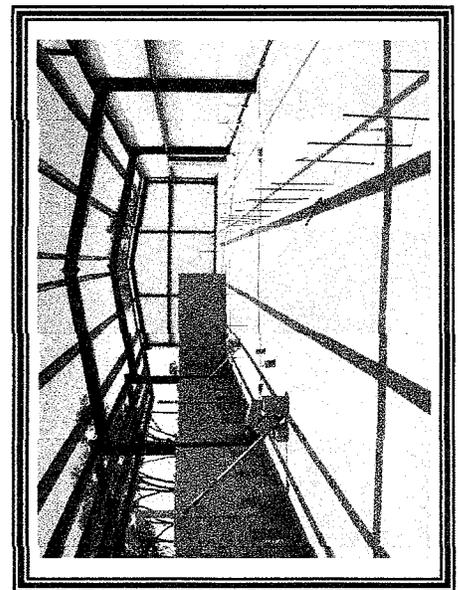
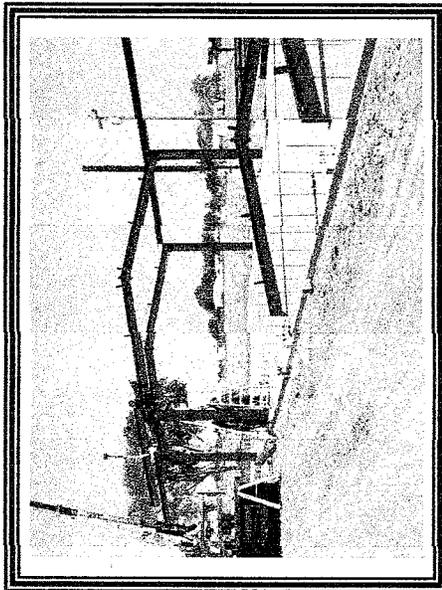
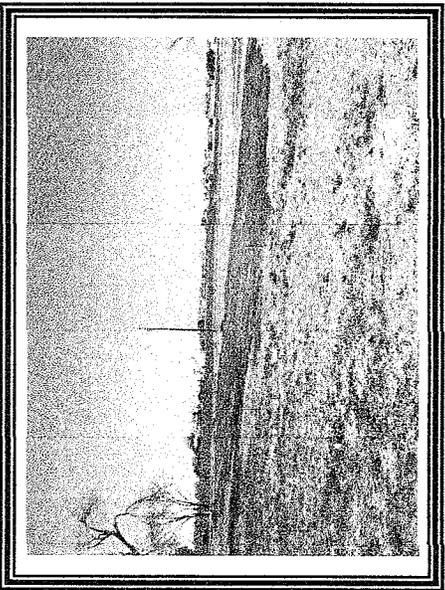
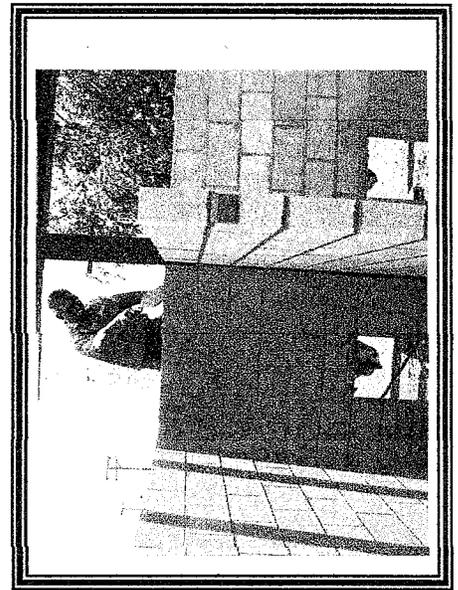
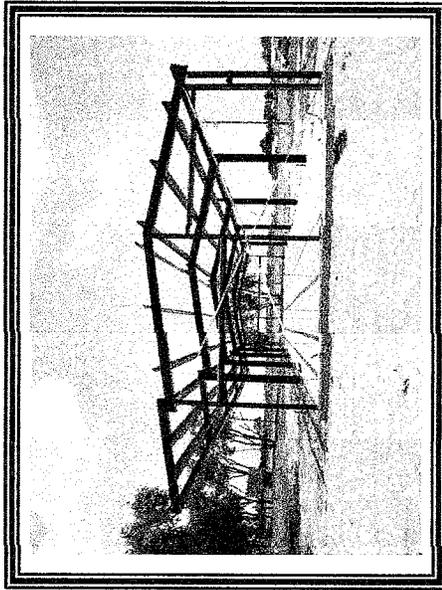
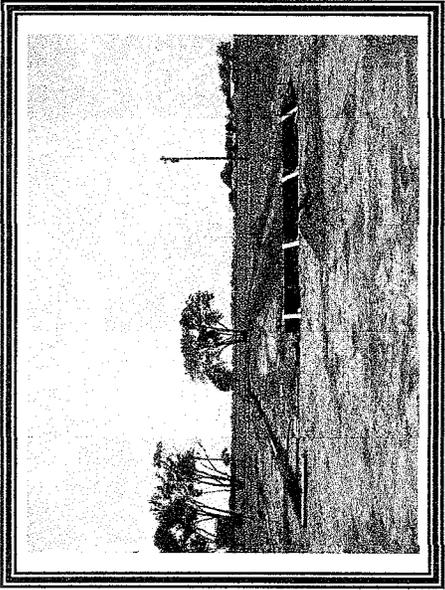
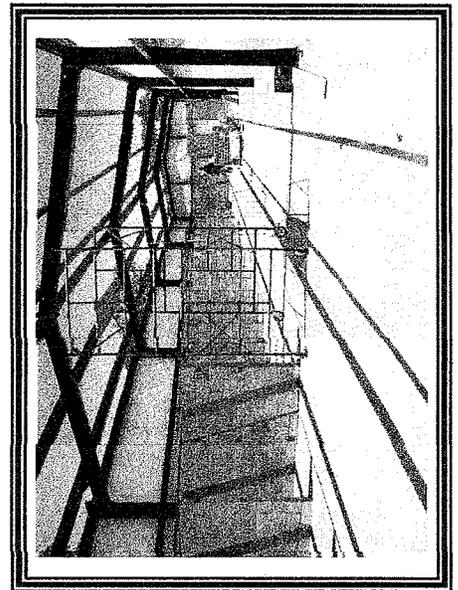
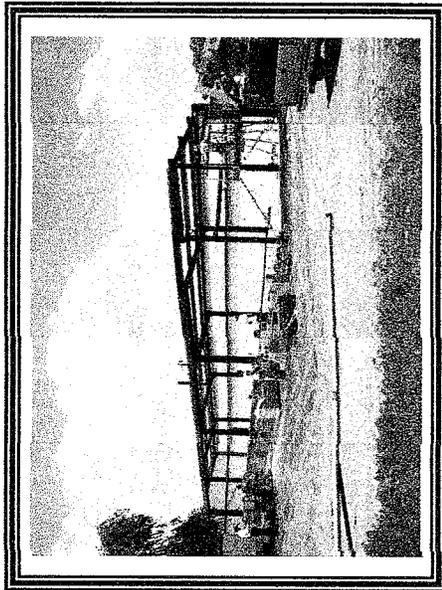
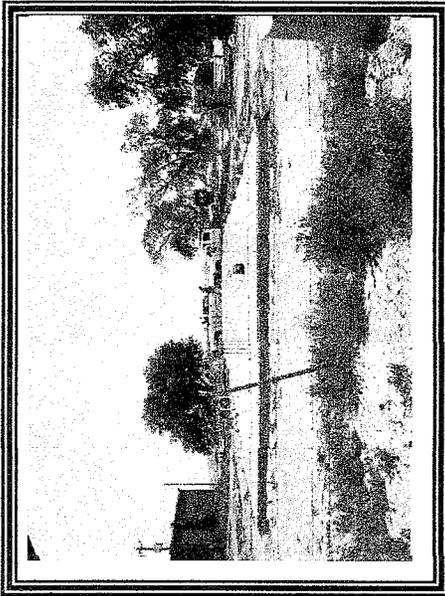


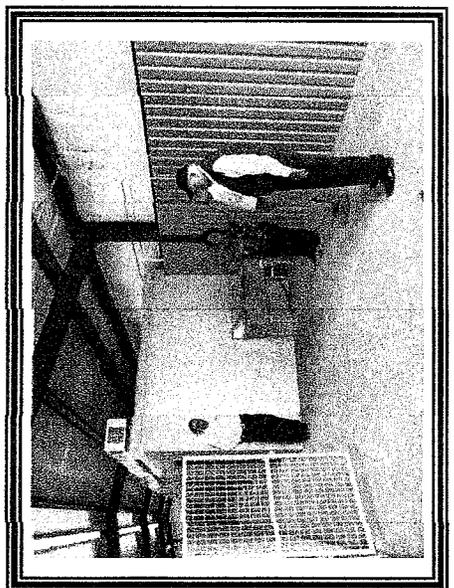
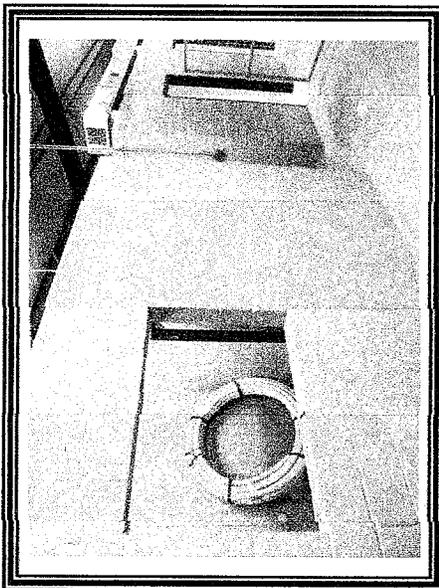
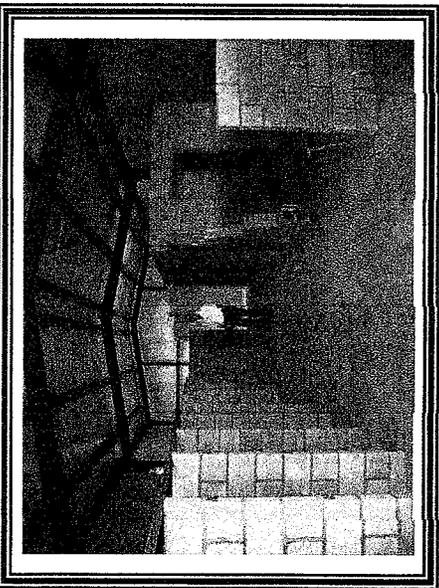
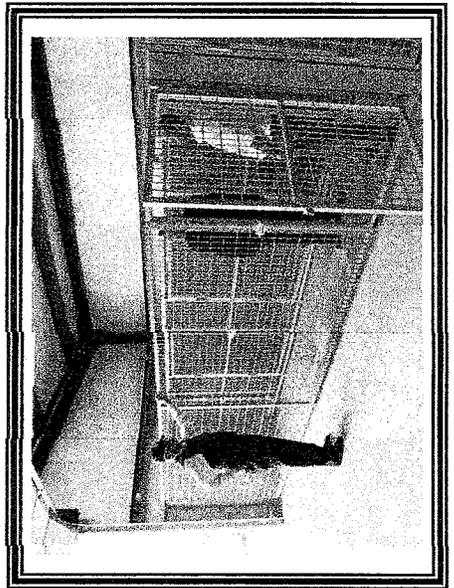
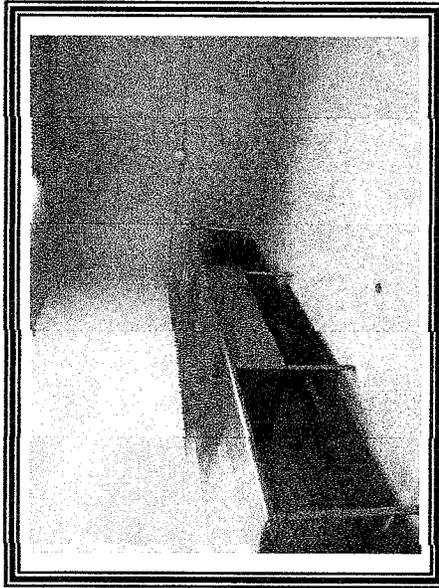
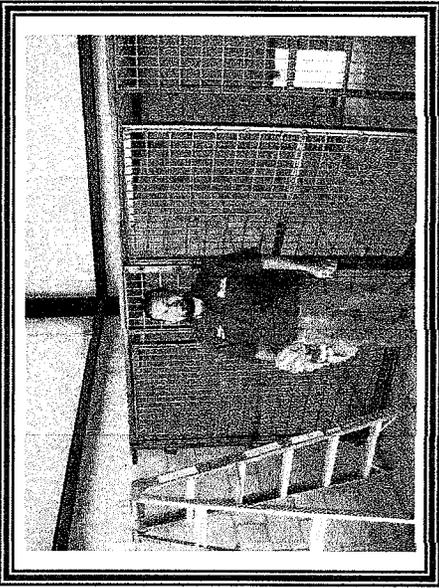
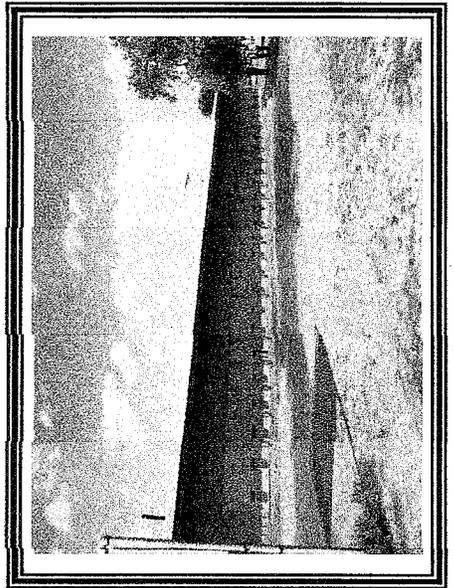
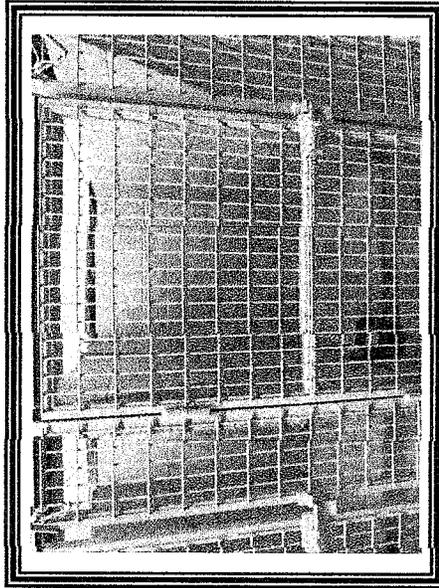
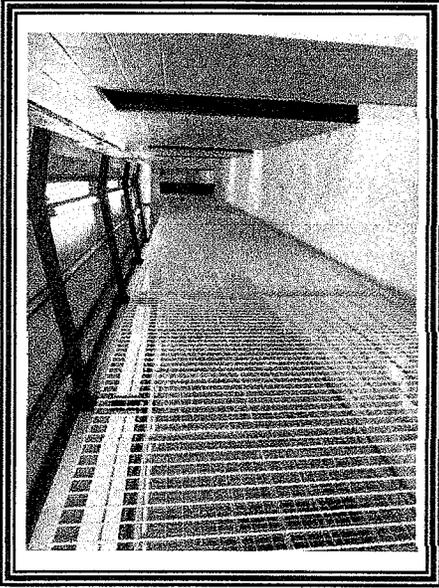
City of Hereford

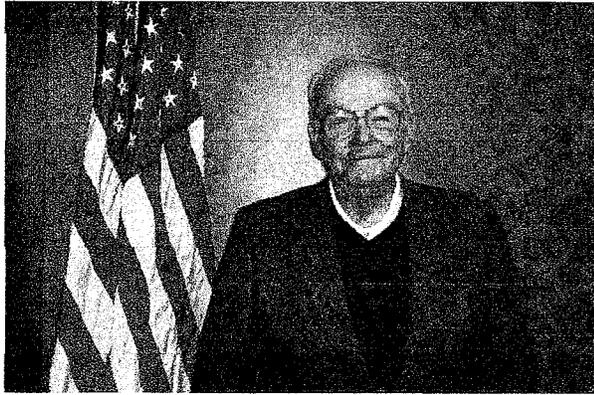
Municipal Budget

Fiscal Year

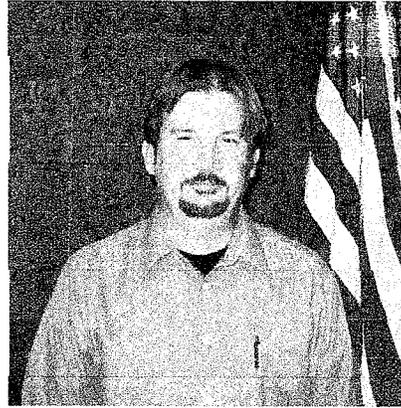
October 1, 2012 – September 30, 2013



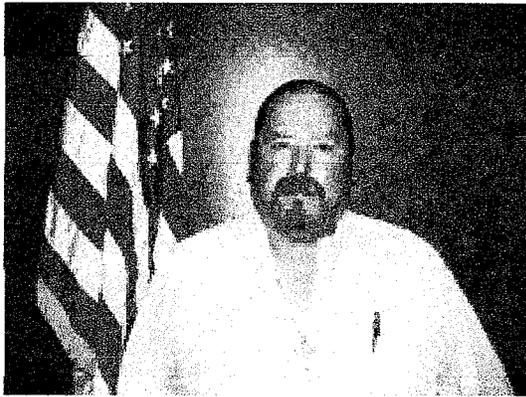




*Robert D. Jossierand, Mayor
Serving the City since 1993*



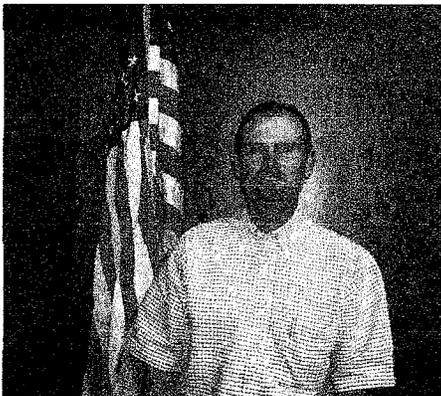
*Sam Metcalf, Mayor Pro-Tem
Serving the City since 2004*



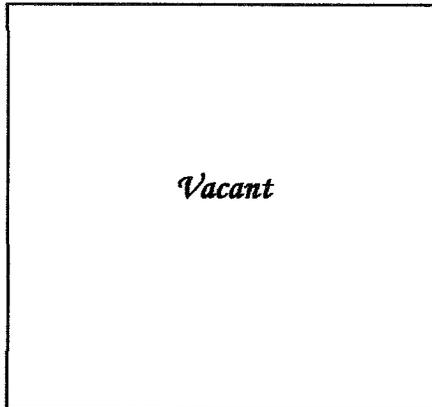
*Jose A. Garza, Place One
Serving the City since 2009*



*Angie Alonzo, Place Two
Serving the City since 1998*



*Charlie Kerr, Place Three
Serving the City since 2005*



Place Four



*Cathy Bunch, Place Five
Serving the City since 2009*

CITY OF HEREFORD, TEXAS

GENERAL BUDGET

October 1, 2012 - September 30, 2013

ROBERT D. JOSSERAND, MAYOR

COMMISSIONERS

JOSE GARZA
ANGIE ALONZO
CHARLIE KERR
CATHY BUNCH
SAM METCALF

RICK L. HANNA, CITY MANAGER
STEVE BARTELS, ASST. CITY MANAGER
SUZANNE FINCH, CITY SECRETARY

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ORDINANCE NO. 09.17.12C

AN ORDINANCE OF THE CITY OF HEREFORD, TEXAS APPROVING THE BUDGET AND MAKING APPROPRIATION FOR SUPPORT OF THE CITY GOVERNMENT AND APPROVING THE BUDGET FOR THE HEREFORD ECONOMIC DEVELOPMENT CORPORATION FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2012, AND ENDING SEPTEMBER 30, 2013

WHEREAS, the City Manager has prepared and submitted to the City Commission, a budget estimate of the expenditures and revenues of all City Departments, divisions, and offices for the fiscal year beginning October 1, 2012, and ending September 30, 2013, which has been considered and reviewed by the City Commission and should be approved; and

WHEREAS, after due publication of notice as provided by the City Charter and by law, a public hearing regarding the budget was held on September 17, 2012.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF HEREFORD, TEXAS:

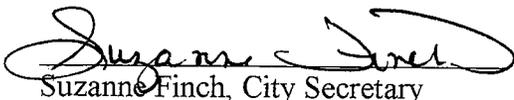
1. That the budget prepared and submitted by the City Manager to the City Commission for the fiscal year beginning October 1, 2012 and ending September 30, 2013 is approved.
2. That the sum of **\$8,382,237.00** is hereby appropriated out of the General Fund for payment of operating expenses and capital expenditures of the City of Hereford, Texas, as set forth in detail in the budget.
3. That the sum of **\$4,497,058.00** is hereby appropriated out of the Water and Sewer Fund for payment of operating expenses, capital expenditures and debt service for the Water and Sewer Fund of the City of Hereford, Texas, as set forth in detail in the budget.
4. That the sum of **\$690,000.00** is hereby appropriated out of the Account of Hereford Economic Development Corporation for payment of operating expenses and capital expenditures of Hereford Economic Development Corporation, as set forth in detail in the budget.

The above and foregoing Ordinance was duly introduced on the motion of Commissioner Cathy Burch, seconded by Commissioner Charlie Kerr, and by unanimous vote of the Commission, was duly adopted and ordered filed this the 17th day of September, 2012.



Robert D. Gosserand, Mayor
City of Hereford, Texas

ATTEST:



Suzanne Finch, City Secretary

Tax Levies and Collections

2006			2007		
	<u>Actual</u>	<u>%</u>		<u>Actual</u>	<u>%</u>
Tax Roll	\$1,398,065	100.00	Tax Roll	\$1,458,211	100.00
Collections	\$1,368,089	97.81	Collections	\$1,431,565	98.17
Discounts	\$22,480	1.64	Discounts	\$0	0
Delinquent	\$34,369	2.51	Delinquent	\$31,228	2.14
2008			2009		
	<u>Actual</u>	<u>%</u>		<u>Actual</u>	<u>%</u>
Tax Roll	\$1,647,648	100.00	Tax Roll	\$1,654,970	100.00
Collections	\$1,605,694	97.45	Collections	\$1,615,799	97.63
Discounts	\$0	0	Discounts	\$0	0
Delinquent	\$17,885	1.09	Delinquent	\$36,371	2.20
2010			2011		
	<u>Actual</u>	<u>%</u>		<u>Actual</u>	<u>%</u>
Tax Roll	\$1,660,644	100.00	Tax Roll	\$1,659,100	100.00
Collections	\$1,622,936	97.73	Collections	\$1,622,655	97.80
Discounts	\$0	0	Discounts	\$0	0
Delinquent	\$33,285	2.00	Delinquent	\$27,166	1.64

Property Valuation Analysis

Year	Total Taxable Property	Total Real Property	Total Personal Property
1997	244,538,217	195,341,995	49,196,222
1998	267,200,326	211,916,285	55,284,041
1999	273,351,965	218,096,893	55,255,072
2000	283,969,133	221,627,232	62,341,901
2001	282,878,675	222,889,728	59,988,947
2002	282,862,844	224,386,814	58,476,030
2003	292,250,167	236,704,314	55,545,853
2004	306,754,752	250,705,102	56,049,650
2005	323,357,811	264,690,973	58,666,838
2006	359,578,390	294,323,188	65,255,202
2007	414,201,088	344,049,088	70,152,000
2008	470,784,031	382,320,431	88,463,600
2009	488,190,882	388,399,382	99,791,500
2010	492,707,876	398,615,210	94,092,666
2011	513,310,637	410,966,337	102,344,300
2012	514,114,803	408,714,403	105,400,400

Tax Rate Analysis

<u>Fiscal Year 2012-2013</u>	<u>Fiscal Year 2011-2012</u>
Tax Rate \$0.326700 per \$100.00 Valuation	Tax Rate \$0.323308 per \$100.00 Valuation
I & S Fund \$0.000000	I & S Fund \$0.000000
General Fund \$0.326700	General Fund \$0.323308
Total Assessed Valuation 2012	\$514,114,803
Total Tax Roll @ \$0.326700 Rate	\$1,679,613
Estimated Collections @ 95%	\$1,595,632

Bonded Indebtedness

Revenue Bonds

October 1, 2012

	<u>Amount Authorized</u>	<u>Amount Issued</u>	<u>Amount Outstanding</u>
Water & Sewer System C. O. Bonds, Series 2010	\$1,500,000	\$1,500,000	\$1,090,000
Water & Sewer System Refunding Bonds, Series 2010	\$3,090,000	\$3,090,000	<u>\$2,240,000</u>
		<i>Total Outstanding Debt:</i>	<u>\$3,330,000</u>

General Obligation Bonds

There is no General Obligation Tax Debt authorized or outstanding.

Tax Bonds

Principal and Interest Requirements

The City of Hereford has no tax bonds outstanding.

ANNUAL BUDGET

Revenue and Expense Summary General Fund

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
General Fund Revenue				
101101	Property Taxes - Current	\$1,422,319	\$1,437,400	\$1,427,500
101102	Property Taxes - Delinquent	185,000	182,024	185,000
101103	Property Taxes - Penalty & Interest	15,000	19,831	15,000
101104	Property Taxes - Delinquent Prior Years	25,000	47,012	25,000
101106	Garbage Billing	1,840,000	1,794,863	1,854,512
101107	Municipal Court Receipts	305,000	323,024	337,000
101108	Municipal Court Tech Fund Revenue	10,000	12,277	14,000
101109	Court Costs & Sales Tax Discounts	3,670	3,992	5,000
101110	Franchise Fees	995,000	1,024,363	995,000
101111	Building & Zoning Fees	34,000	43,232	34,000
101112	Building & Zoning Inspections	0	291	0
101113	Airport Hangar & Tie-down Revenue	35,260	30,433	34,000
101114	Airport Taxable Revenue	0	163	155
101115	Juvenile Officer - D.S.C. & H.I.S.D.	25,400	9,905	25,400
101116	Interest Earned	1,200	2,063	1,500
101117	Airport Fuel Sales Revenue	120,000	273,275	250,000
101118	Golf Course - Non-Taxable Revenue	170,000	165,033	170,000
101119	Licenses	4,000	1,798	4,000
101120	Miscellaneous Revenue	6,000	6,024	6,000
101121	Landfill Revenue	60,000	52,533	60,000
101122	H.A.C. - Non-Taxable Revenue	50,000	48,936	50,000
101123	Fire Agreement - D. S. County	260,000	244,689	266,000
101124	Mosquito Spraying	20,000	22,429	20,000
101125	Community Center Revenue & Donations	9,000	11,988	12,000
101126	Golf Course - Taxable Revenue	110,000	100,710	110,000
101127	City Sales & Mixed Drink Tax	1,220,000	1,371,292	1,360,000
101128	Motel Occupancy Tax	140,000	151,760	140,000
101129	Sale of Fixed Assets	0	0	0
101131	H.A.C. Taxable Revenue	250	324	250
101132	Municipal Court Security Fund Revenue	8,000	8,762	9,000
101133	Nita Lea Lease Purchase Revenue	18,800	0	18,800
101136	Loan Proceeds	0	218,175	0
101137	Food Safety Permits	0	0	0
101140	L.E.O.S.E. Training Revenue	3,000	0	3,000
101180	Operating Transfers In	750,000	1,200,000	1,000,000
101191	Fire Department Grant Revenue	0	0	0
101197	P.R.P.C. Grant Revenue	0	0	0
101198	Airport Grant Revenue	0	0	0
General Fund Revenue Total:		<u>\$7,845,899</u>	<u>\$8,808,600</u>	<u>\$8,432,117</u>

ANNUAL BUDGET

Revenue and Expense Summary General Fund Continued

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
General Fund Expenditures				
01-110	Administration	\$344,666	\$322,337	\$349,073
01-112	Building & Zoning	197,524	193,651	206,424
01-115	Food Safety	59,650	58,993	56,850
01-150	Municipal Court	132,400	126,425	139,500
01-210	Fire Department	413,863	440,507	419,721
01-310	Health Department	1,268,598	1,244,052	1,269,948
01-410	Parks Department	482,050	522,801	519,350
01-411	Hereford Aquatic Center	309,350	366,425	324,150
01-412	Golf Course	543,550	625,799	571,050
01-510	Police Department	2,394,169	2,338,044	2,540,240
01-512	Animal Control	69,850	77,597	77,800
01-610	Street Department	1,254,350	1,388,604	1,420,931
01-710	Municipal Airport	276,967	357,988	404,700
01-910	Non-Departmental	<u>82,500</u>	<u>59,787</u>	<u>82,500</u>
General Fund Expenditure Total:		<u>\$7,829,487</u>	<u>\$8,123,010</u>	<u>\$8,382,237</u>

ANNUAL BUDGET

Revenue and Expense Summary Water & Sewer Fund

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Water & Sewer Fund Revenue

101201	Water Billing	\$3,286,000	\$4,350,920	\$3,900,000
101202	Sewer Billing	1,145,000	1,220,534	1,200,000
101203	Service Taps	6,000	8,968	4,000
101205	Penalties on Water Billing	136,000	140,034	136,000
101210	Capital Fund Revenue	0	0	0
101214	Lease Revenue-Water Tower Space	25,000	25,059	25,000
101215	Lease Revenue-City Farm	62,500	62,500	62,500
101216	Interest Earned	8,000	8,407	8,000
101120	Miscellaneous Revenue	2,500	4,163	2,500
101222	Sale of Fixed Assets	0	0	0
101223	Donations-Water Acquisition	<u>0</u>	<u>0</u>	<u>0</u>

Water & Sewer Fund Revenue Total: **\$4,671,000** **\$5,820,585** **\$5,338,000**

Water & Sewer Fund Expenditures

02-110	Finance Office	\$394,288	\$384,549	\$413,433
02-210	Utility Maintenance	903,600	1,079,894	984,300
02-310	Water Production	799,411	966,279	901,491
02-410	Wastewater Treatment	307,949	263,160	304,084
02-910	Non-Departmental	<u>1,846,855</u>	<u>2,295,355</u>	<u>1,893,750</u>

Water & Sewer Fund Expenditure Total: **\$4,252,103** **\$4,989,237** **\$4,497,058**

ANNUAL BUDGET

Revenue and Expense Summary
Voluntary Park Fund

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
<i>Voluntary Park Fund Revenues</i>				
101101	Voluntary Park Revenue	<u>\$39,000</u>	<u>\$41,045</u>	<u>\$39,000</u>
	<i>Voluntary Park Fund Revenue Total:</i>	<u>\$39,000</u>	<u>\$41,045</u>	<u>\$39,000</u>
<i>Voluntary Park Fund Expenditures</i>				
211090	Voluntary Park Capital Improvements	<u>\$39,000</u>	<u>\$41,196</u>	<u>\$39,000</u>
	<i>Voluntary Park Fund Expenditure Total:</i>	<u>\$39,000</u>	<u>\$41,196</u>	<u>\$39,000</u>

ANNUAL BUDGET

Revenue and Expense Summary
All Funds

Fund Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Revenues

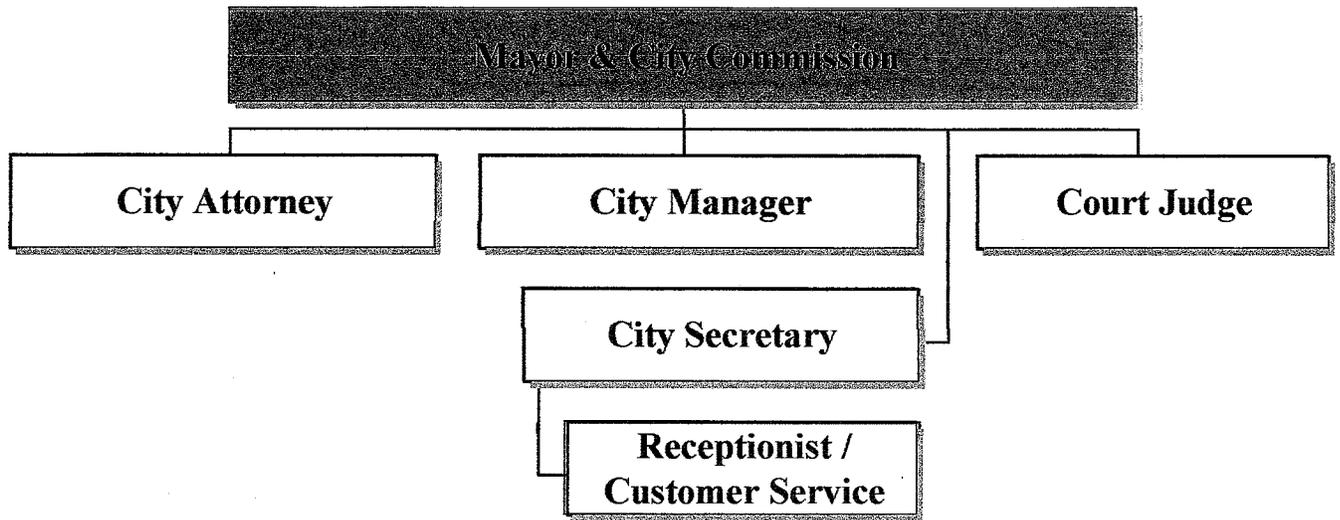
01	General Fund	\$7,845,899	\$8,808,600	\$8,432,117
02	Water & Sewer Fund	4,671,000	5,820,585	5,338,000
04	Voluntary Park Fund	<u>39,000</u>	<u>41,045</u>	<u>39,000</u>

Revenue Total: \$12,555,899 \$14,670,230 \$13,809,117

Expenditures

01	General Fund	\$7,829,487	\$8,123,010	\$8,382,237
02	Water & Sewer Fund	4,252,103	4,989,237	4,497,058
04	Voluntary Park Fund	<u>39,000</u>	<u>41,196</u>	<u>39,000</u>

Expenditure Total: \$12,120,590 \$13,153,443 \$12,918,295



The Administrative Department consists of members of the City Commission, the City Manager, City Secretary and Receptionist. The City Commission is responsible for policy, leadership and the general direction of City Government. The Mayor and two Commissioners are elected at-large from the City and four Commissioners are elected from specific places or wards within the City. The Mayor, along with Commissioner Place One and Commissioner Place Three are elected in odd-numbered years and Commissioner Place Two, Commissioner Place Four, Commissioner At-Large Place Five and Commissioner At-Large Place Six are elected in even-numbered years. Elections to the positions are held on the second Saturday of May of each year for two-year terms. The City Manager is the Chief Executive Officer of the City.

Responsibility of this department includes budget preparation and execution, as well as overall administration of City Ordinances and policy as adopted by the City Commission. The City Secretary's duties include personnel/payroll, records management, municipal elections, public information official, and event planner. She serves as clerk to the City Commission and secretary to the City Manager.

ANNUAL BUDGET

Department
Administration

Fund
General

Dept. No.
01-110

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Personnel Services

211010	Salaries	\$142,300	\$135,195	\$144,300
211011	Overtime	0	0	0
211012	City Commission Salaries	2,400	2,400	2,400
211013	Auto Allowance	9,000	9,000	9,000
211014	Uniforms	1,000	1,033	1,000
211015	Health Insurance	10,400	10,226	10,900
211016	W/C & Unemployment Insurance	1,300	1,014	1,200
211017	Life & LTD Insurance	1,200	1,117	1,300
211018	TMRS Retirement	17,100	15,510	17,500
211019	Social Security	<u>11,600</u>	<u>8,787</u>	<u>11,800</u>

Total Personnel Services: **\$196,300** **\$184,282** **\$199,400**

Supplies

211020	Supplies	\$7,000	\$13,037	\$7,000
211026	Fuel & Oil	<u>4,050</u>	<u>3,992</u>	<u>4,050</u>

Total Supplies: **\$11,050** **\$17,029** **\$11,050**

Maintenance

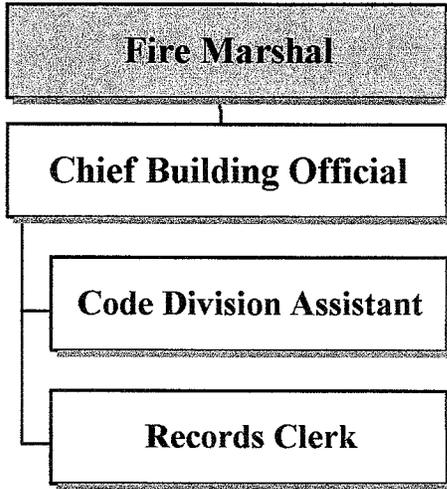
211030	Maintenance - Equipment	\$3,700	\$9,611	\$3,700
211033	Maintenance - Building	<u>2,000</u>	<u>2,506</u>	<u>2,000</u>

Total Maintenance: **\$5,700** **\$12,117** **\$5,700**

Utilities

211040	Natural Gas	\$1,000	\$648	\$1,000
211041	Electricity	2,100	2,648	2,800
211045	Telephone	<u>3,000</u>	<u>11,431</u>	<u>3,500</u>

Total Utilities: **\$6,100** **\$14,727** **\$7,300**



The Building and Zoning Department has the responsibility to enforce all building related codes during the construction of new facilities and rehabilitation, alterations and additions to existing buildings and structures. Duties include reviewing plans, issuing permits and inspecting all construction within the City limits. Garage sale and itinerant vendor permits are also issued through this office.

ANNUAL BUDGET

Department
Building & Zoning

Fund
General

Dept. No.
01-112

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Personnel Services

211210	Salaries	\$128,500	\$126,909	\$134,400
211214	Uniforms	1,200	811	1,500
211215	Health Insurance	15,600	13,209	16,400
211216	W/C & Unemployment Insurance	1,200	1,270	1,500
211217	Life & LTD Insurance	1,200	1,083	1,200
211218	TMRS Retirement	14,700	13,657	15,400
211219	Social Security	<u>9,900</u>	<u>9,322</u>	<u>10,400</u>

Total Personnel Services: **\$172,300** **\$166,261** **\$180,800**

Supplies

211220	Supplies	\$3,000	\$3,906	\$3,500
211226	Fuel & Oil	<u>4,124</u>	<u>3,770</u>	<u>4,124</u>

Total Supplies: **\$7,124** **\$7,676** **\$7,624**

Maintenance

211230	Maintenance - Equipment	\$4,000	\$7,779	\$4,000
211233	Maintenance - Building	<u>2,000</u>	<u>1,415</u>	<u>2,000</u>

Total Maintenance: **\$6,000** **\$9,194** **\$6,000**

Utilities

211240	Natural Gas	\$500	\$324	\$500
211241	Electricity	1,000	1,158	1,400
211245	Telephone	<u>2,000</u>	<u>3,390</u>	<u>1,500</u>

Total Utilities: **\$3,500** **\$4,872** **\$3,400**

ANNUAL BUDGET

Department
Building & Zoning
(Cont.)

Fund
General

Dept. No.
01-112

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Other Charges

211280	Dues & Registration	\$2,000	\$1,160	\$2,000
211282	Travel Expense	3,000	519	3,000
211283	Subscriptions & Advertising	500	869	500
211286	Lease Equipment	1,700	1,868	1,700
211287	Property & Liability Insurance	<u>1,400</u>	<u>1,232</u>	<u>1,400</u>

Total Other Charges: **\$8,600** **\$5,648** **\$8,600**

Capital Expense

211290	Capital	\$0	\$0	\$0
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Total Capital Expense: **\$0** **\$0** **\$0**

Building & Zoning Total: **\$197,524** **\$193,651** **\$206,424**

Food Safety Inspector

This department conducts inspections of food establishments to see that they meet sanitary and food safety standards and insures any noted deficiencies are corrected promptly to prevent food borne illnesses. The Food Safety Inspector is under the direct supervision of the Fire Marshal.

ANNUAL BUDGET

Department
Food Safety

Fund
General

Dept. No.
01-115

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Personnel Services

211510	Salaries	\$41,200	\$39,849	\$38,400
211514	Uniforms	400	400	400
211515	Health Insurance	5,200	5,113	5,500
211516	W/C & Unemployment Insurance	200	370	500
211517	Life & LTD Insurance	400	345	400
211518	TMRS Retirement	4,700	4,297	4,400
211519	Social Security	<u>3,200</u>	<u>2,932</u>	<u>3,000</u>

Total Personnel Services: **\$55,300** **\$53,306** **\$52,600**

Supplies

211520	Supplies	\$600	\$811	\$600
211526	Fuel & Oil	<u>600</u>	<u>0</u>	<u>600</u>

Total Supplies: **\$1,200** **\$811** **\$1,200**

Maintenance

211530	Maintenance - Equipment	\$500	\$703	\$500
211533	Maintenance - Building	<u>0</u>	<u>0</u>	<u>0</u>

Total Maintenance: **\$500** **\$703** **\$500**

Utilities

211540	Natural Gas	\$0	\$0	\$0
211541	Electricity	0	0	0
211545	Telephone	<u>600</u>	<u>1,250</u>	<u>600</u>

Total Utilities: **\$600** **\$1,250** **\$600**

ANNUAL BUDGET

Department
Food Safety
(Cont.)

Fund
General

Dept. No.
01-115

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Other Charges

211580	Dues & Registration	\$350	\$1,014	\$350
211582	Travel Expense	1,500	1,819	1,500
211587	Property & Liability Insurance	<u>200</u>	<u>90</u>	<u>100</u>

Total Other Charges: **\$2,050** **\$2,923** **\$1,950**

Capital Expense

211590	Capital	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
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Total Capital Expense: **\$0** **\$0** **\$0**

Food Safety Total: **\$59,650** **\$58,993** **\$56,850**

Court Judge

Court Clerk

The purpose of the court is to file and adjudicate Class C Misdemeanors occurring within the Court's jurisdiction, and to coordinate with the Warrant Officer on the service of warrants. Court personnel are responsible for the collection of fines and maintenance of records and files of a confidential nature. Administrative functions of the Municipal Court are the responsibility of the Municipal Court Judge and Court Clerk. Judicial functions are provided by the judge.

ANNUAL BUDGET

Department
Municipal Court

Fund
General

Dept. No.
01-150

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Personnel Services

215010	Salaries	\$86,100	\$84,515	\$90,800
215014	Uniforms	800	800	800
215015	Health Insurance	10,400	10,226	10,900
215016	W/C & Unemployment Insurance	500	687	800
215017	Life & LTD Insurance	800	732	800
215018	TMRS Retirement	9,700	9,082	10,400
215019	Social Security	<u>6,600</u>	<u>6,198</u>	<u>7,100</u>
<i>Total Personnel Services:</i>		<u>\$114,900</u>	<u>\$112,240</u>	<u>\$121,600</u>

Supplies

215020	Supplies	\$2,800	\$2,543	\$2,800
<i>Total Supplies:</i>		<u>\$2,800</u>	<u>\$2,543</u>	<u>\$2,800</u>

Maintenance

215030	Maintenance - Equipment	\$900	\$302	\$900
215033	Maintenance - Building	750	1,190	750
215035	Tech Fund Expense	<u>4,500</u>	<u>4,170</u>	<u>4,500</u>
<i>Total Maintenance:</i>		<u>\$6,150</u>	<u>\$5,662</u>	<u>\$6,150</u>

Utilities

215040	Natural Gas	\$750	\$283	\$750
215041	Electricity	1,000	1,324	1,400
215045	Telephone	<u>400</u>	<u>1,343</u>	<u>400</u>
<i>Total Utilities:</i>		<u>\$2,150</u>	<u>\$2,950</u>	<u>\$2,550</u>

ANNUAL BUDGET

Department
Municipal Court
(Cont.)

Fund
General

Dept. No.
01-150

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Other Charges

215080	Dues & Registration	\$1,000	\$1,176	\$1,000
215082	Travel Expense	2,000	833	2,000
215083	Subscriptions & Advertising	2,000	0	2,000
215087	Property & Liability Insurance	1,000	919	1,000
215088	Jury Trial Expense	<u>400</u>	<u>102</u>	<u>400</u>

Total Other Charges: **\$6,400** **\$3,030** **\$6,400**

Capital Expense

215090	Capital	\$0	\$0	\$0
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Total Capital Expense: **\$0** **\$0** **\$0**

Municipal Court Total: **\$132,400** **\$126,425** **\$139,500**

Fire Marshal

**Maint. Mechanic /
Fire Investigator**

The function of the Volunteer Fire Department is to protect lives and property in both the City of Hereford and Deaf Smith County. Department responsibilities include responding to residential and commercial structure fires, hazardous material incidents, motor vehicle accidents with injured or trapped persons, and as first responder on all life threatening medical emergencies. The department is also responsible for conducting fire prevention activities including inspections, plan review, and public education. The Fire Marshal is the Emergency Management Coordinator for the City of Hereford and Deaf Smith County.

ANNUAL BUDGET

Department
Fire

Fund
General

Dept. No.
01-210

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Personnel Services

221010	Salaries	\$102,100	\$102,752	\$115,800
221012	Part-Time/Fires & Drills	18,000	18,000	18,000
221013	Firefighter Retirement	20,000	23,490	25,000
221014	Uniforms	800	489	1,500
221015	Health Insurance	10,400	10,226	10,900
221016	W/C & Unemployment Insurance	4,200	5,410	5,500
221017	Life & LTD Insurance	900	789	1,000
221018	TMRS Retirement	11,500	11,049	13,300
221019	Social Security	<u>7,900</u>	<u>7,541</u>	<u>9,000</u>

Total Personnel Services: **\$175,800** **\$179,746** **\$200,000**

Supplies

221020	Supplies	\$20,000	\$17,316	\$20,000
221026	Fuel & Oil	<u>17,285</u>	<u>15,118</u>	<u>17,285</u>

Total Supplies: **\$37,285** **\$32,434** **\$37,285**

Maintenance

221030	Maintenance - Equipment	\$20,000	\$24,854	\$20,000
221033	Maintenance - Building	<u>5,000</u>	<u>31,891</u>	<u>5,000</u>

Total Maintenance: **\$25,000** **\$56,745** **\$25,000**

Utilities

221040	Natural Gas	\$6,600	\$6,548	\$7,200
221041	Electricity	10,428	11,220	12,186
221045	Telephone	<u>6,000</u>	<u>9,969</u>	<u>6,000</u>

Total Utilities: **\$23,028** **\$27,737** **\$25,386**

ANNUAL BUDGET

Department

Fund

Dept. No.

Fire

General

01-210

(Cont.)

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Other Charges

221077	Civil Defense	\$500	\$0	\$800
221080	Dues & Registration	7,500	4,583	7,500
221082	Travel Expense	12,000	13,129	12,000
221083	Subscriptions & Advertising	250	185	250
221084	LEOSE Training	500	0	500
221087	Property & Liability Insurance	<u>12,000</u>	<u>8,731</u>	<u>10,000</u>

Total Other Charges: **\$32,750** **\$26,628** **\$31,050**

Capital Expense

221090	Capital	\$120,000	\$117,217	\$101,000
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Total Capital Expense: **\$120,000** **\$117,217** **\$101,000**

Fire Department Total: **\$413,863** **\$440,507** **\$419,721**

Landfill Attendant

The City of Hereford currently contracts with Republic Services for solid waste service within the city. Republic Services is responsible for all areas of solid waste including collection, transportation and disposal. The cost of these contracted services are paid for out of the Health Department. The City operates the Type IV landfill.

ANNUAL BUDGET

Department
Health

Fund
General

Dept. No.
01-310

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Personnel Services

231010	Salaries	\$28,100	\$27,838	\$29,000
231011	Overtime	2,500	606	2,500
231012	Contracted Services-Landfill	0	0	0
231013	Contracted Services-Collection	1,219,248	1,197,727	1,219,248
231014	Uniforms	350	0	400
231015	Health Insurance	5,200	5,113	5,500
231016	W/C & Unemployment Insurance	1,400	1,433	1,500
231017	Life & LTD Insurance	300	326	300
231018	TMRS Retirement	3,500	3,047	3,400
231019	Social Security	<u>2,400</u>	<u>2,079</u>	<u>2,500</u>

Total Personnel Services: **\$1,262,998** **\$1,238,169** **\$1,264,348**

Supplies

231020	Supplies	\$0	\$0	\$0
231021	Chemicals	0	0	0
231026	Fuel & Oil	<u>0</u>	<u>0</u>	<u>0</u>

Total Supplies: **\$0** **\$0** **\$0**

Maintenance

231030	Maintenance - Equipment	\$0	\$0	\$0
231033	Maintenance - Building	<u>0</u>	<u>0</u>	<u>0</u>

Total Maintenance: **\$0** **\$0** **\$0**

Utilities

231040	Natural Gas	\$0	\$0	\$0
231041	Electricity	0	0	0
231045	Telephone	<u>0</u>	<u>0</u>	<u>0</u>

Total Utilities: **\$0** **\$0** **\$0**

ANNUAL BUDGET

Department
Health
(Cont.)

Fund
General

Dept. No.
01-310

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Other Charges

231089	Permit & Fees	<u>\$5,600</u>	<u>\$5,883</u>	<u>\$5,600</u>
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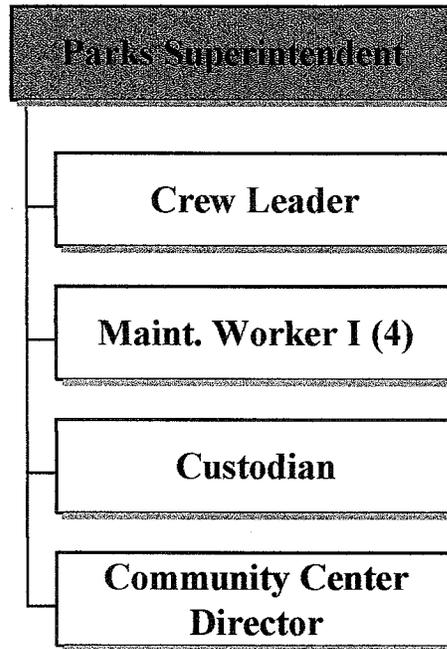
<i>Total Other Charges:</i>		<u>\$5,600</u>	<u>\$5,883</u>	<u>\$5,600</u>
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Capital Expense

231090	Capital	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
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<i>Total Capital Expense:</i>		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
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Health Department Total:		<u>\$1,268,598</u>	<u>\$1,244,052</u>	<u>\$1,269,948</u>
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The function of the City of Hereford Parks Department is to provide daily maintenance and upkeep of the 200 acres of City parks and the City of Hereford's Community Center. The parks maintained by the department include the Aquatic Center, Buena Vista, Central, Dameron, Jaycee, Langley, Mothers and Veterans Park. Daily maintenance includes mowing, tree care, fence maintenance, restroom cleaning, watering and any other items of need. An annual Celebration of Lights is held on the first Monday in December when lights on a community-wide Christmas tree and numerous other trees in Mothers Park and Dameron Park are illuminated for the holiday season.

ANNUAL BUDGET

Department
Parks

Fund
General

Dept. No.
01-410

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Personnel Services

241010	Salaries	\$247,700	\$251,601	\$260,500
241011	Overtime	2,200	10,826	8,000
241012	Part-Time	0	0	0
241014	Uniforms	2,800	2,533	2,800
241015	Health Insurance	41,600	45,167	43,600
241016	W/C & Unemployment Insurance	6,500	8,060	8,000
241017	Life & LTD Insurance	2,300	2,158	2,400
241018	TMRS Retirement	28,200	28,204	29,800
241019	Social Security	<u>19,200</u>	<u>19,258</u>	<u>20,800</u>

Total Personnel Services: **\$350,500** **\$367,807** **\$375,900**

Supplies

241020	Supplies	\$8,500	\$9,005	\$8,500
241021	Chemicals	7,500	4,798	7,500
241026	Fuel & Oil	<u>16,000</u>	<u>21,202</u>	<u>16,000</u>

Total Supplies: **\$32,000** **\$35,005** **\$32,000**

Maintenance

241030	Maintenance - Equipment	\$15,000	\$16,110	\$15,000
241032	Maintenance - Facilities	<u>22,000</u>	<u>40,640</u>	<u>22,000</u>

Total Maintenance: **\$37,000** **\$56,750** **\$37,000**

Utilities

241040	Natural Gas	\$10,500	\$7,420	\$10,500
241041	Electricity	21,000	23,689	25,000
241045	Telephone	<u>2,600</u>	<u>2,617</u>	<u>2,600</u>

Total Utilities: **\$34,100** **\$33,726** **\$38,100**

ANNUAL BUDGET

Department

Fund

Dept. No.

Parks

General

01-410

(Cont.)

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Other Charges

241080	Dues & Registration	\$750	\$1,996	\$750
241082	Travel Expense	500	230	500
241083	Subscriptions & Advertising	1,500	3,017	1,500
241086	Lease Equipment	0	0	0
241087	Property & Liability Insurance	<u>5,000</u>	<u>4,068</u>	<u>4,100</u>

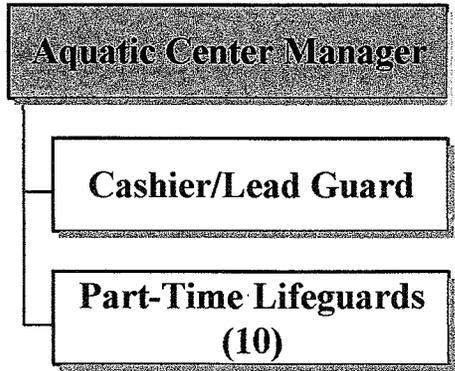
Total Other Charges: **\$7,750** **\$9,311** **\$6,850**

Capital Expense

241090	Capital	\$20,700	\$20,202	\$29,500
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Total Capital Expense: **\$20,700** **\$20,202** **\$29,500**

Park Department Total: **\$482,050** **\$522,801** **\$519,350**



The Hereford Aquatic Center's duties include the responsibility to provide and maintain a well-managed and safe environment for aquatic activities for the citizens of the City of Hereford. Staff provides instruction in aquatic safety, recreational swimming, and physical fitness.

ANNUAL BUDGET

Department
Aquatic Center

Fund
General

Dept. No.
01-411

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Personnel Services

241110	Salaries	\$69,800	\$70,615	\$74,000
241111	Overtime	750	1,469	750
241112	Part-Time	75,000	91,044	75,000
241115	Health Insurance	10,400	10,226	10,900
241116	W/C & Unemployment Insurance	3,000	3,705	4,000
241117	Life & LTD Insurance	700	606	700
241118	TMRS Retirement	8,000	7,620	8,600
241119	Social Security	<u>10,300</u>	<u>11,895</u>	<u>10,700</u>

Total Personnel Services: **\$177,950** **\$197,180** **\$184,650**

Supplies

241120	Supplies	\$9,000	\$19,671	\$16,500
241121	Chemicals	14,000	17,320	14,000
241128	Concession Expense	<u>2,500</u>	<u>6,315</u>	<u>2,500</u>

Total Supplies: **\$25,500** **\$43,306** **\$33,000**

Maintenance

241130	Maintenance - Equipment	\$10,000	\$47,221	\$10,000
241133	Maintenance - Building	<u>8,000</u>	<u>4,445</u>	<u>8,000</u>

Total Maintenance: **\$18,000** **\$51,666** **\$18,000**

Utilities

241140	Natural Gas	\$55,000	\$50,036	\$55,000
241141	Electricity	15,000	18,006	19,800
241145	Telephone	<u>2,700</u>	<u>3,150</u>	<u>2,700</u>

Total Utilities: **\$72,700** **\$71,192** **\$77,500**

ANNUAL BUDGET

Department
Aquatic Center
(Cont.)

Fund
General

Dept. No.
01-411

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Other Charges

241180	Dues & Registration	\$1,800	\$590	\$1,800
241182	Travel Expense	500	0	500
241183	Subscriptions & Advertising	1,500	367	1,500
241187	Property & Liability Insurance	<u>2,400</u>	<u>2,124</u>	<u>2,200</u>

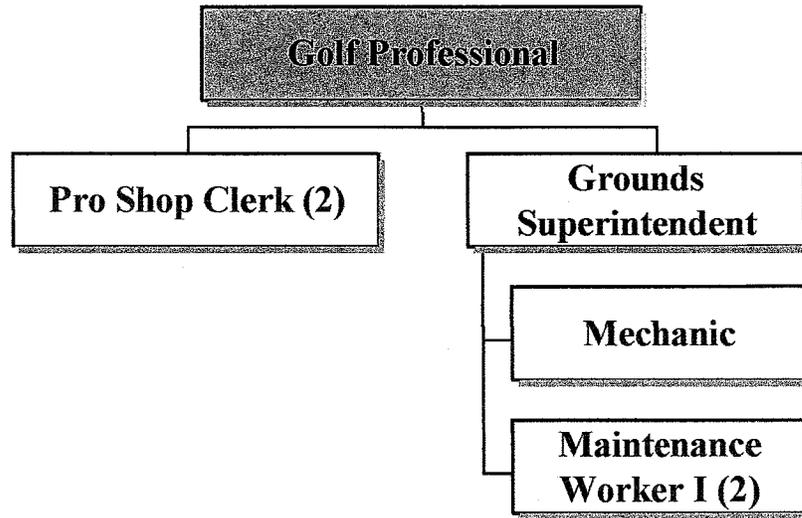
Total Other Charges: **6,200** **\$3,081** **6,000**

Capital Expense

241190	Capital	\$9,000	\$0	\$5,000
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Total Capital Expense: **\$9,000** **\$0** **\$5,000**

Aquatic Center Total: **\$309,350** **\$366,425** **\$324,150**



The City of Hereford owns and operates an eighteen-hole course known as the John Pitman Municipal Golf Course. The course has a full-time professional and four full-time maintenance employees. The course annually hosts a number of tournaments for both local and regional participation. The John Pitman Municipal Golf Course has been included on the Golf Digest list of municipal courses and was rated as one of the top courses.

ANNUAL BUDGET

Department
Golf Course

Fund
General

Dept. No.
01-412

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Personnel Services

241210	Salaries	\$239,500	\$243,953	\$254,000
241211	Overtime	4,000	8,820	4,000
241212	Part-Time	9,000	3,905	9,000
241214	Uniforms	2,000	1,088	2,000
241215	Health Insurance	36,400	35,792	38,100
241216	W/C & Unemployment Insurance	3,500	4,950	5,000
241217	Life & LTD Insurance	2,200	2,069	2,300
241218	TMRS Retirement	27,500	27,264	30,100
241219	Social Security	<u>19,400</u>	<u>18,899</u>	<u>20,600</u>

Total Personnel Services: **\$343,500** **\$346,740** **\$365,100**

Supplies

241220	Supplies - Pro Shop	\$6,000	\$10,676	\$6,000
241221	Chemicals	25,000	43,435	25,000
241222	Supplies-Grounds	6,500	6,673	6,500
241226	Fuel & Oil	<u>15,700</u>	<u>14,708</u>	<u>15,700</u>

Total Supplies: **\$53,200** **\$75,492** **\$53,200**

Maintenance

241230	Maintenance - Equipment - Pro Shop	\$1,500	\$2,075	\$1,500
241231	Maintenance - Irrigation	8,000	16,183	8,000
241232	Maintenance - Golf Carts	2,000	601	2,000
241233	Maintenance - Building	2,000	17,978	2,000
241234	Maintenance - Grounds	16,000	51,087	16,000
241235	Cart Path Fund Expense	<u>10,000</u>	<u>16,732</u>	<u>10,000</u>

Total Maintenance: **\$39,500** **\$104,656** **\$39,500**

Utilities

241240	Natural Gas	\$4,900	\$4,497	\$4,900
241241	Electricity	15,000	11,887	15,000
241245	Telephone	<u>5,500</u>	<u>4,809</u>	<u>5,500</u>

Total Utilities: **\$25,400** **\$21,193** **\$25,400**

ANNUAL BUDGET

Department
Golf Course
(Cont.)

Fund
General

Dept. No.
01-412

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Other Charges

241280	Dues & Registration	\$1,250	\$1,685	\$1,250
241282	Travel Expense	1,000	924	1,000
241283	Subscriptions & Advertising	2,500	0	2,500
241286	Lease Equipment	74,000	72,343	80,300
241287	Property & Liability Insurance	<u>3,200</u>	<u>2,766</u>	<u>2,800</u>

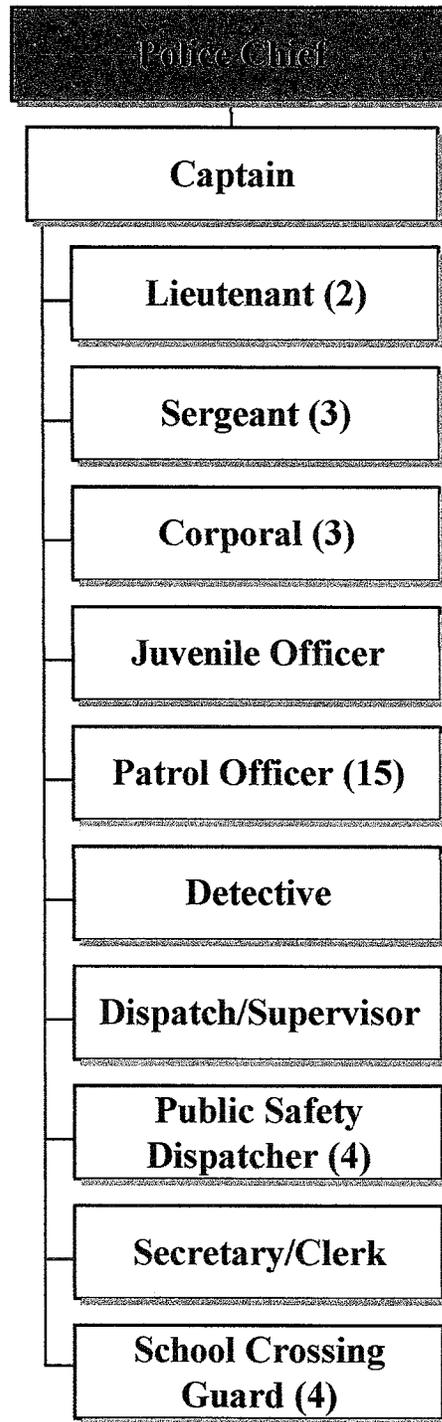
Total Other Charges: **81,950** **\$77,718** **\$87,850**

Capital Expense

241290	Capital	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
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Total Capital Expense: **\$0** **\$0** **\$0**

Golf Course Total: **\$543,550** **\$625,799** **\$571,050**



Traditionally the police function has entailed the responsibilities of the prevention of crime, the protection of life and property, and the keeping of the public peace. These are still the vital parts of the police role and include satellite duties such as proper reporting, investigation of offenses, and court testimony. However, the police function within the community has evolved into one involving great sociological impact. Law Enforcement is called upon to make more decisions daily which more seriously affect people's lives than any other governmental entity. Therefore, the functions of enforcement, prevention, protection and peacekeeping must be conducted in conjunction with responsiveness to, and a compassion for, the needs and rights of the community and the individual.

ANNUAL BUDGET

Department
Police

Fund
General

Dept. No.
01-510

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Personnel Services

251010	Salaries	\$1,417,200	\$1,350,623	\$1,468,100
251011	Overtime	50,000	37,625	50,000
251012	Part-Time	22,000	21,011	22,000
251013	Auto Allowance	6,000	4,000	6,000
251014	Uniforms	9,000	9,903	12,000
251015	Health Insurance	166,300	155,181	174,200
251016	W/C & Unemployment Insurance	25,000	32,967	32,000
251017	Life & LTD Insurance	12,400	11,336	12,800
251018	TMRS Retirement	165,900	149,721	170,800
251019	Social Security	<u>114,400</u>	<u>103,159</u>	<u>119,200</u>

Total Personnel Services: **\$1,988,200** **\$1,875,526** **\$2,067,100**

Supplies

251020	Supplies	\$36,000	\$28,225	\$36,000
251026	Fuel & Oil	<u>58,040</u>	<u>65,952</u>	<u>58,040</u>

Total Supplies: **\$94,040** **\$94,177** **\$94,040**

Maintenance

251030	Maintenance - Equipment	\$15,000	\$35,036	\$15,000
251033	Maintenance - Building	<u>5,500</u>	<u>8,381</u>	<u>5,500</u>

Total Maintenance: **\$20,500** **\$43,417** **\$20,500**

Utilities

251040	Natural Gas	\$4,700	\$3,042	\$4,700
251041	Electricity	7,200	8,720	7,200
251045	Telephone	<u>10,666</u>	<u>23,758</u>	<u>11,800</u>

Total Utilities: **\$22,566** **\$35,520** **\$23,700**

ANNUAL BUDGET

Department
Police
(Cont.)

Fund
General

Dept. No.
01-510

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Other Charges

251080	Dues & Registration	\$10,000	\$13,353	\$10,000
251082	Travel Expense	6,500	3,703	6,500
251083	Subscriptions & Advertising	600	1,021	600
251084	L.E.O.S.E. Training	2,000	160	2,000
251085	Miscellaneous	2,500	-1808	2,500
251086	Lease Equipment	4,000	3,379	4,000
251087	Property & Liability Insurance	21,500	19,082	20,000
251088	Prisoner Expense	120,000	152,410	175,000
251089	Narcotics	3,000	0	3,000

Total Other Charges: **\$170,100** **\$191,300** **\$223,600**

Capital Expense

251090	Capital	\$98,763	\$98,104	\$111,300
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Total Capital Expense: **\$98,763** **\$98,104** **\$111,300**

Police Department Total: **\$2,394,169** **\$2,338,044** **\$2,540,240**

Animal Control Officer

The Animal Control Department operates under the supervision of the Police Department and regulates the keeping of domestic animals, wild livestock, fowl and vicious animals. This department enforces state laws and City ordinances concerning rabies vaccination, registrations and the number of domestic animals per household. It promotes and maintains an adoption program for unclaimed animals in addition to their impoundment and care. This department also investigates bite/scratch incidents, with the possibility of quarantine of the animal involved. It also provides education and promotes the responsible care of all animals.

ANNUAL BUDGET

<u>Department</u>	<u>Fund</u>	<u>Dept. No.</u>
Animal Control	General	01-512

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Personnel Services

251210	Salaries	\$33,600	\$33,339	\$34,600
251211	Overtime	4,000	14,247	10,000
251212	Part-Time	3,000	0	3,000
251214	Uniforms	400	375	400
251215	Health Insurance	5,200	5,113	5,500
251216	W/C & Unemployment Insurance	800	803	800
251217	Life & LTD Insurance	300	287	400
251218	TMRS Retirement	4,300	5,132	4,300
251219	Social Security	<u>3,200</u>	<u>3,190</u>	<u>3,700</u>

<i>Total Personnel Services:</i>	<u>\$54,800</u>	<u>\$62,486</u>	<u>\$62,700</u>
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Supplies

251220	Supplies	\$2,600	\$7,952	\$2,600
251226	Fuel & Oil	<u>4,450</u>	<u>5,509</u>	<u>4,600</u>

<i>Total Supplies:</i>	<u>\$7,050</u>	<u>\$13,461</u>	<u>\$7,200</u>
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Maintenance

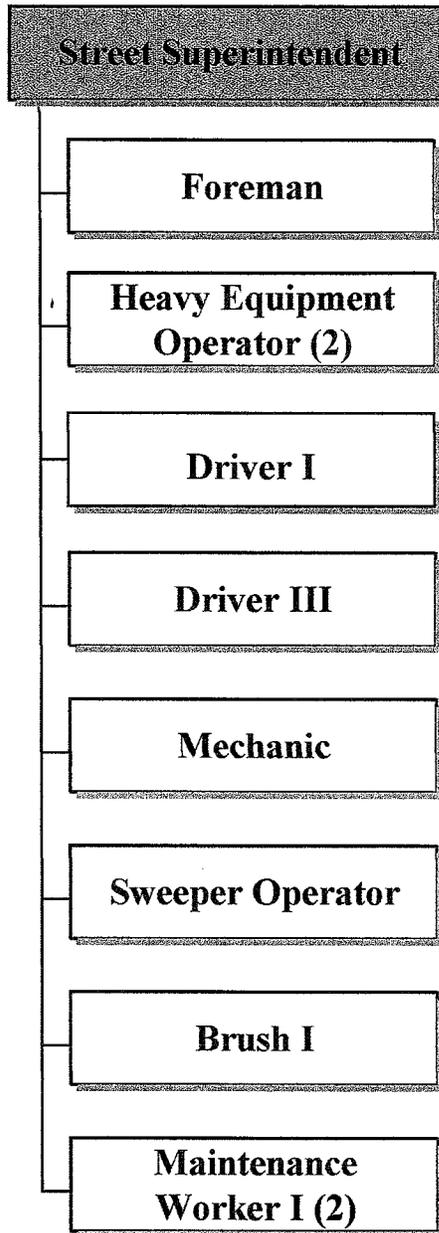
251230	Maintenance - Equipment	\$800	\$1,343	\$800
251233	Maintenance - Building	<u>800</u>	<u>457</u>	<u>800</u>

<i>Total Maintenance:</i>	<u>\$1,600</u>	<u>\$1,800</u>	<u>\$1,600</u>
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Utilities

251240	Natural Gas	\$2,000	\$1,074	\$2,000
251241	Electricity	300	437	300
251245	Telephone	<u>400</u>	<u>379</u>	<u>400</u>

<i>Total Utilities:</i>	<u>\$2,700</u>	<u>\$1,890</u>	<u>\$2,700</u>
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The Street Department's primary function is to provide a means for transportation between the home, the work place, recreational facilities, and commercial establishments; provide a system for storm water drainage and removal; insure municipal roadways are sanitary and without excess debris. It also establishes and maintains sufficient traffic control devices to inform the general public on the conditions of and the requirements for the use and control of vehicular movement throughout the City. This department is also responsible for alley clean-up.

ANNUAL BUDGET

<u>Department</u>	<u>Fund</u>	<u>Dept. No.</u>
Street	General	01-610

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Personnel Services

261010	Salaries	\$386,900	\$380,478	\$410,000
261011	Overtime	20,000	42,932	45,000
261012	Part-Time	0	4,399	0
261014	Uniforms	2,800	3,666	5,900
261015	Health Insurance	57,200	51,231	59,900
261016	W/C & Unemployment Insurance	18,500	20,444	17,500
261017	Life & LTD Insurance	3,500	3,380	3,700
261018	TMRS Retirement	45,900	45,473	46,800
261019	Social Security	<u>31,200</u>	<u>31,062</u>	<u>35,200</u>

<i>Total Personnel Services:</i>	<u>\$566,000</u>	<u>\$583,065</u>	<u>\$624,000</u>
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Supplies

261020	Supplies	\$20,000	\$14,430	\$20,000
261022	Mosquito Spraying	24,000	2,661	24,000
261026	Fuel & Oil	<u>64,000</u>	<u>88,383</u>	<u>76,281</u>

<i>Total Supplies:</i>	<u>\$108,000</u>	<u>\$105,474</u>	<u>\$120,281</u>
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Maintenance

261030	Maintenance - Equipment	\$40,000	\$99,163	\$40,000
261033	Maintenance - Building	5,000	4,954	5,000
261036	Maintenance - Streets	<u>170,000</u>	<u>234,759</u>	<u>170,000</u>

<i>Total Maintenance:</i>	<u>\$215,000</u>	<u>\$338,876</u>	<u>\$215,000</u>
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Utilities

261040	Natural Gas	\$7,500	\$6,775	\$7,500
261041	Electricity	4,000	3,157	4,000
261045	Telephone	3,100	3,216	3,100
261046	Street Lighting	<u>153,000</u>	<u>144,102</u>	<u>158,000</u>

<i>Total Utilities:</i>	<u>\$167,600</u>	<u>\$157,250</u>	<u>\$172,600</u>
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ANNUAL BUDGET

Department
Street
(Cont.)

Fund
General

Dept. No.
01-610

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Other Charges

261080	Dues & Registration	\$2,500	\$3,518	\$2,500
261082	Travel Expense	1,200	557	1,200
261083	Subscriptions & Advertising	250	0	250
261086	Lease Equipment	172,000	161,695	167,000
261087	Property & Liability Insurance	<u>9,500</u>	<u>8,012</u>	<u>8,100</u>

Total Other Charges: ***185,450*** ***173,782*** ***179,050***

Capital Expense

261090	Capital	\$12,300	\$30,157	\$110,000
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Total Capital Expense: ***12,300*** ***30,157*** ***110,000***

Street Department Total: ***1,254,350*** ***1,388,604*** ***1,420,931***

Airport Manager

Airport Attendant

The Hereford Municipal Airport is owned and operated by the City of Hereford under the direction of the airport manager. The airport has sufficient runway to accommodate small jets and most all other private aircraft. The City completed construction of a 9.2 million dollar, 6,100 ft. long, 100 ft. wide concrete runway and extended taxiways in 2009. The airport is an integral part of the economic development of the City.

ANNUAL BUDGET

Department
Airport

Fund
General

Dept. No.
01-710

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Personnel Services

271010	Salaries	\$67,600	\$68,548	\$73,000
271011	Overtime	1,000	905	1,300
271012	Part-Time	0	0	0
271014	Uniforms	700	384	700
271015	Health Insurance	10,400	10,276	10,900
271016	W/C & Unemp Insurance	1,200	1,454	1,400
271017	Life & LTD Insurance	700	614	700
271018	TMRS Retirement	7,800	7,457	8,600
271019	Social Security	<u>5,300</u>	<u>5,089</u>	<u>6,000</u>

Total Personnel Services: **\$94,700** **\$94,727** **\$102,600**

Supplies

271020	Supplies	\$2,500	\$5,177	\$2,500
271026	Fuel & Oil- Airport Auto	1,217	3,005	2,000
271027	Aviation Fuel	90,000	91,905	100,000
271028	Jet Fuel	45,000	117,236	100,000
271029	Aviation Oil	<u>60</u>	<u>347</u>	<u>400</u>

Total Supplies: **\$138,777** **\$217,670** **\$204,900**

Maintenance

271030	Maintenance - Equipment	<u>\$15,000</u>	<u>\$20,273</u>	<u>\$15,000</u>
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Total Maintenance: **\$15,000** **\$20,273** **\$15,000**

Utilities

271040	Natural Gas	\$3,800	\$2,471	\$3,800
271041	Electricity	9,490	11,830	12,900
271045	Telephone	<u>2,600</u>	<u>3,057</u>	<u>2,600</u>

Total Utilities: **\$15,890** **\$17,358** **\$19,300**

ANNUAL BUDGET

Department
 Airport
 (cont)

Fund
 General

Dept. No.
 01-710

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Other Charges

271080	Dues & Registration	\$100	\$444	\$300
271082	Travel Expense	2,000	0	2,000
271087	Property & Liability Insurance	<u>9,000</u>	<u>7,516</u>	<u>7,600</u>

Total Other Charges: **\$11,100** **\$7,960** **\$9,900**

Capital Expense

271090	Capital	\$1,500	\$0	\$53,000
271091	Capital - Runway Project	<u>0</u>	<u>0</u>	<u>0</u>

Total Capital Expense: **\$1,500** **\$0** **\$53,000**

Airport Total: **\$276,967** **\$357,988** **\$404,700**

**General Fund
Non-Departmental**

This account includes a number of expenses that are not specific to an individual function/department. Items in this account include:

Hotel/Motel Tax payments to Deaf Smith County Chamber of Commerce
YMCA Annual Donation
Christmas Celebration of Lights Event

ANNUAL BUDGET

Department
Non-Departmental

Fund
General

Dept. No.
01-910

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Non-Departmental Expenses

291053	Hotel/Motel Tax - DSC Chamber	\$70,000	\$47,287	\$70,000
291059	YMCA Annual Donation	12,500	12,500	12,500
291064	Fire Department Grant Expense	0	0	0
291065	Municipal Court Tech Fund Expense	<u>0</u>	<u>0</u>	<u>0</u>

Total Non-Departmental: **\$82,500** **\$59,787** **\$82,500**

Assistant City Manager

Customer Service Clerk

(3)

The Finance Department bills accounts, maintains records and collects payments for water, wastewater and solid waste collection. This department coordinates services with the Utility Maintenance Department and aids in the research necessary to maintain an accurate rate structure for all services provided by the City of Hereford. Cash collections are handled by this department and employees provide customer service through counter contact, general information and payment receipts. The Assistant City Manager is also responsible for accounts payable, accounts receivable and payroll, including management of insurance coverage of all aspects of the City's organization.

ANNUAL BUDGET

Department
Finance Office

Fund
Water & Sewer

Dept. No.
02-110

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Personnel Services

211010	Salaries	\$227,100	\$220,516	\$237,700
211011	Overtime	500	366	500
211013	Auto Allowance	3,000	3,000	3,000
211014	Uniforms	1,500	1,200	1,500
211015	Health Insurance	23,400	22,583	24,500
211016	W/C & Unemployment Insurance	1,100	1,530	1,600
211017	Life & LTD Insurance	2,000	1,826	2,100
211018	TMRS Retirement	26,000	24,089	27,500
211019	Social Security	<u>17,700</u>	<u>16,045</u>	<u>18,600</u>

Total Personnel Services: **\$302,300** **\$291,155** **\$317,000**

Supplies

211020	Supplies	<u>\$51,138</u>	<u>\$49,898</u>	<u>\$51,138</u>
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Total Supplies: **\$51,138** **\$49,898** **\$51,138**

Maintenance

211030	Maintenance - Equipment	\$16,000	\$16,064	\$16,000
211033	Maintenance - Building	<u>4,000</u>	<u>4,726</u>	<u>4,000</u>

Total Maintenance: **\$20,000** **\$20,790** **\$20,000**

Utilities

211040	Natural Gas	\$1,500	\$729	\$1,500
211041	Electricity	2,600	2,979	3,145
211045	Telephone	<u>2,250</u>	<u>5,575</u>	<u>2,250</u>

Total Utilities: **\$6,350** **\$9,283** **\$6,895**

ANNUAL BUDGET

Department
Finance Office
(Cont.)

Fund
Water & Sewer

Dept. No.
02-110

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Other Charges

211080	Dues & Registration	\$2,500	\$2,374	\$2,500
211081	Bank Charges	0	0	0
211082	Travel Expense	2,500	2,224	2,500
211083	Subscriptions & Advertising	200	0	200
211084	Annual Audit Expense	5,600	5,600	5,600
211086	Lease Equipment	2,200	1,836	2,200
211087	Property & Liability Insurance	<u>1,500</u>	<u>1,389</u>	<u>1,400</u>

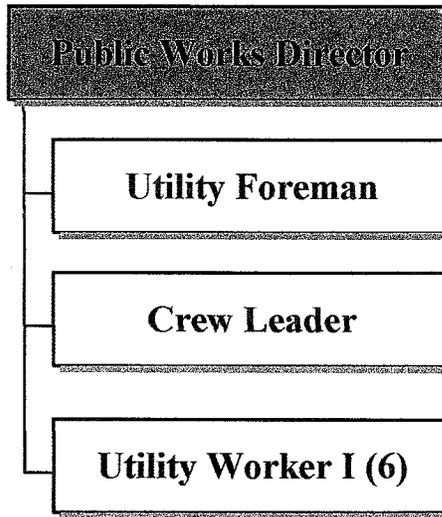
Total Other Charges: **\$14,500** **\$13,423** **\$14,400**

Capital Expense

211090	Capital	<u>\$0</u>	<u>\$0</u>	<u>\$4,000</u>
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Total Capital Expense: **\$0** **\$0** **\$4,000**

Finance Office Total: **\$394,288** **\$384,549** **\$413,433**



This department is responsible for the City's infrastructure pertaining to the delivery of water service to all customers as well as maintaining a safe, sanitary sewer collection system. All employees in this department read meters monthly, make new connections and complete work orders. In addition to these duties, the department also maintains the City's fire hydrants.

ANNUAL BUDGET

Department
Utility Maintenance

Fund
Water & Sewer

Dept. No.
02-210

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Personnel Services

221010	Salaries	\$427,800	\$443,517	\$408,100
221011	Overtime	45,000	38,495	45,000
221012	Part-Time	0	0	0
221014	Uniforms	2,800	3,518	5,600
221015	Health Insurance	49,400	48,575	51,800
221016	W/C & Unemployment Insurance	10,000	11,698	11,500
221017	Life & LTD Insurance	3,800	3,393	3,600
221018	TMRS Retirement	53,300	52,066	46,600
221019	Social Security	<u>36,200</u>	<u>34,313</u>	<u>35,100</u>

Total Personnel Services: **\$628,300** **\$635,575** **\$607,300**

Supplies

221020	Supplies	\$15,000	\$32,699	\$20,000
221021	Chemicals	5,000	0	5,000
221026	Fuel & Oil	<u>24,000</u>	<u>33,654</u>	<u>32,000</u>

Total Supplies: **\$44,000** **\$66,353** **\$57,000**

Maintenance

221030	Maintenance - Equipment	\$30,000	\$48,975	\$30,000
221031	Maintenance - System	100,000	231,866	100,000
221033	Maintenance - Building	<u>0</u>	<u>3,056</u>	<u>0</u>

Total Maintenance: **\$130,000** **\$283,897** **\$130,000**

Utilities

221040	Natural Gas	\$3,900	\$3,643	\$3,900
221041	Electricity	6,500	4,330	6,500
221045	Telephone	<u>6,000</u>	<u>5,717</u>	<u>6,000</u>

Total Utilities: **\$16,400** **\$13,690** **\$16,400**

**Chief Water Production
Operator**

**Water Production
Operator**

The Water Production Department is responsible for providing safe, potable water to all City of Hereford customers. This includes providing water for adequate fire protection. This Department also maintains all water wells, pump stations and water storage facilities. Water samples are taken monthly and reports to State agencies and the City of Hereford are prepared.

ANNUAL BUDGET

Department
Water Production

Fund
Water & Sewer

Dept. No.
02-310

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Personnel Services

231010	Salaries	\$79,900	\$83,956	\$82,300
231011	Overtime	25,000	36,353	29,000
231014	Uniforms	700	547	700
231015	Health Insurance	10,400	12,030	10,900
231016	W/C & Unemployment Insurance	2,600	2,885	3,000
231017	Life & LTD Insurance	800	677	800
231018	TMRS Retirement	11,900	12,927	9,400
231019	Social Security	<u>8,100</u>	<u>8,823</u>	<u>8,600</u>

Total Personnel Services: **\$139,400** **\$158,198** **\$144,700**

Supplies

231020	Supplies	\$5,800	\$5,850	\$5,800
231021	Chemicals	20,000	16,624	20,000
231026	Fuel & Oil	<u>11,941</u>	<u>14,536</u>	<u>11,941</u>

Total Supplies: **\$37,741** **\$37,010** **\$37,741**

Maintenance

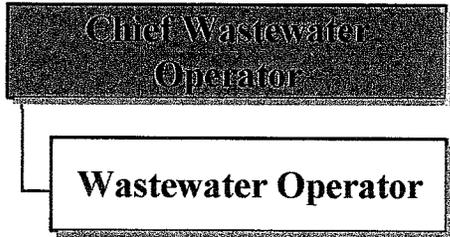
231030	Maintenance - Equipment	\$63,700	<u>\$152,991</u>	<u>\$70,000</u>
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Total Maintenance: **\$63,700** **\$152,991** **\$70,000**

Utilities

231040	Natural Gas	\$3,400	\$47,080	\$3,400
231041	Electricity	472,000	490,265	551,000
231045	Telephone	<u>4,000</u>	<u>3,199</u>	<u>4,000</u>

Total Utilities: **\$479,400** **\$540,544** **\$558,400**



This department is responsible for the treatment of wastewater, including maintenance of the plant and pump stations.

ANNUAL BUDGET

Department
Wastewater

Fund
Water & Sewer

Dept. No.
02-410

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Personnel Services

241010	Salaries	\$81,200	\$83,224	\$85,800
241011	Overtime	11,000	13,290	14,000
241014	Uniforms	700	547	700
241015	Health Insurance	10,400	8,423	10,900
241016	W/C & Unemployment Insurance	1,600	1,921	2,000
241017	Life & LTD Insurance	800	692	800
241018	TMRS Retirement	10,400	10,369	9,800
241019	Social Security	<u>7,100</u>	<u>7,078</u>	<u>7,700</u>

Total Personnel Services: **\$123,200** **\$125,544** **\$131,700**

Supplies

241020	Supplies	\$5,000	\$5,719	\$5,000
241021	Chemicals	5,000	1,215	5,000
241026	Fuel & Oil	<u>6,400</u>	<u>8,340</u>	<u>7,300</u>

Total Supplies: **\$16,400** **\$15,274** **\$17,300**

Maintenance

241030	Maintenance - Equipment	\$14,000	\$13,907	\$14,000
241031	Maintenance - City Farm	<u>15,000</u>	<u>2,747</u>	<u>15,000</u>

Total Maintenance: **\$29,000** **\$16,654** **\$29,000**

Utilities

241040	Natural Gas	\$1,200	541	1,200
241041	Electricity	94,000	74,218	94,000
241045	Telephone	<u>2,150</u>	<u>2,070</u>	<u>2,150</u>

Total Utilities: **\$97,350** **\$76,829** **\$97,350**

ANNUAL BUDGET

Department

Fund

Dept. No.

Wastewater

Water & Sewer Fund

02-410

(Cont.)

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Other Charges

241050	Property Tax-Farm	\$3,449	\$3,884	\$3,884
241080	Dues & Registration	1,200	986	1,200
241082	Travel Expense	900	89	900
241083	Subscriptions & Advertising	150	0	150
241087	Property & Liability Insurance	1,000	786	800
241088	Laboratory expense	3,500	2,151	3,500
241089	Permits & Fees	<u>1,800</u>	1,250	1,800

Total Other Charges: **\$11,999** **\$9,146** **\$12,234**

Capital Expense

241090	Capital	<u>\$30,000</u>	<u>\$19,713</u>	<u>\$16,500</u>
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Total Capital Expense: **\$30,000** **\$19,713** **\$16,500**

Wastewater Total: **\$307,949** **\$263,160** **\$304,084**

**Water & Sewer
Non-Departmental**

This account includes a number of expenses and payments that are not specific to an individual function/department. Items in this account include expenses for bonds and transfers out to General Fund.

About Hereford

QUICK FACTS

Location: At the crossroads of U.S. Hwy. 60 and U.S. Hwy. 385

Population: 15,380

Altitude: 3800 ft.

Annual mean temperature: 57 degrees

Average rainfall: 19.21 in.

Water sources: Ogalalla and Santa Rosa aquifers

Transportation: Hereford Municipal Airport 6100 ft. runway with VASI approach system, TNM& O Bus service, Burlington Northern Santa Fe railway, Panhandle Transit (inner city)

Parks: Dameron Park, Veterans Park and Aquatic Center Park.

Services: Volunteer Fire Department, Work Smart (business health), Ambulance, Sheriff Dept. City Police, Department Human Resources, U.S. Post Office, U.S. Agriculture Dept., Atmos Energy (gas), Xcel Energy (electricity), Deaf Smith Electric Co-op, West Texas Rural Telephone.

Medical: Hereford Regional Medical Center. Located in close proximity to Amarillo Medical Centers.

Local attractions: Deaf Smith County Museum, Deaf Smith County Library, E.B. Black House, Hereford YMCA Hereford Aquatic Center, Prisoner of War Camp, Spicer Gripp Roping Arena, Veterans of Foreign War building, Deaf Smith County Courthouse.

Regional Attractions: Palo Duro Canyon State Park, Buffalo Lake Wildlife Refuge, American Quarter Horse Association, Panhandle Plains Museum.



Michael Kitten
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The purpose of the Hereford Economic Development Corporation is to promote, assist, and enhance economic development. The business and affairs of the Corporation are conducted under authority of the Board of Directors, who are appointed by the Mayor of the City of Hereford with the advice and consent of the City Commission of the City of Hereford, and subject to applicable limitations imposed by the Texas Non-Profit Corporation Act, the Texas Business Corporation Act, and their Articles of Incorporation and By-Laws. The Board selects an Executive Director to oversee all administrative functions of the Corporation.

ANNUAL BUDGET

Department
H.E.D.C.

Fund
H.E.D.C.

Dept. No.
08-100

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Revenues

101101	Tax Revenue	\$610,000	\$676,727	\$680,000
101116	Interest	15,000	7,469	10,000
101120	Miscellaneous	0	0	0
101129	Sale of Fixed Assets	0	0	0
101130	Gain (Loss) on Investments	0	0	0
101150	Contributions	0	0	0
101180	Operating Transfers	<u>0</u>	<u>0</u>	<u>0</u>

H.E.D.C. Total Revenues: **\$625,000** **\$684,196** **\$690,000**

ANNUAL BUDGET

Department

H.E.D.C.

(Cont.)

Fund

H.E.D.C.

Dept. No.

08-100

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
<i>Personnel Services</i>				
210010	Salaries	\$70,250	\$60,623	\$82,400
210013	Auto Allowance	10,800	5,000	12,000
210015	Health Insurance	5,200	2,081	5,450
210016	W/C & Unemp Insurance	350	523	450
210017	Life & LTD Insurance	600	444	700
210018	TMRS Retirement	9,150	6,909	10,800
210019	Social Security	<u>6,300</u>	<u>4,694</u>	<u>7,300</u>
	<i>Total Personnel Services:</i>	<u>\$102,650</u>	<u>\$80,274</u>	<u>\$119,100</u>
<i>Supplies & Services</i>				
210020	Supplies	\$4,000	\$3,353	\$4,000
210041	Contracted Services	<u>19,800</u>	<u>19,800</u>	<u>19,800</u>
	<i>Total Supplies & Services:</i>	<u>\$23,800</u>	<u>\$23,153</u>	<u>\$23,800</u>
<i>Utilities</i>				
210045	Telephone	<u>\$2,500</u>	<u>\$3,424</u>	<u>\$2,500</u>
	<i>Total Utilities:</i>	<u>\$2,500</u>	<u>\$3,424</u>	<u>\$2,500</u>
<i>Other Charges</i>				
210085	Legal Services	\$4,000	\$575	\$4,000
210080	Dues & Registration	2,400	1,757	2,400
210082	Travel Expense	7,500	621	7,500
210083	Subscriptions & Advertising	2,500	1,507	5,000
210087	Property & Liability Insurance	<u>900</u>	<u>786</u>	<u>800</u>
	<i>Total Other Charges:</i>	<u>\$17,300</u>	<u>\$5,246</u>	<u>\$19,700</u>
<i>Capital Expense</i>				
211090	Capital	\$1,000	\$1,365	\$1,000
	<i>Total Capital Expense:</i>	<u>\$1,000</u>	<u>\$1,365</u>	<u>\$1,000</u>

ANNUAL BUDGET

Department
H.E.D.C.
(Cont.)

Fund
H.E.D.C.

Dept. No.
08-100

Account Number	Classification	Budgeted 2011-2012	Actual 2011-2012	Proposed 2012-2013
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Economic Development Expense

210091	Business Development	<u>\$477,750</u>	<u>\$662,395</u>	<u>\$523,900</u>
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<i>Economic Development Expense:</i>		<u>\$477,750</u>	<u>\$662,395</u>	<u>\$523,900</u>
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H.E.D.C. Total:		<u>\$625,000</u>	<u>\$775,857</u>	<u>\$690,000</u>
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2012-2013 PERSONNEL SCHEDULE

Administration

1 Mayor
6 Commissioners

1/2 City Manager
1/2 City Secretary
1 Receptionist
2

Food Safety

1 Food Safety Inspector
1

Building & Zoning

1 Chief Building Official
1 Code Division Assistant
1 Records Clerk
3

Municipal Court

1 Judge
1 Clerk
2

Fire

1 Marshal
1 Maint. Mechanic/Fire Investigator
2

Health Department

1 Landfill Attendant
1

Parks

1 Superintendent
4 Maintenance Worker I
1 Crew Leader
1 Custodian
1 Community Center Director
8

Aquatic Center

1 Manager
1 Cashier/Lead Lifeguard
2
10 Part-Time Lifeguards

Golf Course

1 Golf Professional
1 Grounds Superintendent
1 Mechanic
2 Pro Shop Clerk
2 Maintenance Worker I
7

2012-2013 PERSONNEL SCHEDULE

Continued

Police Department

- 1 Chief
- 1 Captain
- 2 Lieutenant
- 3 Sergeant
- 3 Corporal
- 1 Detective
- 1 Juvenile Officer*
- 15 Patrol Officer
- 1 Public Safety Dispatcher/ Supervisor
- 1 Secretary/Clerk
- 4 Public Safety Dispatcher

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* Funded by City, County & School

- 4 *Crossing Guards*
- 2 *Part-Time Janitors*

Animal Control

- 1 Officer

1

Streets

- 1 Superintendent
- 1 Foreman
- 2 Heavy Equipment Operator
- 1 Driver III
- 1 Mechanic
- 1 Sweeper Operator
- 1 Brush Truck Driver
- 2 Maintenance Worker I
- 1 Driver I

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Airport

- 1 Airport Manager
- 1 Airport Attendant

2

Finance

- 1/2 City Secretary
- 1 Asst. City Manager/Finance Manager
- 3 Customer Service Representatives

4.5

Utility Maintenance

- 1/2 City Manager
- 1 Public Works Director
- 1 Utility Foreman
- 1 Crew Leader
- 6 Utility Worker I

9.5

Water Production

- 1 Chief Operator
- 1 Operator

2

Wastewater Treatment

- 1 Chief Operator
- 1 Operator

2

HEDC

- 1 Executive Director

1