2011/2012
City of Marlin
Budget

City of Marlin
Fiscal Year
2011/2012
Annual Budget

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Elizabeth J. Nelson
Honorable Mayor

Scottie R. Henderson
Mayor Pro-Tem
Precinct 4
Councilmember

Tommy Tate
Precinct 1
Councilmember

Vacant
Precinct 2
Councilmember

Billie Jean Scaggs
Precinct 3
Councilmember

Cecil Sparks
Precinct 5
Councilmember

Arthur Allen
Precinct 6
Councilmember

William McDonald
City Manager

Sandra Herring
City Secretary

Denton Lessman
Municipal Judge

Darrel Allen
Police Chief

Curtis Keener
Fire Chief

City of Marlin
P.O. Box 980 – 101 Fortune Street
Marlin, Texas 76661
Phone (254)883-1450 Fax (254)883-1456

Elizabeth Nelson
Mayor

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Council Member

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MEMORANDUM

October 1, 2011

TO: Mayor Nelson and Council
FROM: William McDonald, City Manager
SUBJECT: FY 2011-12 Budget

Attached is the approved budget for FY2011-12 as approved on Sept. 27, 2011. The city's taxable value in FY2011 is $118,471,270 compared to $118,652,020 in FY2010. The following items are reflected in the proposed budget:

- Proposed tax rate of .65 per $100 value compared to current rate of .60276 per $100 value to generate $52,608 in revenue. This reflects a monthly increase of $1.97 for a $50,000 home.
- Addition of four fire fighters to maintain minimum fire fighting standards for a two-in and two-outside fire rule to avoid state fines and to open Fire Station 2. The Fire Department budget will increase by $130,046 to absorb additional operational costs.
- Provides compensatory days off in lieu of holiday pay for police, fire, and utility workers, saving approximately $60,004 ($35,719-Fire, $18,000-Police, and $6,285-Utilities).
- Provides an additional 2 days Personal Leave and $250 bonus Christmas Incentive payment for employees.
- Reassignment of Animal Control position from Police Budget to Animal/Code Enforcement for animal control operations and to help coordinate code enforcement with police and fire operations.
- Provides $40,500 for the Marlin Library and $30,000 for chamber operations.
- Adds $2.00 per base fee for water and sewer services to generate $104,000 in revenue. Water and sewer rates have not been adjusted since December 2007; while operational costs continue to increase. The commercial rate for customers using over 500,000 gallons per month will increase from $3.92 per 1000 gallons to $4.25 per 1000 gallons.

- Capital Improvement funds for street repair, animal shelter, and general funds of $15,000 for park enhancements including a water spray park are included in this budget.

It is our goal to improve the quality of life in Marlin by continuing to invest in affordable housing and our infrastructure. The TDHCA Housing replacement grant was recently approved for the next three years and a $300,000 CDBG grant was approved for the Brazos River pump system. City staff has worked to reduce requested needs of over one million dollars of expenses compared to revenues to submit a balanced budget.

Thank you, citizens of Marlin and staff for your thoughtful deliberation and bold vision to stabilize the City's finances during this budgetary process.

Sincerely,

William McDonald
City Manager

xc Sandra Herring
City Secretary

CITY OF MARLIN GOALS 2011 - 2012

- **Clean Thoroughfares and Roadways including overhanging trees in streets and in ditch lines causing drainage blockages.**

- **Complete annexation strategy for HWY 6 corridor.**

- **Create a proactive Economic Development Strategy market city and vacant property/building in the City i.e. City 52 acre tract on Bennett, Industrial Park, Historic Downtown area, Hwy 6 and 7 corridors.**

- **Remove dilapidated houses, proactively abate high grass / weed violations, enforce code compliance and create a clean and vibrant community through public education efforts to maintain properties in compliance with city codes.**

- **Improve drainage with proper flood control strategies and drainage improvements by maintaining channel ways, bar ditches, and storm drains. Key focus areas include Live Oak at RR crossing, areas between Live Oak and Roosevelt, Stewart, First, Bennett, Commerce to Lincoln and Samuel. Other drainage blockages as identified during peak storm periods.**

- **Update City ordinances that are outdated with special focus on code enforcement, noise control, animal control including horses, and dilapidated structures, planning/zoning.**

- **Emphasize street cleaning program especially in downtown area, behind stores and engage private trash hauler in city wide cleanup efforts with strategies for brush and bulk debris pickup.**

- **Provide strategy for street repairs and pothole patching along with completion of street reconstruction projects.**

- **Improve image with signage along city entryways and foster an environment that attracts new business and retains existing business.**

- **Continue to improve city park facilities and support events that encourage Marlin to develop as a destination center viable for retail and historic shopping opportunities. Improve Municipal Park with water Spray Park; provide pavilions at Dingrando and MLKing Park, and sidewalk at Falconer. In stall water fountains at MLKing and Tennis Court parks**

MARLIN VISION 20/20

1. Live Oak and Downtown will be a vibrant area for local business and the City will be a booming town with specialty/boutique/antique stores in the downtown area.

2. Marlin will be a community with a strong diverse economic base with quality educational institutions at the primary, secondary and college level that support a strong job base for employment.

3. Marlin will be a premier destination city focusing on its historic past including mineral water with healing properties, tourism, and special festival days including market on main street, marlin blues festival, and other cultural diverse events that attract people to the community while encouraging civic pride and fellowship.

4. Marlin will be a culturally diverse community that fosters a sense of community pride and togetherness that strives for gender, racial, generational, and socio-economic harmony in the community with a positive attitude and can do spirit.

5. Marlin will have an adequate potable water supply with new and improved community Lakes that foster recreational along with regional parks that will make Marlin an attractive community for outdoor sports, camping and travel destination site.

6. Marlin will be a community with health care facilities, prison industrial facilities, agricultural related facilities, banking centers, and manufacturing/hi-tech business institutions that support civic and community projects.

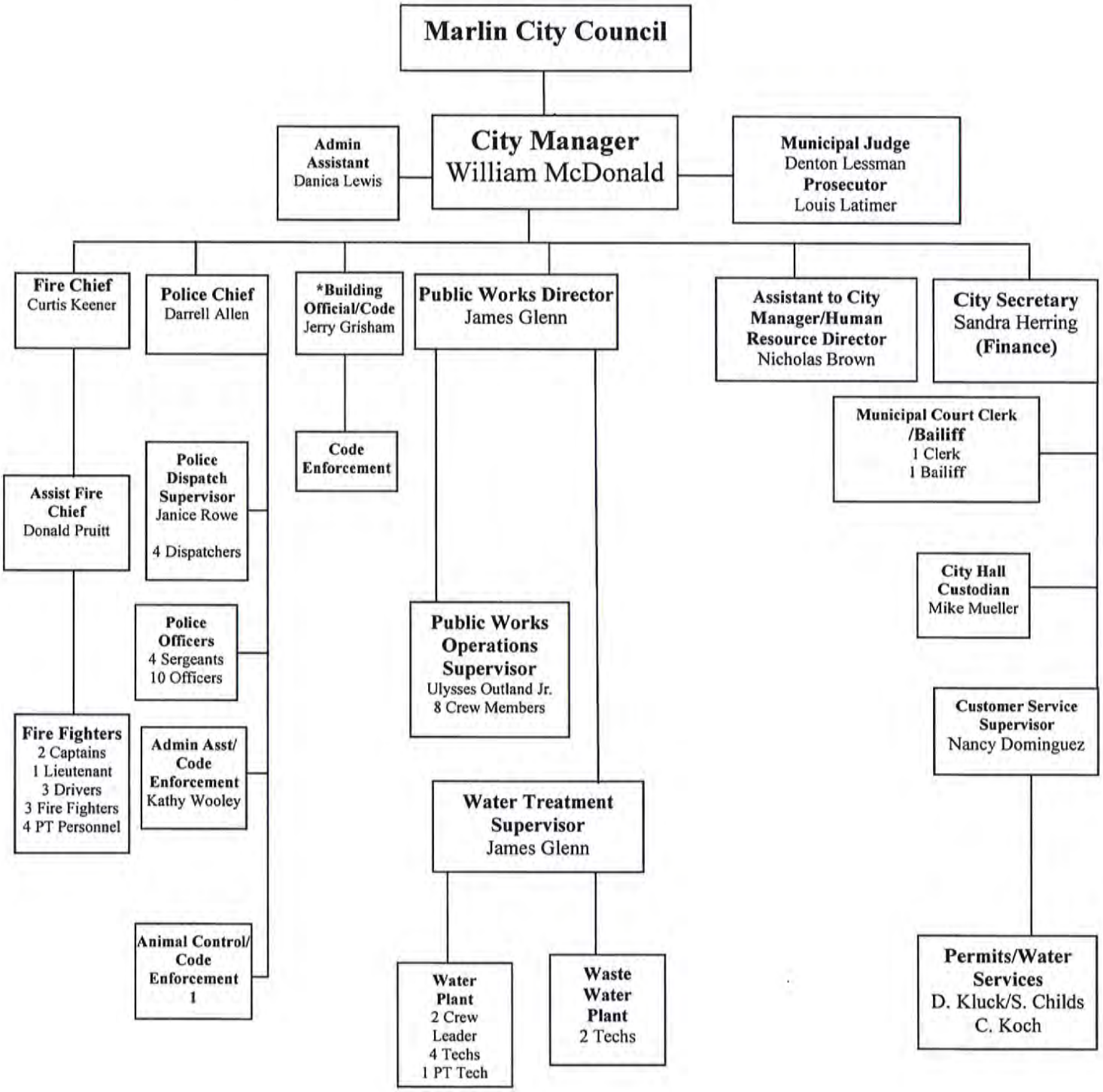
7. Marlin will be a community that is known for its beautiful historic homes, safe place to raise a family, quality faith based community with churches that have active service ministries and facilities to help others and affordable housing that is within commuting distance to major University facilities of Baylor, Texas A & M and TSTC.

8. Marlin will be known as a Texas designated retirement community that cares for our elderly and youth with a beautiful library, elderly care facilities, youth recreation centers and quality parks.

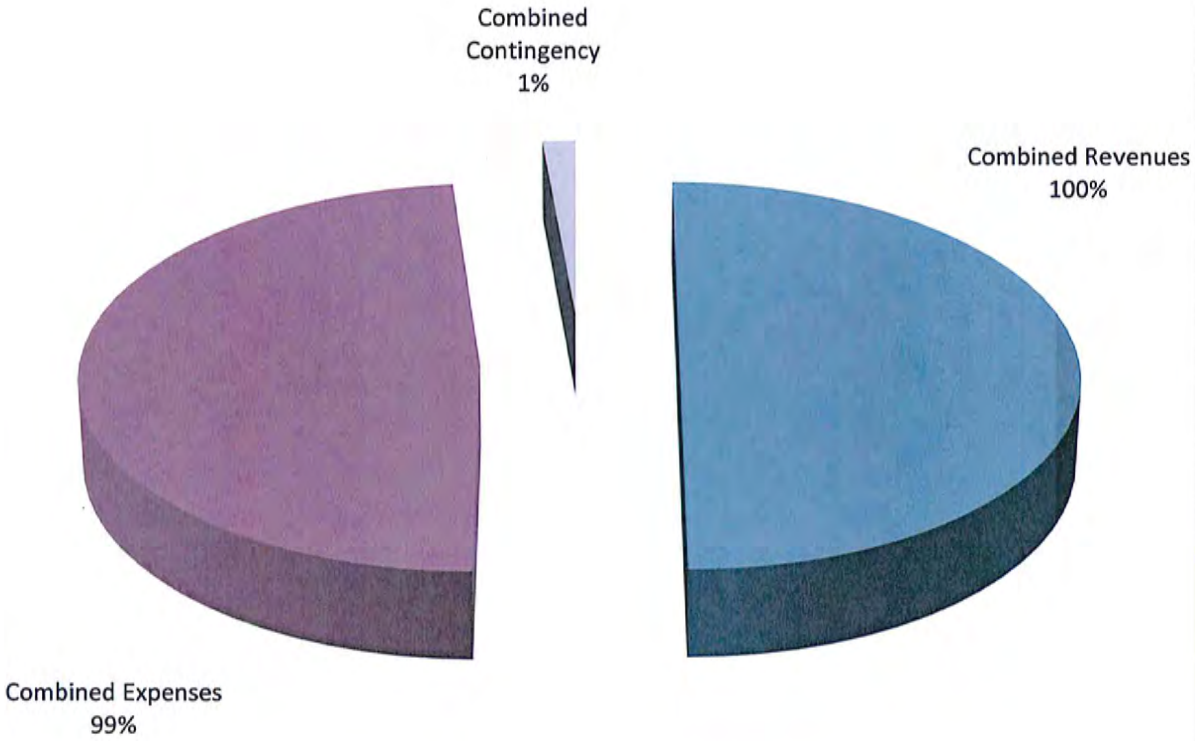
9. Marlin will be a community that as excellent roadways, great tasting water, with adequate sewer and drainage facilities that will foster community development.

10. Marlin will be a city where our citizens will be proud to call home and continue to return to live, work and play as the county seat of Falls County.

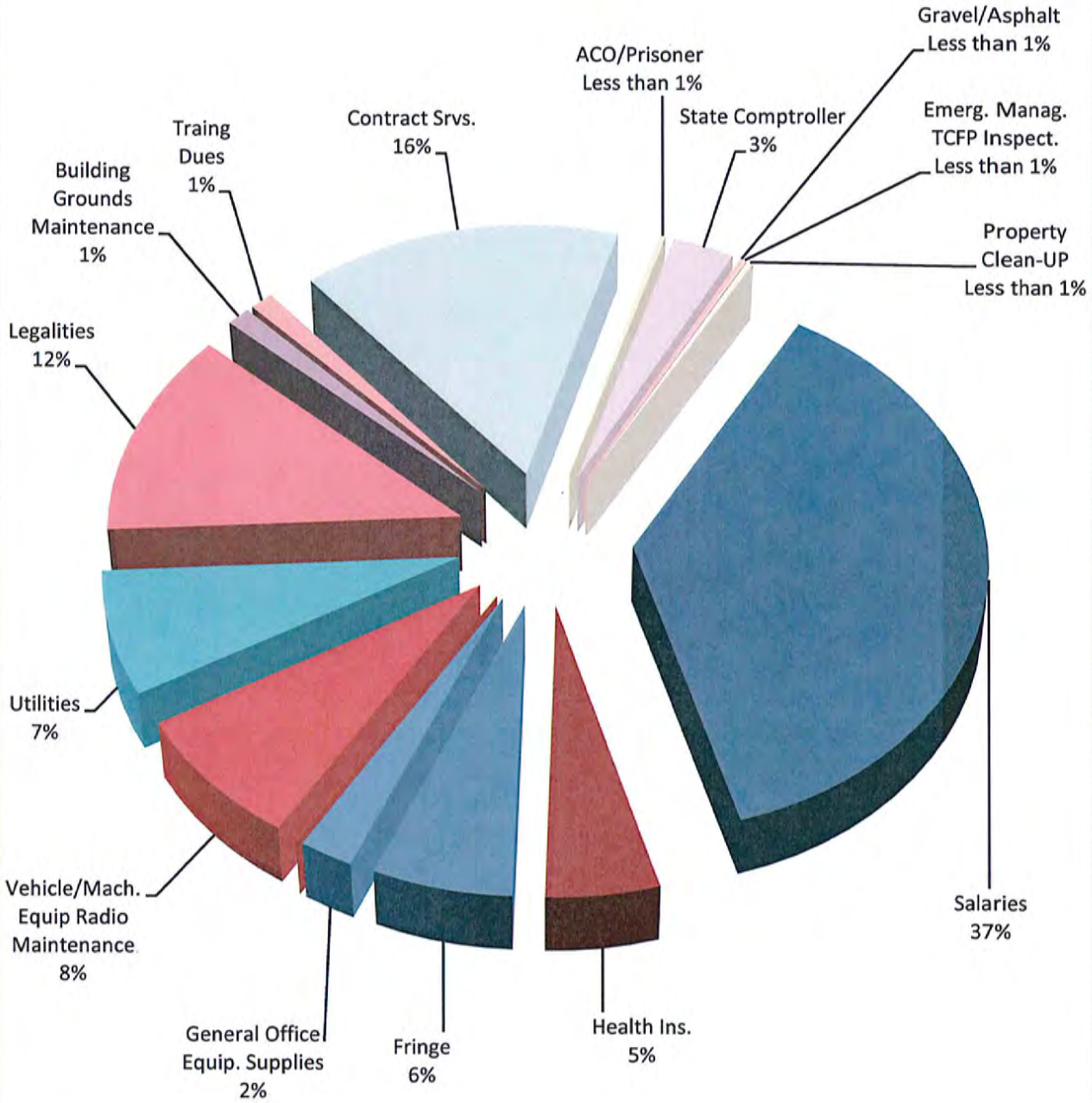
City of Marlin Organizational Chart



City of Marlin
Total Operations



Total Operations



Total Operations

	09/10 AMENDED	10/11 AMENDED	11/12 BUDGETED
GENERAL FUND REVENUES	2,998,822.00	3,579,190.64	3,559,834.63
GENERAL FUND EXPENDITURES	2,985,287.94	3,573,818.12	3,483,605.74
TOTAL GENERAL FUND (Contingency)	13,534.06	5,372.52	76,228.89

	09/10 AMENDED	10/11 AMENDED	11/12 BUDGETED
WATER FUND REVENUES	2,615,806.00	2,772,470.95	2,895,176.00
WATER FUND EXPENDITURES	2,443,585.63	2,578,600.17	2,785,318.96
TOTAL WATER FUND (Contingency)	172,220.37	193,870.78	109,857.04

	09/10 AMENDED	10/11 AMENDED	11/12 BUDGETED
TOTAL COMBINED REVENUES	5,614,628.00	6,351,661.59	6,455,010.63
TOTAL COMBINED EXPENDITURES	5,428,873.57	6,152,418.29	6,268,924.70
DIFFERENCE (Contingency)	185,754.43	199,243.30	186,085.93

FY 2011/2012

City of Marlin

2011/2012

Tax Calculations

50-197
(Rev. 08-09/13)

Notice of Public Hearing on Tax Increase

The City of Marlin will hold two public hearings on a proposal to increase total tax revenues from properties on the tax roll in the preceding tax year by 7.91 percent (percentage by which proposed tax rate exceeds lower of rollback tax rate or effective tax calculated under Chapter 26, Tax Code). Your individual taxes may increase at a greater or lesser rate, or even decrease, depending on the change in the taxable value of your property in relation to the change in taxable value of all other property and the tax rate that is adopted.

The first public hearing will be held on Sept. 13, 2011 @ 5:30pm at City Hall, 101 Fortune St. Marlin Texas.

The second public hearing will be held on Sept 20, 2011 @ 5:30p at City Hall, 101 Fortune St. Marlin Texas.

The members of the governing body voted on the proposal to consider the tax increase as follows:

FOR: Councilmembers Sparks, Henderson, Scaggs, Tate, Allen and Mayor Nelson.
AGAINST: None
PRESENT and not voting: None
ABSENT: None

The average taxable value of a residence homestead in Marlin last year was $ 34,380 (average taxable value of a residence homestead in the taxing unit for the preceding tax year, disregarding residence homestead exemptions available only to disabled persons or persons 65 years of age or older). Based on last year's tax rate of $ .60276 (preceding year's adopted tax rate) per $100 of taxable value, the amount of taxes imposed last year on the average home was $ 207.23 (tax on average taxable value of a residence homestead in the taxing unit for the preceding tax year, disregarding residence homestead exemptions available only to disabled persons or persons 65 years of age or older).

The average taxable value of a residence homestead in Marlin this year is $ 34,399 (average taxable value of a residence homestead in the taxing unit for the current tax year, disregarding residence homestead exemptions available only to disabled persons or persons 65 years of age or older). If the governing body adopts the effective tax rate for this year of $ .72459 per $100 of taxable value, the amount of taxes imposed this year on the average home would be $ 249.25 (tax on average taxable value of a residence homestead in the taxing unit for the current tax year, disregarding residence homestead exemptions available only to disabled persons or persons 65 years of age or older).

If the governing body adopts the proposed tax rate of $ .6500 per $100 of taxable value, the amount of taxes imposed this year on the average home would be $ 223.59 (tax on the average taxable value of a residence homestead in the taxing unit for the current tax year, disregarding residence homestead exemptions available only to disabled persons or persons 65 years of age or older).

Members of the public are encouraged to attend the hearings and express their views.

Special Provisions if Applicable

Criminal Justice Mandate *(use for counties, if applicable)*:
The _____ County Auditor certifies that _____ County has spent $_____ in the previous 12 months beginning _____, _____, for the maintenance and operations cost of keeping inmates sentenced to the Texas Department of Criminal Justice. _____ County Sheriff has provided information on these costs, minus the state revenues received for reimbursement of such costs.

Enhanced Indigent Health Care Expenditures *(use if applicable)*:
The _____ spent $_____ from _____ to _____ on enhanced indigent health care at the increased minimum eligibility standards, less the amount of state assistance. For the current tax year, the amount of increase above last year's enhanced indigent health care expenditures is _____.

Statement of Increase/Decrease

Property Tax
Form 50-179

If City of Marlin (name of taxing unit) adopts a 2011 (current year) tax rate equal to the effective tax rate of $ .6500 (unit's effective tax rate) per $100 of value, taxes would increase (increase or decrease) compared to 2010 (previous year) taxes by $ .04724 (amount of increase or decrease).

Schedule A – Unencumbered Fund Balances

The following estimated balances will be left in the unit's property tax accounts at the end of the fiscal year. These balances are not encumbered by a corresponding debt obligation.

Type of Property Tax Fund	Balance
	$

Schedule B – Current Year Debt Service

The unit plans to pay the following amounts for long-term debts that are secured by property taxes. These amounts will be paid from property tax revenues (or additional sales tax revenues, if applicable).

Description of Debt	Principal or Contract Payment To Be Paid From Property Taxes	Interest To Be Paid From Property Taxes	Other Amounts To Be Paid	Total Payment
Loan and Bonds	$ 195,560	$ 28,395	$ 0	$ 223,955

(expand as needed)

	Total required for 2011 (current year) debt service	$ 223,955
–	Amount (if any) paid from funds listed in Schedule A	$ 0
–	Amount (if any) paid from other resources	$ 0
–	Excess collections last year	$
=	Total to be paid from taxes in 2011 (current year)	$ 223,955
+	Amount added in anticipation that the unit will collect only 95 % of its taxes in 2011 (current year)	$ 21,275
=	Total Debt Levy	$ 245,230

Schedule C – Expected Revenue from Additional Sales Tax

(For hospital districts, cities and counties with additional sales tax to reduce property taxes)

In calculating its effective and rollback tax rates, the unit estimated that it will receive $ 605,282 (amount) in additional sales and use tax revenues.

For County: The county has excluded any amount that is or will be distributed for economic development grants from this amount of expected sales tax revenue.

Notice of Effective Tax Rate
(for use by most taxing units)

50-212
(Rev. 08-09/10)

2011 Property Tax Rates in City of Marlin

This notice concerns 2011 property tax rates for City of Marlin. It presents information about three tax rates. Last year's tax rate is the actual rate the taxing unit used to determine property taxes last year. This year's *effective* tax rate would impose the same total taxes as last year if you compare properties taxed in both years. This year's *rollback* tax rate is the highest tax rate the taxing unit can set before taxpayers can start tax rollback procedures. In each case these rates are found by dividing the total amount of taxes by the tax base (the total value of taxable property) with adjustments as required by state law. The rates are given per $100 of property value.

Last year's tax rate:

Last year's operating taxes	$	599,098.42
Last year's debt taxes	$	115,925.75
Last year's total taxes	$	715,024.17
Last year's tax base	$	118,625,020.00
Last year's total tax rate	$	0.602760 /$100

This year's effective tax rate:

Last year's adjusted taxes (after subtracting taxes on lost property)	$	714,152.00
÷ This year's adjusted tax base (after subtracting value of new property)	$	118,555,090.00
= This year's effective tax rate	$	0.602370 /$100

(Maximum rate unless unit publishes notices and holds hearings.)

In the first year a hospital district or city collects the additional sales tax to reduce property taxes, it must insert the following lines unless its first adjustment was made last year:

– Sales tax adjustment rate	$	0.525710 /$100
= Effective tax rate	$	0.602370 /$100

This year's rollback tax rate:

Last year's adjusted operating taxes (after subtracting taxes on lost property and adjusting for any transferred function, tax increment financing, state criminal justice mandate, and/or enhanced indigent health care expenditures)	$	1,165,642.00
÷ This year's adjusted tax base	$	118,555,090.00
= This year's effective operating rate	$	0.983210 /$100
x **1.08** = this year's maximum operating rate	$	1.061860 /$100
+ This year's debt rate	$	0.188440 /$100
= This year's total rollback rate	$	1.250300 /$100

A hospital district or city that collects the additional sales tax to reduce property taxes, including one that collects the tax for the first time this year, must insert the following lines:

– Sales tax adjustment rate	$	0.525710 /$100
= Rollback tax rate	$	0.724590 /$100

For a taxing unit with additional rollback rate for pollution control, insert the following lines:

+ Additional rollback rate for pollution control	$	0.000000 /$100
= Rollback tax rate	$	0.000000 /$100

2011 Effective Tax Rate Worksheet
City of Marlin

Date: 08/09/2011

See Chapter 2 of the Texas Comptroller's 2011 Manual for Taxing Units Other than Schools for an explanation of the effective tax rate.

1. 2010 total taxable value. Enter the amount of 2010 taxable value on the 2010 tax roll today. Include any adjustments since last year's certification; exclude Section 25.25(d) one-third over-appraisal corrections from these adjustments. This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (will deduct taxes in Line 14).	$118,625,020
2. 2010 tax ceilings. Counties, cities and junior college districts. Enter 2010 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other units enter 0. If your taxing units adopted the tax ceiling provision in 2010 or a prior year for homeowners age 65 or older or disabled, use this step.	$0
3. Preliminary 2010 adjusted taxable value. Subtract Line 2 from Line 1.	$118,625,020
4. 2010 total adopted tax rate.	$0.60276/$100
5. 2010 taxable value lost because court appeals of ARB decisions reduced 2010 appraised value.	
A. **Original 2010 ARB Values.**	$0
B. **2010 values resulting from final court decisions.**	$0
C. **2010 value loss.** Subtract B from A.	$0
6. 2010 taxable value, adjusted for court-ordered reductions. Add Line 3 and Line 5C.	$118,625,020
7. 2010 taxable value of property in territory the unit deannexed after Jan. 1, 2010. Enter the 2010 value of property in deannexed territory.	$0
8. 2010 taxable value lost because property first qualified for an exemption in 2011. Note that lowering the amount or percentage of an existing exemption does not create a new exemption or reduce taxable value. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost to freeport or "goods-in-transit" exemptions.	
A. **Absolute exemptions.** Use 2010 market value:	$218,480
B. **Partial exemptions.** 2011 exemption amount or 2011 percentage exemption times 2010 value:	$73,500
C. **Value loss.** Add A and B.	$291,980
9. 2010 taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in 2011. Use only properties that qualified for the first time in 2011; do not use properties that qualified in 2010.	
A. **2010 market value:**	$0
B. **2011 productivity or special appraised value:**	$0
C. **Value loss.** Subtract B from A.	$0

10. Total adjustments for lost value. Add lines 7, 8C and 9C.	$291,980
11. 2010 adjusted taxable value. Subtract Line 10 from Line 6.	$118,333,040
12. Adjusted 2010 taxes. Multiply Line 4 by line 11 and divide by $100.	$713,264
13. Enter the amount of taxes refunded during the last budget year for tax years preceding tax year 2010. Enter the amount of taxes refunded during the last budget year for taxes preceding tax year 2010. Types of refunds include court decisions, Section 25.25(b) and (c) corrections and Section 31.11 payment errors. Do not include refunds for tax year 2010. This line applies only to tax years preceding tax year 2010.	$888
14. Taxes in tax increment financing (TIF) for tax year 2010. Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the unit has no 2011 captured appraised value in Line 16D, enter 0.	$0
15. Adjusted 2010 taxes with refunds and TIF adjustment. Add Lines 12 and 13, subtract Line 14.	$714,152
16. Total 2011 taxable value on the 2011 certified appraisal roll today. This value includes only certified values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 18). These homesteads include homeowners age 65 or older or disabled.	
A. **Certified values**	$118,471,270
B. **Counties:** Include railroad rolling stock values certified by the Comptroller's office:	$0
C. **Pollution control exemption:** Deduct the value of property exempted for the current tax year for the first time as pollution control property (use this Line based on attorney's advice):	$0
D. Tax increment financing: Deduct the 2011 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the 2011 taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 21 below.	$0
E. **Total 2011 value.** Add A and B, then subtract C and D.	$118,471,270
17. Total value of properties under protest or not included on certified appraisal roll.	
A. **2011 taxable value of properties under protest.** The chief appraiser certifies a list of properties still under ARB protest. The list shows the district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value.	$372,830
B. **2011 value of properties not under protest or included on certified appraisal roll.** The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows are not included at appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value.	$0
C. **Total value under protest or not certified:** Add A and B.	$372,830
18. 2011 tax ceilings. Enter 2011 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other units enter "0." If	$0

your taxing units adopted the tax ceiling provision in 2010 or a prior year for homeowners age 65 or older or disabled, use this step.	
19. 2011 total taxable value. Add Lines 16E and 17C. Subtract Line 18.	$118,844,100
20. Total 2011 taxable value of properties in territory annexed after Jan. 1, 2010. Include both real and personal property. Enter the 2011 value of property in territory annexed.	$0
21. Total 2011 taxable value of new improvements and new personal property located in new improvements. "New" means the item was not on the appraisal roll in 2010. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the unit after Jan. 1, 2009, and be located in a new improvement. New improvements **do** include property on which a tax abatement agreement has expired for 2011.	$289,010
22. Total adjustments to the 2011 taxable value. Add Lines 20 and 21.	$289,010
23. 2011 adjusted taxable value. Subtract Line 22 from Line 19.	$118,555,090
24. 2011 effective tax rate. Divide Line 15 by Line 23 and multiply by $100.	$0.60237/$100
25. COUNTIES ONLY. Add together the effective tax rates for each type of tax the county levies. The total is the 2011 county effective tax rate.	

A county, city or hospital district that adopted the additional sales tax in November 2010 or in May 2011 must adjust its effective tax rate. The Additional Sales Tax Rate Worksheet (Appendix 4) on page 35 of the Texas Comptroller's 2011 Truth-in-Taxation Manual sets out this adjustment. Do not forget to complete the Additional Sales Tax Rate Worksheet if the taxing unit adopted the additional sales tax on these dates.

2011 Additional Rollback Tax Rate Worksheet
City of Marlin

Date: 08/09/2011

See Chapter 3 of the Texas Comptroller's 2011 Manual for Taxing Units Other than School Districts for an explanation of the rollback tax rate.

26. 2010 maintenance and operations (M&O) tax rate.	$0.47319/$100
27. 2010 adjusted taxable value. Enter the amount from Line 11.	$118,333,040
28. 2010 M&O taxes.	
A. Multiply Line 26 by Line 27 and divide by $100.	$559,940
B. **Cities, counties and hospital districts with additional sales tax:** Amount of additional sales tax collected and spent on M&O expenses in 2010. Enter amount from full year's sales tax revenue spent for M&O in 2010 fiscal year, if any. Other units enter 0. Counties exclude any amount that was spent for economic development grants from the amount of sales tax spent.	$605,282
C. **Counties:** Enter the amount for the state criminal justice mandate. If second or later year, the amount is for increased cost above last year's amount. Other units enter "0."	$0
D. **Transferring function:** If discontinuing all of a department, function or activity and transferring it to another unit by written contract, enter the amount spent by the unit discontinuing the function in the 12 months preceding the month of this calculation. If the unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the unit operated the function. The unit discontinuing the function will subtract this amount in H below. The unit receiving the function will add this amount in H below. Other units enter 0.	$0
Enter a negative value if discontinuing a function, or enter a positive value if receiving the function.	
E. **Taxes refunded for years preceding tax year 2010:** Enter the amount of M&O taxes refunded during the last budget year for tax years preceding tax year 2010. Types of refunds include court decisions, Section 25.25(b) and (c) corrections and Section 31.11 payment errors. Do not include refunds for tax year 2010. This line applies only to tax years preceding tax year 2010.	$420
F. **Enhanced indigent health care expenditures:** Enter the increased amount for the current year's enhanced indigent health care expenditures above the preceding tax year's enhanced indigent health care expenditures, less any state assistance.	$0
G. **Taxes in TIF:** Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the unit has no 2011 captured appraised value in Line 16D, enter 0.	$0
H. Adjusted M&O Taxes. Add A, B, C, E and F. For unit with D, subtract if discontinuing function and add if receiving function. Subtract G.	$1,165,642
29. 2011 adjusted taxable value. Enter Line 23 from the Effective Tax Rate Worksheet.	$118,555,090

30. 2011 effective maintenance and operations rate. Divide Line 28H by Line 29 and multiply by $100.	$0.98321/$100
31. 2011 rollback maintenance and operation rate. Multiply Line 30 by 1.08.	$1.06186/$100
32. Total 2011 debt to be paid with property taxes and additional sales tax revenue. "Debt" means the interest and principal that will be paid on debts that: (1) are paid by property taxes, (2) are secured by property taxes, (3) are scheduled for payment over a period longer than one year and (4) are not classified in the taxing unit's budget as M&O expenses A. **Debt** also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue (or additional sales tax revenue). Do not include appraisal district budget payments. List the debt in Schedule B: Debt Service.	$223,955
B. Subtract **unencumbered fund amount** used to reduce total debt.	$0
C. **Adjusted debt.** Subtract B from A.	$223,955
33. Certified 2010 excess debt collections. Enter the amount certified by the collector.	$0
34. Adjusted 2011 debt. Subtract Line 33 from Line 32C.	$223,955
35. Certified 2011 anticipated collection rate. Enter the rate certified by the collector. If the rate is 100 percent or greater, enter 100 percent.	100.00%
36. 2011 debt adjusted for collections. Divide Line 34 by Line 35	$223,955
37. 2011 total taxable value. Enter the amount on Line 19.	$118,844,100
38. 2011 debt tax rate. Divide Line 36 by Line 37 and multiply by $100.	$0.18844/$100
39. 2011 rollback tax rate. Add Lines 31 and 38.	$1.25030/$100
40. COUNTIES ONLY. Add together the rollback tax rates for each type of tax the county levies. The total is the 2011 county rollback tax rate.	

A taxing unit that adopted the additional sales tax must complete the lines for the Additional Sales Tax Rate. A taxing unit seeking additional rollback protection for pollution control expenses completes the Additional Rollback Protection for Pollution Control.

2011 Additional Sales Tax Rate Worksheet
City of Marlin

Date: 08/09/2011

41. Taxable Sales. For units that adopted the sales tax in November 2010 or May 2011, enter the Comptroller's estimate of taxable sales for the previous four quarters. Units that adopted the sales tax before November 2010, skip this line.	$0
42. Estimated sales tax revenue. Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. **Units that adopted the sales tax in November 2010 or in May 2011.** Multiply the amount on Line 41 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. **- or -** **Units that adopted the sales tax before November 2010.** Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	$624,777
43. 2011 total taxable value. Enter the amount from Line 37 of the Rollback Tax Rate Worksheet.	$118,844,100
44. Sales tax adjustment rate. Divide Line 42 by Line 43 and multiply by $100.	$0.52571/$100
45. 2011 effective tax rate, unadjusted for sales tax. Enter the rate from Line 24 or 25, as applicable, on the Effective Tax Rate Worksheet.	$0.60237/$100
46. 2011 effective tax rate, adjusted for sales tax. **Units that adopted the sales tax in November 2010 or in May 2011.** Subtract Line 44 from Line 45. Skip to Line 47 if you adopted the additional sales tax before August 2010.	$0.60237/$100
47. 2011 rollback tax rate, unadjusted for sales tax. Enter the rate from Line 39 or 40, as applicable, of the Rollback Tax Rate Worksheet.	$1.25030/$100
48. 2011 rollback tax rate, adjusted for sales tax. Subtract Line 44 from Line 47.	$0.72459/$100

ORDINANCES

ORDINANCE No. 11-025

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF MARLIN, TEXAS, FIXING THE TAX RATE OF ALL TAXABLE PROPERTY WITHIN THE CITY OF MARLIN, TEXAS, FOR THE FISCAL YEAR 2011/2012 AND LEVYING AND ORDERING COLLECTION FOR THE YEAR 2011/2012 AND PROVIDING TO SECURE THE PAYMENT OF TAXES ASSESSED.

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and City Council of the City of Marlin, Texas:

Section 1.
That there be and is hereby levied and ordered collected on each One Hundred Dollar ($100.00) valuation of all taxable property, both real and personal, and all property of every kind and description subject to taxation within the corporate limits of the City of Marlin, Texas, on October 1, 2011, the sum of $0.6500 based on 100% of the fair market value. Said rate of ad valorem tax is levied for the following purposes and the following amounts:

General Fund	0.46156
Interest & Sinking	0.18844
Total Tax Rate	0.65000

Section 2.
That the Falls County Tax Assessor/Collector is hereby authorized to assess and collect the taxes of the City of Marlin, employing the above rate; and

Section 3.
That said taxes will be deposited by the City in the General Fund of the City of Marlin, Texas.

Section 4.
Providing for publication of Public Hearings and effective date.

Public Hearing and first reading held on this the 13th day of September, 2011.
Public Hearing on this the 20th day of September, 2011.

Elizabeth Nelson
Elizabeth, Mayor

Sandra Herring
Sandra Herring, City Secretary

Passed, Approved and Adopted on this the 27th day of September, 2011.

Elizabeth Nelson
Elizabeth, Mayor

Sandra Herring
Sandra Herring, City Secretary

ORDINANCE No. 11-021

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF MARLIN, TEXAS, APPROVING AND ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2011 AND ENDING SEPTEMBER 30, 2012; PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR SHALL BE MADE IN ACCORDANCE WITH SAID BUDGET; APPROPRIATING AND SETTING ASIDE THE NECESSARY FUNDS OUT OF THE GENERAL AND OTHER REVENUES FOR SAID FISCAL YEAR FOR THE MAINTENANCE AND OPERATION OF THE VARIOUS DEPARTMENTS AND FOR VARIOUS ACTIVITIES AND IMPROVEMENTS OF THE CITY; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, as required by Article VII of the City Charter, the City Manager has prepared and submitted to the City Council a proposed budget of revenues and expenditures for conducting the affairs of the City and providing a complete financial plan for the fiscal year beginning October 1, 2011, and ending September 30, 2012; and

WHEREAS, the City Council has received the City Manager's proposed budget, a copy of which and all supporting schedules have been filed with the City Secretary of the City of Marlin, Texas; and

WHEREAS, the City Council has conducted the necessary public hearings as required by law:

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and City Council of the City of Marlin, Texas:

Section 1. That the proposed budget of the revenues and expenditures necessary for conducting the affairs of the City of Marlin, Texas, is as follows:

	Revenues	Expenditures
General Fund	$3,559,834.63	$3,483,605.74
Water & Sewer Fund	$2,895,176.00	$2,790,818.96

And provides a complete financial plan for the fiscal year beginning October 1, 2011, and ending September 30, 2012, as submitted to the City Council by the City Manager, attached hereto as Exhibit "A", and the same is hereby adopted and approved as the budget of the City of Marlin, Texas for the fiscal year beginning October 1, 2011, and ending September 30, 2012.

Section 2. That the sum of $6,268,924.70 is hereby appropriated for the payments of the expenditures established in the approved budget for the fiscal year beginning October 1, 2011, and ending September 30, 2012.

Section 3. That the expenditures during the fiscal year beginning October 1, 2011, and ending September 30, 2012, shall be made in accordance with the budget approved by this Ordinance unless otherwise authorized by a duly enacted Ordinance of the City of Marlin, Texas.

Section 4. That all budget amendments and transfers of budget appropriations from one account to another account within any classification for the fiscal year 2010-2011 are hereby ratified and the budget Ordinance for fiscal year 2010-2011 heretofore enacted by the City Council be and the same is hereby amended to the extent of such transfers and amendments for all purposes.

Section 5. That specific authority is given to the City Manager to make the following adjustments:

1. Transfer of appropriations budgeted from one account classification to another account classification within the same department.
2. Transfer of appropriations from designed appropriation from one department or activity to another department or activity within the same fund.
3. Unbudgeted transfers from one bank account to another bank account must be approved by Council.

Section 6. That all provisions of the Ordinances of the City of Marlin, Texas, in conflict with the provisions of this Ordinance be and the same are repealed and all other provisions of the Ordinance of the City of Marlin, Texas, not in conflict with the provisions of this Ordinance shall remain in full force and effect.

Section 7. That should any word, sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance as a whole, or any part or provision hereof other than the part so described to be invalid, illegal or unconstitutional.

Section 8. This Ordinance shall take effect from and after its passage as the law and charter in such cases provide.

Passed, Approved and Adopted on this the 20th day of September, 2011.

Elizabeth Nelson

Elizabeth Nelson, Mayor

Sandra Herring

Sandra Herring, City Secretary

Passed, Approved and Adopted on this the 27th day of September, 2011.

Elizabeth Nelson

Elizabeth Nelson, Mayor

Sandra Herring

Sandra Herring, City Secretary

GENERAL FUND REVENUES

GENERAL FUND REVENUES		09/10	10/11	11/12
Tax / Franchise	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
Cur Taxes	101	510,000.00	522,000.00	530,411.51
Cur Taxes I & S	102	142,242.00	145,000.00	223,247.26
Delinquent Taxes	103	35,000.00	50,000.00	55,000.00
City Sales Tax	104	605,000.00	633,000.00	630,000.00
Penalty & Interest	106	20,000.00	30,000.00	30,000.00
Hotel/Motel	107	25,000.00	42,000.00	42,000.00
LEOCE	338	0.00	1,822.10	1,600.00
Franchise/Electric	140	120,000.00	124,223.43	130,000.00
Franchise/Gas	141	44,000.00	48,681.49	54,000.00
Franchise/Telephone	142	55,000.00	51,990.00	53,000.00
Franchise/Cable TV	143	14,000.00	15,955.23	15,000.00
Franchise/ROW	145	1,000.00	500.00	500.00
SubTotal		**1,571,242.00**	**1,665,172.25**	**1,764,758.77**

Tax & Franchise

License & Permits

GENERAL FUND REVENUES		09/10	10/11	11/12
License/Permits	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
Sign Permits	246	195.00	700.00	600.00
Building Permits	248	6,000.00	5,800.00	5,000.00
Electrical Permits	249	14,500.00	3,325.00	2,600.00
Plumbing Permits	250	4,200.00	5,000.00	5,200.00
Moving Permits	251	0.00	0.00	200.00
Rezoning Permits	252	465.00	300.00	400.00
Other License - Pavillion & other	253	1,200.00	1,300.00	1,000.00
Garage Sale Permits	254	800.00	875.00	900.00
Brush Permit	256	100.00	145.00	200.00
Meter Inspection (Water/Electric)	479	5,500.00	1,200.00	1,200.00
Fire Inspection/Surveillance/Fees	255	0.00	0.00	5,000.00
Peddlers Permits	259	200.00	600.00	500.00
SubTotal		**33,160.00**	**19,245.00**	**22,800.00**

GENERAL FUND REVENUES		09/10	10/11	11/12
Fines/Fees	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
Municipal Court	321	280,000.00	445,000.00	480,000.00
Warrant Fees	329	15,000.00	0.00	100,000.00
Witness Fee	330.01	0.00	0.00	250.00
Translator Compensation	330.02	0.00	0.00	250.00
Technology/Security Transfer	330.03	0.00	15,000.00	15,000.00
SubTotal		**295,000.00**	**460,000.00**	**595,500.00**

GENERAL FUND REVENUES		09/10	10/11	11/12
Charges for Services	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
Sanitation Charges	433	590,000.00	575,000.00	630,000.00
Sanitation Tax	429	38,000.00	43,000.00	48,000.00
Fuel Surcharge	430	2,000.00	44,000.00	25,000.00
Dog Pound Charges	434	0.00	0.00	0.00
Airport Leases	440	1,000.00	525.00	700.00
Arrest Fees	333	200.00	135.00	140.00
Cemetery Lots	437	3,500.00	5,200.00	6,500.00
Land Leases	439	25,000.00	7,400.00	9,000.00
SubTotal		**659,700.00**	**675,260.00**	**719,340.00**

GENERAL FUND REVENUES		09/10	10/11	11/12
Miscellaneous	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
Transfer In From W&S	881	375,000.00	430,000.00	375,000.00
Transfer Capital Loan		0.00	60,908.27	0.00
Transfer from GF Impro.		0.00	144,000.00	0.00
Solid Waste Grant Revenue	490	0.00	35,000.00	0.00
SECo Grant		0.00	12,659.14	27,643.86
TML Returns	456	0.00	15,202.06	2,000.00
Miscellaneous	457	22,000.00	17,000.00	7,450.00
Landfill Charges	460	1,400.00	400.00	522.00
Brush/Abatement, Chipper Charge	461	40,000.00	42,000.00	40,000.00
Copies	462	20.00	3.00	20.00
Accident Reports	466	400.00	400.00	400.00
Occupancy (New Meter Inspection)	479	0.00	0.00	1,200.00
SubTotal		**438,820.00**	**757,572.47**	**454,235.86**

Miscellaneous

GENERAL FUND REVENUES		09/10	10/11	11/12
Reimbursements	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
Sale of Fixed Assets	570	0.00	0.00	1,000.00
Meals on Wheels	590	400.00	340.00	600.00
SubTotal		**400.00**	**340.00**	**1,600.00**

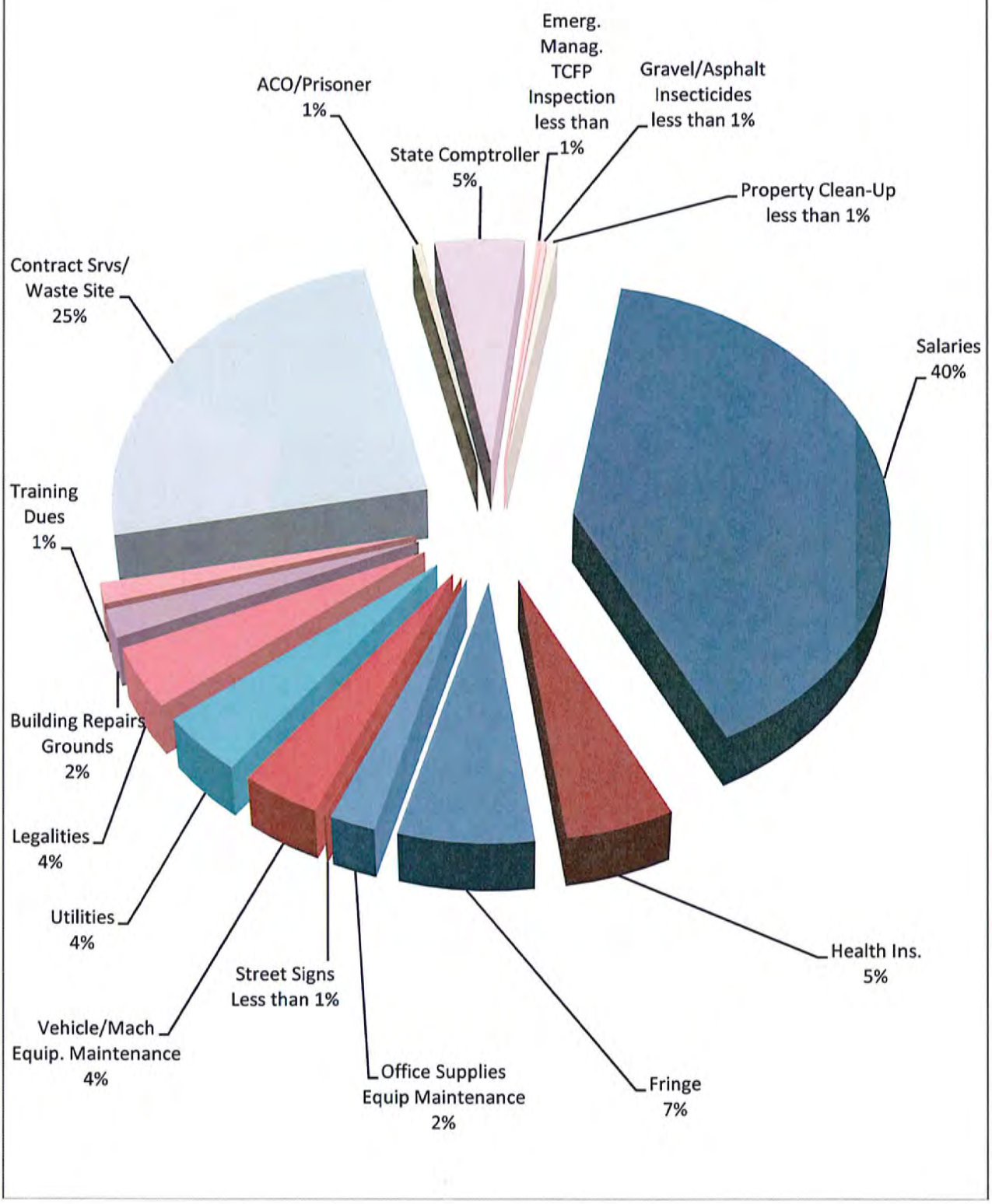
Reimbursements

GENERAL FUND REVENUES		09/10	10/11	11/12
Interest Earned	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
Interest Earned	617	500.00	1,600.92	1,600.00
Hotel/Motel Earned	617	0.00	0.00	0.00
SubTotal		**500.00**	**1,600.92**	**1,600.00**
TOTAL GF REVENUE		**2,998,822.00**	**3,579,190.64**	**3,559,834.63**

Interest Earnings

GENERAL FUND EXPENDITURES

Total General Fund



Mayor & Council

Mission Statement

The mission of the City Council of the City of Marlin, Texas, is to create pride by serving the community in a proactive manner and to enhance the quality of life through providing the highest level of services in the most efficient manner.

Description

The municipal government provided by the City of Marlin is known as the "Home Rule" government. All powers of the City are vested in an elective city council, which enact local legislation, adopt budget, determine policies and appoint the City Manager. All powers of the city are exercised in the manner prescribed by the City Charter or by ordinance.

The Mayor is elected from the city at large and the voters in their respective precincts elect the six (6) precinct council members. The Mayor Pro Tem is a duly elected precinct council member who is chosen by a majority of the city council at each regular meeting following each municipal election.

Manpower Summary

Mayor	1.0
Councilmembers	6.0

GENERAL FUND EXPENSES	08/09	09/10	10/11	11/12
Mayor/City Council - Dept.001	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
Advertising	320	1,000.00	442.63	1,200.00
Personal Training/Travel	510	465.00	1,400.00	3,000.00
Dues	530	1,298.00	1,578.00	3,000.00
Administrative	815	188.00	6,159.42	6,000.00
Election Expenses***	830	2,720.00	4,768.77	25,000.00
SubTotal		**5,671.00**	**15,748.82**	**38,200.00**

*** Includes purchase of three Hart Election Voting Stations.

Administration

Mission Statement

The Administrative Department's mission is to provide advice to Department Heads on a daily basis to help achieve their goals. The department provides information to the City Council that enables them to make informed decisions affecting the future of the city. The Administration Department helps administer the city's budget, while supervising all the city's departmental operations. The department's mission is to do all these things in the most financially efficient manner, consistent with the budget adopted by the city council.

Description

The Administrative Department is responsible for the administration of all activities of the City and makes recommendations to the City Council on all matters concerning the City.

Manpower Summary

City Manager	1.0
Administrative Assistant	1.0
Human Resources	1.0

GENERAL FUND EXPENSES		09/10	10/11	11/12
City Manager – Dept. 002	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
Salaries/Wages	101	71,455.00		95,968.00
Overtime Compensation				3,000.00
Salary Total			96,474.64	98,968.00
Group Insurance	110	8,418.00	13,095.86	11,475.00
Life Benefit	111	0.00	182.00	270.00
FICA-City	115	5,359.12	6,700.00	7,422.00
Retirement-City	116.01	5,080.45	6,859.34	7,036.62
Incentive Pay	112	0.00	0.00	750.00
Office Supplies	210	1,549.00	3,000.00	3,000.00
Gas/Oil	225	2,485.00	7,580.00	7,000.00
General Supplies	226	1,600.00	2,400.00	2,500.00
Insurance/Bonding	315	60,000.00	40,000.00	45,500.00
Advertising	320	100.00	830.00	750.00
Legal/Professional	330	12,000.00	12,000.00	15,000.00
Contractual Srvs	331	55,330.00	4,800.00	2,000.00
Office Equip/Maint	410	4,600.00	7,500.00	4,000.00
Personal Training/Travel	510	2,500.00	4,300.00	3,500.00
Dues	530	75.00	1,600.00	2,500.00
Telephone	610	5,000.00	4,100.00	5,000.00
Administrative	815	1,550.00	1,560.00	1,000.00
Dept. Asset	919	0.00	0.00	0.00
Building/Grounds	920	7,746.00	0.00	0.00
SubTotal		**244,847.57**	**212,981.84**	**217,671.62**

Municipal Court

Mission Statement

The Municipal Court's mission is to provide a service for the handling of all citations and cases and to assist defendants with their rights and duties for a fair and impartial trial; a good court system is essential in order to provide legal guaranties granted under our Constitution to all citizens.

Description

The Municipal Court is a diverse nature of the State and vary in degree of formality, size of docket, local ordinances and internal procedures. While we are all subject to procedural requirement of the U.S. and the Texas Constitutions, legislative and bodies of case law, and the State Commission on Judicial conduct. We are responsible for handling all Transportation Code and Class C misdemeanor violations by assisting all defendants in obtaining copies of statues, or city ordinances; further assistance when possible in explaining why they were charged; also scheduling court dates, hearing dates and notification to all parties in any case pending before the Court; as well as compiling statistical data for the city, for the State Comptroller and for the Office of Court Administration.

Manpower Summary

Municipal Judge	0.5
Court Clerk	1.0
Bailiff	0.5
Municipal Prosecutor	0.5

GENERAL FUND EXPENSES		09/10	10/11	11/12
Municipal Court – Dept. 003	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
Salaries/Wages	101	47,895.99		32,760.00
Overtime Compensation				1,800.00
Salary Total			33,783.45	34,560.00
Group Insurance	110	6,670.00	5,684.00	3,825.00
Life Benefit	111	0.00	182.00	171.00
FICA-City	115	3,592.19	2,716.98	2,592.00
Retirement-City	116.01	2,701.80	1,639.18	2,030.60
Incentive Pay	112	0.00	0.00	500.00
Office Supplies	210	1,874.00	1,700.00	2,500.00
General Supplies	226	300.00	1,000.00	1,000.00
Legal/Professional	330	20,000.00	5,555.00	7,500.00
Witness Fee	330.01	0.00	0.00	250.00
Translator Compensation	330.02	0.00	100.00	250.00
Office Equip/Maint	410	3,000.00	2,000.00	4,000.00
Personal Training/Travel	510	3,000.00	2,400.00	2,000.00
Dues	530	300.00	160.00	500.00
Telephone	610	600.00	600.00	600.00
Administrative	815	2,300.00	500.00	250.00
State Comptroller	900	100,000.00	175,000.00	150,000.00
Dept. Asset	919	0.00	0.00	0.00
SubTotal		**192,233.98**	**233,020.61**	**212,528.60**

GENERAL FUND EXPENSES		09/10	10/11	11/12
Security Fund – Dept. 003	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
Security Salaries	101	7,770.00	15,000.00	16,600.00
FICA-City	115	433.00	975.00	1,170.00
General Expense	226.1	2,570.55	0.00	2,000.00
Dept. Asset	919	0.00	0.00	0.00
SubTotal		**10,773.55**	**15,975.00**	**19,770.00**

GENERAL FUND EXPENSES		09/10	10/11	11/12
Technology Fund – Dept. 003	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
General Expense	226.1	4,067.44	6,505.26	2,000.00
Dept. Asset	919	0.00	0.00	0.00
SubTotal		**4,067.44**	**6,505.26**	**2,000.00**

City Secretary

Mission Statement

The City Secretary's mission is to ensure that all city records are adequately preserved; hold all municipal elections; oversee the performance of payroll and human resources duties; accounts payable and receivable; assist in the preparation of the annual budget and annual audit and prepare special reports for the City Manager and City Council; strive to serve customers in an efficient and professional manner; and other administrative or clerical duties as prescribed by the City Council and/or the City Manager.

Description

The City Secretary's Office is custodian of official records for the City. The City Secretary is responsible for preparing agenda's, attending and keeping minutes of Council meeting and maintaining records of all official Council actions. These include, but are not limited to, City codes, ordinances, resolutions and public hearings. The City Secretary is also responsible for conducting all City elections; processing solicitors; receiving, processing and tracking all claims and lawsuits filed against the City and work with external auditors. The records management is under the direction of the City Secretary. This responsibility is implementing and maintaining records by using State Certified Records Retention Schedules allowing for the destruction of outdated records.
The Finance Office's mission is to provide all documents necessary to meet State and Federal guidelines. The department is overseen by Stacy Amber, Certified Public Accountant and shall be responsible for providing the monthly, quarterly, and annual financial reports and other reports as requested by the City Council, City Manager or City Secretary. It is the responsibility of the City Secretary to maintain the integrity of the budget

Manpower Summary

City Secretary	1.0

GENERAL FUND EXPENSES		09/10	10/11	11/12
City Secretary – Dept. 004	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
Salaries/Wages	101	36,720.00	37,856.00	41,000.00
Group Insurance	110	4,400.00	5,781.45	3,825.00
Life Benefit	111	0.00	182.00	91.00
FICA-City	115	2,653.00	2,700.00	3,000.00
Retirement City	116.01	2,000.00	2,691.56	2,844.00
Incentive Pay	112	0.00	0.00	250.00
Unemployment Claims	120	20,000.00	26,000.00	7,000.00
Office Supplies	210	4,000.00	5,400.00	4,500.00
General Supplies	226	101.00	400.00	300.00
Contractual Srvs	331	63.00	0.00	0.00
Advertising	320	600.00	400.00	1,000.00
Legal/Professional	330	3,000.00	0.00	2,000.00
Office Equip/Maint	410	4,000.00	4,000.00	4,000.00
Personal Training/Travel	510	1,333.00	4,352.14	4,000.00
Telephone	610	950.00	1,000.00	1,000.00
Administrative	815	1,054.00	1,400.00	1,200.00
Furniture/Office	910	0.00	7,439.86	1,000.00
Computer Server Upgrade		0.00	0.00	6,000.00
Dept. Asset	919	0.00	0.00	0.00
Codification	922	0.00	3,000.00	6,000.00
SubTotal		**80,874.00**	**102,603.01**	**89,010.00**

Finance

Mission Statement

The Finance Office's mission is to provide all documents necessary to meet State and Federal guidelines. The department is overseen by a Certified Public Accountant and shall be responsible for providing monthly, quarterly and annual financial reports and other reports as requested by the City Council, City Manager or City Secretary. It is the responsibility of the City Secretary to maintain the integrity of the budget.

Description

The Finance Departments goal is to achieve the highest rank in audit standing by a Public Audit Firm. This goal was achieved on the 2008/2009 audit year and maintaining the current standing is the goal for the FY 2010/2011.

Manpower Summary

Certified Public Accountant	0.5

GENERAL FUND EXPENSES		09/10	10/11	11/12
Finance – Dept. 007	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
Office Supplies	210	2,500.00	2,500.00	2,000.00
Auditing	310	22,000.00	18,000.00	18,000.00
Contractual Srvs	331	6,000.00	5,000.00	10,000.00
Administrative	815	91.00	1,400.00	200.00
SubTotal		**30,591.00**	**26,900.00**	**30,200.00**

City Hall Building Maintenance

Mission Statement

The City Hall Building Maintenance strives to provide City Hall and connecting facilities with the necessary services to maintain a clean and safe atmosphere to work.

Description

The City Hall Building Maintenance is responsible for the cleaning and maintaining of the following facilities:

1. City Hall Building and Grounds
2. Council Chambers
3. City Water Office
4. Police Department and Criminal Investigations Division
5. Municipal Court
6. Pavilion

Manpower Summary

Building Maintenance Worker	1.0

GENERAL FUND EXPENSES		09/10	10/11	11/12
City Hall Building – Dept. 008	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
Salaries/Wages	101	15,912.00		16,391.00
Overtime Compensation				1,339.00
Salary Total			14,350.00	17,730.00
Group Insurance	110	4,400.64	5,777.03	4,511.00
Life Benefit	111	0.00	91.00	57.00
FICA-City	115	1,217.00	1,100.00	1,329.75
Retirement-City	116.01	1,132.00	1,020.28	1,260.60
Incentive Pay	112	0.00	0.00	250.00
General Supplies	226	3,313.00	3,600.00	4,000.00
Uniforms	255	550.00	550.00	550.00
Telephone	610	250.00	0.00	250.00
Gas for Heat	615	500.00	425.00	500.00
Electricity	620	12,000.00	17,000.00	15,000.00
Building Repairs	720	400.00	1,500.00	10,000.00
Equipment Repairs	730	600.00	400.00	2,000.00
Administrative	815	52.00	5.00	100.00
Dept. Asset	919	0.00	0.00	0.00
Building/Grounds	920	25,000.00	4,500.00	5,000.00
SubTotal		**65,326.64**	**50,318.31**	**62,538.35**

City Hall Building

Police Department

Mission Statement

The mission of the Marlin Police Department is to "Build a Better Community" by partnering with our citizens to solve community problems, we can insure a safe community environment resulting in an improved quality of life for all in our community.

Statement of Quality

The Marlin Police Department is an organization comprised of people of integrity, committed to providing total quality police service to its community in an honest, fair, professional and courteous manner.

We will forge a partnership with the community based on mutual trust, confidence, commitment and communication to maintain and improve the quality of life and promote the safe welfare of our citizens.

The members of this agency pledge collectively and individually to constantly grow, develop and engage in reassessment to meet the current and future problems and challenges of our community.

The Marlin Police Department exists to meet the City's objectives for the safety and well-being of its residents. This mission is accomplished through people and knowledge, our most important resource. In the continuing pursuit of total quality, we are guided by the following values:

VISION STATEMENT: The Vision of the Marlin Police Department is to be an agency committed to excellence with quality service to the community as priority. The agency is a leader in the police profession, with everyone utilizing the philosophy of community oriented policing and problem solving in every task they undertake, striving to partner with the community to work together to improve the overall quality of life that everyone can enjoy.

Every member of the organization is accountable for his or her actions and are responsible to the community for all that we do. Decisions are made in consensus based upon the mission, values and policies of the agency, always mindful to do the right thing. The agency values diversity and treats each other and all members of the community with dignity and respect. Members are committed to the prevention of crime and disorder and provide personalized police service tailored to the unique needs of each neighborhood.

CORE VALUES: In service to our community, we embrace and with moral courage, advocate these non-negotiable values upon which our policing is based.

RESPECT: We value human life, safety and dignity and commit to treating all human beings with the up-most respect, compassion and concern.

INTEGRITY: We value ethical conduct, public trust and commit ourselves to the uncompromising.

LAW AND CONSTITUTION: We value our reverence for safeguarding constitutional guarantees, preserving peace, protecting life and commit to maintaining a current knowledge and understanding of the law.

DIVERSITY: We value diversity and commit to nurturing and welcoming environment of inclusion, in which we recognize the unique skills, knowledge and abilities and background of all the people as our strength.

COLLABRATION: We value teamwork and commit to cooperative goal achievement through active collaboration and partnerships with the community and with one another.

CONTINUOUS INNOVATION: We value continuous improvement of our service to the community and commit ourselves to the pursuit of creative thought and innovation, realizing that well-intentioned failure is a valuable learning tool.

PROBLEM SOLVING: We value the efforts expanding in partnering with citizens to identify and impact the true causes of problems in order to solve those problems for the betterment of ourselves, the agency and the community.

ENPOWERMENT: We value the quality of our employees and their ability to do the right thing. We encourage our employees and their ability to do the right thing. We encourage our employees to make decisions based on our vision, mission, values and policies at the level closest to the problem.

WE ASK OUR EMPLOYEES:

Is it the right thing for the community?
Is it the right thing for the Marlin Police Department?
Is it legal, ethical or moral?
Is it something you are willing to be accountable for?
Is it consistent with the agencies vision, mission, values and policies?
If the answer is YES to all these questions-We tell our employees to "Just Do It!"

Manpower Summary

Police Chief	1.0
Sergeants	4.0
Officer	10.0
Dispatch	5.0
Admin. Asst. / Code Enf.	1.0

GENERAL FUND EXPENSES		09/10	10/11	11/12	
Police – Dept. 011	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**	
Salaries/Wages	101	583,394.52		561,697.00	
Overtime Compensation				15,000.00	
Holiday Benefit				0.00	
Salary Total			631,926.23	576,697.00	
Group Insurance	110	72,000.00	117,768.18	84,150.00	
Life Benefit	111	0.00	1,911.00	2,002.00	
FICA-City	115	43,754.58	48,329.27	43,252.27	
Retirement-City	116.01	41,479.35	43,810.39	41,003.15	
Incentive Pay	112	0.00	0.00	5,500.00	
Office Supplies	210	1,000.00	1,200.00	2,000.00	
Oil/Gas	225	27,000.00	50,000.00	23,000.00	
General Supplies	226	1,500.00	7,300.00	3,000.00	
Animal Control Exps.	244	750.00	0.00	2,000.00	
Prisoners/County	245	28,000.00	15,000.00	13,000.00	
Prisoners Health	245.02	0.00	0.00	500.00	
Uniforms	255	3,500.00	3,500.00	4,000.00	
Advertising	320	0.00	150.00	500.00	
Office Equip/Maint	410	9,000.00	9,976.71	8,000.00	
Personal Training/Travel	510	700.00	6,100.00	3,000.00	
Dues	530	600.00	350.00	600.00	
Telephone	610	4,900.00	5,700.00	5,000.00	
Electricity	620	1,500.00	1,600.00	1,500.00	
Vehicle Repair	710	25,000.00	36,000.00	11,000.00	
Building Repair	720	0.00	500.00	1,000.00	
Equipment Repair	730	200.00	0.00	1,000.00	
Radio Repair	750	0.00	1,100.00	1,000.00	
Administrative	815	3,500.00	525.00	500.00	
Animal Euthanasia	816	0.00	0.00	500.00	
Drug Confiscation	825	200.00	0.00	1,000.00	
Vehicles	915	27,817.00	15,000.00	0.00	
Dept. Asset	919	0.00	0.00	0.00	
Building/Grounds	920	100.00	1,500.00	0.00	
Machinery/Equipment	925	6,000.00	1,431.94	11,000.00	*Cameras
SubTotal		**881,895.45**	**1,000,678.72**	**845,704.42**	for Vehicles

Police Department

Fire Department

Mission Statement

To protect lives and property from fire, environmental incidents and other emergencies, and disasters whether natural or manmade, through proactive fire prevention, public education events, code management and enforcement activities, life safety education events, emergency preparedness, and emergency incident response. The City of Marlin Fire Department strives with excellence through advanced training and fire ground tactics to maintain a safe community that encourages economic prosperity, community well being, desirable neighborhoods, and places of public gathering for all.

Description

A true customer service organization, the City of Marlin Fire Department responded to 421 incidents in 2010. This included structure fires, vehicle fires, grass/brush fires, auto extrication, water rescues, medical emergencies assist, hazardous material situations, and other emergencies. Additionally, the department responds to non-emergency calls which include animal rescues, lockouts, water evacuation, and many other service calls when the citizen or other departments cannot find help from other resources. The City of Marlin Fire Department also offers Pre incident plans to the citizens of Marlin in home or business. The City of Marlin Fire Department maintains hydrant inspection / maintenance, hose testing, street signs, in house training, along with multiple other task that keeps the department in compliance with TCFP, NFPA, TRRN, FEMA, HOTCOG, HOTRAC, NIMSCAST and other federal entities.

Manpower Summary

Fire Chief	1.0
Asst. Chief	1.0
Captain	2.0
Lieutenant/Code	1.0
Fire Fighter	6.0
Part-Time	4.0

GENERAL FUND EXPENSES		09/10	10/11	11/12
Fire – Dept. 012	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
Salaries/Wages	101	265,744.00		357,872.00
Part-time Wages				20,000.00
Overtime Compensation				25,000.00
Holiday Benefit				0.00
Salary Total			294,010.00	402,872.00
Group Insurance	110	22,000.00	21,875.00	42,075.00
Life Benefit	111	0.00	566.68	1,001.00
FICA-City	115	19,930.80	22,507.72	30,215.40
Retirement-City	116.01	18,894.00	16,459.18	28,644.19
Incentive Pay	112	0.00	0.00	2,750.00
Office Supplies	210	150.00	400.00	300.00
Street Sign Supplies	211	0.00	2,100.00	2,000.00
Oil/Gas	225	3,100.00	9,500.00	4,900.00
General Supplies	226	5,800.00	10,000.00	5,500.00
Uniforms	255	1,000.00	5,000.00	2,000.00
Advertising	320	400.00	0.00	1,800.00
Office Equipment/Maintenance	410	1,000.00	300.00	1,100.00
Personal Training/Travel	510	2,500.00	6,400.00	5,000.00
Dues	530	500.00	800.00	2,000.00
Telephone	610	1,000.00	1,500.00	950.00
Gas for Heat	615	2,200.00	1,300.00	2,000.00
Electricity	620	2,400.00	8,500.00	3,000.00
Vehicle Repairs	710	900.00	5,500.00	5,000.00
Building Repairs	720	600.00	1,350.00	1,000.00
Equipment Repairs	730	4,100.00	14,000.00	3,000.00
Radio Repair	750	815.00	1,300.00	1,000.00
Administrative	815	873.00	1,000.00	1,500.00
Furniture/Office	910	700.00	900.00	1,000.00
Vehicle Lease	915	18,702.00	18,884.89	0.00
Dept. Asset	919	0.00	0.00	0.00
Machinery/Equipment	925	7,000.00	3,000.00	7,000.00
Emergency Management Coordina	101	0.00	427.96	2,500.00
Inspection/TCFP	118	0.00	2,033.98	4,300.00
Training Facility	926	0.00	6,810.00	1,500.00
SubTotal		**380,308.80**	**456,425.41**	**565,907.59**

Fire Department

Code Enforcement / Animal Control

Mission Statement

The Code Enforcement Office's mission is to enforce the provisions of the code in which the city has adopted, to ensure the safety and welfare of all citizens as well as keep up dated with all State and local laws that will affect the City.

Mission Statement

The Animal Control Officer's mission is to ensure City Ordinances are abided by as they pertain to the different animals also to raise public awareness for Citizens on health and safety issues.

The mission for Animal Control for FY 2011/2012 is to implement an acceptable Animal Shelter and have in operation by the end of this fiscal year. The Animal Control Officer will also secure a Code Enforcement Certification to help Fire and Police enforce City codes.

Description

The Code Enforcement has the authority to render interpretations of the adopted codes and to make suggestions to Council and City management to adopt policies and procedures in order to clarify the application of its provisions. The Building Official shall receive application, review construction documents so permits may be issued. The Building Official shall issue all necessary notices or orders to ensure compliance with the City codes. The Building Official shall make all required inspections or appoint a deputy to do so.

Description

The Animal Control Officer works under the supervision of the Police Chief, enforces ordinances and work along with citizens for the safety of the animals and the citizens. This department is also responsible for euthanizing animals and the health of animal in the custody of the City of Marlin.

The Animal Control Department utilizes many youth probation performing community service.

Manpower Summary

Animal Control and Code Enforcement Certification	1.0

GENERAL FUND EXPENSES		09/10	10/11	11/12
Code Enforcement – Dept. 15	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
Salaries/Wages	101	8,915.00	7,800.00	24,960.00
Group Insurance	110	1,022.00	0.00	4,511.00
FICA-City	115	682.00	580.00	2,017.00
Retirement-City	116.01	465.00	0.00	1,909.00
Office Supplies	210	200.00	46.83	250.00
Oil/Gas	225	0.00	140.00	1,500.00
General Supplies	226	200.00	725.00	1,000.00
Advertising	320	150.00	0.00	500.00
Contractual Srvs	331	14,000.00	20,000.00	28,200.00
Office Equip/Maint	410	0.00	1,076.54	0.00
Personal Training/Travel	510	0.00	1,402.22	0.00
Dues	530	0.00	0.00	0.00
Telephone	610	250.00	500.00	600.00
Vehicle Repairs	710	0.00	21.00	500.00
Building/Grounds**	920	0.00	0.00	36,000.00
Administrative	815	0.00	111.00	200.00
Property Clean Up	910.5	0.00	14,000.00	15,000.00
SubTotal		**25,884.00**	**46,402.59**	**117,147.00**

** Multi-Purpose Building Lease Purchase next to City Hall.

Streets

Mission Statement

The Street Department's mission is to provide maintenance for streets and drainage areas; perform construction jobs as needed and to citizens complaints relative to streets and drainage problems.

Description

The Street Department is responsible for the repair of streets; motor grading unpaved streets; street sweeping; truck hauling (dirt, sand, gravel, asphalt, equipment); special pickup and public nuisance removal. The department also removes dilapidated structures.

Manpower Summary

Laborer	2.0

GENERAL FUND EXPENSES

Street – Dept. 016	**CODE**	09/10 **AMENDED**	10/11 **AMENDED**	11/12 **BUDGETED**
Salaries/Wages	101	40,000.00		41,600.00
Overtime Compensation				4,000.00
Salary Total			51,711.00	45,600.00
Group Insurance	110	10,092.00	11,656.27	7,650.00
Life Benefit	111	0.00	182.00	182.00
FICA-City	115	3,375.00	3,956.47	3,420.00
Retirement-City	116.01	3,199.50	3,578.54	3,242.16
Incentive Pay	112	0.00	0.00	500.00
Office Supplies	210	0.00	0.00	100.00
Oil/Gas	225	15,000.00	18,218.90	12,500.00
General Supplies	226	100.00	35,000.00	1,000.00
Gravel/Asphalt	230	4,000.00	27,000.00	7,500.00
Insecticides	240	0.00	0.00	500.00
Uniforms	255	750.00	625.00	1,000.00
Contractual Srvs	331	0.00	2,000.00	5,000.00
Telephone	610	950.00	850.00	750.00
Gas for Heat	615	2,000.00	1,600.00	2,000.00
Electricity	620	100,000.00	134,000.00	90,000.00
Vehicle Repair	710	5,000.00	9,000.00	6,000.00
Equipment Repair	730	8,500.00	47,000.00	10,000.00
Administrative	815	50.00	300.00	250.00
Vehicle	915	0.00	0.00	5,000.00
Dept. Asset	919	0.00	0.00	0.00
Building/Grounds	920	50.00	8,000.00	5,000.00
Machinery/Equipment	925	33,092.00	52,000.00	5,000.00
SubTotal		**226,158.50**	**406,678.18**	**212,194.16**

Street Department

Transfer Station

Mission Statement

The Transfer Station's mission is to provide a convenience station for the disposal of items that are not available for curb pickup. The Transfer Station is open for public use on a limited basis.

Description

The Transfer Station is open for public use on a limited basis.

Other Expenses

GENERAL FUND EXPENSES		09/10	10/11	11/12
Sanitation – Dept. 017	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
Contractual Srvs	331	522,000.00	578,815.00	628,650.00
Sanitation Tax Paid	500	42,000.00	39,827.00	48,000.00
Salaries	101	0.00	3,000.00	0.00
Telephone	610	0.00	450.00	0.00
City Waste Disposal Fee		0.00	6,400.00	0.00
Tire Recycling	332	0.00	0.00	2,500.00
SubTotal		**564,000.00**	**628,492.00**	**679,150.00**

GENERAL FUND EXPENSES		09/10	10/11	11/12
Cemetery – Dept. 019	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
Contractual Srvs	331	34,000.00	37,000.00	41,200.00
SubTotal		**34,000.00**	**37,000.00**	**41,200.00**

GENERAL FUND EXPENSES		09/10	10/11	11/12
Airport – Dept. 020	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
Electricity	620	1,500.00	2,200.00	2,000.00
Equipment Repairs	730	6,100.00	600.00	3,000.00
SubTotal		**7,600.00**	**2,800.00**	**5,000.00**

GENERAL FUND EXPENSES		09/10	10/11	11/12
Tax Office – Dept 005	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
Advertising	320	0.00	300.00	300.00
Appraisal District	342	30,000.00	38,000.00	38,000.00
Tax Assessor/Collector	342.01	4,600.00	4,363.00	4,399.00
SubTotal		**34,600.00**	**42,663.00**	**42,699.00**

GENERAL FUND EXPENSES	08/09	09/10	10/11	11/12
Community Promo. – Dept. 009	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
Meals on Wheels	820	400.00	1,150.00	600.00
Marlin Civic Center	840	2,400.00	2,400.00	2,400.00
Marlin Library	845	38,000.00	40,500.00	40,500.00
Marlin Volunteer Fire Dept	855	0.00	3,000.00	3,000.00
Youth Activities/Sports Events	846	0.00	5,000.00	7,000.00
Park Expansion/Spray Park	841	0.00	0.00	15,000.00
ED Marketing Materials	847	0.00	7,700.00	2,000.00
Hotel/Motel Occ Tax (Chamber)	850	27,800.00	37,000.00	30,000.00
SubTotal		**68,600.00**	**96,750.00**	**100,500.00**

GENERAL FUND EXPENSES		09/10	10/11	11/12
Bond Payments – Dept. 010	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
First State Bank Loan	889.4	0.00	0.00	11,060.00
Street/Drainage/Capital Loan Rep:	888	0.00	105,478.13	90,000.00
1998 GO Refunding Prinicpal	888.3	104,329.00	103,509.38	94,500.00
1998 GO Refunding Interest	889.3	38,368.00	5,368.12	28,395.00
SubTotal		**142,697.00**	**214,355.63**	**223,955.00**

Bond Payments

GENERAL FUND EXPENSES		09/10	10/11	11/12
General Rehab Fund	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
Contingency Fund		0.00	**5,372.00**	**76,228.89**
SubTotal		**0.00**	**5,372.00**	**76,228.89**

Other Bank Funds

This portion has been added to improve the audit rating. Each account must have an income and expense line item.

GENERAL FUND EXPENSES		10/11	11/12
Fire Department Fund	**CODE**	**AMENDED**	**BUDGETED**
General Expense	226.1	16,704.57	0.00
SubTotal		**16,704.57**	**0.00**

GENERAL FUND EXPENSES		10/11	11/12
Main Street Fund	**CODE**	**AMENDED**	**BUDGETED**
General Expense	226.1	0.00	0.00
SubTotal		**0.00**	**0.00**

GENERAL FUND EXPENSES		10/11	11/12
City Park Fund	**CODE**	**AMENDED**	**BUDGETED**
General Expense	226.1	0.00	0.00
SubTotal		**0.00**	**0.00**

GENERAL FUND EXPENSES		10/11	11/12
All Kids Play Fund	**CODE**	**AMENDED**	**BUDGETED**
General Expense	226.1	979.70	0.00
SubTotal		**979.70**	**0.00**

GENERAL FUND EXPENSES		10/11	11/12
Seizure Fund Fund	**CODE**	**AMENDED**	**BUDGETED**
General Expense	226.1	10,114.02	0.00
SubTotal		**10,114.02**	**0.00**

GENERAL FUND EXPENSES		10/11	11/12
City Refuse Fund	**CODE**	**AMENDED**	**BUDGETED**
General Expense	226.1	544,139.08	0.00
SubTotal		**544,139.08**	**0.00**

GENERAL FUND EXPENSES		10/11	11/12
Hotel Motel Tax Fund	**CODE**	**AMENDED**	**BUDGETED**
General Expense	226.1	38,592.42	0.00
SubTotal		**38,592.42**	**0.00**

GENERAL FUND EXPENSES		10/11	11/12
Animal Shelter Fund	**CODE**	**AMENDED**	**BUDGETED**
General Expense	226.1	0.00	0.00
SubTotal		**0.00**	**0.00**

GENERAL FUND EXPENSES		10/11	11/12
Annual Blues Festival	**CODE**	**AMENDED**	**BUDGETED**
General Expense	226.1	1,792.47	0.00
SubTotal		**1,792.47**	**0.00**

GENERAL FUND EXPENSES		10/11	11/12
National Night Out Fund	**CODE**	**AMENDED**	**BUDGETED**
General Expense	226.1	2,593.17	0.00
SubTotal		**2,593.17**	**0.00**

GENERAL FUND EXPENSES		10/11	11/12
Drug Confiscation Fund	**CODE**	**AMENDED**	**BUDGETED**
General Expense	226.1	500.00	0.00
SubTotal		**500.00**	**0.00**

GENERAL FUND EXPENSES		10/11	11/12
GF Improvement Fund	**CODE**	**AMENDED**	**BUDGETED**
General Expense	226.1	280,724.75	
SubTotal		**280,724.75**	**0.00**

GENERAL FUND EXPENSES		10/11	11/12
Municipal Court General Fund	**CODE**	**AMENDED**	**BUDGETED**
General Expense	226.1	455,802.42	
SubTotal		**455,802.42**	**0.00**

GENERAL FUND EXPENSES		10/11	11/12
Municipal Court Tech Fund	**CODE**	**AMENDED**	**BUDGETED**
General Expense	226.1	6,505.26	
SubTotal		**6,505.26**	**0.00**

GENERAL FUND EXPENSES		10/11	11/12
Municipal Court Security Fund	**CODE**	**AMENDED**	**BUDGETED**
General Expense	226.1	21,521.47	
SubTotal		**21,521.47**	**0.00**

GENERAL FUND EXPENSES		10/11	11/12
SECO Grant Fund	**CODE**	**AMENDED**	**BUDGETED**
General Expense	226.1	30,141.61	
SubTotal		**30,141.61**	**0.00**

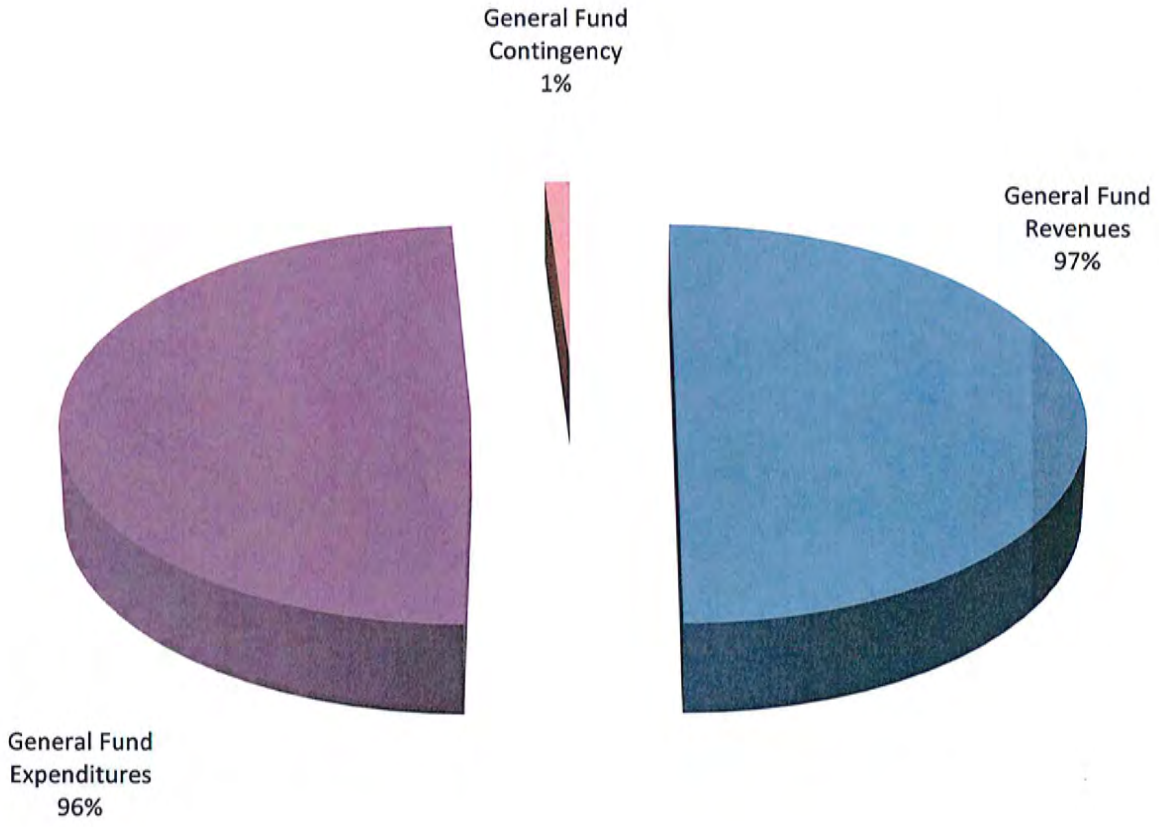
GENERAL FUND EXPENSES		10/11	11/12
Department of Justice Grant Fu	**CODE**	**AMENDED**	**BUDGETED**
General Expense	226.1	10,000.00	0.00
SubTotal		**10,000.00**	**0.00**

GENERAL FUND EXPENSES		10/11	11/12
Dingrando Park Fund	**CODE**	**AMENDED**	**BUDGETED**
General Expense	226.1	0.00	0.00
SubTotal		**0.00**	**0.00**

This portion has been added to improve the audit rating. Each account must have an income and expense line item.

Other Bank Funds

General Fund Totals

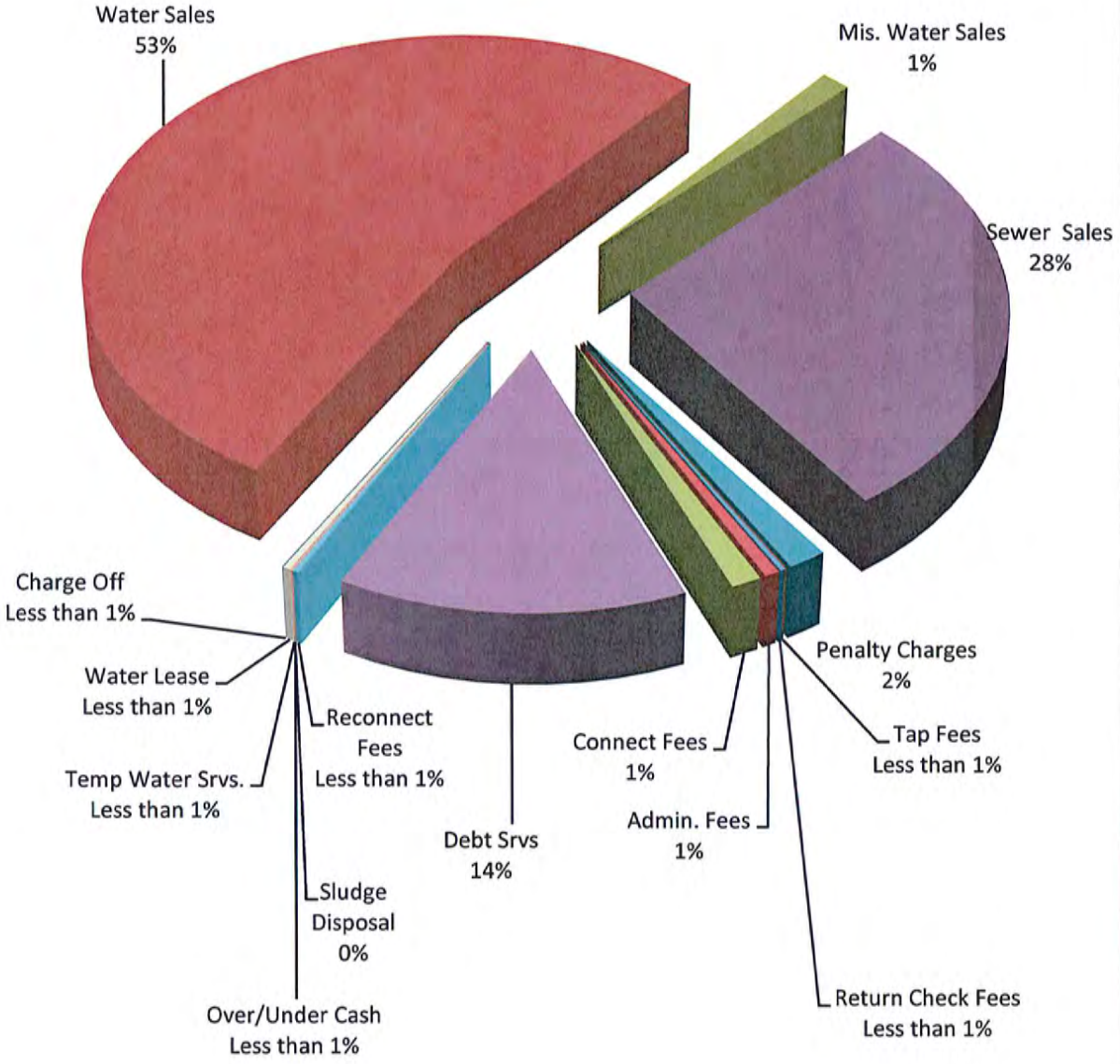


	AMENDED	10/11 AMENDED	11/12 BUDGETED
GENERAL FUND REVENUES	**2,998,822.00**	**3,579,190.64**	**3,559,834.63**
GENERAL FUND EXPENDITURES	**2,985,287.94**	**3,573,818.12**	**3,483,605.74**
TOTAL GENERAL FUND	**13,534.06**	**5,372.52**	**76,228.89**

General Fund Totals

WATER & SEWER FUND REVENUES

Water/Sewer Charges & Fees

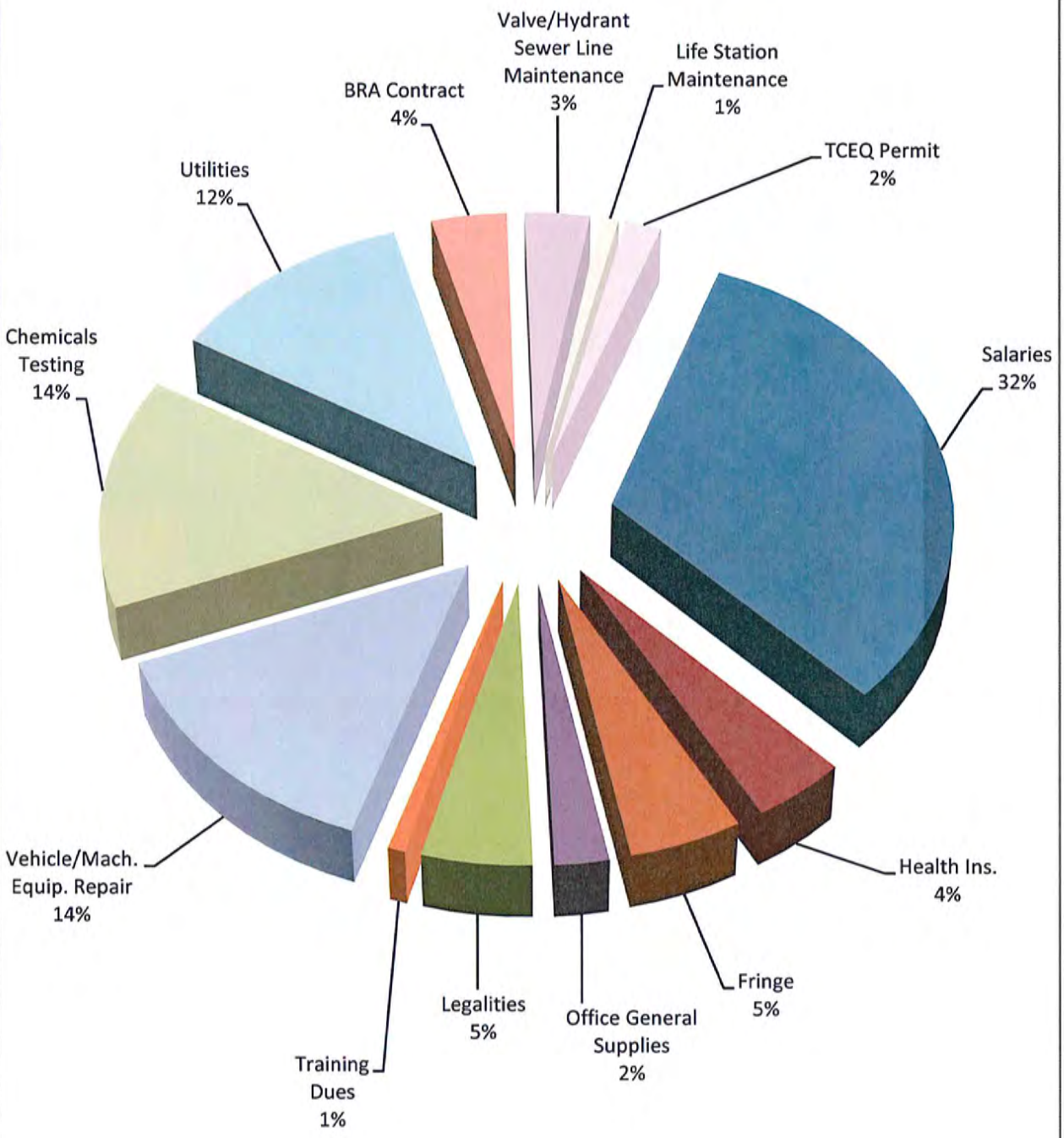


WATER FUND REVENUE		09/10	10/11	11/12
Water/Sewer Charges & Fees	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
Charge off Account	320	100.00	0.00	100.00
Water Sales	431	1,475,000.00	1,537,052.64	1,526,008.00
Mis. Water Sales	431	6,200.00	0.00	40,000.00
Sewer Service	432	702,000.00	789,576.73	806,008.00
Penalty Charges	433	40,000.00	50,239.46	45,000.00
Tap Fees	433	2,000.00	800.00	1,000.00
Return Check Fees	434	1,900.00	4,700.00	5,660.00
Admin Fee	435	11,000.00	17,804.31	17,000.00
New Connect Fee	436	28,000.00	35,998.27	35,000.00
Debt Service Charge	618.12	311,556.00	320,189.54	402,000.00
Reconnect Fee	437	12,500.00	6,000.00	7,000.00
Miscellaneous-Sludge Disposal	457	25,000.00	0.00	0.00
Cash Over/Under	438	50.00	10.00	50.00
Temporary Water Service	447.1	500.00	1,100.00	1,350.00
Water Lease		0.00	9,000.00	9,000.00
SubTotal		**2,615,806.00**	**2,772,470.95**	**2,895,176.00**

WATER REHAB REVENUE		09/10	10/11	11/12
Rehab Revenue	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
Water Rehab	431.1	145,000.00	162,367.20	160,000.00
SubTotal		**145,000.00**	**162,367.20**	**160,000.00**

WATER & SEWER FUND EXPENDITURES

Total Water Fund



Utility Administration

Mission Statement

The Utility Administration Office is responsible for the billing and collection of water, sewer and sanitation receivables in a timely and accurate manner. The Utility Administration Office also provides services to the citizens of Marlin for billing questions and concerns, connects, disconnects, transfers meter readings, etc.

Our Vision:

To be an efficient provider of superior water and wastewater service and a leader in the water industry.

Our Mission is to:

- Provide professional customer service at all times.
- Provide accurate and timely services vital to the health and safety of Marlin citizens and our customers.
- Provide excellent response to the needs of our customers at a fair and reasonable cost.
- Value and respect our employees.
- Continuously plan for the future.

Strategic Goals:

- Review current procedures and seek areas to improve.
- To have accurate water bills.
- Better customer service.
- Better office communications.
- Better organization.

Manpower Summary

Water Office Supervisor	1.0
Permit Clerk	1.0
Data Clerk	2.0
H.R. Manager	0.5
Admin. Asst. Payroll	0.5

WATER FUND EXPENSES

Utility Admin.–Dept. 030	CODE	09/10 AMENDED	10/11 AMENDED	11/12 BUDGETED
Salaries/Wages	101	64,673.69		108,912.00
Overtime Compensation				3,000.00
Salary Total			97,520.10	111,912.00
Group Insurance	110	4,500.00	4,910.24	11,475.00
Life Benefit	111	0.00	325.00	273.00
FICA-City	115	4,850.00	7,430.33	8,393.40
Retirement-City	116.01	2,598.00	6,817.92	7,956.94
Incentive Pay	112	0.00	0.00	750.00
Office Supplies/Postage	210	13,000.00	9,000.00	8,500.00
Oil/Gas	225	200.00	0.00	0.00
General Supplies	226	1,500.00	100.00	1,700.00
Refunds	311	0.00	0.00	0.00
Chargebacks/Return	312	0.00	0.00	0.00
Insurance/Bonding	315	35,000.00	44,249.50	45,000.00
Advertising	320	1,550.00	600.00	1,500.00
Legal/Professional***	330	13,000.00	6,000.00	10,800.00
Contractual Srvs	331	8,000.00	1,500.00	15,000.00
Office Equip/Maint	410	10,000.00	4,500.00	7,000.00
Personnel Training/Travel	510	200.00	600.00	500.00
Telephone	610	1,500.00	1,650.00	1,500.00
Vehicle Repair	710	0.00	100.00	0.00
Administrative	815	2,800.00	1,700.00	2,200.00
Dept. Asset	919	0.00	0.00	0.00
Building/Grounds	920	34,172.00	40,000.00	40,000.00
SubTotal		**197,543.69**	**227,003.09**	**274,460.34**

*** Includes professional website

Utility Administration

Water Production

Mission Statement

The mission of the Water Production Department is to supply quality water for household, industrial and fire fighter use at a reasonable rate, and to continue seeking a more cost effective method of producing and distributing potable water. The Water Treatment Plant is operated twenty-four (24) hours a day and must be monitored closely to ensure that quality water is produced at all times to meet state and federal water quality requirements.

Description

The Water Production Plant is operated by a certified water license holder. It is monitored 24 hours a day to ensure that quality water is produced at all times to meet state and federal water quality regulations. The plant is a recently constructed facility with state of the art capabilities and micro-filtration system. Construction complete in 2009.

Manpower Summary

Water Superintendant	1.0
Crewleader/Operator	2.0
Operator Techs	4.5

WATER FUND EXPENSES

Water Treatment - Dept. 031	**CODE**	09/10 **AMENDED**	10/11 **AMENDED**	11/12 **BUDGETED**
Salaries/Wages	101	230,000.00		195,540.00
Overtime Compensation				20,285.00
Holiday Benefit				0.00
Salary Total			195,055.00	215,825.00
Group Insurance	110	25,000.00	26,711.43	30,600.00
Life Benefit	111	0.00	508.77	728.00
FICA-City	115	17,250.00	14,919.56	16,186.87
Retirement-City	116.01	16,353.00	13,288.36	15,345.15
Incentive Pay	112	0.00	0.00	2,000.00
Office Supplies	210	500.00	500.00	500.00
Chemicals	220	220,510.00	214,238.23	200,000.00
Oil/Gas	225	2,000.00	7,315.45	10,000.00
General Supplies	226	7,000.00	8,200.00	5,000.00
Uniforms	255	250.00	1,363.42	1,050.00
Advertising	320	100.00	500.00	500.00
Contractual Srvs	331	2,500.00	3,300.00	10,000.00
340 Engineering	340	0.00	9,610.00	4,000.00
Personnel Training/Travel	510	1,500.00	2,500.00	5,000.00
Dues	530	0.00	1,510.00	2,000.00
Telephone	610	2,800.00	2,100.00	3,000.00
Electricity	620	140,000.00	155,630.00	135,000.00
Vehicle Repair	710	1,500.00	1,300.00	2,500.00
Building Repair	720	1,000.00	500.00	5,000.00
Equipment Repair	730	12,000.00	5,000.00	10,000.00
Sample Testing Fees	800	13,000.00	13,600.00	15,000.00
Water Rights Contract	810	64,000.00	76,705.00	75,000.00
Administrative	815	8,000.00	1,500.00	800.00
Dept. Asset	919	0.00	0.00	0.00
Building/Grounds	920	30,000.00	7,000.00	5,000.00
Machinery/Equipment	925	1,500.00	15,000.00	10,000.00
SubTotal		**796,763.00**	**777,855.22**	**780,035.02**

Water Treatment Plant

Waste Water Collection

Mission Statement

The mission of the Wastewater Collection Department is to continue upgrading the system and have a dependable method of transportation for the wastewater collection of Marlin and allow a safer and healthier environment for the public utility maintenance personnel.

Description

The Wastewater Collection department is responsible for the location, maintenance and repairs to lift stations and sewer plant. Staff also helps with utility repair and dam maintenance.

Manpower Summary

Wastewater Operator	2.0

WATER FUND EXPENSES

Sewer – Dept. 032	**CODE**	09/10 **AMENDED**	10/11 **AMENDED**	11/12 **BUDGETED**
Salaries/Wages	101	8,000.00		53,372.00
Overtime Compensation				7,500.00
Salary Total			46,835.45	60,872.00
Group Insurance	110	7,000.00	8,760.00	7,650.00
Life Benefit	111	0.00	80.00	182.00
FICA-City	115	600.00	3,580.28	4,565.40
Retirement-City	116.01	600.00	3,328.24	4,328.00
Incentive Pay	112	0.00	0.00	500.00
Office Supplies	210	50.00	300.00	300.00
Chemicals	220	50,000.00	5,400.00	50,000.00
Oil/Gas	225	1,800.00	10,000.00	7,000.00
General Supplies	226	1,000.00	4,500.00	3,000.00
Uniforms	255	100.00	150.00	450.00
Advertising	320	0.00	1,000.00	800.00
Personnel Training/Travel	510	0.00	1,000.00	1,200.00
Telephone	610	1,200.00	1,600.00	1,200.00
Electricity	620	75,000.00	130,000.00	100,000.00
Vehicle Repair	710	500.00	3,000.00	5,000.00
Building Repair	720	0.00	0.00	2,500.00
Equipment Repair	730	2,000.00	4,600.00	10,000.00
Samples Testing Fee	800	15,000.00	21,000.00	20,000.00
Administrative	815	0.00	0.00	0.00
WW Violation	900	0.00	0.00	0.00
Vehicles	915	0.00	0.00	0.00
Dept. Asset	919	0.00	0.00	0.00
Machinery/Equipment	925	500.00	5,000.00	5,000.00
Hobby Lift Station	925.01	8,500.00	4,800.00	6,000.00
McDonalds' Lift Station	925.02	1,500.00	2,000.00	3,000.00
City Park Lift Station	925.03	200.00	1,500.00	3,000.00
Lift Station TDC	925.04	800.00	1,500.00	3,000.00
Lift Station Rock Dam	925.05	500.00	2,300.00	3,000.00
Annual TCEQ Permits	926	34,420.00	34,015.00	36,000.00
SubTotal		**209,270.00**	**296,248.97**	**338,547.40**

Sewer Plant

Water Utility

Mission Statement

The mission of the Water Utility Department is to upgrade the system and develop and implement preventative maintenance programs, which will enable crews to effectively perform their jobs in a professional manner and ensure the public a continued supply of water with the least amount of service interruptions.

Description

The Water Utility Department currently has a preventative maintenance program, which includes hydrants, valves, distribution lines, and all equipment. This department is responsible for the maintenance of all water meters. All maintenance personnel are currently being trained and certified in all areas involving increased productivity and safety awareness which will result in public satisfaction and economical operating procedures for all maintenance personnel.

Manpower Summary

Public Works Operations Supervisor	1.0
Equipment Operator	2.0
Laborers	4.0
Meter Readers	2.0

WATER FUND EXPENSES

Utilities – Dept. 033	**CODE**	09/10 **AMENDED**	10/11 **AMENDED**	11/12 **BUDGETED**
Salaries/Wages	101	198,090.00		219,024.00
Overtime Compensation				28,000.00
Salary Total			189,278.81	247,024.00
Group Insurance	110	27,000.00	20,791.00	34,425.00
Life Benefit	111	0.00	375.00	819.00
FICA-City	115	15,000.00	14,497.00	18,526.80
Retirement-City	116.01	14,500.00	9,902.45	17,563.40
Incentive Pay	112	0.00	0.00	2,250.00
Chemicals	220	100.00	0.00	500.00
Oil/Gas	225	15,000.00	23,000.00	20,000.00
General Supplies	226	3,700.00	48,000.00	20,000.00
Valve/Hydrant Replacement	226.01	200.00	1,800.00	5,000.00
Water Line Maintenance	226.02	4,000.00	15,000.00	20,000.00
Sewer Line Maintenance	226.03	2,300.00	20,000.00	20,000.00
Water Service Maintenance	226.04	3,000.00	10,000.00	20,000.00
Uniforms	255	1,100.00	1,800.00	1,200.00
Advertising	320	0.00	0.00	0.00
Contractual Srvs	331	20,000.00	1,000.00	10,000.00
Personnel Training/Travel	510	1,500.00	2,000.00	3,000.00
Telephone	610	3,200.00	2,700.00	3,000.00
Vehicle Repairs	710	4,000.00	6,000.00	20,000.00
Equipment Repair	730	12,000.00	43,000.00	30,000.00
Administrative	815	100.00	1,000.00	1,000.00
Vehicle	915	21,000.00	0.00	20,000.00
Dept. Asset	919	0.00	0.00	0.00
Building/Grounds	920	500.00	0.00	36,000.00
Machinery/Equipment	925	4,000.00	32,000.00	40,000.00
SubTotal		**354,290.00**	**442,144.26**	**590,308.20**

** Multi-Purpose Building Lease Purchase next to City Hall.

WATER FUND EXPENSES		09/10	10/11	11/12
Transfers	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
Transfer Out to General	881	375,000.00	427,466.04	375,000.00
SubTotal		**375,000.00**	**427,466.04**	**375,000.00**

WATER FUND EXPENSES		09/10	10/11	11/12
Grant Match	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
2011/2012 TDHCA Surveys		0.00	0.00	10,000.00
2009/2010 TxCDBG ORCA		64,000.00	6,984.00	0.00
SubTotal		**64,000.00**	**6,984.00**	**10,000.00**

WATER FUND EXPENSES		09/10	10/11	11/12
TCEQ Fine Negotiation	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
3 Year Settlement- Agreed Order		15,000.00	15,000.00	15,000.00
SubTotal		**15,000.00**	**15,000.00**	**15,000.00**

WATER FUND EXPENSES		09/10	10/11	11/12
Bond Indebtedness – Dept. 010	**CODE**	**AMENDED**	**AMENDED**	**BUDGETED**
1998 GO Refunding Prinicpal	888.3	139,266.50	155,093.54	115,500.00
1998 GO Refunding Interest	889.3	16,995.00	7,548.75	11,468.00
Combo Tax Rev Series 2005A CWSRF		15,000.00	500.00	15,000.00
Combo Tax Rev Series 2005B DWSRF		200,000.00	222,756.30	260,000.00
Citizens State Bank		60,457.44	0.00	0.00
SubTotal		**431,718.94**	**385,898.59**	**401,968.00**

WATER FUND EXPENSES
FY 09/10

Water Rehab Fund

Water Rehab Expense - 999.1 **CODE**

Beginning Cash Balance	420,000.00
Projected Annual Income	200,000.00
Total Projected Revenue	**620,000.00**

			10/11 AMENDED	11/12 BUDGETED
Pavement Repairs	331	70,000.00	70,116.70	20,000.00
Oil & Gas	225	20,000.00	0.00	10,000.00
Gravel/Asphalt/Conrt Repairs	230	70,000.00	84,026.59	50,000.00
Valve, Hydrant, Meter Replaceme	226.01	40,000.00	47,453.38	40,000.00
Water Line Maintenance Repairs	226.02	55,000.00	68,523.83	20,000.00
Sewer Line Maintenance Repairs	226.03	20,000.00	13,150.50	10,000.00
Machinery/Equipment	925		64,275.34	10,000.00
Total Expense		**275,000.00**	**347,546.34**	**160,000.00**

Water Rehab Reserve

Reserve #1	250,000.00
Reserve #2	45,000.00
Reserve #3	50,000.00
Total Reserve	**345,000.00**

620,000.00

Other Water Funds

This portion has been added to improve the audit rating. Each account must have an income and expense line item.

WATER FUND EXPENSES		10/11	11/12
Consumer Deposit Fund	**CODE**	**AMENDED**	**BUDGETED**
General Expense	226.1	48,528.87	0.00
SubTotal		**48,528.87**	**0.00**

WATER FUND EXPENSES		10/11	11/12
Water Debt Service Fund	**CODE**	**AMENDED**	**BUDGETED**
General Expense	226.1	647,656.66	0.00
SubTotal		**647,656.66**	**0.00**

WATER FUND EXPENSES		10/11	11/12
Brushy Creek Funds	**CODE**	**AMENDED**	**BUDGETED**
General Expense	226.1	0.00	
SubTotal		**0.00**	**0.00**

WATER FUND EXPENSES		10/11	11/12
TWDB Clean Water Fund	**CODE**	**AMENDED**	**BUDGETED**
General Expense	226.1	111,361.59	0.00
SubTotal		**111,361.59**	**0.00**

WATER FUND EXPENSES		10/11	11/12
CDBG Grant Fund	**CODE**	**AMENDED**	**BUDGETED**
General Expense	226.1	169,340.54	0.00
SubTotal		**169,340.54**	**0.00**

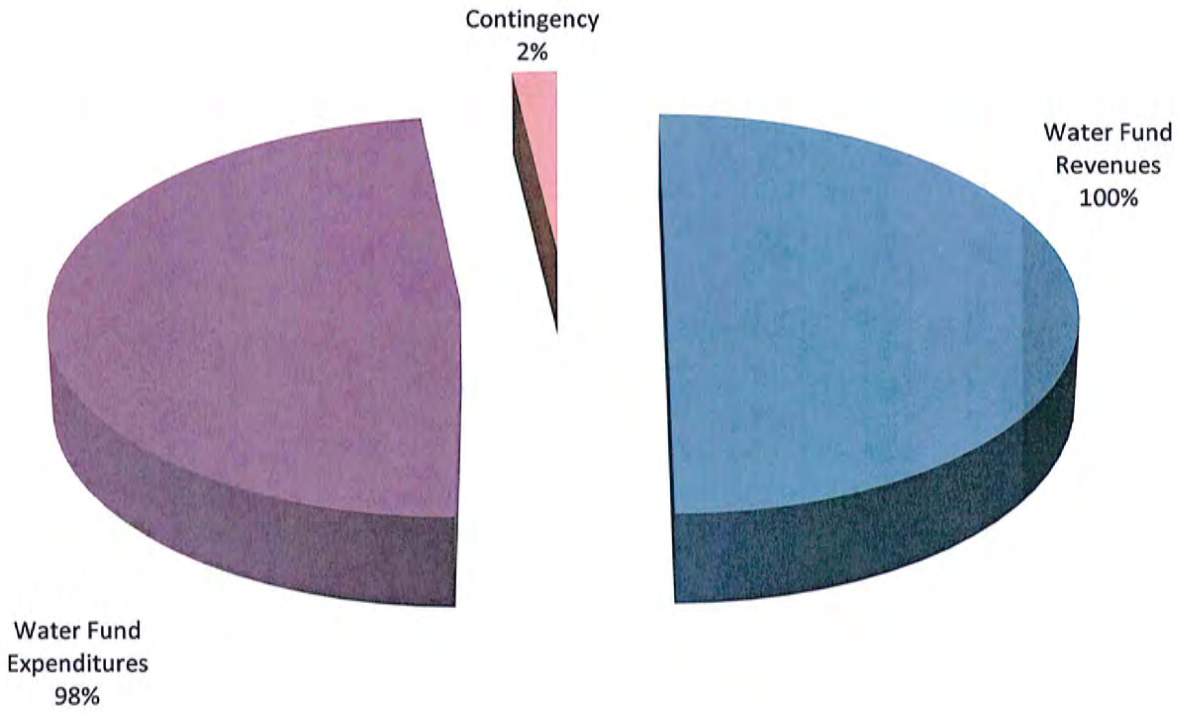
WATER FUND EXPENSES		10/11	11/12
TWDB Drinking Water Fund	**CODE**	**AMENDED**	**BUDGETED**
General Expense	226.1	234,841.41	0.00
SubTotal		**234,841.41**	**0.00**

WATER FUND EXPENSES		10/11	11/12
TWDB ARRA Fund	**CODE**	**AMENDED**	**BUDGETED**
General Expense	226.1	2,128,689.28	0.00
SubTotal		**2,128,689.28**	**0.00**

WATER FUND EXPENSES		10/11	11/12
Water Rehab Fund	**CODE**	**AMENDED**	**BUDGETED**
General Expense	226.1	270,988.26	0.00
SubTotal		**270,988.26**	**0.00**

WATER FUND EXPENSES		10/11	11/12
First Street Fund	**CODE**	**AMENDED**	**BUDGETED**
General Expense	226.1	0.00	0.00
SubTotal		**0.00**	**0.00**

Water Fund Totals



	09/10 AMENDED	10/11 AMENDED	11/12 BUDGETED
WATER AND SEWER FUND REVENUES	**2,615,806.00**	**2,772,470.95**	**2,895,176.00**
WATER AND SEWER FUND EXPENDITURES	**2,443,585.63**	**2,578,600.17**	**2,785,318.96**
TOTAL WATER & SEWER FUND	**172,220.37**	**193,870.78**	**109,857.04**

Water Fund Totals