



**FY2002-03  
ANNUAL BUDGET AND  
PROGRAM OBJECTIVES**

**City of Fort Worth, TX**

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**[Click here for Table of Contents](#)**

# ANNUAL CITY OF FORT WORTH BUDGET AND PROGRAM OBJECTIVES 2002 - 2003

THE NEXT LEVEL  
FOR  
A HIGH  
PERFORMING  
ORGANIZATION

Business Planning Pyramid



# TABLE OF CONTENTS

Click on any item in this table of contents to proceed directly to the corresponding section of the document.

## ORGANIZATIONAL INFORMATION

City Officials ..... A-1  
 Departments/Directors ..... A-2  
 2002 Awards ..... A-3  
 City Organizational Chart .... A-5  
 Total City Operating Budget  
     Organizational Chart ..... A-7  
 City Council District Map ..... A-9  
 City Profile ..... A-11

## CITY MANAGER'S MESSAGE

..... B-1

## FINANCIAL MANAGEMENT POLICY STATEMENTS

... C-1

## INTRODUCTORY INFORMATION

Strategic Goals ..... D-1  
 Budget Format ..... D-3  
 Budget Procedure and  
     Philosophy ..... D-6  
 Suggested Schedule ..... D-9  
 Budget Process ..... D-11  
 Economic Outlook ..... D-13  
 Policy Issues ..... D-17

## SUMMARY INFORMATION

Appropriation and Ad  
     Valorem Ordinances ..... E-1  
 Schedule of Changes to  
     Proposed Budget ..... E-21  
 Total Operating Budget  
     and Total Revenues .... E-25  
 Revenue Synopsis ..... E-31  
 General Fund Expenditures  
     and Revenues ..... E-37

Summary of Authorized  
     Positions and Expenditures  
         General Fund ..... E-39  
         Other Funds ..... E-40  
 Changes in Authorized  
     Positions ..... E-41

## GENERAL FUND

..... F-1  
 City Manager ..... F-27  
 City Secretary ..... F-37  
 Code Compliance ..... F-45  
 Development ..... F-55  
 Economic and Community  
     Development ..... F-65  
 Environmental  
     Management ..... F-73  
 Finance ..... F-81  
 Fire ..... F-89  
 Housing ..... F-101  
 Human Relations  
     Commission ..... F-111  
 Human Resources ..... F-121  
 Internal Audit ..... F-129  
 Law ..... F-137  
 Library ..... F-145  
 Mayor and City Council .... F-153  
 Municipal Court ..... F-161  
 Non-Departmental ..... F-171  
 Parks & Community  
     Services ..... F-189  
 Planning ..... F-201  
 Police ..... F-209  
 Public Events ..... F-231  
 Public Health ..... F-241  
 Transportation and  
     Public Works ..... F-249  
 Zoo ..... F-261

## DEBT SERVICE

..... G-1

## CAPITAL PROJECTS

..... H-1

## WATER AND

SEWER FUND ..... I-1

## SOLID WASTE FUND

..... J-1

## MUNICIPAL GOLF FUND

.. K-1

## MUNICIPAL AIRPORTS

FUND ..... L-1

## MUNICIPAL PARKING

GARAGE FUND ..... M-1

## INTERNAL SERVICE FUNDS

Fund Statement ..... N-1  
 Equipment Services Fund .. N-3  
 Information Systems Fund N-19  
 Engineering Fund ..... N-37  
 Office Services Fund ..... N-53  
 Temporary Labor Fund .... N-69

## SPECIAL FUNDS

Insurance Funds ..... O-1  
 Culture and Tourism Fund O-41  
 Environmental Management  
     Fund ..... O-57  
 Awarded Assets  
     Funds ..... O-73  
 Lake Worth Trust Fund .... O-83  
 Cable Communications  
     Fund ..... O-107  
 City Store ..... O-123  
 Grants Fund Summary .... O-127

## CRIME CONTROL AND

PREVENTION DISTRICT . P-1

## SALARY SCHEDULE

..... Q-1

## GLOSSARY

..... R-1

# TABLE OF CONTENTS

## Alphabetical Listing by Fund/Department

Click on any item in this table of contents to proceed directly to the corresponding section of the document.

<p><b>AIRPORTS FUND..... L-1</b></p> <p><b>AWARDED ASSETS FUNDS..... O-73</b></p> <p><b>CABLE COMMUNICATIONS FUND ..... O-107</b></p> <p><b>CITY STORE..... O-123</b></p> <p><b>CRIME CONTROL AND PREVENTION DISTRICT ..... P-1</b></p> <p><b>CULTURE AND TOURISM FUND..... O-41</b></p> <p><b>DEBT SERVICE..... G-1</b></p> <p><b>ENGINEERING FUND ..... N-37</b></p> <p><b>ENVIRONMENTAL MANAGEMENT FUND ..... O-57</b></p> <p><b>EQUIPMENT SERVICES FUND..... N-3</b></p> <p><b>GENERAL FUND ..... F-1</b>              City Manager ..... F-27              City Secretary ..... F-37              Code Compliance..... F-45              Development ..... F-55              Econ &amp; Community Development ... F-65              Environmental Management ..... F-73              Finance..... F-81              Fire ..... F-89              Housing ..... F-101              Human Relations Commission..... F-111              Human Resources ..... F-121              Internal Audit ..... F-129</p>	<p>Law ..... F-137</p> <p>Library..... F-145</p> <p>Mayor and City Council..... F-153</p> <p>Municipal Court..... F-161</p> <p>Non-Departmental ..... F-171</p> <p>Parks &amp; Community Services..... F-189</p> <p>Planning..... F-201</p> <p>Police..... F-209</p> <p>Public Events..... F-231</p> <p>Public Health ..... F-241</p> <p>Transportation and Public Works.. F-249</p> <p>Zoo ..... F-261</p> <p><b>GLOSSARY ..... R-1</b></p> <p><b>GRANT FUNDS SUMMARY..... O-127</b></p> <p><b>INFORMATION SYSTEMS FUND..... N-19</b></p> <p><b>INSURANCE FUNDS..... O-1</b></p> <p><b>LAKE WORTH TRUST FUND ..... O-83</b></p> <p><b>MUNICIPAL GOLF FUND ..... K-1</b></p> <p><b>MUNICIPAL PARKING FUND ..... M-1</b></p> <p><b>OFFICE SERVICES FUND ..... N-53</b></p> <p><b>SOLID WASTE FUND ..... J-1</b></p> <p><b>TEMPORARY LABOR FUND..... N-69</b></p> <p><b>WATER AND SEWER FUND ..... I-1</b></p>
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# City of Fort Worth, Texas

## City Officials

**Kenneth L. Barr**  
Mayor

**Jim Lane**  
Place 2

**Clyde Picht**  
Place 6

**Chuck Silcox**  
Place 3

**Jeff Wentworth**  
Place 7

**Becky Haskin**  
Place 4

**Ralph McCloud**  
Place 8

**Frank Moss**  
Place 5

**Wendy R. Davis**  
Place 9

**Gary W. Jackson**  
City Manager

**Libby Watson**  
**Marc Ott**

**Charles R. Boswell**  
Assistant City Managers

**Joe Paniagua**  
**Reid Rector**

### Budget Office Staff

**Sary Cheng**  
**Enrique Duran**  
**Kristin Glass**  
**Pat Hale**

**Brian Hagerty**  
**Greg Jordan**  
**Skip Krueger**  
**Sandy Oliver**

**Alan Shuror**  
**Clinton Spruill**  
**Suzie Wagner**

# List of Departments and Directors

**City Manager's Office**

Gary W. Jackson,  
City Manager, (817) 871-6116

**IT Solutions**

Dave Miller,  
Director, (817) 871-8450

**Housing**

Jerome Walker,  
Director, (817) 871-7537

**Development**

Bob Riley,  
Director, (817) 871-8901

**Human Relations Commission**

Vanessa Boling,  
Director, (817) 871-7534

**Municipal Court**

Elsa Paniagua,  
Director, (817) 871-6711  
Ninfa Mares,  
Chief Judge, (817) 871-6715

**Internal Audit**

Costa Triantaphilides,  
City Auditor, (817) 871-6132

**City Secretary**

Gloria Pearson,  
City Secretary, (817) 871-6164

**Law**

David Yett,  
City Attorney, (817) 871-7606

**Finance**

James Keyes,  
Director, (817) 871-8517

**Human Resources**

Linda Cobb,  
Director, (817) 871-7783

**Planning**

Fernando Costa,  
Director, (817) 871-8042

**Equipment Services**

Tom Davis,  
Director, (817) 871-5118

**Fire**

Charles Gaines,  
Fire Chief, (817) 871-68

**Public Events**

Kirk Slaughter,  
Director, (817) 212-2501

**Police**

Ralph Mendoza,  
Police Chief, (817) 877-8201

**Parks & Community Services**

Richard Zavala Jr.,  
Director, (817) 871-5704

**Zoo**

Mike Fouraker,  
Executive Director,  
(817) 759-7590

**Public Health**

Daniel Reimer,  
Director, (817) 871-8903

**Environmental Management**

Brian Boerner,  
Director, (817) 871-8085

**Water & Wastewater**

Dale Fisseler,  
Director, (817) 871-8207

**Aviation**

Bridgette Garrett,  
Acting Director, (817) 871-5403

**Library**

Gleniece Robinson,  
Director, (817) 871-7708

**Engineering**

Douglas Rademaker,  
Director, (817) 871-6157

**Transportation & Public Works**

Robert Goode,  
Director, (817) 871-7801

**Code Compliance**

Carl Smart,  
Director, (817) 871-6300

# City of Fort Worth 2002 Awards

## City Manager's Office

- Government Finance Officers Association - Distinguished Budget Presentation Award
- 1<sup>st</sup> Place award for Website from the Texas Association of Telecommunications Officers and Advisors
- 2<sup>nd</sup> place for *Oak Wilt* program from the Texas Association of Telecommunications Officers and Advisors
- Telly Award for *Take a Walk in the Park Program*
- Honorable Mention for the Commercial Corridors program from the National Association of Telecommunications Officers and Advisors

## Environmental Management

- Texas Watermark State Award from the American Water Works Association for curriculum "Captain Crud and the Cruddies"
- Award of Publication Excellence from *Writing that Works: The Business Communication Report* for the Capitan Crud Teacher's Guide
- Telly Award for national children's programming "Capitan Crud and the Cruddies"

## Housing

- HUD Secretary's Opportunity and Empowerment Award from the American Planning Association for the Model Blocks Program
- Ahwahnee Award for the Model Blocks Program
- Ahwahnee Award Certificate of Merit for the Neighborhood Empowerment Zone Program

## **Finance**

- Government Finance Officers Association – Certificate of Excellence of Achievement in Financial Reporting

## **Human Resources**

- Award of Excellence for the Wellness Program

## **Library**

- Project of the Year from the Texas Library Association for the centennial celebration

## **Parks and Community Services**

- Tree City USA Growth Award for improved programs and efforts in urban forestry
- Texas Department Of Housing And Community Affairs Community Services Block Grant Performance Award for transitioning households out of poverty
- Texas Recreation and Park Society Region 2 & 3 Excellence in Programming Award for the Paddle & Cast Program at the Fort Worth Nature Center
- Texas Recreation And Park Society Region 2 & 3 lone star programming award for “Stone Soup” Garden at the Fort Worth Botanic Garden

## **Police**

- Legacy Award from the Bureau of Justice Assistance and Boys and Girls Clubs of America for the Comin' Up Program

## **Planning**

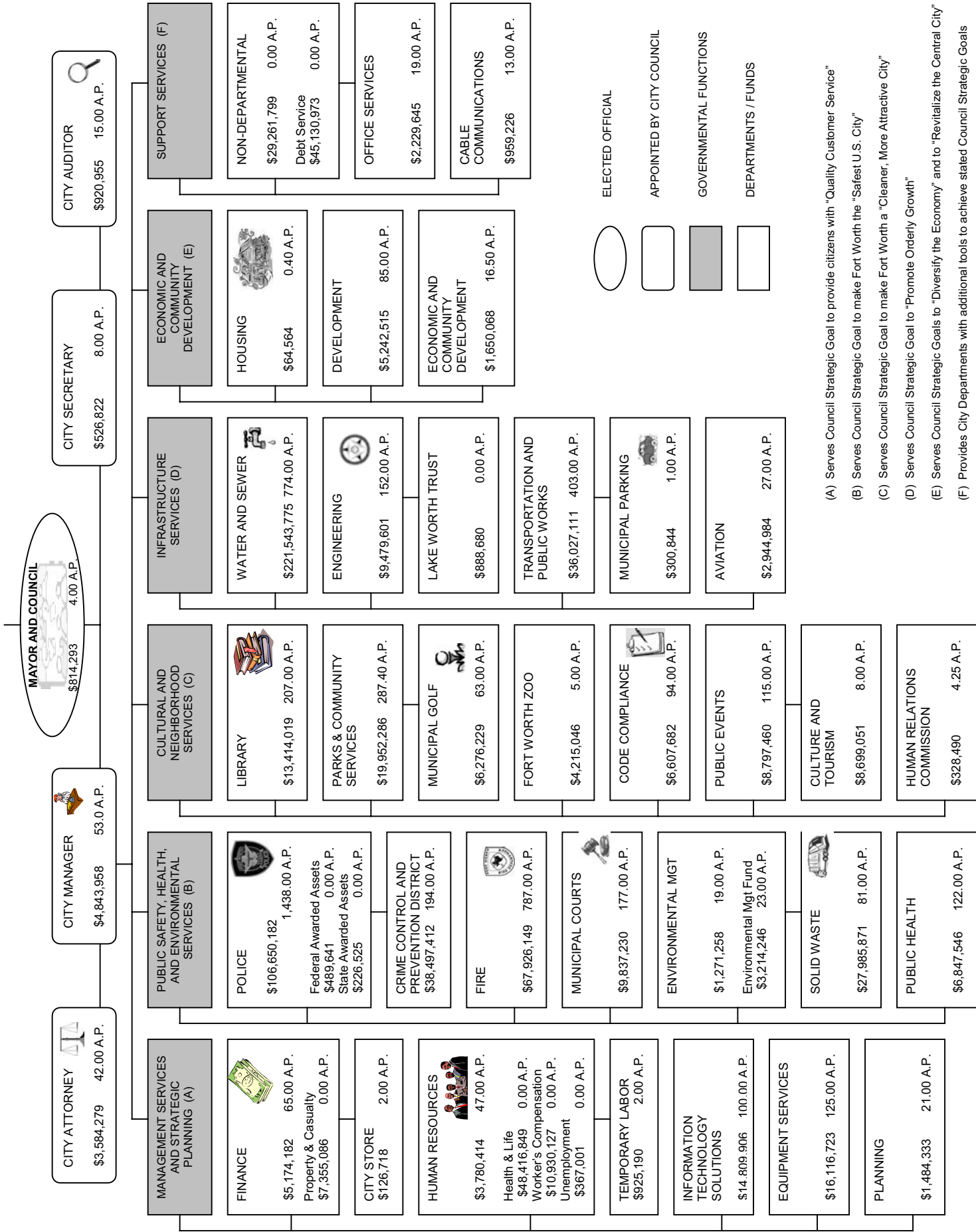
- Certificate of Achievement for Planning Excellence from the Texas Chapter of the American Planning Association

## **Transportation and Public Works**

- 2002 Preservation Project Award from Historic Ft. Worth for the remodeling of the Roseland/ Marine Theater



# CITIZENS OF FORT WORTH



- (A) Serves Council Strategic Goal to provide citizens with "Quality Customer Service"
- (B) Serves Council Strategic Goal to make Fort Worth the "Safest U.S. City"
- (C) Serves Council Strategic Goal to make Fort Worth a "Cleaner, More Attractive City"
- (D) Serves Council Strategic Goal to "Promote Orderly Growth"
- (E) Serves Council Strategic Goals to "Diversify the Economy" and to "Revitalize the Central City"
- (F) Provides City Departments with additional tools to achieve stated Council Strategic Goals

ELECTED OFFICIAL

APPOINTED BY CITY COUNCIL

GOVERNMENTAL FUNCTIONS

DEPARTMENTS / FUNDS

FINANCE  
\$5,174,182  
Property & Casualty  
\$7,355,086  
0.00 A.P.

CITY STORE  
\$126,718  
2.00 A.P.

HUMAN RESOURCES  
\$3,780,414  
47.00 A.P.  
Health & Life  
\$48,416,849  
0.00 A.P.  
Worker's Compensation  
\$10,930,127  
0.00 A.P.  
Unemployment  
\$367,001  
0.00 A.P.

TEMPORARY LABOR  
\$925,190  
2.00 A.P.

INFORMATION TECHNOLOGY SOLUTIONS  
\$14,809,906  
100.00 A.P.

EQUIPMENT SERVICES  
\$16,116,723  
125.00 A.P.

PLANNING  
\$1,484,333  
21.00 A.P.

PUBLIC SAFETY, HEALTH, AND ENVIRONMENTAL SERVICES (B)

POLICE  
\$106,650,182  
1,438.00 A.P.  
Federal Awarded Assets  
\$489,641  
0.00 A.P.  
State Awarded Assets  
\$226,525  
0.00 A.P.

CRIME CONTROL AND PREVENTION DISTRICT  
\$38,497,412  
194.00 A.P.

FIRE  
\$67,926,149  
787.00 A.P.

MUNICIPAL COURTS  
\$9,837,230  
177.00 A.P.

ENVIRONMENTAL MGT  
\$1,271,258  
19.00 A.P.  
Environmental Mgt Fund  
\$3,214,246  
23.00 A.P.

SOLID WASTE  
\$27,985,871  
81.00 A.P.

PUBLIC HEALTH  
\$6,847,546  
122.00 A.P.

CULTURAL AND NEIGHBORHOOD SERVICES (C)

LIBRARY  
\$13,414,019  
207.00 A.P.

PARKS & COMMUNITY SERVICES  
\$19,952,286  
287.40 A.P.

MUNICIPAL GOLF  
\$6,276,229  
63.00 A.P.

FORT WORTH ZOO  
\$4,215,046  
5.00 A.P.

CODE COMPLIANCE  
\$6,607,682  
94.00 A.P.

PUBLIC EVENTS  
\$8,797,460  
115.00 A.P.

CULTURE AND TOURISM  
\$8,699,051  
8.00 A.P.

HUMAN RELATIONS COMMISSION  
\$328,490  
4.25 A.P.

INFRASTRUCTURE SERVICES (D)

WATER AND SEWER  
\$221,543,775  
774.00 A.P.

ENGINEERING  
\$9,479,601  
152.00 A.P.

LAKE WORTH TRUST  
\$888,680  
0.00 A.P.

TRANSPORTATION AND PUBLIC WORKS  
\$36,027,111  
403.00 A.P.

MUNICIPAL PARKING  
\$300,844  
1.00 A.P.

AVIATION  
\$2,944,984  
27.00 A.P.

ECONOMIC AND COMMUNITY DEVELOPMENT (E)

HOUSING  
\$64,564  
0.40 A.P.

DEVELOPMENT  
\$5,242,515  
85.00 A.P.

ECONOMIC AND COMMUNITY DEVELOPMENT  
\$1,650,068  
16.50 A.P.

SUPPORT SERVICES (F)

NON-DEPARTMENTAL  
\$29,261,799  
0.00 A.P.  
Debt Service  
\$45,130,973  
0.00 A.P.

OFFICE SERVICES  
\$2,229,645  
19.00 A.P.

CABLE COMMUNICATIONS  
\$959,226  
13.00 A.P.

CITY AUDITOR  
\$920,955  
15.00 A.P.

CITY SECRETARY  
\$526,822  
8.00 A.P.

MAYOR AND COUNCIL  
\$814,293  
4.00 A.P.

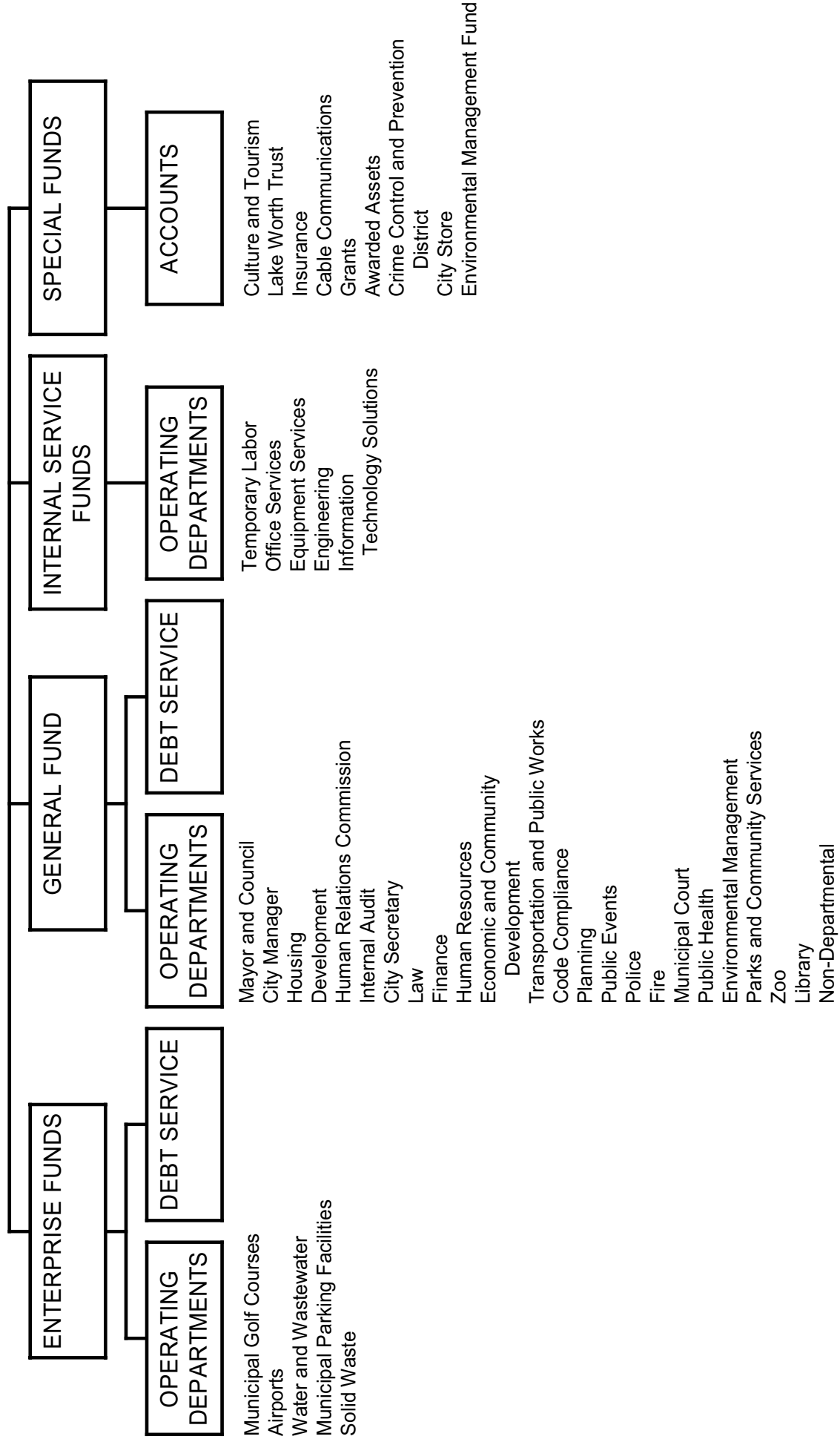
CITY MANAGER  
\$4,843,958  
53.0 A.P.

CITY ATTORNEY  
\$3,584,279  
42.00 A.P.

**FORT WORTH**



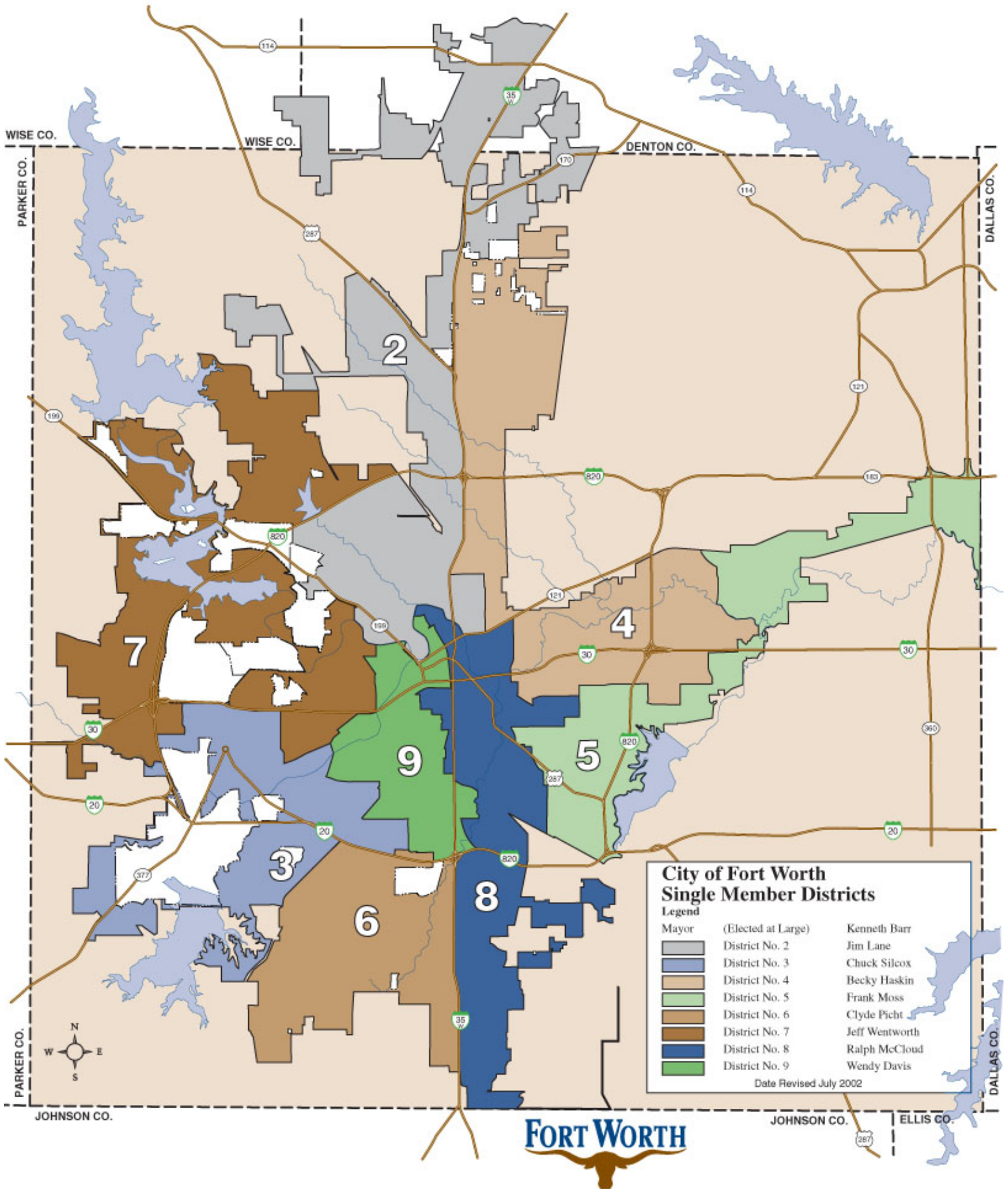
# TOTAL CITY OPERATING FUND STRUCTURE



**FORT WORTH**



# City of Fort Worth Single Member Districts



**FORT WORTH**



**LOCATION AND HISTORY.** Fort Worth, seat of Tarrant County, Texas is located in Tarrant and Denton Counties in North Central Texas at 97° 55' west longitude and 32° 36' north latitude. Situated on the Trinity River, Fort Worth is approximately 75 miles south of the Oklahoma state line and 270 miles north of the Gulf of Mexico.

Fort Worth was established as a frontier army post in 1849 by Major Ripley Arnold and named for General William Jenkins Worth, who distinguished himself in the War with Mexico. The outpost became a stopping place on the famous Old Chisholm Trail and a shipping point for the great herds of Longhorn cattle being driven to northern markets. Progressive City leadership brought the first of nine railroads to Fort Worth in 1876 and with the subsequent West Texas oil boom, guided the City into a metropolitan county of more than a million people. Fort Worth was a blending of cattle, oil, finance and manufacturing, and since World War II has become an aerospace, education, high-tech service transportation, industry service center in the South and Southwest.

**GOVERNMENT.** Fort Worth operates under the Council-Manager form of Municipal Government. A Mayor chosen at-large by popular vote and an eight-member, single-district council are elected to two-year terms. In turn, the Mayor and City Council appoint the City Manager who is the Chief Administrative and Executive Officer. The City Council is also responsible for the appointment of the City Attorney, Municipal Judges, City Secretary and the City Auditor.

**AREA AND POPULATION.** The Fort Worth metropolitan area continues to be ranked as one of the fastest growing areas of the top 50 metropolitan areas as reported by the Sales and Marketing Management, Metro Market Projections. As of January 1, 1985, the Dallas-Fort Worth Standard Metropolitan Statistical Area ("SMSA") was split into two separate areas: the Fort Worth-Arlington Primary Metropolitan Statistical Area ("PMSA") and the Dallas PMSA. The Fort Worth-Arlington PMSA now includes Johnson, Parker and Tarrant Counties. The Dallas-Fort Worth SMSA previously included the following counties in addition to those now in the Fort Worth-Arlington PMSA: Collin, Dallas, Denton, Ellis, Hood, Kaufman, Rockwall and Wise. The 2000 Census population for Tarrant County was 1,446,219, representing a 19% increase since 1990. The 2002 estimated City population is 554,981 and the estimated County population is 1,490,000.

**TRANSPORTATION.** The Dallas/Fort Worth International Airport (the "Airport") is the third busiest airport in the world in terms of operations and ranks fifth in the world based on passengers. The Airport is the principal air carrier facility serving the Dallas/Fort Worth metropolitan area. First opened on January 13, 1974, the Airport is located approximately 17 miles equidistant from the Cities of Dallas and Fort Worth, Texas. In 2000, the Airport handled more than 837,779 operations (an average of nearly 2,300 daily flights) which accommodated approximately 61 million passengers. Additionally, the Airport provides nonstop service to Europe, the Far East, Canada, Mexico, Central and South America, the Caribbean and the Bahamas. There are multiple flights every day to 129 domestic and 34 international destinations. Monetarily, the Airport is known as the giant engine that drives the metropolitan area economy. The Airport contributes approximately \$11.2 billion annually to the area. Businesses in the Airport region employ nearly 211,000 men and women because of jobs created directly or indirectly by the Airport. These jobs generate a total of \$6.1 billion in personal income.

Meacham International Airport, a Fort Worth municipally owned and operated general aviation airport, logs over 420,000 take-offs and landings annually at its all-weather facilities and is equipped with a 7,500 foot runway. Fort Worth Spinks Airport, a general aviation airport located in the southwestern portion of the City is equipped with a 6,000-foot runway and two taxiways. Alliance Airport serves the needs of industrial, business, and general aviation users and is equipped with a 9,600-foot runway.

Three interstate highways (Interstate 20, Interstate 30 and Interstate 35), five federal and four state highways provide all-weather routes within Fort Worth and to and from the rest of the nation. Interstate 820, which encircles the City, allows quick access to all parts of the Fort Worth area. The Texas Highway Commission has completed a master highway construction plan for Tarrant County to provide for transportation needs through the foreseeable future, including relocation of Interstate 30 from a point just east of downtown to several miles west. This project is underway and will promote redevelopment of the south end of the Central Business District and the Hospital District southwest of downtown.

Fort Worth is served by six major railroad systems one of which, Burlington Northern/Santa Fe Railroad, has its corporate headquarters in Fort Worth. Rail passenger service is provided through Fort Worth, including AMTRAK service between Houston and Chicago. Fort Worth's position as a major southwest distribution center is supported by the presence of 75 regular route motor carriers with over 750 schedules. Local transit service is provided by The T, operated by the Fort Worth Transportation Authority. Greyhound Trailways Bus Lines furnish Fort Worth with transcontinental passenger service; intrastate bus service is provided by Transportation Enterprises and Texas Bus Lines.

**EDUCATION.** The Fort Worth Independent School District serves the major portion of Fort Worth. The 121 schools in the district operate on the 5-3-4 plan in which the elementary schools (74) teach grades 1-5; middle schools (24), grades 6-8; and senior highs schools (13), grades 9-12. The Fort Worth School District employs 4,300 classroom teachers (full-time equivalents) to instruct the more than 78,000 students. Special education programs are provided for the blind, handicapped, mentally retarded, brain-injured, emotionally disturbed and those who require speech and hearing therapy in 10 special schools. Vocational training is provided at the secondary level for the educable mentally retarded. Bilingual programs are also offered at the primary and secondary level. While Fort Worth is served primarily by Fort Worth Independent School District, it is also serviced by 14 other districts. There are 52 private and parochial institutions in the primary and secondary education area with a combined enrollment of approximately 7,300 students.

Tarrant County has eight college and university campuses with an enrollment of more than 63,000 students in both undergraduate and graduate programs. Included in these colleges and universities are: Southwestern Baptist Theological Seminary; Tarrant County College, South, Northeast, Southeast, and Northwest Campuses; Texas Christian University; Texas Wesleyan University; the University of Texas at Arlington; and the University of North Texas Health Science Center. There are twenty-nine other colleges and universities within a fifty-mile radius with an enrollment of over 119,000.



**HEALTH SERVICES.** Medical facilities in Tarrant County offer excellent and convenient care. There are 25 hospitals with approximately 4,000 beds and 300 bassinets; one children's hospital with 208 beds; four government hospitals; 51 private convalescent homes; the Fort Worth Public Health Center; Cancer Clinic; Carter BloodCare and the University of North Texas Health Science Center. Four hospitals located inside the City limits offer facilities for residents, student nurses and licensed vocational nurse training. Tarrant County Medical Society offers a doctors' referral service at no charge.

**MILITARY.** Carswell Air Force Base closed as an active air force facility in September of 1993. In October of 1994 the base was reopened and transformed into NAS Fort Worth, Joint Reserve Base, Carswell Field, a navy reserve base. Now that all of the units have been transferred here from NAS Dallas, Glenview NAS, Detroit, and Memphis, there are 4,000 full-time jobs and 7,500 reservists utilizing the facilities. Approximately \$130 million of construction, remodeling and renovation were invested over the transition period. There are 109 various aircraft flying out of NAS Fort Worth.

The BX Mart continues to operate the base exchange store and the grocery store for the benefit of active duty military and retired military in the metroplex. The golf course is now under lease to the Carswell Redevelopment Authority and is operated as a public use facility. The Justice Department has established a Federal Medical Center in the area around the old base hospital. The facility is for female Federal inmates and employs 300 personnel.

**THE ECONOMY.** The Fort Worth economy is becoming increasingly more diversified. Once heavily dependent upon contracts from the U.S. Department of Defense, Fort Worth is building a strong reputation as the leading city for national and international product distribution facilities. Furthermore, high-tech manufacturing is growing as various corporations seize opportunities provided by Fort Worth's skilled labor force.

Three factors make Fort Worth an attractive city for distribution and logistics. First, an excellent geographic location at the center of North America. Second, an abundant supply of air, rail and ground transportation. Finally, being located in the central time zone allows business representatives to save time traveling to and from both U.S. coasts.

Companies such as Nestles Foods, Patterson Dental, Valmont Electric, Roadway Packaging, Dillard's, Albertson's, Williamson-Dickie, General Motors, Riddell, Coors, Coca Cola, Valeo, Galderma and Mrs Bairds operate manufacturing and distribution facilities in Fort Worth. Since 1993, Nokia, Zenith, and Haggar Clothing have constructed and are now operating distribution centers in the City. In 1997 Federal Express completed construction of a new package sorting hub at Fort Worth's Alliance Airport, adding over 850 jobs to the local economy. Additionally, J.C. Penney's built a 400,000 square foot distribution center, representing a \$140 million investment that employs over 500. Mother Parkers Tea and Coffee, a Canadian company, opened its first U.S. manufacturing facility in Fort Worth in 2000.

The availability of a skilled labor force has made Fort Worth an attractive city for manufacturers of high-tech products. In April of 1995, Motorola began operations in a new 300,000 square foot manufacturing facility for its new Global Paging Infrastructure

Division ("GPID"). This division joins the company's expanding cellular operations on Motorola's 100-acre campus. Nokia, manufacturer of cellular phones, is operating its \$57 million manufacturing facility which employs over 1,800 persons. This facility is one of the world's largest cellular manufacturing plant and produces approximately 1 million telephones every nine days.

Numerous public and private entities have joined forces to address those issues which challenge Fort Worth's economic future. Corporations such as Lockheed Fort Worth, Burlington Northern/Santa Fe, and Bell Helicopter-Textron have provided financial assistance and professional expertise in developing new services aimed at assisting small businesses.

Located strategically between Canada and Mexico, Fort Worth is taking steps to maximize opportunities available through the North American Free Trade Agreement ("NAFTA"). Every other year, Fort Worth hosts its "Aeronafta" conference at which business persons from Canada and Mexico meet with local business leaders to discuss the benefits of air transportation available in Fort Worth. Other trade missions and informational exchanges are forging new partnerships between Fort Worth and our NAFTA partners.

Coordinated efforts by Sundance Square and RadioShack (formerly the Tandy Corporation), has resulted in new housing, entertainment, and retail shopping facilities in Fort Worth's downtown. The City has joined this partnership by creating a Downtown Tax Increment Financing District ("TIF") to provide infrastructure to support the private investment in this development.

## **RECENT DEVELOPMENTS**

### Alliance Industrial Park

Alliance is a joint effort of Hillwood Development, the City of Fort Worth and neighboring communities, the Federal Aviation Administration and other government and civic leaders in the development and operation of an industrial airport, business community, and international trade center. Alliance is located in the northwest corner of the Dallas/Fort Worth Metroplex, within the northern limits of the City of Fort Worth. Alliance's access to highway, rail and air transportation offers an excellent opportunity for future commercial and industrial growth.

There are five business parks within Alliance.

### Alliance Centre

At the heart of Alliance Centre is the 414 acre Alliance Airport. This City-owned airport is managed by Pinnacle Air Services (a Perot company) and boasts a 9,600 foot runway (with plans to expand to 13,000 feet), two parallel taxiways and a state-of-the-art air traffic control tower. Alliance Airport is the only purely industrial airport in the world and one of few North Texas airports capable of accommodating heavy transport aircraft such as the DC-10 and 747.

Fort Worth based American Airlines' is the anchor of Alliance Airport with a \$300

million, 1,800 employee Aircraft Maintenance Center. Also, Federal Express operates a \$218 million package sorting hub that serves a growing U.S. market and already is in need of expansion. The FAA employs 55 persons that direct flight operations out of a 45,000 square foot facility. The U.S. Drug Enforcement Agency operates a 140,000 square foot National Airwing Headquarters with 155 employees on the airport grounds. Since this facility is owned by the City, the facility is not subject to ad valorem taxation. Gulfstream Aerospace Corporation recently acquired Galaxy Aerospace which was formed in 1997 "to produce, market, and support a line of advanced-technology business aircraft." Gulfstream is operating its newly acquired \$12 million headquarters complex in a 75,000 square foot building at Alliance Crossing. The company opened its doors to the public in January 1999. Bell Helicopter has acquired property on the airport for the delivery and training facilities for the V-22 Osprey.

#### Alliance Gateway

Alliance Gateway, with over 2.8 million square feet of distribution and manufacturing space, is home to major corporations, including: Nestle Distribution Company (food and candy distribution facility); Nokia Mobile Phones (cellular phone manufacturing and distribution); Southwestern Bell Telephone (customer call center); and Zenith Electronics (consumer electronics distribution facility). The James River Paper Company built a 375,000 square foot facility for its regional distribution center. In 1999 Ameritrade, an online trading service, began operations of a national customer care center at Alliance Gateway.

#### Alliance Tech Center

Corporations operating regional and national distribution facilities at Alliance Tech Center include CompuCom Systems, GWS Perlos, Patterson Dental Company, Riddell Athletic Footwear, and Valmont Electric. These companies occupy approximately 300,000 square feet and employ over 240 persons. A new garden office complex of 300,000 square feet to be called Heritage Commons is complete and houses Hillwood Development's operations.

#### Westport at Alliance

Burlington Northern/Santa Fe Railroad's ("BNSF") \$100 million, 300 acre Intermodal facility is the largest resident in Westport. BNSF employs 270 persons at this facility. A new 400,000 square foot warehouse was completed in November 1999 and houses J.C. Penney's Distribution Center.

#### Alliance Crossing

Over 2,804 persons work at Alliance Crossing, in over 5.1 million square feet of commercial/industrial facilities. Additional facilities currently under construction will cause this number to double within the next 18 months.

Other new developments within the Alliance Complex include:

- 1) A new 60,000 square foot fixed base facility at the airport.
- 2) A new distribution center of 170,000 square foot for Bearings, Inc.
- 3) B F Goodrich aerospace has leased 60,000 square feet for gas turbine engine manufacturing.

- 4) Gulfstream Aerospace acquired Galaxy Aerospace and is operating in a 75,000 square foot finish out facility for its corporate aircraft manufacturer.

#### University of North Texas Health Science Center

The University of North Texas ("UNT") Health Science Center is constructing a new \$10 million education building and laboratory on its Fort Worth campus. The four story, 71,000 square foot facility will consolidate campus clinics into a single location.

#### Plaza Medical Center

Plaza has announced a two phase, renovation and expansion of its existing health care facility. The project has an estimated value of \$57 million.

#### Dannon Yogurt Company

Dannon has invested \$10 million in its second factory expansion. One of only two yogurt production sites in the U.S., Dannon's Fort Worth plant will increase yogurt production by 75 percent.

#### American Airlines

Fort Worth based American Airlines recently entered into a \$1 billion contract to provide maintenance to 266 Federal Express jets.

#### Bell Helicopter

Bell Helicopter added 500 jobs in 1993 and approximately 1,000 jobs in 1994 due to increased international sales. More than 1,000 workers laid off in 1992 have been recalled, and there have been over 300 new hires. In addition, Bell has secured a Navy contract worth \$126 million for the production of 20 Super Cobra attack helicopters. In 1999, as a result of engineering and composite operations associated with the construction of the V-22 tilt-rotor vehicle Bell expanded its operations at two locations in Fort Worth. The Alliance location is the home of a 28,000 square foot distribution and customer service center. The second location is a 20,000 square foot expansion of a building used for manufacturing located at Bell's main facility.

#### Mercantile Center Business Park

Mercantile is currently home to the Federal Aviation Administration's \$20 million Southwest Regional Headquarters, Dillard's Department Store's 100,000 square foot distribution center, a 60,000 square foot distribution center for Virbac, a French pharmaceutical company, and Campfire, U.S.A.'s state-of-the-art Childcare Center and National Training Center for childcare providers. Sprint Spectrum, a division of Sprint Communications, involved in Personal Communication Services ("PCS"), occupies a 150,000 square feet facility used as a telephone customer service center. The Center employs 600 people.

#### Burlington Northern Santa Fe Railroad

Burlington Northern has completed construction of its \$100 million Network Operations Center ("NOC") on the company's Western Center Boulevard property in north Fort Worth. The NOC, comprised of two buildings totaling more than 250,000 square feet, is a high-tech, state-of-the-art facility which serves as the control and tracking center for all of Burlington's railroads through the U.S.

Haggar Apparel Company

Haggar Corporation, a leading marketer of men's apparel, which located its \$30 million Customer Service Center in Fort Worth occupies approximately 660,000 square feet that incorporates the latest in material handling technology. Haggar employs over 400 persons at the site.

Texas Motor Speedway

Located in far north Fort Worth at the intersection of Interstate 35-W and State Highway 114, the \$110 million Texas Motor Speedway was completed in the Spring of 1997. The facility includes a 1.5 mile racing oval, grandstand seating for 150,000 spectators, and approximately 200 luxury suites. An office tower and condominiums have also been constructed on the property. Future plans include an additional 90,000 seats and an industrial park. Pursuant to the terms of an agreement between the speedway developer and FW Sports Authority, Inc., Texas Motor Speedway is owned by the Authority and leased to the developer, and most of the property comprising the Speedway is exempt from ad valorem taxes. NASCAR Winston Cup races have been held at the Texas Motor Speedway as well as sanctioned IRL Indy Car races. The facility has hosted several major music concerts and other large events since opening.

Mattel, Inc.

A United States based multi-national company recognized as the world leader in design, manufacturing, and marketing of family products and toys such as Barbie, has relocated to the Railhead Development in North Fort Worth. The new distribution center contains approximately 1,007,500 square feet. Mattel employs 166 full-time workers and 300-400 seasonal and part-time workers.

Corning Cable Systems

Corning (formerly Seicor Operations LLC) has announced a two-phase expansion, valued at \$45 million. Phase one was completed in July 2001. The expansion will add approximately 200 new jobs to Corning's over 700 current positions.

ConAgra Foods, Inc.

ConAgra has announced plans to construct a 420,000 square foot regional distribution facility, valued at \$14 million. Construction of the facility was completed in the first half of 2002. ConAgra will employ close to 100 people.

Lockheed Martin

In October 2001, the U.S. Department of Defense awarded a contract valued at \$200 billion to Lockheed Martin for the production of aircraft that will be used by the U.S. Air Force, Navy, and Marines, as well as the United Kingdom's Royal Air Force and Navy. The contract, which is the largest defense contract in U.S. history, is projected to create 31,000 jobs for Texas and \$2.5 billion in State revenue over the life of the contract.

Radio Shack

In July 2002, Radio Shack announced plans to construct its corporate campus in downtown Fort Worth by June 2005, at a cost of at least \$200 million. The facility will employ at least 1,000 individuals.

**MISCELLANEOUS.** Water, sewer and solid waste services are furnished by the City of Fort Worth. Texas Utilities ("TXU") provides electricity and natural gas service to Fort Worth. Basic (local) telephone service is provided by either Southwestern Bell Telephone or Verizon while long distance service is provided by numerous carriers.

The central building of the Fort Worth Public Library is the nation's largest underground public library at 125,000 square feet. The library includes nine branches, 2 regional facilities and 2 stations in public housing communities with materials exceeding one million titles of books and micro-materials. The recently expanded Central Library now boasts 160,000 square feet. The Library's street level is the new home of the full-service 33,000-square-foot Hazel Harvey Peace Youth Center, which provides services for ages 0-14. As a result of the expansion, twenty-three Pentium III computers are being put to work in the Intel Lab by staff and library users.

Another new service that greets library visitors on the street level is a 6,000-plus square-foot exhibit gallery. The library's audio/visual department has benefited through new and bigger surroundings. The Amon G. Carter Multi-Media Center is approximately 4,140 square feet and contains a collection of approximately 17,400 titles.

More than 400 churches with 45 denominations and synagogues in Fort Worth contribute vitally to the lives of City residents. The City is also world-famous for its many museums. The Fort Worth Convention Center offers exhibit and meeting space of over 185,000 square feet, including a 14,000 seat arena.

Construction of the Nancy Lee and Perry R. Bass Performance Hall was completed in 1998. One of the best performance halls in the world, this state-of-the-art \$70,000,000 performing arts hall was funded entirely from private donations.

**CITY OF FORT WORTH BUILDING PERMITS**

Fiscal Year Ended 9-30	Number of Building Permits by Type			Dollar Value of Building Permits		
	Commercial and		Total	Commercial and		Total
	New Residential	Miscellaneous	New Construction	New Residential	Miscellaneous	New Construction
1997	1,900	1,800	3,700	\$ 303,925,000	\$ 388,631,000	\$ 692,556,000
1998	3,300	1,200	4,500	401,693,000	469,331,000	871,024,000
1999	3,900	1,500	5,400	320,631,000	484,299,000	804,930,000
2000	4,100	1,600	5,700	404,151,000	433,785,000	837,936,000
2001	5,500	1,500	7,000	567,030,000	519,625,000	1,086,655,000

Source: Development Department, City of Fort Worth.

## LABOR FORCE ESTIMATES

	August 2002	Average Annual 2001	Average Annual 2000	Average Annual 1999	Average Annual 1998	Average Annual 1997
City of Fort Worth						
Civilian Labor Force	291,891	282,059	276,538	270,816	264,710	256,487
Unemployed	23,320	15,560	11,494	11,170	11,574	12,341
Percent of Unemployed	7.99%	5.52%	4.16%	4.12%	4.37%	4.81%
Fort Worth/Arlington PMSA:						
Civilian Labor Force	956,764	930,998	916,653	897,601	874,854	844,800
Unemployed	57,354	38,427	28,957	27,983	28,931	30,845
Percent of Unemployed	5.99%	4.13%	3.16%	3.12%	3.31%	3.65%
Tarrant County						
Civilian Labor Force	827,493	804,827	791,835	775,512	757,548	733,188
Unemployed	50,358	33,601	24,821	24,119	24,994	26,649
% of Unemployment	6.09%	4.17%	3.13%	3.11%	3.30%	3.63%

Source: Texas Workforce Commission, Labor Market Information Department.

## SELECTED FORT WORTH METROPOLITAN AREA MAJOR EMPLOYERS

	Number of Employees				
	2001	2000	1999	1998	1997
AMR Corp./American Airlines	28,500	28,600	30,000	18,000	30,000
Fort Worth Independent School District	12,500	11,900	9,500	8,000	8,000
Lockheed Martin Tactical Aircraft Systems	11,400	10,500	10,000	11,000	11,000
Texas Health Resources <sup>(1)</sup>	8,800	6,700	6,000	6,300	7,400
Bell Helicopter Textron, Inc.	6,000	6,400	6,200	N/A	N/A
City of Fort Worth	5,400	5,400	5,200	5,300	5,200
RadioShack Corp./Tandy Corp.	4,300	4,600	4,500	4,700	5,400
Tarrant County Government	4,200	4,000	N/A	N/A	N/A
Harris Methodist Fort Worth Hospital	3,700	3,800	N/A	N/A	N/A
Burlington Northern Santa Fe Corp.	3,500	3,500	3,500	3,200	3,200
U.S. Postal Service	3,400	4,300	4,500	4,300	4,300
JPS Health Network	3,000	2,700	2,900	2,500	2,700
Cook Children's Medical Center	2,800	2,700	2,500	2,300	2,200
Nokia Mobile Phones Inc.	2,800	2,200	2,200	N/A	N/A
Birdville Independent School District <sup>(2)</sup>	2,700	2,600	2,500	2,500	2,400
Alcon Laboratories, Inc.	2,600	2,500	2,500	2,500	2,500
Motorola	2,500	2,500	N/A	N/A	N/A
Bank One	2,400	2,300	2,400	2,300	N/A
Winn Dixie Texas, Inc.	N/A	3,200	4,200	4,100	3,900

(1) During 1997, Harris Methodist Health System Hospitals merged with Presbyterian Hospitals.

(2) Located outside of the incorporated area of the City of Fort Worth.

Source: The Fort Worth Business Press and individual firms.

**CITY OF FORT WORTH EXTRATERRITORIAL JURISDICTION AND ANNEXATION POLICY**

Under the provisions of State law, incorporated cities in Texas have the power to exercise certain controls in unincorporated areas adjacent to their city limits. For a city the size of Fort Worth, these adjacent areas extend a distance of five (5) miles from its city limits. This adjacent, unincorporated area within five miles is known as the extraterritorial jurisdictional area ("ETJ"). Significant highlights are:

1. No new city may be incorporated within Fort Worth's ETJ without Fort Worth's consent.
2. No existing city may expand its limits within the ETJ without Fort Worth's consent.
3. No land may be subdivided within the ETJ without Fort Worth's approval.
4. No Municipal Utility District may be created within the ETJ without Fort Worth's consent.
5. Fort Worth's ETJ expands with the expansion of its city limits so that the area always covers the area five (5) miles beyond the city limits.
6. Cities may apportion their extraterritorial jurisdictional area to establish definite control limits and preserve their respective growth area. Fort Worth has secured its ETJ by consummating boundary line agreements with its neighboring cities. Fort Worth's ETJ covers approximately 300 square miles of potential expansion area.
7. Fort Worth has the power to annex, either voluntarily or involuntarily, any land in its ETJ.

It is the policy of the City of Fort Worth to annex those areas which:

- a. Are ready for development,
- b. Have a favorable impact on the City's revenue structure, and
- c. Will strengthen Fort Worth's role as the central city.

**PERSONAL INCOME AND BUYING POWER**

<u>Entity</u>	<u>2001 Total Effective Buying Income</u>	<u>2001 Median Household</u>
Fort Worth	\$9,911,659,000	\$38,957
Tarrant County	\$32,172,849,000	\$46,781

Source: Sales and Marketing Management Survey of Buying Power, August, 2001.

**HOUSEHOLD EARNINGS**

	<u>Fort Worth</u>	<u>Tarrant County</u>
\$20,000 - \$34,999	23.7%	20.5%
\$35,000 - \$49,999	19.5%	19.0%
\$50,000 and over	35.8%	45.4%

Source: Sales and Marketing Management Survey of Buying Power, August, 2001.



## THE MUNICIPAL AIRPORT SYSTEM

Fort Worth has a long-standing commitment to aviation. From the landing of the first airplane in Fort Worth in 1915 to today, Fort Worth has understood and served the needs of the aviation industry. The City serves as home to Lockheed, American Airlines, Bell Helicopter-Textron, Naval Air Station Joint Reserve Base Fort Worth and hundreds of aviation-related businesses. Dallas/Fort Worth International Airport (owned jointly by the two cities and operated by the Dallas/Fort Worth International Airport Board) stands as a symbol of the excellence to aviation facilities to which the City is committed. The City is dedicated to maintaining all facets of aviation - general, commercial and military -- to the same high standard.

An integral part of this dedication is exhibited by the City of Fort Worth's Airport System which consists of three municipal airfields. These airports and their individual characteristics are as follows:

### Fort Worth Meacham International Airport

Operated since 1925

- 7,500-foot runway, 3,677-foot crosswind runway, 4,000-foot parallel runway
- FAA flight control tower, with Instrument Landing System ("ILS")
- 24 hour aviation fuel service
- major/minor maintenance
- hangar rental space for large and small aircraft
- restaurants and hotel
- located in North Fort Worth

### Spinks Airport

Opened in summer of 1988

- 6,000-foot runway
- serving general and corporate aviation
- flight training
- site for hangars available
- located in Interstate 35 South Industrial Corridor

### Alliance Airport

Opened in winter of 1989

- 9,600-foot runway, with ILS
- serving general and industrial/manufacturing cargo aviation
- nine square miles of airport property available for development
- near developing high-tech industrial center
- located in Interstate 35 North Corridor, with rail access

**EMPLOYEE RELATIONS.** Under the laws of the State of Texas, municipal employees cannot be forced to join a union or to pay dues for union membership, nor are they permitted to strike. Also, State law does not provide for municipal collective bargaining. State law does provide, however, for local referenda on collective bargaining for police and firefighters. Overall, employee relations are considered by the City to be good.



November 15, 2002

Honorable Mayor and  
Members of the City Council  
City of Fort Worth, Texas

I am pleased to present the FY2002-03 adopted budget. Given current economic conditions, FY2002-03 budget development was challenging. As a result, the budget process for FY2002-03, more so than in recent years, required a high degree of interaction and cooperation between City departments, the Budget Office staff, City management and the City Council. The result of that heightened collaborative effort is a budget that continues to address the City Council's strategic priorities, despite severe economic challenges. All parties worked together to craft a budget that maintains both the level and quality of virtually all municipal services, while providing for limited, essential service improvements and a modest compensation package. At the same time, the proposed budget manages to avoid or significantly limit some of the more drastic budget-balancing measures being implemented in other municipalities across the state, including employee lay-offs, service reductions and tax increases.

### **Budget Development**

FY2002-03 budget development began with the February 19, 2002, presentation of the Long-Range Financial Forecast, which provided the City Council with an overview of economic conditions and their anticipated budgetary / financial impacts over the next five years. This report / presentation emphasized that projected revenues would not be sufficient to cover all desired budgetary enhancements. It demonstrated that Texas, and the Fort Worth / Dallas Metroplex in particular, had continued to experience steady growth despite national economic deceleration. However, in the wake of an emerging recession, the terrorist attacks of September 11, 2001, and related significant decreases in the travel and other industries, the City and region are now experiencing more severe economic deceleration. The report predicted stagnant or very limited revenue growth in many areas, combined with increases in service demands, requiring careful and skillful budget planning.

At the City Council Retreat held April 26 and 27, 2002, the Council was presented with results from the 2002 Citizen Survey. Through their survey responses, citizens indicated that the following services should receive the most emphasis over the next two years:

- Maintenance of city streets and facilities;
- Traffic flow within the City; and
- Public safety services.

The 2002 Citizen Survey presentation led into a work session to gather initial City Council input on budgetary priorities for the coming fiscal year. At that session, the City Council emphasized the following as their service priorities:

Honorable Mayor and  
Members of the City Council  
November 15, 2002

- Public Safety Enhancements, including traffic enforcement, implementation of Justex study recommendations and a shift of ongoing Crime Control and Prevention District costs to the General Fund;
- Street Maintenance; and
- Sidewalks and Alleys.

Although not as widely supported, the following were also listed as priorities by at least some Council members:

- Parks Maintenance;
- Code Compliance;
- Demolition Funds; and
- Library Materials.

Based on City Council input, in preparation for the first City Council Budget Workshop, City management met with department directors on June 12, 2002. At the meeting, they were tasked with proposing viable solutions to reduce the projected \$9 million budget gap, while continuing efforts to achieve the City Council's strategic goals, minimizing negative impacts from budget reductions and protecting the City's financial position. At that time, there was a free, broad discussion of options for reducing the budget gap.

The City Council Budget Workshop took place June 18, 2001. At that meeting, the Council was up-dated on the existing budgetary gap, and provided the recommended funded and unfunded service enhancements and the department directors' ranking of all Program Improvement and Reduction Decision Packages. Although preliminary tax roll figures were favorable, it was emphasized that the overall economic picture required "belt-tightening" and a focus on maintaining current service levels and minimizing personnel impacts, rather than funding new initiatives.

Department directors and City management met again on July 11, 2002, to undertake the task of balancing the budget. The reduction goals at that point in the process were to "tighten the belt" in non-essential services, rather than laying off employees or closing facilities. At the meeting, directors committed to a wide variety of budget reduction strategies, including but not limited to: 1) line-item reductions, including non-essential travel and training (*i.e.*, training not required to maintain certification) and cell phones; 2) targeted reductions in IT Solutions general charges and Equipment Service Department (ESD) parts charges; 3) a commitment to refrain from filling all but crucial position vacancies; 4) a reduction in the number of vacation hours employees could sell-back; and 4) numerous programmatic reductions, many of which were contained in the departments' Program Reduction Decision Packages. Along with actions taken at the July 11<sup>th</sup> meeting, staff also: pared down the compensation package; further reduced the Program Improvement Decision Package list; revised the vehicle replacement list; and reduced planned transfers to other funds, including Property and Casualty Insurance, Group Health and Life Insurance, Workers' Compensation and Debt Service. At the final City Council Budget Workshop on July 16, 2002, the City Council was presented with a significantly reduced budget gap and an elaboration on staff's gap reduction efforts to date.

Honorable Mayor and  
 Members of the City Council  
 November 15, 2002

## Revenues

Underlying all budget reduction activities were less robust revenue growth figures than in the past few years. The following table summarizes expectations for the revenues that support the FY2002-03 adopted budget:

	<b>Adopted FY01-02</b>	<b>Re-estimate FY01-02</b>	<b>Adopted FY02-03</b>	<b>% Increase over Re-estimate</b>
Property Taxes	\$186,264,379	\$190,521,249	\$201,582,637	5.81%
Sales Tax	\$76,128,976	\$73,572,266	\$73,540,577	-0.04%
Other Local Taxes	\$9,645,010	\$9,974,231	\$9,690,141	-2.85%
Licenses & Permits	\$42,447,661	\$42,319,415	\$42,720,308	0.95%
Fines & Forfeitures	\$14,375,692	\$13,780,602	\$14,225,963	3.23%
Use of Money & Property	\$13,730,295	\$11,108,824	\$11,235,028	1.14%
From Other Agencies	\$1,383,656	\$1,684,492	\$1,662,705	-1.29%
Service Charges	\$16,678,985	\$16,141,528	\$17,140,408	6.19%
Other Revenue	\$471,551	\$1,238,686	\$972,479	-21.49%
Transfers	\$9,351,707	\$9,384,544	\$11,583,368	23.43%
Use of Fund Balance	\$1,531,438	\$0	\$0	0.00%
<b>Total General Fund</b>	<b>\$372,009,350</b>	<b>\$369,725,837</b>	<b>\$384,353,614</b>	<b>3.96%</b>

Based on the July 2002 Certified Tax Roll from the Tarrant Appraisal District (TAD), the City's property tax base is estimated to increase by 6.8 percent. Based on assumptions about the collection rate, refunds and levy adjustments, property tax revenue is expected to increase by only 3.4 percent.

Unfortunately, other revenue sources are not expected to fair as well. For example, Sales Tax, which provides approximately 20 percent of total revenue, is expected to grow only marginally above the current year level because of continued weakness in the overall economy, and consumer spending in particular. Other revenue categories, which collectively represent about 28 percent of total revenue in the General Fund, are expected to grow only a modest 3.14 percent.

Because they depend upon revenue from fees for service, both Internal Service Fund and Enterprise Fund departments periodically adjust their rates to meet expenditure demands. Typically, Internal Service Fund departments review and adjust rates where necessary each fiscal year. As for Enterprise Funds, the Municipal Golf Fund's FY2002-03 revenue budget incorporates adjustments to greens fees, cart rental and Annual Pass Card charges of approximately 5 percent over FY2001-02 rates. Under Golf's new rates, most greens fees and cart rental charges increase by \$1- \$2 and the Annual Pass Card per round charge (all categories) increases by \$1. At the same time, tournament fees, single rider cart charges and summer only Pass Cards for Juniors have been eliminated. In the Water and Sewer Fund, the residential water rate increased by 2.86 percent. The FY2002-03 Solid Waste Fund revenue budget is based on a \$1.25 rate increase for monthly residential curbside garbage collection, as well as a \$1.25 increase for elective carry-out, which took effect July 1, 2002, in conjunction with a new, targeted clean-up effort.

## Expenditures

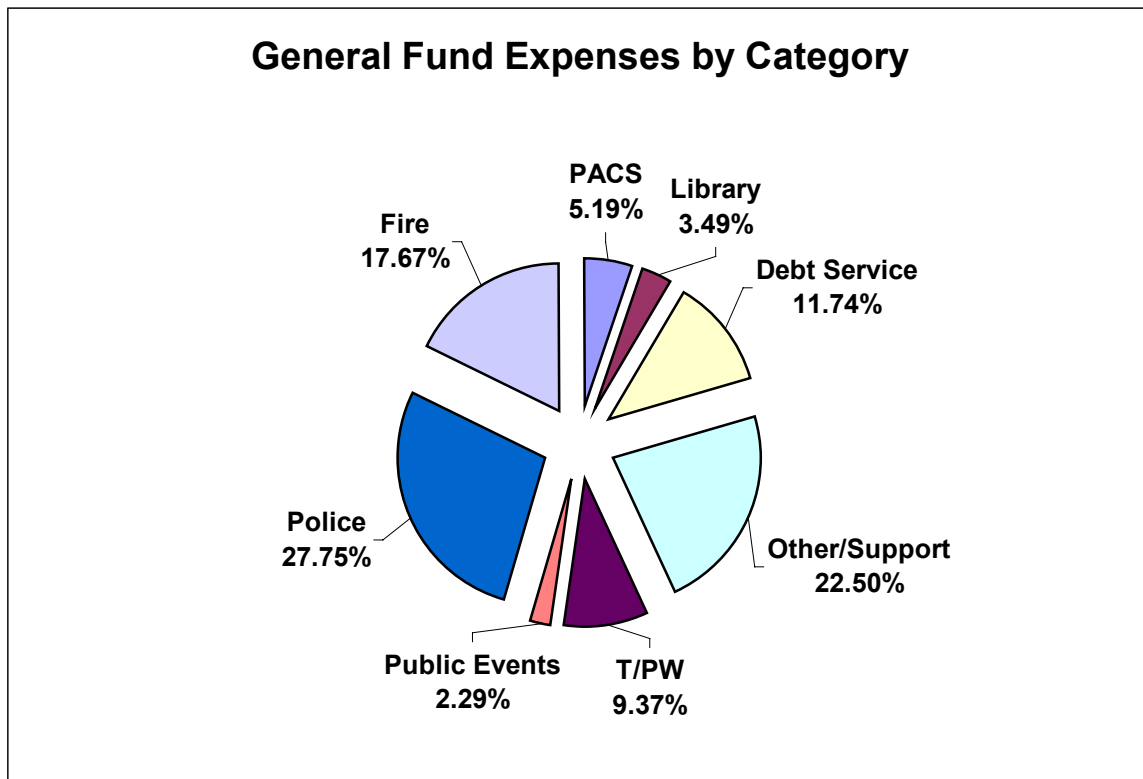
Thanks to staff's budget reduction efforts, the FY2002-03 Citywide adopted budget increased only moderately. The adopted budget (minus Internal Service and Insurance Funds), at \$695,618,136 represents a 3.82 percent increase from the FY2001-02 budget of \$670,023,537. The breakdown of that total allocation is reflected in the following table:

	AUTHORIZED POSITIONS			EXPENDITURES		
	ACTUAL	ADOPTED	ADOPTED	ACTUAL	ADOPTED	ADOPTED
	2000-01	2001-02	2002-03	2000-01	2001-02	2002-03
City Manager	55.00	60.50	53.00	\$5,107,403	\$5,801,978	\$4,843,958
City Secretary	8.00	8.00	8.00	\$498,967	\$519,899	\$526,822
Code Compliance	68.00	79.00	94.00	\$5,478,931	\$6,293,906	\$6,607,682
Development	79.00	81.00	85.00	\$5,191,623	\$5,238,852	\$5,242,515
Economic and Community Development	0.00	0.00	16.50	\$0	\$0	\$1,650,068
Environmental Management	20.00	19.00	19.00	\$1,327,739	\$1,317,929	\$1,271,258
Finance	60.00	63.00	65.00	\$5,108,625	\$5,146,142	\$5,174,182
Fire	782.00	784.00	787.00	\$59,679,344	\$63,533,146	\$67,926,149
Housing	0.40	0.40	0.40	\$61,777	\$64,210	\$64,564
Human Relations Comm.	4.00	4.25	4.25	\$323,137	\$329,443	\$328,490
Human Resources	35.00	43.00	47.00	\$3,092,762	\$3,632,243	\$3,780,414
Internal Audit	15.00	15.00	15.00	\$899,576	\$954,370	\$920,955
Law	40.00	41.00	42.00	\$3,081,555	\$3,391,229	\$3,584,279
Library	200.50	207.00	207.00	\$12,512,958	\$13,025,924	\$13,414,019
Mayor and Council	4.00	4.00	4.00	\$837,233	\$819,142	\$814,293
Municipal Court	160.00	165.00	177.00	\$8,812,028	\$9,373,890	\$9,837,230
Non-Departmental	3.00	3.00	0.00	\$77,932,514	\$74,759,141	\$74,392,772
Parks & Community Services	286.40	291.40	287.40	\$18,235,269	\$19,821,899	\$19,952,286
Planning	20.00	21.00	21.00	\$1,365,432	\$1,476,131	\$1,484,333
Police	1385.00	1436.00	1438.00	\$93,177,532	\$100,727,595	\$106,650,182
Public Events	115.00	115.00	115.00	\$9,105,942	\$8,750,202	\$8,797,460
Public Health	121.00	122.00	122.00	\$6,219,433	\$6,534,840	\$6,847,546
Risk Management	13.00	0.00	0.00	\$1,055,878	\$0	\$0
T/PW	399.00	406.00	403.00	\$31,869,897	\$36,786,170	\$36,027,111
Zoo	62.00	5.00	5.00	\$2,832,827	\$3,711,069	\$4,215,046
<b>Total General Fund</b>	<b>3,935.30</b>	<b>3,973.55</b>	<b>4,015.55</b>	<b>\$353,808,382</b>	<b>\$372,009,350</b>	<b>\$384,353,614</b>

Honorable Mayor and  
 Members of the City Council  
 November 15, 2002

OTHER FUNDS							
	AUTHORIZED POSITIONS				EXPENDITURES		
	ACTUAL	ADOPTED	ADOPTED		ACTUAL	ADOPTED	ADOPTED
<b>Enterprise Funds</b>	<b>2000-01</b>	<b>2001-02</b>	<b>2002-03</b>		<b>2000-01</b>	<b>2001-02</b>	<b>2002-03</b>
Municipal Airports	30.00	30.00	27.00		\$7,591,478	\$3,720,966	\$2,944,984
Municipal Golf	63.00	63.00	63.00		\$5,840,411	\$5,782,592	\$6,276,229
Municipal Parking Facilities	1.00	1.00	1.00		\$278,910	\$347,094	\$300,844
Solid Waste	78.00	78.00	81.00		\$24,466,027	\$24,325,317	\$27,985,871
Water & Sewer	753.00	753.00	774.00		\$227,788,917	\$210,519,322	\$221,543,775
<b>Special Funds</b>							
Cable Communications	13.00	13.00	13.00		\$1,054,336	\$915,972	\$959,226
City Store	2.00	2.00	2.00		\$198,768	\$118,729	\$126,718
Crime District	184.00	194.00	188.00		\$35,204,721	\$38,622,259	\$38,497,412
Culture and Tourism	8.00	8.00	8.00		\$7,678,738	\$8,799,000	\$8,699,051
Environmental Management	20.00	20.00	23.00		\$2,552,216	\$3,027,399	\$3,214,246
Federal Awarded Assets	0.00	0.00	0.00		\$375,994	\$419,547	\$489,641
State Awarded Assets	0.00	0.00	0.00		\$245,067	\$493,579	\$226,525
<b>TOTAL ALL FUNDS</b>	<b>5087.30</b>	<b>5135.55</b>	<b>5195.55</b>		<b>\$667,083,965</b>	<b>\$669,101,126</b>	<b>\$695,618,136</b>

The FY2002-03 General Fund budget, at \$384,353,614, represents a 3.21 percent increase over the \$372,404,150, FY2001-02 budget. Below is a graph of adopted General Fund departmental expenditures as a percentage of total budgeted FY2002-03 General Fund expenditures.



As noted, expenditures have been allocated to address the City Council’s strategic goals for Fort Worth. Those strategic priorities are based on the City Council's vision that:

*By the year 2020, Fort Worth will be commonly recognized as the most livable city in Texas. Residents will be able to enjoy Fort Worth’s friendly atmosphere and the opportunities that are associated with a growing economy and diverse community. Fort Worth’s public schools will produce well-rounded citizens and a skilled workforce to fill high-paying jobs in local business. Fort Worth’s environmental quality also will be superior, meeting the highest national standards.*

To achieve its vision for Fort Worth from 2002 through 2006, in 2001, the City Council established strategic goals. In spite of budget balancing challenges for FY2002-03, the adopted budget incorporates and/or anticipates the following initiatives / service enhancements to address all of the Council’s established goals, which are noted below.

To Become the Nation’s Safest Major City

- **Add Police Officers:** A total of approximately \$2.4 million has been added to the Police Department budget to cover a full year’s salary and benefits for the 50 Police Officers added for a partial year in FY2001-02. These officers were added based on one of the recommendations

from the Police Department / Justex study conducted in FY2000-01 and FY2001-02. According to that study recommendation, which was partially implemented in FY2001-02, the addition of the officers would enable the Police Department to achieve its goals of improved response time, patrol coverage and general law enforcement.

- **Limited Implementation of Four-Person Fire Company Staffing:** The Fire Department added \$706,494 to its FY2002-03 budget to fund the conversion of four stand-alone, three-person fire companies to four-person staffing in April 2003. The fourth person for the selected three-person companies will be a firefighter with paramedic certification. Due to staffing limitations, stand-alone companies must sometimes await the next responding company for backup. This improvement will enhance stand-alone company rescue efforts by making an additional firefighter available for structural fires.
- **Public Safety Computer-Aided Dispatch (CAD) System:** For FY2002-03, over \$400,000 was added to the Fire Department's budget for the annualized operating costs of the mobile data computers in fire trucks. The CAD System is expected to become operational on November 20, 2002. The Police Department was recently awarded a federal grant to fund CAD enhancements, including field-based reporting and a records management system. Matching funds of \$585,000 were budgeted in the FY2001-02 Crime Control and Prevention District budget. The long-term goal of the public safety CAD system is to increase the effectiveness of existing personnel in terms of response time and concentrated effort on crime trends. The system is expected to improve the quality and timeliness of data, which should allow the Fire and Police departments to better focus resources on problem areas.
- **Fire Department Computer-Aided Dispatch (CAD) Administrator Position:** In addition to CAD system funding, the Fire Department budget also includes \$54,996 to add a CAD Administrator position. The incumbent in this new civilian position will facilitate CAD system implementation and maintenance in the department, including extensive data file building, maintenance, and system trouble-shooting.
- **License and Weights Unit:** The adopted budget includes \$118,219 to fund two Police Officer positions to enforce commercial vehicle license and weight regulations within the Fort Worth city limits. This addition will allow the City to address the growing problem of unsafe heavy trucks on the road. In a pilot program conducted last year, 87 percent of the trucks that were stopped by the officers were overweight. Overweight commercial vehicles are problematic not only because they damage city streets, but also because they often result in fatality traffic accidents. Revenue to be generated from this activity is expected to reimburse the City for 110 percent of the cost of the program.
- **Physical Security for Remote TELCOM Sites:** Construction funds totaling \$87,000, were added to the FY2002-03 Information Systems Fund budget to provide for physical security at remote TELCOM sites. Currently, security and access control at the Levee, Holly, Bolt Street, Rolling Hills and North Beach Street telecommunications remote sites are inadequate to prevent uncontrolled access to those communications towers, which renders them vulnerable to vandalism and other damage. If damaged, the time necessary to replace either a tower or



equipment shelter would seriously impact the Police and Fire departments' ability to provide public safety service to residents.

- ***Conversion of Law Department Prosecutor Overage Position to Permanent:*** Due to the number of cases on the Municipal Court docket, the addition of an Attendance Court to hear Fort Worth Independent School District truancy cases and staff military leave, the City prosecutorial staff is not sufficient to meet the demand for such services. Consequently, the Law Department requested and was authorized to add an overage to meet staffing needs. Because demands on the prosecutorial staff are not expected to decrease, the FY2002-03 budget includes \$67,025 to convert this overage position to permanent.
- ***Courts Staffing:*** In 2001, the City Council authorized two new courts: an Attendance Court dedicated exclusively to Fort Worth Independent School District (FWISD) truancy cases and an Arraignment Court, which arose from an Interlocal Agreement with the City of Mansfield for detention (jail) services for prisoners arrested by City of Fort Worth Police Officers. Although Attendance Court expenditures were included in the FY2001-02 budget, the FY2002-03 budget includes \$187,748 in new funding for three additional Deputy City Marshals, one new Human Service Specialist and one additional Customer Service Representative II position. Although these expenditures hit the Municipal Court General Fund budget, all operating costs of that court are reimbursed by the FWISD. As the Interlocal Agreement establishing the Arraignment Court did not take effect until November 2001, expenditures for that court were not included in Municipal Court's FY2001-02 budget. However, a full year of funding, totaling \$289,673, has been included in Municipal Court's FY2002-03 budget for two Municipal Judge and five Customer Service Representative II positions.
- ***Jail Funding Transfer:*** The General Fund budget includes \$3,834,136 for jail-related costs. Of this total, \$3,105,395 is budgeted for payment of a jail services contract established with the City of Mansfield, representing a \$793,165 contract increase from the previous fiscal year. The Crime Control and Prevention District (CCPD) budget includes a \$2,417,629 transfer to the General Fund to partially offset FY2002-03 General Fund jail costs.
- ***Security Personnel for Water Facilities:*** In the wake of September 11, 2001, to ensure the safety of the City's drinking water supply, the Water and Sewer Fund enhanced security at all department facilities. At the time, it contracted for 21 security guards to ensure that only authorized individuals had access to Water/Wastewater facilities. The FY2002-03 adopted budget includes sufficient funding for personnel and related expenditures to bring this security function in-house.

#### To Create a Cleaner and More Attractive City

- ***Clean City Initiative:*** Funds, totaling \$303,752, were added to the Code Compliance Department budget to fund the Clean City Initiative. To enhance overall city appearance, funding for this initiative provides for the necessary staffing (15 Authorized Positions), equipment and vehicles to reduce the City property mowing cycle from 45 to 21 days. At the same time, the allocation enables the Code Compliance Department, with assistance from the

Parks and Community Services Department, to maintain 109 miles of right-of-way, which will address all of the most problematic areas in the city.

- ***New Illegal Dump Crew:*** The FY2002-03 Solid Waste Fund budget includes partial-year funding for two Equipment Operators, one Senior Equipment Operator, and associated costs to form an additional illegal dump crew. The new crew will be available to remove approximately 9,000 cubic yards of material from existing and new illegal dumpsites and vacant properties throughout the city. The cost to add the new crew in April 2003, which is estimated at \$85,604, will be partially offset by an anticipated reduction in workforce when the new solid waste contracts take effect.
- ***Solid Waste Services Public Education Program:*** For FY2002-03, \$721,325 is budgeted for a solid waste public education program. The majority of budgeted costs are for printing, advertising and postage. The education program will include efforts to educate citizens about changes in solid waste services, as well as a motivating public awareness campaign intended to reverse the downward trend in recycling, reduce litter, instill understanding, increase knowledge and create a "want-to-help" attitude. The program will begin by targeting adults in 148,000 single-family homes and school-aged children. Then, in 2004, the program will expand to include multi-family and commercial recycling. A temporary staff of three to implement the program will be funded by North Central Texas Council of Governments (NCTCOG) grant funds. NCTCOG grant funds will also pay for slogan/logo development, translations and print pieces.
- ***Conversion of one Overage Assistant City Attorney Position for Code Compliance Issues to Permanent Status:*** The Law Department was authorized to add an overage Assistant City Attorney position to handle code compliance-related issues due to an increasing workload and City Council interest in that area, as well as staffing shortages created by staff on military leave. The overage position was converted to permanent status in the FY2002-03 adopted budget, which includes \$72,725 for the position's salary, benefits and associated costs.
- ***Residential Sidewalk Replacement:*** At the first City Council retreat regarding the FY2002-03 budget, the Council included the City's sidewalks program as one of its priorities. Therefore, despite prevailing economic conditions / fiscal challenges, the Transportation and Public Works Department's sidewalk program for FY2002-03 maintained the same level of funding, \$269,000, as in previous years. Subsequently, during FY2002-03 Budget Study Sessions, an additional \$150,000 was added for the 25% resident / 75% City cost-sharing plan, under the Safe Pathways Program umbrella, to aid in the replacement of citizen sidewalks requiring major maintenance.

#### To Diversify the Economic Base and Create Job Opportunities

- ***Creation of an Economic and Community Development Department:*** On January 22, 2002, the City Council established the Economic and Community Development Department. That action combined all of the following entities and activities into a single department: the Economic Development Office; the Fort Worth International Center, the Business Assistance

Center and other related projects and initiatives that were overseen separately by the City Manager's Office. In general, the Economic and Community Development Department is charged with creation of a healthy and diverse economy, supported by business development, emerging technologies, and a world-class workforce. The department's Economic Diversification Division provides assistance to small- and medium-sized businesses, as well as oversees the Fort Worth International Center, which expands markets for local commerce by developing international relationships. The department is also responsible for promotion of Central City neighborhood and business district revitalization. Through its Workforce Development Division, departmental staff manages the Day Labor Center, which assists employers in filling labor needs and individuals in obtaining employment. Thus, the adopted departmental budget of \$1,650,068 supports a wide variety of economic and community development initiatives.

- ***Day Labor Center:*** The Economic and Community Development Department adopted budget includes \$351,484 in funds to support the Day Labor Center, which is designed to connect employers with labor needs with individuals seeking employment. The approved funding level includes personnel and related costs for five Authorized Positions, rent of the Day Labor Center facility and other, miscellaneous charges. In FY2001-02, the center received grant funds to provide transport to the center from the downtown bus station. For FY2002-03, the center will actually purchase a van, estimated to cost approximately \$25,900, using Community Development Block Grant (CDBG) funds.
- ***Privatization of Fixed Base Operator at Fort Worth Spinks Airport:*** Beginning July 1, 2002, the Fixed Base Operator (FBO) at Spinks Airport was contracted to a private sector entity. This fact is reflected for the first time in the FY2002-03 budget. The advantages of this arrangement are numerous. For instance, the contracting company plans to build several corporate jet hangers. In addition, the contractor will build a terminal building. This enhanced facility is expected to increase overall activity, and therefore increase spin-off revenue at Spinks Airport. Although the City will no longer receive revenue from fuel sales, it will receive a fuel flowage fee from the contractor. Furthermore, Spinks personnel / operational costs will be reduced because the contractor will provide the necessary personnel to operate the FBO. No lay-offs result from this arrangement because the incumbent in the only filled permanent position at the Spinks FBO was transferred to another area.
- ***Zoo Contract CPI (\$142,538) and Contract Base Budget Increase (\$361,439):*** The City of Fort Worth has contracted with the Fort Worth Zoological Association to manage daily operations at Fort Worth's zoological park since FY1990-91. The City provides a contractual subsidy for daily operations and salaries and benefits for City employees at the zoo. The Parks and Community Services Department provides contractual oversight for this operation. The adopted budget allocation enables the City to meet its FY2002-03 contractual obligations to the Fort Worth Zoological Association for a base budget increase, totaling \$361,439, and a Consumer Price Index (CPI) adjustment, in the amount of \$142,538. In part due to the financial support it receives from the City of Fort Worth and others, the Fort Worth Zoo has become a first-class facility and zoological park, which attracts a significant number of visitors to Fort Worth annually.

To Revitalize Central City Neighborhoods and Commercial Districts

- ***Business Development Coordinator for Central City Development:*** The FY2002-03 General Fund budget includes \$85,028 in personnel and related expenses for a formerly grant-funded Business Development Coordinator position, which focuses on Central City revitalization efforts / initiatives. The position was previously funded by a Federal Highway Administration Transportation and Community and System Preservation grant; however, that grant funding expired September 30, 2002. The position incumbent currently performs business retention, expansion and start-up services, as well as other economic and community development functions essential to the revitalization of central city commercial districts. Since the filling of the position in October 2000, the Business Development Coordinator has functioned as project manager for significant redevelopment projects, such as the Mercado, Evans and Rosedale, and Town Center Mall, and has initiated a number of central city revitalization initiatives called for in the City's Comprehensive Plan.
  
- ***Commercial Corridors Revitalization Strategy:*** The Commercial Corridors Task Force, created in January 2000, was charged with coordinating commercial corridor revitalization efforts, including prioritizing the commercial corridors, creating redevelopment plans for five high-priority corridors, seeking resources to implement the plans and generally addressing revitalization issues facing all central city commercial corridors. Ultimately, the Task Force selected the following five corridors for creation of redevelopment plans: East Lancaster Avenue, East Rosedale Street, Hemphill Street, West Seventh Street and Camp Bowie Boulevard. The following are the ten opportunity investment areas, or "villages," within the five high-priority corridors: Historic Handley, Oakland Corners, Polytechnic / Wesleyan, Evans and Rosedale, Magnolia, Hemphill / Berry, Trinity Park, West Seventh / University, Camp Bowie / Hulen and Ridglea. In November 2001, City Council endorsed the central city redevelopment strategies. In order to implement the strategies, City departments developed action plans and are currently working in interdepartmental teams to execute those plans. Implementation of some of the strategies in FY2002-2003 will have budgetary impacts.
  
- ***Neighborhood Empowerment Zone (NEZ) Program:*** As part of the City's central city revitalization strategies, the City Council has recommended the designation of Neighborhood Empowerment Zones for urban villages and surrounding eligible neighborhoods along high-priority commercial corridors. The Neighborhood Empowerment Zone Program was created by the City Council in 2000, under the authority of the Texas Local Government Code, which enables Texas cities to create NEZs to provide tax and other incentives to promote affordable housing and economic development, as well as to improve the quality of social services, education and public safety for residents within these reinvestment zones. Basic incentives available to encourage economic development within the NEZs include municipal property tax abatement, fee waivers and the release of City liens.

Pursuant to the enabling legislation, in April 2001, the City Council created the first, pilot NEZ in Stop Six. In April 2002, Ridglea Village / Como became the second active NEZ. At the same time, the City Council voted to require mixed-use zoning of an urban village as a

prerequisite for NEZ designation. In 2002, the City Council also endorsed designation of the following eligible urban villages and surrounding neighborhoods on commercial corridors as NEZs: Historic Handley, Oakland Corners, Polytechnic / Wesleyan, Evans and Rosedale, Magnolia, Hemphill / Berry, Trinity Park, West 7<sup>th</sup> / University, Mercado and Paddock Bend. The FY2002-03 adopted budget will be impacted by an increasing number of incentives as the above, additional areas actually achieve NEZ designation.

- ***Upgrade and Renovate Parks:*** The Parks and Community Services Department budget continues to include \$175,000 for the complete renovation of two City playgrounds annually.

#### To Promote Orderly Growth in Developing Areas

- ***Conversion of Overage Customer Service Representative Position to Permanent in the Development Department's Permit Section:*** Conversion of this overage position to permanent allows the Development Department to continue to respond in a more timely manner to telephone and walk-in requests for different types of building permits, as well as application and other information regarding permitting in the City of Fort Worth. The overage position was necessitated by a significant (approximately 32 percent over the past two fiscal years) increase in total construction activity in the city. By converting the position to permanent, the department helps ensure familiarity with processes and requirements, so that the incumbent can provide useful, accurate information and function effectively in the job. A more knowledgeable citizen contact improves overall citizen understanding of permitting requirements and procedures, thereby encouraging development that better adheres to City requirements.

#### To Ensure Quality Customer Service

- ***Electrical Improvements at the Amon G. Carter Exhibit Hall:*** To enhance customer satisfaction with event facilities, \$100,000 has been allocated for FY2002-03 to upgrade the electrical system in the Amon G. Carter Exhibit Hall. The current electrical capacity in the exhibit hall is insufficient to adequately supply commercial vendors with the minimum power requirements of their booths and displays. This lack of capacity has led to a continual need to reset breakers and extended power outages. In response, the Public Events Department had to hire outside contractors to provide additional power to adequately service events. The upgrade will redistribute existing power, as well as provide additional power throughout the facility.
- ***Equipment Management Information System:*** The adopted budget includes \$393,261 in funding for replacement of the Equipment Services Department (ESD) mainframe-based Equipment Management Information System (EMIS), which is over 20 years old and no longer meets user needs. Replacement of the existing system was identified as a top priority in ESD's Business Plan because it is vital to effective management of the City's fleet of vehicles and equipment. A new system will have the capability of interfacing with other City systems, will automate maintenance and shop reports, forecast and schedule preventive maintenance, identify vehicles/equipment and all attached auxiliary equipment, provide complete histories on preventive maintenance, repair and warranty work performed and other essential information for

each vehicle, while remaining easily accessible by both the ESD staff and customer departments.

- ***Outsourcing of the Equipment Services Department's Parts Operation:*** The FY2002-03 adopted budget includes the reduction of 20 Authorized Positions in the auto parts operation of the Equipment Services Department. As part of a larger analysis of efficiency and effectiveness, ESD determined that its parts operation could be outsourced to a private-sector provider. Auto parts supplier NAPA provided the best overall proposal, and will begin operating the parts operation in the first quarter of FY2002-03. The outsourcing of the parts function should reduce costs, while allowing NAPA to continue providing timely, cost-effective procurement of parts. NAPA has committed to maintaining the following performance requirements: 1) 85 percent of parts provided on demand; 2) 90 percent of parts provided within 24 hours or less; and 3) 95 percent of parts provided within three working days or less.
- ***Soccer Improvements Maintenance:*** Although Parks and Community Services' adopt soccer Program Improvement Decision Package funds no new field construction, it does add \$174,642 to fund limited maintenance of fields recently added per the Soccer Management and Development Plan, which was endorsed by the City Council in March 1999.
- ***Public Events Facilities Improvements:*** The FY2002-03 adopted budget continues to fund \$100,000 for Will Rogers Memorial Center renovations and a \$200,000 transfer from the General Fund to a Public Events Special Project Account to purchase furniture, fixtures and equipment for newly renovated Fort Worth Convention Center facilities.
- ***In-House and Contract Street Maintenance:*** The Transportation and Public Works Department retained \$2,425,533 in funding for in-house street maintenance and \$6,879,461 for contract street maintenance. This funding will allow the department to meet repair targets of 60 lane-miles for in-house maintenance and 273 lane-miles for contract street maintenance.
- ***Advanced Cleaning and Repair of Personal Protective Equipment:*** To facilitate achievement of mandated cleaning and repair standards, \$150,000 has been budgeted to provide for standards-compliant advanced cleaning and repair for all Fire Department Personal Protective Equipment (PPE) that is issued to more than 700 active firefighters. The Fire Department will contract with an outside vendor the biannual advanced cleaning of PPE, which is mandated by the Texas Commission on Fire Protection (TCFP). By utilizing a vendor that is deemed compliant with TCFP and NFPA 1851 standards, the Fire Department is better able to avoid punitive action from TCFP, including fines of up to \$300, for non-compliance with the mandated cleaning and repair standards.

Other items with budgetary impacts that support general City operations and Council's Strategic Goals in a broader sense are summarized below.

- ***Modern Art Museum Space:*** The City facility that has temporarily housed the Modern Art Museum while its new facility was being constructed in the Cultural District, will be available for use by another arts-related organization once the museum moves back to the Cultural

Honorable Mayor and  
Members of the City Council  
November 15, 2002

District. The FY2002-03 adopted budget includes a \$200,000 subsidy that the City will provide the next occupant organization. In addition, \$50,000 from the Capital Project Reserve Fund has been committed for renovation of that space.

- **Geographic Information System:** \$837,752 has been budgeted in the General Fund and \$207,925 in other funds to support maintenance of the City's Geographic Information System (GIS), which provides the City Council and City staff with a wealth of geographically-based data.
- **Vehicle Replacement Plan:** Although fewer vehicles will be replaced than in the previous fiscal year, the adopted budget does include \$1,470,000 for General Fund vehicle replacements. The replacements will assist City departments in providing essential services.
- **Compensation:** Despite fiscal limitations, the FY2002-03 General Fund budget includes approximately \$6.8 million for modest compensation adjustments for most employees. Given current projections, no salary increase is recommended for executives, which include appointed officials and Assistant Department Director classifications and above. A two percent merit pool applies to all other civilian exempt employees. Under the two percent merit pool scenario, exempt employees rated as "4, Excellent" will receive a 1.5 percent increase and employees rated as "5, Outstanding" will receive a 2.5 percent increase. The plan also funds a two percent across-the-board raise and step increases for both Civil Service and non-exempt civilian employees. The step increases for non-exempt civilian employees will be merit-based; therefore, an employee must achieve a performance rating of excellent or outstanding in order to be eligible for a step increase.
- **Health Insurance:** In FY2001-02, the City became self-insured for its medical benefits. Prior to October 1, 2001, the City of Fort Worth health insurance program for employees, retirees and dependents was fully insured through Pacificare. The City's contractual relationship with Pacificare provided for a guaranteed renewal rate, which was lower than the market inflationary rate and resulted in both the carrier and providers suffering financial losses. Once that contract ended, a new provider was sought. All provider proposals received were more reflective of the market rate for health benefits. During FY2001-02, a trend of higher claims and expenses than expected developed. Because of the rising claims costs, an evaluation of the City's health benefits in comparison with those of other employers was initiated. As a result of that evaluation, the City Council directed that the City's health benefit plans be restructured to be more consistent with those of other, comparable employers and to reduce medical costs by changing the contribution rates and plan design. The new health benefit plans were effective August 1, 2002. Three new plans were developed, all of which are Preferred Provider Organizations (PPO): "Classic," "Performance," and "Premier." The plans offer the same coverage, but have different risk-sharing levels, such as co-payments for doctor visits and prescriptions and deductibles. The City's cost sharing policy under these new plans is based on enrollment at the Classic plan level. Employees and retirees bear the full cost of "buying up" into "higher" plans, which provide less risk-sharing (*i.e.*, have lower co-pays, coinsurance and deductibles). Under the current scenario, the City funds approximately 71 percent and the

Honorable Mayor and  
Members of the City Council  
November 15, 2002

employee approximately 29 percent of health insurance costs, based on 100 percent enrollment in the Classic, or "low," plan. The FY2002-03 budget incorporates all of the above group health insurance changes.

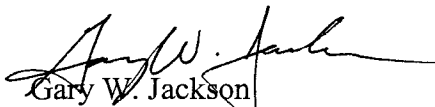
- **Solid Waste Service Changes Slated for FY2002-03:** For the past 18 months, selected City staff members have worked with solid waste industry experts to solicit bids from prospective contractors for a variety of municipal solid waste management services. City officials sought contract arrangements for waste collection, waste transport, recycling services, comprehensive landfill operations, and durable residential waste containers. In October 2002, Council received recommendations for a total of six contracts under five separate vendors. Services under the new contracts are scheduled to begin in April 2003. The solid waste contracts, which are collectively considered the largest and most extensive contracting arrangements in the history of Fort Worth municipal government, will clearly have significant budgetary implications for FY2002-03 and beyond.

The major features of the new service contracts include:

- Single-stream recycling, which limits the customer's responsibility for separating various types of recyclable materials prior to collection.
- A long-term landfill operation and lease agreement, which is designed to create a lucrative revenue stream for the City, including an initial payment of \$9.6 million in 2003 and almost \$200 million, overall.
- A reduction in the number of City employees required to provide solid waste services
- Residential options for the use of durable containers of various sizes and prices.
- Built-in guarantees for City revenues and provision of solid waste services.

I would like to thank the Mayor, City Council members and City staff for their many contributions to the development of the FY2002-03 adopted budget. The high level of cooperation in drafting this fiscal plan was exceptional. I believe that the resulting budget artfully balances increasing demands for services with fiscal realities, while making progress in addressing the City Council's long-term community priorities.

Respectfully Submitted,

  
Gary W. Jackson  
City Manager



# Financial Management Policy Statements

Revised	November 21, 1995	(M&C G-11307)
	February 11, 1997	(M&C G-11750)
	September 16, 1997	(M&C G-11997)
	September 15, 1998	(M&C G-12319)
	September 28, 1999	(M&C G-12682)
	February 22, 2000	(M&C G-12821)
	May 16, 2000	(M&C G-12916)
	August 15, 2000	(M&C G-12988)
	August 21, 2001	(M&C G-13349)
	September 17, 2002	(M&C G-13741)

**TABLE OF CONTENTS**

	<u>Page</u>
Summary .....	1
I. Revenues.....	3
II. Expenditures .....	5
III. Fund Balance/Retained Earnings .....	7
IV. Capital Expenditures and Improvements .....	9
V. Debt .....	11
VI. Investments.....	19
VII. Intergovernmental Relations .....	23
VIII. Grants.....	25
IX. Economic Development.....	27
X. Fiscal Monitoring.....	29
XI. Financial Consultants.....	31
XII. Accounting, Auditing and Financial Reporting .....	33
XIII. Retirement System .....	35
XIV. Internal Controls .....	37

To establish and document a policy framework for fiscal decision-making, the City Manager will develop and maintain a comprehensive set of Financial Management Policy Statements. The aim of these policies is to ensure that financial resources are available to meet the present and future needs of the citizens of Fort Worth. Specifically this policy framework mandates the pursuit of the following fiscal objectives:

1. *Revenues:* Design, maintain and administer a revenue system that will assure a reliable, equitable, diversified and sufficient revenue stream to support desired City services.
2. *Expenditures:* Identify priority services, establish appropriate service levels and administer the expenditure of available resources to assure fiscal stability and the effective and efficient delivery of services.
3. *Fund Balance/Retained Earnings:* Maintain the fund balance and retained earnings of the various operating funds at levels sufficient to protect the City's creditworthiness as well as its financial position from emergencies.
4. *Capital Expenditures and Improvements:* Annually review and monitor the state of the City's capital equipment and infrastructure, setting priorities for its replacement and renovation based on needs, funding alternatives, and availability of resources.
5. *Debt:* Establish guidelines for debt financing that will provide needed capital equipment and infrastructure improvements while minimizing the impact of debt payments on current revenues.
6. *Investments:* Invest the City's operating cash to ensure its safety, provide for necessary liquidity and optimize yield.
7. *Intergovernmental Relations:* Coordinate efforts with other governmental agencies to achieve common policy objectives, share the cost of providing governmental services on an equitable basis and support favorable legislation at the state and federal level.
8. *Grants:* Seek, apply for and effectively administer federal, state and foundation grants-in-aid, which address the City's current priorities and policy objectives.
9. *Economic Development:* Initiate, encourage and participate in economic development efforts to create job opportunities and strengthen the local economy.
10. *Fiscal Monitoring:* Prepare and present regular reports that analyze, evaluate, and forecast the City's financial performance and economic condition.
11. *Financial Consultants:* With available resources, seek out and employ the assistance of qualified financial advisors and consultants in the management and administration of the City's financial functions.
12. *Accounting, Auditing and Financial Reporting:* Comply with prevailing federal, state and local statutes and regulations, as well as current professional principles and practices.
13. *Retirement System:* Ensure that the Employees' Retirement Fund is adequately funded and operated for the exclusive benefit of the participants and their beneficiaries.

14. *Internal Controls:* Maintain an internal control structure designed to provide reasonable assurance that City assets are safeguarded and that the possibilities for material errors in the City's financial records are minimized.

# I. REVENUES

To design, maintain and administer a revenue system that will assure a reliable, equitable, diversified and sufficient revenue stream to support desired City services.

A. *Balance and Diversification in Revenue Sources*

The City shall strive to maintain a balanced and diversified revenue system to protect the City from fluctuations in any one source due to changes in local economic conditions, which adversely impact that source.

B. *User Fees*

For services that benefit specific users, the City shall establish and collect fees to recover the costs of those services. The City Council shall determine the appropriate cost recovery level and establish the fees. Where feasible and desirable, the City shall seek to recover full direct and indirect costs. User fees shall be reviewed on a regular basis to calculate their full cost recovery levels, to compare them to the current fee structure, and to recommend adjustments where necessary.

C. *Property Tax Revenues/Tax Burden*

The City shall endeavor to reduce its reliance on property tax revenues by revenue diversification, implementation of user fees, and economic development. The City shall also strive to minimize the property tax burden on Fort Worth citizens.

D. *Utility/Enterprise Funds User Fees*

Utility rates and enterprise funds user fees shall be set at levels sufficient to cover operating expenditures, meet debt obligations, provide additional funding for capital improvements, and provide adequate levels of working capital. The City shall seek to eliminate all forms of subsidization to utility/enterprise funds from the General Fund.

E. *Administrative Services Charges*

The City shall establish a method to determine annually the administrative services charges due the General Fund from enterprise funds for overhead and staff support. Where appropriate, the enterprise funds shall pay the General Fund for direct services rendered.

F. *Revenue Estimates for Budgeting*

In order to maintain a stable level of services, the City shall use a conservative, objective, and analytical approach when preparing revenue estimates. The process shall include analysis of probable economic changes and their impacts on revenues, historical collection rates, and trends in revenues. This approach should reduce the likelihood of actual revenues falling short of budget estimates during the year and should avoid mid-year service reductions.

G. *Revenue Collection and Administration*

## C-6

The City shall maintain high collection rates for all revenues by keeping the revenue system as simple as possible in order to facilitate payment. In addition, since revenue should exceed the cost of producing it, the City shall strive to control and reduce administrative costs. The City shall pursue to the full extent allowed by state law all delinquent taxpayers and others overdue in payments to the City.

### H. Write-Off of Uncollectible Accounts

The City shall monitor payments due to the City (accounts receivable) and periodically write-off accounts where collection efforts have been exhausted and/or collection efforts are not feasible or cost-effective.

## II. EXPENDITURES

To assure fiscal stability and the effective and efficient delivery of services, through the identification of necessary services, establishment of appropriate service levels, and careful administration of the expenditure of available resources.

A. *Current Funding Basis*

The City shall operate on a current funding basis. Expenditures shall be budgeted and controlled so as not to exceed current revenues plus the planned use of fund balance accumulated through prior year savings. (The use of fund balance shall be guided by the Fund Balance/Retained Earnings Policy Statements.)

B. *Avoidance of Operating Deficits*

The City shall take immediate corrective actions if at any time during the fiscal year expenditure and revenue re-estimates are such that an operating deficit (i.e., projected expenditures in excess of projected revenues) is projected at year-end. Corrective actions can include a hiring freeze, expenditure reductions, fee increases, or use of fund balance within the Fund Balance/Retained Earnings Policy. Expenditure deferrals into the following fiscal year, short-term loans, or use of one-time revenue sources shall be avoided to balance the budget.

C. *Maintenance of Capital Assets*

Within the resources available each fiscal year, the City shall maintain capital assets and infrastructure at a sufficient level to protect the City's investment, to minimize future replacement and maintenance costs, and to continue service levels.

D. *Periodic Program Reviews*

The City Manager shall undertake periodic staff and third-party reviews of City programs for both efficiency and effectiveness. Privatization and contracting with other governmental agencies will be evaluated as alternative approaches to service delivery. Programs, which are determined to be inefficient and/or ineffective shall be reduced in scope or eliminated.

E. *Purchasing*

The City shall conduct its purchasing and procurement functions efficiently and effectively, fully complying with applicable State laws and City ordinances. Staff shall make every effort to maximize discounts and capitalize on savings available through competitive bidding and "best value" purchasing.

III.

FUND BALANCE/RETAINED EARNINGS

To maintain the fund balance and retained earnings of the various operating funds at levels sufficient to protect the City's creditworthiness as well as its financial positions from unforeseeable emergencies.

A. *General Fund Undesignated Fund Balance*

The City shall strive to maintain the General Fund undesignated fund balance at 10 percent of the current year's budget appropriation for operations and maintenance, which is defined as the total budget less the annual transfer from the General Fund to the debt service funds. After completion of the annual audit, if the undesignated fund balance exceeds 10 percent, the excess must be specifically designated for subsequent year expenditures or transferred to the Capital Projects Reserve Fund. (The use of this Fund shall be guided by the Capital Expenditures and Improvements Policy Statements.)

B. *Retained Earnings of Other Operating Funds*

In other enterprise operating funds, the City shall strive to maintain positive retained earnings positions to provide sufficient reserves for emergencies and revenue shortfalls. Specifically, in the Water and Sewer Enterprise Fund, an operating reserve will be established and maintained at 20 percent of the current year's budget appropriation for operation and maintenance, which is defined as the total budget less debt service and capital project expenditures.

C. *Use of Fund Balance/Retained Earnings*

Fund Balance/Retained Earnings shall be used only for emergencies, non-recurring expenditures, or major capital purchases that cannot be accommodated through current year savings. Should such use reduce the balance below the appropriate level set as the objective for that fund, restoration recommendations will accompany the decision to utilize said balance.

D. *Retained Earnings of Internal Service Funds*

The City shall not regularly maintain positive retained earnings in excess of 20 percent of the current year's operation and maintenance expense in an internal service fund. Normally, when an internal service fund's retained earnings exceed 20 percent, the City shall reduce the charges for services provided by the internal service fund to other City operating funds.

E. *Debt Service Funds*

The City shall maintain sufficient reserves in its debt service funds, which shall equal or exceed the reserve fund balances required by bond ordinances, consistent with the covenants in the bond ordinances pertaining to the tax-exempt status of such bonds.



## IV.

# CAPITAL EXPENDITURES AND IMPROVEMENTS

To annually review and monitor the state of the City's capital equipment and infrastructure, setting priorities for its replacement and renovation based on needs, funding alternatives, and availability of resources.

A. *Capital Improvement Planning Program*

The City shall annually review the needs for capital improvements and equipment, the current status of the City's infrastructure, replacement and renovation needs, and potential new projects. All projects, ongoing and proposed, shall be prioritized based on an analysis of current needs and resource availability. For every capital project, all operation, maintenance and replacement costs shall be fully costed.

B. *Replacement of Capital Assets on a Regular Schedule*

The City shall annually prepare a schedule for the replacement of its non-infrastructure capital assets. Within the resources available each fiscal year, the City shall replace these assets according to the aforementioned schedule.

C. *Capital Expenditure Financing*

The City recognizes that there are three basic methods of financing its capital requirements. It can budget the funds from current revenues; it can take the funds from fund balance/retained earnings as allowed by the Fund Balance/Retained Earnings Policy; or it can borrow money through debt. Debt financing includes general obligation bonds, revenue bonds, certificates of obligation, lease/purchase agreements, certificates of participation, commercial paper, **equipment tax notes**, and other obligations permitted to be issued or incurred under Texas law. Guidelines for assuming debt are set forth in the Debt Policy Statements.

D. *Capital Projects Reserve Fund*

A Capital Projects Reserve Fund shall be established and maintained to accumulate reimbursements from other governmental agencies for the prior purchase of real assets, as well as transfers from the General Fund undesignated fund balance. This fund shall only be used to pay for non-routine and one-time expenditures such as land and building purchases, construction and maintenance projects with at least a 10-year life, capital equipment and vehicles with at least a 10-year life, and technology improvements with at least a 5-year life. Expenditures from this Fund shall be aimed at protecting the health and safety of citizens and employees, protecting the existing assets of the City, ensuring public access to City facilities and information, and promoting community-wide economic development.

E. *Demolition Fund*

Proceeds from the sale of surplus real property assets, other than Lake Worth leases, shall be escrowed and designated for paying the costs of demolishing substandard and condemned buildings.

F. *Lake Worth Infrastructure Fund*

Proceeds from the sale of Lake Worth leases shall be escrowed and designated for water and wastewater improvements within the area of the City of Fort Worth surrounding and adjoining Lake Worth.

V.  
DEBT

To utilize debt financing which will provide needed capital equipment and infrastructure improvements while minimizing the impact of debt payments on current revenues.

A. *Use of Debt Financing*

Debt financing, to include general obligation bonds, revenue bonds, certificates of obligation, certificates of participation, commercial paper, **equipment tax notes**, lease/purchase agreements, and other obligations permitted to be issued or incurred under Texas law, shall only be used to purchase capital assets that cannot be prudently acquired from either current revenues or fund balance/retained earnings and to fund infrastructure improvements and additions. The useful life of the asset or project shall exceed the payout schedule of any debt the City assumes.

B. *Assumption of Additional Debt*

The City shall not assume more tax-supported general purpose debt than it retires each year without conducting an objective analysis as to the community's ability to assume and support additional debt service payments. When appropriate, self-supporting revenue bonds shall be issued before general obligation bonds. To the extent permitted by State law, commercial paper may be issued in the City's tax-supported and revenue-supported bond programs in order to: (1) provide appropriation authority for executing contracts on bond-funded projects; (2) provide interim construction financing; and (3) take advantage of lower interest rates in the short-term variable rate market; all of which provide the City with flexibility in timing its entry into the long-term fixed rate market.

C. *Affordability Targets*

1. General Obligation Bonds

The City shall use an objective analytical approach to determine whether it can afford to assume new general purpose debt, both General Obligation bonds and Certificates of Obligation, beyond what it retires each year. This process shall compare generally accepted standards of affordability to the current values for the City. These standards shall include debt per capita, debt as a percent of taxable value, debt service payments as a percent of current revenues and current expenditures, and the level of overlapping net debt of all local taxing jurisdictions. The process shall also examine the direct costs and benefits of the proposed expenditures. The decision on whether or not to assume new debt shall be based on these costs and benefits, the current conditions of the municipal bond market, and the City's ability to "afford" new debt as determined by the aforementioned standards. The City shall strive to achieve and/or maintain these standards at a low to moderate classification.

2. Certificates of Obligation

Certificates of Obligation may be issued without a public election to finance any public work project or capital improvement, as permitted by State law. However, it is the policy of the City to utilize Certificates of Obligations to finance public improvements only in special circumstances and only after determining the City's ability to assume additional debt based on the standards identified above.

## C-11

Those special circumstances in which Certificates might be issued include, but are not limited to, situations where:

- Cost overruns on a general obligation bond-financed capital improvement have occurred;
- “Emergency” conditions require a capital improvement to be funded rapidly;
- Financial opportunities unexpectedly arise to leverage funds from other entities and reduce the City’s capital cost for a community improvement;
- A capital improvement is a revenue-producing facility, but due to the nature of the project or the time it takes for the facility to become operational and produce revenues, the improvement may not generate sufficient revenues throughout the life of the improvement to support the indebtedness secured solely by the revenues to be produced by the improvement;
- It would be more economical to issue Certificates of Obligation rather than issuing revenue bonds; and
- The timing of the construction of a capital improvement and the expense of calling a bond election for a single proposition would, in the opinion of staff and with the approval of the Council, warrant the issuance of Certificates of Obligation to finance the capital improvement.

### 3. Revenue Bonds

For the City to issue new revenue bonds, revenues, as defined in the ordinance authorizing the revenue bonds in question, shall be a minimum of 125% of the average annual debt service and 110% of the debt service for the year in which requirements are scheduled to be the greatest, but should be maintained at 150% of the maximum annual debt service for financial planning purposes. Annual adjustments to the City’s rate structures will be made as necessary to maintain a 150% coverage factor.

#### D. *Debt Structure*

The City shall normally issue bonds with an average life of 10.5 years or less for general obligation bonds and 12.0 years for revenue bonds. The structure should approximate level principal on general obligation bonds and level debt service for revenue bonds. There shall be no debt structures, which include increasing debt service levels in subsequent years, with the first and second year of a bond payout schedule the exception. There shall be no “balloon” bond repayment schedules which consist of low annual payments and one large payment of the balance due at the end of the term. There shall always be at least interest paid in the first fiscal year after a bond sale and principal starting generally no later than the second fiscal year after the bond issue. Normally, there shall be no capitalized interest included in the debt structure unless there are no historical reserves upon which to draw. The outstanding general obligation debt and revenue debt of the City may each be comprised of a variable rate component (including commercial paper) not to exceed 25% of each such category of debt.

#### E. *Call Provisions*

## C-12

Call provisions for bond issues shall be made as short as possible consistent with the lowest interest cost to the City. When possible, all bonds shall be callable only at par.

### F. *Sale Process*

The City shall use a competitive bidding process in the sale of debt unless the nature of the issue warrants a negotiated sale. The City shall attempt to award the bonds based on a true interest cost (TIC) basis. However, the City may award bonds based on a net interest cost (NIC) basis as long as the financial advisor agrees that the NIC basis can satisfactorily determine the lowest and best bid.

### G. *Rating Agencies Presentations*

Full disclosure of operations and open lines of communication shall be made to the rating agencies. City staff, with assistance of financial advisors, shall prepare the necessary materials and presentation to the rating agencies. Credit ratings will be sought from one or more of the nationally recognized municipal bond rating agencies, currently Moody's, Standard & Poor's, and Fitch, Inc., as recommended by the City's financial advisor.

### H. *Continuing Disclosure*

The City is committed to providing continuing disclosure of financial and pertinent credit information relevant to the City's outstanding securities and will abide by the provisions of Securities and Exchange Commission (SEC) Rule 15c2-12 concerning primary and secondary market disclosure. City staff, with the assistance of the City's financial advisors and, if necessary, the City's bond counsel, will undertake to update financial and pertinent credit information within six months of the end of the City's fiscal year.

### I. *Debt Refunding*

City staff and the financial advisor shall monitor the municipal bond market for opportunities to obtain interest savings by refunding outstanding debt. As a general rule, the present value savings of a particular refunding should exceed 3.5% of the refunded maturities.

### J. *Interest Earnings*

Interest earnings received on the investment of bond proceeds shall be used to assist in paying the interest due on bond issues, to the extent permitted by law.

### K. *Lease/Purchase Agreements*

Over the lifetime of a lease, the total cost to the City will generally be higher than purchasing the asset outright. As a result, the use of lease/purchase agreements and certificates of participation in the acquisition of vehicles, equipment and other capital assets shall generally be avoided, particularly if smaller quantities of the capital asset(s) can be purchased on a "pay-as-you-go" basis.

### L. *Proposals from Investment Bankers*

The City welcomes ideas and suggestions from investment bankers and will seek to reward those firms which submit unique and innovative ideas by involving them in negotiated underwritings. Unsolicited proposals should be submitted to the City's financial advisors simultaneously with their submission to the

City's Finance Department. City staff will review and confer with financial advisors to determine viability of proposals.

M. *Underwriting Syndicates*

The City attempts to involve qualified and experienced firms, which consistently submit ideas to the City and actively participate in the City's competitive sales in its negotiated underwritings. In conjunction with the City's financial advisors, City staff will recommend the structure of underwriting syndicates which will be effective for the type and amount of debt being issued. The City will consider its M/WBE goals in structuring syndicates.

N. *Interest Rate Swaps*

The City will consider the utilization of interest rate swap transactions only as they relate to the City's debt management program and not as an investment instrument or hedge. As a result, any swap transaction should not impair the outstanding bond rating of the City or negatively affect the amount of credit enhancement capacity available to the City. The City is always open to innovative ideas and proposals; however, before a commitment is made on a proposed transaction, the proposed transaction as well as variations from the following guidelines shall be fully explained and justified to the Council.

1. The Transaction

- Will comply with all applicable outstanding bond ordinance and insurance covenants.
- Will be a market transaction for which competing quotes can be obtained at the discretion of the City staff, upon the advice of the City's financial advisor.
- Will include a market termination provision with third party involvement.
- Will produce a material economic benefit not attainable through the use of conventional debt instruments.
- Will introduce no leverage in order to produce an economic benefit.
- Will not impair the utilization of outstanding call features on outstanding bonds.
- Will be structured to minimize any basis risk, tax-law risk and credit risk to the City.
- Will not cause the total amount of swap transactions to exceed 40 percent (40%) of the outstanding indebtedness of a particular fund.

2. The Counterparty

- Shall pay all costs associated with the transaction. All fees and expenses paid by the counterparty to third parties will be disclosed in writing to the City.

## C-14

- Must have a rating at least equal to that of the City's indebtedness against which the transaction is to be entered, or must provide for the purchase of a credit enhancement to enhance its rating to the rating of such City indebtedness.
- Shall consider downgrade protection, when possible and cost effective.
- Shall not assign the swap contract without the consent of the City.
- Shall clearly explain the impact on the transaction of the counterparty's bankruptcy.

### 3. Analysis

- Swap proposals submitted by investment firms for consideration by the City shall include a clear analysis, which identifies both the potential benefits and risks associated with the proposed transaction.
- The City's financial advisor will produce an analysis of various interest rate market fluctuations at periodic intervals to demonstrate the impact of interest rate market movements.
- The City's cost of the transaction and any anticipated future costs will be included in the cost/benefit analysis.
- The City's financial advisor will monitor the results of an adopted swap transaction throughout its life and recommend termination when substantial economic benefit would accrue to the City upon termination.

### 4. Legal

- The documentation of the swap shall be in the form of an International Swaps and Derivatives Association, Inc., Master Agreement with attachments, commonly referred to as an ISDA document.
- The swap, whenever possible, shall be transacted under Texas law and jurisdiction.
- Approval of the transaction must be obtained from the State Attorney General, to the extent required by Texas law.

### O. *Synthetic Advanced Refundings*

The City will consider synthetic advance refundings, which produce a material economic benefit and will in no way impair the outstanding bond rating of the City.

1. The present value savings of the transaction must be quantifiable, exceed 7 percent (7%) of the refunded maturities, and not be based on projection.
2. Proposals submitted by investment firms for consideration by the City shall identify and address not only the benefits of the proposed transaction, but the potential negative impacts as well.

## C-15

3. Additional transaction costs such as bond counsel, trustee, and financial advisor shall be included in the savings calculation required above.
4. The City's financial advisor shall produce an analysis of the implications of paying a forward premium vs. waiting to the current call date of the bonds.
5. Approval of the transaction must be obtained from the State Attorney General, to the extent required by Texas law.

## VI. INVESTMENTS

To invest the City's cash in such a manner so as to insure the absolute safety of principal and interest, to meet the liquidity needs of the City, and to achieve the highest possible yield.

A. *Cash Management Policy (M&C G-9552, March 12, 1992)*

Subject to approval by the City Manager and the Director of Finance, the City Treasurer is both authorized and required to promulgate a written Statement of Cash Management Rules and Regulations governing the City's cash management and investment activities (exclusive of the investment activities of the Employees' Retirement Fund), and to institute and administer such specific procedures and criteria as may be necessary to ensure compliance with the City's cash management policy. Specifically, this policy mandates the pursuit of the following overall goals and objectives:

1. All aspects of cash management operations shall be designed to ensure the absolute safety and integrity of the City's financial assets.
2. Cash management activities shall be conducted in full compliance with prevailing local, state and federal regulations. Furthermore, such activities shall be designed to adhere to guidelines and standards promulgated by such professional organizations as the American Institute of Certified Public Accountants (AICPA), the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA).
3. Operating within appropriately-established administrative and procedural parameters, the City shall aggressively pursue optimum financial rewards, while simultaneously controlling its related expenditures. Therefore, cash management functions that engender interaction with outside financial intermediaries shall be conducted in the best financial and administrative interests of the City. In pursuit of these interests, the City will utilize competitive bidding practices wherever practicable, affording no special financial advantage to any individual or corporate member of the financial or investment community.
4. The City shall design and enforce written standards and guidelines relating to a variety of cash management issues, such as the eligibility or selection of various financial intermediaries, documentation and safekeeping requirements; philosophical and operational aspects of the investment function; and such other functional and administrative aspects of the cash management program which necessitate standard setting in pursuit of appropriate prudence, enhanced protection of assets or procedural improvements.
5. Investments of the City, or of funds held in its possession in a fiduciary capacity, shall be made with the exercise of that judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital, as well as the probable income to be derived.

B. *Investment Strategy (M&C G-11199, August 21, 1995 - Modified March 31, 1997)*



## C-17

The City of Fort Worth maintains a Consolidated Portfolio in which it pools its funds for investment purposes. The City's cash management program seeks to achieve three objectives in this order of priority: safety of principal, adequate liquidity to meet daily cash needs, and finally a reasonable yield commensurate with the preservation of principal and liquidity. The following investment strategy has been designed to accomplish these objectives:

1. The City invests in "money market instruments," very creditworthy, highly liquid investments with maturities of one year or less, and in intermediate-term securities of high credit quality with maturities no greater than five years. The City will only invest in those securities specified in its "List of Eligible Investments". These include U.S. Treasury Bills and Notes, high quality obligations of certain U.S. agencies and instrumentalities, and AAA-rated local government investment pools and no-load money market mutual funds. Any securities not on this list will not be eligible investments.
2. At all times, the City shall maintain a cash position sufficient to meet daily liquidity requirements. This will be accomplished by maintaining approximately 15 percent of the total portfolio in money market funds, local government investment pools and/or overnight repurchase agreements. The City shall also position some investments to provide liquidity for certain predictable obligations such as debt service payments.
3. The City shall not exceed a weighted average maturity of two years for the Consolidated Portfolio. The City shall strive to maintain this weighted average maturity by investing funds according to the following general maturity diversification guidelines:

Maturity	Cash	1 Year	2 Year	3 Year	4 Year	5 Year
Day Range	0	1-365	365-730	730-1095	1095-1460	1460-1825
% Portfolio	10	28	14.25	14.25	14.25	14.25

There may be times when the City has more or less of its funds in any one maturity cell due to cash flow needs, prevailing market conditions, and other factors. The maturity diversification schedule serves as a general guideline for making investment decisions. In this way, the portfolio will be able to take advantage of rising interest rates by re-investing maturing securities at higher yields. In falling rate environments, it will profit from having investments that were made at higher interest rates.

Following this discipline ensures that the City will always have sufficient cash available for daily needs, preserves its principal and never has too much money in any one maturity area, whether it be short-term or long. In this manner, the Consolidated Portfolio will earn a competitive yield without assuming unacceptable risk.

### C. *Interest Earnings*

Interest earned from investments shall be distributed to the operating, internal service, and other City funds from which the money was provided, with the exception that interest earnings received on the investment of bond proceeds shall be attributed and allocated to those debt service funds responsible for paying the principal and interest due on the particular bond issue.

### D. *Designated Investment Committee*

Upon Council adoption of the Cash Management Policy and the promulgation of the Statement of Cash Management Rules and Regulations, a Cash Management Task Force comprised of the Assistant City Manager over Finance, the Finance Department Director, the City Treasurer, the Deputy City Treasurer, and other

City staff as deemed appropriate by the City Manager is established. This group will serve as the City's designated investment committee required under the State

Public Funds Investment Act. The Task Force will regularly examine and evaluate the City's cash management and investment activities and recommend revisions to operational rules and regulations, the Cash Management Policy, and the Investment Strategy. Modifications to the administrative rules and regulations will be submitted to the City Manager for approval. Amendments to the Cash Management Policy and/or Investment Strategy will be presented to the City Council for adoption.

E. *Investment Portfolio Rating*

The City has received an AAA rating of its investment portfolio from Fitch, Inc. The City will manage its cash according to procedures and strategies to maintain such a rating.

## VII. INTERGOVERNMENTAL RELATIONS

To coordinate efforts with other governmental agencies to achieve common policy objectives, share the cost of providing government services on an equitable basis, and support favorable legislation at the state and federal levels.

A. *Inter-local Cooperation in Delivering Services*

In order to promote the effective and efficient delivery of services, the City shall actively seek to work with other local jurisdictions in joint purchasing consortia, sharing facilities, sharing equitably the costs of service delivery, and developing joint programs to improve service to its citizens.

B. *Legislative Program*

The City shall cooperate with other jurisdictions to actively oppose any state or federal regulation or proposal that mandates additional City programs or services and does not provide the funding to implement them. Conversely, as appropriate, the City shall support legislative initiatives that provide more funds for priority local programs.

## VIII. GRANTS

To seek, apply for and effectively administer federal, state and foundation grants-in-aid that address the City's current priorities and policy objectives.

A. *Grant Guidelines*

The City shall apply, and facilitate the application by others, for only those grants that are consistent with the objectives and high priority needs previously identified by Council. The potential for incurring ongoing costs, to include the assumption of support for grant-funded positions from local revenues, will be considered prior to applying for a grant.

B. *Indirect Costs*

The City shall recover full indirect costs unless the funding agency does not permit it. The City may waive or reduce indirect costs if doing so will significantly increase the effectiveness of the grant.

C. *Grant Review*

All grant submittals shall be reviewed for their cash match requirements, their potential impact on the operating budget, and the extent to which they meet the City's policy objectives. Departments shall seek Council approval prior to submission of a grant application. Should time constraints under the grant program make this impossible, the department shall obtain approval to submit an application from the appropriate Assistant City Manager and then, at the earliest feasible time, seek formal Council approval. If there is cash match requirements, the source of funding shall be identified prior to application. An annual report on the status of grant programs and their effectiveness shall also be prepared.

D. *Grant Program Termination*

The City shall terminate grant-funded programs and associated positions when grant funds are no longer available unless alternate funding is identified.

## IX. ECONOMIC DEVELOPMENT

To initiate, encourage and participate in economic development efforts to create job opportunities and strengthen the local economy.

A. *Positive Business Environment*

The City shall endeavor, through its regulatory and administrative functions, to provide a positive business environment in which local businesses can grow, flourish and create jobs. The City Council and City staff will be sensitive to the needs, concerns and issues facing local businesses.

B. *Commitment to Business Expansion, Diversification, and Job Creation*

The City shall encourage and participate in economic development efforts to expand Fort Worth's economy and tax base and to increase local employment. These efforts shall not only focus on newly developing areas but on "central city" areas, the Central Business District, and other established sections of Fort Worth where development can generate additional jobs and other economic benefits. The "central city" is defined by the City Council as the area within Loop 820 consisting of:

- All Community Development Block Grant (CDBG)–eligible census block groups, and
- All state-designated enterprise zones; and
- All census block groups that are contiguous by 75 percent or more of their perimeter to CDBG-eligible block groups or enterprise zones.

C. *Tax Abatements*

The City shall follow a tax abatement policy (adopted February 29, 2000, M&C G-12829) to encourage investment and development throughout Fort Worth. The City shall use due caution in the analysis of any tax incentives used to encourage development. Factors considered in evaluating proposed abatements for development include the location of the project, its size, the number of temporary and permanent jobs created, the costs and benefits for the City and its impact on Fort Worth's economy. The City will annually review tax abatement contracts to ensure the community is receiving promised benefits, and the Council may seek to modify or re-negotiate an abatement contract if it is determined that the firm receiving the abatement has failed to keep its part of the agreement.

D. *Increase Non-residential Share of Tax Base*

The City's economic development program shall seek to expand the non-residential share of the tax base to decrease the tax burden on residential homeowners.

E. *Coordinate Efforts with Other Jurisdictions*

The City's economic development program shall encourage close cooperation with other local jurisdictions, chambers of commerce, and groups interested in promoting the economic well being of this area.

F. *Use of Other Incentives*

The City shall use enterprise zones as allowed by law to encourage new investment and business expansion in target areas as designated by resolution of the City Council. The City shall also coordinate with state and federal agencies on offering any incentive programs they may provide for potential economic expansion. The factors used to evaluate possible recipients of any incentives shall include those listed in C. Tax Abatements. Economic development incentive agreements involving tax abatements or grants of public funds shall be subject to prior review and approval of the City Council.

## X. FISCAL MONITORING

To prepare and present regular reports that analyze, evaluate and forecast the City's financial performance and economic condition.

A. *Financial Status and Performance Reports*

Monthly reports comparing expenditures and revenues to current budget, projecting expenditures and revenues through the end of the year, noting the status of fund balances to include dollar amounts and percentages, and outlining any remedial actions necessary to maintain the City's financial position shall be prepared for review by the City Manager and the Council.

B. *Five-year Forecast of Revenues and Expenditures*

A five-year forecast of revenues and expenditures, to include a discussion of major trends affecting the City's financial position, shall be prepared in anticipation of the annual budget process. The forecast shall also examine critical issues facing the City, economic conditions, and the outlook for the upcoming budget year. The document shall incorporate elements of the International City Management Association financial trend monitoring system to provide further insight into the City's financial position and to alert the Council to potential problem areas requiring attention.

C. *Quarterly Status Report on Capital Projects*

A summary report on the contracts awarded, capital projects completed and the status of the City's various capital programs will be prepared at least quarterly and presented to the City Manager and the Council.

D. *Compliance with Council Policy Statements*

The Financial Management Policy Statements will be reviewed annually by the Council and updated, revised or refined as deemed necessary. Policy statements adopted by the Council are guidelines, and occasionally, exceptions may be appropriate and required. However, exceptions to stated policies will be specifically identified, and the need for the exception will be documented and fully explained.

## XI. FINANCIAL CONSULTANTS

To employ the assistance of qualified financial advisors and consultants as needed in the management and administration of the City's financial functions. These areas include but are not limited to investments, debt administration, financial accounting systems, program evaluation, and financial impact modeling. Advisors shall be selected using objective questionnaires and requests for qualifications/proposals based upon demonstrated expertise relative to the scope of work to be performed and appropriately competitive fees.



## XII. ACCOUNTING, AUDITING AND FINANCIAL REPORTING

To comply with prevailing local, state, and federal regulations, as well as current professional principles and practices relative to accounting, auditing, and financial reporting.

### A. Conformance to Accounting Principles

The City's accounting practices and financial reporting shall conform to generally accepted accounting principles (GAAP) as promulgated by the Governmental Accounting Standards Board (GASB), the American Institute of Certified Public Accountants (AICPA), and the Government Finance Officers Association (GFOA).

### B. Popular Reporting

In addition to issuing a comprehensive annual financial report (CAFR) in conformity with GAAP, the City shall supplement its CAFR with a simpler, "popular" report designed to assist those citizens who need or desire a less detailed overview of the City's financial activities. This report should be issued no later than six months after the close of the fiscal year.

### C. Selection of Auditors

Every five years, the City shall request proposals from all qualified firms, including the current auditors if their past performance has been satisfactory, and the City Council shall select an independent firm of certified public accountants to perform an annual audit of the books of account, records and transactions, certifying the financial statements of the City.

## XIII. RETIREMENT SYSTEM

To ensure that the Employees' Retirement Fund is adequately funded and operated for the exclusive benefit of the participants and their beneficiaries.

A. *Benefit Improvements*

The Board of Trustees of the Employees' Retirement Fund shall certify to the City Council the actuarial impact of any proposed benefit improvements or changes in contribution levels. The Council will assure that sufficient funding will be available to pay for the liabilities created by benefit improvements and other plan changes. Improvements should generally be designed to benefit the membership of the Retirement System as a whole.

B. *Qualified Plan*

The City will maintain the qualified status of the Retirement System. As deemed necessary from time to time, the City will request a "determination letter" from the IRS relative to whether or not the City's retirement system conforms to the Internal Revenue Code in order to assure the tax-exempt status of the income earned on the Retirement Fund's investments, the retiree pension payments and the accrued benefits for active employees.

## XIV. INTERNAL CONTROLS

To establish and maintain an internal control structure designed to provide reasonable assurance that City assets are safeguarded and that the possibilities for material errors in the City's financial records are minimized.

A. Proper Authorizations

Procedures shall be designed, implemented and maintained to ensure that financial transactions and activities are properly reviewed and authorized.

B. Separation of Duties

Job duties will be adequately separated to reduce to an acceptable level the opportunities for any person to be in a position to both perpetrate and conceal errors or irregularities in the normal course of assigned duties.

C. Proper Recording

Procedures shall be developed and maintained that will ensure financial transactions and events are properly recorded and that all financial reports may be relied upon as accurate, complete and up-to-date.

D. Access to Assets and Records

Procedures shall be designed and maintained to ensure that adequate safeguards exist over the access to and use of financial assets and records.

E. Independent Checks

Independent checks and audits will be made on staff performance to ensure compliance with established procedures and proper valuation of recorded amounts.

F. Costs and Benefits

Internal control systems and procedures must have an apparent benefit in terms of reducing and/or preventing losses. The cost of implementing and maintaining any control system should be evaluated against the expected benefits to be derived from that system.

**FORT WORTH**





An Open Letter to the Citizens of Fort Worth:

### Creating a Vision for the Future

Fort Worth City Council in June 2001 began priority planning – a process to deal proactively with the many opportunities and challenges facing the community. This planning will help guide the activities of citizens, council and staff for the next five years. From this a guide has been developed that we call the “Fort Worth Strategic Goals 2002-2006.”

The strategic goals will enable the City Council to:

- Better understand Fort Worth’s cultural heritage
- Have a consensus on values, vision and a mission for the future
- Translate the vision into an action plan
- Prioritize the use of limited city resources
- Support staff and community groups in focusing efforts on the vision and priorities

City Council will refine and adjust the strategic plan, as circumstances change. However, this report is intended to provide a clear and concise statement about where the City Council wants Fort Worth to go the next five years and to stimulate broader discussion of the important issues facing Fort Worth now and in the future. A number of ongoing administrative and community processes will make the goals reality.

The strategic goals describe:

- What Council desires to be accomplished over the next five years
- What Council would like Fort Worth to be doing differently beginning in 2002
- What the impact will be to the citizens
- What challenges and opportunities must be addressed
- How the city’s efforts will be measured

In Fort Worth, the City continues to take a lead role in identifying and addressing community needs. As in the business sector, the role of government is evolving. The City of Fort Worth will continue to address community problems through the most appropriate methods possible, including partnership arrangements, brokering of services from other agencies, contracting for services and other solutions. Success will require the assistance, support and partnership of the entire community.

Mayor Kenneth Barr

Jim Lane, District 2

Chuck Silcox, District 3

Becky Haskin, District 4

Frank Moss, District 5

Clyde Picht, District 6

Jeff Wentworth, District 7

Ralph McCloud, District 8

Wendy Davis, District 9

**FORT WORTH**



## **BUDGET FORMAT**

The FY2002-03 adopted budget document for the City of Fort Worth provides historical, present, and future comparisons of revenues and expenditures; planned allocations of resources - both fiscal and personnel; and brief descriptions of the anticipated annual accomplishments of City programs as outlined in each department's approved business plan.

### **FUND STRUCTURE**

Operating budgets are divided into several different funds. First, activities supported by tax dollars are included in the General Fund. Enterprise Funds are those that are funded on a fee-for-service basis, such as the Water and Sewer Fund. Services that are provided internally by City departments for City departments on a fee-for-service basis, such as the IT Solutions Department, are specified as Internal Service Funds. Finally, Special Funds are financial accounts for special revenue sources. An example is the Health and Life Insurance Fund that administers revenue collected in the form of insurance premiums. Each of these fund types is included in the City of Fort Worth adopted budget.

### **BUDGET DOCUMENT STRUCTURE**

The budget document itself is divided into several sections. The first section contains an overview of the City's budget through the budget message and the budget synopsis. Summaries of total revenues and expenditures, as well as information on tax base and rate, are included. This section also describes personnel resources by department. Finally, a calendar for budget consideration is included.

### **CITY STRATEGIC GOALS FOR GENERAL FUND DEPARTMENTS**

Fort Worth City Council conducted a priority planning process to deal proactively with the many opportunities and challenges facing the Fort Worth community. This process was very influential in guiding the activities of citizens, council and staff for the next five years. Overall, the City of Fort Worth has concentrated on six top-priority strategic goals for fiscal years 2002-2006:

- Create a cleaner, more attractive city;
- Make Fort Worth the safest major city in the country;
- Create a diversified economic base and create job opportunities;
- Revitalize the Central City, including neighborhoods and commercial corridors;
- Promote orderly growth in developing areas; and
- Create a user-friendly government.

The intention of these strategic goals is to provide a clear and concise statement about where the City Council wants Fort Worth to go in the next five years and to stimulate broader discussion of the important issues facing Fort Worth now and in the future. These strategic goals are interrelated and all departments strive toward the achievement and realization of these goals.

Departments that comprise the General Fund are listed in an alphabetical order in the adopted budget document. General Fund departments include:

- City Manager's Office
- City Secretary
- Code Compliance

- Development
- Economic and Community Development
- Environmental Management
- Finance
- Fire
- Housing
- Human Relations Commission
- Human Resources
- Internal Audit
- Law
- Library
- Mayor and Council
- Municipal Court
- Non-Departmental
- Parks & Community Services
- Planning
- Police
- Public Events
- Public Health
- Transportation & Public Works
- Zoo

### **OTHER FUNDS**

The remaining sections are divided into the Debt Service Fund, Enterprise Funds, Internal Services Funds, and Special Funds.

Enterprise Funds include:

- Water and Sewer Fund
- Solid Waste Management Fund
- Municipal Golf Courses Fund
- Airports Fund
- Municipal Parking Fund

Internal Service Funds include:

- Equipment Services Fund
- Information Systems Fund
- Engineering Services Fund
- Office Services Fund
- Temporary Labor Fund

Special Funds include:

- Property and Casualty Insurance Fund



- Workers' Compensation Fund
- Health and Life Insurance Fund
- Unemployment Compensation Fund
- Culture and Tourism Fund
- Environmental Management Fund
- Awarded Assets Funds
- Lake Worth Trust Fund
- Cable Communications Fund
- City Store, Special Projects Trust Fund
- Crime Control and Prevention District Fund

**DEPARTMENTAL BUDGET PAGES**

Each departmental budget is comprised of different summary forms. Staffing levels, chain of command, and major functions are depicted through an *organizational chart*. The *departmental/fund budget summary* pages provide a description of departmental/fund responsibilities and consolidation of departmental expenditures and staff levels. These resource allocations are provided for FY2000-01 actual expenditures, FY2001-02 adopted expenditures, and FY2002-03 adopted expenditures. Expenditures are broken into five cost categories: personal services, supplies, contractual services, capital outlays, and debt service. The *departmental objectives and measures* page explains the annual departmental objectives and provides program measures. The *departmental summary by center* pages provide a summary of each departmental center's past, present, and future expenditure and personnel allocations.

The Budget Document is color-coded to allow the reader to reference specific pages more easily. The City Manager's Message and all other descriptive pages in the introductory section are printed on white unless otherwise noted in the following color-coding chart. This chart indicates the page color for each type of recurring page in this document.

**PAGE TITLE**

**PAGE COLOR**

Fund Statement	Ivory
Comparison of Expenditures	Yellow
Comparison of Revenues	Tan
Fund Summary	Gray
Departmental Budget Summary	White
Organizational Chart	White
Significant Budget Changes	Green
Departmental Objectives and Measures	Gray
Departmental Summary by Center	Blue
Charts	White

Finally, a glossary is included in the last section to assist the reader with unfamiliar terminology.

## **BUDGET PROCEDURE AND PHILOSOPHY**

### **PROCEDURE**

The Fort Worth City Charter provides that on or before August 15 each year, the City Manager must submit to the City Council a proposed budget that provides a complete financial plan for all City funds and activities for the ensuing year. With this requirement in mind, the Budget Office establishes a budget schedule each year to enable the City Manager and his or her staff to prepare a proposed budget that will meet all provisions of the City Charter, and provide the City Council with a thorough, informative description of the level of municipal services being proposed and their costs.

The budget prepared by the City staff includes proposed allocation levels for the next fiscal year and a projection of expenditures and revenues for the subsequent fiscal year. The City Council uses information provided in the proposed budget to facilitate its decision-making process and to aid it in charting a course of action for the approaching fiscal year.

As a preview to consideration of the proposed budget, the City Council is presented with the City's Long-Range Financial Forecast. This document, which provides a projection of expenditures and revenues for the upcoming five years, gives the Council a big-picture framework and long-term context in which to make annual budget decisions. The forecast also serves to prepare the Council for any anticipated discrepancies between projected revenues and expenditures in future years. The forecast also reviews alternative financing strategies for Council to consider in balancing future budgets.

The first step in the annual budget preparation process takes place in early March when the Budget Office distributes instructions and standard budget forms to departments, and the Budget Office opens the BRASS Budget System to the departments to input their requests. Departments prepare base budget requests to continue high priority current services within a specified target figure. Any new programs that a department wants considered for funding are submitted as improvement decision packages. These improvement requests are submitted in one prioritized list. The consequences of the failure to fund these items must also be provided. A departmental budget request is comprised of a line-item expenditure request that is supplemented with detailed justifications. All requests for funding must be related to specific program needs and must be measurable in terms of effectiveness and/or indicators. This phase, referred to as the departmental request phase, lasts until mid-April, when the BRASS Budget System is closed and departments are required to submit their requests for the next fiscal year.

The next phase of the budget process begins with budget staff members visiting their assigned departments, carefully reviewing their requests, and making adjustments as deemed appropriate. Throughout the spring and summer, the City Manager and City staff discuss the development of the budget and elicit policy direction from the Council through several budget workshops, which further frames the Proposed Budget.

The Budget Office then compiles the recommendations for each department, making adjustments to recommendations as needed, and provides preliminary recommendations to the City Manager and staff. Final modifications are made, and the City Manager submits the Proposed Budget to the Council on or before August 15.

The budget document is divided into separate sections for each of the City's funds, and each fund is subdivided into departments. Supplementary data are provided for each department, including a departmental summary that explains the primary purpose of the department and lists the expenditure and staffing data, an organization chart outlining the various functional divisions of the department, a listing of departmental objectives and corresponding program measures, and a summary of expenditure and staffing levels by cost center.

The Proposed Budget document is supplemented with a book that contains copies of funded and unfunded program improvement packages as well as program reduction packages. The improvement packages represent expanded or new programs requested by departments or prioritized by City Council. However, reduction packages represent a department's proposal for potential programs or items to be cut from the department's budget should the City Council determine that budget reductions are necessary. These improvement and reduction packages are reviewed as part of the budget process. The City Council is advised to use the decision package book as a means to evaluate various service levels within existing budget parameters. The decision packages allow the Council to compare the needs of various City departments in a system-wide perspective with clear, programmatic consequences of funding decisions.

Once the City Manager's Proposed Budget is presented to the City Council, the City Council phase begins. In this phase, the City Council holds a number of budget study sessions in which the departmental budgets are presented to Council Members for their review and input. These budget study sessions occur over a one-month period. These study sessions result in the adoption of the budget at a City Council meeting in mid-September. The newly adopted budget becomes effective October 1.

## **PHILOSOPHY**

On November 8, 1984, Fort Worth voters approved a number of amendments to the City Charter relating to the budget process. These amendments were substantially based on the budget section of the Model City Charter and replaced certain archaic elements of the old charter that had not been modified since 1924. It is believed that these amendments facilitate the budget enactment and administration process. Included within these charter revisions were amendments that clarified and simplified the three types of appropriation transfers. At any time during the fiscal year, the City Manager may transfer part or all of any unencumbered appropriation balance among programs within a department, division, or section upon compliance with such conditions as City Council may establish by ordinance. Upon written request by the City Manager, the City Council may, by ordinance, transfer part or all of any unencumbered appropriation balance from one department to another. If at any time during the fiscal year the City Manager certifies that there are revenues in excess of those estimated in the budget that are available for appropriation, the City Council, by ordinance, may make supplemental appropriations for the year up to the amount of the excess.

The City's budget system is designed to be consistent with its accounting system, the modified accrual basis of accounting. Under this system, revenues are recognized when they become both measurable and available to finance expenditures in the current period. Expenditures are recognized when the fund liability is incurred within the current period. In accordance with its accounting system, the City of Fort Worth's budget development process is built on the historical analysis of line-item expenditures. Additionally, program performance measures have been identified to track the progress of departmental programs. Program enhancements are prioritized Citywide in order to dedicate the City's limited resources as effectively as possible. Performance measure tracking systems, as part of a departmental business

## D-8

plan, have also been developed in an effort to link fund allocations with desired and actual outcomes. Coordinating with the City's accounting system and Financial Management Policy Statements, refinements and modifications are made to the budget process each year so that Fort Worth will maintain a more effective budget system.

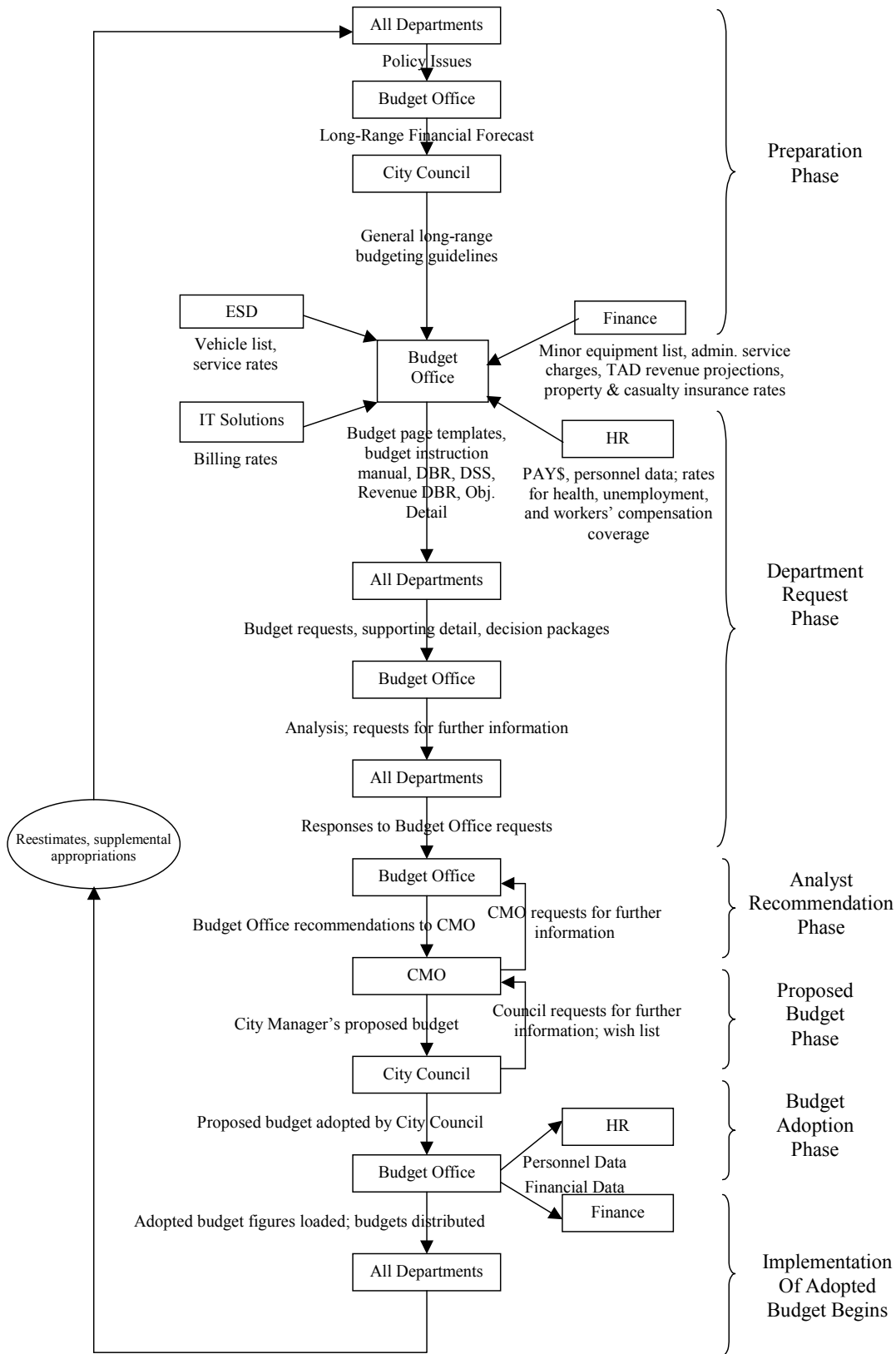
**SUGGESTED SCHEDULE  
FOR  
CONSIDERATION OF THE 2002-03 PROPOSED BUDGET**

- |       |   |   |
|-------|---|---|
| I.    | Chief Appraiser certifies appraisal roll and submits it to the tax assessor (Sec. 26.01, Tax Code).   | July 25, 2002   |
| II.   | Tax Assessor submits appraisal roll and anticipated collection rate to governing body (Sec. 26.04 (b), Tax Code).   | By August 1, 2002 or as soon thereafter as possible     |
| III.  | Designated officer or employee of taxing unit calculates balances, and publicizes same; submits rate to governing body (Sec. 26.04 (d), (e), Tax Code).   | By August 6, 2002, or as soon thereafter as practicable |
| IV.   | City Manager submits proposed budget and budget message to the City Council on or before August 15 (Chapter X, the effective tax rate and rollback tax rate, schedules and fund Sec. 1, City Charter).  | Tuesday, August 13, 2002                                |
| V.    | Proposed annual appropriations ordinance is passed by City Council on first reading, and ad valorem tax levy ordinance is introduced but not passed (Chapter X, Sec. 2, City Charter).  | Tuesday, August 13, 2002                                |
| VI.   | City Council holds first public hearing on appropriations ordinance and ad valorem tax levy ordinance and adopts resolution setting public hearing on proposed tax increase, if required. Hearing required if proposed tax levy exceeds last year's levy in total dollars.        | Tuesday, August 13, 2002                                |
| VII.  | City Secretary publishes appropriations ordinance in official newspaper (Chapter X, Sec. 2, City Charter - at least 10 days must elapse from publication of notice to passage of appropriations ordinance on second reading). Publish "Notice of Public Hearing on Tax Increase". | After August 23, 2002                                   |
| VIII. | City Secretary publishes notice of September 10 public hearing on proposed tax increase (Sec. 26.06 (a), Tax Code - at least 7 days notice of hearing required).  | Before September 3, 2002                                |

## D-10

- IX. City Council holds public hearing on appropriations ordinance and tax levy ordinance. Tuesday, August 13, 2002
- X. City Council holds public hearing on proposed tax increase and adopts resolution announcing date, time and place of meeting where Council will vote on proposed tax increase (Sec. 26.05 (c) and Sec. 26.06 (d), (e), Tax Code). Tuesday, September 10, 2002
- XI. City Secretary publishes notice of meeting where City Council will vote on proposed tax increases (Sec. 26.06 (d), Tax Code - meeting must be held no sooner than three (3) but no later than fourteen (14) days after public hearing where time to vote on tax rate is set). Thursday, September 12, 2002
- XII. City Council votes on adoption of tax rate, adopts ordinance setting tax rate (Sec. 26.06 (e), Tax Code) and adopts appropriations ordinance on second reading. [Failure to act by the latter date requires re-publication of notice of meeting where City Council will vote on proposed tax increase (Sec. 26.06 (d))]. Tuesday, September 17, 2002
- XIII. City Secretary publishes appropriations ordinance once in official newspaper with schedule of changes made by Council to City Manager's originally proposed budget and notifies Tax Assessor that tax rate has been adopted (Chapter X, Sec. 2, City Charter). If the proposed tax rate adopted by the City Council exceeds the rollback tax rate calculated under Sec. 26.04, 10% of the qualified voters may petition for an election to reduce the tax rate to the rollback tax rate calculated under Sec. 26.04 (Sec. 26.07, Tax Code). As soon as possible after Tuesday, September 17, 2002

# City of Fort Worth Budget Process



**FORT WORTH**



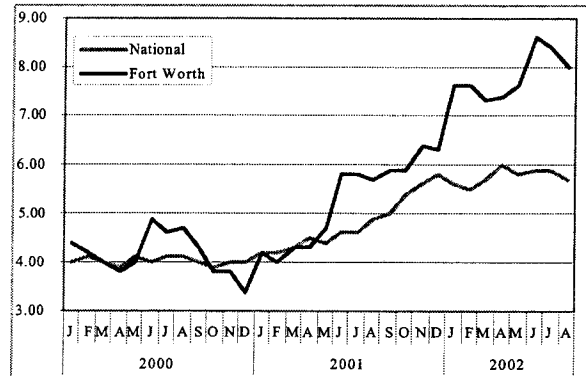


## SHORT-TERM ECONOMIC OUTLOOK FOR FORT WORTH

Developing the FY2002-03 Adopted Budget in the current economic environment was difficult, and implementing it in a stagnating economy will be equally challenging. The prospects for the local economy in the near term (12 to 18 months) are weak. To aid senior staff and City Council members in evaluating the changing economic environment and how it affects policy outcomes, staff began a project in FY2001-02 to closely track economic information with a local focus, calling the project **Fort Worth Economy Watch**. Analysis of this information now is provided to the City Council on a monthly basis to aid policymakers in making decisions based on current economic reality.

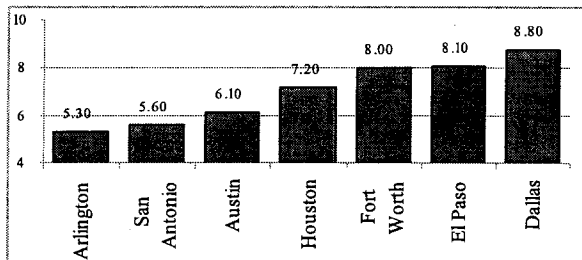
Many economists talked about the possibility or even probability of a second recession – a so-called double-dip – at the national level in 2002. At the local level, the evidence suggests that the economy reached its worst performance as the FY2002-03 budget was being developed, and that the economic downturn has been a slow process that began in early 2001, picking up steam since.

### UNEMPLOYMENT TREND



Perhaps the most unsettling local economic measure is the **Unemployment Rate**,

### UNEMPLOYMENT BENCHMARKS



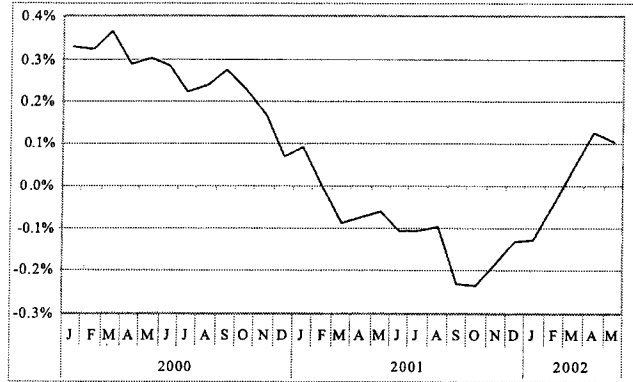
which continues to climb, separating from the national trend more and more. Of Texas' major cities, only Dallas shows a worse employment situation. Unemployment ripples throughout the rest of the measures included here and impacts City revenue in numerous ways,

**SHORT-TERM ECONOMIC OUTLOOK FOR FORT WORTH**

from decreased sales tax revenue to lower user fee revenue.

**TEXAS LEADING ECONOMIC INDICATOR**

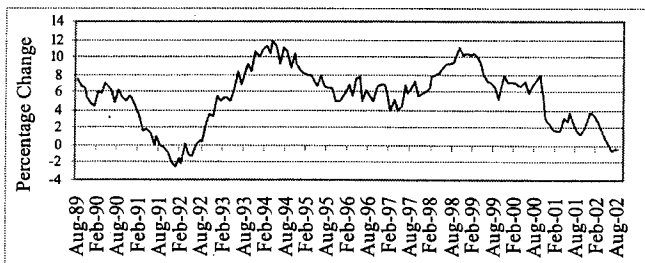
Recent trends in the **Texas Leading Economic Indicator**, an index of numerous economic variables developed by the Texas State Comptroller and analogous to the national measure, indicates that the overall economy in Texas should pick



up in 2003. A similar measure is not available at the local level, but many of the local indicators suggest that Fort Worth is suffering more than much of the state, though not as bad as some other parts of the Dallas-Fort Worth metroplex. The degree to which Fort Worth can or will rebound with the rest of the state, as the Texas Leading Economic Indicator suggests it may, is unclear.

**Sales Tax revenue** in Fort Worth continues to be troublesome. In the 11 months of FY2001-02 for which data is available, revenue is below the same period in the previous year by \$320,041 or 0.5% and is below the FY2001-02 adopted budget by \$2,876,208 or 4.2%. Sales Tax revenue is collected for the City by the Texas Comptroller's Office, and remitted to the City with a two-month lag, making extrapolations of future collections more challenging. The FY2002-03 budget contains a very cautious projection of growth

**SALES TAX REVENUE**  
Change in 12-Month Moving Average

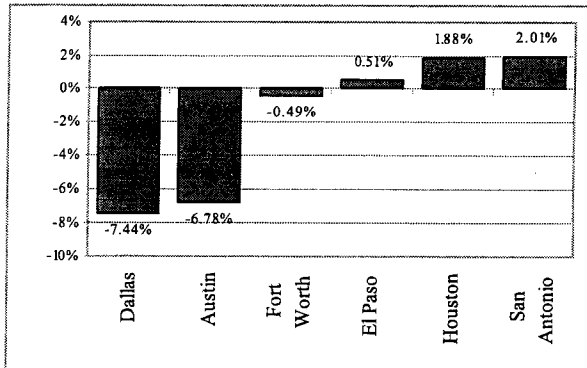


of only 1% above the FY2001-02 re-estimate. In the middle of the budget process, Sales Tax revenue continued to fall, necessitating a reduction of the FY2002-03 Sales Tax revenue budget before final adoption.

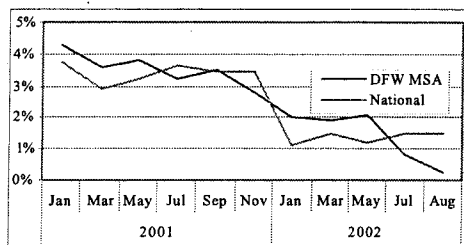
## SHORT-TERM ECONOMIC OUTLOOK FOR FORT WORTH

The **Inflation Rate** alone, which dipped just below the 1% mark in July at the local level, should ensure that the 1% growth assumption is met. The City has not witnessed such poor retail sales performance since the early 1990s, when the area went through a severe economic recession. Still, Fort Worth's Sales Tax revenue fared better than Dallas and

**SALES TAX BENCHMARKS**  
Year-to-Date Compared to Prior Year-to-Date



### INFLATION TRENDS



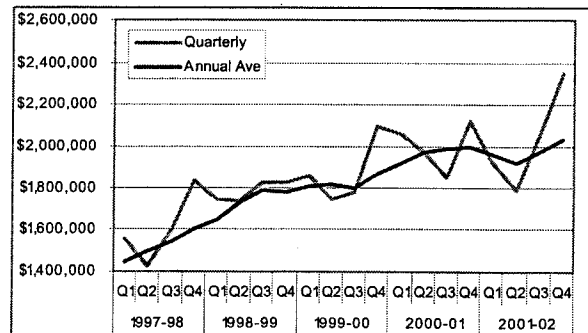
Austin's in FY2001-02, which both suffered from the collapse of the telecom and dot-com industries.

Similarly, the travel industry remains stagnant, as it has since even before the events of September 11, 2001. **Hotel-Motel Tax Revenue** in Fort Worth tracks this trend, showing a flat growth scenario over

the last 18 months after years of robust growth. Recent months have witnessed a modest improvement in hotel-motel revenue, but not sufficient to meet initial budget estimates for FY2001-02. FY2002-03 may prove to be another difficult year for the travel industry, but a year in which the industry begins to recover from the severe downturn of last year.

One bright spot on the economic horizon is the construction industry. In Fort Worth especially, the industry continues to defy the economic slump. Reports are beginning to emerge that this may soon be over, at least in many parts of

**HOTEL-MOTEL TAX REVENUE**  
Quarterly and Annual Smoothed Average

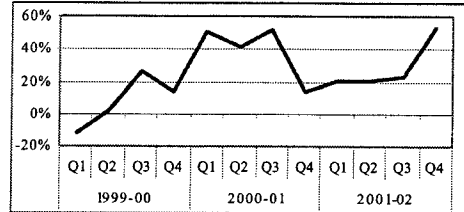


## SHORT-TERM ECONOMIC OUTLOOK FOR FORT WORTH

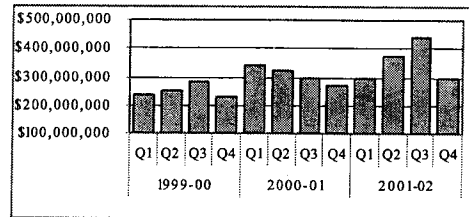
North Texas, but **Housing Starts** and total **Building Permits Value** in Fort Worth continue to increase. Growth in the number of new home starts did not grow quite as robustly in FY2001-02 as in FY2000-01, but did keep pace with FY1999-00.

**Mortgage Rates** continue to help feed the real estate industry's strength. At the local level, average mortgage rates for a 30-year fixed-rate conventional mortgage continue to outperform (in terms of a lower rate) the national rate. With expected continued low inflation, an inflation-wary Federal Reserve Bank and an economy that seems to be bumping along the bottom, low rates are likely to continue.

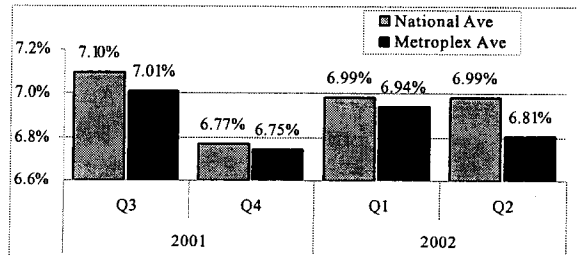
**FORT WORTH HOUSING STARTS**  
Change in No. of Permits Issued



**VALUE OF ALL BUILDING PERMITS**  
Issued by Fort Worth



**AVERAGE MORTGAGE RATES**  
For 30-Year Fixed Conventional



## POLICY ISSUES

The following issues are likely to have significant funding and/or operational impacts on some aspect of City operations over the next five years. Salient issues have varying impact and action requirement timeframes, ranging from short- to long-term, over the five-year period. In order to adequately address the issues, some sort of City Council action/decision is required. While some of the issues may result in requests for funding, others may require broader policy decisions to address future service needs in the City of Fort Worth.

**SHORT-TERM: The following are the issues that are expected to have an impact and need to be addressed in the next year:**

### **CONVENTION CENTER HEADQUARTERS HOTEL [*Public Events*]**

A 1996 feasibility study conducted by the Fort Worth Convention and Visitor's Bureau identified the need for an expanded convention center and convention center headquarters hotel to attract larger conventions and positively impact the local economy. Focus groups of meeting planners and members of the hospitality industry, held subsequent to approval of \$19 million in the 1998 Capital Improvement Program (CIP) for the initial phases of convention center expansion and modernization, reiterated the need for a new, high-quality, full-service headquarters hotel.

The City is considering financing the hotel through the issuance of Certificates of Obligation. Initial pricing indicates that the cost of the 600-room hotel, including the acquisition of real estate, will be \$128-\$132 million dollars. Discussions are moving forward with Hilton Hotels to manage and operate the new Convention Center Hotel.

### **FOUR-PERSON FIRE COMPANY STAFFING [*Fire*]**

Firefighter safety could be enhanced for the first responding company to a fire or major Emergency Medical Service (EMS) event if all three-person companies were upgraded with a fourth firefighter. Without a fourth person, rescue efforts are impacted by the availability of only one actual firefighter, or a company must await the next responding company for backup. If fully implemented, the transition from three-person to four-person companies will require the addition of 105 firefighters and a phase-in period of approximately three years. The estimated total cost to implement four-person fire companies citywide is approximately \$7.5 million, with \$2.3 million of that for recruit training and \$5.2 million for on-going personnel costs. Funds have been included in the FY2002-03 adopted budget to achieve four-person staffing at four selected stations beginning April 2003. However, the continued implementation of four-person staffing for all fire companies will need to be revisited during future budget formulation cycles.

**CITY OF FORT WORTH GOLF PROGRAM EVALUATION [GOLF]**

Events over the past three years, including the closure of the Pecan Valley "River" golf course and inclement weather throughout the winter and spring playing seasons, have significantly reduced Municipal Golf Fund revenues, thereby placing the fund in a weakened financial position. Revenues have been further reduced by area market saturation with daily fee facilities that all compete for a largely static pool of golfers and a sluggish economy, which is affecting all golf courses in the Fort Worth / Dallas Metroplex.

Thus, in July 2002, the City Council's Governmental and Neighborhood Relations Committee asked the Golf Advisory Committee (GAC) to review golf operations, as well as financial strategies utilized throughout the golf industry, to determine ways to maximize fund revenues to meet both its functional and financial obligations. Principal among its tasks, the GAC must determine whether the City's golf program is a service or a business, and then structure the program accordingly.

Based on study findings, in FY2002-03 the GAC is to make a recommendation to the Parks and Community Services Advisory Board, and subsequently the City Council, regarding the preferred method to achieve a financially viable golf program. Ultimately, City Council direction is needed to determine the future structure and focus of the City's golf program.

**TERRORIST THREAT [*Aviation, Fire, Human Resources, IT Solutions Police, Public Health, Water/Wastewater*]**

The threat of potential terrorist activity is impacting many City departments organizationally, programmatically and financially. As an emerging reality, the City must do everything possible to ensure that it is prepared to the highest degree possible for any potential terrorist threat. To address the issue, the City has established several committees to evaluate its ability to prepare for, respond to, mitigate and recover from a terrorist attack. Those committees are actively addressing issues of emergency personnel and general employee training, facility assessment and upgrades and contingency planning.

As a part of those efforts, the Fort Worth Fire Department, and its Emergency Management Office in particular, has been an active participant in acquiring necessary personnel protective, decontamination and detection equipment for Fire, Police and other City departments that would have responsibility for responding to terrorist activity in the region. The City's Environmental Management and Public Health departments are providing not only essential knowledge and expertise regarding this subject matter, but also personnel in the event of terrorist activity in the Fort Worth / Dallas area. The Human Resources Department's Critical Incident Stress Management program has been expanded to encompass training and certification of community resource persons to provide counseling services to the community in the event of a critical incident.

The Police Department has been evaluating needs for new crime-fighting tools to contend with more complex criminal activity, such as terrorism. As a result, the department has implemented an Intelligence Unit from existing resources to investigate and gather data about potential threats, crime trends, and organized criminal activity. The department will also continue to assess building security and additional equipment needs, including a larger helicopter, mobile telecommunication equipment and mobile command vehicles, to enhance its preparedness to handle terrorist activity.

Based on the potential threats posed by terrorism, the IT Solutions Department is initiating several projects to improve security of IT resources and facilities, such as: 1) physical security protection upgrades and improvements for radio towers; 2) protection of the City of Fort Worth network by the acquisition of network intrusion detection equipment; and 3) implementation of security systems and programs to protect planned E-Commerce and E-Government applications. These security programs will enhance current security capabilities so that City data is protected from unauthorized release and alteration, the integrity of applications is assured, and both applications and data are available to internal and external customers when needed.

The Water Department took measures to protect the public water supply against potential terrorist activity immediately following events of September 11, 2001. It contracted for twenty-four hour security guard protection at each plant. It is currently implementing replacing the contracted service with a full-time, in-house security force. Access to water facilities will also be controlled through card reader access. In addition, the department has initiated a vulnerability assessment, as recommended by the federal government, of security at all plants, raw water intakes and pump and lift stations. Also included is an assessment of computer networks for the customer billing and water control systems. Ultimately these vulnerability assessments will be used in developing a regional approach to addressing threats and responding to emergencies.

On a broader scale, efforts are underway to establish a regional command and control plan to enhance regional coordination and responsiveness to terrorist activities. A Bio-terrorism Task Force, headed by the City's Public Health Department Director and comprised of representatives from various City departments, the Tarrant County Public Health Department and the City's Health Authority, has revised the Biological Aspect of the Metropolitan Medical Response System Plan and ensures that all relevant bio-terrorism information is brought to the attention of those in the City who need it. The City's Public Health Department is also collaborating with the Tarrant County Public Health Department to implement the Health Alert Network, which will connect health departments with health care providers, hospitals and emergency departments to establish a real-time, early detection system for possible bio-terrorist attacks.

**UN-FUNDED MANDATES [*Environmental Management, Finance, Municipal Court, Water/Wastewater*]**

New state and federal mandates influence both capital and operating costs. A number of departments currently anticipate being impacted by new federal mandates resulting from Sep-

tember 11<sup>th</sup> terrorist activities. In particular, Aviation, Water/Wastewater and similar departments have been impacted. Other, non-security related mandates also continue to impact City operations. For example, the Finance Department, and by extension the City, have been and will continue in the near term to be impacted by implementation of GASB 34, which changes the way in which City finances are recorded/reported. In all such cases, Congress and the state legislature must continue to be made aware of the need for funding to accompany these mandates.

### **MATERIALS COLLECTION [LIBRARY]**

Customer service at the Fort Worth Library is compromised by a materials collection that does not meet current community needs and preferences. At present, approximately 40 percent of the existing collection exceeds the industry's materials age standard of three to five years by a minimum of five years. As community demographics and preferences change over time, dated materials are much less likely to meet those new materials requests/preferences. A library's turnover rate, which measures the number of times a material circulates through the system, demonstrates the collection's failure to meet customer demands. While the current turnover rate at the Fort Worth Library is one to two times per year, the industry target is seven to ten times per year. Moreover, funds have been insufficient for the Library to replace all dated materials that have been removed from the collection or acquire sufficient foreign language materials. Compounding the existing collections development problem is a proliferation of information mediums, including audiocassettes, videos, large-print books and paperbacks, which are demanded by Library patrons.

**MEDIUM-TERM: The following are the issues that are expected to have an impact and need to be addressed in years two through three of the five-year time period:**

### **LIGHT RAIL [Planning]**

The development of a light-rail system is one important component of a multi-modal transit vision for Fort Worth. The City worked cooperatively with the Fort Worth Transportation Authority in FY2001-02 to develop a Light Rail Starter Project, and has submitted a proposal to the Federal Transit Administration (FTA) for half of the \$165 million anticipated construction cost. The Starter Project would provide light-rail trolley service to the Central Business District, the Cultural District, the Medical District and the Near Southeast section of Fort Worth. The remaining \$82.5 million would have to come from a combination of local sources, including a probable debt issuance by the City following a voter referendum.

If the Starter Project receives preliminary approval from the FTA, the City and the Transit Authority will move forward in FY2002-03 with the preliminary engineering stage, which will



identify the detailed specifications and costs of the project. The plans currently call for the opening of the Starter Project in FY2009-10. Future developments of light rail in central Fort Worth, as well as commuter rail to the suburbs and surrounding communities, will require additional planning and careful evaluation of available resources.

**HARLEY SERVICE CENTER RELOCATION [*Transportation / Public Works, Equipment Services Department*]**

In anticipation of the desired future expansion of the Will Rogers Memorial Coliseum complex, the Equipment Services and Transportation / Public Works departments have been working on a plan to relocate the Harley Service Center. Two basic options for relocating the Harley Service Center are being explored.

Under the first option, new facilities would be constructed at existing service centers (primarily Southeast with some expansions, depending on funding availability, at Brennan and Bolt Street service centers) to accommodate the current Harley functions. A broad conceptual analysis of this option was conducted by city staff to estimate probable space needs and develop a probable project cost range. This analysis is currently being refined to develop "design-ready" space needs documents and a more precise project cost estimate. If this option is chosen the project will most likely be financed via the '04 CIP.

The second option involves a proposal from a local developer that would have the U.S. Postal Service (USPS) constructing new facilities for the displaced Harley functions on a piece of federal property located just northwest of the IH -35 and IH 20 merge. This arrangement would have the USPS providing the "built-to-suit" complex to the City either on a straight lease or a lease to purchase basis. Along these same lines, TPW Facilities Management is soliciting for statements of interest from other developers who may be interested in making a proposal of this sort to the city.

For any option pursued a cost/benefit analysis will be performed to assess the desirability of relocating other, non-Harley, city functions to the new service center. Council direction will be required to choose the optimal option for relocating the Harley Service Center and to effect and finance the project.

**RESOURCE DEPLOYMENT STRATEGIES [*Police*]**

The City must proactively address the personnel, facility, and equipment needs of the Police Department in order to adequately address future demands for service in the community, as Fort Worth's population and land area continue to expand. At the same time, significant resource and facility planning is necessitated by on-going implementation of recommendations from the Justex study of Fort Worth Police Department operations, which include a realignment from 12 Neighborhood Policing Districts to six full-service division facilities.

**WATER INFRASTRUCTURE [*Water/Wastewater*]**

For the Water and Sewer Fund, infrastructure needs represent one of the primary factors driving cost increases. Repair and replacement of aging infrastructure comprises an increasing portion of total expenditures. Compounding the problem are increasing expenditures tied to the construction of new infrastructure due to City growth, in part spurred by proactive annexation. Further complicating the matter are new, more stringent environmental regulations that mandate additional modifications to the existing infrastructure. Ultimately, these costs to install, upgrade, repair and replace infrastructure within the City's water and wastewater systems will necessitate continued increases in rates charged for water and sewer services.

### **INABILITY TO PROVIDE FACILITIES FOR CURRENT TRENDS IN PARKS AND RECREATION [*Parks and Community Services*]**

Currently there are 29 reserve parks for which there is no funding appropriated for development. In the next few years, this number could increase to 37. While the opportunity exists to land bank these reserve sites, in many cases residential development has occurred and the community desires to develop them. As a general rule, first phase development for a minimum 5-acre site is estimated at \$150,000. If all 37 sites were addressed, the estimated minimum cost would exceed \$6 million. The allocation of funding to address the reserve parks issue would likely impact funding for reinvestment in Central City parks and existing infrastructure and facility deficiencies (*i.e.*, athletic fields, trails, etc.), as established in the Park, Recreation and Open Space Master Plan.

In addition to this pressing infrastructure need there is a significant need to update much of the existing infrastructure in the parks system. Playgrounds, trails, athletic fields, park roads and parking, and other park infrastructure have declined due to deferred maintenance and age. In addition there is a need to add innovative new recreation facilities that reflect current trends in recreation, such as skate parks, in-line skating facilities, dog parks, and water playgrounds. National research and local needs assessments have indicated that there is significant demand for these new recreation facilities.

### **3-1-1 CUSTOMER SERVICE SYSTEM [*IT Solutions*]**

Customer Relationship Management (CRM) software will serve as the backbone for a new customer service system, which will utilize a "311" telephone number. In addition to software, costs to implement such a system will include a physical structure to house call attendants, a computer and telephone network, equipment and other, miscellaneous operational expenses. The gradual rollout of CRM software throughout City departments is expected to begin in 2003 and continue through early 2004. It is anticipated that the associated call center will become operational in 2003. Funding and continued City Council support are necessary for this initiative to become a reality for the City of Fort Worth.

**MASTER PLAN UPDATES FOR MEACHAM INTERNATIONAL AND SPINKS AIRPORTS [*Aviation*]**

In FY2001-02, the City Council authorized funding to update the Master Plans for Meacham International and Spinks Airports. The last time the Master Plans were updated was in 1992. Both studies should be completed in FY2002-03. The Federal Aviation Administration (FAA) requires that the plans be updated for the airports to remain eligible for federal and state funding. The information gathered throughout the up-date process should assist the City Council, City Manager and Aviation Staff in making decisions regarding prioritization and funding of future airport needs to move the Aviation Department to the next level of performance and service.

**SPINKS AIRPORT CONTROL TOWER [*Aviation*]**

In April 2001, a portable control tower was purchased and installed at Spinks Airport. The City of Burleson agreed to fund 50 percent of staffing costs until such a time as the tower's cost-benefit ratio reached the threshold for Federal Aviation Administration participation, which is 60 percent. In February 2002, the cost-benefit ratio reached 66 percent, up from 31 percent when the tower was installed. Therefore, the traffic level has reached the point where the FAA can fund a portion of staff costs.

However, before the FAA will participate in staffing costs, a permanent control tower must be constructed. The Texas Department of Transportation (TxDOT), Aviation has programmed funds for the construction of the tower in 2003. Under TxDOT's tower program, funding is available on a 50%/50% cost-sharing basis for tower construction. The estimated cost of a permanent tower is \$1 million. Therefore, funding in the Capital Improvement Program or from another source will have to be identified for the City's share, \$500,000, of tower construction costs.

**AIR QUALITY ATTAINMENT [*Environmental Management*]**

Based on its National Ambient Air Quality Standards (NAAQS), the Environmental Protection Agency (EPA) designates the Fort Worth / Dallas Metroplex as a serious non-attainment area for Ozone. The EPA has given the Metroplex until 2007 to become compliant with the NAAQS. If the City and region do not meet the established reduction target, highway and/or other federal funds could be jeopardized. Consequently, the City, the region, and its citizens must work to ensure attainment and maintenance of the standard. The Texas Commission on Environmental Quality (TCEQ) has determined that a major portion of the Ozone forming pollution comes from automobiles; therefore, individuals can play an important role by making better commuter choices and altering their driving habits. Also needed to reach attainment is a tremendous amount of regional cooperation, teamwork and partnership development.

**TECHNOLOGY ENHANCEMENTS [*Finance, Fire, Human Resources, IT Solutions, Library, Municipal Court, Transportation/Public Works*]**

Departments need to be empowered (through provision of resources) to engage in multi-departmental information technology projects to allow them to obtain comprehensive information systems that communicate / interface with each other. Absent that coordinated, comprehensive approach, individual departments develop stand-alone systems that do not interface with other, relevant systems in the City. Ultimately these stand-alone programs cost more to implement and maintain than would more integrated systems, and frequently are not as powerful.

For example, the Finance Department is in need of a new financial information system to replace the existing, antiquated MARS system that neither addresses management information needs, nor interfaces with most other City systems. The Human Resources Department has a need for a comprehensive Human Resources Information System [HRIS] and Municipal Court for a system that includes case management and document imaging components.

For the Library system, computers have become increasingly important, as more information is available in electronic formats only. In addition to the online catalog, Library's computers provide access to the many commercial databases provided free of charge through a Texas State Library initiative. The Library currently has 609 computers, of which 57 percent are at the end of their useful life. Given the age of the equipment, data storage and processing speeds make it impossible to add or upgrade software. Obsolete, un-repairable computers will increasingly have to be removed from service, thereby reducing public access to electronic resources accordingly.

The Transportation and Public Works Department requires a department-wide work order system that would incorporate an inventory tracking system, as well as work and project scheduling capabilities. The system should track customer information and generate data analysis. The department staff is also working to retain a consultant to evaluate and recommend a plan of action to acquire a communication system to all traffic control devices. Technology implementation funding will be pursued through federal and state grants; however, City matching funds must also be identified.

**LACK OF SPECIFIC INCENTIVES TO ENCOURAGE CENTRAL CITY DEVELOPMENT / RE-DEVELOPMENT [*Economic and Community Development*]**

Currently available City of Fort Worth economic development incentives, including tax abatements, tax increment financing, and enterprise zones, primarily benefit medium to large-sized businesses. However, what is needed to encourage development in the central city is support (staff and financial) for incentives that benefit small businesses, such as fee waivers. Naturally, the waving of fees would have a negative financial impact, in the form of lost revenue to the City; however, the revenue lost should ultimately be more than offset by increased business activity within the central city.

**LONG-TERM ISSUES:** The following are the issues that are expected to have an impact and need to be addressed in year four and beyond:

**TRINITY RIVER VISION [Parks and Community Services]**

The Trinity River “Vision” is a master plan for the conservation and intelligent development of the Trinity River and its tributaries, which will require long-term support and the development of innovative, multi-faceted, cooperative funding strategies. The project planning scope encompasses 88 miles of creek and river corridor. Initial projects envisioned and commenced include the urban downtown segment near Heritage Park, the Riverside Oxbow and Gateway Park Ecosystem Restoration. The plan calls for a build out of neighborhood trail connections and the addition of green space on the river corridor. The plan is comprehensive in nature, including consideration of flood control, environmental quality, conservation, recreation facilities, trails, reforestation, beautification and linkages to neighborhoods and Downtown, and proposes future projects and community improvements in most areas of the City. Among many other items, proposed in the Master Plan are an urban waterfront, a town lake and a bypass channel for the Central City segment of the river.

The plan has received broad based community input and support and represents a partnership between the City, the Tarrant Regional Water District, The U.S. Army Corps of Engineers, and Streams and Valleys, Inc. The plan includes recommendations for important new public and private investment in the Trinity River Corridor and has a significant economic development component in the Central City.

**DEVELOPMENT OF A NEW ARENA FOR THE WILL ROGERS MEMORIAL CENTER COMPLEX [Public Events]**

The existing arena was opened in 1936. Due to its age, it no longer offers facility users sufficient seating capacity or modern amenities. Construction of a new arena would better meet the needs of current facility users. In addition, a new arena would attract new equestrian and other business to the Will Rogers Memorial Center (WRMC).

Currently at issue is the financing of that arena. Total construction costs are estimated at approximately \$120,000,000. Undoubtedly development and construction will involve private capital. However, for the arena to become a reality, there is also a need for a substantial City financial contribution.

**MEACHAM INTERNATIONAL AIRPORT RUNWAY MODIFICATIONS [Aviation]**

A recent condition assessment of Meacham’s runway 16L/34R, built in 1975, indicates that while it currently has a generally good surface condition, future performance is a concern. At

the same time, the Runway Safety Areas (RSA) at the end of each runway will need to be brought into compliance with current FAA standards if any modifications are made.

Runway 16L/34R is the longest and strongest runway at Meacham. If it is not rehabilitated, large aircraft will not be able to use the airport since the other runways are not of sufficient length or strength to handle that traffic. If larger aircraft are not able to use Meacham, the airport will lose fuel flowage, rent and landing fee revenue, as well as the airport businesses that serve that type and size of aircraft. The runway is the only air carrier certified runway; therefore, if it were to fail or be downgraded in condition, it could no longer be used by air carriers, which would affect the City's ability to attract air passenger service in the future.

Several options were considered for bringing the runway up to a desirable performance level. The recommended alternative is an unbonded concrete overlay with the addition of runway shoulders. However, political and financial support is required to effect the necessary runway changes.

**FACILITIES [*Aviation, Code compliance, Development, Engineering, Municipal Court, PACS, Public Events, Public Health, Public Information Office, Water/Wastewater*]**

There are several facilities within the City system that are aging, out-dated and/or offer insufficient office space for staff. The age and resulting condition of City facilities is important to departmental operations because such factors frequently hinder optimum service delivery. Facilities such as the Meacham Airport terminal and the Municipal Court building are aging, expensive to maintain and increasingly do not provide for the necessary accommodation of new staff, technology or other improvements. Public Events facility renovations are required to provide for more attractive, up-to-date facilities to enhance business opportunities.

Moreover, during FY2003, the Tarrant County Public Health Department is expected to begin vacating the Public Health Center and moving to its new location in the hospital district. That vacation, along with interest from private ventures in purchasing the property, may necessitate relocation of the Public Health Department. The Development Department's workspace on the lower level of City Hall is inadequate due to increased staffing and customer flow. Increased building activities and partnership with 3rd Party firms in the plan review and inspection services has added to the number of employees and customers in the existing workspace. The present floor space limits the expansion of other services related to the development process.

This situation presents a unique opportunity to co-locate many of those departments / functions in mixed use facilities and areas. Essentially, the situation would allow the City to more proactively encourage mixed-use growth, while taking advantage of available space and synergies. However, to actively engage in the strategic locating of City facilities, City Council direction and support are required.

**TRANSPORTATION-RELATED INFRASTRUCTURE [*Transportation/Public Works*]**

City land area and population growth over the last 10 years has led to a greater demand for Transportation/Public Works [T/PW] infrastructure services. Although street repair and reconstruction have received additional monies from the General Fund, overall funding needs are greater than the money received for such items in recent years.

Additional infrastructure funding needs through 2012 include:

1. Repair and reconstruction of the city's roadway system is a constant need. T/PW recently had a consultant complete a detailed inventory of all city streets. Data scheduled to be available in early FY2002-03 will determine the updated needs of the expanding city. Using the current lane-mile reconstruction cost of \$350,000, the cost to repair and reconstruct 2,544 lane-miles is approximately \$890 million;
2. Based on development trends over the past six years, an estimated \$2 million is needed for Community Facilities Agreements annually to match developer funds for street and drainage participation in developing areas;
3. Approximately \$2.5 million is needed annually for maintenance and materials for new traffic control devices (signs, signals, markings, etc.) to respond to development/growth. With funds to replace aging traffic signals, cables, and signal heads, the Transportation/Public Works department could deliver better service and public safety to citizens. This is especially true in the Central City area, where many signals are older than their expected 25-year life cycle, and signal heads are smaller than the national standard; and
4. An estimated \$50 million to serve as the local match for state and federal grants.

#### **PERSISTENT DISPARITIES IN HEALTH AMONG DIFFERENT POPULATION GROUPS [PUBLIC HEALTH]**

Public Health Department research indicates that mortality and morbidity rates have been consistently higher among minority groups. Infant mortality rates, in particular, are generally considered to be the most important index of the health of a community. As a whole, while recently released data from the state shows that Fort Worth's infant mortality rate decreased by nearly 25 percent over the past ten years, which is substantially faster than either the Tarrant County or State of Texas rate, the rate is still relatively high. For minorities the infant mortality rate is worse. During 2000, the infant mortality rate for Black infants in Fort Worth was 11.6, more than three times the rate reported for White infants (3.8) and nearly twice the rate for Hispanics (6.1).

Interventions driven by these data are necessary to improve health disparities throughout Fort Worth. The department must maintain active assessment and epidemiology components to monitor these disparities and evaluate the impact of interventions. To efficiently mobilize available resources, the department will need to expand its outreach capabilities and cultivate partnerships with a broad array of community agencies, such as the University of North Texas Health Science Center, the American Heart Association, Tarrant County Public Health Depart-

ment, the United Way, faith-based organizations and non-traditional partners. Such collaborations will be used to increase health screenings, educational programs, referrals, access to care and follow-ups.



ORDINANCE NO. 15184

AN ORDINANCE SETTING FORTH AN ITEMIZED ESTIMATE OF THE EXPENSE OF CONDUCTING EACH DEPARTMENT, DIVISION AND OFFICE OF THE MUNICIPAL GOVERNMENT OF THE CITY OF FORT WORTH FOR THE ENSUING FISCAL YEAR BEGINNING OCTOBER 1, 2002, AND ENDING SEPTEMBER 30, 2003, AND APPROPRIATING MONEY FOR THE VARIOUS FUNDS AND PURPOSES OF SUCH ESTIMATE; APPROPRIATING MONEY TO PAY INTEREST AND PRINCIPAL SINKING FUND REQUIREMENT ON ALL OUTSTANDING GENERAL INDEBTEDNESS; PROVIDING FOR PUBLIC HEARINGS UPON THIS ORDINANCE BEFORE THE ENTIRE CITY COUNCIL SITTING AS A COMMITTEE OF THE WHOLE; AND PROVIDING A SAVINGS CLAUSE FOR THE REPEAL OF ALL ORDINANCES AND APPROPRIATIONS IN CONFLICT WITH THE PROVISIONS OF THIS ORDINANCE; AND FOR THE PUBLICATION AND FINAL PASSAGE THEREOF.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FORT WORTH, TEXAS:

SECTION 1.

That the appropriation for the ensuing fiscal year beginning October 1, 2002, and ending September 30, 2003, for the different departments and purposes of the City of Fort Worth be fixed and determined as follows:

I. GENERAL FUND

1.	Mayor and City Council	\$814,293
2.	City Manager	4,843,958
3.	Housing	64,564
4.	Development	5,242,515
5.	Human Relations Commission	328,490
6.	Internal Audit	920,955
7.	City Secretary	526,822
8.	Law	3,584,279

9.	Finance	5,174,182
10.	Human Resources	3,780,414
11.	Economic and Community Development	1,650,068
12.	Transportation and Public Works	36,027,111
13.	Planning	1,484,333
14.	Code Compliance	6,607,682
15.	Public Events	8,797,460
16.	Police	106,650,182
17.	Fire	67,926,149
18.	Municipal Court	9,837,230
19.	Public Health	6,847,546
20.	Environmental Management	1,271,258
21.	Parks and Community Services	19,952,286
22.	Zoo	4,215,046
23.	Library	13,414,019
24.	Non-Departmental	29,261,799
25.	Debt Service	45,130,973
	GENERAL FUND TOTAL	\$384,353,614

## II. CIVIL SERVICE STAFFING

### Police Department:

Civil service staffing for the Police Department on October 1, 2002, will consist of 1,276 Authorized Positions as follows: 900 officers, 184 detectives, 129 sergeants, 46 lieutenants, 12 captains, and 5 deputy chiefs.

Fire Department:

Civil service staffing for the Fire Department on October 1, 2002, will consist of 746 Authorized Positions as follows: 355 firefighters, 176 engineers, 110 lieutenants, 79 captains, 23 battalion chiefs and 3 deputy chiefs.

Attached as Addendum A, and made a part of this ordinance by incorporation, are the salary schedules for Fort Worth Fire Department civil service classifications and Fort Worth Police Department civil service classifications for the fiscal year beginning October 1, 2002. These schedules set out the annual base pay for each civil service classification in the Fort Worth Fire Department and in the Fort Worth Police Department and provide for additional seniority pay as determined by each civil service employee's anniversary date. This addendum is prepared in compliance with Texas Local Government Code Section 143.041. The seniority pay provided by this ordinance is in addition to and not in lieu of the longevity pay provided for by Texas Local Government Code section 141.032.

III. CULTURE AND TOURISM FUND

The Culture and Tourism Fund shall be provided with such revenue as may be secured from the Hotel/Motel Occupancy Tax and other sources as shown by other ordinances heretofore passed, and such money shall be used to meet the requirements of the Culture and Tourism Fund, as provided in the budget of the City Manager,

which includes a total Culture and Tourism Fund appropriation of \$8,699,051.

IV. TEMPORARY LABOR FUND

The Temporary Labor Fund shall be provided with such revenue as may be secured from in-house charges to City departments for the provision of temporary labor services and other such sources as shown by other ordinances heretofore passed, and such money shall be used to meet the requirements of the Temporary Labor Fund, as provided in the budget of the City Manager, which includes a total Temporary Labor Fund appropriation of \$925,190.

V. MUNICIPAL GOLF FUND

The Municipal Golf Fund shall be provided with such revenue as may be secured from the Pecan Valley, Rockwood, Z. Boaz, Meadowbrook, and Sycamore Creek Golf Courses and other sources as shown by other ordinances heretofore passed, and such money shall be used to meet the requirements of the Municipal Golf Fund, as provided in the budget of the City Manager, which includes a total Municipal Golf Fund appropriation of \$6,276,229.

VI. MUNICIPAL AIRPORTS FUND

The Municipal Airports Fund shall be provided with such revenue as may be secured from the various sources included in the budget of the City Manager, and such money shall be used to meet the requirements of the Municipal Airports Fund, as provided in the budget of the City Manager, which includes a total Municipal Airports Fund appropriation of \$2,944,984.

VII. WATER AND SEWER FUND

The Water and Sewer Fund shall be provided with such revenue as may be secured from the sale of water, sewer services, and other sources as shown by other ordinances heretofore passed, and such money shall be used to meet the requirements of the Water and Sewer Fund as provided in the budget of the City Manager, which includes a total appropriation for the Water and Sewer Fund of \$221,543,775.

VIII. MUNICIPAL PARKING FUND

The Municipal Parking Fund shall be provided with such revenue as may be secured from commercial off-street parking to employees and citizens and commercial office space leases in the Municipal Parking Garage and other sources as shown by other ordinances heretofore passed, and such money shall be used to meet the requirements of the Municipal Parking Fund, as provided in the budget of the City Manager, which includes a total Municipal Parking Fund appropriation of \$300,844.

IX. OFFICE SERVICES FUND

The Office Services Fund shall be provided with such revenue as may be secured from in-house charges to City departments for the provision of microfilming and office copying services, printing and graphics services, plus other in-house functions such as messenger and mail services, and other sources as shown by other ordinances heretofore passed, and such money shall be used to meet the requirements of the Office Services Fund, as provided

in the budget of the City Manager, which includes a total Office Services Fund appropriation of \$2,229,645.

X. EQUIPMENT SERVICES FUND

The Equipment Services Fund shall be provided with such revenue as may be secured from in-house charges to City departments for the performance of maintenance and other operations at the City's six service centers, and other sources as shown by other ordinances heretofore passed, and such money shall be used to meet the requirements of the Equipment Services Fund, as provided in the budget of the City Manager, which includes a total Equipment Services Fund appropriation of \$16,116,723.

XI. SOLID WASTE FUND

The Solid Waste Fund shall be provided with such revenue as may be secured from the collection of municipal solid waste and other sources as shown by other ordinances heretofore passed, and such money shall be used to meet the requirements of the Solid Waste Fund, as provided in the budget of the City Manager, which includes a total appropriation for the Solid Waste Fund of \$27,985,871.

XII. INFORMATION SYSTEMS FUND

The Information Systems Fund shall be provided with such revenue as may be secured from in-house transfers from City departments for the provision of basic telephone line service, maintenance of telephone lines and instruments, lease/purchase of telephone instruments and other equipment, support in the

operation and maintenance of personal computers, design, fabrication, procurement, installation and maintenance of electronic equipment, maintenance of the trunk system, and other sources as shown by other ordinances heretofore passed, and such money shall be used to meet the requirements of the Information Systems Fund, as provided in the budget of the City Manager, which includes a total Information Systems Fund appropriation of \$14,809,906.

XIII. LAKE WORTH TRUST FUND

The Lake Worth Trust Fund shall be provided with such revenue as may be secured from sales and leases of Lake Worth properties and other sources, as shown in the budget of the City Manager, and such money shall be used to meet requirements of the Lake Worth Trust Fund, as provided in the budget of the City Manager, which includes a total Lake Worth Trust Fund appropriation of \$888,680.

XIV. CABLE COMMUNICATIONS OFFICE

The Cable Communications Office shall be provided with such revenue as may be secured from the various sources included in the budget of the City Manager, and such money shall be used to meet the requirements of the Cable Communications Office, as provided in the budget of the City Manager, which includes a total Cable Communications Office appropriation of \$959,226.

XV. PROPERTY AND CASUALTY INSURANCE

The Property and Casualty Insurance Fund shall be provided with such revenue as may be secured from City contributions from each operating fund and from the various sources included in the budget of the City Manager, and such money shall be used to meet the requirements of the Property and Casualty Insurance Fund, as provided in the budget of the City Manager, which includes a total Property and Casualty Insurance Fund appropriation of \$7,355,086.

XVI. WORKERS' COMPENSATION FUND

The Workers' Compensation Fund shall be provided with such revenue as may be secured from City contributions from each operating fund and from the various sources included in the budget of the City Manager, and such money shall be used to meet the requirements of the Workers' Compensation Fund, as provided in the budget of the City Manager, which includes a total Workers' Compensation Fund appropriation of \$10,930,127.

XVII. GROUP HEALTH AND LIFE INSURANCE FUND

The Group Health and Life Insurance Fund shall be provided with such revenue as may be secured from City contributions from each operating fund, from contributions from employees and retirees, and from the various sources included in the budget of the City Manager, and such money shall be used to meet the requirements of the Group Health and Life Insurance Fund, as provided in the budget of the City Manager, which includes a total Group Health and Life Insurance Fund appropriation of \$48,416,849.



XVIII. UNEMPLOYMENT COMPENSATION FUND

The Unemployment Compensation Fund shall be provided with such revenue as may be secured from City contributions from each operating fund and from the various sources included in the budget of the City Manager, and such money shall be used to meet the requirements of the Unemployment Compensation Fund, as provided in the budget of the City Manager, which includes a total Unemployment Compensation Fund appropriation of \$367,001.

XIX. ENGINEERING SERVICES FUND

The Engineering Services Fund shall be provided with such revenue as may be secured from in-house charges to City departments for the provision of engineering services and other such sources as shown by other ordinances heretofore passed, and such money shall be used to meet the requirements of the Engineering Services Fund, as provided in the budget of the City Manager, which includes a total Engineering Services Fund appropriation of \$9,479,601.

XX. ENVIRONMENTAL MANAGEMENT FUND

The Environmental Management Fund shall be provided with such revenue as may be secured from the City's environmental protection fee and other such sources as may become available from environmental projects, and such money shall be used to meet the requirements of the Environmental Management Fund, as provided in the budget of the City Manager, which includes a total Environmental Management Fund appropriation of \$3,214,246.

XXI. FEDERAL AWARDED ASSETS FUND

The Federal Awarded Assets Fund shall be provided with such revenue as may be secured by the Police Department under federal law authorizing the forfeiture of certain property involved in the commission of criminal offenses, and such money shall be used for law enforcement purposes in accordance with the restrictions in such forfeiture law, and as provided in the budget of the City Manager, which includes a total Federal Awarded Assets Fund appropriation of \$489,641.

XXII. STATE AWARDED ASSETS FUND

The State Awarded Assets Fund shall be provided with such revenue as may be secured by the Police Department under state law authorizing the forfeiture of certain property involved in the commission of criminal offenses, and such money shall be used for law enforcement purposes in accordance with the restrictions in such forfeiture law, and as provided in the budget of the City Manager, which includes a total State Awarded Assets Fund appropriation of \$226,525.

XXIII. CRIME CONTROL AND PREVENTION DISTRICT FUND

The Crime Control and Prevention District Fund shall be provided with such revenue as shall be appropriated to same by the Fort Worth Crime Control and Prevention District in accordance with law, and such money shall be used as provided for by law and the purposes specified by the Fort Worth Crime Control and Prevention District, and as provided in the budget of the City

Manager, which includes a total Crime Control and Prevention District Fund appropriation of \$38,497,412.

XXIV. CITY STORE FUND

The City Store Fund shall be provided with such revenue as may be secured from the sale of merchandise at the City Store, as shown in the budget of the City Manager, which includes a total City Store Fund appropriation of \$126,718.

SECTION 2.

That the distribution and division of the above named appropriations be made in accordance with the budget of expenditures submitted by the City Manager and as revised by the City Council in accordance with the provisions of the City Charter and adopted by the City Council, which budget is made a part of this ordinance by reference thereto and shall be considered in connection with the expenditures of the above appropriations.

SECTION 3.

That on Tuesday, August 13, 2002, the City Manager presented to the City Council his budget estimate; that the City Council of the City of Fort Worth shall sit as a committee of the whole in the Council Chamber at the City Hall in the City of Fort Worth on the 13th day of August, A.D. 2002, at 7:00 o'clock P.M., to hear any complaints, suggestions, or observations that any citizen, taxpayer, or party interested may desire to make with reference to

any or all of the provisions of this ordinance; and that such committee shall continue its deliberations from time to time and day to day until the public has been given a full opportunity to be heard.

SECTION 4.

That following the commencement of the public hearings for which provision has been made in the preceding section, this ordinance shall be published two times, one of which publication shall not be less than ten (10) days before the second reading and final passage of the ordinance, in the official newspaper of the City of Fort Worth, which newspaper is one of general circulation in said City.

SECTION 5.

That this ordinance shall not be presented for final passage until ten (10) full days have elapsed after its publication, as provided by the Charter of said City.

SECTION 6.

That should any part, portion, section, or part of a section of this ordinance be declared invalid or inoperative or void for any reason by a court of competent jurisdiction, such decision, opinion, or judgment shall in no way affect the remaining portions, parts, sections, or parts of sections of this ordinance,

which provisions shall be, remain, and continue to be in full force and effect.

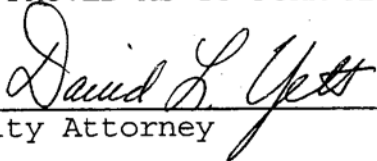
SECTION 7.

That all ordinances and appropriations for which provisions have heretofore been made are hereby expressly repealed if in conflict with the provisions of this ordinance.

SECTION 8.

That this ordinance shall take effect and be in full force and effect from and after the date of its passage and publication as required by the Charter of the City of Fort Worth, and it is so ordained.

APPROVED AS TO FORM AND LEGALITY:

  
\_\_\_\_\_  
City Attorney

Introduced on First Reading: 8/13/2002

ADOPTED: 9/17/02

EFFECTIVE: 9/25/02

**FORT WORTH**



ORDINANCE NO. 15248

AN ORDINANCE PROVIDING FOR THE LEVY AND COLLECTION OF AN ANNUAL AD VALOREM TAX ON ALL PROPERTY, REAL, PERSONAL AND MIXED, SITUATED WITHIN THE TERRITORIAL LIMITS OF THE CITY OF FORT WORTH, TEXAS, AND ALL PERSONAL PROPERTY OWNED IN SAID CITY OF FORT WORTH, TEXAS, ON THE FIRST DAY OF JANUARY, A.D. 2002, EXCEPT SUCH PROPERTY AS MAY BE EXEMPT FROM TAXATION BY THE CONSTITUTION AND LAWS OF THE STATE OF TEXAS.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FORT WORTH, TEXAS:

SECTION I.

There is hereby levied, adopted and shall be collected by the City of Fort Worth, Texas, as provided by law, an annual ad valorem tax for the year 2002, at the rate of \$0.8650 on every one hundred dollar (\$100.00) valuation on all property, real, personal and mixed, situated in, and all personal property owned in, the City of Fort Worth, Texas, on the first day of January, A.D. 2002, liable under the law to taxation and not exempt therefrom by the Constitution and laws of the State of Texas. The ad valorem tax rate is divided into a maintenance and operation levy of \$0.6707 for general fund operations and a debt levy of \$0.1943 for servicing outstanding debt obligations.

SECTION II.

The debt portion of the tax levy which is hereinbefore made is to provide for the payment of interest and to create a redemption fund to discharge and pay principal and interest on any general obligations due or owing by the City of Fort Worth, Texas, and shall not be taken as an addition to levies for the same

purpose in the respective ordinances authorizing and creating such obligations, but the levy hereinbefore made is made pursuant to and for the purpose of carrying out and complying with the provisions of said prior ordinances. The Chief Accounting Officer shall pay each week to the General Debt Service Fund twenty-two and forty-six hundredths percent (22.46%) of the current taxes collected.

SECTION III.

The taxes provided for herein are levied upon all taxable property, real, personal and mixed, situated in, and all personal property owned in, the City of Fort Worth, Texas, as assessed, valued and described in the assessment tax rolls and the tax books of the City of Fort Worth, Texas, for the year 2002, and any supplemental assessments thereof, as the same have been or shall be presented to the City Council of the City of Fort Worth, Texas, by the Assessor and Collector of Taxes of said City of Fort Worth, Texas.

SECTION IV.

The taxes provided for herein are due on receipt of a tax bill and are delinquent if not paid before February 1, 2003. Failure to send or receive the tax bill shall not, however, affect the validity of the taxes, penalty or interest herein imposed, the due date, the existence of a tax lien, or any procedure instituted to collect such taxes, penalty or interest.



## E-17

### SECTION V.

If a person pays one-half of the taxes required to be paid by virtue of this Ordinance before December 1, 2002, he may pay the remaining one-half of such taxes without penalty or interest at any time before July 1, 2003.

### SECTION VI.

(a) A delinquent tax incurs a penalty of six percent (6%) of the amount of the tax for the first calendar month it is delinquent plus one percent (1%) for each additional month or portion of a month the tax remains unpaid prior to July 1, 2003. However, a tax delinquent on July 1, 2003, incurs a total penalty of twelve percent (12%) of the amount of the delinquent tax without regard to the number of months the tax has been delinquent.

(b) If a person who exercises the split payment option provided by Section V above fails to make the second payment before July 1, 2003, the second payment is delinquent and incurs a penalty of twelve (12) percent of the amount of the unpaid tax.

### SECTION VII.

In addition to the penalty set out above, a delinquent tax accrues interest at a rate of one percent (1%) for each month or portion of a month the tax remains unpaid. Said interest of one percent (1%) per month shall be added to said taxes in the event the payment thereof shall become delinquent as above set forth,

and said interest shall attach on the first day of each month thereafter until the taxes shall have been paid, which interest and the penalty provided for above shall be and become a part of said taxes and be payable as such.

SECTION VIII.

A tax delinquent on July 1, 2003, incurs an additional penalty of fifteen percent (15%) of the amount of the delinquent tax, penalty and interest to defray costs of collection. Such fifteen percent (15%) penalty is imposed pursuant to Sections 6.30 and 33.07 of the Property Tax Code and is in addition to the other penalties and interest which are due and owing according to law.

SECTION IX.

A tax that becomes delinquent on or after June 1 under Section 31.03, 31.031, 31.032, or 31.04 of the Tax Code shall incur an additional penalty of 15 percent of the amount of taxes, penalty, and interest due, to defray costs of collection, pursuant to Section 33.08 of the Tax Code. Such additional penalty is in addition to the other penalties and interest which are due and owing according to law.

SECTION X.

Such taxes, penalty and interest shall be and become a lien upon the property on which the taxes are levied, as prescribed by the Charter of the City of Fort Worth, Texas, and the laws of the

State of Texas, and such lien shall be and is hereby made a paramount, first and superior lien to all other liens whatsoever on the property on which said taxes are levied.

SECTION XI.

Should any part, portion, section or part of a section of this ordinance be declared invalid or inoperative or void for any reason by a court of competent jurisdiction, such decision, opinion or judgment shall in no way affect the remaining portions, parts, sections or parts of sections of this ordinance, which provision shall be, remain and continue to be in full force and effect.

SECTION XII.

This ordinance shall take effect and be in full force and effect from and after the date of its passage as provided by law.

APPROVED AS TO FORM AND LEGALITY:

David L. Yett  
City Attorney

Date: 9-17-02

ADOPTED: 9-17-02

EFFECTIVE: 9-17-02

**FORT WORTH**



**SCHEDULE OF CHANGES  
MADE BY THE CITY COUNCIL  
TO THE CITY MANAGER'S  
PROPOSED 2002-03 BUDGET**

**Explanation of Revenue Changes:**

**Original General Fund Revenue Estimate: \$384,076,425**

**Property Taxes**

Original Estimate	\$200,815,225	\$767,412
Revised Estimate	\$201,582,637	

This adjustment assumes a slightly higher collection rate than the more conservative one assumed in the Proposed Budget. The change allows for a reduction in the Sales Tax revenue estimate.

**Sales Tax**

Original Estimate	\$74,307,989	(\$767,412)
Revised Estimate	\$73,540,577	

The estimate was revised downward based on updated information on current year revenue. FY2002-03 revenue is expected to exceed current-year collections by 1%.

**Use of Money and Property**

Original Estimate	\$10,935,028	\$300,000
Revised Estimate	\$11,235,028	

The estimate was revised upward to reflect changes in the Special Public Facilities Fund. Consideration was given to shifting the oversight of this funding to the Public Events Department instead of the Convention and Visitors Bureau (CVB). However, upon further study, it was recommended that these fund remain as part of the payment to the CVB for its activities to promote use of the Will Rogers Memorial Center, as well as the Fort Worth Convention Center.

**Service Charges**

Original Estimate	\$17,063,219	\$77,189
Revised Estimate	\$17,367,227	

Small increases were made to Building Permit revenue in the Development Department and to Vital Statistics Fees and Health Card Fee revenue in the Public Health Department, based on the latest re-estimate.

**Transfers**

Original Estimate	\$11,683,368	(\$100,000)
Revised Estimate	\$11,583,368	

The estimate was revised downward to reflect a decrease in the amount transferred from the Culture and Tourism Fund to the General Fund as part of the operational subsidy for the Fort Worth Convention Center (FWCC). Funds were diverted from the Special Public Facilities Fund to the FWCC operational subsidy so that the Pubic Events Department could institute in-house promotional activities. However, upon further study it was recommended that the Special Facilities Fund remain intact and the Convention and Visitors Bureau continue to provide such services.

**REVISED GENERAL FUND REVENUE TOTAL**

**\$384,353,614**

**Explanation of Appropriation Changes:**

<b>Original General Fund Appropriation</b>	<b>\$</b>	<b>384,076,425</b>
<b>NON-DEPARTMENTAL</b>		<b>\$112,443</b>
Original Proposed Appropriation	\$	74,280,329
Change/Correction to Proposal	\$	74,392,772
<p>An increase of \$200,000 has been made to reflect a subsidy for the agency/agencies who will occupy the former Modern Art Museum facility. Also, included is an increase of \$20,589 for cost increases in PID #1 and a decrease of \$108,146 for the merger of the Our City, Our Children and the Neighborhood Office in the City Manager's Office.</p>		
<b>CITY MANAGER'S OFFICE</b>		<b>\$108,146</b>
Original Proposed Appropriation	\$	4,735,812
Change/Correction to Proposal	\$	4,843,958
<p>An increase of \$108,146 has been made to reflect the merger of the Neighborhood Office and Our City, Our Children.</p>		
<b>ENVIRONMENTAL MANAGEMENT</b>		<b>\$56,600</b>
Original Proposed Appropriation	\$	1,214,658
Change/Correction to Proposal	\$	1,271,258
<p>Reinstatement of \$56,600 for IT Solution costs.</p>		
<b>REVISED GENERAL FUND TOTAL</b>		<b>\$384,353,614</b>
<b>NET CHANGE FROM CITY MANAGER'S PROPOSED BUDGET</b>		<b>\$277,189</b>
<b>SPECIAL FUND CHANGES</b>		
<b>CULTURE AND TOURISM</b>		<b>\$100,000</b>
Original Proposed Appropriation	\$	8,599,051
Change/Correction to Proposal	\$	8,699,051
<p>Incorporation of funds for the Special Public Facilities Fund, which is transferred to the Convention and Visitors Bureau.</p>		

**FORT WORTH**





## GENERAL FUND BUDGET SYNOPSIS

The FY2002-03 adopted General Fund budget is based on a \$12,344,264 increase in expenditures, a 3.32 percent increase from the FY2001-02 adopted budget. Major expenditure adjustments are as follows:

\$7,192,727	42.00 APs	Increase in funds for salaries of civil service and regular employees
\$2,673,337		Increase in funds for group health insurance
(\$2,191,727)		Decrease in funds for transfers out, primarily for debt service payments
\$1,341,200		Increase in funds for equipment administrative fees
\$841,894		Increase in funds for retiree health insurance contributions
\$783,944		Increase in funds for contractual payments
(\$750,000)		Decrease in funds for contract street maintenance
\$750,000		Increase in funds for bridge maintenance expense
(\$745,700)		Decrease in funds for motor vehicle purchases
\$741,364		Increase in funds for information technology charges
\$714,415		Increase in funds for employee retirement contributions
(\$665,293)		Decrease in funds for workers' compensation expense
\$578,485		Increase in funds for computer equipment leases
\$520,587		Increase in funds for vehicle repair supplies and parts
\$435,300		Increase in funds for executive auto allowance
(\$383,299)		Decrease in funds for mileage reimbursement
\$362,691		Increase in funds for civil service overtime
\$353,643		Increase in funds for electricity utility payments
(\$332,222)		Decrease in funds for mowing of City properties
\$304,200		Increase in funds for wireless/radio charges
(\$284,109)		Decrease in funds for buy-back option
(\$281,726)		Decrease in funds for specialized equipment
\$268,485		Increase in funds for terminal leave
(\$267,788)		Decrease in funds for Federal Insurance Contributions Act (FICA) payments
\$242,090		Increase in funds for telephone basic line charges
\$217,925		Increase in funds for consultants & professional services
\$216,684		Increase in funds for commercial insurance payments
\$180,000		Increase in funds for third party plumbing costs
\$166,958		Increase in funds for scheduled temporary labor
\$165,473		Increase in funds for equipment maintenance charges
(\$145,553)		Decrease in funds for travel expenses
\$139,924		Increase in funds for civil service incentive pay
(\$120,735)		Decrease in funds for dues & memberships
\$115,824		Increase in funds for Medicare contributions
(\$104,000)		Decrease in funds for third party building inspections
\$102,462		Increase in funds for Fair Labor Standards Act (FLSA) overtime
\$100,999		Increase in funds for office supplies
(\$100,753)		Decrease in funds for workshops/retreats

## MAJOR ADJUSTMENTS BY DEPARTMENT

### City Manager's Office

The adopted City Manager's Office budget is \$4,843,958, representing a 16.51 percent decrease from the FY2001-02 adopted budget. This decrease is primarily due to the transfer of the Economic Development Division to the Economic and Community Development Department.

### City Secretary

The adopted City Secretary budget is \$526,822, representing a 1.33 percent increase over the FY2001-02 adopted budget. The increase is primarily due to pay raises included in the FY2002-03 compensation plan.

### Code Compliance

In FY2000-01, Code Compliance changed from a division within the City Services Department to an independent department. The Code Compliance Department's adopted budget of \$6,607,682 represents a 4.99 percent increase over the FY2001-02 adopted budget. This increase includes \$303,752 for enhanced departmental mowing activities in addition to increases of \$108,348 for technology costs and \$101,560 for employee health insurance.

### Development

The adopted Development budget is \$5,242,515, a 0.07 percent increase over the FY2001-02 adopted budget. The department's budget includes an addition of \$34,617 for a Senior Customer Service Representative in the Permit Section. The newly authorized position will help the staff keep up with the enormous increase in permitting activities. In order to achieve a reduction in the plans exam turn-around time, the budget includes an addition of \$13,133 for an Account Clerk and an Administrative Technician for the Administration Division. A Senior Customer Service Representative II will also be added to the Plans Exam Section. Costs associated with these positions are offset by a reduction in budgeted temporary labor expenses.

### Economic and Community Development

The adopted Economic and Community Development budget is \$1,650,068. The department was formed in the middle of FY2001-02 as a separate department to focus on priorities previously handled by existing City departments such as the City Manager's Office.

### Environmental Management

The adopted Environmental Management budget is \$1,271,258, representing a 3.54 percent decrease from the FY2001-02 adopted budget. The decrease is primarily due to the City not receiving the Texas Pollution Discharge Elimination System permit, which required the department to participate in costly laboratory testing. The department's vehicle fleet did not need any replacements, which further decreases the adopted budget.

### Finance

The adopted budget for the Finance Department is \$5,174,182, which represents an increase of 0.54 percent from the FY2001-02 adopted budget. The adopted budget increases by \$63,859 for an increase in authorized staff of two positions. Both were overages approved in FY2001-02. One Office Assistant II was added as an overage to assist support staff in the Administrative Division of the department. The second position is a Senior Customer Service Representative in the Revenue Collection Section to provide enhanced customer service at the cashier counter in the Revenue Office. The adopted budget also increases by \$132,904 for information technology services, based on current usage and the schedule of rates and charges of the Information Technology Solutions Department. That increase is partially offset by a reduction of (\$90,000) for two technology projects in the department, one of which will be postponed and the other (development of a claims management system) paid by the Property and Casualty Insurance Fund.

### Fire

The adopted budget for the Fire Department is \$67,926,149, which is a 6.91 percent increase from the FY2001-02 adopted budget. Several major initiatives are responsible for the increase in the department's budget. Fourteen civil service positions will be added in April 2003 to convert four fire companies from three-person to four-person staffing. Fourteen civil service positions will also be added in April 2003 to open Station 39 in the southwest part of the city. A contractor will be hired to clean, maintain, and track personal protective gear. The most significant decrease is related to workers' compensation projections, which will fall (\$156,044) below the previous budget.

### Housing

The adopted budget for the Housing Department is \$64,564, a 0.55 percent increase from the FY2001-02 adopted budget. This increase reflects projected salary increases and a minor increase in contractual services.

### Human Relations Commission

The adopted Human Relations Commission budget is \$328,490, a 0.29 percent decrease from the FY2001-02 adopted budget. This increase reflects projected salary increases and increased employee health insurance costs.

### Human Resources

The adopted Human Resources budget is \$3,780,414, which represents a 4.08 percent increase over the department's FY2001-02 adopted budget. A \$238,384 increase for salaries is due to the transfer of three Wellness Program-related positions from the Health and Life Insurance Fund, the transfer of one psychological services position from the Police Department, and salary increases for existing staff. The adopted budget decreases by (\$76,950) for scheduled temporary labor due to postponement of the Internship Program for a year and the discontinuation of a short-term overage position included in the previous fiscal year's budget.

Internal Audit

The adopted Internal Audit budget is \$920,955, which is a 3.50 percent decrease from the 2001-02 adopted budget. The department's adopted budget decreased by (\$42,882) for information technology charges based on IT Solutions Department FY2002-03 projections.

Law

The adopted Law budget is \$3,584,279, which is a 5.69% increase over the FY2001-02 adopted budget. The most significant increase, \$215,459, reflects general salary increases, the addition of one Prosecuting Attorney to address the existing prosecutorial workload, and another Assistant City Attorney to handle code compliance issues. One Legal Secretary's position has been eliminated as part of larger General Fund budget reduction strategies. The department's adopted budget decreases by (\$47,140) for furniture replacement funds because most of the planned replacements have been made ahead of schedule and under budget.

Library

The adopted Library budget is \$13,414,019, which is a 2.98 percent increase over the FY2001-02 adopted budget. The main budgetary increase is \$110,654 for salary increases. The adopted budget also increases by \$93,436 due to a drop in anticipated salary savings, based on personnel vacancy patterns and recent actions to keep positions filled. Library's adopted budget increases by \$83,252 to pay for computer equipment leases added to the budget with the opening of the Summerglenn branch, a full year of charges that was not included in the FY2001-02 adopted budget.

Mayor and Council

The adopted Mayor and Council budget is \$814,293, which is a 0.59 percent decrease from the FY2001-02 adopted budget. The decrease is largely attributable to the City's policy to replace Federal Insurance Contribution Act (FICA) payments with an alternative plan.

Municipal Court

The Municipal Court adopted budget is \$9,837,230, which is a 4.94 percent increase over the FY2001-02 adopted budget. This increase is primarily due to personnel costs such as salaries, group health insurance, and retirement contributions. Two program enhancements are also included, increasing Attendance Court staffing by five authorized positions and Arraignment Court staffing by seven Authorized Positions.

Non-Departmental

The Non-Departmental adopted budget is \$74,392,772, which is a 0.49 percent decrease from the previous year's adopted level. Included in these reduced costs are decreases of (\$1,800,000) for the transfer to debt service, (\$300,000) for the discontinued FY2001-02 cost associated with the Small Contractor Development Program, and (\$250,000) for completion of the contract with the University of North Texas Health Science Center to provide overflow parking facilities for the Will Rogers Memorial Center.

### Parks and Community Services

The adopted budget for the Parks and Community Services Department (PACS) is \$19,952,286, a 0.66 percent increase from the department's FY2001-02 adopted budget. Overall, salaries increase by a net of \$90,965; however, that total includes a reduction of (\$79,034) due to the elimination of five Community Center Aide positions as part of a larger General Fund reduction strategy. The most significant budgetary change to the adopted budget was a (\$308,585) decrease to PACS' workers' compensation assessment for FY2002-03 per the department's historical workers' compensation expenditures. The adopted budget also decreases by (\$287,398) for Building Construction costs based on PACS' planned General Fund projects for FY2002-03. However, the budget increases by \$278,775 for Equipment Services Department (ESD) administrative charges, which resulted from the study of ESD operations in the latter part of FY2000-01 and which will be budgeted for the first time this fiscal year. The adopted budget also increases by \$159,978 for contractual services, primarily due to anticipated Zoo utility improvements for FY2002-03, which the City is obligated to pay. Group Health insurance increases, based on current enrollment and costs, add \$135,864 to the adopted budget.

### Planning

The Planning Department's adopted budget is \$1,484,333, which is a 0.56 percent increase from the department's FY2001-02 adopted budget. This increase is primarily due to salary increases included in the FY2002-03 compensation plan.

### Police

The adopted budget for the Police Department is \$106,650,182, a 5.88 percent increase above the FY2001-02 adopted budget. This increase is primarily due to a 2% across-the-board increase in civil service salaries, higher health insurance rates, and full-year funding of 50 police officers added in mid-year FY2001-02.

### Public Events

The adopted Public Events budget is \$8,797,460, which is a 0.54 percent increase over the FY2001-02 adopted budget. This increase includes the addition of \$200,000 to the Public Events Department's budget for ongoing renovations and electrical improvements at the Will Rogers Memorial Center, as well as \$46,704 for increases in employee health insurance benefits.

### Public Health

The adopted Public Health budget is \$6,847,546, which is a 4.79 percent increase above the FY2001-02 adopted budget. The change is primarily attributed to pay raises included in the FY2002-03 compensation plan, group health insurance rate increases, and a reduction in anticipated salary savings now that several key positions have been filled.

### Transportation and Public Works

The Transportation and Public Works Department's adopted budget is \$36,027,111, which is a 2.06 percent decrease from the department's FY2001-02 adopted budget. The adopted budget decreases by (\$104,064) for the elimination of three authorized positions associated with the

reduced In-House Repainting of Street Light Poles and Bridge Railings program. The budget also decreases by (\$826,000) according to the adopted FY2002-03 vehicle replacement plan.

Zoo

The adopted budget for the Zoo is \$4,215,046, which is a 13.58 percent increase from the department's FY2001-02 adopted budget. Of the total increase, \$361,439 is for the third year of a four-year implementation plan to increase the City's annual payment to the Fort Worth Zoological Association for maintenance and operation of the Fort Worth Zoo. The adopted budget also increases by \$142,538 for the required Consumer Price Index adjustment to the annual payment to the Fort Worth Zoological Association.

## GENERAL FUND REVENUE SUMMARY

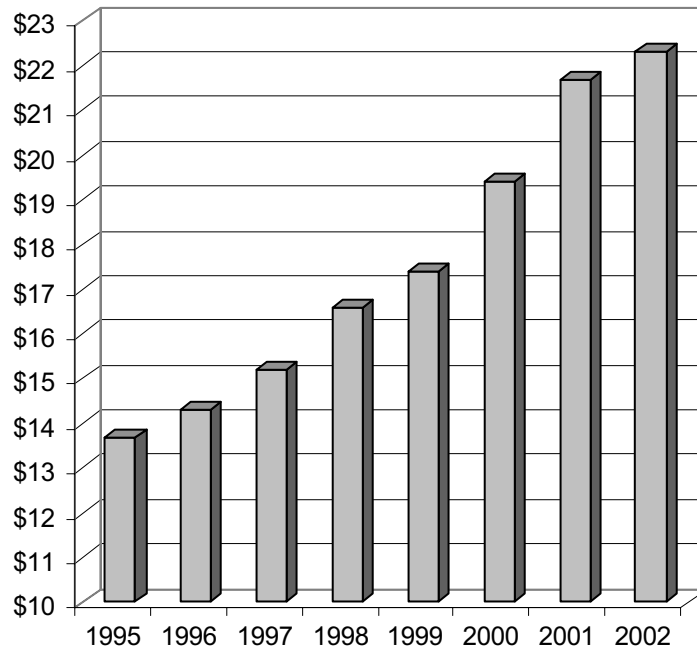
	ADOPTED 2001-02	RE-ESTIMATE 2001-02	ADOPTED 2002-03	CHANGE FROM 2001-02 ADOPTED	% CHANGE	CHANGE FROM RE-ESTIMATE	% CHANGE
Property Taxes	\$186,264,379	\$190,521,249	\$201,582,637	\$15,318,258	8.2%	\$11,061,388	5.8%
Sales Tax	\$76,128,976	\$73,572,266	\$73,540,577	(\$2,588,399)	-3.4%	(\$31,689)	-0.04%
Other Local Taxes	\$9,645,010	\$9,974,231	\$9,690,141	\$45,131	0.5%	(\$284,090)	-2.8%
Licenses and Permits	\$42,447,661	\$42,319,415	\$42,720,308	\$272,647	0.6%	\$400,893	0.9%
Fines and Forfeitures	\$14,375,692	\$13,780,602	\$14,225,963	(\$149,729)	-1.0%	\$445,361	3.2%
Use of Money and Property	\$13,730,295	\$11,108,824	\$11,235,028	(\$2,495,267)	-18.2%	\$126,204	1.1%
From Other Agencies	\$1,383,656	\$1,684,492	\$1,662,705	\$279,049	20.2%	(\$21,787)	-1.3%
Service Charges	\$16,678,985	\$16,141,528	\$17,140,408	\$461,423	2.8%	\$998,880	6.2%
Other Revenue	\$471,551	\$1,238,686	\$972,479	\$500,928	106.2%	(\$266,207)	-21.5%
Transfers	<u>\$9,351,707</u>	<u>\$9,384,544</u>	<u>\$11,583,368</u>	<u>\$2,231,661</u>	<u>23.9%</u>	<u>\$2,198,824</u>	<u>23.4%</u>
<b>Total Revenues</b>	\$370,477,912	\$369,725,837	\$384,353,614	\$13,875,702	3.7%	\$14,627,777	4.0%
Use of Fund Balance	<u>\$1,531,438</u>	<u>\$0</u>	<u>\$0</u>	<u>(\$1,531,438)</u>	<u>-100.0%</u>	<u>\$0</u>	<u>0.0%</u>
<b>Total General Fund</b>	\$372,009,350	\$369,725,837	\$384,353,614	\$12,344,264	3.3%	\$14,627,777	4.0%

*Note: All prior year figures are unaudited.*

## PROPERTY TAXES

The FY2002-03 Adopted Budget maintains the City's property tax rate at \$0.8650 per \$100 net taxable valuation, which is unchanged from the FY2000-01 rate. The City's property tax roll of net taxable value increased \$609 million or 2.8 percent from the 2001 certified roll to the 2002 certified roll. This is the eighth consecutive increase. As a result, the City is projected to collect \$14.43 million more than in FY2001-02, even without a tax rate increase.

**Net Taxable Value**  
In \$ billions



The estimate of the FY2002-03 tax roll is based on the certified roll as provided by the Tarrant Appraisal District (TAD) in July 2002. The assumed collection rate is 97.00 percent. Other factors affecting current property tax revenue are the exemptions to assessed valuation authorized by the State and additional exemptions granted on a local option and approved by City Council.

The most significant exemptions approved by the City Council are the general homestead exemption of 20 percent available to all residential homestead properties, an additional \$40,000 homestead exemption granted to senior citizens, and the Freeport exemption.



## E-33

The following indicates the loss of taxable value for various exemptions from the preliminary roll:

Total Appraised Value (\$000)	\$27,861,782,000
Less:	
Deferred Special Use Value Loss	
Agricultural	\$476,717,000
Scenic Land	\$5,991,000
Partial Exemption Value Loss	
Homestead	\$1,823,773,000
Over-65	\$824,633,000
Freeport Inventory	\$1,871,548,000
Disabled Person	\$63,806,000
Disabled Veteran	\$30,261,000
Historic Site	\$28,402,000
Solar/Wind	\$14,000
Foreign Trade Zone	\$36,454,000
Pollution Control	\$5,921,000
Abatement Value Loss	\$396,488,000
Indigent Housing Loss	\$0
Nominal Personal Property	\$4,000
Prorated Absolute	\$3,571,000
 Net Taxable Value	 \$22,294,199,000
 + Minimum Value of Protested Values	 \$1,509,320,000
 Adjusted Net Value	 \$23,803,519,000
 Original Levy @ .8650	 \$205,900,000
 Less Estimated Levy Adjustments	 \$473,570
 Estimated Final Levy	 \$205,426,430
 Refunds	 \$2,800,000
 97% Collection Levy	 \$196,464,000

## SALES TAX

Revenue from the City's one percent of the sales tax, exclusive of the one-half percent special use tax for the Crime Control and Prevention District Fund, is projected to equal \$73,540,577, a decrease of \$2,588,399 or 3.4 percent from the FY2001-02 budget. Sales tax collections for FY2001-02 are anticipated to fall short of the FY2001-02 adopted budget by \$2,556,710 or 3.4 percent. The FY2002-02 projection represents an reduction of \$31,689 or 0.04 percent from the FY2001-02 re-estimate. This revenue is dependent on the level of retail sales.

## OTHER LOCAL TAXES

Revenues from other local taxes are anticipated to increase by \$45,131 or 0.5 percent due to projected increases from the gross receipts-bingo tax.

## LICENSES AND PERMITS

Revenues from licenses and permits are anticipated to be \$272,647 or 0.6 percent higher than the adopted budget for FY2001-02. The increase is due to increases in revenue from the water and wastewater street rental fee, Code Compliance wrecking and moving permits, and the taxicab franchise fee.

## FINES AND FORFEITURES

Total revenue from fines and forfeitures are estimated to decrease from the FY2001-02 budget by \$149,729 or 1.0 percent. The decrease is associated with anticipated declines in several accounts in the department, especially penalty fees, delinquent traffic fines, and current parking fines.

## USE OF MONEY AND PROPERTY

Revenue from the use of money and property is projected to decrease by \$2,495,267 or 18.2 percent from the FY2001-02 budget. The decrease is due primarily to lower earnings from interest on invested City funds, but also to anticipated reduced revenue from Public Events facilities.

## REVENUE FROM OTHER AGENCIES

Revenue from other agencies is projected to be \$279,049 or 20.2 percent above the FY2001-02 budget. The change is due to anticipated increases in revenue from the Tarrant County Health Center and from legal services provided to DFW International Airport.

## CHARGES FOR CURRENT SERVICES

Revenues from service charges are projected to be \$461,423 or 2.8 percent above the FY2001-02 budget. Revenues from the Development Department's Third-Party Inspection Program are expected to increase, as are administrative fees charged to enterprise funds in the City.

## MISCELLANEOUS AND OTHER REVENUE

Miscellaneous and other revenues are projected to be \$500,928 or 106.2 percent above the FY2001-02 budget. The increase is primarily attributable to a change in the method in accounting for the time City personnel work on federal, state and regional task forces. In the past, reimbursements for this time was paid by the other governmental agency directly into the salaries expenditure account. Beginning in FY2001-02, the City began to more properly account for these transactions as revenue received from these other agencies.

TRANSFERS

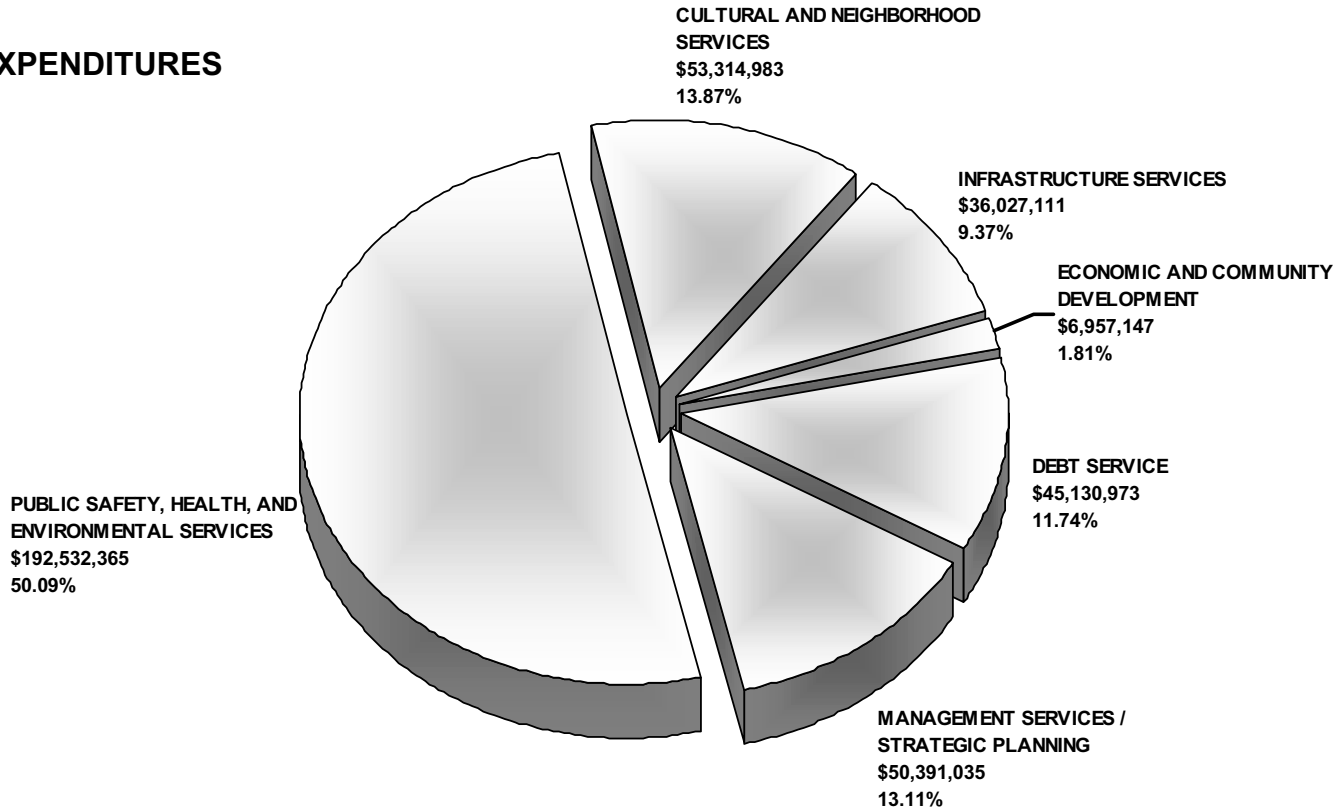
Transfer payments are projected to increase by \$2,231,661 or 23.9 percent. The increase is primarily from anticipated increases in transfers from the Crime Control and Prevention District Fund to support Police salaries and for jail contract payments.

**FORT WORTH**

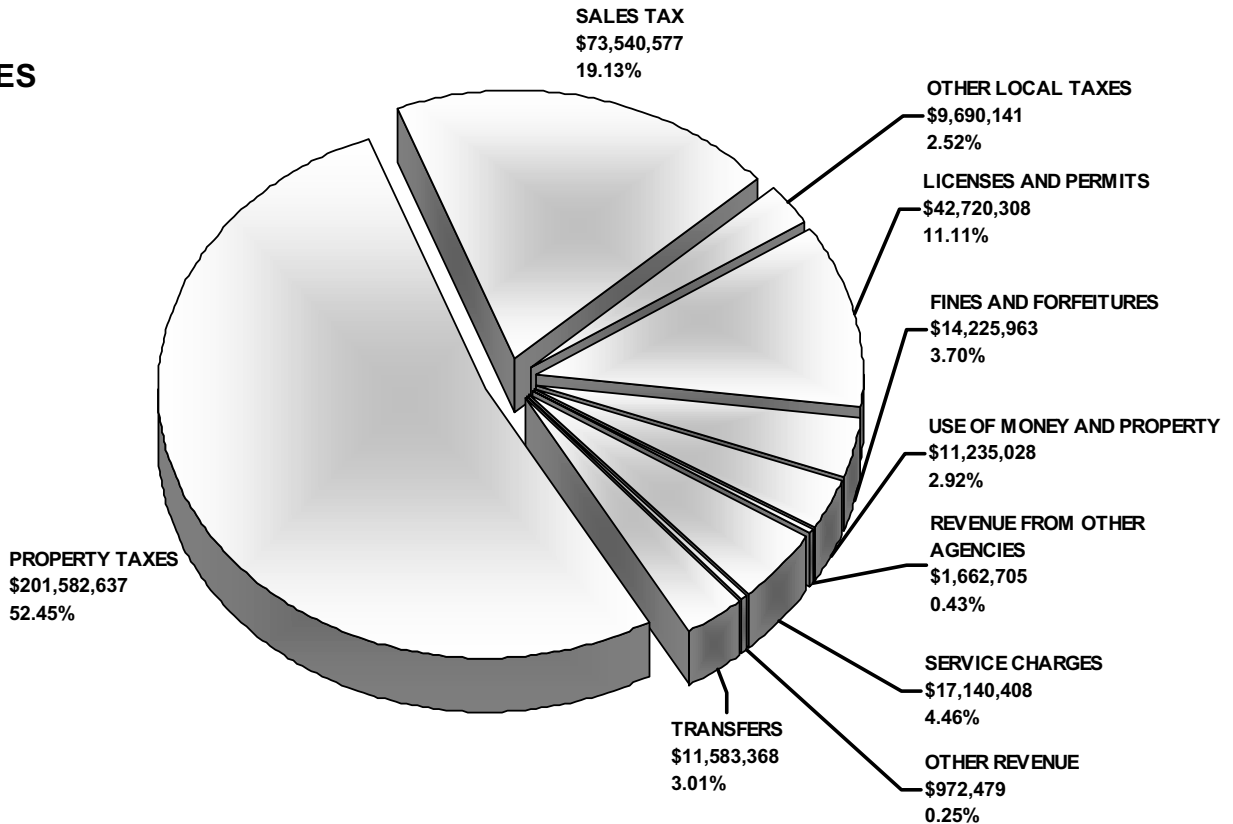


# 2002-03 GENERAL FUND BUDGET

## EXPENDITURES



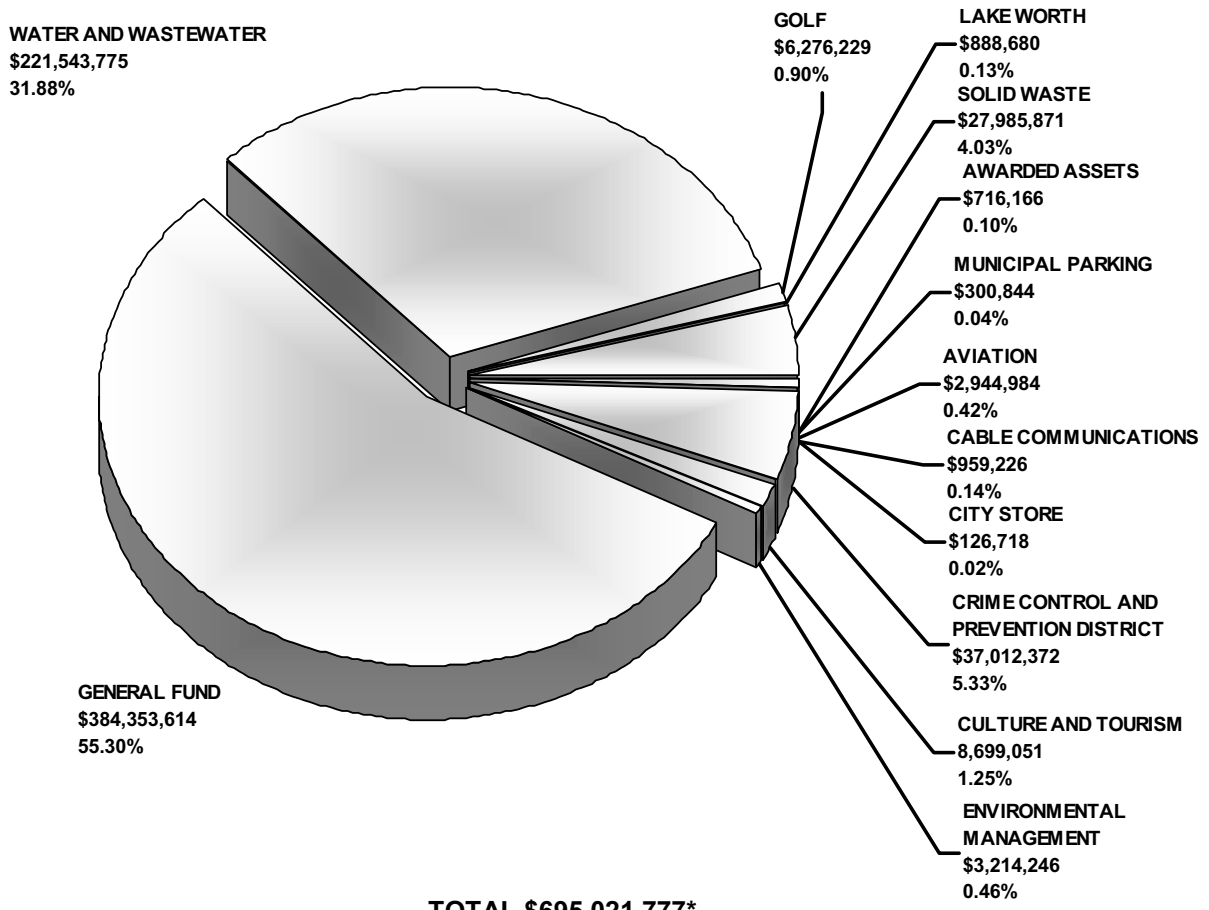
## REVENUES



**TOTAL GENERAL FUND \$384,353,614**

**2002-03 GENERAL FUND BUDGET  
CITY OF FORT WORTH  
TOTAL OPERATING BUDGET 2002-03**

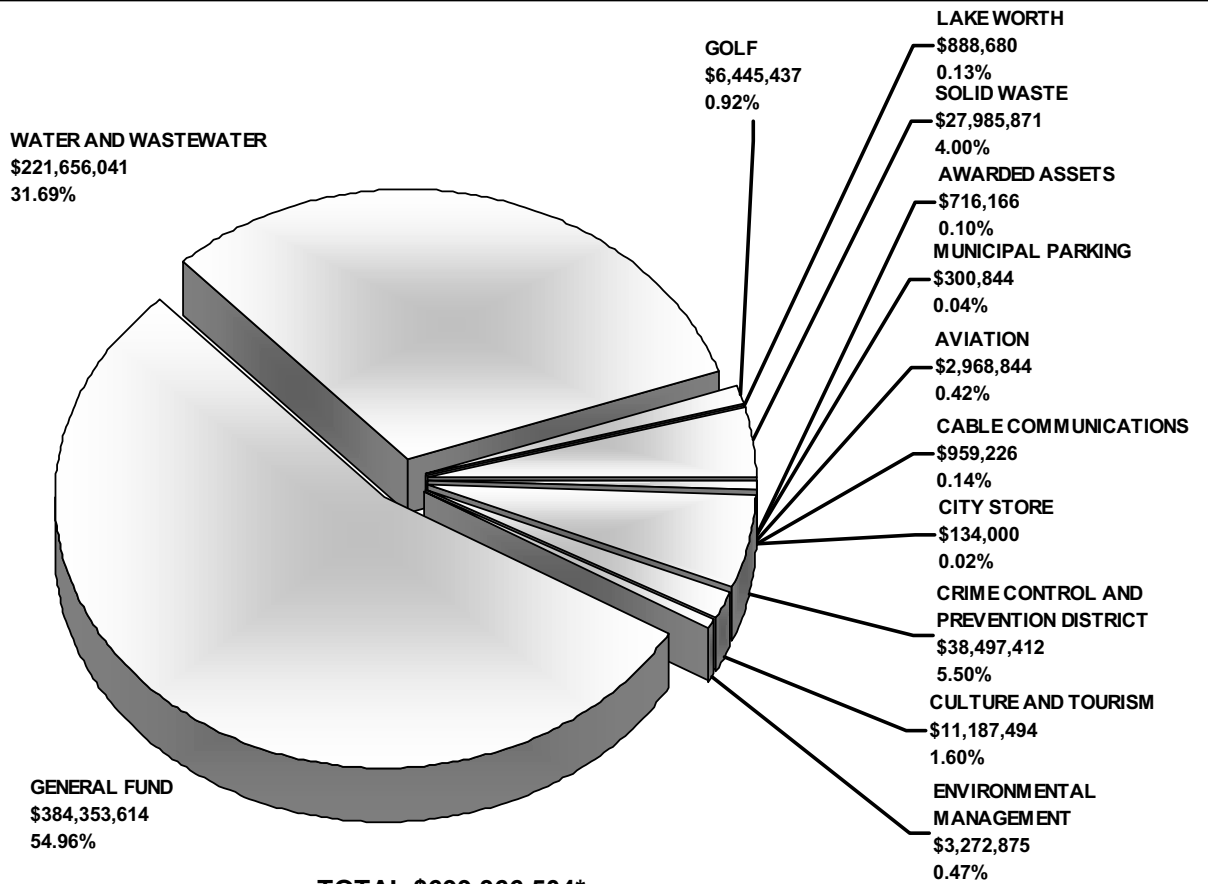
**TOTAL EXPENDITURES**



**TOTAL \$695,021,777\***

\*Excludes internal service funds and insurance funds totaling \$110,000,128

**TOTAL REVENUES**



**TOTAL \$699,366,504\***

\*Excludes internal service funds and insurance funds totaling \$106,735,040

**SUMMARY OF AUTHORIZED POSITIONS AND EXPENDITURES  
GENERAL FUND BY DEPARTMENT**

	<u>AUTHORIZED POSITIONS</u>			<u>EXPENDITURES</u>		
	<b>ACTUAL 2000-01</b>	<b>ADOPTED 2001-02</b>	<b>ADOPTED 2002-03</b>	<b>ACTUAL 2000-01</b>	<b>ADOPTED 2001-02</b>	<b>ADOPTED 2002-03</b>
CITY MANAGER	55.00	60.50	53.00	\$5,107,403	\$5,801,978	\$4,843,958
CITY SECRETARY	8.00	8.00	8.00	\$498,967	\$519,899	\$526,822
CODE COMPLIANCE	68.00	79.00	94.00	\$5,478,931	\$6,293,906	\$6,607,682
DEVELOPMENT	79.00	81.00	85.00	\$5,191,623	\$5,238,852	\$5,242,515
ECONOMIC AND COMMUNITY DEV			16.50			\$1,650,068
ENVIRONMENTAL MANAGEMENT	20.00	19.00	19.00	\$1,327,739	\$1,317,929	\$1,271,258
FINANCE	60.00	63.00	65.00	\$5,108,625	\$5,146,142	\$5,174,182
FIRE	782.00	784.00	787.00	\$59,679,344	\$63,533,146	\$67,926,149
HOUSING	0.40	0.40	0.40	\$61,777	\$64,210	\$64,564
HUMAN RELATIONS COMMISSION	4.00	4.25	4.25	\$323,137	\$329,443	\$328,490
HUMAN RESOURCES	35.00	43.00	47.00	\$3,092,762	\$3,632,243	\$3,780,414
INTERNAL AUDIT	15.00	15.00	15.00	\$899,576	\$954,370	\$920,955
LAW DEPARTMENT	40.00	41.00	42.00	\$3,081,555	\$3,391,229	\$3,584,279
LIBRARY	200.50	207.00	207.00	\$12,512,958	\$13,025,924	\$13,414,019
MAYOR AND COUNCIL	4.00	4.00	4.00	\$837,233	\$819,142	\$814,293
MUNICIPAL COURT	160.00	165.00	177.00	\$8,812,028	\$9,373,890	\$9,837,230
NON-DEPARTMENTAL	3.00	3.00		\$77,932,514	\$74,759,141	\$74,392,772
PARKS & COMMUNITY SERVICES	286.40	291.40	287.40	\$18,235,269	\$19,821,899	\$19,952,286
PLANNING	20.00	21.00	21.00	\$1,365,432	\$1,476,131	\$1,484,333
POLICE	1,385.00	1,436.00	1,438.00	\$93,177,532	\$100,727,595	\$106,650,182
PUBLIC EVENTS	115.00	115.00	115.00	\$9,105,942	\$8,750,202	\$8,797,460
PUBLIC HEALTH	121.00	122.00	122.00	\$6,219,433	\$6,534,840	\$6,847,546
RISK MANAGEMENT	13.00			\$1,055,878		
TRANSPORTATION & PUBLIC WKS	399.00	406.00	403.00	\$31,869,897	\$36,786,170	\$36,027,111
ZOO	62.00	5.00	5.00	\$2,832,827	\$3,711,069	\$4,215,046
<b>TOTAL GENERAL FUND</b>	<u>3,935.30</u>	<u>3,973.55</u>	<u>4,015.55</u>	<u>\$353,808,382</u>	<u>\$372,009,350</u>	<u>\$384,353,614</u>

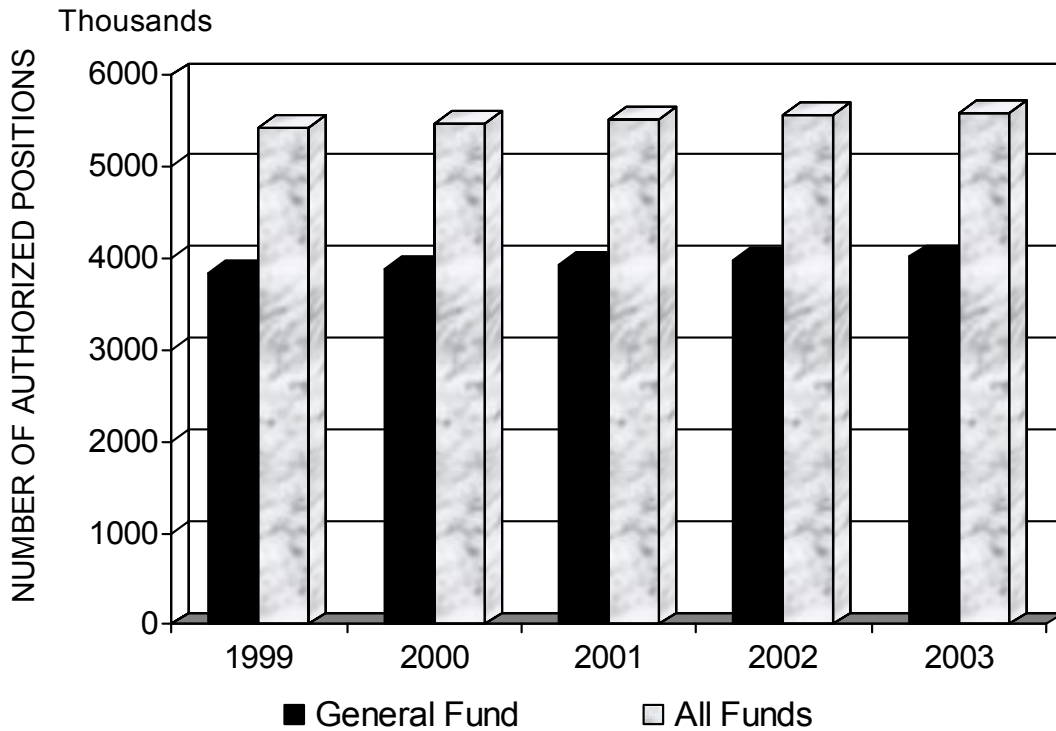
**SUMMARY OF AUTHORIZED POSITIONS AND EXPENDITURES  
OTHER FUNDS**

	<u>AUTHORIZED POSITIONS</u>			<u>EXPENDITURES</u>		
	<u>ACTUAL</u> 2000-01	<u>ADOPTED</u> 2001-02	<u>ADOPTED</u> 2002-03	<u>ACTUAL</u> 2000-01	<u>ADOPTED</u> 2001-02	<u>ADOPTED</u> 2002-03
<b><u>ENTERPRISE FUNDS</u></b>						
MUNICIPAL AIRPORTS	30.00	30.00	27.00	\$7,591,478	\$3,720,966	\$2,944,984
MUNICIPAL GOLF	63.00	63.00	63.00	5,840,411	5,782,592	6,276,229
MUNICIPAL PARKING	1.00	1.00	1.00	278,910	347,094	300,844
SOLID WASTE	78.00	78.00	81.00	24,466,027	24,325,317	27,985,871
WATER AND SEWER	753.00	753.00	774.00	227,788,917	210,519,322	221,543,775
<b><u>INTERNAL SERVICE FUNDS</u></b>						
ENGINEERING SERVICES	156.75	150.75	152.00	9,001,193	9,522,803	9,479,601
EQUIPMENT SERVICES	148.00	146.00	125.00	9,282,574	15,196,188	16,116,722
INFORMATION SYSTEMS	111.00	111.00	100.00	13,961,987	13,082,909	14,809,906
OFFICE SERVICES	19.00	19.00	19.00	1,892,071	1,983,206	2,229,645
TEMPORARY LABOR	2.00	2.00	2.00	1,070,475	933,457	925,190
<b><u>SPECIAL FUNDS</u></b>						
CABLE COMMUNICATIONS	13.00	13.00	13.00	1,054,336	915,972	959,226
CITY STORE	2.00	2.00	2.00	198,768	118,729	126,718
CRIME DISTRICT	176.00	185.00	186.00	35,204,721	37,137,219	37,012,372
CULTURE AND TOURISM	8.00	8.00	8.00	7,678,738	8,799,000	8,699,051
ENVIRONMENTAL MNGT.	20.00	20.00	23.00	2,552,216	3,027,399	3,214,246
GROUP HEALTH	0.00	3.00	0.00	25,624,822	40,638,760	48,416,849
LAKE WORTH TRUST	0.00	0.00	0.00	837,834	803,261	888,680
FEDERAL AWARDED ASSETS	0.00	0.00	0.00	375,994	419,547	489,641
STATE AWARDED ASSETS	0.00	0.00	0.00	245,067	493,579	226,525
PROPERTY/CASUALTY	0.00	0.00	0.00	5,742,698	5,467,208	7,355,086
WORKERS COMPENSATION	0.00	0.00	0.00	9,740,406	11,594,600	10,930,127
UNEMPLOYMENT COMP	0.00	0.00	0.00	258,617	364,130	367,001
<b>TOTAL ALL FUNDS</b>	<b>5516.05</b>	<b>5558.30</b>	<b>5591.55</b>	<b>\$744,496,642</b>	<b>\$767,202,610</b>	<b>\$805,651,905</b>

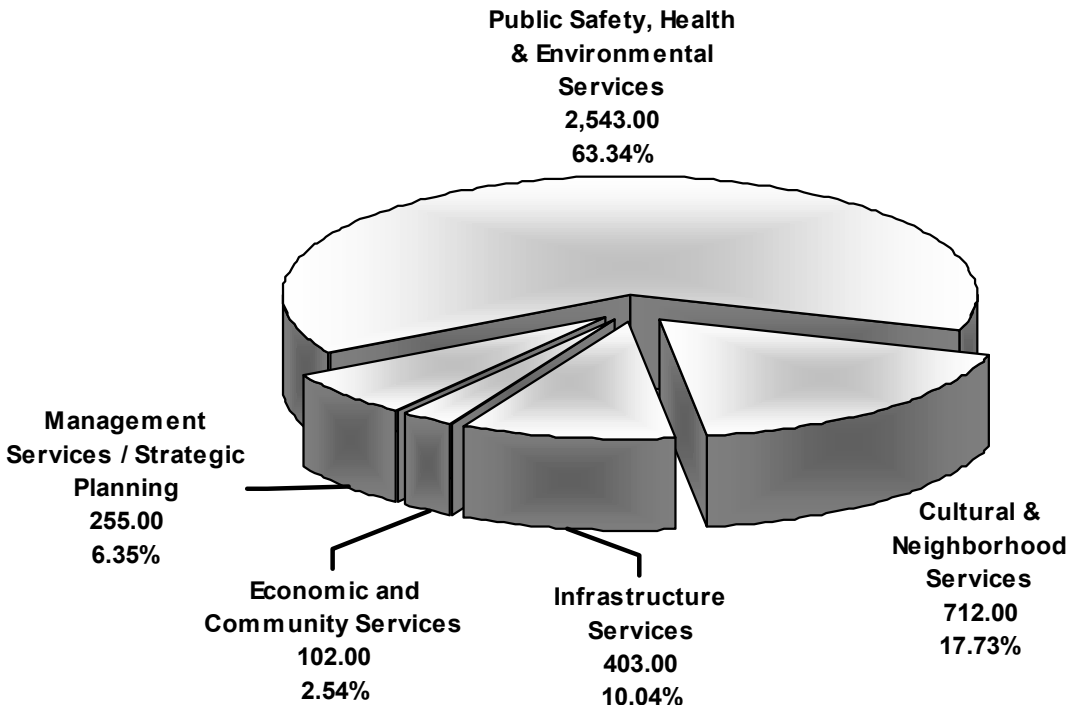


# CHANGES IN AUTHORIZED POSITIONS

OVER THE PAST FIVE YEARS



## AUTHORIZED POSITIONS BY FUNCTION IN THE GENERAL FUND FOR FY2002-03



## FISCAL YEAR 2002-03 ALL FUNDS COMPARISON OF REVENUES AND EXPENDITURES

	General Fund	Grant Funds	Enterprise Funds	Internal Service Funds	Special Funds
BEGINNING BALANCE:	\$31,216,968	\$313,232	\$18,886,946	(\$10,609,751)	\$51,291,729
<b>ESTIMATED REVENUES:</b>					
Taxes					
(a) Property Tax	201,582,637				
(b) Sales Tax	73,540,577				34,998,643
(c) Other Local Taxes	9,690,141				8,699,501
Licenses and Permits	42,720,308		6,971,841		
Fines and Forfeitures	14,225,963				
Use of Money and Property	11,235,028		3,707,232	112,300	3,295,891
Revenue From Other Agencies	1,662,705		806,285	109,000	2,331,729
Charges for Current Services	17,140,408		245,639,516	44,702,153	18,411,337
Miscellaneous and Other Revenue	<u>972,479</u>	<u>      </u>	<u>2,176,937</u>	<u>209,300</u>	<u>137,125</u>
Total Revenues	372,770,246	0	259,301,811	45,132,753	67,874,226
Other Financing Sources					
(a) Transfers In	11,583,368		5,000		46,365,542
(b) Non-Revenues	<u>      </u>	<u>17,198,077</u>	<u>      </u>	<u>      </u>	<u>      </u>
Total Revenues and Other Financing Sources	384,353,614	17,198,077	259,306,811	45,132,753	114,239,768
Use of Reserves					
Total Estimated Revenues and Use of Reserves	\$384,353,614	\$17,198,077	\$259,306,811	\$45,132,753	\$114,239,768
<b>EXPENDITURES / EXPENSES:</b>					
City Manager	\$4,843,958				\$959,226
City Secretary	526,822				
Code Compliance	6,607,682				
Debt Service	45,130,973				
Development	5,242,515				
Economic & Community Development	1,650,068				
Environmental Management	1,271,258				3,214,246
Finance	5,174,182				7,481,804
Fire	67,926,149				
Housing	64,564	16,840,507			
Human Relations Commission	328,490	357,570			
Human Resources	3,780,414			925,190	59,713,977
Internal Audit	920,955				
Law	3,584,279				
Library	13,414,019				
Mayor and Council	814,293				
Municipal Court	9,837,230				411,228
Non-Departmental	29,261,799			2,229,645	
Parks and Community Services	19,952,286		6,276,229		172,178
Planning	1,484,333				
Police	106,650,182				37,728,538
Public Events	8,797,460				8,699,051
Public Health	6,847,546				
Transportation and Public Works	36,027,111		300,844		
Zoo	4,215,046				
Utilities			249,529,646		
Aviation			2,944,984		
Engineering				9,479,601	275,274
Equipment Services				16,116,723	
Information Technology					<u>14,809,906</u>
<b>Total Expenditures and Uses</b>	\$384,353,614	\$17,198,077	\$259,051,703	\$28,751,159	\$133,465,428
<b>ENDING BALANCE:</b>					
Reserve (committed)					
Reserve (uncommitted)	4,803,070		25,628,623		1,485,040
Undesignated	26,413,898	313,232	(6,486,569)	5,771,843	30,581,029

## DEBT SERVICE COMPARISON OF REVENUES AND EXPENDITURES

	General Obligation Debt Service	Water and Sewer Debt Service	Solid Waste Debt Service	Golf Debt Service	Parking Building Debt Service	Airport Debt Service	Culture & Tourism Debt Service
<b>BEGINNING BALANCE:</b>	<b>\$12,010,683</b>	<b>\$19,090,354</b>	<b>\$11,763</b>	<b>\$99,454</b>	<b>\$789,510</b>	<b>\$1,496</b>	<b>\$5,395,221</b>
<b>ESTIMATED REVENUES:</b>							
Taxes							
(a) Property Tax							
(b) Sales Tax							
(c) Other Local Taxes							2,000,000
Licenses and Permits							
Fines and Forfeitures							
Use of Money and Property	2,500,000	490,000		5,000	20,000	4,000	
Revenue From Other Agencies							
Charges for Current Services							3,200,000
Miscellaneous & Other Rev	<u>305,000</u>	<u>100,000</u>	<u>0</u>	<u>0</u>	<u>200,000</u>	<u>0</u>	<u>0</u>
Total Revenues	2,805,000	590,000	0	5,000	220,000	4,000	5,200,000
Other Financing Sources							
(a) Transfers In	45,130,973	61,435,519	131,551	505,453		408,344	
(b) Non-Revenues							
Total Revenues and Other Financing Sources	47,935,973	62,025,519	131,551	510,453	220,000	412,344	5,200,000
(Less Reserves)	(6,156,107)	(1,668)	(9,920)	(68,113)	(170,000)	(20,500)	(1,109,600)
Total Estimated Revenues Less Reserves	\$41,779,866	\$62,023,851	\$121,631	\$442,340	\$50,000	\$391,844	\$4,090,400
<b>EXPENDITURES/EXPENSES:</b>							
City Manager							
City Secretary							
Code Compliance							
Debt Service	45,430,868	67,913,684	125,669	510,453	0	408,344	4,872,966
Development							
Environmental Management							
Finance							
Fire							
Housing							
Human Relations Commission							
Human Resources							
Internal Audit							
Law							
Library							
Mayor and Council							
Municipal Court							
Non-Departmental							
Parks & Community Services							
Planning							
Police							
Public Events							
Public Health							
Transportation & Public Works							
Zoo							
Utilities							
Aviation							
Engineering							
Equipment Services							
Information Technology							
<b>Total Expenditures &amp; Uses</b>	<b>\$45,430,868</b>	<b>\$67,913,684</b>	<b>\$125,669</b>	<b>\$510,453</b>	<b>\$0</b>	<b>\$408,344</b>	<b>\$4,872,966</b>
<b>ENDING BALANCE:</b>	<b>\$8,359,681</b>	<b>\$13,200,521</b>	<b>\$7,725</b>	<b>\$31,341</b>	<b>\$839,510</b>	<b>(\$15,004)</b>	<b>\$4,612,655</b>

**FORT WORTH**



## FUND STATEMENT

**FUND:**

### GENERAL FUND

The General Fund is the largest fund within the City. The fund has the largest amount of revenue in the overall City Budget.

In accordance with the City's Financial Management Policy Statements (FMPS) in regards to a reliable, equitable, and diversified revenue stream, the General Fund revenues include property taxes, sales tax, license and permit fees, service charges, fines and forfeitures, and other miscellaneous revenues, such as other governmental agency revenues and interest revenue. These revenues are used to finance City departments that provide basic services, as well as to pay interest on debt incurred for capital improvements. There are several other funds in the City of Fort Worth; however, all activities that are supported by tax dollars are included in the General Fund.

The City's property tax generates the largest percentage of revenue for the General Fund. Property taxes are levied on both real estate and personal property, according to the property's valuation and the tax rate. For FY2002-03, the City's proposed property tax rate is \$0.8650 per \$100 of net taxable valuation. Sales tax, the second largest revenue source for the City, also underpins the City's General Fund.

Debt Service, which is the City's obligation to pay the principal and interest on all bonds and other debt instruments according to a payment schedule, is \$45,130,973. It represents only 11.74% of the \$384,353,614 FY2002-03 adopted General Fund budget.

In accordance with the FMPS, the City's Finance Department determines administrative service charges due to the General Fund. These charges are then budgeted accordingly in all other funds.

The City also makes a concerted effort to maintain the General Fund's undesignated fund balance at 10 percent of current year budget expenditures. To monitor the condition of the General Fund and all other City funds, a monthly financial report is prepared that evaluates revenues and expenditures, as well as performance indicators. Additionally, the City also prepares an annual Long-Range Financial Forecast that discusses trends affecting the City, as well as critical issues Citywide.

The proposed General Fund budget funds 4,015.55 authorized positions and 25 operating departments. Each department, listed alphabetically in the General Fund section, has a primary focus. General Fund departments provide primary services directly to the public, as well as support services to other City departments.

**FORT WORTH**



**GENERAL FUND BUDGET SUMMARY  
FISCAL YEAR  
2002-03**

**REVENUES:**

Property Tax	\$201,582,637
Sales Tax	73,540,577
Other Local Taxes	9,690,141
Licenses and Permits	42,720,308
Fines and Forfeitures	14,225,963
Use of Money and Property	11,235,028
Revenue from Other Agencies	1,662,705
Charges for Current Services	17,140,408
Other Revenue	<u>972,479</u>

**TOTAL REVENUE** \$372,770,246

**OTHER FINANCING SOURCES:**

Transfers	\$11,583,368
Use of Fund Balance	<u>0</u>

**TOTAL REVENUE AND OTHER FINANCING SOURCES** \$384,353,614

**EXPENDITURES**

Personal Services	\$246,404,310
Supplies	18,376,163
Contractual Services	<u>72,394,542</u>

**TOTAL RECURRING EXPENSE** \$337,175,015

**DEBT SERVICE AND CAPITAL OUTLAY:**

Capital Outlay	\$2,047,626
Debt Service	<u>45,130,973</u>

**TOTAL DEBT SERVICE AND CAPITAL OUTLAY** \$47,178,599

**TOTAL EXPENDITURE:** \$384,353,614

**PROJECTED UNDESIGNATED  
GENERAL FUND BALANCE  
AS OF SEPTEMBER 30, 2003**

Total Fund Equity	<b>\$35,639,806</b>
Reserve for TU Rate Case:	(\$500,000)
Reserve for Encumbrances:	(\$1,384,040)
Reserve for Inventory:	(\$2,072,490)
Reserve for Designated or Authorized Expenditures:	(\$846,540)
Unreserved, Undesignated Fund Balance (9/30/02):	<b>\$30,836,736</b>
Plus: Projected Revenues	\$384,353,614
Less: Projected Expenditures	(\$384,353,614)
Unreserved, Undesignated Fund Balance (9/30/03):	<b>\$30,836,736</b>
Plus: Unrealized Gain **	\$129,117
Revised Unreserved, Undesignated Fund Balance (9/30/03):	<b>\$30,965,853</b>

\* Preliminary fund balance due to pending audit of actual ending balances

\*\* The increase in the market value of the City's investment portfolio that has not been turned into cash

Note: The City's General Obligation Commercial Paper Program, approved by Council, allows the City to issue up to \$75,000,000 in short-term notes to fund eligible projects in the 1998 Capital Improvements Program. To date, the City has borrowed \$29,000,000. The estimated interest on these notes is included in the budget for the General Debt Service Fund. Under the terms of the ordinance, however, the City must demonstrate the financial capability to pay the Maximum Interest Payable calculated at the Maximum Interest Rate allowed under the ordinance (currently 12%), less the amount budgeted (\$1,462,500), for a total of \$2,017,500.



**SUMMARY OF AUTHORIZED POSITIONS AND EXPENDITURES  
GENERAL FUND BY DEPARTMENT**

	<u>AUTHORIZED POSITIONS</u>			<u>EXPENDITURES</u>		
	<u>ACTUAL 2000-01</u>	<u>ADOPTED 2001-02</u>	<u>ADOPTED 2002-03</u>	<u>ACTUAL 2000-01</u>	<u>ADOPTED 2001-02</u>	<u>ADOPTED 2002-03</u>
CITY MANAGER	55.00	60.50	53.00	\$5,107,403	\$5,801,978	\$4,843,958
CITY SECRETARY	8.00	8.00	8.00	\$498,967	\$519,899	\$526,822
CODE COMPLIANCE	68.00	79.00	94.00	\$5,478,931	\$6,293,906	\$6,607,682
DEVELOPMENT	79.00	81.00	85.00	\$5,191,623	\$5,238,852	\$5,242,515
ECONOMIC AND COMMUNITY DEV			16.50			\$1,650,068
ENVIRONMENTAL MANAGEMENT	20.00	19.00	19.00	\$1,327,739	\$1,317,929	\$1,271,258
FINANCE	60.00	63.00	65.00	\$5,108,625	\$5,146,142	\$5,174,182
FIRE	782.00	784.00	787.00	\$59,679,344	\$63,533,146	\$67,926,149
HOUSING	0.40	0.40	0.40	\$61,777	\$64,210	\$64,564
HUMAN RELATIONS COMMISSION	4.00	4.25	4.25	\$323,137	\$329,443	\$328,490
HUMAN RESOURCES	35.00	43.00	47.00	\$3,092,762	\$3,632,243	\$3,780,414
INTERNAL AUDIT	15.00	15.00	15.00	\$899,576	\$954,370	\$920,955
LAW DEPARTMENT	40.00	41.00	42.00	\$3,081,555	\$3,391,229	\$3,584,279
LIBRARY	200.50	207.00	207.00	\$12,512,958	\$13,025,924	\$13,414,019
MAYOR AND COUNCIL	4.00	4.00	4.00	\$837,233	\$819,142	\$814,293
MUNICIPAL COURT	160.00	165.00	177.00	\$8,812,028	\$9,373,890	\$9,837,230
NON-DEPARTMENTAL	3.00	3.00		\$77,932,514	\$74,759,141	\$74,392,772
PARKS & COMMUNITY SERVICES	286.40	291.40	287.40	\$18,235,269	\$19,821,899	\$19,952,286
PLANNING	20.00	21.00	21.00	\$1,365,432	\$1,476,131	\$1,484,333
POLICE	1,385.00	1,436.00	1,438.00	\$93,177,532	\$100,727,595	\$106,650,182
PUBLIC EVENTS	115.00	115.00	115.00	\$9,105,942	\$8,750,202	\$8,797,460
PUBLIC HEALTH	121.00	122.00	122.00	\$6,219,433	\$6,534,840	\$6,847,546
RISK MANAGEMENT	13.00			\$1,055,878		
TRANSPORTATION & PUBLIC WKS	399.00	406.00	403.00	\$31,869,897	\$36,786,170	\$36,027,111
ZOO	62.00	5.00	5.00	\$2,832,827	\$3,711,069	\$4,215,046
<b>TOTAL GENERAL FUND</b>	<u>3,935.30</u>	<u>3,973.55</u>	<u>4,015.55</u>	<u>\$353,808,382</u>	<u>\$372,009,350</u>	<u>\$384,353,614</u>

**FORT WORTH**



### COMPARISON OF GENERAL FUND REVENUES AND OTHER FINANCING RESOURCES

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>ADOPTED 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Property Taxes	\$157,430,290	\$172,960,333	\$186,264,379	\$190,521,249	\$201,582,637
Sales Tax	\$72,174,145	\$73,050,386	\$76,128,976	\$73,572,266	\$73,540,577
Other Local Taxes	\$9,506,650	\$9,068,482	\$9,645,010	\$9,974,231	\$9,690,141
Licenses and Permits	\$37,286,612	\$47,203,986	\$42,447,661	\$42,319,415	\$42,720,308
Fines and Forfeitures	\$12,761,431	\$13,313,976	\$14,375,692	\$13,780,602	\$14,225,963
Use of Money and Property	\$11,203,451	\$12,936,193	\$13,730,295	\$11,108,824	\$11,235,028
From Other Agencies	\$1,184,756	\$981,062	\$1,383,656	\$1,684,492	\$1,662,705
Service Charges	\$14,428,537	\$15,133,180	\$16,678,985	\$16,141,528	\$17,140,408
Other Revenue	\$1,620,655	\$1,173,395	\$471,551	\$1,238,686	\$972,479
Transfers	\$9,006,316	\$9,301,168	\$9,351,707	\$9,384,544	\$11,583,368
<b>Total Revenues</b>	<u>\$326,602,843</u>	<u>\$355,122,161</u>	<u>\$370,477,912</u>	<u>\$369,725,837</u>	<u>\$384,353,614</u>
Use of Fund Balance			<u>\$1,531,438</u>		
<b>Total General Fund</b>	\$326,602,843	\$355,122,161	\$372,009,350	\$369,725,837	\$384,353,614

**COMPARATIVE SUMMARY OF AD VALOREM TAX LEVIES AND COLLECTIONS**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>ADOPTED 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Original Levy	\$158,114,055	\$171,938,438	\$192,813,638	\$192,813,638	\$205,900,000
Tax Collections					
Current Property Taxes	\$152,590,742	\$164,845,265	\$184,316,148	\$187,672,958	\$199,264,000
Less Estimated Refunds			(\$2,277,573)	(\$2,200,000)	(\$2,800,000)
Delinquent Property Taxes	\$2,426,114	\$2,734,746	\$2,489,346	\$2,949,500	\$3,003,605
Vehicle Inventory	\$139,963	\$130,000	\$130,000	\$130,000	\$130,000
Interest/Penalty Charges	\$1,843,247	\$1,593,434	\$1,606,458	\$1,968,791	\$1,985,032
Tax Attorney Revenue	\$45,870				
<b>TOTAL COLLECTIONS</b>	<b>\$157,045,936</b>	<b>\$169,303,445</b>	<b>\$186,264,379</b>	<b>\$190,521,249</b>	<b>\$201,582,637</b>
ADJUSTED NET TAXABLE ASSESSED VALUATIONS	\$17,865,989,000	\$19,650,107,179	\$22,290,594,000	\$22,290,594,000	\$23,803,519,000
TAX RATE PER \$100 VALUATION					
GENERAL FUND LEVY					
Operating Levy \$	\$106,350,030	\$117,914,292	\$136,107,602	\$139,541,985	\$152,333,027
G.O. Debt Levy \$	\$46,240,712	\$46,930,973	\$45,930,973	\$45,930,973	\$44,130,973
Operating Levy % of Total Levy	69.70%	71.53%	74.77%	75.24%	77.54%
G.O. Debt Levy % of Total Levy	30.30%	28.47%	25.23%	24.76%	22.46%
Operating Levy	0.6168	0.6259	0.6467	0.6508	0.6707
G.O. Debt Levy	0.2682	0.2491	0.2183	0.2142	0.1943
Total Tax Rate	0.8850	0.8750	0.8650	0.8650	0.8650
CURRENT DELINQUENCY	3.49%	4.13%	4.41%	2.67%	3.22%

*Note: All prior year numbers are unaudited*

Department	ACTUAL FY1999-00	ACTUAL FY2000-01	ADOPTED FY2001-02	RE-ESTIMATE FY2001-02	ADOPTED FY2002-03
<b>CITY MANAGER</b>					
INTERNATIONAL CENTER RENT	\$20,434	\$20,822	\$40,408	\$40,408	\$40,408
INTERNATIONAL CENTER DUES		\$500			
MISCELLANEOUS REVENUE	\$11,500		\$20,000		
MISCELLANEOUS REVENUE	\$3,120			\$19,877	
<b>CITY MANAGER</b>	<b>\$35,054</b>	<b>\$21,322</b>	<b>\$60,408</b>	<b>\$60,285</b>	<b>\$40,408</b>
<b>CITY SECRETARY</b>					
REV FROM CULTURE DISTRICT	\$40				
SALE OF CITY CODES	\$10	\$15		\$8	
FILING FEES		\$1,000			
SALE OF PROCLAMATIONS	\$70				
MISCELLANEOUS REVENUE	\$360	\$1,250	\$132	\$563	\$132
<b>CITY SECRETARY</b>	<b>\$480</b>	<b>\$2,265</b>	<b>\$132</b>	<b>\$571</b>	<b>\$132</b>
<b>CODE COMPLIANCE</b>					
WRECKING/MOVING PMTS		\$17,172	\$30,000	\$144,782	\$165,846
SALE OF JUNKED VEHICLES			\$364		\$364
APARTMENT INSPECTION FEE		\$350,127	\$428,700	\$222,936	\$428,700
SECURING VACANT STRUCTURE		\$31,777	\$43,400	\$11,946	\$43,400
PENALTY SECURE VAC STRUT		\$22,007	\$64,734	\$24,812	\$64,734
WEED CUTTING FEES		\$473,066	\$861,989	\$861,989	\$861,989
WEED CUTTING PENALTIES		\$78,487	\$151,185	\$80,825	\$78,912
<b>CODE COMPLIANCE</b>		<b>\$972,636</b>	<b>\$1,580,372</b>	<b>\$1,347,290</b>	<b>\$1,643,945</b>
<b>DEVELOPMENT</b>					
TEMP ENCROACHMENTS	\$166,416	\$253,626	\$232,800	\$84,201	\$93,158
PERM ENCROACHMENTS	\$12,740	\$7,020	\$4,800	\$13,268	\$13,507
WRECKING/MOVING PMTS	\$32,938	\$25,032	\$5,966	\$15,290	\$13,983
HOUSE MOVERS PERMITS FEES	\$5,652	\$6,175	\$3,566	\$7,457	\$7,257
CERTIFICATE OF OCCUPANCY	\$1,862	\$3,550	\$5,760	\$900	\$1,000
PLUMBING BUS REGISTRATION	\$57,975	\$58,325	\$75,000	\$68,565	\$72,592
ELEC JRNY LIC & REG	\$32,388	\$32,007	\$39,000	\$40,994	\$46,446
ELEC MSTR LIC & REG	\$111,500	\$111,475	\$212,000	\$159,300	\$178,609
MTR VEH JUNK YD & REG	\$100	\$25		\$15	
MECH LIC & REG	\$60,375	\$59,890	\$70,300	\$101,475	\$107,790
SIGN LIC & REG	\$13,200	\$13,225	\$14,700	\$15,713	\$17,875
TEMP POWER PERMITS	\$6,445	\$7,171	\$10,000	\$8,798	\$9,252
ZONING LETTER		\$20			
BOARD OF ADJUSTMENT FEES	\$77,295	\$65,839	\$84,500	\$100,605	\$98,702
ZONING COMMISSION FEES	\$174,927	\$181,369	\$208,100	\$208,100	\$209,141
SEXUALLY ORIENTED FEES		\$10			
BED & BREAKFAST FEES				\$64	

Department	ACTUAL FY1999-00	ACTUAL FY2000-01	ADOPTED FY2001-02	RE-ESTIMATE FY2001-02	ADOPTED FY2002-03
MOVING/WRECKING REG	\$6,001	\$7,827	\$8,600	\$4,472	\$4,448
PLANNING COMMISSION FEES	\$269,698	\$305,390	\$301,500	\$317,625	\$305,887
BUILDING PERMITS	\$2,997,702	\$2,642,263	\$3,107,000	\$2,872,333	\$3,053,875
ORDINANCE INSPECTIONS	\$235,040	\$232,835	\$280,000	\$201,165	\$202,237
COMM FACILITY AGREEMENT	\$60	\$11,022			
ELECTRICAL PERMITS	\$325,297	\$319,166	\$338,200	\$272,484	\$283,396
PLAN CHECK FEES	\$2,940	\$22,493	\$3,096	\$15,291	\$17,055
BILLBOARD REGISTRATION	\$4,650	\$58,975	\$2,000	\$5,513	\$6,331
ENCROACHMENT LETTERS	\$1,580	\$2,272	\$1,737	\$2,114	\$2,048
MECHANICAL PERMITS	\$135,616	\$109,701	\$106,300	\$112,278	\$114,112
PLUMBING PERMITS	\$238,330	\$224,614	\$223,490	\$282,639	\$288,138
THIRD PARTY PLUMBING		\$9,599	\$10,306	\$5,132	\$2,849
THIRD PARTY BUILDING		\$242,539	\$180,000	\$424,839	\$398,721
EXAMINATION FEES	\$241	\$908	\$1,500	\$144	\$166
SIGN PERMITS	\$82,124	\$76,904	\$91,000	\$74,826	\$75,301
RESID REMODEL CONT	\$40,439	\$38,367	\$44,400	\$19,500	\$20,157
BOARD APPEALS - CFPBOA	\$4,240	\$4,800	\$3,744	\$7,170	\$6,099
CONST CODE BOOK SALES	\$8,975	\$9,239	\$8,031	\$29,741	\$31,334
MOBILE HOME ORD INSP	\$11,110	\$7,750	\$6,480	\$3,900	\$4,307
REINSPECTION FEES	\$27,466	\$10,741	\$11,084	\$6,404	\$6,433
DOUBLE PERMIT FEE	\$12,749	\$3,542	\$15,900	\$2,129	\$2,135
AFTER HOURS FEE	\$120	\$390		\$450	
MISCELLANEOUS REVENUE	\$14,447	\$10,009	\$33,214	\$10,938	\$12,000
MAP SALE REVENUE	\$2,684	\$1,823	\$2,160	\$1,515	\$2,160
<b>DEVELOPMENT</b>	\$5,175,322	\$5,177,928	\$5,746,234	\$5,497,347	\$5,708,501
<b>ECONOMIC AND COMMUNITY DEV</b>					
INTERNATIONAL CENTER RENT					\$25,884
MISCELLANEOUS REVENUE				\$60	
<b>ECONOMIC AND COMMUNITY DEV</b>				\$60	\$25,884
<b>EMPLOYMENT &amp; TRAINING</b>					
RECOVERY OF C/Y OPERATING		\$21,861			
<b>EMPLOYMENT &amp; TRAINING</b>		\$21,861			
<b>ENVIRONMENTAL MANAGEMENT</b>					
POWER WASHER FEES	\$2,424	\$2,247	\$2,500	\$3,357	\$3,504
MISCELLANEOUS REVENUE	\$4,211	\$1,261	\$3,619	\$372	\$2,000
MISCELLANEOUS REVENUE	\$5,000	\$9,050		\$7,125	
ENVIRON AUDIT INFORMATION	\$656	\$807	\$1,446	\$1,119	\$1,660
<b>ENVIRONMENTAL MANAGEMENT</b>	\$12,291	\$13,365	\$7,565	\$11,973	\$7,164
<b>FINANCE</b>					
CURRENT PROPERTY TAXES	\$152,590,741	\$168,763,877	\$182,038,575	\$185,472,958	\$196,464,000

<b>Department</b>	<b>ACTUAL FY1999-00</b>	<b>ACTUAL FY2000-01</b>	<b>ADOPTED FY2001-02</b>	<b>RE-ESTIMATE FY2001-02</b>	<b>ADOPTED FY2002-03</b>
PY DELINQUENT PROP TAX	\$2,888,311	\$2,243,418	\$2,489,346	\$2,949,500	\$3,003,605
VEHICLE INVENTORY TAX	\$139,963	\$89,024	\$130,000	\$130,000	\$130,000
INT/PEN CHAS-DEL TX	\$1,843,246	\$1,875,732	\$1,606,458	\$1,968,791	\$1,985,032
TAX ATTORNEY REVENUE	(\$31,971)	(\$11,718)			
GROSS RECEIPTS-TELEPHONE	\$7,742,814	\$7,151,165	\$7,800,000	\$7,800,000	\$7,800,000
SALES TAX REVENUE	\$72,174,145	\$73,050,386	\$76,128,976	\$73,572,266	\$73,540,577
STATE MIXED BEVERAGE TAX	\$1,594,325	\$1,586,396	\$1,675,000	\$1,532,479	\$1,540,141
GROSS RECEIPTS-BINGO	\$169,511	\$330,921	\$170,010	\$641,752	\$350,000
TU FRANCHISE FEE	\$21,185,754	\$27,392,677	\$22,500,000	\$22,500,000	\$22,500,000
LSG FRANCHISE FEE	\$3,045,295	\$4,536,173	\$4,000,000	\$4,000,000	\$4,000,000
TELCOM FRANCHISE FEE	\$489,617	\$1,936,486	\$1,850,000	\$1,850,000	\$1,850,000
TAXICAB FRANCHISE FEE	\$69,500	\$16,500	\$91,000	\$146,813	\$168,625
STREET RENTAL-CABLE TV	\$2,165,427	\$2,418,057	\$2,603,000	\$2,603,000	\$2,616,015
FRANCHISE FEE-ELECTRIC	\$1,089		\$200	\$200	\$200
STREET RENTAL-WATER	\$7,662,185	\$7,968,576	\$8,239,147	\$8,193,018	\$8,432,447
LICENSE FEES	\$154,166	\$154,889	\$164,100	\$157,037	\$160,589
JUNK DEALER'S LICENSE FEE	\$4,467	\$5,508	\$7,070	\$3,824	\$4,128
SERVICE STATION LICENSE F	\$6,708	\$5,558	\$6,300	\$7,782	\$8,662
OTHER OCCUPATIONAL LICENS	\$6,155	\$6,735	\$7,900	\$6,612	\$7,233
COIN OPERATED MACHINES FE	\$29,521	\$25,942	\$29,700	\$40,452	\$46,204
DANCE HALL FEES	\$12,200	\$10,760	\$12,800	\$11,550	\$12,232
INTEREST ON INVESTMENTS	\$3,882,135	\$4,194,204	\$5,951,000	\$4,042,053	\$4,100,000
UNREALIZED GAIN	\$13,437	\$1,731,042			
INT ON GF INVESTMENT	\$276,915	\$259,503	\$307,800	\$307,800	\$307,800
CASA MANANA LEASE			\$1,200	\$1,200	\$1,200
SALE OF SURPLUS STREETS &	\$28,540	\$70,988	\$9,072	\$62,688	\$63,001
SALVAGE SALES	\$988	\$330,691	\$500,000	\$290,088	\$332,654
INFRASTRUCTURE SHARING			\$130,000	\$130,000	\$130,000
REIMB INDIRECT COSTS	\$443,447	\$435,479	\$280,800	\$520,574	\$449,312
REV FROM FRINGE BENEFITS	\$10,034				
911 REVENUE			\$304,008	\$304,008	\$305,528
ENGINEERING FEES	\$2,422	\$2,217	\$4,480	\$14	\$15
SERVICES TO AMERICAN AIRL	\$15,000	\$15,000		\$5,625	\$6,461
WATER DEPT.ADMN.CHARGE	\$2,564,269	\$2,717,198	\$2,682,493	\$2,682,493	\$2,938,498
CABLE FUND ADMIN CHARGE	\$57,875	\$17,205	\$58,876	\$58,877	\$55,716
GOLF COURSE ADM CHG	\$243,459	\$302,574	\$324,256	\$324,257	\$508,111
PARKING BLDG ADM CHG	\$25,704	\$25,704	\$58,986	\$58,986	\$48,893
SOLID WASTE ADMIN CHG	\$81,451	\$11,548	\$393,529	\$393,529	\$441,365
REVENUE FROM PAYROLL SERV	\$73,734	\$73,185	\$73,500	\$73,500	\$73,867
ADM CHG RETIREMENT	\$24,999	\$17,206	\$20,272		
SECURING VACANT STRUCTURE	(\$285)				
TRANSFERS FM GG04	\$971,807	\$971,807	\$1,265,704	\$1,265,704	\$1,631,714
XFERS FM FUND FE71			\$139,217	\$139,217	\$240,746

<b>Department</b>	<b>ACTUAL FY1999-00</b>	<b>ACTUAL FY2000-01</b>	<b>ADOPTED FY2001-02</b>	<b>RE-ESTIMATE FY2001-02</b>	<b>ADOPTED FY2002-03</b>
TR FR OFC SVCS FND	\$140,875	\$140,875	\$257,094	\$257,094	\$197,268
MISCELLANEOUS REVENUE		\$150			
SUBROGATION REVENUE			\$75,000		
WORKER'S COMP REIMBURSEME			\$20,000		
MISCELLANEOUS REVENUE		\$54		\$612	
MISCELLANEOUS REVENUE	\$1,097,136	\$23,645	\$50,000	\$79,390	\$50,000
MISCELLANEOUS REVENUE	\$99,288	\$85,386	\$63,000	\$266,693	\$63,000
MISCELLANEOUS REVENUE				\$11,639	
MISCELLANEOUS REVENUE	\$111,981	\$172,464	\$10,000	\$1,736	\$10,000
OPEN RECORDS REVENUE		\$34			
OPEN RECORDS REVENUE	\$2,194	\$1,575	\$4,251	\$383	\$4,251
OPEN RECORDS REVENUE				\$66	
RETURNED CK PROCESSING CH	\$50				
RETURNED CK PROCESSING CH	\$7,189	\$8,203	\$10,000	\$11,507	\$10,000
REV FOR PAY\$ PROGRAM	\$30,042	\$30,000	\$61,400	\$30,000	\$61,400
<b>FINANCE</b>	<b>\$284,147,855</b>	<b>\$311,194,999</b>	<b>\$324,605,520</b>	<b>\$324,907,767</b>	<b>\$336,650,490</b>
<b>FIRE</b>					
BICYCLE REGISTRATION	\$158	\$90	\$100	\$48	\$75
FIRE-RELATED PERMITS			\$101,500	\$37,029	\$40,850
FIRE-RELATED PERMITS	\$62,064	\$52,609			
HAZMAT REIMBURSEMENTS		\$12,849			
EMERG MGMT MATCHING FDS R	\$170,570	\$34,040	\$134,700	\$134,700	\$143,036
EMERG MGMT REV-TARRA	\$68,777	\$65,138	\$66,900	\$66,900	\$70,823
FALSE FIRE ALARM FEES				\$2,700	\$2,000
FALSE FIRE ALARM FEES		\$200			
MOBILE FUEL FEE				\$11,400	\$13,094
MOBILE FUEL FEE		\$11,200			
FIRE ALARM SYS REGIS	\$316,114	\$549,951			
FIRE ALARM SYS REGIS			\$435,900	\$512,357	\$506,665
FIRE SVC-BENBROOK	\$215,489	\$200,107	\$232,055	\$232,055	\$232,060
FIRE INSPECTION FEES	\$309,558	\$302,869			
FIRE INSPECTION FEES			\$364,700	\$257,492	\$261,195
FIRE INSPECTION FEES			\$80,000	\$35,343	\$30,992
FIRE SVC-WESTOVER HI	\$128,334	\$128,334	\$266,900	\$128,334	\$130,827
MISC REVENUE	\$7,778	\$746	\$1,500	\$43,735	\$1,500
FEE:FIRE REPORTS & MISC R			\$3,230	\$4,532	\$5,000
FEE:FIRE REPORTS & MISC R	\$2,124	\$7,265			
FEE:FIRE REPORTS & MISC R				\$138	
MISCELLANEOUS REVENUE		\$150			
MISCELLANEOUS REVENUE		\$96,133			
OPEN RECORDS REVENUE		\$286	\$200	\$255	\$200
UNUSED FACILITY FUNDS		\$48,392			



Department	ACTUAL FY1999-00	ACTUAL FY2000-01	ADOPTED FY2001-02	RE-ESTIMATE FY2001-02	ADOPTED FY2002-03
UNUSED FACILITY FUNDS				\$144,973	\$66,500
<b>FIRE</b>	\$1,280,966	\$1,510,359	\$1,687,685	\$1,611,991	\$1,504,817
<b>HUMAN RELATIONS COMMISSION</b>					
MISCELLANEOUS REVENUE		\$8,800		\$221	
<b>HUMAN RELATIONS COMMISSION</b>		\$8,800		\$221	
<b>HUMAN RESOURCES</b>					
WORKER'S COMP REIMBURSEME				\$42,908	\$40,000
MISCELLANEOUS REVENUE	\$30		\$264		\$264
<b>HUMAN RESOURCES</b>	\$30		\$264	\$42,908	\$40,264
<b>LAW DEPARTMENT</b>					
REVENUE FROM D F W ASSIST	\$187,284	\$168,266	\$181,800	\$230,234	\$264,440
MISCELLANEOUS REVENUE	\$173	\$3,225		\$9,890	
OPEN RECORDS REVENUE	\$4,949	\$813		\$953	
<b>LAW DEPARTMENT</b>	\$192,406	\$172,304	\$181,800	\$241,077	\$264,440
<b>LIBRARY</b>					
OPEN RECORDS REQUEST		\$26			
MICRO-COMPUTER REVENUE		\$38			
MICRO-COMPUTER REVENUE	\$4				
MICRO-COMPUTER REVENUE	\$1,729	\$43		\$27	
MICRO-COMPUTER REVENUE	\$136	\$30			
MISCELLANEOUS CHARGES	\$6,699	\$6,509	\$6,500	\$7,367	\$6,500
MISCELLANEOUS CHARGES	\$8,402	\$9,906	\$9,650	\$9,059	\$9,650
MISCELLANEOUS CHARGES	\$994	\$922	\$900	\$1,595	\$1,500
MISCELLANEOUS CHARGES	\$777	\$885	\$750	\$2,433	\$1,500
MISCELLANEOUS CHARGES	\$1,840	\$2,140	\$1,950	\$3,218	\$2,500
MISCELLANEOUS CHARGES	\$1,015	\$877	\$900	\$1,092	\$900
MISCELLANEOUS CHARGES	\$1,296	\$880	\$2,213	\$2,955	\$2,213
MISCELLANEOUS CHARGES	\$988	\$1,091	\$900	\$1,530	\$900
MISCELLANEOUS CHARGES	\$352	\$381	\$375	\$992	\$500
MISCELLANEOUS CHARGES	\$1,075	\$1,608	\$1,525	\$1,965	\$1,800
MISCELLANEOUS CHARGES	\$1,565	\$4,819	\$3,025	\$6,995	\$5,000
MISCELLANEOUS CHARGES		\$1,998	\$1,250	\$2,673	\$2,600
MISCELLANEOUS CHARGES	\$915	\$1,191	\$618	\$717	\$618
MISCELLANEOUS CHARGES	\$1,055	\$1,643	\$1,300	\$531	\$850
RETRIVAL FEES	\$51				
RETRIVAL FEES				\$2	
RETRIVAL FEES	\$17				
OVERDUE BOOK CHARGES	\$21,031	\$22,315	\$23,400	\$22,121	\$23,400
OVERDUE BOOK CHARGES	\$8,206	\$6,298	\$13,000	\$14,837	\$13,000
OVERDUE BOOK CHARGES	\$19,670	\$22,894	\$25,000	\$20,792	\$25,000

<b>Department</b>	<b>ACTUAL FY1999-00</b>	<b>ACTUAL FY2000-01</b>	<b>ADOPTED FY2001-02</b>	<b>RE-ESTIMATE FY2001-02</b>	<b>ADOPTED FY2002-03</b>
OVERDUE BOOK CHARGES	\$14,170	\$14,526	\$8,500	\$7,110	\$8,500
OVERDUE BOOK CHARGES	\$10,581	\$9,416	\$9,000	\$10,397	\$9,500
OVERDUE BOOK CHARGES	\$7,360	\$8,977	\$9,000	\$8,261	\$8,000
OVERDUE BOOK CHARGES		\$20,948	\$11,000	\$31,847	\$30,800
OVERDUE BOOK CHARGES	\$9,676	\$9,659	\$10,000	\$8,793	\$9,000
OVERDUE BOOK CHARGES	\$317	\$818		\$1,824	
OVERDUE BOOK CHARGES	\$2,992	\$3,059	\$3,000	\$3,042	\$3,000
OVERDUE BOOK CHARGES	\$7,853	\$6,703	\$6,500	\$8,355	\$7,000
OVERDUE BOOK CHARGES	\$73,457	\$78,013	\$80,600	\$77,379	\$80,600
OVERDUE BOOK CHARGES	\$38,554	\$40,077	\$40,000	\$43,074	\$40,000
OVERDUE BOOK CHARGES	\$88,491	\$89,040	\$88,000	\$88,259	\$88,000
LOST BOOK PAYMENTS		\$1,382	\$850	\$2,165	\$3,600
LOST BOOK PAYMENTS	(\$218)	(\$572)			
LOST BOOK PAYMENTS	\$356	\$407	\$320	\$426	\$320
LOST BOOK PAYMENTS	\$1,764	\$1,253	\$800	\$923	\$800
LOST BOOK PAYMENTS	\$271	\$561	\$500	\$492	\$500
LOST BOOK PAYMENTS	\$1,342	\$750	\$1,200	\$284	\$250
LOST BOOK PAYMENTS	\$2,286	\$2,563	\$2,000	\$1,949	\$2,000
LOST BOOK PAYMENTS	\$1,138	\$1,127	\$1,350	\$846	\$900
LOST BOOK PAYMENTS	\$1,989	\$1,408	\$1,500	\$1,499	\$1,500
LOST BOOK PAYMENTS	\$1,275	\$529	\$2,117	\$1,142	\$1,500
LOST BOOK PAYMENTS	\$5,451	\$5,227	\$6,000	\$4,068	\$4,000
LOST BOOK PAYMENTS	\$10,339	\$10,305	\$10,000	\$6,449	\$10,000
LOST BOOK PAYMENTS	\$3,279	\$3,012	\$3,100	\$2,501	\$3,100
LOST BOOK PAYMENTS	\$367	\$205	\$300	\$278	\$300
SPECIAL GIFTS TO LIBRARY	\$967				
SPECIAL GIFTS TO LIBRARY	\$1	\$44			
SPECIAL GIFTS TO LIBRARY	\$15	\$16		\$38	
SPECIAL GIFTS TO LIBRARY				\$129	
SPECIAL GIFTS TO LIBRARY	\$21	\$35		\$150	
SPECIAL GIFTS TO LIBRARY		\$2			
SPECIAL GIFTS TO LIBRARY		\$1		\$35	
SPECIAL GIFTS TO LIBRARY		\$30			
SPECIAL GIFTS TO LIBRARY	\$19	\$12			
SPECIAL GIFTS TO LIBRARY				\$29	
SPECIAL GIFTS TO LIBRARY	\$50	\$128		\$396	
COPY MACHINE FEES	\$459	\$559	\$350	\$630	\$350
BOOK SALE REVENUE	\$1,462	\$547			
MATERIALS RESERVATION CHA	\$9	\$11	\$10	\$3	\$10
MATERIALS RESERVATION CHA	\$497	\$708	\$575	\$402	\$300
MATERIALS RESERVATION CHA	\$123	\$55	\$75	\$107	\$75
MATERIALS RESERVATION CHA	\$8	\$8	\$10	\$3	\$10
MATERIALS RESERVATION CHA	\$209	\$222	\$200	\$240	\$200

<b>Department</b>	<b>ACTUAL FY1999-00</b>	<b>ACTUAL FY2000-01</b>	<b>ADOPTED FY2001-02</b>	<b>RE-ESTIMATE FY2001-02</b>	<b>ADOPTED FY2002-03</b>
MATERIALS RESERVATION CHA		\$101	\$75	\$110	\$75
MATERIALS RESERVATION CHA	\$191	\$152	\$175	\$174	\$175
MATERIALS RESERVATION CHA	\$74	\$33	\$30	\$14	\$30
MATERIALS RESERVATION CHA	\$302	\$223	\$175	\$263	\$175
MATERIALS RESERVATION CHA	\$2	\$5		\$11	
MATERIALS RESERVATION CHA	\$301	\$186	\$210	\$284	\$210
MATERIALS RESERVATION CHA	\$7	\$18	\$25	\$68	\$25
MATERIALS RESERVATION CHA	\$52	\$154	\$200	\$47	\$50
MATERIALS RESERVATION CHA	\$73	\$19	\$120	\$45	\$50
OUT-OF-COUNTY FEE	\$638	\$510	\$700	\$585	\$500
OUT-OF-COUNTY FEE	\$60	\$75	\$20	\$75	\$20
OUT-OF-COUNTY FEE	\$7,800	\$6,526	\$6,500	\$4,398	\$5,000
OUT-OF-COUNTY FEE	\$8,226	\$7,931	\$7,500	\$7,695	\$7,500
OUT-OF-COUNTY FEE	\$170	\$155	\$50	\$203	\$100
OUT-OF-COUNTY FEE		\$70		\$15	
OUT-OF-COUNTY FEE	\$874	\$505	\$450	\$338	\$450
OUT-OF-COUNTY FEE		\$631	\$400	\$705	\$400
OUT-OF-COUNTY FEE	\$50	\$45	\$40	\$113	\$80
OUT-OF-COUNTY FEE	\$319	\$295	\$165	\$98	\$165
OUT-OF-COUNTY FEE	\$31	\$10	\$10	\$15	\$10
OUT-OF-COUNTY FEE	\$120	\$50	\$100	\$75	\$100
OUT-OF-COUNTY FEE	\$1,160	\$1,163	\$1,005	\$465	\$500
OUT-OF-COUNTY FEE	\$185	\$240	\$225	\$405	\$225
MEETING ROOM RENTAL			\$200	\$225	\$100
MEETING ROOM RENTAL	\$1,290	\$1,250	\$1,000	\$1,725	\$1,500
MEETING ROOM RENTAL			\$50		\$50
MEETING ROOM RENTAL	\$1,860	\$2,430	\$2,000	\$2,348	\$2,000
MEETING ROOM RENTAL	\$511	\$2,165	\$4,000	\$3,375	\$2,000
MEETING ROOM RENTAL		\$210			
LOST KEY REVENUE		\$30			
MICROFICHE COPIER REVENUE	\$18				
MICROFICHE COPIER REVENUE		\$1			
MICROFICHE COPIER REVENUE		\$15			
MICROFICHE COPIER REVENUE	\$1				
MICROFICHE COPIER REVENUE		\$16			
MICROFICHE COPIER REVENUE	\$2,745	\$1,786	\$1,800	\$1,689	\$1,800
MICROFICHE COPIER REVENUE	\$4,130	\$1,852	\$3,500	\$89	\$100
MICROFICHE COPIER REVENUE		\$26			
SECURITY FUND TRANSFER		\$10,000			
Transfers FM FE88	\$22,390	\$80,000			
Transfers FM FE88		\$17,580			
<b>LIBRARY</b>	<b>\$418,327</b>	<b>\$534,723</b>	<b>\$420,838</b>	<b>\$440,078</b>	<b>\$435,936</b>

<b>Department</b>	<b>ACTUAL FY1999-00</b>	<b>ACTUAL FY2000-01</b>	<b>ADOPTED FY2001-02</b>	<b>RE-ESTIMATE FY2001-02</b>	<b>ADOPTED FY2002-03</b>
<b>MUNICIPAL COURT</b>					
TRAFFIC FINES-DELINQUENT	\$2,809,040	\$2,638,752	\$2,804,000	\$2,438,743	\$2,510,000
CHILD SAFTY FUND	\$66,258	\$81,566	\$75,789	\$64,826	\$66,356
UNFORM TRAFFIC ACT	\$316,367	\$338,109	\$334,000	\$306,751	\$307,396
NISI FEES	\$349	\$422		\$142	\$277
SECURITY FEE	\$521	(\$658)			\$372
TPP FEES	\$189,527	\$108,941	\$97,000	\$157,172	\$162,134
CC - NOTICE TO APPEAR	\$18,410	\$31,325	\$29,000	\$33,535	\$33,990
CC - PAYMENTS	\$352,741	\$621,386	\$626,600	\$810,965	\$807,855
DEFERRED DISPOSITION	\$2,000,180	\$1,783,777	\$1,824,000	\$2,417,836	\$2,420,000
BAT TAX	(\$3,375)	(\$6,267)		\$1,837	\$1,729
TPP-COURT IMPROVEMENTS	\$238	\$30,105	\$29,000	\$36,731	\$36,909
TECHNOLOGY FEE	\$344	(\$370)			
GENERAL FINES-DELINQUENT	\$768,292	\$659,619	\$686,000	\$613,665	\$599,604
PENALTY FEES	\$1,615,273	\$1,642,426	\$1,912,000	\$1,216,622	\$1,233,283
NTA FEE TRAFFIC CURRENT	\$414,714	\$459,975	\$476,900	\$444,286	\$448,138
CIVIL PARKING-CURRENT	\$306,934	\$341,675	\$390,400	\$243,989	\$209,333
NTA FEE TRAFFIC DELINQUEN	\$188,560	\$160,159	\$182,700	\$123,396	\$120,049
CIVIL PARKING-DELINQUENT	\$478,413	\$378,476	\$339,600	\$422,671	\$436,847
NTA FEE GENERAL CURRENT	\$36,204	\$41,452	\$44,100	\$44,147	\$44,100
CASH BOND RECEIPTS	(\$1,109)	\$15,752		\$2,081	\$2,364
NTA FEE GENERAL DELINQUEN	\$22,337	\$18,637	\$21,600	\$15,502	\$14,952
DRIVING SAFETY COURSE FEE	\$133,073	\$147,000	\$146,700	\$136,036	\$138,253
OPEN RECORDS REQUEST	\$301	\$1,596	\$2,292	\$504	\$1,048
NISI CASH JUDGEMENT	\$75,168	\$62,964	\$107,760	\$11,268	\$13,353
FWISD TRUANCY COURT		\$60,942	\$212,559	\$276,936	\$464,676
COPYING COURT DOCUMENT	\$410	\$157	\$230	\$68	\$122
TRAFFIC FINES CURRENT	\$1,920,818	\$2,453,121	\$2,733,000	\$2,548,483	\$2,567,115
COURT SERVICE FEE-10%	\$515,697	\$550,705	\$542,000	\$509,711	\$510,558
GENERAL FINES-CURRENT	\$503,280	\$643,796	\$722,800	\$866,872	\$1,075,000
APPEAL FEES	\$50	\$25		\$165	\$150
REIMBURSE MAGISTRATIVE CO	\$32,416	\$35,536	\$35,662	\$35,662	
ENGINEERING FEES	\$3,115	\$3,676	\$4,540	\$4,133	\$4,134
ADM FEES-\$10/OFFENSE	\$88,901	\$98,252	\$105,223	\$103,445	\$108,800
ADM FEES-TEEN COURT	\$33,802	\$33,897	\$33,500	\$36,863	\$35,051
TRANSFERS	\$294,041	\$345,420	\$346,120	\$346,120	\$440,853
SECURITY FUND TRANSFER		\$506,960	\$378,039	\$410,876	\$398,611
SECURITY FUND TRANSFER	\$108,771				
CITATION LISTING FEES	\$5,921	\$6,870	\$8,020	\$8,355	\$7,000
JURY FEE REVENUE	\$130	\$493	\$50	\$15	\$50
UNIDENTIFIED COURT RECEIP	\$246	\$1,233	\$50	\$297	\$1,157
MISCELLANEOUS REVENUE	\$6,023	\$1,261		\$2,775	
RETURNED CK PROCESSING CH	\$515	\$650	\$250	\$1,013	\$5,000

Department	ACTUAL FY1999-00	ACTUAL FY2000-01	ADOPTED FY2001-02	RE-ESTIMATE FY2001-02	ADOPTED FY2002-03
<b>MUNICIPAL COURT</b>	\$13,302,896	\$14,299,813	\$15,251,484	\$14,694,494	\$15,226,619
<b>NON-DEPARTMENTAL</b>					
TRANSFER FROM FUND GC10		\$55,000			
MISCELLANEOUS REVENUE		(\$31,000)			
MISCELLANEOUS REVENUE				\$11,619	
<b>NON-DEPARTMENTAL</b>		\$24,000		\$11,619	
<b>PARKS &amp; COMMUNITY SERVICES</b>					
CONCESSION-ATHLETIC FIELD	\$4,076		\$2,000	\$2,000	\$2,000
AUDITORIUM RENTAL	\$26,725	\$43,688	\$45,000	\$43,569	\$49,385
BRADLEY CENTER RENTAL	\$3,266	\$4,767	\$7,500	\$2,446	\$2,549
E-WISE PROGRAM	\$51,884	\$30,716	\$35,448	\$48,076	\$48,316
VENDING COMMISSION	\$2,540	\$2,312	\$2,371	\$1,466	\$2,371
VENDING COMMISSION	\$1,249	\$1,208	\$1,327		\$1,327
VENDING COMMISSION	\$774	\$764	\$696	\$83	\$696
VENDING COMMISSION	\$3,630	\$2,176	\$3,461	\$324	\$2,176
VENDING COMMISSION		\$115			
VENDING COMMISSION	\$2,698	\$2,370	\$3,002	\$1,835	\$2,300
VENDING COMMISSION	\$2,174	\$2,706	\$2,102	\$1,463	\$2,102
VENDING COMMISSION	\$1,170	\$658	\$1,239	\$569	\$1,239
RENTAL FEES	\$492	\$570	\$694		\$694
RENTAL FEES	(\$50)		\$100	\$150	\$200
RENTAL FEES	\$1,525	\$1,619	\$2,828	\$2,615	\$2,100
RENTAL FEES	\$981	\$1,042	\$1,318	\$1,341	\$1,500
RENTAL FEES	\$4,520	\$4,484	\$4,212	\$4,193	\$5,050
RENTAL FEES	\$175	\$105	\$300	\$60	\$150
RENTAL FEES	\$3,590	\$4,574	\$3,500	\$7,112	\$3,070
RENTAL FEES	\$4,792	\$4,192	\$5,000	\$4,674	\$5,400
RENTAL FEES	\$75				
RENTAL FEES	\$3,174	\$3,613	\$4,000	\$2,220	\$4,000
RENTAL FEES	\$59		\$101		\$101
RENTAL FEES	\$125	\$395			
RENTAL FEES	\$225	\$484	\$300	\$897	\$300
RENTAL FEES	\$75	\$485	\$150		\$300
RENTAL FEES	\$887	\$2,346	\$1,000	\$1,464	\$2,200
RENTAL FEES			\$150		
RENTAL FEES	\$545	\$885	\$500	\$128	\$500
RENTAL FEES	\$990	\$2,838	\$339	\$3,926	\$339
RENTAL FEES	\$170	\$310	\$300	\$828	\$583
RENTAL FEES	\$1,688	\$2,583	\$800	\$3,162	\$1,800
RENTAL FEES				\$2,213	\$1,100
CUSTODIAL FEES	\$115		\$283		

<b>Department</b>	<b>ACTUAL FY1999-00</b>	<b>ACTUAL FY2000-01</b>	<b>ADOPTED FY2001-02</b>	<b>RE-ESTIMATE FY2001-02</b>	<b>ADOPTED FY2002-03</b>
CUSTODIAL FEES		\$7			
CUSTODIAL FEES		\$320			
MO AGENCY RENTAL	\$3,974	\$3,974	\$3,406	\$3,974	\$3,406
MO AGENCY RENTAL	\$4,727	\$4,344	\$4,380	\$4,344	\$4,344
MO AGENCY RENTAL	\$13,986	\$12,910		\$12,911	
MO AGENCY RENTAL	\$4,008	\$4,008	\$14,435	\$4,008	\$4,008
MO AGENCY RENTAL	\$4,276	\$4,276		\$4,277	\$4,276
MO AGENCY RENTAL	\$17,966	\$17,292	\$14,165	\$17,292	\$14,165
MO AGENCY RENTAL	\$4,764	\$4,764	\$4,083	\$4,764	\$4,083
PUTTING COURSE FEES	\$61,278	\$52,670	\$60,000	\$77,744	\$60,000
REGISTRATION	\$4,296		\$8,000		\$4,800
REGISTRATION	\$200				
REGISTRATION	\$65				
REGISTRATION	\$30		\$120		\$480
REGISTRATION	\$170	\$50		\$23	
REGISTRATION			\$500		
RENT	\$548				
CERAMICS	\$4		\$500		
CERAMICS	\$138		\$100		
NATURE CENTER ENTRY FEES	\$5,284	\$5,453	\$5,299	\$6,255	\$5,500
POLE BANNERS	\$200	\$200			
FESTIVAL EQUIPMENT	\$6,292	\$9,491	\$50,000	\$7,012	\$10,000
SITE RESERVATIONS	\$47,905	\$40,561	\$50,000	\$20,084	\$19,347
SWIMMING POOLS FEES	\$47,440	\$47,961	\$40,000	\$4,350	\$4,996
ACTIVITY FEES-ATHLETICS	\$225,081	\$209,019	\$273,900	\$217,048	\$240,689
LCV ADMISSIONS	\$51,600	\$49,240	\$48,000	\$47,381	\$49,383
CONTRACT INSTR REVENUE	\$20	\$6		\$18	
CONTRACT INSTR REVENUE	\$2,510	\$2,188	\$2,780	\$2,810	\$2,780
CONTRACT INSTR REVENUE	\$13,330	\$12,769	\$14,110	\$11,108	\$16,320
CONTRACT INSTR REVENUE		\$301			
CONTRACT INSTR REVENUE				\$95	
CONTRACT INSTR REVENUE	\$1,908	\$1,154	\$2,000	\$1,569	\$2,000
CONTRACT INSTR REVENUE	\$1,809	\$2,400	\$1,500	\$1,619	\$2,160
CONTRACT INSTR REVENUE	\$4,876	\$9,546	\$7,000	\$13,517	\$7,020
CONTRACT INSTR REVENUE	\$18				
CONTRACT INSTR REVENUE	\$602				
CONTRACT INSTR REVENUE	\$20	\$69			
CONTRACT INSTR REVENUE	\$5,637	\$3,208	\$3,000	\$4,341	\$3,240
I. D. CARDS	\$62	\$36		\$75	\$58
I. D. CARDS				\$954	\$800
I. D. CARDS	\$1,112	\$1,606	\$1,132	\$2,763	\$1,359
I. D. CARDS	\$1,449	\$1,869	\$1,100	\$1,916	\$1,600
I. D. CARDS	\$786	\$236	\$423	\$1,572	\$423

<b>Department</b>	<b>ACTUAL FY1999-00</b>	<b>ACTUAL FY2000-01</b>	<b>ADOPTED FY2001-02</b>	<b>RE-ESTIMATE FY2001-02</b>	<b>ADOPTED FY2002-03</b>
I. D. CARDS	\$524	\$60			
I. D. CARDS	\$404	\$306	\$400	\$297	\$300
I. D. CARDS	\$300	\$256			
I. D. CARDS	\$2,318	\$1,700	\$2,944	\$2,523	\$3,200
I. D. CARDS	\$1,113	\$1,028	\$1,250	\$1,134	\$1,000
I. D. CARDS	\$68	\$32	\$150	\$162	\$50
I. D. CARDS	\$140	\$118	\$60	\$303	\$510
I. D. CARDS	\$1,478	\$128	\$1,500		\$500
I. D. CARDS	\$1,444	\$1,462	\$1,319	\$1,584	\$2,100
I. D. CARDS	\$476	\$668	\$692	\$255	\$700
I. D. CARDS	\$894	\$1,098	\$1,600	\$12	\$2,250
I. D. CARDS	\$262	\$256	\$254	\$129	\$325
I. D. CARDS	\$1,118	\$867	\$1,621	\$846	\$1,621
I. D. CARDS	\$74	\$236	\$100	\$291	\$600
LCV SOUVENIR SALES	\$13,652	\$14,158	\$12,345	\$13,355	\$14,321
MISC. PARK REVENUE		\$68,365		\$2,801	
CORNMEAL SALES	\$1,339	\$649	\$800	\$440	\$629
LEASE INCOME TENNIS OPER	\$8,665	\$5,839	\$5,500	\$3,375	\$5,500
PHOTOGRAPHY FEES	\$1,837	\$875	\$2,000	\$525	\$1,000
TRAIN CONCESSIONS	\$33,247	\$25,033	\$13,000	\$12,959	\$20,000
TRAIN RIDE TICKET SALES	\$7,507	\$11,384	\$7,500	\$7,154	\$9,500
MISCELLANEOUS REVENUE				\$60	
MISCELLANEOUS REVENUE	\$441				
MISCELLANEOUS REVENUE				\$33	
MISCELLANEOUS REVENUE		\$15,630	\$15,630		
MISCELLANEOUS REVENUE	\$550				
MISCELLANEOUS REVENUE	\$35	\$215	\$50	\$92	\$40
MISCELLANEOUS REVENUE	\$36				
MISCELLANEOUS REVENUE	\$90	\$25	\$100		\$70
MISCELLANEOUS REVENUE	\$86	\$157			
MISCELLANEOUS REVENUE	\$16,397	\$20,561	\$13,200	\$369	\$400
MAINTENANCE SERVICES	\$20,266	(\$21,126)	\$42,000		\$22,000
UNUSED FACILITY FUNDS				\$34	
<b>PARKS &amp; COMMUNITY SERVICES</b>	<b>\$777,471</b>	<b>\$773,913</b>	<b>\$863,969</b>	<b>\$659,371</b>	<b>\$697,701</b>
<b>PLANNING</b>					
SALE OF MAPS/PUBLICATIONS	\$342	\$419	\$200	\$347	\$384
TRENDICATOR				\$113	
PLANS/PUBLICATIONS	\$2,032	\$2,226	\$2,500	\$795	\$3,000
MISCELLANEOUS REVENUE	\$8,338	\$4,324	\$335		\$1,000
UNUSED FACILITY FUNDS		\$5,710		\$11,405	
<b>PLANNING</b>	<b>\$10,712</b>	<b>\$12,679</b>	<b>\$3,035</b>	<b>\$12,660</b>	<b>\$4,384</b>

<b>Department</b>	<b>ACTUAL FY1999-00</b>	<b>ACTUAL FY2000-01</b>	<b>ADOPTED FY2001-02</b>	<b>RE-ESTIMATE FY2001-02</b>	<b>ADOPTED FY2002-03</b>
<b>POLICE</b>					
WRECKER BUSINESS LICENSE	\$9,134				
WRECKER BUSINESS LICENSE		\$854	\$1,700	\$11,550	\$13,266
TAXICAB DRIVERS' LICENSES	\$9,897	\$62,820		\$15,579	\$16,791
AUCTION REVENUE	\$470		\$806	\$8	
SALE OF ABANDONED PROPERT		\$42,955	\$93,900		
SALE OF ABANDONED PROPERT		\$3,430		\$8,373	\$5,000
SALE OF ABANDONED PROPERT	\$5,525	(\$43)			
SALE OF ABANDONED VEHICLE		\$740,395	\$745,000	\$745,000	\$748,725
SALE OF ABANDONED VEHICLE	\$933,102	(\$7,866)			
ABANDONED FUNDS		\$11,295	\$23,600	\$23,600	\$23,718
ABANDONED FUNDS	\$7,868	\$11,365			
PERMIT FEE - BURGLAR ALAR	\$175,591	\$192,137	\$214,000	\$171,751	\$174,970
SVC CHARGE - BURGLAR ALAR	\$194,357	\$308,221	\$228,000	\$382,491	\$408,721
RESIDENTIAL PERMIT FEE	\$291,583	\$308,450	\$257,800	\$323,760	\$316,127
RESIDENTIAL SERVICE CHARG	\$34,897	\$56,851	\$87,300	\$52,041	\$56,368
SALE OF ACCIDENT REP	\$151,709	\$141,976	\$131,900	\$194,180	\$191,103
CRIME LABORATORY SERVICE		\$6,591	\$3,334	\$12,635	\$10,654
CRIME LABORATORY SERVICE	\$4,122	\$255		\$375	
WRECKER AUTHORIZATIONS FE		\$120		\$135	
VEHICLE POUND IMPOUNDMENT	\$116,480				
VEHICLE POUND IMPOUNDMENT		\$118,050	\$115,000	\$114,953	\$115,659
POLYGRAM EXAM FEE	\$2,200		\$1,100		
VEHICLE POUND STORAGE FEE	\$586,966	\$17,908			
VEHICLE POUND STORAGE FEE		\$626,515	\$538,600	\$599,693	\$600,000
VECHICLE POUND TOWAGE FEE	\$745,084	\$22,733			
VECHICLE POUND TOWAGE FEE		\$795,735	\$705,869	\$784,852	\$766,900
PROCEEDS FROM BICYCLE AUC	\$5,270				
PROCEEDS FROM BICYCLE AUC		\$2,594		\$3,198	\$3,000
PROCEEDS FROM BICYCLE AUC		\$1,161	\$5,871		
NOTIFICATION FEE	\$22,938				
NOTIFICATION FEE		\$24,579	\$23,700	\$22,752	\$22,193
XFERS FM CRIME DIST FUND	\$6,734,297	\$6,906,985	\$6,938,533	\$6,938,533	\$8,647,176
MISCELLANEOUS REVENUE		\$17,419	\$45	\$7,073	\$1,000
MISCELLANEOUS REVENUE		\$216			
MISCELLANEOUS REVENUE		\$12,854			
MISCELLANEOUS REVENUE		\$184,642			
MISCELLANEOUS REVENUE		\$59,646			
MISCELLANEOUS REVENUE		\$19,526			
MISCELLANEOUS REVENUE		\$19,844			
OPEN RECORDS REVENUE				\$209	
CRIMINAL RESTITUTION	\$10,952	\$10,575	\$12,600	\$9,638	\$12,600
SECONDARY EMPLOYMENT FEE	\$8,100	\$5,900		\$4,950	



<b>Department</b>	<b>ACTUAL FY1999-00</b>	<b>ACTUAL FY2000-01</b>	<b>ADOPTED FY2001-02</b>	<b>RE-ESTIMATE FY2001-02</b>	<b>ADOPTED FY2002-03</b>
AUTO SCRAP METAL SALES	\$2,727				
AUTO SCRAP METAL SALES		\$2,750	\$3,000	\$2,768	\$3,000
MISCELLANEOUS REVENUE	\$49,249	\$38,563		\$63,461	\$38,675
MISCELLANEOUS REVENUE	\$10,821	\$8,935	\$12,869	\$53,873	\$12,869
UNUSED FACILITY FUNDS		\$31,673		\$30,762	
UNUSED FACILITY FUNDS				\$9,463	\$62,306
UNUSED FACILITY FUNDS		\$11,033		\$9,769	\$66,034
UNUSED FACILITY FUNDS		\$33,582			\$118,371
UNUSED FACILITY FUNDS		\$33,683		\$245,240	\$286,904
UNUSED FACILITY FUNDS	\$1,579	\$37,419		\$44,436	
UNUSED FACILITY FUNDS		\$47,851		\$22,857	
<b>POLICE</b>	<b>\$10,114,918</b>	<b>\$10,972,177</b>	<b>\$10,144,527</b>	<b>\$10,909,958</b>	<b>\$12,722,130</b>
<b>PUBLIC EVENTS</b>					
MONTHLY PARKING	\$111,747	\$118,265	\$102,000	\$210,008	\$210,920
MONTHLY PARKING		(\$1,930)			
DAILY PARKING	\$662,739	\$548,788	\$583,000	\$582,032	\$556,531
CONTRACT PARKING	\$29,933	\$22,058	\$10,186	\$27,053	\$11,000
MONCRIEF BLDG RENTALS	\$32,864	\$43,629	\$107,390	\$47,058	\$167,390
AUDITORIUM RENTAL-W.R.M.C	\$59,547	\$77,590	\$124,700	\$93,234	\$81,622
COLISEUM RENTAL-W.R.M.C.	\$150,897	\$174,472	\$189,200	\$191,061	\$192,503
COMMERCIAL EXHIBIT BLDGS.	\$1,205,296	\$985,409	\$1,200,000	\$936,888	\$868,454
COMMERCIAL EXHIBIT BLDGS.	\$241,205	\$251,469	\$256,400	\$287,330	\$234,916
EQUESTRIAN CENTER	\$645,011	\$248,954	\$600,000	\$327,095	\$202,450
OTHER LIVESTOCK BLDGS.REN	\$49,324	\$43,130	\$55,000	\$58,842	\$63,036
STOCK SHOW RECEIPTS	\$10,000	\$124,724	\$10,000		\$2,770
CONCESSIONS - WRMC	\$525,964	\$407,031	\$406,540	\$406,766	\$314,649
CONCESSIONS - WRMC	\$441,766	\$367,489	\$489,593	\$393,146	\$394,887
ROUND-UP INN RENTAL-W.R.M	\$86,808	\$66,152	\$137,600	\$62,151	\$67,652
RECOVERY OF LABOR EXPENSE	\$524,224	\$494,740	\$591,899	\$436,080	\$594,858
RECOVERY OF LABOR EXPENSE	\$84,041	\$67,314	\$61,522	\$36,195	\$29,330
RECOVERY OF SUPPLIES EXPE	\$455,832	\$527,174	\$361,805	\$482,907	\$502,263
RECOVERY OF UTILITES EXPE	\$139,745	\$204,700	\$140,952	\$150,394	\$152,364
RECOVERY OF OTHER SERVICE	\$72,406	\$193,446	\$66,871	\$254,321	\$254,367
MISC REVENUE - FWCC	\$14,242	\$17,285	\$41,851	\$11,387	\$8,894
MISC REVENUE - FWCC	\$39,806	\$35,319	\$36,024	\$71,366	\$76,820
EQUIPMENT RENTAL	\$2,427	\$34,462	\$107,000	\$32,025	\$107,000
EQUIPMENT RENTAL	\$18,635	\$12,020	\$30,750	\$15,420	\$15,651
MERCHANDISE COMMISSION	\$27,996	\$34,779	\$18,213	\$27,892	\$25,090
RV PARKING REVENUE	\$91,722	\$98,830	\$67,154	\$132,274	\$140,042
ADMINISTRATIVE CHARGES-RE	\$7,363		\$6,243	\$6,243	\$6,274
CATERING REVENUE	\$109,358	\$207,280	\$118,000	\$188,954	\$184,485
CATERING REVENUE	\$123,776	\$69,962	\$72,752	\$68,910	\$65,497

Department	ACTUAL FY1999-00	ACTUAL FY2000-01	ADOPTED FY2001-02	RE-ESTIMATE FY2001-02	ADOPTED FY2002-03
<b>PUBLIC EVENTS</b>	\$5,964,674	\$5,474,541	\$5,992,645	\$5,537,032	\$5,531,715
<b>PUBLIC HEALTH</b>					
HEALTH PERMITS FEES		(\$51)			
HEALTH PERMITS FEES	\$976,263	\$1,038,234	\$1,100,000	\$1,054,383	\$1,100,000
HEALTH PERMIT REISSUE	\$15,525	\$15,723	\$21,133	\$15,710	\$16,133
HEALTH REINSPECTION				\$98	\$100
FOOD MANAGER CERTIFICATIO	\$3,930	\$5,867	\$5,704	\$4,523	\$5,704
LITERATURE SALES	\$531	\$367	\$715	\$248	\$715
DOG LICENSE FEES	\$123,667	\$104,511	\$125,000	\$111,268	\$107,326
TARRANT CO-HEALTH CT	\$251,930	\$247,025	\$250,000	\$250,000	\$251,250
DOG KENNEL FEES	\$19,525	\$15,540	\$25,500	\$13,086	\$13,625
DOG KENNEL FEES		\$6,888		\$5,139	
IMPOUNDMENT	\$40,100	\$37,753	\$40,000	\$44,190	\$44,941
BOARDING	\$13,994	\$12,960	\$13,000	\$13,776	\$13,601
QUARANTINE	\$19,151	\$20,369	\$20,000	\$19,056	\$18,982
ADOPTIONS	\$74	\$32			
ADOPTIONS	\$14,147	\$12,522	\$14,000	\$16,920	\$16,336
ANIMAL HEAD SHIPPING FEE	\$137	\$984	\$800	\$504	\$579
ANIMAL HEAD SHIPPING FEE	\$1,560	\$297			
VETERINARY SERVICES	\$18,535	\$8,858			
VETERINARY SERVICES	\$4,171	\$16,682	\$25,000	\$26,169	\$48,570
A.T.C.P. COURSE FEES	\$280	\$910	\$400		
POOL OPERATOR'S COURSE	\$11,340	\$9,990	\$15,000	\$6,345	\$4,187
VITAL STATISTICS FEES	\$658,320	\$713,495	\$735,000	\$705,640	\$745,455
HEALTH CARD FEE	\$248,459	\$209,349	\$250,000	\$255,222	\$263,067
PLAN REVIEW FEE	\$56,333	\$55,870	\$58,591	\$48,809	\$49,281
MISC REVENUE	\$55	\$45	\$50	\$158	\$130
MISC REVENUE	\$3,062	\$3,027	\$2,698	\$2,716	\$2,615
TEMPORARY HEALTH PERMIT	\$56,745	\$52,575	\$61,500	\$71,370	\$66,821
OFFENDER EDUCATION CLASS		\$950		\$4,050	\$3,446
MISCELLANEOUS REVENUE				\$2,880	
MISCELLANEOUS REVENUE		\$890			
MISCELLANEOUS REVENUE	\$744	\$133	\$592	\$2,096	\$592
<b>PUBLIC HEALTH</b>	\$2,538,578	\$2,591,795	\$2,764,683	\$2,674,356	\$2,773,456
<b>RISK MANAGEMENT</b>					
XFERS FM FUND FE71	\$535,689	\$236,535			
SUBROGATION REVENUE	\$21,044	\$11,654			
WORKER'S COMP REIMBURSEME	\$44,224	\$37,276			
<b>RISK MANAGEMENT</b>	\$600,957	\$285,465			
<b>TRANSPORTATION &amp; PUBLIC WKS</b>					

<b>Department</b>	<b>ACTUAL FY1999-00</b>	<b>ACTUAL FY2000-01</b>	<b>ADOPTED FY2001-02</b>	<b>RE-ESTIMATE FY2001-02</b>	<b>ADOPTED FY2002-03</b>
METER PERMIT FEE	\$1,475	\$4,680	\$4,000	\$990	\$1,137
PARKING METER RECEIPTS	\$640,511	\$744,482	\$725,200	\$854,082	\$847,170
PARKING METER DAILY	\$25,730	\$78,535	\$145,000	\$25,856	\$29,697
PKG MTR-DAILY-TAX-EXEMPT	\$2,614	\$9,974		\$3,648	\$4,190
POLE ATTACHMENT FEES		\$10,470			
REIMB.-SIGNAL REPAIR	\$34,633	\$4,416	\$10,000	\$2,559	\$625
SIGN & MARKING FEES	\$790	\$398			
LICENSE FEES	\$65,700		\$136,607		
LICENSE FEES	\$20,200	\$145,300	\$100,000	\$118,200	\$135,761
COMM FACILITY AGREEMENT	\$13,000	\$19,500	\$15,600	\$28,500	\$26,704
COMM FACILITY AGREEMENT				\$2,000	
STREET SERVICES		\$509			
IDB LABOR	\$26,590	\$30,006	\$27,000	\$27,000	\$27,000
INSURANCE REIMBURSEMENT	\$1,798	\$988	\$3,344	\$1,935	\$3,344
MISCELLANEOUS REVENUE		\$7,867			
MISCELLANEOUS REVENUE	\$3,000				
OPEN RECORDS REVENUE		\$7			
OPEN RECORDS REVENUE				\$9	
MISCELLANEOUS REVENUE	\$158				
MISCELLANEOUS REVENUE	\$2,273				
<b>TRANSPORTATION &amp; PUBLIC WKS</b>	\$838,472	\$1,057,132	\$1,166,751	\$1,064,779	\$1,075,628
<b>GENERAL FUND TOTAL</b>	\$325,411,409	\$355,122,077	\$370,477,912	\$369,725,837	\$384,353,614

**FORT WORTH**



## FUND BUDGET SUMMARY

**DEPARTMENT:**  
GENERAL FUND

**FUND/CENTER**  
GG01

**SUMMARY OF FUND RESPONSIBILITIES:**

The General Fund is the City's ad valorem tax-supported operating fund. The ad valorem tax is responsible for approximately 50 percent of General Fund receipts. Other major sources of revenue are:

- A. The sales tax
- B. Street rental and franchise fees from local utilities
- C. Fines and forfeitures
- D. Parks and community services charges
- E. Library fees
- F. Building inspection fees
- G. Health permits and fees
- H. Return on the investment of General Fund monies
- I. Licenses and permit fees.

General Fund expenditures provide the following services: general administration and management, public safety, parks and community services, transportation and public works, planning and development, public health, public library and payment of debt service.

Allocations	Actual 2000-01	Adopted 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
<b>Personal Services</b>	\$ 217,683,693	\$ 235,112,685	\$ 246,166,346	\$ 246,404,310
<b>Supplies</b>	18,730,654	17,988,701	18,399,867	18,376,163
<b>Contractual</b>	114,905,816	115,770,013	117,565,186	117,525,515
<b>Capital Outlay</b>	2,487,727	3,137,950	1,945,026	2,047,626
<b>Total Expenditures</b>	\$ 353,808,390	\$ 372,009,350	\$ 384,076,425	\$ 384,353,614
<b>Authorized Positions</b>	3,935.30	3,973.55	4,006.55	4,015.55

**FORT WORTH**



**DEPARTMENTAL BUDGET SUMMARY****DEPARTMENT:**  
CITY MANAGER**FUND/CENTER**  
GG01/0021000:0029000

## SUMMARY OF DEPARTMENT RESPONSIBILITIES:

The City Manager's Office is responsible for administering the programs and policies established by the City Council. The City Manager's Office directs and coordinates the operations of City departments and informs and advises the City Council regarding City transactions and issues, including existing conditions and future requirements.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 3,459,172	\$ 4,181,656	\$ 3,549,370	\$ 3,646,810
<b>Supplies</b>	130,962	78,544	70,897	73,297
<b>Contractual</b>	1,517,269	1,536,778	1,115,545	1,123,851
<b>Capital Outlay</b>	0	5,000	0	0
<b>Total Expenditures</b>	\$ 5,107,403	\$ 5,801,978	\$ 4,735,812	\$ 4,843,958
<b>Authorized Positions</b>	55.00	60.50	50.00	53.00

# CITY MANAGER – 53.0 A. P.

**CITY MANAGER**

- Central management for all departments
- Interpretation/implementation of City Council policy
- Business community liaison

1.0 A. P.

**ADMINISTRATIVE AND CLERICAL SUPPORT**

- Departmental assignments
- Advisory boards/commissions
- Special projects
- Budget preparation
- Clerical support supervision
- Council agenda preparation
- Neighborhood Coordination

20.0 A. P.

**ACTION CENTER**

- Citizen complaint resolution

3.0 A. P.

**PUBLIC INFORMATION OFFICE**

- Communication
- Media liaison
- Web page content

5.0 A. P.

**CABLE COMMUNICATION**

**MINORITY/WOMEN BUSINESS ENTERPRISE**

- Bidder certification
- Contract monitoring

6.0 A. P.

**ORGANIZATIONAL ANALYSIS UNIT**

- Review and analysis of operations Citywide

5.0 A. P.

**BUDGET OFFICE**

- Annual budget preparation
- Expenditure/revenue monitoring
- Management studies
- Research and special projects

9.0 A. P.

**INTERGOVERNMENTAL AFFAIRS**

- Governmental and legislative affairs

4.0 A. P.



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> CITY MANAGER'S OFFICE	<b>FUND/CENTER</b> GG01/0021000:0029000
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$5,801,978	<b>A.P.</b>	60.50
<b>2002-03 ADOPTED:</b>	\$4,843,958	<b>A.P.</b>	53.00

A) The adopted budget decreases by (\$273,276) due to anticipated salaries of regular employees. This decrease is primarily due to a reduction of staff associated with the former Economic and Community Development Division, which became an independent department in mid-year FY2001-02.

B) The adopted budget decreases by (\$228,275) due to facility rental. This decrease is primarily due to a reduction of funds associated with the former Economic and Community Development Division's operation of the Day Labor Center. The Economic and Community Development Division became an independent department in mid-year FY2001-02.

C) The adopted budget decreases by (\$89,794) due to scheduled temporary employees. This decrease is primarily due the conversion of one employee from temporary status to permanent status.

D) The adopted budget decreases by (\$70,000) due to inside repair and maintenance. This decrease is primarily due to a reduction of funds associated with the former Economic and Community Development Division, which became an independent department in mid-year FY2001-02.

E) The adopted budget decreases by (\$58,093) due to budgeted salary savings.

**FORT WORTH**



**DEPARTMENTAL OBJECTIVES AND MEASURES**

**DEPARTMENT:** **CITY MANAGER**

**DEPARTMENT PURPOSE**

To serve as the focal point for administrative direction and coordination of the City's operational and staff agencies; to prepare and submit to the City Council a balanced plan of municipal services and to budget in adherence to the policies established by the City Council; to provide access to City services and information for visitors to the Municipal Complex; to increase the direct awards and City procurement dollars to Minority & Women Business Enterprise firms; and to communicate information about City services, policies, and efforts to Fort Worth residents through a variety of communication methods; to improve organizational efficiency and service delivery to the residents of Fort Worth.

**FY2001-02 DEPARTMENTAL OBJECTIVES**

The Action Center will increase customers' satisfaction by improving access to government services and information.

To help Minority and Women Business Enterprise Office to increase direct purchase procurement dollars, under \$3000, to M/WBE firms by 10 percent.

To provide thorough information weekly to residents regarding City services and events through venues such as the City Page.

To help 10 neighborhoods form associations and register with the City of Fort Worth.

<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Increase Action Center customers' satisfaction by 5 percent annually	N/A	N/A	5%
Number of purchasing dollars awarded to M/WBE firms	\$711,708	\$747,293	\$784,658
Number of the weekly City Page newsletter produced annually	52	52	52
Number of neighborhood associations formed annually	26	12	10

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT CITY MANAGER		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND GG01 GENERAL FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>CITY MANAGER ADMIN- ISTRATION</u>								
0021000	CITY MANAGER	\$ 1,879,757	\$ 1,754,664	\$ 2,019,035	\$ 2,019,035	17.00	16.00	17.00	17.00
0021010	NEIGHBORHOOD CAPACITY COORDINA- TION	0	119,480	119,154	227,300	0.00	1.00	1.00	4.00
	Sub-Total	<u>\$ 1,879,757</u>	<u>\$ 1,874,144</u>	<u>\$ 2,138,189</u>	<u>\$ 2,246,335</u>	<u>17.00</u>	<u>17.00</u>	<u>18.00</u>	<u>21.00</u>
	<u>ACTION CENTER</u>								
0022000	ACTION CENTER	\$ 218,865	\$ 233,141	\$ 154,279	\$ 154,279	4.00	4.00	3.00	3.00
	Sub-Total	<u>\$ 218,865</u>	<u>\$ 233,141</u>	<u>\$ 154,279</u>	<u>\$ 154,279</u>	<u>4.00</u>	<u>4.00</u>	<u>3.00</u>	<u>3.00</u>
	<u>M/WBE</u>								
0023000	M/WBE	\$ 353,332	\$ 397,182	\$ 415,816	\$ 415,816	6.00	6.00	6.00	6.00
	Sub-Total	<u>\$ 353,332</u>	<u>\$ 397,182</u>	<u>\$ 415,816</u>	<u>\$ 415,816</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>
	<u>ECONOMIC DEVELOP- MENT</u>								
0024000	ECONOMIC DEVELOP- MENT	\$ 264,996	\$ 387,427	\$ 0	\$ 0	3.00	4.00	0.00	0.00
0024010	FORT WORTH WORKS	87,096	0	0	0	1.00	0.00	0.00	0.00
0024020	DAY LABOR CENTER	66,473	378,227	0	0	1.00	3.50	0.00	0.00

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT CITY MANAGER		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND GG01 GENERAL FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	Sub-Total	\$ 418,565	\$ 765,654	\$ 0	\$ 0	5.00	7.50	0.00	0.00
	<u>PUBLIC INFORMATION OFFICE</u>								
0025000	PUBLIC INFORMATION OFFICE	\$ 551,673	\$ 593,105	\$ 602,754	\$ 602,754	4.00	4.00	5.00	5.00
	Sub-Total	\$ 551,673	\$ 593,105	\$ 602,754	\$ 602,754	4.00	4.00	5.00	5.00
	<u>ORGANIZATIONAL ANALYSIS UNIT</u>								
0026000	ORGANIZATIONAL ANALYSIS UNIT	\$ 344,341	\$ 363,927	\$ 380,778	\$ 380,778	5.00	5.00	5.00	5.00
	Sub-Total	\$ 344,341	\$ 363,927	\$ 380,778	\$ 380,778	5.00	5.00	5.00	5.00
	<u>BUDGET OFFICE</u>								
0027000	BUDGET OFFICE	\$ 625,443	\$ 654,560	\$ 696,509	\$ 696,509	8.00	8.00	9.00	9.00
	Sub-Total	\$ 625,443	\$ 654,560	\$ 696,509	\$ 696,509	8.00	8.00	9.00	9.00
	<u>ECONOMIC DIVERSIFICATION</u>								
0028000	ECONOMIC DIVERSIFICATION OFFICE	\$ 232,543	\$ 209,823	\$ 0	\$ 0	2.00	2.00	0.00	0.00
0028010	OFFICE OF INTERNATIONAL AFFAIRS	482,884	443,887	0	0	4.00	4.00	0.00	0.00

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT CITY MANAGER		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND GG01      GENERAL FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	Sub-Total	\$ 715,427	\$ 653,710	\$ 0	\$ 0	6.00	6.00	0.00	0.00
	<u>INTERGOVERNMENTAL AFFAIRS AND GRANTS MANAGEMENT</u>								
0029000	INTERGOVERNMENTAL AFFAIRS AND GRANTS MANAGEMENT	\$ 0	\$ 266,555	\$ 347,487	\$ 347,487	0.00	3.00	4.00	4.00
	Sub-Total	\$ 0	\$ 266,555	\$ 347,487	\$ 347,487	0.00	3.00	4.00	4.00
	<b>TOTAL</b>	\$ 5,107,403	\$ 5,801,978	\$ 4,735,812	\$ 4,843,958	55.00	60.50	50.00	53.00

**FORT WORTH**





**DEPARTMENTAL BUDGET SUMMARY****DEPARTMENT:**  
CITY SECRETARY**FUND/CENTER**  
GG01/0111000:0115000

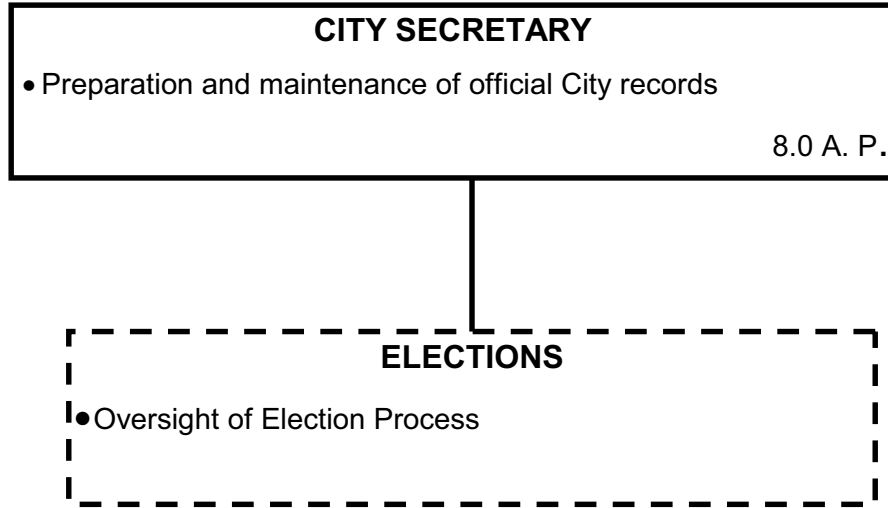
## SUMMARY OF DEPARTMENT RESPONSIBILITIES:

The City Secretary, appointed by the City Council, is responsible for the supervision of the Office of the City Secretary, the coordination of all elections, and the maintenance of minutes from City Council meetings and other official City records.

Due to the Office's function as a central repository for a wide variety of municipal records and information, the staff also performs research and fills requests for information from the City Council, City staff, and citizens.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 370,794	\$ 405,153	\$ 427,177	\$ 427,177
<b>Supplies</b>	7,008	6,800	7,800	7,800
<b>Contractual</b>	121,165	107,946	91,845	91,845
<b>Total Expenditures</b>	\$ 498,967	\$ 519,899	\$ 526,822	\$ 526,822
<b>Authorized Positions</b>	8.00	8.00	8.00	8.00

# CITY SECRETARY - 8.0 A. P.



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> CITY SECRETARY	<b>FUND/CENTER</b> GG01/0111000:0115000
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$519,899	<b>A.P.</b>	8.00
<b>2002-03 ADOPTED:</b>	\$526,822	<b>A.P.</b>	8.00

- A) The adopted budget increases by \$18,002 for salaries of regular employees, primarily due to pay increases included in the FY2002-03 compensation plan.
  
- B) The adopted budget decreases by (\$12,576) for information technology charges.
  
- C) The adopted budget decreases by (\$5,000) for contractual expenditures.
  
- D) The adopted budget decreases by (\$3,205) for travel expenses, based on actual FY2001-02 expenditures and projected FY2002-03 expenditures.
  
- E) The adopted budget increases by \$2,513 for employee retirement contributions, which are tied directly to increasing salaries.

**FORT WORTH**



**DEPARTMENTAL OBJECTIVES AND MEASURES**

**DEPARTMENT:** CITY SECRETARY

**DEPARTMENT PURPOSE**

The City Secretary's Office records, preserves, and has custodial authority of the official records and legislative acts of the City Council; coordinates all City elections; meets the informational needs of Fort Worth citizens and City staff by processing, storing, retrieving, and distributing data and documents; and assists in the evaluation of documents targeted for destruction for compliance with state mandated laws and the department retention schedule.

**FY2002-03 DEPARTMENTAL OBJECTIVES**

- To finalize and distribute all Council meeting minutes within two business days following each meeting.
- To attain 100 percent accuracy in Council meeting minutes.
- To make all documents available in electronic format (approximately 80,000 documents imaged annually).
- To increase available storage space by destroying 600 cubic feet of paper documents annually.
- To make Mayor and Council (M&C) Communication documents available to all customers within one business day following each Council meeting.
- To ensure all approved contracts are processed within two business days of Council approval.

<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Percent of minutes distributed within two days of each Council meeting	85%	100%	100%
Accuracy rate of Council meeting minutes	95%	95%	100%
Percent of documents imaged	100%	100%	100%
Cubic feet of documents destroyed	558	500	600
Percent of M&Cs available to customers within one day of each Council meeting	95%	100%	100%
Contracts processed within two days of Council approval	N/A	100%	100%

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT CITY SECRETARY		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND GG01      GENERAL FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>CITY SECRETARY</u>								
0111000	CITY SECRETARY	\$ 495,775	\$ 518,399	\$ 524,324	\$ 524,324	8.00	8.00	8.00	8.00
	Sub-Total	<u>\$ 495,775</u>	<u>\$ 518,399</u>	<u>\$ 524,324</u>	<u>\$ 524,324</u>	<u>8.00</u>	<u>8.00</u>	<u>8.00</u>	<u>8.00</u>
	<u>ELECTIONS</u>								
0115000	ELECTIONS	\$ 3,192	\$ 1,500	\$ 2,498	\$ 2,498	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 3,192</u>	<u>\$ 1,500</u>	<u>\$ 2,498</u>	<u>\$ 2,498</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<b>TOTAL</b>	\$ 498,967	\$ 519,899	\$ 526,822	\$ 526,822	8.00	8.00	8.00	8.00

**FORT WORTH**





**DEPARTMENTAL BUDGET SUMMARY****DEPARTMENT:****FUND/CENTER**

CODE COMPLIANCE

GG01/0234001:0234004

## SUMMARY OF DEPARTMENT RESPONSIBILITIES:

The Code Compliance Department is responsible for protecting and improving the quality of life in Fort Worth by enforcing City codes.

Specifically, the department enforces codes related to neighborhood nuisances, weeds, junk vehicles, substandard structures, yard parking, landscaping, and other issues. Code Compliance promotes and enforces the City Code through inspection of neighborhoods and buildings. As a part of enforcement efforts, Code Compliance staff the Building Standards Commission, which addresses substandard structure problems in the city. The department also implemented a Nuisance Abatement Commission to more fully address nuisance abatement issues.

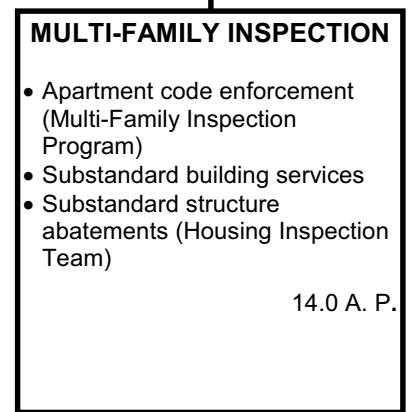
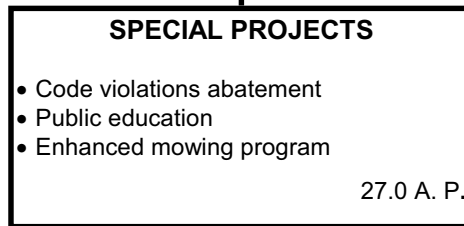
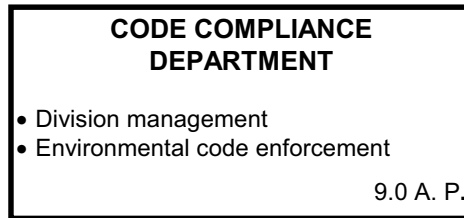
In a continuing effort to offer improved services, the City Services Department's Code Compliance Division became an independent department in FY2000-01. The exclusive focus on code compliance issues ultimately allows the department to offer improved services and an enhanced environment to all Fort Worth residents.

The new department maintains its previous four main divisional functional areas, which translate into the following four divisions: Administration, Field Operations, Special Projects, and Multi-Family Inspections.

Beyond code enforcement activities, the department focuses on increased public relations and educational programs. Code Compliance considers such public education efforts to be an integral part of any effort to minimize the traditional, heavy reliance on enforcement activities to ensure code compliance. Nonetheless, Code Compliance does take legal action, when necessary, to enforce the City Code.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 2,810,805	\$ 3,573,045	\$ 3,853,064	\$ 4,061,832
<b>Supplies</b>	336,534	305,802	325,635	314,096
<b>Contractual</b>	2,285,161	2,318,159	2,300,883	2,001,054
<b>Capital Outlay</b>	46,431	96,900	128,100	230,700
<b>Total Expenditures</b>	\$ 5,478,931	\$ 6,293,906	\$ 6,607,682	\$ 6,607,682
<b>Authorized Positions</b>	68.00	79.00	87.00	94.00

# CODE COMPLIANCE - 94.0 A. P.



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> CODE COMPLIANCE	<b>FUND/CENTER</b> GG01/0234001:0234004
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$6,293,906	<b>A.P.</b>	79.00
<b>2002-03 ADOPTED:</b>	\$6,607,682	<b>A.P.</b>	94.00

A) The adopted budget increases by \$352,151 due to the addition of 15 authorized positions in order to establish enhanced mowing of City properties and rights-of-way throughout the City, based on expressed City Council priorities.

B) The adopted budget decreases by (\$332,222) for contractual mowing of City properties. The reduction offsets costs associated with the implementation of the departments enhanced mowing activities.

C) The adopted budget decreases by (\$124,739) for IT Solutions charges based on cost projections provided by the IT Solutions Department.

D) The adopted budget increases by \$108,348 for IT Solutions services due to on going costs associated with maintenance and upkeep of the Code-Trac system.

E) The adopted budget increases by \$103,800 due to one-time, budgeted costs in for the purchase of vehicles.

F) The adopted budget increases by \$101,560 for group health insurance costs.

G) The adopted budget decreases by (\$76,514) in IT Solutions leased equipment costs based on projections provided by the IT Solutions Department.

H) The adopted budget increases by \$58,500 for miscellaneous rentals for costs associated with the department's enhanced mowing program.

**FORT WORTH**



**DEPARTMENTAL OBJECTIVES AND MEASURES**

**DEPARTMENT:** **CODE COMPLIANCE**

**DEPARTMENT PURPOSE**

The Code Compliance Department promotes and enforces the City of Fort Worth Code through inspections of neighborhoods, apartments, and commercial buildings. In addition, the department's public education component allows the department to conduct educational programs and enhance public relations activities.

**FY2002-03 DEPARTMENTAL OBJECTIVES**

To maintain voluntary site clean-up and securing/board-up abatements through required notification to property owners in violation, plus enforced compliance.

To better ensure compliance with the Multi-Family Inspection Code through periodic and requested inspections.

To encourage private property mowing activities through staff additions, annual notification of property owners in violation, and compliance enforcement, at an estimated annual cost of \$400,000.

To maintain City property mowings at constant levels in order for the City to have the same accountability standards to which private property owners are held.

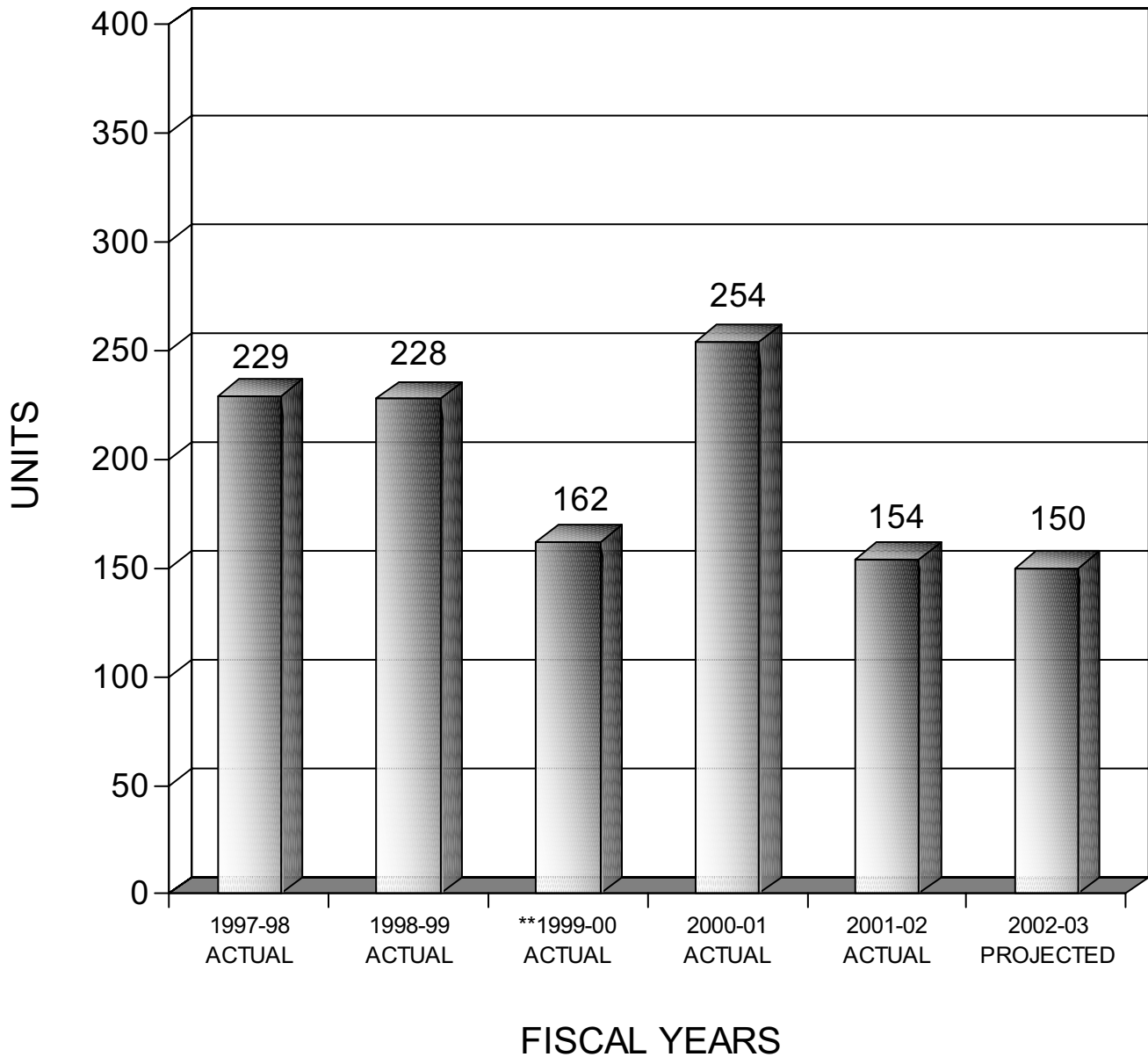
<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Sites cleaned	695	700	700
Securing/board-ups	223	230	230
Multi-Family Inspections-periodic/ requested	240 / 4,800	260 / 5,000	260 / 5,000
Private property mowing-voluntary/ contracted	24,000 / 16,000	24,000 / 16,000	24,000 / 16,000
City-owned property mowing- number of cuts	6,200	7,500	7,500

**FORT WORTH**



# CODE COMPLIANCE

## SINGLE-FAMILY DEMOLITION ABATEMENTS



\*\*Decrease due to litigation, which prevented demolitions for the first six months of the fiscal year.

**FORT WORTH**





**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT CODE COMPLIANCE		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND GG01 GENERAL FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>CITY SERVICES</u>								
0230500	CITY SERVICES ADMIN	\$ 209,145	\$ 43	\$ 0	\$ 0	3.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 209,145</u>	<u>\$ 43</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>3.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>CODE COMPLIANCE</u>								
0234001	CODE COMPLIANCE ADMIN	\$ 733,730	\$ 996,497	\$ 1,008,957	\$ 1,008,957	8.00	10.00	9.00	9.00
0234002	FIELD OPERATIONS	2,090,942	2,868,081	2,809,821	2,809,821	37.00	44.00	44.00	44.00
0234003	SPECIAL PROJECTS	2,045,995	1,580,445	2,019,869	2,019,869	11.00	10.00	20.00	27.00
0234004	MINIMUM BUILDING STANDARDS DIVISION	399,119	848,840	769,035	769,035	9.00	15.00	14.00	14.00
	Sub-Total	<u>\$ 5,269,786</u>	<u>\$ 6,293,863</u>	<u>\$ 6,607,682</u>	<u>\$ 6,607,682</u>	<u>65.00</u>	<u>79.00</u>	<u>87.00</u>	<u>94.00</u>
	<b>TOTAL</b>	\$ 5,478,931	\$ 6,293,906	\$ 6,607,682	\$ 6,607,682	68.00	79.00	87.00	94.00

**FORT WORTH**



**DEPARTMENTAL BUDGET SUMMARY****DEPARTMENT:**  
DEVELOPMENT**FUND/CENTER**  
GG01/0061000:0065000

## SUMMARY OF DEPARTMENT RESPONSIBILITIES:

The Development Department advises the City Manager's Office, the City Council, and all appropriate boards and commissions on matters affecting growth and development in the city; coordinates development-related matters with other City departments; and supervises the enforcement of all policies and ordinances pertaining to city development activities.

Departmental operations are divided along functional lines into four divisions:

The Administration Division is responsible for overall departmental management, fiscal administration, policy development, information systems coordination, and annexation requests.

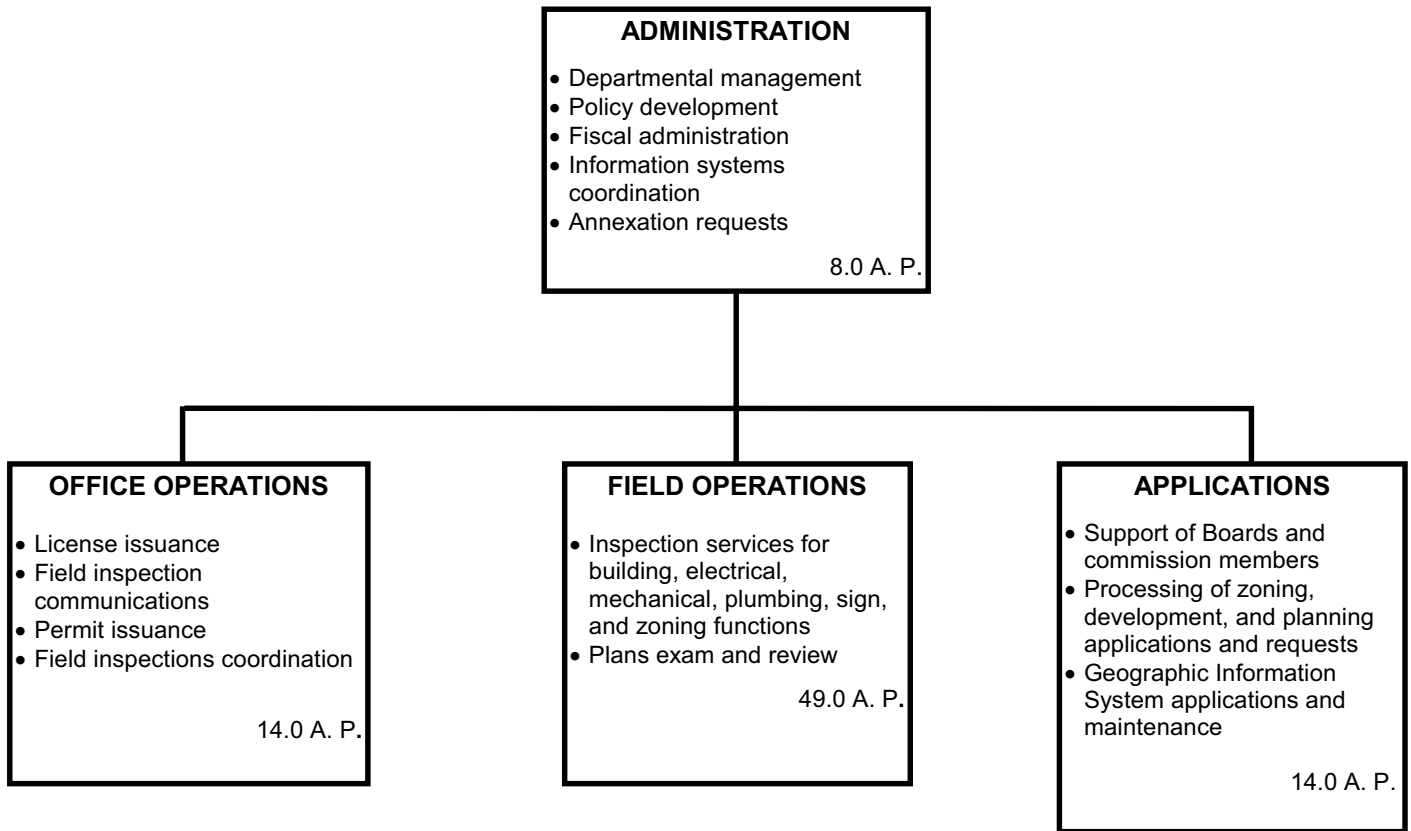
The Office Operations Division coordinates field inspections, communications, permits, building trades (building, electrical, mechanical, plumbing, signs and zoning) registrations and electrical license issuance.

The Field Operations Division staff performs inspections and plans reviews.

The Applications Division staff processes zoning and development applications as well as supports the City's development-related boards and commissions. It also maintains the department's Geographic Information System (GIS).

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 3,649,788	\$ 4,047,568	\$ 4,002,119	\$ 4,002,119
<b>Supplies</b>	213,397	189,937	162,164	162,164
<b>Contractual</b>	1,122,470	879,347	1,004,732	1,004,732
<b>Capital Outlay</b>	205,968	122,000	73,500	73,500
<b>Total Expenditures</b>	\$ 5,191,623	\$ 5,238,852	\$ 5,242,515	\$ 5,242,515
<b>Authorized Positions</b>	79.00	81.00	85.00	85.00

# DEVELOPMENT - 85.0 A. P.



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> DEVELOPMENT	<b>FUND/CENTER</b> GG01/0061000:0065000
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$5,238,852	<b>A.P.</b>	81.0
<b>2002-03 ADOPTED:</b>	\$5,242,515	<b>A.P.</b>	85.0

A) The adopted budget increases by \$13,133 for the addition of an Account Clerk and an Administrative Technician for the Administration Division; and a Senior Customer Service Representative II for the Plans Exam Section. Costs associated with these positions are offset by a reduction in budgeted temporary labor expenses. The authorized positions will help in achieving a reduction in the plans exam turn-around time.

B) The adopted budget increases by \$34,617 for the addition of a Senior Customer Service Representative for the Permit Section. The authorized position will help the department keep up with the enormous increase in permitting activities.

C) The adopted budget decreases by (\$91,696) for budgeted salary savings to account for the impact of position vacancies due to budgeted hiring restrictions.

D) The adopted budget decreases by (\$85,664) for workers' compensation based on projected claims and costs for FY2002-03.

E) The adopted budget increases by \$65,616 for outside printing and binding services for items for the monthly Board of Adjustment, Zoning, and Plan Commission meetings. This increase will be offset by a decrease in inside printing costs.

F) The adopted budget decreases by (\$34,521) for scheduled temporaries based on historical expenditures and anticipated usage in FY2002-03.

G) The adopted budget increases by \$30,204 for group health insurance costs, which are projected to increase in FY2002-03.

**FORT WORTH**



**DEPARTMENTAL OBJECTIVES AND MEASURES**

**DEPARTMENT:** **DEVELOPMENT**

**DEPARTMENT PURPOSE**

To facilitate private sector development in compliance with City codes and policies; to advise the City Manager's Office, the City Council, and all appropriate boards and commissions on matters affecting the growth and development of the city; and to supervise the enforcement of all policies and ordinances pertaining to the various sections of the Development Department.

**FY2002-03 DEPARTMENTAL OBJECTIVES**

- To perform 99 percent of an estimated 150,000 annual inspections by the next working day.
- To perform an estimated 13,400 Commercial and Residential plans exams within department's established deadlines.
- To increase the percentage of walk-up plans reviews for small projects completed the same day.
- To process 98 percent of applications within 30 days.

<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Percent of inspections completed by next working day	99%	99%	99%
Plans exams completed by deadline			
10 Days for commercial plan review	N/A	85%	80%
5 Days for residential plan review	N/A	10%	50%
1 Day for 3 <sup>rd</sup> party residential	N/A	80%	90%
5 Days for residential master	N/A	100%	100%
Percent plans reveiws completed as Walk In's	N/A	10%	30%

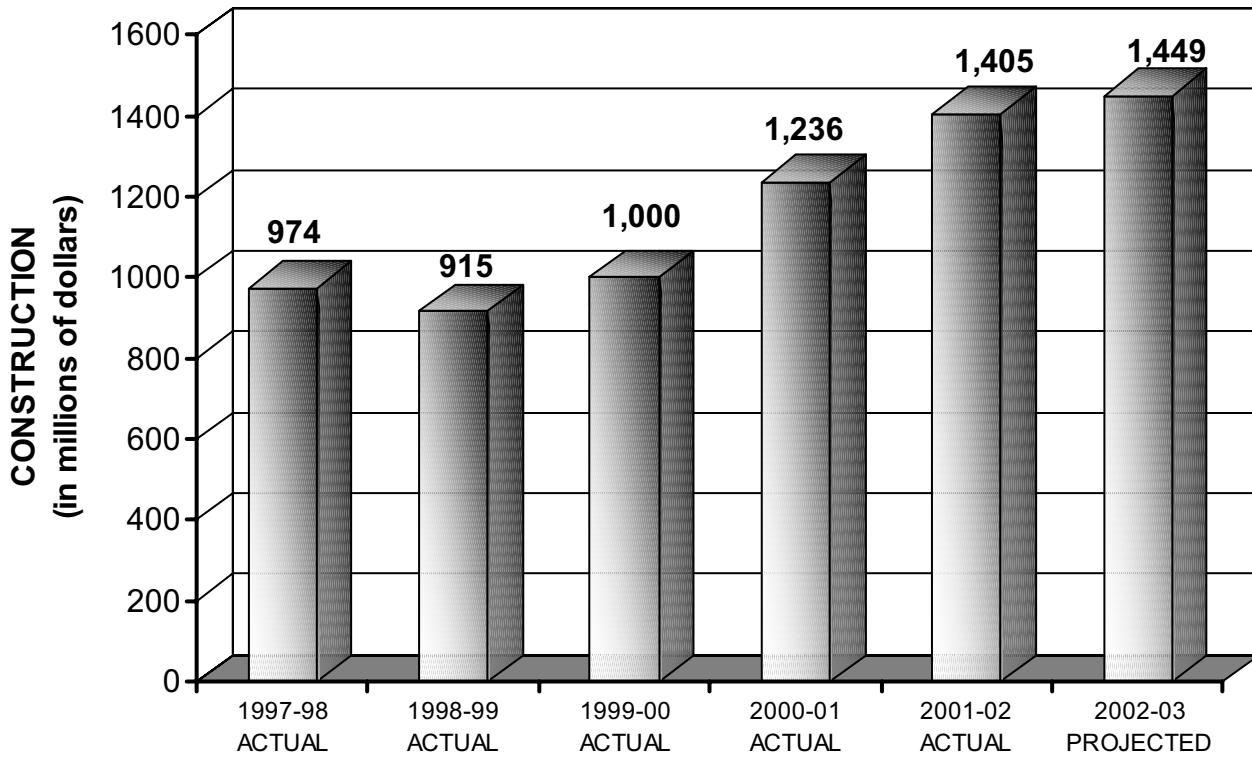
**FORT WORTH**



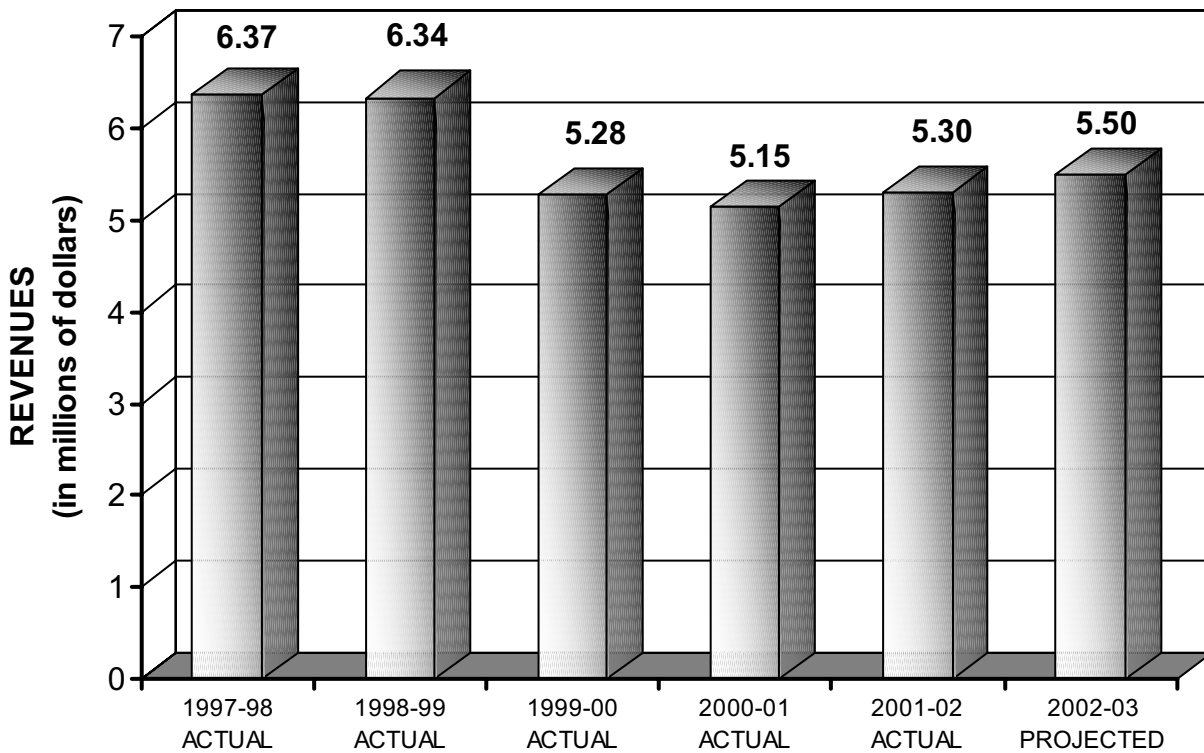


# DEVELOPMENT

## CONSTRUCTION AND REVENUE INDICATORS



### FISCAL YEARS



### FISCAL YEARS

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT DEVELOPMENT		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND GG01 GENERAL FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0061000	<u>DEVELOPMENT ADMINISTRATION</u> DEVELOPMENT ADMINISTRATION	\$ 1,010,824	\$ 859,238	\$ 895,008	\$ 895,008	7.00	6.00	8.00	8.00
	Sub-Total	<u>\$ 1,010,824</u>	<u>\$ 859,238</u>	<u>\$ 895,008</u>	<u>\$ 895,008</u>	<u>7.00</u>	<u>6.00</u>	<u>8.00</u>	<u>8.00</u>
0062000	<u>BUILDING ADMINISTRATION</u> OFFICE OPERATIONS	\$ 799,041	\$ 646,590	\$ 735,355	\$ 735,355	13.00	13.00	14.00	14.00
	Sub-Total	<u>\$ 799,041</u>	<u>\$ 646,590</u>	<u>\$ 735,355</u>	<u>\$ 735,355</u>	<u>13.00</u>	<u>13.00</u>	<u>14.00</u>	<u>14.00</u>
0063000	<u>INSPECTIONS</u> FIELD OPERATIONS	\$ 2,672,730	\$ 2,885,236	\$ 2,779,885	\$ 2,779,885	46.00	48.00	49.00	49.00
	Sub-Total	<u>\$ 2,672,730</u>	<u>\$ 2,885,236</u>	<u>\$ 2,779,885</u>	<u>\$ 2,779,885</u>	<u>46.00</u>	<u>48.00</u>	<u>49.00</u>	<u>49.00</u>
0065000	<u>APPLICATIONS</u> APPLICATIONS	\$ 709,028	\$ 847,788	\$ 832,267	\$ 832,267	13.00	14.00	14.00	14.00
	Sub-Total	<u>\$ 709,028</u>	<u>\$ 847,788</u>	<u>\$ 832,267</u>	<u>\$ 832,267</u>	<u>13.00</u>	<u>14.00</u>	<u>14.00</u>	<u>14.00</u>
	<b>TOTAL</b>	\$ 5,191,623	\$ 5,238,852	\$ 5,242,515	\$ 5,242,515	79.00	81.00	85.00	85.00

**FORT WORTH**



## DEPARTMENTAL BUDGET SUMMARY

**DEPARTMENT:**

ECONOMIC AND COMMUNITY DEVELOPMENT

**FUND/CENTER**

GG01/0171000:0174010

## SUMMARY OF DEPARTMENT RESPONSIBILITIES:

On January 22, 2002, the City Council established the Economic and Community Development Department. This action combined the City's Economic Development Office, the Fort Worth International Center, the Business Assistance Center and other similar projects and initiatives that were overseen separately by the City Manager's Office.

As a whole, the Economic and Community Development Department, which consists of four divisions, is charged with creation of a healthy and diverse economy, supported by business development, emerging technologies, and a world-class workforce.

In fulfilling that mission, the department's Administration Division is responsible for departmental management, program implementation, fiscal management, and operational oversight.

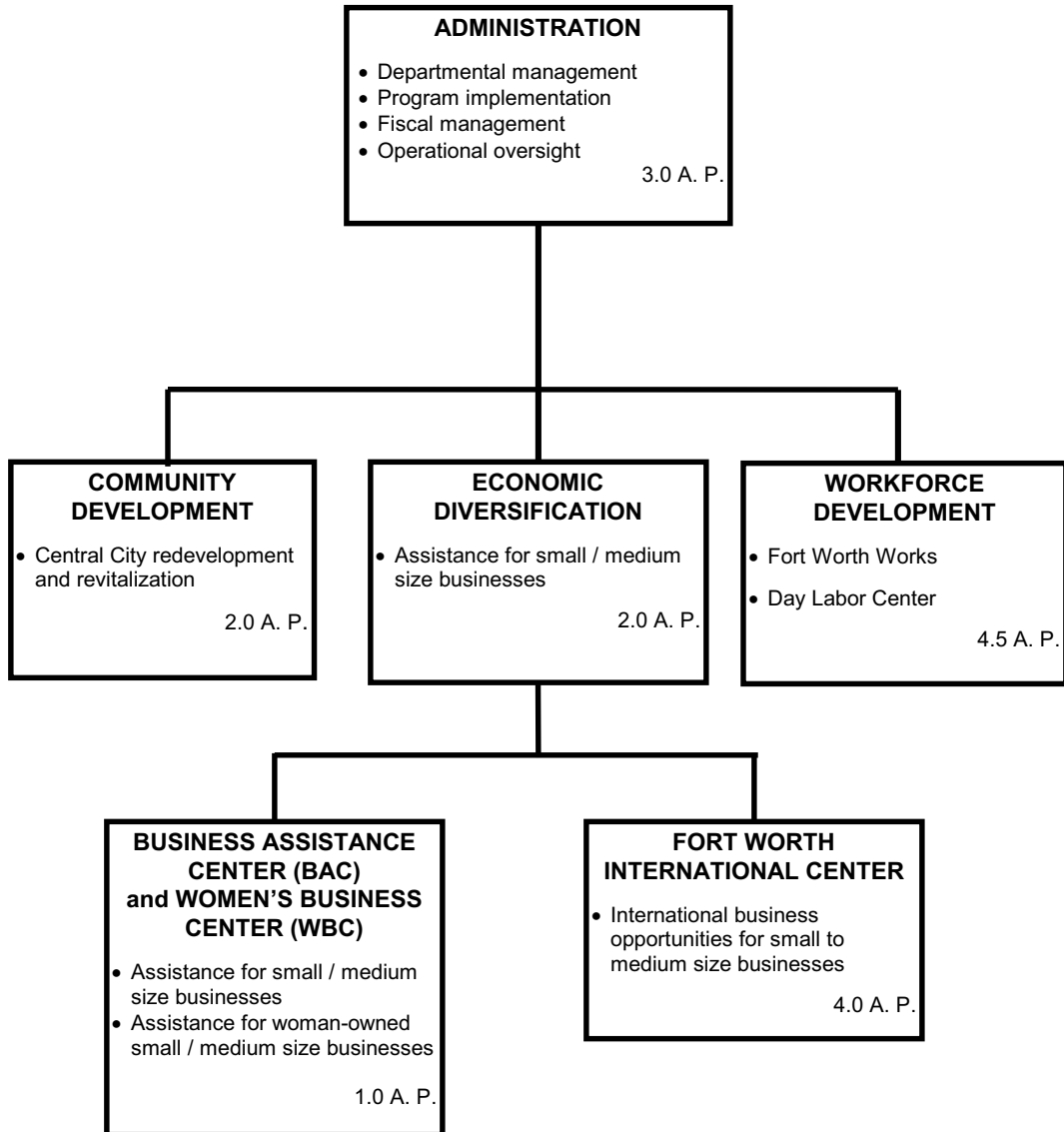
The Community Development Division is responsible for projects that promote central city neighborhoods and business districts revitalization.

The Workforce Development Division operates the Day Labor Center, which assists employers in filling labor needs and individuals in obtaining employment.

The Economic Diversification Division provides assistance to small- and medium-sized businesses. In addition, the division oversees the Fort Worth International Center, which expands markets for local commerce by developing international relationships.

Allocations	Actual 2000-01	Adopted 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
<b>Personal Services</b>	\$ 0	\$ 0	\$ 974,769	\$ 974,769
<b>Supplies</b>	0	0	44,806	44,806
<b>Contractual</b>	0	0	630,493	630,493
<b>Total Expenditures</b>	\$ 0	\$ 0	\$ 1,650,068	\$ 1,650,068
<b>Authorized Positions</b>	0.00	0.00	16.50	16.50

# ECONOMIC AND COMMUNITY DEVELOPMENT- 16.5 A. P.



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> ECONOMIC AND COMMUNITY DEVELOPMENT		<b>FUND/CENTER</b> GG01/0017000:174010	
<b>CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED</b>			
<b>2001-02 ADOPTED:</b>	\$0	<b>A.P.</b>	0.0
<b>2002-03 ADOPTED:</b>	\$1,650,068	<b>A.P.</b>	16.5
<p>A) The adopted budget increases by \$810,159 due to actual and anticipated salaries of regular employees. This increase is primarily due to the creation of the Economic and Community Development Department, which was previously a division of the City Manager's Office.</p> <p>B) The adopted budget increases by \$239,936 due to facility rental.</p> <p>C) The adopted budget increases by \$85,283 for employee retirement.</p> <p>D) The adopted budget increases by \$56,748 for group health insurance costs due to projected increases in FY2002-03.</p> <p>E) The adopted budget increases by \$47,642 for Information Technology costs.</p>			

**FORT WORTH**





## DEPARTMENTAL OBJECTIVES AND MEASURES

**DEPARTMENT:**

### ECONOMIC AND COMMUNITY DEVELOPMENT

**DEPARTMENT PURPOSE**

The purpose of the Economic and Community Development Department is to create a healthy and diverse economy, supported by business development, emerging technologies and world-class workforce; to expand and diversify the economic base of Fort Worth; to create job opportunities; and to facilitate central city redevelopment through structuring public/private partnerships with for profit and non-profit development entities that revitalize central city neighborhoods and business districts, focusing on targeted redevelopment areas, in accordance with the community's vision.

**FY2002-03 DEPARTMENTAL OBJECTIVES**

To coordinate the implementation of real estate and business development projects that meet City Council and community objectives.

To target existing and develop new incentives, policies and programs to encourage new investment and business expansion in target areas, as designated in the 2000 Comprehensive Plan, and all other Council-endorsed community plans.

To provide skills development, technical advice, and financial assistance to small and medium-sized businesses and entrepreneurs.

To promote international trade by establishing international business relationships, increasing revenues of local firms, and facilitating job creation in Fort Worth for the international marketplace.

To coordinate activities that promote job opportunities for day laborers.

To increase activities that create jobs for Fort Worth residents, especially central city residents.

DEPARTMENTAL MEASURES	ACTUAL 2000-01	ESTIMATED 2001-02	PROJECTED 2002-03
Projects with City participation	5	6	10
Programs, policies modified or created for revitalization	N/A	2	4
Entrepreneurs & citizens receiving training	3,157	3,200	3,000
Facilitate international trade	N/A	\$500,000	\$2,500,000
Day Laborer Center daily employment	N/A	700	1,000
Central city jobs created through projects receiving City support	3,411	2,857	2,914

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>ECONOMIC AND COMMUNITY DEV</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GG01 GENERAL FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>ECONOMIC DEVEL ADMINISTRATION</u>								
0171000	ECONOMIC DEVEL ADMINISTRATION	\$ 0	\$ 0	\$ 310,017	\$ 310,017	0.00	0.00	3.00	3.00
	Sub-Total	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 310,017</u>	<u>\$ 310,017</u>	<u>0.00</u>	<u>0.00</u>	<u>3.00</u>	<u>3.00</u>
	<u>COMMUNITY DEVELOP- MENT</u>								
0172000	COMMUNITY DEVELOP- MENT	\$ 0	\$ 0	\$ 244,754	\$ 244,754	0.00	0.00	2.00	2.00
	Sub-Total	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 244,754</u>	<u>\$ 244,754</u>	<u>0.00</u>	<u>0.00</u>	<u>2.00</u>	<u>2.00</u>
	<u>WORKFORCE DEVEL- OPMENT</u>								
0173000	WORKFORCE DEVEL- OPMENT	\$ 0	\$ 0	\$ 351,484	\$ 351,484	0.00	0.00	4.50	4.50
	Sub-Total	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 351,484</u>	<u>\$ 351,484</u>	<u>0.00</u>	<u>0.00</u>	<u>4.50</u>	<u>4.50</u>
	<u>ECONOMIC DIVERSIFI- CATION</u>								
0174000	ECONOMIC DIVERSIFI- CATION	\$ 0	\$ 0	\$ 255,570	\$ 255,570	0.00	0.00	3.00	3.00
0174010	INTERNATIONAL CEN- TER	0	0	488,243	488,243	0.00	0.00	4.00	4.00
	Sub-Total	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 743,813</u>	<u>\$ 743,813</u>	<u>0.00</u>	<u>0.00</u>	<u>7.00</u>	<u>7.00</u>

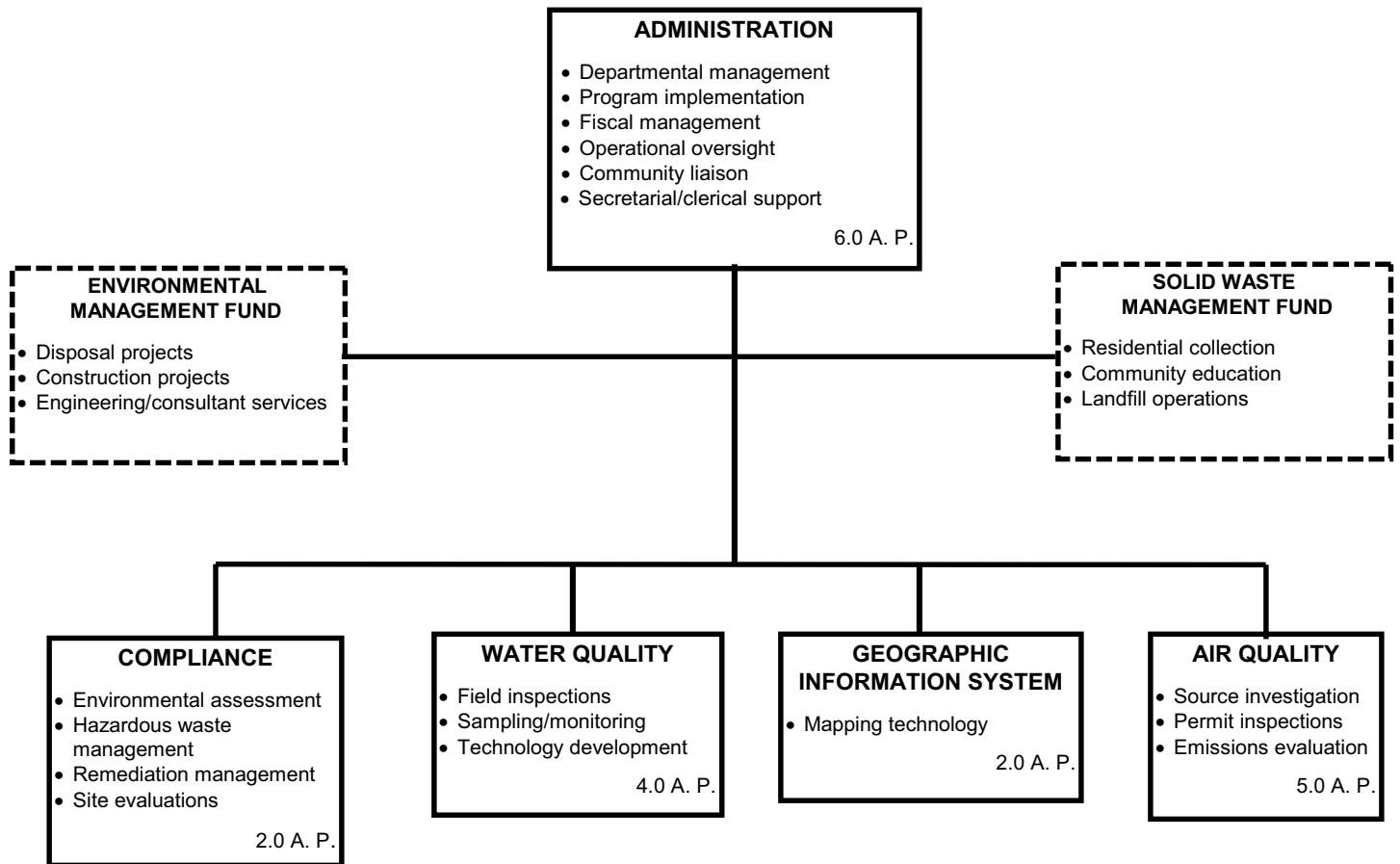
**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>ECONOMIC AND COMMUNITY DEV</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GG01 GENERAL FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<b>TOTAL</b>	\$ 0	\$ 0	\$ 1,650,068	\$ 1,650,068	0.00	0.00	16.50	16.50

## DEPARTMENTAL BUDGET SUMMARY

<b>DEPARTMENT:</b>	<b>FUND/CENTER</b>			
ENVIRONMENTAL MANAGEMENT	GG01/0521000:0523000			
SUMMARY OF DEPARTMENT RESPONSIBILITIES:				
<p>The Environmental Management Department is responsible for ensuring that the City is in compliance, or developing means to achieve compliance, with all federal and state environmental regulations. The department consists of five divisions: Administration, Compliance, Water Quality, Air Quality, and Geographic Information System (GIS).</p> <p>The Administration Division is responsible for fiscal and managerial oversight of the department.</p> <p>The Compliance Division activities include spill response, household chemical waste collection, and city-generated hazardous waste collection and recycling. The Division also handles underground storage tank removals and redemptions, asbestos abatement, and environmental sampling to ensure City compliance with federal, state, and local mandates and regulations.</p> <p>The Water Quality Division is heavily involved in the Storm Water Program and other portions of the Clean Water Act.</p> <p>The Air Quality Division is responsible for implementing programs to fulfill the City's responsibility under the Clean Air Act.</p> <p>The GIS Division maps the local watersheds and related tributaries, develops and manages user interfaces to collect, analyze, and distribute appropriate environmental information to state and federal regulatory agencies, and develops GIS programs that enhance the ability of the City to maintain municipal compliance in the areas of stormwater, air quality, and hazardous materials. The GIS function was established in 1993 to assist the City in compliance with Environmental Protection Agency (EPA) storm water regulations.</p>				
<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 919,362	\$ 973,159	\$ 1,017,169	\$ 1,017,169
<b>Supplies</b>	59,206	42,282	41,124	41,124
<b>Contractual</b>	311,229	254,988	156,365	212,965
<b>Capital Outlay</b>	37,942	47,500	0	0
<b>Total Expenditures</b>	\$ 1,327,739	\$ 1,317,929	\$ 1,214,658	\$ 1,271,258
<b>Authorized Positions</b>	20.00	19.00	19.00	19.00

# ENVIRONMENTAL MANAGEMENT - 19.0 A. P.



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> ENVIRONMENTAL MANAGEMENT	<b>FUND/CENTER</b> GG01/0521000:0523000
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$1,317,929	<b>A.P.</b>	19.0
<b>2002-03 ADOPTED:</b>	\$1,271,258	<b>A.P.</b>	19.0

A) The adopted budget decreases by (\$47,500) for the purchase of motor vehicles.

B) The adopted budget decreases by \$43,052 for contractual services. The decrease is primarily due to the City not receiving the Texas Pollution Discharge Elimination System permit, which required the department to participate in costly laboratory testing.

C) The adopted budget increases by \$26,135 due to actual and anticipated salary increases.

D) The adopted budget increases by \$15,756 for group health insurance costs due to a projected increase in rates in FY2002-03.

**FORT WORTH**





**DEPARTMENTAL OBJECTIVES AND MEASURES**

**DEPARTMENT:**  
**ENVIRONMENTAL MANAGEMENT**

**DEPARTMENT PURPOSE**

To ensure City compliance with environmental regulations and to maintain and promote a safe environment for the citizens of Fort Worth through innovative and cost-effective prevention programs.

**FY2002-03 DEPARTMENTAL OBJECTIVES**

To coordinate an Air Pollution Control Program in support of the region's goal of achieving Clean Air Act attainment by conducting:

- Investigation of outdoor air quality complaints;
- Stage II vapor recovery inspections; and
- Major and minor source air quality inspections and review of air emission permit applications.

To reduce disposal of city-generated regulated waste by implementation of:

- Recycling;
- Waste minimization procedures; and
- Use of less toxic chemicals.

<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Air pollution complaints investigated in 24 hour response/percent investigated	149/100%	135/100%	125/100%
Stage II inspections	277	285	300
Major & Minor Source inspections	125	222	200
Pounds of City-generated waste sent for disposal	231,000 lbs.	200,000 lbs.	200,000 lbs.

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>ENVIRONMENTAL MANAGEMENT</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GG01 GENERAL FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>ENVIRONMENTAL MANAGEMENT DIVISION</u>								
0521000	ENVIRONMENTAL MANAGEMENT ADMIN	\$ 451,983	\$ 386,241	\$ 280,106	\$ 336,706	6.00	6.00	5.00	5.00
0521010	GIS	93,702	121,162	127,320	127,320	2.00	2.00	2.00	2.00
	Sub-Total	<u>\$ 545,685</u>	<u>\$ 507,403</u>	<u>\$ 407,426</u>	<u>\$ 464,026</u>	<u>8.00</u>	<u>8.00</u>	<u>7.00</u>	<u>7.00</u>
	<u>COMPLIANCE</u>								
0521520	COMPLIANCE	\$ 185,648	\$ 195,246	\$ 246,685	\$ 246,685	2.00	2.00	3.00	3.00
	Sub-Total	<u>\$ 185,648</u>	<u>\$ 195,246</u>	<u>\$ 246,685</u>	<u>\$ 246,685</u>	<u>2.00</u>	<u>2.00</u>	<u>3.00</u>	<u>3.00</u>
	<u>WATER QUALITY DIVISION</u>								
0522000	WATER QUALITY	\$ 359,553	\$ 376,282	\$ 315,676	\$ 315,676	5.00	4.00	4.00	4.00
	Sub-Total	<u>\$ 359,553</u>	<u>\$ 376,282</u>	<u>\$ 315,676</u>	<u>\$ 315,676</u>	<u>5.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
	<u>AIR QUALITY DIVISION</u>								
0523000	AIR QUALITY	\$ 236,853	\$ 238,998	\$ 244,871	\$ 244,871	5.00	5.00	5.00	5.00
	Sub-Total	<u>\$ 236,853</u>	<u>\$ 238,998</u>	<u>\$ 244,871</u>	<u>\$ 244,871</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
	<b>TOTAL</b>	\$ 1,327,739	\$ 1,317,929	\$ 1,214,658	\$ 1,271,258	20.00	19.00	19.00	19.00

**FORT WORTH**



## DEPARTMENTAL BUDGET SUMMARY

**DEPARTMENT:****FUND/CENTER**

FINANCE

GG01/0131010:0139010

**SUMMARY OF DEPARTMENT RESPONSIBILITIES:**

The Finance Department has general responsibility for the financial administration of the City. These duties are performed by the following divisions: Administration, Accounting, Purchasing, Treasury Administration, Financial Systems Administration, Records and Information Management, and Risk Management.

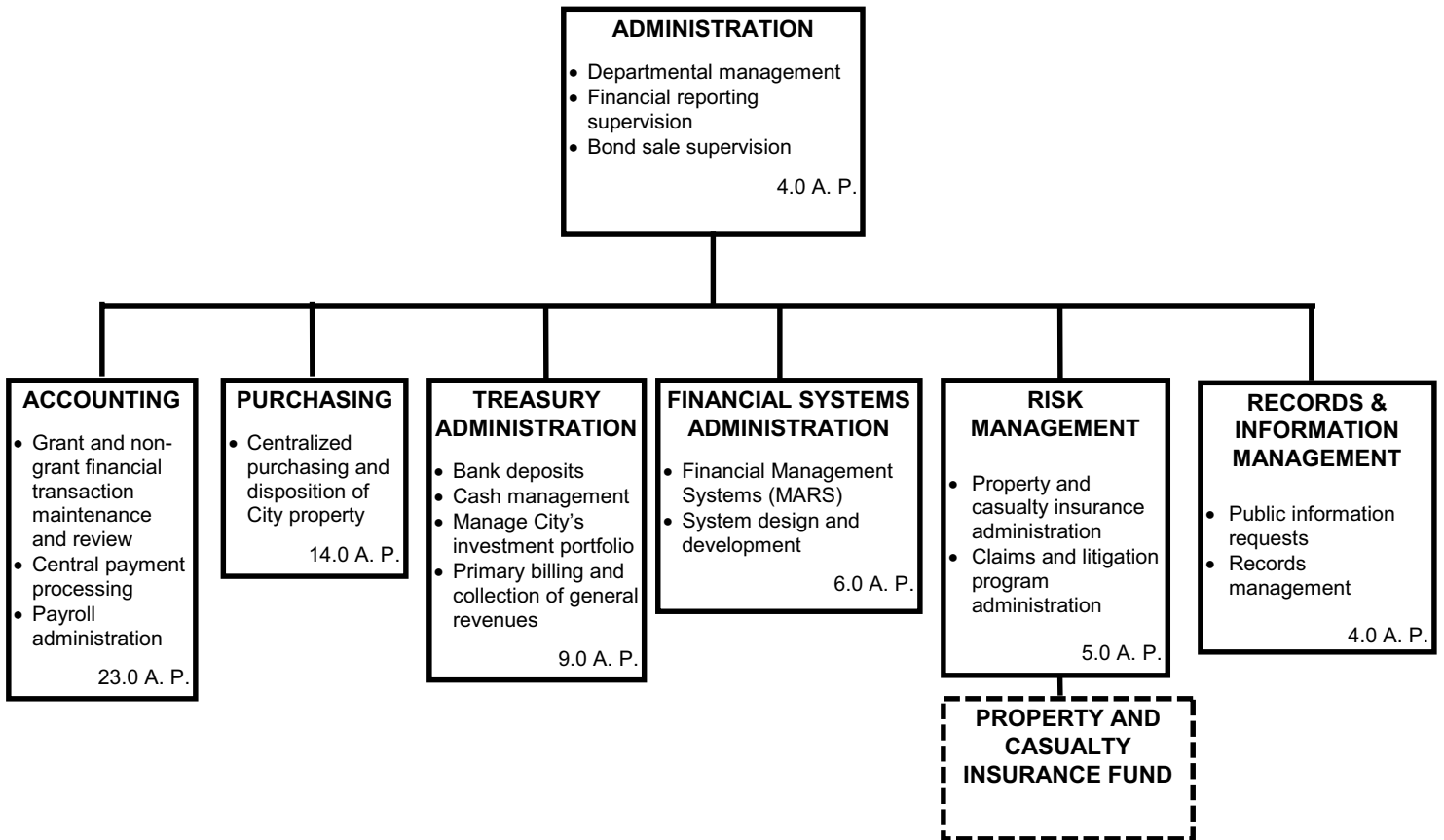
The Administration Division is responsible for providing overall planning and control to the other elements of the department. It also supervises the sale of municipal bonds and the preparation of the City's financial reports. The Accounting Division maintains the general ledger, payroll, accounts payable, grant accounting, Fixed Assets Inventory Tracking System (FATS), and certain accounts receivable for the City in an accounting system conforming to City Charter requirements and to established municipal accounting principles.

The Purchasing Division provides centralized purchasing for all City departments and disposes of obsolete or surplus materials/equipment and confiscated property. The Treasury Administration Division manages the City's investment portfolio and is responsible for primary billing, collection of general revenue, bank deposits, and cash management.

The Financial Systems Administration Division is responsible for the ongoing maintenance of the financial management system. The Records and Information Management Division is responsible for Citywide records storage inventory and control, as well as responding to public information requests. In FY2001-02, portions of the Risk Management Department were merged into the Finance Department. The Risk Management Division of the Finance Department is now responsible for the property and casualty insurance program and the liability insurance program.

Allocations	Actual 2000-01	Adopted 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
<b>Personal Services</b>	\$ 2,930,437	\$ 3,290,415	\$ 3,329,489	\$ 3,329,489
<b>Supplies</b>	119,826	75,481	83,378	83,378
<b>Contractual</b>	2,058,362	1,780,246	1,761,315	1,761,315
<b>Capital Outlay</b>	0	0	0	0
<b>Total Expenditures</b>	\$ 5,108,625	\$ 5,146,142	\$ 5,174,182	\$ 5,174,182
<b>Authorized Positions</b>	60.00	63.00	65.00	65.00

# FINANCE – 65.0 A. P.



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> FINANCE	<b>FUND/CENTER</b> GG01/0131010:0139010
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$5,146,142	<b>A.P.</b>	63.00
<b>2002-03 ADOPTED:</b>	\$5,174,182	<b>A.P.</b>	65.00

A) The adopted budget increases by \$63,859 for an increase in authorized staff of two positions. Both were overages approved in FY2001-02. One Office Assistant II was added as an overage to assist support staff in the Administrative Division of the department. The second position is a Senior Customer Service Representative in the Revenue Collection Section to provide enhanced customer service at the cashier counter in the Revenue Office.

B) The adopted budget increases by \$132,904 for information technology services, based on the schedule of rates and charges of the Information Technology Solutions Department and current usage. That increase is partially offset by a reduction of (\$90,000) for two technology projects in the department, one of which will be postponed and the other (development of a claims management system) paid for from the Property and Casualty Insurance Fund.

C) The adopted budget increases by \$26,633 for workers' compensation plan cost increases.

D) The adopted budget decreases by (\$26,512) for basic telephone charges for consistency with re-estimates.

E) The adopted budget increases by \$25,020 for IT leased equipment for cost increases in the IT Solutions schedule of rates and charges.

**FORT WORTH**





## DEPARTMENTAL OBJECTIVES AND MEASURES

<b>DEPARTMENT:</b>			
<b>FINANCE</b>			
<b>DEPARTMENT PURPOSE</b>			
<p>To provide efficient and effective financial and administrative services to meet the needs of residents, the City Council and management for up-to-date financial, operational and management information, and to assist other City departments in providing services in an efficient and effective manner.</p>			
<b>FY2002-03 DEPARTMENTAL OBJECTIVES</b>			
<p>To complete the Comprehensive Annual Financial Report (including the A-133 Grants Report) and present to the City Council within 180 days of year-end closing.</p>			
<p>To achieve 100 percent of the City's benchmark yield on investments.</p>			
<p>To review Mayor &amp; Council Communications (M&amp;Cs) within 3.5 working days.</p>			
<p>To respond to 2,400 official public requests for information through the Records and Information Management Office.</p>			
<p>Maintain a limit of claims settled without lawsuit at 75 percent.</p>			
<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Completion days for CAFR after closing	150	180	180
Investment yield compared to benchmark	104%	90%	100%
Average number of days for M&C review	3.47	3.5	3.5
Number of public information responses	1,400	2,200	2,400
Claims settled without lawsuit	N/A	75%	75%

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT FINANCE		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND GG01 GENERAL FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>FINANCE ADMINISTRATION</u>								
0131000	FINANCE ADMINISTRATION	\$ 178	\$ 0	\$ 0	\$ 0	0.00	0.00	0.00	0.00
0131010	FINANCE ADMINISTRATION	2,065,764	1,821,167	1,815,157	1,815,157	6.00	3.00	4.00	4.00
	Sub-Total	<u>\$ 2,065,942</u>	<u>\$ 1,821,167</u>	<u>\$ 1,815,157</u>	<u>\$ 1,815,157</u>	<u>6.00</u>	<u>3.00</u>	<u>4.00</u>	<u>4.00</u>
	<u>ACCOUNTING DIVISION</u>								
0132010	GENERAL LEDGER	\$ 1,096,975	\$ 1,135,635	\$ 1,165,291	\$ 1,165,291	23.00	23.00	23.00	23.00
	Sub-Total	<u>\$ 1,096,975</u>	<u>\$ 1,135,635</u>	<u>\$ 1,165,291</u>	<u>\$ 1,165,291</u>	<u>23.00</u>	<u>23.00</u>	<u>23.00</u>	<u>23.00</u>
	<u>PURCHASING DIVISION</u>								
0133000	PURCHASING DIVISION	\$ 648,168	\$ 691,693	\$ 702,498	\$ 702,498	14.00	14.00	14.00	14.00
	Sub-Total	<u>\$ 648,168</u>	<u>\$ 691,693</u>	<u>\$ 702,498</u>	<u>\$ 702,498</u>	<u>14.00</u>	<u>14.00</u>	<u>14.00</u>	<u>14.00</u>
	<u>CASH MANAGEMENT</u>								
0134010	TREASURY ADMINISTRATION	\$ 609,923	\$ 572,439	\$ 543,361	\$ 543,361	8.00	8.00	9.00	9.00
0134020	REVENUE COLLECTION	20	0	0	0	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 609,943</u>	<u>\$ 572,439</u>	<u>\$ 543,361</u>	<u>\$ 543,361</u>	<u>8.00</u>	<u>8.00</u>	<u>9.00</u>	<u>9.00</u>

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT FINANCE		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND GG01 GENERAL FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>FINANCIAL SYSTEMS ADMINISTRATION</u>								
0135010	FINANCIAL SYSTEM ADMINISTRATION	\$ 384,522	\$ 408,940	\$ 409,689	\$ 409,689	6.00	6.00	6.00	6.00
	Sub-Total	<u>\$ 384,522</u>	<u>\$ 408,940</u>	<u>\$ 409,689</u>	<u>\$ 409,689</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>
	<u>IAGM</u>								
0137010	IAGM	\$ 301,870	\$ 0	\$ 0	\$ 0	3.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 301,870</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>3.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>RECORDS MANAGE- MENT</u>								
0138010	RECORDS & INFORMA- TION MANAGEMENT	\$ 0	\$ 210,951	\$ 216,666	\$ 216,666	0.00	4.00	4.00	4.00
	Sub-Total	<u>\$ 0</u>	<u>\$ 210,951</u>	<u>\$ 216,666</u>	<u>\$ 216,666</u>	<u>0.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
	<u>INSURANCE</u>								
0139000	RETIREMENT ADMINIS- TRATION	\$ 1,205	\$ 0	\$ 0	\$ 0	0.00	0.00	0.00	0.00
0139010	RISK MANAGEMENT	0	305,317	321,520	321,520	0.00	5.00	5.00	5.00
	Sub-Total	<u>\$ 1,205</u>	<u>\$ 305,317</u>	<u>\$ 321,520</u>	<u>\$ 321,520</u>	<u>0.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
	<b>TOTAL</b>	\$ 5,108,625	\$ 5,146,142	\$ 5,174,182	\$ 5,174,182	60.00	63.00	65.00	65.00

**DEPARTMENTAL BUDGET SUMMARY**

<b>DEPARTMENT:</b> FIRE	<b>FUND/CENTER</b> GG01/0361000:0368000
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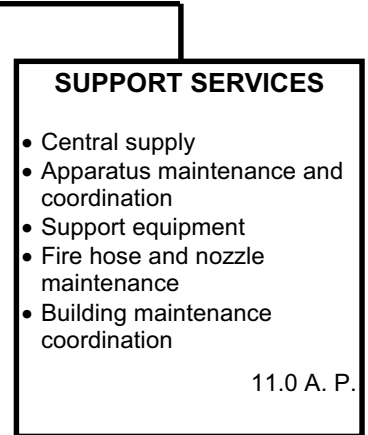
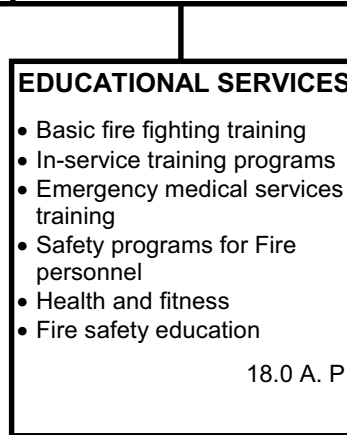
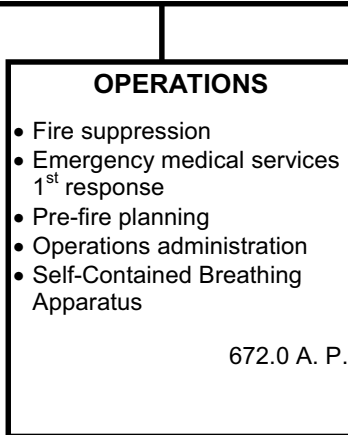
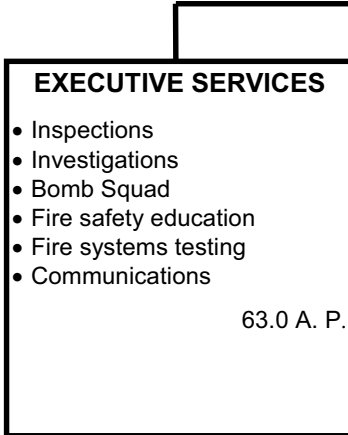
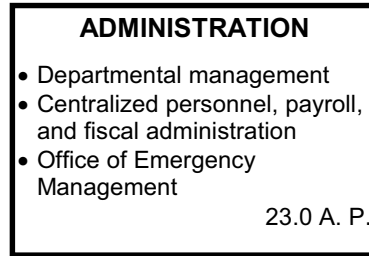
## SUMMARY OF DEPARTMENT RESPONSIBILITIES:

The Fire Department provides protection of life and property from fire; first response for emergency medical service; programs of fire safety and prevention; arson and fire cause investigations; and dispatching of fire apparatus and personnel to fire scenes and other emergencies. The department is also responsible for the development and implementation of plans for the protection of life and property, thereby minimizing the effects of a potential disaster.

The department is organized into five major divisions: Administration, Prevention, Operations, Support Services, and Training. The Administration Division oversees all departmental functions, including financial operations and emergency management operations. The Prevention Division performs inspections, alarm services, investigations, and dispatch functions. The Operations Division, which employs the vast majority of departmental personnel, conducts daily emergency response activities associated with fire stations, including maintenance of self-contained breathing apparatus (SCBA) equipment. The Support Services Division coordinates maintenance of the department's vehicles and firefighting apparatus fleet, as well as the storage and distribution of operating supplies such as firehose and ladder equipment. The Training Division performs initial training for new firefighters, as well as continuing education for experienced personnel.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 52,968,088	\$ 57,402,655	\$ 60,394,237	\$ 60,394,237
<b>Supplies</b>	2,687,746	2,168,023	2,619,091	2,619,091
<b>Contractual</b>	3,853,231	3,583,968	4,573,421	4,573,421
<b>Capital Outlay</b>	170,279	378,500	339,400	339,400
<b>Total Expenditures</b>	\$ 59,679,344	\$ 63,533,146	\$ 67,926,149	\$ 67,926,149
<b>Authorized Positions</b>	782.00	784.00	787.00	787.00

# FIRE DEPARTMENT - 787.0 A. P.



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> FIRE	<b>FUND/CENTER</b> GG01/0361000:0368000
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$63,533,146	<b>A.P.</b>	784.00
<b>2002-03 ADOPTED:</b>	\$67,926,149	<b>A.P.</b>	787.00

- A) The adopted budget increases by \$1,423,463 for civil service base pay. The department will add 28 civil service positions in April 2003 to staff the newly opened Fire Station 39 and to convert four stand-alone three-person companies to four-person staffing. Existing civil service personnel will receive pay increases through the FY2002-03 compensation plan.
- B) The adopted budget increases by \$707,500 for group health insurance. The increase is a result of rising health costs and an expanding workforce.
- C) The adopted budget increases by \$415,554 for computer equipment leases. A full year of mobile data computer (MDC) lease payments will be reflected for the first time in the FY2002-03 budget.
- D) The adopted budget increases by \$301,689 for salaries of regular employees. One authorized position has been added for administration of the computer aided dispatch (CAD) system, and most existing personnel will receive pay increases through the FY2002-03 compensation plan.
- E) The adopted budget increases by \$228,859 for equipment maintenance charges. As the department's fleet ages and expands, equipment maintenance costs increase accordingly.
- F) The adopted budget increases by \$225,628 for motor vehicle parts and supplies.
- G) The adopted budget increases by \$220,822 for employee retirement contributions, which are directly tied to increasing salaries.
- H) The adopted budget increases by \$179,899 to reflect lower budgeted salary savings. This adjustment has been made to account for lower vacancy rates and retirement rates projected for the coming year.
- I) The adopted budget increases by \$176,388 for contractual services. The bulk of this increase is attributed to the department's plans to contract out the cleaning, maintenance, and tracking of personal protective gear.
- J) The adopted budget increases by \$163,308 for civil service incentive pay. Most of the increase reflects a change in the account used to budget for this item during the previous fiscal year.
- K) The adopted budget increases by \$157,275 for equipment administrative service charges. The Equipment Services Department assesses a \$675 fee per vehicle to cover depreciation expense and indirect costs.
- L) The adopted budget decreases by (\$156,044) for workers' compensation expense. The decrease is based primarily on a reduced number of projected claims.

**FORT WORTH**





**DEPARTMENTAL OBJECTIVES AND MEASURES**

**DEPARTMENT:** FIRE

**DEPARTMENT PURPOSE**

The Fire Department provides protection of life and property from fire; first response for emergency medical service; programs for fire safety education; commercial inspections; fire prevention services; arson and fire cause investigations; and the dispatch of fire apparatus and personnel to fire scenes and other emergencies. Additionally, the department is responsible for the development and implementation of plans for the protection of life and property, thereby minimizing the effects of a potential disaster.

**FY2002-03 DEPARTMENTAL OBJECTIVES**

To arrive on the scene of at least 72 percent of all fire, emergency medical services, and other emergency incidents in five minutes or less.

To conduct a total of 14,500 commercial fire inspections, at a cost not to exceed the Bureau of Fire Prevention budget.

To limit the total estimated fire loss in the City of Fort Worth to the 10-year annual average of \$29,000,000.

To present 400 Fire Safety Education programs at a cost not to exceed the Fire Safety Education budget.

To maintain a recidivism rate of less than 5 percent among Juvenile Firesetters Program referrals and participants.

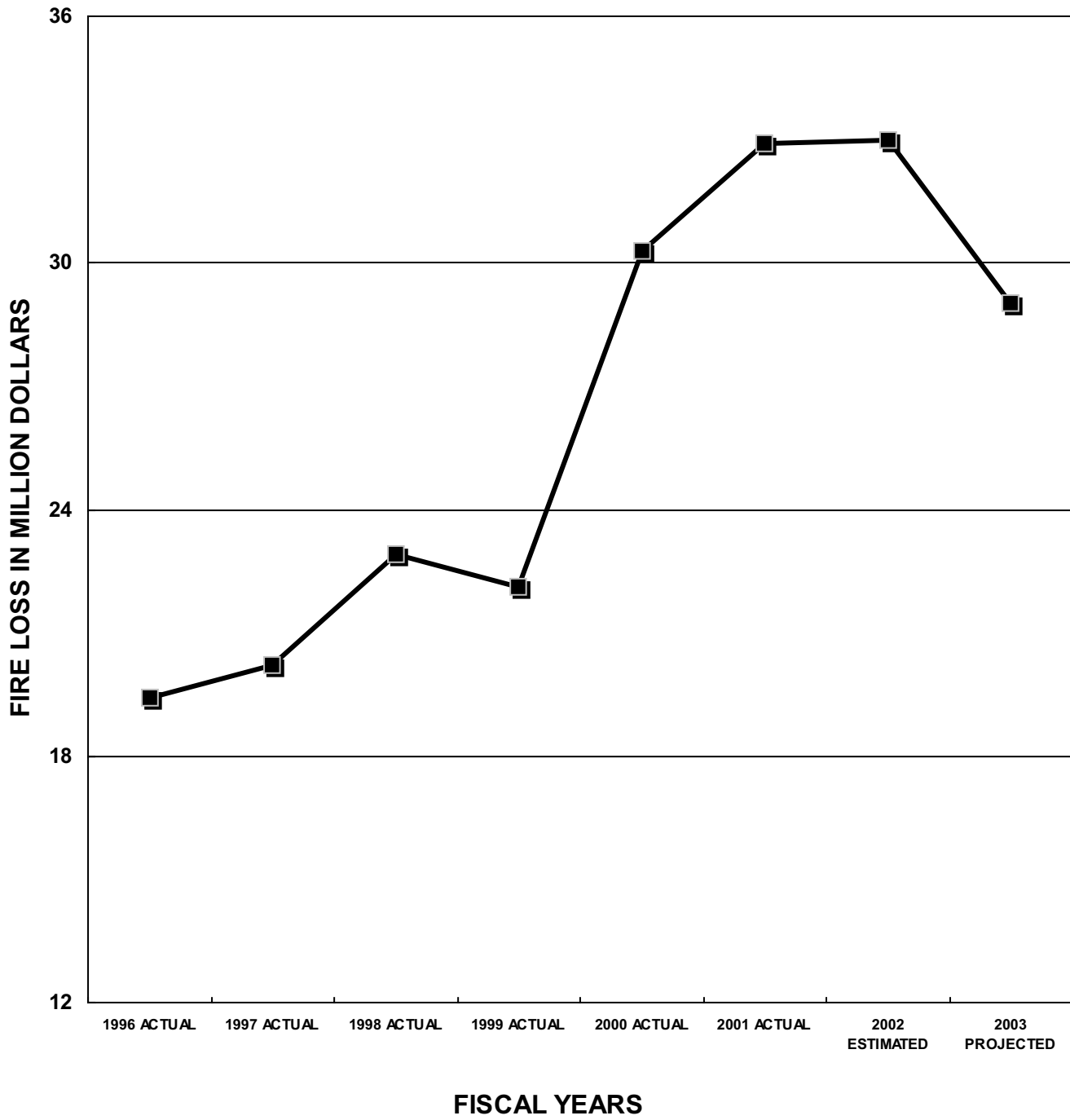
<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
% of responses under five minutes	71%	72%	72%
Number of commercial fire inspections	10,957	14,000	14,500
Dollar value of fire loss	\$30,257,580	\$36,372,000	\$29,000,000
Fire Safety Education programs	385	400	425
Juvenile Firesetters Program recidivism rate	3%	2%	2%

**FORT WORTH**



# FIRE

## Property Loss by Calendar Year



**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT FIRE		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND GG01 GENERAL FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>FIRE ADMINISTRATION</u>								
0361000	FIRE ADMINISTRATION	\$ 2,392,391	\$ 2,609,976	\$ 3,190,260	\$ 3,190,260	17.00	16.00	18.00	18.00
0361010	EMERGENCY MANAGEMENT	403,326	408,673	415,866	415,866	5.00	5.00	5.00	5.00
	Sub-Total	<u>\$ 2,795,717</u>	<u>\$ 3,018,649</u>	<u>\$ 3,606,126</u>	<u>\$ 3,606,126</u>	<u>22.00</u>	<u>21.00</u>	<u>23.00</u>	<u>23.00</u>
	<u>PREVENTION</u>								
0362000	PREVENTION	\$ 3,197,177	\$ 0	\$ 0	\$ 0	33.00	0.00	0.00	0.00
0362010	EXECUTIVE SERVICES	0	341,869	173,328	173,328	0.00	3.00	2.00	2.00
0362020	FIRE PREVENTION	0	2,107,108	2,151,656	2,151,656	0.00	23.00	23.00	23.00
0362030	FIRE INVESTIGATIONS	0	770,471	977,169	977,169	0.00	9.00	11.00	11.00
0362040	FIRE COMMUNICATIONS	0	2,059,395	2,128,033	2,128,033	26.00	26.00	27.00	27.00
	Sub-Total	<u>\$ 3,197,177</u>	<u>\$ 5,278,843</u>	<u>\$ 5,430,186</u>	<u>\$ 5,430,186</u>	<u>59.00</u>	<u>61.00</u>	<u>63.00</u>	<u>63.00</u>
	<u>DIVISION 1</u>								
0363000	DIVISION 1	\$ 2,473	\$ 0	\$ 0	\$ 0	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 2,473</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>OPERATIONS</u>								

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT FIRE		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND GG01 GENERAL FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0363500	OPERATIONS ADMINIS- TRATION	\$ 557,308	\$ 566,243	\$ 523,637	\$ 523,637	5.00	5.00	5.00	5.00
0363510	BATTALIONS	44,915,151	47,862,927	50,952,671	50,952,671	660.00	660.00	660.00	660.00
0363520	SCBA	876,688	881,466	772,192	772,192	7.00	7.00	7.00	7.00
	Sub-Total	<u>\$ 46,349,147</u>	<u>\$ 49,310,636</u>	<u>\$ 52,248,500</u>	<u>\$ 52,248,500</u>	<u>672.00</u>	<u>672.00</u>	<u>672.00</u>	<u>672.00</u>
	<u>ALARM</u>								
0364500	FIRE ALARM OFFICE	\$ 1,935,631	\$ 0	\$ 0	\$ 0	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 1,935,631</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>SUPPORT SERVICES</u>								
0365500	VEHICLE SERVICES	\$ 2,509,107	\$ 2,370,732	\$ 3,079,811	\$ 3,079,811	6.00	6.00	6.00	6.00
0365510	SUPPLY	337,206	373,256	368,693	368,693	5.00	5.00	5.00	5.00
	Sub-Total	<u>\$ 2,846,313</u>	<u>\$ 2,743,988</u>	<u>\$ 3,448,504</u>	<u>\$ 3,448,504</u>	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>
	<u>TRAINING</u>								
0368000	TRAINING	\$ 2,552,886	\$ 3,181,030	\$ 3,192,833	\$ 3,192,833	18.00	19.00	18.00	18.00
	Sub-Total	<u>\$ 2,552,886</u>	<u>\$ 3,181,030</u>	<u>\$ 3,192,833</u>	<u>\$ 3,192,833</u>	<u>18.00</u>	<u>19.00</u>	<u>18.00</u>	<u>18.00</u>
	<b>TOTAL</b>	<b>\$ 59,679,344</b>	<b>\$ 63,533,146</b>	<b>\$ 67,926,149</b>	<b>\$ 67,926,149</b>	<b>782.00</b>	<b>784.00</b>	<b>787.00</b>	<b>787.00</b>



**FORT WORTH**





**HOUSING DEPARTMENT  
BUDGET OVERVIEW  
FOR THE PERIOD  
JUNE 1, 2002 - MAY 31, 2003**

<b><u>FUNDING SOURCES:</u></b>	<b><u>Allocation This Period</u></b>	<b><u>Carry-Over Balance</u></b>	<b><u>Total Available</u></b>
<b>GENERAL FUND</b>	<u>\$64,210</u>	<u>\$0</u>	<u>\$64,564</u>
Sub-total General Fund	\$64,210	\$0	\$64,564
<b>GRANT FUNDS</b>			
Community Development Block Grant (CDBG) (6/1/1989 - until expended)	\$7,175,279	\$0	\$7,175,279
HOME Funds (5/18/1993 - 5/31/2005)	8,056,721	313,232	8,369,953
Weatherization Assistance Program (WAP) (1/1/2002 - 8/31/2002)	604,708	0	604,708
Lead Hazard Control (LHC) (4/1/2002 - 3/31/2005)	1,000,000	0	1,000,000
Comprehensive Housing Counseling (CHC) (10/1/2001 - 9/30/2002)	<u>3,799</u>	<u>0</u>	<u>3,799</u>
Sub-Total Grant Funding	\$16,840,507	\$313,232	\$17,153,739
<b>OTHER FUNDING SOURCES</b>			
Housing Finance Corporation (HFC)	\$354,801	\$944,444	\$1,299,245
Rental Rehabilitation Program Funding	244,511	44,428	288,938
Radisson Parking Revenues	226,240	0	226,240
Private Funding (CHC)	<u>11,703</u>	<u>0</u>	<u>11,703</u>
Sub-Total Other Funding Sources	\$837,255	\$988,872	\$1,826,126
<b>TOTAL ALL FUNDING SOURCES</b>	\$17,741,972	\$1,302,104	\$19,044,429
<b><u>EXPENDITURES:</u></b>			
Administrative Resources			
Personal	\$2,682,421		
Supplies	33,726		
Contractual	588,957		
Capital	<u>14,753</u>		
Sub-Total Other Funding Sources	\$3,319,857		
Program Resources	<u>\$14,424,294</u>		
<b>TOTAL EXPENDITURES</b>	\$17,744,151		
<b>APPROVED POSITIONS</b>	49.00		

**FORT WORTH**



**DEPARTMENTAL BUDGET SUMMARY**

<b>DEPARTMENT:</b> HOUSING	<b>FUND/CENTER</b> GG01/0051010:0053010
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SUMMARY OF DEPARTMENT RESPONSIBILITIES:

The Housing Department's mission is to develop and administer programs that preserve and expand the City's supply of decent, safe, and affordable housing, as well as stimulate neighborhood revitalization. These activities are funded by federal, state, and local sources. Program services include acquisition, rehabilitation, new construction, emergency repair, weatherization, exterior painting, housing counseling and training, first time homebuyer's assistance, lead-based paint abatement, funding for special needs housing, and capacity building for non-profits and other development activities.

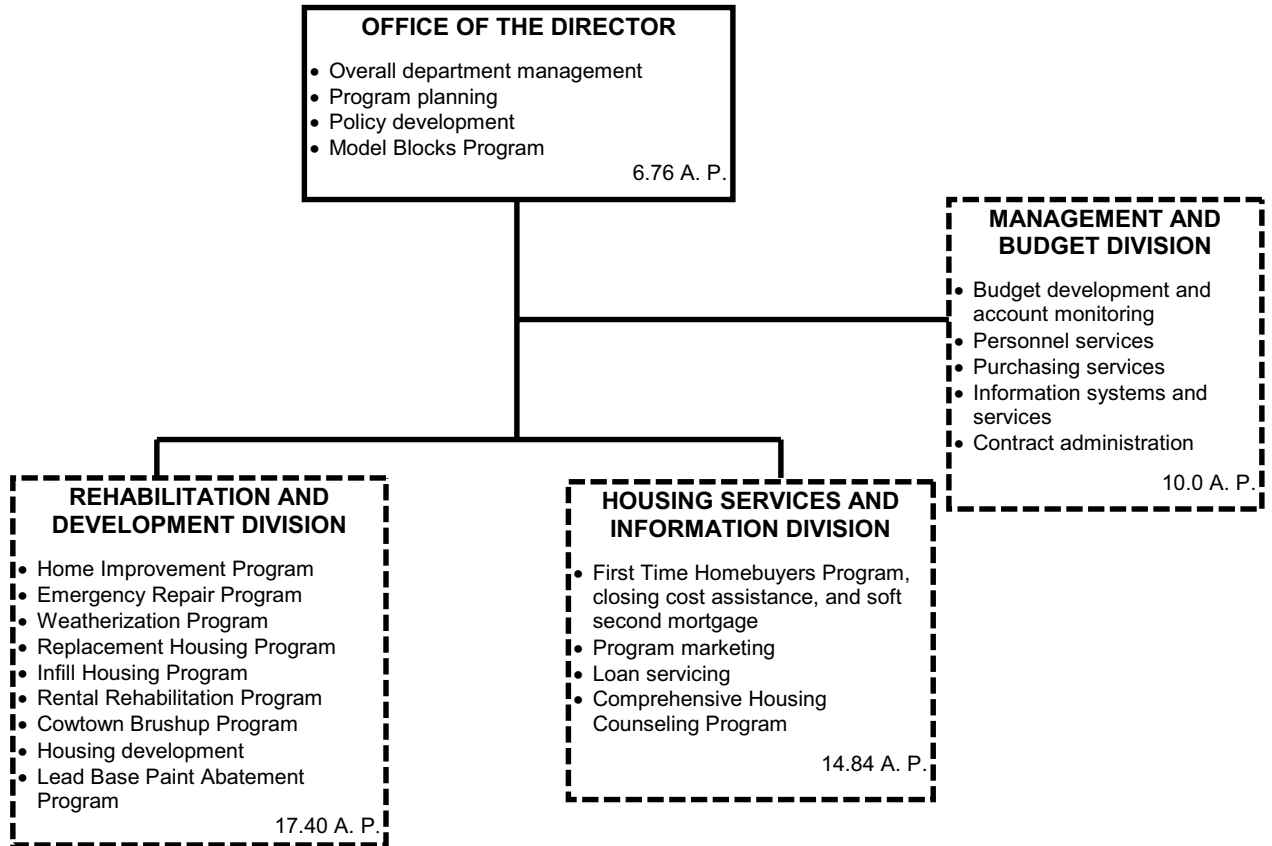
These program activities are combined with Model Blocks and Neighborhood Empowerment Zone (NEZ) area programs to help revitalize central city neighborhoods. The Model Blocks and NEZ programs concentrate City activities and resources in selected neighborhoods in order to have a visible impact. The programs are structured to organize and empower neighborhoods so they may effectively identify issues and work towards solutions; promote public-private partnerships in the revitalization process; and offer integrated services to address the needs of individual neighborhoods. In addition to home repair activities, these programs provide funding or incentives for infrastructure improvements, economic development, and social services.

Twelve Model Blocks projects are underway: Historic Near Southeast, Jennings/May/Saint Louis (JMSL), Como, Near Northside, Fairmount, Polytechnic Heights, United Riverside, Mitchell Boulevard, Far Greater Northside, Greenway, Worth Heights, and Handley.

Two Neighborhood Empowerment Zone areas have been designated in the Stop Six and Ridglea/Como areas of the City. The residents participated in planning their improvement strategies. Now, development has begun in these areas.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 33,260	\$ 33,814	\$ 35,436	\$ 35,436
<b>Supplies</b>	626	790	790	790
<b>Contractual</b>	27,891	29,606	28,338	28,338
<b>Total Expenditures</b>	\$ 61,777	\$ 64,210	\$ 64,564	\$ 64,564
<b>Authorized Positions</b>	0.40	0.40	0.40	0.40

**HOUSING – 49.00 A. P.**  
**GENERAL FUND .40**  
**(GRANT FUNDS 48.60)**



**DEPARTMENTAL OBJECTIVES AND MEASURES**

**DEPARTMENT:** HOUSING

**DEPARTMENT PURPOSE**

To provide housing opportunities through acquisition, rehabilitation, new construction, rental, and other activities, primarily for low- and very low-income persons.

**FY2002-03 DEPARTMENTAL OBJECTIVES**

To assist approximately 36 low- and very low-income homeowners with loans averaging \$33,500 to rehabilitate their homes to meet Housing Quality Standards (HQS) and all applicable codes.

To assist approximately three low- and very low-income homeowners with loans averaging \$62,000 for house replacement when the cost to repair their existing home exceeds the loan limits of the Housing Improvement Program.

To construct approximately 25 houses at an average cost of \$95,000.

To provide emergency assistance to 166 low and very low-income homeowners, at an average cost of \$2,100 per unit, to make necessary repairs correcting serious health and safety hazards.

To provide weatherization services for 200 low-income homeowners and renters at an average cost of \$2,050.

To provide homebuyer assistance including closing cost assistance and/or forgivable second mortgages to make homeownership affordable for 139 low- and very low-income homebuyers at an average cost of \$12,500.

To provide housing opportunities for 147 low- and very-low income households by working with various nonprofit organizations operating in the community that provide financing, rehabilitation, rental assistance and other housing services

To provide housing counseling to 1,325 families throughout Tarrant County with homeownership information, budget, credit, tenant and landlord rights, and mortgage delinquency.

To assist 590 lead-based paint hazardous homes through the ALERT program making the homes lead safe..

<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Number of houses rehabilitated	76	15	36
Number of houses replaced	7	2	3
Number of houses constructed	50	21	25
Number of emergency repairs	176	140	166
Number of units weatherized	120	150	200
Families provided assistance (home-buyer, closing cost ,second mortgages)	304	100	139
Nonprofit organizations assisted	150	188	147
Number of families counseled	1,500	1,205	1,325
Unit receiving ALERT services	N/A	N/A	590

**FORT WORTH**



**HOUSING DEPARTMENT  
DEPARTMENTAL BUDGET SUMMARY**

**GRANT FUNDING**

**GENERAL INFORMATION:**

The Community Development Block Grant (CDBG) is authorized by the Housing and Community Development Act of 1974, as amended. Its purpose is to develop viable urban communities by providing decent housing, a suitable living environment, and expanded economic opportunities, principally for persons of low- and very low-income. The U.S. Department of Housing and Urban Development (HUD) is the source agency for this funding.

The HOME program is designed to be a partnership among federal and local governments and those in the for-profit and non-profit sectors who build, own, manage, finance, or support low-income housing initiatives. The HOME program mandates the participation of non-profit developers, sponsors, and owners. HUD is the source agency for this funding. The City received its first allocation in FY1991-92. Local jurisdictions are required to provide matching funds.

The Rental Rehabilitation Block Grant (RRBG) provides low-interest loans to help owners finance the rehabilitation of either single- or multi-family rental property that is affordable to low-income families. HUD, which is the source agency for this funding, no longer provides RRBG funds. The program is currently operating with program income from loan repayments.

The Weatherization Assistance Program (WAP) services extremely low-income residents of Tarrant County, primarily the disabled and elderly. The source agency for funding is the Texas Department of Housing and Community Affairs. The Weatherization Program receives funding from three grants, two of which cover minor repairs to roofs, walls, ceilings, furnaces and air conditioners, attic insulation, weather-stripping, caulking, window and door repair or replacement. The third (enhanced) grant complements the weatherization services provided for in the first two grants. Funding for this program has declined significantly in recent years.

The Comprehensive Housing Counseling Program (CHC) is an intensive counseling program that works in conjunction with the City's In-Fill Housing Development Program. The City of Fort Worth Housing Department was certified by HUD as a Housing Counseling Agency on December 19, 1997. The components of the expanded Housing Counseling Program include: community outreach and education; intake and screening; homeownership training and counseling services; referrals; follow-up visits to potential homebuyers; and pre-purchase, pre-occupancy, post-occupancy and money management counseling. Other components include short-term credit repair and mortgage-default counseling; rental counseling for tenants and landlords; and home improvement counseling. The CHC program is required for all first-time homebuyers.

The Lead Hazard Control Grant (LHC) is a grant that will be used in an Area Lead Education, Reduction and Training Program (ALERT) program. ALERT is a partnership among the City of Fort Worth's Housing Department, Health Department, Tarrant County Public Health Department, Fort Worth Housing Authority, nine community-based organizations in Fort Worth, the City of Denton, and its non-profit partner, the Denton Affordable Housing Coalition. ALERT's goal is to make homes lead safe and reduce lead poisoning and its devastating effects on the mental and physical development of children.

**STATUS OF FUNDING**

	<b>2000-01</b>	<b>2001-02</b>	<b>2002-03</b>
Balance Carried Forward	\$11,949,469	\$11,655,324	\$8,548,228
New Funds	8,454,228	7,447,487	7,601,712
Expenditures/Commitments	<u>(8,748,373)</u>	<u>(10,554,583)</u>	<u>(15,836,708)</u>
Balance Remaining	\$11,655,324	\$8,548,228	\$313,232
Approved Positions	46.67	45.0	48.6

**HOUSING DEPARTMENT  
DEPARTMENTAL BUDGET SUMMARY**

**OTHER FUNDING**

**GENERAL INFORMATION:**

The Fort Worth Housing Finance Corporation (FWHFC) was initially established to issue mortgage revenue bonds to provide first-time homebuyer loan funds. The funds are generated by the sale of mortgage revenue bonds. The Fort Worth City Council functions as the FWHFC's board of directors. Over time, the FWHFC has accumulated a fund balance of approximately \$5,000,000 dedicated to housing activities. The fund was accumulated through the refinancing of an earlier bond issue. Currently, only the interest from the fund is used for housing activities. The interest proceeds can be used for any housing activities approved by the FWHFC. This interest income has been an important source of matching funds for federal grants. Additionally, \$364,814 will be utilized this fiscal year for new single-family housing construction and \$296,319 for a land banking program.

Rental Rehabilitation Program Income (RRPI) is generated from loan repayments from owners previously assisted through the Rental Rehabilitation Block Grant (RRBG) program. HUD, the source agency for this funding, no longer provides RRBG funds. RRPI funds will be used for various housing activities in conjunction with the Fort Worth Housing Finance Corporation.

Radisson parking revenue comes from an underground parking garage located across the street from the Radisson Hotel that was completed in September 1981. An Urban Development Action Grant (UDAG) from the U.S. Department of Housing and Urban Development funded the garage. The garage is currently under a 50-year lease to the owners of the Radisson Hotel. The hotel, which operates the parking garage, pays the City approximately \$84,450 in rent each year. This revenue can be used for any Community Development Block Grant-eligible activity. Traditionally, the Radisson revenue has been used for home improvement loans.

**STATUS OF FUNDING**

	<b>2000-01</b>	<b>2001-02</b>	<b>2002-03</b>
Balance Carried Forward	\$1,905,031	\$797,825	\$953,663
New Funds	455,000	953,339	872,463
Expenditures/Commitments	<u>(1,562,205)</u>	<u>(797,502)</u>	<u>(837,254)</u>
Balance Remaining	\$797,826	\$953,663	\$988,872
Approved Positions	N/A	N/A	N/A



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>HOUSING</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GG01 GENERAL FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>PLANNING DIVISION</u>								
0050600	PLANNING DIVISION	\$ 0	\$ 3,900	\$ 3,900	\$ 3,900	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 0</u>	<u>\$ 3,900</u>	<u>\$ 3,900</u>	<u>\$ 3,900</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>ADMINISTRATION</u>								
0051010	ADMINISTRATION	\$ 51,875	\$ 41,896	\$ 38,435	\$ 38,435	0.40	0.30	0.30	0.30
	Sub-Total	<u>\$ 51,875</u>	<u>\$ 41,896</u>	<u>\$ 38,435</u>	<u>\$ 38,435</u>	<u>0.40</u>	<u>0.30</u>	<u>0.30</u>	<u>0.30</u>
	<u>FINANCE &amp; PROCESS- ING</u>								
0052010	ADMINISTRATION	\$ 5,252	\$ 13,764	\$ 17,796	\$ 17,796	0.00	0.10	0.10	0.10
	Sub-Total	<u>\$ 5,252</u>	<u>\$ 13,764</u>	<u>\$ 17,796</u>	<u>\$ 17,796</u>	<u>0.00</u>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>
	<u>CONSTRUCTION</u>								
0053010	ADMINISTRATION	\$ 4,650	\$ 4,650	\$ 4,433	\$ 4,433	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 4,650</u>	<u>\$ 4,650</u>	<u>\$ 4,433</u>	<u>\$ 4,433</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<b>TOTAL</b>	\$ 61,777	\$ 64,210	\$ 64,564	\$ 64,564	0.40	0.40	0.40	0.40

**FORT WORTH**



**HUMAN RELATIONS COMMISSION  
BUDGET OVERVIEW  
FOR THE PERIOD  
JUNE 1, 2002 - MAY 31, 2003**

<b><u>GENERAL FUND:</u></b>	\$328,490
<b><u>GRANT FUNDS:</u></b>	
Community Development Block Grant (CDBG)	\$16,320
U.S. Department of Housing and Urban Development (HUD)	195,000
Equal Employment Opportunity Commission (EEOC)	<u>146,250</u>
<b>TOTAL GRANT FUNDS:</b>	<b>\$357,570</b>
<b>TOTAL ALL FUNDING SOURCES:</b>	<b>\$686,060</b>
<b>TOTAL APPROVED POSITIONS:</b>	<b>11.00</b>

**FORT WORTH**



**DEPARTMENTAL BUDGET SUMMARY****DEPARTMENT:**

HUMAN RELATIONS COMMISSION

**FUND/CENTER**

GG01/0071000

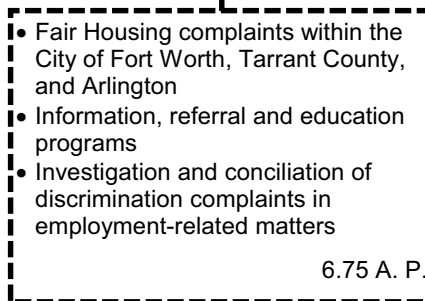
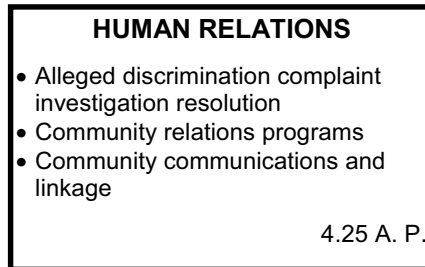
## SUMMARY OF DEPARTMENT RESPONSIBILITIES:

The Human Relations Commission is responsible for resolving charges filed under the City's anti-discrimination ordinance; monitoring the fair employment practices of companies doing business within the city; and providing community relations programs, information and referral services, police and neighborhood information sessions, and housing opportunity services.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 273,504	\$ 279,036	\$ 281,487	\$ 281,487
<b>Supplies</b>	6,485	3,450	3,450	3,450
<b>Contractual</b>	43,148	46,957	43,553	43,553
<b>Total Expenditures</b>	\$ 323,137	\$ 329,443	\$ 328,490	\$ 328,490
<b>Authorized Positions</b>	4.00	4.25	4.25	4.25

# HUMAN RELATIONS COMMISSION - 11.00 A. P.

**GENERAL FUND 4.25**  
**(GRANT FUNDS 6.75)**



## DEPARTMENTAL OBJECTIVES AND MEASURES

**DEPARTMENT:**

### HUMAN RELATIONS COMMISSION

**DEPARTMENT PURPOSE**

The purpose of the Fort Worth Human Relations Commission (FWHRC) is to ensure people who live, work and do business in Fort Worth equal enjoyment of all rights and privileges and freedoms, without regard to race, sex, color, national origin, age, disability, religion, or sexual orientation, and particularly in matters relating to housing, familial status.

The FWHRC works to improve community relations through educational programs, outreach events, and collaborations that celebrate Fort Worth diversity, promote cooperative efforts to reduce disparities and encourage prejudice reduction and tolerance.

**FY2002-03 DEPARTMENTAL OBJECTIVES**

To provide timely resolution of 300 complaints of employment discrimination in a fair and objective manner.

To provide timely resolution of 84 complaints of housing discrimination in a fair and objective manner.

To provide timely resolution of six complaints of discrimination in places of public accommodation in a fair and objective manner.

To provide fair housing education and outreach to 6,900 housing-related entities, residents, and potential residents in accordance with grant specifications.

DEPARTMENTAL MEASURES	ACTUAL 2000-01	ESTIMATED 2001-02	PROJECTED 2002-03
Resolution of employment discrimination cases	352	300	300
Resolution of housing discrimination cases	66	84	84
Resolution of discrimination cases in place of public accommodation	3	5	6
Participation in fair housing education	400	500	500
Receipt of fair housing information through community outreach programs	16,185	5,000	6,900

**FORT WORTH**





**HUMAN RELATIONS COMMISSION  
DEPARTMENTAL BUDGET SUMMARY**

**OTHER FUNDING**

**GENERAL INFORMATION:**

Community Development Block Grant (CDBG) funding allows the department to provide comprehensive informational services to Fort Worth citizens on housing-related matters, particularly fair housing laws.

The U.S. Department of Housing and Urban Development (HUD) Cooperative Agreement provides for payment of the investigation and resolution of fair housing complaints (in the amount of \$1,800 per investigation), staff training in HUD investigative procedures, and outreach efforts to educate the community on fair housing laws.

The Equal Employment Opportunity Commission (EEOC) pays the department \$500 per case up to the contracted number of cases accepted and \$50 per deferred in-take, as specified in the contract. EEOC cases are processed in accordance with the legislative authority granted under the Civil Rights Act of 1964 and the City of Fort Worth Ordinance No. 7278, as amended. The Human Relations Commission (HRC) only investigates cases within the jurisdictional city limits of Fort Worth.

**STATUS OF FUNDING**

	<b>2000-01</b>	<b>2001-02</b>	<b>2002-03</b>
New Funds	\$785,123	\$371,383	\$387,944
Expenditures/Commitments	<u>785,123</u>	<u>371,383</u>	<u>387,944</u>
Balance	\$0	\$0	\$0
Approved Positions	6.00	5.75	6.75

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT HUMAN RELATIONS COMMISSION		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND GG01 GENERAL FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0071000	<u>HUMAN RELATIONS COMMISSION</u>								
	HUMAN RELATIONS COMMISSION	\$ 323,137	\$ 329,443	\$ 328,490	\$ 328,490	4.00	4.25	4.25	4.25
	Sub-Total	<u>\$ 323,137</u>	<u>\$ 329,443</u>	<u>\$ 328,490</u>	<u>\$ 328,490</u>	<u>4.00</u>	<u>4.25</u>	<u>4.25</u>	<u>4.25</u>
	<b>TOTAL</b>	\$ 323,137	\$ 329,443	\$ 328,490	\$ 328,490	4.00	4.25	4.25	4.25

**FORT WORTH**



**DEPARTMENTAL BUDGET SUMMARY****DEPARTMENT:****FUND/CENTER**

HUMAN RESOURCES

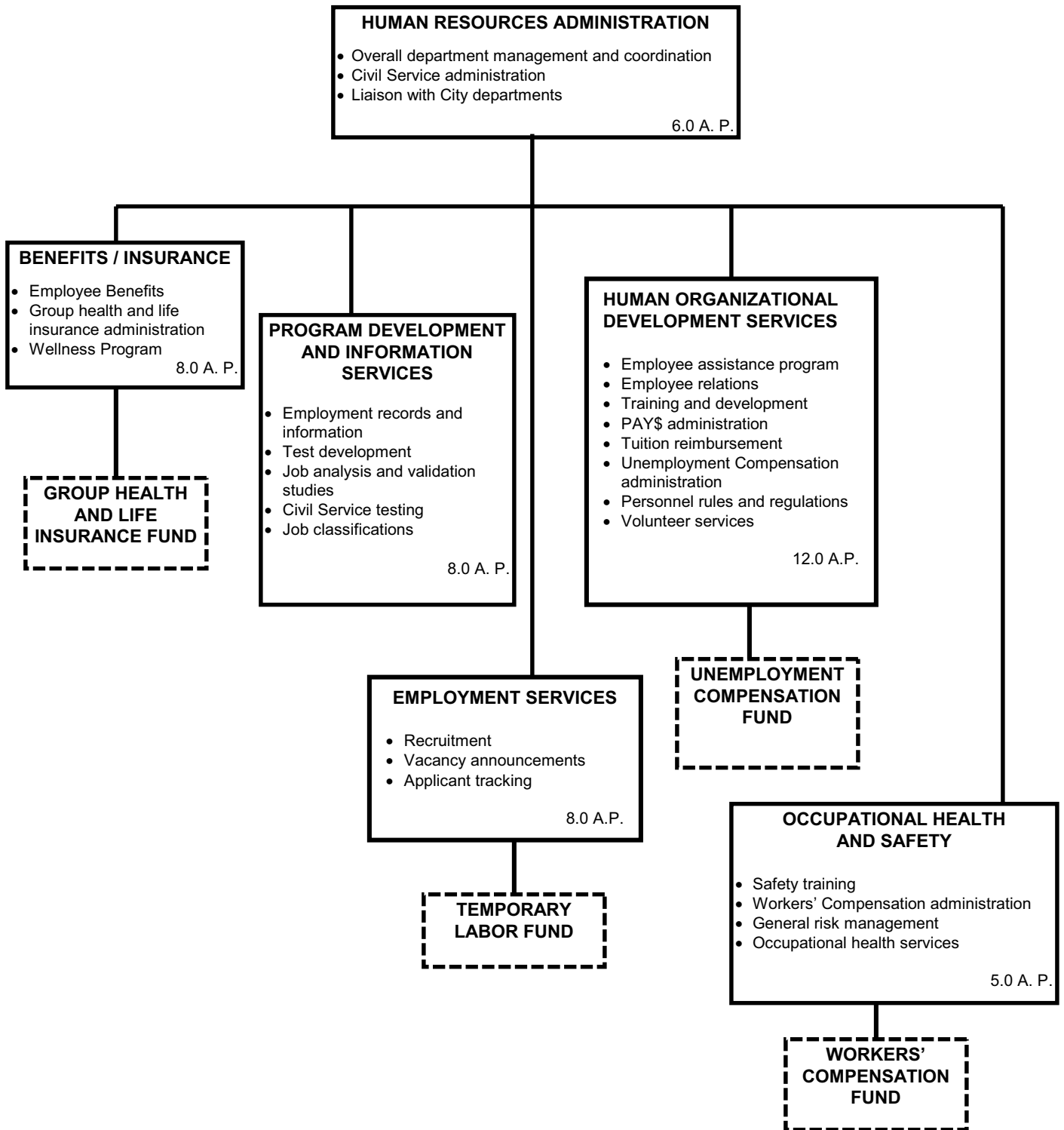
GG01/0141000:0144000

## SUMMARY OF DEPARTMENT RESPONSIBILITIES:

In FY2001-02, certain sections of the former Risk Management Department were merged into the Human Resources Department (HR). Therefore, in addition to administering the City's compensation and fringe benefits program, preparing and revising job classifications, and maintaining employee records, Human Resources now also administers the Workers' Compensation, Group Health and Life, and Unemployment Compensation Funds and functions. Other departmental functions include recruitment of qualified applicants, particularly minority candidates, for all City positions; development and administration of valid employment selection instruments; evaluation and referral of qualified applicants to departments; training needs assessment; management and employee development opportunities orchestration; City Affirmative Action / Equal Employment Opportunity Commission program and grievance appeal process monitoring; interpretation of, and employee counseling regarding, the City's personnel rules and regulations; provision of personnel policy revision recommendations to the City Manager; counseling for, and referral of, employees with substance abuse or other personal problems; development and implementation of the City's Critical Incident Stress Management program; and administration of the Strategic Partners program, which organizes volunteers for the benefit of the City, community organizations and employees.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 2,311,606	\$ 2,674,662	\$ 2,850,859	\$ 2,850,859
<b>Supplies</b>	80,451	57,969	69,875	69,875
<b>Contractual</b>	700,705	899,612	859,680	859,680
<b>Capital Outlay</b>	0	0	0	0
<b>Total Expenditures</b>	\$ 3,092,762	\$ 3,632,243	\$ 3,780,414	\$ 3,780,414
<b>Authorized Positions</b>	35.00	43.00	47.00	47.00

# HUMAN RESOURCES - 47.0 A. P.



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> HUMAN RESOURCES	<b>FUND/CENTER</b> GG01/0141000:0144000
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$3,632,243	<b>A.P.</b>	43.00
<b>2002-03 ADOPTED:</b>	\$3,780,414	<b>A.P.</b>	47.00

A) The adopted budget increases by \$186,132 for salaries due to the transfer of the City's three Wellness Program employees from the Group Health and Life Insurance Fund to the General Fund and one position from the Police Department General Fund budget.

B) The adopted budget decreases by (\$76,950) for scheduled temporaries due to implementation one of the department's Program Reduction Decision Packages, which postpones the Human Resources Internship Program for at least a year, as well as inclusion of an off-set to additional funds added in FY2001-02 for a short-term overage position in the department.

C) The adopted budget increases by \$52,252 for salary increases.

D) The adopted budget increases by a net total of \$52,011 for information technology services. Total expenditures to the account increase by \$115,955; however, this increase is off-set by a corresponding decrease of (\$63,944) for consultant charges in another account, where those charges were previously budgeted.

E) The adopted budget decreases by (\$42,699) for contractual services due to the end of funding of a three-year technology enhancement Program Improvement Decision Package approved in FY1999-00 and implementation of a Program Reduction Decision Package to reduce funding for non-essential employee drug testing as part of larger General Fund budget balancing.

F) The adopted budget increases by \$23,868 based on group health insurance enrollment and cost increases for FY2002-03.

G) The adopted budget decreases by (\$22,756) for advertising as part of the department's budget reduction strategy.

H) The adopted budget decreases by (\$18,604) for temporary employees due to reclassification of a departmental position to perform the Records Section functions previously performed by the temporary worker.

I) The adopted budget increases by \$16,523 for contributions to employee retirement due to salary increases and the addition of personnel.

**FORT WORTH**





**DEPARTMENTAL OBJECTIVES AND MEASURES**

**DEPARTMENT:**

**HUMAN RESOURCES**

**DEPARTMENT PURPOSE**

To provide quality human resources services consistent with the mission of "Helping People Succeed at Work" by leading and supporting the organization in hiring, developing and retaining a diverse, customer-focused workforce in a safe and respectful work environment, while complying with federal, state and local guidelines and maintaining professional and ethical work values. The Human Resources Department staff also provide management of employee benefit programs, including group health and life insurance, workers' compensation, safety programs, and unemployment compensation in a manner that effectively balances the needs of the employees with the financial concerns of the City, while preserving the City's integrity.

**FY2002-03 DEPARTMENTAL OBJECTIVES**

To improve employee effectiveness/production, measured by number of days off duty due to on-the-job injuries, as measured by Full Time Equivalent (FTEs) off work.

To enhance volunteerism in the City by increasing the volunteer program participation.

To improve workforce diversity.

To improve Human Resources processes.

To improve the effectiveness of recognition programs, such as the PAY\$ Program, which rewards cost-saving employee suggestions, and the High Performance Award for employees who have demonstrated exceptional performance.

<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Number of days off due to on-the-job injuries	127 FTEs	119 FTEs	115 FTEs
Percentage of depts. utilizing non-compulsory volunteers	43%	50%	60%
Percentage of diverse candidates among qualified candidates	N/A	15%	15%
Percentage of grievances/appeals resolved through enhanced communication	22%	50%	75%
Verified dollars saved through PAY\$	\$369,000	\$100,000	\$500,000

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT HUMAN RESOURCES		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND GG01 GENERAL FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0141000	<u>PERSONNEL ADMINIS- TRATION</u> HUMAN RESOURCES ADMINISTRATION	\$ 3,092,762	\$ 2,990,710	\$ 3,041,733	\$ 3,041,733	35.00	36.00	37.00	37.00
	Sub-Total	<u>\$ 3,092,762</u>	<u>\$ 2,990,710</u>	<u>\$ 3,041,733</u>	<u>\$ 3,041,733</u>	<u>35.00</u>	<u>36.00</u>	<u>37.00</u>	<u>37.00</u>
0142000	<u>EMPLOYEE MEDICAL SERVICE</u> OCCUPATIONAL HEALTH CLINIC	\$ 0	\$ 186,018	\$ 0	\$ 0	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 0</u>	<u>\$ 186,018</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
0143000	<u>BENEFITS ASSISTANCE PROGRAM</u> HEALTH BENEFITS	\$ 0	\$ 63,209	\$ 144,906	\$ 144,906	0.00	1.00	2.00	2.00
0143010	WELLNESS	0	0	146,696	146,696	0.00	0.00	3.00	3.00
	Sub-Total	<u>\$ 0</u>	<u>\$ 63,209</u>	<u>\$ 291,602</u>	<u>\$ 291,602</u>	<u>0.00</u>	<u>1.00</u>	<u>5.00</u>	<u>5.00</u>
0144000	<u>RISK MANAGEMENT</u> OCCUPATIONAL HEALTH AND SAFETY	\$ 0	\$ 392,306	\$ 447,079	\$ 447,079	0.00	6.00	5.00	5.00
	Sub-Total	<u>\$ 0</u>	<u>\$ 392,306</u>	<u>\$ 447,079</u>	<u>\$ 447,079</u>	<u>0.00</u>	<u>6.00</u>	<u>5.00</u>	<u>5.00</u>

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT HUMAN RESOURCES		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND GG01      GENERAL FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<b>TOTAL</b>	\$ 3,092,762	\$ 3,632,243	\$ 3,780,414	\$ 3,780,414	35.00	43.00	47.00	47.00

**DEPARTMENTAL BUDGET SUMMARY**

**DEPARTMENT:**  
INTERNAL AUDIT

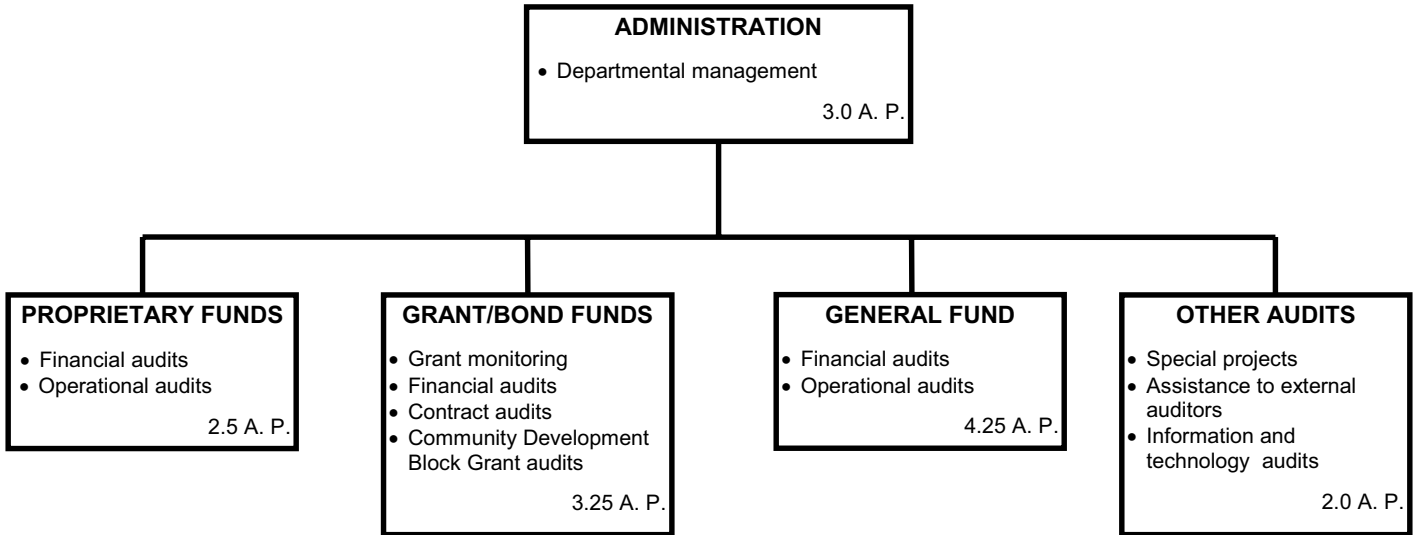
**FUND/CENTER**  
GG01/0101000

## SUMMARY OF DEPARTMENT RESPONSIBILITIES:

The Internal Audit Department is charged with conducting financial, fiscal compliance, risk assessment, and financial procedure audits of all City departments, offices, agencies, and programs under the direction and control of the City Auditor, who is appointed by the City Council. The department also performs other activities as specified by the City Council.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 748,502	\$ 809,367	\$ 824,474	\$ 824,474
<b>Supplies</b>	7,645	7,674	6,455	6,455
<b>Contractual</b>	143,429	137,329	90,026	90,026
<b>Total Expenditures</b>	\$ 899,576	\$ 954,370	\$ 920,955	\$ 920,955
<b>Authorized Positions</b>	15.00	15.00	15.00	15.00

**INTERNAL AUDIT - 15.0 A. P.**  
**GENERAL FUND 11.75 A. P.**  
**(GRANT FUND 1.0 A. P.)**  
**(BOND FUND 2.25 A. P.)**



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> INTERNAL AUDIT	<b>FUND/CENTER</b> GG01/0101000
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$954,370	<b>A.P.</b>	15.0
<b>2002-03 ADOPTED:</b>	\$920,955	<b>A.P.</b>	15.0

- A) The adopted budget decreases by (\$42,882) for IT Solutions charges based on projected expenditures for FY2002-03.
- B) The adopted budget increases by \$9,691 to reflect lower budgeted salary savings. This adjustment has been made to account for lower vacancy rates and retirement rates projected for the coming year.
- C) The adopted budget increases by \$8,379 for salaries of grant employees.
- D) The adopted budget increases by \$5,640 for group health insurance based on enrollment and cost increases for FY2002-03.

**FORT WORTH**





**DEPARTMENTAL OBJECTIVES AND MEASURES**

**DEPARTMENT:** **INTERNAL AUDIT**

**DEPARTMENT PURPOSE**

To examine the City's financial and operational activities; to provide City Management and the City Council with an independent assessment of the accuracy of data, adequacy of controls, and compliance with financial rules and regulations; and, where appropriate, to review operations for their efficiency and effectiveness.

**FY2002-03 DEPARTMENTAL OBJECTIVES**

- To complete (through fieldwork phase) 90 percent of the audits identified in the Annual Audit Plan.
- To receive ratings of good or excellent from auditees on at least 90 percent of audits completed during FY2002-03.
- To identify cost recoveries or potential cost savings of at least 1.25 times departmental General Fund expenditures.
- To complete all special request audits within the timeframe specified by the requestor.

<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Percentage of audits in Annual Audit Plan completed	82%	85%	90%
Percentage of good or excellent ratings received from auditees	N/A	90%	90%
Cost recoveries/cost savings identified during fiscal year	\$1,172,984	\$1,250,000	\$1,200,000
Number/percentage of special request audits completed within needed timeframe	N/A	7/100%	10/100%

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT INTERNAL AUDIT		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND GG01      GENERAL FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0101000	<u>INTERNAL AUDIT</u>								
	INTERNAL AUDIT	\$ 899,576	\$ 954,370	\$ 920,955	\$ 920,955	15.00	15.00	15.00	15.00
	Sub-Total	<u>\$ 899,576</u>	<u>\$ 954,370</u>	<u>\$ 920,955</u>	<u>\$ 920,955</u>	<u>15.00</u>	<u>15.00</u>	<u>15.00</u>	<u>15.00</u>
	<b>TOTAL</b>	\$ 899,576	\$ 954,370	\$ 920,955	\$ 920,955	15.00	15.00	15.00	15.00

**FORT WORTH**



**DEPARTMENTAL BUDGET SUMMARY**

<b>DEPARTMENT:</b> LAW	<b>FUND/CENTER</b> GG01/0121000
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## SUMMARY OF DEPARTMENT RESPONSIBILITIES:

The Department of Law, under the direction of the City Attorney, is responsible for administration of all legal affairs of the City; City representation in all suits, litigation and hearings; preparation of ordinances, contracts, and all other legal documents; and the rendering of legal advice and opinions for the City Council, City Manager and City departments.

Departmental duties are divided along the following lines of specialization: Litigation, Administrative, Intergovernmental Management and Code Compliance, and Support Services. Attorneys in the department's Litigation Section represent the City in cases in which the City of Fort Worth is a party. In instances where the departmental workload is too great or a case requires highly specialized knowledge, the City will sometimes use outside legal counsel instead. The Administrative Section counsels the City Council and City staff on matters relating to the administrative functions of government. The Intergovernmental Management and Code Compliance Section includes the attorney advising the Police Department, prosecuting attorneys for the City's municipal courts and attorneys specializing in code compliance and environmental issues. The Support Services Section provides clerical and other assistance to attorneys in all sections of the department.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 2,651,606	\$ 2,943,350	\$ 3,172,341	\$ 3,172,341
<b>Supplies</b>	155,332	144,278	97,198	97,198
<b>Contractual</b>	274,617	303,601	314,740	314,740
<b>Total Expenditures</b>	\$ 3,081,555	\$ 3,391,229	\$ 3,584,279	\$ 3,584,279
<b>Authorized Positions</b>	40.00	41.00	42.00	42.00

# LAW - 42.0 A. P.

**CITY ATTORNEY**  
1.0 A. P.

**DEPUTY CITY ATTORNEY  
INTERGOVERNMENTAL MANAGEMENT  
/ CODE**  
1.0 A. P.

**DEPUTY CITY ATTORNEY  
LITIGATION**  
1.0 A.P.

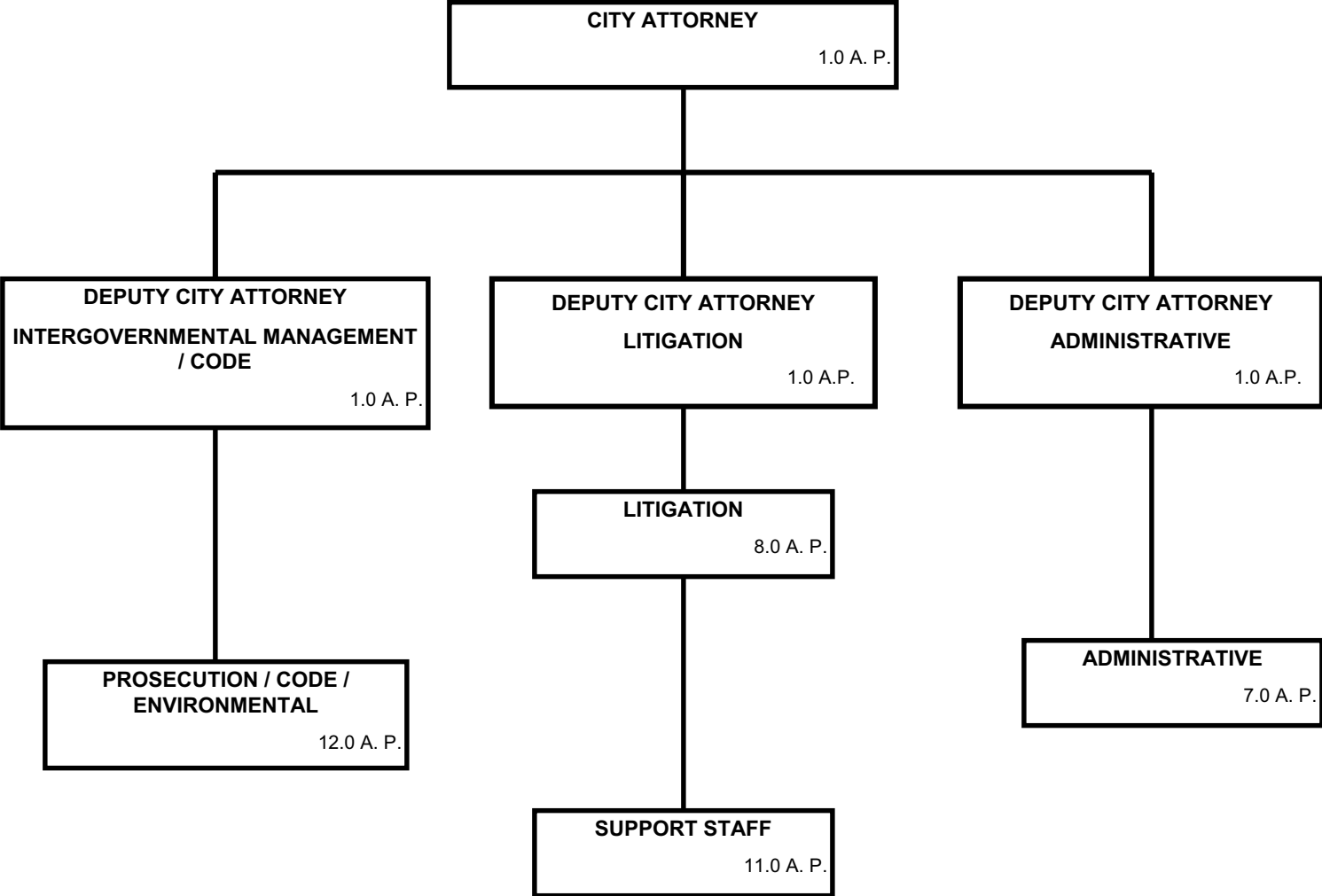
**DEPUTY CITY ATTORNEY  
ADMINISTRATIVE**  
1.0 A.P.

**PROSECUTION / CODE /  
ENVIRONMENTAL**  
12.0 A. P.

**LITIGATION**  
8.0 A. P.

**ADMINISTRATIVE**  
7.0 A. P.

**SUPPORT STAFF**  
11.0 A. P.



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> LAW	<b>FUND/CENTER</b> GG01/0121000
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$3,391,229	<b>A.P.</b>	41.0
<b>2002-03 ADOPTED:</b>	\$3,584,279	<b>A.P.</b>	42.0

A) The adopted budget increases by \$79,138 due to changes to the department's authorized staffing level. The budget increases by \$104,388 for the addition of one Prosecuting Attorney to assist with the significant prosecutorial workload and another Assistant City Attorney to handle code compliance issues. As part of larger General Fund reductions, Law's budget decreases by (\$25,250) due to implementation of one of the department's Program Reduction Decision Packages, which eliminates a Legal Secretary position.

B) The adopted budget increases by a net total of \$96,010 for salaries. While salary increases totaled \$136,321, the department has offsetting increases, in the amount of \$40,311, to budgeted salary savings as a part of broader General Fund reductions, which included budgeting for hiring restrictions.

C) The adopted budget decreases by (\$47,140) based on savings in year three of a three-year, department-wide furniture replacement plan. The department successfully acquired most of the replacement furniture ahead of schedule and well below budget.

D) The adopted budget increases by \$39,423 based on group health insurance enrollment and cost increases for FY2002-03.

E) The adopted budget increases by \$22,085 for contributions to retirement due to salary increases and the addition of personnel.

F) The adopted budget increases by \$15,371 for computer and other information technology equipment leases, based on actual usage, lease cost increases and the addition of new printers.

G) The adopted budget decreases by (\$11,383) for vacation sell-back, which was reduced to a maximum of 16 eligible hours as a part of larger General Fund reduction strategies.

**FORT WORTH**





**DEPARTMENTAL OBJECTIVES AND MEASURES**

**DEPARTMENT:** **LAW**

**DEPARTMENT PURPOSE**

To administer all legal affairs of the City, including City representation in all suits, litigation and hearings; preparation of ordinances, contracts, and all other legal documents; and the rendering of legal advice and opinions for the City Council, City Manager and City departments.

**FY2002-03 DEPARTMENTAL OBJECTIVES**

To reduce the number of pending discretionary lawsuits defended by outside counsel.

To prevent escalation of the number of pending, non-discretionary lawsuits defended by outside counsel.

To review and prosecute an increasing number of criminal cases within department's budget appropriation.

<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Pending discretionary lawsuits being defended by outside counsel	3	6	4
Pending non-discretionary lawsuits being defended by outside counsel	16	12	12
Criminal prosecutions requiring attorney review/prosecution	292,323	319,323	339,323

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>LAW DEPARTMENT</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GG01 GENERAL FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0121000	<u>LAW DEPARTMENT</u>								
	ADMINISTRATION	\$ 3,081,555	\$ 3,391,229	\$ 3,584,279	\$ 3,584,279	40.00	41.00	42.00	42.00
	Sub-Total	<u>\$ 3,081,555</u>	<u>\$ 3,391,229</u>	<u>\$ 3,584,279</u>	<u>\$ 3,584,279</u>	<u>40.00</u>	<u>41.00</u>	<u>42.00</u>	<u>42.00</u>
	<b>TOTAL</b>	\$ 3,081,555	\$ 3,391,229	\$ 3,584,279	\$ 3,584,279	40.00	41.00	42.00	42.00

**FORT WORTH**



**DEPARTMENTAL BUDGET SUMMARY**

**DEPARTMENT:**  
LIBRARY

**FUND/CENTER**  
GG01/0841000:0844002

SUMMARY OF DEPARTMENT RESPONSIBILITIES:

The Fort Worth Public Library is responsible for delivering library services to meet the educational, informational, cultural, and recreational needs of Fort Worth citizens of all ages. The department is divided into five divisions: Administration, Collection Management, Central Library, Neighborhood Services, and Regional Libraries.

The Administration Division provides overall direction for library operations and plans for the delivery of library services to the community. The division includes the Automation Services Section, which operates the Library's automated circulation system.

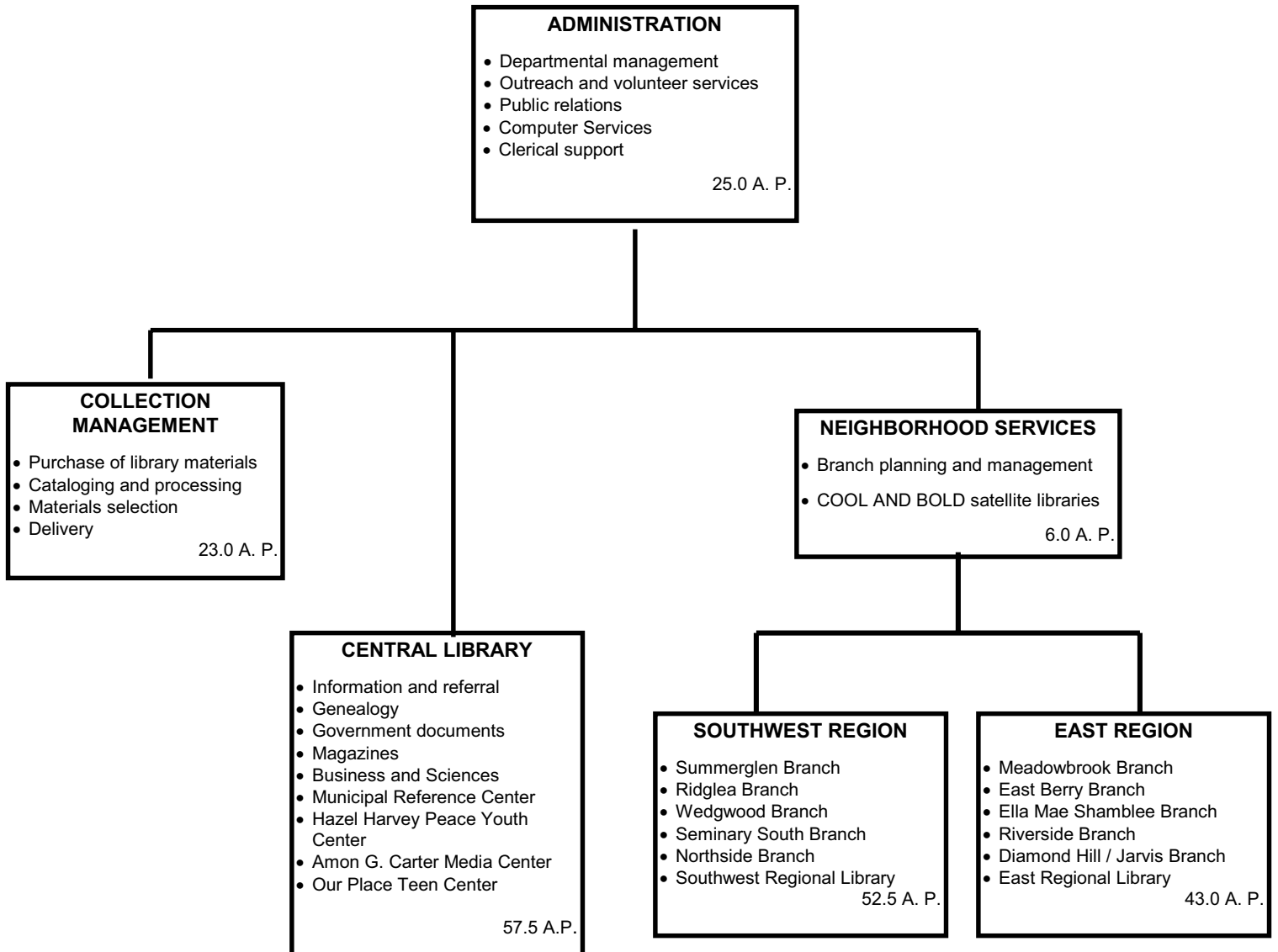
The Collection Management Division is responsible for all aspects of the materials procurement and distribution process, registration of patrons, and preparation of borrowers' cards, processing of invoices, and repair of damaged and worn materials.

The Central Library is the main source of research information for the Fort Worth Public Library System and the North Texas Library System. The Central Library is also responsible for the outreach program that serves home-bound institutionalized residents.

Neighborhood Services directly delivers library services through 12 neighborhood branch libraries located throughout the city. The Southwest Regional Library and East Regional Library, which provide a wider scope of services than those provided by the branch libraries, primarily serve the residents of their respective areas of the city.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 8,118,489	\$ 8,697,595	\$ 8,963,440	\$ 8,963,440
<b>Supplies</b>	2,549,603	2,049,196	2,076,240	2,076,240
<b>Contractual</b>	1,844,866	2,279,133	2,346,339	2,346,339
<b>Capital Outlay</b>	0	0	28,000	28,000
<b>Total Expenditures</b>	\$ 12,512,958	\$ 13,025,924	\$ 13,414,019	\$ 13,414,019
<b>Authorized Positions</b>	200.50	207.00	207.00	207.00

# LIBRARY – 207.0 A. P.



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> LIBRARY	<b>FUND/CENTER</b> GG01/0841000:0844002
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$13,025,924	<b>A.P.</b>	207.00
<b>2002-03 ADOPTED:</b>	\$13,414,019	<b>A.P.</b>	207.00

- A) The adopted budget increases by \$110,654 for salary increases.
- B) The adopted budget increases by \$93,436 due to a decrease in budgeted salary savings based on recent vacancy trends.
- C) The adopted budget increases by \$83,252 to pay for additional computer and other information technology equipment leases associated with the opening of the Summerglen Library Branch.
- D) The adopted budget increases by \$81,142 based on group health insurance enrollment and cost increases for FY2002-03.
- E) The adopted budget increases by \$29,473 for the department's Workers' Compensation Fund assessment for FY2002-03, based on Library's historical workers' compensation claims/cases.
- F) The adopted budget decreases by (\$28,858) for basic telephone service based on historical expenditure patterns.
- G) The adopted budget increases by \$28,000 for the replacement of one of the Library's box trucks.
- H) The adopted budget decreases by (\$27,675) for Federal Insurance Contributions Act (FICA) expenditures. The City eliminated such contributions in FY2001-02 to move to an alternative retirement contribution plan for temporary personnel.
- I) The adopted budget decreases by (\$27,176) due to planned departmental expenditure reductions/postponements, including equipment maintenance for the Library's mainframe computer, in-house cataloging of audio/visual materials, and binding of library materials.
- J) The adopted budget decreases by (\$25,859) for vacation sell-back, which was reduced to a maximum of 16 eligible hours as a part of larger General Fund reduction strategies.
- K) The adopted budget increases by \$23,000 for office supplies based on historical expenditures.
- L) The adopted budget increases by \$16,512 in overtime expenditures for a full year of extended regional library hours in FY2002-03.

**FORT WORTH**





**DEPARTMENTAL OBJECTIVES AND MEASURES**

**DEPARTMENT:** LIBRARY

**DEPARTMENT PURPOSE**

To contribute to the development of individuals and the economic vitality of neighborhoods by providing library and information services through an array of materials in various formats and staff professional expertise. These services and information respond specifically to the educational, informational, cultural and recreational needs of users of all ages. Furthermore, services and information are provided in an open and non-judgmental environment.

**FY2002-03 DEPARTMENTAL OBJECTIVES**

- To provide on-site service to at least 2,000,000 users.
- To extend services to at least 12,000 users through community outreach efforts.
- To have 2,000,000 items used in-house.
- To respond to 1,700,000 reference and directional questions.
- To increase the number of hits on the Library's Web page to 14 million.
- To offer 3,500 programs to the public, with an overall attendance of at least 100,000.
- To check out 3,000,000 materials annually.

<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Number of customers visiting libraries	1,886,571	2,250,000	2,000,000
Number of persons served through community outreach efforts	N/A	N/A	12,000
Number of items used in-house	N/A	N/A	2,000,000
Number of information requests filled	1,675,852	1,750,000	1,700,000
Number of Web page hits	12,900,000	13,500,000	14,000,000
Number of persons attending programs	108,010	90,000	100,000
Number of materials checked out annually	4,970,075	5,250,000	3,000,000

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>LIBRARY</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GG01 GENERAL FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>LIBRARY ADMINISTRATION</u>								
0841000	LIBRARY ADMINISTRATION	\$ 2,016,239	\$ 2,267,003	\$ 1,654,164	\$ 1,654,164	15.00	22.50	18.00	18.00
0841020	AUTOMATION SERVICES	340,105	329,276	783,658	783,658	5.00	5.00	5.00	5.00
0841030	OUTREACH UNIT	17,333	0	260,806	260,806	3.50	0.00	5.00	5.00
	Sub-Total	<u>\$ 2,373,677</u>	<u>\$ 2,596,279</u>	<u>\$ 2,698,628</u>	<u>\$ 2,698,628</u>	<u>23.50</u>	<u>27.50</u>	<u>28.00</u>	<u>28.00</u>
	<u>CENTRAL LIBRARY</u>								
0842001	SUPPORT SERVICES	\$ 3,098,150	\$ 2,962,523	\$ 2,945,675	\$ 2,945,675	23.50	22.00	23.00	23.00
0842002	CENTRAL LIBRARY	2,529,300	2,681,620	2,792,477	2,792,477	61.50	60.50	56.50	56.50
	Sub-Total	<u>\$ 5,627,450</u>	<u>\$ 5,644,143</u>	<u>\$ 5,738,152</u>	<u>\$ 5,738,152</u>	<u>85.00</u>	<u>82.50</u>	<u>79.50</u>	<u>79.50</u>
	<u>BRANCH LIBRARIES</u>								
0843001	WEDGWOOD BRANCH	\$ 235,291	\$ 255,283	\$ 255,270	\$ 255,270	6.00	6.00	6.00	6.00
0843002	MEADOWBROOK BRANCH	263,102	283,381	275,727	275,727	6.50	6.50	6.50	6.50
0843003	NORTHEAST BRANCH	182,990	197,449	200,145	200,145	4.00	4.00	4.00	4.00
0843004	NORTHSIDE BRANCH	231,580	255,507	221,677	221,677	5.00	6.00	5.00	5.00
0843005	SEMINARY SOUTH BRANCH	217,237	232,957	239,094	239,094	5.00	5.00	5.00	5.00

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT LIBRARY		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND GG01 GENERAL FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0843006	EAST BERRY BRANCH	188,042	232,952	178,666	178,666	5.00	5.00	4.00	4.00
0843007	RIDGLEA BRANCH	304,271	329,884	341,512	341,512	7.00	7.00	7.00	7.00
0843008	E M SHAMBLEE BRANCH	136,875	157,006	159,723	159,723	3.50	3.50	3.50	3.50
0843009	DIAMOND HILL BRANCH	195,358	208,639	213,032	213,032	4.00	4.00	4.00	4.00
0843010	C.O.O.L.	70,631	76,791	77,650	77,650	2.00	2.00	2.00	2.00
0843011	BOLD	57,064	68,553	68,267	68,267	2.00	2.00	2.00	2.00
0843012	SUMMERGLEN BRANCH	800,680	758,638	754,200	754,200	7.00	7.00	7.00	7.00
	Sub-Total	<u>\$ 2,883,121</u>	<u>\$ 3,057,040</u>	<u>\$ 2,984,963</u>	<u>\$ 2,984,963</u>	<u>57.00</u>	<u>58.00</u>	<u>56.00</u>	<u>56.00</u>
	<u>REGIONAL LIBRARIES</u>								
0844001	SOUTHWEST REGIONAL LIBRARY	\$ 900,074	\$ 869,355	\$ 1,028,237	\$ 1,028,237	17.50	19.50	22.50	22.50
0844002	EAST REGIONAL	728,636	859,107	964,038	964,038	17.50	19.50	21.00	21.00
	Sub-Total	<u>\$ 1,628,710</u>	<u>\$ 1,728,462</u>	<u>\$ 1,992,276</u>	<u>\$ 1,992,276</u>	<u>35.00</u>	<u>39.00</u>	<u>43.50</u>	<u>43.50</u>
	<b>TOTAL</b>	<b>\$ 12,512,958</b>	<b>\$ 13,025,924</b>	<b>\$ 13,414,019</b>	<b>\$ 13,414,019</b>	<b>200.50</b>	<b>207.00</b>	<b>207.00</b>	<b>207.00</b>

**DEPARTMENTAL BUDGET SUMMARY**

<b>DEPARTMENT:</b> MAYOR AND CITY COUNCIL	<b>FUND/CENTER</b> GG01/0010000:0010009
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## SUMMARY OF DEPARTMENT RESPONSIBILITIES:

The legislative and policy-making body in Fort Worth's Council-Manager form of government is comprised of the Mayor and eight City Council members. Since a Charter amendment in April 1975, City Council members, with the exception of the Mayor, are elected to represent single-member districts. The Single-Member District Representation Plan became effective as of the City Council election in April 1977.

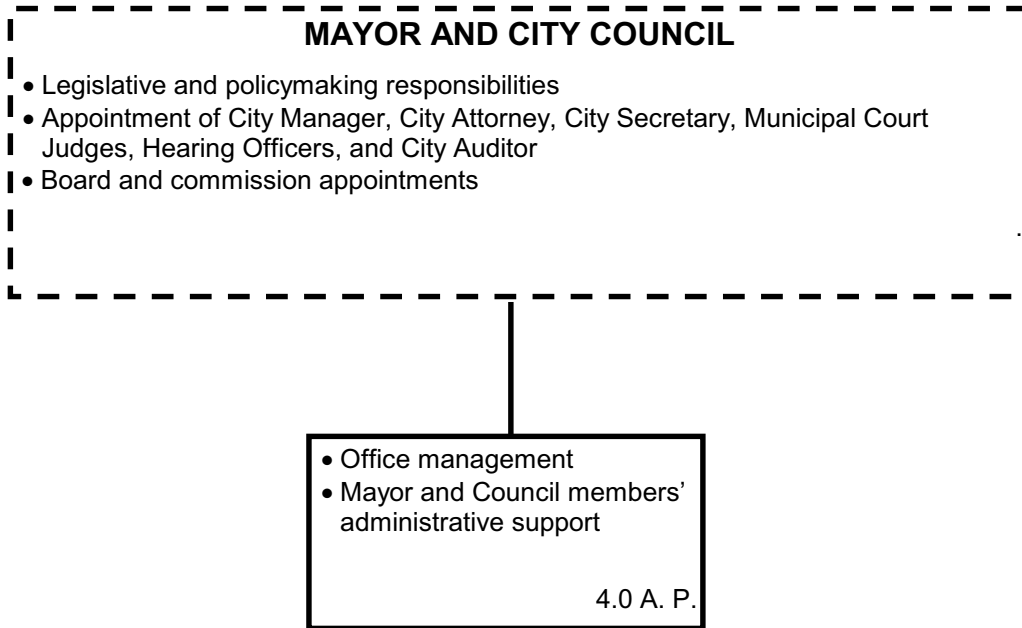
Responsibilities of the City Council include: 1) appointment of the City Manager, City Secretary, City Attorney, City Auditor, Municipal Court Judges, and various other officials and citizens' boards; and 2) the determination of policy regarding the types and levels of service to be provided by the City government.

The Mayor and Council members are supported by a full-time staff of four, which provides oversight of office operations; handles citizen/constituent customer service issues; drafts correspondence, speeches, and reports; provides office support as needed; develops research and reports; organizes special events; serves on committees or as liaisons for the Mayor and City Council; staffs conferences; and works on various special projects.

Mayor and City Council offices are also supported by Council aides (one for each Council member). Council aides perform a wide variety of duties dependent upon the needs of their particular Council member and his/her district, including but not limited to: attending community meetings, handling constituent complaints, writing correspondence, performing research, organizing events, serving on committees, and working on special projects.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 506,237	\$ 538,913	\$ 509,754	\$ 509,754
<b>Supplies</b>	61,917	38,400	56,639	56,639
<b>Contractual</b>	269,079	241,829	247,900	247,900
<b>Total Expenditures</b>	\$ 837,233	\$ 819,142	\$ 814,293	\$ 814,293
<b>Authorized Positions</b>	4.00	4.00	4.00	4.00

# MAYOR AND CITY COUNCIL - 4.0 A. P.



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> MAYOR AND CITY COUNCIL	<b>FUND/CENTER</b> GG01/0010000:0010009
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$819,142	<b>A.P.</b>	4.00
<b>2002-03 ADOPTED:</b>	\$814,293	<b>A.P.</b>	4.00

A) The adopted budget decreases by (\$19,608) for Federal Insurance Contributions Act (FICA) expenses. The City eliminated such contributions in FY2001-02 to move to an alternative retirement contribution plan for scheduled temporary personnel.

B) The adopted budget decreases by (\$10,000) for scheduled temporary expense, based on actual FY2001-02 expenditures and projected FY2002-03 needs.

C) The adopted budget increases by \$10,000 for operating supplies, based on actual FY2001-02 expenditures and projected FY2002-03 needs.

D) The adopted budget increases by \$9,104 for salaries of regular employees, primarily to reflect pay increases included in the FY2002-03 compensation plan.

E) The adopted budget increases by \$6,000 for office supplies, based on actual FY2001-02 expenditures and projected FY2002-03 needs.

**FORT WORTH**





## DEPARTMENTAL OBJECTIVES AND MEASURES

<b>DEPARTMENT:</b>			
<b>MAYOR AND CITY COUNCIL</b>			
<b>DEPARTMENT PURPOSE</b>			
<p>To represent the citizens of Fort Worth effectively; to ensure delivery of City services in the most efficient way possible; and to provide leadership as the legislative and policy-making body of Fort Worth.</p>			
<b>FY2002-03 DEPARTMENTAL OBJECTIVES</b>			
<p>To identify issues and concerns of high priority for Fort Worth citizens by conducting various types of public forums to gather citizens' input.</p>			
<p>To represent the City in intergovernmental activities with other entities on the local, state, federal, and international levels by monitoring and influencing legislative decisions affecting municipalities. Such entities will include, but not be limited to, the Texas Municipal League (TML) and the National League of Cities (NLC).</p>			
<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Number of public forums held in Council members' districts annually	13	13	13
Number of TML and NLC meetings attended by Council members each year	3	3	3

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>MAYOR AND COUNCIL</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GG01 GENERAL FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>MAYOR AND COUNCIL</u>								
0010000	MAYOR & COUNCIL ADMINISTRATION	\$ 822,300	\$ 796,642	\$ 791,793	\$ 791,793	4.00	4.00	4.00	4.00
0010001	MAYOR	0	2,500	2,500	2,500	0.00	0.00	0.00	0.00
0010002	COUNCIL DISTRICT 2	2,614	2,500	2,500	2,500	0.00	0.00	0.00	0.00
0010003	COUNCIL DISTRICT 3	1,675	2,500	2,500	2,500	0.00	0.00	0.00	0.00
0010004	COUNCIL DISTRICT 4	5,031	2,500	2,500	2,500	0.00	0.00	0.00	0.00
0010005	COUNCIL DISTRICT 5	167	2,500	2,500	2,500	0.00	0.00	0.00	0.00
0010006	COUNCIL DISTRICT 6	1,840	2,500	2,500	2,500	0.00	0.00	0.00	0.00
0010007	COUNCIL DISTRICT 7	473	2,500	2,500	2,500	0.00	0.00	0.00	0.00
0010008	COUNCIL DISTRICT 8	2,438	2,500	2,500	2,500	0.00	0.00	0.00	0.00
0010009	COUNCIL DISTRICT 9	695	2,500	2,500	2,500	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 837,233</u>	<u>\$ 819,142</u>	<u>\$ 814,293</u>	<u>\$ 814,293</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
	<b>TOTAL</b>	\$ 837,233	\$ 819,142	\$ 814,293	\$ 814,293	4.00	4.00	4.00	4.00

**FORT WORTH**



**DEPARTMENTAL BUDGET SUMMARY**

**DEPARTMENT:**  
MUNICIPAL COURT

**FUND/CENTER**  
GG01/0381000:0385000

SUMMARY OF DEPARTMENT RESPONSIBILITIES:

Municipal Court is a Court of Record comprised of eight municipal courts that have jurisdiction within the City of Fort Worth's territorial limits over all Class C misdemeanor criminal cases brought under City ordinances and the Texas Penal Code. These cases are punishable by fine only.

The Municipal Court Department is comprised of five divisions. The Administration Division is responsible for management of the remaining four divisions and acts as a liaison with other agencies.

The Judicial Division is comprised of eight judges, including a Chief Judge and a Deputy Chief Judge. All judges are appointed by the City Council.

The Court Clerk's Division is responsible for the collection of fines, community service/Teen Court work programs, the updating and filing of citation information, warrant issuance, management of the City's jury system, the setting of court dockets and processing of civil parking tickets, and other related activities.

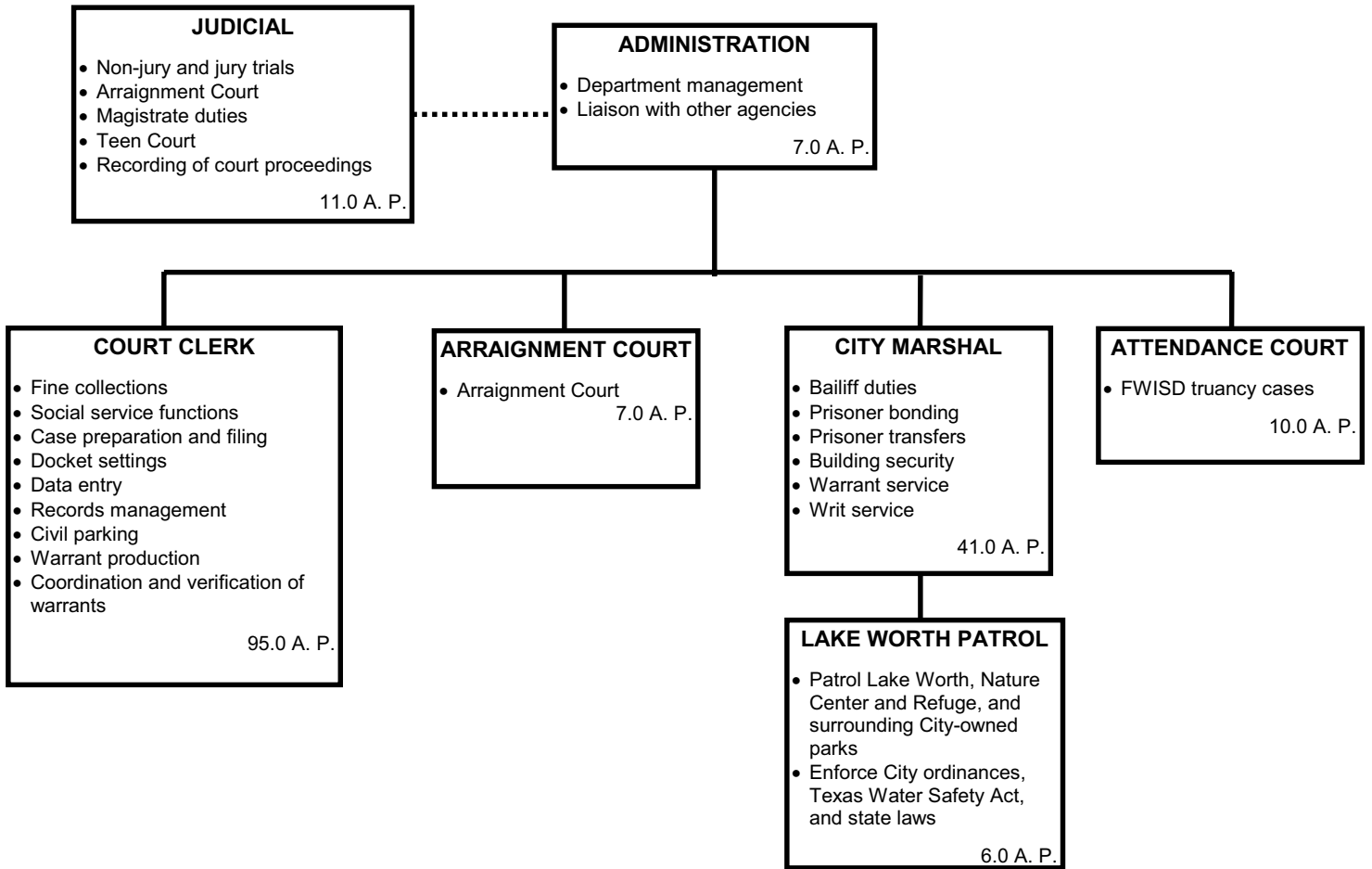
The Warrants Division is overseen by the City Marshal and is responsible for bailiff duties, oversight of court bailiffs, prisoner bonding and transfer, building security, and warrant and writ services. The division is also responsible for oversight of the officers at the Lake Worth Office.

The Lake Worth Patrol Division includes five Deputy City Marshals and one Senior Deputy City Marshal who are responsible for patrolling the approximately 3,560 acres of the Lake Worth recreational area, the Fort Worth Nature Center & Refuge, area leased property neighborhoods, and 14 surrounding City-owned parks.

In FY2000-01, Municipal Court added an Arraignment Court and an Attendance Court. The Attendance Court was created to hear Fort Worth Independent School District (FWISD) truancy cases. The cost to operate this particular court is currently reimbursed by the FWISD.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 6,056,174	\$ 6,821,317	\$ 7,412,949	\$ 7,412,949
<b>Supplies</b>	362,886	384,111	330,059	330,059
<b>Contractual</b>	2,227,132	2,142,562	2,064,222	2,064,222
<b>Capital Outlay</b>	165,836	25,900	30,000	30,000
<b>Total Expenditures</b>	\$ 8,812,028	\$ 9,373,890	\$ 9,837,230	\$ 9,837,230
<b>Authorized Positions</b>	160.00	165.00	177.00	177.00

# MUNICIPAL COURT – 177.0 A. P.



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> MUNICIPAL COURT	<b>FUND/CENTER</b> GG01/0381000:0385000
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$9,373,890	<b>A.P.</b>	165.0
<b>2002-03 ADOPTED:</b>	\$9,837,230	<b>A.P.</b>	177.0

A) The adopted budget increases by \$640,361 for salaries due to the addition of staff for the Attendance Court and Arraignment Court. The Fort Worth Independent School District reimburses the City for costs associated with the Attendance Court.

B) The adopted budget decreases by (\$102,447) for contractual costs. In FY2001-02, Municipal Court obtained a new consultant for delinquent fine collections. Payments to the consultant are based on a percentage of fines collected. The reduction is based on recent collection success rates

C) The adopted budget increases by \$92,220 for group health insurance due to rate increases.

D) The adopted budget decreases by (\$69,748) for postage.

E) The adopted budget decreases by (\$45,780) for incentive pay. This decrease is primarily due to more accurately identifying eligible employees for incentive pay.

F) The adopted budget increases by \$35,604 for information technology services charges.

**FORT WORTH**





**DEPARTMENTAL OBJECTIVES AND MEASURES**

**DEPARTMENT:** **MUNICIPAL COURT**

**DEPARTMENT PURPOSE**

To provide statutory courts that adjudicate criminal cases under the Municipal Court's jurisdiction, in accordance with City ordinances and the criminal laws of the State of Texas, in promotion of creation of a safe community where people are free from fear and threats to life, health, and property.

**FY2002-03 DEPARTMENTAL OBJECTIVES**

To have 95 percent of cases scheduled on a court docket within 60 days of receipt of the request for a court setting.

To generate 95 percent of all warrants within 90 days from the date cases become eligible for issuance of a warrant.

To maintain a 95 percent warrant clearance rate.

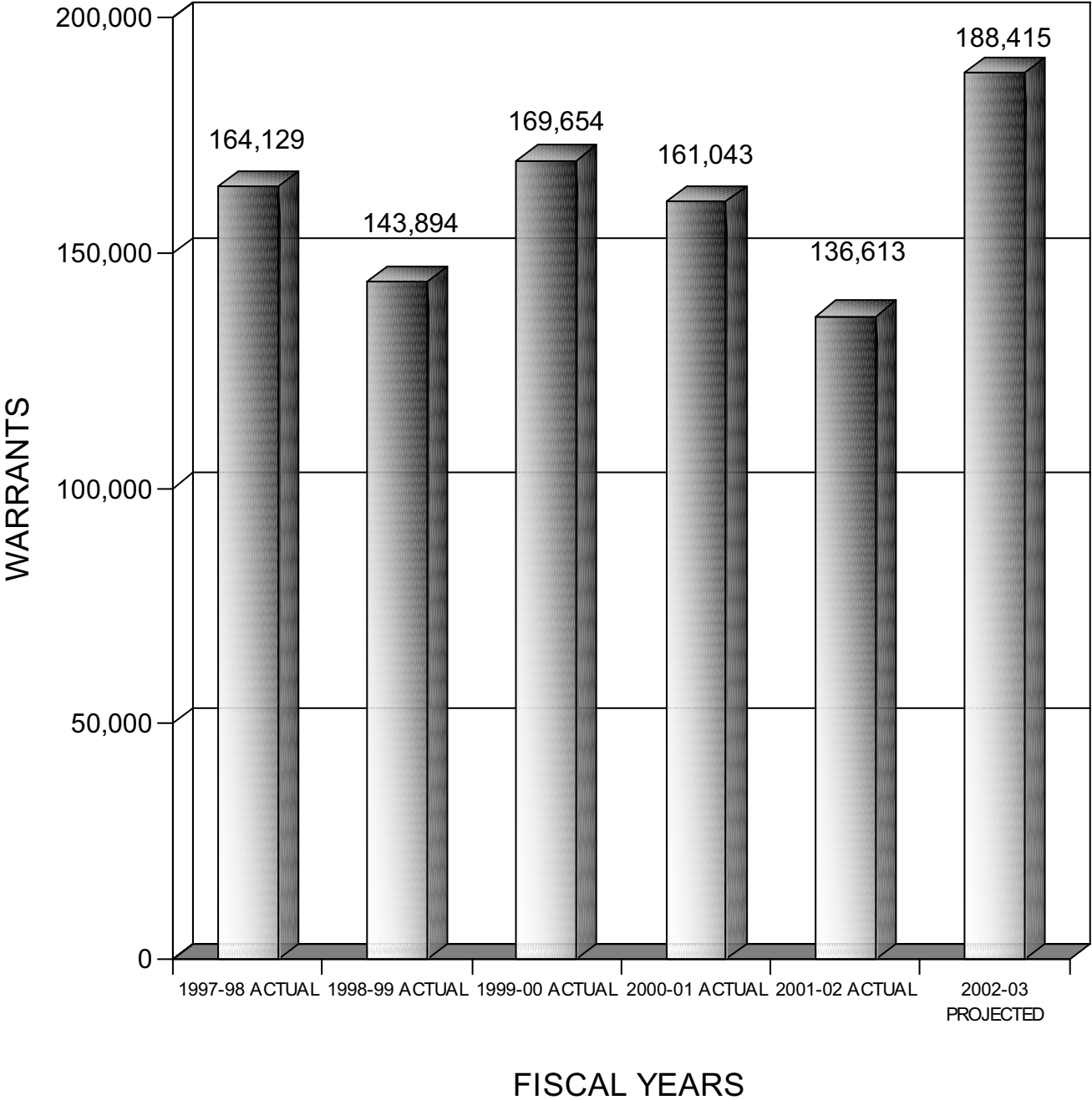
<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Number/percent of cases docketed in < 60 days	110,723 / 99%	81,161 / 95%	81,161 / 95%
Number/percent of warrants issued in < 90 days	171,295 / 98%	179,316 / 99%	179,316 / 95%
Total warrants cleared	161,043 / 93%	172,532 / 95%	172,532 / 95%

**FORT WORTH**



# MUNICIPAL COURT

## NUMBER OF WARRANTS CLEARED



**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT MUNICIPAL COURT		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND GG01 GENERAL FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>ADMINISTRATION</u>								
0381000	ADMINISTRATION	\$ 2,274,318	\$ 2,324,975	\$ 2,190,139	\$ 2,190,139	6.00	7.00	7.00	7.00
0381010	ATTENDANCE COURT	0	254,185	190,622	190,622	0.00	5.00	5.00	5.00
0381020	ARRAIGNMENT COURT	0	0	264,898	264,898	0.00	0.00	7.00	7.00
	Sub-Total	<u>\$ 2,274,318</u>	<u>\$ 2,579,160</u>	<u>\$ 2,645,659</u>	<u>\$ 2,645,659</u>	<u>6.00</u>	<u>12.00</u>	<u>19.00</u>	<u>19.00</u>
	<u>JUDICIAL</u>								
0382000	JUDICIAL	\$ 954,663	\$ 886,063	\$ 985,335	\$ 985,335	11.00	11.00	12.00	12.00
	Sub-Total	<u>\$ 954,663</u>	<u>\$ 886,063</u>	<u>\$ 985,335</u>	<u>\$ 985,335</u>	<u>11.00</u>	<u>11.00</u>	<u>12.00</u>	<u>12.00</u>
	<u>COURT CLERK</u>								
0383000	COURT CLERK	\$ 3,084,831	\$ 3,380,348	\$ 3,501,639	\$ 3,501,639	95.00	95.00	97.00	97.00
	Sub-Total	<u>\$ 3,084,831</u>	<u>\$ 3,380,348</u>	<u>\$ 3,501,639</u>	<u>\$ 3,501,639</u>	<u>95.00</u>	<u>95.00</u>	<u>97.00</u>	<u>97.00</u>
	<u>WARRANTS</u>								
0384000	WARRANTS	\$ 1,771,903	\$ 1,825,572	\$ 1,856,594	\$ 1,856,594	33.00	32.00	34.00	34.00
0384010	BUILDING SECURITY	350,970	361,664	415,880	415,880	9.00	9.00	9.00	9.00
	Sub-Total	<u>\$ 2,122,873</u>	<u>\$ 2,187,236</u>	<u>\$ 2,272,474</u>	<u>\$ 2,272,474</u>	<u>42.00</u>	<u>41.00</u>	<u>43.00</u>	<u>43.00</u>

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT MUNICIPAL COURT		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND GG01      GENERAL FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0385000	<u>LAKE WORTH PATROL</u>								
	LAKE WORTH PATROL	\$ 375,343	\$ 341,083	\$ 432,123	\$ 432,123	6.00	6.00	6.00	6.00
	Sub-Total	<u>\$ 375,343</u>	<u>\$ 341,083</u>	<u>\$ 432,123</u>	<u>\$ 432,123</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>
	<b>TOTAL</b>	\$ 8,812,028	\$ 9,373,890	\$ 9,837,230	\$ 9,837,230	160.00	165.00	177.00	177.00

**DEPARTMENTAL BUDGET SUMMARY**

<b>DEPARTMENT:</b> NON-DEPARTMENTAL	<b>FUND/CENTER</b> GG01/0901000:0909801
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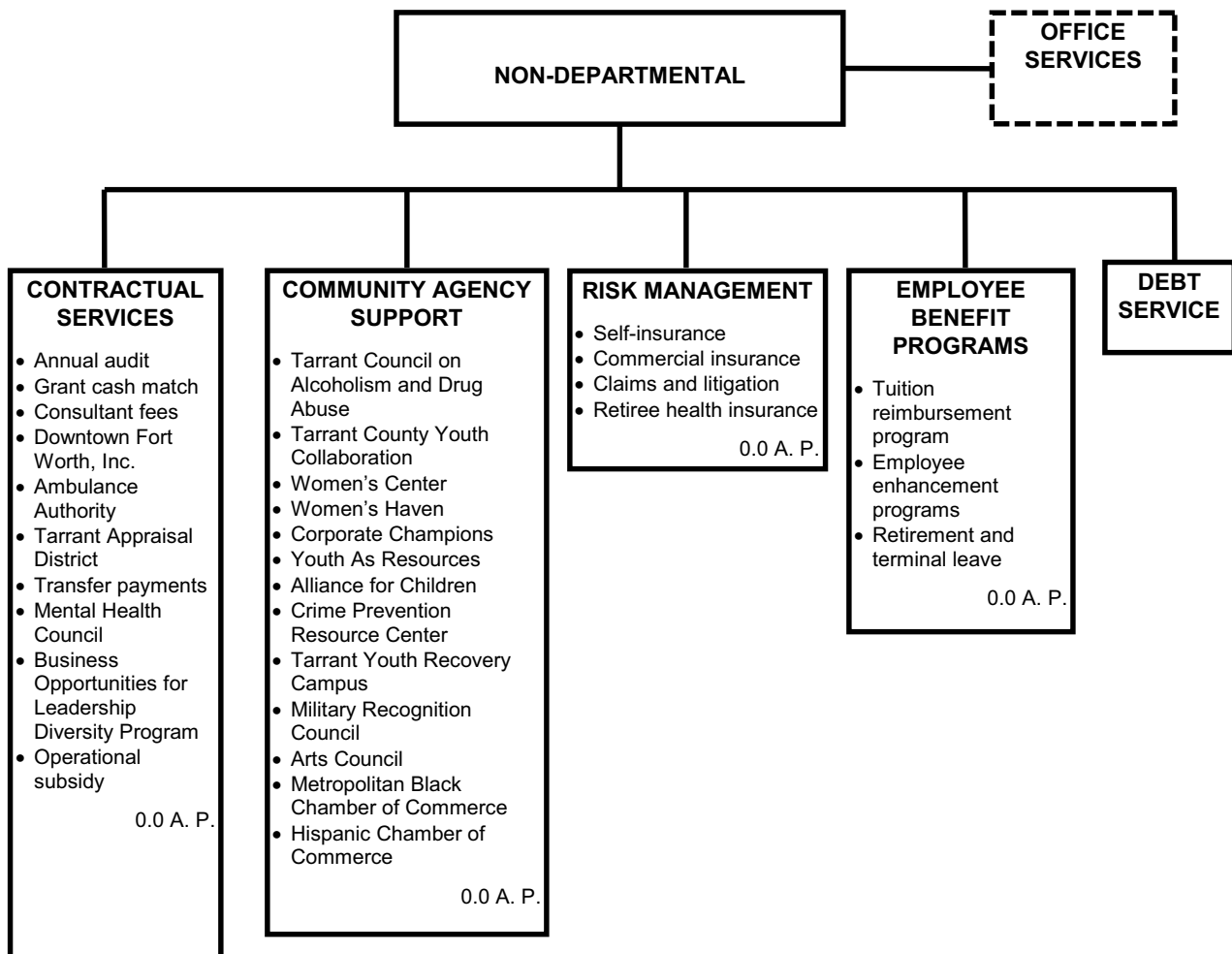
SUMMARY OF DEPARTMENT RESPONSIBILITIES:

Non-Departmental cost centers record all costs for expenditure items not exclusively within the programmatic responsibilities of any one General Fund department. Non-Departmental accounts include expenditures associated with the annual audit, which is performed by an outside firm in preparation for the City's Comprehensive Annual Financial Report. Other costs include self-insurance, retiree health insurance, and commercial insurance.

Non-Departmental costs also include a subsidy for monthly bus passes and tokens, which serves as an incentive to City employees to utilize public transportation during ozone season. Also included are expenditures for litigation expenses for General Fund departments, a cash match for grant contributions, consultant fees, contributions to outside service agencies, debt service expenses, and retirement and terminal leave costs.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 9,034,212	\$ 9,414,071	\$ 10,425,323	\$ 10,357,079
<b>Supplies</b>	45,139	24,675	43,565	29,000
<b>Contractual</b>	68,853,163	65,320,395	63,811,441	64,006,693
<b>Capital Outlay</b>	0	0	0	0
<b>Total Expenditures</b>	\$ 77,932,514	\$ 74,759,141	\$ 74,280,329	\$ 74,392,772
<b>Authorized Positions</b>	3.00	3.00	1.00	0.00

# NON-DEPARTMENTAL - 0.0 A. P.





**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> NON-DEPARTMENTAL	<b>FUND/CENTER</b> GG01/0901000:0909801
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$74,759,141	<b>A.P.</b>	3.0
<b>2002-03 ADOPTED:</b>	\$74,392,772	<b>A.P.</b>	0.0

A) The adopted budget decreases by (\$205,804) for the movement of 3.0 authorized positions from Non-Departmental to the Neighborhood Office of the City Manager's Office.

B) The adopted budget decreases by (\$1,800,000) for debt service.

C) The adopted budget increases by \$841,894 in retiree insurance contributions due to increases in the number of retirees and in health insurance costs.

D) The adopted budget increases by \$837,752 for General Fund departments' share of maintenance costs for the Geographic Information System.

E) The adopted budget increases by \$362,750 for utility costs due to increases in electricity usage.

F) The adopted budget decreases by (\$300,000) for the one-time FY2001-02 cost associated with the Minority/Women Business Enterprise Office's Small Contractor Development Program.

G) The adopted budget increases by \$268,485 for terminal leave payouts due to an increasing number civil service and civilian retirements.

H) The adopted budget decreases by (\$250,000) due to the completion of the contract with the University of North Texas Health Science Center.

I) The adopted budget decreases by (\$248,650) for a reduction in the Aviation Department's operations subsidy.

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT NON-DEPARTMENTAL		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND GG01 GENERAL FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0901000	<u>ANNUAL AUDIT</u>								
	ANNUAL AUDIT	\$ 240,200	\$ 200,000	\$ 242,000	\$ 242,000	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 240,200</u>	<u>\$ 200,000</u>	<u>\$ 242,000</u>	<u>\$ 242,000</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>G.F. INS. CONTRIBU- TIONS</u>								
0901501	CITY SELF INSURANCE	\$ 296,064	\$ 307,228	\$ 270,654	\$ 270,654	0.00	0.00	0.00	0.00
0901502	CITY COMMERCIAL INS.	531,894	612,968	829,652	829,652	0.00	0.00	0.00	0.00
0901506	RETIREE INS CONTRIB	5,330,708	6,481,590	7,323,484	7,323,484	0.00	0.00	0.00	0.00
0901507	UNEMPLOYMENT COMP INS	48,264	261,807	258,495	258,495	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 6,206,930</u>	<u>\$ 7,663,593</u>	<u>\$ 8,682,285</u>	<u>\$ 8,682,285</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>G.F. UTILITIES</u>								
0902501	ELECTRICITY	\$ 9,130,595	\$ 7,255,000	\$ 7,617,750	\$ 7,617,750	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 9,130,595</u>	<u>\$ 7,255,000</u>	<u>\$ 7,617,750</u>	<u>\$ 7,617,750</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>G.F. CLAIMS/LITG CON- TRIB</u>								
0903001	CLAIMS EXPENSE	\$ 3,067,398	\$ 3,119,800	\$ 2,963,126	\$ 2,963,126	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 3,067,398</u>	<u>\$ 3,119,800</u>	<u>\$ 2,963,126</u>	<u>\$ 2,963,126</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT NON-DEPARTMENTAL		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND GG01 GENERAL FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>CITY MEMBERSHIPS</u>								
0904510	CITY MEMBERSHIPS	\$ 405,552	\$ 438,350	\$ 313,290	\$ 313,290	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 405,552</u>	<u>\$ 438,350</u>	<u>\$ 313,290</u>	<u>\$ 313,290</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>TUITION REIMBURSEMENTS</u>								
0904600	TUITION REIMBURSEMENTS	\$ 158,908	\$ 163,000	\$ 163,000	\$ 163,000	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 158,908</u>	<u>\$ 163,000</u>	<u>\$ 163,000</u>	<u>\$ 163,000</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>OUTSIDE CONSULTANTS</u>								
0905500	CONSULTANT FEES	\$ 2,906,566	\$ 1,711,969	\$ 731,292	\$ 931,292	0.00	0.00	0.00	0.00
0905503	OUR CITY OUR CHILDREN	183,311	205,804	108,146	0	3.00	3.00	1.00	0.00
0905512	CONSUL FEES-LAW	1,432	0	0	0	0.00	0.00	0.00	0.00
0905515	CFW TIMELINE PROJECT	4,180	12,255	14,223	14,223	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 3,095,489</u>	<u>\$ 1,930,028</u>	<u>\$ 853,661</u>	<u>\$ 945,515</u>	<u>3.00</u>	<u>3.00</u>	<u>1.00</u>	<u>0.00</u>
	<u>AMBULANCE</u>								
0905600	AMBULANCE	\$ 1,311,021	\$ 1,311,021	\$ 1,311,021	\$ 1,311,021	0.00	0.00	0.00	0.00

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT NON-DEPARTMENTAL		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND GG01	GENERAL FUND	Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	Sub-Total	\$ 1,311,021	\$ 1,311,021	\$ 1,311,021	\$ 1,311,021	0.00	0.00	0.00	0.00
	<u>TARRANT APPRAISAL DISTRICT</u>								
0905700	TARRANT APPRAISAL DISTRICT	\$ 1,348,324	\$ 1,261,731	\$ 1,341,880	\$ 1,341,880	0.00	0.00	0.00	0.00
	Sub-Total	\$ 1,348,324	\$ 1,261,731	\$ 1,341,880	\$ 1,341,880	0.00	0.00	0.00	0.00
	<u>PUBLIC IMPROVEMENT DISTRICT</u>								
0905800	DOWNTOWN ASSES- MENT DISTRICT	\$ 0	\$ 561,270	\$ 378,400	\$ 398,989	0.00	0.00	0.00	0.00
	Sub-Total	\$ 0	\$ 561,270	\$ 378,400	\$ 398,989	0.00	0.00	0.00	0.00
	<u>OTHER CONTRIBU- TIONS</u>								
0906200	COMMUNITY AGENCIES	\$ 444,998	\$ 480,214	\$ 919,663	\$ 919,663	0.00	0.00	0.00	0.00
	Sub-Total	\$ 444,998	\$ 480,214	\$ 919,663	\$ 919,663	0.00	0.00	0.00	0.00
	<u>INFORMATION SYS- TEMS</u>								
0906300	GEOGRAPICAL INFOR- MATION SYSTEM	\$ 0	\$ 0	\$ 837,752	\$ 837,752	0.00	0.00	0.00	0.00
	Sub-Total	\$ 0	\$ 0	\$ 837,752	\$ 837,752	0.00	0.00	0.00	0.00

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT NON-DEPARTMENTAL		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND GG01 GENERAL FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>BONDED DEBT SERVICE</u>								
0908000	BONDED DEBT SERVICE	\$ 48,356,127	\$ 46,930,973	\$ 45,130,973	\$ 45,130,973	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 48,356,127</u>	<u>\$ 46,930,973</u>	<u>\$ 45,130,973</u>	<u>\$ 45,130,973</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>SPECIAL TRANSFERS</u>								
0909101	ELECTIONS	\$ 243,325	\$ 208,280	\$ 277,376	\$ 277,376	0.00	0.00	0.00	0.00
0909103	TRANSFERS	336,288	638,439	410,490	410,490	0.00	0.00	0.00	0.00
0909110	SPECIAL ELECTIONS	26,960	50,000	0	0	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 606,573</u>	<u>\$ 896,719</u>	<u>\$ 687,866</u>	<u>\$ 687,866</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>EMPLOYEE SUGGES- TION PROGRAM</u>								
0909500	EMPLOYEE SUGGES- TION PROGRAM	\$ 95,417	\$ 62,074	\$ 82,074	\$ 82,074	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 95,417</u>	<u>\$ 62,074</u>	<u>\$ 82,074</u>	<u>\$ 82,074</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>SALARY ADJUSTMENTS</u>								
0909800	SALARY ADJUSTMENTS	\$ 18	\$ 0	\$ 0	\$ 0	0.00	0.00	0.00	0.00
0909801	RET. TERM. LEAVE/SICK PAY	3,464,964	2,485,368	2,755,588	2,755,588	0.00	0.00	0.00	0.00

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT NON-DEPARTMENTAL		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND GG01      GENERAL FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	Sub-Total	<u>\$ 3,464,982</u>	<u>\$ 2,485,368</u>	<u>\$ 2,755,588</u>	<u>\$ 2,755,588</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<b>TOTAL</b>	\$ 77,932,514	\$ 74,759,141	\$ 74,280,329	\$ 74,392,772	3.00	3.00	1.00	0.00

**FORT WORTH**





**F-181**

**NON-DEPARTMENTAL CENTER DESCRIPTIONS**

<b>CENTER</b>	<b>DESCRIPTION</b>	<b>2001-02 ADOPTED BUDGET</b>	<b>2002-03 ADOPTED BUDGET</b>
0901000	<b>Annual Audit</b> Funds allocated for payment to external auditors (KPMG-Peat Marwick) for the audit of the City's financial records in preparation of the City's Comprehensive Annual Financial Report (CAFR).	\$200,000	\$242,000
0901501	<b>Self Insurance</b> Self insurance premiums for General Fund departments.	\$307,228	\$270,654
0901502	<b>Commercial Insurance</b> Budget requirement for commercial insurance premiums for all types of insurance on property and equipment, as identified by the Finance Department.	\$612,968	\$829,652
0901506	<b>Retiree Health Insurance Contribution</b> Funds allocated for health insurance benefits for retirees.	\$6,481,590	\$7,323,484
0901507	<b>Unemployment Compensation</b> Funds allocated for unemployment benefits for General Fund employees.	\$261,807	\$258,495
0902501	<b>Electricity</b> Funds allocated for electricity payments for General Fund departments.	\$7,255,000	\$7,617,750
0903001	<b>Claims/Litigation</b> Allocation of funds to pay claims and lawsuits for General Fund departments	\$3,119,800	\$2,963,126
0904510	<b>CITY MEMBERSHIPS</b>		
	<b>Texas Municipal League</b> Meets the needs and advocates the interests of its members. Its purpose is to render services that individual cities have neither the resources nor the power provide on their own.	\$23,777	\$25,558
	<b>North Central Texas Council of Governments</b> State-designed regional planning organization that serves 16 area counties; Fort Worth has a seat on the board.	\$54,040	\$54,250
	<b>U. S. Conference of Mayors</b> Official nonpartisan organization of cities with a population of 30,000 or more. The organization aids the development of effective national urban policy, strengthens federal/city relationships, and provides mayors with leadership and management tools of value to their cities.	\$10,167	\$16,000
	<b>National League of Cities</b> Network of elected and top appointed officials.	\$18,676	\$18,676

## NON-DEPARTMENTAL CENTER DESCRIPTIONS

CENTER	DESCRIPTION	2001-02 ADOPTED BUDGET	2002-03 ADOPTED BUDGET
	<b>North Texas Commission</b> Promotes economic vitality and an improved quality of life in the D/FW metropolitan area.	\$45,449	\$46,113
	<b>D/FW Regional Film Commission</b> Promotes the film industry within the D/FW metroplex. Several cities contribute to the commission because it promotes economic development.	\$44,900	\$44,900
	<b>Public Technology, Inc. (PTI)</b> A non-profit organization of the National League of Cities, National Association of Counties, and International City/County Management Association. PTI is dedicated to furthering the use of technology in both cities and counties, for both elected officials and professional managers.	\$15,000	\$15,000
	<b>Fort Worth Metropolitan Black Chamber of Commerce</b> Creates partnerships that bring people and resources together for the common good of individuals and small businesses in the African-American community.	\$3,500	\$3,500
	<b>Hispanic Chamber of Commerce</b> Identifies and assists small to medium-sized businesses in Fort Worth providing services that will allow them to attain "international" business goals.	\$12,500	\$12,500
	<b>Fort Worth Chamber of Commerce</b> Promotes the interest of its members by assuming a leadership role in making Fort Worth an excellent place in which to live and do business.	\$3,191	\$3,351
	<b>USA News Network</b> Informs City employees and guests to City Hall about local, state, and national news. It is an electronic newsboard found in the cafeteria on the third floor of City Hall.	\$3,468	\$3,468
	<b>City/FW Chamber/Tarrant County Legislative Delegation Coordinator - Speaker Open Sponsorship</b> Funds allocated for intergovernmental networking with state and federal legislative delegates.	\$3,000	\$3,000
	<b>International City/County Management Association</b> Aids cities and counties in obtaining accurate, fair, and comparable data about the quality and efficiency of service delivery to their citizens.	\$5,000	\$5,000

## NON-DEPARTMENTAL CENTER DESCRIPTIONS

CENTER	DESCRIPTION	2001-02 ADOPTED BUDGET	2002-03 ADOPTED BUDGET
	<p><b>Texas Coalition of Cities on Franchise Utility Issues</b> TCCFUI is a coalition of more than 100 Texas cities dedicated to supporting the interests of the citizens and cities of Texas. TCCFUI monitors the activities of the Texas Legislature, provides franchising expertise and model franchise documents to member cities, and ensures that the citizens of Texas continue to enjoy quality utility service.</p>	\$16,212	\$16,974
	<p><b>Mental Health Connection</b> The Mental Health Connection is developing and will implement a comprehensive mental health services plan for the City of Fort Worth and Tarrant County.</p>	\$20,000	\$20,000
	<p><b>Transportation Excellence for the 21st Century</b> Funds allocated for Transportation Excellence for the 21st Century (TEX21) in conjunction with other Texas cities to address transportation issues.</p>	\$0	\$25,000
0904600	<p><b>Tuition Reimbursement</b> Funds allocated for financial assistance for college tuition through the City's Tuition Reimbursement Program (reimburses 100 percent for state schools and 75 percent for private institutions).</p>	\$163,000	\$163,000
0905500	<p><b>CONSULTANT FEES</b></p>		
	<p><b>Indirect Cost Study</b> Payment for external auditor's preparation of the Indirect Cost Study.</p>	\$40,000	\$40,000
	<p><b>State Representation</b> Allocation of funds for Austin consultation services.</p>	\$76,500	\$77,000
	<p><b>North America's Super Highway Coalition</b> Promotes economic development, trade, and tourism along the I-35 corridor and between the NAFTA nations by developing linear trade corridors and fostering business-to-business contacts.</p>	\$10,000	\$10,000
	<p><b>Federal Representation</b> Allocation of funds for federal consultant services and representation related to issues of concern for the City of Fort Worth before the Congress of the United States and federal agencies.</p>	\$189,000	\$189,000
	<p><b>Citizen Survey</b> Funds allocated for the annual citizen survey for FY2002-03.</p>	\$25,000	\$25,000
	<p><b>Bank Fees</b> Payment for standard banking services.</p>	\$25,000	\$26,250

## NON-DEPARTMENTAL CENTER DESCRIPTIONS

CENTER	DESCRIPTION	2001-02 ADOPTED BUDGET	2002-03 ADOPTED BUDGET
	<b>Business Opportunities for Leadership Diversity (BOLD)</b> Joint public/private sector program for the development and promotion of minorities and women in Fort Worth's corporate workforce.	\$0	\$25,000
	<b>Law Enforcement Block Grant Match</b> Funds allocated to the program, which in conjunction with the Boys and Girls Club, aim at gang intervention.	\$180,000	\$180,000
	<b>University of North Texas Health Science Center</b> Funding allocated for joint project involving the City of Fort Worth and the University of North Texas Health Science Center to provide parking for students and patrons to the Will Rogers Memorial Center complex.	\$250,000	\$0
	<b>Federal Resources Contract</b> Funding allocated for a professional services contract with Virginia M. Mayer to aid Fort Worth in the proactive strategic pursuit of federal grants.	\$15,000	\$20,000
	<b>Information Technology Enhancements</b> Funds allocated for the maintenance of the Citywide budgeting system.	\$40,000	\$40,000
	<b>Sister Cities International</b> Funds allocated for an increase in expenses incurred in the marketing of Fort Worth in international markets.	\$60,000	\$0
	<b>Small Contractor Development Program</b> Funds allocated for administration of a Citywide program for all construction-related projects to small contractors to increase their ability to become contributing economic entities.	\$300,000	\$0
	<b>Fort Worth Downtown Public Market</b> Funds allocated for the City's portion of start-up costs for a public market located at the Intermodal Transportation Center.	\$95,000	\$0
	<b>Summer Youth Program</b> Funds allocated for an agreement with Tarrant County to fund a summer youth employment program.	\$68,000	\$68,000
	<b>North American International Trade Corridor Partnership (NAITCP)</b> Promotes trade, enhances job creation and economic growth between the City of Fort Worth, Mexico, and Canada.	\$10,000	\$10,000

## NON-DEPARTMENTAL CENTER DESCRIPTIONS

CENTER	DESCRIPTION	2001-02 ADOPTED BUDGET	2002-03 ADOPTED BUDGET
	<b>Pension Benefits</b> Funds allocated for costs of pension overages for retired Assistant City Attorney and City Manager.	\$13,469	\$12,512
	<b>Downtown Fort Worth, Inc.</b> Funding for the City of Fort Worth's portion of costs to update the 1993 Downtown Strategic Plan.	\$35,000	\$0
	<b>Reverse 911</b> Funding allocated for maintenance and the service contract with Sigma Communications for the City's Reverse 911 Public Notification System.	\$0	\$8,530
	<b>Operations Subsidy</b> Funding allocated as an operational subsidy for new organization(s) that will occupy the former Modern Art Museum complex.	\$0	\$200,000
0905503	<b>Our City, Our Children</b> Allocation of funds as part of a local effort with the Fort Worth Independent School District, to aid and encourage Fort Worth youth.	\$205,804	\$0
0905515	<b>Timeline Project</b> Funds allocated for a database and web site link that provides an ongoing, updated Fort Worth historical resource.	\$12,255	\$14,223
0905600	<b>Ambulance Authority</b> Subsidy payment from the City of Fort Worth to the Area Metropolitan Ambulance Authority (MedStar). Amount is based on approximately \$2.35 per capita for a population of 556,700.	\$1,311,021	\$1,311,021
0905700	<b>Tarrant Appraisal District</b> Allocation of funds for payment to the Tarrant Appraisal District for appraisal services.	\$1,261,731	\$1,341,880
0905800	<b>Public Improvement Districts</b> Funds allocated as payment to Downtown Fort Worth, Inc., for provision of the following services for public improvement districts: maintenance and landscaping, security, enhancements, promotions and special events, marketing, transportation, and parking.	\$561,270	\$398,989
0906200	<b>OTHER CONTRIBUTIONS</b>		
	<b>Alliance For Children</b> Allocation to strive to lessen the emotional trauma to child abuse victims and to improve the justice system's response to child abuse by uniting efforts of public agencies and enlisting community support.	\$63,998	\$63,998

## NON-DEPARTMENTAL CENTER DESCRIPTIONS

CENTER	DESCRIPTION	2001-02 ADOPTED BUDGET	2002-03 ADOPTED BUDGET
	<b>Collaborative Leadership Council</b> Brings together representatives from each of Fort Worth's essential policy-making institutions to identify common challenges and collaborative solutions to improve services and conserve public resources in the community.	\$5,000	\$5,000
	<b>Corporate Champions</b> Serves youth by providing, through a program of informal education, opportunities for youth to realize their full potential and function effectively as caring, self-directed individuals, responsible for themselves and others.	\$10,000	\$10,000
	<b>Crime Prevention Resource Center</b> Coordinates and implements strategies to prevent and reduce crime and violence in the City of Fort Worth, with an emphasis on gangs and youth crime issues.	\$60,216	\$60,195
	<b>Imagination Celebration</b> Arts education program to introduce students to the arts, such as ballets, museums, gardens, and other arts and cultural organizations.	\$50,000	\$50,000
	<b>Tarrant Council on Alcoholism and Drug Abuse</b> Strives to improve the overall quality of life in Tarrant County by reducing substance abuse through education, prevention, and intervention referral efforts.	\$50,000	\$50,000
	<b>Tarrant County Youth Recovery Campus</b> An alliance between public and private organizations, which assists young persons with drug and alcohol addiction, as well as helps families cope with these problems.	\$51,000	\$51,000
	<b>Arts Council of Fort Worth and Tarrant County</b> Serves the city's low-income neighborhood residents, primarily children, by providing funding for local art groups to develop and execute mentoring and participation programs in the visual and performing arts.	\$280,000	\$280,000
	<b>Metropolitan Black Chamber of Commerce</b> Funding allocated for support of Business Assistance Program, which gives formalized training and support to individuals seeking to become small business owners.	\$76,760	\$76,760
	<b>Fort Worth Hispanic Chamber of Commerce</b> Funding allocated for support of Business Assistance Program, which gives formalized training and support to individuals seeking to become small business owners.	\$82,710	\$82,710

## NON-DEPARTMENTAL CENTER DESCRIPTIONS

CENTER	DESCRIPTION	2001-02 ADOPTED BUDGET	2002-03 ADOPTED BUDGET
	<b>Tarrant County Veterans Council</b> Funds allocated for assistance with programs honoring the veterans of Fort Worth.	\$5,000	\$5,000
	<b>Tarrant County Youth Collaboration</b> Promotes safe and nurturing communities that foster the development of each child's potential through advocacy, collaboration, and youth/adult partnerships.	\$15,000	\$15,000
	<b>Women's Center</b> Provides comprehensive sexual assault intervention and prevention services for adults and children, collaborative case support and professional training for law enforcement personnel.	\$75,000	\$75,000
	<b>Women's Haven</b> Serves as a shelter for battered women. Open 24 hours a day, seven days a week, the shelter also provides emergency transportation, legal advice, and childcare.	\$90,000	\$90,000
	<b>Youth As Resources</b> Provides small grants to young people to design and implement projects to meet the needs of the community.	\$5,000	\$5,000
0906300	<b>Networking Project</b> Funds allocated for General Fund departments for Geographic Information System networking services.	\$0	\$837,752
0908000	<b>Debt Service</b> Funds budgeted for General Fund payment of debt service.	\$46,930,973	\$45,130,973
0909101	<b>Elections</b> Funds allocated for the City's charter elections.	\$208,280	\$277,376
0909103	<b>SPECIAL TRANSFERS</b>		
	<b>Engineering</b> Funds allocated for maintenance of property acquired by the City through tax foreclosures and Tarrant County Sheriff's Auction sales.	\$68,503	\$70,000
	<b>Solid Waste Sales Tax Transfer</b> Funds allocated for transfer to the Solid Waste Fund from the General Fund. Solid Waste customers pay sales tax to the State, and then the State returns one percent of the total collected to the City.	\$221,286	\$240,490
	<b>ADA Projects</b> Funds allocated for compliance with the Americans with Disabilities Act.	\$100,000	\$100,000

**F-188**

**NON-DEPARTMENTAL CENTER DESCRIPTIONS**

<b>CENTER</b>	<b>DESCRIPTION</b>	<b>2001-02 ADOPTED BUDGET</b>	<b>2002-03 ADOPTED BUDGET</b>
	<b>Airport Maintenance</b> Funds allocated for transfer from the General Fund to the Aviation Fund for increased maintenance activities.	\$248,650	\$0
0909110	<b>Redistricting</b> Funds allocated for the costs associated with citizen education regarding the redrawing of City Council district boundaries based on 2000 Census data.	\$50,000	\$0
0909500	<b>EMPLOYEE ENHANCEMENT PROGRAMS</b>		
	<b>PAY\$</b> Program rewarding employees for cost saving suggestions that merit recognition.	\$22,074	\$32,074
	<b>Service Awards</b> Recognizes employees' longevity with the City.	\$14,000	\$14,000
	<b>Clerical Conference</b> Annual conference that honors support staff in the City.	\$8,000	\$8,000
	<b>Commission on the Status of Women</b> Recognizes women in all segments of Fort Worth society.	\$10,000	\$10,000
	<b>Mayor's Committee on Persons with Disabilities</b> Funds allocated for a committee that is dedicated to working with persons who have disabilities.	\$4,000	\$4,000
	<b>MLK/Juneteenth</b> Funds for the annual Martin Luther King, Jr. and Juneteenth programs for City employees.	\$1,000	\$1,000
	<b>Bus Passes</b> Funds to subsidize City employees who choose to use public transportation during ozone season.	\$3,000	\$3,000
	<b>High Performance Award</b> Funds allocated for the recognition of employees who have demonstrated exceptional performance during a given quarter.	\$0	\$10,000
0909801	<b>Terminal Leave</b> Funds paid to employees upon either retirement or separation of employment. Based on an average of the highest three years of salary multiplied by accrued vacation leave.	\$2,485,368	\$2,755,588
		<b>\$74,759,141</b>	<b>\$74,392,772</b>



**DEPARTMENTAL BUDGET SUMMARY**

**DEPARTMENT:**

**FUND/CENTER**

**PARKS AND COMMUNITY SERVICES**

**GG01/0800500:0809040**

**SUMMARY OF DEPARTMENT RESPONSIBILITIES:**

The Parks and Community Services Department is responsible for planning, designing, developing, and maintaining the City's network of parks, as well as for the planning and administration of the City's recreational and human services programs. The department is organized into five divisions.

The Administration Division provides overall planning and direction for and administrative support to the department, as well as coordinating centralized information management, fiscal and human resources support for the other departmental elements.

The Northeast Region Division is responsible for the operation of nine community centers, the afternoon, evening and Late Night programs at three community centers, and the maintenance of the park system on the City's northeast side, including contract mowing. This division also oversees the department's aquatics and athletics operations, graffiti abatement program, and the Nature Center and Refuge.

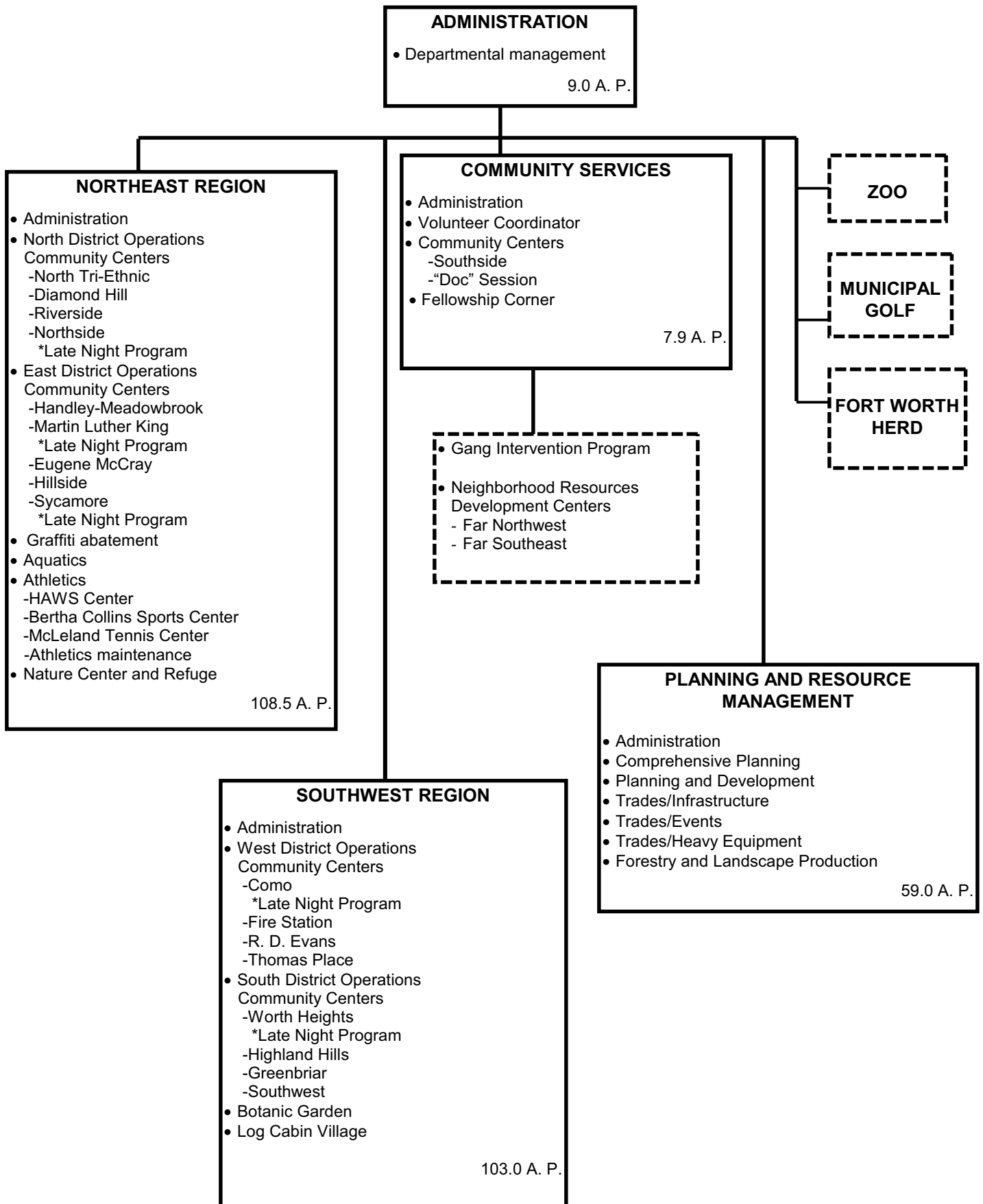
The Planning and Resource Management Division is responsible for identification of park system needs and the acquisition, master planning, design, engineering, grantsmanship and construction of park development projects. The division is also responsible for park system infrastructure maintenance.

The Southwest Region Division is responsible for the operation of eight community centers, the afternoon, evening and Late Night programs at two community centers, park reservations coordination and the maintenance of the park system on the southwest side of the City, including contract mowing. The division also operates the Log Cabin Village, the Water Gardens and the Botanic Garden Center and Conservatory.

The Community Services Division is responsible for the coordination of volunteer activities, operation of two community centers and two Neighborhood Resources Development (NRD) Centers, the coordination of the Comin' Up gang intervention program and oversight of human services programs, such as those at the NRD Centers.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 11,855,451	\$ 12,400,626	\$ 12,215,199	\$ 12,215,199
<b>Supplies</b>	1,531,516	1,620,600	1,842,177	1,842,177
<b>Contractual</b>	4,481,753	5,078,423	5,435,784	5,435,784
<b>Capital Outlay</b>	366,549	722,250	459,126	459,126
<b>Total Expenditures</b>	\$ 18,235,269	\$ 19,821,899	\$ 19,952,286	\$ 19,952,286
<b>Authorized Positions</b>	286.40	291.40	287.40	287.40

# PARKS AND COMMUNITY SERVICES – 287.4 A. P.



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> PARKS AND COMMUNITY SERVICES	<b>FUND/CENTER</b> GG01/0800500:0809040
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$19,821,899	<b>A.P.</b>	291.40
<b>2002-03 ADOPTED:</b>	\$19,952,286	<b>A.P.</b>	287.40

A) The adopted budget increases by a net total of \$90,965 for salaries due to the addition of one Assistant Field Operations Supervisor, at a cost of \$35,267, for maintenance of recently add soccer fields, as well as staff salary increases. That net total increase incorporates a decrease of (\$114,301) due to the elimination of five Community Center Aide positions as part of FY2002-03 General Fund budget budget reductions.

B) The adopted budget decreases by (\$308,585) for the department's Workers' Compensation Fund assessment for FY2002-03, which is based on the department's historical claims.

C) The adopted budget decreases by (\$287,398) for construction expenditures as no new soccer field construction is funded for FY2002-03.

D) The adopted budget increases by \$278,775 to cover the \$675 per vehicle Equipment Services Department (ESD) Administrative Charge, which is budgeted for the first time in FY2002-03.

E) The adopted budget increases by a net total of \$159,978 for contractual services due to the addition of funds for the Neighborhood Small Grants Program, maintenance of new parkland and anticipated Zoo utility improvements for FY2002-03, which the City is contractually obligated to pay. The total increase is reduced by a decrease of (\$100,000) for park security lighting as a part of broader General Fund reduction strategies.

F) The adopted budget increases by \$135,864 for group health insurance based on enrollment and cost increases for FY2002-03.

G) The adopted budget decreases by a net total of (\$125,910) for information technology charges per historical departmental expenditures for such services.

H) The adopted budget increases by \$100,000 for additional motor vehicle replacements in FY2002-03.

I) The adopted budget increases by \$98,358 for basic telephone service to cover the cost of necessary system upgrades, including DSL lines for learning labs at community centers and (T1) data lines and connections required to implement the department's CLASS reservations, registration and informational database in all Parks and Community Services facilities.

J) The adopted budget increases by \$81,806 for scheduled temporaries for newly constructed soccer field and commercial corridor maintenance.

K) The adopted budget decreases by a net total of (\$75,726) for specialized equipment due to replacement of fewer units in FY2002-03 than in FY2001-02.

L) The adopted budget decreases by (\$51,838) for shift differential pay to better align the budget with historical and projected expenditures.

**FORT WORTH**



**DEPARTMENTAL OBJECTIVES AND MEASURES**

**DEPARTMENT:**  
**PARKS AND COMMUNITY SERVICES**

**DEPARTMENT PURPOSE**

To enrich the lives of Fort Worth residents through the stewardship of City resources and the responsive provision of quality recreational opportunities and community services.

**FY2002-03 DEPARTMENTAL OBJECTIVES**

To mow and clean 559 acres of parks, 132 miles of medians and 351 traffic islands within established mowing cycles.

To provide service for an increasing number of visitors annually at 20 community centers during an average of 51.2 hours per week.

To complete 5 percent more playground maintenance inspections through the Trades Section.

To provide a year-round Youth Sports Program involving 6,500 youth.

To provide educational programs at the Log Cabin Village, Botanic Garden and the Fort Worth Nature Center for an increasing number of schools.

To enhance the department's ability to provide adequate support for on-going programs and special projects by increasing the number of volunteer participants by at least 5 percent and volunteer hours by 10 percent.

<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Mowing cycles completed in parks/ medians	19 / 19	20 / 20	20 / 20
Visitors served at Community Ctrs.	991,588	1,066,114	1,119,422
Playground inspections	3,125	3,300	3,480
Youth Sports participants	6,492	6,519	6,500
Schools served through educational Programs at Log Cabin Village, Botanic Garden, and Nature Center	596	600	615
Volunteers/volunteer hours	26,785 / 207,946	28,124 / 228,190	29,530 / 251,009

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>PARKS &amp; COMMUNITY SERVICES</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GG01 GENERAL FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>COMMUNITY SERVICES</u>								
0800500	COMMUNITY SERVICES ADMINISTRATION	\$ 243,223	\$ 287,681	\$ 197,582	\$ 197,582	3.90	3.90	2.90	2.90
0800504	SOUTHSIDE COMMUNITY CENTER	103,923	96,810	94,283	94,283	2.50	2.50	2.50	2.50
0800509	RIVERSIDE MPC COMMUNITY CENTER	104,118	103,739	90,592	90,592	2.50	2.50	2.50	2.50
0800510	FELLOWSHIP CORNER	5,092	5,230	5,230	5,230	0.00	0.00	0.00	0.00
0800511	LATE NIGHT PROGRAM	471	0	0	0	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 456,827</u>	<u>\$ 493,460</u>	<u>\$ 387,687</u>	<u>\$ 387,687</u>	<u>8.90</u>	<u>8.90</u>	<u>7.90</u>	<u>7.90</u>
	<u>PACS ADMINISTRATION</u>								
0801000	PACS ADMINISTRATION	\$ 1,809,584	\$ 1,434,328	\$ 1,686,894	\$ 1,686,894	8.00	8.00	9.00	9.00
	Sub-Total	<u>\$ 1,809,584</u>	<u>\$ 1,434,328</u>	<u>\$ 1,686,894</u>	<u>\$ 1,686,894</u>	<u>8.00</u>	<u>8.00</u>	<u>9.00</u>	<u>9.00</u>
	<u>PROGRAM ADMINISTRATION</u>								
0803080	LOG CABIN VILLAGE	\$ 30	\$ 0	\$ 0	\$ 0	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 30</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>GOLF &amp; TENNIS</u>								
0804080	MCLELAND TENNIS CENTER	\$ 7,129	\$ 26,500	\$ 26,500	\$ 26,500	0.00	0.00	0.00	0.00

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>PARKS &amp; COMMUNITY SERVICES</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GG01 GENERAL FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	Sub-Total	\$ 7,129	\$ 26,500	\$ 26,500	\$ 26,500	0.00	0.00	0.00	0.00
	<u>SOUTHWEST REGION</u>								
0807010	SW REGION ADMINIS- TRATION	\$ 314,838	\$ 339,749	\$ 347,941	\$ 347,941	5.00	5.00	5.00	5.00
0807021	WEST DISTRICT OPERA- TIONS	1,360,292	1,484,875	1,506,482	1,506,482	20.00	20.00	20.00	20.00
0807022	NORTHSIDE COMMU- NITY CENTER	343	0	0	0	0.00	0.00	0.00	0.00
0807023	COMO COMMUNITY CENTER	361,653	300,548	273,400	273,400	6.50	6.50	5.50	5.50
0807027	FIRE STATION COMMU- NITY CTR	145,284	149,127	150,071	150,071	3.00	3.00	3.00	3.00
0807028	RD EVANS COMMUNITY CENTER	117,060	146,590	141,067	141,067	3.00	3.00	3.00	3.00
0807029	THOMAS PLACE COM- MUNITY CENTER	108,022	133,409	133,415	133,415	3.00	3.00	3.00	3.00
0807031	SOUTH DISTRICT OPERA- TIONS	1,167,776	1,237,662	1,194,361	1,194,361	15.00	15.00	15.00	15.00
0807032	WORTH HEIGHTS COM- MUNITY CENTER	277,907	302,175	261,490	261,490	6.50	6.50	5.50	5.50
0807033	HIGHLAND HILLS COM- MUNITY CENTER	129,743	144,669	143,372	143,372	3.00	3.00	3.00	3.00
0807038	GREENBRIAR COMMU- NITY CENTER	125,121	146,770	159,311	159,311	3.00	3.00	3.00	3.00
0807039	SW COMMUNITY CEN- TER	136,697	150,384	151,094	151,094	3.00	3.00	3.00	3.00



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>PARKS &amp; COMMUNITY SERVICES</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GG01 GENERAL FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0807080	BOTANIC GARDEN	1,849,985	1,847,457	1,828,137	1,828,137	31.00	31.00	31.00	31.00
0807090	LOG CABIN VILLAGE	263,582	280,546	268,372	268,372	3.00	3.00	3.00	3.00
	Sub-Total	<u>\$ 6,358,303</u>	<u>\$ 6,663,961</u>	<u>\$ 6,558,513</u>	<u>\$ 6,558,513</u>	<u>105.00</u>	<u>105.00</u>	<u>103.00</u>	<u>103.00</u>
	<u>NORTHEAST REGION</u>								
0808010	NE REGION ADMINIS- TRATION	\$ 267,555	\$ 292,890	\$ 276,323	\$ 276,323	4.00	4.00	4.00	4.00
0808021	NORTH DISTRICT OPER- ATIONS	1,054,912	1,115,289	1,190,464	1,190,464	16.00	16.00	16.00	16.00
0808022	NORTH SIDE COMMU- NITY CENTER	279,940	285,788	257,955	257,955	6.50	6.50	5.50	5.50
0808026	NORTH TRI-ETHNIC COMMUNITY CENTER	114,038	146,152	139,052	139,052	3.50	3.50	3.50	3.50
0808027	BERTHA COLLINS COM- MUNITY CENTER	141,141	41,374	37,404	37,404	3.00	0.00	0.00	0.00
0808028	DIAMOND HILL COMMU- NITY CENTER	117,615	143,006	135,523	135,523	3.00	3.00	3.00	3.00
0808029	RIVERSIDE COMMU- NITY CENTER	140,231	165,032	165,228	165,228	3.00	3.00	3.00	3.00
0808031	EAST DISTRICT OPERA- TIONS	890,200	929,441	1,058,965	1,058,965	15.00	15.00	15.00	15.00
0808034	MCCRAY COMMUNITY CENTER	0	186,809	169,682	169,682	0.00	3.00	3.00	3.00
0808035	MLK COMMUNITY CEN- TER	271,306	311,386	268,151	268,151	6.50	6.50	5.50	5.50

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>PARKS &amp; COMMUNITY SERVICES</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GG01 GENERAL FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0808036	HANDLEY-MEADOW-BROOK COMMUNITY	148,445	153,538	150,319	150,319	3.00	3.00	3.00	3.00
0808038	HILLSIDE COMMUNITY CENTER	137,604	149,961	147,576	147,576	3.00	3.00	3.00	3.00
0808039	SYCAMORE COMMUNITY CENTER	230,043	282,161	248,720	248,720	6.00	6.00	5.00	5.00
0808040	GRAFFITI ABATEMENT	86,971	105,849	107,650	107,650	2.00	2.00	2.00	2.00
0808050	CODE:BLUE	288,154	55,072	49,749	49,749	0.00	0.00	0.00	0.00
0808060	NORTHEAST REGION/YOUTH SPORTS	269,174	275,794	269,581	269,581	0.00	0.00	0.00	0.00
0808070	AQUATICS	371,544	493,061	471,808	471,808	0.00	0.00	0.00	0.00
0808080	HAWS ATHLETICS CENTER	1,479,281	542,579	555,196	555,196	24.00	8.00	8.00	8.00
0808085	ATHLETICS MAINTENANCE	0	1,909,508	1,649,813	1,649,813	0.00	21.00	22.00	22.00
0808090	NATURE CENTER & REFUGE	379,006	388,486	398,585	398,585	7.00	7.00	7.00	7.00
	Sub-Total	<u>\$ 6,667,160</u>	<u>\$ 7,973,176</u>	<u>\$ 7,747,744</u>	<u>\$ 7,747,744</u>	<u>105.50</u>	<u>110.50</u>	<u>108.50</u>	<u>108.50</u>
	<u>PLANNING &amp; RESOURCE MANAGEMENT</u>								
0809010	PRM ADMINISTRATION	\$ 358,934	\$ 255,094	\$ 412,731	\$ 412,731	5.00	4.00	5.00	5.00
0809015	COMPREHENSIVE PLANNING	0	185,820	150,472	150,472	0.00	2.00	2.00	2.00

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>PARKS &amp; COMMUNITY SERVICES</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GG01 GENERAL FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0809020	PLANNING & DEVELOPMENT	261,253	436,664	417,739	417,739	8.00	7.00	7.00	7.00
0809030	TRADES/INFRASTRUCTURE	796,991	898,820	969,700	969,700	17.00	17.00	17.00	17.00
0809034	TRADES/EVENTS	151,120	163,988	162,248	162,248	2.00	2.00	2.00	2.00
0809035	TRADES/HEAVY EQUIPMENT	281,847	270,928	269,522	269,522	5.00	5.00	5.00	5.00
0809040	FORESTRY & LANDSCAPE PRODUCTION	1,086,091	1,019,160	1,162,536	1,162,536	22.00	22.00	21.00	21.00
	Sub-Total	<u>\$ 2,936,236</u>	<u>\$ 3,230,474</u>	<u>\$ 3,544,948</u>	<u>\$ 3,544,948</u>	<u>59.00</u>	<u>59.00</u>	<u>59.00</u>	<u>59.00</u>
	<b>TOTAL</b>	<b>\$ 18,235,269</b>	<b>\$ 19,821,899</b>	<b>\$ 19,952,286</b>	<b>\$ 19,952,286</b>	<b>286.40</b>	<b>291.40</b>	<b>287.40</b>	<b>287.40</b>

**FORT WORTH**



**DEPARTMENTAL BUDGET SUMMARY**

<b>DEPARTMENT:</b> PLANNING	<b>FUND/CENTER</b> GG01/0221000
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SUMMARY OF DEPARTMENT RESPONSIBILITIES:

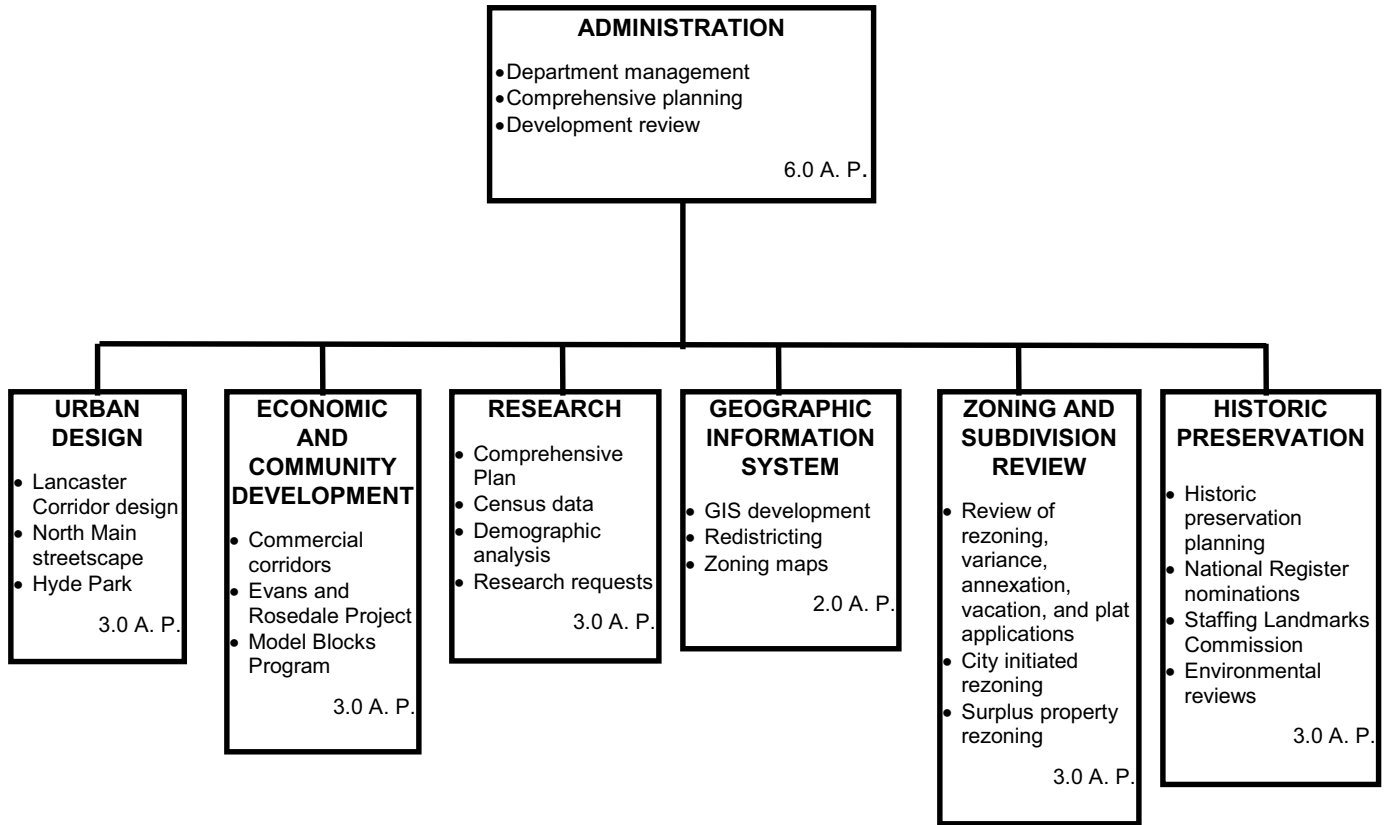
The Planning Department advises the City Manager, the Planning and Zoning Commissions, and the City Council on City planning-related matters. Planning also actively participates in and positively impacts the charting of Fort Worth's future by developing the City's Comprehensive Plan. The policies and programs contained in the plan encourage the establishment of a rational, coherent, urban form that promotes economic vitality and an improved quality of life for all residents.

To ensure rational, coherent city planning and development, the department focuses its efforts in two distinct functional divisions: 1) The Comprehensive Planning Division, which includes Urban Design, Research, and Economic and Community Development; and 2) The Development Review Division, which includes Zoning and Subdivision Review, Historic Preservation, and GIS teams.

In accordance with the City's Financial Management Policy Statements (FMPS), which state that, "To seek, apply for and effectively administer federal, state and foundation grants-in-aid that address the City's current priorities and policy objectives" (FMPS, Ch. VIII), the department also utilizes grant funds to accomplish its goals.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 1,083,699	\$ 1,153,305	\$ 1,229,474	\$ 1,229,474
<b>Supplies</b>	18,755	39,120	24,465	24,465
<b>Contractual</b>	262,978	283,706	230,394	230,394
<b>Capital Outlay</b>	0	0	0	0
<b>Total Expenditures</b>	\$ 1,365,432	\$ 1,476,131	\$ 1,484,333	\$ 1,484,333
<b>Authorized Positions</b>	20.00	21.00	21.00	21.00

**PLANNING – 23.0 A. P.**  
**GENERAL FUND 21.0**  
**(GRANT FUNDS 2.0)**



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> PLANNING	<b>FUND/CENTER</b> GG01/0221000
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$1,476,131	<b>A.P.</b>	20.00
<b>2002-03 ADOPTED:</b>	\$1,484,333	<b>A.P.</b>	21.00

A) The adopted budget decreases by (\$57,822) for Information Technology Solutions Department charges.

B) The adopted budget increases by \$48,950 for General Fund salaries of regular employees. This increase is due to a reduction of available Community Development Block Grant funding.

C) The adopted budget increases by \$30,000 for consultants and professional services. These funds will be used as the City's match for the Historic Preservation Plan.

**FORT WORTH**





**DEPARTMENTAL OBJECTIVES AND MEASURES**

**DEPARTMENT:** **PLANNING**

**DEPARTMENT PURPOSE**

To provide reliable information and advice to the City Manager, the City Council, other City officials, and the general public in order to assist them in making sound decisions about City growth and development.

**FY2002-03 DEPARTMENTAL OBJECTIVES**

- To secure \$6 million to encourage central city redevelopment and transit-oriented development.
- To prepare the 2003 Comprehensive Plan, update, and secure City Council adoption by March 31, 2003.
- To increase the consistency of zoning decisions with the Comprehensive Plan to 80 percent.
- To rezone 200 parcels of surplus property in accordance with the Comprehensive Plan.
- To rezone 200 acres through the City's petition-based process.
- To fulfill approximately 900 research and GIS requests from City staff, the City Council, and the public.

<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Total value of resources secured	\$14 million	\$10 million	\$6 million
Date of adoption of Comprehensive Plan	N/A	2/2002	3/2003
Percent of consistency of zoning decisions	71%	75%	80%
Surplus property zoning changes	195	225	200
Total acreage rezoned	66	125	200
Number of research and GIS requests fulfilled	821	875	900

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT PLANNING		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND GG01      GENERAL FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0221000	<u>ADMINISTRATION</u>								
	ADMINISTRATION	\$ 1,365,432	\$ 1,476,131	\$ 1,484,333	\$ 1,484,333	20.00	21.00	21.00	21.00
	Sub-Total	<u>\$ 1,365,432</u>	<u>\$ 1,476,131</u>	<u>\$ 1,484,333</u>	<u>\$ 1,484,333</u>	<u>20.00</u>	<u>21.00</u>	<u>21.00</u>	<u>21.00</u>
	<b>TOTAL</b>	\$ 1,365,432	\$ 1,476,131	\$ 1,484,333	\$ 1,484,333	20.00	21.00	21.00	21.00

**FORT WORTH**



**DEPARTMENTAL BUDGET SUMMARY**

<b>DEPARTMENT:</b> POLICE	<b>FUND/CENTER</b> GG01/0351000:0359904
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SUMMARY OF DEPARTMENT RESPONSIBILITIES:

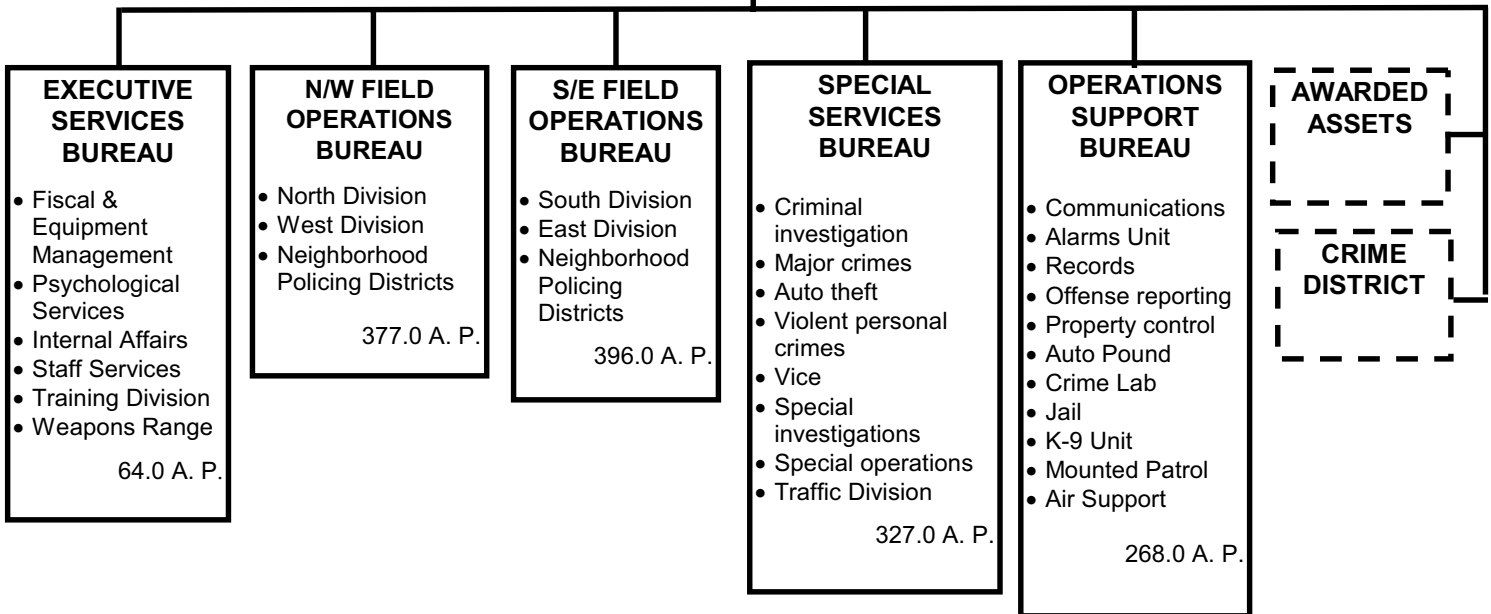
The Police Department, under the direction of the Chief of Police, develops and implements programs to deter crime and enforce traffic laws to protect life and property within the City of Fort Worth. Specific departmental responsibilities include crime prevention, the apprehension of persons suspected of committing crimes, recovery of stolen property, and regulation of non-criminal activities such as traffic enforcement.

The department's Executive Services Bureau is responsible for fiscal and equipment management, internal affairs investigations, and training for department personnel. The North / West Field Operations Bureau oversees daily law enforcement operations in the northern and western sections of the city. The South / East Field Operations Bureau oversees daily law enforcement operations in the southern and eastern sections of the city. The Special Services Bureau conducts investigations related to major crimes, conducts special operations, and provides citywide traffic enforcement. The Operations Support Bureau provides a wide variety of support functions for the entire department, including communications, offense reporting, records storage, jail services, and specialized units such as canine patrol, mounted patrol, and helicopter patrol. All five bureaus are overseen by the Police Administration Division, which includes the Chief of Police.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 80,004,780	\$ 87,986,397	\$ 92,232,244	\$ 92,232,244
<b>Supplies</b>	3,605,497	3,752,997	3,612,795	3,612,795
<b>Contractual</b>	9,567,255	8,988,201	10,805,143	10,805,143
<b>Capital Outlay</b>	0	0	0	0
<b>Total Expenditures</b>	\$ 93,177,532	\$ 100,727,595	\$ 106,650,182	\$ 106,650,182
<b>Authorized Positions</b>	1,385.00	1,436.00	1,438.00	1,438.00

**POLICE – 1,634.0 A. P.**  
**GENERAL FUND 1,438.0 A. P.**  
**(CRIME CONTROL AND PREVENTION DISTRICT 186.0 A. P.)**  
**(GRANT FUND 10.0 A. P.)**

**ADMINISTRATION**  
 • Departmental management  
 6.0 A. P.



**EXECUTIVE SERVICES BUREAU**

- Fiscal & Equipment Management
- Psychological Services
- Internal Affairs
- Staff Services
- Training Division
- Weapons Range

64.0 A. P.

**N/W FIELD OPERATIONS BUREAU**

- North Division
- West Division
- Neighborhood Policing Districts

377.0 A. P.

**S/E FIELD OPERATIONS BUREAU**

- South Division
- East Division
- Neighborhood Policing Districts

396.0 A. P.

**SPECIAL SERVICES BUREAU**

- Criminal investigation
- Major crimes
- Auto theft
- Violent personal crimes
- Vice
- Special investigations
- Special operations
- Traffic Division

327.0 A. P.

**OPERATIONS SUPPORT BUREAU**

- Communications
- Alarms Unit
- Records
- Offense reporting
- Property control
- Auto Pound
- Crime Lab
- Jail
- K-9 Unit
- Mounted Patrol
- Air Support

268.0 A. P.

**AWARDED ASSETS**

**CRIME DISTRICT**

**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> POLICE	<b>FUND/CENTER</b> GG01/0351000:0357303
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$100,727,595	<b>A.P.</b>	1,436.0
<b>2002-03 ADOPTED:</b>	\$106,650,182	<b>A.P.</b>	1,438.0

- A) The adopted budget increases by \$2,740,245 for the full-year funding of 50 Police Officers added in FY2001-02 as part of a plan to significantly increase patrol coverage and reduce response time.
- B) The adopted budget increases by \$1,031,452 for group health insurance due to rate increases.
- C) The adopted budget increases by \$860,946 for contractual costs associated with the jail contract with the City of Mansfield and janitorial services previously paid by the Transportation and Public Works Department.
- D) The adopted budget increases by \$506,250 for equipment maintenance costs, based on current expenditure levels and rate increases recommended by the Equipment Services Department.
- E) The adopted budget increases by \$381,037 for contributions to employee retirement. This is comprised of \$349,787 for civil service retirement and \$31,250 for civilian retirement.
- F) The adopted budget decreases by (\$335,327) for expenses from workers' compensation claims.
- G) The adopted budget increases by \$277,576 for wireless radio charges.
- H) The adopted budget increases by \$247,576 for civil service overtime due to increased costs associated with the FY2002-03 compensation plan.
- I) The adopted budget decreases by (\$177,669) for motor vehicle fuel.
- J) The adopted budget increases by \$163,714 for scheduled temporaries for mid-year salary increases for desk officers. Retired officers are hired as desk officers so that current officers are not pulled from patrol duties.
- K) The adopted budget increases by \$153,837 for motor vehicle repair.

**FORT WORTH**





**DEPARTMENTAL OBJECTIVES AND MEASURES**

**DEPARTMENT:** **POLICE**

**DEPARTMENT PURPOSE**

To protect the lives and property of Fort Worth residents, preserve law and order, and enforce the City's laws and ordinances through a comprehensive law enforcement and crime prevention program.

**FY2002-03 DEPARTMENTAL OBJECTIVES**

To reduce the Part I crime rate by 2.4 percent per 100,000 population through a proactive enforcement policy and increased resident participation at the community level, at a cost not to exceed budgeted levels. The FBI Uniform Crime Reporting program identifies murder, rape, robbery, aggravated assault, burglary, larceny, and motor vehicle theft as Part I crimes.

To reduce drug and gang activity within city neighborhoods by an increased focus on Special Operations Division arrests, warrants, and cases filed, while remaining within budgeted levels.

To reduce the number of fatal and injury traffic accidents through enforcement efforts, while remaining within budgeted levels.

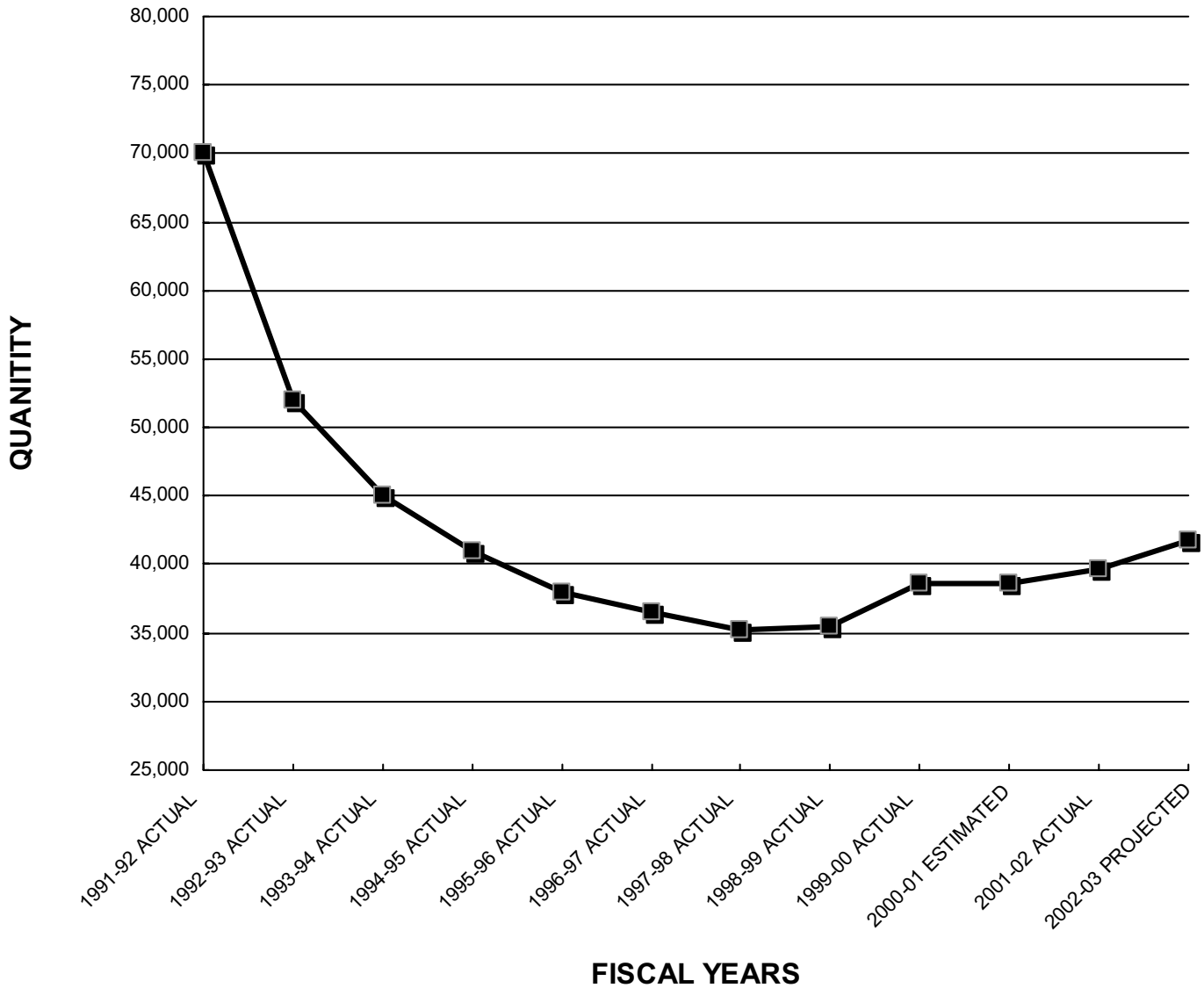
<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Part I crime rate per 100,000 residents	7,218.29	7,590.50	7,407.64
Number of arrests by Special Operations Division	2,775	2,914	3,059
Number of fatal / injury accidents	50/4,218	72/3,940	68/3,862

**FORT WORTH**



# POLICE

## NUMBER OF PART 1 OFFENSES\* COMMITTED FY1991-92 THROUGH FY2002-03 (PROJECTED)



\* Under the FBI's Uniform Crime Reporting, Part I crimes include murder, rape, robbery, aggravated assault, burglary, larceny/theft and auto theft.

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>POLICE</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GG01 GENERAL FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0351000	<u>POLICE ADMINISTRATION</u>								
	POLICE ADMINISTRATION	\$ 755,725	\$ 590,822	\$ 1,096,668	\$ 1,096,668	6.00	6.00	6.00	6.00
	Sub-Total	<u>\$ 755,725</u>	<u>\$ 590,822</u>	<u>\$ 1,096,668</u>	<u>\$ 1,096,668</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>
0352000	<u>EXECUTIVE SERVICES BUREAU</u>								
	EXECUTIVE SERVICES BUREAU	\$ 392,974	\$ 421,677	\$ 440,028	\$ 440,028	5.00	5.00	5.00	5.00
	Sub-Total	<u>\$ 392,974</u>	<u>\$ 421,677</u>	<u>\$ 440,028</u>	<u>\$ 440,028</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
0352100	<u>FISCAL &amp; EQUIPMENT MANAGEMENT</u>								
	FISCAL & EQUIPMENT MANAGEMENT	\$ 1,173,755	\$ 1,287,535	\$ 1,309,902	\$ 1,309,902	17.00	18.00	19.00	19.00
	Sub-Total	<u>\$ 1,173,755</u>	<u>\$ 1,287,535</u>	<u>\$ 1,309,902</u>	<u>\$ 1,309,902</u>	<u>17.00</u>	<u>18.00</u>	<u>19.00</u>	<u>19.00</u>
0352200	<u>PSYCHOLOGICAL SERVICES</u>								
	PSYCHOLOGICAL SERVICES	\$ 135,605	\$ 144,597	\$ 4,296	\$ 4,296	2.00	2.00	0.00	0.00
	Sub-Total	<u>\$ 135,605</u>	<u>\$ 144,597</u>	<u>\$ 4,296</u>	<u>\$ 4,296</u>	<u>2.00</u>	<u>2.00</u>	<u>0.00</u>	<u>0.00</u>

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>POLICE</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GG01 GENERAL FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>INTERNAL AFFAIRS DIVISION</u>								
0352300	INTERNAL AFFAIRS DIVISION	\$ 878,033	\$ 946,249	\$ 965,274	\$ 965,274	12.00	12.00	12.00	12.00
	Sub-Total	<u>\$ 878,033</u>	<u>\$ 946,249</u>	<u>\$ 965,274</u>	<u>\$ 965,274</u>	<u>12.00</u>	<u>12.00</u>	<u>12.00</u>	<u>12.00</u>
	<u>STAFF SERVICES DIVISION</u>								
0352400	STAFF SERVICES DIVISION	\$ 3,833,430	\$ 3,564,453	\$ 3,782,871	\$ 3,782,871	10.00	10.00	7.00	7.00
	Sub-Total	<u>\$ 3,833,430</u>	<u>\$ 3,564,453</u>	<u>\$ 3,782,871</u>	<u>\$ 3,782,871</u>	<u>10.00</u>	<u>10.00</u>	<u>7.00</u>	<u>7.00</u>
	<u>TRAINING DIVISION</u>								
0352500	TRAINING DIVISION	\$ 1,402,932	\$ 1,732,779	\$ 1,895,137	\$ 1,895,137	19.00	19.00	19.00	19.00
0352501	WEAPONS RANGE	148,948	222,640	185,522	185,522	2.00	2.00	2.00	2.00
	Sub-Total	<u>\$ 1,551,880</u>	<u>\$ 1,955,419</u>	<u>\$ 2,080,659</u>	<u>\$ 2,080,659</u>	<u>21.00</u>	<u>21.00</u>	<u>21.00</u>	<u>21.00</u>
	<u>OPERATIONAL SUPPORT BUREAU</u>								
0353000	OPERATIONAL SUPPORT BUREAU	\$ 269,129	\$ 259,504	\$ 264,827	\$ 264,827	3.00	3.00	3.00	3.00
	Sub-Total	<u>\$ 269,129</u>	<u>\$ 259,504</u>	<u>\$ 264,827</u>	<u>\$ 264,827</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>POLICE</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GG01 GENERAL FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>COMMUNICATIONS DIVISION</u>								
0353100	COMMUNICATIONS DIVISION	\$ 4,153,835	\$ 4,432,477	\$ 4,506,828	\$ 4,506,828	97.00	98.00	98.00	98.00
0353101	COMMUNICATIONS - PIC	485,389	505,434	505,265	505,265	12.00	11.00	11.00	11.00
0353102	ALARMS UNIT	211,446	215,534	214,996	214,996	5.00	5.00	5.00	5.00
	Sub-Total	<u>\$ 4,850,670</u>	<u>\$ 5,153,445</u>	<u>\$ 5,227,089</u>	<u>\$ 5,227,089</u>	<u>114.00</u>	<u>114.00</u>	<u>114.00</u>	<u>114.00</u>
	<u>RECORDS DIVISION</u>								
0353300	RECORDS DIVISION	\$ 952,066	\$ 1,039,381	\$ 1,028,340	\$ 1,028,340	25.00	25.00	25.00	25.00
0353301	DECOR	1,138,164	1,396,053	1,351,300	1,351,300	37.00	37.00	37.00	37.00
	Sub-Total	<u>\$ 2,090,230</u>	<u>\$ 2,435,434</u>	<u>\$ 2,379,640</u>	<u>\$ 2,379,640</u>	<u>62.00</u>	<u>62.00</u>	<u>62.00</u>	<u>62.00</u>
	<u>FORENSICS/PROPERTY DIVISION</u>								
0353400	FORENSICS/PROPERTY DIVISION	\$ 133,286	\$ 136,996	\$ 138,651	\$ 138,651	3.00	3.00	3.00	3.00
0353401	CRIME LAB	774,638	741,435	791,072	791,072	10.00	10.00	10.00	10.00
0353402	PROPERTY CONTROL	400,168	460,403	467,965	467,965	11.00	11.00	11.00	11.00
0353403	AUTO POUND	1,930,064	1,944,151	1,974,820	1,974,820	23.00	23.00	23.00	23.00
	Sub-Total	<u>\$ 3,238,156</u>	<u>\$ 3,282,985</u>	<u>\$ 3,372,508</u>	<u>\$ 3,372,508</u>	<u>47.00</u>	<u>47.00</u>	<u>47.00</u>	<u>47.00</u>

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>POLICE</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GG01 GENERAL FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>SUPPORT SERVICES DIVISION</u>								
0353500	SUPPORT SERVICES DIVISION	\$ 110,730	\$ 145,486	\$ 153,453	\$ 153,453	2.00	2.00	2.00	2.00
0353501	JAIL	2,977,578	2,992,918	3,834,136	3,834,136	10.00	9.00	9.00	9.00
0353502	K-9	644,734	666,708	683,933	683,933	8.00	8.00	8.00	8.00
0353503	MOUNTED	860,017	932,699	818,835	818,835	13.00	13.00	10.00	10.00
	Sub-Total	<u>\$ 4,593,059</u>	<u>\$ 4,737,811</u>	<u>\$ 5,490,357</u>	<u>\$ 5,490,357</u>	<u>33.00</u>	<u>32.00</u>	<u>29.00</u>	<u>29.00</u>
	<u>AIR SUPPORT</u>								
0353600	AIR SUPPORT	\$ 1,006,795	\$ 1,136,511	\$ 1,136,612	\$ 1,136,612	11.00	11.00	11.00	11.00
	Sub-Total	<u>\$ 1,006,795</u>	<u>\$ 1,136,511</u>	<u>\$ 1,136,612</u>	<u>\$ 1,136,612</u>	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>
	<u>N/W FIELD OPERATIONS BUREAU</u>								
0354000	N/W FIELD OPERATIONS BUREAU	\$ 604,918	\$ 836,912	\$ 877,309	\$ 877,309	4.00	6.00	7.00	7.00
0354002	INCREASED PATROL OFFICERS	0	806,379	0	0	0.00	50.00	0.00	0.00
	Sub-Total	<u>\$ 604,918</u>	<u>\$ 1,643,291</u>	<u>\$ 877,309</u>	<u>\$ 877,309</u>	<u>4.00</u>	<u>56.00</u>	<u>7.00</u>	<u>7.00</u>
	<u>NORTH DIVISION</u>								



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>POLICE</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GG01 GENERAL FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0354100	NORTH DIVISION	\$ 2,128,249	\$ 2,118,405	\$ 2,212,406	\$ 2,212,406	22.00	22.00	22.00	22.00
0354101	NORTH NPD1	3,725,769	4,162,578	4,540,881	4,540,881	69.00	69.00	74.00	74.00
0354102	NORTH NPD2	3,103,709	3,407,552	3,974,196	3,974,196	54.00	53.00	62.00	62.00
0354103	NORTH NPD3	3,202,005	3,277,785	3,348,940	3,348,940	50.00	49.00	51.00	51.00
	Sub-Total	<u>\$ 12,159,732</u>	<u>\$ 12,966,320</u>	<u>\$ 14,076,423</u>	<u>\$ 14,076,423</u>	<u>195.00</u>	<u>193.00</u>	<u>209.00</u>	<u>209.00</u>
	<u>WEST DIVISION</u>								
0354900	WEST DIVISION	\$ 1,960,324	\$ 2,046,579	\$ 2,100,428	\$ 2,100,428	22.00	22.00	22.00	22.00
0354901	NPD 10	3,348,063	3,695,418	4,024,021	4,024,021	58.00	57.00	61.00	61.00
0354902	WEST NPD 11	3,030,667	3,246,318	3,594,533	3,594,533	49.00	48.00	53.00	53.00
0354903	WEST NPD 12	2,409,746	2,651,722	2,839,474	2,839,474	41.00	41.00	44.00	44.00
	Sub-Total	<u>\$ 10,748,800</u>	<u>\$ 11,640,037</u>	<u>\$ 12,558,456</u>	<u>\$ 12,558,456</u>	<u>170.00</u>	<u>168.00</u>	<u>180.00</u>	<u>180.00</u>
	<u>S/E FIELD OPERATIONS BUREAU</u>								
0355000	S/E FIELD OPERATIONS	\$ 551,715	\$ 543,812	\$ 498,922	\$ 498,922	5.00	4.00	3.00	3.00
	Sub-Total	<u>\$ 551,715</u>	<u>\$ 543,812</u>	<u>\$ 498,922</u>	<u>\$ 498,922</u>	<u>5.00</u>	<u>4.00</u>	<u>3.00</u>	<u>3.00</u>
	<u>SOUTH DIVISION</u>								

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>POLICE</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GG01 GENERAL FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0355100	SOUTH DIVISION	\$ 1,694,524	\$ 1,705,450	\$ 1,703,898	\$ 1,703,898	19.00	19.00	19.00	19.00
0355101	SOUTH NPD 8	3,358,629	3,874,899	4,137,525	4,137,525	58.00	61.00	67.00	67.00
0355102	SOUTH NPD 9	3,045,837	3,249,228	3,562,947	3,562,947	50.00	49.00	53.00	53.00
0355103	SOUTH DIVISION	452	0	0	0	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 8,099,442</u>	<u>\$ 8,829,577</u>	<u>\$ 9,404,370</u>	<u>\$ 9,404,370</u>	<u>127.00</u>	<u>129.00</u>	<u>139.00</u>	<u>139.00</u>
	<u>EAST DIVISION</u>								
0355900	EAST DIVISION	\$ 2,291,244	\$ 2,411,801	\$ 2,469,184	\$ 2,469,184	25.00	25.00	25.00	25.00
0355901	EAST NPD 4	2,024,500	2,151,760	2,338,786	2,338,786	33.00	33.00	36.00	36.00
0355902	EAST NPD 5	3,072,043	3,371,376	3,769,488	3,769,488	52.00	52.00	57.00	57.00
0355903	EAST NPD 6	4,055,768	4,500,756	4,595,079	4,595,079	70.00	71.00	71.00	71.00
0355904	EAST NPD 7	2,253,761	2,559,428	2,913,651	2,913,651	39.00	40.00	46.00	46.00
	Sub-Total	<u>\$ 13,697,316</u>	<u>\$ 14,995,121</u>	<u>\$ 16,086,188</u>	<u>\$ 16,086,188</u>	<u>219.00</u>	<u>221.00</u>	<u>235.00</u>	<u>235.00</u>
	<u>SPECIAL SERVICES BUREAU</u>								
0356000	SPECIAL SERVICES BUREAU	\$ 311,295	\$ 334,954	\$ 345,212	\$ 345,212	4.00	4.00	4.00	4.00
0356001	INTELLIGENCE UNIT	0	0	966,602	966,602	0.00	0.00	12.00	12.00
	Sub-Total	<u>\$ 311,295</u>	<u>\$ 334,954</u>	<u>\$ 1,311,814</u>	<u>\$ 1,311,814</u>	<u>4.00</u>	<u>4.00</u>	<u>16.00</u>	<u>16.00</u>

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>POLICE</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GG01 GENERAL FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>CRIMINAL INVESTIGATIONS DIVISION</u>								
0356100	CRIMINAL INVESTIGATIONS DIVISI	\$ 299,231	\$ 349,849	\$ 352,305	\$ 352,305	6.00	6.00	6.00	6.00
0356101	CID - MAJOR CASE	1,894,274	2,043,104	2,129,763	2,129,763	28.00	28.00	28.00	28.00
0356102	CID - AUTO THEFT	1,522,549	1,512,945	1,705,369	1,705,369	24.00	24.00	26.00	26.00
0356103	VPC - FAMILY VIOLENCE	969,948	961,050	972,764	972,764	13.00	12.00	12.00	12.00
0356105	CID-VICE	927,028	1,025,627	0	0	15.00	15.00	0.00	0.00
0356106	VPC - CSSU	1,064,389	1,100,261	1,152,509	1,152,509	15.00	15.00	15.00	15.00
0356107	VPC - CACU	592,789	656,114	684,698	684,698	9.00	9.00	9.00	9.00
0356108	VPC - SCRAM	338,538	370,874	399,249	399,249	5.00	5.00	5.00	5.00
0356109	VPC - HOMICIDE	892,008	1,085,129	1,099,106	1,099,106	12.00	13.00	13.00	13.00
	Sub-Total	<u>\$ 8,500,754</u>	<u>\$ 9,104,953</u>	<u>\$ 8,495,763</u>	<u>\$ 8,495,763</u>	<u>127.00</u>	<u>127.00</u>	<u>114.00</u>	<u>114.00</u>
	<u>SPECIAL INVESTIGATIONS DIVISION</u>								
0356200	SPECIAL INVESTIGATIONS DIVISION	\$ 150,427	\$ 157,578	\$ 149,530	\$ 149,530	2.00	2.00	2.00	2.00
0356201	SID - YOUTH	1,154,611	1,298,339	1,186,174	1,186,174	18.00	18.00	8.00	8.00
	Sub-Total	<u>\$ 1,305,038</u>	<u>\$ 1,455,917</u>	<u>\$ 1,335,704</u>	<u>\$ 1,335,704</u>	<u>20.00</u>	<u>20.00</u>	<u>10.00</u>	<u>10.00</u>

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>POLICE</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GG01 GENERAL FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>SPECIAL OPERATIONS DIVISION</u>								
0356300	SPECIAL OPERATIONS	\$ 1,541,041	\$ 1,608,897	\$ 7,825,998	\$ 7,825,998	16.00	16.00	103.00	103.00
0356301	SOD DEA TASK FORCE	707,065	677,927	0	0	10.00	10.00	0.00	0.00
0356302	SOD - TCNICU	824,498	814,387	0	0	12.00	12.00	0.00	0.00
0356303	SOD - SAU	453,071	522,549	0	0	8.00	8.00	0.00	0.00
0356304	GANG	1,575,947	1,753,225	0	0	26.00	26.00	0.00	0.00
0356305	SOD - SWAT	1,164,666	1,302,626	0	0	18.00	18.00	0.00	0.00
0356306	SOD - HIDTA	545,526	560,336	0	0	8.00	8.00	0.00	0.00
	Sub-Total	<u>\$ 6,811,814</u>	<u>\$ 7,239,947</u>	<u>\$ 7,825,998</u>	<u>\$ 7,825,998</u>	<u>98.00</u>	<u>98.00</u>	<u>103.00</u>	<u>103.00</u>
	<u>TRAFFIC DIVISION</u>								
0356500	TRAFFIC DIVISION	\$ 5,620,626	\$ 6,057,224	\$ 6,628,504	\$ 6,628,504	73.00	73.00	86.00	86.00
	Sub-Total	<u>\$ 5,620,626</u>	<u>\$ 6,057,224</u>	<u>\$ 6,628,504</u>	<u>\$ 6,628,504</u>	<u>73.00</u>	<u>73.00</u>	<u>86.00</u>	<u>86.00</u>
	<u>SID</u>								
0357301	YOUTH	\$ -1,676	\$ 0	\$ 0	\$ 0	0.00	0.00	0.00	0.00
0357303	FIELD SUPPORT-MOUNTED	-1,683	0	0	0	0.00	0.00	0.00	0.00

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>POLICE</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GG01 GENERAL FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	Sub-Total	\$ -3,359	\$ 0	\$ 0	\$ 0	0.00	0.00	0.00	0.00
	<b>TOTAL</b>	\$ 93,177,532	\$ 100,727,595	\$ 106,650,182	\$ 106,650,182	1,385.00	1,436.00	1,438.00	1,438.00

**FORT WORTH**



## POLICE DEPARTMENT STAFFING

## GENERAL FUND GG01

Center	Section	Officer X03	Detective X04	Sergeant X07	Lieutenant X08	Captain X09	Deputy Chief X10	Total
0351000	Administration	2			1			3
	<b>Sub-Total</b>	<b>2</b>			<b>1</b>			<b>3</b>
<u>Executive Services Bureau</u>								
0352000	Executive Services	1			1		1	3
0352300	Internal Affairs	2		6	1	1		10
0352400	Staff Services			1		1		2
0352500	Training Division	8	1	3	2	1		15
0352501	Weapons Range	1						1
	<b>Sub-Total</b>	<b>12</b>	<b>1</b>	<b>10</b>	<b>4</b>	<b>3</b>	<b>1</b>	<b>31</b>
<u>Operations Support Bureau</u>								
0353000	Operations Support				1		1	2
0353500	Support Services					1		1
0353501	Jail				5			5
0353502	K-9 Unit	6		1	1			8
0353503	Mounted Patrol	10		1				11
0353600	Air Support	4						4
	<b>Sub-Total</b>	<b>20</b>		<b>2</b>	<b>7</b>	<b>1</b>	<b>1</b>	<b>31</b>
<u>North/West Field Operations Bureau</u>								
0354000	N/W Field Operations				4		1	5
0354100	North Division		14	1	1	1		17
0354101	Neighborhood Policing District (NPD 1)	55	3	5	1			64
0354102	NPD 2	53	3	5	1			62
0354103	NPD 3	41	3	6	1			51
0354900	West Division		14	1	1	1		17
0354901	NPD 10	52	3	6				61
0354902	NPD 11	43	3	6	1			53
0354903	NPD 12	36	3	5				44
	<b>Sub-Total</b>	<b>280</b>	<b>46</b>	<b>35</b>	<b>10</b>	<b>2</b>	<b>1</b>	<b>374</b>









**DEPARTMENTAL BUDGET SUMMARY****DEPARTMENT:**  
PUBLIC EVENTS**FUND/CENTER**  
GG01/0251000:0252000

## SUMMARY OF DEPARTMENT RESPONSIBILITIES:

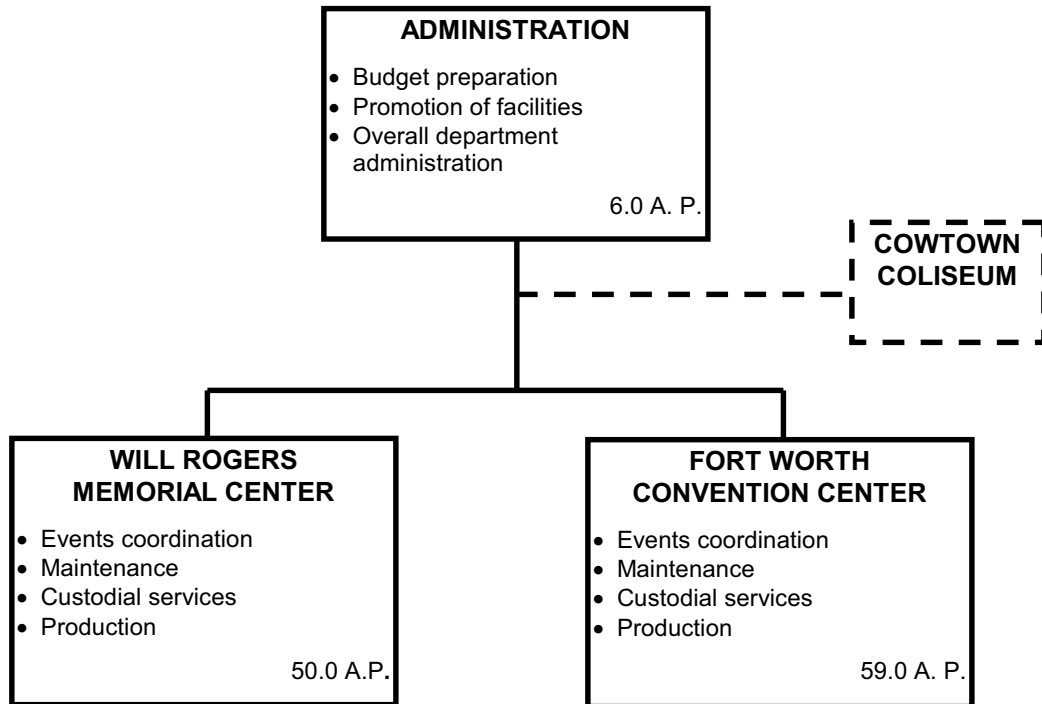
The Public Events Department operates and maintains both the Will Rogers Memorial Center and the Fort Worth Convention Center. The department promotes and schedules events in these facilities. Among the events hosted at the facilities are the Southwestern Exposition and Livestock Show, political and other conventions and conferences, equestrian events, banquets, circuses, concerts, hockey games, theatrical performances, and various community events.

In addition to its events facilities, the Convention Center also provides both daily and monthly parking for individuals working or visiting downtown.

The Cowtown Coliseum is a City-owned facility; however, it is currently under private management. The Coliseum is utilized for rodeos and other public events in support of the Fort Worth Stockyards Historic District.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 4,624,026	\$ 5,214,050	\$ 5,356,125	\$ 5,356,125
<b>Supplies</b>	1,009,620	742,675	756,412	756,412
<b>Contractual</b>	3,140,151	2,478,977	2,415,423	2,415,423
<b>Capital Outlay</b>	332,145	314,500	269,500	269,500
<b>Total Expenditures</b>	\$ 9,105,942	\$ 8,750,202	\$ 8,797,460	\$ 8,797,460
<b>Authorized Positions</b>	115.00	115.00	115.00	115.00

# PUBLIC EVENTS - 115.0 A. P.



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> PUBLIC EVENTS	<b>FUND/CENTER</b> GG01/0251000:0252000
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$8,750,202	<b>A.P.</b>	115.0
<b>2002-03 ADOPTED:</b>	\$8,797,460	<b>A.P.</b>	115.0

- A) The adopted budget decreases by (\$200,000) for the one-time FY2001-02 purchase of portable horse stalls for the Will Rogers Memorial Center.
  
- B) The adopted budget increases by \$100,000 for on-going renovations at the Will Rogers Memorial Center.
  
- C) The adopted budget increases by \$100,000 for electrical improvements at the Will Rogers Memorial Center.
  
- D) The adopted budget increases by \$46,704 for increases in health insurance costs.
  
- E) The adopted budget increases by \$45,000 for the purchase of motor vehicles.
  
- F) The adopted budget decreases by (\$41,313) for decreases service charge rates in the Equipment Services Department.

**FORT WORTH**



**DEPARTMENTAL OBJECTIVES AND MEASURES**

**DEPARTMENT:** PUBLIC EVENTS

**DEPARTMENT PURPOSE**

To consistently provide excellent facilities with outstanding customer service, have a positive economic impact and improve the quality of life for Fort Worth citizens.

**FY2002-03 DEPARTMENTAL OBJECTIVES**

To achieve target level of facility usage at the Will Rogers Memorial Center (WRMC) (measured by attendance, use days, event days, number of events, and day with no events or "dark days").

To increase facility usage despite construction at the Fort Worth Convention Center (measured by attendance, use days, event days, number of events, and dark days).

DEPARTMENTAL MEASURES	ACTUAL 2000-01	ESTIMATED 2001-02	PROJECTED 2002-03
Use Days			
WRMC/FWCC	2,435 / 814	2,400 / 1000	2,400 / 1000
Attendance			
WRMC/FWCC	1,086,943 / 888,699	900,000 / 900,000	900,000 / 900,000
Event Days			
WRMC/FWCC	807 / 359	807 / 360	804 / 400
# of Events			
WRMC/FWCC	477 / 270	477 / 270	477 / 290
Dark Days			
WRMC/FWCC	6 / 61	10 / 55	10 / 50

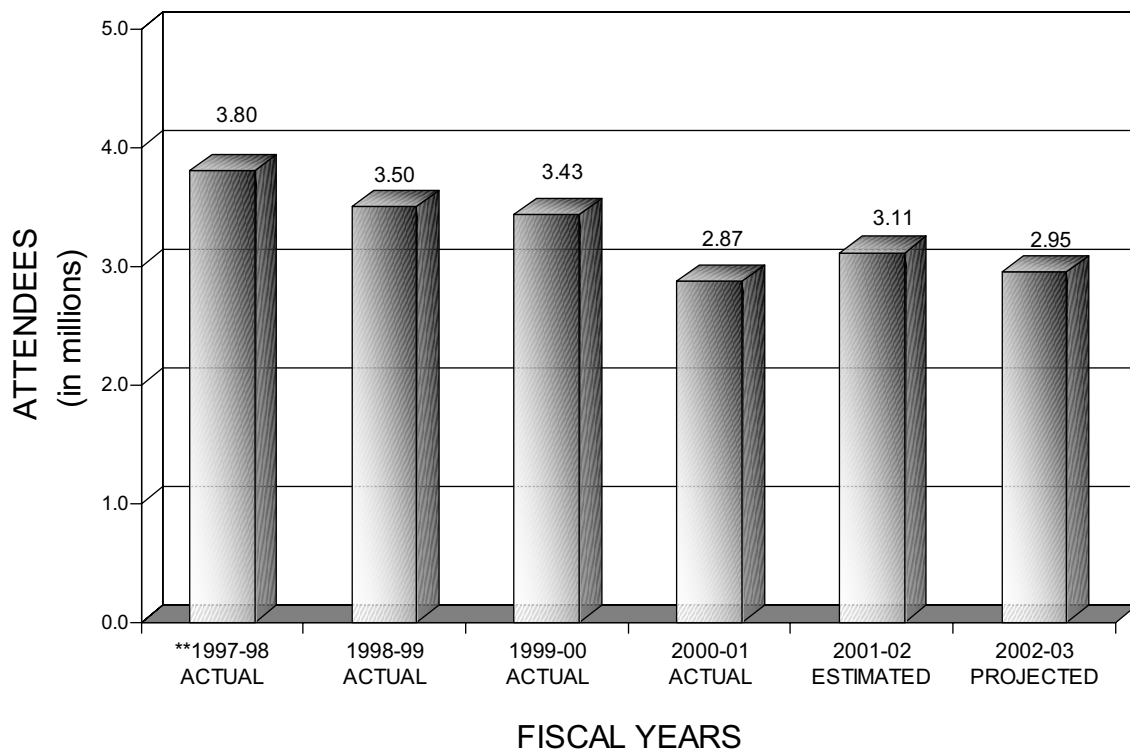
**FORT WORTH**



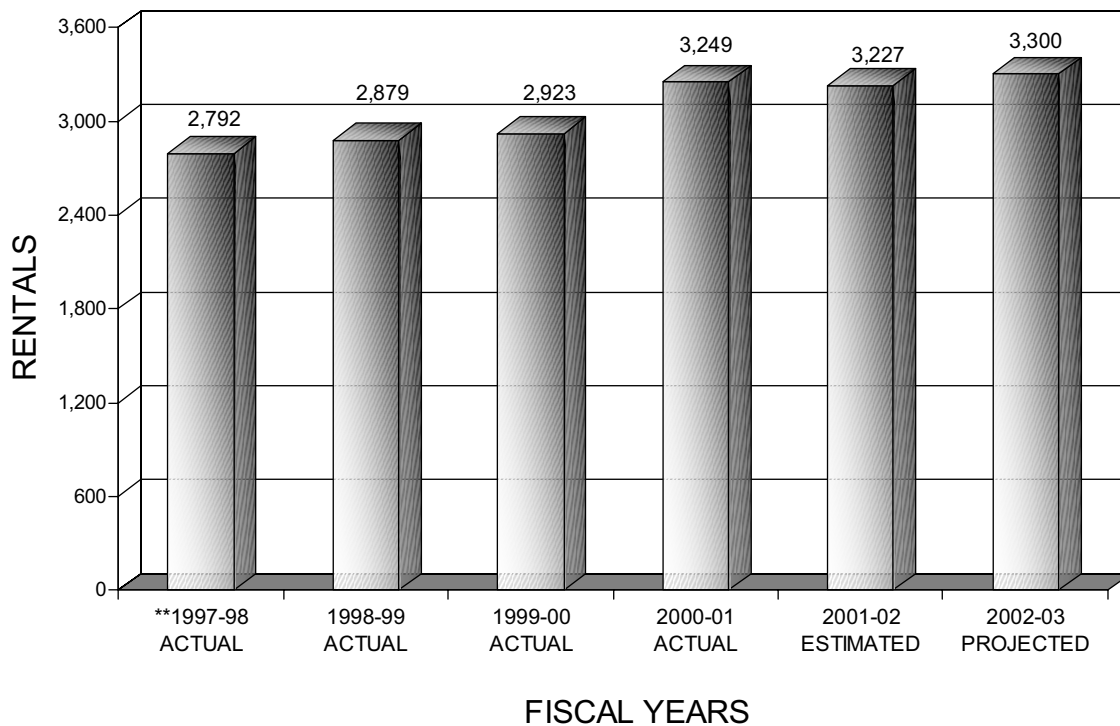


# PUBLIC EVENTS

## ATTENDANCE AT PUBLIC EVENTS FACILITIES



## FACILITIES RENTALS



\*\*The City purchased the Tarrant County Convention Center in 1997, thereby significantly increasing the number of people served by the Public Events Department.

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>PUBLIC EVENTS</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GG01 GENERAL FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0251000	<u>WILL ROGERS MEMO-RIAL CENTER</u> WILL ROGERS MEMO-RIAL CENTER	\$ 5,358,387	\$ 4,863,574	\$ 4,776,282	\$ 4,776,282	52.00	52.00	52.00	52.00
	Sub-Total	<u>\$ 5,358,387</u>	<u>\$ 4,863,574</u>	<u>\$ 4,776,282</u>	<u>\$ 4,776,282</u>	<u>52.00</u>	<u>52.00</u>	<u>52.00</u>	<u>52.00</u>
0252000	<u>FORT WORTH CONVENTION CENTER</u> FORT WORTH CONVENTION CENTER	\$ 3,747,555	\$ 3,886,628	\$ 4,021,178	\$ 4,021,178	63.00	63.00	63.00	63.00
	Sub-Total	<u>\$ 3,747,555</u>	<u>\$ 3,886,628</u>	<u>\$ 4,021,178</u>	<u>\$ 4,021,178</u>	<u>63.00</u>	<u>63.00</u>	<u>63.00</u>	<u>63.00</u>
	<b>TOTAL</b>	\$ 9,105,942	\$ 8,750,202	\$ 8,797,460	\$ 8,797,460	115.00	115.00	115.00	115.00

**FORT WORTH**



**DEPARTMENTAL BUDGET SUMMARY**

**DEPARTMENT:**  
PUBLIC HEALTH

**FUND/CENTER**  
GG01/0501000:0505004

SUMMARY OF DEPARTMENT RESPONSIBILITIES:

The Public Health Department, which consists of five divisions, is responsible for safeguarding the general public health of the City's residents.

The Administration Division supervises the operations of the department. The Administration Division includes the Health Promotion and Education Section, which educates citizens about healthier behaviors. The section facilitates personal responsibility for one's health through a variety of educational methods.

The Consumer Health Division is responsible for enforcing all City ordinances and state laws pertaining to consumer safety and employee training.

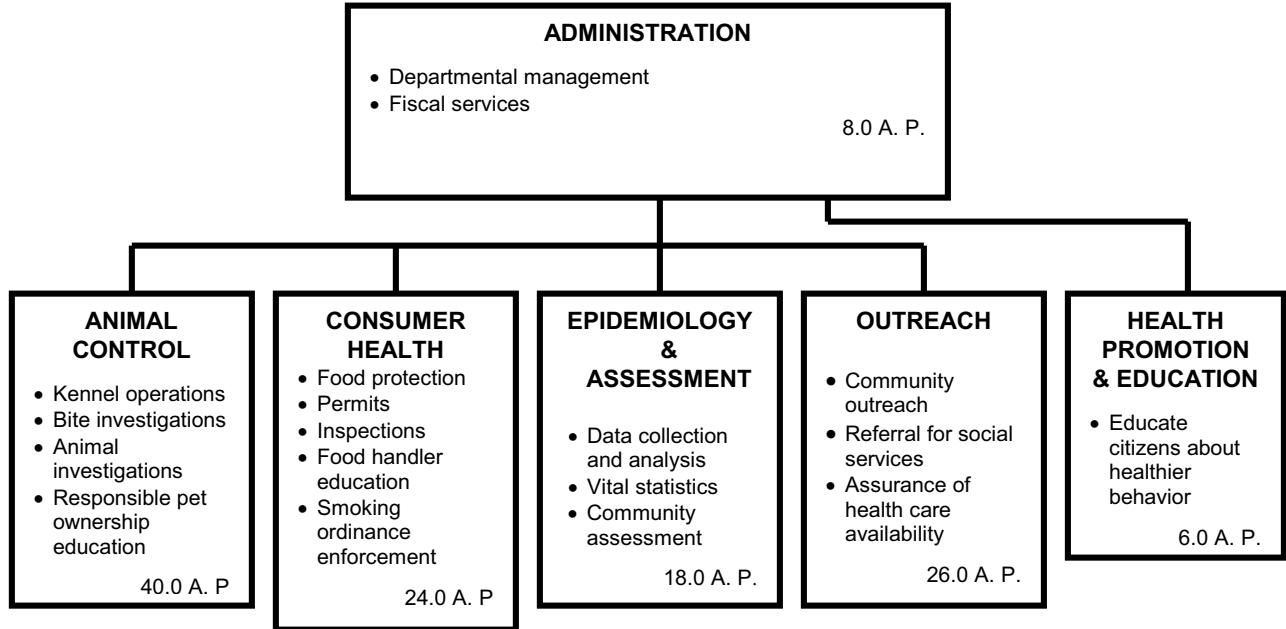
The Animal Control Division is responsible for enforcing all City ordinances and state laws pertaining to animal control. In addition, the Animal Control Division operates an animal kennel that was completed during FY1997-98.

The Epidemiology and Assessment Division is responsible for maintaining data on the overall well-being of the community. The Vital Statistics Section records births, deaths, and adoptions and issues certified copies of vital statistics records, as requested. The division also includes the Health Information Systems and Automation Section, which provides technical/programming assistance for the departmental information system.

The Outreach Division provides education and advocacy and facilitates linkages with other City departments and agencies, with a focus on prevention of injury and disease. Six teams of Community Health Nurses and Community Health Aides provide neighborhood-based services to the residents of Fort Worth.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 4,438,432	\$ 4,761,069	\$ 4,974,478	\$ 4,974,478
<b>Supplies</b>	294,722	307,757	292,107	292,107
<b>Contractual</b>	1,373,718	1,345,514	1,442,461	1,442,461
<b>Capital Outlay</b>	112,561	120,500	138,500	138,500
<b>Total Expenditures</b>	\$ 6,219,433	\$ 6,534,840	\$ 6,847,546	\$ 6,847,546
<b>Authorized Positions</b>	121.00	122.00	122.00	122.00

# PUBLIC HEALTH - 122.0 A. P.



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> PUBLIC HEALTH	<b>FUND/CENTER</b> GG01/0501000:0505004
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$6,534,840	<b>A.P.</b>	122.00
<b>2002-03 ADOPTED:</b>	\$6,847,546	<b>A.P.</b>	122.00

- A) The adopted budget increases by \$86,903 for salaries of regular employees. Most of the increase is attributable to pay increases included in the FY2002-03 compensation plan.
- B) The adopted budget increases by \$42,180 for group health insurance.
- C) The adopted budget increases by \$41,873 to reflect a reduction in budgeted salary savings. The department is projected to have lower vacancy rates in FY2002-03.
- D) The adopted budget decreases by (\$40,050) for minor equipment. Several one-time purchases were included in the FY2001-02 budget.
- E) The adopted budget increases by \$30,375 for equipment administrative service charges. The Equipment Services Department assesses a \$675 per vehicle fee to cover depreciation expense and indirect costs.
- F) The adopted budget increases by \$29,004 for contractual services. The increase is driven by rising costs for janitorial services, security services, and subsidy payments to Tarrant County for the operation of sexually transmitted disease (STD) clinics.
- G) The adopted budget increases by \$24,500 for motor vehicle purchases. The FY2002-03 budget exceeds the previous fiscal year's budget by one vehicle.
- H) The adopted budget increases by \$22,103 for motor vehicle parts and supplies.
- I) The adopted budget increases by \$22,021 for information technology charges assessed by the IT Solutions Department.
- J) The adopted budget increases by \$21,784 for telephone basic line charges.

**FORT WORTH**





## DEPARTMENTAL OBJECTIVES AND MEASURES

<b>DEPARTMENT:</b>			
<b>PUBLIC HEALTH</b>			
<b>DEPARTMENT PURPOSE</b>			
<p>The purpose of the Fort Worth Public Health Department is to protect the health of the public by assessing health conditions in the community; reaching out to community groups to organize educational programs that promote healthy lifestyles; enforcing public health and animal control ordinances that prevent the spread of disease, injury, disability, and death; and assuring the quality and accessibility of essential health services through health fairs, community events, and referrals to health-related providers.</p>			
<b>FY2002-03 DEPARTMENTAL OBJECTIVES</b>			
<p>To link an increasing number of individuals with needs to the appropriate community and private health providers.</p> <p>To increase animal adoption and licensing in the city.</p> <p>To maintain enforcement of animal control (AC) laws to maintain a safe and healthy environment.</p> <p>To increase efforts to monitor the health status of the community to identify community health problems.</p> <p>To prevent food-borne illnesses by enforcing state and local consumer health laws.</p> <p>To improve effectiveness of services as indicated by customer service survey results.</p>			
<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Referrals in/out per outreach team	236 / 541	294 / 595	340 / 640
Percent of animals adopted or placed	27%	27%	30%
Percent of animals licensed	8%	10%	10%
Percent of same-day AC call response	70%	80%	80%
Calls per animal control officer per day	11	11	11
Community assessment interviews	2,206	2,500	3,400
Confirmed food-borne illnesses	1	2	1
Education programs/attendance	354 / 8,684	420 / 20,000	735 / 20,000
Customer satisfaction rate	85%	89%	93%

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>PUBLIC HEALTH</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GG01 GENERAL FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>PUBLIC HEALTH ADMINISTRATION</u>								
0501000	ADMINISTRATION	\$ 1,426,191	\$ 1,451,375	\$ 1,463,980	\$ 1,463,980	8.00	8.00	8.00	8.00
0501005	HEALTH PROMOTION AND EDUCATION	286,882	323,591	346,332	346,332	6.00	6.00	6.00	6.00
	Sub-Total	<u>\$ 1,713,073</u>	<u>\$ 1,774,966</u>	<u>\$ 1,810,312</u>	<u>\$ 1,810,312</u>	<u>14.00</u>	<u>14.00</u>	<u>14.00</u>	<u>14.00</u>
	<u>CONSUMER HEALTH</u>								
0503002	CONSUMER HEALTH	\$ 1,168,363	\$ 1,235,366	\$ 1,210,920	\$ 1,210,920	24.00	24.00	24.00	24.00
	Sub-Total	<u>\$ 1,168,363</u>	<u>\$ 1,235,366</u>	<u>\$ 1,210,920</u>	<u>\$ 1,210,920</u>	<u>24.00</u>	<u>24.00</u>	<u>24.00</u>	<u>24.00</u>
	<u>ANIMAL CONTROL</u>								
0504001	ANIMAL CONTROL	\$ 1,034,178	\$ 1,211,255	\$ 1,326,989	\$ 1,326,989	25.00	27.00	27.00	27.00
0504002	ANIMAL KENNEL	506,640	456,280	448,944	448,944	13.00	13.00	13.00	13.00
	Sub-Total	<u>\$ 1,540,818</u>	<u>\$ 1,667,535</u>	<u>\$ 1,775,933</u>	<u>\$ 1,775,933</u>	<u>38.00</u>	<u>40.00</u>	<u>40.00</u>	<u>40.00</u>
	<u>EPIDEMIOLOGY AND ASSESSMENT</u>								
0505000	VITAL STATISTICS	\$ 370,225	\$ 389,487	\$ 433,260	\$ 433,260	10.00	10.00	10.00	10.00
0505001	HEALTH INFORMATION SYSTEMS AND AUTOMATION	87,679	104,540	116,383	116,383	2.00	2.00	2.00	2.00

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>PUBLIC HEALTH</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GG01 GENERAL FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0505002	SUPPORT SERVICES	0	568	0	0	0.00	0.00	0.00	0.00
0505003	ASSESSMENT	239,477	282,133	266,763	266,763	7.00	6.00	6.00	6.00
0505004	OUTREACH	1,099,798	1,080,244	1,233,974	1,233,974	26.00	26.00	26.00	26.00
	Sub-Total	<u>\$ 1,797,179</u>	<u>\$ 1,856,973</u>	<u>\$ 2,050,381</u>	<u>\$ 2,050,381</u>	<u>45.00</u>	<u>44.00</u>	<u>44.00</u>	<u>44.00</u>
	<b>TOTAL</b>	\$ 6,219,433	\$ 6,534,840	\$ 6,847,546	\$ 6,847,546	121.00	122.00	122.00	122.00

## DEPARTMENTAL BUDGET SUMMARY

<b>DEPARTMENT:</b>	<b>FUND/CENTER</b>
TRANSPORTATION AND PUBLIC WORKS	GG01/0201000:0208006

**SUMMARY OF DEPARTMENT RESPONSIBILITIES:**

The Transportation and Public Works Department seeks to improve the physical condition of the city by maintaining city roadways, drainage structures, street lights, signs and markings and traffic signals, as well as City of Fort Worth buildings.

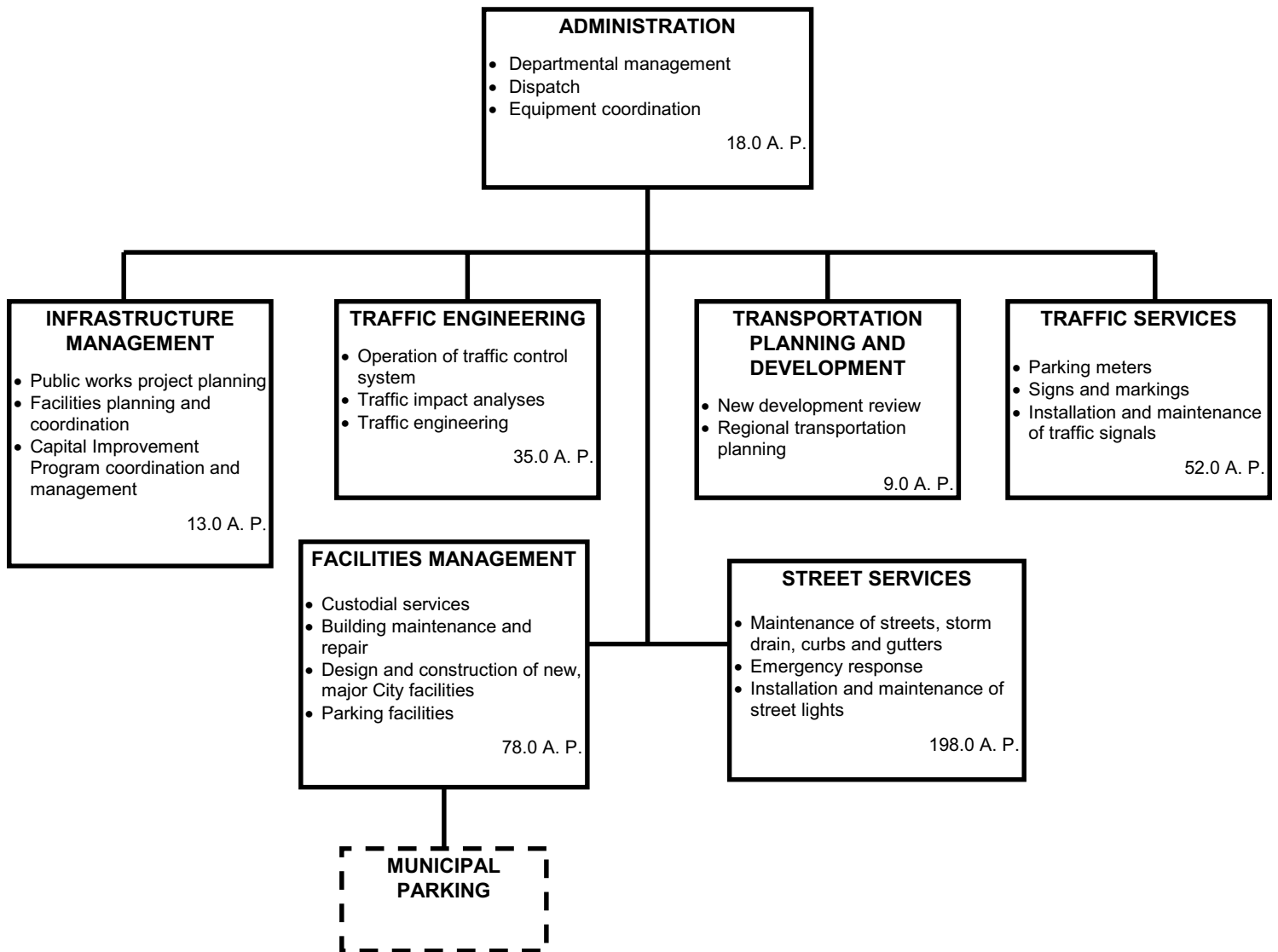
The department's seven divisions are: Administration, Infrastructure Management, Traffic Engineering, Transportation Planning and Development, Traffic Services, Facilities Management, and Street Services.

The Administration Division is responsible for the management and coordination of all departmental activities. Infrastructure Management provides for City of Fort Worth infrastructure needs. Traffic Engineering and Traffic Services provide for the design, installation, and maintenance of street lights, traffic signals, and parking meters. Transportation Planning and Development provides for planning future city transportation needs. The Street Services Division performs maintenance and repair work on more than 8,200 lane miles of city streets annually. The division consists of the following sections: Scheduled Maintenance (repair of moderately damaged streets); Customer Response (24-hour emergency repairs, special projects, crack sealing, and pothole patching); Rehabilitation/Overlay (complete rehabilitation of street surfaces, as well as in-house asphalt overlay program); Concrete Maintenance (curb, gutter, sidewalk, and concrete drainage system repair); and Drainage Maintenance. The Facilities Management Division is responsible for managing building maintenance and repair programs and the City-owned parking facilities, as well as performing citywide facilities planning, architectural services, and project prioritization.

In accordance with the City's Financial Management Policy Statements (FMPS), which state that, "Within the resources available each fiscal year, the City shall maintain capital assets...to minimize future replacement and maintenance costs..." (FMPS, ch. II, Section C), the department uses allocated funds to preserve the integrity of streets, applies cost effective techniques to prolong the useful life of asphalt and concrete streets and, when possible, enters into interlocal agreements to share street maintenance costs.

Allocations	Actual 2000-01	Adopted 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
<b>Personal Services</b>	\$ 15,968,865	\$ 17,111,716	\$ 17,826,547	\$ 17,826,547
<b>Supplies</b>	5,426,148	5,948,140	5,832,745	5,832,745
<b>Contractual</b>	9,424,368	12,421,414	11,888,919	11,888,919
<b>Capital Outlay</b>	1,050,016	1,304,900	478,900	478,900
<b>Total Expenditures</b>	\$ 31,869,897	\$ 36,786,170	\$ 36,027,111	\$ 36,027,111
<b>Authorized Positions</b>	399.00	406.00	403.00	403.00

# TRANSPORTATION AND PUBLIC WORKS - 403.0 A. P.



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> TRANSPORTATION AND PUBLIC WORKS	<b>FUND/CENTER</b> GG01/0201000:0208006
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$36,786,170	<b>A.P.</b>	406.00
<b>2002-03 ADOPTED:</b>	\$36,027,111	<b>A.P.</b>	403.00

- A) The adopted budget decreases by (\$104,064) for the elimination of three authorized positions in the in-house Street light Pole and Bridge Railings Repainting Program.
- B) The adopted budget decreases by (\$826,000) according to the FY2002-03 vehicle replacement plan.
- C) The adopted budget decreases by (\$404,461) for contractual expenditures.
- D) The adopted budget increases by \$254,643 due to implementation of the FY2002-03 compensation plan.
- E) The adopted budget increases by \$249,750 for Equipment Services Department (ESD) administrative charges based on ESD's annual \$675 per vehicle fee, which is budgeted for the first time in FY2002-03.
- F) The adopted budget increases by \$244,208 for group health insurance for cost increases under the new plan.
- G) The adopted budget increases by \$172,641 for workers' compensation based on historical claims and projected costs.
- H) The adopted budget decreases by (\$112,444) for equipment maintenance per historical usage.
- I) The adopted budget decreases by (\$111,537) for overtime based on historical and projected expenditures.
- J) The adopted budget increases by \$107,881 for retirement contributions due to increased personnel costs.
- K) The adopted budget increases by \$106,052 for ESD charges, which include motor vehicle repair and motor vehicle fuel charges.
- L) The adopted budget decreases by (\$76,666) for operating supplies based on historical and projected expenditures.
- M) The adopted budget decreases by (\$75,904) for uniforms and special clothing based on historical and projected expenditures.
- N) The adopted budget decreases by (\$66,597) for information technology charges per the IT Solutions Department's schedule of rates and charges for FY2002-03.

**FORT WORTH**





**DEPARTMENTAL OBJECTIVES AND MEASURES**

**DEPARTMENT:**  
**TRANSPORTATION AND PUBLIC WORKS**

**DEPARTMENT PURPOSE**

To enhance the community by developing and implementing programs for construction and maintenance of the city's infrastructure, including streets, bridges, drainage facilities, street lights, and traffic control devices, as well as City of Fort Worth buildings.

**FY2002-03 DEPARTMENTAL OBJECTIVES**

- To provide for the orderly flow of traffic to provide quality customer service for the traveling public.
- To improve roadway conditions by reducing poor streets from 31 percent to 20 percent over the next 10 years.
- To improve customer satisfaction of City maintained facilities to be gauged by conducting a quarterly customer satisfaction survey.
- To provide the community with clean streets.

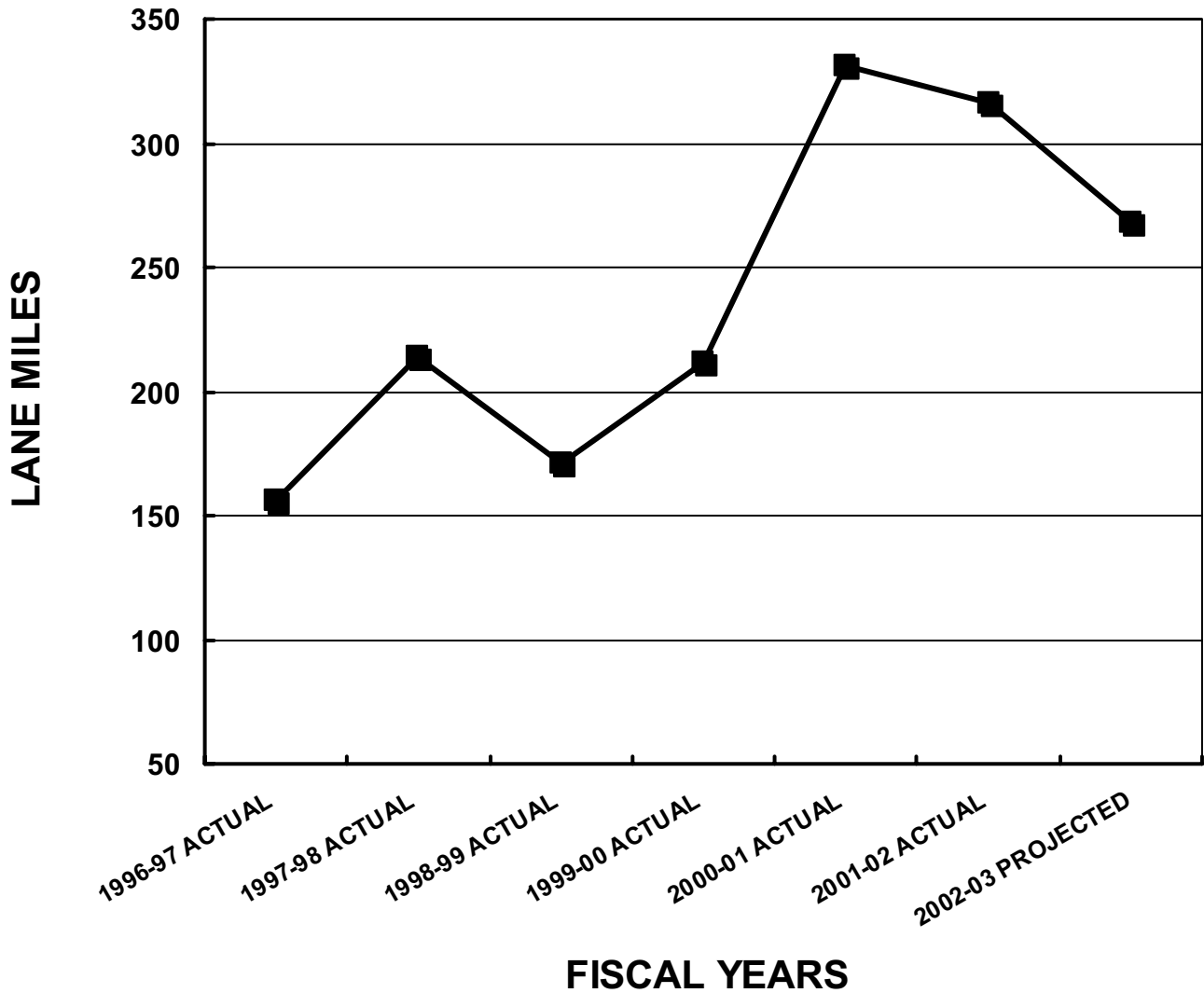
<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Plans, Statements, and Estimates for traffic signals and warning flashers	9	11	16
Lane miles programmed.	275LM	320LM	320LM
Customer satisfaction index	62%	70%	73%
Gutter miles swept.	11,900LM	11,900LM	11,900LM

**FORT WORTH**



# TRANSPORTATION AND PUBLIC WORKS

## LANE MILES OF ASPHALT RESURFACING 1996-2003



•The increase in lane miles completed in FY2000-01 is the result of positive factors affecting street maintenance, including better weather which permitted more work days, outstanding contractor performance, and effective water/sewer project scheduling

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT TRANSPORTATION & PUBLIC WKS		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND GG01 GENERAL FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>ADMINISTRATION</u>								
0201000	ADMINISTRATION	\$ 1,853,196	\$ 1,737,118	\$ 1,782,787	\$ 1,782,787	17.00	17.00	18.00	18.00
0201001	INFRASTRUCTURE MANAGEMENT	5,952,933	8,744,897	8,795,828	8,795,828	16.00	12.00	13.00	13.00
	Sub-Total	<u>\$ 7,806,129</u>	<u>\$ 10,482,015</u>	<u>\$ 10,578,614</u>	<u>\$ 10,578,614</u>	<u>33.00</u>	<u>29.00</u>	<u>31.00</u>	<u>31.00</u>
	<u>TRAFFIC ENGINEERING</u>								
0202501	ENGINEERING	\$ 1,863,259	\$ 2,456,499	\$ 2,690,611	\$ 2,690,611	20.00	31.00	35.00	35.00
	Sub-Total	<u>\$ 1,863,259</u>	<u>\$ 2,456,499</u>	<u>\$ 2,690,611</u>	<u>\$ 2,690,611</u>	<u>20.00</u>	<u>31.00</u>	<u>35.00</u>	<u>35.00</u>
	<u>TRANSPORTATION</u>								
0203001	PLANNING & DEVELOP- MENT	\$ 487,186	\$ 582,158	\$ 458,737	\$ 458,737	16.00	11.00	9.00	9.00
	Sub-Total	<u>\$ 487,186</u>	<u>\$ 582,158</u>	<u>\$ 458,737</u>	<u>\$ 458,737</u>	<u>16.00</u>	<u>11.00</u>	<u>9.00</u>	<u>9.00</u>
	<u>TRAFFIC SERVICES</u>								
0204001	ADMINISTRATION	\$ 458,317	\$ 511,192	\$ 497,049	\$ 497,049	9.00	9.00	9.00	9.00
0204002	SIGNS AND MARKINGS	1,294,161	1,505,117	1,550,513	1,550,513	23.00	23.00	23.00	23.00
0204003	SIGNALS	1,111,586	857,354	812,930	812,930	21.00	21.00	20.00	20.00
	Sub-Total	<u>\$ 2,864,064</u>	<u>\$ 2,873,663</u>	<u>\$ 2,860,491</u>	<u>\$ 2,860,491</u>	<u>53.00</u>	<u>53.00</u>	<u>52.00</u>	<u>52.00</u>

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT TRANSPORTATION & PUBLIC WKS		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND GG01 GENERAL FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>STREET LIGHTING</u>								
0204501	INSTALLATION & MAINTENANCE	\$ 2,428,631	\$ 2,425,499	\$ 2,307,022	\$ 2,307,022	38.00	38.00	37.00	37.00
	Sub-Total	<u>\$ 2,428,631</u>	<u>\$ 2,425,499</u>	<u>\$ 2,307,022</u>	<u>\$ 2,307,022</u>	<u>38.00</u>	<u>38.00</u>	<u>37.00</u>	<u>37.00</u>
	<u>BUILDING MAINTENANCE</u>								
0205001	BUILDING SERVICES	\$ 935,443	\$ 1,079,719	\$ 1,041,245	\$ 1,041,245	17.00	17.00	17.00	17.00
0205002	BUILDING MAINTENANCE	3,690,206	3,768,531	3,840,783	3,840,783	47.00	47.00	47.00	47.00
0205003	ADMINISTRATION	924,017	998,556	1,003,251	1,003,251	13.00	13.00	14.00	14.00
	Sub-Total	<u>\$ 5,549,666</u>	<u>\$ 5,846,806</u>	<u>\$ 5,885,279</u>	<u>\$ 5,885,279</u>	<u>77.00</u>	<u>77.00</u>	<u>78.00</u>	<u>78.00</u>
	<u>STREET SERVICES</u>								
0208001	ADMINISTRATION	\$ 932,645	\$ 918,690	\$ 866,818	\$ 866,818	15.00	16.00	14.00	14.00
0208002	SCHEDULED MAINTENANCE	2,136,305	2,889,739	2,414,588	2,414,588	29.00	33.00	29.00	29.00
0208003	CUSTOMER RESPONSE	1,737,234	1,938,892	1,829,319	1,829,319	31.00	31.00	32.00	32.00
0208004	OVERLAY/REHABILITATION	3,693,963	3,980,731	3,952,953	3,952,953	47.00	44.00	45.00	45.00
0208005	CONCRETE MAINTENANCE	1,225,946	1,307,308	1,213,563	1,213,563	23.00	24.00	23.00	23.00
0208006	DRAINAGE MAINTENANCE	1,144,869	1,084,170	969,117	969,117	17.00	19.00	18.00	18.00

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT TRANSPORTATION & PUBLIC WKS		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND GG01      GENERAL FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	Sub-Total	\$ 10,870,962	\$ 12,119,530	\$ 11,246,357	\$ 11,246,357	162.00	167.00	161.00	161.00
	<b>TOTAL</b>	\$ 31,869,897	\$ 36,786,170	\$ 36,027,111	\$ 36,027,111	399.00	406.00	403.00	403.00

**FORT WORTH**





**DEPARTMENTAL BUDGET SUMMARY**

<b>DEPARTMENT:</b>		<b>FUND/CENTER</b>		
ZOO		GG01/0815010:0815070		
SUMMARY OF DEPARTMENT RESPONSIBILITIES:				
<p>The City of Fort Worth has contracted with the Fort Worth Zoological Association to manage daily operations at Fort Worth's zoological park since FY1990-91. The City's Zoo Department provides for a contractual subsidy for daily operations and salaries and benefits for the City employees at the zoo. The Parks and Community Services Department provides contractual oversight for this operation.</p>				
<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 2,138,378	\$ 399,747	\$ 308,822	\$ 308,822
<b>Supplies</b>	0	0	0	0
<b>Contractual</b>	694,449	3,311,322	3,906,224	3,906,224
<b>Total Expenditures</b>	\$ 2,832,827	\$ 3,711,069	\$ 4,215,046	\$ 4,215,046
<b>Authorized Positions</b>	62.00	5.00	5.00	5.00

# ZOO - 5.0 A. P.

## ADMINISTRATION

- Education
- Animal care and conservation
- Daily operations support through contract subsidy

5.0 A. P.

**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> ZOO	<b>FUND/CENTER</b> GG01/0815010:0815070
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$3,711,069	<b>A.P.</b>	5.0
<b>2002-03 ADOPTED:</b>	\$4,215,046	<b>A.P.</b>	5.0

A) The adopted budget increases by \$361,439 per the agreement between the City of Fort Worth and the Fort Worth Zoological Association to raise the base subsidy to the Association. The FY2002-03 payment represents the third year installment of a four-year plan to increase the subsidy paid to the Association by \$1,445,756. The first installment of \$361,439 was paid out of the Parks and Community Services Department's budget in FY2000-01. The second permanent increase was included in the Zoo budget in FY2001-02. The final installment will further increase the Zoo budget in FY2003-04.

B) The adopted budget increases by \$142,538 per the agreement between the City and the Fort Worth Zoological Association to increase the Association's subsidy according to the Consumer Price Index (CPI), as prepared by the Bureau of Labor Statistics, for the Dallas-Fort Worth Metroplex. The CPI increase is 3.5% for the FY2002-03 contract period.

**FORT WORTH**



## DEPARTMENTAL OBJECTIVES AND MEASURES

<b>DEPARTMENT:</b>			
<b>ZOO</b>			
<b>DEPARTMENT PURPOSE</b>			
<p>The Fort Worth Zoo, through effective and efficient management of resources, pursues excellence by providing conservation and other educational programs designed to foster an appreciation and respect for the dignity and intrinsic value of the world's biodiversity, while at the same time ensuring a high quality leisure experience and promoting the City's Strategic Goals to revitalize central city neighborhoods and commercial districts and to ensure quality customer service.</p>			
<b>FY2002-03 DEPARTMENTAL OBJECTIVES</b>			
<p>To maintain the Zoo's current, high attendance level through promotion of the zoological park as a leading cultural institution in the Fort Worth community, the Dallas-Fort Worth Metroplex, and the State of Texas.</p>			
<p>To educate Zoo visitors about the value of animal life and the conservation of nature, and their relationship to the quality of human life.</p>			
<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Annual Zoo attendance	992,795	1,000,000	1,000,000
Number of educational programs offered	21,000	21,000	21,000

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>ZOO</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GG01 GENERAL FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>ZOOLOGICAL PARK</u>								
0815010	ADMINISTRATION	\$ 144,965	\$ 3,711,069	\$ 4,215,046	\$ 4,215,046	2.00	5.00	5.00	5.00
0815012	FOOD	105,734	0	0	0	0.00	0.00	0.00	0.00
0815013	MERCHANDISE	66,956	0	0	0	0.00	0.00	0.00	0.00
0815014	GROUND	142,332	0	0	0	0.00	0.00	0.00	0.00
0815020	EDUCATION	77,119	0	0	0	0.00	0.00	0.00	0.00
0815025	LANDSCAPE/GROUNDS MAINTENANCE	87,078	0	0	0	2.00	0.00	0.00	0.00
0815030	MAMMALS	1,063,800	0	0	0	30.00	0.00	0.00	0.00
0815035	COMMISSARY	174,838	0	0	0	4.00	0.00	0.00	0.00
0815036	VETERINARIAN	127,399	0	0	0	3.00	0.00	0.00	0.00
0815040	BIRDS	270,839	0	0	0	7.00	0.00	0.00	0.00
0815050	AQUARIUM	276,630	0	0	0	7.00	0.00	0.00	0.00
0815060	HERPETARIUM	258,626	0	0	0	6.00	0.00	0.00	0.00
0815070	MAINTENANCE	36,511	0	0	0	1.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 2,832,827</u>	<u>\$ 3,711,069</u>	<u>\$ 4,215,046</u>	<u>\$ 4,215,046</u>	<u>62.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
	<b>TOTAL</b>	<b>\$ 2,832,827</b>	<b>\$ 3,711,069</b>	<b>\$ 4,215,046</b>	<b>\$ 4,215,046</b>	<b>62.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>

**FORT WORTH**





## DEBT SERVICE

The City will utilize nine debt service funds to accumulate the resources to make principal and interest payments on 54 existing bond issues as of September 30, 2002 and two commercial paper programs. The debt service funds are also used to set aside funds for future arbitrage rebate payments to the Federal government and to pay the handling charges and fees due on outstanding issues. The total debt service requirements for all funds, including projected new issues in FY 2002-2003 plus associated fees, are estimated to be \$119,214,271.

### General Obligation Debt

Of the total amount projected for FY 2002-2003, \$45,580,868 (38.23%) is for general obligation bonds, certificates of obligation and commercial paper. Five sources finance debt service:

<b>Revenue</b>	<b>FY 2002-2003</b>
Transfer from General Fund	
Current Year Tax Levy	\$ 44,130,973
Prior Tax Levies	1,000,000
Southwestern Expo & Livestock Show	305,000
Interest Earned on Investments	2,500,000
Debt Service Fund - Reserve	-
 <b>Total</b>	 <b>\$47,935,973</b>

With a tax rate of \$.8650 per \$100 in value in FY 2002-2003, \$0.1950 (22.54% of the total tax rate) is devoted to pay \$44,130,973 in debt service. It is estimated that an additional \$1,000,000 will be available from the debt levy portion of collections from prior years' (delinquent) taxes.

Other revenues fund debt service payments. The City estimates it will earn approximately \$2,500,000 in interest from bond proceeds and the Debt Service Fund reserve. The Southwestern Exposition and Livestock Show pays the City 80 percent of the debt service of a \$5,000,000 Certificate of Obligation. This totals \$305,000 next year. Projections indicate that this fund will have an available balance at the end of FY 2002-2003 of \$8,359,681 after providing for the reserve amounts required each year by bond ordinances.

**G-2**

As seen in the table below, the City's existing general obligation debt maturity schedule is rapid, with 54% of the currently outstanding principal retired in five years and 78% maturing in ten years.

**GENERAL OBLIGATION DEBT SERVICE FUND  
PRINCIPAL AND INTEREST REQUIREMENTS BY YEAR  
OF DEBT OUTSTANDING (10-01-01)\***

<b>Fiscal Year</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2003	\$ 31,755,856	\$ 11,982,512	\$ 43,738,368
2004	\$ 28,317,081	\$ 9,709,144	\$ 38,026,225
2005	\$ 23,990,568	\$ 8,425,546	\$ 32,416,114
2006	\$ 24,068,304	\$ 7,219,253	\$ 31,287,557
2007	\$ 22,147,448	\$ 6,068,192	\$ 28,215,640
2008	\$ 15,254,459	\$ 5,166,901	\$ 20,421,360
2009	\$ 12,712,395	\$ 4,496,912	\$ 17,209,307
2010	\$ 11,651,158	\$ 3,917,058	\$ 15,568,216
2011	\$ 10,340,000	\$ 3,390,614	\$ 13,730,614
2012	\$ 8,555,000	\$ 2,938,651	\$ 11,493,651
2013	\$ 7,820,000	\$ 2,544,543	\$ 10,364,543
2014	\$ 7,755,000	\$ 2,160,345	\$ 9,915,345
2015	\$ 7,295,000	\$ 1,779,113	\$ 9,074,113
2016	\$ 7,340,000	\$ 1,402,927	\$ 8,742,927
2017	\$ 6,010,000	\$ 1,057,251	\$ 7,067,251
2018	\$ 4,420,000	\$ 763,919	\$ 5,183,919
2019	\$ 4,420,000	\$ 539,756	\$ 4,959,756
2020	\$ 4,370,000	\$ 316,769	\$ 4,686,769
2021	\$ 2,870,000	\$ 134,631	\$ 3,004,631
2022	\$ <u>1,265,000</u>	\$ <u>31,625</u>	\$ <u>1,296,625</u>
	\$ 241,092,269	\$ 74,014,037	\$ 315,106,306

\*Excludes \$29 million of outstanding Commercial Paper Notes.

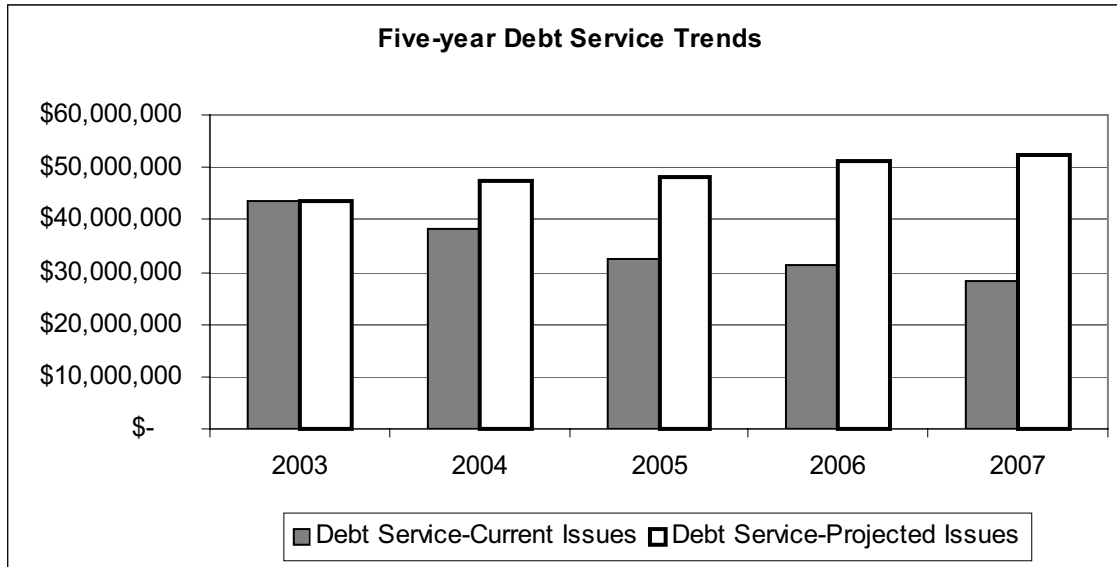
Even with this aggressive retirement schedule, debt service expense represents a declining share of the City's annual budget, 11.75% of General Fund expenditures.

In 1998, voters approved the sale of \$120,000,000 in general obligation bonds for the following purposes:

<b>Purpose</b>	<b>Authorized</b>
Street and Storm Sewer Improvements	\$80,000,000
Convention Center and Public Events Facilities	20,700,000
Parks and Community Services Improvements	11,800,000
Fire Service Improvements	4,800,000
Library Service Improvements	<u>2,700,000</u>
<b>Total</b>	<b>\$120,000,000</b>

In combination with its long-term bond issuance program, the City uses its general obligation commercial paper program to fund these projects. This mix of long-term and short-term financing enables the City to hold down its debt service payments. The Projected Debt Service in the chart below assumes the following new debt issues over the next five years:

Equipment Note Series 2003	\$ 3,043,650
Series 2003 G.O. Issue	\$82,400,000
Series 2004	\$41,200,000
CIP 2003 Series 2004A	\$20,600,000
CIP 2003 Series 2005	\$41,200,000
CIP 2003 Series 2006	\$41,200,000



There is no specific debt limit established by law. The limit is governed by the City's ability to levy and collect taxes to service the debt. By Charter, the City's total tax rate, to include maintenance and operation expenditures and debt service expenditures, is limited to \$1.90 per \$100.

**Revenue Supported Debt - Water and Sewer**

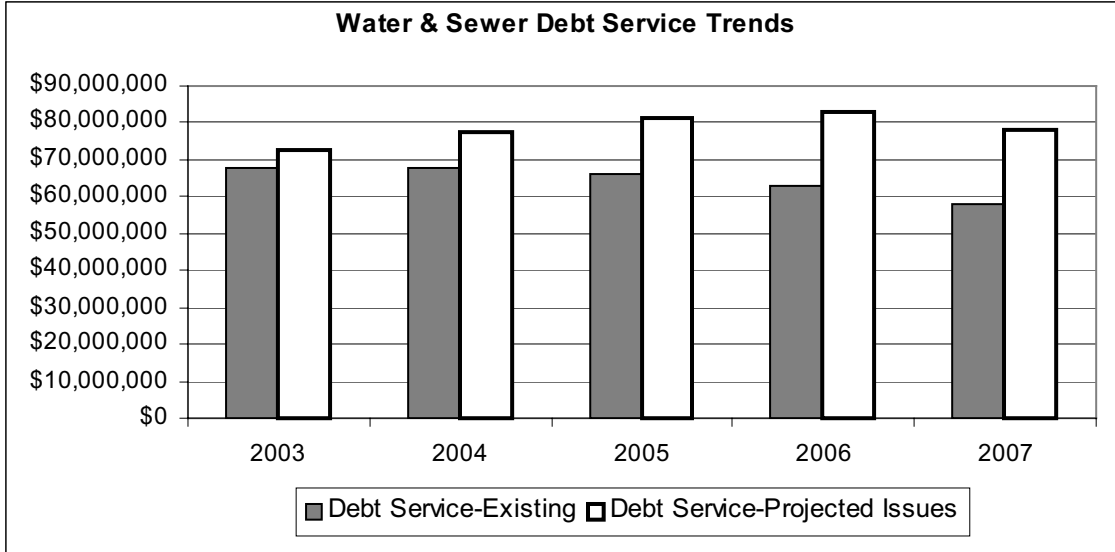
In addition to the outstanding general obligation debt, the City has an estimated obligation of \$67,913,684 due in FY 2002-2003 for outstanding Water and Sewer revenue bonds, Sewer revenue supported G. O. debt and loans from the Texas Water Development Board's (TWDB) Revolving Loan Fund. A significant portion of the total amount of debt service requirements will be transferred from the Water and Sewer Operating Fund in both fiscal years.

Fund	Available Balance 9/30/02	Available Balance 9/30/03
Water and Sewer Revenue Debt	\$9,785,485	\$7,968,485
Water and Sewer G.O. Debt	(\$400,868)	\$341,201
State Revolving Loan Fund	<u>\$9,705,737</u>	<u>\$4,890,834</u>
<b>Total Available</b>	<b>\$19,090,354</b>	<b>\$13,200,520</b>

**WATER AND SEWER DEBT SERVICE FUNDS  
PRINCIPAL AND INTEREST REQUIREMENTS BY YEAR  
OF CURRENTLY OUTSTANDING DEBT**

	Principal	Interest	Total
2002	\$ 35,186,850	\$ 29,808,356	\$ 64,995,206
2003	\$ 38,260,589	\$ 29,486,096	\$ 67,746,685
2004	\$ 40,039,811	\$ 27,640,340	\$ 67,680,151
2005	\$ 40,490,712	\$ 25,714,125	\$ 66,204,837
2006	\$ 39,002,753	\$ 23,830,009	\$ 62,832,762
2007	\$ 36,208,348	\$ 22,060,893	\$ 58,269,241
2008	\$ 34,095,333	\$ 20,417,964	\$ 54,513,297
2009	\$ 35,733,666	\$ 18,804,287	\$ 54,537,953
2010	\$ 34,551,376	\$ 17,137,863	\$ 51,689,239
2011	\$ 36,230,000	\$ 15,443,513	\$ 51,673,513
2012	\$ 37,935,000	\$ 13,676,351	\$ 51,611,351
2013	\$ 33,985,000	\$ 11,930,498	\$ 45,915,498
2014	\$ 35,725,000	\$ 10,200,534	\$ 45,925,534
2015	\$ 35,975,000	\$ 8,407,136	\$ 44,382,136
2016	\$ 31,155,000	\$ 6,726,689	\$ 37,881,689
2017	\$ 31,425,000	\$ 5,167,607	\$ 36,592,607
2018	\$ 33,055,000	\$ 3,574,638	\$ 36,629,638
2019	\$ 24,760,000	\$ 2,132,908	\$ 26,892,908
2020	\$ 17,110,000	\$ 1,067,771	\$ 18,177,771
2021	\$ 6,600,000	\$ 470,068	\$ 7,070,068
2021	<u>\$ 6,335,000</u>	<u>\$ 155,449</u>	<u>\$ 6,490,449</u>
	\$ 663,859,438	\$ 293,853,095	\$957,712,533

The Water Department projects \$75,000,000 in revenue bonds and TWDB bonds to be issued in 2003 and in the following four years.



**Revenue Supported Debt - Other**

In FY 2002-2003, the City's other revenue supported debt includes \$408,344 in the Airport Debt Service Fund, \$4,872,996 in the Culture/Tourism Fund, \$510,453 in the Golf Debt Service Fund and \$125,669 in the Solid Waste Fund.

**G-6**

<b>Summary of Requirements Fiscal Year</b>		<b>2003</b>			
<b>Fund</b>	<b>Principal</b>	<b>Interest</b>	<b>Sub-Total</b>	<b>Fees</b>	<b>Total</b>
Aviation - PE41					
General Debt	\$325,000	\$83,044	\$408,044	\$300	\$408,344
Sub-Total	\$325,000	\$83,044	\$408,044	\$300	\$408,344
Culture/Tourism - D100					
Revenue	\$1,785,000	\$3,087,966	\$4,872,966	\$0	\$4,872,966
Sub-Total	\$1,785,000	\$3,087,966	\$4,872,966	\$0	\$4,872,966
General Fund - GD06					
CP	\$0	\$1,462,500	\$1,462,500	\$80,000	\$1,542,500
General Debt	\$31,755,856	\$11,982,512	\$43,738,368	\$150,000	\$43,888,368
Sub-Total	\$31,755,856	\$13,445,012	\$45,200,868	\$230,000	\$45,430,868
Golf - D102					
General Debt	\$306,615	\$203,838	\$510,453	\$0	\$510,453
Sub-Total	\$306,615	\$203,838	\$510,453	\$0	\$510,453
Parking Fund - PE62					
General Debt	\$0	\$0	\$0	\$0	\$0
Sub-Total	\$0	\$0	\$0	\$0	\$0
Solid Waste - PE75					
Revenue	\$99,198	\$26,471	\$125,669	\$0	\$125,669
Sub-Total	\$99,198	\$26,471	\$125,669	\$0	\$125,669
Water and Sewer					
General Debt - PS48	\$455,589	\$96,263	\$551,852	\$0	\$551,852
Revenue - PE47	\$27,300,000	\$19,849,105	\$47,149,105	\$117,000	\$47,266,105
SRLF - PE15	\$10,505,000	\$9,540,728	\$20,045,728	\$50,000	\$20,095,728
Sub-Total	\$38,260,589	\$29,486,096	\$67,746,684	\$167,000	\$67,913,684
<b>Total</b>	<b>\$72,532,258</b>	<b>\$46,134,713</b>	<b>\$118,666,971</b>	<b>\$547,300</b>	<b>\$119,214,271</b>

**General Obligation Debt Service Fund**  
**General Obligation Bonds, Certificates of Obligation and Commercial Paper**

<b>Expenditures</b>	<b>Budget Requirements</b>
	<b>FY 2002-2003</b>
	<b>2003</b>
Principal - Long-term Debt	\$31,755,856
Interest - Long-term Debt	\$11,982,512
Interest - Short-term Debt (Commercial Paper)	\$ 1,462,500
Fees - Long-term Debt	115,000
Fees - Short-term Debt	80,000
Arbitrage Rebate	<u>35,000</u>
Total	\$45,430,868

**Financing**

Transfer from General Fund	<b><u>FY 2002-2003</u></b>	\$45,130,973
Current Year Tax Levy	\$ 44,130,973	
Prior Tax Levies	1,000,000	
Southwestern Expo & Livestock Show		\$ 305,000
Interest Earned on Investments		2,500,000
Debt Service Fund - Reserve		-
Total		\$47,935,973

**Projected Changes in Fund Balance**

	<b><u>FY 2001-2002</u></b>	<b><u>FY 2002-2003</u></b>
Estimated Fund Balance 10/01	\$ 15,071,097	\$12,010,683
Plus:		
Current Year Tax Levy	\$ 47,730,973	\$44,130,973
Prior Tax Levies	\$ 1,000,000	\$ 1,000,000
Southwestern Expo & Livestock Show	\$ 315,000	\$ 305,000
Interest Earned on Investments	\$ 2,500,000	\$ 2,500,000
Less:		
Long-term Debt Service Requirements	\$ 52,913,887	\$43,738,368
Fees/Arbitrage	\$ 230,000	\$ 230,000
Short-term Debt Service Requirements	<u>\$ 1,462,500</u>	<u>\$ 1,462,500</u>
Estimated Fund Balance 9/30	<u>\$ 12,010,683</u>	<u>\$14,515,788</u>
Less Long-term Debt Reserve Requirement 9/30	<u>\$ 5,797,709</u>	<u>\$ 6,156,107</u>
Estimated Available Fund Balance 9/30	\$ 6,212,974	\$ 8,359,681
Commercial Paper Reserve Requirement (set aside in General Fund Undesignated Reserves)	\$ 2,017,500	\$ 2,017,500

Debt Service includes:

Projected Equipment Note Series 2003, \$3,043,650

Projected Series 2003, \$82,400,000

### Airport Debt Service Fund

<b>Expenditures</b>	<b>Budget Requirements FY 2002-2003 2003</b>	
Principal - Long-term Debt	\$	325,000
Interest - Long-term Debt		83,044
Fees - Long-term Debt		300
Arbitrage Rebate		-
Total	\$	408,344
<b>Financing</b>		
Airport Operating Fund	\$	408,344
Total	\$	408,344
<b>Projected Changes in Fund Balance</b>	<b>FY 2001-2002</b>	<b>FY 2002-2003</b>
Estimated Fund Balance 10/01	\$ (2,504)	\$ 1,496
Plus:		
Airport Operating Fund	430,850	408,344
Interest Earned on Investments	4,000	4,000
Less:		
Long-term Debt Service Requirements	\$ 430,550	\$ 408,044
Fees/Arbitrage	<u>300</u>	<u>300</u>
Estimated Fund Balance 9/30	\$ 1,496	\$ 5,496
Less Long-term Debt Reserve Requirement 9/30	<u>\$ 27,500</u>	<u>\$ 20,500</u>
Estimated Available Fund Balance 9/30	\$ (26,004)	\$ (15,004)

### Water and Sewer Debt Service Fund Revenue Bonds

<b>Expenditures</b>	<b>Budget</b>
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		<b>Requirements</b>
		<b><u>FY 2002-2003</u></b>
		2003
Principal - Long-term Debt		\$ 27,300,000
Interest - Long-term Debt		19,849,105
Fees/Arbitrage		<u>117,000</u>
	Total	\$ 47,266,105

**Financing**

Water and Sewer Operating Fund		\$ 45,149,105
Interest Earned on Investments		200,000
Other		<u>100,000</u>
	Total	\$ 45,449,105

**Projected Changes in Fund Balance**

	<b><u>FY 2001-2002</u></b>	<b><u>FY 2002-2003</u></b>
Estimated Fund Balance 10/01	\$ 14,865,590	\$ 9,785,485
Plus:		
Water and Sewer Operating Fund	39,872,543	45,149,105
Interest Earned on Investments	200,000	200,000
Other	150,000	100,000
Transfer for Amortizations	313,300	313,300
Less:		
Long-term Debt Service Requirements	\$ 45,185,648	\$ 47,149,105
Amortizations on Refundings	313,300	313,300
Fees/Arbitrage	<u>117,000</u>	<u>117,000</u>
Estimated Fund Balance 9/30	\$ 9,785,485	\$ 7,968,485

Note on Reserves: In 1998, the Water and Sewer Fund purchased a Surety Bond, a form of insurance, to take the place of setting aside a portion of the fund balance for reserve requirements.

**Water and Sewer Debt Service Fund  
Sewer General Obligation Bonds**

<b>Expenditures</b>	<b>Budget</b>
	<b>Requirements</b>
	<b><u>FY 2002-2003</u></b>
	2003
Principal - Long-term Debt	\$ 455,589
Interest - Long-term Debt	96,263

**G-10**

Fees - Long-term Debt		-
Arbitrage Rebate		<u>-</u>
	Total	\$ 551,852

**Financing**

Water and Sewer Operating Funds		<u>\$ 1,205,589</u>
	Total	\$ 1,205,589

**Projected Change in Fund Balance**

	<u>FY 2001-2002</u>	<u>FY 2002-2003</u>
Estimated Fund Balance 10/01	\$ 1,453,551	\$ (400,868)
Plus:		
Water and Sewer Operating Funds	-	1,205,589
Interest Earned on Investments	100,000	90,000
Transfer for Amortizations	6,600	6,600
Less:		
Long-term Debt Service Requirements	\$ 1,954,419	\$ 551,852
Amortizations for Refundings	6,600	6,600
Fees - Long-term Debt	-	-
Arbitrage Rebate	<u>-</u>	<u>-</u>
Estimated Fund Balance 9/30	\$ (400,868)	\$ 342,869
Less Long-term Debt Reserve Requirement 9/30	<u>\$ 39,317</u>	<u>\$ 1,668</u>
Estimated Available Fund Balance 9/30	\$ (440,185)	\$ 341,201

**Water and Sewer Debt Service Fund  
State Revolving Loan Fund Bonds**

<b>Expenditures</b>	<b>Budget Requirements FY 2002-2003 2003</b>
Principal - Long-term Debt	\$10,505,000
Interest - Long-term Debt	9,540,728
Fees - Long-term Debt	50,000
Arbitrage Rebate	<u>-</u>
	Total
	\$20,095,728

**Financing**

**G-11**

Water and Sewer Operating Fund		\$15,080,825
Use of Reserves		-
Interest		<u>200,000</u>
	Total	\$15,280,825

**Projected Change in Fund Balance**

	<u>FY 2001-2002</u>	<u>FY 2002-2003</u>
Estimated Fund Balance 10/01	\$ 13,275,121	\$ 9,705,737
Plus:		
Water and Sewer Operating Fund	14,135,755	\$15,080,825
Interest Earned on Investments	200,000	200,000
Less:		
Long-term Debt Service Requirements	17,855,139	\$20,045,728
Fees/Arbitrage	<u>50,000</u>	<u>50,000</u>
Estimated Fund Balance 9/30	\$ 9,705,737	\$ 4,890,834

Note on Reserves: In 1998, the Water and Sewer Fund purchased a Surety Bond, a form of insurance, to take the place of setting aside a portion of the fund balance for reserve requirements.

**Culture and Tourism Debt Service Fund**

<b>Expenditures</b>	<b>Budget Requirements FY 2002-2003 2003</b>
Principal - Long-term Debt	\$ 1,785,000
Interest - Long-term Debt	\$ 3,087,966
Fees - Long-term Debt	-
Arbitrage Rebate	<u>-</u>
	Total
	\$ 4,872,966

**Financing**

Hotel Occupancy Tax (2%)	\$ 2,000,000
Auto Rental Facility Revenue	<u>\$ 3,200,000</u>
	Total
	\$ 5,200,000

**Projected Changes in Fund Balance**

**G-12**

	<u>FY 2001-2002</u>	<u>FY 2002-2003</u>
Estimated Fund Balance 10/01	\$ 5,074,332	\$ 5,395,221
Plus:		
Hotel Occupancy Tax (2%)	2,000,000	2,000,000
Auto Rental Facility Revenue	3,200,000	3,200,000
Less:		
Long-term Debt Service Requirements	\$ 4,879,111	\$ 4,872,966
Fees/Arbitrage	<u>                  -</u>	<u>                  -</u>
Estimated Fund Balance 9/30	\$ 5,395,221	\$ 5,722,255
Less Long-term Debt Reserve Requirement 9/30	<u>\$ 1,145,300</u>	<u>\$ 1,109,600</u>
Estimated Available Fund Balance 9/30	\$ 4,249,921	\$ 4,612,655

**Golf Debt Service Fund**

<b>Expenditures</b>	<b>Budget Requirements FY 2002-2003 2003</b>
Principal - Long-term Debt	\$ 306,615
Interest - Long-term Debt	\$ 203,838
Fees - Long-term Debt	\$ -
Arbitrage Rebate	<u>                  -</u>
Total	\$ 510,453

**Financing**

Transfer from Golf Fund	\$ 505,453
Use of Reserves	-
Interest on Investments	<u>5,000</u>
Total	\$ 510,453

**Projected Changes in Fund Balance**

	<u>FY 2001-2002</u>	<u>FY 2002-2003</u>
Estimated Fund Balance 10/01	\$ 99,454	\$ 99,454
Plus:		
Transfer from Golf Fund	\$ 562,830	\$ 505,453
Interest Earned on Investments	5,000	5,000
Less:		

**G-13**

Long-term Debt Service Requirements	\$ 567,830	\$ 510,453
Fees/Arbitrage	<u>-</u>	<u>-</u>
Estimated Fund Balance 9/30	\$ 99,454	\$ 99,454
Less Long-term Debt Reserve Requirement 9/30	<u>\$ 81,152</u>	<u>\$ 68,113</u>
Estimated Available Fund Balance 9/30	\$ 18,302	\$ 31,341

**Solid Waste Debt Service Fund**

<b>Expenditures</b>	<b>Budget Requirements FY 2002-2003 2003</b>
Principal - Long-term Debt	\$ 99,198
Interest - Long-term Debt	\$ 26,471
Fees - Long-term Debt	-
Arbitrage Rebate	<u>-</u>
Total	\$ 125,669

**Financing**

Transfer from Solid Waste Fund	<u>\$ 131,551</u>
Total	\$ 131,551

**Projected Changes in Fund Balance**

	<u>FY 2001-2002</u>	<u>FY 2002-2003</u>
Estimated Fund Balance 10/01	\$ 5,881	\$ 11,763
Plus:		
Transfer from Solid Waste Fund	\$ 137,433	131,551
Less:		
Long-term Debt Service Requirements	\$ 131,551	\$ 125,669
Fees/Arbitrage	<u>-</u>	<u>-</u>
Estimated Fund Balance 9/30	\$ 11,763	\$ 17,645
Less Long-term Debt Reserve Requirement 9/30	<u>\$ 11,904</u>	<u>\$ 9,920</u>
Estimated Available Fund Balance 9/30	\$ (141)	\$ 7,725

**G-14**

<b>Annual Principal and Interest Requirements by Series</b>		<b>FY 2003</b>		
<b>Aviation - PE41</b>	<b>General Debt</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
Series 1990 CO	Alliance Control Tower	\$325,000	\$83,044	\$408,044
<b>Total</b>	<b>Aviation - PE41</b>	<b>General Debt</b>	<b>\$325,000</b>	<b>\$83,044</b>
				<b>\$408,044</b>

**G-15**

<b>Annual Principal and Interest Requirements by Series</b>			<b>FY 2003</b>	
<b>Culture/Tourism - D100</b>	<b>Revenue</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
Series 2000 CO	Convention Center	\$1,300,000	\$2,348,394	\$3,648,394
Series 2001-A CO	Convention Center II	\$485,000	\$739,573	\$1,224,573
<b>Total</b>	<b>Culture/Tourism - Revenue</b>	<b>\$1,785,000</b>	<b>\$3,087,966</b>	<b>\$4,872,966</b>

**G-16**

<b>Annual Principal and Interest Requirements by Series</b>		<b>FY</b>	<b>2003</b>	
<b>General Fund - GD06</b>	<b>General Debt</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
Series 1992a GO	Refunding	\$119,175	\$46,955	\$166,130
Series 1993a GO	Refunding	\$15,695,184	\$2,171,078	\$17,866,261
Series 1994 GO	Streets, Library	\$500,000	\$252,250	\$752,250
Series 1996 GO	Streets, Parks	\$1,375,000	\$928,125	\$2,303,125
Series 1996a CO	Texas International Raceway infrastructure	\$1,775,000	\$445,525	\$2,220,525
Series 1996a GO	Refunding	\$28,073	\$194,885	\$222,959
Series 1996b CO	Communications System	\$680,000	\$116,845	\$796,845
Series 1997 CO	Animal Control Shelter	\$500,000	\$117,375	\$617,375
Series 1997 GO	Streets	\$750,000	\$603,750	\$1,353,750
Series 1998 CO	Central Library renovation	\$0	\$207,260	\$207,260
Series 1998 TC	Convention Center	\$405,000	\$482,130	\$887,130
Series 1999 GO	Streets, Parks, Fire	\$1,500,000	\$1,348,125	\$2,848,125
Series 2000 Fire Equipment Note	Ladder Tender, Brush Truck	\$58,660	\$15,653	\$74,313
Series 2000A CO	Aviation Runway	\$55,000	\$48,263	\$103,263
Series 2001 CO	Improvements	\$260,000	\$220,215	\$480,215
Series 2001 Equip Note	Equipment	\$501,667	\$109,440	\$611,107
Series 2001 GO	GP Projects	\$2,275,000	\$700,694	\$2,975,694
Series 2001-A	Convention Center	\$950,000	\$815,100	\$1,765,100
Series 2001-B CO	Cultural District	\$0	\$155,215	\$155,215
Series 2002 CO	Alarm, Improvements	\$1,270,000	\$1,689,268	\$2,959,268
Series 2002 Equipment	Fire Trucks	\$457,734	\$126,189	\$583,923
Series 2002 Refunding	Refund Series 92A	\$2,600,364	\$990,460	\$3,590,824
Series 2003 Equipment	Fire Trucks		\$197,713	\$197,713
<b>Total</b>	<b>General Fund - General Debt</b>	<b>\$31,755,856</b>	<b>\$11,982,512</b>	<b>\$43,738,368</b>



# G-17

<b>Annual Principal and Interest Requirements by Series</b>			<b>FY 2003</b>		
<b>Golf - D102</b>	<b>General Debt</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>	
Series 1992a GO	Refunding	\$225	\$89	\$314	
Series 1993a GO	Refunding	\$96,845	\$13,396	\$110,241	
Series 1996a GO	Refunding	\$118	\$818	\$936	
Series 1999 CO	Course Improvements	\$205,000	\$188,139	\$393,139	
Series 2002 Refunding	Refund Series 92A	\$4,428	\$1,396	\$5,824	
<b>Total</b>	<b>Golf - D102 General Debt</b>	<b>\$306,615</b>	<b>\$203,838</b>	<b>\$510,453</b>	

<b>Annual Principal and Interest Requirements by Series</b>		<b>FY</b>	<b>2003</b>	
<b>Solid Waste - PE75</b>	<b>Revenue</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
Solid Waste Equipment Note 2000	Trucks	\$99,198	\$26,471	\$125,669
<b>Total</b>	<b>Solid Waste - Revenue</b>	<b>\$99,198</b>	<b>\$26,471</b>	<b>\$125,669</b>

**G-19**

<b>Annual Principal and Interest Requirements by Series</b>			<b>FY 2003</b>		
<b>Water and Sewer</b>	<b>General Debt - PS48</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>	
Series 1992a GO	Refunding Sewer	\$5,600	\$2,206	\$7,806	
Series 1993a GO	Refunding Sewer	\$337,972	\$46,751	\$384,723	
Series 1996a GO	Refunding Sewer	\$1,809	\$12,557	\$14,365	
Series 2002 Refunding	Refund 92A	\$110,208	\$34,749	\$144,957	
<b>Total</b>	<b>Water and Sewer      General Debt -</b>	<b>\$455,589</b>	<b>\$96,263</b>	<b>\$551,852</b>	

## G-20

<b>Annual Principal and Interest Requirements by Series</b>			<b>FY 2003</b>		
<b>Water and Sewer</b>	<b>Revenue - PE47</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>	
Series 1993 Rev	Refunding (85.094% Water, 14.906% Sewer)	\$2,810,000	\$1,568,459	\$4,378,459	
Series 1996 Rev	Refunding (56.0% Water, 44.0% Sewer)	\$3,035,000	\$2,730,060	\$5,765,060	
Series 1997 Rev	Water & Sewer Improvements	\$2,430,000	\$2,980,425	\$5,410,425	
Series 1998 Rev	Refunding SRLF 89, CP, new projects	\$4,570,000	\$4,057,755	\$8,627,755	
Series 2000 Rev	Water & Sewer	\$745,000	\$1,252,300	\$1,997,300	
Series 2000B Rev	Water & Sewer	\$12,290,000	\$4,651,550	\$16,941,550	
Series 2001 Revenue	Water Improvements	\$1,420,000	\$2,608,556	\$4,028,556	
<b>Total</b>	<b>Water and Sewer Revenue - PE47</b>	<b>\$27,300,000</b>	<b>\$19,849,105</b>	<b>\$47,149,105</b>	

## G-21

<b>Annual Principal and Interest Requirements by Series</b>			<b>FY</b>	<b>2003</b>	
<b>Water and Sewer</b>	<b>SRLF - PE15</b>		<b>Principal</b>	<b>Interest</b>	<b>Total</b>
Series 1991 SRLF	Sewer		\$800,000	\$477,050	\$1,277,050
Series 1992 SRLF	Sewer		\$600,000	\$309,450	\$909,450
Series 1995 SRLF	Sewer		\$790,000	\$757,320	\$1,547,320
Series 1996 SRLF	Sewer		\$730,000	\$600,035	\$1,330,035
Series 1998 SRLF	Sewer		\$2,380,000	\$2,026,328	\$4,406,328
Series 1999 SRLF	Sewer		\$1,435,000	\$1,389,803	\$2,824,803
Series 1999A SRLF	Sewer		\$2,195,000	\$2,516,183	\$4,711,183
Series 2001 SRLF	Generator		\$300,000	\$274,658	\$574,658
Series 2002 SRLF			\$1,275,000	\$1,189,903	\$2,464,903
<b>Total</b>	<b>Water and Sewer</b>	<b>SRLF - PE15</b>	<b>\$10,505,000</b>	<b>\$9,540,728</b>	<b>\$20,045,728</b>

**G-22**

**Remaining Principal  
Outstanding Issues FY 2003**

<b>Aviation - PE41</b>	General Debt	
Series 1990 CO	Alliance Control Tower	\$1,350,000
	Total:	\$1,350,000

**G-23**

**Remaining Principal  
Outstanding Issues FY 2003**

<b>Culture/Tourism - D100</b>	Revenue	
Series 2000 CO	Convention Center	\$41,975,000
Series 2001-A CO	Convention Center II	\$15,290,000
	Total:	\$57,265,000

## G-24

### Remaining Principal Outstanding Issues FY 2003

General Fund - GD06		General Debt	
Series 1992a GO	Refunding		\$881,895
Series 1993a GO	Refunding		\$51,298,827
Series 1994 GO	Streets, Library		\$6,000,000
Series 1996 GO	Streets, Parks		\$19,250,000
Series 1996a CO	Texas International Raceway infrastructure		\$7,100,000
Series 1996a GO	Refunding		\$3,836,694
Series 1996b CO	Communications System		\$2,735,000
Series 1997 CO	Animal Control Shelter		\$2,500,000
Series 1997 GO	Streets		\$11,250,000
Series 1998 CO	Central Library renovation		\$4,300,000
Series 1998 TC	Convention Center		\$8,880,000
Series 1999 GO	Streets, Parks, Fire		\$27,000,000
Series 2000 Fire Equipment Note	Ladder Tender, Brush Truck		\$293,298
Series 2000A CO	Aviation Runway		\$890,000
Series 2001 CO	Improvements		\$4,865,000
Series 2001 Equip Note	Equipment		\$2,257,500
Series 2001 GO	GP Projects		\$16,780,000
Series 2001-A	Convention Center		\$18,050,000
Series 2001-B CO	Cultural District		\$3,700,000
Series 2002 CO	Alarm, Improvements		\$25,335,000
Series 2002 Equipment	Fire Trucks		\$2,975,272
Series 2002 Refunding	Refund Series 92A		\$22,178,782
		Total:	\$242,357,267



# G-25

## Remaining Principal Outstanding Issues FY 2003

<b>Golf - D102</b>		General Debt	
Series 1992a GO	Refunding		\$1,665
Series 1993a GO	Refunding		\$316,531
Series 1996a GO	Refunding		\$16,105
Series 1999 CO	Course Improvements		\$3,690,000
Series 2002 Refunding	Refund Series 92A		\$31,914
		Total:	\$4,056,215

**G-26**

**Remaining Principal  
Outstanding Issues FY 2003**

<b>Solid Waste - PE75</b>	Revenue	
Solid Waste Equipment Note 2000	Trucks	\$495,988
	Total:	\$495,988

# G-27

## Remaining Principal Outstanding Issues FY 2003

<b>Water and Sewer</b>		General Debt - PS48	
Series 1992a GO	Refunding Sewer		\$41,440
Series 1993a GO	Refunding Sewer		\$1,104,642
Series 1996a GO	Refunding Sewer		\$247,201
Series 2002 Refunding	Refund 92A		\$794,304
		Total:	\$2,187,587

**G-28**

**Remaining Principal  
Outstanding Issues FY 2003**

<b>Water and Sewer</b>	Revenue - PE47	
Series 1993 Rev	Refunding (85.094% Water, 14.906% Sewer)	\$35,005,000
Series 1996 Rev	Refunding (56.0% Water, 44.0% Sewer)	\$53,795,000
Series 1997 Rev	Water & Sewer Improvements	\$57,180,000
Series 1998 Rev	Refunding SRLF 89, CP, new projects	\$83,380,000
Series 2000 Rev	Water & Sewer	\$23,765,000
Series 2000B Rev	Water & Sewer	\$91,890,000
Series 2001 Revenue	Water Improvements	\$49,125,000
	Total:	\$394,140,000

# G-29

## Remaining Principal Outstanding Issues FY 2003

<b>Water and Sewer</b>	SRLF - PE15	
Series 1991 SRLF	Sewer	\$10,700,000
Series 1992 SRLF	Sewer	\$7,200,000
Series 1995 SRLF	Sewer	\$14,895,000
Series 1996 SRLF	Sewer	\$13,580,000
Series 1998 SRLF	Sewer	\$52,220,000
Series 1999 SRLF	Sewer	\$34,070,000
Series 1999A SRLF	Sewer	\$57,580,000
Series 2001 SRLF	Generator	\$7,790,000
Series 2002 SRLF		\$34,310,000
	Total:	\$232,345,000

**FORT WORTH**



**CAPITAL PROJECTS PLAN  
FY2002-03**

In order to acquire, replace, design, and construct various capital improvements, the City of Fort Worth utilizes proceeds from general obligation bonds, revenue bonds, commercial paper, the Capital Projects Reserve Fund, the State Revolving Loan Fund, Federal and State grants, private contributions/assessments, and certificates of obligation. These improvements may include any new project, expansion, upgrade, replacement, or other addition designed to improve or conserve the value of City assets or enhance service capacity. Capital improvements are expected to have an ordinary useful life of at least 15-20 years, which is the approximate time required to repay the principal and interest due on the bonds issued to fund the construction or acquisition of a specific improvement. The City has literally hundreds of capital projects in various stages that include: site selection, site exploration/analyses, right-of-way acquisition, utility relocation, design, and construction. The construction/acquisition contracts for the projects listed on the following pages are scheduled for award in fiscal year 2002-03.

**COST OF ADMINISTRATION AND OPERATING IMPACTS**

**General Fund:**

The General Fund is the largest fund in the City of Fort Worth with the largest amount of revenue in the overall City budget. Some General Fund revenues are used in paying interest on general obligation bonds sold for capital improvements. The General Fund accounts for all financial resources of the City, with the exception of those accounted for in another fund. Several positions in the General Fund are directly involved with capital

**CAPITAL PROJECTS PLAN  
FY2002-03**

projects and funded by Capital Projects Funds through reimbursement. However, some positions devote only a partial amount of time to administer capital projects, and as a result, the General Fund absorbs the capital project related personnel costs. Approximately 30 positions in the Transportation and Public Works Department are directly engaged in design, inspection, contract administration, and project management related to street and drainage projects, building projects, and other general government capital projects. The total cost of administering construction of these projects is estimated to be \$1.3 million, of which 85% or \$1,114,374 is charged to capital project funds. The remainder of the cost is absorbed by the General Fund budget. The Parks and Community Services Department has seven positions involved in the administration of parks and related capital projects. The total cost of administering construction of these projects is estimated to be \$261,664, of which \$146,680, or 56%, is charged to capital project funds. The remainder of the cost is absorbed by the General Fund budget. There are three positions involved in the administration of capital projects in the Public Events Department. The total cost of administering construction of these projects is estimated to be \$122,000, which is absorbed by the General Fund budget. In the Fire Department, one position is involved in the administration of capital projects, and the total cost of administering these projects is estimated to be \$5,000, which is absorbed by the General Fund budget.

**Municipal Airports Fund:**

The Municipal Airports Fund is an enterprise fund, whereby revenues are collected to support its Fund activities. In this fund, four positions are directly involved with airport



**CAPITAL PROJECTS PLAN  
FY2002-03**

capital projects, and the total administrative cost of these construction projects is estimated to be \$90,220, which is absorbed by the Municipal Airports Fund.

Aviation capital projects impact the operating funds for both the Municipal Airports Fund and the General Fund. Debt service costs are paid annually on bonds issued to finance the capital projects by the Municipal Airports Fund. Finally, as a general rule, capital projects for aviation services would not impact the General Fund of the City, as all costs for administrative functions provided by General Fund employees usually would be recovered through the City's Administrative Services Charge from the Municipal Airports Fund. However, it is anticipated that the Municipal Airports Fund will experience a negative fund balance in FY2002-03; therefore, it is not anticipated that it will pay the Administrative Services Charge to the General Fund until such time as the Municipal Airports Fund attains a positive financial status.

**Water and Sewer Fund:**

The Water Department of the City of Fort Worth provides safe and reliable water and wastewater services to residential, commercial, industrial, and wholesale customers. The Water and Sewer Fund is an Enterprise Fund, whereby revenues collected from the provision of water and sewer services recover operating costs and debt service costs. In the Water Department, several positions are directly involved with capital projects. Many of these positions are funded by the Water and Sewer Capital Projects Fund; however, some positions devote only a partial amount of time to administer capital projects, and as a result, these capital project related personnel costs are absorbed by the Water and Sewer Operating Fund. Approximately 30 positions in the Water department

**CAPITAL PROJECTS PLAN  
FY2002-03**

are directly engaged in design, inspection, and contract administration of water and wastewater projects. The total cost of administering the construction of these projects is estimated to be \$1.24 million, of which 24% is charged to the Capital Projects Fund, and the remainder of these costs is absorbed by the Water and Sewer Operating Fund.

At the same time, the cash financing costs and the debt service costs associated with the financing of water and wastewater capital projects are absorbed by the Water and Sewer Operating Fund. These costs are comprised of two components: a) debt that must be paid annually on bonds issued to finance the projects, and b) the cash financing allotted in the annual budget to fund rehabilitation projects on existing infrastructure.

**Engineering Fund:**

The Engineering Department of the City of Fort Worth manages the Engineering Fund and provides comprehensive engineering services to City departments for most infrastructure/capital projects. These services include: design, mapping, project management, surveying, quality control testing, construction management, inspection, and Real Property Services. It is anticipated that the Engineering Department will provide engineering related services to the following departments during FY 2002-2003: Transportation and Public Works, Aviation, Parks and Community Services, Water, and Public Events. The Engineering Department has 152 positions authorized in the FY2002-03, which will be devoted to various projects across the customer departments.

The Engineering Department is an internal service fund that derives revenue from customer departments to offset the actual costs of services rendered. As a result, the

**CAPITAL PROJECTS PLAN  
FY2002-03**

impact from Engineering Services on the General Fund or any of the other City funds is the amount for charges that must be reimbursed for services provided. Charges are assessed by project to the customer departments based on actual salary costs times a multiplier of 2.0, that includes all Engineering administrative and operating costs.

**ANNUAL OPERATING IMPACTS OF CAPITAL PROJECTS:**

Upon completion, many capital projects will impact the operating budget. In some cases, there will be an increase in operating expenditures to fund personnel, supplies, and utilities associated with the completion of a facility, such as a library or fire station, or with the purchase or installation of major equipment. For example, partial year funding is planned for the FY2002-03 Fire Department budget in anticipation of the completion and opening in April 2003 of the newly constructed Fire Station # 39 at Bryant Irvin Area in southwest Fort Worth. When this facility is operational for a full fiscal year, it is anticipated that it will cost \$805,968 annually. All costs of this nature have been delineated in the Annual Operating Impact column, where applicable.

At the same time, upon completion, many projects will not impact the operating budget, as they are not additional or new improvements but represent an upgrade, renovation, or reconstruction of an existing project or facility. For example, there is no impact on the FY02-03 operating budget by the completion of various projects last fiscal year at parks such as parking lot security lighting, and various trail and playground renovations, where equipment or surfaces were replaced. Since these amenities already existed, the nature of

**CAPITAL PROJECTS PLAN  
FY2002-03**

the improvements merely consisted of upgrades and repair to areas of physical aging and deterioration. Further, the reconstruction of streets with bond monies will not impact the operating budget, as no maintenance will be necessary due to a warranty period. Conversely, it is not anticipated that any savings will result in the street maintenance budget of the General Fund, due to the magnitude of streets in need of repair. Any maintenance savings realized from reconstructing streets with bond funds will be redirected and fully utilized on maintenance efforts for the remaining inventory of streets in ill repair that were not included in the bond program.

**CAPITAL PROJECTS PLAN  
FY2002-03**

**1998 CAPITAL IMPROVEMENTS BOND PROGRAM**

In February of 1998, the citizens of Fort Worth voted to approve a \$120 million bond program as proposed in a bond referendum election. All five propositions in the proposed package passed successfully with an average of 88 percent majority. Voters authorized bonds for improvements in five program areas by specific propositions, as follows:

Streets and Storm Sewer Improvements.....	\$80,000,000
Convention Center and Public Events Facilities.....	20,700,000
Parks and Community Services Projects.....	11,800,000
Fire Services Projects.....	4,800,000
Library Services Projects .....	<u>2,700,000</u>
<b>Total Bond Program:</b>	<b>\$120,000,000</b>

An aggressive four-year implementation schedule was developed for initiation or completion of each of the projects approved, and many have been completed. However, some of the funds allotted for specific projects in the bond program have proven inadequate; at the same time, some other capital projects have materialized since the passage of the 1998 Bond Program. As a result, initiation of some of the 1998 projects was extended to a six-year implementation schedule to fiscally accommodate these needs. At the same time, the City Council authorized a \$45M certificate of obligation program to fund these underfunded 1998 Capital Improvement Program projects, as well as to address some other unfunded capital projects.

## STREET AND DRAINAGE IMPROVEMENTS

Primarily funded from the proceeds of Street Improvement bonds approved in 1998 (indicated below as "CIP"), these projects include improvements to traffic flow throughout the City, improvements and/or construction of sidewalks, drainage systems, neighborhood streets, thoroughfares, collectors, and storm drains.

### Neighborhood Streets Rehabilitation Program

Improvements will be made to the following neighborhood streets:

PROJECT:	Limits:	Total Project Funding:	Funding Source:	Projected Award Date:	Projected Completion Date:	Annual Oper. Impact:
26TH	Loving to Azle	\$245,700	98 CIP	13-Nov-01	30-Oct-03	NA
26TH	Refugio to Market	\$140,400	98 CIP	13-Nov-01	27-Jul-03	NA
28TH	W Long to Ephriham	\$108,810	98 CIP	24-Sep-02	25-Aug-03	NA
28TH	Macie to Kearney	\$328,770	98 CIP	24-Sep-02	25-Aug-03	NA
28TH	Sherman to Titus	\$200,070	98 CIP	24-Sep-02	25-Aug-03	NA
ALGERITA	Trentman to Miller	\$163,800	98 CIP	22-Oct-02	27-Oct-03	NA
BLUFF	N Live Oak to Wilderman	\$109,980	98 CIP	18-Jun-02	30-Jun-03	NA
BOURINE	Curzon to W Rosedale	\$169,650	98 CIP	19-Nov-02	15-Sep-03	NA
BROOKLINE	Trentman to Algerita	\$136,890	98 CIP	22-Oct-02	27-Oct-03	NA
CAMILLA	Conner to S Beach	\$175,500	98 CIP	2-Jan-02	25-Aug-03	NA
CHESTNUT	NW 25th to NW 27th St.	\$222,300	98 CIP	13-Nov-01	27-Jul-03	NA
COLONIAL	Grapewood to Race	\$87,750	98 CIP	22-Oct-02	19-May-03	NA
CURZON	Halloran to Faron	\$234,000	98 CIP	3-Sep-02	13-Jan-03	NA
DAISY	Sylvania to Blandin	\$128,700	98 CIP	27-Nov-01	30-Jan-03	NA
DAISY	Sylvania to Dead End	\$320,580	98 CIP	27-Nov-01	30-Jan-03	NA
FOARD	Martin to Hardeman	\$678,600	98 CIP	3-Sep-02	31-Oct-03	NA
FORTUNE	Edgehill to Pelham	\$140,000	98 CIP	13-Nov-01	30-Nov-02	NA
FORTUNE	Pelham to Clayton	\$421,200	98 CIP	13-Nov-01	30-Nov-02	NA
GLEN GARDEN	Old Mansfield to Stephen Lee	\$152,100	98 CIP	2-Jan-02	26-Dec-03	NA

## STREET AND DRAINAGE IMPROVEMENTS (Cont.)

## Neighborhood Streets Rehabilitation Program (Cont.)

PROJECT:	Limits:	Total Project Funding:	Funding Source:	Projected Award Date:	Projected Completion Date:	Annual Oper. Impact:
GRACE	Springdale to NE 28th St	\$269,100	98 CIP	23-Apr-02	15-Sep-03	NA
GRANT	W Peach to Gounah	\$134,550	98 CIP	18-Jun-02	30-Jun-03	NA
JONES	Morningside to Lowden	\$140,400	98 CIP	9-Mar-02	31-Dec-03	NA
KINGS DALE	Rolling Hills to Ellis Ave	\$362,700	98 CIP	2-Jan-02	26-Dec-03	NA
KNOX W	Miller to Schakleford	\$339,300	98 CIP	23-Aug-02	20-Sep-03	NA
KOCH	Conner to Beach	\$58,500	98 CIP	2-Jan-02	25-Aug-03	NA
LITTLEPAGE	Fletcher to Kilpatrick	\$126,360	98 CIP	9-Jul-02	13-Jan-03	NA
LOUIS	Craig to Routt	\$84,240	98 CIP	13-Nov-01	31-Oct-02	NA
MERRICK	50' N of Diaz to Locke	\$386,100	98 CIP	27-Aug-02	15-Sep-03	NA
MODLIN	Belle to Dead End	\$210,600	98 CIP	20-Aug-02	15-Jan-03	NA
N CHANDLER	Mclemore to Yucca	\$339,300	98 CIP	23-Apr-02	19-May-03	NA
PARKDALE	Koch to Dead End	\$105,300	98 CIP	2-Jan-02	30-Jun-03	NA
PEACH	N Live Oak to Wilderman	\$73,710	98 CIP	18-Jun-02	20-Apr-03	NA
RACE STREET	Riverside to Fairview	\$234,000	98 CIP	23-Apr-02	15-Sep-03	NA
ROCKWOOD	Churchill to E Dead End	\$234,000	98 CIP	12-Feb-02	31-Jan-03	NA
SANBORN	Scott to E Lancaster	\$620,100	98 CIP	2-Jan-02	20-Aug-03	NA
SARGENT	E Lancaster to Meadowbrook	\$526,500	98 CIP	2-Jan-02	20-Aug-03	NA
SCHAKLEFORD	Vaughn to Wilbarger	\$409,500	98 CIP	23-Aug-02	20-Sep-03	NA
STUART	Morningside to E Ramsey	\$210,600	98 CIP	9-Mar-02	31-Dec-03	NA
THOMAS	El Campo to Dead End	\$180,180	98 CIP	20-Aug-02	15-Jan-03	NA
TIMBERLINE	S Riverside to S Dead End	\$128,700	98 CIP	2-Jan-02	26-Dec-03	NA
W FOGG	6th Ave to Hemphill	\$409,500	98 CIP	20-Nov-01	31-Dec-03	NA
W GAMBRELL	Mc Cart to Frazier	\$78,390	98 CIP	20-Nov-01	31-Dec-03	NA
<b>TOTAL:</b>		<b>\$9,826,430</b>				

## H-10

### STREET AND DRAINAGE IMPROVEMENTS (cont.)

PROJECT:	Total Project Funding:	Funding Source:	Projected Award Date:	Projected Completion Date:	Annual Oper. Impact:
<b>Streets and Storm Drainage Projects (Excluding Neighborhood Street Projects)</b>					
21st Street Bridge at Marine Creek (TxDOT)	\$180,000	98 CIP	2002	2003	N/A
29th Street Bridge at Tony's Creek	\$400,000	98 CIP	Fall-02	Spring-03	N/A
Amanda Av (Rosedale/Ramey)	\$120,000	98 CIP	2003	2004	N/A
Bailey's Industrial (pending Corps. of Engineers' timetable)	\$970,000	98 CIP	N/A	N/A	N/A
Dry Branch Creek Drainage Improvements - Phase II, 98 CIP:	\$3,500,000	98 CIP	Summer-02	2003	N/A
Sylvania Av (Riverside/500 fr North)	\$188,000	98 CIP	Spring-03	Dec-03	N/A
<b>TOTAL:</b>	<b>\$5,358,000</b>				
<b>Other Related Projects</b>					
<b>STREET LIGHTS</b> - Various Projects as identified	\$135,000	98 CIP	Various	Various	\$10,000
<b>TRAFFIC SIGNALS</b> - Various Projects as identified	\$1,000,000	98 CIP	Various	Various	\$30,000
<b>SIDEWALK PROGRAM</b> - Various Projects as identified	\$465,000	98 CIP & GF	Various	Various	\$50,000
<b>TOTAL:</b>	<b>\$1,600,000</b>				

### Regional Thoroughfare and Arterial Projects

Generally, these projects are jointly funded by state and federal sources with some City participation.

PROJECT:	Total Project Funding:	Funding Source:	Projected Award Date:	Projected Completion Date:	Annual Oper. Impact:
<b>ALTAMESA BLVD</b> (Vegas/McCart)	\$668,000	98 CIP	Jul-03	2004	N/A
<b>BELLAIRE DRIVE SOUTH</b> - (Western Terminus to Bryant Irvin Rd) (PROJECT ON HOLD pending Southwest Parkway environmental assessments and public hearings.)	\$3,040,000	98 CIP	N/A	N/A	N/A
<b>BERRY STREETScape</b> - Detailed design developed for 4 priority corridor project areas. Federal / State contribution: \$2,679,840.	\$4,179,840	98 CIP Federal & State Funds	May-03	May-04	N/A
<b>CAMP BOWIE</b> (Hulen / Eldridge)	\$1,500,000	98 CIP	2002	2003	N/A
<b>EVANS AVENUE</b> - Reconstruction with urban design elements. Funding includes: Water Sewer Operating Fund, Council Undesignated Fund and Cert. of Oblig. of City Funds. EDA contribution: \$1,200,000; CDBG contribution: \$443,000.	\$2,113,000	City, CDBG, & EDA Funds	Jan-02	Jan-03	N/A
<b>IENDERSON UNDERPASS</b> - Street underpass of Union Pacific Railroad at relocated Interstate 30: Environmental Assessment currently being prepared by consultant for TxDOT approval. Federal contribution: \$1,526,430; Estimated project costs exceed available funding, and additional sources are being examined.	\$2,626,430	98 CIP & Federal Funds	Jul-03	Aug-04	N/A



**STREET AND DRAINAGE IMPROVEMENTS (cont.)****Regional Thoroughfare and Arterial Projects**

Generally, these projects are jointly funded by state and federal sources with some City participation.

<b>PROJECT:</b>	<b>Total Project Funding:</b>	<b>Funding Source:</b>	<b>Projected Award Date:</b>	<b>Projected Completion Date:</b>	<b>Annual Oper. Impact:</b>
<b>LANCASTER CORRIDOR</b> - Corridor redevelopment after removal of the Interstate 30. Federal / State contribution: \$12,922,000.	\$16,459,000	98 CIP, Cert. Of Oblig., Federal & State Funds	Jan-03	Jan-04	N/A
<b>NORTH MAIN LINKAGE</b> - Design for three pilot projects in corridor. Federal / State contribution: \$2,632,960.	\$4,663,960	98 CIP Federal & State Funds	Nov-02	Nov-03	N/A
<b>NORTH TARRANT PARKWAY</b> - Construction of four-lane divided roadway from US377 to IH-35W in Northeast Fort Worth.	\$10,638,982	Cert. Of Oblig. & TxDOT	Dec-02	Dec-04	N/A
<b>RIVERSIDE DRIVE</b> (US 287 to Rosedale)	\$150,000	98 CIP	2002	Dec-03	N/A
<b>RIVERSIDE DRIVE</b> (I-30 to US 287)	\$800,000	98 CIP	2002	Dec-04	N/A
<b>WEST ROSEDALE</b> (from Forest Park Blvd to Main St) - Widening to six lanes. Federal / State contribution: \$10,500,000.	\$21,000,000	93 CIP, Cert. Of Oblig., Fed. & State Funds	Feb-02	Sep-04	N/A
<b>EAST ROSEDALE</b> (from Main St to IH/35W) - Widening to six lanes. TxDOT construction began in December, 2001.	\$6,953,950	Federal Funds	Dec-01	Dec-03	N/A
<b>NORTH UNIVERSITY BRIDGE @ W. Trinity River</b> South bound - Federal contribution: \$1,154,700.	\$1,283,000	98 CIP & Federal Funds	Aug-02	Mar-03	N/A
<b>VICKERY BOULEVARD</b> (Henderson St. to Main St.) Four-lane divided roadway. 98CIP: \$1,865,997	\$1,865,997	98 CIP	July-03	July-04	N/A
<b>GRANBURY ROAD/WABASH AVENUE/TRAIL LAKE DRIVE/SEMINARY DRIVE CORRIDOR IMPROVEMENTS</b> - Construction of corridor and improvements to roadways and relocation of water and sewer lines. Federal contribution: \$3,366,392.	\$5,906,463	Cert. Of Oblig., Surplus Sp. Asse Pavg & Federal Funds	Jun-02	Dec-02	N/A
<b>TOTAL:</b>	<b>\$83,848,622</b>				

**STREET AND DRAINAGE IMPROVEMENTS (cont.)**

**Planning Underway for Future: FY 2002-03 Major Street Projects (estimated dates)**

PROJECT:	Total Project Funding:	Funding Source:	Projected Award Date:	Projected Completion Date:	Annual Oper. Impact:
<p><b>SOUTHWEST PARKWAY</b> - Continuation from Interstate 30 to City of Cleburne. Federal / State contribution: \$9,477,121. Public meetings held in June, November, and December 2001; 98CIP: \$500,000; Costs for ROW &amp; utilities are unfunded, and funding sources are being examined. City Council approved an M&amp;C for project planning and design services with Prime Strategies, Inc. on March 5, 2002. Public Information meetings were held in May. \$6,077,000 STP-MM; \$400,000 TxDOT; \$3,000,000 NHS-MOB; \$2,109,000 City.</p>			May-04	May-06	
<p><b>EAST ROSEDALE</b> (from US287 to IH820) - Widening six lanes. STP-MM Federal \$6,077,121; NHS-MOB Federal \$3,000,000; TxDOT \$400,000; City \$2,109,280.</p>			July-04	Jul-06	

## PARKS AND COMMUNITY SERVICES IMPROVEMENTS

These projects include renovating, upgrading, and enlarging existing park and community service facilities, as well as the construction of new facilities, in selected areas of the City. They are funded primarily from the proceeds of Parks and Community Services Capital Improvements Program (CIP) bonds and other sources to include:

**GF** - General Fund

**TPWD** - Texas Parks and Wildlife Grant

**CDBG** - Community Development Block Grant

**UPARR** - Urban Park and Recreation Recovery Program Grant

**STEP** - Statewide Transportation Enhancement Program Grant

<b>PROJECT:</b>	<b>Total Project Funding:</b>	<b>Funding Source:</b>	<b>Projected Const. Award:</b>	<b>Projected Completion Date:</b>	<b>Annual Oper. Impact:</b>
<b>Hallmark Park</b> - Ballfield Lighting and Soccer Field Renovation	\$276,550	98 CIP / GF	31-Jan-03	30-Jun-03	\$20,578
<b>Harmon Park</b> - Pedestrian Bridge Installation	\$44,941	CDBG	31-Oct-02	31-Jan-03	\$718
<b>Ridglea Hills Park</b> - Playground Renovation	\$87,600	GF	31-Oct-02	31-Jan-03	\$2,379
<b>Van Zandt Guinn Park</b> - Playground Renovation	\$87,600	GF	31-Oct-02	31-Jan-03	\$2,379
<b>Eastover Park</b> - Playground Renovation	\$89,285	UPARR / CDBG	31-Dec-02	31-May-03	\$2,379
<b>McDonald Park</b> - Playground Renovation	\$89,286	UPARR / CDBG	31-Dec-02	31-May-03	\$2,379
<b>Maddox Park</b> - Playground Renovation	\$89,285	UPARR / CDBG	31-Dec-02	31-May-03	\$2,379
<b>Little People Park</b> - Playground Renovation	\$89,286	UPARR / CDBG	31-Dec-02	31-May-03	\$2,379
<b>Oakland Lake Park</b> - Playground Renovation	\$89,285	UPARR / CDBG	31-Dec-02	31-May-03	\$2,379
<b>Trader's Oak Park</b> - Playground Renovation	\$89,285	UPARR / CDBG	31-Dec-02	31-May-03	\$2,379
<b>Sylvania Park</b> - Playground Renovation	\$89,285	UPARR / CDBG	31-Dec-02	31-May-03	\$2,379
<b>Arnold Park</b> - Playground Renovation	\$85,000	CDBG	30-Sep-02	30-Jan-03	\$2,379
<b>Pate Park</b> - Playground Renovation	\$83,333	CDBG	28-Feb-03	30-Jun-03	\$2,379
<b>Martin Luther King Park</b> - Playground Renovation	\$83,333	CDBG	28-Feb-03	30-Jun-03	\$2,379
<b>Carter Park North</b> - Playground Renovation	\$83,334	CDBG	28-Feb-03	30-Jun-03	\$2,379
<b>Botanic Garden</b> - Greenhouse Relocation	\$830,049	86-98 CIP/ Lease Revenue	31-May-03	30-Mar-04	\$30,000
<b>Far North FW Community Park</b> - Phase II Development	\$658,000	TPWD / GF	31-Dec-02	31-Jul-03	\$60,000
<b>Trinity Trail Extension</b> - 5.75 Miles of trail (Phase I)	\$2,132,574	STEP	1-Nov-01	31-Mar-03	\$70,000
<b>Water Gardens</b> - Electrical and plumbing renovation (Project completion pending Convention Center Events/Water Garden plaza improvements)	\$500,000	98 CIP	1-Sep-02	N/A	N/A
<b>West Community Park</b> - Phase I Development	\$1,197,300	86 & 98 CIP/ GF/Cert. Of Oblig	31-Jan-02	31-Oct-02	\$100,000
<b>TOTAL:</b>	<b>\$6,774,611</b>				

**MAJOR PROJECTS AND FACILITIES IMPROVEMENTS**

These projects include new construction, improvements, renovations, and expansion of major City facilities and other improvement projects in various areas. They are funded by various improvement bonds.

<b>PROJECT:</b>	<b>Total Project Funding:</b>	<b>Funding Source:</b>	<b>Projected Award Date:</b>	<b>Projected Completion Date:</b>	<b>Annual Operating Impact:</b>
<b>FIRE STATION #8 (Rosedale &amp; 12th Ave):</b> Construction of new three company, four-bay station to replace existing Fire Station #8 which will be relocated in association with the Rosedale widening project. Estimated City cost \$2.3M.	\$3,500,000	Cert.of Oblig./TxDOT / Land Sale	Jan-03	Jan-04	N/A
<b>FIRE STATION #38 (Alliance Corridor):</b> Construction of new two-bay station to serve growing population.	\$1,800,000	98 CIP	Summer 2003	Spring 2004	\$900,000
<b>FIRE STATION #39 (Bryant Irvin &amp; Oakmont):</b> Construction of new two-bay station to serve growing population.	\$2,000,000	98 CIP	May-02	Apr-03	\$805,552
<b>FORT WORTH CONVENTION CENTER:</b> Renovation/expansion of the existing facility to broaden convention services, Phase 2: Northern extension for addition of exhibit and meeting spaces.	\$27,396	98 CIP / Cert. of Oblig.	Oct-01	Mar-03	N/A
<b>GUINN MEDTECH CENTER:</b> Renovation of old Guinn School to house incubator for medically-oriented companies.	\$1,900,500	LDC / HUD	June-02	Aug-03	\$60,000
<b>HYDE PARK:</b> Downtown Fort Worth's Civic Square / Ninth street transfer station / library plaza. Federal contribution: \$1.6M; The "T" local match: \$200,000.	\$2,000,000	FTA / Cert. of Oblig.	Aug-02	Oct-02	N/A
<b>WEST COMMUNITY PARK:</b> Phase I park development.	\$1,197,300	86 & 98 CIP/ GF/Cert. Of Oblig.	Jan-02	Jan-03	\$100,000
<b>FAR NORTH FW COMMUNITY PARK:</b> Phase II park development.	\$658,000	TPWD / GF	Dec-02	Jul-03	\$60,000
<b>OUTDOOR WARNING SYSTEM:</b> New warning system will be purchased to provide outdoor warning to citizens throughout the City; Replacement/expansion of the existing system.	\$3,000,000	Cert. of Oblig.	Jun-02	Feb-03	N/A
<b>WESTERN COMMUNICATIONS TOWER:</b> Construction of new communications tower in western segment of City to support public safety service for Lake Country Estates area, general western segment of Fort Worth to the Parker County line, and the City's ETJ in northwest Tarrant Co.; extension of existing public safety trunked radio system.	\$5,200,000	CCPD / Cert. of Oblig.	Winter - 02	Summer - 03	N/A
<b>WESTERN HERITAGE COMPLEX/ WILL ROGERS MEMORIAL CENTER:</b> Community Facilities Agreement for infrastructure improvements including streets, storm drains, and water and sewer to serve Western Heritage Complex. Phase 2- design underway to accommodate future expansion of complex; \$3,700,000 (City), and \$240,000 developer contribution.	\$3,940,000	Cert. of Oblig./ Developer Contribution	Oct-01	Oct-02	\$25,000
<b>TOTAL:</b>	<b>\$25,223,196</b>				

**WATER AND WASTEWATER IMPROVEMENTS**

**Water Projects**

These projects include the construction, expansion, and upgrading of water treatment facilities, transmission lines, pump stations, and storage facilities. They are funded generally from the proceeds of several sources to include:

**OB** - Operating Budget (cash financing)

**CP**- Commercial Paper (eventually converted to Water and Sewer revenue bonds)

PROJECT:	Total Project Funding:	Funding Source:	Proj. Award Date:	Projected Completion Date:	Annual Oper. Impact
Water /Street Maintenance Related Projects	\$15,834,458	OB	01-Oct-02	01-Sep-03	N/A
Rolling Hills Expansion from 160 to 200 MGD, Phase III	19,500,000	CP	01-Aug-03	01-Jun-05	N/A
<i>Construction Management:</i> Rolling Hills Expansion from 160 to 200 MGD, Phase III	1,462,500	CP	01-Aug-03	01-Jun-05	N/A
5 MG Ground Storage at McCart Pump Station - S2-4	1,243,000	CP	01-Nov-02	01-Aug-03	N/A
<i>Construction Management:</i> 5 MG Ground Storage at McCart Pump Station - S2-4	36,300	CP	01-Nov-02	01-Aug-03	N/A
<i>Design:</i> Como Pump Station Expansion	110,000	CP	01-Feb-03	01-Feb-04	N/A
Northside Ground Storage Replacement	1,000,000	CP	01-Jan-03	01-Sep-03	N/A
<i>Design:</i> Walsh Ranch Tank & Pump Station - WS IV	1,000,000	CP	01-Oct-02	01-Mar-03	N/A
Walsh Ranch Tank & Pump Station - WS IV	3,000,000	CP	01-May-03	01-Apr-04	N/A
Southside II Transmission Main, Contract 3	2,000,000	CP	01-Apr-03	01-Mar-04	N/A
Cleburne Rd. 36-inch Water Extension to McCart P.S.	1,400,000	CP	01-Jun-03	01-Sep-04	N/A
Bonds Ranch Road 16-inch Water Extension from FM 1220 to Lago Vista	900,000	CP	01-Oct-03	01-Jan-04	N/A
Rissinger Rd. 16-inch Water Extension from Crowley to I-35	900,000	CP	01-May-03	01-Mar-04	N/A
Holly/Northside II - 48-inch Water Extension from Holly to N.S. P.S.	5,000,000	CP	01-Jan-03	01-Mar-04	N/A
Trinity Blvd. 36-inch Water Extension from Greenbelt to Hwy 360	4,100,000	CP	01-Feb-03	01-Mar-04	N/A
Sendera Ranch	5,000,000	CP	01-Jun-03	01-May-04	N/A
SS III Burleson 36-inch Water Extension from Willow Springs to Lago Vista	6,000,000	CP	01-May-03	01-May-04	N/A
16-inch Water Extension from Old Denton Rd. to Golden Triangle	200,000	CP	01-Feb-03	01-Mar-04	N/A
<i>Design:</i> 24-inch Water Line in Walsh Ranch from WS IV P.S. to WS IV Tank, Phase IIB, Phase III & Phase IV	2,100,000	CP	01-May-03	01-Mar-04	N/A
24-inch Water Line in Walsh Ranch from WS IV P.S. to WS IV Tank	6,480,000	CP	01-May-03	01-Mar-04	N/A
<b>TOTAL:</b>	<b>\$77,266,258</b>				

NOTE: Cost for providing water services in the proposed annexation areas not included

## WATER AND WASTEWATER IMPROVEMENTS (Cont.)

### Wastewater Projects

These projects include the construction, expansion, and upgrading of wastewater treatment facilities, collection mains, and lift stations. They are funded generally from the proceeds of several sources to include:

**OB** - Operating Budget (cash financing)

**CP** - Commercial Paper (eventually converted to Water and Sewer revenue bonds)

PROJECT:	Total Project Funding:	Funding Source:	Proj. Award Date:	Projected Completion Date:	Annual Oper. Impact:
Wastewater /StreetMaintenance Related Projects	\$12,769,515	OB	01-Oct-02	01-Oct-03	N/A
Trinity River Siphon at Village Creek	2,700,000	CP	01-Nov-02	01-May-03	N/A
Wastewater Diversion from east of Eagle Mountain Lake Drainage Area to Big Fossil Creek Drainage Area	5,000,000	CP	01-Jan-03	01-Feb-04	N/A
Main 189 Drainage Area Construction	1,500,000	CP	01-Jan-03	01-Feb-04	N/A
Low Pressure Sewer System to Serve the South Shore of Lake Worth	1,000,000	CP	01-Mar-03	01-Feb-04	N/A
Sanitary Sewer M-402 Big Fossil Parallel Relief	10,000,000	CP	01-May-03	01-Apr-04	N/A
Sanitary Sewer Main 257 and 325 Middle & Upper Village Creek Parallel Relief	2,000,000	CP	01-May-03	01-Apr-04	N/A
Walsh Ranch Sewer	6,100,000	CP	01-May-03	01-May-04	N/A
Sendara Ranch Sewer	5,000,000	CP	01-Apr-03	01-May-04	N/A
Sanitary Sewer Main 286 Relief	1,250,000	CP	01-Jul-03	01-Feb-04	N/A
Village Creek Drainage Basin Sewer	1,000,000	CP	01-Jul-03	01-Feb-04	N/A
Sanitary Sewer Main 244 Parallel Relief Sewer (Rush Creek)	13,000,000	CP	01-Jul-03	01-Feb-04	N/A
<i>Construction Management</i> : Sanitary Sewer Main 244 Parallel Relief Sewer (Rush Creek)	750,000	CP	01-Jul-03	01-Feb-04	N/A
Castle Circle Lift Station and Force Main	1,862,000	CP	01-Apr-03	01-Feb-04	N/A
<i>Design</i> : Woodvale Sewer Line Extension	75,000	CP	01-Feb-03	01-Jan-03	N/A
Wastewater Customer Meter Stations	750,000	CP	01-Mar-03	01-Feb-04	N/A
Main 1-I-1 Part 1 (located Northside Downtown)	750,000	CP	01-May-03	1-Sep-04	N/A
<b>TOTAL:</b>	<b>\$65,506,515</b>				

NOTE: Cost for providing wastewater services in the proposed annexation areas not included

**AVIATION IMPROVEMENTS**

These projects include improvements and expansion of general aviation facilities at Meacham, Spinks, and Alliance Airports. Projects are generally funded from the proceeds of airport improvement bonds, general obligation bonds, and other sources to include:

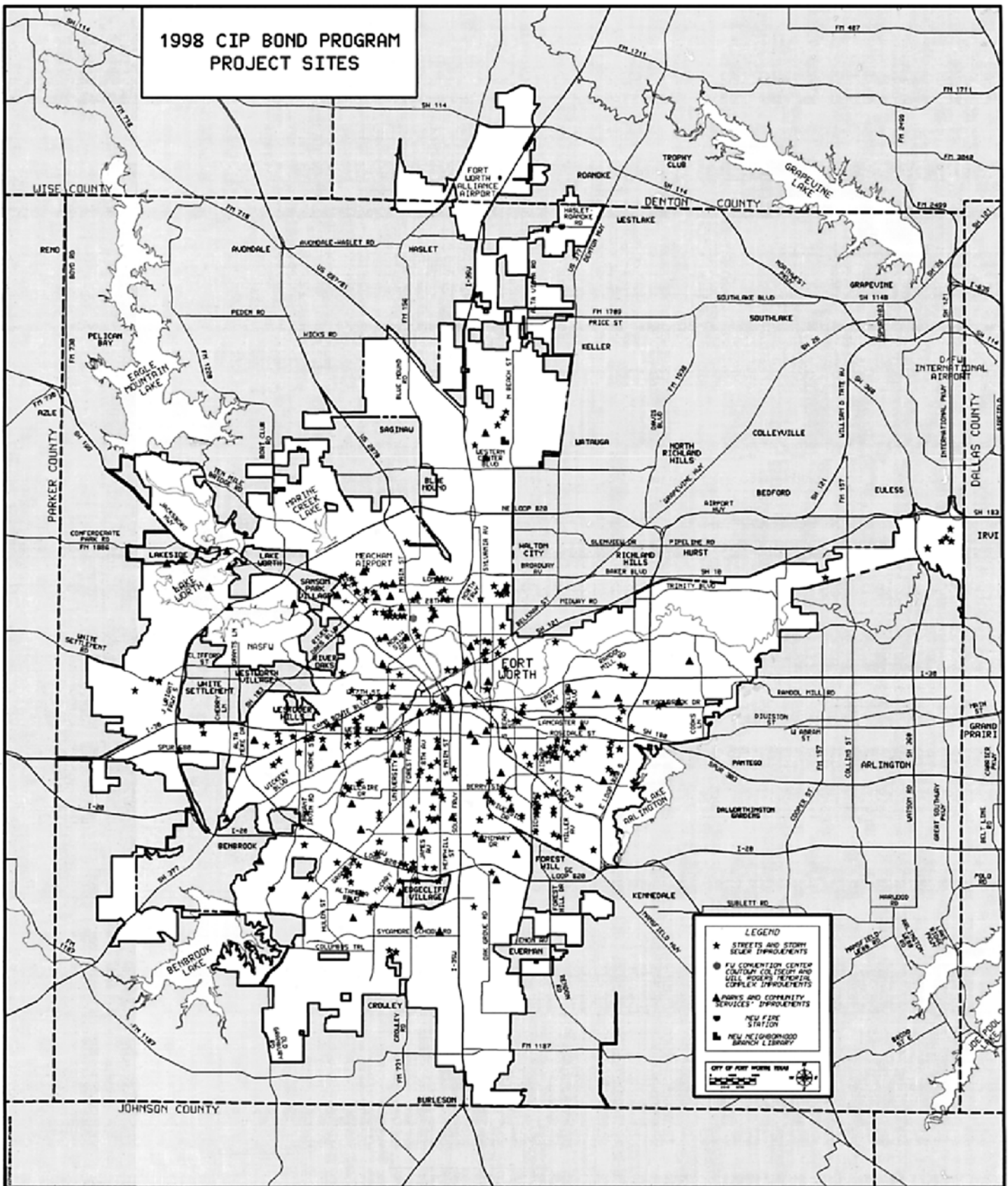
**ACIP** - Aviation Capital Improvement Project Fund

**FAA/AIP** - Federal Aviation Administration -Airport Improvement Project Grant

**CPRF** - Capital Projects Reserve Fund

**TXDOT/ACIP** - Texas Department of Transportation "Pass-Through" FAA AIP Grant

<b>PROJECT:</b>	<b>Total Project Funding:</b>	<b>Funding Source:</b>	<b>Projected Award Date:</b>	<b>Projected Completion Date:</b>	<b>Annual Oper. Impact:</b>
Meacham Noise Mitigation - Phase IV	\$5,700,000	FAA/CPRF	Sep-02	Oct-04	N/A
Alliance Runway Extension	11,000,000	FAA Entitlement Funds	Sep-02	Oct-05	N/A
Alliance Noise Study Update	500,000	FAA Entitlement Funds	Jun-02	Jun-03	N/A
Alliance Cargo Apron Design	500,000	FAA Entitlement Funds	Apr-01	Dec-02	N/A
<b>TOTAL:</b>	<b>\$17,700,000</b>				





**FUND STATEMENT****FUND:****WATER AND SEWER FUND**

The Water and Sewer Fund is an Enterprise Fund that has responsibility for providing water and wastewater services to residential, commercial, industrial and wholesale customers. It serves approximately 750,000 people in Fort Worth and 26 surrounding communities by providing more than 220 million gallons of water for use everyday.

The Water and Sewer Fund provides resources for two separate departments: Water and Wastewater. Water and wastewater services are billed separately to more accurately capture the cost of each service. However, the departments share an administrative staff and many of the employees are partially expensed to both departments.

Operations are completely financed through fees for service. In addition, debt is issued for larger capital projects. Capital improvement projects have been the primary cause of recent significant debt service increases experienced by the fund. Capital projects to improve and expand infrastructure related to growth, replace aging infrastructure in older portions of the system, and upgrade technology in water treatment plants will continue to add to debt service requirements in the future. Additionally, the purchase of raw water and contractual services continues to rise moderately on an annual basis.

**FORT WORTH**



**WATER AND SEWER FUND BUDGET SUMMARY  
FISCAL YEAR  
2002-03**

**REVENUES:**

Utility Income	\$208,334,119
Connections and Extensions	1,584,915
Revenue from the Use of Money and Property	2,444,414
Interdepartmental Charges	370,000
Other Revenue	<u>8,922,593</u>
<b>TOTAL REVENUE</b>	<b>\$221,656,041</b>

**EXPENDITURES:**

Personal Services	\$38,663,903
Supplies	11,058,873
Contractual Services	<u>106,724,313</u>
<b>TOTAL RECURRING EXPENSES</b>	<b>\$156,447,089</b>

**DEBT SERVICE AND CAPITAL OUTLAY**

Capital Outlay	\$3,441,904
Debt Service	<u>61,654,782</u>
<b>TOTAL DEBT SERVICE AND CAPITAL OUTLAY</b>	<b>\$65,096,686</b>
<b>TOTAL EXPENDITURES</b>	<b>\$221,543,775</b>

**PROJECTED  
FY2002-03 CASH FLOW  
WATER AND SEWER FUND**

CASH BALANCE AT 9/30/02 *	<b>\$25,004,098</b>
LESS: USE OF RETAINED EARNINGS	0
ADJUSTED CASH BALANCE	<b>\$25,004,098</b>
PLUS: ESTIMATED CASH RECEIPTS	
SALES OF WATER/WASTEWATER SERVICE	\$208,334,119
CONNECTIONS AND EXTENSIONS	1,584,915
USE OF MONEY AND PROPERTY	2,356,620
INTERDEPARTMENTAL CHARGES	370,000
OTHER REVENUE	<u>9,010,387</u>
ESTIMATED TOTAL CASH RECEIPTS IN FY2002-03	<b>\$221,656,041</b>
LESS: ESTIMATED CASH DISBURSEMENTS	
PERSONNEL COSTS	(\$38,663,903)
MATERIALS AND SUPPLIES	(11,058,873)
CONTRACTUAL PAYMENTS	(106,724,313)
CAPITAL OUTLAY PURCHASES	(3,441,904)
DEBT SERVICE	<u>(61,654,782)</u>
ESTIMATED CASH DISBURSED IN FY2002-03	<b>(\$221,543,775)</b>
20% RESERVE REQUIREMENT **	(25,628,623)
Plus: Unrealized Gain ***	<u>58,433</u>
ESTIMATED AVAILABLE CASH AT 9/30/03	<b>(\$453,826)</b>

\* Preliminary cash balance due to pending audit of actual ending balances

\*\* Excludes rehabilitation projects, capital outlays, and debt service from 20% calculation

\*\*\* The increase in the market value of the City's investment portfolio that has not been turned into cash

**COMPARISON OF WATER AND SEWER FUND  
WATER EXPENDITURES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Water Administration	\$1,739,272	\$1,624,689	\$1,775,361	\$1,739,854	\$2,032,538
Education	0	198,712	313,680	307,406	301,626
Raw Water Purchases	34,425,969	31,458,686	34,095,300	33,413,394	35,234,931
Engineering	709,776	763,143	884,475	866,786	851,475
Laboratory Services	945,682	923,281	1,090,690	1,068,876	1,202,264
Customer Service	3,177,176	5,242,588	5,723,717	5,609,243	7,398,792
Production	16,667,696	18,011,886	19,461,812	19,072,576	18,894,805
Pretreatment	0	156,631	253,513	248,443	289,951
Field Operations	11,881,012	10,201,652	10,736,715	10,521,981	11,024,246
Bonded Debt Service	19,849,170	23,603,217	18,853,446	18,853,446	22,054,946
Non-Departmental	16,915,581	18,553,639	6,885,667	6,747,954	7,498,532
Water Capital Projects	<u>14,180,594</u>	<u>10,498,276</u>	<u>12,684,458</u>	<u>12,684,458</u>	<u>15,684,458</u>
<b>TOTAL</b>	<b>\$120,491,928</b>	<b>\$121,236,400</b>	<b>\$112,758,834</b>	<b>\$111,134,415</b>	<b>\$122,468,564</b>

**COMPARISON OF WATER AND SEWER FUND  
WASTEWATER EXPENDITURES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Sewer Administration	\$1,133,255	\$1,222,275	\$1,811,391	\$1,775,163	\$1,817,977
Education	0	127,098	301,602	\$295,570	249,167
Engineering	826,018	880,810	1,006,398	\$986,270	1,060,693
Laboratory Services	952,260	1,068,312	1,138,322	\$1,115,556	1,169,218
Customer Service	2,254,243	2,557,191	3,530,449	\$3,459,840	2,792,034
Treatment	21,070,363	19,430,349	17,793,353	\$17,437,486	18,635,750
Pretreatment	0	843,015	998,534	\$978,563	957,654
Field Operations	9,685,035	9,518,633	10,680,014	\$10,466,414	10,724,698
Bonded Debt Service	32,594,819	34,117,827	38,777,852	\$38,777,852	39,599,836
Non-Departmental	19,190,887	21,888,944	9,103,058	\$8,920,997	9,448,670
Sewer Capital Projects	<u>13,365,513</u>	<u>14,898,000</u>	<u>12,619,515</u>	<u>\$12,619,515</u>	<u>12,619,515</u>
<b>TOTAL</b>	\$101,072,393	\$106,552,454	\$97,760,488	\$96,833,226	\$99,075,211
Water Capital Projects	<u>14,180,594</u>	<u>10,498,276</u>	<u>12,684,458</u>	<u>12,684,458</u>	<u>15,684,458</u>
<b>TOTAL</b>	\$215,192,125	\$222,380,909	\$206,394,043	\$204,575,746	\$212,016,904

**COMPARISON OF WATER AND SEWER FUND  
WATER REVENUES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Utility Income					
Water Service Revenue	\$76,834,206	\$77,965,018	\$82,636,568	\$79,331,105	\$88,124,249
Water Contracts	<u>24,588,429</u>	<u>25,554,963</u>	<u>24,818,157</u>	<u>23,825,431</u>	<u>25,886,538</u>
Sub-Total	101,422,635	103,519,981	107,454,725	103,156,536	114,010,787
Connections and Extensions					
Water Taps	\$412,896	\$628,608	\$400,000	\$384,000	\$400,000
Water Extensions	<u>449,160</u>	<u>489,294</u>	<u>462,750</u>	<u>444,240</u>	<u>600,000</u>
Sub-Total	\$862,056	\$1,117,902	\$862,750	\$828,240	\$1,000,000
Use of Money and Property					
Interest on Investments	(\$454,134)	\$1,230,120	\$1,253,520	\$1,203,379	\$1,253,520
Sale of Equipment	0	156,632	0	0	0
Salvage Sales	<u>8,555</u>	<u>4,081</u>	<u>2,300</u>	<u>2,208</u>	<u>2,300</u>
Sub-Total	(\$445,579)	\$1,390,833	\$1,255,820	\$1,205,587	\$1,255,820
Interdepartmental Charges					
Waste Disposal Billings	<u>\$195,021</u>	<u>\$196,246</u>	<u>\$185,000</u>	<u>\$177,600</u>	<u>\$185,000</u>
Sub-Total	\$195,021	\$196,246	\$185,000	\$177,600	\$185,000
Other Revenue					
Impact Fees	\$2,050,527	\$2,050,527	\$2,050,527	\$2,050,527	\$4,550,527
Bad Debts Recovered	237,942	170,498	100,000	96,000	100,000
Gains on Sale of Land	367,882	1,310,309	100,000	96,000	20,000
Miscellaneous Revenues	<u>1,281,364</u>	<u>1,530,796</u>	<u>1,382,745</u>	<u>1,327,435</u>	<u>1,430,745</u>
Sub-Total	\$3,937,715	\$5,062,130	\$3,633,272	\$3,569,962	\$6,101,272
Total Water Revenues	\$105,971,848	\$111,287,092	\$113,391,567	\$108,937,925	\$122,552,879
Use of Retained Earnings				\$2,196,490	
Total Planned Water Revenue	\$105,971,848	\$111,287,092	\$113,391,567	\$111,134,415	\$122,552,879

**COMPARISON OF WATER AND SEWER FUND  
SEWER REVENUES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Utility Income					
Sewer Service Revenue	\$63,084,846	\$66,558,155	\$75,786,540	\$72,755,078	\$74,575,109
Sewer Contracts	<u>16,866,737</u>	<u>17,422,851</u>	<u>18,233,191</u>	<u>17,503,863</u>	<u>19,748,223</u>
Sub-Total	\$79,951,583	\$83,981,006	\$94,019,731	\$90,258,942	\$94,323,332
Connections and Extensions					
Sewer Taps	\$184,340	\$296,556	\$184,915	\$177,518	\$184,915
Sewer Extensions	<u>434,529</u>	<u>215,351</u>	<u>218,676</u>	<u>209,929</u>	<u>400,000</u>
Sub-Total	\$618,869	\$511,907	\$403,591	\$387,447	\$584,915
Use of Money and Property					
Interest on Investments	\$635,567	\$931,312	\$1,400,000	\$1,344,000	\$1,100,000
Salvage Sales	<u>0</u>	<u>13,962</u>	<u>800</u>	<u>768</u>	<u>800</u>
Sub-Total	\$635,567	\$945,274	\$1,400,800	\$1,344,768	\$1,100,800
Interdepartmental Charges					
Waste Disposal Billings	<u>\$195,021</u>	<u>\$196,246</u>	<u>\$185,000</u>	<u>\$177,600</u>	<u>\$185,000</u>
Sub-Total	\$195,021	\$196,246	\$185,000	\$177,600	\$185,000
Other Revenue					
Impact Fees	\$1,821,314	\$1,821,314	\$1,821,314	\$1,821,314	\$2,421,314
Industrial Waste Monitor	284,185	290,307	271,933	261,056	271,933
Resale of Treated Waste	78,374	70,118	79,368	76,193	79,368
Liquid Waste Program	40,600	33,425	31,500	30,240	31,500
Bad Debts Recovered	56,974	35,824	45,000	43,200	45,000
Miscellaneous Revenue	<u>623,927</u>	<u>129,069</u>	<u>46,824</u>	<u>44,951</u>	<u>60,000</u>
Sub-Total	\$2,905,374	\$2,380,057	\$2,295,939	\$2,276,954	\$2,909,115
Total Sewer Revenues	\$84,306,414	\$88,014,490	\$98,305,061	\$94,445,711	\$99,103,162
Use of Retained Earnings				\$2,387,514	
Total Planned Sewer Revenue	\$84,306,414	\$88,014,490	\$98,305,061	\$96,833,225	\$99,103,162



## DEPARTMENTAL BUDGET SUMMARY

**DEPARTMENT:****FUND/CENTER**

WATER

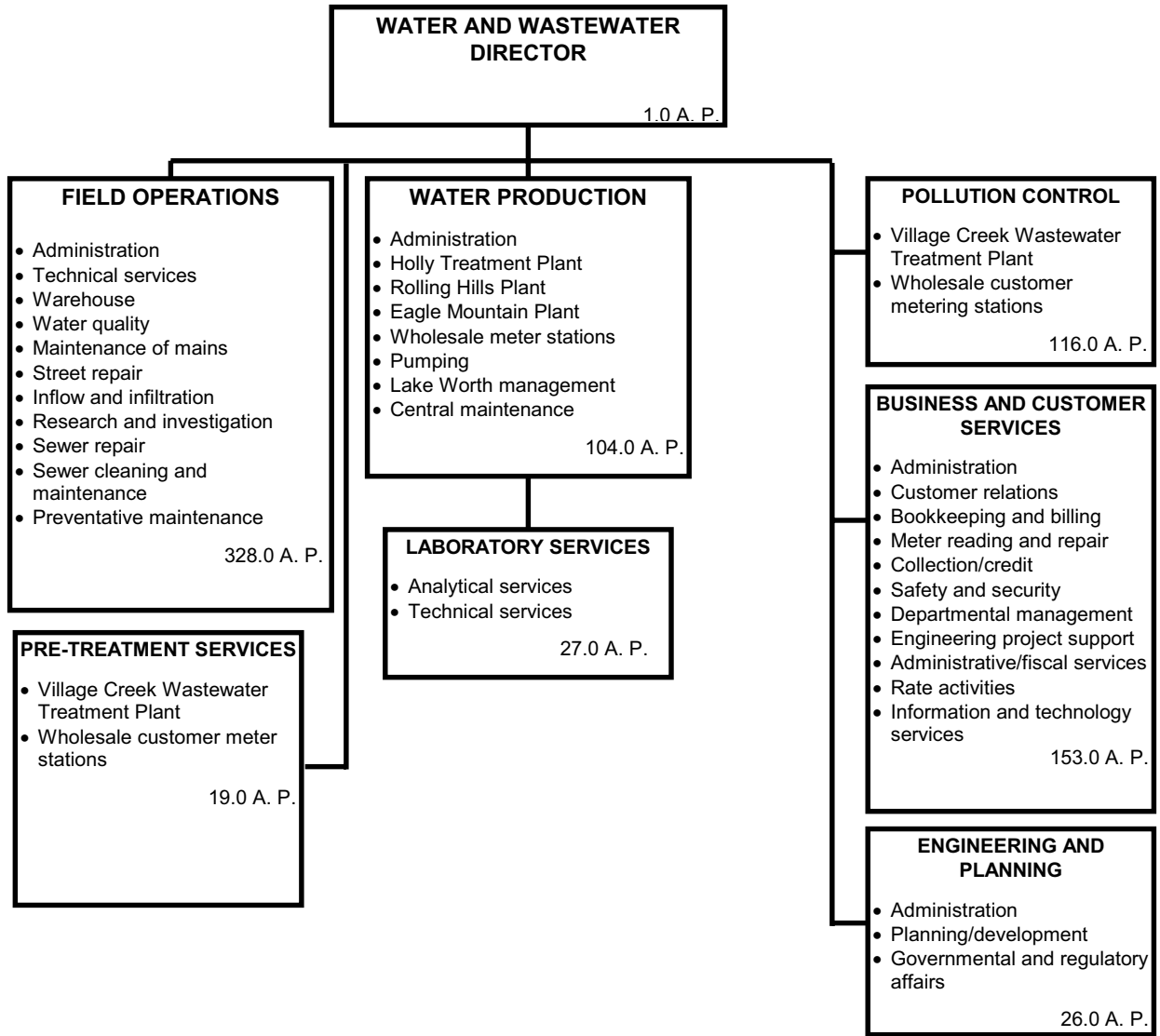
PE45/0601000:0609020

**SUMMARY OF DEPARTMENT RESPONSIBILITIES:**

The Water Department is responsible for providing safe, clean drinking water to Fort Worth residents and customer cities. The department's Business and Customer Services Division performs billing functions for water, sewer, and refuse collection services, processes orders for new services, collects delinquent payments, and investigates complaints. In addition, the division is responsible for coordinating administrative functions for the department, conducting various in-service training programs for departmental employees, preparing budget requests, compiling reports and information on operations, and coordinating the department's internal and external communications. The City plans requirements for raw water to be sold to citizens and customer cities in the Raw Water Purchase Division. The Engineering Division coordinates with the Engineering Department on water-related projects and performs in-house engineering work. In addition, the division serves as the departmental liaison on all intergovernmental issues. Technical support and laboratory analysis for all other divisions are provided by the Laboratory Services Division. The Water Production Division treats and distributes a safe water supply to meet customer needs. The maintenance and construction of the water distribution system is performed by the Water Field Operations Division.

Allocations	Actual 2000-01	Adopted 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
<b>Personal Services</b>	\$ 16,633,987	\$ 18,054,336	\$ 19,386,927	\$ 19,386,927
<b>Supplies</b>	8,318,058	6,850,420	7,173,601	7,173,601
<b>Contractual</b>	72,562,397	67,016,979	71,826,996	71,826,996
<b>Capital Outlay</b>	118,741	1,983,653	2,026,094	2,026,094
<b>Debt Service</b>	23,603,217	18,853,446	22,054,946	22,054,946
<b>Total Expenditures</b>	\$ 121,236,400	\$ 112,758,834	\$ 122,468,564	\$ 122,468,564
<b>Authorized Positions</b>	370.00	370.00	393.00	393.00

I-10  
**WATER AND SEWER - 774.0 A. P.**



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> WATER AND WASTEWATER		<b>FUND/CENTER</b> PE45/0601000:0709020	
<b>CHANGES FROM 2001-2 ADOPTED TO 2002-03 ADOPTED</b>			
<b>2001-02 ADOPTED:</b>	\$210,519,322	<b>A.P.</b>	753.00
<b>2002-03 ADOPTED:</b>	\$221,543,775	<b>A.P.</b>	774.00
<p>A) The adopted budget increases by \$761,850 for 21 new authorized positions for enhanced security at water and wastewater treatment plants. In the wake of events on September 11, 2001, the department significantly enhanced security at its facilities, utilizing contract security services to achieve that enhanced level of security immediately. Later analysis demonstrated that in-house personnel would be more effective for this purpose. The budget for contractual security services decreases (\$500,000) to account for this change and partially offset the cost of the additional positions.</p> <p>B) The adopted budget increases by \$4,023,484 for increases in debt service requirements as a result of system expansion due to growth in the city.</p> <p>C) The adopted budget increases by \$3,000,000 for cash-funded capital projects. This account is used to balance the coverage ratio of operating budget to debt service required by bond rating agencies, and thus increases or decreases with debt service changes.</p> <p>D) The adopted budget increases by \$1,500,600 for gas utility cost increases for landfill methane to run new gas turbines at the Village Creek plant. This increase was offset by decreases in the electricity budget in FY2001-02.</p> <p>E) The adopted budget decreases by (\$764,500) for a reduction of maintenance equipment purchases.</p> <p>F) The adopted budget decreases by (\$703,818) for workers' compensation costs based on actual costs.</p> <p>G) The adopted budget increases by \$566,652 for salary increases associated with the FY2002-03 compensation plan.</p> <p>H) The adopted budget increases by \$362,388 for group health insurance cost increases.</p> <p>I) The adopted budget increases by \$351,438 for increased costs for street rental fees, which are based on Water and Sewer Fund revenue.</p>			

**FORT WORTH**



## DEPARTMENTAL OBJECTIVES AND MEASURES

<b>DEPARTMENT:</b>			
<b>WATER</b>			
<b>DEPARTMENT PURPOSE</b>			
<p>To provide water service in an effective manner and meet all federal and state standards for the residents of Fort Worth and wholesale entities served on a contractual basis.</p>			
<b>FY2002-03 DEPARTMENTAL OBJECTIVES</b>			
<p>To ensure distribution of safe drinking water by meeting or exceeding local, state and federal requirements.</p>			
<p>To maintain the number of days for response to customer water quality complaints.</p>			
<p>To complete leak repairs in water service lines within five days.</p>			
<p>To complete the total cycle time for work associated with water maintenance activities –repair and replacement of mains, valves and fire hydrants within 10 days 90 percent of the time.</p>			
<p>To test and inspect all new assemblies within 24 hours of a "Request for Inspection" from customers.</p>			
<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Maintain .15 NTU or less in measured samples from finished water	95%	95%	95%
Maintaining treatment costs at or below previous years without sacrificing quality	\$35.08/MG	\$35.08/MG	\$35.08/MG
Response time for quality complaints	2 days	2 days	2 days
Repair service leaks within 5 days	90%	90%	100%
Repair valves, mains, fire hydrants in 10 days or less 90% of the time	90%	90%	90%
Inspection/testing of new backflow devices 24hr of request	99%	99%	100%

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT WATER DEPARTMENT		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND PE45 WATER AND SEWER FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>WATER ADMINISTRATION</u>								
0601000	WATER ADMINISTRATION	\$ 842,726	\$ 706,541	\$ 859,582	\$ 859,582	6.50	7.50	5.00	5.00
0601001	INFORMATION TECHNICAL SERVICES	800,520	1,068,820	1,172,956	1,172,956	3.00	4.00	5.00	5.00
0601002	GOVERNMENTAL AFFAIRS	-9,721	0	0	0	0.00	0.00	0.00	0.00
0601003	PUBLIC INFORMATION	-8,836	0	0	0	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 1,624,689</u>	<u>\$ 1,775,361</u>	<u>\$ 2,032,538</u>	<u>\$ 2,032,538</u>	<u>9.50</u>	<u>11.50</u>	<u>10.00</u>	<u>10.00</u>
	<u>EDUCATION</u>								
0601500	PUBLIC INFORMATION	\$ 198,712	\$ 313,680	\$ 301,626	\$ 301,626	1.00	1.50	1.50	1.50
	Sub-Total	<u>\$ 198,712</u>	<u>\$ 313,680</u>	<u>\$ 301,626</u>	<u>\$ 301,626</u>	<u>1.00</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>
	<u>RAW WATER PURCHASE</u>								
0602000	RAW WATER PURCHASE	\$ 31,458,686	\$ 34,095,300	\$ 35,234,931	\$ 35,234,931	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 31,458,686</u>	<u>\$ 34,095,300</u>	<u>\$ 35,234,931</u>	<u>\$ 35,234,931</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>ENGINEERING</u>								
0602501	ENGINEERING ADMINISTRATION	\$ 227,509	\$ 390,492	\$ 358,076	\$ 358,076	1.50	1.50	1.50	1.50

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT WATER DEPARTMENT		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND PE45	WATER AND SEWER FUND	Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0602502	PLANNING/DEVELOPMENT	405,775	369,112	390,718	390,718	7.50	6.50	6.50	6.50
0602503	FACILITIES	67,832	124,871	102,681	102,681	2.00	3.00	3.00	3.00
0602504	GOVERNMENTAL AFFAIRS	62,027	0	0	0	1.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 763,143</u>	<u>\$ 884,475</u>	<u>\$ 851,475</u>	<u>\$ 851,475</u>	<u>12.00</u>	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>
	<u>ENGINEERING - WATER</u>								
0603001	LABORATORY SERVICES	\$ 923,281	\$ 1,090,690	\$ 1,202,264	\$ 1,202,264	13.50	13.50	13.50	13.50
	Sub-Total	<u>\$ 923,281</u>	<u>\$ 1,090,690</u>	<u>\$ 1,202,264</u>	<u>\$ 1,202,264</u>	<u>13.50</u>	<u>13.50</u>	<u>13.50</u>	<u>13.50</u>
	<u>CUSTOMER SERVICE-WATER</u>								
0604001	ADMINISTRATION	\$ 736,158	\$ 791,112	\$ 275,258	\$ 275,258	4.00	4.00	3.00	3.00
0604002	CUSTOMER SERVICES	697,405	655,666	723,168	723,168	14.50	14.00	15.50	15.50
0604003	BOOKKEEPING & BILLING	1,360,151	1,259,238	1,479,399	1,479,399	2.50	2.50	4.00	4.00
0604004	SATELLITE OFFICE	56,915	133,997	123,845	123,845	1.00	2.50	2.50	2.50
0604005	BUSINESS DEVELOPMENT	35,603	64,534	2,920	2,920	1.00	1.00	0.00	0.00
0604006	SPECIAL METER ACTIVITIES	293,478	323,280	17,520	17,520	6.00	6.00	0.00	0.00



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT WATER DEPARTMENT		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND PE45 WATER AND SEWER FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0604007	COLLECTIONS AND CREDIT	93,575	108,961	95,723	95,723	2.50	2.50	2.50	2.50
0604008	WHOLESALE CUSTOMERS	70,583	78,002	59,606	59,606	1.50	1.50	1.00	1.00
0604009	METER SHOP	1,898,720	2,231,188	4,096,166	4,096,166	31.00	31.00	47.00	47.00
0604010	SAFETY AND SECURITY	0	77,739	525,187	525,187	0.00	1.50	12.50	12.50
	Sub-Total	<u>\$ 5,242,588</u>	<u>\$ 5,723,717</u>	<u>\$ 7,398,792</u>	<u>\$ 7,398,792</u>	<u>64.00</u>	<u>66.50</u>	<u>88.00</u>	<u>88.00</u>
	<u>PRODUCTION</u>								
0605001	ADMINISTRATION	\$ 592,046	\$ 685,329	\$ 670,414	\$ 670,414	8.00	9.00	9.00	9.00
0605002	HOLLY COMPLEX	5,521,115	5,789,050	5,878,164	5,878,164	37.00	36.00	34.00	34.00
0605003	ROLLING HILLS PLANT	6,321,698	6,390,921	6,388,632	6,388,632	20.00	20.00	19.00	19.00
0605004	DISTRIBUTION SYSTEMS	1,542,345	1,763,652	1,609,940	1,609,940	5.00	5.00	6.00	6.00
0605005	CENTRAL MAINTENANCE	754,405	940,659	813,055	813,055	16.00	15.00	13.00	13.00
0605006	LAKE WORTH MANAGEMENT ADMINIST	187,053	224,741	231,704	231,704	3.00	3.00	3.00	3.00
0605007	SCADA CONTROL SYSTEMS	259,474	316,854	305,224	305,224	3.00	3.00	3.00	3.00
0605011	EAGLE MOUNTAIN LAKE PLANT	2,619,653	3,019,703	2,625,270	2,625,270	12.00	11.00	13.00	13.00
0605012	CUSTOMER CITIES METERS	214,097	330,903	372,402	372,402	3.00	3.00	4.00	4.00

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT WATER DEPARTMENT		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND PE45	WATER AND SEWER FUND	Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	Sub-Total	\$ 18,011,886	\$ 19,461,812	\$ 18,894,805	\$ 18,894,805	107.00	105.00	104.00	104.00
	<u>PRETREATMENT</u>								
0605500	PRETREATMENT	\$ 156,631	\$ 253,513	\$ 289,951	\$ 289,951	3.00	3.00	3.00	3.00
	Sub-Total	\$ 156,631	\$ 253,513	\$ 289,951	\$ 289,951	3.00	3.00	3.00	3.00
	<u>FIELD OPERATIONS &amp; MAINTENANCE - WATER</u>								
0607001	ADMINISTRATION-FIELD OP.	\$ 992,708	\$ 986,270	\$ 994,005	\$ 994,005	15.00	14.00	11.00	11.00
0607002	TECHNICAL SERVICES	266,886	299,553	255,113	255,113	6.00	5.50	4.50	4.50
0607003	WAREHOUSE	179,478	191,965	599,627	599,627	4.50	4.50	13.50	13.50
0607004	WATER CONSTRUCTION	-7	0	0	0	0.00	0.00	0.00	0.00
0607005	SERVICES	1,430,605	1,628,000	1,622,497	1,622,497	25.00	25.00	25.00	25.00
0607006	WATER QUALITY	525,660	673,452	660,677	660,677	11.00	10.00	9.00	9.00
0607007	MAINT MAINS & SER- VICE	4,415,921	4,487,671	4,479,071	4,479,071	64.00	66.00	64.50	64.50
0607011	STREET REPAIR	2,439,569	2,469,804	2,413,256	2,413,256	33.50	32.50	33.50	33.50
0607014	METER SHOP	-49,168	0	0	0	0.00	0.00	0.00	0.00
	Sub-Total	\$ 10,201,652	\$ 10,736,715	\$ 11,024,246	\$ 11,024,246	159.00	157.50	161.00	161.00

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT WATER DEPARTMENT		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND PE45	WATER AND SEWER FUND	Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>BONDED DEBT SERVICE</u>								
0608001	BONDED DEBT SERVICE	\$ 23,603,217	\$ 18,853,446	\$ 22,054,946	\$ 22,054,946	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 23,603,217</u>	<u>\$ 18,853,446</u>	<u>\$ 22,054,946</u>	<u>\$ 22,054,946</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>NONDEPARTMENTAL - WATER</u>								
0609000	NONDEPARTMENTAL - WATER	\$ 18,491,284	\$ 6,761,705	\$ 7,407,397	\$ 7,407,397	0.00	0.00	0.00	0.00
0609010	RATE HEARINGS	62,355	123,962	91,135	91,135	1.00	0.50	1.00	1.00
0609020	WATER CAPITAL PROJECTS	10,498,276	12,684,458	15,684,458	15,684,458	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 29,051,915</u>	<u>\$ 19,570,125</u>	<u>\$ 23,182,990</u>	<u>\$ 23,182,990</u>	<u>1.00</u>	<u>0.50</u>	<u>1.00</u>	<u>1.00</u>
	<b>TOTAL</b>	121,236,400	112,758,834	122,468,564	122,468,564	370.00	370.00	393.00	393.00

**FORT WORTH**



**DEPARTMENTAL BUDGET SUMMARY****DEPARTMENT:**  
WASTEWATER**FUND/CENTER**  
PE45/0701000:0709020**SUMMARY OF DEPARTMENT RESPONSIBILITIES:**

The Wastewater Department collects, monitors, treats and processes domestic and industrial waterborne waste from Fort Worth and other contracting communities. The Wastewater Department provides adequate sewage pumping capacity to handle all sewage from all areas of the City. The department's Business and Customer Services Division performs billing functions for water, sewer, and refuse collection services, processes orders for new services, collects delinquent payments, and investigates complaints. In addition, the division is responsible for coordinating administrative functions for the department, conducting various in-service training programs for departmental employees, preparing budget requests, compiling reports and information on operations, and coordinating the department's internal and external communications. The Engineering Division coordinates with the Engineering Department on all wastewater-related projects and performs in-house engineering work in the Planning/Development and Facilities sections. The division also serves as the departmental liaison on all intergovernmental issues. In addition, technical support and laboratory analysis for all other divisions are provided by the Laboratory Services Division. Responsibilities of the Field Operations Division include replacement, maintenance and cleaning of the wastewater collection system.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 17,095,732	\$ 18,990,934	\$ 19,276,976	\$ 19,276,976
<b>Supplies</b>	4,904,897	4,068,589	3,885,272	3,885,272
<b>Contractual</b>	50,433,998	34,086,263	34,897,317	34,897,317
<b>Capital Outlay</b>	0	1,836,850	1,415,810	1,415,810
<b>Debt Service</b>	34,117,827	38,777,852	39,599,836	39,599,836
<b>Total Expenditures</b>	\$ 106,552,454	\$ 97,760,488	\$ 99,075,212	\$ 99,075,212
<b>Authorized Positions</b>	383.00	383.00	381.00	381.00

**FORT WORTH**



## DEPARTMENTAL OBJECTIVES AND MEASURES

<b>DEPARTMENT:</b>			
<b>WASTEWATER</b>			
<b>DEPARTMENT PURPOSE</b>			
To protect public health and the environment through effective wastewater treatment operations, sound environmental practices, and proactive strategic initiatives.			
<b>FY2002-03 DEPARTMENTAL OBJECTIVES</b>			
To respond to all customer sewer blockage or overflow problems within 30 minutes of receiving the service request.			
To respond to all emergency sewer main repairs within 24 hours of determining the necessary repair.			
To respond to all emergency sewer lateral repairs within 24 hours of determining the necessary repair.			
To clean 1.3 million linear feet of 6 inch to 15 inch sanitary sewer per year.			
To increase the number of linear feet of sanitary sewer inspected with television equipment.			
To dewater, process, transport and apply 112 tons of biosolids per day within budgeted funds.			
To permit, inspect and sample all identified significant industrial users during the fiscal year.			
<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Response time to emergency sewer blockages	40 min.	30 min.	30 min.
Percentage of emergency sewer lateral repairs addressed in 24 hours	100%	100%	100%
Linear feet of sanitary sewer cleaned	990,910	1,300,000	1,300,000
Linear feet of sewer inspected with television	666,518	600,000	750,000
Estimated tons of biosolids handled per day	120	120	112
Industrial users inspected	118	116	120

**FORT WORTH**





**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT WASTEWATER DEPARTMENT		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND PE45 WATER AND SEWER FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>SEWER ADMINISTRATION</u>								
0701000	SEWER ADMINISTRATION	\$ 715,347	\$ 730,826	\$ 623,274	\$ 623,274	6.50	7.50	5.00	5.00
0701001	INFORMATION TECHNICAL SERVICES	539,977	1,080,565	1,194,703	1,194,703	3.00	4.00	5.50	5.50
0701002	GOVERNMENTAL AFFAIRS	-24,213	0	0	0	0.00	0.00	0.00	0.00
0701003	PUBLIC INFORMATION	-8,836	0	0	0	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 1,222,275</u>	<u>\$ 1,811,391</u>	<u>\$ 1,817,977</u>	<u>\$ 1,817,977</u>	<u>9.50</u>	<u>11.50</u>	<u>10.50</u>	<u>10.50</u>
	<u>EDUCATION</u>								
0701500	PUBLIC INFORMATION	\$ 127,098	\$ 301,602	\$ 249,167	\$ 249,167	1.00	1.50	1.50	1.50
	Sub-Total	<u>\$ 127,098</u>	<u>\$ 301,602</u>	<u>\$ 249,167</u>	<u>\$ 249,167</u>	<u>1.00</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>
	<u>ENGINEERING</u>								
0702501	ENGINEERING ADMINISTRATION	\$ 245,931	\$ 332,663	\$ 252,089	\$ 252,089	1.50	1.50	1.50	1.50
0702502	PLANNING/DEVELOPMENT	393,491	398,296	380,738	380,738	7.50	7.00	6.50	6.50
0702503	FACILITIES	181,371	275,439	427,866	427,866	6.00	6.50	7.00	7.00
0702504	GOVERNMENTAL AFFAIRS	60,017	0	0	0	1.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 880,810</u>	<u>\$ 1,006,398</u>	<u>\$ 1,060,693</u>	<u>\$ 1,060,693</u>	<u>16.00</u>	<u>15.00</u>	<u>15.00</u>	<u>15.00</u>

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT WASTEWATER DEPARTMENT		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND PE45	WATER AND SEWER FUND	Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>ENGINEERING - SEWER</u>								
0703001	LABORATORY SERVICES	\$ 1,068,312	\$ 1,138,322	\$ 1,169,218	\$ 1,169,218	13.50	13.50	13.50	13.50
	Sub-Total	<u>\$ 1,068,312</u>	<u>\$ 1,138,322</u>	<u>\$ 1,169,218</u>	<u>\$ 1,169,218</u>	<u>13.50</u>	<u>13.50</u>	<u>13.50</u>	<u>13.50</u>
	<u>CUSTOMER SERVICE-SEWER</u>								
0704001	ADMINISTRATION	\$ 702,915	\$ 815,336	\$ 248,248	\$ 248,248	4.00	4.00	3.00	3.00
0704002	CUSTOMER SERVICES	531,025	660,937	708,299	708,299	14.50	14.00	15.50	15.50
0704003	BOOKKEEPING & BILLING	843,573	1,259,424	1,010,183	1,010,183	2.50	2.50	3.50	3.50
0704004	SATELLITE OFFICE	54,351	134,639	123,927	123,927	1.00	2.50	2.50	2.50
0704005	BUSINESS DEVELOPMENT	36,603	64,643	2,920	2,920	1.00	1.00	0.00	0.00
0704006	SPECIAL METER ACTIVITIES	239,114	329,505	17,520	17,520	6.00	6.00	0.00	0.00
0704007	COLLECTION AND CREDIT	81,016	110,060	95,833	95,833	2.50	2.50	2.50	2.50
0704008	WHOLESALE CUSTOMERS	68,594	78,084	59,626	59,626	1.50	1.50	1.00	1.00
0704010	SAFETY AND SECURITY	0	77,821	525,478	525,478	0.00	1.50	12.50	12.50
	Sub-Total	<u>\$ 2,557,191</u>	<u>\$ 3,530,449</u>	<u>\$ 2,792,034</u>	<u>\$ 2,792,034</u>	<u>33.00</u>	<u>35.50</u>	<u>40.50</u>	<u>40.50</u>

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT WASTEWATER DEPARTMENT		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND PE45 WATER AND SEWER FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>TREATMENT - SEWER</u>								
0705002	WATER & WASTE DISPOSAL	\$ 18,963,599	\$ 17,427,710	\$ 18,265,449	\$ 18,265,449	118.00	116.00	112.00	112.00
0705003	INDUSTRIAL WASTE SAMPLING	146,832	0	0	0	0.00	0.00	0.00	0.00
0705004	CUSTOMER CITY METER STATIONS	319,918	365,643	370,301	370,301	4.00	4.00	4.00	4.00
	Sub-Total	<u>\$ 19,430,349</u>	<u>\$ 17,793,353</u>	<u>\$ 18,635,750</u>	<u>\$ 18,635,750</u>	<u>122.00</u>	<u>120.00</u>	<u>116.00</u>	<u>116.00</u>
	<u>PRETREATMENT</u>								
0705500	PRETREATMENT	\$ 843,015	\$ 998,534	\$ 957,654	\$ 957,654	16.00	16.00	16.00	16.00
	Sub-Total	<u>\$ 843,015</u>	<u>\$ 998,534</u>	<u>\$ 957,654</u>	<u>\$ 957,654</u>	<u>16.00</u>	<u>16.00</u>	<u>16.00</u>	<u>16.00</u>
	<u>FIELD OPERATIONS AND MAINTENANCE</u>								
0707001	ADMINISTRATION FIELD OPERATION	\$ 830,983	\$ 957,691	\$ 1,018,421	\$ 1,018,421	15.00	14.00	11.00	11.00
0707002	TECHNICAL SERVICES	309,133	343,049	308,187	308,187	7.00	6.50	5.50	5.50
0707003	WAREHOUSE	176,542	186,666	903,666	903,666	4.50	4.50	13.50	13.50
0707006	SEWER REPAIR AND TAPS	3,173,077	3,822,968	3,205,821	3,205,821	55.00	54.00	49.00	49.00
0707007	SEWER CLEANING & MAINTENANCE	2,331,637	2,390,446	2,208,908	2,208,908	45.00	46.00	42.50	42.50
0707008	STREET REPAIR	1,067,593	845,190	829,834	829,834	14.50	12.50	11.50	11.50

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT WASTEWATER DEPARTMENT		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND PE45	WATER AND SEWER FUND	Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0707010	TV & INVESTIGATION	433,379	454,956	762,785	762,785	9.00	9.00	11.00	11.00
0707015	PREVENTIVE MAINTENANCE	1,196,289	1,679,048	1,487,076	1,487,076	21.00	22.00	23.00	23.00
	Sub-Total	<u>\$ 9,518,633</u>	<u>\$ 10,680,014</u>	<u>\$ 10,724,698</u>	<u>\$ 10,724,698</u>	<u>171.00</u>	<u>168.50</u>	<u>167.00</u>	<u>167.00</u>
	<u>BONDED DEBT</u>								
0708001	BONDED DEBT SERVICE	\$ 34,117,827	\$ 38,777,852	\$ 39,599,836	\$ 39,599,836	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 34,117,827</u>	<u>\$ 38,777,852</u>	<u>\$ 39,599,836</u>	<u>\$ 39,599,836</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>NONDEPARTMENTAL - SEWER</u>								
0709000	NONDEPARTMENTAL - SEWER	\$ 21,754,545	\$ 9,035,881	\$ 9,366,475	\$ 9,366,475	0.00	0.00	0.00	0.00
0709010	RATE HEARINGS	134,399	67,177	82,195	82,195	1.00	1.50	1.00	1.00
0709020	SEWER CAPITAL PROJECTS	14,898,000	12,619,515	12,619,515	12,619,515	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 36,786,944</u>	<u>\$ 21,722,573</u>	<u>\$ 22,068,185</u>	<u>\$ 22,068,185</u>	<u>1.00</u>	<u>1.50</u>	<u>1.00</u>	<u>1.00</u>
	<b>TOTAL</b>	106,552,454	\$ 97,760,488	\$ 99,075,212	\$ 99,075,212	383.00	383.00	381.00	381.00

**FUND STATEMENT****FUND:****SOLID WASTE FUND**

The Solid Waste Fund is an Enterprise Fund supported by revenues from solid waste collection and disposal services rendered. Solid Waste Management was previously a division of the City Services Department. However, in a Citywide effort to realign certain departments along more functionally similar lines in FY2000-01, the division became a part of the Environmental Management Department.

The Fund's seven sections, which each perform a distinct function, are collectively responsible for solid waste management within the city. For example, the Administration Section is responsible for daily fund operations, including the management of the other sections.

Residential Collection provides twice-a-week collection service to most residents. City crews provide collection services for approximately 20 percent of area households, while private contractors provide service to the remaining 80 percent. For the collection/disposal services provided by private companies, the division has contract compliance personnel to ensure that each contractor meets contract requirements. Residential customers pay for collection services through a monthly fee added to their water bill. The monthly residential fee increased from \$12.50 to \$13.75 in mid-year FY2001-02. The fee increase was instituted in part to implement temporary convenience centers and to address immediate illegal dumping concerns in targeted areas of the city.

Once a month, the Brush and Bulky Waste Section collects items that are too large for normal weekly solid waste collection, including furniture and other household items, large tree limbs, and piles of brush. At the City-operated Southeast Landfill, Fort Worth residents are allowed to dump free of charge, up to four times a month, any non-hazardous residential waste transported to the landfill in an automobile, pickup, or other single-axle vehicle. Non-residents and commercial customers are charged \$20 per ton for the total weight of their loads for the same dumping privilege.

The Illegal Dump Section will add three employees in FY2002-03 for increased removal of unsightly debris from public rights-of-way and vacant lots. The section also sponsors the annual "Don't Waste Fort Worth" program, which targets for cleanup at least two City Council Districts per month during the spring and summer months. Both Illegal Dump and Dead Animal Pickup operations are supported by various fund revenue sources. Solid Waste Management's Community Education Section promotes public education and direct citizen involvement in volunteer activities that encourage individual responsibility for a cleaner city.

The Solid Waste Management Division has solicited bids from private sector solid waste contractors to begin new contracting agreements in April 2003.

**FORT WORTH**



**SOLID WASTE FUND BUDGET SUMMARY  
FISCAL YEAR  
2002-03**

**REVENUES:**

Interest on Investments	\$400,000
Landfill	154,830
Residential Collection	24,894,273
Commercial Collection	683,520
Refuse Coupons	116,700
Refuse Hauling Permits	20,000
Grants of Privilege	1,410,610
Dead Animal Pickup	100
Garbage Sales Tax	255,778
Recycling Waste	60
Bad Debts Recovered	40,000
Miscellaneous Revenues	<u>10,000</u>
<b>TOTAL REVENUE</b>	<b>\$27,985,871</b>

**EXPENDITURES:**

Personal Services	\$3,637,586
Supplies	777,875
Contractual Services	<u>23,444,741</u>
<b>TOTAL RECURRING EXPENSES</b>	<b>\$27,860,202</b>

**DEBT SERVICE AND CAPITAL OUTLAY**

Capital Outlay	\$0
Debt Service	<u>125,669</u>
<b>TOTAL DEBT SERVICE AND CAPITAL OUTLAY</b>	<b>\$125,669</b>
<b>TOTAL EXPENDITURES</b>	<b>\$27,985,871</b>

**PROJECTED  
UNRESERVED RETAINED EARNINGS  
SOLID WASTE FUND**

Unreserved retained earnings as of 9/30/02 *	<b>(\$2,765,233)</b>
Plus: Projected Revenues	\$27,985,871
Less: Projected Expenditures	<b>(\$27,985,871)</b>
Unreserved retained earnings as of 9/30/03	<b>(\$2,765,233)</b>
Plus: Unrealized gain **	\$25,634
Revised unreserved retained earnings as of 9/30/03	<b>(\$2,739,599)</b>

\* Preliminary fund balance due to pending audit of actual fund balances

\*\* The increase in the market value of the City's portfolio that has not been turned into cash



**COMPARISON OF SOLID WASTE FUND  
EXPENDITURES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Administration	\$1,660,606	\$1,312,353	\$1,247,847	\$1,397,847	\$1,333,689
Collection	18,617,381	20,032,499	20,727,245	21,517,245	23,470,509
Brush and Bulky Waste	528,891	652,884	584,633	1,164,633	626,710
Landfill Operations	380,878	405,110	377,199	447,199	375,049
Non-Departmental	0	905,320	131,551	166,551	125,669
Illegal Dump Cleanup	867,199	899,590	955,299	1,110,299	1,000,307
Dead Animal Pickup	139,445	124,688	131,323	166,323	141,303
Community Education	<u>145,245</u>	<u>121,654</u>	<u>170,220</u>	<u>239,176</u>	<u>912,635</u>
<b>TOTAL</b>	<b>\$22,339,645</b>	<b>\$24,454,098</b>	<b>\$24,325,317</b>	<b>\$26,209,273</b>	<b>\$27,985,871</b>

**FORT WORTH**



**COMPARISON OF SOLID WASTE FUND  
REVENUES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
<b>REVENUES</b>					
Interest on Investments	\$363,131	\$535,958	\$450,000	\$499,621	\$400,000
Landfill	114,735	131,670	115,000	186,318	154,830
Residential Collection	19,734,847	21,151,641	21,473,184	22,785,563	24,894,273
Commercial Collection	675,199	675,954	655,371	660,594	683,520
Refuse Coupons	129,790	130,350	105,372	151,299	116,700
Refuse Hauling Permits	25,495	21,500	20,000	17,832	20,000
Grants of Privilege	1,568,160	1,427,431	1,405,600	1,628,475	1,410,610
Dead Animal Pickup	10	10	0	130	100
Garbage Sales Tax	198,843	207,260	221,286	225,288	255,778
Recycling Waste	7,514	36	60	113	60
Bad Debts Recovered	87,086	42,990	40,000	50,199	40,000
Miscellaneous Revenues	14,824	165,392	10,000	9,803	10,000
Sale of Equipment	<u>0</u>	<u>51,793</u>	<u>3,000</u>	<u>3,175</u>	<u>0</u>
<b>Sub-Total: Revenues</b>	<b>\$22,919,634</b>	<b>\$24,541,985</b>	<b>\$24,498,873</b>	<b>\$26,218,410</b>	<b>\$27,985,871</b>
<b>OTHER FINANCING SOURCES</b>					
Office Services Transfer	\$2,799	\$2,799	\$2,800	\$0	\$0
Workers' Comp Transfer	15,717	0	0	0	0
Health Insurance Transfer	<u>36,447</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Sub-Total: Other Financing Sources</b>	<b>\$54,963</b>	<b>\$2,799</b>	<b>\$2,800</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	<b>\$22,974,597</b>	<b>\$24,544,784</b>	<b>\$24,501,673</b>	<b>\$26,218,410</b>	<b>\$27,985,871</b>

**FORT WORTH**



**FUND BUDGET SUMMARY**

**DEPARTMENT:**

**FUND/CENTER**

ENVIRONMENTAL MGT, SOLID WASTE FUND

PE64/0525001:0525009

SUMMARY OF FUND RESPONSIBILITIES:

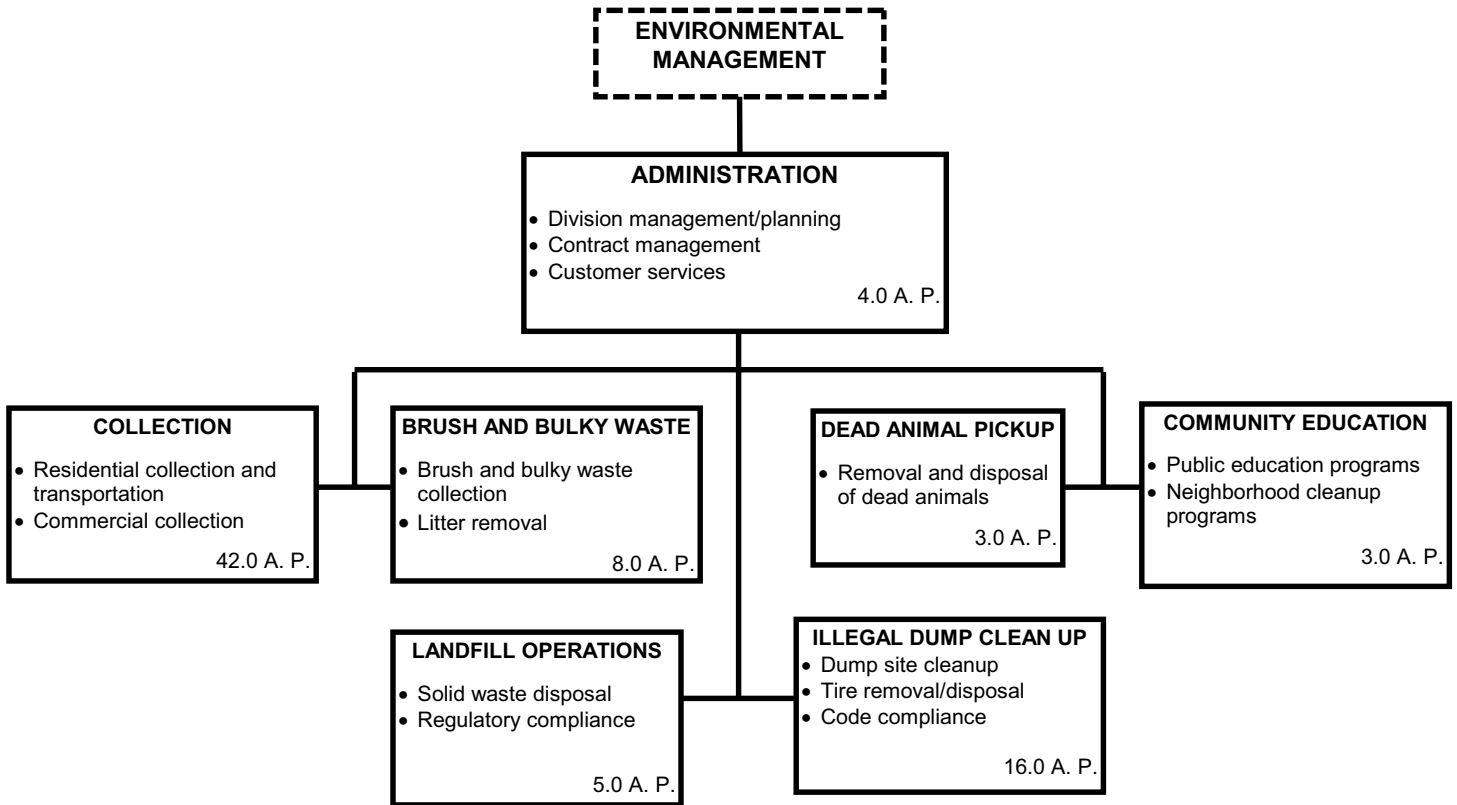
At the end of FY2000-01, the Solid Waste Management Division was moved from the City Services Department to the Environmental Management Department. Solid Waste Management was transferred to enhance efficiency and effectiveness by grouping divisions with similar functions and objectives. The division provides for solid waste collection and disposal, as well as other solid waste management-related services, for Fort Worth residents. It fulfills those duties utilizing both City and contracted forces.

The Solid Waste Management Division has seven functional sections, including Administration, Collection, Brush and Bulky Waste, Landfill Operations, Illegal Dump Cleanup, Dead Animal Pickup and Solid Waste Management Community Education. In addition, the division also includes a separate cost center for repayment of multi-year equipment purchase agreements. Solid Waste Management's Administration Section is responsible for oversight of all other functional areas within the division, as well as overall solid waste management for Fort Worth residents.

Solid Waste Management's Community Education Section develops programs and educates citizens on solid waste issues. It also encourages citizen involvement in volunteer activities that promote individual responsibility for a cleaner Fort Worth. The division also works with and provides assistance to the Code Enforcement Department in its enforcement of the City Code as it relates to illegal dumping and other refuse-related issues.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 3,202,332	\$ 3,457,771	\$ 3,637,586	\$ 3,637,586
<b>Supplies</b>	650,217	595,335	777,875	777,875
<b>Contractual</b>	20,461,884	20,089,960	23,444,741	23,444,741
<b>Capital Outlay</b>	0	50,700	0	0
<b>Debt Service</b>	139,665	131,551	125,669	125,669
<b>Total Expenditures</b>	\$ 24,454,098	\$ 24,325,317	\$ 27,985,871	\$ 27,985,871
<b>Authorized Positions</b>	78.00	78.00	81.00	81.00

# SOLID WASTE FUND - 81.0 A. P.



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> ENVIRONMENTAL MGT, SOLID WASTE FUND	<b>FUND/CENTER</b> PE64/0525001:0525009
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$24,325,317	<b>A.P.</b>	78.00
<b>2002-03 ADOPTED:</b>	\$27,985,871	<b>A.P.</b>	81.00

- A) The adopted budget increases by \$2,621,572 for contractual costs, primarily for payments to solid waste collection contractors. The increase is needed to accommodate a growing residential customer base.
- B) The adopted budget increases by \$286,265 for contracted printing and binding services. A public education campaign has been approved as part of a comprehensive redesign of the City's solid waste services during FY2002-03.
- C) The adopted budget increases by \$180,000 for advertising services as part of the public education campaign mentioned in the previous item.
- D) The adopted budget increases by \$162,474 for postage expense. Postage expense is increasing due to implementation of the public education campaign and the increasing number of billing statements required for a growing customer base.
- E) The adopted budget increases by \$136,582 for workers' compensation expenses, which are a function of increasing medical costs, wages, and total claims.
- F) The adopted budget increases by \$103,500 for consultants and professional services. The services are required for selecting new collection contractors in mid-year FY2002-03.
- G) The adopted budget decreases by (\$69,674) for budgeted salary savings. Budgeted salary savings are included to account for typical personnel vacancy rates and FY2002-03 hiring restrictions for various job classifications.
- H) The adopted budget decreases by (\$50,700) for motor vehicle purchases. Several one-time purchases were budgeted for FY2001-02, and have not been requested for the FY2002-03 budget.
- I) The adopted budget increases by \$48,600 for equipment administrative service fees. The Equipment Services Department assesses a \$675 per vehicle fee to cover depreciation expense and indirect costs.
- J) The adopted budget increases by \$47,836 for administrative service charges. Each year, the Finance Department distributes indirect costs from support departments across each operating fund in the form of administrative service charges.
- K) The adopted budget increases by \$46,361 for terminal leave payments, which are based on accumulated leave for employees who are eligible to retire in FY2002-03.
- L) The adopted budget increases by \$39,818 for information technology charges assessed by the IT Solutions Department.

**FORT WORTH**





**DEPARTMENTAL OBJECTIVES AND MEASURES**

**DEPARTMENT:**  
**ENVIRONMENTAL MANAGEMENT, SOLID WASTE FUND**

**DEPARTMENT PURPOSE**

To provide efficient, effective and compliant solid waste management services.

**FY2002-03 DEPARTMENTAL OBJECTIVES**

To continue providing twice weekly curbside garbage collection, once per month brush/bulky waste pickup and once per week recycling to the residents of Fort Worth.

To increase the percentage of the waste stream recycled through the once-a-week curbside recycling program.

To continue removing debris from illegal dump sites during FY2002-03.

To utilize community service crews on Saturdays to clean up litter along public rights-of-way.

To maintain the percentage of dead animals picked up from city rights-of-way in a timely manner.

To increase public education efforts regarding the City's waste minimization programs.

<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
# of customers served by contractor	122,733	124,778	124,778
# of customers served by City crews	24,417	24,722	24,722
% of waste stream recycled	6%	6%	7%
Cubic yards of illegal dumping cleaned up	66,514	67,000	67,000
# of tires removed from rights-of-way	26,030	25,000	25,000
# of hours of community service labor used in litter removal	3,680	3,700	3,700
# of dead animals removed	7,985	8,000	8,000
# of presentations/participants promoting waste minimization efforts	107 / 17,560	128 / 20,882	130 / 21,320

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>ENVIRONMENTAL MANAGEMENT</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>PE64      SOLID WASTE FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>ENVIRONMENTAL MAN- AGEMENT DIVISION</u>								
0521006	UNTITLED	\$ 5,832	\$ 0	\$ 0	\$ 0	0.00	0.00	0.00	0.00
	Sub-Total	\$ 5,832	\$ 0	\$ 0	\$ 0	0.00	0.00	0.00	0.00
	<u>SOLID WASTE MANAGE- MENT</u>								
0525001	ADMINISTRATION	\$ 1,312,353	\$ 1,247,847	\$ 1,333,689	\$ 1,333,689	4.00	4.00	4.00	4.00
0525002	COLLECTION	20,032,499	20,727,245	23,470,509	23,470,509	42.00	42.00	42.00	42.00
0525003	BRUSH & BULKY	652,884	584,633	626,710	626,710	8.00	8.00	8.00	8.00
0525004	LANDFILL	405,110	377,199	375,049	375,049	5.00	5.00	5.00	5.00
0525006	NON-DEPARTMENTAL	899,488	131,551	125,669	125,669	0.00	0.00	0.00	0.00
0525007	ILLEGAL DUMP CLEANUP	899,590	955,299	1,000,307	1,000,307	13.00	13.00	16.00	16.00
0525008	DEAD ANIMAL PICKUP	124,688	131,323	141,303	141,303	3.00	3.00	3.00	3.00
0525009	COMMUNITY EDUCA- TION	121,654	170,220	912,635	912,635	3.00	3.00	3.00	3.00
	Sub-Total	\$ 24,448,266	\$ 24,325,317	\$ 27,985,871	\$ 27,985,871	78.00	78.00	81.00	81.00
	<b>TOTAL</b>	\$ 24,454,098	\$ 24,325,317	\$ 27,985,871	\$ 27,985,871	78.00	78.00	81.00	81.00

**FORT WORTH**



**FUND STATEMENT****FUND:****MUNICIPAL GOLF FUND**

The Municipal Golf Fund was established to offer enjoyable, safe, and comprehensive golf programs. In FY1981-82, the City Council decided that the golf program should be operated as an Enterprise Fund. This action represented a significant policy commitment to the concept of a self-supporting golf program.

The purpose of the Golf Division of the City of Fort Worth Parks and Community Services Department is to provide a safe and comprehensive golf program through quality customer service, community involvement and responsible golf course management. The division is managed directly by the City and is divided into four sections: Golf Management, Pro Shop Operations, Snack Shop Operations, and Golf Course Maintenance. Snack shop operations have been contracted at three golf facilities.

The City of Fort Worth operates five regulation-length golf courses that promote golf as a lifetime sport: Pecan Valley, Z. Boaz, Meadowbrook, Rockwood, and Sycamore Creek. Pecan Valley is a 36-hole course in southwest Fort Worth. Z. Boaz is an 18-hole course in the western sector. Rockwood is a 27-hole course in the near northwest. At the eastern edge of the City is the 18-hole Meadowbrook course, and in the near southeast is Sycamore Creek, a 9-hole course with double tee boxes.

Following a two year, \$2.1 million renovation, the "River" Course at Pecan Valley was officially in operation for all of FY2001-02.

Similar renovations were planned for the Meadowbrook golf course following the Pecan Valley "River" course renovations; however, rain and contractor delays in the Pecan Valley renovation led to a delayed opening there and a consequent delay in the Meadowbrook renovation. It is now anticipated that the scheduled renovation at Meadowbrook will be delayed until such a time as sufficient revenues can be accumulated in the Municipal Golf Fund's retained earnings to underwrite debt service and the lost revenues that will occur while Meadowbrook is closed for renovation. Therefore, the FY2002-03 proposed budget assumes that Meadowbrook will remain open for the entire fiscal year.

**FORT WORTH**



**MUNICIPAL GOLF FUND BUDGET SUMMARY  
FISCAL YEAR  
2002-03**

**REVENUES:**

Greens Fees Revenue	\$4,126,681
Carts / Clubs Revenue	1,716,816
Merchandise Revenue	345,608
Snack Shop Revenue	138,742
Lease - PRP Food Service	60,000
Miscellaneous Revenue	<u>41,590</u>
<b>TOTAL REVENUE</b>	<b>\$6,429,437</b>

**OTHER FINANCING SOURCES**

Interest on Investments	<u>\$16,000</u>
<b>TOTAL REVENUE AND OTHER FINANCING SOURCES</b>	<b>\$6,445,437</b>

**EXPENDITURES:**

Personal Services	\$2,988,183
Supplies	671,739
Contractual Services	<u>1,915,354</u>
<b>TOTAL RECURRING EXPENSES</b>	<b>\$5,575,276</b>

**DEBT SERVICE AND CAPITAL OUTLAY**

Capital Outlay	\$190,500
Debt Service	<u>510,453</u>
<b>TOTAL DEBT SERVICE AND CAPITAL OUTLAY</b>	<b>\$700,953</b>
<b>TOTAL EXPENDITURES</b>	<b>\$6,276,229</b>

**PROJECTED  
UNRESERVED RETAINED EARNINGS  
MUNICIPAL GOLF FUND**

Unreserved retained earnings as of 9/30/02 *	<b>(\$2,554,522)</b>
Plus: Projected Revenues	\$6,445,437
Less: Projected Expenditures	<b>(\$6,276,229)</b>
Unreserved retained earnings as of 9/30/03	<b>(\$2,385,314)</b>
Plus: Unrealized gain **	\$0
Revised unreserved retained earnings as of 9/30/03	<b>(\$2,385,314)</b>

\* Preliminary fund balance due to pending audit of actual fund balances

\*\* The increase in the market value of the City's portfolio that has not been turned into cash



**COMPARISON OF MUNICIPAL GOLF FUND  
EXPENDITURES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Golf Course Management	\$1,081,579	\$843,993	\$774,858	\$863,407	\$1,056,195
Non-Departmental	1,047,125	998,078	683,538	584,181	526,236
Pecan Valley Greens Maint.	883,438	809,806	838,146	906,926	915,475
Pecan Valley Pro Shop	446,726	420,567	428,851	484,309	453,829
Z. Boaz Greens Maint.	534,437	379,603	484,363	495,538	527,578
Z. Boaz Pro Shop	306,349	340,977	317,962	318,312	339,859
Z. Boaz Snack Shop	40,196	32,933	34,583	44,739	35,287
Meadowbrook Greens Maint.	522,443	447,134	515,323	500,730	571,907
Meadowbrook Pro Shop	384,091	388,767	358,821	388,679	384,803
Rockwood Greens Maint.	528,545	431,152	497,696	526,349	588,318
Rockwood Pro Shop	364,683	342,458	355,212	360,765	382,266
Sycamore Creek Greens Maintenance	317,559	231,077	279,461	264,201	283,713
Sycamore Creek Pro Shop	<u>201,398</u>	<u>173,866</u>	<u>213,778</u>	<u>183,071</u>	<u>210,763</u>
<b>TOTAL</b>	\$6,658,569	\$5,840,411	\$5,782,592	\$5,921,207	\$6,276,229

**FORT WORTH**



**COMPARISON OF MUNICIPAL GOLF FUND  
REVENUES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
<b>PECAN VALLEY GOLF COURSE</b>					
Greens Fees Revenue	\$684,534	\$706,739	\$1,473,992	\$1,110,738	\$1,568,100
Carts / Clubs Revenue	387,777	366,639	516,001	501,734	591,550
Merchandise Revenue	86,389	92,786	105,600	117,285	118,200
Lease - PRP Food Service	0	0	0	20,000	20,000
Miscellaneous Revenue	<u>1,961</u>	<u>17,673</u>	<u>4,500</u>	<u>20,311</u>	<u>21,590</u>
Sub-Total	\$1,160,661	\$1,183,837	\$2,100,093	\$1,770,068	\$2,319,440
<b>Z. BOAZ GOLF COURSE</b>					
Greens Fees Revenue	\$447,292	\$461,723	\$564,438	\$461,605	\$614,103
Carts / Clubs Revenue	281,061	273,188	301,783	284,936	276,095
Merchandise Revenue	43,789	49,981	55,350	44,592	49,187
Snack Shop Revenue	82,823	82,636	99,538	93,572	103,702
Miscellaneous Revenue	<u>5,759</u>	<u>6,648</u>	<u>4,521</u>	<u>1,922</u>	<u>3,225</u>
Sub-Total	\$860,724	\$874,176	\$1,025,630	\$886,627	\$1,046,312
<b>MEADOWBROOK GOLF COURSE</b>					
Greens Fees Revenue	\$789,999	\$693,666	\$893,920	\$627,583	\$930,800
Carts / Clubs Revenue	367,406	307,712	366,258	283,756	385,229
Merchandise Revenue	103,301	104,030	104,310	97,488	104,256
Lease - PRP Food Service	0	0	0	20,000	20,000
Miscellaneous Revenue	<u>4,000</u>	<u>368</u>	<u>6,261</u>	<u>20,952</u>	<u>5,125</u>
Sub-Total	\$1,264,706	\$1,105,776	\$1,370,749	\$1,049,779	\$1,445,410
<b>ROCKWOOD GOLF COURSE</b>					
Greens Fees Revenue	\$623,148	\$591,342	\$714,974	\$485,964	\$744,759
Carts / Clubs Revenue	394,736	347,499	410,072	319,355	338,853
Merchandise Revenue	58,168	62,195	63,732	66,164	57,750
Lease - PRP Food Service	0	0	0	20,000	20,000
Miscellaneous Revenue	<u>7,401</u>	<u>6,633</u>	<u>2,519</u>	<u>795</u>	<u>2,000</u>
Sub-Total	\$1,083,453	\$1,007,669	\$1,191,297	\$892,278	\$1,163,362
<b>SYCAMORE CREEK GOLF COURSE</b>					
Greens Fees Revenue	\$194,005	\$70,975	\$221,590	\$184,309	\$268,919
Carts / Clubs Revenue	112,649	88,918	112,045	116,964	125,089
Merchandise Revenue	14,519	12,030	14,400	13,872	16,215
Snack Shop Revenue	11,835	9,153	10,120	22,604	35,040
Miscellaneous Revenue	<u>6,862</u>	<u>1,567</u>	<u>4,500</u>	<u>1,961</u>	<u>450</u>
Sub-Total	339,870	182,643	362,655	339,710	445,713
<b>OTHER INCOME</b>					
Miscellaneous Revenue	\$61,725	\$102,105	\$4,800	\$7,464	\$4,200
Transfer from Other Funds	1,575	20,295	0	0	5,000
Lease - PRP Food	65,288	44,714	60,000	0	0
Interest on Investments	<u>50,850</u>	<u>15,801</u>	<u>35,000</u>	<u>2,944</u>	<u>16,000</u>
Sub-Total	\$179,438	\$182,915	\$99,800	\$10,408	\$25,200
<b>TOTAL</b>	<b>\$4,888,852</b>	<b>\$4,537,016</b>	<b>\$6,150,224</b>	<b>\$4,948,870</b>	<b>\$6,445,437</b>

**FORT WORTH**



**FUND BUDGET SUMMARY****DEPARTMENT:**

PACS, MUNICIPAL GOLF FUND

**FUND/CENTER**

PE39/0804005:0804520

## SUMMARY OF FUND RESPONSIBILITIES:

The City of Fort Worth Municipal Golf Fund, through the Golf Division of the Parks and Community Services Department, provides for enjoyable, safe, and comprehensive golf programs through five municipally owned golf courses: Pecan Valley, Z. Boaz, Meadowbrook, Rockwood and Sycamore Creek.

Pecan Valley Golf Course is a 36-hole facility located in the southwest part of the city with a fully equipped pro shop, snack shop and driving range. The "River" course at Pecan Valley, which had been closed for extensive renovations in the two previous years, was operational for all of FY2001-02.

Z. Boaz Golf Course and Meadowbrook Golf Course are 18-hole facilities located in the west and east sides of the city, respectively. Each has a fully equipped pro shop. Meadowbrook is equipped with a full snack bar and grill service.

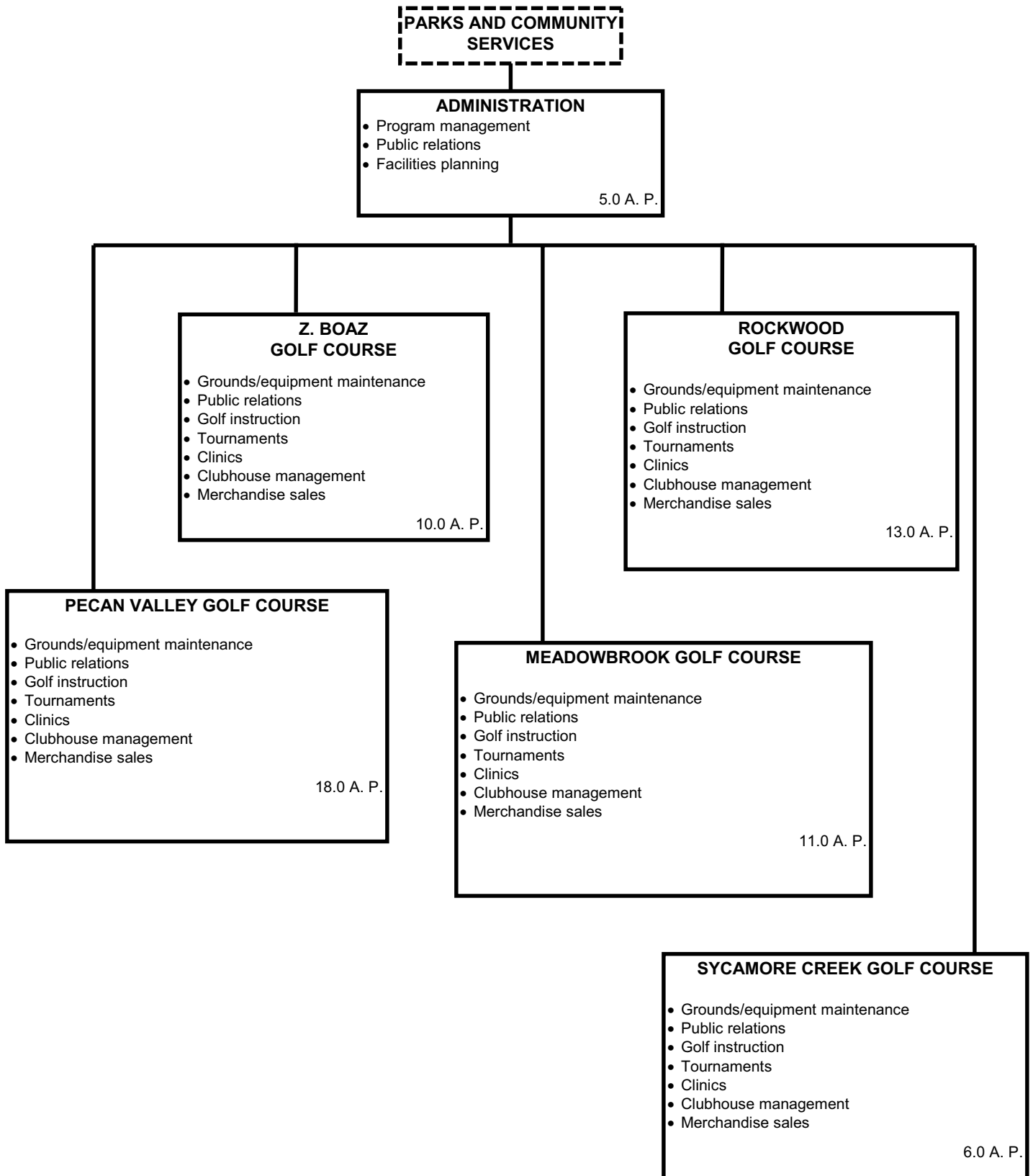
Rockwood Golf Course is a 27-hole facility with pro and snack shops, which is located in the near northwest part of the city.

The Sycamore Creek Golf Course is a nine-hole course with a pro shop that is located in the near southeast part of the city. Sycamore Creek was reconstructed during FY1992-93.

FY2002-03 Municipal Golf Fund expenditures are being financed in part from greens fees, cart rental and annual pass fee increases for all golf courses. The new fees and charges went into effect on October 1, 2002.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 2,688,931	\$ 2,847,264	\$ 2,988,183	\$ 2,988,183
<b>Supplies</b>	654,549	647,643	671,739	671,739
<b>Contractual</b>	1,934,695	1,488,278	1,915,354	1,915,354
<b>Capital Outlay</b>	0	132,000	190,500	190,500
<b>Debt Service</b>	562,236	667,407	510,453	510,453
<b>Total Expenditures</b>	\$ 5,840,411	\$ 5,782,592	\$ 6,276,229	\$ 6,276,229
<b>Authorized Positions</b>	63.00	63.00	63.00	63.00

# MUNICIPAL GOLF - 63.0 A. P.



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> MUNICIPAL GOLF FUND	<b>FUND/CENTER</b> PE39/0804005:0804520
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$5,782,592	<b>A.P.</b>	63.00
<b>2002-03 ADOPTED:</b>	\$6,276,229	<b>A.P.</b>	63.00

- A) The adopted budget increases by \$183,855 for the FY2002-03 assessment of the Administrative Services Charge for General Fund support services provided to the Municipal Golf Fund.
- B) The adopted budget decreases by (\$99,357) for the debt service reserve requirement because there is sufficient money in the Golf Debt Fund. If the Golf Debt Fund is sufficiently solvent, then no such charges need to be budgeted in the Municipal Golf Fund.
- C) The adopted budget increases by \$74,961 for scheduled temporary employees to allow for enhanced maintenance at all City golf courses.
- D) The adopted budget increases by \$66,825 to cover the Administrative Charge that resulted from the study of Equipment Services Department operations, which will be budgeted for the first time in FY2002-03.
- E) The adopted budget increases by \$58,500 for additional greens mower and other equipment replacements in FY2002-03.
- F) The adopted budget increases by \$57,992 for information technology services, including charges for the fund's portion of the City's Geographic Information System (GIS).
- G) The adopted budget increases by \$54,291 due to a reduction in budgeted salary savings based on current and projected vacancies for the fiscal year.
- H) The adopted budget decreases by (\$38,810) per the established schedule of principal due on General Obligation bonds.
- I) The adopted budget increases by \$35,324 per the contractual arrangement for golf cart leases.
- J) The adopted budget increases by \$29,760 based on group health insurance enrollment and cost increases for FY2002-03.
- K) The adopted budget increases by \$26,445 for water and sewer utilities per current and historical expenditures.
- L) The adopted budget increases by \$26,403 for operating supplies based on expenditure trends now that all City golf courses are fully operational.
- M) The adopted budget decreases by (\$18,778) per the established schedule of interest due on General Obligation bonds.
- N) The adopted budget increases by \$15,000 for advertising to enhance promotional activities for golf programs and courses.

**FORT WORTH**





**DEPARTMENTAL OBJECTIVES AND MEASURES**

**DEPARTMENT:**  
**PARKS AND COMMUNITY SERVICES, MUNICIPAL GOLF FUND**

**DEPARTMENT PURPOSE**

To provide a safe and comprehensive golf program through quality customer service, community involvement and responsible golf course management.

**FY2002-03 DEPARTMENTAL OBJECTIVES**

To increase the number of annual golf rounds by 12 percent.

To maximize net revenues (total revenues versus expenditures per round played) by increasing marketing exposure and special facility access programs.

To grow the game of golf within Fort Worth by increasing by approximately 6 percent the number of instructional programs and tournaments.

To enhance facility conditions / quarterly inspection scores through completion of special projects that increase golfer satisfaction / enjoyment.

To achieve a "good" or "excellent" customer satisfaction rating in 95 percent of the responses.

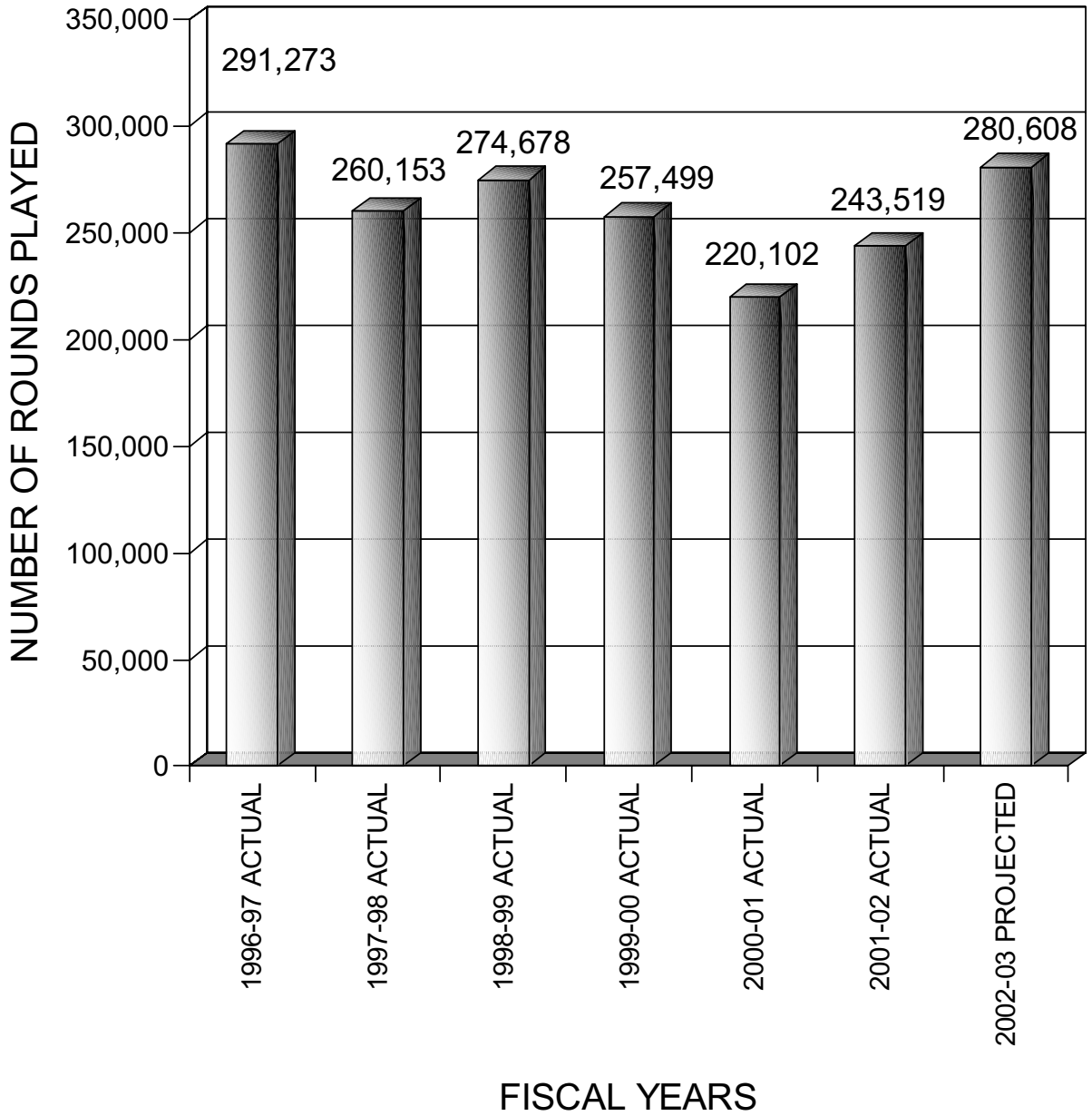
DEPARTMENTAL MEASURES	ACTUAL 2000-01	ESTIMATED 2001-02	PROJECTED 2002-03
Annual rounds of golf	220,102	243,519	280,608
Revenues/expenditures per round	\$21.02 / \$26.54	\$20.32 / \$24.32	\$22.97 / \$22.37
Number of tournament events / Junior programs	564 / 53	521 / 62	550 / 65
Average score of quarterly inspections	84	85.2	86.5
Customer satisfaction rating of "good" or "excellent"	67%	88%	95%

**FORT WORTH**



# PARKS AND COMMUNITY SERVICES GOLF DIVISION

## NUMBER OF ROUNDS PLAYED



**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>PARKS &amp; COMMUNITY SERVICES</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>PE39 MUNICIPAL GOLF FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>GOLF &amp; TENNIS</u>								
0804005	GOLF COURSE MANAGEMENT	\$ 843,993	\$ 774,858	\$ 1,056,195	\$ 1,056,195	5.00	5.00	5.00	5.00
0804090	NON-DEPARTMENTAL	998,078	683,538	526,236	526,236	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 1,842,071</u>	<u>\$ 1,458,396</u>	<u>\$ 1,582,431</u>	<u>\$ 1,582,431</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
	<u>PECAN VALLEY GOLF COURSE</u>								
0804110	GREENS MAINTENANCE	\$ 809,806	\$ 838,146	\$ 915,475	\$ 915,475	14.00	14.00	14.00	14.00
0804120	PRO SHOP	420,567	428,851	453,829	453,829	4.00	4.00	4.00	4.00
	Sub-Total	<u>\$ 1,230,373</u>	<u>\$ 1,266,997</u>	<u>\$ 1,369,304</u>	<u>\$ 1,369,304</u>	<u>18.00</u>	<u>18.00</u>	<u>18.00</u>	<u>18.00</u>
	<u>Z. BOAZ GOLF COURSE</u>								
0804210	GREENS MAINTENANCE	\$ 379,603	\$ 484,363	\$ 527,578	\$ 527,578	6.00	6.00	6.00	6.00
0804220	PRO SHOP	340,977	317,962	339,859	339,859	4.00	4.00	4.00	4.00
0804230	ZBOAZ SNACK BAR	32,933	34,583	35,287	35,287	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 753,513</u>	<u>\$ 836,908</u>	<u>\$ 902,724</u>	<u>\$ 902,724</u>	<u>10.00</u>	<u>10.00</u>	<u>10.00</u>	<u>10.00</u>
	<u>MEADOWBROOK GOLF COURSE</u>								
0804310	GREENS MAINTENANCE	\$ 447,134	\$ 515,323	\$ 571,907	\$ 571,907	7.00	7.00	7.00	7.00

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>PARKS &amp; COMMUNITY SERVICES</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>PE39 MUNICIPAL GOLF FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0804320	PRO SHOP	388,767	358,821	384,803	384,803	4.00	4.00	4.00	4.00
	Sub-Total	<u>\$ 835,901</u>	<u>\$ 874,144</u>	<u>\$ 956,710</u>	<u>\$ 956,710</u>	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>
	<u>ROCKWOOD GOLF COURSE</u>								
0804410	GREENS MAINTENANCE	\$ 431,152	\$ 497,696	\$ 588,318	\$ 588,318	9.00	9.00	9.00	9.00
0804420	PRO SHOP	342,458	355,212	382,266	382,266	4.00	4.00	4.00	4.00
	Sub-Total	<u>\$ 773,610</u>	<u>\$ 852,908</u>	<u>\$ 970,584</u>	<u>\$ 970,584</u>	<u>13.00</u>	<u>13.00</u>	<u>13.00</u>	<u>13.00</u>
	<u>SYCAMORE GOLF COURSE</u>								
0804510	GREENS MAINTENANCE	\$ 231,077	\$ 279,461	\$ 283,713	\$ 283,713	3.00	3.00	3.00	3.00
0804520	PRO SHOP	173,866	213,778	210,763	210,763	3.00	3.00	3.00	3.00
	Sub-Total	<u>\$ 404,943</u>	<u>\$ 493,239</u>	<u>\$ 494,476</u>	<u>\$ 494,476</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>
	<b>TOTAL</b>	\$ 5,840,411	\$ 5,782,592	\$ 6,276,229	\$ 6,276,229	63.00	63.00	63.00	63.00

**FUND STATEMENT****FUND:****MUNICIPAL AIRPORTS FUND**

The Municipal Airports Fund, as one of the City's Enterprise Funds, must support itself from the revenues it generates. The Aviation Department, which manages the Municipal Airports Fund, relies on that fund to finance the promotion, development, maintenance and protection of all City aviation facilities, services and other assets. With effective departmental stewardship of the fund, the Fort Worth airports system makes a significant contribution to the City.

The Aviation Department is responsible for maintaining, managing, operating, developing and promoting two of the three airports in the City's airport system: Fort Worth Meacham International Airport and Fort Worth Spinks Airport. The department also provides information and guidance to the Aviation Advisory Board, which in turn makes recommendations to the City Council regarding all City aviation assets. Although the City owns Fort Worth Alliance Airport, the airport is currently under private management. The contracted firm is responsible for Alliance's daily operations. All City of Fort Worth airports, which are designated as General Aviation/reliever airports for the Dallas/Fort Worth International Airport, collectively support more than 490,000 flight operations per year.

The Municipal Airports Fund is sustained by several revenue sources, including, but not limited to: aircraft landing fees, terminal building and hangar lease agreements, lease fees for both improved and unimproved land at the airports, a profit-sharing arrangement with Alliance Airport, and proceeds from possession fees from the former Greater Southwest International Airport. Fund expenditures include personnel costs for an Aviation departmental staff, operating supplies, capital equipment costs for vehicles and maintenance equipment, and debt service for bonds or Certificates of Obligation sold on the department's behalf.

**FORT WORTH**





**MUNICIPAL AIRPORTS FUND BUDGET SUMMARY**  
**FISCAL YEAR**  
**2002-03**

**REVENUES:**

Hangar Revenue	\$521,063
FAA Lease Revenue	482,032
Land (Unimproved)	480,683
Fuel Flowage Fees	479,718
Alliance Revenue Sharing	247,000
Terminal Building Revenue	207,865
Land (Improved)	180,486
Spinks Cost-Sharing with Burleson	68,475
Other Revenue	301,522
Transfer from General Fund	<u>0</u>
<b>TOTAL REVENUE</b>	<b>\$2,968,844</b>

**EXPENDITURES:**

Personal Services	\$1,314,813
Supplies	223,855
Contractual Services	<u>877,572</u>
<b>TOTAL RECURRING EXPENSES</b>	<b>\$2,416,240</b>

**DEBT SERVICE AND CAPITAL OUTLAY**

Capital Outlay	\$10,400
Debt Service	<u>518,344</u>
<b>TOTAL DEBT SERVICE AND CAPITAL OUTLAY</b>	<b>\$528,744</b>
<b>TOTAL EXPENDITURES</b>	<b>\$2,944,984</b>

**PROJECTED  
UNRESERVED RETAINED EARNINGS  
MUNICIPAL AIRPORTS FUND**

Unreserved retained earnings as of 9/30/02 *	<b>(\$2,456,590)</b>
Plus: Projected Revenues	\$2,968,844
Less: Projected Expenditures	<b>(\$2,944,984)</b>
Unreserved retained earnings as of 9/30/03	<b>(\$2,432,730)</b>
Plus: Unrealized gain **	\$543
Revised unreserved retained earnings as of 9/30/03	<b>(\$2,432,187)</b>

\* Preliminary fund balance due to pending audit of actual fund balances

\*\* The increase in the market value of the City's portfolio that has not been turned into cash

**COMPARISON OF MUNICIPAL AIRPORTS FUND  
EXPENDITURES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
General Administration	\$633,197	\$358,694	\$374,053	\$408,067	\$389,245
Airport Operations	928,954	1,038,841	1,075,586	935,485	941,771
Airport Security	212,993	222,118	224,566	227,378	221,015
Non-Departmental	518,321	620,282	518,905	518,905	510,397
Airport Maintenance	908,796	827,079	1,009,128	734,092	882,556
Aircraft Fueling Operations	<u>512,007</u>	<u>555,063</u>	<u>518,728</u>	<u>475,000</u>	<u>0</u>
<b>TOTAL</b>	<b>\$3,714,268</b>	<b>\$3,622,077</b>	<b>\$3,720,966</b>	<b>\$3,298,927</b>	<b>\$2,944,984</b>

**FORT WORTH**



**COMPARISON OF MUNICIPAL AIRPORTS FUND  
REVENUES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Interest on Investment	\$290	(\$785)	\$0	\$300	\$0
Gain on Sale of Land	107,374	0	0	0	0
Gain/Loss on Assets	0	10,926	0	0	0
FAA Lease Revenue	441,862	482,032	482,032	482,032	482,032
Control Tower - Burleson	0	0	0	68,475	68,475
Unleaded Sales	431,592	490,527	745,823	405,339	0
Tnsfr from General Fund	0	17,833	248,650	248,650	0
Tnsfr from Insurance Fund	3,150	4,040	0	0	0
Alliance Revenue Sharing	232,891	281,487	230,000	182,037	247,000
Fuel Flowage Fees	335,740	326,151	415,881	371,000	479,718
Landing Fees	16,335	16,899	15,900	24,335	25,000
Land (Improved)	86,791	139,221	133,024	134,793	180,486
Aircraft Parking	2,886	5,421	900	2,176	1,700
Miscellaneous Operations	16,817	58,042	47,797	7,400	7,797
Auto Rental	3,575	6,341	6,970	3,950	6,970
Auto Park Revenue	812	785	800	843	808
Terminal Building Revenue	133,819	126,827	154,749	190,165	207,865
Hangar Revenue	487,810	464,107	531,540	575,121	521,063
Other Building Revenue	34,351	2,198	37,200	18,000	19,200
Land (Unimproved)	367,426	389,398	498,719	410,658	480,683
Miscellaneous Income	3,090	670	64,608	10,900	69,475
Miscellaneous L/H Income	49,860	78,480	58,456	99,115	97,913
Charts	1,172	1,467	0	16	0
Oil	748	959	0	459	0
Restaurant Income	5,518	2,860	6,864	1,872	7,084
G.S.I.A. Possession Fee	<u>122,282</u>	<u>119,250</u>	<u>65,575</u>	<u>65,575</u>	<u>65,575</u>
<b>TOTAL</b>	<b>\$2,886,191</b>	<b>\$3,025,136</b>	<b>\$3,745,488</b>	<b>\$3,303,211</b>	<b>\$2,968,844</b>

**FORT WORTH**



**FUND BUDGET SUMMARY****DEPARTMENT:****FUND/CENTER**

AVIATION

PE40/0551000:0556002

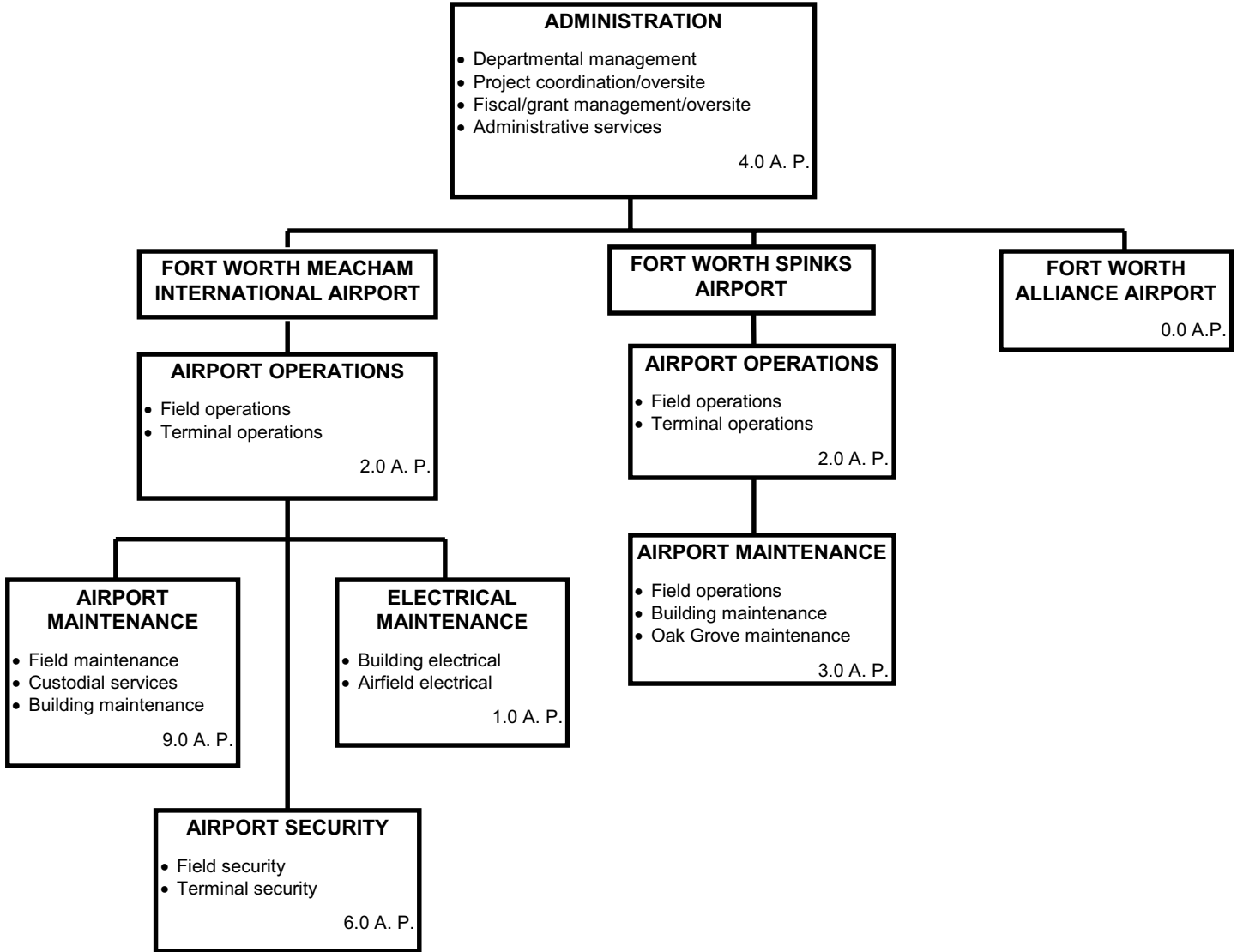
## SUMMARY OF FUND RESPONSIBILITIES:

The Aviation Department operates the City's multi-airport system, which includes Fort Worth Meacham International Airport and Fort Worth Spinks Airport. Fort Worth Alliance Airport, while a City facility, is under private management with a contracted firm that is responsible for its upkeep and daily operation. These airports are designed to relieve Dallas/Fort Worth International Airport of general aviation pressures. The Director of Airport Systems is responsible for planning, supervising, developing and promoting these facilities, and providing information and guidance to the Aviation Advisory Board, which makes recommendations to the City Council regarding management, operation, and maintenance of the City's aviation facilities.

Airport Administration is responsible for grant applications, project coordination, contract monitoring, clerical support, and overall departmental management. Airport Operations keeps airport grounds in working order, coordinates building maintenance, oversees field mowing, and helps maintain general airport security.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 1,304,326	\$ 1,497,715	\$ 1,314,813	\$ 1,314,813
<b>Supplies</b>	600,236	671,691	223,855	223,855
<b>Contractual</b>	1,132,140	850,785	877,572	877,572
<b>Capital Outlay</b>	0	115,400	10,400	10,400
<b>Debt Service</b>	585,375	585,375	518,344	518,344
<b>Total Expenditures</b>	\$ 3,622,077	\$ 3,720,966	\$ 2,944,984	\$ 2,944,984
<b>Authorized Positions</b>	30.00	30.00	27.00	27.00

# AVIATION – 27.0 A. P.





**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b>	<b>FUND/CENTER</b>		
AVIATION	PE40/0551000:0556002		
<b>CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED</b>			
<b>2001-02 ADOPTED:</b>	\$3,720,966	<b>A.P.</b>	30.00
<b>2002-03 ADOPTED:</b>	\$2,944,984	<b>A.P.</b>	27.00
<p>A) The adopted budget decreases by (\$491,560) due to the privatization of the Fixed Base Operator (FBO) functions at Fort Worth Spinks Airport. This reduction includes the elimination of three authorized positions, as well as costs associated with raw fuel purchases, operating supplies and equipment maintenance. Fuel Sales revenue in the department decreases by (\$745,823) as a result of privatizing the FBO, but increases by \$63,837 for Fuel Flowage Fees charged to the new contractor of the FBO.</p> <p>B) The adopted budget decreases by (\$67,031) for debt service costs.</p> <p>C) The adopted budget decreases by (\$66,400) for construction and maintenance costs.</p> <p>D) The adopted budget decreases by (\$57,528) for workers' compensation expenses due to the planned use of Workers' Compensation fund balance.</p> <p>E) The adopted budget increases by \$38,838 for commercial insurance.</p> <p>F) The adopted budget decreases by (\$29,000) for electric utility costs due to implementation of an energy-savings plan.</p> <p>G) The adopted budget decreases by (\$28,758) for repair and maintenance supplies.</p>			

**FORT WORTH**



## DEPARTMENTAL OBJECTIVES AND MEASURES

<b>DEPARTMENT:</b>			
<b>AVIATION</b>			
<b>DEPARTMENT PURPOSE</b>			
<p>To provide aviation users with a first-class airport system that promotes, develops, maintains, and protects its aviation assets by providing safe facilities and services that contribute significant benefits to the citizens of Fort Worth.</p>			
<b>FY2002-03 DEPARTMENTAL OBJECTIVES</b>			
<p>To maintain at least 75 percent occupancy in the Meacham terminal building.</p> <p>To increase aircraft operations at Spinks Airport by 10%.</p>			
<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Meacham Terminal Building Occupancy	59%	75%	75%
Aircraft Operations at Spinks	23,295	42,438	46,682

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT AVIATION		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND PE40	MUNICIPAL AIRPORTS FUND	Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>GENERAL ADMINISTRATION</u>								
0551000	GENERAL ADMINISTRATION	\$ 358,694	\$ 374,053	\$ 389,245	\$ 389,245	4.00	4.00	4.00	4.00
	Sub-Total	<u>\$ 358,694</u>	<u>\$ 374,053</u>	<u>\$ 389,245</u>	<u>\$ 389,245</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
	<u>AIRPORT OPERATIONS</u>								
0552001	MEACHAM AIRPORT	\$ 299,980	\$ 353,842	\$ 268,026	\$ 268,026	2.00	2.00	2.00	2.00
0552002	SPINKS AIRPORT	263,508	246,370	265,401	265,401	1.00	1.00	2.00	2.00
0552003	ALLIANCE AIRPORT	475,353	475,375	408,344	408,344	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 1,038,841</u>	<u>\$ 1,075,586</u>	<u>\$ 941,771</u>	<u>\$ 941,771</u>	<u>3.00</u>	<u>3.00</u>	<u>4.00</u>	<u>4.00</u>
	<u>AIRPORT SECURITY</u>								
0553010	AIRPORT SECURITY	\$ 222,118	\$ 224,566	\$ 221,015	\$ 221,015	6.00	6.00	6.00	6.00
	Sub-Total	<u>\$ 222,118</u>	<u>\$ 224,566</u>	<u>\$ 221,015</u>	<u>\$ 221,015</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>
	<u>NON-DEPARTMENTAL</u>								
0554000	NON-DEPARTMENTAL	\$ 620,282	\$ 518,905	\$ 510,397	\$ 510,397	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 620,282</u>	<u>\$ 518,905</u>	<u>\$ 510,397</u>	<u>\$ 510,397</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT AVIATION		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND PE40	MUNICIPAL AIRPORTS FUND	Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>AIRPORT MAINTENANCE</u>								
0555001	MEACHAM AIRPORT	\$ 560,688	\$ 708,869	\$ 626,271	\$ 626,271	9.00	9.00	9.00	9.00
0555002	SPINKS AIRPORT	140,380	164,586	146,480	146,480	3.00	3.00	3.00	3.00
0555003	ALLIANCE	0	30,090	26,000	26,000	0.00	0.00	0.00	0.00
0555010	ELECTRICAL MAINTENANCE	126,011	105,584	83,805	83,805	1.00	1.00	1.00	1.00
	Sub-Total	<u>\$ 827,079</u>	<u>\$ 1,009,128</u>	<u>\$ 882,556</u>	<u>\$ 882,556</u>	<u>13.00</u>	<u>13.00</u>	<u>13.00</u>	<u>13.00</u>
	<u>FBO OPERATIONS</u>								
0556002	FBO OPERATIONS	\$ 555,063	\$ 518,728	\$ 0	\$ 0	4.00	4.00	0.00	0.00
	Sub-Total	<u>\$ 555,063</u>	<u>\$ 518,728</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>4.00</u>	<u>4.00</u>	<u>0.00</u>	<u>0.00</u>
	<b>TOTAL</b>	\$ 3,622,077	\$ 3,720,966	\$ 2,944,984	\$ 2,944,984	30.00	30.00	27.00	27.00

**FUND STATEMENT**

**FUND:**

**MUNICIPAL PARKING FUND**

The Municipal Parking Fund is a City of Fort Worth Enterprise Fund that generates revenues from fees charged for the use of parking space and the lease of office space. Parking spaces not allocated to designated City employees or used for transitory parking are leased either to the public or to non-designated City employees at a fixed monthly rate. Allocated parking spaces in the Municipal Parking Garage are routinely assigned to the Mayor, the City Manager, Assistant City Managers, Assistants to the City Manager, Department Heads, and Assistant Department Heads. All parking spaces are clearly marked and numbered for assigned spaces or labeled "in-and-out" for transitory parking spaces. Available office space, which is located on the ground level of the garage, is leased to either City departments or to the public for a fixed monthly fee.

The Municipal Parking Program is under the direction of the Facilities Manager in the Transportation and Public Works Department, Building Services Division. The program maintains and manages two parking garages and ten surface lots that provide parking space for both City vehicles and the personal vehicles of City employees. Parking facility fees are intended to serve as an incentive to decrease traffic and pollution by providing special reduced rates to employees who carpool to work in groups of three or more.

**FORT WORTH**





**MUNICIPAL PARKING FUND BUDGET SUMMARY  
FISCAL YEAR  
2002-03**

**REVENUES:**

Interest on Investments	\$17,000
Parking Lot Rentals	48,770
Parking Space Rentals	132,708
Parking - Tax Exempt	22,920
Office Space Rentals	28,320
Recovery of Utilities	400
Late Payments	500
Use of Fund Balance	<u>50,226</u>
<b>TOTAL REVENUE</b>	<b>\$300,844</b>

**EXPENDITURES:**

Personal Services	\$47,247
Supplies	950
Contractual Services	<u>252,647</u>
<b>TOTAL RECURRING EXPENSES</b>	<b>\$300,844</b>

**CAPITAL OUTLAY**

Capital Outlay	<u>\$0</u>
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$0</b>
<b>TOTAL EXPENDITURES</b>	<b>\$300,844</b>

**PROJECTED  
UNRESERVED RETAINED EARNINGS  
MUNICIPAL PARKING FACILITIES FUND**

Unreserved retained earnings as of 9/30/02 *	<b>\$1,632,420</b>
Plus: Projected Revenues	\$250,618
Less: Projected Expenditures	(\$300,844)
Unreserved retained earnings as of 9/30/03	<b>\$1,582,194</b>
Plus: Unrealized gain **	\$596
Revised unreserved retained earnings as of 9/30/03	<b>\$1,582,790</b>

\* Preliminary fund balance due to pending audit of actual fund balances

\*\* The increase in the market value of the City's portfolio that has not been turned into cash

**COMPARISON OF MUNICIPAL PARKING FUND  
EXPENDITURES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Municipal Parking	<u>\$244,793</u>	<u>\$278,910</u>	<u>\$347,094</u>	<u>\$344,063</u>	<u>\$300,844</u>
<b>TOTAL</b>	\$244,793	\$278,910	\$347,094	\$344,063	\$300,844

**FORT WORTH**



**COMPARISON OF MUNICIPAL PARKING FUND  
REVENUES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Interest on Investments	\$9,855	\$14,069	\$17,000	\$15,154	\$17,000
Parking Lot Rentals	40,421	38,468	40,770	41,079	48,770
Parking Space Rentals	126,282	118,030	124,650	112,761	132,708
Parking - Tax Exempt	39,888	46,915	31,140	41,538	22,920
Office Space Rentals	43,454	37,607	44,690	37,430	28,320
Recovery of Utilities	0	0	400	400	400
Late Payments	1,564	285	500	363	500
Use of Fund Balance	<u>0</u>	<u>0</u>	<u>87,944</u>	<u>87,944</u>	<u>50,226</u>
<b>TOTAL</b>	<b>\$261,464</b>	<b>\$255,374</b>	<b>\$347,094</b>	<b>\$336,669</b>	<b>\$300,844</b>

**FORT WORTH**



**FUND BUDGET SUMMARY**

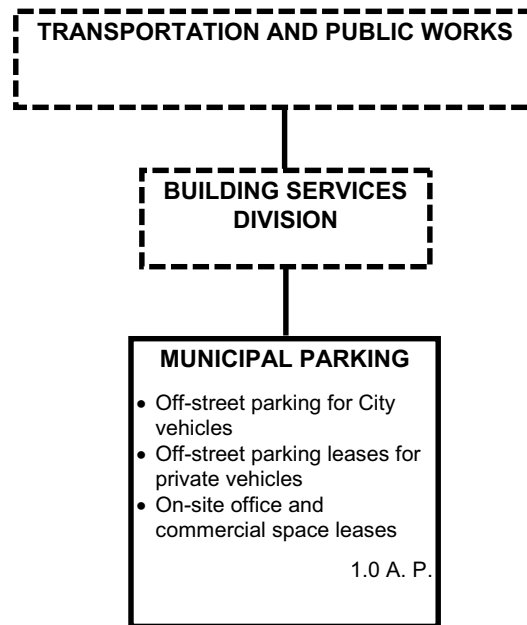
<b>DEPARTMENT:</b> T/PW, MUNICIPAL PARKING FUND	<b>FUND/CENTER</b> PE59/0208500:0208501
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SUMMARY OF FUND RESPONSIBILITIES:

Municipal Parking, under the direction of the Facilities Manager in the Transportation and Public Works Department, Building Services Division, maintains and manages two parking garages and ten surface lots, which provide space for City vehicles and personal vehicles of City employees. Parking space and office space not needed by the City are leased to the general public.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 28,423	\$ 48,290	\$ 47,247	\$ 47,247
<b>Supplies</b>	1,418	750	950	950
<b>Contractual</b>	249,069	298,054	252,647	252,647
<b>Total Expenditures</b>	\$ 278,910	\$ 347,094	\$ 300,844	\$ 300,844
<b>Authorized Positions</b>	1.00	1.00	1.00	1.00

# MUNICIPAL PARKING - 1.0 A. P.





## DEPARTMENTAL OBJECTIVES AND MEASURES

**DEPARTMENT:**

**T/PW, MUNICIPAL PARKING FUND**

**DEPARTMENT PURPOSE**

To maintain and manage two garages and ten surface lots at various downtown locations, as well as office space located within the parking garage. The facilities provide parking and office space for City use, as well as valuable downtown parking for lease to both City employees and the general public.

**FY2002-03 DEPARTMENTAL OBJECTIVES**

To maintain a revenue level for fully occupied surface parking lots.

To receive revenue equivalent to 100 percent occupancy of parking garage office space.

DEPARTMENTAL MEASURES	ACTUAL 2000-01	ESTIMATED 2001-02	PROJECTED 2002-03
Revenue for surface parking	\$38,468	\$41,013	\$48,770
Revenue for parking garage office rental	\$37,607	\$29,786	\$38,000

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT TRANSPORTATION & PUBLIC WKS		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND PE59      MUNICIPAL PARKING FUND		Actual Expenditures 1999-00	Adopted Budget 2000-01	Proposed Budget 2001-02	Adopted Budget 2001-02	Adopted Budget 1999-00	Adopted Budget 2000-01	Proposed Budget 2001-02	Adopted Budget 2001-02
Center	Center Description								
	<u>MUNICIPAL PARKING GARAGE</u>								
0208500	ADMINISTRATION	\$ 278,910	\$ 337,094	\$ 290,844	\$ 290,844	1.00	1.00	1.00	1.00
0208501	MAIN ST. PLAZA GARAGE	0	10,000	10,000	10,000	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 278,910</u>	<u>\$ 347,094</u>	<u>\$ 300,844</u>	<u>\$ 300,844</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
	<b>TOTAL</b>	\$ 278,910	\$ 347,094	\$ 300,844	\$ 300,844	1.00	1.00	1.00	1.00

**FORT WORTH**



**FUND STATEMENT**

**FUND:**

**INTERNAL SERVICE FUNDS**

Internal Service Funds finance the goods and/or services provided by one department of the City of Fort Worth to another. Departments utilizing services provided in-house are charged a fee by the Internal Service Fund department providing the service. The Internal Service Fund departments depend upon revenue generated from those fees to support all departmental functions. The City currently operates five funds on this basis: Equipment Services, Information Systems, Engineering Services, Office Services, and Temporary Labor.

The Equipment Services Fund enables the Equipment Services Department to procure, manage, maintain and repair all vehicles and equipment in the City fleet.

The Information Systems Fund supports all operations of the City's Information Technology (IT) Solutions Department. The IT Solutions Department manages all City information services, including technical support, electronic systems development and telecommunications.

The Engineering Services Fund, through the Engineering Department, provides engineering services for other City departments. Engineering services provided include project design and management, surveying, quality control testing, and construction inspection for all water, storm drain, sidewalk and other infrastructure projects.

The Office Services Fund provides for the mailroom, copy machine, Print Shop, and graphics services used by all City departments.

Temporary Labor, under the Human Resources Department, depends upon revenue from City departments for services rendered to maintain a pool of temporary employees to fill those departments' non-technical, short-term labor needs.

**FORT WORTH**



## FUND STATEMENT

**FUND:**

### EQUIPMENT SERVICES FUND

The Equipment Services Fund, an Internal Service Fund, through the Equipment Services Department (ESD), is charged with maintaining the City's fleet. Previously a division of the City Services Department, in FY2000-01, Equipment Services became its own department. The new structure has enhanced fleet management and maintenance by allowing for an exclusive focus on fleet matters.

ESD procures and services vehicles and equipment for all City departments. In fact, the Equipment Services Fund is principally sustained by revenues received from the interdepartmental billing of departments for the provision of fuel, parts, and other vehicle and equipment related services. An administrative charge, added to all auto parts, maintenance work, and other fleet-related services provided to City departments, is included in the interdepartmental charges.

ESD operates the following six service centers, located throughout the city: Harley, Southside, Brennan, Water and Sewer, Downtown, and the Tire Shop. Each service center stocks a wide variety of auto parts, functions as a fueling station for unleaded gas and/or propane, and provides vehicle and equipment repair and maintenance.

In a continuing effort to provide the best possible fleet services, the Equipment Services Department also contracts a wide variety of fleet-related services. These services are contracted out: 1) when the required expertise is not available in-house; 2) when a substantial capital investment would be necessary to perform the service in-house; 3) when it is determined that the service could be performed less expensively by an outside vendor; or 4) when workload overflow relief is needed.

In FY1995-96, ESD implemented a vehicle replacement plan. As a part of that plan, each year ESD analyzes the entire City fleet, evaluating each vehicle's maintenance costs, useful life, mileage, down time, and other factors. Based on that yearly analysis, ESD rates the vehicles, and then compiles a prioritized vehicle replacement list. Equipment Services staff subsequently meets with departments to fine-tune the proposed rankings. The refined list is then used to determine replacement vehicle priorities for the coming fiscal year.

Under the United States Clean Air Act, at least 20 percent of fleets in cities, like Fort Worth, that are in areas of Environmental Protection Agency (EPA) air quality non-attainment must be comprised of alternative fuel vehicles. Currently, Fort Worth exceeds the mandated percentage, requiring that 50 percent of City vehicles purchased be alternative fuel vehicles.

**FORT WORTH**





**EQUIPMENT SERVICES FUND BUDGET SUMMARY**  
**FISCAL YEAR**  
**2002-03**

**REVENUES:**

Interest on Investments	\$10,000
Equipment Maintenance Labor Costs	6,238,765
Fuel Costs and Overhead	3,373,962
Repair and Maintenance Parts	2,620,500
ESD Administrative Charge	1,923,750
Outside Repair and Maintenance	1,901,356
Other Charges	<u>145,000</u>
<b>TOTAL REVENUE</b>	<b>\$16,213,333</b>

**EXPENDITURES:**

Personal Services	\$6,427,124
Supplies	5,518,229
Contractual Services	<u>4,067,288</u>
<b>TOTAL RECURRING EXPENSES</b>	<b>\$16,012,641</b>

**DEBT SERVICE AND CAPITAL OUTLAY**

Capital Outlay	\$104,082
Debt Service	<u>0</u>
<b>TOTAL DEBT SERVICE AND CAPITAL OUTLAY</b>	<b>\$104,082</b>
<b>TOTAL EXPENDITURES</b>	<b>\$16,116,723</b>

**PROJECTED  
UNRESERVED RETAINED EARNINGS  
EQUIPMENT SERVICES FUND**

Unreserved retained earnings as of 9/30/02 *	<b>(\$6,485,923)</b>
Plus: Projected Revenues	\$16,213,333
Less: Projected Expenditures	<b>(\$16,116,723)</b>
Unreserved retained earnings as of 9/30/03	<b>(\$6,389,313)</b>
Plus: Unrealized gain **	\$0
Revised unreserved retained earnings as of 9/30/03	<b>(\$6,389,313)</b>

\* Preliminary fund balance due to pending audit of actual fund balances

\*\* The increase in the market value of the City's portfolio that has not been turned into cash

**COMPARISON OF EQUIPMENT SERVICES FUND  
EXPENDITURES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
ADMINISTRATION	\$1,148,586	\$1,262,371	\$1,646,123	\$1,646,846	\$2,326,648
EQUIPMENT MATERIALS	814,443	789,013	870,358	753,241	3,432,308
HARLEY STREET	2,086,095	1,652,938	1,787,628	1,817,880	1,840,480
SOUTHSIDE SERVICE CENT	894,562	715,304	766,490	749,701	760,924
BRENNAN STREET	2,177,844	1,309,014	1,267,312	1,400,372	1,325,434
WATER & SEWER CENTER	1,068,466	805,500	777,388	775,136	814,575
DOWNTOWN CENTER	1,552,614	1,043,759	1,115,380	1,375,849	1,118,430
FUEL SERVICES	3,064,846	847,729	632,247	257,952	399,268
TECHNICAL SERVICES	269,968	283,116	246,108	291,331	252,371
TIRE SHOP	731,329	253,212	268,925	245,418	264,414
PARTS & FUEL INVENTORY	0	5,693,087	5,818,229	6,260,038	3,261,871
NON-DEPARTMENTAL	<u>371,806</u>	<u>320,618</u>	<u>0</u>	<u>0</u>	<u>320,000</u>
<b>TOTAL</b>	\$14,180,559	\$14,975,661	\$15,196,188	\$15,573,766	\$16,116,723

**FORT WORTH**



**COMPARISON OF EQUIPMENT SERVICES FUND  
REVENUES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Interest on Investments	\$2,345	\$366	\$38,700	\$5,222	\$10,000
Unrealized Gain	4,389	0	0	0	0
Gain/Loss on Investments	4,427	2,002	0	0	0
Motor Pool Revenue	22,718	13,101	0	0	0
Equipment Maint/Labor Cost	4,797,456	5,566,426	7,244,992	6,676,039	5,550,000
Fuel Overhead	327,604	414,717	413,758	198,030	156,698
Veh Repair & Maint Overhead	745,323	799,543	770,800	863,884	672,400
Other Labor Charges	11,915	8,988	16,365	10,639	16,365
Rev from Sale of Auto Parts	1,064	2,840	8,000	0	8,000
Lubricant Costs	0	0	0	0	0
Diesel Sales	0	0	0	890,822	931,276
Used Parts & Oil	7,976	7,825	12,500	4,433	12,500
Veh & Equipment Sales	5,376	6,943	70,000	46,810	70,000
Unleaded Sales	2,690,286	3,039,743	3,121,587	1,110,546	1,122,961
Propane Sales	0	0	0	70,917	100,000
Veh Repair & Maint Supplies	2,534,666	2,604,342	2,580,000	2,961,480	2,600,000
Outside Rep & Main Costs	1,006,194	1,113,564	1,044,672	1,956,174	1,790,000
Outside Rep & Main Ovrhd	50,820	111,356	104,467	195,617	111,356
Lubricant Costs	90,972	121,866	85,000	94,108	85,000
Lubricant Overhead	12,735	21,936	12,500	7,279	15,000
Fuel Cards	0	169	0	135	0
Diesel Overhead	0	0	0	172,095	195,500
Propane Overhead	0	0	0	21,818	27,000
Jet A Fuel Sales	0	0	0	85,606	75,000
Jet A Fuel Overhead	0	0	0	3,048	2,896
Gas Card Revenue	0	0	0	535,670	600,000
Gas Card Overhead	0	0	0	15,691	17,631
ESD Admin Charge	0	0	0	845,665	1,923,750
Transfers from Other Funds	86,073	979,275	0	0	0
Gas Tax Refund	47,749	16,218	45,000	20,344	45,000
Misc. Revenue	123,128	67,512	35,000	10,138	35,000
EPA Revenue	<u>109,920</u>	<u>101,864</u>	<u>95,000</u>	<u>22,556</u>	<u>40,000</u>
<b>TOTAL</b>	<b>\$12,683,136</b>	<b>\$15,000,596</b>	<b>\$15,698,341</b>	<b>\$16,824,766</b>	<b>\$16,213,333</b>

**FORT WORTH**



**FUND BUDGET SUMMARY****DEPARTMENT:****FUND/CENTER**

EQUIPMENT SERVICES

PI61/0212010:0212095

## SUMMARY OF FUND RESPONSIBILITIES:

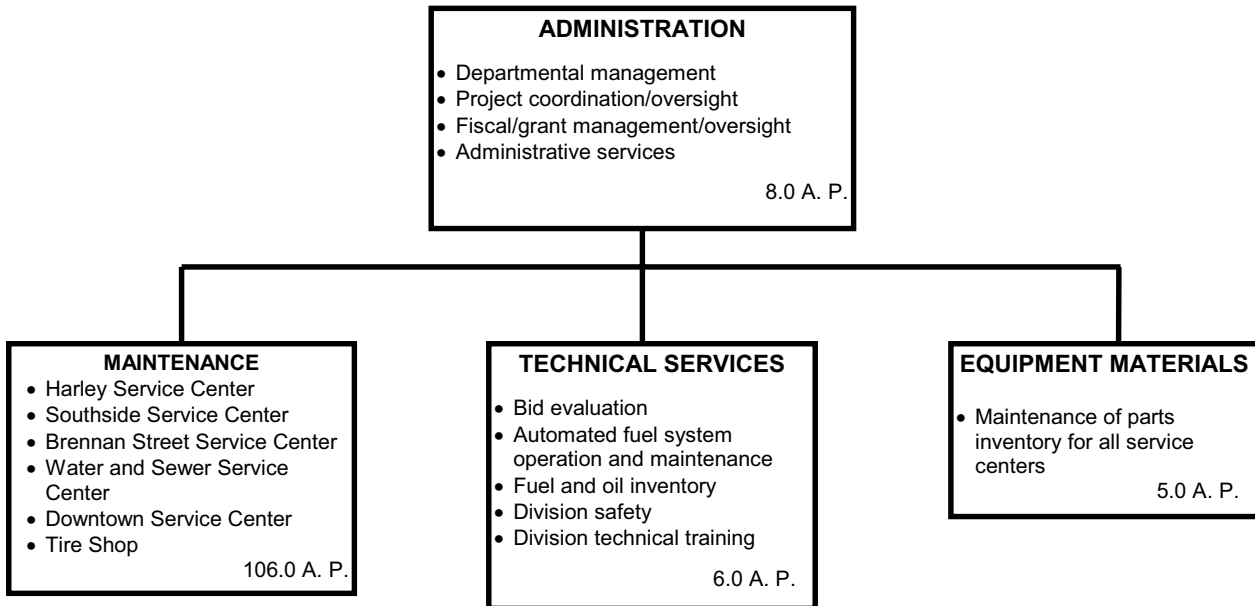
In FY2000-01, the Equipment Services Division of the City Services Department was reorganized into the Equipment Services Department (ESD). ESD has responsibility for vehicle and equipment acquisition, monitoring, servicing, and repair for the entire City fleet.

Within the department, field services, mechanical maintenance, fuel, lubricants, and other supplies are provided by the following six service centers: Harley, Southside, Brennan, Water and Sewer, Downtown, and the Tire Shop. Equipment Services also contracts certain services to outside entities when contracting is deemed the most efficient and effective means to provide the required service. In addition, the department has a Fuel Services Section that provides for fueling services for all City vehicles and equipment. ESD's Technical Services Section performs procurement and other fleet administrative functions. The department's Materials Section maintains a parts inventory and distribution system that supplies all City departments with required vehicles and equipment with required repair parts.

As an Internal Service Fund, the majority of ESD's operating funds come from reimbursements from other City departments for all fuel, parts, and services provided. The application of an administration fee to all charges allows ESD to support its general, non-department specific administrative functions.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 6,300,976	\$ 6,842,293	\$ 6,946,451	\$ 6,427,124
<b>Supplies</b>	5,518,342	5,805,518	5,779,141	5,518,229
<b>Contractual</b>	3,156,343	2,528,377	3,287,049	4,067,288
<b>Capital Outlay</b>	0	20,000	104,082	104,082
<b>Total Expenditures</b>	\$ 14,975,661	\$ 15,196,188	\$ 16,116,723	\$ 16,116,723
<b>Authorized Positions</b>	148.00	146.00	145.00	125.00

# EQUIPMENT SERVICES - 125.0 A. P.





**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> EQUIPMENT SERVICES	<b>FUND/CENTER</b> PI61/0212010:0212095
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$15,196,188	<b>A.P.</b>	146.00
<b>2002-03 ADOPTED:</b>	\$16,116,722	<b>A.P.</b>	125.00

A) The adopted budget decreases by (\$780,238) for costs associated with the stocking of parts for the department. Beginning in FY2002-03, this service will be operated on a contract basis (NAPA Auto Parts has the current contract). The savings come from a reduction of 20 authorized positions and associated costs. This savings is completely offset by an increase in contractual costs to pay the contractor.

B) The adopted budget decreases by (\$75,244) due to the reduction of one Approved Position in the Administrative Section. The department determined that the duties of that position could be shouldered by existing personnel.

C) The adopted budget increases by \$587,433 for information technology costs. This includes an increase of \$393,261 for a new equipment management system to track vehicle information.

D) The adopted budget decreases by (\$356,000) for outside motor vehicle repair due to anticipated cost savings, based on current-year re-estimates.

E) The adopted budget increases by \$320,000 for depreciation of capital assets.

F) The adopted budget increases by \$290,642 for various fuel cost increases.

G) The adopted budget decreases by (\$193,558) for Other Contractual costs due to estimated actual expenditures.

H) The adopted budget increases by \$99,006 for retiree health insurance due to cost increases resulting from the new health insurance plans.

I) The adopted budget increases by \$89,082 for specialized equipment replacement in the department.

J) The adopted budget decreases by (\$62,461) for terminal leave costs, based on projected retirements.

K) The adopted budget increases by \$60,750 for ESD Administrative Overhead Charges for the department's share of those charges for vehicles used within the department.

L) The adopted budget increases by \$56,860 for workers' compensation expenses.

M) The adopted budget increases by \$52,419 for group health insurance costs due to rate increases.

**FORT WORTH**



**DEPARTMENTAL OBJECTIVES AND MEASURES**

**DEPARTMENT:**  
**EQUIPMENT SERVICES**

**DEPARTMENT PURPOSE**

To develop strategies to effectively, efficiently, and safely procure, maintain, and dispose of the City's vehicular/ equipment fleet within established City and environmental guidelines.

**FY2002-03 DEPARTMENTAL OBJECTIVES**

To maintain fleet availability to user departments at 95 percent.

To maintain fleet reliability by maintaining scheduled preventive maintenance at 55 percent of all vehicles in the City fleet.

To complete 75 percent of in-shop repairs within three working days.

To continue ensuring that repeat repairs due to mechanic error do not exceed 4 percent of total work orders.

To ensure that shrinkage of fuel and parts supply inventories is no more than 2 percent.

To provide 4,000 hours of formal manufacturer's training to ensure that employees remain proficient in the latest technology and safety precautions.

<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Percent of fleet availability	95%	95%	95%
% of fleet scheduled for maintenance	42%	55%	55%
Percent of repairs completed within 3 working days	76%	75%	75%
Repeat repairs due to mechanic error	3%	4%	4%
% of shrinkage in fuel inventory	2%	2%	2%
% of shrinkage in parts inventory	1%	1%	1%
Employee hours in technical training	1,325	4,000	4,000

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>EQUIPMENT SERVICES</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>PI61 EQUIPMENT SERVICES FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>EQUIPMENT SERVICES</u>								
0212010	ADMINISTRATION	\$ 1,262,371	\$ 1,646,123	\$ 2,326,648	\$ 2,326,648	8.00	9.00	8.00	8.00
0212015	EQUIPMENT MATERIALS	789,013	870,358	852,308	3,432,308	26.00	25.00	25.00	5.00
0212030	HARLEY STREET	1,652,938	1,787,628	1,840,480	1,840,480	31.00	31.00	31.00	31.00
0212035	SOUTHSIDE SERVICE CENTER	715,304	766,490	760,924	760,924	11.00	11.00	11.00	11.00
0212045	BRENNAN STREET	1,309,014	1,267,312	1,325,434	1,325,434	24.00	24.00	24.00	24.00
0212050	WATER & SEWER CENTER	805,500	777,388	814,575	814,575	14.00	13.00	13.00	13.00
0212055	DOWNTOWN CENTER	1,043,759	1,115,380	1,118,430	1,118,430	22.00	22.00	22.00	22.00
0212070	FUEL SERVICES	847,729	632,247	399,268	399,268	3.00	2.00	2.00	2.00
0212071	TECHNICAL SERVICES	283,116	246,108	252,371	252,371	4.00	4.00	4.00	4.00
0212080	TIRE SHOP	253,212	268,925	264,414	264,414	5.00	5.00	5.00	5.00
0212085	PARTS & FUEL INVENTORY	0	5,818,229	5,841,871	3,261,871	0.00	0.00	0.00	0.00
0212095	NON-DEPARTMENTAL	320,618	0	320,000	320,000	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 9,282,574</u>	<u>\$ 15,196,188</u>	<u>\$ 16,116,723</u>	<u>\$ 16,116,723</u>	<u>148.00</u>	<u>146.00</u>	<u>145.00</u>	<u>125.00</u>
	<u>INVENTORY</u>								
0219910	PARTS & FUEL INVENTORY	\$ 5,693,087	\$ 0	\$ 0	\$ 0	0.00	0.00	0.00	0.00

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT EQUIPMENT SERVICES		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND PI61	EQUIPMENT SERVICES FUND	Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	Sub-Total	\$ 5,693,087	\$ 0	\$ 0	\$ 0	0.00	0.00	0.00	0.00
	<b>TOTAL</b>	\$ 14,975,661	\$ 15,196,188	\$ 16,116,723	\$ 16,116,723	148.00	146.00	145.00	125.00

**FUND STATEMENT**

**FUND:**

**INFORMATION SYSTEMS FUND**

The Information Systems Fund is used to provide for the management of the City's mainframe, network, and telecommunications equipment and services. In October 1994, the Information Technology Solutions Department (IT Solutions) was transferred from the General Fund to the Information Systems Fund.

IT Solutions is responsible for coordinating all information technology resources to support the strategic vision of the City of Fort Worth in providing quality service to the community. This coordination of information technology resources is accomplished through such services as administrative support, technical services, software applications development and acquisition, and telecommunications.

In the past, costs associated with information technology were dispersed across departments according to formulas based loosely on technology usage. In FY1998-99, the department began operating on a business model in which it bills City departments for services rendered. Thus, departments can make resource allocation decisions based on true cost analysis.

All City departments are IT Solutions customers, and the department receives the bulk of its revenue from these customers. The department's expenditures include personnel costs, operating supplies, contractual/consulting services, and such capital equipment as computers and other hardware and software.

**FORT WORTH**





**INFORMATION SYSTEMS FUND BUDGET SUMMARY  
FISCAL YEAR  
2002-03**

**REVENUES:**

Coin Phone Commission	\$18,000
Antenna Lease	24,000
Computing Services	4,675,542
Telephone Services	3,565,485
Radio Services	1,784,136
Software Based Charges	5,353,187
External Customer Revenue	549,120
Miscellaneous Revenue	<u>52,000</u>
<b>TOTAL REVENUE</b>	<b>\$16,021,470</b>

**EXPENDITURES:**

Personal Services	\$6,135,804
Supplies	385,940
Contractual Services	<u>8,028,162</u>
<b>TOTAL RECURRING EXPENSES</b>	<b>\$14,549,906</b>

**CAPITAL OUTLAY**

Capital Outlay	<u>\$260,000</u>
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$260,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$14,809,906</b>

**PROJECTED  
UNRESERVED RETAINED EARNINGS  
INFORMATION SYSTEMS FUND**

Unreserved retained earnings as of 9/30/02 *	<b>(\$4,156,096)</b>
Plus: Projected Revenues	\$16,021,470
Less: Projected Expenditures	<b>(\$14,809,906)</b>
Unreserved retained earnings as of 9/30/03	<b>(\$2,944,532)</b>
Plus: Unrealized gain **	\$0
Revised unreserved retained earnings as of 9/30/03	<b>(\$2,944,532)</b>

\* Preliminary fund balance due to pending audit of actual fund balances

\*\* The increase in the market value of the City's portfolio that has not been turned into cash

**COMPARISON OF INFORMATION SYSTEMS FUND  
EXPENDITURES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Administration	\$0	\$0	\$310,366	\$603,299	\$296,145
Strategy & Planning	0	0	277,570	908,126	0
IT Security	0	0	0	0	497,410
IT Network Services	0	0	0	0	1,703,787
IT Computer Services	0	0	0	0	1,231,492
Finance	0	0	686,234	888,731	727,248
IT Business Services Group	0	0	233,925	171,296	126,009
Enterprise Resource Planning	0	0	795,222	719,187	390,989
Public Safety Services	0	0	1,190,541	1,095,893	855,511
Mainframe Operations	0	0	1,277,338	1,426,302	0
Network Services	0	0	1,990,040	2,167,699	0
GIS	0	0	504,227	615,611	941,344
Program Management Office	0	0	0	0	557,793
IT Communication Services	0	0	418,392	434,027	283,835
Radio Systems	47,705	153,063	4,584	0	0
Telephone Systems	45,514	142,269	0	0	0
Telephone Services	0	0	513,921	714,821	2,957,372
Wireless Services	0	0	971,245	1,096,186	1,425,608
Inventory Services	0	0	0	0	95,872
CAD Services	0	0	0	0	82,114
Administration/ Finance	12,738,904	13,666,655	1,400	0	12,905
IT Customer Services	0	0	3,215,312	3,708,908	1,631,444
Department Overhead	<u>0</u>	<u>0</u>	<u>692,592</u>	<u>118,872</u>	<u>993,028</u>
<b>TOTAL</b>	<b>\$12,832,123</b>	<b>\$13,961,987</b>	<b>\$13,082,909</b>	<b>\$14,668,958</b>	<b>\$14,809,906</b>

**FORT WORTH**



**COMPARISON OF INFORMATION SYSTEMS FUND  
REVENUES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Coin Phone Commission	\$18,824	\$8,435	\$18,000	\$18,000	\$18,000
Interest On Investements	729	0	0	0	0
Antenna Lease	19,890	52,000	24,000	24,000	24,000
Gain/Loss on Assets	<u>(325,782)</u>	<u>(374,918)</u>	0	0	0
Transfer from Accounts	0	1,152,106	0	0	0
Computing Services	7,775,575	8,210,969	8,871,156	8,871,156	4,675,542
Telephone Services	2,833,924	2,724,034	2,981,390	2,981,390	3,565,485
Radio Services	945,014	1,318,403	1,138,328	1,138,328	1,784,136
Software Based Charges	447,152	0	0	0	5,353,187
External Customers	249,182	576,460	395,904	395,904	549,120
Miscellaneous Revenue	38,324	37,493	15,000	15,000	52,000
Unused Facility Funds	463,870	0	0	0	0
Contribution from Insurance	<u>(432)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL</b>	<b>\$12,466,270</b>	<b>\$13,704,982</b>	<b>\$13,443,778</b>	<b>\$13,443,778</b>	<b>\$16,021,470</b>

**FORT WORTH**



**FUND BUDGET SUMMARY**

**DEPARTMENT:**

**FUND/CENTER**

IT SOLUTIONS, INFORMATION SYSTEMS FUND

PI68/0041000:0049000

SUMMARY OF FUND RESPONSIBILITIES:

The Information Technology Solutions (IT Solutions) Department is organized into the following groups: Administration, Business Services, Network and Operations Services, Communications Services, Finance, and Customer Service.

IT Solutions Administration provides overall department direction, as well as information technology planning and coordination of information technology security policy and procedures for all City departments.

The Business Services Group provides technical management and development services for software applications and related infrastructure, including the City's Geographic Information System.

The Network and Operations Services Group provides technical management and development for the City's network infrastructure and mainframe computer operations.

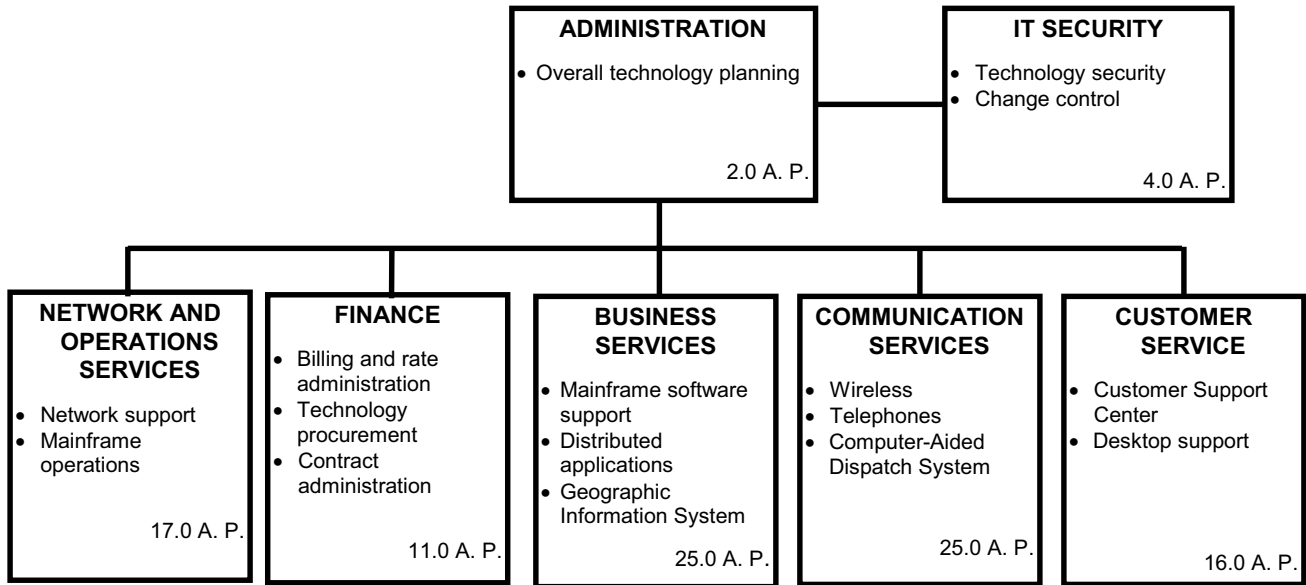
The Communications Services Group provides technical management and development of the City's telephone system, wireless systems and the public safety Computer-Aided Dispatch system.

The Finance Group is responsible for all business-administrative functions, including IT Solutions billing and rate structures, financial and budget management, procurement of information technology equipment and services for all City departments, and contract administration.

The Customer Service Group serves as IT Solutions' primary point of contact for customers. The group is responsible for coordination of customer accounts, management of the Customer Support Center, as well as maintenance, support and replacement of all desktop computers and IT training coordination.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 5,957,281	\$ 6,768,133	\$ 6,135,804	\$ 6,135,804
<b>Supplies</b>	880,345	381,058	385,940	385,940
<b>Contractual</b>	7,124,361	5,933,718	8,028,162	8,028,162
<b>Capital Outlay</b>	0	0	260,000	260,000
<b>Total Expenditures</b>	\$ 13,961,987	\$ 13,082,909	\$ 14,809,906	\$ 14,809,906
<b>Authorized Positions</b>	111.00	111.00	100.00	100.00

# INFORMATION SYSTEMS FUND - 100.0 A. P.





**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> IT SOLUTIONS, INFORMATION SYSTEMS FUND	<b>FUND/CENTER</b> PI68/0041000:0049000
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$13,082,909	<b>A.P.</b>	111.0
<b>2002-03 ADOPTED:</b>	\$14,809,906	<b>A.P.</b>	100.0

- A) The adopted budget decreases by (\$492,527) for salaries based on the elimination of eleven authorized positions. The staff reduction is part of the department's reorganization efforts to streamline activities, as indicated in its adopted business plan.
  
- B) The adopted budget increases by \$265,545 for estimated FY2002-03 depreciation costs.
  
- C) The adopted budget increases by \$130,000 for a centralized voice radio logging system that will record radio traffic for one or more talk groups.
  
- D) The adopted budget increases by \$87,000 as part of a plan to increase physical security and access control at the Levee, Holly, Bolt Street, Rolling Hills, and North Beach Street telecommunications remote sites.
  
- E) The adopted budget decreases by (\$68,842) for repair and maintenance supplies based on historical and projected expenditures.
  
- F) The adopted budget increases by \$43,000 for the purchase of replacement vehicles.

**FORT WORTH**



**DEPARTMENTAL OBJECTIVES AND MEASURES**

**DEPARTMENT:**  
**INFORMATION TECHNOLOGY SOLUTIONS**

**DEPARTMENT PURPOSE**

To be a strategic business partner that exists to provide high quality, value added, economical information and communications solutions and services to our customers in support of the City's strategic vision for providing quality service to the community.

**FY2002-03 DEPARTMENTAL OBJECTIVES**

To maintain data communications network availability and integrity in excess of 99 percent at a cost not to exceed budgeted levels.

To maintain voice network availability and integrity in excess of 99 percent at a cost not to exceed budgeted levels.

To improve Customer Support Service performance levels to help desk industry standards by end of the second quarter at a cost not to exceed budgeted levels.

To maintain application software availability and integrity in excess of 99 percent at a cost not to exceed budgeted levels.

To complete the Computer-Aided Dispatch project by the end of the second quarter at a cost not to exceed the revised established budget.

To have good or excellent customer satisfaction for equipment installation and desktop support in excess of 80 percent of the time at a cost not to exceed budgeted levels.

<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Applications on-line availability	N/A	98%	>99%
Network availability 7X24	N/A	N/A	>99%
Mobile Data System availability	N/A	99%	99%
Time length to relocate equipments	N/A	N/A	2 days
Customer satisfaction with Equipment installation (Scale 10)	N/A	>8.5	>8.5
Good/Excellent customer satisfaction with desktop support	N/A	75%	>80%

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT IT SOLUTIONS		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND PI68	INFORMATION SYSTEMS FUND	Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>ADMINISTRATION</u>								
0041000	ADMINISTRATION	\$ 0	\$ 310,366	\$ 296,145	\$ 296,145	0.00	3.00	2.00	2.00
0041010	STRATEGY & PLANNING	0	277,570	0	0	0.00	4.00	0.00	0.00
	Sub-Total	\$ 0	\$ 587,936	\$ 296,145	\$ 296,145	0.00	7.00	2.00	2.00
	<u>IT SECURITY</u>								
0041100	IT SECURITY	\$ 0	\$ 0	\$ 497,410	\$ 497,410	0.00	0.00	4.00	4.00
	Sub-Total	\$ 0	\$ 0	\$ 497,410	\$ 497,410	0.00	0.00	4.00	4.00
	<u>INFRASTRUCTURE</u>								
0043010	IT NETWORK SERVICES	\$ 0	\$ 0	\$ 1,703,787	\$ 1,703,787	0.00	0.00	6.00	6.00
0043020	IT COMPUTER OPERA- TIONS SERVICES	0	0	1,231,492	1,231,492	0.00	0.00	11.00	11.00
	Sub-Total	\$ 0	\$ 0	\$ 2,935,279	\$ 2,935,279	0.00	0.00	17.00	17.00
	<u>FINANCE</u>								
0044000	FINANCE	\$ 0	\$ 686,234	\$ 727,248	\$ 727,248	0.00	11.00	11.00	11.00
	Sub-Total	\$ 0	\$ 686,234	\$ 727,248	\$ 727,248	0.00	11.00	11.00	11.00
	<u>OPERATIONS</u>								

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT IT SOLUTIONS		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND PI68	INFORMATION SYSTEMS FUND	Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0045000	IT BUSINESS SERVICES GROUP	\$ 0	\$ 233,925	\$ 126,009	\$ 126,009	0.00	3.00	1.00	1.00
0045010	ENTERPRISE RESOURCE PLANNING	0	795,222	390,989	390,989	0.00	10.00	3.00	3.00
0045020	PUBLIC SAFETY SERVICES	0	1,190,541	855,511	855,511	0.00	15.00	6.00	6.00
0045030	MAINFRAME OPS	0	1,277,338	0	0	0.00	12.00	0.00	0.00
0045040	NETWORK SERVICES	0	1,990,040	0	0	0.00	12.00	0.00	0.00
0045050	GEOGRAPHIC INFORMATION SERVICES	0	504,227	941,344	941,344	0.00	4.00	9.00	9.00
0045060	PROGRAM MANAGEMENT OFFICE	0	0	557,793	557,793	0.00	0.00	6.00	6.00
	Sub-Total	\$ 0	\$ 5,991,293	\$ 2,871,646	\$ 2,871,646	0.00	56.00	25.00	25.00
	<u>COMMUNICATIONS</u>								
0046000	IT COMMUNICATIONS SERVICES GROUP	\$ 0	\$ 418,392	\$ 283,835	\$ 283,835	0.00	5.00	2.00	2.00
0046001	RADIO SYSTEMS	153,063	4,584	0	0	0.00	0.00	0.00	0.00
0046002	TELEPHONE SYSTEMS	142,269	0	0	0	0.00	0.00	0.00	0.00
0046010	TELEPHONE SERVICES	0	513,921	2,957,372	2,957,372	0.00	6.00	10.00	10.00
0046020	WIRELESS SERVICES	0	971,245	1,425,608	1,425,608	0.00	10.00	10.00	10.00
0046030	INVENTORY SERVICES	0	0	95,872	95,872	0.00	0.00	2.00	2.00

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT IT SOLUTIONS		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND PI68	INFORMATION SYSTEMS FUND	Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0046040	CAD SERVICES	0	0	82,114	82,114	0.00	0.00	1.00	1.00
	Sub-Total	<u>\$ 295,332</u>	<u>\$ 1,908,142</u>	<u>\$ 4,844,801</u>	<u>\$ 4,844,801</u>	<u>0.00</u>	<u>21.00</u>	<u>25.00</u>	<u>25.00</u>
	<u>FINANCE/ADMINISTRATION</u>								
0047000	ADMINISTRATION/ FINANCE	\$ 13,666,655	\$ 1,400	\$ 12,905	\$ 12,905	111.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 13,666,655</u>	<u>\$ 1,400</u>	<u>\$ 12,905</u>	<u>\$ 12,905</u>	<u>111.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>CUSTOMER SERVICE</u>								
0048000	IT CUSTOMER SERVICES GROUP	\$ 0	\$ 3,215,312	\$ 1,631,444	\$ 1,631,444	0.00	12.00	16.00	16.00
	Sub-Total	<u>\$ 0</u>	<u>\$ 3,215,312</u>	<u>\$ 1,631,444</u>	<u>\$ 1,631,444</u>	<u>0.00</u>	<u>12.00</u>	<u>16.00</u>	<u>16.00</u>
	<u>DEPT OVERHEAD</u>								
0049000	DEPT OVERHEAD	\$ 0	\$ 692,592	\$ 993,028	\$ 993,028	0.00	4.00	0.00	0.00
	Sub-Total	<u>\$ 0</u>	<u>\$ 692,592</u>	<u>\$ 993,028</u>	<u>\$ 993,028</u>	<u>0.00</u>	<u>4.00</u>	<u>0.00</u>	<u>0.00</u>
	<b>TOTAL</b>	\$ 13,961,987	\$ 13,082,909	\$ 14,809,906	\$ 14,809,906	111.00	111.00	100.00	100.00

**FORT WORTH**





## FUND STATEMENT

**FUND:**

### ENGINEERING SERVICES FUND

The Engineering Services Fund is a City of Fort Worth Internal Service Fund that provides for comprehensive engineering design, project management, surveying, quality control testing, and construction inspection for water, street, storm drain, sidewalk, and other infrastructure improvements. The Engineering Services Fund derives 86 percent of its revenue from Capital Improvement Program (CIP) projects, primarily in the Transportation and Public Works and Water/Sewer departments.

The Department of Engineering, in the Engineering Services Fund, operates based on a philosophy that focuses on the following: 1) operations driven by the balance of customer needs and revenue; 2) a staffing level driven by workload and customer needs; 3) the study and use of innovative private sector business concepts; 4) the combination of public and private resource opportunities; and 5) the provision of competitive and timely services.

The Department of Engineering consists of five divisions, each created to allow the department to conduct operations in a manner similar to that of a successful engineering consulting firm.

The Engineering Services Division consists of several sections that primarily provide engineering services for a broad array of programs. These programs may include street reconstruction (CIP), development review, water and sanitary sewer pipeline rehabilitation, replacement and extensions, and airport and park improvements. These programs may use in-house design teams or be contracted out to private consultants based on resource availability and response time required. The private utility coordination function is also provided through this division and is available for use by other departments managing their own design processes. Consistent with the Engineering Department's charter, resources may shift from one program to another depending on work demands. The Mapping Section within the division is responsible for Federal Emergency Management Administration (FEMA) floodplain management activities within the city, and the preparation and maintenance of the City's water, sewer, and storm drainage maps.

The Real Property Services Division is responsible for obtaining all necessary easements and rights-of-way for City of Fort Worth projects, management of the sale or lease of property on behalf of the City; management and sale or lease of City-owned Lake Worth properties; and management of the Surplus Property Program.

The Construction Services Division provides for laboratory testing of construction materials and construction inspection services to ensure compliance with approved construction plans, specifications, and contract documents.

The Support Services Division is responsible for overall departmental administrative operations, contract administration, and coordination of administrative and fiscal activities among all divisions.

The Division of Surveying Services provides preliminary survey, construction staking, easement description, and real property surveys for platting.

In accordance with the City's Financial Management Policy Statements (FMPS), "To assure fiscal stability and the effective and efficient delivery of services...and careful administration of the expenditure of available resources" (FMPS, Ch. II), the department is currently implementing a Global Positioning Satellite Survey System for faster and more accurate survey data collection, as well as survey labor cost savings.

**FORT WORTH**



**ENGINEERING SERVICES FUND BUDGET SUMMARY**  
**FISCAL YEAR**  
**2002-03**

**REVENUES:**

General Fund (Real Property Services)	\$46,000
Transfer from Water and Sewer Operating Fund	82,500
Transfer from Lake Worth Trust Fund	205,000
Parks & Community Services Capital Projects	92,000
T/PW General Fund Programs	267,988
Aviation Capital Projects	100,464
T/PW Capital Projects	2,130,000
Water Capital Projects	3,756,978
Wastewater Capital Projects	2,414,522
Receipts from Other Funds	143,000
Contract Street Maintenance	555,000
Miscellaneous Revenues	<u>16,300</u>
<b>TOTAL REVENUE</b>	<b>\$9,809,752</b>

**EXPENDITURES:**

Personal Services	\$8,263,131
Supplies	303,694
Contractual Services	<u>830,776</u>
<b>TOTAL RECURRING EXPENSES</b>	<b>\$9,397,601</b>

**CAPITAL OUTLAY**

Capital Outlay	<u>\$82,000</u>
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$82,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$9,479,601</b>

**PROJECTED  
UNRESERVED RETAINED EARNINGS  
ENGINEERING FUND**

Unreserved retained earnings as of 9/30/02 *	<b>(\$307,716)</b>
Plus: Projected Revenues	\$9,809,752
Less: Projected Expenditures	<b>(\$9,479,601)</b>
Unreserved retained earnings as of 9/30/03	<b>\$22,435</b>
Plus: Unrealized gain **	\$2,159
Revised unreserved retained earnings as of 9/30/03	<b>\$24,594</b>

\* Preliminary fund balance due to pending audit of actual fund balances

\*\* The increase in the market value of the City's portfolio that has not been turned into cash

**COMPARISON OF ENGINEERING SERVICES FUND  
EXPENDITURES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Engineering Services	<u>\$9,164,717</u>	<u>\$9,001,193</u>	<u>\$9,522,803</u>	<u>\$9,095,913</u>	<u>\$9,479,601</u>
<b>TOTAL</b>	\$9,164,717	\$9,001,193	\$9,522,803	\$9,095,913	\$9,479,601

**FORT WORTH**



**COMPARISON OF ENGINEERING SERVICES FUND  
REVENUES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
General Fund (Real Property Services)	\$65,398	\$64,320	\$70,000	\$68,270	\$46,000
Transfer from Water and Sewer Operating Fund	47,287	93,228	165,193	70,021	82,500
Transfer from Lake Worth Trust Fund	254,216	259,805	253,717	228,726	205,000
Parks & Community Services Capital Projects	0	128,799	159,337	103,037	92,000
T/PW General Fund Programs	287,339	388,285	270,800	253,899	267,988
Aviation Capital Projects	65,620	124,707	100,464	119,044	100,464
T/PW Capital Projects	1,571,261	1,847,743	2,821,721	2,214,941	2,130,000
Water Capital Projects	2,081,826	2,519,887	2,121,445	3,096,509	3,756,978
Wastewater Capital Projects	3,484,250	2,955,684	3,249,231	2,474,421	2,414,522
Receipts from Other Funds	285,759	157,780	122,393	192,685	143,000
Contract Street Maintenance	323,486	393,604	482,003	569,705	555,000
Miscellaneous Revenues	<u>75,108</u>	<u>2,801</u>	<u>59,500</u>	<u>47,699</u>	<u>16,300</u>
<b>TOTAL</b>	<b>\$8,541,550</b>	<b>\$8,936,643</b>	<b>\$9,875,804</b>	<b>\$9,438,957</b>	<b>\$9,809,752</b>

**FORT WORTH**





**FUND BUDGET SUMMARY**

**DEPARTMENT:**

**FUND/CENTER**

ENGINEERING, ENGINEERING SERVICES FUND

PI19/0301000:0306010

SUMMARY OF FUND RESPONSIBILITIES:

The Engineering Department is responsible for providing engineering design, project management, survey, quality control, material testing and construction inspection services for all water, sewer, storm drain, sidewalk, and other infrastructure improvement projects.

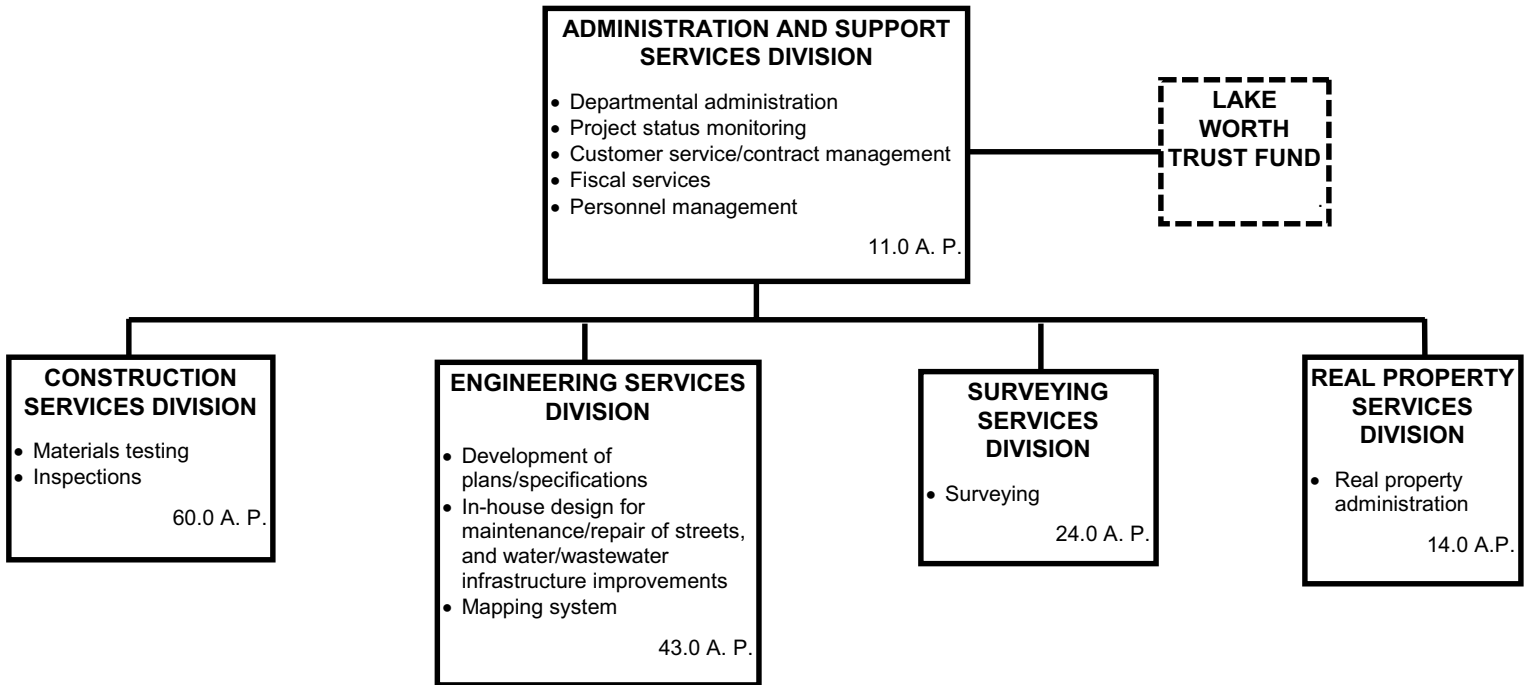
The Engineering Services Division consists of several sections that primarily provide engineering services for a broad array of programs. These programs may include street reconstruction (CIP), development review, water and sanitary sewer pipeline rehabilitation, replacement and extensions, and airport and park improvements. These programs may use in-house design teams or be contracted out to private consultants based on resource availability and response time required. The private utility coordination function is also provided through this division and is available for use by other departments managing their own design processes. Consistent with the Engineering Department's charter, resources may shift from one program to another depending on work demands. The Mapping Section, within the division, is responsible for Federal Emergency Management Administration (FEMA) floodplain management activities within the city, and the preparation and maintenance of the City's water, sewer, and storm drainage maps. The Real Property Services Division is responsible for the purchase and sale or lease of real property on behalf of all City departments. It also manages Lake Worth properties and the associated trust fund.

The Engineering Administration Division is responsible for overall departmental administrative operations, contract administration, and coordination of fiscal activities among all divisions. Engineering's Construction Services Division provides laboratory testing and construction inspection services for all City projects to ensure compliance with approved plans, specifications, and contract documents.

The Surveying Services Division provides preliminary survey, construction staking, easement description, and real property surveys for platting.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 7,566,346	\$ 8,196,304	\$ 8,263,131	\$ 8,263,131
<b>Supplies</b>	341,171	338,660	303,694	303,694
<b>Contractual</b>	1,093,676	863,854	830,776	830,776
<b>Capital Outlay</b>	0	123,985	82,000	82,000
<b>Total Expenditures</b>	\$ 9,001,193	\$ 9,522,803	\$ 9,479,601	\$ 9,479,601
<b>Authorized Positions</b>	156.75	150.75	152.00	152.00

# ENGINEERING SERVICES FUND – 152 A. P.



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> ENGINEERING	<b>FUND/CENTER</b> PI19/0301000:0306010
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$9,522,803	<b>A.P.</b>	150.75
<b>2002-03 ADOPTED:</b>	\$9,479,601	<b>A.P.</b>	152.00

- A) The adopted budget increases by \$120,286 due to implementation of the FY2002-03 compensation plan.
  
- B) The adopted budget increases by \$113,268 for group health insurance increases under the new insurance plan.
  
- C) The adopted budget increases by \$57,500 for the purchase of replacement vehicles.
  
- D) The adopted budget increases by \$43,200 for Equipment Services Department (ESD) administrative charges based on ESD's annual, \$675 per vehicle charge, which is budgeted for the first time in FY2002-03.
  
- E) The adopted budget decreases by (\$32,844) for motor vehicle repair.

**FORT WORTH**



**DEPARTMENTAL OBJECTIVES AND MEASURES**

**DEPARTMENT:**  
**ENGINEERING**

**DEPARTMENT PURPOSE**

To deliver innovative engineering related services to Fort Worth citizens that build, restore and revitalize our community.

**FY2002-03 DEPARTMENTAL OBJECTIVES**

To award 100 percent of remaining twenty-four (24) 1998 Capital Improvement Program (CIP) neighborhood street projects programmed for FY02-03 on schedule.

To maintain a gross change order rate of < 2 percent for all 1998 CIP neighborhood street projects (ENR national average 3-6 percent), except for those with a change in scope.

To award 100 percent of, or 20, water/sanitary sewer projects in conjunction with T/PW Street Maintenance Program on or ahead of schedule, with a gross change order rate of < 2.0 for all projects except for those with a change of scope. (ENR national average 3-6 percent)

To complete 100 percent of the platting of 91 Lake Worth lease lots in Blocks 6, 25, 26, 27, and 10 per I.R. 8376.

<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Number of 1998 CIP projects completed or under construction	78	62	24
Gross change order rate for 1998 CIP projects	1.5%	1.8%	1.8%
Number of water/sewer projects awarded in conjunction with T/PW Street Maintenance Program	N/A	27	20
Percentage of Lake Worth Lease lots in Blocks 6, 25, 26, 27, and 10	N/A	60%	40%

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT ENGINEERING DEPARTMENT		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND P119	ENGINEERING SERVICES FUND	Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>ENGINEERING ADMINISTRATION DIVISION</u>								
0301000	ENGINEERING ADMINISTRATION	\$ 1,930,070	\$ 869,070	\$ 878,406	\$ 878,406	23.75	10.00	11.00	11.00
	Sub-Total	<u>\$ 1,930,070</u>	<u>\$ 869,070</u>	<u>\$ 878,406</u>	<u>\$ 878,406</u>	<u>23.75</u>	<u>10.00</u>	<u>11.00</u>	<u>11.00</u>
	<u>CONSTRUCTION DIVISION</u>								
0302010	INSPECTION & SURVEY SECTION	\$ 3,176,679	\$ 3,409,426	\$ 3,451,990	\$ 3,451,990	51.00	51.00	51.00	51.00
0302020	CONSTRUCTION SURVEY SECTION	-105,152	0	0	0	0.00	0.00	0.00	0.00
0302030	CONSTRUCTION LABORATORY SECTION	410,310	425,946	467,018	467,018	9.00	9.00	9.00	9.00
	Sub-Total	<u>\$ 3,481,837</u>	<u>\$ 3,835,372</u>	<u>\$ 3,919,008</u>	<u>\$ 3,919,008</u>	<u>60.00</u>	<u>60.00</u>	<u>60.00</u>	<u>60.00</u>
	<u>ENGINEERING SERVICES</u>								
0303010	CONSULTANT SERVICES SECTION	\$ 864,518	\$ 980,070	\$ 0	\$ 0	13.00	14.00	0.00	0.00
0303020	DESIGN SERVICES	0	0	1,892,105	1,892,105	0.00	0.00	29.00	29.00
0303030	MAPPING SERVICES	0	0	804,768	804,768	0.00	0.00	14.00	14.00
	Sub-Total	<u>\$ 864,518</u>	<u>\$ 980,070</u>	<u>\$ 2,696,873</u>	<u>\$ 2,696,873</u>	<u>13.00</u>	<u>14.00</u>	<u>43.00</u>	<u>43.00</u>

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT ENGINEERING DEPARTMENT		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND PI19	ENGINEERING SERVICES FUND	Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>IN-HOUSE DESIGN DIVISION</u>								
0304010	MAPPING SECTION	\$ 710,583	\$ 637,348	\$ 0	\$ 0	17.00	13.00	0.00	0.00
0304020	IN-HOUSE DESIGN SECTION	864,262	1,211,975	0	0	17.00	18.00	0.00	0.00
	Sub-Total	<u>\$ 1,574,845</u>	<u>\$ 1,849,323</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>34.00</u>	<u>31.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>SURVEY DIVISION</u>								
0305010	SURVEY SECTION	\$ 1,149,923	\$ 1,176,226	\$ 1,186,304	\$ 1,186,304	26.00	22.00	24.00	24.00
	Sub-Total	<u>\$ 1,149,923</u>	<u>\$ 1,176,226</u>	<u>\$ 1,186,304</u>	<u>\$ 1,186,304</u>	<u>26.00</u>	<u>22.00</u>	<u>24.00</u>	<u>24.00</u>
	<u>REAL PROPERTY</u>								
0306010	REAL PROPERTY SERVICES	\$ 0	\$ 812,742	\$ 799,010	\$ 799,010	0.00	13.75	14.00	14.00
	Sub-Total	<u>\$ 0</u>	<u>\$ 812,742</u>	<u>\$ 799,010</u>	<u>\$ 799,010</u>	<u>0.00</u>	<u>13.75</u>	<u>14.00</u>	<u>14.00</u>
	<b>TOTAL</b>	<b>\$ 9,001,193</b>	<b>\$ 9,522,803</b>	<b>\$ 9,479,601</b>	<b>\$ 9,479,601</b>	<b>156.75</b>	<b>150.75</b>	<b>152.00</b>	<b>152.00</b>



**FUND STATEMENT****FUND:****OFFICE SERVICES FUND**

The Office Services Fund is an Internal Service Fund that consists of three divisions: the Print Shop, Graphics, and the Mailroom. Prior to 1990, these three divisions operated as three independent City shops. To achieve efficiency and cost-effectiveness, the Print Shop and Graphics were merged in 1990, and the Mailroom was added in 1992. Currently, the Office Services Fund is the City's in-house Reprographics Department, managed by a single coordinator, which offers a "one-stop shop" for reprographic services for all City departments.

The Print Shop accommodates small and medium-size print jobs that are needed quickly. Most jobs completed by the Print Shop involve City forms, letterhead, envelopes, newsletters, and brochures for each department. The Print Shop also offers bindery services, makes identification cards for City employees, provides high-speed copying, makes blue line reproductions, and does some spot-color work. However, all four-color process work is contracted to outside firms.

In addition, the Print Shop manages the City's walk-up copiers, administers contracts with copier vendors, and orders supplies for copiers. Walk-up copiers are available throughout City Hall and other City facilities.

Graphics provides a full line of services, including desktop publishing, logo creation, displays, posters, photography, camera-ready art, and audio-visual checkout. When four-color work is created for outside printing, the artist writes print specifications for the bid, delivers the job on disk or as camera-ready art, and acts as a liaison between the printer and departmental users.

The receipt and distribution of all outgoing and incoming mail is the responsibility of the Mailroom. Mailroom employees deliver and pick up mail at remote City facilities and operate the equipment which folds bills and places them, along with return envelopes, newsletters, and any other inserts, into envelopes that are then processed and mailed.

Studies have been conducted to determine if it would be more cost-effective and efficient for the City to delete the in-house Reprographics Department and send all work to outside vendors. These studies concluded that the in-house operation is more cost-effective and efficient because Office Services' prices are competitive or below market rates, and the turnaround time is shorter. In addition, the in-house shop employees recognize the sensitivity of City jobs, such as Mayor and Council Communications and the proposed and adopted budgets. These documents contain information that should be confidential until printed and distributed to the City Council.

**FORT WORTH**



**OFFICE SERVICES FUND BUDGET SUMMARY  
FISCAL YEAR  
2002-03**

**REVENUES:**

Errands	\$1,500
Fax Machine Charges	0
Interest Earned - Office Services	11,700
Invoice Entry	20,746
Kodak Printing	206,000
Labor - Inter-Departmental Billing	321,300
Mail and Messenger	26,400
Miscellaneous Revenue	106,000
Office Copy Charges	850,000
Postage	132,000
Printing	28,000
Rush - Inter-Departmental Billing	4,600
Sale of Business Cards	28,000
Supplies - Inter-Departmental Billing	339,300
Photography	7,200
Translation Services	5,500
Use of Retained Earnings	<u>141,399</u>
<b>TOTAL REVENUE</b>	<b>\$2,229,645</b>

**EXPENDITURES:**

Personal Services	\$806,946
Supplies	282,794
Contractual Services	<u>1,064,083</u>
<b>TOTAL RECURRING EXPENSES</b>	<b>\$2,153,823</b>

**DEBT SERVICE AND CAPITAL OUTLAY**

Capital Outlay	\$75,822
Debt Service	<u>0</u>
<b>TOTAL DEBT SERVICE AND CAPITAL OUTLAY</b>	<b>\$75,822</b>
<b>TOTAL EXPENDITURES</b>	<b>\$2,229,645</b>

**PROJECTED  
UNRESERVED RETAINED EARNINGS  
OFFICE SERVICES FUND**

Unreserved retained earnings as of 9/30/02 *	<b>\$321,886</b>
Plus: Projected Revenues	\$2,088,246
Less: Projected Expenditures	(\$2,229,645)
Unreserved retained earnings as of 9/30/03	<b>\$180,487</b>
Plus: Unrealized gain **	\$1,089
Revised unreserved retained earnings as of 9/30/03	<b>\$181,576</b>

\* Preliminary fund balance due to pending audit of actual fund balances

\*\* The increase in the market value of the City's portfolio that has not been turned into cash

**COMPARISON OF OFFICE SERVICES FUND  
EXPENDITURES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Print Shop	\$1,239,221	\$1,256,743	\$1,269,148	\$1,360,776	\$1,607,174
Graphics	238,196	246,607	240,011	255,146	267,220
Mailroom	<u>456,705</u>	<u>388,721</u>	<u>474,047</u>	<u>510,291</u>	<u>355,251</u>
<b>Total</b>	<b>\$1,934,122</b>	<b>\$1,892,071</b>	<b>\$1,983,206</b>	<b>\$2,126,213</b>	<b>\$2,229,645</b>

**FORT WORTH**



**COMPARISON OF OFFICE SERVICES FUND  
REVENUES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Interest On Investments	\$4,840	\$44,783	\$17,000	\$20,534	\$11,700
Unrealized Gain	4,619	21,307	0	0	0
Gain/Loss On Assets	(19,844)	(58,660)	0	0	0
Postage	126,428	131,029	120,000	140,908	132,000
Office Copy Charges	694,748	638,711	719,000	668,588	850,000
Fax Revenue-Office Servic	246	151	100	62	0
Mail And Messenger Servic	27,990	25,191	27,400	27,069	26,400
Misc Revenue	67,335	63,230	60,000	71,288	106,000
Business Cards	23,762	26,076	23,700	24,708	28,000
Translation Services	0	0	7,500	0	5,500
Invoice Entry	18,587	18,357	18,400	19,258	20,746
Printing	25,778	20,550	23,000	21,689	28,000
Labor - IDB Revenue	280,799	302,559	265,700	305,386	321,300
Rush - IDB Revenue	1,989	1,302	1,500	2,699	4,600
Supplies - IDB Revenue	290,431	321,801	278,670	352,770	339,300
Customer Alterations	264	200	0	55	0
Errands	1,487	1,387	1,500	1,955	1,500
Printing Kodak	193,070	210,342	200,000	210,128	206,000
Photography	<u>0</u>	<u>0</u>	<u>14,000</u>	<u>0</u>	<u>7,200</u>
<b>Sub-Total</b>	\$1,742,529	\$1,768,316	\$1,777,470	\$1,867,097	\$2,088,246
Use of Retained Earnings	<u>\$0</u>	<u>\$0</u>	<u>\$205,736</u>	<u>\$226,040</u>	<u>\$141,399</u>
<b>Total</b>	\$1,742,529	\$1,768,316	\$1,983,206	\$2,093,137	\$2,229,645

**FORT WORTH**





**FUND BUDGET SUMMARY****DEPARTMENT:****FUND/CENTER**

NON-DEPARTMENTAL: REPROGRAPHICS

PI60/0901310:0901330

## SUMMARY OF FUND RESPONSIBILITIES:

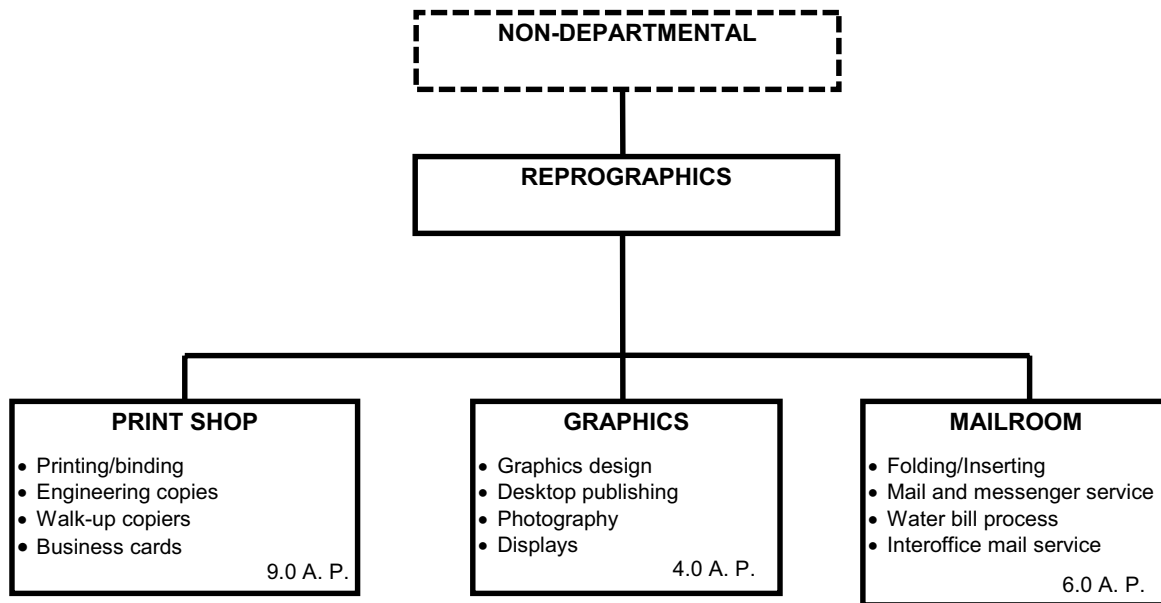
The Office Services Fund consists of three divisions: the Print Shop, Graphics, and the Mailroom. The Print Shop is responsible for typesetting, printing, binding, engineering copy production, and walk-up copier service.

The Graphics Division provides centralized graphic design and printing for all City departments. This division prepares a variety of illustrative materials such as maps, sketches, charts, posters, covers, exhibits, graphs, diagrams, and photographic illustrations.

The Mailroom Division provides centralized mail folding and inserting service for City departments.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 711,588	\$ 742,595	\$ 806,946	\$ 806,946
<b>Supplies</b>	325,887	288,142	282,794	282,794
<b>Contractual</b>	854,596	895,469	1,064,083	1,064,083
<b>Capital Outlay</b>	0	57,000	75,822	75,822
<b>Total Expenditures</b>	\$ 1,892,071	\$ 1,983,206	\$ 2,229,645	\$ 2,229,645
<b>Authorized Positions</b>	19.00	19.00	19.00	19.00

# OFFICE SERVICES FUND - 19.0 A. P.



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> NON-DEPARTMENTAL - REPROGRAPHICS	<b>FUND/CENTER</b> PI60/0901310:0901330
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$1,983,206	<b>A.P.</b>	19.0
<b>2002-03 ADOPTED:</b>	\$2,229,645	<b>A.P.</b>	19.0

A) The adopted budget increases by \$197,268 for administrative services charges per the Finance Department for services and costs that are borne by the General Fund.

B) The adopted budget decreases by (\$175,000) for transfers to the General Fund.

C) The adopted budget increases by \$112,148 in miscellaneous rentals due to the increased costs of digital copiers and the anticipated rental of 12 additional copiers for the Public Library Department.

D) The adopted budget increases by \$21,862 for terminal leave costs associated with the anticipated retirement of the Reprographics Manager.

**FORT WORTH**



**DEPARTMENTAL OBJECTIVES AND MEASURES**

**DEPARTMENT:** **OFFICE SERVICES FUND**

**DEPARTMENT PURPOSE**

Reprographics' 19 employees provide desktop publishing, printing, and mail service. Each individual in Reprographics is dedicated to supporting city departments with quality, cost-effective and timely service.

**FY2002-03 DEPARTMENTAL OBJECTIVES**

To attain excellent customer satisfaction in Print and Graphics shop turnaround.

To attain excellent customer satisfaction in Reprographics' overall service.

To save City dollars on in-plant printing over outsourcing to private industry.

To save City approximately \$108,000 by sending mail to presort company.

<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Percentage of customers rating print and graphics turnaround as excellent	N/A	91%	95%
Percentage of customers rating overall satisfaction with Reprographics services as excellent	N/A	98%	98%
Percentage of savings with inplant printing over outsourcing	N/A	37%	35%
Number of dollars saved by sending mail to presort firm	\$96,699	\$108,000	\$108,000

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT NON-DEPARTMENTAL		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND PI60 OFFICE SERVICES FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>PUBLIC INFORMATION</u>								
0901310	PRINT SHOP	\$ 1,256,743	\$ 1,269,149	\$ 1,607,175	\$ 1,607,175	9.00	9.00	9.00	9.00
0901320	GRAPHICS	246,607	240,011	267,220	267,220	4.00	4.00	4.00	4.00
0901330	MAILROOM	388,721	474,047	355,251	355,251	6.00	6.00	6.00	6.00
	Sub-Total	<u>\$ 1,892,071</u>	<u>\$ 1,983,206</u>	<u>\$ 2,229,645</u>	<u>\$ 2,229,645</u>	<u>19.00</u>	<u>19.00</u>	<u>19.00</u>	<u>19.00</u>
	<b>TOTAL</b>	\$ 1,892,071	\$ 1,983,206	\$ 2,229,645	\$ 2,229,645	19.00	19.00	19.00	19.00

**FORT WORTH**





**FUND STATEMENT**

**FUND:**

**TEMPORARY LABOR FUND**

The Temporary Labor Fund is a City of Fort Worth Internal Service Fund. The Fund was established to provide a centralized temporary employee source for all City departments.

In 1987, a study was conducted regarding contracting the City's temporary labor services to an entity outside the City. However, it was found to be more cost-effective for the City to provide the service in-house. In fact, it was estimated that the City's provision of such services could potentially save the City 38 to 40 percent. Thus, the Temporary Labor Fund was established in October 1987.

The Human Resources Department (HR) manages the Temporary Labor Fund, which is responsible for recruiting and referring qualified applicants to fill City departments' temporary staffing needs. The service allows departments to operate at maximum efficiency during peak workload periods, vacation periods, extended leaves of absence and under other circumstances that create temporary staffing challenges.

Human Resources is responsible for performing the in-house pre-screening and testing of all potential Temporary Labor pool employees. Thus, the department is able to monitor temporaries to ensure that they meet the test score, experience, typing and education requirements of the City's regular/permanent positions.

Departments utilizing Temporary Labor's services are billed by the Fund for the temporary employee's salary and all associated administrative costs. There are, on average, 70 to 80 temporary employees working in a variety of City departments during any given pay period.

A typical duration for a temporary assignment ranges from one day to three months. However, extensions beyond a three-month period may be granted on an as-needed basis.

**FORT WORTH**



TEMPORARY LABOR FUND BUDGET SUMMARY  
FISCAL YEAR  
2002-03

**REVENUES:**

Labor Charges	<u>\$999,952</u>
<b>TOTAL REVENUE</b>	<b>\$999,952</b>

**EXPENDITURES:**

Personal Services	\$900,679
Supplies	200
Contractual Services	<u>24,311</u>
<b>TOTAL EXPENDITURES</b>	<b>\$925,190</b>

**PROJECTED  
UNRESERVED RETAINED EARNINGS  
TEMPORARY LABOR FUND**

Unreserved retained earnings as of 9/30/02 *	<b>\$14,851</b>
Plus: Projected Revenues	\$999,952
Less: Projected Expenditures	(\$925,190)
Unreserved retained earnings as of 9/30/03	<b>\$89,613</b>
Plus: Unrealized gain **	\$0
Revised unreserved retained earnings as of 9/30/03	<b>\$89,613</b>

\* Preliminary fund balance due to pending audit of actual fund balances

\*\* The increase in the market value of the City's portfolio that has not been turned into cash

COMPARISON OF TEMPORARY LABOR FUND  
EXPENDITURES

	ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	RE-ESTIMATE 2001-02	ADOPTED 2002-03
Temporary Labor Services	<u>\$937,781</u>	<u>\$1,070,475</u>	<u>\$933,457</u>	<u>\$1,067,339</u>	<u>\$925,190</u>
<b>Total</b>	\$937,781	\$1,070,475	\$933,457	\$1,067,339	\$925,190

**FORT WORTH**



**COMPARISON OF TEMPORARY LABOR FUND  
REVENUES**

	ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	RE-ESTIMATE 2001-02	ADOPTED 2002-03
Interest on Investments	\$0	\$0	\$100	\$0	\$100
Labor Charges	706,921	857,509	756,000	997,345	790,000
Labor Overhead	<u>170,965</u>	<u>186,531</u>	<u>183,058</u>	<u>216,047</u>	<u>209,852</u>
<b>Total</b>	<b>\$877,886</b>	<b>\$1,044,040</b>	<b>\$939,158</b>	<b>\$1,213,392</b>	<b>\$999,952</b>

**FORT WORTH**





**FUND BUDGET SUMMARY**

<b>DEPARTMENT:</b>	<b>FUND/CENTER</b>
HUMAN RESOURCES, TEMPORARY LABOR FUND	PI17/0140000

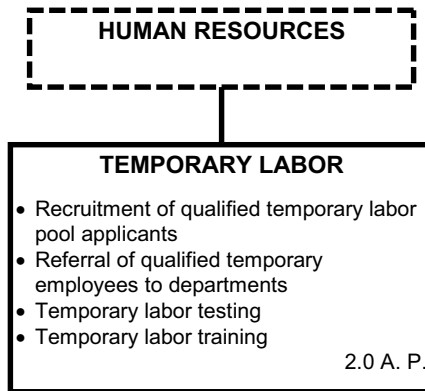
SUMMARY OF FUND RESPONSIBILITIES:

The Temporary Labor Fund, with oversight by the Human Resources Department, provides temporary clerical employees to meet the City's short-term labor needs. The Temporary Labor staff maintains a top-quality temporary labor pool to fill all City departmental requests. The Temporary Labor Fund ensures quality service by performing in-house pre-screening and testing of all applicants for the temporary positions. The staff also functions as a liaison between City departments and the temporary labor pool, scheduling and coordinating the temporary employees in the most efficient and effective manner possible.

A \$0.25 per hour increase to the administrative fee charged by the fund for provision of temporary labor services is proposed for implementation October 1, 2002. Despite the slight increase, the Temporary Labor Fund still provides temporary labor services at a cost lower than that charged by private firms providing the same services.

Allocations	Actual 2000-01	Adopted 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
<b>Personal Services</b>	\$ 1,067,540	\$ 920,995	\$ 900,679	\$ 900,679
<b>Supplies</b>	0	200	200	200
<b>Contractual</b>	2,935	12,262	24,311	24,311
<b>Total Expenditures</b>	\$ 1,070,475	\$ 933,457	\$ 925,190	\$ 925,190
<b>Authorized Positions</b>	2.00	2.00	2.00	2.00

# TEMPORARY LABOR - 2.0 A. P.



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> HUMAN RESOURCES, TEMPORARY LABOR FUND	<b>FUND/CENTER</b> PI17/0140000
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$933,457	<b>A.P.</b>	2.00
<b>2002-03 ADOPTED:</b>	\$925,190	<b>A.P.</b>	2.00

- A) The adopted budget increases by \$60,000 for temporary employees to staff the temporary labor pool to meet anticipated requests.
  
- B) The adopted budget decreases by (\$43,400) for Federal Insurance Contribution Act (FICA) expenditures. The City eliminated such contributions in FY2001-02 to move to an alternative retirement contribution plan for temporary personnel.
  
- B) The adopted budget decreases by (\$38,922) for Temporary Labor's Workers' Compensation Fund assessment for FY2002-03, which is based on historical claims.
  
- C) The adopted budget increases by \$16,750 for the FY2002-03 assessment of the Administrative Services Charge for General Fund support services provided to the Temporary Labor Fund.

**FORT WORTH**



**DEPARTMENTAL OBJECTIVES AND MEASURES**

**DEPARTMENT:**

**HUMAN RESOURCES, TEMPORARY LABOR FUND**

**DEPARTMENT PURPOSE**

To provide a centralized temporary employee source to meet the short-term employment needs of all City departments.

**FY2002- 03 DEPARTMENTAL OBJECTIVES**

To continue to provide temporary employees to meet departments short-term labor needs at a cost at least 30 percent below the cost to obtain temporary workers from private agencies.

To maintain the current quick turn-around time to fill department's temporary labor requests.

To increase the percentage of temporary labor pool workers who are offered full-time employment with the City.

DEPARTMENTAL MEASURES	ACTUAL 2000-01	ESTIMATED 2001-02	PROJECTED 2002-03
Percent Temporary Labor Fund costs below those of private agencies	30%	30%	30%
#. of days to fill temporary labor requests	4	2	2
Percent of temporary workers placed In authorized positions in City	30%	32%	34%

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT HUMAN RESOURCES		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND PI17	TEMPORARY LABOR FUND	Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0140000	<u>HUMAN RESOURCES</u>								
	HUMAN RESOURCES	\$ 1,070,475	\$ 933,457	\$ 925,190	\$ 925,190	2.00	2.00	2.00	2.00
	Sub-Total	<u>\$ 1,070,475</u>	<u>\$ 933,457</u>	<u>\$ 925,190</u>	<u>\$ 925,190</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
	<b>TOTAL</b>	\$ 1,070,475	\$ 933,457	\$ 925,190	\$ 925,190	2.00	2.00	2.00	2.00

**FORT WORTH**





## FUND STATEMENT

**FUND:**

### INSURANCE

For FY2001-02, the Risk Management Department, which had previously managed all insurance funds and matters, was eliminated and the various funds moved to other departments. Under the new structure, the Finance Department is charged with coordinating loss identification, reduction, and prevention programs. The Human Resources Department now administers the City's Unemployment Compensation and Workers' Compensation funds and oversees the group medical benefits program for active and retired City employees. The Finance Department now manages the Property and Casualty Insurance Fund.

Insurance program revenues primarily come from transfer payments from other City departments. The Group Health and Life Insurance Fund also derives revenue from contributions from both active and retired City employees. The revenue is budgeted based on expected cash expenditures required to meet current year expenses and payments towards prior years' incurred expenses. The designated operating funds are as follows:

**Workers' Compensation (Human Resources Department):** This program is self-insured, with single incident excess insurance maintained with a \$500,000 Self-Insured Retention (SIR) and Employer's Liability Insurance at a \$1,000,000 limit. A third party administrator handles claims.

**Unemployment Compensation (Human Resources Department):** The City is a reimbursing agency for Unemployment Compensation. The Texas Workforce Commission (TWC) sends quarterly reports to the City concerning claims that are paid on behalf of the City to eligible former employees. Human Resources risk management personnel then review all claims and file reports to TWC accordingly.

**Group Health and Life Insurance (Human Resources Department):** FY2001-02 was the first year that the City was self-insured for the medical benefits it offers City employees, retirees, and their eligible spouses and/or dependents. The City is also reinsured with excess coverage as follows: \$60,000 specific stop loss insurance on an "all cause" basis, per person per plan year; and \$1,000,000 annual aggregate stop loss insurance.

In addition to group health insurance, the City provides a basic \$10,000 life insurance policy for each eligible full-time, permanent employee, at no cost to the employee. An additional \$10,000 for accidental death and dismemberment (AD&D) is also included. A \$3,000 death benefit is provided for each eligible retiree from the Retired Employees Group Death Benefit Fund.

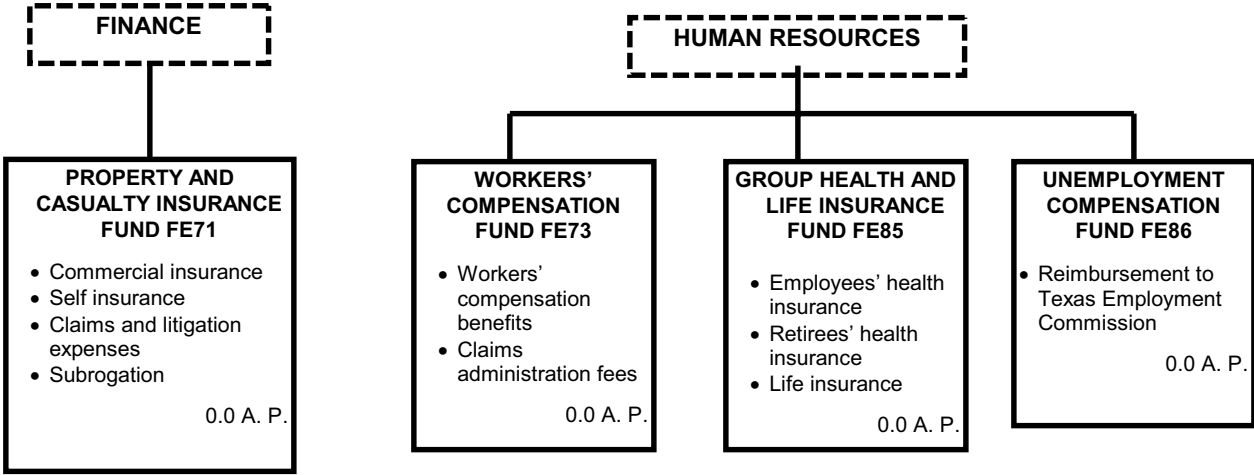
**Property and Casualty Insurance (Finance Department):** This program, administered by the Finance Department as of October 1, 2001, combines commercial and self insurance to cover standard risks associated with property coverage on City structures, boilers and machinery, electronic data processing equipment, crime (employee dishonesty plus theft, disappearance and destruction, and faithful performance coverage), public official bonds, helicopter liability, excess airport liability, and liquor liability.

Third party liability claims against the City and subrogation efforts by the City are handled internally by licensed claims adjusters. The liability insurance program is largely self-funded for liability claims and lawsuits, settlements, and expenses.

**FORT WORTH**



# INSURANCE - 0.0 A. P.



**FORT WORTH**



**PROPERTY AND CASUALTY INSURANCE FUND BUDGET SUMMARY**  
**FISCAL YEAR**  
**2002-03**

**REVENUES:**

City Fund Contributions	
General Fund	\$4,063,432
Water and Sewer Fund	1,081,290
Solid Waste Fund	58,038
Municipal Airports Fund	311,904
Equipment Services Fund	67,149
Municipal Golf Fund	41,707
Municipal Parking Fund	57,866
Engineering Services Fund	30,205
Information Systems Fund	33,859
Environmental Management Fund	<u>29,433</u>
Sub-Total City Contributions	\$5,774,883
Use of Fund Balance	<u>\$1,580,203</u>
<b>TOTAL REVENUES</b>	<b>\$7,355,086</b>

**EXPENDITURES:**

Claims and Related Expenses	\$555,750
Lawsuit Payments and Expenses	3,755,000
Other Legal Expenses	105,000
Water Department Legal Expenses	300,000
Commercial Insurance Costs	1,861,845
Self Insurance Premiums	<u>777,491</u>
<b>TOTAL EXPENDITURES</b>	<b>\$7,355,086</b>

**PROJECTED  
UNRESERVED RETAINED EARNINGS  
PROPERTY AND CASUALTY INSURANCE FUND**

Unreserved retained earnings as of 9/30/02 *	<b>\$4,675,590</b>
Plus: Projected Revenues	\$5,774,883
Less: Projected Expenditures	(\$7,355,086)
Unreserved retained earnings as of 9/30/03	<b>\$3,095,387</b>
Plus: Unrealized gain **	\$0
Revised unreserved retained earnings as of 9/30/03	<b>\$3,095,387</b>

\* Preliminary fund balance due to pending audit of actual fund balances

\*\* The increase in the market value of the City's portfolio that has not been turned into cash

**COMPARISON OF PROPERTY AND CASUALTY INSURANCE FUND  
EXPENDITURES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Claims & Related Expenses	\$907,632	\$477,271	\$520,000	\$520,000	\$555,750
Lawsuit Payments & Expenses	2,630,404	3,459,588	3,000,000	4,000,000	3,755,000
Other Legal Expenses	2,879	6,303	25,000	25,000	105,000
Water Dept. Legal Expenses	517,948	130,331	304,000	304,000	300,000
Commercial Insurance	684,173	807,977	1,045,185	1,045,185	1,861,845
Self-Insurance Premiums	<u>706,202</u>	<u>572,870</u>	<u>573,023</u>	<u>573,023</u>	<u>777,491</u>
TOTAL	\$5,449,238	\$5,454,340	\$5,467,208	\$6,467,208	\$7,355,086

**FORT WORTH**





**COMPARISON OF PROPERTY AND CAUALITY INSURANCE FUND  
REVENUES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
General Fund	\$4,333,866	\$3,978,053	\$4,039,996	\$3,918,796	\$4,063,432
Water & Sewer Fund	923,206	835,794	802,436	778,363	1,081,290
Municipal Airports Fund	105,125	105,126	269,277	261,199	311,904
Equipment Services Fund	17,414	15,732	52,149	50,585	67,149
Solid Waste Fund	22,427	38,838	55,968	54,289	58,038
Municipal Parking Fund	21,266	21,266	26,143	25,359	57,866
Municipal Golf Fund	15,363	11,795	23,050	22,359	41,707
Information Systems Fund	22,382	9,477	24,018	23,297	33,859
Engineering Fund	10,101	8,852	12,071	11,709	30,205
Environmental Management	<u>768</u>	<u>660</u>	<u>2,293</u>	<u>2,224</u>	<u>29,433</u>
<b>TOTAL</b>	\$5,471,918	\$5,025,593	\$5,307,401	\$5,148,179	\$5,774,883
Use of Fund Balance			\$159,807		\$1,580,203
<b>TOTAL REVENUES</b>	\$5,471,918	\$5,025,593	\$5,467,208	\$5,148,179	\$7,355,086

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT FINANCE		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND FE71 <b>INSURANCE FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>PROPERTY AND CASUALTY DIVISION</u>								
0137110	CLAIM PAYMENTS AND COSTS	\$ 0	\$ 520,000	\$ 555,750	\$ 555,750	0.00	0.00	0.00	0.00
0137120	LAWSUIT PAYMENTS AND COSTS	0	3,000,000	3,755,000	3,755,000	0.00	0.00	0.00	0.00
0137121	OTHER LEGAL EXPENSES	0	25,000	105,000	105,000	0.00	0.00	0.00	0.00
0137122	WATER DEPARTMENT LEGAL COSTS	0	304,000	300,000	300,000	0.00	0.00	0.00	0.00
0137130	COMMERCIAL INSURANCE PREMIUMS	0	1,045,185	1,861,845	1,861,845	0.00	0.00	0.00	0.00
0137140	SELF INSURANCE PREMIUMS	0	573,023	777,491	777,491	0.00	0.00	0.00	0.00
	Sub-Total	\$ 0	\$ 5,467,208	\$ 7,355,086	\$ 7,355,086	0.00	0.00	0.00	0.00
	<b>TOTAL</b>	\$ 0	\$ 5,467,208	\$ 7,355,086	\$ 7,355,086	0.00	0.00	0.00	0.00

**FORT WORTH**



**WORKERS' COMPENSATION FUND BUDGET SUMMARY**  
**FISCAL YEAR**  
**2002-03**

**REVENUES:**

City Fund Contributions	
General Fund	\$7,072,511
Water and Sewer Fund	2,198,936
Equipment Services Fund	405,480
Solid Waste Fund	264,288
Engineering Services Fund	133,785
Municipal Golf Fund	54,289
Municipal Airports Fund	47,178
Grants Fund	180,005
Temporary Labor Fund	11,839
Information Systems Fund	36,579
Cable Communications Fund	<u>100,000</u>
<b>TOTAL REVENUE</b>	<b>\$10,504,890</b>

**OTHER FINANCING SOURCES**

Use of Fund Balance	<u>\$425,237</u>
<b>TOTAL REVENUE AND OTHER FINANCING SOURCES</b>	<b>\$10,930,127</b>

**EXPENDITURES:**

Personal Services	\$50,000
Supplies	3,000
Contractual Services	<u>10,877,127</u>
<b>TOTAL RECURRING EXPENSES</b>	<b>\$10,930,127</b>

**DEBT SERVICE AND CAPITAL OUTLAY**

Capital Outlay	\$0
Debt Service	<u>0</u>
<b>TOTAL DEBT SERVICE AND CAPITAL OUTLAY</b>	<b>\$0</b>
<b>TOTAL EXPENDITURES</b>	<b>\$10,930,127</b>

**PROJECTED  
UNRESERVED RETAINED EARNINGS  
WORKERS' COMPENSATION FUND**

Unreserved retained earnings as of 9/30/02 *	<b>\$4,112,352</b>
Plus: Projected Revenues	\$10,504,890
Less: Projected Expenditures	(\$10,930,127)
Unreserved retained earnings as of 9/30/03	<b>\$3,687,115</b>
Plus: Unrealized gain **	\$0
Revised unreserved retained earnings as of 9/30/03	<b>\$3,687,115</b>

\* Preliminary fund balance due to pending audit of actual fund balances

\*\* The increase in the market value of the City's portfolio that has not been turned into cash

**COMPARISON OF WORKERS' COMPENSATION FUND  
EXPENDITURES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Workers' Compensation and Related Costs	\$8,731,309	\$9,588,163	\$11,294,600	\$10,418,080	\$10,630,127
Excess Catastrophic Loss Insurance	<u>0</u>	<u>0</u>	<u>300,000</u>	<u>0</u>	<u>300,000</u>
<b>Total</b>	<b>\$8,731,309</b>	<b>\$9,588,163</b>	<b>\$11,594,600</b>	<b>\$10,418,080</b>	<b>\$10,930,127</b>

**FORT WORTH**





**COMPARISON OF WORKERS' COMPENSATION FUND  
REVENUES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
City Fund Contributions					
General Fund	\$5,701,323	\$4,167,888	\$7,733,789	\$7,733,789	\$7,072,511
Cable Communications Fund	0	158	2,990	2,990	100,000
Engineering Services Fund	242,895	203,766	119,197	119,197	133,785
Equipment Services Fund	394,050	330,519	348,620	348,620	405,480
Grants Fund	188,500	202,010	117,471	204,632	180,005
Information Systems Fund	17,751	14,877	26,079	2,900	36,579
Municipal Airports Fund	64,750	49,812	104,706	104,706	47,178
Municipal Golf Fund	98,450	82,556	42,587	42,587	54,289
Solid Waste Fund	190,499	159,789	127,706	127,706	264,288
Temporary Labor Fund	0	0	50,761	50,761	11,839
Water and Sewer Fund	1,766,609	1,481,934	2,902,754	1,818,864	2,198,936
Other Sources	<u>174,874</u>	<u>3,821</u>	<u>17,940</u>	<u>117,054</u>	<u>0</u>
Sub-Total	\$8,839,701	\$6,697,130	\$11,594,600	\$10,673,806	\$10,504,890
Use of Fund Balance	<u>\$0</u>	<u>\$3,379,819</u>	<u>\$0</u>	<u>\$0</u>	<u>\$425,237</u>
<b>TOTAL</b>	<b>\$8,839,701</b>	<b>\$10,076,949</b>	<b>\$11,594,600</b>	<b>\$10,673,806</b>	<b>\$10,930,127</b>

**FORT WORTH**



**FUND BUDGET SUMMARY****DEPARTMENT:**

HR, WORKERS' COMPENSATION FUND

**FUND/CENTER**

FE73/0147310

## SUMMARY OF FUND RESPONSIBILITIES:

In FY2001-02, workers' compensation administration transferred from the former Risk Management Department, which was dissolved effective October 1, 2001, to the Human Resources Department. Fund expenditures are based on actual workers' compensation claims for the previous year, as well as anticipated claims for the upcoming year. Revenue is transferred into the Workers' Compensation Fund from the General Fund, Enterprise and Internal Service Funds, and Grant and Capital Projects Funds.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 0	\$ 0	\$ 50,000	\$ 50,000
<b>Supplies</b>	0	0	3,000	3,000
<b>Contractual</b>	0	11,594,600	10,877,127	10,877,127
<b>Total Expenditures</b>	\$ 0	\$ 11,594,600	\$ 10,930,127	\$ 10,930,127

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT HUMAN RESOURCES		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND FE73      WORKERS COMP FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0147310	<u>WORKERS' COMP INS</u>								
	WORKERS' COMP INS.	\$ 0	\$ 11,594,600	\$ 10,930,127	\$ 10,930,127	0.00	0.00	0.00	0.00
	Sub-Total	\$ 0	\$ 11,594,600	\$ 10,930,127	\$ 10,930,127	0.00	0.00	0.00	0.00
	<b>TOTAL</b>	\$ 0	\$ 11,594,600	\$ 10,930,127	\$ 10,930,127	0.00	0.00	0.00	0.00

**FORT WORTH**



**GROUP HEALTH AND LIFE INSURANCE FUND BUDGET SUMMARY  
FISCAL YEAR  
2002-03**

<b><u>REVENUES:</u></b>	<u>Active Employee Requirement</u>	<u>Retiree Requirement</u>	<u>Total</u>
City Fund Contributions			
General Fund	\$14,561,645	\$7,323,484	\$21,885,129
Cable Communication Fund	40,356	0	40,356
CCPD	911,124	0	911,124
City Store	9,324	0	9,324
Culture and Tourism Fund	31,176	0	31,176
Engineering Services Fund	575,124	0	575,124
Environmental Mgt. Fund	75,984	0	75,984
Equipment Services Fund	534,012	252,534	786,546
Grants Fund	260,803	0	260,803
Information Systems Fund	348,048	3,946	351,994
Municipal Airports Fund	71,256	31,567	102,823
Municipal Golf Fund	216,252	15,783	232,035
Municipal Parking Fund	3,228	0	3,228
Office Services Fund	61,176	15,783	76,959
Solid Waste Fund	256,932	244,642	501,574
Temporary Labor Fund	5,700	0	5,700
Water and Sewer Fund	<u>2,736,432</u>	<u>1,132,457</u>	<u>3,868,889</u>
<b>TOTAL REVENUE</b>	<b>\$20,698,572</b>	<b>\$9,020,196</b>	<b>\$29,718,768</b>

**OTHER FINANCING SOURCES**

Interest on Investments	\$348,000
Contributions for Medical Coverage:	
Active Employees and Dependents	10,709,997
Retirees and Dependents	4,178,590
Use of Fund Balance	<u>3,500,000</u>
<b>TOTAL REVENUE AND OTHER FINANCING SOURCES</b>	<b>\$48,455,355</b>

**EXPENDITURES:**

Medical Claims and Services-Retirees and Dependents	\$15,220,504
Medical Claims and Services-Active Employees and Dependents	32,506,253
Basic Life Insurance	227,000
Accidental Death Premiums	40,000
Group Health and Life Services	126,072
Wellness - Health Maintenance	<u>297,020</u>
<b>TOTAL EXPENDITURES</b>	<b>\$48,416,849</b>

**PROJECTED  
UNRESERVED RETAINED EARNINGS  
GROUP HEALTH AND LIFE INSURANCE FUND**

Unreserved retained earnings as of 9/30/02*	\$6,789,084
Plus: Projected Revenues	\$44,955,355
Less: Projected Expenditures	(\$48,416,849)
Unreserved retained earnings as of 9/30/03	\$3,327,590
Plus: Unrealized gain **	\$260,312
Revised unreserved retained earnings as of 9/30/03	\$3,587,902

\*Preliminary fund balance due to pending audit of actual fund balances

\*\* The increase in the market value of the City's portfolio that has not been turned into cash



**COMPARISON OF GROUP HEALTH AND LIFE INSURANCE FUND  
EXPENDITURES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Medical Claims & Services					
Retirees and Dependents	\$7,636,379	\$7,940,943	\$11,745,273	\$11,777,027	\$15,220,504
Employees and Dependents	<u>18,941,846</u>	<u>17,416,405</u>	<u>28,046,633</u>	<u>24,428,375</u>	<u>32,506,253</u>
Sub-Total	\$26,578,225	\$25,357,348	\$39,791,906	\$36,205,402	\$47,726,757
 Basic Life Insurance	 \$203,717	 \$81,241	 \$225,000	 \$205,265	 \$227,000
 Accidental Death Premiums	 31,441	 20,996	 40,000	 32,388	 40,000
 Group Health & Life Services	 110,019	 165,237	 230,000	 168,815	 363,092
 Wellness-Health Maintenance	 <u>0</u>	 <u>0</u>	 <u>351,854</u>	 <u>106,108</u>	 <u>60,000</u>
 <b>TOTAL</b>	 \$26,923,402	 \$25,624,822	 \$40,638,760	 \$36,717,978	 \$48,416,849

**FORT WORTH**



**COMPARISON OF GROUP HEALTH AND LIFE INSURANCE FUND  
REVENUES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Employee Contributions	\$6,165,469	\$6,247,828	\$9,305,835	\$8,736,055	\$10,709,997
Retiree Contributions	1,996,624	2,022,811	2,641,279	2,199,805	4,178,590
Interest Income	356,059	683,747	348,269	550,028	348,000
Interest Earned	129,265	0	0	0	0
Unrealized Gain/Loss	(546)	0	0	0	0
Sub-Total	\$8,646,871	\$8,954,386	\$12,295,383	\$11,485,888	\$15,236,587
City Fund Contributions					
General Fund	\$13,281,245	\$15,836,312	\$18,364,333	\$18,395,391	\$21,885,129
Cable Communications Fund	0	0	27,456	27,456	40,356
City Store	0	0	8,028	8,028	9,324
Crime Control and Prevention					
District Fund	529,605	492,671	723,553	864,097	911,124
Culture and Tourism Fund	0	0	25,068	25,068	31,176
Engineering Services Fund	474,773	480,146	526,382	526,382	575,124
Environmental Mgt. Fund	0	53,739	53,640	53,640	75,984
Equipment Services Fund	492,057	538,564	635,120	635,122	786,546
Grants Fund	315,932	263,217	275,803	262,183	260,803
Information Systems Fund	269,118	303,847	329,002	333,670	351,994
Municipal Airports Fund	110,488	98,876	111,859	111,860	102,823
Municipal Golf Fund	163,616	181,803	202,623	202,623	232,035
Municipal Parking Fund	1,804	1,935	2,570	2,570	3,228
Office Services Fund	52,984	60,450	55,634	55,634	76,959
Solid Waste Fund	404,235	456,867	466,174	466,174	501,574
Temporary Labor Fund	4,809	5,372	6,984	6,984	5,700
Water and Sewer Fund	2,570,566	2,926,547	3,325,310	3,325,310	3,868,889
Other Funds	<u>170,952</u>	<u>0</u>	<u>0</u>	<u>113,707</u>	<u>0</u>
Sub-Total	\$18,842,184	\$21,700,346	\$25,139,539	\$25,415,899	\$29,718,768
Miscellaneous Revenue	\$0	\$373,268	\$0	\$764,893	\$0
Use of Fund Balance	<u>\$0</u>	<u>\$0</u>	<u>\$3,500,000</u>	<u>\$0</u>	<u>\$3,500,000</u>
<b>TOTAL</b>	\$27,489,055	\$31,028,000	\$40,934,922	\$37,666,680	\$48,455,355

**FORT WORTH**



**FUND BUDGET SUMMARY****DEPARTMENT:**

HR, GROUP HEALTH AND LIFE INSURANCE

**FUND/CENTER**

FE85/0148500:0148540

## SUMMARY OF FUND RESPONSIBILITIES:

Effective October 1, 2001, the Human Resources Department took over administration of the Group Health and Life Insurance Fund from the former Risk Management Department.

Funds for various health insurance benefits, such as health insurance requirements for employees, retirees, and their dependents and life insurance requirements, are budgeted in the Group Health and Life Insurance Fund. Fund revenues come from active employee and retiree contributions, contributions from City funds, and interest on investments.

In FY2001-02, funding for employee wellness program expenditures were added to the Group Health and Life Insurance Fund budget. Since the City of Fort Worth became self-insured for its medical benefits in FY2001-02, this program was added to reduce or control medical costs through the promotion of healthier lifestyles and more informed member decision-making. The program's in-house staff of three, funded in the Human Resources Department's General Fund budget: 1) assesses member health/wellness needs; 2) designs specific interventions to address the identified needs; and 3) evaluates the interventions' overall effectiveness in reducing the costs of claims and absenteeism, while increasing productivity. The group also develops educational programs to improve employee and retiree awareness of their roles as stakeholders in benefits administration and claims management.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 0	\$ 128,028	\$ 0	\$ 0
<b>Supplies</b>	20,541	18,518	12,570	12,570
<b>Contractual</b>	25,604,281	40,492,214	48,404,279	48,404,279
<b>Total Expenditures</b>	\$ 25,624,822	\$ 40,638,760	\$ 48,416,849	\$ 48,416,849
<b>Authorized Positions</b>	0.00	3.00	0.00	0.00

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT HUMAN RESOURCES		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND FE85 <b>GROUP HEALTH FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>GROUP HEALTH INSUR- ANCE</u>								
0148500	HEALTH MAINTENANCE	\$ 0	\$ 351,854	\$ 297,020	\$ 297,020	0.00	3.00	0.00	0.00
0148510	HEALTH BENEFITS ADMINISTRATION	163,483	230,000	126,072	126,072	0.00	0.00	0.00	0.00
0148520	ACTIVE EMPLOYEE INSURANCE	17,518,092	28,311,633	32,771,253	32,771,253	0.00	0.00	0.00	0.00
0148540	RETIRED EMPLOYEE INSURANCE	7,943,247	11,745,273	15,222,504	15,222,504	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 25,624,822</u>	<u>\$ 40,638,760</u>	<u>\$ 48,416,849</u>	<u>\$ 48,416,849</u>	<u>0.00</u>	<u>3.00</u>	<u>0.00</u>	<u>0.00</u>
	<b>TOTAL</b>	\$ 25,624,822	\$ 40,638,760	\$ 48,416,849	\$ 48,416,849	0.00	3.00	0.00	0.00

**FORT WORTH**





**UNEMPLOYMENT COMPENSATION FUND BUDGET SUMMARY  
FISCAL YEAR  
2002-03**

**REVENUES:**

City Fund Contributions	
General Fund	\$258,495
Water and Sewer Fund	51,062
Solid Waste Fund	6,383
Municipal Airports Fund	9,574
Equipment Services Fund	6,383
Engineering Services Fund	3,191
Municipal Golf Fund	6,383
Culture and Tourism Fund	3,191
Office Services Fund	3,191
Information Systems Fund	15,957
Cable Communications Fund	<u>3,191</u>
<b>TOTAL REVENUE</b>	<b>\$367,001</b>

**OTHER FINANCING SOURCES**

Transfers	\$0
Use of Fund Balance	<u>0</u>
<b>TOTAL REVENUE AND OTHER FINANCING SOURCES</b>	<b>\$367,001</b>

**EXPENDITURES:**

Reimbursement to Texas Employment Commission	\$359,501
Administrative Expenses	<u>7,500</u>
<b>TOTAL RECURRING EXPENSES</b>	<b>\$367,001</b>

**DEBT SERVICE AND CAPITAL OUTLAY**

Capital Outlay	\$0
Debt Service	<u>0</u>
<b>TOTAL DEBT SERVICE AND CAPITAL OUTLAY</b>	<b>\$0</b>
<b>TOTAL EXPENDITURES</b>	<b>\$367,001</b>

**PROJECTED  
UNRESERVED RETAINED EARNINGS  
UNEMPLOYMENT COMPENSATION FUND**

Unreserved retained earnings as of 9/30/02 *	<b>\$317,374</b>
Plus: Projected Revenues	\$367,001
Less: Projected Expenditures	(\$367,001)
Unreserved retained earnings as of 9/30/03	<b>\$317,374</b>
Plus: Unrealized gain **	\$0
Revised unreserved retained earnings as of 9/30/03	<b>\$317,374</b>

\* Preliminary fund balance due to pending audit of actual fund balances

\*\* The increase in the market value of the City's portfolio that has not been turned into cash

**COMPARISON OF UNEMPLOYMENT COMPENSATION FUND  
EXPENDITURES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Reimbursement to Texas Unemployment Commission	\$316,366	\$63,641	\$356,630	\$260,687	\$359,501
Administrative Expenses	<u>9,223</u>	<u>194,976</u>	<u>7,500</u>	<u>102,281</u>	<u>7,500</u>
<b>TOTAL</b>	\$325,589	\$258,617	\$364,130	\$362,968	\$367,001

**FORT WORTH**



**COMPARISON OF UNEMPLOYMENT COMPENSATION FUND  
REVENUES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
City Fund Contributions					
General Fund	\$230,555	\$48,264	\$266,121	\$266,122	\$258,495
Cable Communications	0	0	845	845	3,191
Crime Control and Prevention District Fund	0	1,116	0	0	0
Culture and Tourism Fund	0	0	515	429	3,191
Engineering Services Fund	9,620	1,870	10,053	10,054	3,191
Environmental Management Fund	0	0	252	252	0
Equipment Services Fund	9,130	1,911	10,290	10,290	6,383
Grants Fund	8,919	7,184	6,154	5,203	0
Information Systems Fund	6,407	1,340	7,350	7,350	15,957
Municipal Airports Fund	1,785	1,785	1,985	0	9,574
Municipal Golf Fund	4,255	929	4,044	4,044	6,383
Municipal Parking Fund	65	0	0	13	0
Office Services Fund	1,075	225	1,251	1,251	3,191
Solid Waste Fund	4,650	972	5,180	0	6,383
Temporary Labor Fund	130	27	0	28	0
Water and Sewer Fund	48,056	9,342	50,090	50,090	51,062
Other Sources	<u>2,115</u>	<u>12</u>	<u>0</u>	<u>25</u>	<u>0</u>
Sub-Total	\$326,762	\$74,977	\$364,130	\$355,996	\$367,001
Use of Fund Balance	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL</b>	\$326,762	\$74,977	\$364,130	\$355,996	\$367,001

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT HUMAN RESOURCES		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND FE86 <b>UNEMPLOYMENT COMP FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0148610	<u>UNEMPLOYMENT INSURANCE</u>								
	UNEMPLOYMENT COM- PENSATION	\$ 0	\$ 364,130	\$ 367,001	\$ 367,001	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 0</u>	<u>\$ 364,130</u>	<u>\$ 367,001</u>	<u>\$ 367,001</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<b>TOTAL</b>	\$ 0	\$ 364,130	\$ 367,001	\$ 367,001	0.00	0.00	0.00	0.00

**FORT WORTH**





**FUND STATEMENT**

**FUND:**

**CULTURE AND TOURISM FUND**

The Culture and Tourism Fund is a special fund of the City of Fort Worth, established in 1989 to provide funding for organizations that either enhance tourism or promote, develop, and maintain cultural activities in Fort Worth. Currently, these organizations include the Fort Worth Convention and Visitors Bureau (CVB), the Arts Council of Fort Worth and Tarrant County, the Fort Worth Museum of Science and History, Fort Worth Sister Cities International and the Van Cliburn Foundation.

The Culture and Tourism Fund is supported solely by the hotel/motel occupancy tax. Contracts with the administering organizations are based on projected collections for the upcoming fiscal year. The Culture and Tourism Fund experienced dramatic revenue increases until the 1999-00 fiscal year. However, with the tragic events associated with the terrorist activities of September 11, 2001, this fund has seen a substantial drop in revenues. The tourism and convention industries are expected to recover in FY2002-03 and thus, revenues in this fund are expected to grow modestly.

In FY1997-98, the City acquired the Fort Worth Convention Center, expanding the Public Events Department facilities beyond the Will Rogers Memorial Center. Funding has been allocated in the Culture and Tourism Fund for a portion of the operation and maintenance of these facilities.

This fund also supports the Fort Worth Herd, a living history project introduced in FY1998-99 to educate citizens and visitors about the heritage of Fort Worth.

**FORT WORTH**



**CULTURE AND TOURISM FUND BUDGET SUMMARY  
FISCAL YEAR  
2002-03**

**REVENUES:**

Hotel/Motel Occupancy Tax	\$8,699,051
Hotel/Motel Occupancy Tax - Convention Center	<u>2,485,443</u>
<b>TOTAL REVENUE</b>	<b>\$11,184,494</b>

**EXPENDITURES:**

Personal Services	\$383,853
Supplies	47,977
Contractual Services	<u>7,799,035</u>
<b>TOTAL RECURRING EXPENSES</b>	<b>\$8,230,865</b>

**DEBT SERVICE AND CAPITAL OUTLAY**

Capital Outlay	\$468,186
Debt Service	<u>0</u>
<b>TOTAL DEBT SERVICE AND CAPITAL OUTLAY</b>	<b>\$468,186</b>
<b>TOTAL EXPENDITURES</b>	<b>\$8,699,051</b>

**PROJECTED  
UNRESERVED RETAINED EARNINGS  
CULTURE AND TOURISM FUND**

Unreserved retained earnings as of 9/30/02 *	<b>\$1,403,412</b>
Plus: Projected Revenues **	\$8,699,051
Less: Projected Expenditures	( <b>\$8,699,051</b> )
Unreserved retained earnings as of 9/30/03	<b>\$1,403,412</b>
Plus: Unrealized gain ***	\$0
Revised unreserved retained earnings as of 9/30/03	<b>\$1,403,412</b>

\* Preliminary fund balance due to pending audit of actual fund balances

\*\* Excludes revenues that are directed toward Convention Center renovation

\*\*\* The increase in the market value of the City's portfolio that has not been turned into cash

**COMPARISON OF CULTURE AND TOURISM FUND  
EXPENDITURES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
WRMC/FWCC Ops & Maint	\$971,807	\$971,807	\$1,230,954	\$1,230,954	\$1,631,714
FWCC/WRMC Cap Improvemnts	559,548	0	407,439	260,292	468,186
Fort Worth Herd	458,025	434,304	465,041	427,574	463,187
Convention & Visitors Bureau	4,772,040	4,929,475	5,239,450	4,687,138	5,184,478
Arts Council	308,656	101,697	110,000	96,749	104,500
Museum of Science & History	503,190	503,190	503,190	442,575	478,800
Modern Art Museum	437,751	437,751	437,751	352,934	0
Van Cliburn Foundation	62,600	62,600	62,600	55,059	62,500
Fort Worth Sister Cities	280,632	237,914	342,575	257,331	305,686
World Affairs Council	26,000	0	0	0	0
<b>TOTAL</b>	<b>\$8,380,249</b>	<b>\$7,678,738</b>	<b>\$8,799,000</b>	<b>\$7,810,606</b>	<b>\$8,699,051</b>

**FORT WORTH**



**COMPARISON OF CULTURE AND TOURISM FUND  
REVENUES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Hotel/Motel Occupancy Tax	\$5,617,510	\$8,112,484	\$8,799,000	\$7,970,111	\$8,699,051
Hotel/Motel Occupancy Tax - Convention Center*	1,605,003	2,317,853	2,514,000	2,277,175	2,485,443
Transfer From General Fund	<u>68,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL</b>	<b>\$7,290,513</b>	<b>\$10,430,337</b>	<b>\$11,313,000</b>	<b>\$10,247,286</b>	<b>\$11,184,494</b>

\*Funds accruing for future capital improvements to the Fort Worth Convention Center.

**FORT WORTH**





**FUND BUDGET SUMMARY****DEPARTMENT:**

CULTURE AND TOURISM

**FUND/CENTER**

GG04/0240500:0252000

## SUMMARY OF FUND RESPONSIBILITIES:

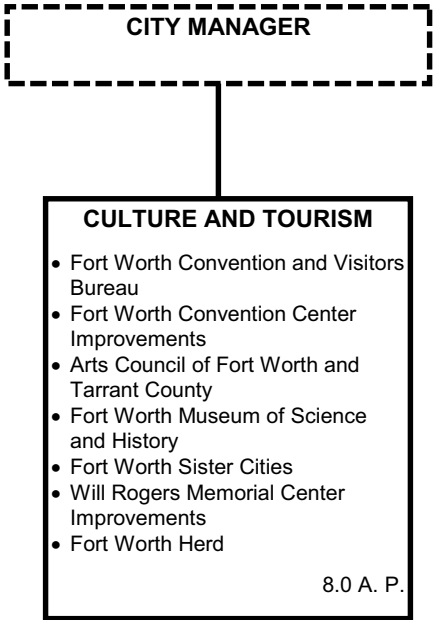
The Culture and Tourism Fund currently promotes the cultural and educational interests of residents and visitors through contributions to the Fort Worth Convention Center, the Will Rogers Memorial Center, the Fort Worth Convention and Visitors Bureau, the Arts Council of Fort Worth and Tarrant County, the Modern Art Museum of Fort Worth, the Fort Worth Museum of Science and History, the Van Cliburn Foundation and Fort Worth Sister Cities.

Activities in this fund are supported through collection of a hotel/motel occupancy tax. Funding for the Fort Worth Convention and Visitors Bureau includes agreements for promoting the Fort Worth Convention Center, the Equestrian Center, and the Will Rogers Memorial Center.

In addition, beginning January 1, 1998, a hotel/motel occupancy tax increase of 2 percent was approved to support future debt to renovate the Fort Worth Convention Center.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 371,240	\$ 394,915	\$ 383,853	\$ 383,853
<b>Supplies</b>	38,108	47,350	47,977	47,977
<b>Contractual</b>	7,269,390	7,949,296	7,699,035	7,799,035
<b>Capital Outlay</b>	0	407,439	468,186	468,186
<b>Total Expenditures</b>	\$ 7,678,738	\$ 8,799,000	\$ 8,599,051	\$ 8,699,051
<b>Authorized Positions</b>	8.00	8.00	8.00	8.00

# CULTURE AND TOURISM - 8.0 A. P.



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> CULTURE AND TOURISM		<b>FUND/CENTER</b> GG04/0241000:0247000	
<b>CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED</b>			
<b>2001-02 ADOPTED:</b>	\$8,799,000	<b>A.P.</b>	8.0
<b>2002-03 ADOPTED:</b>	\$8,699,051	<b>A.P.</b>	8.0
<p>A) The adopted budget decreases by (\$555,657) for contractual payments due to the movement of the Modern Art Museum and other slight decreases in payments to the Convention and Visitors Bureau, Museum of Science and History, and the Arts Council of Fort Worth and Tarrant County.</p> <p>B) The adopted budget increases by \$400,760 for support of the Public Events Department facilities. The increase partially offsets cost increases sustained in the Public Events Department's General Fund budget.</p> <p>C) The adopted budget increases by \$60,747 for capital expenses at Public Events Department facilities.</p>			

**FORT WORTH**



## DEPARTMENTAL OBJECTIVES AND MEASURES

<b>DEPARTMENT:</b>			
<b>CULTURE AND TOURISM</b>			
<b>DEPARTMENT PURPOSE</b>			
To distribute the revenue from the Hotel/Motel Occupancy Tax to cultural institutions and activities that promote tourism and encourage participation in cultural and educational activities by Fort Worth's residents and visitors.			
<b>FY2002-03 DEPARTMENTAL OBJECTIVES</b>			
To service 124 booked conventions, meetings, and other groups, involving approximately 156,200 participants, while also attracting individual tourists to Fort Worth.			
To attract 1,100,000 visitors to the Fort Worth Museum of Science and History.			
To serve at least 1,800,000 people through various Arts Council programs.			
<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Number of meetings and conventions brought by the Convention and Visitors Bureau / Number of participants	120 / 175,300	140 / 172,400	124 / 156,200
Visitors to the Fort Worth Museum of Science and History	1,100,000	1,100,000	1,100,000
Attendance at Arts Council-funded programs	1,800,000	1,800,000	1,800,000

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>CULTURE AND TOURISM</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GG04 CULTURE AND TOURISM FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>WRMC/FWCC O&amp;M</u>								
0240500	WRMC/FWCC O&M	\$ 971,807	\$ 1,230,954	\$ 1,731,714	\$ 1,631,714	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 971,807</u>	<u>\$ 1,230,954</u>	<u>\$ 1,731,714</u>	<u>\$ 1,631,714</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>WRMC/FWCC CAPITAL IMPROVEMENTS</u>								
0240600	WRMC/FWCC CAPITAL IMPROVEMENTS	\$ 0	\$ 407,439	\$ 468,186	\$ 468,186	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 0</u>	<u>\$ 407,439</u>	<u>\$ 468,186</u>	<u>\$ 468,186</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>THE HERD</u>								
0240700	THE HERD	\$ 434,304	\$ 465,041	\$ 463,187	\$ 463,187	8.00	8.00	8.00	8.00
	Sub-Total	<u>\$ 434,304</u>	<u>\$ 465,041</u>	<u>\$ 463,187</u>	<u>\$ 463,187</u>	<u>8.00</u>	<u>8.00</u>	<u>8.00</u>	<u>8.00</u>
	<u>CONVENTION BUREAU</u>								
0241000	CONVENTION BUREAU	\$ 4,929,475	\$ 5,239,450	\$ 4,784,478	\$ 5,184,478	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 4,929,475</u>	<u>\$ 5,239,450</u>	<u>\$ 4,784,478</u>	<u>\$ 5,184,478</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>ARTS COUNCIL</u>								
0242000	ARTS COUNCIL	\$ 101,697	\$ 110,000	\$ 104,500	\$ 104,500	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 101,697</u>	<u>\$ 110,000</u>	<u>\$ 104,500</u>	<u>\$ 104,500</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>CULTURE AND TOURISM</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GG04 CULTURE AND TOURISM FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>MUSEUMS</u>								
0243010	MUSEUM OF SCIENCE & HISTORY	\$ 503,190	\$ 503,190	\$ 478,800	\$ 478,800	0.00	0.00	0.00	0.00
0243020	MODERN ART MUSEUM	437,751	437,751	200,000	0	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 940,941</u>	<u>\$ 940,941</u>	<u>\$ 678,800</u>	<u>\$ 478,800</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>VAN CLIBURN FOUNDATION</u>								
0244000	VAN CLIBURN FOUNDATION	\$ 62,600	\$ 62,600	\$ 62,500	\$ 62,500	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 62,600</u>	<u>\$ 62,600</u>	<u>\$ 62,500</u>	<u>\$ 62,500</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>INTERNATIONAL ACTIVITY</u>								
0247000	SISTER CITIES	\$ 237,914	\$ 342,575	\$ 305,686	\$ 305,686	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 237,914</u>	<u>\$ 342,575</u>	<u>\$ 305,686</u>	<u>\$ 305,686</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<b>TOTAL</b>	<b>\$ 7,678,738</b>	<b>\$ 8,799,000</b>	<b>\$ 8,599,051</b>	<b>\$ 8,699,051</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>



**FUND STATEMENT****FUND:****ENVIRONMENTAL MANAGEMENT FUND**

The Environmental Management Fund was established in 1992 to provide sufficient funds to meet the expanding environmental needs of the City. Currently, much of the Fund is devoted to implementing and monitoring the City's Storm Water Permit Program. The permit, granted by the Environmental Protection Agency, became effective on December 1, 1996. Funds not designated for the permit are utilized for emergency environmental situations, such as chemical spills, and special needs, such as asbestos abatement at City-owned properties.

The Environmental Management Department manages the Environmental Management Fund, and is responsible for the oversight of all personnel and projects implemented under the Fund. Currently, there are eight projects set up within the Fund: Undesignated, Compliance, Regulatory, Construction Inspection, Spill Response, the Environmental Collection Center, Storm Water Monitoring, and Education.

The Environmental Management Fund is supported by: 1) the Environmental Protection Fee, which is charged on residential and commercial water bills; 2) revenue from the Environmental Collection Center, which is collected from participating cities in the Household Hazardous Waste Program; and 3) interest on investments. The Fund's expenditures include personnel costs associated with its 20 staff members, operating supply costs, and capital equipment, such as vehicles and heavy machinery.

The Environmental Protection Fee is a monthly charge that varies based upon customer category. Homeowners and apartment complex customers are charged \$0.50; municipal and non-profit organizations are charged \$0.75; residential duplexes are charged \$1.00; commercial properties are charged \$10.00; commercial multi-unit properties are charged \$20.00; and industrial properties are charged \$35.00. A 12-member panel composed of private citizens and businesses recommends any rate changes to City Council for their approval.

**FORT WORTH**



**ENVIRONMENTAL MANAGEMENT FUND BUDGET SUMMARY**  
**FISCAL YEAR**  
**2002-03**

**REVENUES:**

Environmental Protection Fee	\$2,697,750
Miscellaneous Revenue	2,125
Participating Cities	453,000
Interest on Investments	<u>120,000</u>
<b>TOTAL REVENUE</b>	<b>\$3,272,875</b>

**EXPENDITURES:**

Personal Services	\$1,165,591
Supplies	96,403
Contractual Services	<u>1,952,252</u>
<b>TOTAL RECURRING EXPENSES</b>	<b>\$3,214,246</b>

**PROJECTED  
UNRESERVED RETAINED EARNINGS  
ENVIRONMENTAL MANAGEMENT FUND**

Unreserved retained earnings as of 9/30/02 *	<b>\$2,773,706</b>
Plus: Projected Revenues	\$3,272,875
Less: Projected Expenditures	( <b>\$3,214,246</b> )
Unreserved retained earnings as of 9/30/03	<b>\$2,832,335</b>
Plus: Unrealized gain **	\$7,008
Revised unreserved retained earnings as of 9/30/03	<b>\$2,839,343</b>

\* Preliminary fund balance due to pending audit of actual fund balances

\*\* The increase in the market value of the City's portfolio that has not been turned into cash

**COMPARISON OF ENVIRONMENTAL MANAGEMENT FUND  
EXPENDITURES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Engineering Services	\$240,085	\$0	\$0	\$0	\$0
Remediation	754,124	0	0	0	0
Asbestos Abatement	701,509	0	0	0	0
T/PW Street Sweeping	210,962	0	0	0	0
City Waste Disposal	77,390	0	0	0	0
Remodeling of 7th Floor	98,738	0	0	0	0
Demolition of Sub-Standard Buildings	131,892	0	0	0	0
Lab Services	42,106	0	0	0	0
UST Electronic Monitoring	70,794	0	0	0	0
Undesignated	24,079	951,806	942,963	924,104	838,375
Regulatory Function	63,708	88,203	102,411	100,363	293,685
Construction Inspection	79,632	98,606	103,847	101,770	108,653
Spill Response Program	174,775	181,632	259,305	254,119	262,595
Environmental Collection Center	586,621	620,444	736,375	721,648	811,074
Storm Water Program	160,770	184,933	225,514	221,004	231,819
Education Component	117,261	139,770	164,226	160,941	165,485
Compliance	<u>45,265</u>	<u>286,822</u>	<u>492,759</u>	<u>482,904</u>	<u>502,560</u>
<b>TOTAL</b>	<b>\$3,579,711</b>	<b>\$2,552,216</b>	<b>\$3,027,400</b>	<b>\$2,966,852</b>	<b>\$3,214,246</b>

**FORT WORTH**



**COMPARISON OF ENVIRONMENTAL MANAGEMENT  
REVENUES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Environmental Protection Fee	\$2,681,124	\$2,706,933	\$2,645,750	\$2,592,835	\$2,697,750
Miscellaneous Revenue	13,344	68,666	2,125	2,083	2,125
Participating Cities	263,211	427,539	300,000	294,000	453,000
Interest on Investments	<u>41,090</u>	<u>118,085</u>	<u>120,000</u>	<u>117,600</u>	<u>120,000</u>
<b>TOTAL</b>	<b>\$2,998,769</b>	<b>\$3,321,223</b>	<b>\$3,067,875</b>	<b>\$3,006,518</b>	<b>\$3,272,875</b>

**FORT WORTH**





**FUND BUDGET SUMMARY****DEPARTMENT:****FUND/CENTER**

ENVIRONMENTAL MANAGEMENT FUND

R103/0521100:0524106

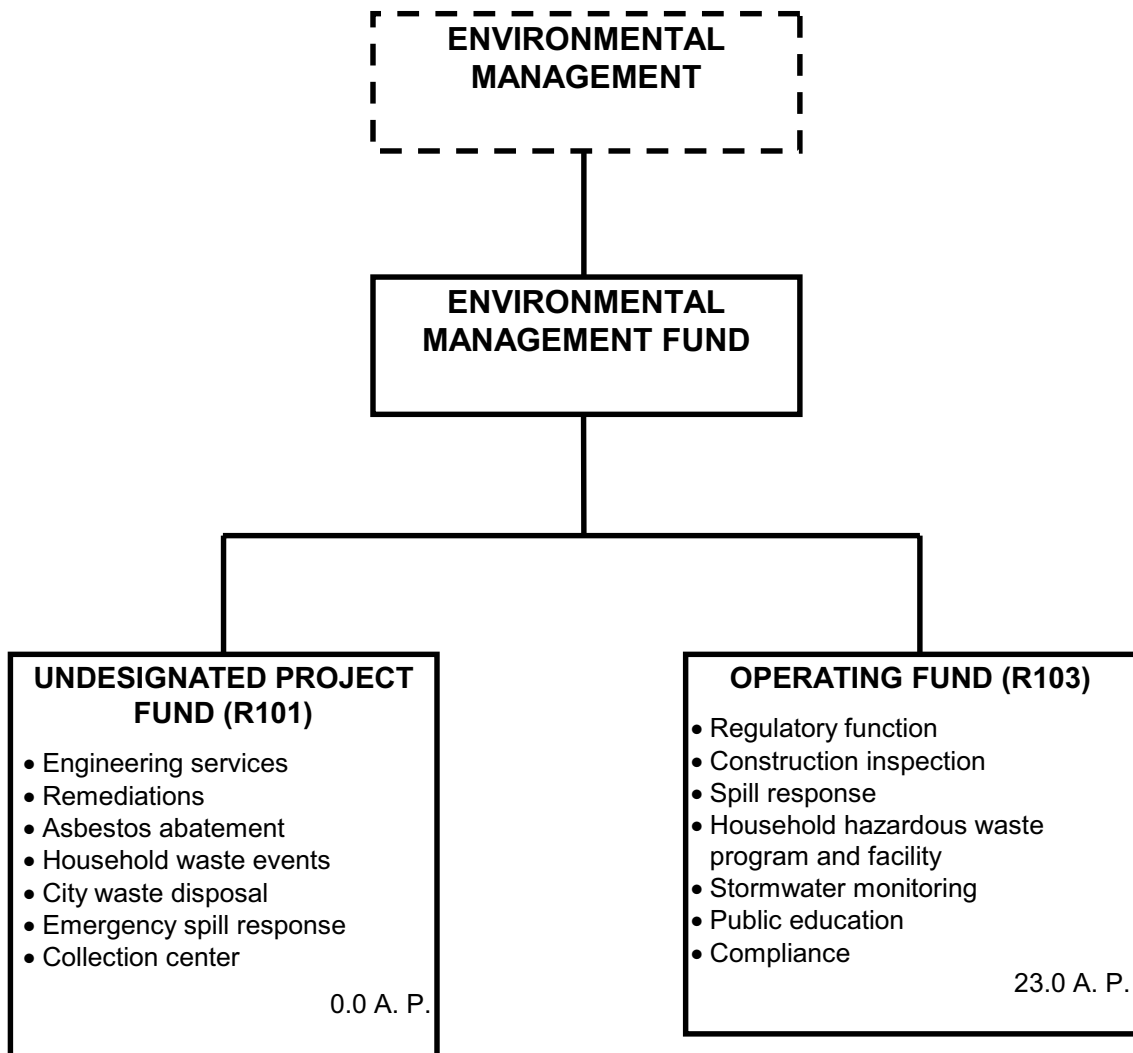
## SUMMARY OF FUND RESPONSIBILITIES:

The Environmental Management Fund is used to ensure that the City is in compliance, or developing means to achieve compliance, with its National Pollutant Discharge Elimination System (NPDES) Storm Water permit, as well as other state and federal environmental regulations. The Fund supports eight components: Undesignated, Compliance, Regulatory, Construction Inspection, Spill Response, the Environmental Collection Center, the Storm Water Program, and Education.

The Undesignated funds will be used in emergency situations and for funding major compliance issue projects. The Compliance Unit performs the tasks required to keep the City's facilities and operations in compliance with state and federal environmental regulations. The Regulatory Section is responsible for the interpretation of all federal and state environmental regulations, and oversees the Brownfields Program and Project XL. Construction Inspection performs reviews of construction permit applications, plans, and sites. The Spill Response Program responds to spills that could adversely affect the storm water system. The Environmental Collection Center (ECC) collects and disposes household hazardous waste. A mobile collection unit is also part of ECC operations. The Storm Water Program monitors and analyzes the storm water system to ensure chemical parameters are within the limits required by the permit. The Education Component educates the public on storm water pollution prevention, air quality issues, and household hazardous waste disposal methods.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 923,396	\$ 1,050,175	\$ 1,165,591	\$ 1,165,591
<b>Supplies</b>	87,056	85,213	96,403	96,403
<b>Contractual</b>	1,541,764	1,892,011	1,952,252	1,952,252
<b>Total Expenditures</b>	\$ 2,552,216	\$ 3,027,399	\$ 3,214,246	\$ 3,214,246
<b>Authorized Positions</b>	20.00	20.00	23.00	23.00

# ENVIRONMENTAL MANAGEMENT FUND - 23.0 A. P.



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> ENVIRONMENTAL MANAGEMENT FUND		<b>FUND/CENTER</b> R103/0521100:0524106	
<b>CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED</b>			
<b>2001-02 ADOPTED:</b>	\$3,027,400	<b>A.P.</b>	20.0
<b>2002-03 ADOPTED:</b>	\$3,214,246	<b>A.P.</b>	23.0
<p>A) The adopted budget increases by \$113,124 due to actual and anticipated salary increases. Additionally, an Environmental Protection manager, Administrative Assistant, and an Office Assistant II were added to the Compliance Division due to increased workload.</p> <p>B) The adopted budget increases by \$64,000 for hazardous household waste disposal based on the projected cost of the new contract.</p> <p>C) The adopted budget increases by \$22,344 for group health insurance costs due to a projected increase in rates in FY2002-03.</p>			

**FORT WORTH**



## DEPARTMENTAL OBJECTIVES AND MEASURES

<b>DEPARTMENT:</b>			
<b>ENVIRONMENTAL MANAGEMENT FUND</b>			
<b>DEPARTMENT PURPOSE</b>			
<p>To ensure City compliance with environmental regulations and to maintain and promote a safe environment for the citizens of Fort Worth through innovative and cost effective prevention programs.</p>			
<b>FY2002-03 DEPARTMENTAL OBJECTIVES</b>			
<p>To maintain the current number of dry weather field screens.</p> <p>To maintain the current number of wet weather watershed screens.</p> <p>To operate a permanent household hazardous waste collection facility with increased participation from surrounding municipalities.</p> <p>To maintain a spill response program as required by the storm water federal permit to address the anticipated numbers of small spills throughout the City.</p>			
<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Dry weather field screens	228	200	200
Wet weather watershed screens	11	10	10
Households served at Environmental Collection Center	12,863	13,500	14,000
Spill responses	1,729	1,800	1,800

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>ENVIRONMENTAL MANAGEMENT</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>R103 ENVIRONMENTAL MANAGEMENT FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>REVENUE AND TRANSFERS OUT</u>								
0521100	UNDESIGNATED	\$ 951,806	\$ 942,963	\$ 838,375	\$ 838,375	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 951,806</u>	<u>\$ 942,963</u>	<u>\$ 838,375</u>	<u>\$ 838,375</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>ENVIRONMENTAL MANAGEMENT</u>								
0524100	REGULATORY	\$ 88,203	\$ 102,411	\$ 293,685	\$ 293,685	1.00	1.00	4.00	4.00
0524101	CONSTRUCTION INSPECTION	98,606	103,847	108,653	108,653	2.00	2.00	2.00	2.00
0524102	SPILL RESPONSE	181,632	259,305	262,595	262,595	4.00	4.00	4.00	4.00
0524103	ENV COLLECTION CENTER	620,444	736,375	811,074	811,074	5.00	6.00	6.00	6.00
0524104	STORM WATER MONITORING	184,933	225,514	231,819	231,819	5.00	4.00	4.00	4.00
0524105	EDUCATION	139,770	164,226	165,485	165,485	2.00	2.00	2.00	2.00
0524106	COMPLIANCE	286,822	492,759	502,561	502,561	1.00	1.00	1.00	1.00
	Sub-Total	<u>\$ 1,600,410</u>	<u>\$ 2,084,436</u>	<u>\$ 2,375,871</u>	<u>\$ 2,375,871</u>	<u>20.00</u>	<u>20.00</u>	<u>23.00</u>	<u>23.00</u>
	<b>TOTAL</b>	\$ 2,552,216	\$ 3,027,399	\$ 3,214,246	\$ 3,214,246	20.00	20.00	23.00	23.00

**FORT WORTH**





**FUND STATEMENT**

**FUND:**

**AWARDED ASSETS FUNDS**

The City of Fort Worth Police Department receives funds from the sale of assets seized in certain law enforcement activities in which the department has assisted federal and state law enforcement agencies. The process of liquidating and distributing seized assets is commonly called "asset forfeiture," and each asset received by the department is considered an "awarded asset." The federal asset forfeiture program is authorized by the Comprehensive Crime Control Act of 1984, while the State asset forfeiture program is authorized by Chapter 59 of the Texas Code of Criminal Procedure.

The main goals of the federal and state asset forfeiture programs are to deprive criminals of property used in or acquired through illegal activities, to encourage joint operations among law enforcement agencies at various levels of government, and to strengthen law enforcement. Both programs require that the recipient law enforcement agency use the assets solely for law enforcement purposes, and that the assets be held in a special fund, subject to audit and review by the appropriate authorities.

The City of Fort Worth Police Department is responsible for the receipt, expenditure, and oversight of awarded assets. Prior to FY2000-01, revenues and expenditures budgeted from the City's awarded assets were held in the Special Project Trust Fund. In an effort to improve tracking and auditing capabilities in FY2000-01, the department worked with the Accounting Division of the Finance Department to establish two new operating funds for awarded asset proceeds: the Federal Awarded Assets Fund and the State Awarded Assets Fund.

**FORT WORTH**



**FEDERAL AWARDED ASSETS FUND BUDGET SUMMARY  
FISCAL YEAR  
2002-03**

**REVENUES:**

Federal Awarded Assets	\$400,000
Interest on Investment	14,769
Use of Fund Balance	<u>74,872</u>
<b>TOTAL REVENUE</b>	<b>\$489,641</b>

**EXPENDITURES:**

Executive Services Bureau (R107/0352000)	
Matching Grant Funds	
ITC STEP	\$58,424
Comprehensive STEP	110,250
Explorer Program	32,000
Explorer Overtime	14,691
TPA Membership	20,000
PD & Headquarter Furniturte Replacements	<u>75,000</u>
Sub-Total	<b>\$310,365</b>
Field Operations Bureau (R107/0354000)	
NPO Youth Programs	\$8,000
Patrol Car Video Cameras	<u>88,776</u>
Sub-Total	<b>\$96,776</b>
Special Services Bureau (R107/0356000)	
Public Database Investigation System	\$50,000
DEA Vehicle Fuel	2,500
Special Operatiosn Informant Funds	25,000
DARE Summer Program	<u>5,000</u>
Sub-Total	<b>\$82,500</b>
<b>TOTAL EXPENDITURES</b>	<b>\$489,641</b>

**PROJECTED  
UNRESERVED RETAINED EARNINGS  
FEDERAL AWARDED ASSETS FUND**

Unreserved retained earnings as of 9/30/02 *	<b>\$622,037</b>
Plus: Projected Revenues	\$419,547
Less: Projected Expenditures	(\$489,641)
Unreserved retained earnings as of 9/30/03	<b>\$551,943</b>
Plus: Unrealized gain **	\$1,467
Revised unreserved retained earnings as of 9/30/03	<b>\$553,410</b>

\* Preliminary fund balance due to pending audit of actual fund balances

\*\* The increase in the market value of the City's portfolio that has not been turned into cash

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>POLICE</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>R107</b>	<b>FEDERAL AWARDED ASSETS FUND</b>	Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>POLICE ADMINISTRATION</u>								
0351000	POLICE ADMINISTRATION	\$ 40,313	\$ 0	\$ 0	\$ 0	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 40,313</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>EXECUTIVE SERVICES BUREAU</u>								
0352000	EXECUTIVE SERVICES BUREAU	\$ 234,182	\$ 212,032	\$ 310,365	\$ 310,365	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 234,182</u>	<u>\$ 212,032</u>	<u>\$ 310,365</u>	<u>\$ 310,365</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>N/W FIELD OPERATIONS BUREAU</u>								
0354000	N/W FIELD OPERATIONS BUREAU	\$ 0	\$ 125,015	\$ 96,776	\$ 96,776	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 0</u>	<u>\$ 125,015</u>	<u>\$ 96,776</u>	<u>\$ 96,776</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>SPECIAL SERVICES BUREAU</u>								
0356000	SPECIAL SERVICES BUREAU	\$ 96,541	\$ 82,500	\$ 82,500	\$ 82,500	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 96,541</u>	<u>\$ 82,500</u>	<u>\$ 82,500</u>	<u>\$ 82,500</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>POLICE</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>R107</b>	<b>FEDERAL AWARDED ASSETS FUND</b>	Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0357000	<u>OPERATIONS SUPPORT BUREAU</u>								
	OPERATIONS SUPPORT BUREAU	\$ 4,958	\$ 0	\$ 0	\$ 0	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 4,958</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<b>TOTAL</b>	\$ 375,994	\$ 419,547	\$ 489,641	\$ 489,641	0.00	0.00	0.00	0.00

**STATE AWARDED ASSETS FUND BUDGET SUMMARY**  
**FISCAL YEAR**  
**2002-03**

**REVENUES:**

State Awarded Assets	\$95,000
Auction Proceeds	50,000
Interest on Investment	7,582
Use of Retained Earnings	<u>73,943</u>
<b>TOTAL REVENUE</b>	<b>\$226,525</b>

**EXPENDITURES:**

Executive Services Bureau (R108/0352000)	
Matching Grant Funds	
SCRAM, Safe & Sober STEP, ITC STEP	\$200,781
Computer Crimes	<u>25,744</u>
<b>TOTAL EXPENDITURES</b>	<b>\$226,525</b>

**PROJECTED  
UNRESERVED RETAINED EARNINGS  
STATE AWARDED ASSETS FUND**

Unreserved retained earnings as of 9/30/02 *	<b>\$182,149</b>
Plus: Projected Revenues	\$226,525
Less: Projected Expenditures	(\$226,525)
Unreserved retained earnings as of 9/30/03	<b>\$182,149</b>
Plus: Unrealized gain **	\$641
Revised unreserved retained earnings as of 9/30/03	<b>\$182,790</b>

\* Preliminary fund balance due to pending audit of actual fund balances

\*\* The increase in the market value of the City's portfolio that has not been turned into cash



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>POLICE</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>R108 STATE AWARDED ASSETS FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>EXECUTIVE SERVICES BUREAU</u>								
0352000	EXECUTIVE SERVICES BUREAU	\$ 237,967	\$ 460,957	\$ 226,525	\$ 226,525	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 237,967</u>	<u>\$ 460,957</u>	<u>\$ 226,525</u>	<u>\$ 226,525</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>OPERATIONAL SUP-PORT BUREAU</u>								
0353000	OPERATIONAL SUP-PORT BUREAU	\$ 0	\$ 11,400	\$ 0	\$ 0	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 0</u>	<u>\$ 11,400</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>SPECIAL SERVICES BUREAU</u>								
0356000	SPECIAL SERVICES BUREAU	\$ 7,100	\$ 21,222	\$ 0	\$ 0	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 7,100</u>	<u>\$ 21,222</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<b>TOTAL</b>	\$ 245,067	\$ 493,579	\$ 226,525	\$ 226,525	0.00	0.00	0.00	0.00

**FORT WORTH**



**FUND STATEMENT**

**FUND:**

**LAKE WORTH TRUST FUND**

Under the direction of the Department of Engineering, the Lake Worth Trust Fund manages more than 300 lease properties adjacent to Lake Worth. Upon expiration of the leases, the Fund purchases improvements located on the leased properties and markets the properties for sale to the public. The Lake Worth Trust Fund also provides funding for the maintenance of park grounds located along the lake.

The Fund is responsible for all costs associated with five Deputy City Marshal and one Senior Deputy City Marshal positions. These six officers provide protection for the parks and neighborhoods adjacent to the lake.

**FORT WORTH**



**LAKE WORTH TRUST FUND BUDGET SUMMARY  
FISCAL YEAR  
2002-03**

**REVENUES:**

Interest Earned on Leases	\$1,700
Interest Earned on Investments	144,000
Boat Fees	23,000
Lease Income	414,000
Lease Transfer Fees	3,800
Use of Fund Balance	<u>302,180</u>
<b>TOTAL REVENUE</b>	<b>\$888,680</b>

**EXPENDITURES:**

Park Maintenance	\$172,178
Engineering Services	275,274
Lake Patrol	<u>411,228</u>
<b>TOTAL RECURRING EXPENSES</b>	<b>\$858,680</b>

**CAPITAL OUTLAY**

Capital Outlay	<u>\$30,000</u>
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$30,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$888,680</b>

**PROJECTED  
UNRESERVED RETAINED EARNINGS  
LAKE WORTH TRUST FUND**

Unreserved retained earnings as of 9/30/02 *	<b>\$2,124,531</b>
Plus: Projected Revenues	\$586,500
Less: Projected Expenditures	(\$888,680)
Unreserved retained earnings as of 9/30/03	<b>\$1,822,351</b>
Plus: Unrealized gain **	\$5,849
Revised unreserved retained earnings as of 9/30/03	<b>\$1,828,200</b>

\* Preliminary fund balance due to pending audit of actual fund balances

\*\* The increase in the market value of the City's portfolio that has not been turned into cash

**COMPARISON OF LAKE WORTH TRUST FUND  
REVENUES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Interest Earned on Leases	\$1,559	\$1,783	\$1,400	\$1,921	\$1,700
Interest Earned on Investments	163,741	204,173	135,000	135,000	144,000
Contribution from Other Funds	100,000	0	0	0	0
Boat Fees	22,476	21,332	11,300	23,364	23,000
Lease Income	498,870	431,295	497,000	392,209	414,000
Lease Transfer Fees	4,235	13,480	3,800	3,554	3,800
Transfer Water and Sewer Operating Fund	500,000	0	0	0	0
Use of Fund Balance	<u>0</u>	<u>165,771</u>	<u>154,761</u>	<u>154,761</u>	<u>302,180</u>
<b>TOTAL</b>	<b>\$1,290,881</b>	<b>\$837,834</b>	<b>\$803,261</b>	<b>\$710,809</b>	<b>\$888,680</b>

**FORT WORTH**





**COMPARISON OF LAKE WORTH TRUST FUND  
EXPENDITURES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Park Maintenance	\$621,687	\$164,629	\$172,178	\$172,178	\$172,178
Engineering Services	508,976	319,535	290,000	315,550	275,274
Lake Patrol	<u>306,156</u>	<u>353,670</u>	<u>341,083</u>	<u>391,000</u>	<u>441,228</u>
<b>TOTAL</b>	<b>\$1,436,819</b>	<b>\$837,834</b>	<b>\$803,261</b>	<b>\$878,728</b>	<b>\$888,680</b>

**FORT WORTH**



**DEPARTMENTAL BUDGET SUMMARY****DEPARTMENT:****FUND/CENTER**

ENGINEERING - LAKE WORTH TRUST FUND

FE70/030001002000

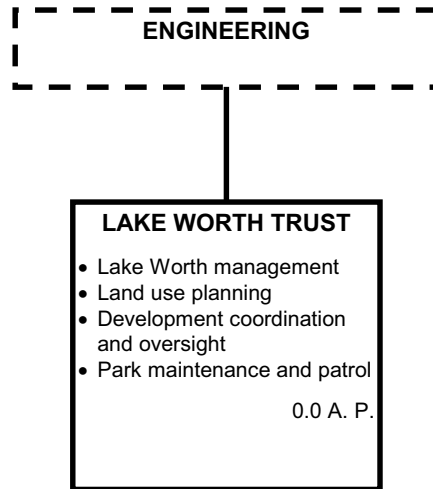
## SUMMARY OF DEPARTMENT RESPONSIBILITIES:

The Lake Worth Trust Fund, which is managed by the Engineering Department, includes activities involving Municipal Court and Parks and Community Services departments. There are three departmental budget summary pages from these departments for Lake Worth Trust Fund, and each page contains the department's own budget information.

The Engineering Department manages more than 300 leaseholds adjacent to Lake Worth; purchases improvements located on the properties upon expiration of the leases; and markets the properties for sale to the public.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 946	\$ 0	\$ 0	\$ 0
<b>Contractual</b>	318,589	290,000	275,274	275,274
<b>Capital Outlay</b>	0	0	0	0
<b>Total Expenditures</b>	\$ 319,535	\$ 290,000	\$ 275,274	\$ 275,274

# LAKE WORTH TRUST FUND- 0.0 A. P.



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> ENGINEERING, LAKE WORTH TRUST FUND		<b>FUND/CENTER</b> FE70/030:038:080	
<b>CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED</b>			
<b>2001-02 ADOPTED:</b>	\$803,261	<b>A.P.</b>	0.00
<b>2002-03 ADOPTED:</b>	\$888,680	<b>A.P.</b>	0.00
<p>A) The adopted budget increases by \$30,000 for Municipal Court vehicles per the FY2002-03 adopted vehicle replacement plan.</p> <p>B) The adopted budget increases by \$22,092 for Municipal Court security personnel salaries due to implementation of the FY2002-03 compensation plan.</p> <p>C) The adopted budget increases by \$20,603 for equipment maintenance per historical usage.</p>			

**FORT WORTH**



**DEPARTMENTAL OBJECTIVES AND MEASURES**

**DEPARTMENT:**  
**ENGINEERING, LAKE WORTH TRUST FUND**

**DEPARTMENT PURPOSE**

To manage more than 360 leaseholds adjacent to Lake Worth, purchase improvements located on those properties upon lease expiration, market the properties for sale to the public, and provide funding for maintenance of park grounds located along the lake. The Lake Worth Trust Fund also funds five Deputy City Marshal positions and one Senior Deputy City Marshal position. The marshal positions provide lake patrol and protection of parks and neighborhoods surrounding the lake.

**FY2002-03 DEPARTMENTAL OBJECTIVES**

To achieve a 98 percent collection rate for leased properties.

To offer for sale 91 Lake Worth lease lots in Blocks 6, 25,26,27, and 10 per I.R. 8376.

<b>DEPARTMENTAL MEASURES</b>	<b>ACTUAL 2000-01</b>	<b>ESTIMATED 2001-02</b>	<b>PROJECTED 2002-03</b>
Collection rate of rental income from lease holders	95%	97%	98%
Number of Lake Worth leases converted to private ownership.	70	0	91

**FORT WORTH**





**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>ENGINEERING</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>FE70</b>	<b>LAKE WORTH TRUST FUND</b>	Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
030	<u>SOUND ECONOMY</u>								
	ENGINEERING	\$ 319,535	\$ 290,000	\$ 275,274	\$ 275,274	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 319,535</u>	<u>\$ 290,000</u>	<u>\$ 275,274</u>	<u>\$ 275,274</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<b>TOTAL</b>	\$ 319,535	\$ 290,000	\$ 275,274	\$ 275,274	0.00	0.00	0.00	0.00

**FORT WORTH**



**DEPARTMENTAL BUDGET SUMMARY****DEPARTMENT:**

PACS, LAKE WORTH TRUST FUND

**FUND/CENTER**

FE70/080001002000

## SUMMARY OF DEPARTMENT RESPONSIBILITIES:

The Lake Worth Trust Fund, which is managed by the Engineering Department, includes activities involving the Municipal Court and Parks and Community Services (PACS) departments. There are three departmental budget summary pages from these departments for the Lake Worth Trust Fund, and each page contains the department's own budget information.

The Parks and Community Services Department provides for maintenance of park grounds adjacent to the lake, primarily through contracted maintenance services.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Contractual</b>	164,629	172,178	172,178	172,178
<b>Capital Outlay</b>	0	0	0	0
<b>Total Expenditures</b>	\$ 164,629	\$ 172,178	\$ 172,178	\$ 172,178

**FORT WORTH**



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>PARKS AND COMMUNITY SERVICES</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>FE70 LAKE WORTH TRUST FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
080	<u>STRONG NEIGHBORHOODS</u> PARKS AND COMMUNITY SERVICES	\$ 164,629	\$ 172,178	\$ 172,178	\$ 172,178	0.00	0.00	0.00	0.00
	Sub-Total	\$ 164,629	\$ 172,178	\$ 172,178	\$ 172,178	0.00	0.00	0.00	0.00
	<b>TOTAL</b>	\$ 164,629	\$ 172,178	\$ 172,178	\$ 172,178	0.00	0.00	0.00	0.00

**FORT WORTH**



**DEPARTMENTAL BUDGET SUMMARY****DEPARTMENT:****FUND/CENTER**

MUNICIPAL COURT, LAKE WORTH TRUST FUND

FE70/038001002000

## SUMMARY OF DEPARTMENT RESPONSIBILITIES:

The Lake Worth Trust Fund, which is managed by the Engineering Department, includes activities involving the Municipal Court and Parks and Community Services departments. There are three departmental budget summary pages from these departments for the Lake Worth Trust Fund, and each page contains the department's own budget information.

The Municipal Court Department provides lake patrol services and security for the parks and neighborhoods adjacent to Lake Worth. Five Deputy City Marshals and one Senior Deputy City Marshal provide 16-hour patrols each day using police sedans and watercraft.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Supplies</b>	1,379	0	0	0
<b>Contractual</b>	352,291	341,083	440,853	441,228
<b>Total Expenditures</b>	\$ 353,670	\$ 341,083	\$ 440,853	\$ 441,228

**FORT WORTH**





**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT MUNICIPAL COURT		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND FE70	LAKE WORTH TRUST FUND	Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
038	<u>SAFE COMMUNITY</u> MUNICIPAL COURT	\$ 353,670	\$ 341,083	\$ 440,853	\$ 441,228	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 353,670</u>	<u>\$ 341,083</u>	<u>\$ 440,853</u>	<u>\$ 441,228</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<b>TOTAL</b>	\$ 353,670	\$ 341,083	\$ 440,853	\$ 441,228	0.00	0.00	0.00	0.00

**FORT WORTH**



**FUND STATEMENT****FUND:****CABLE COMMUNICATIONS FUND**

The Cable Communications Fund was created in 1981 shortly after the franchise agreement with Sammons Cable was approved by the City Council. The Cable Communications Fund was established to meet construction obligations and regulations as outlined in the original contract. In 1995, Sammons Cable was purchased by Marcus Cable, resulting in a revised franchise agreement. In 1999, a new franchise agreement was implemented when Charter Communications purchased Marcus Cable.

The Cable Communications Fund is part of the City Manager's Office. The primary functions of the Fund include: 1) management of all matters relating to the cable television franchise and other limited franchises; 2) administration of the portion of the Special Trust Fund that finances the City's cable television operation; and 3) quarterly production of 210 hours of original, non-character generated programming hours for the two cable television channels for which the City is responsible, Channels 7 and 31.

In an effort to produce the required programming, the Cable Communications Office covers and records City meetings for public viewing, while providing in-house studios to produce a variety of special interest programming. The Cable production crews also film a variety of topics in the field. In addition, they produce a televised version of the City Page publication that appears in area newspapers. Finally, the production crews accept and schedule videotapes from private citizens and organizations to be aired during public access hours.

Revenue for the Cable Communications Fund is derived from several sources. For instance, the Fund receives a portion of each cable subscriber's monthly fee in order to produce a targeted level of original programming hours. Another revenue source is the production classes offered to the general public on a fee-for-service basis. In addition to subscriptions and classes, revenue is also generated from interest on investments.

**FORT WORTH**



**CABLE COMMUNICATIONS FUND BUDGET SUMMARY**  
**FISCAL YEAR**  
**2002-03**

**REVENUES:**

Program Income	\$816,000
Investment Income	55,000
Video Charges	<u>9,000</u>
<b>TOTAL REVENUE</b>	<b>\$880,000</b>

**OTHER FINANCING SOURCES**

Use of Fund Balance	<u>\$79,226</u>
<b>TOTAL REVENUE AND OTHER FINANCING SOURCES</b>	<b>\$959,226</b>

**EXPENDITURES:**

Personal Services	\$726,805
Supplies	50,701
Contractual Services	<u>181,720</u>
<b>TOTAL RECURRING EXPENSES</b>	<b>\$959,226</b>
<b>TOTAL DEBT SERVICE AND CAPITAL OUTLAY</b>	<b><u>\$0</u></b>
<b>TOTAL EXPENDITURES</b>	<b>\$959,226</b>

**PROJECTED  
UNRESERVED RETAINED EARNINGS  
CABLE COMMUNICATIONS FUND**

Unreserved retained earnings as of 9/30/02 *	<b>\$1,280,943</b>
Plus: Projected Revenues	\$880,000
Less: Projected Expenditures	(\$959,226)
Unreserved retained earnings as of 9/30/03	<b>\$1,201,717</b>
Plus: Unrealized gain **	\$8,879
Revised unreserved retained earnings as of 9/30/03	<b>\$1,210,596</b>

\* Preliminary fund balance due to pending audit of actual fund balances

\*\* The increase in the market value of the City's portfolio that has not been turned into cash

**COMPARISON OF CABLE COMMUNICATIONS FUND  
EXPENDITURES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Cable Communications	<u>\$797,243</u>	<u>\$1,054,336</u>	<u>\$915,972</u>	<u>\$915,972</u>	<u>\$959,226</u>
<b>TOTAL</b>	\$797,243	\$1,054,336	\$915,972	\$915,972	\$959,226

**FORT WORTH**





**COMPARISON OF CABLE COMMUNICATIONS FUND  
REVENUES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Program Income	\$837,910	\$810,268	\$864,000	\$864,000	\$816,000
Consolidated Investments	64,830	95,468	70,000	70,000	55,000
Video Charges	9,046	9,966	9,000	9,000	9,000
Miscellaneous Revenue	130,384	0	0	0	0
Use of Reserves	<u>0</u>	<u>138,634</u>	<u>0</u>	<u>0</u>	<u>79,226</u>
<b>TOTAL</b>	<b>\$1,042,170</b>	<b>\$1,054,336</b>	<b>\$943,000</b>	<b>\$943,000</b>	<b>\$959,226</b>

**FORT WORTH**



**FUND BUDGET SUMMARY****DEPARTMENT:**

CITY MGR'S OFFICE, CABLE COMMUNICATIONS

**FUND/CENTER**

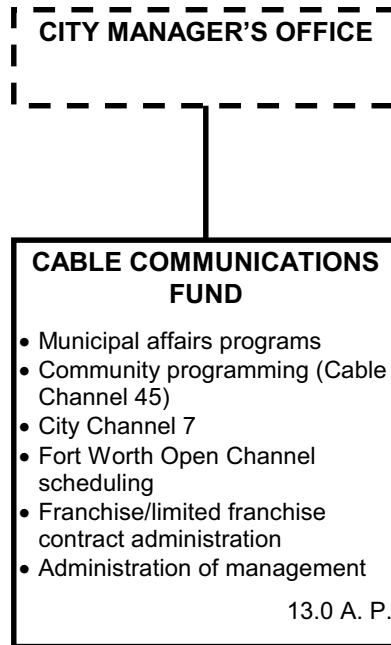
FE72/002500100000

## SUMMARY OF FUND RESPONSIBILITIES:

The Cable Communications Fund is part of the City Manager's Office. The primary functions of the Fund include: management of all matters relating to the cable television franchise and limited franchises, administration of the portion of Special Trust Fund that funds the City's cable television operation, and minimum quarterly production of 210 hours of original non-character generated programming hours for the two cable television channels under the City's purview.

<b>Allocations</b>	<b>Actual 2000-01</b>	<b>Adopted 2001-02</b>	<b>Proposed Budget 2002-03</b>	<b>Adopted Budget 2002-03</b>
<b>Personal Services</b>	\$ 527,536	\$ 633,904	\$ 726,805	\$ 726,805
<b>Supplies</b>	63,050	51,596	50,701	50,701
<b>Contractual</b>	173,922	175,559	181,720	181,720
<b>Capital Outlay</b>	289,828	54,913	0	0
<b>Total Expenditures</b>	\$ 1,054,336	\$ 915,972	\$ 959,226	\$ 959,226
<b>Authorized Positions (FTE)</b>	13.00	13.00	13.00	13.00

# CABLE COMMUNICATIONS FUND - 13.0 A. P.



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> CITY MGR'S OFFICE, CABLE COMMUNICATIONS	<b>FUND/CENTER</b> FE72/002500100000
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$915,972	<b>A.P.</b>	13.0
<b>2002-03 ADOPTED:</b>	\$959,226	<b>A.P.</b>	13.0

A) The adopted budget increases by \$41,670 for administrative services from the General Fund. This amount includes janitorial services and other indirect administrative services.

B) The adopted budget increases by \$23,297 due to implementation of the FY2002-03 compensation plan.

C) The adopted budget decreases by (\$9,000) in funds budgeted for inside repair and maintenance based on future expenditure estimates.

D) The adopted budget decreases by (\$8,433) for audio-visual equipment based on projected requirements.

**FORT WORTH**



## DEPARTMENTAL OBJECTIVES AND MEASURES

**DEPARTMENT:**
**CITY MANAGER'S OFFICE, CABLE COMMUNICATIONS FUND**
**DEPARTMENT PURPOSE**

The purpose of the Cable Communications Fund is to provide an information delivery system for the citizens of Fort Worth, City of Fort Worth departments, and their employees. Efficient and effective information delivery is vital to support the City's strategic goals.

**FY2002-03 DEPARTMENTAL OBJECTIVES**

To provide programming that will highlight the culture and interests of the citizens of Fort Worth, as well as meet and exceed the minimum quarterly requirement of 210 hours (840 hours annually) of non-repeat, non-character generated programming per quarter as required by the contract with the cable company.

To provide studio space and technical assistance to local individuals, groups, and organizations wishing to produce programming for Open Channel 32 and deliver the programming to the cable company.

To monitor the customer service of the local cable operator to insure it meets minimum standards as set by the Federal Communications Commission (FCC), the City's franchise agreement, and report this information to City Council.

DEPARTMENTAL MEASURES	ACTUAL 2000-01	ESTIMATED 2001-02	PROJECTED 2002-03
Annual Programming Hours	980	1,648	1,765
Number of Open Channel (32) Programs	49	55	60
Number of Open Channel (32) Workshop Students	10	20	20
Investigated residents' complaints	405	425	450

**FORT WORTH**





**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT CITY MANAGER'S OFFICE		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND FE72      SPECIAL TRUST FUND		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
002	<u>SUPPORT SERVICES</u>								
	CITY MANAGER'S OFFICE	\$ 1,054,336	\$ 915,972	\$ 959,226	\$ 959,226	13.00	13.00	13.00	13.00
	Sub-Total	<u>\$ 1,054,336</u>	<u>\$ 915,972</u>	<u>\$ 959,226</u>	<u>\$ 959,226</u>	<u>13.00</u>	<u>13.00</u>	<u>13.00</u>	<u>13.00</u>
	<b>TOTAL</b>	\$ 1,054,336	\$ 915,972	\$ 959,226	\$ 959,226	13.00	13.00	13.00	13.00

**FORT WORTH**



**CITY STORE FUND BUDGET SUMMARY  
FISCAL YEAR  
2002-03**

**REVENUES:**

Sale of Merchandise \$134,000

**TOTAL REVENUE** **\$134,000**

**EXPENDITURES**

Personal Services \$74,366

Supplies 39,800

Contractual Services 12,552

**TOTAL EXPENDITURES** **\$126,718**

**PROJECTED  
UNRESERVED RETAINED EARNINGS  
CITY STORE FUND**

Unreserved retained earnings as of 9/30/02 *	<b>(\$150,494)</b>
Plus: Projected Revenues	\$134,000
Less: Projected Expenditures	<b>(\$126,718)</b>
Unreserved retained earnings as of 9/30/03	<b>(\$143,212)</b>
Plus: Unrealized gain **	\$0
Revised unreserved retained earnings as of 9/30/03	<b>(\$143,212)</b>

\* Preliminary fund balance due to pending audit of actual fund balances

\*\* The increase in the market value of the City's portfolio that has not been turned into cash

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>FINANCE</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>FE72      SPECIAL TRUST FUND</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>SUPPORT SERVICES</u>								
013	FINANCE	\$ 198,768	\$ 118,729	\$ 126,718	\$ 126,718	2.00	2.00	2.00	2.00
	Sub-Total	<u>\$ 198,768</u>	<u>\$ 118,729</u>	<u>\$ 126,718</u>	<u>\$ 126,718</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
	<b>TOTAL</b>	\$ 198,768	\$ 118,729	\$ 126,718	\$ 126,718	2.00	2.00	2.00	2.00

**FORT WORTH**



O-127

SUMMARY OF CITY OF FORT WORTH  
GRANT PROGRAM PARTICIPATION  
FISCAL YEAR 2002-03 COST INVOLVEMENT

<u>TITLE</u>	<u>TOTAL COST</u>	<u>AGENCY COST</u>	<u>DEPT. IN-KIND MATCH</u>	<u>CITY OF FORT WORTH MATCH</u>
<b><u>U. S. Department of Labor</u></b>				
Urban Park and Recreation Recovery Program	\$1,250,000	\$1,000,000	\$125,000	\$125,000
<b><u>Criminal Justice Division of the Office of the Governor of Texas</u></b>				
Diamond Hill Connection After-School Program	130,371	104,297	26,074	0
<b><u>Bureau of Justice Assistance</u></b>				
2002 Local Law Enforcement Block Grant Program	888,889	800,000	0	88,889
<b><u>Texas Criminal Justice Division</u></b>				
Computer Crime Fraud Expansion	80,524	54,780	0	25,744
Sex Offender Registration/Monitoring Unit	245,800	45,019	0	200,781
Domestic Assault Response Team	185,130	99,794	22,557	62,779
Enhanced Domestic Assault Response Team	127,210	58,141	13,534	55,535
<b><u>Texas Department of Housing and Community Affairs</u></b>				
Community Service Block Grant	1,029,100	1,029,100	0	0
Comprehensive Energy Assistance Program	846,645	846,645	0	0
<b><u>Texas Department of Human Services</u></b>				
Northside NRDP	48,406	48,406	0	0
<b><u>Texas Natural Resource Conservation Commission</u></b>				
TNRCC Compliance Contract	360,122	241,282	0	118,840
EPA/TNRCC PM 10 Grant	154,354	103,417	0	50,937
EPA/TNRCC PM 2.5 Grant	104,000	104,000	0	0
TNRCC EMPACT Ozone Monitoring Contract	60,000	60,000	0	0
<b><u>Environmental Protection Agency</u></b>				
Brownfields Assessment Program	100,000	100,000	0	0
Mitigation Options for Urban Lakes Affected by Legacy Pollutants	216,500	208,000	8,500	0
<b><u>Texas State Library and Archives Commission</u></b>				
Interlibrary Loan	258,430	258,430	0	0
<b><u>Fort Worth Garden Club, Inc.</u></b>				
Botanic Garden Staff	171,829	171,829	0	0
<b><u>Fort Worth Botanical Society, Inc.</u></b>				
Botanic Garden Staff	71,608	71,608	0	0

# O-128

<u>TITLE</u>	<u>TOTAL COST</u>	<u>AGENCY COST</u>	<u>DEPT. IN-KIND MATCH</u>	<u>CITY OF FORT WORTH MATCH</u>
<b><u>Texas Department of Human Services</u></b>				
Summer Food Program	375,000	375,000	0	0
<b><u>Texas Department of Transportation</u></b>				
Intersection Traffic Control STEP	108,296	49,872	0	58,424
Comprehensive STEP	201,693	91,443	0	110,250
<b><u>Texas Department of Health</u></b>				
Diabetes Awareness and Education in the Community	100,000	100,000	0	0
Immunization Program "HotShots"	<u>100,000</u>	<u>100,000</u>	<u>0</u>	<u>0</u>
<b>TOTAL</b>	<b>\$7,213,907</b>	<b>\$6,121,063</b>	<b>\$195,665</b>	<b>\$897,179</b>



**FUND STATEMENT****FUND:****CRIME CONTROL AND PREVENTION DISTRICT**

The Crime Control and Prevention District (CCPD) was implemented during FY1995-96. The CCPD was made possible through voters' authorization of a half-cent increase in sales tax, effective October 1, 1995. The district was initially authorized for five years. Revenue from this tax has been used to employ additional Police Officers, purchase replacement and new CCPD vehicles, increase security at schools, and expand other crime fighting programs. Through the use of this revenue, the City of Fort Worth planned to reduce crime by an average of 10 percent for each of the five years.

On May 6, 2000, a new election was held to re-authorize the district for an additional five-year period. Fort Worth residents voted in favor of re-authorization, which will allow the City of Fort Worth to continue the half-cent portion of the sales tax until the expiration of the five-year period. The new period began October 1, 2000, and will continue until September 30, 2005. Voters will be given the opportunity to evaluate and possibly re-authorize the district again in the spring of 2005.

A nine-member board of directors appointed by the City Council establishes the budget and policies of the Crime Control and Prevention District. By law, the City Manager proposes the annual district budget to the board, which then votes approval or disapproval after holding a mandatory public hearing. After the district board has approved the annual budget, it is forwarded to the City Council, which votes approval or disapproval after holding a mandatory public hearing of its own.

A substantial portion of the fund balance is set aside for a multiyear phase-out of the Crime Control and Prevention District. The phase-out plan goes into effect if voters do not re-authorize the district in 2005. The plan mainly provides funding for CCPD employees for a limited time so they can fill openings that become available elsewhere in the City. However, the board of directors may also decide to use a portion of the fund balance for other purposes, such as upgrades to the public safety communication system and newly created programs.

**FORT WORTH**



**CRIME CONTROL AND PREVENTION DISTRICT FUND BUDGET SUMMARY  
FISCAL YEAR  
2002-03**

**REVENUES:**

Sales Tax Revenue	\$34,998,643
School Security Initiative	1,878,729
Interest on Investments	1,485,040
Miscellaneous Revenue	<u>135,000</u>

**TOTAL AVAILABLE FUNDS** \$38,497,412

**EXPENDITURES:**

Personal Services	\$17,344,799
Supplies	853,768
Contractual Services	<u>15,626,005</u>

**TOTAL RECURRING EXPENSES** \$33,824,572

**DEBT SERVICE AND CAPITAL OUTLAY**

Capital Outlay	\$3,187,800
Reserve Supplement (Interest)	<u>1,485,040</u>

**TOTAL EXPENDITURES** \$38,497,412

**PROJECTED  
UNRESERVED RETAINED EARNINGS  
CRIME CONTROL AND PREVENTION DISTRICT FUND**

Unreserved retained earnings as of 9/30/02 *	<b>\$27,618,587</b>
Plus: Projected Revenues	\$38,497,412
Less: Projected Expenditures	(\$37,012,372)
Reserve Supplement **	(\$1,485,040)
Unreserved retained earnings as of 9/30/03	<b>\$27,618,587</b>
Plus: Unrealized gain ***	\$70,781
Revised unreserved retained earnings as of 9/30/03	<b>\$27,689,368</b>

\* Preliminary fund balance due to pending audit of actual fund balances

\*\* Although not a true expenditure, this amount will be reserved to maintain fund balance

\*\*\* The increase in the market value of the City's portfolio that has not been turned into cash

**COMPARISON OF CRIME CONTROL AND PREVENTION DISTRICT FUND  
EXPENDITURES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
<b><u>Violent Crime and Gangs</u></b>					
Crime Response Teams	\$3,081,988	\$3,290,517	\$3,497,949	3,497,949	\$3,646,960
Strategic Operations Fund	463,770	467,803	587,467	587,467	595,484
Expanded Narcotics Investigation	658,516	656,896	743,387	743,387	758,467
Gang Graffiti Enforcement	465,387	518,487	558,809	558,809	585,282
Gang Graffiti Abatement	210,345	270,167	268,293	268,293	271,185
SCRAM	<u>124,724</u>	<u>168,567</u>	<u>232,997</u>	<u>232,997</u>	<u>210,773</u>
<b>Sub-Total</b>	\$5,004,730	\$5,372,437	\$5,888,902	\$5,888,902	\$6,068,151
<b><u>Neighborhood Crime</u></b>					
Neighborhood Patrol Officers	\$1,873,637	\$1,939,351	\$2,240,910	2,240,910	\$2,926,878
Additional Patrol Officers	0	284,487	424,988	424,988	0
Neighborhood Policing Districts	2,958,823	3,524,505	3,658,077	3,658,077	3,614,259
CODE BLUE	140,867	317,500	245,750	245,750	185,600
Police Storefronts	45,271	57,200	71,400	71,400	76,150
Neighborhood Crime Demolition - Residential	95,427	67,991	108,000	108,000	58,000
Neighborhood Crime Demolition - Commercial/Multi-Family	0	0	0	0	351,300
Parks Community Policing	674,755	779,033	660,529	660,529	660,529
Neighborhood Code Compliance	<u>265,229</u>	<u>280,777</u>	<u>319,422</u>	<u>319,422</u>	<u>0</u>
<b>Sub-Total</b>	\$6,054,009	\$7,250,844	\$7,729,076	\$7,729,076	\$7,872,716
<b><u>School Safety and Youth</u></b>					
School Security Initiative	\$3,407,864	\$3,662,267	\$3,903,395	3,903,395	\$4,092,804
After School Program	<u>0</u>	<u>1,379,933</u>	<u>1,400,000</u>	<u>1,400,000</u>	<u>1,400,000</u>
<b>Sub-Total</b>	\$3,407,864	\$5,042,200	\$5,303,395	\$5,303,395	\$5,492,804

**COMPARISON OF CRIME CONTROL AND PREVENTION DISTRICT FUND  
EXPENDITURES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
<b><u>Police Department Enhancements</u></b>					
Recruit Officer Training	\$1,554,849	\$1,673,540	\$1,436,501	\$1,436,501	\$1,627,361
Civil Service Pay Plan	5,329,547	5,329,547	5,329,547	5,329,547	5,329,547
Increased Jail Costs	1,404,750	1,577,438	1,608,986	1,608,986	2,417,629
Replacement of High Mileage Vehicles	2,760,716	3,211,684	3,475,200	3,475,200	3,370,632
Special Operations Division Vehicles	277,156	290,641	280,600	280,600	385,168
Police Cadets	147,995	172,510	189,244	189,244	195,209
Special Events Overtime	434,023	415,246	552,545	552,545	561,122
Technology Infrastructure	1,222,270	1,619,828	2,233,223	2,233,223	1,764,135
Modernize Police Weapons	143,000	44,900	0	0	0
Video Cameras in Beat Patrol Vehicles	97,080	0	0	0	0
Prisoner Transfer Van	31,550	0	0	0	0
CAD Project Transfer	0	1,381,267	0	0	0
Mobile Data Computers/CAD					
Operating Exp. Program	0	1,380,350	2,500,000	2,500,000	1,665,088
Evaluation/Resource Analysis	0	410,000	610,000	610,000	0
Safe Haven	0	0	0	0	262,810
Election Costs	134,860	0	0	0	0
Reserve Supplement	<u>0</u>	<u>0</u>	<u>1,485,040</u>	<u>1,485,040</u>	<u>1,485,040</u>
<b>Sub-Total</b>	\$13,537,796	\$17,506,951	\$19,700,886	\$19,700,886	\$19,063,741
<b>Total Expenditures</b>	\$28,004,399	\$35,172,432	\$38,622,259	\$38,622,259	\$38,497,412

**COMPARISON OF CRIME CONTROL AND PREVENTION DISTRICT FUND  
REVENUES**

	<b>ACTUAL 1999-00</b>	<b>ACTUAL 2000-01</b>	<b>BUDGET 2001-02</b>	<b>RE-ESTIMATE 2001-02</b>	<b>ADOPTED 2002-03</b>
Sales Tax Collections	\$34,217,530	\$33,743,323	\$34,410,655	\$34,410,655	\$34,998,643
School Security Initiative	1,423,735	1,585,584	1,796,516	1,796,516	1,878,729
Interest Earned	858,096	1,683,321	1,485,040	1,485,040	1,485,040
Miscellaneous Revenue	14,788	165,090	135,000	135,000	135,000
Use of Reserves	<u>0</u>	<u>0</u>	<u>1,018,081</u>	<u>1,018,081</u>	<u>0</u>
<b>TOTAL</b>	<b>\$36,514,149</b>	<b>\$37,177,319</b>	<b>\$38,845,292</b>	<b>\$38,845,292</b>	<b>\$38,497,412</b>

**FORT WORTH**





**DEPARTMENTAL BUDGET SUMMARY**

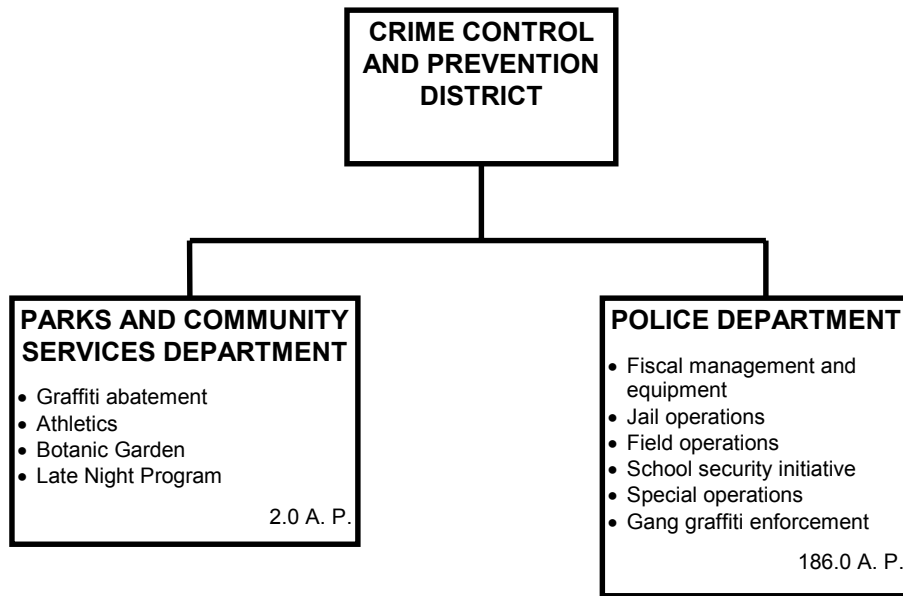
<b>DEPARTMENT:</b> POLICE	<b>FUND/CENTER</b> GR79/0351000:0356500
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SUMMARY OF DEPARTMENT RESPONSIBILITIES:

The Police Department, under the direction of the Chief of Police, develops and implements programs to deter crime and enforce traffic laws to protect life and property within the City of Fort Worth. Specific departmental responsibilities include crime prevention, the apprehension of persons suspected of committing crimes, recovery of stolen property, and regulation of such non-criminal conduct as traffic enforcement.

<b>Allocations</b>	<b>Actual 1999-00</b>	<b>Adopted 2000-01</b>	<b>Proposed Budget 2001-02</b>	<b>Adopted Budget 2001-02</b>
<b>Personal Services</b>	\$ 14,706,357	\$ 15,914,109	\$ 16,835,584	\$ 16,835,584
<b>Supplies</b>	1,508,220	472,307	845,438	845,438
<b>Contractual</b>	14,999,398	15,540,609	15,211,836	15,211,836
<b>Capital Outlay</b>	2,672,550	3,961,950	3,187,800	3,187,800
<b>Total Expenditures</b>	\$ 33,886,525	\$ 35,888,975	\$ 36,080,658	\$ 36,080,658
<b>Authorized Positions</b>	176.00	185.00	186.00	186.00

# CRIME CONTROL AND PREVENTION DISTRICT - 188.0 A. P.



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>POLICE</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GR79      CCPD</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>FISCAL &amp; EQUIPMENT MANAGEMENT</u>								
0352100	FISCAL & EQUIPMENT MANAGEMENT	\$ 10,485,129	\$ 10,987,250	\$ 0	\$ 0	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 10,485,129</u>	<u>\$ 10,987,250</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>STAFF SERVICES DIVISION</u>								
0352400	STAFF SERVICES DIVISION	\$ 4,239,710	\$ 4,561,720	\$ 0	\$ 0	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 4,239,710</u>	<u>\$ 4,561,720</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>TRAINING DIVISION</u>								
0352500	TRAINING DIVISION	\$ 1,718,432	\$ 1,436,501	\$ 0	\$ 0	0.00	0.00	0.00	0.00
0352501	WEAPONS RANGE	172,506	189,244	0	0	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 1,890,938</u>	<u>\$ 1,625,745</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>FORENSICS/PROPERTY DIVISION</u>								
0353400	FORENSICS/PROPERTY DIVISION	\$ 38,449	\$ 0	\$ 0	\$ 0	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 38,449</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>POLICE</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GR79      CCPD</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>SUPPORT SERVICES DIVISION</u>								
0353501	JAIL	\$ 1,577,438	\$ 1,608,986	\$ 0	\$ 0	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 1,577,438</u>	<u>\$ 1,608,986</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>N/W FIELD OPERATIONS BUREAU</u>								
0354000	N/W FIELD OPERATIONS BUREAU	\$ 1,939,343	\$ 2,240,910	\$ 0	\$ 0	34.00	34.00	0.00	0.00
0354001	CODE BLUE PROGRAM	572,647	245,750	0	0	0.00	0.00	0.00	0.00
0354002	INCREASED PATROL OFFICERS	0	424,988	0	0	0.00	9.00	0.00	0.00
	Sub-Total	<u>\$ 2,511,990</u>	<u>\$ 2,911,648</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>34.00</u>	<u>43.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>NORTH DIVISION</u>								
0354100	NORTH DIVISION	\$ 768,351	\$ 849,072	\$ 0	\$ 0	12.00	12.00	0.00	0.00
0354101	NORTH NPD1	530,097	647,464	0	0	2.00	1.00	0.00	0.00
0354102	NORTH NPD2	337,056	284,784	0	0	2.00	2.00	0.00	0.00
0354103	NORTH NPD3	0	111,516	0	0	0.00	1.00	0.00	0.00
0354104	NORTH DIVISION	77,800	83,298	0	0	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 1,713,304</u>	<u>\$ 1,976,134</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>16.00</u>	<u>16.00</u>	<u>0.00</u>	<u>0.00</u>

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>POLICE</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GR79      CCPD</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>NEIGHBORHOOD POLICING DISTRICT</u>								
0354502	NPD 10	\$ 47	\$ 0	\$ 0	\$ 0	0.00	0.00	0.00	0.00
	Sub-Total	\$ 47	\$ 0	\$ 0	\$ 0	0.00	0.00	0.00	0.00
	<u>STOREFRONT PROGRAM NE</u>								
0354700	NE FIELD OPERATIONS BUREAU	\$ 57,196	\$ 71,400	\$ 0	\$ 0	0.00	0.00	0.00	0.00
	Sub-Total	\$ 57,196	\$ 71,400	\$ 0	\$ 0	0.00	0.00	0.00	0.00
	<u>WEST DIVISION</u>								
0354900	WEST DIVISION	\$ 942,159	\$ 994,465	\$ 0	\$ 0	12.00	12.00	0.00	0.00
0354901	NPD 10	464,094	428,587	0	0	3.00	3.00	0.00	0.00
0354903	WEST NPD 12	434,418	355,884	0	0	3.00	3.00	0.00	0.00
0354904	EAST DIVISION	188,911	190,687	0	0	0.00	0.00	0.00	0.00
	Sub-Total	\$ 2,029,582	\$ 1,969,623	\$ 0	\$ 0	18.00	18.00	0.00	0.00
	<u>SOUTH DIVISION</u>								
0355100	SOUTH DIVISION	\$ 730,580	\$ 821,931	\$ 0	\$ 0	12.00	12.00	0.00	0.00
0355101	SOUTH NPD 8	516,158	493,504	0	0	3.00	3.00	0.00	0.00

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>POLICE</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GR79      CCPD</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0355103	SOUTH DIVISION	79,383	83,298	0	0	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 1,326,121</u>	<u>\$ 1,398,733</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>15.00</u>	<u>15.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>EAST DIVISION</u>								
0355900	EAST DIVISION	\$ 844,103	\$ 831,481	\$ 0	\$ 0	12.00	12.00	0.00	0.00
0355901	EAST NPD 4	330,962	379,443	0	0	3.00	3.00	0.00	0.00
0355903	EAST NPD 6	349,975	337,724	0	0	2.00	2.00	0.00	0.00
0355904	EAST NPD 7	582,608	619,171	0	0	3.00	3.00	0.00	0.00
0355905	UNASSIGNED TITLE	76,759	83,298	0	0	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 2,184,407</u>	<u>\$ 2,251,117</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>20.00</u>	<u>20.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>SPECIAL SERVICES BUREAU</u>								
0356000	SPECIAL SERVICES BUREAU	\$ 407,660	\$ 535,486	\$ 0	\$ 0	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 407,660</u>	<u>\$ 535,486</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>CRIMINAL INVESTIGATIONS DIVISION</u>								
0356103	VPC - FAMILY VIOLENCE	\$ 168,560	\$ 232,997	\$ 0	\$ 0	2.00	2.00	0.00	0.00
	Sub-Total	<u>\$ 168,560</u>	<u>\$ 232,997</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>2.00</u>	<u>2.00</u>	<u>0.00</u>	<u>0.00</u>

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>POLICE</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GR79      CCPD</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>SPECIAL INVESTIGATIONS DIVISION</u>								
0356201	SID - YOUTH	\$ -2,256	\$ 0	\$ 0	\$ 0	0.00	0.00	0.00	0.00
0356202	SCHOOL SECURITY INITIATIVE	3,664,513	3,903,395	0	0	53.00	53.00	0.00	0.00
	Sub-Total	<u>\$ 3,662,257</u>	<u>\$ 3,903,395</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>53.00</u>	<u>53.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>SPECIAL OPERATIONS DIVISION</u>								
0356300	SPECIAL OPERATIONS	\$ 658,178	\$ 743,387	\$ 0	\$ 0	10.00	10.00	0.00	0.00
0356301	SOD DEA TASK FORCE	2,592	0	0	0	0.00	0.00	0.00	0.00
0356304	GANG	517,723	558,809	0	0	8.00	8.00	0.00	0.00
	Sub-Total	<u>\$ 1,178,493</u>	<u>\$ 1,302,196</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>18.00</u>	<u>18.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>TRAFFIC DIVISION</u>								
0356500	TRAFFIC DIVISION	\$ 415,244	\$ 552,545	\$ 0	\$ 0	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 415,244</u>	<u>\$ 552,545</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>CRIME RESPONSE TEAMS</u>								
0359000	NORTH	\$ 0	\$ 0	\$ 907,356	\$ 907,356	0.00	0.00	12.00	12.00

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>POLICE</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GR79      CCPD</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0359001	WEST	0	0	1,027,129	1,027,129	0.00	0.00	12.00	12.00
0359002	SOUTH	0	0	867,209	867,209	0.00	0.00	12.00	12.00
0359003	EAST	0	0	845,266	845,266	0.00	0.00	12.00	12.00
	Sub-Total	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 3,646,960</u>	<u>\$ 3,646,960</u>	<u>0.00</u>	<u>0.00</u>	<u>48.00</u>	<u>48.00</u>
	<u>SPECIAL SERVICES BUREAU</u>								
0359200	EXPANDED NARCOTICS INVESTIGATION	\$ 0	\$ 0	\$ 758,467	\$ 758,467	0.00	0.00	10.00	10.00
0359201	GANG GRAFFITI ENFORCEMENT	0	0	585,282	585,282	0.00	0.00	8.00	8.00
0359202	SCRAM	0	0	210,773	210,773	0.00	0.00	2.00	2.00
	Sub-Total	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 1,554,522</u>	<u>\$ 1,554,522</u>	<u>0.00</u>	<u>0.00</u>	<u>20.00</u>	<u>20.00</u>
	<u>N/W FOB</u>								
0359300	NEIGHBORHOOD PATROL OFFICERS	\$ 0	\$ 0	\$ 2,926,878	\$ 2,926,878	0.00	0.00	43.00	43.00
	Sub-Total	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 2,926,878</u>	<u>\$ 2,926,878</u>	<u>0.00</u>	<u>0.00</u>	<u>43.00</u>	<u>43.00</u>
	<u>NEIGHBORHOOD POLICING DISTRICTS</u>								
0359400	NPD1	\$ 0	\$ 0	\$ 647,855	\$ 647,855	0.00	0.00	2.00	2.00



**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>POLICE</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GR79      CCPD</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0359401	NPD2	0	0	312,279	312,279	0.00	0.00	2.00	2.00
0359402	NPD3	0	0	217,970	217,970	0.00	0.00	1.00	1.00
0359403	NPD4	0	0	398,445	398,445	0.00	0.00	3.00	3.00
0359404	NPD6	0	0	374,660	374,660	0.00	0.00	2.00	2.00
0359405	NPD7	0	0	380,333	380,333	0.00	0.00	3.00	3.00
0359406	NPD8	0	0	492,338	492,338	0.00	0.00	3.00	3.00
0359407	NPD10	0	0	419,361	419,361	0.00	0.00	3.00	3.00
0359408	NPD12	0	0	371,018	371,018	0.00	0.00	3.00	3.00
	Sub-Total	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 3,614,259</u>	<u>\$ 3,614,259</u>	<u>0.00</u>	<u>0.00</u>	<u>22.00</u>	<u>22.00</u>
	<u>NEIGHBORHOOD CRIME</u>								
0359500	CODE BLUE	\$ 0	\$ 0	\$ 185,600	\$ 185,600	0.00	0.00	0.00	0.00
0359501	POLICE STOREFRONTS	0	0	76,150	76,150	0.00	0.00	0.00	0.00
0359502	NCD/RESIDENTIAL	0	0	58,000	58,000	0.00	0.00	0.00	0.00
0359503	NCD/COMMERCIAL MULTI-FAMILY	0	0	351,300	351,300	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 671,050</u>	<u>\$ 671,050</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>SCHOOL SAFETY AND YOUTH</u>								

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>POLICE</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GR79      CCPD</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0359600	SCHOOL SECURITY INITIATIVE	\$ 0	\$ 0	\$ 4,092,804	\$ 4,092,804	0.00	0.00	53.00	53.00
0359601	AFTER SCHOOL PROGRAM	0	0	1,400,000	1,400,000	0.00	0.00	0.00	0.00
	Sub-Total	\$ 0	\$ 0	\$ 5,492,804	\$ 5,492,804	0.00	0.00	53.00	53.00
	<u>TRAINING</u>								
0359700	RECRUIT OFFICER TRAINING	\$ 0	\$ 0	\$ 1,627,361	\$ 1,627,361	0.00	0.00	0.00	0.00
	Sub-Total	\$ 0	\$ 0	\$ 1,627,361	\$ 1,627,361	0.00	0.00	0.00	0.00
	<u>PD ENHANCEMENTS</u>								
0359800	CIVIL SERVICE PAY PLAN	\$ 0	\$ 0	\$ 5,329,547	\$ 5,329,547	0.00	0.00	0.00	0.00
0359801	INCREASED JAIL COSTS	0	0	2,417,629	2,417,629	0.00	0.00	0.00	0.00
0359802	REPLACEMENT OF HIGH-MILEAGE VEHICLES	0	0	3,370,632	3,370,632	0.00	0.00	0.00	0.00
0359803	SPECIAL OPERATIONS DIVISION VEHICLES	0	0	385,168	385,168	0.00	0.00	0.00	0.00
0359804	POLICE CADETS	0	0	195,209	195,209	0.00	0.00	0.00	0.00
0359805	SPECIAL EVENTS OVERTIME	0	0	561,122	561,122	0.00	0.00	0.00	0.00
0359806	TECHNOLOGY INFRASTRUCTURE	0	0	1,764,135	1,764,135	0.00	0.00	0.00	0.00

**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>POLICE</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GR79      CCPD</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
0359807	MOBILE DATA COMPUTERS/CAD	0	0	1,665,088	1,665,088	0.00	0.00	0.00	0.00
0359808	SAFE HAVEN	0	0	262,810	262,810	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 15,951,340</u>	<u>\$ 15,951,340</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>STRATEGIC OPERATIONS</u>								
0359900	NORTH	\$ 0	\$ 0	\$ 83,386	\$ 83,386	0.00	0.00	0.00	0.00
0359901	WEST	0	0	195,533	195,533	0.00	0.00	0.00	0.00
0359902	SOUTH	0	0	83,386	83,386	0.00	0.00	0.00	0.00
0359903	EAST	0	0	83,386	83,386	0.00	0.00	0.00	0.00
0359904	SSB	0	0	149,793	149,793	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 595,484</u>	<u>\$ 595,484</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<b>TOTAL</b>	\$ 33,886,525	\$ 35,888,975	\$ 36,080,658	\$ 36,080,658	176.00	185.00	186.00	186.00

**FORT WORTH**



**DEPARTMENTAL BUDGET SUMMARY**

<b>DEPARTMENT:</b> PARKS AND COMMUNITY SERVICES	<b>FUND/CENTER</b> GR79/0800511:0808080
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SUMMARY OF DEPARTMENT RESPONSIBILITIES:

The Parks and Community Services Department is responsible for planning, designing, developing, and maintaining the City's network of parks, as well as for the planning and administration of the City's recreational and human services programs.

Parks and Community Services policing, security, and graffiti abatement are integral parts of crime control and prevention. While aggressive law enforcement activity is an obvious need in making Fort Worth the safest large city in the United States, this alone does not ensure that Fort Worth will remain a first-class city. It is important that the public also have available services, including libraries, entertainment, and parks. People will use these amenities, particularly the parks, only if they feel safe in them. Graffiti, if left unabated, breeds even more graffiti and potential violent conflict among the gangs that spread it.

<b>Allocations</b>	<b>Actual 1999-00</b>	<b>Adopted 2000-01</b>	<b>Proposed Budget 2001-02</b>	<b>Adopted Budget 2001-02</b>
<b>Personal Services</b>	\$ 679,047	\$ 506,323	\$ 509,215	\$ 509,215
<b>Supplies</b>	9,396	8,330	8,330	8,330
<b>Contractual</b>	349,744	414,169	414,169	414,169
<b>Capital Outlay</b>	0	0	0	0
<b>Total Expenditures</b>	\$ 1,038,187	\$ 928,822	\$ 931,714	\$ 931,714
<b>Authorized Positions</b>	2.00	2.00	2.00	2.00

**FORT WORTH**



**SIGNIFICANT BUDGET CHANGES**

<b>DEPARTMENT:</b> CRIME CONTROL AND PREVENTION DISTRICT	<b>FUND/CENTER</b> GR79/035:080
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**CHANGES FROM 2001-02 ADOPTED TO 2002-03 ADOPTED**

<b>2001-02 ADOPTED:</b>	\$38,622,259	<b>A.P.</b>	193.00
<b>2002-03 ADOPTED:</b>	\$38,497,412	<b>A.P.</b>	188.00

- A) The adopted budget increase by \$808,643 for contractual costs in order to fund the full year increase of the jail contract with Mansfield, including a proportionate share of the annual 3.5% contractual increase.
- B) The adopted budget increases by \$720,039 for salaries of civil service employees based on actual and anticipated salary increases.
- C) The adopted budget decreases by (\$610,000) due to conclusion of the Justex Study.
- D) The adopted budget decreases by (\$600,000) for Computer-Aided Dispatch/Mobile Data Computer Operating and Maintenance Program services.
- E) The adopted budget increases \$351,300 for the Neighborhood Crime Demolition - Commercial/Multi-Family Program. During FY2001-02, \$301,300 was added to this program as a mid-year adjustment. This continues that change and increases the commitment by \$50,000. In addition, the Neighborhood Crime Demolition - Residential Program has been decreased from \$108,000 to \$58,000 to reflect the reduced presence of this type of qualifying property.
- F) The adopted budget decreases (\$301,300) for salaries due to the elimination of six positions from the former Code Compliance Program. During FY2001-02, this activity was funded in the General Fund in order to end Crime Control and Prevention District (CCPD) support.
- G) The adopted budget increases by \$74,375 to fund 35 radios for one recruit training class. This will allow the department to retire some of the older radios instead of reassigning them to officers and will reduce repair costs.

**FORT WORTH**





**DEPARTMENTAL SUMMARY BY CENTER**

DEPARTMENT <b>PARKS &amp; COMMUNITY SERVICES</b>		ALLOCATIONS				AUTHORIZED POSITIONS			
FUND <b>GR79          CCPD</b>		Actual Expenditures 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03	Adopted Budget 2000-01	Adopted Budget 2001-02	Proposed Budget 2002-03	Adopted Budget 2002-03
Center	Center Description								
	<u>COMMUNITY SERVICES</u>								
0800511	LATE NIGHT PROGRAM	\$ 635,444	\$ 492,306	\$ 492,306	\$ 492,306	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 635,444</u>	<u>\$ 492,306</u>	<u>\$ 492,306</u>	<u>\$ 492,306</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>PACS ADMINISTRATION</u>								
0801000	PACS ADMINISTRATION	\$ 107	\$ 0	\$ 0	\$ 0	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 107</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>SOUTHWEST REGION</u>								
0807080	BOTANIC GARDEN	\$ 128,201	\$ 134,288	\$ 134,288	\$ 134,288	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 128,201</u>	<u>\$ 134,288</u>	<u>\$ 134,288</u>	<u>\$ 134,288</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>NORTHEAST REGION</u>								
0808040	GRAFFITI ABATEMENT	\$ 259,156	\$ 268,293	\$ 271,185	\$ 271,185	2.00	2.00	2.00	2.00
0808080	HAWS ATHLETICS CENTER	15,279	33,935	33,935	33,935	0.00	0.00	0.00	0.00
	Sub-Total	<u>\$ 274,435</u>	<u>\$ 302,228</u>	<u>\$ 305,120</u>	<u>\$ 305,120</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
	<b>TOTAL</b>	\$ 1,038,187	\$ 928,822	\$ 931,714	\$ 931,714	2.00	2.00	2.00	2.00

**FORT WORTH**





## **FY2002-03 SALARY SCHEDULE**

The City Council has approved the Fiscal Year 2002/2003 budget, which includes funding for FY 2002-03 step increases, performance pay increases and civil service salary adjustments. The budget also includes funding for a 2% across the board increase for all civil service employees and non-exempt civilian employees. Exempt civilian employees will be eligible to receive a performance increase of 1 ½% or 2 ½%, based on a performance rating of excellent or outstanding, respectively. Salary increases were not included for executive positions, which includes appointed officials, department directors, assistant department directors and others in the "E" and "F" key codes.

The Compensation Plan for FY 2002/2003 will be implemented effective the beginning of pay period 21 (September 21<sup>st</sup>). All increases, including step movement and performance pay increases will be effective pay period 21 for those employees with an October 1, 2002 anniversary date. The 2% across the board increase for all civil service employees and non-exempt civilian employees will be made effective in the same pay period.

Following are general guidelines and information on the implementation of salary increases for this fiscal year. This information needs to be shared with staff who will be responsible for completing the appropriate paperwork.

### **I. Non-exempt Employee Performance Step Plan (Non-Civil Service)**

- Employees with an October 1<sup>st</sup> anniversary date will be eligible for a step increase beginning pay period 21 (09/21/02). The amount of the step increase will be contingent on the employee's performance level and current step.
- No employee will be allowed to exceed the top step (L) of the range based on performance.
- Employees must achieve a performance rating of excellent (4) or outstanding (5) to be eligible for a step increase. A competent (3) rating will result in no movement in steps. Employees below the F step who receive an excellent or outstanding rating will move one (1) step. Employees at or above the F step

will move one (1) step for an excellent rating, and two (2) steps for an outstanding rating.

- Information related to non-exempt employees who had an extended absence during the evaluation period; have had their initial probationary period extended; or who are currently on disciplinary probation can be found in the Personnel Rules and Regulations, pages 16iii to 16iv.

## **II. Exempt Employee Performance Pay Plan (Non-Civil Service)**

- Performance pay increases will be based on an employee's performance level. Exempt employees rated excellent (4) will receive a 1.5% increase. Exempt employees rated outstanding (5) will receive a 2.5% increase. A competent (3) rating will result in no increase in salary.
- Appointed officials and employees in "E" and "F" key codes will not be eligible for a performance pay increase.
- Employees at or above the top of their salary range will not be eligible for a performance increase.
- Information related to performance increases for exempt employees who were hired after October 1, 2001; are currently in a probationary status; have had an extended absence during the evaluation period; have had their initial probationary period extended; or who are currently on disciplinary probation can be found in the Personnel Rules and Regulations, pages 16ii to 16iii.
- PRDs for exempt employees will be distributed in the normal manner.

## **III. Sworn Police and Fire**

Effective September 21<sup>st</sup>, a 2% across the board increase has been applied to the base salary for each Police and Fire (civil service) rank. In addition, this 2% increase to the base salary will also increase all seniority steps following the base salary for each Police and Fire rank. The new Police and Fire salary schedules will be effective for the new fiscal year 2002-2003.

Eligible Police and Fire employees will move to the next seniority step based on the criteria for the step and the employee's normal anniversary date. The anniversary date for Police employees is based on commission date or adjusted commission date. The anniversary date for Fire employees in the rank of Firefighter is based on the employee's commission date. When a Fire employee promotes to a higher rank, the employee's anniversary date changes to the date of the promotion.

Fire employees' movement to a higher seniority step above the base requires completion of one year's employment at the base step. Movement to higher seniority steps is based on the number of completed years in rank above the base year. (e.g. if the Fire employee has been employed for two years from the specified anniversary date, then the employee will move to the 2<sup>nd</sup> year designated seniority step (Base + 2) in the salary schedule.

Police employees' movement to a higher seniority step is governed by the number of years of employment that the employee has completed since the individual's anniversary date (e.g. if an employee at the Police Officer rank has been employed for four years from the specified anniversary date, then the employee will move to the 4<sup>th</sup> year designated seniority step (Base +4) in the salary schedule.)

The Police Chief's and Fire Chief's base salary for Fiscal Year 2002-2003 will be determined by the City Manager as part of the annual performance appraisal process.

Where applicable, the City of Fort Worth complies with the federal Fair Labor Standards Act in the calculation of overtime.

#### **IV. General Information**

- S01's will not receive salary adjustments.
- There will not be performance bonuses for employees who are currently at or above the top of their salary range or at or above the L step.
- Departments must submit the appropriate paperwork (PAR/ePAR) to Human Resources to process all other budget changes. This includes, but is not limited to adding new positions, deleting positions, or moving positions from one division to another. If any of these changes will affect your accounts a PAR will need to be submitted by September 26<sup>th</sup> for processing.

As always with the implementation of the annual compensation plan, there may be some unanticipated issues or problems that develop. You are encouraged to contact me at extension 7783, Dick Hodapp, 7770, Jose Moreno, 7781 or Mary Beth Lane, 6577 if any issue arises or if you have questions about implementation procedures. As always, I appreciate your cooperation.



**Q-5**

<b>KEY</b>	<b>CLASS TITLE</b>	<b>SALARY RANGE</b>	<b>COMMENTS</b>
AE1	CITY MANAGER	9521 – 15708	
AE3	CITY ATTORNEY	7618 – 12568	
AE5	CITY AUDITOR	6296 – 10386	
AE7	CITY SECRETARY	6296 – 10386	
AJ1	CHIEF JUDGE	5540 – 9138	
AJ3	DEPUTY CHIEF JUDGE	5035 – 8306	
AJ5	MUNICIPAL JUDGE	4578 – 7552	
AJ7	HEARING OFFICER	2630 – 4337	
AR1	EXECUTIVE DIR RETIREMENT FUND	6296 – 11456	Range Adjustment
A14	CLERICAL SUPERVISOR	2168 – 3425	
A16	PROPERTY CONTROL SUPERVISOR	2510 – 3964	
A18	PARTS/MATERIALS SUPERVISOR	2635 – 4162	
A21	CHIEF DEPUTY CITY MARSHAL	3531 – 5576	
A23	DEPUTY COURT CLERK	3203 – 5060	
A30	RETAIL SALES SUPERVISOR	2168 – 3425	
A32	PLANS EXAMINER SUPERVISOR	3363 – 5311	
A34	DEVELOPMENT INSPECTION SUPV	3363 – 5311	
A36	CODE ENFORCEMENT SUPERVISOR	3893 – 6150	
A41	BUILDING SERVICES SUPERVISOR	3203 – 5060	
A42	EQUIPMENT SERVICES SUPERVISOR	3363 – 5311	
A43	ASST FIELD OPERATIONS SUPV	2635 – 4162	
A45	FIELD OPERATIONS SUPERVISOR	3051 – 4819	
A47	SURVEY SUPERVISOR	3363 – 5311	
A49	TRAFFIC SYSTEMS SUPERVISOR	3363 – 5311	
A50	ANIMAL CONTROL SUPERVISOR	2905 – 4588	
A63	GOLF PROFESSIONAL	3051 – 4819	
A65	ASST ZOO CURATOR	2635 – 4162	
A67	ZOO CURATOR	3363 – 5311	
A69	COMMUNITY CENTER SUPERVISOR	2635 – 4162	
A70	COMMUNICATIONS SHIFT SUPV	3363 – 5311	5% Market Adjust
A72	DÉCOR UNIT SUPERVISOR	2905 – 4588	
A74	DÉCOR SHIFT SUPERVISOR	2635 – 4162	
A76	SECURITY SUPERVISOR	2276 – 3595	
A77	AIRPORT OPERATIONS COORDINATOR	2390 – 3775	
A81	INFORMATION SYSTEMS SUPV	3051 – 4819	
A90	CUSTOMER SERVICE SUPERVISOR	2635 – 4162	
A92	ASST CUSTOMER SERVICE MANAGER	3203 – 5060	
A93	ASST WATER SYSTEMS PLANT SUPV	2766 – 4370	
A94	WATER SYSTEMS PLANT SUPV	3203 – 5060	
A96	ASST WATER SYSTEMS SUPT	3708 – 5857	
A98	WATER SYSTEMS MECHANIC SUPV	2905 – 4588	
A99	INSTRUMENTATION/ELECT SUPV	3203 – 5060	
B03	SR LOAN SERVICES REPRESENTATIVE	2635 – 4162	
B05	HOUSING DEVELOPMENT SPECIALIST	3051 – 4819	
B07	SPECIAL ASSISTANT TO CITY MANAGER	2905 – 4588	Class Revised
B10	SR ADMINISTRATIVE ASST	2905 – 4588	
B12	BENEFITS SPECIALIST	2766 – 4370	
B14	MANAGEMENT ANALYST I	2510 – 3964	
B16	MANAGEMENT ANALYST II	3051 – 4819	
B21	HUMAN RESOURCES ANALYST	2766 – 4370	

Revised October 18, 2002

<b>KEY</b>	<b>CLASS TITLE</b>	<b>SALARY RANGE</b>	<b>COMMENTS</b>
B23	SR HUMAN RESOURCES ANALYST	3051 – 4819	
B24	FAVOR COORDINATOR	3363 – 5311	
B25	HUMAN RESOURCES CONSULTANT	3531 – 5576	
B26	EMERGENCY MANAGEMENT OFFICER I	2635 – 4162	
B27	EMERGENCY MANAGEMENT OFFICER II	3203 – 5060	
B29	SR EMERGENCY MGMT OFFICER	3531 – 5576	
B30	CRIMINAL INTELLIGENCE ANALYST	3708 – 5857	New Classification
B31	BUYER	2510 – 3964	
B32	SR BUYER	2905 – 4588	
B33	SR HUMAN SERVICES SPECIALIST	2510 – 3964	
B34	PUBLIC EDUCATION SPECIALIST	2635 – 4162	
B35	VICTIM ASSISTANCE SPECIALIST	2276 – 3595	
B36	SR VICTIM ASSISTANCE SPECIALIST	2510 – 3964	
B38	LAND AGENT	2905 – 4588	
B40	SR LAND AGENT	3363 – 5311	
B41	HUMAN RELATIONS SPECIALIST	2905 – 4588	
B43	CONTRACT COMPLIANCE SPECIALIST	2510 – 3964	
B45	SR CONTRACT COMPLIANCE SPEC	3051 – 4819	
B50	CONSUMER HEALTH SPECIALIST	2766– 4370	
B51	SR CONSUMER HEALTH SPECIALIST	3051 – 4819	
B52	EPIDEMIOLOGY SPECIALIST	2510– 3964	
B54	EPIDEMIOLOGIST	3051 – 4819	
B55	CONSERVATION SPECIALIST	3203 – 5060	
B56	ENVIRONMENTAL SPECIALIST	2905 – 4588	
B57	SR ENVIRONMENTAL SPECIALIST	3363 – 5311	
B58	COMMUNITY HEALTH NURSE	3051 – 4819	
B61	MICROBIOLOGIST	2766 – 4370	
B63	SR MICROBIOLOGIST	3203 – 5060	
B65	QUALITY CONTROL SPECIALIST	2905 – 4588	
B67	ASST HISTORICAL CURATOR	2390 – 3775	
B69	HISTORICAL CURATOR	2766 – 4370	
B70	HORTICULTURIST	2905 – 4588	
B72	SR HORTICULTURIST	3531 – 5576	
B74	FORESTER	2510 – 3964	
B75	PARK NATURALIST ASSISTANT	2168 – 3425	
B76	PARK NATURALIST	2390 – 3775	
B77	SR RECREATION PROGRAMMER	2390 – 3775	
B78	RECREATION PROGRAMMER	2168 – 3425	
B79	CRIME ANALYST	2390 – 3775	
B81	LIBRARY ASSISTANT	2168 – 3425	
B83	LIBRARIAN	2635 – 4162	
B85	SR LIBRARIAN	3051 – 4819	
B87	LIBRARY MATERIALS COORDINATOR	3708 – 5857	
B88	LIBRARY DEVELOPMENT OFFICER	3363 – 5311	
B89	CABLE PRODUCER/DIRECTOR	2510 – 3964	
B90	EQUIPMENT TECHNICAL SPECIALIST	2635 – 4162	
B92	TRAINING SPECIALIST	2510 – 3964	
B94	EQUIPMENT COORDINATOR	2510 – 3964	
B96	CHEMIST	2766 – 4370	



<b>KEY</b>	<b>CLASS TITLE</b>	<b>SALARY RANGE</b>	<b>COMMENTS</b>
B98	SR CHEMIST	3203 – 5060	
C07	ECONOMIC DEVELOPMENT SPEC	3051 – 4819	
C09	VOLUNTEER COORDINATOR	2510 – 3964	
C10	ACCOUNTANT	2635 – 4162	
C12	SR ACCOUNTANT	3203 – 5060	
C14	AUDITOR	2905 – 4588	
C16	SR AUDITOR	3203 – 5060	
C18	RECORDS ANALYST	2510 – 3964	
C21	RISK MANAGEMENT ANALYST	2766 – 4370	
C23	SR RISK MANAGEMENT ANALYST	3203 – 5060	
C25	HRI SPECIALIST	3363 – 5715	
C30	PROSECUTING ATTORNEY	3708 – 5857	
C34	ASST CITY ATTORNEY	4087 – 6457	
C36	SR ASST CITY ATTORNEY	4970 – 7850	
C41	FIRE PROTECTION SPECIALIST	3708 – 5857	
C43	GRADUATE ENGINEER	3363 – 5311	
C45	PROFESSIONAL ENGINEER	3893 – 6150	
C49	SR PROFESSIONAL ENGINEER	4507 – 7119	
C51	REGISTERED ARCHITECT	3531 – 5576	
C53	LANDSCAPE ARCHITECT	3051 – 4819	
C55	SR LANDSCAPE ARCHITECT	3363 – 5311	
C57	PLANNER	2905 – 4588	
C59	SR PLANNER	3708 – 5857	
C61	COMMUNITY COUNSELOR	2766 – 4370	
C72	FORENSIC SCIENTIST	3203 – 5060	
C74	SR FORENSIC SCIENTIST	3708 – 5857	
C76	POLICE PSYCHOLOGIST	4292 – 6779	
C79	IT PC SUPPORT SPECIALIST	2905 – 4937	
C81	IT TECH SUPPORT ANALYST I	2905 – 4937	
C83	IT TECH SUPPORT ANALYST II	3363 – 5715	
C84	SR IT TECH SUPPORT ANALYST	3893 – 6616	
C85	IT PROGRAMMER/ANALYST I	2905 – 4937	
C87	IT PROGRAMMER/ANALYST II	3363 – 5715	
C89	SR IT PROGRAMMER/ANALYST	3893 – 6616	
C90	IT LEAD PROGRAMMER/ANALYST	4507 – 7660	
C91	IT TECHNICAL CONSULTANT	4507 – 7660	
C92	LAKE WORTH COORDINATOR	3363 – 5311	
C94	UTILITY RATE ANALYST	2766 – 4370	
C96	SR UTILITY RATE ANALYST	3531 – 5576	
D01	BUSINESS DIVERSITY COORDINATOR	4292 – 6779	
D02	ASSISTANT TO THE MAYOR	3708 – 5857	20% Range Adjust
D03	ACTION CENTER MANAGER	3051 – 4819	
D04	ECONOMIC/COMMUNITY DVLP MGR	4507 – 7119	Title Change
D05	BUSINESS DEVELOPMENT COORD	3708 – 5857	
D07	M/WBE PROGRAM COORDINATOR	3708 – 5857	
D09	CAPITAL PROJECTS MANAGER	4507 – 7119	New Classification
D10	BUDGET MANAGER	4507 – 7119	
D12	CHIEF ACCOUNTING OFFICER	4292 – 6779	
D14	CITY TREASURER	4292 – 6779	

**Q-8**

<b>KEY</b>	<b>CLASS TITLE</b>	<b>SALARY RANGE</b>	<b>COMMENTS</b>
D16	PURCHASING MANAGER	4292 – 6779	
D18	RECORDS MANAGER	3893 – 6150	
D19	FINANCIAL SERVICES MANAGER	4087 – 6457	New Classification
D20	RISK MANAGER	3893 – 6150	
D21	SR MANAGEMENT ANALYST	3708 – 5857	
D23	HUMAN RESOURCES MANAGER	4087 – 6457	
D24	SR ADMINISTRATIVE SERVICES MGR	4087 – 6457	
D25	UTILITY ADMINISTRATOR	4087 – 6457	
D27	CONTRACT SERVICES ADMIN	3893 – 6150	
D29	HOUSING PROGRAM MANAGER	4507 – 7119	
D30	DEPUTY CITY ATTORNEY	6342 – 10019	
D32	ASST BUILDING OFFICIAL	3708 – 5857	
D36	DEVELOPMENT SERVICES ADMIN	4507 – 7119	
D38	CODE ENFORCEMENT SUPT	4732 – 7474	
D39	TRAFFIC SERVICES MANAGER	4507 – 7119	New Classification
D40	REAL PROPERTY MANAGER	4087 – 6457	
D41	BUILDING SERVICES SUPT	3893 – 6150	
D42	EQUIPMENT SERVICES SUPT	4292 – 6779	
D43	BUILDING SERVICES MANAGER	4970 – 7850	
D44	FIELD OPERATIONS SUPT	3708 – 5857	
D45	ENGINEERING MANAGER	4970 – 7850	
D46	SURVEY SUPERINTENDENT	3893 – 6150	
D47	CITY TRAFFIC ENGINEER	5217 – 8242	
D48	TRAFFIC SERVICES SUPT	3893 – 6150	5% Range Reduced
D49	STREETS & LIGHTS SUPT	4507 – 7119	
D50	CONSUMER HEALTH MANAGER	3893 – 6150	
D52	HEALTH INFO ASSMT MANAGER	3893 – 6150	
D54	HEALTH OUTREACH MANAGER	3893 – 6150	
D56	ENVIRONMENTAL PROGRAM MANAGER	4292 – 6779	
D58	PLANNING MANAGER	4087 – 6457	
D60	ANIMAL CONTROL MANAGER	3708 – 5857	
D61	DISTRICT SUPERINTENDENT	3708 – 5857	
D62	GOLF OPERATIONS MANAGER	4292 – 6779	
D64	COMMUNITY OPERATIONS MANAGER	4292 – 6779	
D65	HORTICULTURE SUPERINTENDENT	4292 – 6779	
D66	PRO SHOP SUPERINTENDENT	3893 – 6150	
D67	COMMUNITY SERVICES MANAGER	3893 – 6150	
D68	HUMAN SERVICES ADMINISTRATOR	3708 – 5857	
D69	LIBRARIAN MANAGER	4087 – 6457	
D70	CHIEF HELICOPTER PILOT	3708 – 5857	
D72	PUBLIC SAFETY SUPPORT MANAGER	4087 – 6457	
D74	EMERGENCY MANAGEMENT COORD	3893 – 6150	
D76	AIRPORT MANAGER	3893 – 6150	
D79	PUBLIC EVENTS MANAGER	3363 – 5311	
D80	HUMAN RELATIONS MANAGER	3893 – 6150	
D81	IT MANAGER	4507 – 7660	
D83	SR IT SOLUTIONS MANAGER	4732 – 8043	
D89	CABLE SERVICES MANAGER	3708 – 5857	
D90	REGULATORY/ENVIRONMENTAL COORD	4292 – 6779	

Revised October 18, 2002

<b>KEY</b>	<b>CLASS TITLE</b>	<b>SALARY RANGE</b>	<b>COMMENTS</b>
D92	WATER CUSTOMER SERVICE MANAGER	3893 – 6150	New Classification
D96	WATER SYSTEMS SUPERINTENDENT	4292 – 6779	
D98	WATER QUALITY MANAGER	4087 – 6457	
E10	ASST CITY SECRETARY	5035 – 8306	
E12	ASST FINANCE DIRECTOR	5035 – 8306	Deleted Class
E16	ASST CITY AUDITOR	5035 – 8306	
E25	ASST HUMAN RESOURCES DIRECTOR	5035 – 8306	
E30	CLERK OF MUNICIPAL COURT	5035 – 8306	
E31	CITY MARSHAL	5035 – 8306	
E39	ASST EQUIPMENT SERVICES DIRECTOR	5035 – 8306	New Classification
E41	ASST ENVIRONMENTAL MGMT DIRECTOR	5540 – 9138	Title Change
E43	BUILDING OFFICIAL	5035 – 8306	
E45	ASST ENGINEERING DIRECTOR	5035 – 8306	
E47	ASST HOUSING DIRECTOR	5035 – 8306	
E49	ASST TRANS/PUBLIC WORKS DIR	5540 – 9138	
E50	ASST HEALTH DIRECTOR	5540 – 9138	
E57	ASST PLANNING DIRECTOR	5035 – 8306	
E60	ASST PARKS/COMMUNITY SERV DIR	5540 – 9138	
E74	ASST PUB FACIL/EVENTS MRKTNG DIR	4028 – 6646	
E78	ASST PUBLIC FAC/EVENTS DIRECTOR	5035 – 8306	
E80	ASST IT DIRECTOR-OPERATIONS	5540 – 9138	
E81	ASST IT DIRECTOR-BUSINESS SERVICES	5035 – 8306	
E83	ASST LIBRARIES DIRECTOR	5035 – 8306	
E90	ASST WATER DIRECTOR	5540 – 9138	
E92	DEPUTY PUBLIC WORKS DIRECTOR	5724 – 10416	
F01	ASSISTANT TO CITY MANAGER	4028 – 6646	
F03	SR ASSISTANT TO CITY MANAGER	5035 – 8306	
F05	ASSISTANT CITY MANAGER	7616 – 12565	
F09	ECONOMIC DEVELOPMENT DIRECTOR	5724 – 10416	
F14	FINANCE DIRECTOR	6296 – 11456	
F21	RISK MANAGEMENT DIRECTOR	5724 – 10416	Deleted Class
F23	CODE COMPLIANCE DIRECTOR	5724 – 10416	
F25	HUMAN RESOURCES DIRECTOR	6296 – 11456	
F30	MUNICIPAL COURT SERVICES DIR	5724 – 10416	
F36	HUMAN RELATIONS DIRECTOR	5724 – 10416	
F41	CITY SERVICES DIRECTOR	6296 – 11456	
F43	DEVELOPMENT DIRECTOR	6296 – 11456	
F45	ENGINEERING DIRECTOR	6296 – 11456	
F47	HOUSING DIRECTOR	6296 – 11456	
F49	TRANSPORTATION/PUBLIC WORKS DIR	6296 – 11456	
F50	PUBLIC HEALTH DIRECTOR	6296 – 11456	
F56	ENVIRONMENTAL MANAGEMENT DIR	5724 – 10416	
F57	PLANNING DIRECTOR	5724 – 10416	
F60	PARKS/COMMUNITY SERVICES DIR	6296 – 11456	
F70	POLICE CHIEF	6296 – 11456	
F72	FIRE CHIEF	6296 – 11456	
F76	AIRPORT SYSTEMS DIRECTOR	6296 – 11456	
F78	PUBLIC FACILITIES/EVENTS DIRECTOR	6296 – 11456	
F80	IT SOLUTIONS DIRECTOR	6296 – 11456	

**Q-10**

<b>KEY</b>	<b>CLASS TITLE</b>	<b>SALARY RANGE</b>	<b>COMMENTS</b>
F83	LIBRARIES DIRECTOR	6296 – 11456	
F90	WATER DIRECTOR	6296 – 11456	
G02	WEB MANAGING EDITOR	3708 – 5857	
G04	TEEN COURT COORDINATOR	2510 – 3964	
G06	COMMUNITY DEVELOPMENT COORD	3363 – 5311	
G07	AFFIRMATIVE ACTION COORD	3363 – 5314	Deleted Class
G07	POLICE EMPLOYMENT SPECIALIST	2905 – 4588	New Classification
G10	ACCOUNTING SERVICES SUPERVISOR	3531 – 5576	
G12	ACCOUNTS PAYABLE SUPERVISOR	2905 – 4588	
G14	DEPUTY CITY TREASURER	3531 – 5576	
G16	IAGM SUPERVISOR	3363 – 5311	Title Change
G18	PURCHASING SUPERVISOR	3051 – 4819	
G19	ASST RETIREMENT FUND ADMIN	3708 – 5857	
G21	AUDIT PROJECT SUPERVISOR	3531 – 5576	
G23	EDP AUDIT SUPERVISOR	3893 – 6150	
G29	HOUSING PROGRAM SUPERVISOR	3363 – 5311	
G32	PUBLIC EDUCATION PROGRAM COORD	3363 – 5311	
G34	GROUND TRANSPORTATION COORD	3893 – 6150	
G36	VICTIM ASSISTANCE COORDINATOR	3363 – 5311	
G38	REPROGRAPHICS COORDINATOR	3363 – 5311	
G40	DEVELOPMENT PROJECT COORD	3363 – 5311	
G41	ASST BUILDING SERVICES SUPT	3531 – 5576	
G43	EQUIPMENT SERVICES MANAGER	3708 – 5857	Title Change
G45	CONSTRUCTION INSPECTION SUPV	3708 – 5857	
G47	ASST SURVEY SUPERINTENDENT	3531 – 5576	
G48	ASST TRAFFIC SERVICES SUPT	3708 – 5857	
G49	ASST STREETS AND LIGHTS SUPT	3708 – 5857	
G50	CONSUMER HEALTH SUPERVISOR	3363 – 5311	
G51	HEALTH OUTREACH COORDINATOR	3363 – 5311	
G52	EPIDEMIOLOGY COORDINATOR	3363 – 5311	
G54	LABORATORY SUPERVISOR	3531 – 5576	
G56	ENVIRONMENTAL SUPERVISOR	3893 – 6150	
G61	NATURE CENTER SUPERVISOR	2905 – 4588	
G62	COMMUNITY CENTER COORDINATOR	3203 – 5060	
G63	LANDSCAPE ARCHITECT SUPERVISOR	3893 – 6150	
G64	ATHLETIC COORDINATOR	2390 – 3775	
G65	CITY FORESTER	3531 – 5576	
G67	HUMAN SERVICES COORDINATOR	3051 – 4819	
G68	HUMAN SERVICES SUPERVISOR	3051 – 4819	
G69	REGIONAL LIBRARIAN SUPERVISOR	3708 – 5857	
G70	LIBRARIAN SUPERVISOR	3531 – 5576	
G71	CRIME LAB SUPERVISOR	4087 – 6457	
G72	ASST PUBLIC SAFETY SUPPORT MGR	3531 – 5576	5% Market Adjust
G81	IT BUSINESS SYSTEMS COORD	3708 – 6301	
G83	IT COMMUNICATIONS CONSULTANT	3363 – 5715	
G86	IT PROJECT CONSULTANT	4732 – 8043	
G89	CABLE SERVICES SUPERVISOR	2905 – 4588	
G90	WATER SERVICES SUPERVISOR	3051 – 4819	
J03	OFFICE ASSISTANT I	1602 – 2262	2% ATB Adjustment

Revised October 18, 2002

<b>KEY</b>	<b>CLASS TITLE</b>	<b>SALARY RANGE</b>	<b>COMMENTS</b>
J05	OFFICE ASSISTANT II	1681 – 2373	2% ATB Adjustment
J10	LEGAL SECRETARY	2146 – 3032	2% ATB Adjustment
J12	ADMINISTRATIVE TECHNICIAN	2044 – 2884	2% ATB Adjustment
J14	ADMINISTRATIVE SECRETARY	1947 – 2747	2% ATB Adjustment
J16	EXECUTIVE SECRETARY	2255 – 3184	2% ATB Adjustment
J18	EXEC SECRETARY TO MAYOR/COUNCIL	2486 – 3507	2% ATB Adjustment
J21	ACCOUNT CLERK	1766 – 2491	2% ATB Adjustment
J23	ACCOUNT TECHNICIAN	2044 – 2884	2% ATB Adjustment
J30	CUSTOMER SERVICE REP I	1681 – 2373	2% ATB Adjustment
J32	CUSTOMER SERVICE REP II	1766 – 2491	2% ATB Adjustment
J33	CUSTOMER SERVICE INFO SPECIALIST	2146 – 3032	2% ATB Adjustment
J34	FIELD SERVICES REPRESENTATIVE	1947 – 2747	2% ATB Adjustment
J41	STOCK CLERK	1766 – 2491	2% ATB Adjustment
J43	PROPERTY CONTROL SPECIALIST	1947 – 2747	2% ATB Adjustment
J45	PARTS EXPEDITER	1947 – 2747	2% ATB Adjustment
J47	DISPATCHER	1681 – 2373	2% ATB Adjustment
J50	COMMUNITY HEALTH AIDE	1602 – 2262	2% ATB Adjustment
J70	DÉCOR TECHNICIAN	1855 – 2616	2% ATB Adjustment
J81	RETAIL SALES ATTENDANT	1681 – 2373	2% ATB Adjustment
J83	LIBRARY PAGE	1525 – 2153	2% ATB Adjustment
K01	MANAGEMENT ASSISTANT	2044 – 2884	Deleted Class
K03	ADMINISTRATIVE ASSISTANT	2368 – 3342	2% ATB Adjustment
K05	COURT REPORTER	2610 – 3683	2% ATB Adjustment
K07	JURY COORDINATOR	2368 – 3342	2% ATB Adjustment
K08	COURT INTERPRETER	2044 – 2884	2% ATB Adjustment
K09	PARALEGAL	2486 – 3507	2% ATB Adjustment
K10	HUMAN SERVICES SPECIALIST	2255 – 3184	2% ATB Adjustment
K12	GRAPHIC ARTIST	2610 – 3683	2% ATB Adjustment
K14	PLANNING ASSISTANT	2146 – 3032	2% ATB Adjustment
K16	ASSOCIATE PLANNER	2368 – 3342	2% ATB Adjustment
K20	ELIGIBILITY SPECIALIST	1947 – 2747	2% ATB Adjustment
K23	HOUSING REHABILITATION TECH I	2255 – 3184	2% ATB Adjustment
K25	HOUSING REHABILITATION TECH II	2486 – 3507	2% ATB Adjustment
K26	LOAN SERVICES REPRESENTATIVE	2368 – 3342	2% ATB Adjustment
K27	CONSTRUCTION INSPECTOR I	2486 – 3507	2% ATB Adjustment
K29	CONSTRUCTION INSPECTOR II	2879 – 4063	2% ATB Adjustment
K30	ENGINEERING TECHNICIAN I	2146 – 3032	2% ATB Adjustment
K32	ENGINEERING TECHNICIAN II	2486 – 3507	2% ATB Adjustment
K34	PLANS EXAMINER	2879 – 4063	2% ATB Adjustment
K38	DEVELOPMENT INSPECTOR	2740 – 3867	2% ATB Adjustment
K40	SURVEY TECHNICIAN	1947 – 2747	2% ATB Adjustment
K42	GRANTS SPECIALIST	2610 – 3683	2% ATB Adjustment
K46	UTILITY LINE TECHNICIAN	2255 – 3184	2% ATB Adjustment
K48	EQUIPMENT SERVICES TECHNICIAN	1766 – 2491	2% ATB Adjustment
K55	LABORATORY ASSISTANT	1855 – 2616	2% ATB Adjustment
K60	ASST GOLF PROFESSIONAL	2044 – 2884	2% ATB Adjustment
K64	VETERINARIAN TECHNICIAN	2146 – 3032	2% ATB Adjustment
K70	HELICOPTER PILOT	3172 – 4474	2% ATB Adjustment
K81	IT OPERATIONS SPECIALIST	2146 – 3032	2% ATB Adjustment

<b>KEY</b>	<b>CLASS TITLE</b>	<b>SALARY RANGE</b>	<b>COMMENTS</b>
K83	IT SERVICES SPECIALIST	2610 – 3683	2% ATB/Title Change
K84	SR IT SERVICES SPECIALIST	2879 – 4063	2% ATB/Title Change
K85	IT COMMUNICATIONS TECHNICIAN	2879 – 4063	2% ATB Adjustment
K88	IT TECHNICIAN	2146 – 3032	2% ATB Adjustment
K90	INSTRUMENTATION/ELECT TECH	2486 – 3507	2% ATB Adjustment
K94	WATER SYSTEMS SAMPLER	1947 – 2747	2% ATB Adjustment
K96	WATER SYSTEMS TECHNICIAN I	1947 – 2747	2% ATB Adjustment
K98	WATER SYSTEMS TECHNICIAN II	2255 – 3184	2% ATB Adjustment
N03	REPROGRAPHICS TECHNICIAN	2146 – 3032	2% ATB Adjustment
N07	INDUSTRIAL SEWING TECHNICIAN	2044 – 2884	2% ATB Adjustment
N12	COURIER	2044 – 2884	2% ATB Adjustment
N14	PROPERTY CONTROL ATTENDANT	1855 – 2616	2% ATB Adjustment
N20	MAINTENANCE WORKER	1766 – 2491	2% ATB Adjustment
N23	CUSTODIAN	1602 – 2262	2% ATB Adjustment
N25	EQUIPMENT OPERATOR	1947 – 2747	2% ATB Adjustment
N30	TRAFFIC SYSTEMS TECHNICIAN I	2044 – 2884	2% ATB Adjustment
N32	TRAFFIC SYSTEMS TECHNICIAN II	2486 – 3507	2% ATB Adjustment
N33	TRAFFIC SERVICES WORKER	1766 – 2491	2% ATB Adjustment
N35	SIGNS FABRICATOR	1855 – 2616	2% ATB Adjustment
N41	LANDFILL SCALE OPERATOR	1602 – 2262	2% ATB Adjustment
N45	SKILLED TRADES TECHNICIAN I	2255 – 3184	2% ATB Adjustment
N46	SKILLED TRADES TECHNICIAN II	2486 – 3507	2% ATB Adjustment
N47	EQUIPMENT SERVICES MECHANIC I	1947 – 2747	2% ATB Adjustment
N49	EQUIPMENT SERVICES MECHANIC II	2255 – 3184	2% ATB Adjustment
N52	AUTO BODY REPAIRER	2146 – 3032	2% ATB Adjustment
N55	COMMUNITY CENTER AIDE	1766 – 2491	2% ATB Adjustment
N56	GARDENER	2044 – 2884	2% ATB Adjustment
N58	GREENHOUSE ATTENDANT	2044 – 2884	2% ATB Adjustment
N61	ARBORIST	1766 – 2491	2% ATB Adjustment
N63	ANIMAL SHELTER ATTENDANT	1766 – 2491	2% ATB Adjustment
N65	ZOO KEEPER	2044 – 2884	2% ATB Adjustment
N68	DROVER	1947 – 2747	2% ATB Adjustment
N69	PESTICIDE APPLICATOR	2044 – 2884	2% ATB Adjustment
N70	HELICOPTER MECHANIC	3172 – 4474	2% ATB Adjustment
N78	PUBLIC EVENTS ATTENDANT	1681 – 2373	2% ATB Adjustment
N79	STAGEHAND	2255 – 3184	2% ATB Adjustment
N80	AUDIO/VISUAL SPECIALIST	1855 – 2616	2% ATB Adjustment
N88	WATER METER READER	1766 – 2491	2% ATB Adjustment
N90	METER SERVICES TECHNICIAN	1947 – 2747	2% ATB Adjustment
N92	CROSS CONNECTION TECHNICIAN	2368 – 3342	2% ATB Adjustment
N94	WATER SYSTEMS MECHANIC I	1947 – 2747	2% ATB Adjustment
N96	WATER SYSTEMS MECHANIC II	2255 – 3184	2% ATB Adjustment
001	MAYOR	\$75 a Meeting	
002	MAYOR PRO TEM	\$75 a Meeting	
003	CITY COUNCIL MEMBER	\$75 a Meeting	
005	COUNCIL AIDE	1075	
P05	SR REPROGRAPHICS TECHNICIAN	2486 – 3507	2% ATB Adjustment
P14	SR CUSTOMER SERVICES REP	1947 – 2747	2% ATB Adjustment
P21	SR MAINTENANCE WORKER	1855 – 2616	2% ATB Adjustment

Revised October 18, 2002

**Q-13**

<b>KEY</b>	<b>CLASS TITLE</b>	<b>SALARY RANGE</b>	<b>COMMENTS</b>
P23	SR ACCOUNT CLERK	1947 – 2747	2% ATB Adjustment
P25	SR ACCOUNT TECHNICIAN	2255 – 3184	2% ATB Adjustment
P27	SR EQUIPMENT OPERATOR	2044– 2884	2% ATB Adjustment
P29	SR CONSTRUCTION INSPECTOR	3172 – 4474	2% ATB Adjustment
P30	ASST PARTS/MATERIALS SUPV	2255 – 3184	2% ATB Adjustment
P32	SR ENGINEERING TECHNICIAN	2879 – 4063	2% ATB Adjustment
P36	SR PLANS EXAMINER	3172 – 4474	2% ATB Adjustment
P38	SR DEVELOPMENT INSPECTOR	2879 – 4063	2% ATB Adjustment
P41	EQUIPMENT SERVICES CREWLEADER	2879 – 4063	2% ATB Adjustment
P43	FIELD OPERATIONS CREWLEADER	2255 – 3184	2% ATB Adjustment
P45	SR SURVEY TECHNICIAN	2368 – 3342	2% ATB Adjustment
P47	SR SKILLED TRADES TECHNICIAN	2740 – 3867	2% ATB Adjustment
P50	SR EQUIPMENT SERVICES MECHANIC	2610 – 3683	2% ATB Adjustment
P52	TRAFFIC SYSTEMS CREWLEADER	2879 – 4063	2% ATB Adjustment
P56	SR GARDENER	2255 – 3184	2% ATB Adjustment
P67	SR ZOO KEEPER	2368 – 3342	2% ATB Adjustment
P68	TOP HAND	2486 – 3507	2% ATB Adjustment
P70	SR DÉCOR TECHNICIAN	2044 – 2884	2% ATB Adjustment
P74	SR PROPERTY CONTROL SPECIALIST	2146 – 3032	2% ATB Adjustment
P76	STAGEHAND CREWLEADER	2610 – 3683	2% ATB Adjustment
P78	PUBLIC EVENTS COORDINATOR	2610 – 3683	2% ATB Adjustment
P81	CUSTODIAL SERVICES SUPERVISOR	2044 – 2884	2% ATB/New Class
P83	SR IT OPERATIONS SPECIALIST	2610 – 3683	2% ATB Adjustment
P87	SR IT COMMUNICATIONS TECH	3172 – 4474	2% ATB Adjustment
P94	SR INSTRUMENTATION/ELECT TECH	2740 – 3867	2% ATB Adjustment
P96	SR WATER SYSTEMS TECHNICIAN	2610 – 3683	2% ATB Adjustment
P98	SR WATER SYSTEMS MECHANIC	2486 – 3507	2% ATB Adjustment
S01	EXTRA HELP	Varies by Classification	
S02	SCOREKEEPER	1127	
S03	ADULT SOFTBALL OFFICIAL	1907	
S04	ADULT BASKETBALL OFFICIAL	2600	
S05	ADULT FLAG FOOTBALL OFFICIAL	2252	
S06	ADULT VOLLEYBALL OFFICIAL	2080	
S08	YOUTH GAME OFFICIAL	2080	
S11	SCHOOL CROSSING GUARD	1170	
S98	FIRE CADET	1560	
S99	POLICE CADET	1560	
W07	DEPUTY CITY MARSHAL	2740 – 3867	2% ATB Adjustment
W09	SR DEPUTY CITY MARSHAL	3172 – 4474	2% ATB Adjustment
W12	PUBLIC SAFETY COMMUNICATOR I	2146 – 3032	5% Market Adjust
W13	PUBLIC SAFETY COMMUNICATOR II	2486 – 3507	5% Market Adjust
W15	SR PUBLIC SAFETY COMMUNICATOR	2879 – 4063	5% Market Adjust
W17	ASST COMMUNICATION SHIFT SUPV	3172 – 4474	5% Market Adjust
W20	CODE ENFORCEMENT OFFICER	2740 – 3867	2% ATB Adjustment
W22	SR CODE ENFORCEMENT OFFICER	3172 – 4474	2% ATB Adjustment
W 24	ALARM ENFORCEMENT TECH	2486 – 3507	2% ATB Adjustment
W30	TRAFFIC CONTROL TECHNICIAN	1855 – 2616	2% ATB Adjustment
W32	TRAFFIC CONTROL SUPERVISOR	2740 – 3867	2% ATB Adjustment
W40	SECURITY GUARD	1947 – 2747	2% ATB Adjustment

Revised October 18, 2002

**Q-14**

<b>KEY</b>	<b>CLASS TITLE</b>	<b>SALARY RANGE</b>	<b>COMMENTS</b>
W50	ANIMAL CONTROL OFFICER	2255– 3184	2% ATB Adjustment
W60	HORSE TRAINER	2044 – 2884	2% ATB Adjustment
W62	IDENTIFICATION TECHNICIAN	2044 – 2884	2% ATB Adjustment
W64	INTOXILYZER OPERATOR	2044 – 2884	2% ATB Adjustment
W66	LATENT FINGERPRINT EXAMINER	2368 – 3342	2% ATB Adjustment
W68	POLICE RANGE TECHNICIAN	1855 – 2616	2% ATB Adjustment
W70	POLYGRAPH EXAMINER	3496 – 4930	2% ATB Adjustment
X03	POLICE OFFICER	3246 – 4796	2% ATB Adjustment
X04	POLICE CORPORAL	4148 – 5294	2% ATB Adjustment
X07	POLICE SERGEANT	4800 – 5835	2% ATB Adjustment
X08	POLICE LIEUTENANT	5293 – 6434	2% ATB Adjustment
X09	POLICE CAPTAIN	6128 – 7094	2% ATB Adjustment
X10	POLICE DEPUTY CHIEF	7068 – 8183	2% ATB Adjustment
X17	POLICE TRAINEE	2558	2% ATB Adjustment
Y01	FIRE FIGHTER	3294 – 4204	2% ATB Adjustment
Y02	FIRE ENGINEER	4234 – 4668	2% ATB Adjustment
Y03	FIRE LIEUTENANT	4931 – 5178	2% ATB Adjustment
Y04	FIRE CAPTAIN	5525 – 5801	2% ATB Adjustment
Y05	FIRE BATTALION CHIEF	6039 – 6659	2% ATB Adjustment
Y11	FIRE DEPUTY CHIEF	7173 – 7908	2% ATB Adjustment
Y17	FIRE TRAINEE	2558	2% ATB Adjustment



## GLOSSARY

The *Annual Budget and Program Objectives* contains specialized and technical terminology that is unique to public finance and budgeting. To help the reader of this document understand these terms, this budget glossary has been included.

**Account:** A six-digit numerical code of which the first character defines the specific classification of dollar values in the financial records, i.e., assets, liabilities, equities, revenues and expenditures/expense. The remaining digits provide a further breakdown of account types into specific character and object groupings.

**Accrual Accounting:** A basis of accounting in which revenues are recognized in the period in which they are earned and become measurable, and expenses are recognized in the period incurred instead of when cash is actually received or spent. For example, in accrual accounting, revenue that was earned between April 1 and June 30, but for which payment was not received until July 10, is recorded as being received on June 30 rather than July 10.

**Appropriation:** A legal authorization made by the City Council that permits the City to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and the time in which it may be expended.

**Appropriation Ordinance:** The official enactment by the City Council to establish legal authority for City officials to obligate and expend resources.

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

**Audit:** A comprehensive examination of how an organization's resources were actually utilized, concluding in a written report of the findings. A financial audit is a review of the accounting system and financial information to determine how government funds were spent and whether expenditures were in compliance with the legislative body's appropriations. A performance audit consists of a review of how well the organization met its stated goals.

**Authorized Position (A.P.):** A position included in the adopted budget document, authorized by the City Council as part of the total authorized strength of a department. Positions are specifically approved by designated classification titles and corresponding salary level, based on an analysis by the Human Resources Department of the tasks to be performed.

**Balance Sheet:** A financial statement that discloses the assets, liabilities, and equity of a specific governmental fund as of a specific date.

**Bond:** An interest-bearing certificate of debt; a written contract by an issuer to pay to the lender a fixed principal amount on a stated future date, and a series of interest payments on the principal amount until it is paid.

**Budget:** A financial plan for a specified period of time (fiscal year) that includes all planned expenditures for various municipal services and the proposed means of financing them.

Budget Adjustment: A legal procedure utilized during the fiscal year by the City staff and City Council to revise a budget appropriation. The City of Fort Worth's City Charter requires City Council approval through the adoption of a supplemental appropriation ordinance (which specifies both the source of revenue and the appropriate expenditure account) for any interdepartmental or interfund adjustments. City staff has the prerogative to adjust expenditures within a departmental budget.

Budget Calendar: The schedule of key dates or milestones, which the City departments follow in the preparation, adoption, and administration of the budget.

Budget Document: The instrument used by the City staff to present a comprehensive financial program to the City Council.

Budget Message: The opening section of the budget that provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and the views and recommendations of the City Manager. The Budget Message is also referred to as the City Manager's Message or Budget Transmittal Letter.

Budgetary Control: The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

Budgeted Funds: Funds that are planned for certain uses but have not yet been formally or legally appropriated by the legislative body. The budget document that is submitted for City Council approval is comprised of budgeted funds.

Capital Equipment Budget: The portion of the annual operating budget that appropriates funds for the purchase of capital equipment items. These expenditures are often separated from regular operating items, such as salaries, services, and supplies. The Capital Equipment Budget includes funds for capital equipment purchases, which are usually distinguished from operating items according to their value and projected useful life. Examples include vehicles, minor equipment, furniture, machinery, building improvements, and special tools. The dollar value varies according to the policy established by each jurisdiction. For the City of Fort Worth, this limit is \$5,000.

Capital Improvement Program: A plan for capital expenditures to provide long-lasting physical improvements to be acquired over a fixed period of years.

Capital Improvement Program Budget: A Capital Improvement Program (CIP) Budget is a separate budget from the operating budget. Items in the CIP are usually construction projects designed to improve the value of government assets. Examples of capital improvement projects include new roads, sewer lines, buildings, recreational facilities, and large scale remodeling. The City Council receives a separate document that details the CIP costs for the upcoming fiscal year.

Cash Accounting: A basis of accounting in which transactions are recorded when cash is either received or expended for goods and services.

Cash Balance: Cash on hand and cash equivalents at any point in time, net of inflows and outflows.

Cash Management: The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest interest and return available for temporary cash balances.

Center: A numerical code that details financial responsibility for revenues and expenditures. The center specifically shows the department-division-section for operating funds, department-fund-project for bond funds, and department-project for grants and other capital project funds.

Character: A basis for distinguishing types of expenditures; the five major characters used by the City of Fort Worth are: personal services-01, supplies-02, contractual services-03, capital outlays-04, and debt service-05.

Commitment: The pledge of appropriated funds to purchase an item or service. Funds are committed when a requisition is issued through the Purchasing Division of the City.

Current Taxes: Taxes that are levied and due within one year.

Debt Service: The City's obligation to pay the principal and interest of all bonds and other debt instruments according to a pre-determined payment schedule.

Delinquent Taxes: Taxes that remain unpaid on and after the date due, on which a penalty for nonpayment is attached.

Department: A major administrative division of the City that indicates overall management responsibility for an operation or group of related operations within a functional area.

Depreciation: The process of estimating and recording the lost usefulness or expired useful life from a fixed asset that cannot or will not be restored by repair and will be replaced. The cost of the fixed asset's lost usefulness is the depreciation or the cost to reserve in order to replace the item at the end of its useful life.

Disbursement: Payment for goods and services in cash or by check.

Encumbrance: The commitment of appropriated funds to purchase an item or service. Committed funds become encumbered when a purchasing requisition becomes an actual purchase order.

Enterprise Fund: A governmental accounting fund used to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is to recover the cost of providing goods through user fees. Rate schedules for these services are established to insure that revenues are adequate to meet all necessary expenditures. Enterprise funds within the City of Fort Worth are established for services such as water and sewer, parking facilities, airports, solid waste management, and golf courses.

Estimated Revenue: The amount of projected revenue to be collected during the fiscal year. It may also be defined as the proposed financing sources estimated to finance the proposed projected expenditure.

Expenditure: Decreases in the use of net financial resources other than through interfund transfer.

Expenses: Outflows or other depletion of assets or incurrence of liabilities during a specific period of time which result from the delivery or production of goods, rendering of services, or carrying out of other activities that constitute the entity's ongoing major central operations.

Fiscal Year: The twelve-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. The City of Fort Worth's fiscal year is October 1 through September 30.

Fixed Assets: Assets of long-term character that are intended to continue to be held or used, such as land, buildings, machinery, furniture, and other equipment.

Full Faith and Credit: A pledge of the general taxing power of a government to repay debt obligations (typically used in reference to bonds).

Function: A group of related programs crossing organizational (departmental) boundaries and aimed at accomplishing a broad goal or major service.

Fund: A fiscal and accounting entity with a self-balancing set of accounts that records all financial transactions for specific activities of government functions. Seven major fund types and two account groups are commonly used: general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, trust and agency funds, internal service funds, general fixed asset account group, and general long-term debt account group.

Fund Balance: The difference between a fund's assets and its liabilities. Portions of the fund balance may be reserved for various purposes, such as contingencies or encumbrances.

General Fund: The largest fund within the City that accounts for all financial resources of the government except for those required to be accounted for in another fund. General Fund revenues include property taxes, licenses and permits, local taxes, service charges, and other types of revenue. This fund usually includes most of the basic operating services, such as fire and police protection, finance, public health, parks and community services, libraries, public works and general administration.

General Ledger: A file that contains a listing of the various accounts necessary to reflect the financial position and results of governmental operations.

General Obligation Bonds: Bonds that finance a variety of public projects such as streets, buildings, and improvements. The repayment of these bonds is usually made from the General Fund, and these bonds are backed by the full faith and credit of the issuing government.

Grant: A contribution by a government or other organization to support a particular function. Grants may be classified as either categorical or block depending upon the amount of discretion allowed to the grantee.

Interfund Transfers: Amounts transferred from one fund to another.

Intergovernmental Revenue: Revenue received from another governmental entity for a specified purpose. In Fort Worth, these are funds from Tarrant County, the State of Texas, and through recovery of indirect costs from federal and state agencies.

Internal Service Fund: A fund used to account for the financing of goods or services provided by one department to another department on a cost reimbursement basis. Examples of some of these funds are as follows: the Office Services Fund, the Equipment Services Fund, the Temporary Labor Fund, and the Information Systems Fund.

Inventory: A detailed listing of property currently held by the government showing quantities, descriptions and values of the property, units of measure, and unit prices.

Invoice: A bill requesting payment for goods or services by a vendor or other governmental unit.

Levy: To impose taxes, special assessments, or service charges for the support of City activities.

Line-Item Budget: A budget that lists each expenditure category (salary, materials, telephone service, travel, etc.) separately along with the dollar amount budgeted for each specified category.

Long-Term Debt: Any unmatured debt that is not a fund liability and at the same time has a maturity of more than one year.

Modified Accrual Accounting: A basis of accounting in which revenues should be recognized in the accounting period in which they become available and measurable and expenditures are recorded in the accounting period that they are incurred. Since this type of accounting basis is a conservative financial approach, it is recommended as the standard for most governmental funds.

Operating Budget: The portion of the budget that pertains to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as personnel, supplies, utilities, materials, travel, and fuel and the proposed means of financing them.

Operating Fund: A fund restricted to a fiscal budget year.

Performance Budget: A budget that focuses upon activities rather than line items. Workload and unit cost data are collected in order to assess the efficiency of services. Typical data collected might include miles of streets paved per year, cost of paved streets per mile, tons of garbage collected per employee hour, or cost per employee hour of garbage collection.

Performance Measures: Specific quantitative and qualitative measures of work performed as an objective of the department.

Program Budget: A budget that focuses upon the goal and objectives of an agency or jurisdiction rather than upon its organizational budget units or object classes or expenditures.

## R-6

Property Tax: Property taxes are levied on both real and personal property according to the property's valuation and the tax rate.

Reconciliation: A detailed analysis of changes in revenue or expenditure balances within a fund.

Requisition: A written request from a department to the purchasing office for specific goods or services. This action precedes the authorization of a purchase order.

Reserve: An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose and is, therefore, not available for general appropriations.

Retained Earnings: The difference between assets and liabilities for enterprise and internal service funds.

Revenue: Increases in the net current assets of a governmental fund type from other than expenditure refunds and residual equity transfers, and increases in net total assets of a proprietary fund type from other than expense refunds, capital contributions and residual equity transfers. Included are such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues, and interest income.

Revenue Bonds: Bonds usually sold for constructing a project that will produce revenue for the government. All or part of the revenue is used to pay the principle and interest of the bond.

Risk Management: An organized attempt to protect a government's assets against accidental loss, utilizing the most economical methods.

Source of Revenue: Revenues are classified according to their source or point of origin.

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

Voucher: A document indicating that a transaction has occurred. It usually specifies the accounts related to the transaction.