Equipment	29,884	50,000	50,000	85,000	85,000	
670-6002-476-66-22 Capital outlay / Computer-hardware	-	-	-	2,700	2,700	
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	2,865	-	-	-	-	
66	36,729	930,000	675,000	342,700	342,700	
670-6002-479-78-01 Disaster Exp/ COVID-19	-	-	-	-	-	
78	-	-	-	-	-	-
670-6002 Fleet Operations	\$ 4,667,473	\$ 4,596,400	\$ 5,474,504	\$ 4,060,277	\$ 4,060,277	\$ -

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
6002471	FLEET OPERATIONS	1			FLEET OPERATIONS MANAGER	FILLED	61,923
6002471	FLEET OPERATIONS	1			FLEET OPERATIONS SUPERVISOR	FILLED	44,836
6002471	FLEET OPERATIONS	<u>1</u>			FLEET OPERATIONS SUPERVISOR	FILLED	<u>44,836</u>
		3					151,595
6002471	FLEET OPERATIONS		1		APPRENTICE AUTO MECHANIC	FILLED	26,114
6002471	FLEET OPERATIONS		1		AUTOMOTIVE TECHNICIAN	FILLED	32,757
6002471	FLEET OPERATIONS		1		AUTOMOTIVE TECHNICIAN	FILLED	32,757
6002471	FLEET OPERATIONS		1		AUTOMOTIVE TECHNICIAN	FILLED	32,757
6002471	FLEET OPERATIONS		1		AUTOMOTIVE TECHNICIAN	FILLED	32,757
6002471	FLEET OPERATIONS		1		AUTOMOTIVE TECHNICIAN	FILLED	32,757
6002471	FLEET OPERATIONS		1		AUTOMOTIVE TECHNICIAN	FILLED	32,757
6002471	FLEET OPERATIONS		1		AUTOMOTIVE TECHNICIAN	UNFILLED	32,757
6002471	FLEET OPERATIONS		1		JOURNEYMAN TECHNICIAN	FILLED	36,494
6002471	FLEET OPERATIONS		1		JOURNEYMAN TECHNICIAN	FILLED	36,494
6002471	FLEET OPERATIONS		1		JOURNEYMAN TECHNICIAN	FILLED	36,494
6002471	FLEET OPERATIONS		1		JOURNEYMAN TECHNICIAN	UNFILLED	36,494
6002471	FLEET OPERATIONS		1		JOURNEYMAN TECHNICIAN	UNFILLED	36,494
6002471	FLEET OPERATIONS		1		JOURNEYMAN TECHNICIAN	UNFILLED	36,494
6002471	FLEET OPERATIONS		1		FLEET TECHNICIAN CREW LEADER	FILLED	40,012
6002471	FLEET OPERATIONS		1		SENIOR ADMINISTRATIVE CLERK	FILLED	28,277

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

6002471	FLEET OPERATIONS	1	SENIOR ADMINISTRATIVE CLERK	FILLED	28,277
6002471	FLEET OPERATIONS	1	SENIOR ADMINISTRATIVE CLERK	FILLED	28,277
6002471	FLEET OPERATIONS	1	AUTOMOTIVE SERVICE WRITER	FILLED	28,277
6002471	FLEET OPERATIONS	<u>1</u>	AUTOMOTIVE SERVICE WRITER	FILLED	<u>28,277</u>
		20			655,774
6002471	FLEET OPERATIONS	1	PT MECHANIC APPRENTICE	RECOMMENDED	<u>18,287</u>
					18,287
			OVERTIME		8,000
			TELEPHONE		<u>3,840</u>
					11,840
CURRENT POSITIONS		23			837,496



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				
	18-19	19-20	Budget 19-20	19-20	20-21	Recommend 20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 676,898	\$ 803,379	\$ 815,150	\$ 756,195	\$ 837,496	\$ 837,496	\$ 903,100	\$ 903,100	\$ 903,100	\$ 903,100	
Employee Benefits	257,740	258,572	260,386	260,386	289,217	287,818	311,681	311,681	311,681	311,681	
Supplies	21,923	24,114	24,114	21,323	24,114	24,114	27,114	27,114	27,114	27,114	
Other Services and Charges	3,621,209	2,517,300	2,517,300	3,714,500	2,517,300	2,517,300	2,517,300	2,517,300	2,517,300	2,517,300	
Maintenance	52,974	49,450	49,450	47,100	49,450	49,450	49,450	49,450	49,450	49,450	
Operations Subtotal	4,630,744	3,652,815	3,666,400	4,799,504	3,717,577	3,716,178	3,808,645	3,808,645	3,808,645	3,808,645	
Capital Outlay	36,729	930,000	930,000	675,000	342,700	342,700	7,000	-	45,000	57,800	
Operations & Capital Outlay Total	4,667,473	4,582,815	4,596,400	5,474,504	4,060,277	4,058,878	3,815,645	3,808,645	3,853,645	3,866,445	
Non-Departmental Insurance											
Insurance	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	
Cost of Living Adjustment (COLA)	-	28,055	12,054	-	-	-	-	-	-	-	
Workers' Comp. - Loss Run Ratio	-	(6,897)	(6,897)	(6,897)	-	(6,096)	-	-	-	-	
Total Expenditures	\$ 4,669,073	\$ 4,605,573	\$ 4,603,157	\$ 5,469,207	\$ 4,061,877	\$ 4,054,382	\$ 3,817,245	\$ 3,810,245	\$ 3,855,245	\$ 3,868,045	
PERSONNEL											
Exempt	3	3	3	3	3	3	3	3	3	3	
Non-Exempt	20	20	20	20	20	20	22	22	22	22	
Part-Time	1				1	1	1	1	1	1	
Total Positions Authorized	24	23	23	23	24	24	26	26	26	26	
Resources											
	Actual	Budget	Adjusted	Estimated	Dept Request	City Mgr	Four Year Plan				
	18-19	19-20	Budget 19-20	19-20	20-21	Recommend 20-21	21-22	22-23	23-24	24-25	
Related Revenue Generated	\$ 4,659,275	3,835,000	3,835,000	4,835,000	4,140,000	4,140,000	3,740,000	3,740,000	3,840,000	4,145,000	

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

MAJOR FY 20-21 GOALS

- 1.) Decrease number of outsourced jobs to private sector by 5%.
- 2.) Monitor department vehicle utilization and reassign as needed to maintain efficiency.
- 3.) Increase number of PM services performed in-house by 5 per month

Performance Measures				
	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	23	23	23	24
Department Expenditures	\$ 4,669,073	\$ 4,605,573	\$ 5,469,207	\$ 4,061,877
Number of mechanics (FTE)	13	14	14	14
Number of mechanics (PT)	1	1	0	1
Outputs:				
In house labor	\$ 660,427	\$ 700,000	\$ 750,000	\$ 750,000
In house parts	\$ 2,195,640	\$ 1,700,000	\$ 2,475,000	\$ 2,500,000
Outsourced parts & labor	\$ 1,789,654	\$ 1,100,000	\$ 1,775,000	\$ 1,500,000
Number of State Inspections on City fleet units conducted in house	419	500	400	500
City fleet serviced (vehicles/equipment)	910	855	1,000	1,000
Number of purchase orders processed	2,114	1,700	6,500	6,500
Work orders created	10,812	10,000	11,000	10,000
Jobs completed	14,655	15,000	13,500	15,000
Total hours for in-house labor billed to departments.	12,460	13,000	13,000	13,000
Effectiveness Measures:				
Fleet units in operation	94%	95%	95%	95%
Number of vehicles per mechanic (FTE)	70	66	77	77
Internal Customer Survey - Overall Quality of Service	N/P	90%	N/P	90%
Efficiency Measures:				
Number of jobs completed per mechanic (FTE)	1,221	1,200	1,125	1,250
Savings on billable hours (in-house vs private sector)	\$ 585,620	\$ 575,000	\$ 611,000	\$ 611,000
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 three (23) 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 FY 2020 - 2021

DEPARTMENT NAME: MATERIALS MANAGEMENT

			BASELINE						DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION											
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total	
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
2.	-	-		-	-	-	-	-			
3.	-	-		-	-	-	-	-			
4.	-	-		-	-	-	-	-			
5.	-	-		-	-	-	-	-			
Total	-	-		-	-	-	-	-		-	
Personnel Revisions											
1. Overtime				-	-	-	-	-			
2.	-			-	-	-	-	-			
3.	-			-	-	-	-	-			
4.	-			-	-	-	-	-			
5.	-			-	-	-	-	-			
Total Compensation & Benefits		\$ 145,323		\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
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. Equipment											
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								\$ 40,000		\$ 40,000	
TOTAL		\$ 156,563						\$ 40,000		\$ 40,000	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: INTERNAL SERVICES
DEPARTMENT: MATERIALS MANAGEMENT

		<u>DEPT REQUEST</u>		<u>CM RECOMM</u>		
Equipment						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Forklift	\$40,000	1	\$40,000	1	\$40,000	Replace 20 yr old Forklift that's becoming problematic and maintenance costs increasing.
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	TOTAL		\$40,000		\$40,000	

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

Grand Total		\$40,000		\$40,000		
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
670-6004-471-60-01 Compensation / Exempt	44,855	44,845	44,845	44,845	44,845	
670-6004-471-60-02 Compensation / Non-exempt	61,109	61,952	61,952	61,952	61,952	
670-6004-471-60-10 Compensation / Overtime	1,097	1,500	1,300	1,500	1,500	
670-6004-471-60-17 Compensation / Telephone	-	720	-	720	720	
60	107,061	109,017	108,097	109,017	109,017	
670-6004-471-61-30 Benefits / Social security	7,721	8,340	8,340	8,340	8,340	
670-6004-471-61-36 Benefits / Retirement	8,334	8,459	8,459	9,441	9,441	
670-6004-471-61-40 Benefits / Unemployment tax	27	513	513	216	216	
670-6004-471-61-46 Benefits / Workers' comp-	6,362	5,459	5,459	4,624	4,624	
670-6004-471-61-50 Benefits / Health cost	11,784	13,392	13,392	12,528	12,528	
670-6004-471-61-52 Benefits / Life insurance	91	182	182	185	185	
670-6004-471-61-53 Benefits / Retiree health ins (ARC)	984	987	987	972	972	
670-6004-471-61-56 Benefits/Pension Cost-TMRS	6,924	-	-	-	-	
670-6004-471-61-58 Benefits / TMRS benefits (contra)	(7,675)	-	-	-	-	
61	34,551	37,332	37,332	36,306	36,306	
670-6004-473-62-02 Supplies / Office	403	1,500	1,500	1,500	1,500	
670-6004-473-62-18 Supplies / Clothing & uniform	885	1,250	700	1,250	1,250	
62	1,288	2,750	2,200	2,750	2,750	-
670-6004-474-63-52 Other services & charges / Rental & contractual	817	2,500	2,500	2,500	2,500	
670-6004-474-63-64 Other services & charges / Training	681	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	60	100	60	100	100	
63	1,558	3,100	2,560	3,100	3,100	
670-6004-475-65-08 Maintenance / Equipment	260	1,950	1,900	1,950	1,950	
670-6004-475-65-10 Maintenance / Facilities	744	1,900	1,900	1,900	1,900	
670-6004-475-65-16 Maintenance / Vehicles	1,292	450	450	450	450	
670-6004-475-65-17 Maintenance / Fuel & lubricants	805	1,090	900	1,090	1,090	
65	3,101	5,390	5,150	5,390	5,390	
670-6004-476-66-14 Capital outlay / Vehicles	-	-	-	-	-	
670-6004-476-66-20 Capital outlay / Equipment	-	-	-	40,000	40,000	
670-6004-476-66-22 Capital outlay / Computer-hardware	-	3,600	3,600	-	-	
670-6004-476-66-99 Capital outlay / Non-capitalized	-	-	-	-	-	
66	-	3,600	3,600	40,000	40,000	

2021

670-6004 Materials management

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
670-6004-479-78-01 Disaster Exp/ COVID-19	-	-	-	-	-	-
78	-	-	-	-	-	-
670-6004 Materials Management	\$ 147,559	\$ 161,189	\$ 158,939	\$ 196,563	\$ 196,563	\$ -

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
6004	MATERIAL MANAGEMENT	<u>1</u>			SUPERVISOR	FILLED	<u>44,845</u>
		1					44,845
6004	MATERIAL MANAGEMENT		1		WAREHOUSE TECHNICIAN	FILLED	28,277
6004	MATERIAL MANAGEMENT		<u>1</u>		LEAD WAREHOUSE TECHNICIAN	FILLED	<u>33,675</u>
			2				61,952
					OVERTIME		1,500
					TELEPHONE		<u>720</u>
							2,220
	CURRENT POSITIONS		3				109,017



<p>Mission Statement:</p> <p>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.</p>	Department Summary										
	Expenditure Detail:	Actual 18-19	Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Mgr Recomm 20-21	Four Year Plan			
								21-22	22-23	23-24	24-25
	Personnel Services										
	Salaries and Wages	\$ 107,061	\$ 106,923	\$ 109,017	\$ 108,097	\$ 109,017	\$ 109,017	\$ 109,017	\$ 109,017	\$ 109,017	\$ 109,017
	Employee Benefits	34,551	37,010	37,332	37,332	36,306	36,306	36,306	36,306	36,306	36,306
	Supplies	1,288	2,750	2,750	2,200	2,750	2,750	2,750	2,750	2,750	2,750
	Other Services and Charges	1,558	3,100	3,100	2,560	3,100	3,100	3,100	3,100	3,100	3,100
	Maintenance	3,101	5,390	5,390	5,150	5,390	5,390	5,390	5,390	5,390	5,390
	Operations Subtotal	147,559	155,173	157,589	155,339	156,563	156,563	156,563	156,563	156,563	156,563
	Capital Outlay	-	3,600	3,600	3,600	40,000	40,000	14,000	-	30,000	-
	Total Expenditures	\$ 147,559	\$ 158,773	\$ 161,189	\$ 158,939	\$ 196,563	\$ 196,563	\$ 170,563	\$ 156,563	\$ 186,563	\$ 156,563
	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 18-19	Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Mgr Recomm 20-21	21-22	Four Year Plan		23-24	24-25
Related Revenue Generated	\$ 350,688	\$ 350,000	\$ 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 20-21 GOALS

- 1.) Reduce physical inventory variances below 3%.
- 2.) Obtain an inventory turnover ratio of six (6).
- 3.) Work with IT to provide City departments with list and pictures of stock inventory items on the Intranet.
- 4.) Perform product survey study among departments for needs to inventory items of best value.

Material Management

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	3	3	3	3
Department Expenditures	\$ 147,559	\$ 158,773	\$ 158,939	\$ 196,563
Number of departments	57	57	57	57
Inventory	\$ 274,014	\$ 275,000	\$ 300,000	\$ 275,000
Outputs:				
Number of Issue Slips	12,057	11,000	9,500	11,000
Number of Issue Slip Transactions	45,084	26,000	20,000	26,000
Number of Items Issued	108,885	120,000	134,000	120,000
Total Yearly Sales - "Issue Tickets"	\$ 2,587,595	\$ 2,300,000	\$ 1,800,000	\$ 1,800,000
Effectiveness Measures:				
Total Yearly Purchases - "Receipts"	\$ 2,114,414	\$ 2,200,000	\$ 1,500,000	\$ 1,500,000
Number of Receipts	4,700	4,500	300	350
Number of Receipts Transaction	9,410	8,500	1,704	2,000
Number of Items Received	113,424	120,000	130,000	120,000
Efficiency Measures:				
Number of issuances/receipts per employee	5,586	5,167	3,267	3,783
Number of transactions per employee	18,165	11,500	7,235	9,333
Number of Items Handled per employee	74,103	80,000	88,000	80,000
Sales & Receipts per employee (dollars)	\$ 1,567,336	\$ 1,500,000	\$ 1,100,000	\$ 1,100,000

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

Description:
 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.

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
670-6008-471-61-97 Benefits / Contingency workers comp loss	-	(6,897)	(6,897)	-	(6,096)	
670-6008-471-61-99 Benefits / Cost of Living Adjustment (COLA)	-	12,054	-	-	-	
61	-	5,157	(6,897)	-	(6,096)	-
670-6064-474-63-17 Other services & charges / Employee bor	-	-	-	-	-	
670-6064-474-63-24 Other services & charges / Ins--auto liabil	-	-	-	-	-	
670-6064-474-63-25 Other services & charges / Ins--boiler & r	-	-	-	-	-	
670-6064-474-63-26 Other services & charges / Ins--error & or	-	-	-	-	-	
670-6064-474-63-27 Other services & charges / Ins--real/persc	-	-	-	-	-	
670-6064-474-63-29 Other services & charges / Ins--liability	1,600	1,600	1,600	1,600	1,600	
670-6064-474-63-30 Other services & charges / Ins--mobile eq	-	-	-	-	-	
670-6064-474-63-33 Other services & charges / Ins--workers c	-	-	-	-	-	
670-6064-474-63-45 Other services & charges / Professional	-	-	-	-	-	
63	1,600	1,600	1,600	1,600	1,600	
670-7019-477-70-02 Debt service / Principal- Motorola Lease #	-	593	593	593	593	
670-7019-477-70-04 Debt service / Interest - Motorola Lease #	278	138	138	138	138	
70	278	731	731	731	731	
670-9010-477-68-02 Depreciation / Expense	57,686	-	-	-	-	
68	57,686	-	-	-	-	
670-9010-477-89-01 Other expenses / Fixed assets (contra)	(33,864)	-	-	-	-	
670-9010-477-89-63 Other expenses / Inventory/fuel	-	-	-	-	-	
670-9010-477-89-64 Other expenses / Inventory/materials mgr	9,571	-	-	-	-	
89	(24,293)	-	-	-	-	
670-9010-499-74-78 Operating transfers out / Health insurance	72,450	31,784	31,784	14,886	14,886	
74	72,450	31,784	31,784	14,886	14,886	
670-9010	\$ 105,843	\$ 31,784	\$ 31,784	\$ 14,886	\$ 14,886	
Fleet & Material Management Fund Total Expenditures	\$ 4,889,360	\$ 4,796,861	\$ 5,660,661	\$ 4,274,057	\$ 4,266,562	\$ -

**City of McAllen, Texas
General Depreciation Fund
Working Capital Summary**

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan			
						21-22	22-23	23-24	24-25
RESOURCES									
BEGINNING WORKING CAPITAL	\$ 10,457,836	\$ 11,440,994	\$ 10,320,435	\$ 11,138,984	\$ 11,138,984	\$ 12,078,856	\$ 12,366,430	\$ 12,782,908	\$ 15,474,636
Revenues:									
Rentals - General Fund	2,764,775	2,935,642	2,935,642	3,294,216	2,957,828	3,669,786	3,984,813	3,773,899	3,599,149
Sale of Property - Fixed Assets	122,051	-	-	-	-	-	-	-	-
Vehicle Shortage	-	941,367	20,700	1,346,500	133,500	-	-	-	-
Interest Earned	281,828	-	-	-	111,390	120,789	123,664	127,829	154,746
Total Revenue	3,168,654	3,877,009	2,956,342	4,640,716	3,202,718	3,790,575	4,108,477	3,901,728	3,753,895
TOTAL RESOURCES	\$ 13,626,490	\$ 15,318,003	\$ 13,276,777	\$ 15,779,700	\$ 14,341,702	\$ 15,869,430	\$ 16,474,908	\$ 16,684,636	\$ 19,228,531
APPROPRIATIONS									
Capital Outlay for General Fund:									
Vehicles	\$ 3,281,432	\$ 4,084,228	\$ 2,591,557	\$ 5,437,052	\$ 2,613,052	\$ 3,503,000	\$ 3,692,000	\$ 1,210,000	\$ 2,144,000
Equipment	24,625	-	-	-	-	-	-	-	-
Other Financing Source (Uses):									
Transfer Out - Sanitation Depreciation	-	-	-	-	45,000	-	-	-	-
TOTAL APPROPRIATIONS	3,306,057	4,084,228	2,591,557	5,437,052	2,658,052	3,503,000	3,692,000	1,210,000	2,144,000
Revenues over/(under) Expenses	(137,403)	(207,219)	364,785	(796,336)	544,666	287,575	416,477	2,691,728	1,609,895
Other items affecting Working Capital	-	-	-	-	-	-	-	-	-
Toll Bridge Fund Loan Payment	-	67,932	58,558	-	-	-	-	-	-
Airport Fund Loan Payment	-	395,206	395,206	395,206	395,206	-	-	-	-
ENDING WORKING CAPITAL	\$ 10,320,435	\$ 11,696,913	\$ 11,138,984	\$ 10,737,854	\$ 12,078,856	\$ 12,366,430	\$ 12,782,908	\$ 15,474,636	\$ 17,084,531

Rental Depreciation Revenue By Department

Department	Actuals		Adjusted Budget		Estimated		City Manager
	FY 18-19		FY 19-20		FY 19-20		Recomm FY 20-21
City Secretary	\$	2,063	\$	2,063	\$	2,063	\$ 2,063
Municipal Court		-		-		-	3,594
Finance		3,163		3,163		3,163	3,163
Planning		13,338		13,338		13,338	9,900
Information Technology		7,150		7,150		7,150	10,888
Office of Communications		4,481		4,481		4,481	4,481
Building Maintenance		44,825		44,820		44,820	57,238
Police		633,178		632,606		632,606	693,613
Animal Control		28,875		28,875		28,875	16,500
Fire		685,090		872,196		872,196	788,598
Traffic		164,038		178,126		178,126	166,850
Building Code Compliance		24,613		24,613		24,613	21,175
Engineering		31,213		35,475		35,475	35,263
Street Maintenance		402,966		402,733		402,733	393,900
Sidewalk Construction		35,750		21,083		21,083	13,750
Drainage		225,468		193,746		193,746	241,583
Environmental Health Code & Compliance		88,165		104,905		104,905	96,215
Graffiti Cleaning		20,002		15,189		15,189	10,863
Parks		304,746		304,740		304,740	334,172
Recreation		8,663		8,652		8,652	17,031
Pools		4,813		4,812		4,812	4,813
Las Palmas Community Center		20,350		20,340		20,340	20,350
Lark - Rec Center		3,300		3,300		3,300	3,300
Palmview - Rec Center		4,125		4,116		4,116	4,125
Library		4,400		5,120		5,120	4,400
	\$	2,764,775	\$	2,935,642	\$	2,935,642	\$ 2,957,828

**EQUIPMENT REPLACEMENT FUND
FY 20-21**

Department	Qty	Equipment	Deprec. Years	Qty	Original Request	City Manager Recomm	Annual Rental	Deprec Percentage	Plus %
Municipal Court	1	Replacement - 2008 Chev Uplander Mini Van	8	1	25,000	25,000	3,125	0.15	3,594
Information Technology	2	New - Mid Size Cargo Van	8	2	44,000	-	-	0.15	-
	1	New - Full Size Cargo Van (APPROVED IN CIP)	8	1	26,000	26,000	3,250	0.15	3,738
	1	New - Mid Size SUV	8	1	30,000	-	-	0.15	-
	1	New - 1/2 Ton CC SB 2WD Gas Truck	8	1	32,000	-	-	0.15	-
	1	New - 19,000 GVW Bucket Truck	8	1	105,000	-	-	0.15	-
Total Info Technology	6			6	237,000	26,000	3,250		3,738
Building Maintenance	1	Replacement - 2005 Chevrolet G3500 Cargo Van (PK0357)	8	1	28,000	28,000	3,500	0.15	4,025
Total Building Maintenance	1			1	28,000	28,000	3,500		4,025
Police	2	Replacement - 2014 Harley Davidson M/C (M11 & M12)	5	2	48,000	48,000	9,600	0.15	11,040
	2	Replacement - 2013 Chev Tahoe (PD2015, PD2015)	5	2	100,000	100,000	20,000	0.15	23,000
	18	Replacement - Ford Explorers Patrol Units	5	18	846,000	846,000	169,200	0.15	194,580
	2	Replacement - 2008 Chev Impala (PD0901, PD0945)	8	2	60,000	60,000	7,500	0.15	8,625
	2	Replacement - Ford E-350 Cargo Van (PD1069, PD2009)	8	2	96,000	96,000	12,000	0.15	13,800
	1	Replacement - 1 Ton CC SB 4WD Pickup (PD3001)	8	1	40,000	40,000	5,000	0.15	5,750
	1	New - Chev Winnebago Motorhome	10	1	120,000	-	-	0.15	-
Total Police	28			28	1,310,000	1,190,000	223,300		256,795
Fire	1	Replacement - 2005 Pierce Ladder Fire Truck (FD650)	12	1	1,650,000	-	-	0.7	-
	1	New - Mid Size SUV	8	1	30,000	-	-	0.15	-
Total Fire	2			2	1,680,000	-	-		-
Traffic Operations	1	Replacement - 2002 Ford F-750 Bucket Trk (162)	8	1	44,000	44,000	5,500	0.15	6,325
	1	New - Mid Size SUV	8	1	30,000	-	-	0.15	-
	1	New - Mid Size Truck w/Service Body	8	1	33,000	-	-	0.15	-
Total Traffic Operations	3			3	107,000	44,000	5,500		6,325
Engineering Services	1	Replacement - 2008 Ford F-250 CC SB 4WD	8	1	32,000	32,000	4,000	0.15	4,600
Total Engineering Services	1			1	32,000	32,000	4,000		4,600
Street Maintenance	1	Replacement - 2009 Bomag Asphalt Paver (SD8016)	10	1	250,000	250,000	25,000	0.15	28,750
	1	Replacement - 2007 Ingersoll Rand Steel Roller (SD9016)	10	1	100,000	-	-	0.15	-
		ROLLOVER - Freightliner 12yd dump trks (SD8007,08,09,10)	10		480,052	480,052	-		-
Total Street Maintenance	2			2	830,052	730,052	25,000		28,750
Drainage	1	Replacement - 2008 Ford F-750 Service Trk (SD700)	8	1	100,000	100,000	12,500	0.15	14,375
	1	Replacement - 2008 Bobcat Skid Loader (SD9003)	8	1	50,000	50,000	6,250	0.15	7,188
	1	Replacement - 2013 John Deere Side Mower (SD9012)	10	1	85,000	85,000	8,500	0.15	9,775
		ROLLOVER - Gradall Excavator Truck (SD0825) MOVED TO SANITATION	10		490,000	-	-	0.15	-
Total Drainage	3			3	725,000	235,000	27,250		31,338

**EQUIPMENT REPLACEMENT FUND
FY 20-21**

Department	Qty	Equipment	Deprec. Years	Qty	Original Request	City Manager Recomm	Annual Rental	Deprec Percentage	Plus %
Health	2	New - 1/2 Ton EC SB 2WD Pkup Trks	8	2	56,000	-	-	0.15	-
	1	New - Full Size 8 Passenger SUV	8	1	48,000	-	-	0.15	-
Total Health	3			3	104,000	-	-		-
Parks	1	Replacement - 2008 Ford F-150 Pkup (PK2004)	8	1	28,000	28,000	3,500	0.15	4,025
	2	Replacement - 2008 Ford F-250 Service Body Pkup (PK2500, PK2501)	8	2	68,000	68,000	8,500	0.15	9,775
	2	Replacement - 2008 Ford F-250 CC Pkup (PK2504,PK2509)	8	2	64,000	64,000	8,000	0.15	9,200
	1	Replacement - 2006 Massey Ferguson Tractor (PK0379)	8	1	44,000	44,000	5,500	0.15	6,325
	1	Replacement - 2008 Jacobsen Mower (PK9001)	8	1	40,000	40,000	5,000	0.15	5,750
	1	New - Mini Excavator	8	1	30,000	-	-	0.15	-
Total Parks	8			8	274,000	244,000	30,500		35,075
Recreation		ROLLOVER - Int'l 22 Passenger Bus	8		85,000	85,000	-		-
Total Recreation					85,000	85,000	-		-
Total Rolling Stock - General Fund	58			58	5,437,052	2,639,052	325,425		374,239

RECAP	NEW VEHICLES	584,000	26,000	3,250	3,738
	REPLACEMENTS	4,853,052	2,613,052	322,175	370,501
		-	-	-	(0)

**City of McAllen, Texas
Health Insurance Fund
Working Capital Summary**

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Department Request 20-21	City Manager Recomm. 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
RESOURCES										
BEGINNING WORKING CAPITAL	\$ (3,339,266)	\$ (3,370,737)	\$ (1,587,863)	\$ 196,575	\$ 196,575	\$ 6,885	\$ 69,072	\$ 42,446	\$ 15,821	
Revenues:										
Contributions:										
General Fund	4,745,118	5,400,288	5,430,374	6,096,552	6,096,552	6,685,728	6,685,728	6,685,728	6,685,728	
CDBG	8,856	10,032	14,064	20,448	20,448	16,656	16,656	16,656	16,656	
Downtown Services Fund	62,202	70,728	66,434	74,760	74,760	117,448	117,448	117,448	117,448	
Water Fund	512,443	612,744	594,222	727,632	727,632	804,796	804,796	804,796	804,796	
Wastewater Fund	314,403	328,944	364,364	367,272	367,272	353,152	353,152	353,152	353,152	
Sanitation Fund	563,913	626,400	656,945	732,672	732,672	741,580	741,580	741,580	741,580	
Palm View Golf Course Fund	49,262	62,328	49,504	54,144	54,144	95,512	95,512	95,512	95,512	
Convention Center Fund	142,459	158,184	173,702	202,728	202,728	165,984	165,984	165,984	165,984	
Airport Fund	142,614	161,808	155,891	176,976	176,976	206,926	206,926	206,926	206,926	
Transit System Fund	19,535	25,000	19,624	37,152	37,152	25,850	25,850	25,850	25,850	
Toll Bridge Fund	127,256	146,616	143,612	166,152	166,152	208,788	208,788	208,788	208,788	
McAllen Express Transit Fund	133,872	136,824	166,044	182,136	182,136	159,152	159,152	159,152	159,152	
Anzalduas Crossing	27,707	29,000	25,469	19,200	19,200	31,000	31,000	31,000	31,000	
Fleet/mat. Mgm't Fund	90,509	99,816	93,254	109,224	109,224	121,000	121,000	121,000	121,000	
General Insurance Fund	26,897	27,936	21,928	28,272	28,272	37,796	37,796	37,796	37,796	
Life insurance (all funds)	59,732	62,000	47,495	65,000	65,000	65,000	65,000	65,000	65,000	
Health Department	22,849	25,512	26,784	25,872	25,872	19,236	19,236	19,236	19,236	
Employees	2,298,157	2,440,824	2,499,153	2,523,300	2,523,300	2,868,752	2,868,752	2,868,752	2,868,752	
Cobra	41,219	45,432	39,076	59,808	59,808	53,000	53,000	53,000	53,000	
Spousal Surcharge	83,325	103,000	700	-	-	103,000	103,000	103,000	103,000	
Other Agencies	759,198	839,052	816,433	902,268	902,268	1,110,674	1,110,674	1,110,674	1,110,674	
Other	249,078	144,000	226,295	144,000	144,000	144,000	144,000	144,000	144,000	
Total Revenue:	10,480,604	11,556,468	11,631,369	12,715,568	12,715,568	14,135,030	14,135,030	14,135,030	14,135,030	
Other Financing Sources:										
Transfer in:										
General Fund	-	800,650	800,650	806,704	806,704	-	-	-	-	
Downtown Services Fund	65,550	28,757	28,757	11,342	11,342	-	-	-	-	
Water Fund	472,651	207,352	207,352	101,370	101,370	-	-	-	-	
Wastewater Fund	269,100	118,054	118,054	51,039	51,039	-	-	-	-	
Sanitation Fund	455,401	199,784	199,784	103,496	103,496	-	-	-	-	
Palm View Golf Course Fund	44,850	19,676	19,676	7,798	7,798	-	-	-	-	
Convention Center Fund	117,300	51,460	51,460	29,773	29,773	-	-	-	-	
Airport Fund	117,300	51,460	51,460	25,520	25,520	-	-	-	-	
Transit System Fund	17,251	7,568	7,568	4,962	4,962	-	-	-	-	
Toll Bridge Fund	93,150	40,865	40,865	24,811	24,811	-	-	-	-	
McAllen Express Transit Fund	113,850	49,946	49,946	25,520	25,520	-	-	-	-	
Anzalduas Crossing	27,600	12,108	12,108	2,836	2,836	-	-	-	-	
Fleet/mat. Mgm't Fund	72,450	31,784	31,784	14,886	14,886	-	-	-	-	
Workmans Compensation Fund	4,150,105	1,713,831	2,766,736	-	1,390,151	-	-	-	-	
Total Other Sources	6,016,558	3,333,295	4,386,200	1,210,057	2,600,208	-	-	-	-	
Total Revenues and Other Sources	\$ 16,497,162	\$ 14,889,763	\$ 16,017,569	\$ 13,925,625	\$ 15,315,776	\$ 14,135,030	\$ 14,135,030	\$ 14,135,030	\$ 14,135,030	
TOTAL RESOURCES	\$ 13,157,896	\$ 11,519,026	\$ 14,429,706	\$ 14,122,200	\$ 15,512,351	\$ 14,141,915	\$ 14,204,102	\$ 14,177,476	\$ 14,150,851	
APPROPRIATIONS										
Operating Expenses:										
Administration	494,317	520,938	481,508	524,521	524,419	524,521	524,521	524,521	524,521	
Admin Cost	1,167,367	1,276,496	1,307,902	1,444,820	1,314,047	1,108,902	1,197,714	1,197,714	1,360,000	
Life Insurance Premiums	61,460	62,000	64,300	67,000	67,000	60,000	60,000	60,000	60,000	
Health Claims	13,007,223	12,034,738	12,379,420	15,609,500	13,600,000	12,379,420	12,379,420	12,379,420	12,199,445	
Total Operations	14,730,367	13,894,172	14,233,130	17,645,841	15,505,466	14,072,843	14,161,655	14,161,655	14,143,966	
TOTAL APPROPRIATIONS	14,730,367	13,894,172	14,233,130	17,645,841	15,505,466	14,072,843	14,161,655	14,161,655	14,143,966	
Revenues Over / Under Expenses	1,766,795	995,591	1,784,438	(3,720,216)	(189,690)	62,187	(26,625)	(26,625)	(8,936)	
Other Items Affecting Working Capital	(15,392)	-	-	-	-	-	-	-	-	
ENDING WORKING CAPITAL	\$ (1,587,863)	\$ (2,375,146)	\$ 196,575	\$ (3,523,641)	\$ 6,885	\$ 69,072	\$ 42,446	\$ 15,821	\$ 6,885	

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
680-0000-375-01-00 Miscellaneous / Recovery prior yr exp	81,478	-	79,673	-	-	
680-0000-375-02-00 Miscellaneous / Insurance recoveries	666	-	-	-	-	
680-0000-375-03-00 Miscellaneous / Vending machine commission	1,869	-	670	-	-	
680-0000-375-54-00 Miscellaneous / Employee health recovery	19,682	-	-	-	-	
680-0000-375-55-00 Miscellaneous / Agency admin fees	135,764	144,000	145,000	144,000	144,000	
680-0000-375-99-00 Miscellaneous / Other	9,619	-	952	-	-	
375	249,078	144,000	226,295	144,000	144,000	-
680-0000-376-01-00 Contributions / General fund	4,745,118	5,400,288	5,430,374	6,096,552	6,096,552	
680-0000-376-05-00 Contributions / CDBG	8,856	10,032	14,064	20,448	20,448	
680-0000-376-10-00 Contributions / Downtown services fund	62,202	70,728	66,434	74,760	74,760	
680-0000-376-30-00 Contributions / Water fund	512,443	612,744	594,222	727,632	727,632	
680-0000-376-40-00 Contributions / Sewer fund	314,403	328,944	364,364	367,272	367,272	
680-0000-376-50-00 Contributions / Sanitation fund	563,913	626,400	656,945	732,672	732,672	
680-0000-376-51-00 Contributions / Palm view golf course fd-	49,262	62,328	49,504	54,144	54,144	
680-0000-376-52-00 Contributions / Convention center fund	142,459	158,184	173,702	202,728	202,728	
680-0000-376-54-00 Contributions / McAllen int'l civic ctr-	-	-	-	-	-	
680-0000-376-56-00 Contributions / McAllen int'l airport fd-	142,614	161,808	155,891	176,976	176,976	
680-0000-376-58-00 Contributions / Transit system	19,535	25,000	19,624	37,152	37,152	
680-0000-376-60-00 Contributions / McAllen int'l toll bridge	127,256	146,616	143,612	166,152	166,152	
680-0000-376-62-00 Contributions / McAllen Express	133,872	136,824	166,044	182,136	182,136	
680-0000-376-65-00 Contributions / Anzalduas intl crossing	27,707	29,000	25,469	19,200	19,200	
680-0000-376-66-00 Contributions / Fleet/mat- mgm't fund	90,509	99,816	93,254	109,224	109,224	
680-0000-376-68-00 Contributions / General insurances admin	26,897	27,936	21,928	28,272	28,272	
680-0000-376-71-00 Contributions / Grp term life insurance	59,732	62,000	47,495	65,000	65,000	
680-0000-376-72-00 Contributions / Health Admin	22,849	25,512	26,784	25,872	25,872	
680-0000-376-74-00 Contributions / Cobra	41,219	45,432	39,076	59,808	59,808	
680-0000-376-76-00 Contributions / Employees	2,298,157	2,440,824	2,499,153	2,523,300	2,523,300	
680-0000-376-78-00 Contributions / Agency premiums	758,610	839,052	816,433	902,268	902,268	
680-0000-376-79-00 Contributions / Retirees	-	-	-	-	-	
680-0000-376-83-00 Contributions/ Agency: ACA reinsurance fees	-	-	-	-	-	
680-0000-376-84-00 Contributions / Agency: ACA compar effect fees	588	-	-	-	-	
680-0000-376-85-00 Contributions / Spousal surcharge fee	83,325	103,000	700	-	-	
376	10,231,525	11,412,468	11,405,074	12,571,568	12,571,568	-
680-0000-391-01-00 Operating transfers in / Toll bridge fund	93,150	40,865	40,865	24,811	24,811	

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
680-0000-391-02-00 Operating transfers in / Airport fund	117,300	51,460	51,460	25,520	25,520	
680-0000-391-04-00 Operating transfers in / General fund	-	800,650	800,650	806,704	806,704	
680-0000-391-06-00 Operating transfers in / Water fund	472,651	207,352	207,352	101,370	101,370	
680-0000-391-08-00 Operating transfers in / Sewer fund	269,100	118,054	118,054	51,039	51,039	
680-0000-391-24-00 Operating transfers in / Downtown services fd	65,550	28,757	28,757	11,342	11,342	
680-0000-391-26-00 Operating transfers in / Palm view golf course fd	44,850	19,676	19,676	7,798	7,798	
680-0000-391-39-00 Operating transfers in / General insurance fund	4,150,105	1,713,831	2,766,736	-	1,390,151	
680-0000-391-50-00 Operatings transfers in / Sanitation fund	455,401	199,784	199,784	103,496	103,496	
680-0000-391-56-00 Operating transfers in / Civic center fund	-	-	-	-	-	
680-0000-391-58-00 Operating transfers in / Convention ctr fund	117,300	51,460	51,460	29,773	29,773	
680-0000-391-67-00 Operating transfers in / Anzalduas Bridge fd	27,600	12,108	12,108	2,836	2,836	
680-0000-391-68-00 Operating transfers in / McAllen express fund	113,850	49,946	49,946	25,520	25,520	
680-0000-391-75-00 Operating transfers in / Transit system fd	17,251	7,568	7,568	4,962	4,962	
680-0000-391-82-00 Operating transfers in / Retiree health insur fd	-	-	-	-	-	
680-0000-391-83-00 Operating transfers in / Fleet/materials mgmt fd	72,450	31,784	31,784	14,886	14,886	
391	6,016,558	3,333,295	4,386,200	1,210,057	2,600,208	-
680 Health Insurance	\$ 16,497,162	\$ 14,889,763	\$ 16,017,569	\$ 13,925,625	\$ 15,315,776	\$ -

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: Health Insurance -Employee Benefits

			BASELINE						DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION											
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total	
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
2.	-	-		-	-	-	-	-			
3.	-	-		-	-	-	-	-			
4.	-	-		-	-	-	-	-			
5.	-	-		-	-	-	-	-			
Total	-	-		-	-	-	-	-		-	
Personnel Revisions											
1. Overtime				-	-	-	-	-			
2.	-			-	-	-	-	-			
3.	-			-	-	-	-	-			
4.	-			-	-	-	-	-			
5.	-			-	-	-	-	-			
Total Compensation & Benefits		\$ 397,421		\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
SUPPLIES											
	1. < Please select category >										
	2. < Please select category >										
	3. < Please select category >										
	4. < Please select category >										
	5. < Please select category >										
Total Supplies		\$ 3,500						\$ -		\$ -	
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		\$ 123,600						\$ -		\$ -	
MAINTENANCE											
	1. Equipment										
	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		\$ 524,521						\$ -		\$ -	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: HEALTH INSURANCE FUND
DEPARTMENT: HEALTH INSURANCE EMPLOYEE BENEFITS

		<u>DEPT REQUEST</u>		<u>CM RECOMM</u>		
Office Furniture/equipment						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
<Please select a category>						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$0		\$0	
Grand Total			\$0		\$0	

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
680-6068-471-60-01 Compensation / Exempt	145,996	159,869	160,000	160,076	160,076	
680-6068-471-60-02 Compensation / Non-exempt	134,530	135,901	143,092	135,884	135,884	
680-6068-471-60-10 Compensation / Overtime	2,042	3,500	2,000	3,500	3,500	
680-6068-471-60-14 Compensation / Car allowance	7,800	7,800	7,800	7,800	7,800	
680-6068-471-60-17 Compensation / Telephone	2,400	2,400	2,400	2,400	2,400	
60	292,768	309,470	315,292	309,660	309,660	-
680-6068-471-61-30 Benefits / Social security	20,979	23,674	23,674	23,689	23,689	
680-6068-471-61-36 Benefits / Retirement	22,717	24,015	24,015	26,817	26,817	
680-6068-471-61-40 Benefits / Unemployment tax	135	1,026	1,026	432	432	
680-6068-471-61-46 Benefits / Workers' comp-	637	756	756	641	641	
680-6068-471-61-50 Benefits / Health cost	22,569	29,040	29,040	32,904	32,904	
680-6068-471-61-52 Benefits / Life insurance	201	504	504	514	514	
680-6068-471-61-53 Benefits / Retiree health ins (ARC)	2,790	2,790	2,790	2,765	2,765	
680-6068-471-61-56 Benefits/Pension Cost-TMRS	-	-	-	-	-	
61	70,027	81,805	81,805	87,761	87,761	-
680-6068-473-62-02 Supplies / Office	4,135	3,500	3,000	3,500	3,500	
62	4,135	3,500	3,000	3,500	3,500	-
680-6068-474-63-14 Other services & charges / Dues & subscription:	3,744	2,000	2,000	2,000	2,000	
680-6068-474-63-23 Other services & charges / Online/svc/network	374	540	540	540	540	
680-6068-474-63-45 Other services & charges / Professional	8,671	13,000	13,000	13,000	13,000	
680-6068-474-63-52 Other services & charges / Rental & contractual	19,876	21,750	21,750	21,750	21,750	
680-6068-474-63-60 Other service and charges / Special events	62,864	70,000	30,000	70,000	70,000	
680-6068-474-63-64 Other services & charges / Training	7,563	7,500	7,500	7,500	7,500	
680-6068-474-63-65 Other services & charges / Travel	15,133	8,000	6,000	8,000	8,000	
680-6068-474-63-99 Other services & charges / Miscellaneous	28	810	810	810	810	
63	118,253	123,600	81,600	123,600	123,600	-
680-6068-476-66-16 Capital outlay / Office furniture/equip-	-	-	-	-	-	
680-6068-476-66-22 Capital outlay / Computer-hardware	-	-	-	-	-	
680-6068-476-66-24 Capital outlay / Computer-software	-	-	-	-	-	
680-6068-476-66-99 Capital outlay / Non-capitalized	9,134	-	-	-	-	
66	9,134	-	-	-	-	-
680-6068-479-78-01 Disaster Exp/ COVID-19	-	-	-	-	-	

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
78	-	-	-	-	-	-
680-6068 Administration	\$ 494,317	\$ 518,375	\$ 481,697	\$ 524,521	\$ 524,521	\$ -

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
		FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
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	1,167,367	1,276,496	1,307,902	1,444,820	1,314,047	-
680-6162-474-63-74 Other services & charges / Life insurance cost	61,460	62,000	64,300	67,000	67,000	-
63	1,228,827	1,338,496	1,372,202	1,511,820	1,381,047	-
680-6162-474-64-04 Other service & charges / Active- medical	10,001,919	8,690,738	9,700,000	12,000,000	9,275,500	-
680-6162-474-64-05 Other service & charges / Active-prescriptions	2,738,363	2,700,000	2,600,000	3,000,000	3,000,000	-
680-6162-474-64-06 Other service & charges / Cobra-medical	177,016	200,000	10,000	50,000	300,000	-
680-6162-474-64-07 Other service & charges / Cobra-prescriptions	23,227	20,000	1,000	10,000	75,000	-
680-6162-474-64-08 Other services & charges / Agencies-medical	19,944	300,000	15,000	400,000	750,000	-
680-6162-474-64-09 Other services & charges / Agencies-prescriptions	7,911	100,000	5,000	100,000	150,000	-
680-6162-474-64-12 Other services & charges / EAP-Employee assist pl	29,422	24,000	35,000	36,000	36,000	-
680-6162-474-64-18 Other services & charges / ACA-reinsurance fees	-	-	-	-	-	-
680-6162-474-64-19 Other services & charges / ACA-compar effect fees	9,420	-	9,420	9,500	9,500	-
680-6162-474-64-20 Other services & charges / ACA-HealthcrReprtngFex	-	-	4,000	4,000	4,000	-
680-6162-474-64-45 Other services & charges / Direct bill/cobra admin	-	-	-	-	-	-
64	13,007,223	12,034,738	12,379,420	15,609,500	13,600,000	-
680-6162 Employee Benefits	\$ 14,236,050	\$ 13,373,234	\$ 13,751,622	\$ 17,121,320	\$ 14,981,047	-

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
6068471	HEALTH INSURANCE	1			DIRECTOR OF EMPLOYEE BENEFITS	FILLED	\$ 81,036
6068471	HEALTH INSURANCE	1			ASST DIR BENEFITS / CVL SER DIR	FILLED	61,922
6068471	HEALTH INSURANCE				INFORMATION SECURITY OFFICER	FILLED	9,918
6068471	HEALTH INSURANCE				CERTIFICATION PAY		7,200
		<u>2</u>					160,076
6068471	HEALTH INSURANCE		1		SENIOR ADMINISTRATIVE CLERK	FILLED	28,260
6068471	HEALTH INSURANCE		1		BENEFITS PROCESSING SPECIALIST	FILLED	33,325
6068471	HEALTH INSURANCE		1		BENEFITS PROCESSING SPECIALIST	FILLED	33,325
6068471	HEALTH INSURANCE		<u>1</u>		WELLNESS COACH	FILLED	40,975
			<u>4</u>				135,884
					OVERTIME		3,500
					CAR ALLOWANCE		7,800
					TELEPHONE		2,400
							<u>13,700</u>
							309,660
CURRENT POSITIONS			6				309,660



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 Budget	Adjusted Budget	Estimated	Department Request	City Mgr Recommend	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Personnel Services											
Salaries and Wages	\$ 292,768	\$ 304,003	\$ 309,470	\$ 315,292	\$ 309,660	\$ 309,660	\$ 309,660	\$ 309,660	\$ 309,660	\$ 309,660	\$ 309,660
Employee Benefits	70,027	80,963	81,805	81,805	87,761	87,761	87,761	87,761	87,761	87,761	87,761
Supplies	4,135	3,500	3,500	3,000	3,500	3,500	3,500	3,500	3,500	3,500	3,500
Other Services and Charges	118,253	123,600	123,600	81,600	123,600	123,600	123,600	123,600	123,600	123,600	123,600
Maintenance	-	-	-	-	-	-	-	-	-	-	-
Operations Subtotal	485,183	512,066	518,375	481,697	524,521	524,521	524,521	524,521	524,521	524,521	524,521
Capital Outlay	9,134	-	-	-	-	-	-	-	-	-	-
Operations & Capital Outlay Total	494,317	512,066	518,375	481,697	524,521	524,521	524,521	524,521	524,521	524,521	524,521
Non Departmental											
Liability Insurance	-	-	-	-	-	-	-	-	-	-	-
Cost of Living Adjustment (COLA)	-	9,061	2,752	-	-	-	-	-	-	-	-
Service Credit	-	-	-	-	-	-	-	-	-	-	-
Workers' Comp. - Loss Run Ratio	-	(189)	(189)	(189)	-	(102)	-	-	-	-	-
Total Expenditures	\$ 494,317	\$ 520,938	\$ 520,938	\$ 481,508	\$ 524,521	\$ 524,419	\$ 524,521	\$ 524,521	\$ 524,521	\$ 524,521	\$ 524,521
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	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	6	6	6	6	6	6	6	6	6	6	6
Resources											
	Actual	Original Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recommend	Four Year Plan				
	18-19	19-20	19-20	19-20	20-21	20-21	21-22	22-23	23-24	24-25	
Related Revenue Generated	\$ 10,480,604	\$ 11,556,468	\$ 11,556,468	\$ 11,631,369	\$ 12,715,568	\$ 12,715,568	\$ 14,135,030	\$ 14,135,030	\$ 14,135,030	\$ 14,135,030	

Contact Us:

Jolee Perez
Director of Employee Benefits
1300 Houston Avenue
McAllen, TX 78501
(956) 681-1400

MAJOR FY 20-21 GOALS

1. The department seeks to further communication with the City employees by ensuring that all benefits are built into the online employee portal and are electronically accessible.
2. The department seeks to change the method of engagement during the annual health fair with a new approach to dramatically increase the ROI for both the City and Employees.
3. The department seeks to increase virtual care by 250% over the next year.

Health Insurance

www.mcallen.net/departments/benefits

Performance Measures	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of Full Time Employees	6	6	6	6
Department Administrative Expenditures	\$ 494,317	\$ 518,375	\$ 481,697	\$ 524,521
Health Claims (Med & Rx)	\$ 12,968,381	13,200,738	\$ 12,384,420	\$ 13,000,000
Administration & Stop Loss Expenses	\$ 1,661,684	1,386,431	\$ 1,780,675	\$ 1,969,341
Health Plan Net Fixed Costs	\$ 53.00	58.16	\$ 58.16	\$ 65.00
Avg # Health Plan Enrollees - Active	3,602	3,625	3640	3640
Avg # Health Plan Enrollees - Retirees > 65	47	40	45	40
Avg # Health Plan Enrollees - Retirees < 65	149	158	160	160
Avg # Health Plan Enrollees - Cobra	15	10	14	13
Outputs:				
Number of Benefits Orientations Executed	4	4	4	4
Monthly Newsletter Executions	12	12	12	12
Host Annual Health Fair	Yes	Yes	No	Yes
Annual Screenings Conducted	Yes	Yes	No	Yes
Flu Shots Conducted Annually	Yes	Yes	Yes	Yes
Wellness Programs Executed (Percentage)	80%	80%	80%	80%
EAP Utilization (%)	5.00%	5.00%	7.00%	5.00%
Conduct Annual Highly Compensated Benefits Discrimination Testing	Yes	Yes	Yes	Yes
Review of Affordable Care Act Regulation Compliance	Yes	Yes	Yes	Yes
Civil Service - Number of Entry Level Exam Opportunities	2	2	2	2
Civil Service - Number of Promotional Exam Opportunities	6	6	6	6
Effectiveness Measures:				
Pass the Discrimination Testing Review	Yes	Yes	Yes	Yes
Pass the Affordable Care Act Regulation Compliance Review	Yes	Yes	Yes	Yes

Description:
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.

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

2021

680-9010 Non-departmental

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
680-6069-471-61-97 Benefits / Contingency workers comp loss run r	-	(189)	(189)	-	(102)	
680-6069-471-61-99 Benefits / Cost of Living Adjustment (COLA)	-	2,752	-	-	-	
61	-	2,563	(189)	-	(102)	-
680-9010-477-68-02 Depreciation / Expense						
68						
680-9010-477-89-01 Other expenses / Fixed assets (contra)						
89						
680-9010-499-74-16 Operating transfers out / General depreciation	-	-		-	-	
680-9010-499-74-52 Operating transfers out / Retiree health ins fun	-	-		-	-	
74	-	-	-	-	-	-
<hr/>						
Health Insurance Fund Total Expenditures	\$ 14,730,367	\$ 13,894,172	\$ 14,233,130	\$ 17,645,841	\$ 15,505,466	\$ -

City of McAllen, Texas
Retiree Health Insurance Fund
Working Capital Summary

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan				
						21-22	22-23	23-24	24-25	
RESOURCES										
BEGINNING WORKING CAPITAL	\$ 447,502	\$ 659,563	\$ 747,839	\$ 953,667	\$ 953,667	\$ 1,120,908	\$ 1,229,810	\$ 1,339,801	\$ 1,820,368	
Revenues:										
Annual Required Contributions (ARC):										
General Fund	607,345	603,292	606,264	606,264	606,264	603,292	603,292	603,292	603,292	
Downtown Services Fund	5,573	5,845	5,496	5,496	5,496	5,845	5,845	5,845	5,845	
Water Fund	54,106	53,929	55,236	55,236	55,236	53,929	53,929	53,929	53,929	
Wastewater Fund	32,003	33,517	31,584	31,584	31,584	33,517	33,517	33,517	33,517	
Sanitation Fund	56,785	58,798	56,208	56,208	56,208	58,798	58,798	58,798	58,798	
Palm View Golf Course Fund	6,145	6,456	6,084	6,084	6,084	6,456	6,456	6,456	6,456	
Convention Center Fund	15,761	16,369	18,504	18,504	18,504	16,369	16,369	16,369	16,369	
Airport Fund	15,198	14,904	14,916	14,916	14,916	14,904	14,904	14,904	14,904	
Transit System Fund	2,150	2,280	2,340	2,340	2,340	2,280	2,280	2,280	2,280	
Toll Bridge Fund	12,407	12,808	12,216	12,216	12,216	12,808	12,808	12,808	12,808	
McAllen Express Transit Fund	16,310	15,934	16,104	16,104	16,104	15,934	15,934	15,934	15,934	
Anzalduas Crossing	4,307	4,485	3,696	3,696	3,696	4,485	4,485	4,485	4,485	
Fleet/Mat. Mgm't Fund	8,522	8,739	8,280	8,280	8,280	8,739	8,739	8,739	8,739	
General Insurance Fund	3,423	3,805	3,168	3,168	3,168	3,233	3,233	3,233	3,233	
Health Ins. Admin	2,790	2,584	2,760	2,760	2,760	2,584	2,584	2,584	2,584	
Property & Casualty	914	-	900	900	900	572	572	572	572	
Retirees	597,598	744,252	582,937	600,000	600,000	540,000	540,000	900,024	600,000	
Interest Earned	23,462	1,300	7,302	1,300	9,537	11,209	12,298	13,398	18,204	
Total Revenues	\$ 1,464,798	\$ 1,589,297	\$ 1,433,995	\$ 1,445,056	\$ 1,453,293	\$ 1,394,954	\$ 1,396,043	\$ 1,757,167	\$ 1,461,949	
TOTAL RESOURCES	\$ 1,912,300	\$ 2,248,860	\$ 2,181,834	\$ 2,398,723	\$ 2,406,960	\$ 2,515,862	\$ 2,625,853	\$ 3,096,968	\$ 3,282,317	
APPROPRIATIONS										
Operating Expenses:										
Administration Cost	74,412	83,052	78,167	84,718	83,052	83,052	83,052	73,600	73,600	
Health Claims	1,090,050	1,203,000	1,150,000	1,203,000	1,203,000	1,203,000	1,203,000	1,203,000	1,203,000	
Total Operations	1,164,462	1,286,052	1,228,167	1,287,718	1,286,052	1,286,052	1,286,052	1,276,600	1,276,600	
TOTAL APPROPRIATIONS	1,164,462	1,286,052	1,228,167	1,287,718	1,286,052	1,286,052	1,286,052	1,276,600	1,276,600	
Revenues Over / Under Expenses	300,336	303,245	205,828	157,338	167,241	108,902	109,991	480,567	185,349	
Other Items Affecting Working Capital		-	-	-	-	-	-	-	-	
ENDING WORKING CAPITAL	\$ 747,839	\$ 962,808	\$ 953,667	\$ 1,111,005	\$ 1,120,908	\$ 1,229,810	\$ 1,339,801	\$ 1,820,368	\$ 2,005,717	

2021

685- Retiree Health Insurance Fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
685-0000-376-01-00 Contributions / General fund	607,345	603,292	606,264	606,264	606,264	
685-0000-376-05-00 Contributions / CDBG	-	-	-	-	-	
685-0000-376-10-00 Contributions / Downtown services fund	5,573	5,845	5,496	5,496	5,496	
685-0000-376-30-00 Contributions / Water fund	54,106	53,929	55,236	55,236	55,236	
685-0000-376-40-00 Contributions / Sewer fund	32,003	33,517	31,584	31,584	31,584	
685-0000-376-50-00 Contributions / Sanitation fund	56,785	58,798	56,208	56,208	56,208	
685-0000-376-51-00 Contributions / Palm view golf course fd-	6,145	6,456	6,084	6,084	6,084	
685-0000-376-52-00 Contributions / Convention center fund	15,761	16,369	18,504	18,504	18,504	
685-0000-376-56-00 Contributions / McAllen int'l airport fd-	15,198	14,904	14,916	14,916	14,916	
685-0000-376-58-00 Contributions / Transit system	2,150	2,280	2,340	2,340	2,340	
685-0000-376-60-00 Contributions / McAllen int'l toll bridge	12,407	12,808	12,216	12,216	12,216	
685-0000-376-62-00 Contributions / McAllen Express	16,310	15,934	16,104	16,104	16,104	
685-0000-376-65-00 Contributions / Anzalduas intl crossing	4,307	4,485	3,696	3,696	3,696	
685-0000-376-66-00 Contributions / Fleet/mat- mgm't fund	8,522	8,739	8,280	8,280	8,280	
685-0000-376-68-00 Contributions / General insurances admin	3,423	3,805	3,168	3,168	3,168	
685-0000-376-72-00 Contributions / Health ins- - admin	2,790	2,584	2,760	2,760	2,760	
685-0000-376-76-00 Contributions / Employees	-	-	-	-	-	
685-0000-376-77-00 Contributions / Property and casualty fund	914	-	900	900	900	
685-0000-376-78-00 Contributions / Outside agencies	-	-	-	-	-	
685-0000-376-79-00 Contributions / Retirees	597,598	744,252	582,937	600,000	600,000	
376	1,441,337	1,587,997	1,426,693	1,443,756	1,443,756	-
685-0000-381-01-00 Interest / Pool cash	-	-	-	-	-	
685-0000-381-02-00 Interest / Texpool	10,841	1,300	5,005	1,300	9,537	
685-0000-381-03-00 Interest / Certificate of deposit	-	-	2,297	-	-	
685-0000-381-04-00 Interest / Other investments	6,007	-	-	-	-	
685-0000-381-20-00 Interest / Gain/loss sale of invest-	6,615	-	-	-	-	
381	23,462	1,300	7,302	1,300	9,537	-
685-0000-391-38-00 Operating transfers in / Health insurance	-	-	-	-	-	
391	-	-	-	-	-	-
685 Retiree Health Insurance	\$ 1,464,799	\$ 1,589,297	\$ 1,433,995	\$ 1,445,056	\$ 1,453,293	\$ -

2021

685-6060 Administration

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
685-6060-474-63-09 Other services & charges / Claims	-	-	-	-	-	
685-6060-474-63-73 Other services & charges / Outside adm- cost	74,412	83,052	78,167	84,718	83,052	
685-6060-474-63-97 Other services & charges / ARC contra offset	-	-	-	-	-	
685-6060-474-63-99 Other services & charges / Miscellaneous	-	-	-	-	-	
63	74,412	83,052	78,167	84,718	83,052	
685-6060-474-64-04 Other service & charges / Claims-medical over 65	253,116	200,000	250,000	200,000	200,000	
685-6060-474-64-05 Other service & charges / Claims-prescript over 65	186,995	190,000	190,000	190,000	190,000	
685-6060-474-64-13 Other service & charges / Claims-medical under 65	408,318	550,000	600,000	550,000	550,000	
685-6060-474-64-14 Other service & charges/Claims-prescript under 65	227,549	250,000	100,000	250,000	250,000	
685-6060-474-64-45 Other services & charges / Direct bill/cobra admin	14,071	13,000	10,000	13,000	13,000	
64	1,090,050	1,203,000	1,150,000	1,203,000	1,203,000	
685-6060	\$ 1,164,462	\$ 1,286,052	\$ 1,228,167	\$ 1,287,718	\$ 1,286,052	\$ -

**City of McAllen, Texas
Workers Compensation Fund
Working Capital Summary**

	Actual	Adjusted	Estimated	Dept	City Manager	Four Year Plan			
	18-19	Budget 19-20	19-20	Request 20-21	Recomm. 20-21	21-22	22-23	23-24	24-25
RESOURCES									
BEGINNING WORKING CAPITAL	\$ 12,118,775	\$ 9,028,752	\$ 8,790,146	\$ 6,912,139	\$ 6,912,139	\$ 4,310,285	\$ 3,989,181	\$ 3,565,119	\$ 2,411,142
Revenues:									
Fund Contributions: Wkrs Comp	2,173,702	1,956,543	1,957,437	1,738,494	1,738,494	2,765,463	2,665,717	1,956,543	1,738,494
Other Sources	115,370	133,500	128,500	120,000	120,000	150,000	150,000	133,500	133,500
Interest Earned	285,598	116,662	167,305	167,305	69,121	43,103	39,892	35,651	24,111
Total Revenues	2,574,670	2,206,705	2,253,242	2,025,799	1,927,615	2,958,566	2,855,609	2,125,694	1,896,105
TOTAL RESOURCES	\$ 14,693,445	\$ 11,235,457	\$ 11,043,388	\$ 8,937,938	\$ 8,839,754	\$ 7,268,851	\$ 6,844,789	\$ 5,690,813	\$ 4,307,248
APPROPRIATIONS									
Operating Expenses:									
Risk Management	\$ 699,790	\$ 954,343	\$ 885,925	\$ 947,690	\$ 947,466	\$ 946,165	\$ 946,165	\$ 946,165	\$ 946,165
Insurance Administration Fees	287,358	258,352	282,352	291,753	583,506	583,506	583,506	583,506	583,506
Workers' Comp. Claims Expenses	758,146	900,000	650,000	850,000	1,750,000	1,750,000	1,750,000	1,750,000	1,750,000
Total Operations	1,745,294	2,112,695	1,818,277	2,089,443	3,280,972	3,279,671	3,279,671	3,279,671	3,279,671
Other Financing Sources (Uses):									
Transfer out - Health Insurance Fund	4,150,105	1,713,831	2,766,736	-	1,390,151	-	-	-	-
Transfer out - Property & Casualty Fund	-	-	-	-	253,552	-	-	-	-
TOTAL APPROPRIATIONS	5,895,399	3,826,526	4,585,013	2,089,443	4,924,675	3,279,671	3,279,671	3,279,671	3,279,671
Revenues Over / Under Expenses	(3,320,729)	(1,619,821)	(2,331,771)	(63,644)	(2,997,059)	(321,105)	(424,062)	(1,153,977)	(1,383,565)
Other Items Affecting Working Capital									
Other items	(505,004)	-	-	-	-	-	-	-	-
Toll Bridge Fund Loan Payment	101,898	67,932	58,558	-	-	-	-	-	-
Airport Fund Loan Payment	395,206	395,206	395,206	395,206	395,206	-	-	-	-
ENDING WORKING CAPITAL	\$ 8,790,146	\$ 7,872,069	\$ 6,912,139	\$ 7,243,701	\$ 4,310,285	\$ 3,989,181	\$ 3,565,119	\$ 2,411,142	\$ 1,027,577

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
690-0000-361-55-00 Operating revenues / Risk and safety conference	3,575	8,500	-	8,500	8,500	
361	3,575	8,500	-	8,500	8,500	-
690-0000-375-01-00 Miscellaneous / Recovery prior yr exp	35,682	50,000	63,500	46,500	46,500	
690-0000-375-02-00 Miscellaneous / Workers comp TIBS	75,380	75,000	65,000	65,000	65,000	
690-0000-375-31-00 Miscellaneous / Hailstorm insurance recovery	-	-	-	-		
690-0000-375-99-00 Miscellaneous / Other	733	-	-	-		
375	111,795	125,000	128,500	111,500	111,500	-
690-0000-376-01-00 Contributions / General fund	1,336,122	1,284,599	1,284,599	1,134,009	1,134,009	
690-0000-376-05-00 Contributions / CDBG	123	351	351	88	88	
690-0000-376-10-00 Contributions / Downtown services fund	5,904	4,407	4,407	3,540	3,540	
690-0000-376-20-00 Contributions / TAG fund	894	-	894	2,481	2,481	
690-0000-376-30-00 Contributions / Water fund	97,912	80,727	80,727	63,714	63,714	
690-0000-376-40-00 Contributions / Sewer fund	66,338	54,156	54,156	49,302	49,302	
690-0000-376-50-00 Contributions / Sanitation fund	438,761	367,112	367,112	338,257	338,257	
690-0000-376-51-00 Contributions / Palm view golf course td-	13,482	10,713	10,713	9,147	9,147	
690-0000-376-52-00 Contributions / Convention center fund	29,713	24,468	24,468	19,287	19,287	
690-0000-376-56-00 Contributions / McAllen int'l airport fd-	38,755	30,340	30,340	25,819	25,819	
690-0000-376-58-00 Contributions / Transit system	8,445	5,788	5,788	4,090	4,090	
690-0000-376-60-00 Contributions / McAllen int'l toll bridge	24,895	18,843	18,843	15,124	15,124	
690-0000-376-62-00 Contributions / McAllen Express	78,678	54,170	54,170	57,159	57,159	
690-0000-376-65-00 Contributions / Anzalduas intl crossing	11,910	4,641	4,641	2,418	2,418	
690-0000-376-66-00 Contributions / Fleet/mat- mgm't fund	20,144	15,029	15,029	12,919	12,919	
690-0000-376-68-00 Contributions / General insurances admin	833	490	490	462	462	
690-0000-376-72-00 Contributions / Health ins- - admin	637	568	568	539	539	
690-0000-376-77-00 Contributions / Property and casualty fund	156	141	141	139	139	
376	2,173,702	1,956,543	1,957,437	1,738,494	1,738,494	-
690-0000-381-02-00 Interest / Texpool	84,029	53,937	53,937	53,937	69,121	
690-0000-381-03-00 Interest / Certificate of deposit	59,901	2,718	53,361	53,361		
690-0000-381-04-00 Interest / Other investments	71,198	31,497	31,497	31,497		
690-0000-381-12-00 Interest / Notes	32,368	17,975	17,975	17,975		
690-0000-381-14-00 Interest revenue / Other	-	-	-	-		
690-0000-381-20-00 Interest / Gain/loss sale of invest-	38,102	10,535	10,535	10,535		
381	285,598	116,662	167,305	167,305	69,121	-
690 Workers Comp	\$ 2,574,670	\$ 2,206,705	\$ 2,253,242	\$ 2,025,799	\$ 1,927,615	\$ -

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: RISK MANAGEMENT

			BASELINE						DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)
COMPENSATION											
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total	
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
2.	-	-		-	-	-	-	-			
3.	-	-		-	-	-	-	-			
4.	-	-		-	-	-	-	-			
5.	-	-		-	-	-	-	-			
Total											
Personnel Revisions											
1.	Overtime			-	-	-	-	-			
2.	Drug & Alcohol Coordinator to (2) Drug & Alcohol Specialists			1,284	-	960	7,834	10,078		10,078	Reclassify Exempt Drug & Alcohol Coordinator to (2) Non-Exempt Drug &
3.				-	-	-	-	-			
4.				-	-	-	-	-			
5.				-	-	-	-	-			
Total Compensation & Benefits			\$ 473,777	\$ 1,284	\$ -	\$ 960	\$ 7,834	\$ 10,078		\$ 10,078	
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. Educational refund							3,500		3,500	Tuition Reimbursement/ Safety Manager
	2. Workers comp claims exp							(50,000)		(50,000)	Anticipated claims savings
	3. < Please select category >										
	4. < Please select category >										
	5. < Please select category >										
Total Other Services & Charges			\$ 449,670					\$ (46,500)		\$ (46,500)	
MAINTENANCE											
	1. Vehicles							1,020		1,020	Maintenance for second acquired vehicle
	2. Fuel & lubricants							800		800	Fuel increases for second acquired vehicle
	3. < Please select category >										
	4. < Please select category >										
	5. < Please select category >										
Total Maintenance			\$ 1,820					\$ 1,820		\$ 1,820	
CAPITAL OUTLAY											
** See Attached Capital Outlay Request Form											
Total Capital Outlay								\$ 1,525		\$ 1,525	
TOTAL			\$ 930,767					\$ (33,077)		\$ (33,077)	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: WORKERS COMPENSATION FUND
DEPARTMENT: RISK MANAGEMENT

DEPT REQUEST				CM RECOMM		
Office Furniture/equipment						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
Cysco Phone #8851	\$0	1	\$325	1	\$325	Phone for new drug alcohol position
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$325		\$325	

Computer-Hardware						
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
desktop and monitor	\$0	1	\$1,200	1	\$1,200	Necessary to set up work station for new drug /alcohol position
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
	\$0		\$0		\$0	
TOTAL			\$1,200		\$1,200	

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

Grand Total			\$1,525		\$1,525	
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**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
690-6160-471-60-01 Compensation / Exempt	166,018	187,307	187,307	133,121	133,121	
690-6160-471-60-02 Compensation / Non-exempt	124,139	154,698	154,698	218,045	218,045	
690-6160-471-60-10 Compensation / Overtime	1,879	1,500	1,500	1,500	1,500	
690-6160-471-60-14 Compensation / Car allowance	5,800	8,400	8,400	8,400	8,400	
690-6160-471-60-15 Compensation/Certification	-	-	-	-	-	
690-6160-471-60-17 Compensation / Telephone	1,960	2,160	2,160	3,120	3,120	
60	299,796	354,065	354,065	364,186	364,186	-
690-6160-471-61-30 Benefits / Social security	20,635	27,086	27,086	27,861	27,861	
690-6160-471-61-36 Benefits / Retirement	22,656	27,476	27,476	31,538	31,538	
690-6160-471-61-40 Benefits / Unemployment tax	63	1,368	1,368	720	720	
690-6160-471-61-46 Benefits / Workers' comp-	833	884	884	688	688	
690-6160-471-61-50 Benefits / Health cost	26,897	33,168	33,168	55,080	55,080	
690-6160-471-61-52 Benefits / Life insurance	212	600	600	609	609	
690-6160-471-61-53 Benefits / Retiree health ins (ARC)	3,423	3,423	3,423	3,173	3,173	
690-6160-471-61-56 Benefits/Pension Cost-TMRS	-	-	-	-	-	
61	74,718	94,005	94,005	119,669	119,669	-
690-6160-473-62-02 Supplies / Office	5,165	5,500	4,000	5,500	5,500	
62	5,165	5,500	4,000	5,500	5,500	-
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 & subscription	1,697	2,500	2,500	2,500	2,500	
690-6160-474-63-45 Other services & charges / Professional	2,139	46,689	15,000	3,000	3,000	
690-6160-474-63-60 Other services & charges / Risk & safety sympos	9,684	8,500	-	8,500	8,500	
690-6160-474-63-64 Other services & charges / Training	16,669	18,000	13,000	18,000	18,000	
690-6160-474-63-65 Other services & charges / Travel	14,923	12,000	8,000	12,000	12,000	
690-6160-474-63-73 Other services & charges / Drug & Alcohol Ser	-	285,000	275,000	285,000	285,000	
690-6160-474-63-75 Other services & charges / Rental-general dep	-	-	-	-	-	
690-6160-474-63-91 Other services & charges / Educational Refund	-	2,350	-	5,850	5,850	
690-6160-474-63-94 Other services & charges / Premiums expense	-	-	-	-	-	
690-6160-474-63-99 Other services & charges / Miscellaneous	1,773	3,500	2,500	3,500	3,500	
63	314,501	493,359	430,320	453,170	453,170	-
690-6160-475-65-16 Maintenance / Vehicles	262	1,020	2,000	2,040	2,040	

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
690-6160-475-65-25 Maintenance / Hailstorm repair cost 65	-	-	-	-	-	-
	670	1,820	2,500	3,640	3,640	-
690-6160-476-66-16 Capital outlay / Office furniture/equip-	-	950	-	325	325	
690-6160-476-66-22 Capital outlay / Computer-hardware	-	-	-	1,200	1,200	
690-6160-476-66-99 Capital outlay / Non-capitalized 66	4,940	-	1,459	-	-	
	4,940	950	1,459	1,525	1,525	-
690-6160-479-78-01 Disaster Exp/ COVID-19 78	-	-	-	-	-	-
	-	-	-	-	-	-
690-6160 Administration	\$ 699,790	\$ 949,699	\$ 886,349	\$ 947,690	\$ 947,690	\$ -

2021

690-6164 General insurances

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
690-6164-474-63-08 Other services & charges / Claims pd-Crawford	-	-	-	-	-	
690-6164-474-63-09 Other service & charges / Workers comp claims	758,146	900,000	650,000	850,000	1,750,000	
690-6164-474-63-29 Other services & charges / Ins--liability	-	-	-	-	-	
690-6164-474-63-33 Other services & charges / Ins--workers comp-	-	-	-	-	-	
690-6164-474-63-45 Other services & charges / Professional	22,817	18,099	18,099	17,500	35,000	
690-6164-474-63-73 Other services & charges / Workers comp admi	144,000	120,000	144,000	144,000	288,000	
690-6164-474-63-94 Other services & charges / Worker comp prem	120,541	120,253	120,253	130,253	260,506	
63	1,045,504	1,158,352	932,352	1,141,753	2,333,506	
690-6164-474-64-10 Other services & charges / 1-2-1 Company-clair	-	-	-	-	-	
690-6164-474-64-26 Other services & charges / Workers comp claim	-	-	-	-	-	
690-6164-474-64-47 Other services & charges / Settlements	-	-	-	-	-	
64	-	-	-	-	-	
690-6164 General Insurance	\$ 1,045,504	\$ 1,158,352	\$ 932,352	\$ 1,141,753	\$ 2,333,506	

**CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021**

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
6160471	WORKERS COMP	1			DIRECTOR OF RISK MANAGEMENT	FILLED	\$ 76,389
6160471	WORKERS COMP	1			SAFETY PROGRAM MANAGER	FILLED	56,732
6160471	WORKERS COMP	<u>0</u>			ALCOHOL & DRUG COORDINATOR	RECLASSIFIED TO D&A SPECIALIST	<u>-</u>
		2					133,121
6160471	WORKERS COMP		1		ADMINISTRATIVE SUPERVISOR	UNFILLED	37,325
6160471	WORKERS COMP		1		DRUG & ALCOHOL SPECIALIST	RECLASSIFIED FROM D&A COORDINATOR	28,277
6160472	WORKERS COMP		1		DRUG & ALCOHOL SPECIALIST	RECLASSIFIED FROM D&A COORDINATOR	28,277
6160471	WORKERS COMP		1		WC PROCESSING CLERK	FILLED	31,461
6160471	WORKERS COMP		1		SENIOR ADMINISTRATIVE CLERK	UNFILLED	28,277
6160471	WORKERS COMP		1		SENIOR ADMINISTRATIVE CLERK	UNFILLED	28,277
6160471	WORKERS COMP		1		ADMINISTRATIVE ASSISTANT	FILLED	34,651
6160471	WORKERS COMP				CERT PAY		<u>1,500</u>
			7				218,045
					OVERTIME		1,500
					CAR ALLOWANCE		8,400
					TELEPHONE		<u>3,120</u>
							13,020
CURRENT POSITIONS			9				364,186



Mission Statement:
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.

Department Summary	Actual 18-19	Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Mgr Recomm 20-21	Four Year Plan				
							21-22	22-23	23-24	24-25	
Expenditure Detail:											
Personnel Services											
Salaries and Wages	\$ 299,796	\$ 348,872	\$ 354,065	\$ 354,065	\$ 364,186	\$ 364,186	\$ 364,186	\$ 364,186	\$ 364,186	\$ 364,186	\$ 364,186
Employee Benefits	74,718	93,205	94,005	94,005	119,669	119,669	119,669	119,669	119,669	119,669	119,669
Supplies	5,165	5,500	5,500	4,000	5,500	5,500	5,500	5,500	5,500	5,500	5,500
Other Services and Charges	314,501	449,670	493,359	430,320	453,170	453,170	453,170	453,170	453,170	453,170	453,170
Maintenance	670	1,820	1,820	2,500	3,640	3,640	3,640	3,640	3,640	3,640	3,640
Operations Subtotal	694,850	899,067	948,749	884,890	946,165	946,165	946,165	946,165	946,165	946,165	946,165
Capital Outlay	4,940	950	950	1,459	1,525	1,525	-	-	-	-	-
Operations & Capital Outlay Total	699,790	900,017	949,699	886,349	947,690	947,690	946,165	946,165	946,165	946,165	946,165
Non Departmental											
Cost of Living Adjustment (COLA)	-	11,061	5,068	-	-	-	-	-	-	-	-
Workers' Comp. - Loss Run Ratio	-	(424)	(424)	(424)	-	(224)	-	-	-	-	-
Total Expenditures	\$ 699,790	\$ 910,654	\$ 954,343	\$ 885,925	\$ 947,690	\$ 947,466	\$ 946,165	\$ 946,165	\$ 946,165	\$ 946,165	\$ 946,165
PERSONNEL											
Exempt	2	3	3	3	2	2	2	2	2	2	2
Non-Exempt	4	5	5	5	7	7	7	7	7	7	7
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	6	8	8	8	9	9	9	9	9	9	9
Resources											
Actual 18-19											
Budget 19-20											
Adjusted Budget 19-20											
Estimated 19-20											
Dept Request 20-21											
City Mgr Recomm 20-21											
Four Year Plan 21-22											
Four Year Plan 22-23											
Four Year Plan 23-24											
Four Year Plan 24-25											
Related Revenue Generated	\$ 2,173,702	\$ 1,956,543	\$ 1,956,543	\$ 1,957,437	\$ 1,738,494	\$ 1,738,494	\$ 2,765,463	\$ 2,665,717	\$ 1,956,543	\$ 1,738,494	\$ 1,738,494

Contact Us:

Yolanda Perez
Director, Risk
Management
1300 W. Houston
McAllen, TX 78501
(956) 681-1410

MAJOR FY 20-21 GOALS

1. Maintain cost containment within the workers compensation program by working collectively with our third party administrators 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 program by means of employee training, improved safety processes, job site assessment and mitigation.
4. Continue to effectively administer the City's Drug and Alcohol Program to maintain a safe and drug free workplace.



Workman's Compensation Fund

www.mcallen.net/departments/risk

Performance Measures

	Actual FY 18-19	Goal FY 19-20	Estimated FY 19-20	Goal FY 20-21
Inputs:				
Number of full time employees	8	8	8	9
Total Department Expenditures	\$ 1,745,294	\$2,112,695	\$1,818,277	\$3,280,972
Risk - Administration Costs	\$ 699,790	\$ 954,343	\$ 885,925	\$ 947,466
Workers Compensation Claims Expenses	\$ 758,146	\$ 900,000	\$ 650,000	\$1,750,000
Insurance Administration Fees	\$ 287,358	\$ 258,352	\$ 282,352	\$ 583,506
Outputs:				
Number of WC Claims submitted to Third Party Administrator	154	150	180	150
Number of WC Record Only Incidents that were reported but not submitted to the Third Party Administrator.	181	175	185	175
Number of Auto Liability Claims processed	158	125	132	125
Number of General Liability Claims processed	137	100	148	125
Number of Property Damage Claims processed	463	400	378	350
Number of Safety & Loss Control Trainings	101	125	145	160
Number of Drug Screens Administered	2871	2700	2764	2780
Number of Breath Alcohol Tests Administered	2229	2750	2270	2300
Effectiveness Measures:				
Number of WC claims that incurred lost time.	60	45	50	40
Number of WC claims that did not incur lost time.	94	100	85	70
Number of Drug Screens submitted for MRO specimen review.	29	20	24	15
Number of Breath Alcohol Tests that have required confirmation testing.	4	0	6	0
Efficiency Measures:				
Average number of days to Workers' Compensation claims closure.	18	15	16	10
Number of Quality Assurance Surveys Completed	82	150	116	120

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

Description:

The Risk Management Department executes the administration of the Workers Compensation program, the property and casualty claims processing, Safety Management & the Drug and Alcohol Program.

2021

690-9010 Non-departmental

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
690-6161-471-61-97 Benefits / Contingency workers comp loss run i	-	(424)	(424)	-	(224)	
690-6161-471-61-99 Benefits / Cost of Living Adjustment (COLA)	-	5,068		-	-	
61	-	4,644	(424)	-	(224)	-
690-9010-477-68-02 Depreciation / Expense	3,604					
68	3,604					
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	-	-		-	-	
690-9010-499-74-07 Operating transfers out / Information tech- fur	-	-		-	-	
690-9010-499-74-78 Operating transfers out / Health Insurance Fun	4,150,105	1,713,831	2,766,736	-	1,390,151	
690-9010-499-74-XX Operating transfers out / Property & Casualty f	-	-	-	-	253,552	
74	4,150,105	1,713,831	2,766,736	-	1,643,703	-
<hr/>						
Workers Comp Fund Total Expenditures	\$ 5,895,399	\$ 3,826,526	\$ 4,585,013	\$ 2,089,443	\$ 4,924,675	\$ -

**City of McAllen, Texas
Property and Casualty Insurance Fund
Working Capital Summary**

	Actual 18-19	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Manager Recomm 20-21	Four Year Plan			
						21-22	22-23	23-24	24-25
RESOURCES									
BEGINNING WORKING CAPITAL	\$ 87,560	\$ 43,078	\$ (12,365)	\$ (194,549)	\$ (194,549)	\$ 0	\$ (59,140)	\$ (118,280)	\$ (177,421)
Revenues:									
Fund Contributions:	805,730	800,000	805,730	805,730	800,000	800,000	800,000	800,000	805,730
Other	(4,866)	-	-	-	-	-	-	-	-
Transfer-in - Workers Comp Fund	-	-	-	-	253,552	-	-	-	-
Total Revenues	800,864	800,000	805,730	805,730	1,053,552	800,000	800,000	800,000	805,730
TOTAL RESOURCES	\$ 888,424	\$ 843,078	\$ 793,365	\$ 611,181	\$ 859,003	\$ 800,000	\$ 740,860	\$ 681,720	\$ 628,309
APPROPRIATIONS									
Operating Expenses:									
Administration	\$ 118,869	\$ 163,811	\$ 172,356	\$ 179,873	\$ 179,735	\$ 179,873	\$ 179,873	\$ 179,873	\$ 179,873
Insurance Premiums	347,557	343,267	343,267	343,267	343,267	343,267	343,267	343,267	343,267
Claim Expenses	433,807	336,000	472,291	336,000	336,000	336,000	336,000	336,000	336,000
Total Operations	900,233	843,078	987,914	859,140	859,002	859,140	859,140	859,140	859,140
TOTAL APPROPRIATIONS	900,233	843,078	987,914	859,140	859,002	859,140	859,140	859,140	859,140
Revenues Over / Under Expenses	(99,369)	(43,078)	(182,184)	(53,410)	194,550	(59,140)	(59,140)	(59,140)	(53,410)
Other Items Affecting Working Capital	(556)	-	-	-	-	-	-	-	-
ENDING WORKING CAPITAL	\$ (12,365)	\$ -	\$ (194,549)	\$ (247,960)	0	\$ (59,140)	\$ (118,280)	\$ (177,421)	\$ (230,831)

2021

692- Property And Casualty Ins Fund

**Preliminary Form "A" Revenues Worksheet
For Fiscal Year 2020-2021**

	Actuals	Adjusted	Estimated	Department	City Manager	City Comm
	FY 18-19	Budget	FY 19-20	Request	Recomm	Recomm
	FY 18-19	FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21
692-0000-375-01-00 Miscellaneous / Recovery of prior years expense	(5,390)	-	-	-	-	-
692-0000-375-02-00 Miscellaneous / Insurance recoveries	525	-	-	-	-	-
692-0000-375-99-00 Miscellaneous / Other	-	-	-	-	-	-
375	(4,866)	-	-	-	-	-
692-0000-376-01-00 Contributions / General fund	457,085	457,085	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	4,526	4,526	4,526	-
692-0000-376-30-00 Contributions / Water fund	39,060	39,060	39,060	39,060	39,060	-
692-0000-376-40-00 Contributions / Sewer fund	42,528	42,528	42,528	42,528	42,528	-
692-0000-376-50-00 Contributions / Sanitation fund	104,034	104,034	104,034	104,034	104,034	-
692-0000-376-51-00 Contributions / Palm view golf course fund	3,847	3,847	3,847	3,847	3,847	-
692-0000-376-52-00 Contributions / Convention center fund	30,712	30,712	30,712	30,712	30,712	-
692-0000-376-55-00 Contributions / Performing arts center fund	5,730	-	5,730	5,730	-	-
692-0000-376-56-00 Contributions / Airport fund	27,314	27,314	27,314	27,314	27,314	-
692-0000-376-58-00 Contributions / Transit system fund	38,696	38,696	38,696	38,696	38,696	-
692-0000-376-60-00 Contributions / Toll bridge fund	23,171	23,171	23,171	23,171	23,171	-
692-0000-376-62-00 Contributions / McAllen express fund	5,803	5,803	5,803	5,803	5,803	-
692-0000-376-65-00 Contributions / Anzalduas Intl Crossing fd	20,963	20,963	20,963	20,963	20,963	-
692-0000-376-66-00 Contributions / Fleet/material mgmt fund	1,600	1,600	1,600	1,600	1,600	-
692-0000-376-68-00 Contributions / General insurances fd	355	355	355	355	355	-
692-0000-376-72-00 Contributions / Health insurance fund	306	306	306	306	306	-
376	805,730	800,000	805,730	805,730	800,000	-
692-0000-391-XX-00 Operating Transfer In / Risk Management	-	-	-	-	253,552	-
391	-	-	-	-	253,552	-
692 Property & Casualty	\$ 800,864	\$ 800,000	\$ 805,730	\$ 805,730	\$ 1,053,552	\$ -

City of McAllen, Texas
Property and Casualty Insurance Fund
Expense Summary

	Actual 18-19	Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	City Mgr Recomm. 20-21	Four Year Plan			
							21-22	22-23	23-24	24-25
<u>BY DEPARTMENT</u>										
Administration	\$ 900,233	\$ 843,078	\$ 843,078	\$ 859,140	\$ 859,140	\$ 859,002	\$ 859,140	\$ 859,140	\$ 859,140	\$ 859,140
TOTAL EXPENDITURES	\$ 900,233	\$ 843,078	\$ 843,078	\$ 859,140	\$ 859,140	\$ 859,002	\$ 859,140	\$ 859,140	\$ 859,140	\$ 859,140
<u>BY EXPENSE GROUP</u>										
Expenses:										
Personnel Services										
Salaries and Wages	\$ 53,847	\$ 103,385	\$ 103,063	\$ 111,608	\$ 111,608	\$ 111,608	\$ 111,608	\$ 111,608	\$ 111,608	\$ 111,608
Employee Benefits	11,064	23,078	23,400	30,917	30,917	30,779	30,917	30,917	30,917	30,917
Supplies	3,064	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
Other Services and Charges	832,259	715,115	715,115	715,115	715,115	715,115	715,115	715,115	715,115	715,115
Maintenance	-	-	-	-	-	-	-	-	-	-
TOTAL OPERATING EXPENSES	900,233	843,078	843,078	859,140	859,140	859,002	859,140	859,140	859,140	859,140
Capital Outlay	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 900,233	\$ 843,078	\$ 843,078	\$ 859,140	\$ 859,140	\$ 859,002	\$ 859,140	\$ 859,140	\$ 859,140	\$ 859,140
<u>PERSONNEL</u>										
Administration	1	2	2	2	2	2	2	3	3	3
TOTAL PERSONNEL	1	2	2	2	2	2	2	3	3	3

CITY OF McALLEN

DECISION PACKAGE FY 2020 - 2021

DEPARTMENT NAME: PROPERTY & CASUALTY

			BASELINE					DEPT REQUEST	CITY MANAGER RECOMM	JUSTIFICATION (MANDATORY)	
COMPENSATION											
New Position	Number Position	Base Salary		Salary	Car Allowance	Phone Allowance	Fringe Benefits	Total	Number Positions	Total	
1.	-	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -			
2.	-	-		-	-	-	-	-			
3.	-	-		-	-	-	-	-			
4.	-	-		-	-	-	-	-			
5.	-	-		-	-	-	-	-			
Total		-		-	-	-	-	-		-	
Personnel Revisions											
1. Overtime				-	-	-	-	-			
2.	-			-	-	-	-	-			
3.	-			-	-	-	-	-			
4.	-			-	-	-	-	-			
5.	-			-	-	-	-	-			
Total Compensation & Benefits			\$ 142,525	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
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.	< Please select category >										
2.	< Please select category >										
3.	< Please select category >										
4.	< Please select category >										
5.	< Please select category >										
6.	< Please select category >										
7.	< Please select category >										
8.	< Please select category >										
9.	< Please select category >										
10.	< Please select category >										
Total Other Services & Charges			\$ 35,848					\$ -		\$ -	
MAINTENANCE											
1.	Equipment										
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			\$ 179,873					\$ -		\$ -	

CAPITAL OUTLAY REQUEST FORM

**CITY OF McALLEN
FY 2020 - 2021**

FUND: PROPERTY & CASUALTY FUND
DEPARTMENT: PROPERTY & CASUALTY

		<u>DEPT REQUEST</u>		<u>CM RECOMM</u>			
Office Furniture/equipment	ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
		\$0		\$0		\$0	
	TOTAL			\$0		\$0	
<Please select a category>							
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)	
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	TOTAL		\$0		\$0		
<Please select a category>							
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)	
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	TOTAL		\$0		\$0		
<Please select a category>							
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)	
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	TOTAL		\$0		\$0		
<Please select a category>							
ITEM	UNIT PRICE	QUANTITY	TOTAL COST	QUANTITY	TOTAL COST	JUSTIFICATION (MANDATORY)	
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	\$0		\$0		\$0		
	TOTAL		\$0		\$0		
	Grand Total		\$0		\$0		

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
692-6166-471-60-01 Compensation / Exempt	-	-	-	-	-	
692-6166-471-60-02 Compensation / Non-exempt	51,327	97,341	106,568	106,568	106,568	
692-6166-471-60-10 Compensation / Overtime	-	-	-	-	-	
692-6166-471-60-14 Compensation / Car allowance	1,800	2,400	3,600	3,600	3,600	
692-6166-471-60-17 Compensation / Telephone	720	1,320	1,440	1,440	1,440	
60	53,847	101,061	111,608	111,608	111,608	
692-6166-471-61-30 Benefits / Social security	4,771	7,731	7,731	8,538	8,538	
692-6166-471-61-36 Benefits / Retirement	4,909	7,842	7,842	9,665	9,665	
692-6166-471-61-40 Benefits / Unemployment	17	342	342	144	144	
692-6166-471-61-46 Benefits / Workers comp	156	296	296	277	277	
692-6166-471-61-50 Benefits / Health cost	280	6,264	6,264	11,208	11,208	
692-6166-471-61-52 Benefits / Life insurance	17	165	165	185	185	
692-6166-471-61-53 Benefits / Retiree health insurance	914	914	914	900	900	
61	11,064	23,554	23,554	30,917	30,917	
692-6166-473-62-02 Supplies / Office	3,064	1,500	1,500	1,500	1,500	
62	3,064	1,500	1,500	1,500	1,500	
692-6166-474-63-09 Other services & charges / Claims	-	-	-	-	-	
692-6166-474-63-14 Other services & charges / Dues & subscription	30,210	20,000	20,000	20,000	20,000	
692-6166-474-63-45 Other services & charges / Professional	19,775	13,348	13,348	13,348	13,348	
692-6166-474-63-52 Other services & charges / Rental & contractu	-	-	-	-	-	
692-6166-474-63-64 Other services & charges / Training	-	1,000	1,000	1,000	1,000	
692-6166-474-63-65 Other services & charges / Travel	-	1,500	1,500	1,500	1,500	
692-6166-474-63-99 Other services & charges / Miscellaneous	910	-	-	-	-	
63	50,895	35,848	35,848	35,848	35,848	-
692-6166-479-78-01 Disaster Exp/ COVID-19	-	-	-	-	-	
78	-	-	-	-	-	-
692-6166 Administration	\$ 118,869	\$ 161,963	\$ 172,510	\$ 179,873	\$ 179,873	\$ -

2021

692-6186 Property & Casualty-Contingenc

**Preliminary Form "A" Worksheet
For Fiscal Year 2020-2021**

	Actuals FY 18-19	Adjusted Budget FY 19-20	Estimated FY 19-20	Department Request FY 20-21	City Manager Recomm FY 20-21	City Comm Recomm FY 20-21
692-6174-474-63-17 Premiums / Ins-employee bond	525	6,031	6,031	6,031	6,031	
692-6174-474-63-24 Premiums / Ins-auto liability	-	23,843	23,843	23,843	23,843	
692-6174-474-63-26 Premiums / Ins-errors & omissions	5,931	37,240	37,240	37,240	37,240	
692-6174-474-63-27 Premiums / Ins-real & personal pro	269,111	162,367	162,367	162,367	162,367	
692-6174-474-63-28 Premiums / Ins-law enforcement	-	41,296	41,296	41,296	41,296	
692-6174-474-63-29 Other services & charges / Ins-liability	20,036	24,479	24,479	24,479	24,479	
692-6174-474-63-30 Premiums / Ins-mobile equip	-	-	-	-	-	
692-6174-474-63-71 Premiums / Ins - special events	20,727	40,000	40,000	40,000	40,000	
692-6174-474-63-93 Premiums / Ins-aviation	12,257	8,011	8,011	8,011	8,011	
63	328,586	343,267	343,267	343,267	343,267	
692-6174-474-64-30 Premiums/ Ins. -Auto castastrophe	18,516	-	-	-	-	
692-6174-474-64-81 Premiums / Notary bonds	455	-	-	-	-	
64	18,971	-	-	-	-	
692-6174 Premiums	\$ 347,557	\$ 343,267	\$ 343,267	\$ 343,267	\$ 343,267	
	\$ -	\$ -	\$ -	\$ -	\$ -	
692-6194-474-63-17 Claims expenses / Employee bond	-	8,600	8,600	8,600	8,600	
692-6194-474-63-24 Claims expenses / Auto liability	393,552	193,355	357,454	193,355	193,355	
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	-	19,650	19,650	19,650	19,650	
692-6194-474-63-29 Claims expenses / General liability	36,038	81,887	81,887	81,887	81,887	
63	429,589	308,192	472,291	308,192	308,192	
692-6194-474-64-27 Claims expense / TML deductibles	4,217	27,808	-	27,808	27,808	
64	4,217	27,808	-	27,808	27,808	
692-6194 Claims Expenses	\$ 433,807	\$ 336,000	\$ 472,291	\$ 336,000	\$ 336,000	
	\$ -	\$ -	\$ -	\$ -	\$ -	
692-6186-471-61-97 Benefits / Contingency-workers comp loss run ratio	-	(154)	(154)	-	(138)	
692-6186-471-61-99 Benefits / Cost of Living Adjustment (COLA)	-	2,002	-	-	-	
61	-	1,848	(154)	-	(138)	-
692-6186 Contingency	\$ -	\$ 1,848	\$ (154)	\$ -	\$ (138)	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	
Property & Casualty Fund Total Expenditures	\$ 900,233	\$ 843,078	\$ 987,914	\$ 859,140	\$ 859,002	\$ -

CITY OF McALLEN
PERSONNEL SCHEDULE WORKSHEET
PROPOSED REQUESTS FY 2020-2021

DEPT. #	DEPARTMENT	EXEMPT	NON-EXEMPT/ PART-TIME	NOT BUDGET POSITIONS	POSITION	STATUS	CURRENT SALARIES/ WAGES
6166471	ADMINISTRATION		1		CLAIMS ADJUSTER	FILLED	55,586
6166471	ADMINISTRATION		<u>1</u>		ASSISTANT CLAIMS ADJUSTER	FILLED	<u>50,982</u>
			2				106,568
					CAR ALLOWANCE		3,600
					TELEPHONE		<u>1,440</u>
							5,040
	CURRENT POSITIONS		2				111,608

Property and Casualty Insurance Fund

www.mcallen.net/departments/risk

Mission Statement: Our mission is to effectively mitigate loss and protect the assets of the City through careful and diligent claims handling.	Department Summary										
	Expenditure Detail:	Actual	Budget	Adjusted Budget	Estimated	Dept Request	City Mgr Recommend	Four Year Plan			
	18-19	19-20	19-20	19-20	20-21	20-21	20-21	21-22	22-23	23-24	24-25
Personnel Services											
Salaries and Wages	\$ 53,847	\$ 98,971	\$ 101,061	\$ 111,608	\$ 111,608	\$ 111,608	\$ 111,608	\$ 111,608	\$ 111,608	\$ 111,608	\$ 111,608
Employee Benefits	11,064	23,232	23,554	23,554	30,917	30,917	30,917	30,917	30,917	30,917	30,917
Supplies	3,064	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
Other Services and Charges	50,895	35,848	35,848	35,848	35,848	35,848	35,848	35,848	35,848	35,848	35,848
Maintenance	-	-	-	-	-	-	-	-	-	-	-
Operations Subtotal	118,869	159,551	161,963	172,510	179,873	179,873	179,873	179,873	179,873	179,873	179,873
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-
Operations & Capital Outlay Total	118,869	159,551	161,963	172,510	179,873	179,873	179,873	179,873	179,873	179,873	179,873
Non Departmental											
Premiums Insurance	347,557	343,267	343,267	343,267	343,267	343,267	343,267	343,267	343,267	343,267	343,267
Claims Expenses	433,807	336,000	336,000	472,291	336,000	336,000	336,000	336,000	336,000	336,000	336,000
Cost of Living Adjustment (COLA)	-	4,414	2,002	-	-	-	-	-	-	-	-
Workers' Comp. - Loss Run Ratio	-	(154)	(154)	(154)	-	(138)	-	-	-	-	-
Total Expenditures	\$ 900,233	\$ 843,078	\$ 843,078	\$ 987,914	\$ 859,140	\$ 859,002	\$ 859,140	\$ 859,140	\$ 859,140	\$ 859,140	\$ 859,140
PERSONNEL											
Exempt	-	-	-	-	-	-	-	-	-	-	-
Non-Exempt	2	2	2	2	2	2	3	3	3	3	3
Part-Time	-	-	-	-	-	-	-	-	-	-	-
Total Positions Authorized	2	2	2	2	2	2	3	3	3	3	3
Resources											
Actual											
Budget											
Adjusted Budget											
Estimated											
Dept Request											
City Mgr Recommend											
21-22											
Four Year Plan											
22-23											
23-24											
24-25											
Related Revenue Generated	\$ 800,864	\$ 800,000	\$ 800,000	\$ 805,730	\$ 805,730	\$ 1,053,552	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 805,730

Contact Us:

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 1300 W. Houston
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MAJOR FY 20-21 GOALS

- 1.) Create an effective self-funded property and casualty insurance program through comprehensive claims analysis and effective accident investigations.
- 2.) Achieve a cost effective approach in the mitigation of losses.
- 3.) Establish a positive working relationship with internal and external customers to solve claims fair and expeditiously in an effort to reduce litigation cost.

City of McAllen, Texas
Water Fund
Working Capital Summary

	Actual 18-19	Budget 19-20	Amended Budget 19-20	Estimated 19-20	Dept Request 20-21	Gen. Mgr Recomm. 20-21
RESOURCES						
BEGINNING WORKING CAPITAL	\$ 6,364,255	\$ 5,635,087	\$ 5,635,087	\$ 7,483,742	\$ 8,463,536	\$ 8,463,536
Revenues:						
Residential Water Sales	10,705,875	14,371,367	14,371,367	13,033,146	14,428,560	14,428,560
Commercial Water Sales	5,542,633	6,499,482	6,499,482	6,814,176	6,508,437	6,508,437
Industrial Water Sales	341,217	541,053	541,053	398,694	541,053	541,053
Regional Water Sales	97,138	340,000	340,000	189,966	340,000	340,000
Misc. Operating Revenues	469,909	400,000	400,000	422,346	400,000	400,000
Tap Fees	288,200	450,000	450,000	265,525	450,000	450,000
Connect Fees	182,075	180,000	180,000	157,150	180,000	180,000
Reconnect Fees	194,600	190,000	190,000	170,025	190,000	190,000
Billing Charges	460,000	460,000	460,000	460,000	460,000	460,000
Reimbursements	45,826	35,000	35,000	14,480	35,000	35,000
Misc. Non-Operating Revenues	324,884	235,500	235,500	339,837	235,500	235,500
Interest Earned	399,671	84,526	84,526	244,641	84,635	84,635
Total Revenues	19,052,028	23,786,928	23,786,928	22,509,986	23,853,185	23,853,185
Operating Transfers In	-	-	-	-	-	-
Total Revenues and Transfers	19,052,028	23,786,928	23,786,928	22,509,986	23,853,185	23,853,185
TOTAL RESOURCES	\$ 25,416,283	\$ 29,422,015	\$ 29,422,015	\$ 29,993,728	\$ 32,316,721	\$ 32,316,721
APPROPRIATIONS						
Operating Expenses:						
Administration and General/Benefits	\$ 1,921,899	\$ 1,928,735	\$ 1,955,948	\$ 1,822,243	\$ 1,724,664	\$ 1,849,814
Employee Benefits/Contingency	48,000	270,075	123,477	3,500	35,000	35,000
Liability and Misc. Insurance	39,060	55,099	55,099	55,099	55,099	55,099
Water Treatment Plant	4,176,241	4,710,888	4,739,853	4,735,913	4,821,729	4,921,729
Cost of Raw Water	2,089,621	2,597,311	2,597,311	2,597,311	2,684,771	2,593,905
Water Laboratory	397,483	439,102	444,954	441,591	444,758	444,758
Transmission & Distribution	2,172,184	2,788,607	2,826,456	2,652,653	3,015,599	3,015,599
Water Meter Readers	919,879	1,104,560	1,120,102	1,024,516	1,112,868	1,115,368
Utility Billing	760,881	825,915	833,963	788,244	860,691	860,691
Customer Relations	943,727	1,090,978	1,108,154	1,120,942	1,072,085	1,072,085
Treasury Management	450,311	563,573	569,526	531,533	577,986	577,986
Capital Outlay	-	-	-	-	-	-
Total Operations	13,919,288	16,374,843	16,374,843	15,773,545	16,405,249	16,542,034
Transfers To Depreciation Fund	1,590,160	1,600,986	1,600,986	1,594,252	1,606,935	1,606,935
Transfers to Debt Service-2015 Issue	1,082,191	1,088,612	1,088,612	1,088,612	1,090,082	1,090,082
Transfers to Debt Service-2016 Issue	1,037,439	805,917	805,917	805,917	803,552	803,552
Transfers to Debt Service-2018 Issues	372,947	527,040	527,040	527,040	530,143	530,143
Transfers to Planned Debt Service	-	-	-	-	-	220,917
Transfers to Capital Improvements	1,170,921	1,271,960	1,271,960	1,271,960	1,790,415	1,875,415
Other Non-operating expenses / Health Ins	472,651	207,352	207,352	207,352	103,676	103,676
Rebatable Arbitrage / Bond-related charges	120,981	-	-	-	-	-
Total Non-operating	5,847,290	5,501,867	5,501,867	5,495,133	5,924,803	6,230,720
TOTAL APPROPRIATIONS	\$ 19,766,578	\$ 21,876,710	\$ 21,876,710	\$ 21,268,678	\$ 22,330,052	\$ 22,772,754
Other Changes Affecting Working Capital	1,834,036	(261,514)	(261,514)	(261,514)	(89,158)	(89,158)
ENDING WORKING CAPITAL	\$ 7,483,742	\$ 7,283,791	\$ 7,283,791	\$ 8,463,536	\$ 9,897,511	\$ 9,454,809
Targeted Ending Balance (Note 1)	\$ 4,576,204	\$ 5,383,510	\$ 5,383,510	\$ 5,185,823	\$ 5,393,507	\$ 5,438,477
Days of Working Capital	196	162	162	196	220	209
Debt Coverage Ratio	2.06	3.06	3.06	2.78	3.07	2.76
Note 1 - 120 Days of O & M Expenses						

City of McAllen, Texas
Water Fund
Expense Summary

	Actual 18-19	Budget 19-20	Amended Budget 19-20	Estimated 19-20	Dept. Request 20-21	Gen. Mgr Recomm. 20-21
BY DEPARTMENT						
Administration and General	\$ 1,921,899	\$ 1,928,735	\$ 1,955,948	\$ 1,822,243	\$ 1,724,664	\$ 1,849,814
Employee Benefits/Contingency	48,000	270,075	123,477	3,500	35,000	35,000
Liability and Misc. Insurance	39,060	55,099	55,099	55,099	55,099	55,099
Water Treatment Plant	4,176,241	4,710,888	4,739,853	4,735,913	4,821,729	4,921,729
Cost of Raw Water	2,089,621	2,597,311	2,597,311	2,597,311	2,684,771	2,593,905
Water Laboratory	397,483	439,102	444,954	441,591	444,758	444,758
Transmission & Distribution	2,172,184	2,788,607	2,826,456	2,652,653	3,015,599	3,015,599
Water Meter Readers	919,879	1,104,560	1,120,102	1,024,516	1,112,868	1,115,368
Utility Billing	760,881	825,915	833,963	788,244	860,691	860,691
Customer Relations	943,727	1,090,978	1,108,154	1,120,942	1,072,085	1,072,085
Treasury Management	450,311	563,573	569,526	531,533	577,986	577,986
TOTAL OPERATING EXPENSES	13,919,287	16,374,843	16,374,843	15,773,545	16,405,249	16,542,034
TOTAL EXPENDITURES	\$ 13,919,287	\$ 16,374,843	\$ 16,374,843	\$ 15,773,545	\$ 16,405,249	\$ 16,542,034
BY EXPENSE GROUP						
Expenses:						
Personnel Services						
Salaries and Wages	\$ 5,668,231	\$ 6,074,437	\$ 6,201,351	\$ 6,043,659	\$ 6,139,395	\$ 6,139,395
Employee Benefits	1,939,425	2,116,427	1,989,513	1,852,605	1,982,686	1,982,686
Supplies	1,257,850	1,449,150	1,449,150	1,432,530	1,440,700	1,540,700
Other Services and Charges	4,240,939	5,606,920	5,606,920	5,412,240	5,753,452	5,787,586
Maint. and Repair Services	706,646	982,169	982,169	885,400	956,986	959,486
Non-capitalized Capital Outlay	106,196	145,740	145,740	147,111	132,030	132,180
TOTAL OPERATING EXPENSES	13,919,287	16,374,843	16,374,843	15,773,545	16,405,249	16,542,034
TOTAL EXPENDITURES	13,919,287	16,374,843	16,374,843	15,773,545	16,405,249	16,542,034
PERSONNEL						
Admin. and General	11	11	11	11	9	9
Water Treatment Plant	33	34	34	34	35	35
Laboratory Services	6	6	6	6	6	6
Trans & Distribution	47	47	47	47	47	47
Meter Readers	18	19	19	19	19	19
Utility Billing	9	9	9	9	9	9
Customer Relations	19	20	20	20	20	20
Treasury Management	4	4	4	4	4	4
TOTAL PERSONNEL	147	150	150	150	149	149

**City of McAllen, Texas
Water Depreciation
Working Capital Summary**

	Actual 18-19	Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept. Request 20-21	General Mgr Recomm. 20-21
RESOURCES						
BEGINNING WORKING CAPITAL	\$ 8,071,909	\$ 6,969,924	\$ 6,969,924	\$ 6,545,207	\$ 6,104,502	\$ 6,104,502
Revenues:						
Interest Earned	164,754	103,019	103,019	137,199	61,045	61,045
Valuation Allowance	44,440	-	-	(4,606)	-	-
Miscellaneous/Other	-	-	-	-	-	-
Total Revenues	<u>209,194</u>	<u>103,019</u>	<u>103,019</u>	<u>132,593</u>	<u>61,045</u>	<u>61,045</u>
Operating Transfers In - Water Fund	1,590,160	1,600,986	1,600,986	1,594,252	1,606,935	1,606,935
Total Revenues and Transfers	<u>1,799,354</u>	<u>1,704,005</u>	<u>1,704,005</u>	<u>1,726,845</u>	<u>1,667,980</u>	<u>1,667,980</u>
TOTAL RESOURCES	\$ 9,871,263	\$ 8,673,929	\$ 8,673,929	\$ 8,272,052	\$ 7,772,482	\$ 7,772,482
APPROPRIATIONS						
Expenditures:						
Administration and General	\$ 58,953	\$ -	\$ -	\$ -	\$ -	\$ -
Water Treatment Plant	373,001	518,850	518,850	453,000	274,900	274,900
Water Laboratory	-	44,500	44,500	38,093	-	3,250
Water Line Maintenance	432,120	881,520	881,520	930,000	848,015	848,015
Water Meter Readers	27,617	59,500	59,500	49,368	93,000	93,000
Utility Billing	3,314	-	-	-	-	-
Customer Relations	2,209	-	-	-	-	-
Treasury Management	-	-	-	-	-	-
Other	-	-	-	-	-	-
Total Operations	<u>897,214</u>	<u>1,504,370</u>	<u>1,504,370</u>	<u>1,470,461</u>	<u>1,215,915</u>	<u>1,219,165</u>
Capital Projects:						
	Project ID					
CDBG Projects	IU1104	\$ 18,110	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Waterline Extensions	IU1306	-	400,000	400,000	44,090	-
Balboa Water Line Phase 2	IU1501	-	400,000	400,000	200,000	20,000
SWTP Exp Filter/Clarifier	IU1507	-	250,000	250,000	143,000	107,000
Ware Rd Wide Wtrln Reloc Mi 3-Trenton	IU1508	-	-	9,200	-	-
Hackberry Wtrln Repl 17th-19th	IU1603	-	100,000	100,000	20,000	100,000
Kendlewood Wtrln Repl 17th-20th	IU1604	-	100,000	100,000	20,000	100,000
N. 29th Street Water Line	IU1605	311,373	-	-	-	-
New Reservoir Embankment Reinforcement	IU1606	-	-	-	50,000	1,000,000
Uvalde Soccer Park	IU1806	-	70,000	70,000	70,000	-
SWTP Filter Underdrain Replacement	IU1902	257,309	-	-	-	-
SWTP Electrical Generator Project	IU2001	-	150,000	150,000	50,000	100,000
Taylor Rd Utility Adjustments (IH 2-Pecan)	-	-	-	-	30,000	30,000
Ware Rd Utility Adjustments (SH 107-Monte Cristo)	-	-	-	-	20,000	20,000
Annual Waterline Replacement	-	-	-	-	500,000	500,000
Annual Water Tower Rehabilitation	-	-	-	-	700,000	700,000
ERP Project	-	-	-	-	630,020	630,020
Total Capital Projects	<u>586,792</u>	<u>1,570,000</u>	<u>1,579,200</u>	<u>697,090</u>	<u>3,407,020</u>	<u>3,407,020</u>
TOTAL APPROPRIATIONS	<u>1,484,006</u>	<u>3,074,370</u>	<u>3,083,570</u>	<u>2,167,551</u>	<u>4,622,935</u>	<u>4,626,185</u>
Adjustment for accruals / Oper transfers out	(1,842,051)	-	-	-	-	-
ENDING WORKING CAPITAL	\$ 6,545,207	\$ 5,599,559	\$ 5,590,359	\$ 6,104,502	\$ 3,149,547	\$ 3,146,297

**CITY OF MCALLEN, TEXAS
WATER CAPITAL IMPROVEMENT
WORKING CAPITAL SUMMARY**

	Actual 18-19	Budget 19-20	Adjusted 19-20	Estimated 19-20	Dept. Request 20-21	General Mgr Recomm. 20-21
RESOURCES						
BEGINNING BALANCE	\$ 4,355,786	\$ 4,504,853	\$ 4,504,853	\$ 5,001,217	\$ 3,379,070	\$ 3,379,070
Revenues:						
Interest Earned	98,216	67,573	67,573	86,003	33,791	33,791
Unrealized (loss) on Investments	21,121	-	-	(5,154)	-	-
Operating Activities	-	-	-	-	-	-
Total Revenues	119,337	67,573	67,573	80,849	33,791	33,791
Transfers In: Water Fund For Working Capital - Projects	500,000	500,000	500,000	500,000	500,000	500,000
Transfers In - Capital Outlay	670,921	771,960	771,960	771,960	1,290,415	1,375,415
Total Revenues and Transfers	1,290,258	1,339,533	1,339,533	1,352,809	1,824,206	1,909,206
TOTAL RESOURCES	\$ 5,646,044	\$ 5,844,386	\$ 5,844,386	\$ 6,354,026	\$ 5,203,276	\$ 5,288,276
APPROPRIATIONS						
Operating Expenses:						
Working Capital Outlay:						
Water Plant	139,316	123,330	123,330	29,652	123,300	208,300
Water Lab	3,608	191,000	191,000	40,735	380,265	380,265
Water Line Maintenance	229,455	388,630	388,630	290,724	746,850	746,850
Meter Readers	-	64,000	64,000	38,650	40,000	40,000
Utility Billing	-	5,000	5,000	8,033	-	-
Customer Relations	-	-	-	-	-	-
Treasury Management	-	-	-	-	-	-
Administration	10,165	-	-	-	-	-
Total Working Capital Outlay	382,544	771,960	771,960	407,794	1,290,415	1,375,415
Working Capital Projects:						
Line Oversizing/Participation	IU0106 165,290	200,000	160,000	155,000	200,000	200,000
Southeast Waterline Improve (Dicker 10th-McColl)	IU0801 20,580	500,000	500,000	750,000	-	-
Water Line Extensions	IU1306 -	-	40,000	-	200,000	200,000
Bicentennial Water Extension	IU1505 17,500	500,000	500,000	500,000	-	-
HCID #1 Raw Waterline	IU1506 -	20,000	20,000	-	20,000	20,000
SWTP Exp Filter/Clarifier	IU1507 152,690	-	-	219,000	31,000	31,000
Ware Rd Widening (Mi 3-Trenton)	IU1508 9,188	-	-	9,189	-	-
Southeast Waterline Improve (Dicker 23rd-10th)	IU1804 -	700,000	700,000	700,000	-	-
SWSC Buyout	IU2002 -	400,000	400,000	-	-	-
SWTP Electrical Generator Project	IU2003 -	50,000	50,000	50,000	-	-
Building @ 617 S Broadway	IU2004 500	187,500	187,500	183,973	-	-
McColl Rd Waterline Levee Crossings					350,000	350,000
New Reservoir Embankment Reinforcement					30,000	30,000
SH 107 23rd-10th Street to Sprague					250,000	250,000
Total Working Capital Projects	365,748	2,557,500	2,557,500	2,567,162	1,081,000	1,081,000
Total Operations	748,292	3,329,460	3,329,460	2,974,956	2,371,415	2,456,415
Transfers out	1,470,000	-	-	-	-	-
TOTAL APPROPRIATIONS	2,218,292	3,329,460	3,329,460	2,974,956	2,371,415	2,456,415
Over/(Under) Appropriations	(928,035)	(1,989,927)	(1,989,927)	(1,622,147)	(547,209)	(547,209)
Adjustment for accrued expenses / Transfers	1,573,466	-	-	-	-	-
ENDING BALANCE	\$ 5,001,217	\$ 2,514,926	\$ 2,514,926	\$ 3,379,070	\$ 2,831,861	\$ 2,831,861

**CITY OF MCALLEN, TEXAS
WATER REVENUE BOND ISSUES
WORKING CAPITAL SUMMARY**

	Actual 18-19	Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept Request 20-21	General Mgr Recomm. 20-21
RESOURCES						
BEGINNING BALANCE	\$ -	\$ -	\$ -	\$ 25,517	\$ 25,517	\$ 25,517
Adjustment to Beginning Balance	-	-	-	-	-	-
Adjusted Beginning Balance	-	-	-	25,517	25,517	25,517
Revenues						
Bond Proceeds	-	12,000,000	12,000,000	6,100,000	5,900,000	22,400,000
Interest Earned	-	-	-	-	-	-
Unrealized (loss) on investments	-	-	-	-	-	-
Total Revenues	-	12,000,000	12,000,000	6,100,000	5,900,000	22,400,000
Transfers In	6,925,775	-	-	-	-	-
Total Revenues and Transfers	6,925,775	12,000,000	12,000,000	6,100,000	5,900,000	22,400,000
TOTAL RESOURCES	\$ 6,925,775	\$ 12,000,000	\$ 12,000,000	\$ 6,125,517	\$ 5,925,517	\$ 22,425,517
APPROPRIATIONS						
Operating Expenses:						
Project #	Project:					
IU1202	Sludge Dewatering	\$ -	\$ 400,000	\$ 400,000	\$ -	\$ 400,000
IU1305	SWTP Transmission Main to Ware Rd	-	800,000	800,000	-	800,000
IU1502	HCID #1 - Water Rights Acquisition	6,900,000	-	-	-	-
IU1506	HCID #1 - Raw Waterline	-	800,000	800,000	-	800,000
IU1507	SWTP Expansion Filter/Clarifier	258	10,000,000	10,000,000	6,100,000	3,900,000
	AMI Project	-	-	-	-	16,500,000
Total Operations		\$ 6,900,258	\$ 12,000,000	\$ 12,000,000	\$ 6,100,000	\$ 22,400,000
Transfers out Sewer Bond 1999		-	-	-	-	-
TOTAL APPROPRIATIONS		6,900,258	12,000,000	12,000,000	6,100,000	22,400,000
Over/(Under) Appropriations		25,517	-	-	-	-
Adjustment for accrued expenses		-	-	-	-	-
ENDING BALANCE		\$ 25,517	\$ -	\$ -	\$ 25,517	\$ 25,517

* Budget amendment required

City of McAllen, Texas
Wastewater Fund
Working Capital Summary

	Actual 18-19	Budget 19-20	Amended Budget 19-20	Estimated 19-20	Dept. Request 20-21	Gen Mgr Recomm. 20-21
RESOURCES						
BEGINNING WORKING CAPITAL	\$ 1,934,588	\$ 3,584,888	\$ 3,584,888	\$ 3,999,684	\$ 5,945,270	\$ 5,945,270
Revenues:						
Residential Service	10,483,079	13,172,770	13,172,770	12,643,748	13,186,882	13,186,882
Commercial Service	3,797,562	5,489,450	5,489,450	4,505,501	5,500,970	5,500,970
Industrial Service	213,857	402,851	402,851	231,255	402,851	402,851
Alton User Charges	656,173	650,000	650,000	716,919	650,000	750,000
Calpine/Duke Reuse Charges	653,614	640,000	640,000	637,465	640,000	1,663,500
Reuse Charges	133,835	120,000	120,000	168,302	120,000	120,000
Industrial Surcharge	906,601	1,240,000	1,240,000	836,153	1,240,000	1,240,000
Misc Operating Revenue	51,825	-	-	32,225	-	-
Misc Non-oper Rev - Septic Tank Hauler Fees	325,998	280,000	280,000	337,480	280,000	280,000
Misc Non-oper Rev - Sharyland Water Supply	255,209	250,000	250,000	285,830	250,000	250,000
Misc Non-oper Rev - Other	44,705	8,500	8,500	60,043	8,500	8,500
Interest Earned	224,027	53,773	53,773	140,538	60,527	60,527
Reimbursements	53,394	91,000	91,000	70,000	91,000	91,000
Total Revenues	17,799,879	22,398,344	22,398,344	20,665,459	22,430,730	23,554,230
Operating Transfers In	-	-	-	-	-	-
Total Revenues and Transfers	17,799,879	22,398,344	22,398,344	20,665,459	22,430,730	23,554,230
TOTAL RESOURCES	\$ 19,734,467	\$ 25,983,232	\$ 25,983,232	\$ 24,665,143	\$ 28,376,000	\$ 29,499,500
APPROPRIATIONS						
Operating Expenses:						
Administration & General	1,484,810	1,491,369	1,516,359	1,296,883	1,797,142	2,072,142
Wastewater Treatment Plants	3,858,611	5,015,350	5,053,777	4,084,013	4,760,747	4,816,068
Wastewater Laboratory	534,463	579,946	588,358	576,956	631,060	631,060
Wastewater Collections	2,230,515	2,371,951	2,393,168	2,371,951	2,405,664	2,405,664
Employee Benefits/Contingency	-	136,701	43,655	-	-	-
Liability and Misc. Insurance	42,528	65,261	65,261	65,261	65,261	65,261
Non-capitalized Capital Outlay	-	-	-	-	-	-
Total Operations	8,150,927	9,660,578	9,660,578	8,395,064	9,659,873	9,990,195
Non-Operating Expenses:						
Transfers to Depreciation Funds	3,251,467	3,284,485	3,284,485	3,339,292	3,468,922	3,469,622
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	124,838	132,376	132,376	132,376	131,603	131,603
Transfers to Debt Service: 2013 - TWDB	625,528	623,348	623,348	623,348	624,835	624,835
Transfers to Debt Service: 2015	850,293	855,338	855,338	855,338	856,493	856,493
Transfers to Debt Service: 2015 - TWDB	1,162,989	1,702,714	1,702,714	1,702,714	1,701,839	1,701,839
Transfers to Debt Service: 2016	1,375,211	1,068,308	1,068,308	1,068,308	1,065,173	1,065,173
Transfers to Debt Service: 2016 - TWDB	94,411	94,061	94,061	94,061	99,061	99,061
Transfers to Debt Service: 2018 - TWDB	92,327	102,192	102,192	102,192	107,183	107,183
Planned Debt Service	-	-	-	-	-	-
Transfers to Capital Improvements	1,070,609	837,270	837,270	837,270	937,853	892,853
Rebatable Arbitrage / Bond-related charges	(510,713)	-	-	-	-	-
Other Non-operating expenses / Health Ins	269,100	118,054	118,054	118,054	59,027	59,027
Total Non-Operating	9,761,210	10,173,146	10,173,146	10,227,952	10,406,988	10,362,689
TOTAL APPROPRIATIONS	17,912,137	19,833,723	19,833,724	18,623,016	20,066,861	20,352,884
Other Changes Affecting Working Capital	2,177,354	(96,857)	(96,857)	(96,857)	(219,104)	(219,104)
ENDING WORKING CAPITAL	\$ 3,999,684	\$ 6,052,652	\$ 6,052,651	\$ 5,945,270	\$ 8,090,035	\$ 8,927,512
Targeted Ending Balance (Note 1)	\$ 2,679,757	\$ 3,176,080	\$ 3,176,080	\$ 2,760,021	\$ 3,175,849	\$ 3,284,448
Days of Working Capital	179	229	229	258	306	326
Debt Coverage Ratio	1.70	2.15	2.15	2.07	2.15	2.28
Note 1 - 120 Days of O & M Expenses						

City of McAllen, Texas
Wastewater Fund
Expense Summary

	Actual 18-19	Budget 19-20	Amended Budget 19-20	Estimated 19-20	Dept. Request 20-21	Gen Mgr Recomm. 20-21
<u>BY DEPARTMENT</u>						
Admin. and General	\$ 1,484,810	\$ 1,491,369	\$ 1,516,359	\$ 1,296,883	\$ 1,797,142	\$ 2,072,142
Employee Benefits/Contingency	-	136,701	43,655	-	-	-
Liability and Misc. Insurance	42,528	65,261	65,261	65,261	65,261	65,261
Plants and Stations	3,858,611	5,015,350	5,053,777	4,084,013	4,760,747	4,816,068
Laboratory Services	534,463	579,946	588,358	576,956	631,060	631,060
Wastewater Collection	2,230,515	2,371,951	2,393,168	2,371,951	2,405,664	2,405,664
TOTAL OPERATING EXPENSES	8,150,928	9,660,578	9,660,578	8,395,064	9,659,873	9,990,195
TOTAL EXPENDITURES	\$ 8,150,928	\$ 9,660,578	\$ 9,660,578	\$ 8,395,064	\$ 9,659,873	\$ 9,990,195
<u>BY EXPENSE GROUP</u>						
Expenses:						
Personnel Services						
Salaries and Wages	\$ 3,213,388	\$ 3,471,985	\$ 3,552,475	\$ 3,436,542	\$ 3,753,468	\$ 3,771,212
Employee Benefits	1,105,846	1,221,427	1,140,937	1,067,252	1,230,015	1,240,792
Supplies	663,485	766,247	766,247	682,247	753,305	753,305
Other Services and Charges	2,504,794	3,348,556	3,348,556	2,569,403	3,091,877	3,366,877
Maint. and Repair Services	482,684	580,013	580,013	528,900	575,013	603,013
Non-capitalized Capital Outlay	180,731	272,350	272,350	110,720	256,195	254,995
TOTAL OPERATING EXPENSES	8,150,928	9,660,578	9,660,578	8,395,064	9,659,873	9,990,195
TOTAL EXPENDITURES	\$ 8,150,928	\$ 9,660,578	\$ 9,660,578	\$ 8,395,064	\$ 9,659,873	\$ 9,990,195
<u>PERSONNEL</u>						
Admin. and General	9	7	7	7	7	11
Plants and Stations	47	45	45	45	45	46
Laboratory Services	8	10	10	10	10	10
Wastewater Collection	26	26	26	26	26	26
TOTAL PERSONNEL	90	88	88	88	88	93

**City of McAllen, Texas
Wastewater Depreciation Fund
Working Capital Summary**

	Actual 18-19	Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept. Request 20-21	General Mgr Recomm. 20-21
RESOURCES						
BEGINNING WORKING CAPITAL	\$ 12,548,562	\$ 11,294,504	\$ 11,294,504	\$ 12,170,188	\$ 13,498,450	\$ 13,498,450
Revenues:						
Interest Earned	404,865	169,418	169,418	276,334	134,985	134,985
Total Revenues	404,865	169,418	169,418	276,334	134,985	134,985
Operating Transfers In - Sewer Fund	3,251,467	3,284,485	3,284,485	3,339,287	3,468,922	3,469,622
Total Revenues and Transfers	3,656,333	3,453,903	3,453,903	3,615,621	3,603,907	3,604,607
TOTAL RESOURCES	\$ 16,204,895	\$ 14,748,407	\$ 14,748,407	\$ 15,785,809	\$ 17,102,357	\$ 17,103,057
APPROPRIATIONS						
Operating Expenses:						
Administration and General	\$ 12,454	\$ -	\$ -	\$ -	\$ 4,000	\$ 4,000
Wastewater Treatment Plant	317,563	173,940	173,940	124,162	131,800	131,800
Wastewater Laboratory	22,445	-	-	22,445	22,000	22,000
Wastewater Collections	264,067	881,720	881,720	885,752	460,010	482,160
Total Operations	616,529	1,055,660	1,055,660	1,032,359	617,810	639,960
Capital Projects:						
Colbath Lift Station (Redirect & Abandonment) IS0802	\$ -	\$ 125,000	\$ 125,000	\$ 125,000	\$ -	\$ -
Swr Ln & Manhole Replace IS0807	260,178	750,000	750,000	750,000	350,000	350,000
Lark Sewer - Phase 2 (25th to Ware Road) IS1305	-	150,000	150,000	-	-	-
CDBG/Urban County Matching - Sewer IS1401	-	-	-	-	200,000	200,000
South WWTP Upgrade Construction IS1410	10,521	-	-	-	-	-
5 mile and Bentsen Lift Station Rehab IS2001	-	200,000	200,000	40,000	20,000	20,000
Retiree Haven Lift Station Rehab IS2002	-	75,000	75,000	75,000	-	-
Regency Lift station Rehab IS2003	-	55,000	55,000	55,000	-	-
NWWTP Headworks Evaluation IS2004	-	150,000	150,000	150,000	-	-
Shary Rd Util Adjust (Pioneer Force Main)				60,000	50,000	50,000
Annual Manhole Rehabilitation					350,000	350,000
Annual Lift Station Rehabilitation					300,000	300,000
NWWTP Headworks Construction					750,000	750,000
ERP Project					630,020	630,020
Total Capital Projects	270,699	1,505,000	1,505,000	1,255,000	2,650,020	2,650,020
Operating Transfers Out	3,160,000			-	-	-
TOTAL APPROPRIATIONS	4,047,228	2,560,660	2,560,660	2,287,359	3,267,830	3,289,980
Adjustment for accruals	12,521	-	-	-	-	-
ENDING WORKING CAPITAL	\$ 12,170,188	\$ 12,187,747	\$ 12,187,747	\$ 13,498,450	\$ 13,834,527	\$ 13,813,077

* Budget Amendment

**City of McAllen, Texas
Wastewater Capital Improvement
Working Capital Summary**

	Actual 18-19	Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept. Request 20-21	General Mgr Recomm. 20-21
RESOURCES						
BEGINNING BALANCE	\$ 4,845,861	\$ 5,158,908	\$ 5,158,908	\$ 5,204,010	\$ 3,717,192	\$ 3,717,192
Revenues:						
Interest Earned	113,655	77,384	77,384	112,579	37,172	37,172
Unrealized gain/(loss) on investments	24,240	-	-	-	-	-
Other	12,100	-	-	-	-	-
Total Revenues	149,995	77,384	77,384	112,579	37,172	37,172
Transfers In - TWDB	-	-	-	-	-	-
Transfers In - TIRZ #1	-	-	-	-	-	-
Transfers In Working Capital	3,160,000	-	-	-	-	-
Transfers In - Capital Outlay	1,070,609	837,270	837,270	837,270	937,853	892,853
Other	-	-	-	-	-	-
Total Revenues and Transfers	4,380,604	914,654	914,654	949,849	975,025	930,025
TOTAL RESOURCES	\$ 9,226,465	\$ 6,073,562	\$ 6,073,562	\$ 6,153,859	\$ 4,692,217	\$ 4,647,217
APPROPRIATIONS						
Capital Outlay:						
Administration	-	-	-	-	105,000	105,000
Wastewater Treatment Plant	239,189	128,770	128,770	97,156	60,000	60,000
Wastewater Laboratory	26,348	13,300	13,300	10,535	21,000	21,000
Wastewater Collections	60,692	95,200	95,200	95,200	151,853	106,853
Total Capital Outlay	326,229	237,270	237,270	202,891	337,853	292,853
Total Operating Expenses	326,229	237,270	237,270	202,891	337,853	292,853
Projects:						
Line Oversizing/Participation IS0101	\$ 53,807	\$ 500,000	\$ 500,000	\$ 75,000	\$ 200,000	\$ 200,000
Colbath Lift Station IS0802	-	125,000	125,000	10,000	-	-
Lark Lift Station Design IS1305	-	-	-	150,000	-	-
Dicker Road Sewer IS1407	85,114	800,000	800,000	1,200,000	800,000	800,000
North WWTP Electrical IS1409	314,385	150,000	150,000	81,276	10,000	10,000
Bicentennial Sewer Line IS1501	-	300,000	300,000	300,000	-	-
Sprague Interceptor Sewer Construction IS1503	4,497	70,000	110,000	40,000	-	-
Tres Lagos/Sports Complex Reuse Transmission IS1602	85,824	-	-	100,000	-	-
NWWTP Admin Bldg Remodeling IS2001	-	50,000	50,000	50,000	-	-
Building @ 617 S Broadway IS2006	500	187,500	187,500	187,500	-	-
Sprague Swr Lateral Ware Rd Sprague-FM 107	-	-	-	40,000	1,000,000	1,000,000
Sprague Swr Lateral La Lomita-Ware Rd Construction	53,807	-	-	-	1,200,000	1,200,000
Sprague Swr Lateral La Lomita-Ware Rd Design	-	-	-	-	25,000	25,000
23rd & Sarah Lift Station Design	-	-	-	-	120,000	120,000
SWWTP Reclaimed Water Cloth Filter Design	-	-	-	-	400,000	400,000
Ware Road Util Adjust FM 107-Monte Cristo Rd	-	-	-	-	20,000	20,000
North WWTP Raw Water Connection	-	-	-	-	50,000	50,000
Total Project Costs	597,933	2,182,500	2,222,500	2,233,776	3,825,000	3,825,000
Transfers out:						
Transfer out to Sewer Fund	-	-	-	-	-	-
TOTAL APPROPRIATIONS	\$ 924,163	\$ 2,419,770	\$ 2,459,770	\$ 2,436,667	\$ 4,162,853	\$ 4,117,853
Over/(Under) Appropriations	3,456,441	(1,505,116)	(1,545,116)	(1,486,818)	(3,187,828)	(3,187,828)
Adjustment for accrued expenses	(3,098,292)	-	-	-	-	-
ENDING BALANCE	\$ 5,204,010	\$ 3,653,792	\$ 3,613,792	\$ 3,717,192	\$ 529,364	\$ 529,365

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**City of McAllen, Texas
Wastewater Revenue Bonds
Working Capital Summary**

	Actual 18-19	Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Department Request 20-21	General Mgr Recomm. 20-21
RESOURCES						
BEGINNING BALANCE	\$ 2,307,458	\$ 2,246,104	\$ 2,246,104	\$ 2,327,284	\$ 2,028,546	\$ 2,028,546
Revenues						
Bond Proceeds	-	-	-	6,260	\$ -	\$ -
Interest Earned	42,736	33,692	33,692	26,262	20,285	20,285
Total Revenues	<u>42,736</u>	<u>33,692</u>	<u>33,692</u>	<u>32,522</u>	<u>\$ 20,285</u>	<u>\$ 20,285</u>
Transfers In	-	-	-	-	\$ -	\$ -
Total Revenues and Transfers	<u>42,736</u>	<u>33,692</u>	<u>33,692</u>	<u>32,522</u>	<u>\$ 20,285</u>	<u>\$ 20,285</u>
TOTAL RESOURCES	\$ 2,350,194	\$ 2,279,796	\$ 2,279,796	\$ 2,359,806	\$ 2,048,831	\$ 2,048,831
APPROPRIATIONS						
Project:						
Design - North WWTP Expansion (8-14 mgd)	IS0112	\$ -	\$ -	\$ -	\$ -	\$ -
North WWTP Expansion	IS0701	-	-	-	-	-
SWWTP Upgrade Design	IS1304	-	-	6,260	-	-
South WWTP Facility Plan (Condition Assessment)	IS0908	-	-	-	-	-
South WWTP Construction	IS1410	-	-	-	-	-
South WWTP Admin Bldg Break Room Remodeling	IS1901	22,910	2,200,000	2,200,000	325,000	1,875,000
Total Projects		<u>22,910</u>	<u>2,200,000</u>	<u>2,200,000</u>	<u>331,260</u>	<u>1,875,000</u>
Transfers out - Water Bond Revenue		-	\$ -	-	\$ -	\$ -
TOTAL APPROPRIATIONS		\$ 22,910	\$ 2,200,000	\$ 2,200,000	\$ 331,260	\$ 1,875,000
Over/(Under) Appropriations		19,826	\$ (2,166,308)	\$ (2,166,308)	(298,738)	\$ (1,854,715)
Adjustment for accrued expenses		-	\$ -	\$ -	-	\$ -
ENDING BALANCE		<u>\$ 2,327,284</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,028,546</u>	<u>\$ 173,831</u>
* Budget Amendment						

City of McAllen, Texas
Wastewater Revenue Bonds - CWSRF Funding
Working Capital Summary

	Actual 18-19	Budget 19-20	Adjusted Budget 19-20	Estimated 19-20	Dept. Request 20-21	General Mgr Recomm. 20-21
RESOURCES						
BEGINNING BALANCE	\$ 518,556	\$ 378,556	\$ 378,556	\$ 499,849	\$ 524,071	\$ 524,071
Revenues:						
Bond Proceeds	2,551,676	7,000,000	7,000,000	5,748,800	1,515,000	1,515,000
Other Activities	-	-	-	-	-	-
Interest Earned	-	-	-	24,222	-	-
Unrealized (loss) on investments	-	-	-	-	-	-
Total Revenues	<u>2,551,676</u>	<u>7,000,000</u>	<u>7,000,000</u>	<u>5,773,022</u>	<u>1,515,000</u>	<u>1,515,000</u>
Transfers in	-	-	-	-	-	-
Total Revenues and Transfers	<u>2,551,676</u>	<u>7,000,000</u>	<u>7,000,000</u>	<u>5,773,022</u>	<u>1,515,000</u>	<u>1,515,000</u>
TOTAL RESOURCES	\$ 3,070,232	\$ 7,378,556	\$ 7,378,556	\$ 6,272,871	\$ 2,039,071	\$ 2,039,071
APPROPRIATIONS						
Projects:						
Sprague Road Engineering & Design	IS1303 79,160	\$ 378,554	\$ 378,554	\$ 48,800	\$ 15,000	\$ 15,000
Reuse Disinfection - Clean Water Funding	IS1308					
North WWTP Electrical & SCADA Programming	IS1409 -	2,500,000	2,500,000	2,000,000	500,000	500,000
Sprague Interceptor Sewer Construction	IS1503 -	4,500,000	4,500,000	3,500,000	1,000,000	1,000,000
Tres Lagos/Sports Complex Reuse Transmission	IS1602 809,667	-	-	200,000	-	-
Total Projects	888,827	7,378,554	7,378,554	5,748,800	1,515,000	1,515,000
Transfers out / Due to	-	-	-	-	-	-
TOTAL APPROPRIATIONS	\$ 888,827	\$ 7,378,554	\$ 7,378,554	\$ 5,748,800	\$ 1,515,000	\$ 1,515,000
Over/(Under) Appropriations	1,662,849	(378,554)	(378,554)	24,222	-	-
Adjustment for accrued expenses	(1,681,556)	-	-	-	-	-
ENDING BALANCE	<u>\$ 499,849</u>	<u>\$ 2</u>	<u>\$ 2</u>	<u>\$ 524,071</u>	<u>\$ 524,071</u>	<u>\$ 524,071</u>