



CITY COUNCIL

Mayor: Ritch Wheeler
Position 1: Ron Raymaker
Position 2: Ted Fletcher
Position 3: Byron Bevers
Position 4: Charlie Bradt
Position 5: Michael McLeod

CITY STAFF

City Administrator – Kathie Reyer
Finance Director – Lisa Wasner
Police Chief – Raymond Shaw
Public Works Director – Joseph Peart
Asst. Public Work Director – Kenny Eickelberg
Community Dev. Manager – Jackie Thompson
IT Manager – Chris Grizzaffi
Communications Manager – Debbie Pilcher
City Secretary – Courtney Clary

2018 – 2019 ADOPTED BUDGET

BUDGET WORKSHOP - AUGUST 10, 2018 and AUGUST 11, 2018



The budget will raise more total property taxes than last year's budget by \$11,513.26 due to new property to the tax roll this year.

Tax Rate Comparison

2017 Property Tax Rates

Property Tax Rate	\$0.2099/\$100
Effective Tax Rate	\$0.2108/\$100
Effective Maintenance & Operations Rate	\$0.2442/\$100
Rollback Tax Rate	\$0.3279/\$100
Debt Rate	\$0.2166/\$100
Total Amount of Debt Obligations	\$2,337,875

2018 Property Tax Rates

Property Tax Rate	\$0.1799/\$100
Effective Tax Rate	\$0.1809/\$100
Effective Maintenance & Operations Rate	\$0.2211/\$100
Rollback Tax Rate	\$0.4161/\$100
Debt Rate	\$0.1774/\$100
Total Amount of Debt Obligations	\$2,341,475



Record Vote

Members Present

- | | | | |
|---|---------------------------------|---|-----------------------------------|
| 1 | <u>Mayor M. Ritchey Wheeler</u> | 4 | <u>Byron Bevers, Position 3</u> |
| 2 | <u>Ron Raymaker, Position 1</u> | 5 | <u>Charlie Bradt, Position 4</u> |
| 3 | <u>Ted Fletcher, Position 2</u> | 6 | <u>Michael McLeod, Position 5</u> |

Members Voting For:

- | | | | |
|---|---------------------------------|---|-----------------------------------|
| 1 | <u>Ron Raymaker, Position 1</u> | 4 | <u>Charlie Bradt, Position 4</u> |
| 2 | <u>Ted Fletcher, Position 2</u> | 5 | <u>Michael McLeod, Position 5</u> |
| 3 | <u>Byron Bevers, Position 3</u> | 6 | <u></u> |

Members Voting Against:

- | | | | |
|---|---------|---|---------|
| 1 | <u></u> | 4 | <u></u> |
| 2 | <u></u> | 5 | <u></u> |
| 3 | <u></u> | 6 | <u></u> |

Members Present but Not Voting:

- | | | | |
|---|---------------------------------|---|---------|
| 1 | <u>Mayor M. Ritchey Wheeler</u> | 2 | <u></u> |
|---|---------------------------------|---|---------|

Members Absent:

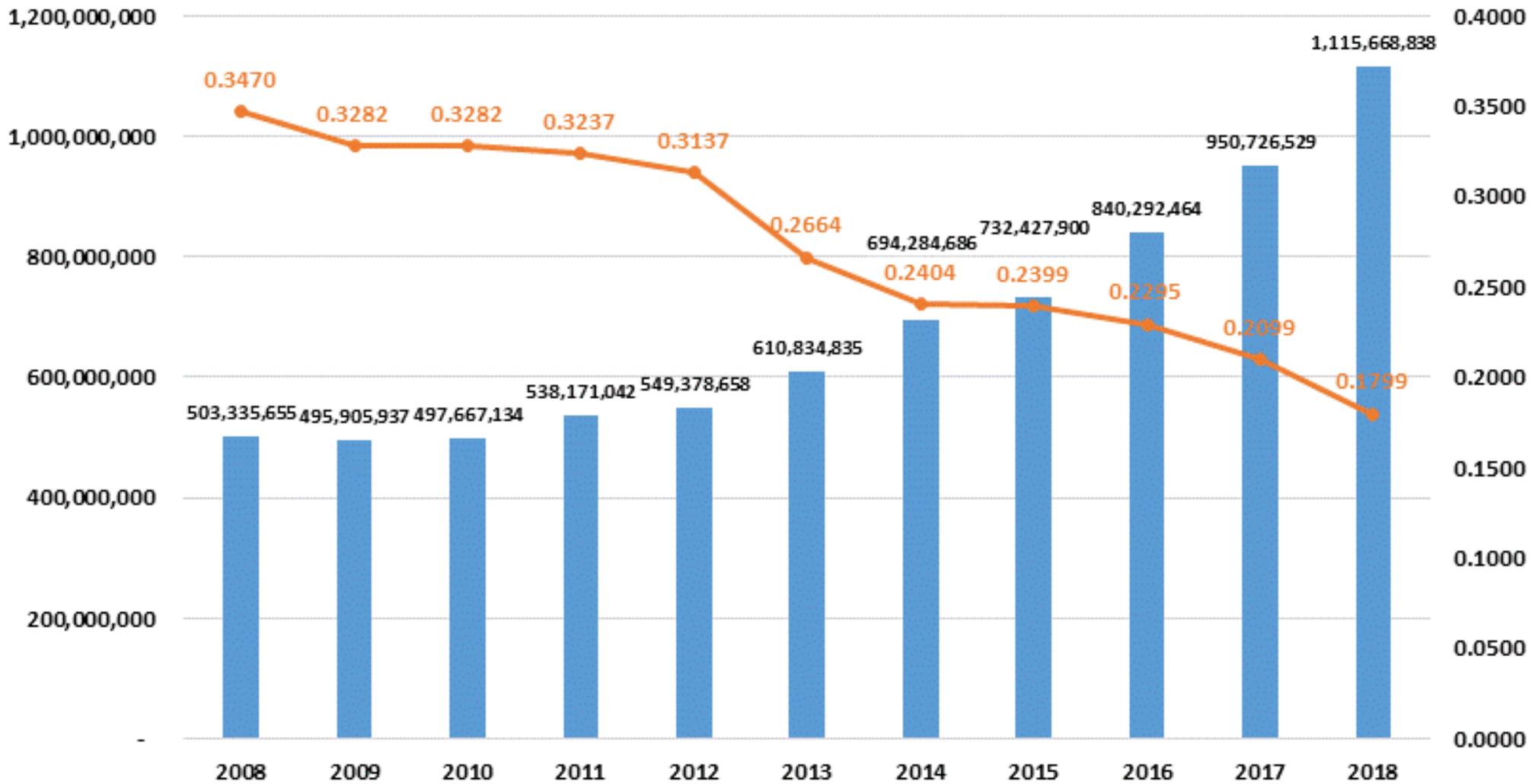
- | | | | |
|---|---------|---|---------|
| 1 | <u></u> | 2 | <u></u> |
|---|---------|---|---------|



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Historical Overview of Ad Valorem Taxable Value & Tax Rate





2018 - 2019 Adopted Budget

100-00 General Fund Revenue

					2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-00-49-491000	Development Fees				8,000	8,000	8,998	-	5,075	-	10,675
100-00-50-511000	Property Taxes				903,692	897,486	894,245	866,341	872,467	875,637	887,265
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	<i>Tax val. 1,115,668,838 (M&O rate.0810/\$100)</i>	1	903,692	903,692							
100-00-50-512000	Drink Tax				287,100	261,000	217,745	242,756	270,808	258,032	240,786
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	<i>Historical + 10% increase [sales & new businesses]</i>	1	287,100	287,100							
100-00-51-513000	Sales Tax				5,766,930	5,440,500	4,780,717	5,231,000	5,417,396	5,276,380	5,924,677
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	<i>Based on historical</i>	1	5,766,930	5,766,930							
100-00-52-521000	Building Permits				450,000	376,600	276,468	435,000	475,032	401,000	524,607
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	<i>Based on historical [new building rates]</i>	1	450,000	450,000							
100-00-52-521400	Other Permits				15,000	11,000	12,160	8,000	16,596	14,000	20,335
100-00-53-530100	Gas				30,000	30,000	5,962	31,100	28,449	33,100	30,786
100-00-56-530300	Electric				275,100	262,000	23,019	259,286	291,525	242,400	258,467
100-00-53-530500	Cable				32,000	28,000	32,448	32,000	23,500	19,000	28,540
100-00-53-530600	Telephone				125,000	125,000	90,917	120,000	147,239	130,000	133,316
100-00-54-541900	Code Enforcement Violation				1,200	1,500	930	-	1,045	1,000	-
100-00-54-543100	Pool Use Fees				13,599	16,399	9,181	15,114	15,767	13,350	15,988
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	<i>Non-resident memberships</i>	4	150	600							
	<i>Swim lessons (resident)</i>	42	50	2,100							
	<i>Reimbursement for gas, Sharks & other rentals</i>	1	1,650	1,650							
	<i>Swim lessons (non-resident)</i>	6	100	600							
	<i>Daily swim</i>	13	5	65							
	<i>Shenandoah Sharks lease</i>	1	8,500	8,500							
	<i>Water aerobics</i>	4	21	84							



2018 - 2019 Adopted Budget

					2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-00-55-551000	Court Fines				10,000	8,500	8,263	18,700	7,799	21,000	18,040
100-00-54-543100	Court Fees				5,000	4,700	4,140	12,000	3,517	12,000	9,952
100-00-56-561000	Interest				5,000	5,000	4,151	5,100	7,487	4,800	4,727
100-00-56-561100	Leases				12,000	16,200	18,200	21,600	21,600	21,600	21,600
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	EMT Bay Rental	12	1,000	12,000							
100-00-56-561500	Payment in Lieu of Taxes				40,000	40,000	40,000	60,182	70,600	-	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Memorial Hermann Agreement	1	40,000	40,000							
100-00-56-566700	Undesignated				25,000	30,000	8,790	115,000	17,254	60,000	29,232
100-00-56-568500	Transfer from MDD				626,959	560,500	-	535,875	496,532	510,053	445,041
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Financial audit	1	4,800	4,800							
	80% Woodlands Fire Dept. agreement	1	540,003	540,003							
	Administration/CPI personnel (252 hrs. benefits)	1	14,230	14,230							
	Finance personnel (58 hrs. + benefits)	1	2,126	2,126							
	Staff time for projects	1	15,000	15,000							
	Police Holiday Overtime	1	12,000	12,000							
	Shenandoah Business Association	1	8,000	8,000							
	25% legal	1	30,000	30,000							
	Incode fees	1	800	800							
100-00-57-571200	Transfer from CVB				150,767	142,435	63,390	129,787	145,338	123,370	103,168
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Property, liability, & Worker's Comp	1	1,426	1,426							
	Hang banners	1	5,000	5,000							
	Cleaning services	12	162	1,944							
	10% finance personnel	1	16,641	16,641							
	10% administration fees	1	75,274	75,274							
	15% Legal	1	18,000	18,000							
	10% Audit	1	2,500	2,500							
	Auto insurance - ford explorer	1	597	597							
	Employee medical/dental/buy up insurance	12	1,555	18,660							
	10% incode fees	1	2,900	2,900							
	Technology costs	1	7,825	7,825							



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-00-57-571200 Transfer from Water & Sewer				298,273	340,797	171,064	351,097	367,805	351,669	327,272
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Plant grounds maintenance</i>	1	400	400						
	<i>Property/liability</i>	1	19,702	19,702						
	<i>15% legal</i>	1	18,000	18,000						
	<i>10% finance personnel</i>	1	16,641	16,641						
	<i>Dental/medical/life/AD&D</i>	12	8,448	101,376						
	<i>10% administration fees</i>	1	75,274	75,274						
	<i>Auto insurance</i>	1	1,895	1,895						
	<i>Rent</i>	12	2,666	31,992						
	<i>40% audit</i>	1	10,000	10,000						
	<i>25% Incode fees</i>	1	7,250	7,250						
	<i>Technology costs</i>	1	15,743	15,743						
100-00-58-580000 Proceeds from Sale of Capital Assets				45,000	51,000	32,000	51,000	38,409	56,000	17,000
Revenue Total				9,125,621	8,656,617	6,702,791	8,540,938	8,741,240	8,424,391	9,051,474



2018 - 2019 Adopted Budget

100-09 Shenandoah Business Association

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-09-62-621000	Consulting/Professional Services			400	400	-	-	-	-	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	SBA report layout/production	1	400	400						
100-09-62-624200	Postage			300	300	-	-	-	-	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	SBA report	1	300	300						
100-09-62-624500	Printing			1,800	1,800	-	-	-	-	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	SBA brochure	1	1,800	1,800						
100-09-67-670300	Public Relations			5,500	5,500	-	-	-	-	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Business development	1	2,000	2,000						
	Stadium Night promo items	1	3500	3500						
Activity in additional GL accounts no longer used in 2018 - 2019 Budget Year				-	-	-	-	-	-	-
Shenandoah Business Association Total				8,000	8,000	-	-	-	-	-

Administration Department

The Administration Department oversees a variety of services at the core of the City of Shenandoah. These services include accounting and auditing, budget preparation, economic development, human resources, investments, payroll, purchasing, risk management, facility management, tax-related issues and utility services. Also included are communications. All department directors and department heads report to the City Administrator.

Kathie Reyer
City Administrator
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281-298-5522





2018 - 2019 Adopted Budget

100-11 Administration

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-11-61-611000	Salaries & Wages			352,840	490,592	303,826	432,742	460,681	411,413	409,077
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	4 Staff	1	335,559	335,559						
	Severance Agreement Payout	1	17,281	17,281						
100-11-61-611100	Education Pay			2,400	4,800	1,314	2,400	4,586	2,400	2,887
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Records Clerk (Bachelor's)	12	200	2,400						
100-11-61-611400	Overtime			500	1,500	127	1,500	1,284	1,500	1,385
100-11-61-611600	Longevity Pay			370	1,690	880	1,865	1,345	1,625	1,665
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	4 Staff	1	370	370						
100-11-61-61200	Elected Officials			64,900	64,900	39,725	64,900	68,751	64,900	60,219
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Council Member 1	25	410	10,250						
	Council Member 2	25	410	10,250						
	Council Member 3	25	410	10,250						
	Council Member 4	25	410	10,250						
	Council Member 5	25	410	10,250						
	Mayor	25	546	13,650						
100-11-61-612001	Part Time			19,290	-	-	-	-	-	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	1 Staff	1	19,290	19,290						
100-11-61-614100	Retirement			55,427	89,990	49,661	81,610	81,125	74,719	73,504
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	4 Staff	1	55,427	55,427						
100-11-61-614400	FICA/Medicare Tax			32,352	44,237	25,141	41,520	35,200	40,630	34,656
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	4 Staff	1	32,352	32,352						
100-11-61-614500	Unemployment			2,970	3,240	982	2,970	317	2,970	1,753
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	5 Staff & 6 Elected Officials	1	2,970	2,970						



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-11-62-621000	Consulting/Professional Services			13,650	19,070	7,265	14,250	37,285	14,550	26,643
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>City Administrator Bond Renewal</i>	1	150	150						
	<i>City Council Photography</i>	1	500	500						
	<i>Legal Recording Fees</i>	1	1,000	1,000						
	<i>Newsletter Layout/Production</i>	2	200	400						
	<i>Newsletter Mailing Service</i>	2	300	600						
	<i>Municode Ordinance Codification</i>	1	5,000	5,000						
	<i>Sales Tax Consulting Service</i>	4	1,500	6,000						
100-11-62-621300	Legal			130,000	130,000	96,995	130,000	265,545	130,000	190,477
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Additional Legal Services</i>	1	10,000	10,000						
	<i>Annual Contract</i>	12	10,000	120,000						
100-11-62-624200	Postage			1,200	3,350	4,200	5,634	1,032	5,851	1,430
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Fedex, UPS and Misc. Postage Charges</i>	1	350	350						
	<i>Postage for processing Newsletter (Annual)</i>	1	850	850						
100-11-62-624500	Printing			1,250	3,750	216	7,884	2,179	7,251	4,132
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Office Forms and Business Cards</i>	1	750	750						
	<i>Residential/Business Communications</i>	1	500	500						
100-11-62-624600	Legal Notices			1,500	3,500	9,566	4,500	3,280	4,500	4,519
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Notices</i>	1	1,500	1,500						
100-11-63-630800	Uniforms And Safety Gear			1,100	1,450	-	1,500	543	1,500	530
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>5 Staff</i>	5	100	500						
	<i>6 Council Members</i>	12	50	600						
100-11-63-631000	Operating Supplies			15,650	13,800	11,388	21,420	19,110	19,575	19,846
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Annual Employee Service Awards</i>	1	900	900						
	<i>Budget Workshop Meals</i>	2	250	500						
	<i>Employee Appreciation Dinner</i>	1	12,000	12,000						
	<i>Employee Celebrations</i>	4	75	300						
	<i>Heberts Christmas Certificate For employees</i>	65	30	1,950						



2018 - 2019 Adopted Budget

					2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-11-63-631200	Office Supplies				1,000	2,400	985	4,400	3,163	4,750	1,745
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	<i>Pens, Pads, Staples, Etc.</i>	1	1,000	1,000							
100-11-63-631400	Office Equipment & Furnishings				1,700	3,850	1,967	3,850	3,386	5,750	5,471
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	<i>Office Furnishings</i>	1	500	500							
	<i>Office furnishings records clerk</i>	1	1,200	1,200							
100-11-63-631500	Building & Grounds Supplies				800	500	-	300	101	300	360
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	<i>Event table cloths</i>	1	300	300							
	<i>Municipal outdoor bulletin board</i>	1	500	500							
100-11-67-670100	Elections				11,000	10,000	9,809	8,000	10,514	8,000	10,197
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	<i>Joint Election</i>	1	11,000	11,000							
100-11-67-670300	Public Relations				10,000	16,500	2,520	34,000	16,474	24,000	4,248
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	<i>David's Dream Run</i>	1	2,500	2,500							
	<i>Promotional items</i>	1	500	500							
	<i>Sponsorships</i>	1	2,000	2,000							
	<i>UTZ Senior Demand Response Program</i>	1	5,000	5,000							
100-11-67-670900	Dues/Memberships				2,045	4,110	2,904	4,800	4,362	3,815	3,721
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	<i>Conroe Chamber of Commerce</i>	1	175	175							
	<i>Constant Contact Software</i>	6	70	420							
	<i>Houston-Galveston Area Council (HGAC)</i>	1	200	200							
	<i>Texas Assoc. of Municipal Info. Officers (TAMIO)</i>	1	100	100							
	<i>Texas City Management Assoc. (TCMA)</i>	1	150	150							
	<i>Texas Municipal League</i>	1	900	900							
	<i>TM Clerks</i>	1	100	100							
100-11-67-672000	Publications				300	420	1,189	420	120	420	232
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	<i>Election Law Manual Supplement Update</i>	1	50	50							
	<i>Municipal Law Manual Supplement Update</i>	1	50	50							
	<i>Texas Election Law</i>	1	140	140							
	<i>Texas Local Government Code Annual</i>	1	60	60							



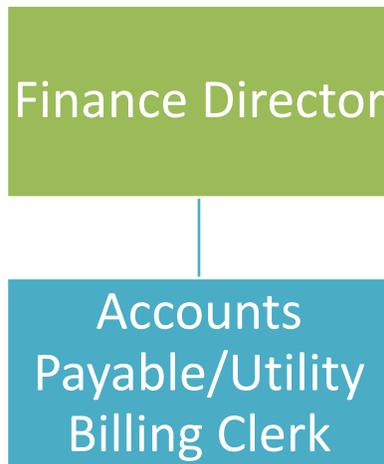
2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-11-67-672300 Travel/Training				30,500	29,600	4,864	31,600	16,725	24,284	7,311
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>City Administrator</i>	1	4,500	4,500						
	<i>City Secretary</i>	1	3,000	3,000						
	<i>Communication Specialist</i>	1	1,500	1,500						
	<i>Records Clerk</i>	1	1,500	1,500						
	<i>Council Members</i>	5	2,500	12,500						
	<i>Mayor</i>	1	3,500	3,500						
	<i>Special Training (City Wide)</i>	1	2,000	2,000						
	<i>Travel expense for City Administrator</i>	1	2,000	2,000						
Activity in additional GL accounts no longer used in 2018 - 2019 Budget Year				-	121,631	55,074	93,141	83,674	139,054	122,704
Administration Total				752,743	1,064,880	630,597	995,206	1,120,781	993,757	988,712

Finance Department

The Finance Department manages all financial aspects of the City, such as accounting and auditing, budget preparation, investments, purchasing, risk management, tax-related issues, and utility billing.

Lisa Wasner, Finance Director
LWasner@shenandoahtx.us
832-585-8174





2018 - 2019 Adopted Budget

100-12 Finance

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-12-61-611000	Salaries & Wages			130,912	256,252	109,521	253,107	262,658	240,479	242,091
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	2 Staff	1	130,912	130,912						
100-12-61-611400	Overtime			600	1,000	357	1,000	2,135	1,000	85
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	1 Staff	1	600	600						
100-12-61-612000	Part Time			11,000						
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	1 Staff	1	11,000	11,000						
100-12-61-611600	Longevity Pay			1,240	1,940	1,325	1,700	1,700	1,195	1,460
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	2 Staff	1	1,240	1,240						
100-12-61-614100	Retirement			22,953	45,469	20,323	42,783	45,442	38,883	38,693
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	2 Staff	1	22,953	22,953						
100-12-61-614400	FICA/Medicare Tax			10,998	19,829	8,426	19,570	19,149	18,565	17,264
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	2 Staff	1	10,998	10,998						
100-12-61-614500	Unemployment			540	1,080	486	1,080	36	1,080	684
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	2 Staff	1	540	540						
100-12-62-620100	Operating Services			20,350	18,790	14,833	16,390	19,337	15,590	15,920
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Annual ETS compliance fee (credit cards)	1	150	150						
	Appraisal share (quarterly basis)	4	4,600	18,400						
	ETS fees for credit card usage (monthly)	12	150	1,800						
100-12-62-621000	Consulting/Professional Services			24,945	26,000	20,459	26,000	23,953	26,325	27,348
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Annual audit (General Fund and Water/Sewer)	1	19,095	19,095						
	Annual audit (MDD)	1	4,500	4,500						
	Filing of SEC Disclosure	1	750	750						
	Fraud Hotline	1	600	600						



2018 - 2019 Adopted Budget

					2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-12-62-624200	Postage				1,440	1,380	781	1,380	1,359	1,320	1,412
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	A/P check mailing	12	90	1,080							
	FedEx/UPS and misc. postage charges	12	30	360							
100-12-62-624500	Printing				100	230	193	230	-	265	252
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Business cards	1	100	100							
100-12-62-624600	Legal notices				800	500	683	-	1,094	-	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	2018 tax rate notice	1	500	500							
	Misc. legal notices	1	300	300							
100-12-63-630800	Uniforms And Safety Gear				200	400	245	400	275	400	246
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	2 staff uniform shirts (2 each)	4	50	200							
100-12-63-631000	Operating Supplies	890			890	800	397	625	528	825	735
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	1099 supplies	1	40	40							
	Bank deposit slips	1	75	75							
	Envelopes and check stock for A/P	1	400	400							
	Ink for MICR printer (checks)	1	375	375							
100-12-63-631200	Office Supplies				600	900	555	1,200	600	750	509
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Budget Book Supplies	1	250	250							
	Computer supplies (keyboards, mouse)	1	100	100							
	Staples, pens, pads, specialty paper, etc.	1	250	250							
100-12-67-670900	Dues/Memberships				225	435	342	465	390	520	375
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Gov't Finance Officer's Assoc. (yearly)	1	150	150							
	Gov't Finance Officer's Assoc. of Texas- Fin. Dir.	1	60	60							
	Gulf Coast-GFOA- Fin. Dir.	1	15	15							
100-12-67-672000	Publications				100	100	-	200	10	200	64
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Gov't updates	1	100	100							



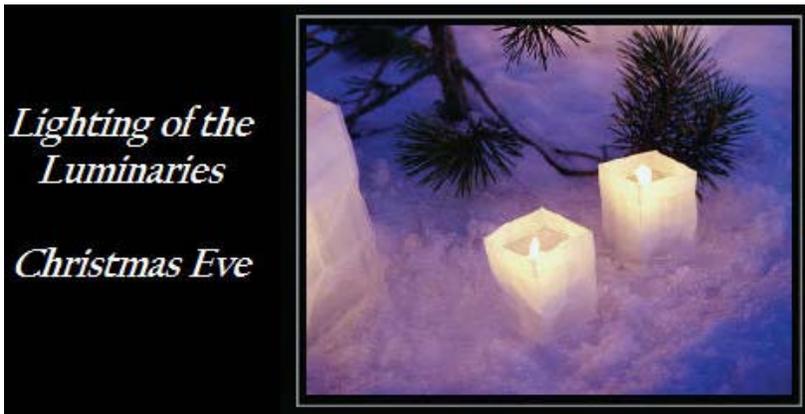
2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-12-67-672300 Travel/Training				3,970	4,515	2,254	5,000	2,570	5,000	3,332
<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
Accounts Payable Clerk	1	300	300							
GFOAT Meetings	2	35	70							
GFOAT-Finance Director	1	700	700							
Add'l Training - Finance Director	1	800	800							
Tyler Connect-Finance Director	1	2,000	2,000							
Webinars- Financial Updates	1	100	100							
Activity in additional GL accounts no longer used in 2018 - 2019 Budget Year				-	22,090	17,525	18,090	20,785	3,700	3,691
Finance Total				231,863	401,710	198,705	389,220	402,020	356,097	354,161

Community Outreach

Community Outreach is a more simplified department and exists to ensure purchasing for community relations is centralized and transparent. This department is managed by various individuals to include the City Secretary, the Finance Director and the City Administrator; however, there is no staff member directly assigned to this department.

The Shenandoah Civic Club is delegated authority for expenditures from this department for budgeted community events and activities. These events and activities include, but are not limited to, Lighting of the Angels, the Lighting of the Luminaries, the Easter Egg hunt, Adult Swim and Yard of the Month.





2018 - 2019 Adopted Budget

100-14 Community Outreach

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-14-67-670300	Public Relations			3,930	3,800	-	-	-	-	1,050
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Sign Inserts	72	15	1,080						
	Magnets	1	500	500						
	Totes	1	1,000	1,000						
	Misc	1	720	720						
	Utility Billing Inserts	2	65	130						
	Blue Ribbon	1	500	500						
100-14-67-670303	Community Garage Sale			125	84	-	390	267	440	349
100-14-67-670307	Easter Egg Hunt			3,700	2,934	2,442	3,765	2,531	3,285	3,038
100-14-67-670308	Goodbye Summer			1,500	-	-	-	-	-	-
100-14-67-670312	Luminaries			4,600	4,284	3,606	3,840	3,204	3,350	2,150
100-14-67-670317	Independence Celebration & Parade			1,500	-	-	-	-	-	-
100-14-67-670315	Summer Pool Party			1,500	917	432	940	627	-	-
100-14-67-670318	Arbor Day			350	375	314	415	246	75	73
100-14-67-670323	Lighting Of The Angels			16,500	18,069	15,946	15,985	14,572	22,005	13,779
100-14-67-670330	Adult Night at the Pool			450	449	-	400	-	400	-
	Activity in additional GL accounts no longer used in 2018 - 2019 Budget Year			-	782	-	1,550	2,932	600	405
Community Outreach Total				34,155	31,694	22,739	27,285	24,379	30,155	20,845

Non-Department

Non-Department was created in the 2011-2012 fiscal year and is for all expenditures of City-wide nature. This includes insurance (medical, property/liability/auto), tuition reimbursement, incentive pay as well as transfers for debt service. These expenditures are budgeted here for transparency purposes and so other departments can be analyzed year over year based on true expenditures specific to that department.

As with Community Outreach, there are no staff members within this department and it is managed by the City Administrator and the Finance Director.



2018 - 2019 Adopted Budget

100-17 Non-Department

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-17-61-611500	Incentive Pay			\$ 20,000	\$ 35,000	\$ 6,000				
100-17-61-614000	Dental Life/AD&D			\$ 56,508	\$ 56,163	\$ 38,766	\$ 57,552	\$ 53,293	\$ 47,676	\$ 54,187
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Current dental enrollment	12	3,984	47,808						
	Current Life/D&D	12	317	3,804						
	Add'l budgeted staff (3) - dental	12	387	4,644						
	Add'l budgeted staff (3) - Life/AD&D	12	21	252						
100-17-61-614100	Retirement			\$ 3,414	\$ 6,140	\$ 1,064	\$ -	\$ -	\$ -	\$ -
100-17-61-614200	Group Insurance			\$ 844,692	\$ 772,973	\$ 536,490	\$ 720,000	\$ 724,427	\$ 543,060	\$ 63,816
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Current medical enrollment	12	60,370	724,440						
	Add'l budgeted employees (3)	12	5,570	66,840						
	6.75% rate increase	1	53,412	53,412						
100-17-61-614400	FICA/Medicare			\$ 1,530	\$ 2,678	\$ 459				
100-17-61-614300	Workers Compensation			\$ 54,000	\$ 52,000	\$ 50,337	\$ 52,000	\$ 55,769	\$ 59,000	\$ 51,597
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Based on estimated payroll	1	54,000	54,000						
100-17-63-631000	Operating Supplies - City Hall			\$ 3,640	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Breakroom Supplies	12	125	1,500						
	Gym Water	12	20	240						
	Paper goods for City Hall	12	150	1,800						
	Postage Machine supplies	1	100	100						
100-17-67-671900	Tuition Reimbursement			\$ 15,000	\$ 15,000	\$ -	\$ 25,000	\$ 5,195	\$ 25,000	\$ 11,567
100-17-67-673100	Insurance-Auto			\$ 28,325	\$ 27,500	\$ 24,550	\$ 28,800	\$ 28,724	\$ 32,445	\$ 27,819
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Based off current schedule (with addt'l vehicles)	1	28,325	28,325						
100-17-67-673500	Insurance-General Liability			\$ 29,700	\$ 28,800	\$ 28,964	\$ 28,800	\$ 28,724	\$ 32,445	\$ 27,819
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Based on current limits	1	29,700	29,700						



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-17-67-673700	Insurance-Real/Personal Property			\$ 35,800	\$ 31,965	\$ 31,332	\$ 28,800	\$ 29,848	\$ 30,983	\$ 28,449
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Buildings and contents</i>	1	34,000	34,000						
	<i>Mobile equipment</i>	1	1,800	1,800						
100-17-67-675400	Equipment Lease			1,980	-	-	-	-	-	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Postage Machine Lease</i>	12	165	1,980						
100-17-67-670900	Dues/Memberships			135	-	-	-	-	-	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Sam's Club Memberships</i>	3	45	135						
100-17-68-681300	Transfer to Debt Service - Property Tax			740,586	741,999	-	866,341	709,780	875,637	946,409
100-17-68-681400	Transfer to Capital Projects			1,291,790	64,862	291,192	118,637	417,609	672,967	914,347
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Gym Ceiling Fan</i>	1	5000	5000						
	<i>Access Gates</i>	1	18,405	18,405						
	<i>Laserfiche Avante Upgrade</i>	1	29,460	29,460						
	<i>Website Re-Design</i>	1	11,500	11,500						
	<i>Handheld Radios</i>	1	27,675	27,675						
	<i>City Reserve Maintenance</i>	1	45,000	45,000						
	<i>Codification of Ordinances</i>	1	4,750	4,750						
	<i>Fiber to the Home (**Paid Out of Reserves**)</i>	1	1,150,000	1,150,000						
100-17-68-681700	Transfer to trash fund			250,349	214,361	214,361				
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Based on 1,040 users at 12 months each</i>	12,480	20	250,349						
Activity in additional GL accounts no longer used in 2018 - 2019 Budget Year					29,000	24,002	97,996	263,136	622,699	607,864
Non-Department Total				3,377,449	2,078,442	1,247,516	2,023,926	2,316,506	2,941,912	2,733,874

Fire Services

The City of Shenandoah has a contract with The Woodlands Fire Department located on Grogan Mills Rd. for fire services throughout the whole city. The City provides patrol services to help with the cost of the contract as well. The expense for past contracts were shown in the Non-Department section of the General Fund expense budget but was requested to be in its own department for the 2017 – 2018 budget year.



2018 - 2019 Adopted Budget

100-18 Fire Services

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-18-62-621000	Consulting/Professional Services			675,004	640,302	441,658	576,744	591,164	544,800	630,816
	<i>Description</i>	<i>Units</i>	<i>Price</i>							
	<i>Fire services- The Woodlands (2019 5% increase)</i>	3	171,000	513,000						
	<i>Fire services-The Woodlands (2018)</i>	1	162,004	162,004						
Fire Services Total				675,004	640,302	441,658	576,744	591,164	544,800	630,816

Emergency Management

As emergency management has come to play an integral part in serving the community, the City created the Emergency Management Department in the 2011-2012 fiscal year. This department is overseen by the Chief of Police who is designated, by City ordinance, as the Emergency Management Coordinator. Supplies and equipment to facilitate the management of various emergency incidents are budgeted in this department.

There are no staff members specifically assigned to this department.



2018 - 2019 Adopted Budget

100-21 Emergency Management					2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-21-67-672300	Travel & Training				1,500	-	-	1,500	682	1,500	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	2019 Emergency Management conference	1	1,500	1,500							
100-21-62-620100	Operating Services				180			-		-	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	MCSO Radio Access	2	90	180							
100-21-63-631000	Operating Supplies				500	240	200	-	652	-	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Misc. Supplies	1	500	500							
Activity in additional GL accounts no longer used in 2018 - 2019 Budget Year						700	-	3,740	400	4,640	18,829
Emergency Management Total					2,180	940	200	5,240	1,734	6,140	18,829

Police Department

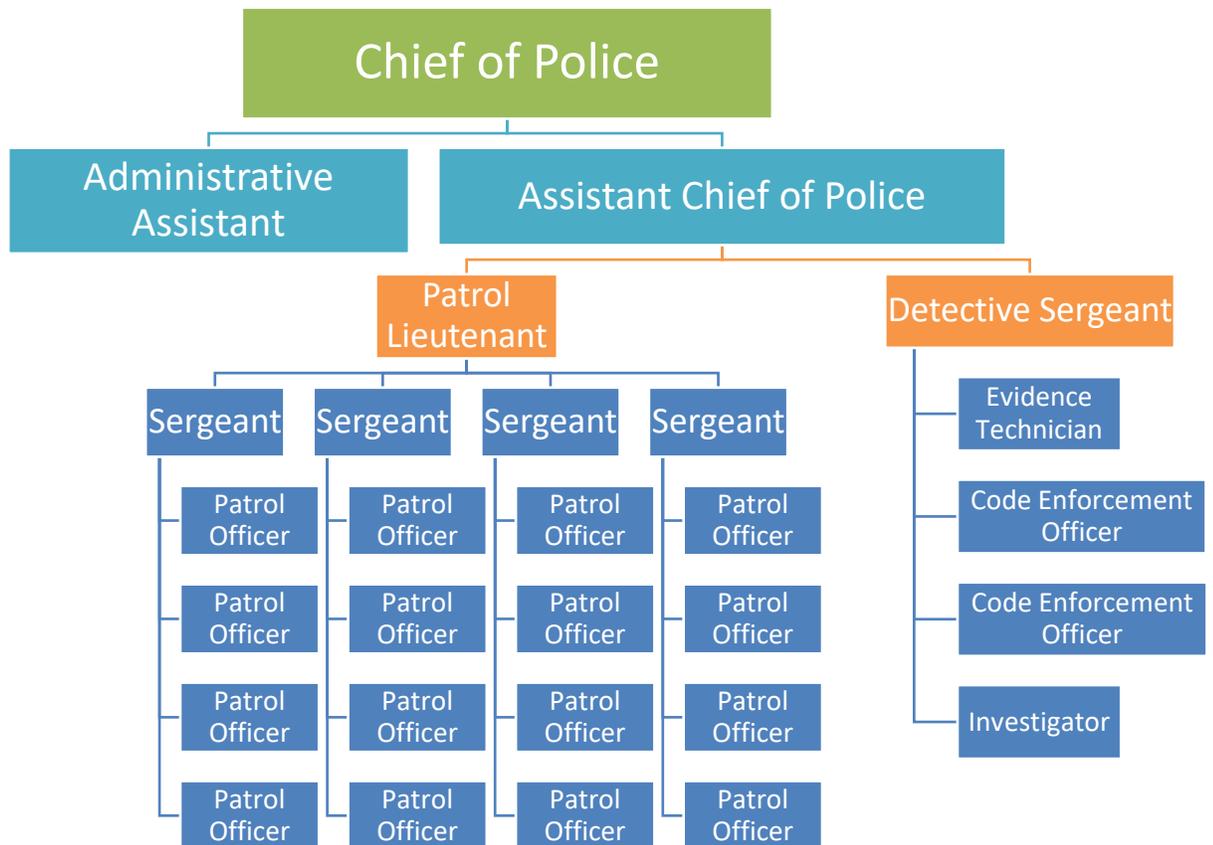
The Shenandoah Police Department exists to serve and partner with the community to maintain a safe environment with a high quality of life. The Police Chief manages 30 personnel to include sworn officers and an administrative assistant.

The Department utilizes the Areas of Responsibility (AOR) Program based on six geographic areas of the City with two officers assigned to each AOR. Officers are responsible for fostering and maintaining community partnerships and educating, evaluating and mitigating crime conditions. The Police Department also handles all Code Enforcement matters as well as safety and crime prevention, inspection and other related programs and responsibilities.

Raymond Shaw
Chief of Police

rshaw@shenandoahtx.us

832-585-8112





2018 - 2019 Adopted Budget

100-22 Police				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-22-61-61100	Salaries & Wages			1,852,631	1,650,865	1,092,975	1,706,283	1,592,764	1,588,685	1,577,871
	<i>Description</i>	<i>Units</i>	<i>Price</i>							
	25 staff (including holidays)	1	1,715,179							
	Night stipend (25 officers \$250/mo./6 mos. each)	12	2,000							
	2 additional officers (including holidays)	1	108,052							
	Night stipend (2 add'l officers \$250/month/6 mos.)	12	250							
	Training Coordinator stipend	12	200							
100-22-61-61110	Education Pay			13,800	8,400	7,351	16,200	10,874	16,200	14,062
	<i>Description</i>	<i>Units</i>	<i>Price</i>							
	L. Collins (Bachelor's)	12	200							
	C. Lehman (Bachelor's)	12	200							
	M. Owen (Associate's)	12	50							
	R. Picone (Associate's)	12	50							
	C. Pullen (Bachelor's)	12	200							
	P. Reade (Associate's)	12	50							
	J. Reuvers (Bachelor's)	12	200							
	Additional Officer (Bachelor's)	12	200							
100-22-61-61120	Certificate Pay			44,400	46,800	27,876	55,200	45,674	54,000	51,647
	<i>Description</i>	<i>Units</i>	<i>Price</i>							
	E. Bauer Intermediate Peace Officer Cert.	12	100							
	M. Bledsoe Master's Peace Officer Cert.	12	300							
	M. Brokhoeft Advanced Peace Officer Cert.	12	200							
	J. Burlison Advanced Peace Officer Cert.	12	200							
	L. Collins Advanced Peace Officer Cert.	12	200							
	T. Dunlap Master's Peace Officer Cert.	12	300							
	J. Ferrand Master's Peace Officer Cert.	12	300							
	K. Frantz Intermediate Peace Officer Cert.	12	100							
	J. Gordon Master's Peace Officer Cert.	12	300							
	C. Lehman Master's Peace Officer Cert.	12	300							
	C. McDuffie Intermediate Peace Officer Cert.	12	100							
	R. Picone Master's Peace Officer Cert.	12	300							
	C. Pullen Master's Peace Officer Cert.	12	300							
	J. Reuvers Master's Peace Officer Cert.	12	200							
	S. Upshaw Master's Peace Officer Cert.	12	300							
	Additional Officer Intermediate Peace Officer Cert.	12	100							
	Additional Officer Intermediate Peace Officer Cert.	12	100							



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-22-61-611400	Overtime			500	325	-	800	19,177	500	503
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Administrative Assistant</i>	1	500	500						
100-22-61-611401	Overtime - Court Testimony			1,496	1,748	1,170	1,530	825	1,598	184
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
		34	44	1,496						
100-22-61-611403	Overtime - FTO			4,312	3,680	2,026	1,800	12,948	1,880	3,548
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>2 Officers at 40 hrs. per week</i>	98	44	4,312						
100-22-61-611404	Overtime - Investigation			5,148	4,784	1,824	-	6,092	-	245
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>2.25 Hours per week</i>	117	44	5,148						
100-22-61-611405	Overtime - Late Call/Report			8,888	7,176	4,131	5,850	9,045	4,896	7,421
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>5 Hours per week</i>	202	44	8,888						
100-22-61-611406	Overtime - Shift Coverage			32,736	46,920	35,535	43,200	54,653	45,120	75,526
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>62 Hours per month</i>	744	44	32,736						
100-22-61-611407	Overtime - Special Events			6,512	5,152	9,927	3,240	10,371	5,452	15,902
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>HSS/LOTA/NNO</i>	148	44	6,512						
100-22-61-611408	Overtime - On Site Training			22,616	16,560	21,564	3,240	10,371	36,096	22,435
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Firearms/Force/Less Lethal/Medical</i>	514	44	22,616						
100-22-61-611409	Overtime - Crime Reduction Program			6,072	-	-	-	1,399	2,444	1,710
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
		138	44	6,072						
100-22-61-611413	Overtime - Bike Patrol			4,400	44,160	3,705	-	-	-	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>8 Hours per month</i>	100	44	4,400						



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-22-61-611414	Overtime - Holiday			12,000	8,715	8,650	11,235	10,305	10,840	10,840
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
		1	12,000	12,000						
100-22-61-611600	Longevity Pay			9,860	8,715	8,650	11,235	10,305	10,840	10,840
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	25 Staff	1	9,810	9,810						
	2 Add'l Officers	1	50	50						
100-22-61-614100	Retirement			358,555	327,971	227,198	317,833	303,349	287,077	284,137
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	25 Staff	1	339,403	339,403						
	2 Add'l Officers	1	19,152	19,152						
100-22-61-614400	FICA/Medicare Tax			159,129	142,292	95,161	145,311	130,174	137,066	129,125
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	25 Staff	1	150,629	150,629						
	2 Add'l Officers	1	8,500	8,500						
100-22-61-614500	Unemployment			7,830	6,750	3,888	6,750	414	6,210	4,278
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
		1	7,830	7,830						
100-22-61-614700	Allowances/Misc. Personnel Costs			24,000	24,000	18,000	24,000	22,000	24,000	23,570
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Police Chief Car Allowance	12	1,000	12,000						
	Asst.Police Chief Car Allowance	12	1,000	12,000						
100-22-62-621000	Consulting/Professional Services			22,270	19,500	5,813	16,000	16,723	14,760	18,065
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Accident drug testing	6	50	300						
	After hours phone support - cpd quarterly	4	3,000	12,000						
	Investigation DNA testing	2	2,500	5,000						
	Legal notices - found property	2	100	200						
	New hire physical test	2	50	100						
	New hire psychological test	4	200	800						
	S.A.N.E. kits	4	750	3,000						
	Towed vehicles	4	125	500						
	Vehicle docking station repairs	2	185	370						



2018 - 2019 Adopted Budget

					2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-22-62-621300	Legal				900	900	-	900	101	875	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Lien fees - file/release	20	45	900							
100-22-62-623800	Licenses & User Fees				24,822	30,185	18,003	31,260	26,241	30,470	23,357
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Guardian - performance recognition software	1	982	982							
	Interact subscription renewal	1	8,000	8,000							
	LeadsOnline - access/investigation system	1	1,700	1,700							
	MCSO MDT - VPN client & replace expired tokens	1	2,800	2,800							
	MCSO radio access (16 portable / 26 handhelds)	42	90	3,780							
	Radio tokens - new hires	4	75	300							
	TCLEDDS - state database access	1	680	680							
	TLO - investigative system	12	150	1,800							
	Watchguard redaction software	1	4,780	4,780							
100-22-62-623900	Animal Control				225	450	-	750	75	1,495	75
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Relocation of skunks	3	75	225							
100-22-62-624200	Postage				620	760	586	1,120	383	1,120	467
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	FedEx, UPS, USPS	1	500	500							
	PD vehicle docking station repairs	2	30	60							
	Radar recert. / recal. postage	2	30	60							
100-22-62-624500	Printing				3,670	4,090	1,203	4,125	3,422	4,125	1,642
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Accident information sheets - 1,000 per order	2	600	1,200							
	Business cards (\$85) / artwork (\$15)	4	100	400							
	Business cards (\$85) / artwork (\$15) - 2 new hires	2	100	200							
	Citation books	60	13	780							
	Crime prevention forms (DBV) - 1,000 per order	3	175	525							
	Tow slips - 1,000 per order	1	325	325							
	Wrecker decals (\$200) / artwork (\$40)	1	240	240							



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-22-63-630800	Uniforms And Safety Gear			30,866	25,776	17,812	24,185	26,526	20,653	17,458
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	1 staff	2	50	100						
	Active shooter gear - 2 new hires	2	1,475	2,950						
	Admin (2 uniforms each @\$180)	6	360	2,160						
	Award bars	5	25	125						
	Badges - 2 new hires	2	100	200						
	Badges - replacement	4	90	360						
	Bike patrol uniforms (1 uniform per officer)	5	120	600						
	Clothing allowance - detective & investigator	2	400	800						
	Duty gear - 2 new hires	2	1,000	2,000						
	Embroidered police badge patches (replenish)	500	2	900						
	External vest carriers	3	220	660						
	External vest carriers - 2 new hires	2	220	440						
	Gas mask & holder	10	220	2,200						
	Kydex tourniquet holders	6	35	210						
	Kydex tourniquet holders - 2 new hires	2	35	70						
	Patrol (2 uniforms each @ \$180)	16	360	5,760						
	Patrol (4 uniforms each @ \$180) - 2 new hires	2	720	1,440						
	Replacement duty gear	1	3,000	3,000						
	Tourniquets	6	25	150						
	Tourniquets - 2 new hires	2	25	50						
	Vest cover accessories	13	307	3,991						
	Winter coats	16	150	2,400						
	Winter coats - 2 new hires	2	150	300						
100-22-63-631000	Operating Supplies			4,500	3,800	1,040	2,000	2,187	2,325	1,450
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Evidence supplies	1	1,000	1,000						
	Evidence supplies - 2 new hires	2	250	500						
	Police challenge coins	400	5	2,000						
	General supplies	1	1,000	1,000						



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
Operating Equipment				190,923						
100-22-63-631100					176,970	178,242	112,850	107,757	3,048	25,010
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Tahoes	3	59,436	178,308						
	Lidar handheld radar guns	2	2,500	5,000						
	Medical kits	5	75	375						
	Medical kits - 2 new hires	2	75	150						
	Stop sticks	6	465	2,790						
	Tactical evidence collection kit	2	450	900						
	Tahoe floor mats - sets of 2	4	100	400						
	Tasers	2	1,500	3,000						
Office Supplies				2,000						
100-22-63-631200					2,000	746	2,000	1,829	2,000	1,516
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Copy paper, pens, note pads, staples, etc.	1	2,000	2,000						
Office Equipment & Furnishings				8,400						
100-22-63-631400					2,800	3,012	3,150	7,869	4,600	4,031
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Redaction Computer	1	2500	2500						
	Patrol room desks - new hires	2	650	1,300						
	PD lobby glass barrier	1	3,900	3,900						
	PD lobby steel barrier	1	700	700						
Training Supplies				15,635						
100-22-63-631700					17,935	5,352	17,935	10,697	17,935	7,647
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	.223 ammo (10 cases)	8	320	2,560						
	.357 mag ammo (3 cases)	2	310	620						
	40 cal ammo (12 cases)	10	280	2,800						
	40 mm sponge rounds (25 rounds - annual recert)	25	26	650						
	45 cal ammo (12 cases)	10	320	3,200						
	9 mm ammo (10 cases)	7	215	1,505						
	Buckshot/slug ammo	1	400	400						
	OC spray replacement	10	10	100						
	Tactical training ammo	1	700	700						
	Taser training cartridges	1	2,500	2,500						
	Training - paint, tape, staples, permanent markers	1	500	500						
	Training dummy rounds	1	100	100						



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-22-67-670300	Public Relations			14,200	14,100	9,397	13,000	12,982	10,000	9,626
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Birthdays with a badge</i>	1	400	400						
	<i>Coffee with cops</i>	6	50	300						
	<i>Halloween Safe Streets</i>	1	7,000	7,000						
	<i>National Night Out</i>	1	6,500	6,500						
100-22-67-670900	Dues/Memberships			1,662	1,120	1,310	4,153	2,324	2,422	2,003
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Code enforcement license renewal (JF, MB)</i>	2	106	212						
	<i>IACP (Chief & Asst. Chief)</i>	2	150	300						
	<i>Property & Evid. Assoc. (RP & JF)</i>	2	50	100						
	<i>TLERA</i>	2	50	100						
	<i>TPCA Membership (Chief & Asst. Chief)</i>	1	450	450						
	<i>TPCA Recognition Program</i>	1	500	500						
100-22-67-672000	Publications			300	300	79	480	-	300	143
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Law updates</i>	1	300	300						
100-22-67-672300	Travel/Training			38,100	35,200	15,174	33,600	19,394	30,800	22,155
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Administrative Assistant (Emergency MGMT Conf)</i>	1	1,200	1,200						
	<i>Assistant Chief</i>	1	2,000	2,000						
	<i>Chief</i>	1	3,000	3,000						
	<i>Code Enforcement</i>	2	1,500	3,000						
	<i>Detective</i>	1	1,500	1,500						
	<i>Evidence/Prop. Mgmt</i>	1	1,500	1,500						
	<i>Investigator</i>	1	1,100	1,100						
	<i>Lieutenant (TCOLE Seminar)</i>	1	2,500	2,500						
	<i>Patrol Officers</i>	12	1,100	13,200						
	<i>Patrol officers - 2 new hires</i>	2	1,100	2,200						
	<i>Range fee (paid using state issued LEOSE funds)</i>	1	2,000	2,000						
	<i>Sergeants</i>	4	1,100	4,400						
	<i>Training officer</i>	1	500	500						
100-22-67-674300	Code Remediation			500	1,500	98	1,500	720	1,500	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Removal of grass/debris in residential areas</i>	1	500	500						



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-22-67-674400	Equipment Maintenance			300	600	180	6,930	-	6,630	2,419
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Radar sign maintenance	1	300	300						
100-22-67-674500	Routine/Preventative Maintenance			22,628	43,247	16,182	40,995	22,674	33,828	22,618
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Battery replacement (1/unit)	10	150	1,500						
	Brake checks (3/unit)	42	45	1,890						
	Car washes/waxes	12	684	8,208						
	PMA basic (3/unit)	42	90	3,780						
	PMC full (2/unit)	28	135	3,780						
	Post pursuit inspection (1/unit)	15	50	750						
	State inspection/emission (1/unit)	10	42	420						
	Tire Replacement	23	100	2,300						
100-22-67-674600	Vehicle Repairs			20,000	20,400	11,706	20,400	23,872	16,240	17,817
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Non-routine repairs on vehicles (20 units)	20	1,000	20,000						
100-22-67-675500	Fuel-Vehicles			64,000	61,050	34,689	66,000	45,275	90,000	37,520
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Patrol/pool car vehicles	20,000	3.20	64,000						
100-22-69-690200	Transfer to Equipment Replacement			28,270	40,055	22,528				
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Non-patrol vehicles (1 @\$23,000/ 7yrs)	1	3300	3300						
	Tasers CE MAP Unit (1@ \$1,500 each/ 5 yrs)	1	300	300						
	Vest CE MAP Unit (1 @ \$1,000 each/5 yrs)	1	200	200						
	CE MAP Unit vehicle (\$31000/4 years)	1	7,750	7,750						
	Vest (24 @ \$1,000 each/ 5 yrs)	24	200	4,800						
	Radio CE MAP unit (1 mobile @ \$3,450 each/ 10 yrs)	1	345	345						
	Radios CE MAP Unit (1 handheld @ \$3,750 ea/10 yrs)	1	375	375						
	Non-patrol vehicles (1 @\$28,000/ 7yrs)	1	4,000	4,000						
	Tasers (24 @ \$1,500 each/ 5 yrs)	24	300	7,200						
Activity in additional GL accounts no longer used in 2018 - 2019 Budget Year					35,807	50,023	100,875	71,316	61,925	60,475
Police Total				3,069,676	2,893,558	1,962,803	2,857,915	2,653,107	2,589,955	2,509,340

Municipal Court Department

In previous years the Municipal Court Department was a full department with two Court Clerks and a Court Administrator. In the 2011-2012 fiscal year the City stopped issuing citations to the Shenandoah Court and ceased operating a full active court. The Court Administrator position was phased out through attrition and the court clerks resigned as Customer Service Representatives (CSR). This process allowed the City to offer a “one-stop shop” experience. The CSR’s do process citations/warrants filed prior to September 1, 2011 as well as all past and future code enforcement violations. The Municipal Court has one designated staff member, the Community Development Manager, who also serves as the authorized Court Clerk.

The Municipal Court Department is managed by the Community Development Manager.



2018 - 2019 Adopted Budget

100-23 Municipal Court

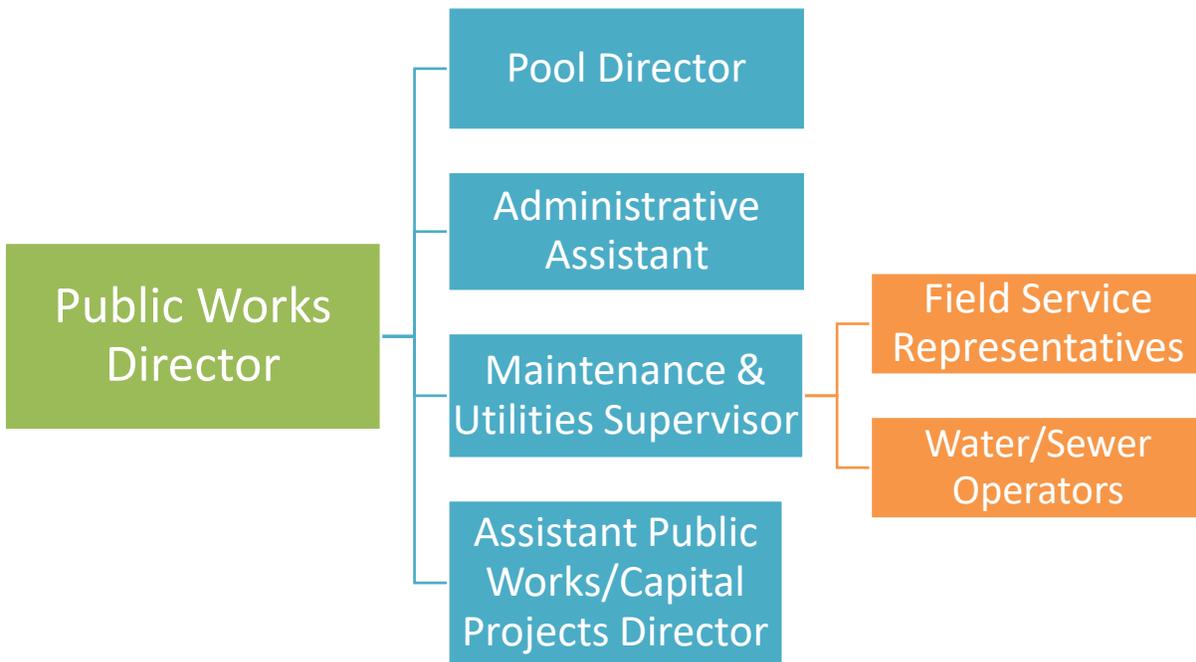
	2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-23-61-611400 Overtime	500	500	345	1,000	-	1,000	56
100-23-61-614100 Retirement	87	10,046	8,801	9,648	8,830	8,787	8,616
100-23-61-614400 FICA/Medicare Tax	39	4,381	3,699	4,414	3,880	4,196	3,942
100-23-62-620100 Operating Services	540	540	246	840	546	636	828
<i>Description</i>							
<i>Annual ETS compliance fees</i>	<i>Units</i> 2	<i>Price</i> 150	<i>Amount</i> 300				
<i>ETS fees for credit card usage</i>	12	20	240				
100-23-62-621900 Contract Labor	2,817	2,817	1,986	3,480	1,324	3,555	1,324
<i>Description</i>							
<i>Appearances by Judge</i>	4	359	1,436				
<i>Appearances by Prosecutor</i>	4	304	1,216				
<i>Court Interpreter</i>	1	75	75				
<i>Jury Duty</i>	6	15	90				
100-23-62-624200 Postage	270	2,817	94	3,480	1,324	3,555	1,324
<i>Description</i>							
<i>Certified court summons</i>	10	7	70				
<i>Warrant round up & jury summons</i>	1	200	200				
Activity in additional GL accounts no longer used in 2018 - 2019 Budget Year	-	55,900	50,017	55,070	50,022	52,264	54,103
Municipal Court Total	4,253	77,001	65,188	77,932	65,926	73,993	70,194

Public Works Department

The Public Works Department is responsible for the delivery of a variety of services to the citizens and customers of the City. Those include public works, permitting, parks and the pool.

The Public Works Department is also responsible for maintaining the City sanitary sewer collection system, potable water distribution system, three groundwater wells and wastewater treatment plant and all the facilities associated with these systems

Joseph Peart
Public Works Director
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2018 - 2019 Adopted Budget

100-30 Public Works

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-30-61-611000	Salaries & Wages			272,147	202,432	137,631	205,598	198,909	197,460	204,256
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	5 Staff	1	272,147	272,147						
100-30-61-61200	Certification Pay			2,400	2400	1657	2400	2443	2400	2393
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	S.Early (Class B Water/Wastewater)	12	200	2,400						
100-30-61-611400	Overtime			3,500	3,500	835	500	5,251	500	6,056
100-30-61-611407	Special Events			4,000	3,500	3,781	1,755	3,048	1,755	1,908
100-30-61-611410	After Hour Calls			500	500	194	2,700	238	2,700	-
100-30-61-611600	Longevity Pay			1,390	1,015	1,015	985	985	690	685
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	5 Staff	1	1,390	1,390						
100-30-61-614100	Retirement			51,271	37,427	26,342	35,883	35,545	33,024	33,480
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	5 Staff	1	51,271	51,271						
100-30-61-614100	FICA/Medicare Tax			22,754	16,321	11,157	16,414	15,674	15,767	16,097
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	5 Staff	1	22,754	22,754						
100-30-61-614500	Unemployment			1,350	1,350	863	1,350	59	1,350	863
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	5 Staff	1	1,350	1,350						
100-30-61-614700	Allowances/Misc. Personnel Costs			12,000	-	-	-	-	-	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Asst. Public Works Dir. Car Allowance	12	1,000	12,000						
100-30-62-620100	Operating Services			49,140	53,209	33,511	50,740	48,243	50,684	47,757
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Additional janitorial service for fire bays	12	150	1,800						
	Fire alarm inspection - pw bldg and city hall	1	2,000	2,000						
	Fire extinguisher inspections	20	17	340						
	Janitorial services - pw bldg, city hall, and cvb	12	3,750	45,000						



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-30-62-621000	Consulting/Professional Services			550	500	96	1,850	401	3,350	7,491
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Drug screens	11	50	550						
100-30-62-621100	Engineer			34,400	13,400	966	18,000	3,175	15,000	14,445
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	City engineer retainer (cp&i for 12/mo)	12	1,000	12,000						
	Engineering services	1	11,000	11,000						
	Mapping services	1	2,000	2,000						
	MS4 permit renewal	1	9,000	9,000						
	MS4 reporting fee	1	400	400						
100-30-62-623100	Trash Collection			3,500	3,000	2,160	3,000	2,060	2,400	2,520
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Trash bash household chemicals (pct 3)	2	1,250	2,500						
	Trash bash shredding (shred pro)	2	500	1,000						
100-30-62-623300	Landscaping & Irrigation			248,475	266,318	160,321	191,400	183,780	181,446	186,999
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Base landscape	12	17,550	210,600						
	Forest reserves	2	2,000	4,000						
	Irrigation repair	1	15,000	15,000						
	ROW landscape	1	10,000	10,000						
	Tree pruning and removal	15	375	5,625						
	Turf treatment	1	3,250	3,250						
100-30-62-623400	Street, Street Light And Drainage Maintenance			47,000	52,000	21,897	61,000	39,196	61,000	47,208
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Drainage	1	10,000	10,000						
	Pathway maintenance	1	1,000	1,000						
	Road striping (6.5 miles@ 1/4 per yr = 1.6 miles)	1.60	10,000	16,000						
	Solar street light repairs	1	2,500	2,500						
	Street and curb repairs	1	15,000	15,000						
	Street sign repairs	1	2,500	2,500						



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-30-62-623600	Building & Grounds Services			27,420	34,420	15,832	35,740	30,721	33,020	34,601
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Automatic bay door upgrade	1	2,000	2,000						
	Bay doors and gates	1	2,000	2,000						
	Carpet cleaning (city hall)	1	1,500	1,500						
	Electrical repairs	1	3,500	3,500						
	HVAC repairs	1	6,000	6,000						
	Locksmith	1	500	500						
	Municipal complex general improvements and repairs	1	4,000	4,000						
	Painting	1	2,500	2,500						
	Pest control	12	285	3,420						
	Plumbing repairs	1	2,000	2,000						
100-30-62-624200	Postage			100	50	38	600	2	600	94
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Mailings	1	100	100						
100-30-62-624500	Printing			270	450	57	800	261	800	346
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Business cards and other printing	1	120	120						
	Map printing for conference rooms	1	150	150						
100-30-62-624600	Legal Notices			2,400	250	250	500	-	-	192
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Permit notice	8	300	2,400						
100-30-63-630800	Uniforms And Safety Gear			2,060	3,000	2,214	3,000	2,901	3,246	3,317
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	3 staff (3 uniforms)	9	140	1,260						
	Event shirts (4 staff, 1 shirt/1 staff 2 shirts)	6	50	300						
	Safety gear and first aid	1	500	500						
100-30-63-631000	Operating Supplies			2,500	2,500	1,489	2,500	1,820	2,500	2,336
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Gutter brooms for street sweeper	1	1,400	1,400						
	Operating supplies	12	50	600						
	ROW supplies	1	500	500						
100-30-63-631100	Operating Equipment			1,000	700	715	1,200	821	1,200	913
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Tools and hand tools	1	1,000	1,000						



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-30-63-631200	Office Supplies			1,000	1,500	1,489	2,500	708	2,500	1,194
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Copy paper, pens, pads, etc</i>	1	1,000	1,000						
100-30-63-631400	Office Equipment & Furnishings			4,980	1,000	715	2,650	2,252	2,650	2,252
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Heartsine 350p oed (new replacement units)</i>	4	995	3,980						
	<i>Office furnishings</i>	1	1,000	1,000						
100-30-63-631500	Building & Grounds Supplies			3,950	10,250	8,214	11,450	12,288	12,050	9,712
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Batteries</i>	1	250	250						
	<i>Defibrillator batteries and pads</i>	2	300	600						
	<i>Detention pond supplies</i>	1	500	500						
	<i>Flags</i>	1	500	500						
	<i>Other maintenance supplies</i>	1	2,000	2,000						
	<i>Towels</i>	1	100	100						
100-30-67-670300	Public Relations			1,220	1,500	229	1,500	1,501	1,000	1,104
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Community sign inserts</i>	100	12	1,220						
100-30-67-670900	Dues/Memberships			350	300	335	1,000	55	1,000	55
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>License renewals (plumbing, water/wwater,engin)</i>	1	350	350						
100-30-67-672000	Publications			30	-	-	500	-	500	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Engineering News Report (subscription - CP&I)</i>	1	30	30						
100-30-67-672300	Travel/Training			7,100	3,350	716	3,350	654	3,350	645
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>CP&I director</i>	1	3,000	3,000						
	<i>Crew leader</i>	1	1,100	1,100						
	<i>Field service representative</i>	2	750	1,500						
	<i>Utilities and maintenance supervisor</i>	1	1,500	1,500						



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-30-67-674400	Equipment Maintenance			9,800	9,800	3,111	12,800	6,758	6,400	3,009
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Christmas equipment</i>	1	5,000	5,000						
	<i>Equipment maintenance and repairs</i>	1	2,500	2,500						
	<i>Generator battery replacement</i>	2	200	400						
	<i>Gym equipment</i>	2	250	500						
	<i>Ice/water dispenser maintenance (city hall/pw bld)</i>	4	350	1,400						
100-30-67-674403	Equipment Repair			1,000	1,000	304	1,500	799	4,000	1,235
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Equipment repair</i>	1	1,000	1,000						
100-30-67-674500	Routine/Preventative Maintenance - Vehicles			3,085	4,085	1,297	4,085	2,167	3,000	5,624
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Brake check (1 per vehicle)</i>	5	45	225						
	<i>PMA basic - equipment</i>	2	90	180						
	<i>PMA basic - vehicles</i>	5	90	450						
	<i>PMA full - equipment</i>	2	135	270						
	<i>PMA full - vehicles</i>	5	135	675						
	<i>Registration</i>	5	15	75						
	<i>State inspections</i>	5	42	210						
	<i>Tire replacement (2 tires per vehicle)</i>	10	100	1,000						
100-30-67-674600	Vehicle Repairs			1,000	1,000	2,755	3,000	405	-	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Vehicle repairs</i>	1	1,000	1,000						
100-30-67-674700	Maintenance Agreements			13,200	18,325	9,661	20,356	10,130	20,406	12,178
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Generator maintenance & testing (annually)</i>	1	4,200	4,200						
	<i>Gym equipment (quarterly)</i>	4	200	800						
	<i>HVAC chiller (quarterly)</i>	4	850	3,400						
	<i>HVAC roof top units (quarterly)</i>	4	900	3,600						
	<i>Tankless water heaters at public works (annually)</i>	3	400	1,200						
100-30-67-675400	Equipment Lease			1,000	1,000	-	1,000	758	1,000	996
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Equipment rentals</i>	1	1,000	1,000						



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-30-67-675500	Fuel-Vehicles			3,075	1,950	2,885	8,550	2,950	9,469	649
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Diesel for city hall generator</i>	250	3.50	875						
	<i>Diesel for streetsweeper</i>	150	4	600						
	<i>Unleaded</i>	500	3.20	1,600						
100-30-67-676100	Utilities-Electricity			93,000	96,000	60,794	99,468	89,367	99,468	86,403
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>City hall</i>	12	4,750	57,000						
	<i>Public works building</i>	12	1,000	12,000						
	<i>Street lights and entrances</i>	12	2,000	24,000						
100-30-67-676200	Utilities-Natural Gas			300	300	432	2,004	278	2,004	461
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Based on usage</i>	12	25	300						
100-30-69-690200	Transfer to Equipment Replacement			31,340	31,340	15,670	31,340	31,341	33,450	30,150
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>1/2 ton truck (1@\$23,100/7 yrs)</i>	1	3,300	3,300						
	<i>Pool car (1@\$23,100/7 yrs)</i>	1	3,300	3,300						
	<i>Street sweeper (1@\$115,000/10 yrs)</i>	1	11,500	11,500						
	<i>High efficiency vehicle (1@\$25,200/7 yrs)</i>	1	3,600	3,600						
	<i>4x4 utility vehicle (1@\$14,800/10 yrs)</i>	1	1,480	1,480						
	<i>Bucket truck (1@\$81,600/10 yrs)</i>	1	8,160	8,160						
Activity in additional GL accounts no longer used in 2018 - 2019 Budget Year					7,670	18,911	8,334	5,275	9,584	6,059
Public Works Total				965,557	888,612	550,539	853,302	743,218	822,723	775,681

Pool

The Pool Department is managed by the Public Works Director and includes a part time staff of lifeguards and a pool director. The pool director manages the lifeguards and all aspects of the pool to include maintenance and other expenditures. The Mary Pat Case Pool is open weekends in May and full time from June to August, and again on weekends only until the end of September.

The pool hosts swim lessons, the Shenandoah Shark swim team, water aerobics and the Masters Swim program as well as the Polar Bear Plunge in January.





2018 - 2019 Adopted Budget

100-31 Pool					2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-31-61-612000	Part Time				46,620	46,620	19,503	49,105	44,236	48,700	44,611
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Pool Director & Lifeguards (10)	1	46,620	46,620							
100-31-61-614400	FICA/Medicare Tax				3,567	3,567	1,532	3,757	3,344	3,726	3,401
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Pool Director & Lifeguards (10)	1	3,567	3,567							
100-31-61-614500	Unemployment				1,209	1,209	50	1,209	48	1,209	763
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Pool Director & Lifeguards (10)	1	1,209	1,209							
100-31-62-620100	Operating Services				842	3,182	1,598	3,182	2,807	2,882	2,831
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Fire system inspection	1	770	770							
	Pandora radio	12	6	72							
100-31-62-621000	Consulting/Professional Services				1,000	1,000	798	1,000	812	1,000	716
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Drug screen tests	20	50	1,000							
100-31-62-623300	Landscaping & Irrigation				5,375	-	255	-	-	-	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Irrigation repairs	1	1,000	1,000							
	Landscape updates (plant and tree replacement)	1	1,000	1,000							
	Mulch	1	1,000	1,000							
	Pine bark beetle treatment	1	500	500							
	Tree removal and stump grinding	5	375	1,875							
100-31-62-623600	Buildings & Grounds Services				1,000	1,500	403	16,250	17,870	2,250	2,120
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Building repairs	1	500	500							
	HVAC repairs	1	500	500							
100-31-63-630800	Uniforms And Safety Gear				580	850	849	850	365	850	479
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	10 lifeguards	20	15	300							
	Pool director	2	15	30							
	Safety Gear	1	250	250							



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-31-63-631000	Operating Supplies			5,350	5,000	2,988	4,000	5,396	4,000	4,566
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Chemicals based on usage	1	2,800	2,800						
	Deck repair patch material	1	300	300						
	Salt based on usage	1	2,000	2,000						
	Testing kits	1	250	250						
100-31-63-631100	Operating Equipment			9,145	2,500	800	2,500	-	2,500	2,098
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Heartsine 350p aed (new replacement unit)	1	995	995						
	Picnic Tables (includes an ADA table)	1	3,550	3,550						
	Pool furniture	1	2,500	2,500						
	Sand filter maintenance	3	700	2,100						
100-31-63-631200	Office Supplies			100	200	-	400	17	400	90
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Office supplies	1	100	100						
100-31-63-631500	Building & Grounds Supplies			1,400	1,400	2,116	1,650	457	1,650	457
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Defibrillator batteries and pads	1	350	350						
	Handgrips for climbing wall	1	550	550						
	Paper goods and cleaning supplies	1	250	250						
	Repair supplies	1	250	250						
100-31-67-670300	Public Relations			1,052	1,000	560	1,300	879	1,300	539
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Community sign inserts	21	12	252						
	Polar bear plunge	1	800	800						
100-31-67-672300	Travel/Training			2,100	2,100	135	2,100	870	1,560	1,282
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Lifeguard training classes	10	135	1,350						
	Pool operator	1	500	500						
	Swim instructor	1	250	250						
100-31-67-674400	Equipment Maintenance			7,500	17,534	17,954	10,250	1,817	2,000	3,170
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Repairs to pool equipment and pumps	1	2,000	2,000						
	Salt cell replacement	2	2,750	5,500						



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-31-67-676100	Utilities-Electricity			7,500	7,500	4,161	7,200	6,911	7,200	6,945
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Based on usage</i>	12	625	7,500						
100-31-67-676200	Utilities-Natural Gas			2,380	1,830	1,488	1,830	541	1,300	777
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>City usage (reimbursed by requestor)</i>	2	550	1,100						
	<i>Minimum usage</i>	9	20	180						
	<i>Swim team heating (reimbursed by sharks)</i>	2	550	1,100						
100-31-69-690200	Transfer to Equipment Replacement			14,833	14,833	7,417	14,833	14,833	23,733	23,734
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Rock wall for pool (1@\$35,000/15 yrs)</i>	1	2,333	2,333						
	<i>Salt water system (1@\$150,000/20 yrs)</i>	1	7,500	7,500						
	<i>Pool slide (1@\$50,000/10 yrs)</i>	1	5,000	5,000						
Activity in additional GL accounts no longer used in 2018 - 2019 Budget Year				-	660	7,416	660	601	350	1,113
Pool Total				111,553	112,485	70,022	122,076	101,805	106,610	99,692

Parks and Recreation

The Parks Department is managed by the Public Works Director; there are no dedicated staff to the parks. The parks include the main City Park off Maplewood Dr. and the Toddler Park off Shenandoah Dr.





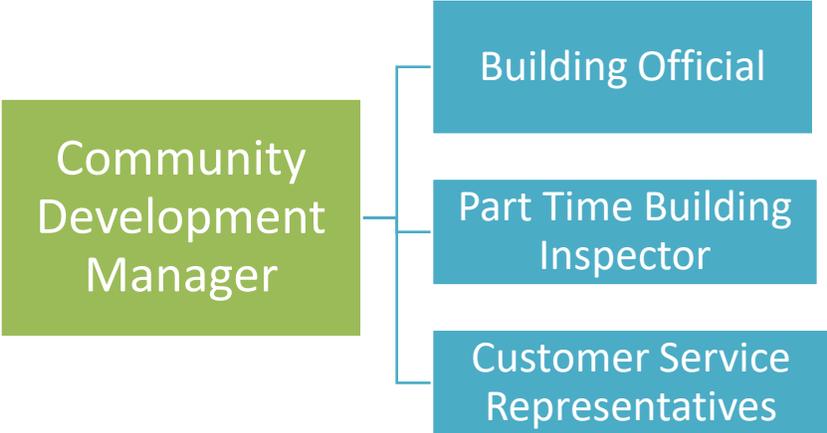
2018 - 2019 Adopted Budget

100-32 Parks				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-32-62-620100 Operating Services				770	4,395	1,941	4,010	3,548	3,110	3,075
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Fire alarm inspection	1	770	770						
100-32-62-623000 Landscaping And Irrigation Improvements				13,250	4,000	1,762	4,000	6,235	-	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Irrigation repairs	1	5,000	5,000						
	Mulch and pine straw	1	1,000	1,000						
	Pine bark treatment (main and toddler park)	1	1,250	1,250						
	Tree pruning and removal	10	500	5,000						
	Turf management	1	1,000	1,000						
100-32-62-623600 Building & Grounds Services				4,000	14,000	3,960	-	5,469	-	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	HVAC repair	1	500	500						
	LED light fixtures	1	800	800						
	Playground equipment repair	1	500	500						
	Splashpad repair	1	1,000	1,000						
	Tankless water heater maintenance	3	400	1,200						
100-32-63-631000 Park Supplies				2,500	1,500	2,553	1,100	2,712	1,500	3,233
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Paper goods and pet waste supplies	1	2,000	2,000						
	Replacement nets and hoops	1	500	500						
100-32-67-676100 Utilities - Electricity				3,360	5,160	2,764	5,400	2,927	6,000	2,624
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Main park	12	250	3,000						
	Toddler park	12	30	360						
Activity in additional GL accounts no longer used in 2018 - 2019 Budget Year				-	1,600	13,948	-	7,384	-	-
Parks Total				23,880	30,655	26,927	14,510	28,275	10,610	8,931

Community Development

The community development encompasses the building department and planning and zoning department as well as handles municipal court and customer service activities.

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832-585-8159





2018 - 2019 Adopted Budget

100-43 Community Development

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-43-61-611000	Salaries & Wages			220,418	164,504	117,253	253,705	240,934	257,855	232,611
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	4 Staff	1	220,418	220,418						
100-43-61-611100	Education Pay			3,000	-	425	-	50	-	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	J. Thompson (Bachelor's)	12	200	2,400						
	D. Svoboda (Associate's)	12	50	600						
100-43-61-611200	Certification Pay			600	-	-	-	-	-	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	A. Adams (Court Clerk Certification)	12	50	600						
100-43-61-611400	Overtime			1,500	2,200	564	2,200	597	2,200	2,033
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	2 Staff	1	1,500	1,500						
100-43-61-611600	Longevity Pay			880	335	170	250	235	475	115
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	4 Staff	1	880	880						
100-43-61-612000	Part Time			15,000	50,000	675	50,338	13,900	50,000	200
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	1 Staff	1	15,000	15,000						
100-43-61-614100	Retirement			39,026	33,645	23,316	44,851	43,000	43,667	37,945
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	4 Staff	1	39,026	39,026						
100-43-61-614400	FICA/Medicare Tax			18,467	18,498	9,726	24,365	20,167	24,675	17,606
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	5 Staff	1	18,467	18,467						
100-43-61-614500	Unemployment			1,350	810	336	1,080	190	1,080	711
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	5 Staff	1	1,350	1,350						
100-43-62-621000	Consulting/Professional Services			50	100	-	32,500	13,525	100	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Accident drug screen	1	50	50						



2018 - 2019 Adopted Budget

					2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-43-62-621900	Contract Labor				13,500	-	-	-	-	-	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	<i>Planning & Zoning regular meeting (5@\$150/mtg)</i>	12	750	9,000							
	<i>Planning & Zoning special meeting (5@\$150/mtg)</i>	6	750	4,500							
100-43-62-623700	Plan Review and Inspections				99,400	101,475	50,511	14,400	85,504	14,400	30,388
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	<i>Additional Inspector Coverage</i>	1	4,000	4,000							
	<i>Civil Plan review by City Engineer</i>	12	1,200	14,400							
	<i>Fire Inspections and plan review (city)</i>	1	1,000	1,000							
	<i>Fire Inspections and plan review (Permit Fee Rem)</i>	12	5,000	60,000							
	<i>Third party plan review</i>	1	20,000	20,000							
100-43-62-624200	Postage				1,525	100	-	-	-	-	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	<i>Planning & Zoning Commission Postage</i>	1	1,500	1,500							
	<i>Postage</i>	1	25	25							
100-43-62-624500	Printing				200	850	136	1,250	213	1,250	60
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	<i>Labels and other printing</i>	1	200	200							
100-43-62-624600	Legal Notices				4,500	2,100	-	2,100	-	-	240
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	<i>Planning & Zoning Commission legal notice</i>	1	4,500	4,500							
100-43-63-630800	Uniforms and Safety Gear				1,250	900	22	1,000	436	1,000	999
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	<i>4 staff and 1 part time</i>	5	100	500							
	<i>Planning & Zoning Commissioners</i>	5	50	250							
	<i>Clothing allowance - Building Insp.</i>	1	400	400							
	<i>Safety gear and first aid</i>	1	100	100							
100-43-63-631000	Operating Supplies				300	300	97	300	299	-	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	<i>Field Supplies</i>	1	300	300							
100-43-63-631200	Office Supplies				1,000	850	429	1,000	944	1,000	303
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	<i>Community development office supplies</i>	1	800	800							
	<i>Planning and Zoning supplies</i>	1	200	200							



2018 - 2019 Adopted Budget

					2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-43-63-631400	Office Equipment & Furnishings				500	800	761	1,700	2,298	1,720	1,384
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Office Furnishings	1	500	500							
100-43-67-670900	Dues/Memberships				1,200	1,690	429	1,690	536	1,900	528
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	ICC and other memberships	1	1,000	1,000							
	Plumbing inspectors license	2	100	200							
100-43-67-672000	Publications				750	2,000	445	2,000	1,781	2,000	1,066
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Code books and development references	1	750	750							
100-43-67-672300	Travel/Training				10,400	4,600	2,777	7,050	4,701	5,950	255
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Building Official	1	4,500	4,500							
	Community Development Manager	1	1,000	1,000							
	Customer Service Representative	2	1,100	2,200							
	License & certification renewals	1	400	400							
	Plumbing Inspector continuing education	2	150	300							
	Tyler Connect 2019 Community Dev Mgr	1	2,000	2,000							
100-43-67-674500	Routine/Preventive Maintenance				1,142	652	328	652	99	400	287
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Break Checks	2	45	90							
	Tire Replacement	4	100	400							
	PMA basic - 1/2 ton Pickup truck	2	90	180							
	PMA basic - Prius	2	60	120							
	PMA full - 1/2 ton Pickup truck	1	135	135							
	PMA full - Prius	1	135	135							
	Registration	2	15	30							
	State Inspections	2	26	52							
100-43-67-674600	Vehicle Repairs				500	400	547	400	774	200	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Non-routine repairs/replacement parts on vehicles	2	250	500							
100-43-67-675500	Fuel				960	688	488	1,238	530	1,688	499
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Fuel	300	3.20	960							



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-43-69-690200 Transfer to Equipment Replacement Fund				7,862	7,861	3,931	7,861	7,861	8,039	8,039
<i>Description</i>										
	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	1/2 ton pickup truck (1@\$29,827.95/7 yrs.)	1	4,262	4,262						
	High efficiency vehicle (1@25,200/7 yrs.)	1	3,600	3,600						
Activity in additional GL accounts no longer used in 2018 - 2019 Budget Year				-	42,870	29,613	16,892	25,309	51,369	30,125
Community Development Total				445,280	438,227	242,976	468,821	463,881	470,967	365,393

Information Technology Department

Beginning with the 2018 – 2019 budget year the city has decided to break out all I.T related expenses into their own department. These expenses include maintenance agreements, software purchases as well as the replacement of hardware and I.T infrastructure. The I.T. department is comprised of one employee.

Christopher Grizzaffi
I.T Manager
CGrizzaffi@shenandoahtx.us
832-585-8164



2018 - 2019 Adopted Budget

100-55 Technology					2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-55-61-611000	Salaries & Wages				89,867						
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	1 Staff	1	89,867	89,867							
100-55-61-611600	Longevity Pay				115						
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	1 Staff	1	115	115							
100-55-61-614100	Retirement				15,511						
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	1 Staff	1	15,511	15,511							
100-55-61-614400	FICA/Medicare Tax				6,884						
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	1 Staff	1	6,884	6,884							
100-55-61-614500	Unemployment				270						
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	1 Staff	1	270	270							
100-55-62-620100	Operating Services				44,772						
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Alarm Monitoring Services	1	2,856	2,856							
	Business Internet Services	1	22,728	22,728							
	Cable TV Services	1	1,308	1,308							
	Telephone Services	1	17,760	17,760							
	Web Site Hosting Services	1	120	120							
100-55-62-621000	Consulting/Professional Services				3,175						
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Security Awareness Program	1	1,175	1,175							
	Technical Services & Consultants	1	2,000	2,000							
100-55-62-622100	Software Program Purchase and Maintenance				18,950						
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Microsoft Enterprise Agreement Year 2 of 3	1	18,950	18,950							
100-55-62-623800	License & User Fees				72						
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Pandora Radio Subscription for Pool	1	72	72							



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-55-62-624400	Wireless Communications & Data			52,494						
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Cell Phones & Data - Admin	1	2,940	2,940						
	Cell Phones & Data - Community Develop	1	1,800	1,800						
	Cell Phones & Data - CVB	1	1,140	1,140						
	Cell Phones & Data - Finance	1	1,140	1,140						
	Cell Phones & Data - IT	1	1,380	1,380						
	Cell Phones & Data - Police	1	25,920	25,920						
	Cell Phones & Data - Pool	1	660	660						
	Cell Phones & Data - Public Works	1	4,020	4,020						
	Cell Phones & Data - Water & Sewer	1	5,400	5,400						
	GPS Fleet Tracking - CVB	1	227	227						
	GPS Fleet Tracking - Police	1	4,741	4,741						
	GPS Fleet Tracking - Public Works	1	2,216	2,216						
	GPS Fleet Tracking - Water & Sewer	1	910	910						
100-55-63-630800	Uniforms & Safety Gear			100						
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	City Shirts	2	50	100						
100-55-63-631100	Operating Equipment			799						
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Sentinel IPS SiteMinder Appliance	1	799	799						
100-55-63-631200	Office Supplies			250						
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Misc. Office Supplies	1	250	250						
100-55-63-631400	Office Equipment & Furnishings			500						
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Misc. Office Equipment	1	500	500						
100-55-67-670900	Dues/Memberships			150						
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Texas Association of Gov't IT Managers (TAGITM)	1	150	150						
100-55-67-672300	Travel/Training			4,000						
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Incode Conference Hotel and Travel	1	2,000	2,000						
	TAGITM Conference Hotel and Registration	1	1,000	1,000						
	Technical Training	1	1,000	1,000						



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
100-55-67-674400	Equipment Maintenance			3,500						
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Tools, Parts, Service & Misc.	1	3,500	3,500						
100-55-67-674405	Technology Replacement			16,700						
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Replacement Computer - Admin	2	800	1,600						
	Replacement Computers - Community Development	1	800	800						
	Replacement Computers - Finance	1	800	800						
	Replacement Computers - Police	4	800	3,200						
	Replacement Computers - Public Works	6	800	4,800						
	Replacement Laptop / Tablet - Admin	1	1,200	1,200						
	Replacement Laptop / Tablet - Police	4	1,075	4,300						
100-55-67-674406	Technology Projects			6,500						
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Security camera additions and upgrades	1	6,500	6,500						
100-55-67-674700	Hardware and Software Contracts			103,997						
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Hardware Maintenance & Service Agreements	1	42,432	42,432						
	Software Maintenance Agreements	1	61,565	61,565						
100-55-67-675400	Equipment Lease			6,552						
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	COPIER LEASE KYOCERA M3040idn for PW Bld	1	576	576						
	COPIER LEASE KYOCERA M3040idn for WWTP	1	576	576						
	COPIER LEASE SHARP MX-V4050V for Admin	1	2,700	2,700						
	COPIER LEASE SHARP MX-V4050V for Front Desk	1	2,700	2,700						
100-55-69-690200	Equipment Replacement			8,250						
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	IT Infrastructure Projects	1	8,250	8,250						
Technology Total				383,408	-	-	-	-	-	-



2018 - 2019 Adopted Budget

100 - General Fund

	2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
00 - General Fund Revenue	9,125,621	8,656,617	6,702,791	8,540,938	8,741,240	8,424,391	9,051,474
09 - Shenandoah Business Association	8,000	8,000	-	-	-	-	-
11 - Administration	752,743	1,064,880	630,597	995,206	1,120,781	993,757	988,712
12 - Finance	231,863	401,710	198,705	389,220	402,020	356,097	354,161
14 - Coummunity Outreach	34,155	31,694	22,739	27,285	24,379	30,155	20,845
17 - Non-Department	3,377,449	2,078,442	1,247,516	2,023,926	2,316,506	2,941,912	2,733,874
17 - Amount Paid By Reserves - Fiber to the Home	(1,150,000)						
18 - Fire Services	675,004	640,302	441,658	576,744	591,164	544,800	630,816
21 - Emergency Mangement	2,180	940	200	5,240	1,734	6,140	18,829
22 - Police	3,069,676	2,893,558	1,962,803	2,857,915	2,653,107	2,589,955	2,509,340
23 - Municipal Court	4,253	77,001	65,188	77,932	65,926	73,993	70,194
30 - Public Works	965,557	888,612	550,539	853,302	743,218	822,723	775,681
31 - Pool	111,553	112,485	70,022	122,076	101,805	106,610	99,692
32 - Parks	23,880	30,655	26,927	14,510	28,275	10,610	8,931
43 - Coummunity Development	445,280	438,227	242,976	468,821	463,881	470,967	365,393
55 - Technology	383,408	-	-	-	-	-	-
100 - General Fund Surplus/(Deficit)	190,620	(9,889)	1,242,919	128,761	228,444	(523,328)	475,005

Park Beautification Fund

The city started collecting fees for residents and non-residents to rent the pavilion at the city park in the 2016 – 2017 budget year. These funds are to be used only towards improvements at the park.



2018 - 2019 Adopted Budget

102-00 Park Beautification Fund Revenue				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
102-00-56-566200 Park Reservation Fees				3,900	-	3,765	-	2,225		
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Based on 3 reservations per week</i>	156	25.00	3,900						
Park Beautification Revenue Total				3,900	-	3,765	-	2,225	-	-



2018 - 2019 Adopted Budget

102-32 Park Beautification Fund Expenses					2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
102-32-54-543300 Park Reservation Fund Improvements					3,900	-	4,035	-	-	-	-
<i>Description</i>											
<i>Based on 3 reservations per week</i>											
	<i>Units</i>	<i>Price</i>	<i>Amount</i>								
	156	25.00	3,900								
Park Beautification Fund Expenses Total					3,900	-	4,035	-	-	-	-

Equipment Replacement Fund

The equipment replacement fund was created in the 2012 – 2013 budget year as a way to plan and budget for larger purchases. Each department designates what needs to be replaced and when it needs to be replaced. It is shown as a transfer record from the department and a revenue into the equipment replacement fund.



2018 - 2019 Adopted Budget

120-00 Equipment Replacement Revenue

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
120-00-69-690222	Transfer From Police			28,270	45,055	45,055	45,055	45,055	36,085	36,085
	<i>Description</i>	<i>Units</i>	<i>Price</i>							
	Non-patrol vehicles (1 @\$23,000/ 7yrs)	1	3300							
	Tasers CE MAP Unit (1@ \$1,500 each/ 5 yrs)	1	300							
	Vest CE MAP Unit (1 @ \$1,000 each/5 yrs)	1	200							
	CE MAP Unit vehicle (\$31000/4 years)	1	7,750							
	Vest (24 @ \$1,000 each/ 5 yrs)	24	200							
	Radio CE MAP unit (1 mobile @ \$3,450 each/ 10 yrs)	1	345							
	Radios CE MAP Unit (1 handheld @ \$3,750 ea/10 yrs)	1	375							
	Non-patrol vehicles (1 @\$28,000/ 7yrs)	1	4,000							
	Tasers (24 @ \$1,500 each/ 5 yrs)	24	300							
120-00-69-690230	Transfer From Public Works			31,340	31,340	31,340	30,150	30,150	29,100	29,100
	<i>Description</i>	<i>Units</i>	<i>Price</i>							
	1/2 ton truck (1@\$23,100/7 yrs)	1	3,300							
	Pool car (1@\$23,100/7 yrs)	1	3,300							
	Street sweeper (1@\$115,000/10 yrs)	1	11,500							
	High efficiency vehicle (1@\$25,200/7 yrs)	1	3,600							
	4x4 utility vehicle (1@\$14,800/10 yrs)	1	1,480							
	Bucket truck (1@\$81,600/10 yrs)	1	8,160							
120-00-69-690231	Transfer From Pool			14,833	14,833	14,833	14,833	14,833	23,733	23,733
	<i>Description</i>	<i>Units</i>	<i>Price</i>							
	Rock wall for pool (1@\$35,000/15 yrs)	1	2,333							
	Salt water system (1@\$150,000/20 yrs)	1	7,500							
	Pool slide (1@\$50,000/10 yrs)	1	5,000							
120-00-69-690243	Transfer From Community Development			7,862	7,862	7,862	7,862	7,862	8,039	8,039
	<i>Description</i>	<i>Units</i>	<i>Price</i>							
	1/2 ton pickup truck (1@\$29,827.95/7 yrs.)	1	4,262							
	High efficiency vehicle (1@25,200/7 yrs.)	1	3,600							
120-00-69-690255	Transfer From Technology			8,250	8,250	8,250	8,250	8,250	8,250	8,250
	<i>Description</i>	<i>Units</i>	<i>Price</i>							
	IT Infrastructure Projects	1	8,250							
120-00-69-690245	Transfer From CVB			11,027	11,027	5,514	11,027	11,027	11,024	11,024
	<i>Description</i>	<i>Units</i>	<i>Price</i>							
	20% of servers (7 @ \$4,500 each/ 8 years)	7	563							
	Pool car (1 @ \$30,000/7 years)	1	4,286							
	Portable restroom trailer (1 @ \$42,000/15 years)	1	2,800							
120-00-69-690200	Proceeds From Sale of Capital Assets			10,000	11,027	5,514	11,027	11,027	11,024	11,024
	<i>Description</i>	<i>Units</i>	<i>Price</i>							
	Pool Car	1	10,000							



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
120-00-69-690255	Transfer From Water & Sewer			25,830	25,830	12,915	25,300	25,300	25,300	22,450
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>1 Ton Truck (2@2\$8,500/10 yrs)</i>	2	2,850	5,700						
	<i>Jet Machine (1@\$35,250/15 yrs)</i>	1	2,350	2,350						
	<i>Backhoe (1@\$81,000/15 yrs)</i>	1	5,400	5,400						
	<i>High efficiency vehicle (1@\$25,200/7 yrs)</i>	1	3,600	3,600						
	<i>1/2 ton truck (1@\$23,100/7 yrs)</i>	1	3,300	3,300						
	<i>Tractor (1@\$31,500/15 yrs)</i>	1	2,100	2,100						
	<i>4x4 utility vehicle (1@\$14,800/10 yrs)</i>	1	1,480	1,480						
	<i>Mini excavator (1@\$28,500/15 yrs)</i>	1	1,900	1,900						
Equipment Replacement Revenue Total				137,412	144,197	125,769	142,477	142,477	141,531	138,681

Trash and Recycling

The Trash and Recycling fund was created in 2014 on the suggestion of the auditors. By separating the trash and recycling from the General Fund, the data would not be skewed by outstanding accounts receivables.





2018 - 2019 Adopted Budget

140-00 Trash/Recycling Revenue					2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
140-00-54-541700	Recycling				37,901	34,107	22,822	31,592	31,484	35,100	25,162
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	<i>Based on 480 users for 12 months</i>	5,760	6.58	37,901							
140-00-54-541300	Trash Collection				28,044	26,820	25,412	226,046	219,826	239,738	203,966
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	<i>Trash Bins</i>	60	50	3,000							
	<i>Street Fee</i>	12	2,087	25,044							
140-00-56-561300	Penalty				1,200	2,300	589	2,300	2,718	-	2,325
140-00-57-571100	Transfer from General Operating				250,349	214,361	214,361	-	-	-	-
Trash & Recycling Revenue Total					317,494	277,588	263,184	259,938	254,028	274,838	231,453



2018 - 2019 Adopted Budget

140-33 Trash/Recycling Expenses					2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
140-33-62-623103 Recycling					37,901	34,107	22,345	32,832	30,814	35,100	26,729
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	<i>Recycling based on 480 homes @12 months</i>	5,760	6.58	37,901							
140-33-62-623100 Trash Collection					253,349	241,193	153,972	225,600	218,756	239,738	202,094
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	<i>Trash bins</i>	60	50	3,000							
	<i>Trash collection based on 1040 homes @ 12 months</i>	12,480	20.06	250,349							
Trash & Recycling Expenses Total					291,250	275,300	176,317	258,432	249,570	274,838	228,823



2018 - 2019 Adopted Budget

140 - Trash/Recycling

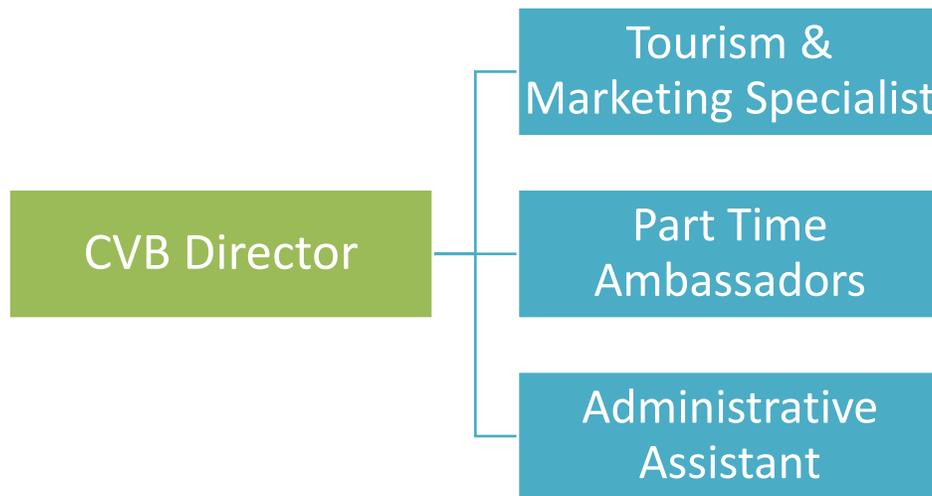
	2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
00 - Trash/Recycling Revenue	317,494	277,588	263,184	259,938	254,028	274,838	231,453
33 - Trash/Recycling Expenses	291,250	275,300	176,317	258,432	249,570	274,838	228,823
140 - Trash/Recycling Surplus/(Deficit)	26,244	2,288	86,868	1,506	4,458	-	2,630

Convention and Visitors Bureau (CVB)

The Shenandoah CVB proudly supports and promotes the city's ten hotels, the nationally recognized sports venues, and over 40 restaurants. Comprised of a director, a tourism marketing specialist, an administrative assistant and two ambassadors, the CVB staff operates out of the Visitors Center located on David Memorial Drive near the CISD stadium and natatorium.

The Visitors Center is a recognized Texas Tourism Information Center and is stocked with information from across the state. It is also home to the exhibit featuring David Vetter, the "Bubble Boy. Stop by and plan your next vacation or just browse and enjoy our hospitality.

**Shenandoah Convention and Visitors Bureau
19265 David Memorial Drive. Shenandoah, Texas 77385
281-292-5953**





2018 - 2019 Adopted Budget

200-00 Hotel/Motel - Revenue							
	2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
200-00-50-515000 Motel/Hotel Tax	1,530,850	1,285,000	1,309,244	1,410,700	1,213,223	1,279,165	1,111,966
200-00-56-561000 Interest	2,600	2,600	2,491	1,700	3,001	1,080	1,677
Activity in additional GL accounts no longer used in 2018 - 2019 Budget Year			189		1,556		90,846
CVB Total	1,533,450	1,287,600	1,311,924	1,412,400	1,217,780	1,280,245	1,204,489



2018 - 2019 Adopted Budget

200-45 Hotel/Motel - CVB					2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
200-45-61-611000	Salaries & Wages				186,238	186,238	73,303	88,901	81,534	87,437	80,061
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	3 Staff	1	186,238	186,238							
200-45-61-611100	Education Pay				4,800	4,800	3,114	4,800	4,786	4,800	4,530
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	S.Konzern (Bachelor's)	12	200	2,400							
	Admin Assistant (Bachelor's)	12	200	2,400							
200-45-61-611400	Overtime				500	-	1,021	1,000	1,528	1,000	287
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	2 Staff	1	500	500							
200-45-61-611600	Longevity Pay				175	60	140	270	20	150	150
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	2 Staff	1	175	175							
200-45-61-612000	Part Time				18,876	18,876	2,749	19,167	11,033	16,640	10,212
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	2 Ambassadors (858 hrs each)	1	18,876	18,876							
200-45-61-614100	Retirement				32,668	32,421	14,163	18,314	16,733	16,886	15,302
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	3 Staff	1	32,668	32,668							
200-45-61-614400	FICA/Medicare Tax				16,110	17,026	6,278	18,314	16,733	9,336	8,147
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	5 Staff	1	16,110	16,110							
200-45-61-614500	Unemployment				1,107	1,107	366	1,055	240	1,040	509
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	5 Staff	1	1,107	1,107							
200-45-62-620100	Operating Services				1,756	756	756	756	567	1,236	727
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Advisory Board	1	1,000	1,000							
	Fire Alarm Monitoring	12	63	756							



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
200-45-62-620200	Operating Services - Lease Payment			130,524	130,524	94,584	118,150	112,995	119,034	113,501
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Anticipated escrow reconciliation for 2018</i>	1	8,512	8,512						
	<i>Current lease</i>	6	9,458	56,750						
	<i>New lease with 15% increase in property taxes</i>	6	10,877	65,262						
200-45-62-621000	Consulting/Professional Services			46,720	10,590	6,642	28,710	10,382	22,640	13,548
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>STR Report</i>	1	11250	11250						
	<i>Pest control</i>	4	95	380						
	<i>Photobucket subscription</i>	1	90	90						
	<i>TravelClick Demand360 Insight Reports</i>	1	35,000	35,000						
200-45-62-621700	Advertising			276,850	183,571	97,755	201,124	119,156	105,899	69,784
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Vehicle Wrap</i>	1	750	750						
	<i>Conroe ISD agreement</i>	4	6,250	25,000						
	<i>Discovery Map</i>	1	1,200	1,200						
	<i>Expedia Media Solutions</i>	1	60,000	60,000						
	<i>Expedia Travel Ads</i>	1	30,000	30,000						
	<i>Google AdWords</i>	12	400	4,800						
	<i>Live Nation digital only</i>	1	40,000	40,000						
	<i>Social Media advertising</i>	12	250	3,000						
	<i>THLA Group Listing</i>	1	5,000	5,000						
	<i>TravelClick Digital Media Advertising</i>	1	61,700	61,700						
	<i>TravelClick Targeted GDS Advertising</i>	1	30,400	30,400						
	<i>Trips to Discover</i>	1	15,000	15,000						
200-45-62-624200	Postage			900	900	4	900	601	900	437
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>FedEx, UPS, and postage for postcards</i>	12	75	900						
200-45-62-624500	Printing			4,360	4,360	-	4,360	1,917	1,195	1,540
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Business cards</i>	1	80	80						
	<i>Dining guides</i>	4	560	2,240						
	<i>Visitor guides</i>	4	510	2,040						
200-45-63-630800	Uniforms And Safety Gear			400	400	-	3,400	88	3,400	302
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>2 staff, 2 part time</i>	8	50	400						



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
200-45-63-631000	Operating Supplies			1,440	1,440	165	1,440	1,393	1,200	1,392
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Kitchen/cleaning supplies, paper goods</i>	12	120	1,440						
200-45-63-631200	Office Supplies			500	600	109	600	265	600	3,258
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Copy paper, pens, pads, etc</i>	10	50	500						
200-45-67-670300	Public Relations			120,640	20,700	1,494	17,400	13,866	17,400	17,887
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>New Programs</i>	1	100,000	100,000						
	<i>Hotel relations</i>	12	120	1,440						
	<i>Promotional items</i>	4	4,000	16,000						
	<i>Texas and Shenandoah postcards</i>	2	100	200						
	<i>Texas Business Travelers Association Golf Tourn.</i>	1	3,000	3,000						
200-45-67-670900	Dues/Memberships			7,892	10,007	9,588	8,320	9,322	6,099	4,721
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>American Marketing Assoc. Houston Chapter mtgs</i>	12	40	480						
	<i>American Marketing Association due renewal</i>	1	295	295						
	<i>Greater Houston CVB</i>	1	550	550						
	<i>Hotel & Lodging Assoc. of Greater Houston</i>	1	450	450						
	<i>Texas Assoc. of CVBs</i>	1	875	875						
	<i>Texas Business and Travel Assoc.</i>	1	100	100						
	<i>Texas Hotel & Lodging Assoc.</i>	1	4,092	4,092						
	<i>Texas Travel Industry Assoc.</i>	1	1,050	1,050						
200-45-67-672300	Travel/Training			7,840	5,500	3,411	5,500	4,160	7,500	3,058
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>AMA Monthly Workshop Luncheon</i>	12	45	540						
	<i>CVB Director</i>	1	3,500	3,500						
	<i>Tourism Marketing Specialist AMA Conference</i>	1	2,000	2,000						
	<i>Tourism Marketing Specialist Expedia Conference</i>	1	1,500	1,500						
	<i>Tourism Summit</i>	3	100	300						
200-45-67-674600	Vehicle Maintenance/Repairs			750	350	1,485	350	1,257	350	27
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Explorer maintenance</i>	1	750	750						



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
200-45-67-674700	Maintenance Agreements			3,413	6,093	2,759	5,343	9,536	7,858	3,256
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Annual fire sprinkler inspection	1	455	455						
	Fire alarm inspection	1	390	390						
	HVAC quarterly maintenance	4	642	2,568						
200-45-67-675500	Fuel-Vehicles			240	206	131	138	160	188	47
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Explorer- based on usage	75	3.20	240						
200-45-67-676100	Utilities-Electricity			6,000	7,200	3,222	6,000	5,852	6,000	5,804
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Based on usage	12	500	6,000						
200-45-67-676701	2018 Stagg Bowl			250,000	20,950	16,200	275,000	299,040	-	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Championship banquet catering	1	15,000	15,000						
	Field painting and cleaning	1	29,000	29,000						
	Game truck	1	2,000	2,000						
	Ground transportation	1	6,000	6,000						
	Hospitality	1	2,000	2,000						
	Hotel decorations	1	1,500	1,500						
	Misc.	1	71,900	71,900						
	Network hardware/infrastructure	1	10,000	10,000						
	Photographer	1	600	600						
	Pole banners	1	3,000	3,000						
	Police	1	5,000	5,000						
	Promo items	1	20,000	20,000						
	Restroom trailer	1	500	500						
	Stadium signage	1	3,000	3,000						
	Tailgate	1	36,500	36,500						
	Videographer	1	9,000	9,000						
	Woodforest Stadium buyout	1	35,000	35,000						



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
200-45-68-681100	Transfer To General Operating			150,767	142,435	63,390	129,787	145,338	123,369	103,168
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Property, liability, & Worker's Comp</i>	1	1,426	1,426						
	<i>Hang banners</i>	1	5,000	5,000						
	<i>Cleaning services</i>	12	162	1,944						
	<i>10% finance personnel</i>	1	16,641	16,641						
	<i>10% administration fees</i>	1	75,274	75,274						
	<i>15% Legal</i>	1	18,000	18,000						
	<i>10% Audit</i>	1	2,500	2,500						
	<i>Auto insurance - ford explorer</i>	1	597	597						
	<i>Employee medical/dental/buy up insurance</i>	12	1,555	18,660						
	<i>10% incode fees</i>	1	2,900	2,900						
	<i>Technology costs</i>	1	7,825	7,825						
200-45-68-681600	Transfer to Water & Sewer			324	324	108	2,640	216	2,640	216
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Water & Sewer Usage</i>	12	27	324						
200-45-68-681500	Transfer To Capital Projects			7,500	100,000	-	-	13,624	230,000	130,394
200-45-69-690200	Transfer to Equipment Replacement Fund			11,027	11,027	5,514	11,027	11,027	11,024	11,024
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>20% of servers (7 @ \$4,500 each/ 8 years)</i>	7	563	3,941						
	<i>Pool car (1 @ \$30,000/7 years)</i>	1	4,286	4,286						
	<i>Portable restroom trailer (1 @ \$42,000/15 years)</i>	1	2,800	2,800						
	Activity in additional GL accounts no longer used in 2018 - 2019 Budget Year					29,849	84,534	22,620	189,160	188,332
CVB Expenses Total				1,290,318	948,310	492,983	995,386	915,623	994,980	791,621



2018 - 2019 Adopted Budget

200 - CVB							
	2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
00 - CVB Revenue	1,533,450	1,287,600	1,311,924	1,412,400	1,217,780	1,280,245	1,204,489
45 - CVB Expenses	1,290,318	948,310	492,983	995,386	915,623	994,980	791,621
200 - CVB Surplus/(Deficit)	243,132	339,290	818,941	417,014	302,157	285,265	412,868

Debt Service

The city acquired several Certificates of Obligations and General Obligations to help improve the streets, drainage, storm water infrastructure, purchase land, construct the Public Works/Fire Department building, and improve parks and trails within the city. All debt information can be found on the City's Finance Transparency page. The city uses the majority of property taxes to pay the outstanding bonds. The Finance Department oversees all debt payments and reporting.

City of Shenandoah Debt Service Information				
Bond	Amount Approved	Funding Source	Purpose	Principle Remaining
2007 Combination Certificates of Obligation	\$ 9,045,000.00	Ad Valorem Taxes	Streets/Drainage Purchase Land Construct PW Building Fire Dept Parks/Trails Improvements	\$ -
2013 General Obligation Refunding (Refinancing of 2007 Debt)	\$ 7,345,000.00	Ad Valorem Taxes	Refinance of the Voter Approved 2007 Certificates of Obligation	\$ 5,580,000.00
2008 General Obligation	\$ 5,660,000.00	Ad Valorem Taxes	Shenandoah Valley Streets & Storm Water	\$ 210,000.00
2008 Certificates of Obligation	\$ 2,225,000.00	Water & Sewer Revenue	Storm Water	\$ 335,000.00
2009 General Obligation	\$ 6,395,000.00	Ad Valorem Taxes	Shenandoah Valley Streets & Storm Water	\$ 725,000.00
2009 Certificates of Obligation	\$ 2,405,000.00	Water & Sewer Revenue	Storm Water	\$ 345,000.00
2015 General Obligation Refunding (Refinancing of 2008/2009 Debt)	\$ 8,670,000.00	Ad Valorem Taxes (85%) Water & Sewer Revenue (15%)	Shenandoah Valley Streets & Storm Water	\$ 8,570,000.00
2011 General Obligation	\$ 4,300,000.00	Ad Valorem Taxes (70%) Water & Sewer Revenue (30%)	Shenandoah Valley Streets/Drainage	\$ 3,230,000.00



2018 - 2019 Adopted Budget

300-00 Debt Service Revenue

					2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
300-00-50-511000	Property Taxes				1,103,397	1,098,089	1,092,876	971,903	1,070,903	971,903	978,828
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	<i>Tax val. 1,115,668,838 (I&S rate .0989/\$100)</i>	<i>1</i>	<i>1,103,397</i>	<i>1,103,397</i>							
300-00-56-561000	Interest				200	150	313	-	456	6	6,755
300-00-57-571100	Transfer from General Operating				740,586	741,999	-	875,637	890,641	875,637	968,409
300-00-57-571600	Transfer from Water/Sewer				508,343	501,888	63,526	497,704	369,260	508,642	467,007
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	<i>2008 CO principle August 2019</i>	<i>1</i>	<i>165,000</i>	<i>165,000</i>							
	<i>2008 CO interest August 2019</i>	<i>1</i>	<i>6,700</i>	<i>6,700</i>							
	<i>2008 CO interest February 2019</i>	<i>1</i>	<i>6,700</i>	<i>6,700</i>							
	<i>2009 CO principle August 2019</i>	<i>1</i>	<i>170,000</i>	<i>170,000</i>							
	<i>2009 CO interest August 2019</i>	<i>1</i>	<i>6,475</i>	<i>6,475</i>							
	<i>2009 CO interest February 2019</i>	<i>1</i>	<i>6,475</i>	<i>6,475</i>							
	<i>2011 GO principle August 2019 (30%)</i>	<i>1</i>	<i>60,000</i>	<i>60,000</i>							
	<i>2011 GO interest August 2019 (30%)</i>	<i>1</i>	<i>18,664</i>	<i>18,664</i>							
	<i>2011 GO interest February 2019 (30%)</i>	<i>1</i>	<i>18,664</i>	<i>18,664</i>							
	<i>2015 GO interest August 2019 (15%)</i>	<i>1</i>	<i>24,833</i>	<i>24,833</i>							
	<i>2015 GO interest February 2019 (15%)</i>	<i>1</i>	<i>24,833</i>	<i>24,833</i>							
Activity in additional GL accounts no longer used in 2018 - 2019 Budget Year					-	-	-	-	-	27,118	1,119,075
Debt Service Total					2,352,526	2,342,126	1,156,716	2,345,244	2,331,260	2,383,306	3,540,074



2018 - 2019 Adopted Budget

300-80 Debt Service

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
300-80-62-620100	Operating Services			10,700	4,250	3,000	2,150	1,650	3,550	3,725
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Arbitrage rebate calculation, 2009 bonds, 10yr	1	1,950	1,950						
	Arbitrage rebate calculation, CO 2008 bond 10yr	1	1,950	1,950						
	Arbitrage rebate calculation, GO 2008 bond, 10yr	1	1,950	1,950						
	Arbitrage rebate calculation, GO 2008 bond, final	1	500	500						
	Arbitrage rebate calculation, GO 2013 bond, 5yr	1	1,950	1,950						
	Paying agent fees	6	400	2,400						
300-80-65-652500	Bond Payments-Principal			1,655,000	1,600,000	-	1,550,000	1,550,000	1,510,000	1,587,532
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	2008 CO AUGUST 2019	1	165,000	165,000						
	2008 GO AUGUST 2019	1	210,000	210,000						
	2009 CO AUGUST 2019	1	170,000	170,000						
	2009 GO AUGUST 2019	1	355,000	355,000						
	2011 GO AUGUST 2019	1	200,000	200,000						
	2013 GO REFUNDING AUGUST 2019	1	555,000	555,000						
300-80-65-652600	Bond Payments-Interest			686,478	737,876	368,938	782,526	782,515	869,756	752,315
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	2008 CO AUGUST 2019	1	6,700	6,700						
	2008 CO FEBRUARY 2019	1	6,700	6,700						
	2008 GO AUGUST 2019	1	4,200	4,200						
	2008 GO FEBRUARY 2019	1	4,200	4,200						
	2009 CO AUGUST 2019	1	6,475	6,475						
	2009 CO FEBRUARY 2019	1	6,475	6,475						
	2009 GO AUGUST 2019	1	13,613	13,613						
	2009 GO FEBRUARY 2019	1	13,613	13,613						
	2011 GO AUGUST 2019	1	62,213	62,213						
	2011 GO FEBRUARY 2019	1	62,213	62,213						
	2013 GO REFUNDING AUGUST 2019	1	84,488	84,488						
	2013 GO REFUNDING FEBRUARY 2019	1	84,488	84,488						
	2015 GO REFUNDING AUGUST 2019	1	165,550	165,550						
	2015 GO REFUNDING FEBRUARY 2019	1	165,550	165,550						
Debt Service Total				2,352,178	2,342,126	371,938	2,334,676	2,334,165	2,383,306	2,343,572



2018 - 2019 Adopted Budget

300 - Debt Service

	2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
00 - Debt Service Revenue	2,352,526	2,342,126	1,156,716	2,345,244	2,331,260	2,383,306	3,540,074
80 - Debt Service Expenses	2,352,178	2,342,126	371,938	2,334,676	2,334,165	2,383,306	2,343,572
200 - CVB Surplus/(Deficit)	348	-	784,778	10,568	(2,905)	-	1,196,502



2018 - 2019 Adopted Budget

400-00 Capital Projects Revenue

				2018 - 2019 Budgeted					
400-00-57-571100 Transfer From General Operating				1,291,790					
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>					
	Gym Ceiling Fan	1	5000	5000					
	Access Gates	1	18,405	18,405					
	Laserfiche Avante Upgrade	1	29,460	29,460					
	Website Re-Design	1	11,500	11,500					
	Heldheld Radios	1	27,675	27,675					
	City Reserve Maintenance	1	45,000	45,000					
	Codification of Ordinances	1	4,750	4,750					
	Fiber to the Home (**Paid Out of Reserves**)	1	1,150,000	1,150,000					
400-00-57-571200 Transfer From Special Revenue				7,500					
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>					
	Website Re-Design Share	1	7,500	7,500					
400-00-57-571600 Transfer From Water & Sewer				369,500					
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>					
	Headwork Screen (30%)	1	33,000	33,000					
	Pinecroft Waterline Replacement (30%)	1	195,000	195,000					
	Water Plant 2 Booster Pump (30%)	1	18,000	18,000					
	Water Model Update (30%)	1	12,000	12,000					
	WWTP Master Plan (30%)	1	15,000	15,000					
	Ground Storage Tank Replacement (30%)	1	39,000	39,000					
	Website Re-Design Share	1	7,500	7,500					
	Water Conservation Rebate Program	1	50,000	50,000					
400-00-57-571600 Transfer From MDD				728,000					
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>					
	Headwork Screen (70%)	1	77,000	77,000					
	Pinecroft Waterline Replacement (70%)	1	455,000	455,000					
	Water Plant 2 Booster Pump (70%)	1	42,000	42,000					
	Water Model Update (70%)	1	28,000	28,000					
	WWTP Master Plan (70%)	1	35,000	35,000					
	Ground Storage Tank Replacement (70%)	1	91,000	91,000					
Capital Projects Total				2,396,790	-	-	-	-	-



2018 - 2019 Adopted Budget

400-00 Capital Projects

					2018 - 2019 Budgeted					
400-60-66-661700	Equipment				5,000					
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Gym Ceiling Fan	1	5,000	5,000						
400-60-66-662305	City Website Redesign				26,500					
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Website Re-Design	1	26,500	26,500						
400-60-66-662001	Access Gates				18,405					
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Access Gates	1	18,405	18,405						
400-60-66-662306	Laserfiche Avante Update				29,460					
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Avante Platform	1	29,460	29,460						
400-60-66-661704	Handheld Radios				27,675					
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
		1	27,675	27,675						
400-60-66-660501	City Reserve Maintenance				45,000					
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
		1	45,000	45,000						
400-60-62-621000	Consulting/Professional Services				4,750					
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Codification of Ordinances	1	4,750	4,750						
400-60-66-668000	Fiber to the Home				1,150,000					
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Paid Out of Reserves	1	1,150,000	1,150,000						
400-61-66-669932	Headwork Screen				110,000					
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
		1	110,000	110,000						
400-61-66-669933	Pinecroft Waterline Replacement				650,000					
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
		1	650,000	650,000						



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted						
400-61-66-669934	Water Plant 2 - Booster Pump			60,000						
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Design Work</i>	1	60,000	60,000						
400-61-66-669935	Water Model Update			40,000						
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>2019</i>	1	40,000	40,000						
400-61-66-669936	WWTP Master Plan			50,000						
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
		1	50,000	50,000						
400-61-66-669937	Ground Storage Tank Replacement			130,000						
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
		1	130,000	130,000						
400-61-66-669920	Water Conversation Program			50,000						
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Water & Sewer Share</i>	1	50,000	50,000						
Capital Projects Total				2,396,790	-	-	-	-	-	-



2018 - 2019 Adopted Budget

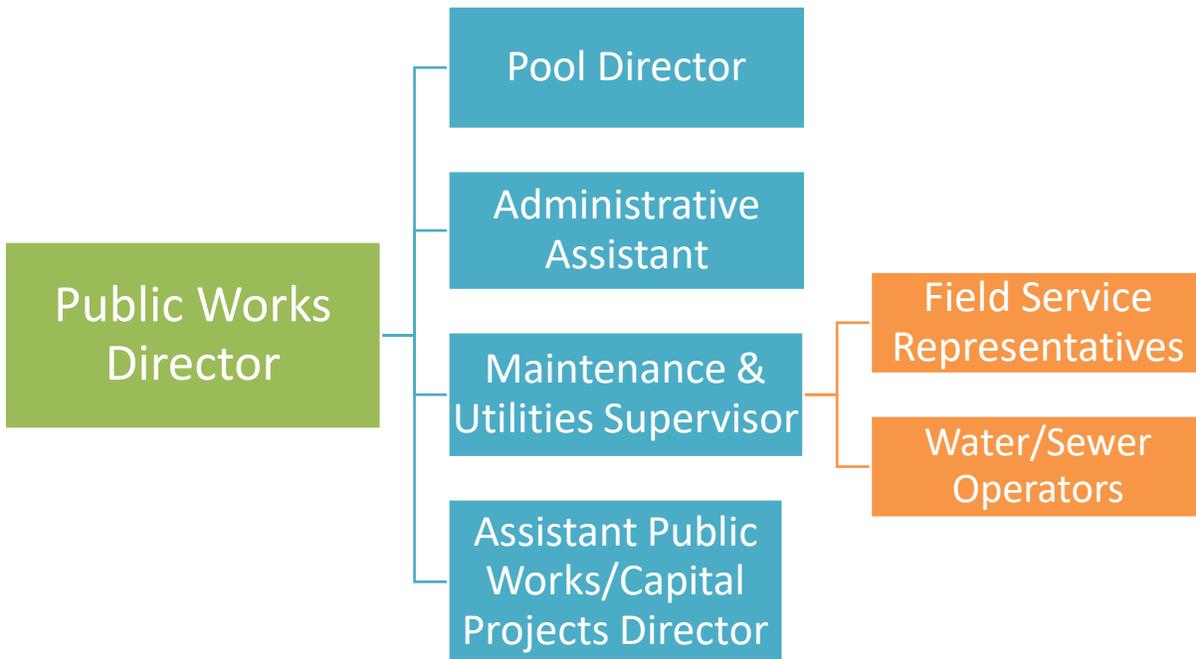
400 - Capital Projects

	2018 - 2019 Budgeted						
00 - Revenue	2,396,790	-	-	-	-	-	-
60 - General Fund Projects	1,306,790	-	-	-	-	-	-
61 - Water & Sewer Projects	1,090,000	-	-	-	-	-	-
400 - Capital Projects Surplus/(Deficit)		-	-	-	-	-	-

Water & Sewer Department

The Water & Sewer Department is responsible for maintaining the City sanitary sewer collection system, potable water distribution system, three groundwater wells and wastewater treatment plant and all the facilities associated with these systems

Joseph Peart
Public Works Director
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2018 - 2019 Adopted Budget

600-00 Water & Sewer Revenue

	2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
600-00-64-641100 Water	1,499,820	1,414,925	893,837	1,351,736	1,384,166	1,324,486	1,469,606
600-00-54-541200 Sewer	1,026,827	996,919	673,030	995,274	974,350	975,656	1,059,719
600-00-54-541500 Penalty	24,000	22,600	17,243	20,480	28,544	19,000	26,670
600-00-54-542000 Tap Fees	35,000	72,000	22,147	90,000	29,624	135,000	49,287
600-00-54-542600 Temporary Water Meters	8,000	8,000	2,635	8,000	7,010	8,000	4,652
600-00-54-545000 Groundwater Reduction Plan Fees	152,327	152,327	111,490	168,857	189,178	166,764	192,783
600-00-54-543000 Lonestar Groundwater Conservation District	23,276	23,276	18,393	16,677	18,918	16,677	19,270
600-50-62-624600 Interest	3,000	2,000	722	3,000	2,557	3,000	2,705
600-00-57-571200 Transfer from CVB	324	324	108	240	216	2,640	216
Activity in additional GL accounts no longer used in 2018 - 2019 Budget Year	-	48	11,982	-	140	-	1,571
Water & Sewer Revenue Total	2,772,574	2,692,420	1,751,587	2,654,264	2,634,703	2,651,223	2,826,479



2018 - 2019 Adopted Budget

600-50 Water & Sewer

					2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
600-50-61-611000	Salaries & Wages				360,571	338,458	226,971	337,626	327,500	329,436	316,770
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	7 Staff	1	360,571	360,571							
600-50-61-611200	Certification Pay				2,400	2,400	1,607	4,800	2,793	3,000	3,535
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	G. Gomez (Class AA Water/Wasterwater)	12	200	2,400							
600-50-61-611400	Overtime				6,000	5,000	3,234	1,000	12,920	1,000	22,434
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	5 Staff	1	6,000	6,000							
600-50-61-611407	Special Events Overtime				500	500	127	2,340	-	2,340	-
600-50-61-611410	After Hours Calls Overtime				15,000	10,000	13,604	10,800	16,017	10,800	-
600-50-61-611600	Longevity Pay				2,500	2,185	2,175	2,105	2,050	1,945	2,340
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	7 Staff	1	2,500	2,500							
600-50-61-614100	Retirement				68,773	65,108	46,883	62,663	85,792	56,801	85,416
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	7 Staff	1	68,773	68,773							
600-50-61-614400	FICA/Medicare Tax				30,522	28,393	19,693	28,632	27,261	27,580	26,516
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	7 Staff	1	30,522	30,522							
600-50-61-614500	Unemployment				1,890	1,890	839	1,890	324	1,890	1,308
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	7 Staff	1	1,890	1,890							
600-50-61-614700	Allowances/ Misc. Personnel Costs				12,000	12,000	9,000	12,000	12,000	12,000	11,570
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Public Works Director Car Allowance	12	1,000	12,000							
600-50-62-620100	Operating Services				140,295	132,510	76,396	117,360	111,016	102,588	121,993
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Annual testing required by TCEQ	1	12,000	12,000							
	Guadalajara - utility billing	12	2,750	33,000							
	Lab, analysis, and testing fees	12	2,485	29,820							
	Sludge hauls	135	485	65,475							
					86						



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
600-50-62-621000	Consulting/Professional Services			250	250	-	250	143	250	381
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Accident drug screens	5	50	250						
600-50-62-621100	Engineer			2,000	32,500	16,731	5,000	1,294	5,000	4,630
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Engineering service	1	2,000	2,000						
600-50-62-623600	Building & Grounds Maintenance			1,000	1,000	5,434	1,000	199	1,750	1,633
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	General repairs	1	1,000	1,000						
600-50-62-624200	Postage			50	50	864	750	31	750	93
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	For required TCEQ mailings	1	50	50						
600-50-62-624500	Printing			100	100	-	150	32	150	52
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Business cards	1	100	100						
600-50-62-624600	Legal Notices			250	500	-	500	-	500	480
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Legal notices	1	250	250						
600-50-63-630800	Uniforms And Safety Gear			6,330	5,880	2,391	5,880	3,558	6,290	6,460
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	5 staff (6 uniforms)	30	140	4,200						
	Event shirts (5 staff, 1 shirt/2staff, 2 shirts)	9	50	450						
	First aid for buildings and trucks	1	180	180						
	Safety gear	1	1,500	1,500						
600-50-63-631000	Operating Supplies			76,045	70,815	46,842	55,340	61,962	50,300	60,514
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Beltpress polymer	12	850	10,200						
	Chemical supplies	1	3,500	3,500						
	Cl and SO2 150 lb tank rental (31 units/month)	372	10	3,720						
	Cl and SO2 2000 lb tank rental (5 units/month)	60	50	3,000						
	Fire hydrant paint	1	500	500						
	General supplies	1	2,500	2,500						
	Lab instruments	1	2,000	2,000						
	Lubrication oil for well	3	1,250	3,750						
	Sanitary manhole inserts	75	65	4,875						
	Treatment chemicals based on usage (Cl and SO2)	12	3,500	42,000						
					87					



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
600-50-63-631100	Operating Equipment			16,500	28,966	7,672	21,500	8,746	21,500	9,460
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Commercial water meters	5	1,500	7,500						
	Residential water meters	30	300	9,000						
600-50-63-631200	Office Supplies			300	300	225	750	451	750	261
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Office supplies	1	300	300						
600-50-63-631400	Office Equipment And Furnishings			1,795	2,300	2,739	500	290	1,300	1,491
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Heartsine 350p aed (new replacement units)	1	995	995						
	Office furniture	1	800	800						
600-50-63-631500	Building & Grounds Supplies			2,000	2,300	913	1,150	954	2,650	748
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Light bulbs at water and sewer facilities	1	500	500						
	Other supplies	1	250	250						
	Painting and supplies	1	1,250	1,250						
600-50-67-670300	Public Relations			1,732	1,000	25	1,000	1,432	1,000	782
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Drought contg (stages 3 - 5)	60	12	732						
	Notices for community signs	1	1,000	1,000						
600-50-67-670600	Groundwater Reduction Plan			192,500	192,500	35,304	210,000	105,278	198,000	99,482
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Based on 12 month history of gallons sold	350,000	1	192,500						
600-50-67-670800	Usage Fees			55,900	53,050	14,840	39,500	18,945	39,200	12,015
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	LSGCD (1,000 gals) based on 12 month pumpage	380,000	0	39,900						
	TCEQ	1	16,000	16,000						
600-50-67-670900	Dues/Memberships			1,220	1,200	694	2,200	1,089	3,110	780
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	AWWA membership	1	220	220						
	TWUA license renewals	1	1,000	1,000						
600-50-67-672300	Travel/Training			8,550	7,000	3,214	6,000	2,940	3,900	2,654
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	Administrative assistant	1	750	750						
	Director (TML, TAWWA, TCEQ, PATC)	1	3,000	3,000						
	Field service representatives	2	750	1,500						
	Operators	3	1,100	3,300	88					



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
600-50-67-674400	Equipment Maintenance			127,500	153,920	95,217	118,000	149,104	122,000	120,122
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Repair/maintenance for belt press</i>	1	2,500	2,500						
	<i>Repair/maintenance for collection system</i>	1	5,000	5,000						
	<i>Repair/maintenance for distribution system</i>	1	5,000	5,000						
	<i>Repair/maintenance for lift stations</i>	7	5,000	35,000						
	<i>Repair/maintenance for wastewater treatment plant</i>	1	35,000	35,000						
	<i>Repair/maintenance for water plants</i>	3	15,000	45,000						
600-50-67-674500	Routine/Preventative Maintenance			33,833	37,933	7,855	36,590	14,235	36,650	7,070
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Annual lift station/scum pit/cc chamber cleaning</i>	9	1,200	10,800						
	<i>Brake check (1 per vehicle)</i>	4	45	180						
	<i>Clarifier drive inspections</i>	1	5,000	5,000						
	<i>Elevated storage tank inspections</i>	1	1,000	1,000						
	<i>Flow meter calibration</i>	1	650	650						
	<i>Ground storage tank inspections</i>	3	500	1,500						
	<i>PMA basic - equipment</i>	3	90	270						
	<i>PMA basic - vehicles</i>	4	90	360						
	<i>PMA full - equipment</i>	3	135	405						
	<i>PMA full - vehicles</i>	4	135	540						
	<i>Pump inspections</i>	1	10,000	10,000						
	<i>Registration</i>	4	15	60						
	<i>State inspections</i>	4	42	168						
	<i>Tire replacement (2 tires per vehicle)</i>	8	100	800						
	<i>Well inspections</i>	3	700	2,100						
600-50-67-674600	Vehicle Repairs			1,000	1,000	1,313	3,000	-	3,000	1,703
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Damage repairs</i>	1	1,000	1,000						
600-50-67-674700	Maintenance Agreements			34,500	27,500	22,830	24,200	9,261	24,200	34,085
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Belt press preventative maintenance</i>	1	2,500	2,500						
	<i>Clarifier drive maintenance and inspection</i>	2	2,400	4,800						
	<i>Generator maintenance and testing</i>	1	27,200	27,200						
600-50-67-675500	Fuel-Vehicles			7,200	6,200	2,599	16,325	9,504	20,250	5,910
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Diesel</i>	200	4	800						
	<i>Unleaded</i>	2,000	3	6,400						



2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
600-50-67-676100	Utilities-Electricity			180,000	185,000	114,093	190,000	177,956	190,000	171,030
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Based on historical usage</i>	1	180,000	180,000						
600-50-67-676200	Utilities-Natural Gas			1,500	1,500	986	1,500	1,296	1,500	1,266
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Natural gas for lift station generators</i>	1	1,500	1,500						
600-50-68-681100	Transfer to General Operating			298,273	340,797	171,064	352,461	367,805	351,668	327,272
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Plant grounds maintenance</i>	1	400	400						
	<i>Property/liability</i>	1	19,702	19,702						
	<i>15% legal</i>	1	18,000	18,000						
	<i>10% finance personnel</i>	1	16,641	16,641						
	<i>Dental/medical/life/AD&D</i>	12	8,448	101,376						
	<i>10% administration fees</i>	1	75,274	75,274						
	<i>Auto insurance</i>	1	1,895	1,895						
	<i>Rent</i>	12	2,666	31,992						
	<i>40% audit</i>	1	10,000	10,000						
	<i>25% Incode fees</i>	1	7,250	7,250						
	<i>Technology costs</i>	1	15,743	15,743						
600-50-68-681300	Transfer to Debt Service			558,008	501,888	63,526	497,704	550,121	508,642	467,007
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>2011 Refunding Principal & Interest (30%)</i>	1	97,328	97,328						
	<i>2015 Go Refunding Principal & Interest (15%)</i>	1	99,330	99,330						
	<i>2008 CO Principal & Interests</i>	1	178,400	178,400						
	<i>2009 CO Principal & Interest</i>	1	182,950	182,950						
600-50-68-681400	Transfer to Capital Projects			369,500	282,938	1,651,635	66,100	950,017	281,995	272,650
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>						
	<i>Headwork Screen (30%)</i>	1	33,000	33,000						
	<i>Pinecroft Waterline Replacement (30%)</i>	1	195,000	195,000						
	<i>Water Plant 2 Booster Pump (30%)</i>	1	18,000	18,000						
	<i>Water Model Update (30%)</i>	1	12,000	12,000						
	<i>WWTP Master Plan (30%)</i>	1	15,000	15,000						
	<i>Ground Storage Tank Replacement (30%)</i>	1	39,000	39,000						
	<i>Website Re-Design Share</i>	1	7,500	7,500						
	<i>Water Conservation Rebate Program</i>	1	50,000	50,000						



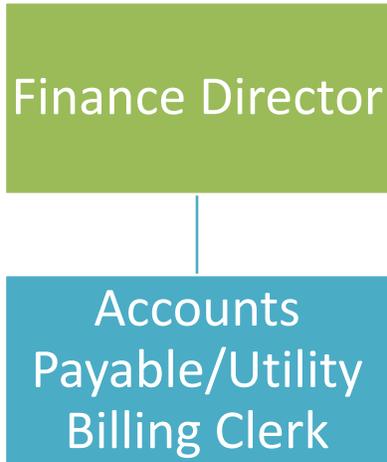
2018 - 2019 Adopted Budget

				2018 - 2019 Budgeted	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
600-50-69-690200 Transfer to Equipment Replacement				25,830	25,830	12,915	25,300	25,300	25,300	22,450
<i>Description</i>										
	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	2	2,850	5,700							
	1	2,350	2,350							
	1	5,400	5,400							
	1	3,600	3,600							
	1	3,300	3,300							
	1	2,100	2,100							
	1	1,480	1,480							
	1	1,900	1,900							
Activity in additional GL accounts no longer used in 2018 - 2019 Budget Year				-	5,001	16,379	9,666	21,588	-	6,053
Water/Sewer Total				2,644,117	2,567,662	2,698,829	2,273,532	3,081,205	2,450,985	2,230,416

Utility Billing Department

The Finance Department manages the utility billing process. Public works provides all meter reads and utility maintenance. The utility billing clerk then processes the reads and generates the bills to be disbursed. The utility billing clerk also handles customer service aspects and billing concerns and questions.

Lisa Wasner, Finance Director
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832-585-8174





2018 - 2019 Adopted Budget

600-51 Utility Billing					2018 - 2019 Proposed	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
600-51-62-620100	Operating Services				11,820	2,808	2,418	2,808	2,587	2,520	2,414
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Annual ETS compliance fee	2	150	300							
	Billing- paper/printing/folding/postage/mailling	12	935	11,220							
	Folding and stuffing inserts	6	50	300							
600-51-62-623800	Licenses & User Fees				18,000	18,740	10,238	15,150	15,758	11,830	16,503
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	ETS fees for credit card transactions	12	1,000	12,000							
	ETS fees for online bill pay (400 users/monthly)	4,800	1	6,000							
600-51-62-624200	Postage				120	8,400	3,813	9,000	5,964	8,100	6,796
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Postage-past due letters	12	10	120							
600-51-62-624500	Printing				50	150	-	200	-	200	114
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Business cards for utility billing	1	50	50							
600-51-63-630800	Uniforms And Safety Gear				100	-	-	50	-	50	32
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	City shirts-UB clerk	2	50	100							
600-51-63-631000	Operating Supplies				230	2,500	2,600	2,500	2,594	2,800	2,800
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Past due door hanger paper	1	230	230							
600-51-63-631200	Office Supplies				200	800	302	900	392	750	561
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Paper, pens, etc	1	200	200							
600-51-63-631400	Office Equipment & Furnishings				350	-	-	-	-	-	185
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Laminating Machine	1	350	350							
600-51-67-672300	Travel/Training				2,200	500	-	500	-	500	-
	<i>Description</i>	<i>Units</i>	<i>Price</i>	<i>Amount</i>							
	Tyler Connect-Utility Billing Clerk	1	2,000	2,000							
	Webinars- updates/collections	2	100	200							
Activity in additional GL accounts no longer used in 2018 - 2019 Budget Year					-	3,714	2,491	3,764	3,455	4,684	4,782
Utility Billing Total					93,070	37,612	21,862	34,872	30,751	31,234	34,188

Actuals through September 30, 2018



2018 - 2019 Adopted Budget

600 - Water & Sewer Total Expenses							
	2018 - 2019 Proposed	2017-2018 Budgeted	2017-2018 YTD	2016-2017 Budgeted	2016-2017 Actual	2015-2016 Budgeted	2015-2016 Actual
00 - Water & Sewer Revenue	2,772,574	2,692,420	1,751,587	2,654,264	2,634,703	2,651,223	2,826,479
50 - Water & Sewer Expenses	2,644,117	2,567,662	2,698,829	2,273,532	3,081,205	2,450,985	2,230,416
51 - Utility Billing	33,070	37,612	21,862	34,872	30,751	31,434	34,188
600 - Water & Sewer Surplus/(Deficit)	95,387	87,146	(969,104)	345,860	(477,253)	168,804	561,875