City of Hereford

Municipal Budget

Fiscal Year October 1, 2015 – September 30, 2016

Tom Simons, Mayor
Serving the City since 2015

Charlie Kerr, Mayor Pro-Tem
Serving the City since 2005

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

Angie Alonzo, Place Two
Serving the City since 1998

Linda Cumpton, Place Four
Serving the City since 2014

Cathy Bunch, Place Five
Serving the City since 2009

Sam Metcalf, Place Six
Serving the City since 2004

CITY OF HEREFORD, TEXAS

GENERAL BUDGET

October 1, 2015 - September 30, 2016

TOM SIMONS, MAYOR

COMMISSIONERS
JOSE GARZA
ANGIE ALONZO
CHARLIE KERR
LINDA CUMPTON
CATHY BUNCH
SAM METCALF

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

TABLE OF CONTENTS

Budget Ordinance

Taxes:

Tax Levies, Collections & Analysis	1
Bonded Indebtedness & Tax Bonds	2

Revenue & Expense Summary - All Funds 3

General Fund Departmental Detail

Administration	8
Building & Zoning	11
Food Safety	14
Municipal Court	17
Fire	20
Health	23
Park	26
Aquatic Center	29
Golf Course	32
Police	35
Animal Control	38
Street	41
Airport	44
Non-Departmental	47

Water & Sewer Fund Departmental Detail

Finance	49
Utility Maintenance	52
Water Production	55
Wastewater Treatment	58
Non-Departmental	61

H.E.D.C. Fund Detail

H.E.D.C.	63

Personnel Schedule 67

ORDINANCE NO. 09.21.15D

AN ORDINANCE OF THE CITY OF HEREFORD, TEXAS APPROVING THE BUDGET AND MAKING APPROPRIATION FOR SUPPORT OF THE CITY GOVERNMENT AND APPROVING THE BUDGET FOR THE HEREFORD ECONOMIC DEVELOPMENT CORPORATION FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2015, AND ENDING SEPTEMBER 30, 2016

WHEREAS, the City Manager has prepared and submitted to the City Commission, a budget estimate of the expenditures and revenues of all City Departments, divisions, and offices for the fiscal year beginning October 1, 2015, and ending September 30, 2016, which has been considered and reviewed by the City Commission and should be approved; and

WHEREAS, after due publication of notice as provided by the City Charter and by law, a public hearing regarding the budget was held on September 21, 2015.

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

1. That the budget prepared and submitted by the City Manager to the City Commission for the fiscal year beginning October 1, 2015 and ending September 30, 2016 is approved.

2. That the sum of **$9,328,437.00** is hereby appropriated out of the General Fund for payment of operating expenses and capital expenditures of the City of Hereford, Texas, as set forth in detail in the budget.

3. That the sum of **$5,148,179.00** is hereby appropriated out of the Water and Sewer Fund for payment of operating expenses, capital expenditures and debt service for the Water and Sewer Fund of the City of Hereford, Texas, as set forth in detail in the budget.

4. That the sum of **$764,400.00** is hereby appropriated out of the Account of Hereford Economic Development Corporation for payment of operating expenses and capital expenditures of Hereford Economic Development Corporation, as set forth in detail in the budget.

The above and foregoing Ordinance was duly introduced on the motion of Commissioner Cathy Bunch, seconded by Commissioner Linda Compton, and by unanimous vote of the Commission, was duly adopted and ordered filed this the 21st day of September, 2015.

Tom Simons, Mayor
City of Hereford, Texas

ATTEST:

Suzanne Finch, City Secretary

Tax Levies and Collections

	2009			2010	
	Actual	%		Actual	%
Tax Roll	$1,654,970	100.00	Tax Roll	$1,660,644	100.00
Collections	$1,615,799	97.63	Collections	$1,622,936	97.73
Delinquent	$36,371	2.20	Delinquent	$33,285	2.00

	2011			2012	
	Actual	%		Actual	%
Tax Roll	$1,659,100	100.00	Tax Roll	$1,674,599	100.00
Collections	$1,622,655	97.80	Collections	$1,623,233	96.93
Delinquent	$27,166	1.64	Delinquent	$34,738	2.25

	2013			2014	
	Actual	%		Actual	%
Tax Roll	$1,710,969	100	Tax Roll	$1,728,772	100.00
Collections	$1,657,484	96.87	Collections	$1,701,552	98.42
Delinquent	$19,028	1.11	Delinquent	$4,615	0.27

Property Valuation Analysis

Year	Total Taxable Property	Total Real Property	Total Personal Property
2001	282,878,675	222,889,728	59,988,947
2002	282,862,844	224,386,814	58,476,030
2003	292,250,167	236,704,314	55,545,853
2004	306,754,752	250,705,102	56,049,650
2005	323,357,811	264,690,973	58,666,838
2006	359,578,390	294,323,188	65,255,202
2007	414,201,088	344,049,088	70,152,000
2008	470,784,031	382,320,431	88,463,600
2009	488,190,882	388,399,382	99,791,500
2010	492,707,876	398,615,210	94,092,666
2011	513,310,637	410,966,337	102,344,300
2012	514,114,803	408,714,403	105,400,400
2013	533,178,474	427,077,174	106,101,300
2014	538,725,936	434,166,436	104,559,500
2015	545,520,737	441,637,837	103,882,900

Tax Rate Analysis

Fiscal Year 2014-2015

Tax Rate $.320900 per $100.00 Valuation

I & S Fund	$0.000000
General Fund	$0.320900

Fiscal Year 2015-2016

Tax Rate $.313761 per $100.00 Valuation

I & S Fund	$0.000000
General Fund	$0.313761

Total Assessed Valuation 2015	$545,520,737
Total Tax Roll @ $0.313761 Rate	$1,711,631
Estimated Collections @ 95%	$1,626,050

Bonded Indebtedness

Revenue Bonds

As of October 1, 2015

	Amount Authorized	Amount Issued	Amount Outstanding
Water & Sewer System C. O. Bonds, Series 2010	$1,500,000	$1,500,000	$445,000
Water & Sewer System Refunding Bonds, Series 2010	$3,090,000	$3,090,000	$1,225,000
		Total Outstanding Debt:	***$1,670,000***

General Obligation Bonds

The City of Hereford has no General Obligation Tax Debt authorized or outstanding.

Tax Bonds

The City of Hereford has no tax bonds outstanding.

ANNUAL BUDGET

Revenue and Expense Summary
General Fund

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
General Fund Revenue				
101101	Property Taxes - Current	$1,457,000	$1,481,939	$1,475,000
101102	Property Taxes - Delinquent	185,000	217,219	216,000
101103	Property Taxes - Penalty & Interest	18,000	21,179	17,000
101104	Property Taxes - Delinquent Prior Years	25,000	37,125	20,500
101106	Garbage Billing	1,957,273	2,191,520	2,086,896
101107	Municipal Court Receipts	240,000	321,058	265,000
101108	Municipal Court Tech Fund Revenue	7,734	12,492	10,000
101109	Court Costs & Sales Tax Discounts	5,000	268	5,000
101110	Franchise Fees	1,027,277	1,102,318	1,060,200
101111	Building & Zoning Fees	34,000	47,455	34,000
101112	Building & Zoning Inspections	3,500	6,591	4,000
101113	Airport Hangar & Tie-down Revenue	35,000	36,858	35,000
101114	Airport Taxable Revenue	155	297	155
101115	Juvenile Officer - D.S.C. & H.I.S.D.	25,400	10,806	25,400
101116	Interest Earned	1,800	820	1,800
101117	Airport Fuel Sales Revenue	198,000	114,384	150,000
101118	Golf Course - Non-Taxable Revenue	170,000	162,994	170,000
101119	Licenses	4,000	2,058	4,000
101120	Miscellaneous Revenue	6,000	31,524	6,000
101121	Landfill Revenue	66,000	68,079	70,000
101122	H.A.C. - Non-Taxable Revenue	50,000	58,447	50,000
101123	Fire Agreement - D. S. County	266,000	233,214	266,000
101124	Mosquito Spraying	20,000	28,072	20,000
101125	Community Center Revenue & Donations	16,000	25,278	16,000
101126	Golf Course - Taxable Revenue	110,000	71,842	110,000
101127	City Sales & Mixed Drink Tax	1,438,000	1,676,330	1,508,800
101128	Motel Occupancy Tax	170,000	170,647	170,000
101129	Sale of Fixed Assets	0	31,662	0
101131	H.A.C. Taxable Revenue	250	1,768	1,500
101132	Municipal Court Security Fund Revenue	6,000	9,218	6,000
101133	Nita Lea Lease Purchase Revenue	18,800	0	0
101136	Loan Proceeds	0	579,478	0
101137	Food Safety Permits	0	0	0
101140	L.E.O.S.E.Training Revenue	3,000	6,712	3,000
101180	Operating Transfers In	1,279,500	2,000,000	1,522,000
101191	Fire Department Grant Revenue	0	0	0
101197	P.R.P.C. Grant Revenue	0	0	0
101198	Airport Grant Revenue	0	0	0
	General Fund Revenue Total:	***$8,843,689***	***$10,759,651***	***$9,329,251***

Revenue and Expense Summary
General Fund Continued

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
General Fund Expenditures				
01-110	Administration	$371,660	$343,535	$383,861
01-112	Building & Zoning	219,049	213,346	223,474
01-115	Food Safety	65,100	64,496	67,000
01-150	Municipal Court	150,925	148,824	153,500
01-210	Fire Department	415,798	379,234	475,173
01-310	Health Department	1,272,470	1,442,232	1,579,677
01-410	Parks Department	548,900	550,546	579,450
01-411	Hereford Aquatic Center	347,200	383,080	333,200
01-412	Golf Course	598,850	720,852	677,600
01-510	Police Department	2,836,425	2,735,009	2,926,875
01-512	Animal Control	111,150	104,103	133,350
01-610	Street Department	1,363,231	1,483,293	1,387,881
01-710	Municipal Airport	365,350	268,138	321,300
01-910	Non-Departmental	86,096	100,918	86,096
	General Fund Expenditure Total:	***$8,752,204***	***$8,937,606***	***$9,328,437***

ANNUAL BUDGET

Revenue and Expense Summary
Water & Sewer Fund

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Water & Sewer Fund Revenue				
101201	Water Billing	$4,150,000	$3,966,236	$4,400,000
101202	Sewer Billing	1,400,000	1,399,154	1,484,000
101203	Service Taps	6,000	11,344	6,000
101205	Penalties on Water Billing	168,160	170,932	168,160
101210	Capital Fund Revenue	0	0	0
101214	Lease Revenue-Water Tower Space	25,000	21,651	25,000
101215	Lease Revenue-City Farm	62,500	99,053	100,500
101216	Interest Earned	8,000	5,681	7,000
101219	Farm Revenue	0	0	2,400
101220	Miscellaneous Revenue	2,500	2,551	2,500
101221	Sale of Fixed Assets	0	3,200	0
101223	Donations-Water Acquisition	0	0	0
	Water & Sewer Fund Revenue Total:	***$5,822,160***	***$5,679,801***	***$6,195,560***
Water & Sewer Fund Expenditures				
02-110	Finance Office	$451,783	$437,882	$454,145
02-210	Utility Maintenance	1,025,100	1,090,977	1,047,050
02-310	Water Production	987,940	1,060,550	965,900
02-410	Wastewater Treatment	312,184	338,108	312,534
02-910	Non-Departmental	2,121,800	2,034,525	2,368,550
	Water & Sewer Fund Expenditure Total:	***$4,898,807***	***$4,962,042***	***$5,148,179***

ANNUAL BUDGET

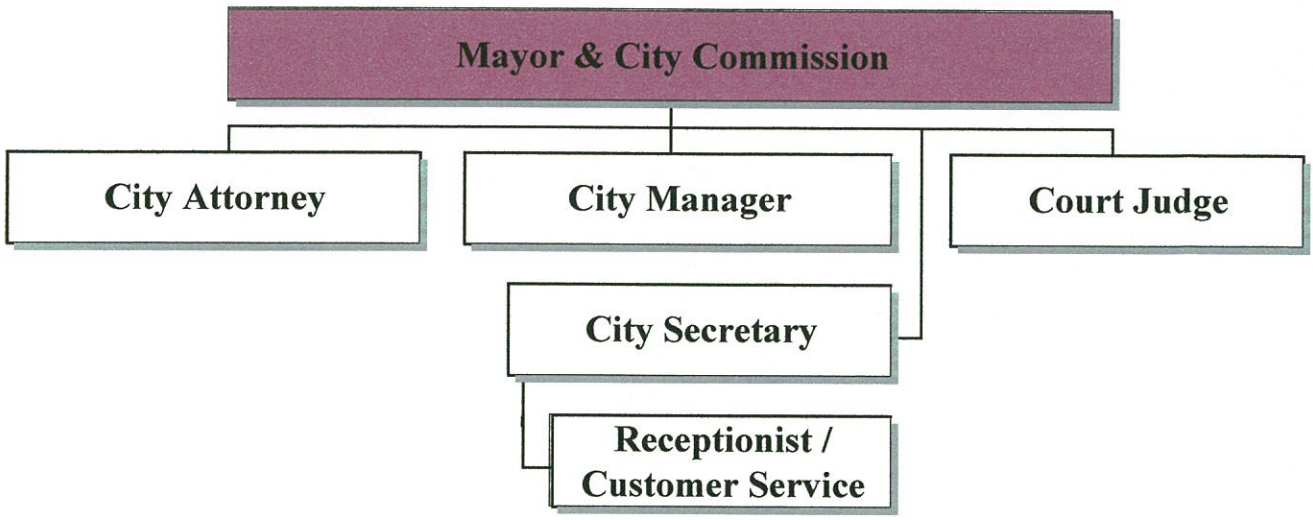
Revenue and Expense Summary
Voluntary Park Fund

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Voluntary Park Fund Revenues				
101101	Voluntary Park Revenue	$39,000	$40,004	$39,000
	Voluntary Park Fund Revenue Total:	***$39,000***	***$40,004***	***$39,000***
Voluntary Park Fund Expenditures				
211090	Voluntary Park Capital Improvements	$39,000	$12,507	$39,000
	Voluntary Park Fund Expenditure Total:	***$39,000***	***$12,507***	***$39,000***

ANNUAL BUDGET

Revenue and Expense Summary
All Funds

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Revenues				
01	General Fund	$8,843,689	$10,759,651	$9,329,251
02	Water & Sewer Fund	5,822,160	5,679,801	6,195,560
04	Voluntary Park Fund	39,000	40,004	39,000
	Revenue Total:	***$14,704,849***	***$16,479,453***	***$15,563,811***
Expenditures				
01	General Fund	$8,752,204	$8,937,606	$9,328,437
02	Water & Sewer Fund	4,898,807	4,962,042	5,148,179
04	Voluntary Park Fund	39,000	12,507	39,000
	Expenditure Total:	***$13,690,011***	***$13,912,156***	***$14,515,616***



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

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

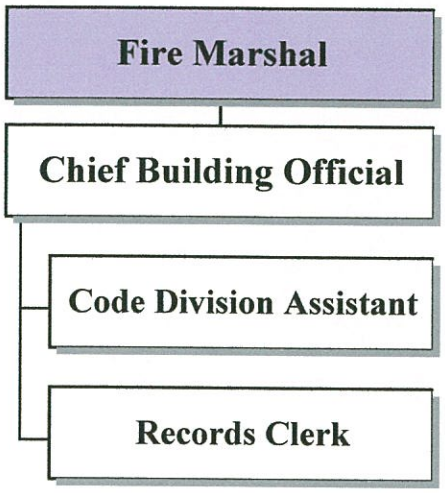
ANNUAL BUDGET

Department	Fund	Dept. No.
Administration	General	01-110

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Personnel Services				
211010	Salaries	$158,000	$152,481	$162,500
211011	Overtime	0	0	0
211012	City Commission Salaries	2,400	2,425	2,400
211013	Auto Allowance	9,000	9,000	9,000
211014	Uniforms	1,000	800	1,000
211015	Health Insurance	13,200	14,197	14,100
211016	W/C & Unemployment Insurance	1,300	360	1,000
211017	Life & LTD Insurance	1,000	1,190	900
211018	TMRS Retirement	18,400	17,671	18,500
211019	Social Security	12,800	10,265	13,250
	Total Personnel Services:	***$217,100***	***$208,389***	***$222,650***
Supplies				
211020	Supplies	$7,000	$6,479	$7,000
211026	Fuel & Oil	4,050	2,580	4,050
	Total Supplies:	***$11,050***	***$9,059***	***$11,050***
Maintenance				
211030	Maintenance - Equipment	$3,700	$2,449	$3,700
211033	Maintenance - Building	2,000	2,253	2,000
	Total Maintenance:	***$5,700***	***$4,701***	***$5,700***
Utilities				
211040	Natural Gas	$1,000	$843	$1,000
211041	Electricity	2,800	2,127	2,800
211045	Telephone	4,000	5,970	5,500
	Total Utilities:	***$7,800***	***$8,941***	***$9,300***

Department	Fund	Dept. No.
Administration (Cont.)	General	01-110

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Other Charges				
211075	Appraisal District Expenses	$34,584	$34,298	$36,035
211076	Code & Ordinance Updates	2,000	2,620	2,000
211077	City Health Officer	120	120	120
211078	Retainer - City Attorney	22,000	27,466	25,000
211079	Events (City Employees)	8,000	7,542	8,000
211080	Dues & Registration	5,000	5,338	5,000
211081	TML Annual Dues	2,650	2,649	2,650
211082	Travel Expense	20,000	8,172	20,000
211083	Subscriptions & Advertising	3,000	884	3,000
211084	Annual Audit Expense	10,350	10,350	10,350
211085	Election expense	12,000	4,868	12,000
211086	Lease Equipment	7,000	5,362	7,000
211087	Property & Liability Insurance	1,500	1,471	1,500
211089	PRPC Annual Dues	1,306	1,306	1,306
	Total Other Charges:	***$129,510***	***$112,445***	***$133,961***
Capital Expense				
211090	Capital	$500	$0	$1,200
	Total Capital Expense:	***$500***	***$0***	***$1,200***
	Administration Total:	**$371,660**	**$343,535**	**$383,861**



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

ANNUAL BUDGET

Department	Fund	Dept. No.
Building & Zoning	General	01-112

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Personnel Services				
211210	Salaries	$142,750	$141,132	$147,500
211214	Uniforms	1,200	1,024	1,200
211215	Health Insurance	19,800	19,077	18,950
211216	W/C & Unemployment Insurance	1,300	650	1,000
211217	Life & LTD Insurance	900	765	900
211218	TMRS Retirement	15,725	15,443	16,000
211219	Social Security	10,950	10,797	11,500
	Total Personnel Services:	***$192,625***	***$188,888***	***$197,050***
Supplies				
211220	Supplies	$3,500	$2,287	$3,500
211226	Fuel & Oil	4,124	2,681	4,124
	Total Supplies:	***$7,624***	***$4,968***	***$7,624***
Maintenance				
211230	Maintenance - Equipment	$4,000	$5,217	$4,000
211233	Maintenance - Building	2,000	2,253	2,000
	Total Maintenance:	***$6,000***	***$7,469***	***$6,000***
Utilities				
211240	Natural Gas	$500	$356	$500
211241	Electricity	1,400	1,115	1,400
211245	Telephone	2,200	2,384	2,200
	Total Utilities:	***$4,100***	***$3,855***	***$4,100***

Department	Fund	Dept. No.
Building & Zoning (Cont.)	General	01-112

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Other Charges				
211280	Dues & Registration	$2,000	$2,183	$2,000
211282	Travel Expense	3,000	3,255	3,000
211283	Subscriptions & Advertising	500	0	500
211286	Lease Equipment	1,700	1,250	1,700
211287	Property & Liability Insurance	1,500	1,476	1,500
	Total Other Charges:	***$8,700***	***$8,165***	***$8,700***
Capital Expense				
211290	Capital	$0	$0	$0
	Total Capital Expense:	***$0***	***$0***	***$0***
	Building & Zoning Total:	**$219,049**	**$213,346**	**$223,474**

Food Safety Inspector

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

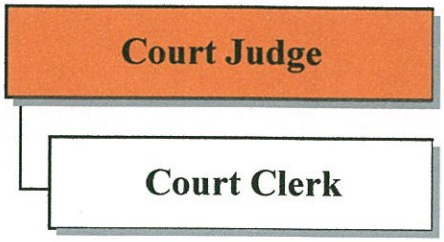
ANNUAL BUDGET

Department	Fund	Dept. No.
Food Safety	General	01-115

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Personnel Services				
211510	Salaries	$45,000	$44,060	$46,500
211514	Uniforms	400	400	400
211515	Health Insurance	6,600	6,936	6,900
211516	W/C & Unemployment Insurance	350	110	250
211517	Life & LTD Insurance	300	250	300
211518	TMRS Retirement	4,950	4,820	5,000
211519	Social Security	3,450	3,028	3,600
	Total Personnel Services:	***$61,050***	***$59,604***	***$62,950***
Supplies				
211520	Supplies	$600	$744	$600
211526	Fuel & Oil	0	0	0
	Total Supplies:	***$600***	***$744***	***$600***
Maintenance				
211530	Maintenance - Equipment	$500	$996	$500
211533	Maintenance - Building	0	0	0
	Total Maintenance:	***$500***	***$996***	***$500***
Utilities				
211540	Natural Gas	$0	$0	$0
211541	Electricity	0	0	0
211545	Telephone	950	1,388	950
	Total Utilities:	***$950***	***$1,388***	***$950***

Department	Fund	Dept. No.
Food Safety (Cont.)	General	01-115

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Other Charges				
211580	Dues & Registration	350	425	350
211582	Travel Expense	1,500	1,232	1,500
211587	Property & Liability Insurance	150	108	150
	Total Other Charges:	***$2,000***	***$1,765***	***$2,000***
Capital Expense				
211590	Capital	$0	$0	$0
	Total Capital Expense:	***$0***	***$0***	***$0***
	Food Safety Total:	**$65,100**	**$64,496**	**$67,000**



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

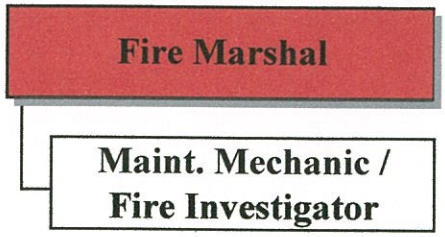
ANNUAL BUDGET

Department	Fund	Dept. No.
Municipal Court	General	01-150

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Personnel Services				
215010	Salaries	$96,500	$94,488	$99,500
215014	Uniforms	800	800	800
215015	Health Insurance	13,200	12,718	12,650
215016	W/C & Unemployment Insurance	700	229	500
215017	Life & LTD Insurance	600	520	600
215018	TMRS Retirement	10,725	10,336	10,750
215019	Social Security	7,400	7,228	7,700
	Total Personnel Services:	***$129,925***	***$126,319***	***$132,500***
Supplies				
215020	Supplies	$2,800	$4,419	$2,800
	Total Supplies:	***$2,800***	***$4,419***	***$2,800***
Maintenance				
215030	Maintenance - Equipment	$900	$1,563	$900
215033	Maintenance - Building	750	1,855	750
215035	Tech Fund Expense	4,500	7,184	4,500
	Total Maintenance:	***$6,150***	***$10,601***	***$6,150***
Utilities				
215040	Natural Gas	$750	$369	$750
215041	Electricity	1,400	1,029	1,400
215045	Telephone	400	889	400
	Total Utilities:	***$2,550***	***$2,287***	***$2,550***

Department	Fund	Dept. No.
Municipal Court (Cont.)	General	01-150

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Other Charges				
215080	Dues & Registration	$1,000	$715	$1,000
215082	Travel Expense	2,000	1,369	2,000
215083	Subscriptions & Advertising	5,000	1,856	5,000
215087	Property & Liability Insurance	1,100	1,102	1,100
215088	Jury Trial Expense	400	156	400
	Total Other Charges:	***$9,500***	***$5,198***	***$9,500***
Capital Expense				
215090	Capital	$0	$0	$0
	Total Capital Expense:	***$0***	***$0***	***$0***
	Municipal Court Total:	**$150,925**	**$148,824**	**$153,500**



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

ANNUAL BUDGET

Department	Fund	Dept. No.
Fire	General	01-210

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Personnel Services				
221010	Salaries	$125,000	$123,259	$129,000
221012	Part-Time/Fires & Drills	18,000	16,500	18,000
221013	Firefighter Retirement	28,000	16,760	28,000
221014	Uniforms	1,500	626	1,500
221015	Health Insurance	13,200	13,295	12,650
221016	W/C & Unemployment Insurance	4,600	5,063	5,000
221017	Life & LTD Insurance	700	638	750
221018	TMRS Retirement	13,750	13,627	13,900
221019	Social Security	9,575	9,527	9,900
	Total Personnel Services:	***$214,325***	***$199,294***	***$218,700***
Supplies				
221020	Supplies	$20,000	$11,370	$20,000
221026	Fuel & Oil	17,285	8,180	17,285
	Total Supplies:	***$37,285***	***$19,550***	***$37,285***
Maintenance				
221030	Maintenance - Equipment	$20,000	$28,606	$20,000
221033	Maintenance - Building	5,000	6,744	5,000
	Total Maintenance:	***$25,000***	***$35,350***	***$25,000***
Utilities				
221040	Natural Gas	$7,200	$7,983	$7,200
221041	Electricity	12,186	8,802	12,186
221045	Telephone	8,000	7,749	8,000
	Total Utilities:	***$27,386***	***$24,534***	***$27,386***

Department	Fund	Dept. No.
Fire (Cont.)	General	01-210

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Other Charges				
221077	Civil Defense	$800	$300	$800
221080	Dues & Registration	7,500	5,865	7,500
221082	Travel Expense	12,000	4,695	12,000
221083	Subscriptions & Advertising	250	232	250
221084	LEOSE Training	500	0	500
221086	Lease Equipment	85,752	77,673	85,752
221087	Property & Liability Insurance	5,000	10,466	10,000
	Total Other Charges:	***$111,802***	***$99,232***	***$116,802***
Capital Expense				
221090	Capital	$0	$0	$50,000
	Total Capital Expense:	***$0***	***$0***	***$50,000***
	Fire Department Total:	**$415,798**	**$377,960**	**$475,173**

Landfill Attendant

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

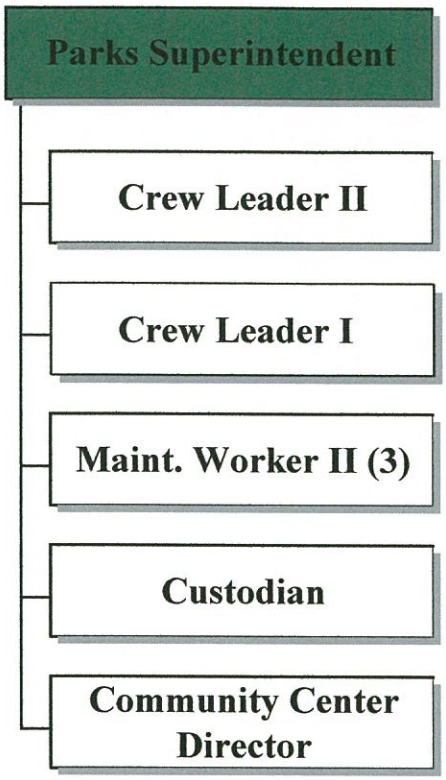
ANNUAL BUDGET

Department	Fund	Dept. No.
Health	General	01-310

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Personnel Services				
231010	Salaries	$31,750	$31,425	$32,750
231011	Overtime	3,500	4,083	3,500
231013	Contracted Services-Collection	1,216,295	1,388,222	1,525,727
231014	Uniforms	400	0	400
231015	Health Insurance	6,600	6,359	6,350
231016	W/C & Unemployment Insurance	1,500	1,506	1,500
231017	Life & LTD Insurance	225	184	250
231018	TMRS Retirement	3,900	3,884	3,900
231019	Social Security	2,700	2,716	2,800
	Total Personnel Services:	***$1,266,870***	***$1,438,379***	***$1,577,177***
Supplies				
231020	Supplies	$0	$0	$0
231021	Chemicals	0	0	0
231026	Fuel & Oil	0	0	0
	Total Supplies:	***$0***	***$0***	***$0***
Maintenance				
231030	Maintenance - Equipment	$0	$0	$0
231033	Maintenance - Building	0	0	0
	Total Maintenance:	***$0***	***$0***	***$0***
Utilities				
231040	Natural Gas	$0	$0	$0
231041	Electricity	0	0	0
231045	Telephone	0	0	0
	Total Utilities:	***$0***	***$0***	***$0***

Department	Fund	Dept. No.
Health (Cont.)	General	01-310

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Other Charges				
231089	Permit & Fees	$5,600	$2,109	$2,500
	Total Other Charges:	***$5,600***	***$2,109***	***$2,500***
Capital Expense				
231090	Capital	$0	$0	$0
	Total Capital Expense:	***$0***	***$0***	***$0***
	Health Department Total:	**$1,272,470**	**$1,440,488**	**$1,579,677**



The function of the City of Hereford Parks Department is to provide daily maintenance and upkeep of the 200 acres of City parks and the City of Hereford's Community Center. The parks maintained by the department include the Aquatic Center, Buena Vista, Central, Dameron, Jaycee, Langley, Mothers and Veterans Park. Daily maintenance includes mowing, tree care, fence maintenance, restroom cleaning, watering and any other items of need. An annual Celebration of Lights is held on the first Monday in December when lights on a community-wide Christmas tree and numerous other trees in Mothers Park and Dameron Park are illuminated for the holiday season.

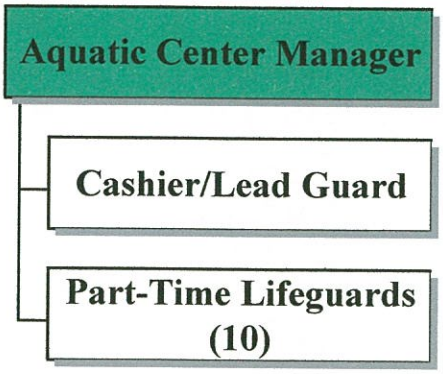
ANNUAL BUDGET

Department	Fund	Dept. No.
Parks	General	01-410

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Personnel Services				
241010	Salaries	$278,750	$278,601	$296,250
241011	Overtime	8,000	11,716	8,000
241012	Part-Time	0	0	0
241014	Uniforms	3,200	2,471	3,200
241015	Health Insurance	52,800	51,469	51,100
241016	W/C & Unemployment Insurance	7,000	7,533	7,600
241017	Life & LTD Insurance	2,200	1,468	1,900
241018	TMRS Retirement	31,600	31,664	32,750
241019	Social Security	22,000	22,209	23,300
	Total Personnel Services:	***$405,550***	***$407,132***	***$424,100***
Supplies				
241020	Supplies	$8,500	$8,955	$8,500
241021	Chemicals	7,500	7,385	7,500
241026	Fuel & Oil	18,000	11,543	18,000
	Total Supplies:	***$34,000***	***$27,883***	***$34,000***
Maintenance				
241030	Maintenance - Equipment	$15,000	$16,415	$15,000
241032	Maintenance - Facilities	22,000	34,549	22,000
	Total Maintenance:	***$37,000***	***$50,964***	***$37,000***
Utilities				
241040	Natural Gas	$10,500	$9,411	$10,500
241041	Electricity	25,000	18,341	25,000
241045	Telephone	2,600	2,478	2,600
	Total Utilities:	***$38,100***	***$30,230***	***$38,100***

Department	Fund	Dept. No.
Parks (Cont.)	General	01-410

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Other Charges				
241080	Dues & Registration	$750	$3,156	$750
241082	Travel Expense	500	79	500
241083	Subscriptions & Advertising	1,500	0	1,500
241087	Property & Liability Insurance	4,500	4,876	4,500
	Total Other Charges:	***$7,250***	***$8,111***	***$7,250***
Capital Expense				
241090	Capital	$27,000	$26,226	$39,000
	Total Capital Expense:	***$27,000***	***$26,226***	***$39,000***
	Park Department Total:	**$548,900**	**$550,546**	**$579,450**



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

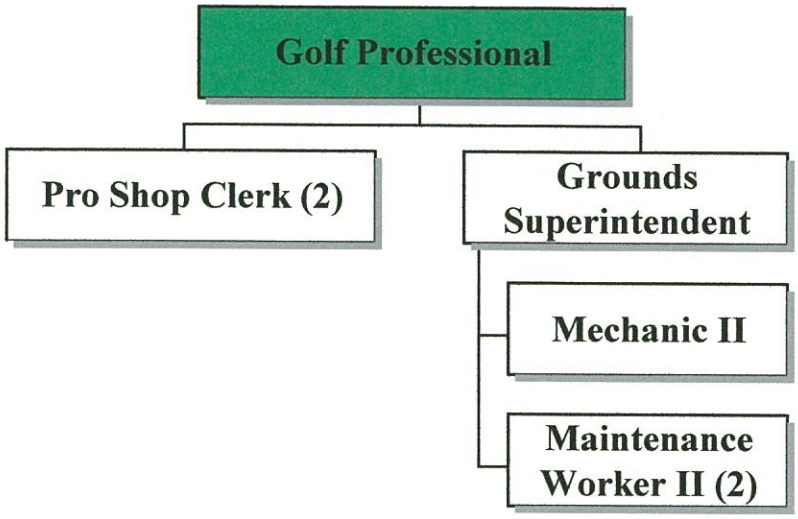
ANNUAL BUDGET

Department	Fund	Dept. No.
Aquatic Center	General	01-411

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Personnel Services				
241110	Salaries	$69,250	$64,537	$68,500
241111	Overtime	2,400	4,335	2,400
241112	Part-Time	80,000	115,134	80,000
241115	Health Insurance	13,200	12,718	12,650
241116	W/C & Unemployment Insurance	3,500	3,337	3,500
241117	Life & LTD Insurance	450	415	450
241118	TMRS Retirement	7,900	7,074	7,750
241119	Social Security	11,700	14,076	11,750
	Total Personnel Services:	***$188,400***	***$221,626***	***$187,000***
Supplies				
241120	Supplies	$16,500	$14,506	$16,500
241121	Chemicals	14,000	10,345	14,000
241128	Concession Expense	2,500	5,922	2,500
	Total Supplies:	***$33,000***	***$30,773***	***$33,000***
Maintenance				
241130	Maintenance - Equipment	$10,000	$34,198	$10,000
241133	Maintenance - Building	8,000	5,080	8,000
	Total Maintenance:	***$18,000***	***$39,279***	***$18,000***
Utilities				
241140	Natural Gas	$55,000	$52,336	$55,000
241141	Electricity	19,800	16,452	19,800
241145	Telephone	2,700	2,554	2,700
	Total Utilities:	***$77,500***	***$71,343***	***$77,500***

Department	Fund	Dept. No.
Aquatic Center (Cont.)	General	01-411

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Other Charges				
241180	Dues & Registration	$1,800	$3,179	$1,800
241182	Travel Expense	500	350	500
241183	Subscriptions & Advertising	1,500	1,960	1,500
241187	Property & Liability Insurance	2,500	2,546	2,500
	Total Other Charges:	***6,300***	***$8,036***	***6,300***
Capital Expense				
241190	Capital	$24,000	$12,024	$11,400
	Total Capital Expense:	***$24,000***	***$12,024***	***$11,400***
	Aquatic Center Total:	**$347,200**	**$383,081**	**$333,200**



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

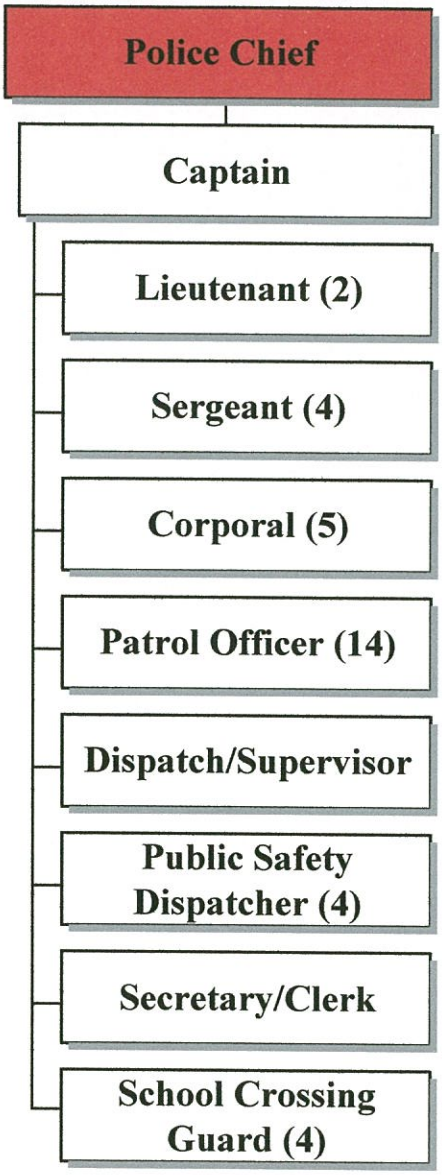
ANNUAL BUDGET

Department	Fund	Dept. No.
Golf Course	General	01-412

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Personnel Services				
241210	Salaries	$271,000	$260,207	$286,250
241211	Overtime	8,000	11,811	8,000
241212	Part-Time	5,000	9,609	5,000
241214	Uniforms	2,400	1,724	2,400
241215	Health Insurance	46,200	44,110	45,500
241216	W/C & Unemployment Insurance	5,100	4,178	5,000
241217	Life & LTD Insurance	1,650	1,467	1,800
241218	TMRS Retirement	30,700	29,889	31,700
241219	Social Security	21,750	21,708	22,900
	Total Personnel Services:	***$391,800***	***$384,703***	***$408,550***
Supplies				
241220	Supplies - Pro Shop	$6,000	$8,583	$6,000
241221	Chemicals	25,000	34,057	25,000
241222	Supplies-Grounds	6,500	8,634	6,500
241226	Fuel & Oil	15,700	11,323	15,700
	Total Supplies:	***$53,200***	***$62,597***	***$53,200***
Maintenance				
241230	Maintenance - Equipment - Pro Shop	$1,500	$722	$1,500
241231	Maintenance - Irrigation	8,000	14,506	8,000
241232	Maintenance - Golf Carts	2,000	8,978	2,000
241233	Maintenance - Building	2,000	49,016	2,000
241234	Maintenance - Grounds	16,000	21,962	16,000
241235	Cart Path Fund Expense	10,000	70,277	10,000
	Total Maintenance:	***$39,500***	***$165,460***	***$39,500***
Utilities				
241240	Natural Gas	$4,900	$7,060	$4,900
241241	Electricity	15,000	10,265	15,000
241245	Telephone	5,500	4,544	5,500
	Total Utilities:	***$25,400***	***$21,869***	***$25,400***

Department	Fund	Dept. No.
Golf Course (Cont.)	General	01-412

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Other Charges				
241280	Dues & Registration	$1,250	$1,380	$1,250
241282	Travel Expense	1,000	1,151	1,000
241283	Subscriptions & Advertising	2,500	0	2,500
241286	Lease Equipment	81,000	80,377	81,000
241287	Property & Liability Insurance	3,200	3,316	3,200
	Total Other Charges:	***88,950***	***$86,223***	***88,950***
Capital Expense				
241290	Capital	$0	$0	$62,000
	Total Capital Expense:	***$0***	***$0***	***$62,000***
	Golf Course Total:	**$598,850**	**$720,852**	**$677,600**



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

ANNUAL BUDGET

Department	Fund	Dept. No.
Police	General	01-510

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Personnel Services				
251010	Salaries	$1,606,000	$1,476,801	$1,690,000
251011	Overtime	55,000	149,166	55,000
251012	Part-Time	20,000	15,180	20,000
251013	Auto Allowance	6,000	6,000	6,000
251014	Uniforms	12,800	12,470	12,800
251015	Health Insurance	211,200	179,408	201,000
251016	W/C & Unemployment Insurance	32,000	24,508	28,500
251017	Life & LTD Insurance	9,300	7,042	9,750
251018	TMRS Retirement	183,500	177,702	188,125
251019	Social Security	129,250	126,007	135,500
	Total Personnel Services:	***$2,265,050***	***$2,174,284***	***$2,346,675***
Supplies				
251020	Supplies	$36,000	$31,138	$36,000
251026	Fuel & Oil	65,800	38,385	65,800
	Total Supplies:	***$101,800***	***$69,523***	***$101,800***
Maintenance				
251030	Maintenance - Equipment	$15,000	$36,632	$15,000
251033	Maintenance - Building	5,500	40,537	5,500
	Total Maintenance:	***$20,500***	***$77,169***	***$20,500***
Utilities				
251040	Natural Gas	$4,700	$3,836	$4,700
251041	Electricity	7,200	7,388	7,200
251045	Telephone	17,500	20,466	17,500
	Total Utilities:	***$29,400***	***$31,690***	***$29,400***

Department	Fund	Dept. No.
Police (Cont.)	General	01-510

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Other Charges				
251080	Dues & Registration	$10,000	$8,317	$10,000
251082	Travel Expense	12,000	5,162	12,000
251083	Subscriptions & Advertising	600	635	600
251084	L.E.O.S.E. Training	2,000	1,765	2,000
251085	Miscellaneous	2,500	5,251	2,500
251086	Lease Equipment	4,000	3,902	4,000
251087	Property & Liability Insurance	23,000	30,374	23,000
251088	Prisoner Expense	125,000	143,995	125,000
251089	Narcotics	3,000	0	3,000
	Total Other Charges:	***$182,100***	***$199,400***	***$182,100***
Capital Expense				
251090	Capital	$237,575	$182,943	$246,400
	Total Capital Expense:	***$237,575***	***$182,943***	***$246,400***
	Police Department Total:	**$2,836,425**	**$2,735,009**	**$2,926,875**

Animal Control Officer (2)

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

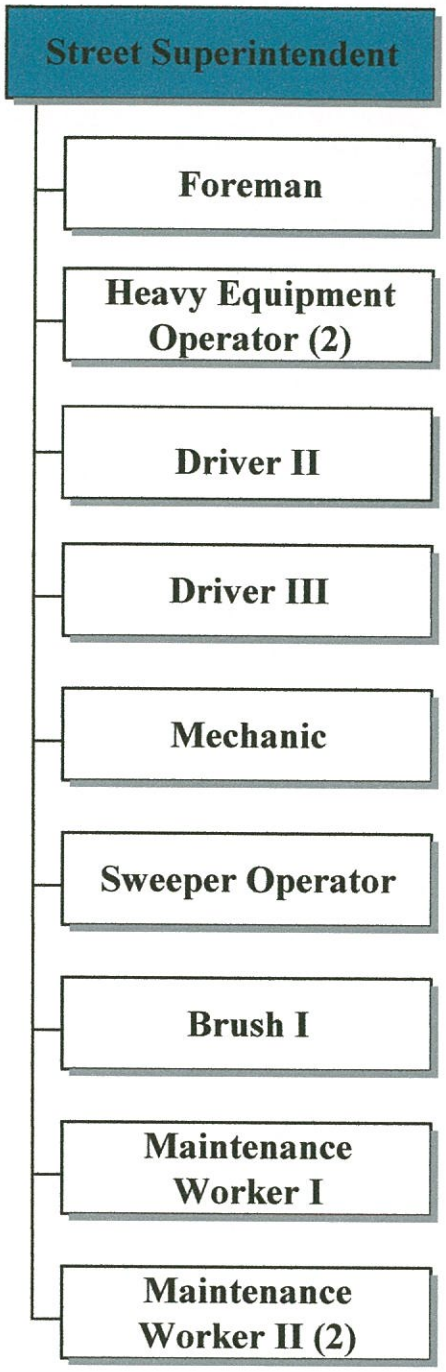
ANNUAL BUDGET

Department	Fund	Dept. No.
Animal Control	General	01-512

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Personnel Services				
251210	Salaries	$30,250	$31,334	$64,000
251211	Overtime	15,000	15,593	15,000
251212	Part-Time	0	0	0
251214	Uniforms	600	0	600
251215	Health Insurance	6,600	6,936	13,250
251216	W/C & Unemployment Insurance	800	726	750
251217	Life & LTD Insurance	200	205	450
251218	TMRS Retirement	5,000	5,135	8,500
251219	Social Security	3,500	3,590	6,100
	Total Personnel Services:	***$61,950***	***$63,519***	***$108,650***
Supplies				
251220	Supplies	$2,600	$2,510	$2,600
251226	Fuel & Oil	6,000	2,313	6,000
	Total Supplies:	***$8,600***	***$4,823***	***$8,600***
Maintenance				
251230	Maintenance - Equipment	$800	$3,803	$800
251233	Maintenance - Building	800	0	800
	Total Maintenance:	***$1,600***	***$3,803***	***$1,600***
Utilities				
251240	Natural Gas	$2,000	$2,464	$2,000
251241	Electricity	2,400	3,048	2,400
251245	Telephone	400	695	400
	Total Utilities:	***$4,800***	***$6,207***	***$4,800***

Department	Fund	Dept. No.
Animal Control (Cont.)	General	01-512

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Other Charges				
251280	Dues & Registration	$400	$240	$400
251283	Subscriptions & Advertising	200	0	200
251287	Property & Liability Insurance	300	223	300
251288	Rabies Expense	800	(2292.41)	800
	Total Other Charges:	***1,700***	***-$1,830***	***1,700***
Capital Expense				
251290	Capital	$32,500	$27,581	$8,000
	Total Capital Expense:	***$32,500***	***$27,581***	***$8,000***
	Animal Control Total:	**$111,150**	**$104,103**	**$133,350**



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

ANNUAL BUDGET

Department	Fund	Dept. No.
Street	General	01-610

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Personnel Services				
261010	Salaries	$447,750	$426,233	$461,500
261011	Overtime	45,000	51,597	45,000
261012	Part-Time	6,000	9,303	6,000
261014	Uniforms	4,400	5,401	4,400
261015	Health Insurance	72,300	63,089	70,600
261016	W/C & Unemployment Insurance	21,750	22,290	22,500
261017	Life & LTD Insurance	2,700	8,536	2,800
261018	TMRS Retirement	54,250	52,200	54,500
261019	Social Security	38,250	36,849	39,250
	Total Personnel Services:	***$692,400***	***$675,498***	***$706,550***
Supplies				
261020	Supplies	$20,000	$31,265	$20,000
261022	Mosquito Spraying	24,000	12,050	24,000
261026	Fuel & Oil	76,281	50,765	76,281
	Total Supplies:	***$120,281***	***$94,080***	***$120,281***
Maintenance				
261030	Maintenance - Equipment	$40,000	$113,306	$40,000
261033	Maintenance - Building	5,000	6,459	5,000
261036	Maintenance - Streets	200,000	274,499	200,000
	Total Maintenance:	***$245,000***	***$394,264***	***$245,000***
Utilities				
261040	Natural Gas	$7,500	$23,772	$7,500
261041	Electricity	4,000	2,632	4,000
261045	Telephone	3,100	3,503	3,100
261046	Street Lighting	170,000	180,445	170,000
	Total Utilities:	***$184,600***	***$210,353***	***$184,600***

Department	Fund	Dept. No.
Street (Cont.)	General	01-610

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Other Charges				
261080	Dues & Registration	$2,500	$1,880	$2,500
261082	Travel Expense	1,200	383	1,200
261083	Subscriptions & Advertising	250	0	250
261086	Lease Equipment	108,000	97,250	84,500
261087	Property & Liability Insurance	9,000	9,585	9,000
	Total Other Charges:	***120,950***	***$109,098***	***97,450***
Capital Expense				
261090	Capital	$0	$0	$34,000
	Total Capital Expense:	***$0***	***$0***	***$34,000***
	Street Department Total:	**$1,363,231**	**$1,483,293**	**$1,387,881**

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

ANNUAL BUDGET

Department	Fund	Dept. No.
Airport	General	01-710

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Personnel Services				
271010	Salaries	$80,750	$81,175	$86,500
271011	Overtime	1,300	3,164	1,300
271012	Part-Time	0	0	0
271014	Uniforms	800	941	800
271015	Health Insurance	13,200	12,718	12,650
271016	W/C & Unemp Insurance	1,600	1,393	1,400
271017	Life & LTD Insurance	500	448	600
271018	TMRS Retirement	9,100	9,228	9,500
271019	Social Security	6,300	6,452	6,750
	Total Personnel Services:	***$113,550***	***$115,517***	***$119,500***
Supplies				
271020	Supplies	$2,500	$4,769	$2,500
271026	Fuel & Oil- Airport Auto	2,000	1,698	2,000
271027	Aviation Fuel	100,000	53,297	75,000
271028	Jet Fuel	100,000	40,800	75,000
271029	Aviation Oil	400	0	400
	Total Supplies:	***$204,900***	***$100,564***	***$154,900***
Maintenance				
271030	Maintenance - Equipment	$15,000	$23,666	$15,000
	Total Maintenance:	***$15,000***	***$23,666***	***$15,000***
Utilities				
271040	Natural Gas	$3,800	$3,473	$3,800
271041	Electricity	12,900	10,535	12,900
271045	Telephone	2,600	3,759	2,600
	Total Utilities:	***$19,300***	***$17,767***	***$19,300***

Department	Fund	Dept. No.
Airport (cont)	General	01-710

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Other Charges				
271080	Dues & Registration	$300	$574	$300
271082	Travel Expense	2,000	1,041	2,000
271087	Property & Liability Insurance	8,300	9,009	8,300
	Total Other Charges:	***$10,600***	***$10,624***	***$10,600***
Capital Expense				
271090	Capital	$2,000	$0	$2,000
	Total Capital Expense:	***$2,000***	***$0***	***$2,000***
	Airport Total:	**$365,350**	**$268,139**	**$321,300**

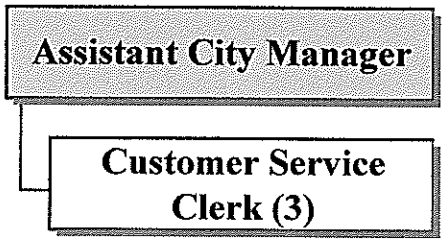
General Fund
Non-Departmental

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

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

Department	Fund	Dept. No.
Non-Departmental	General	01-910

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Non-Departmental Expenses				
291053	Hotel/Motel Tax - DSC Chamber	$73,596	$80,495	$73,596
291059	YMCA Annual Donation	12,500	12,500	12,500
291065	Municipal Court Tech Fund Expense	0	7,923	0
	Total Non-Departmental:	***$86,096***	***$100,918***	***$86,096***



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

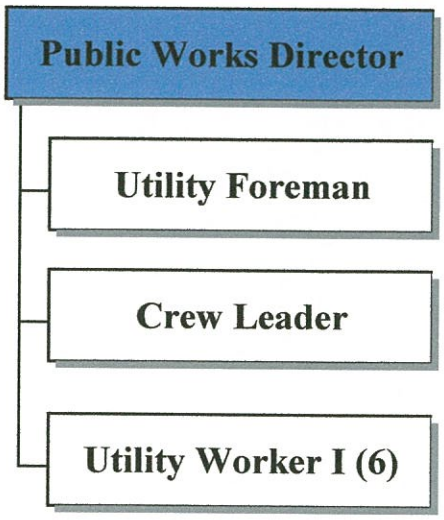
ANNUAL BUDGET

Department	Fund	Dept. No.
Finance Office	Water & Sewer	02-110

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Personnel Services				
211010	Salaries	$259,500	$248,765	$264,000
211011	Overtime	500	193	500
211013	Auto Allowance	3,000	3,000	3,000
211014	Uniforms	1,500	1,317	1,500
211015	Health Insurance	29,700	29,193	30,000
211016	W/C & Unemployment Insurance	1,350	494	1,000
211017	Life & LTD Insurance	1,500	1,128	1,500
211018	TMRS Retirement	29,000	27,563	29,000
211019	Social Security	20,200	18,493	20,500
	Total Personnel Services:	***$346,250***	***$330,146***	***$351,000***
Supplies				
211020	Supplies	$51,138	$62,893	$60,000
	Total Supplies:	***$51,138***	***$62,893***	***$60,000***
Maintenance				
211030	Maintenance - Equipment	$16,000	$9,291	$16,000
211033	Maintenance - Building	4,000	9,886	4,000
	Total Maintenance:	***$20,000***	***$19,177***	***$20,000***
Utilities				
211040	Natural Gas	$1,500	$948	$1,500
211041	Electricity	3,145	2,506	3,145
211045	Telephone	2,250	6,524	4,000
	Total Utilities:	***$6,895***	***$9,978***	***$8,645***

Department	Fund	Dept. No.
Finance Office (Cont.)	Water & Sewer	02-110

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Other Charges				
211080	Dues & Registration	$2,500	$1,509	$2,500
211081	Bank Charges	0	0	0
211082	Travel Expense	2,500	2,621	2,500
211083	Subscriptions & Advertising	200	0	200
211084	Annual Audit Expense	5,600	5,600	5,600
211086	Lease Equipment	2,200	2,448	2,200
211087	Property & Liability Insurance	1,500	1,665	1,500
	Total Other Charges:	***$14,500***	***$13,844***	***$14,500***
Capital Expense				
211090	Capital	$13,000	$1,845	$0
	Total Capital Expense:	***$13,000***	***$1,845***	***$0***
	Finance Office Total:	**$451,783**	**$437,882**	**$454,145**



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

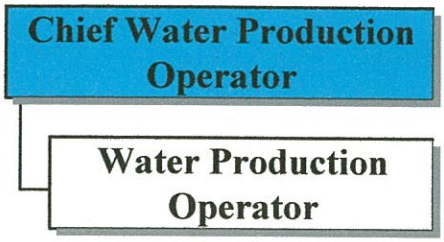
ANNUAL BUDGET

Department	Fund	Dept. No.
Utility Maintenance	Water & Sewer	02-210

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Personnel Services				
221010	Salaries	$453,500	$450,450	$470,250
221011	Overtime	50,000	38,984	50,000
221012	Part-Time	0	0	0
221014	Uniforms	3,600	4,371	3,600
221015	Health Insurance	62,700	61,564	61,100
221016	W/C & Unemployment Insurance	10,100	11,614	12,000
221017	Life & LTD Insurance	2,650	2,003	2,800
221018	TMRS Retirement	55,500	53,543	56,000
221019	Social Security	38,750	35,944	40,000
	Total Personnel Services:	***$676,800***	***$658,472***	***$695,750***
Supplies				
221020	Supplies	$20,000	$34,967	$20,000
221021	Chemicals	5,000	5,946	5,000
221026	Fuel & Oil	32,000	18,463	32,000
	Total Supplies:	***$57,000***	***$59,376***	***$57,000***
Maintenance				
221030	Maintenance - Equipment	$30,000	$22,595	$30,000
221031	Maintenance - System	100,000	210,282	200,000
221033	Maintenance - Building	0	13,112	0
	Total Maintenance:	***$130,000***	***$245,989***	***$230,000***
Utilities				
221040	Natural Gas	$3,900	$1,975	$3,900
221041	Electricity	6,500	5,016	6,500
221045	Telephone	6,000	7,808	6,000
	Total Utilities:	***$16,400***	***$14,799***	***$16,400***

Department	Fund	Dept. No.
Utility Maintenance (Cont.)	Water & Sewer	02-210

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Other Charges				
221080	Dues & Registration	$5,800	$6,124	$5,800
221082	Travel Expense	5,500	7,383	5,500
221083	Subscriptions & Advertising	100	0	100
221086	Lease Equipment	0	0	0
221087	Property & Liability Insurance	5,000	5,244	5,000
	Total Other Charges:	***$16,400***	***$18,751***	***$16,400***
Capital Expense				
221090	Capital - Equipment	$128,500	$93,589	$31,500
221091	Capital - Water System	0	0	0
221092	Capital - Sewer System	0	0	0
	Total Capital Expense:	***$128,500***	***$93,589***	***$31,500***
	Utility Maintenance Total:	**$1,025,100**	**$1,090,977**	**$1,047,050**



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

ANNUAL BUDGET

Department	Fund	Dept. No.
Water Production	Water & Sewer	02-310

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Personnel Services				
231010	Salaries	$87,500	$91,578	$90,500
231011	Overtime	34,000	36,557	34,000
231014	Uniforms	800	953	800
231015	Health Insurance	13,200	13,780	13,700
231016	W/C & Unemployment Insurance	2,400	3,036	3,200
231017	Life & LTD Insurance	525	846	600
231018	TMRS Retirement	13,365	14,019	13,500
231019	Social Security	9,300	9,802	9,750
	Total Personnel Services:	***$161,090***	***$170,572***	***$166,050***
Supplies				
231020	Supplies	$5,800	$11,934	$5,800
231021	Chemicals	20,000	11,463	20,000
231026	Fuel & Oil	17,000	11,446	17,000
	Total Supplies:	***$42,800***	***$34,843***	***$42,800***
Maintenance				
231030	Maintenance - Equipment	$70,000	$217,523	$70,000
	Total Maintenance:	***$70,000***	***$217,523***	***$70,000***
Utilities				
231040	Natural Gas	$3,400	$4,002	$3,400
231041	Electricity	525,000	489,989	525,000
231045	Telephone	4,000	2,817	4,000
	Total Utilities:	***$532,400***	***$496,809***	***$532,400***

Department	Fund	Dept. No.
Water Production (Cont.)	Water & Sewer	02-310

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Other Charges				
231080	Dues & Registration	$900	$933	$900
231082	Travel Expense	125	0	125
231083	Subscriptions & Advertising	125	0	125
231085	Water Purchases	45,000	0	45,000
231087	Property & Liability Insurance	12,000	13,089	12,000
231088	Laboratory Expense	6,500	9,436	6,500
231089	Permits & Fees	12,000	11,298	12,000
	Total Other Charges:	***$76,650***	***$34,757***	***$76,650***
Capital Expense				
231090	Capital	$105,000	$106,047	$78,000
	Total Capital Expense:	***$105,000***	***$106,047***	***$78,000***
	Water Production Total:	**$987,940**	**$1,060,550**	**$965,900**

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

ANNUAL BUDGET

Department	Fund	Dept. No.
Wastewater	Water & Sewer	02-410

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Personnel Services				
241010	Salaries	$91,250	$95,516	$94,000
241011	Overtime	18,000	20,199	18,000
241014	Uniforms	800	394	800
241015	Health Insurance	13,200	12,718	12,650
241016	W/C & Unemployment Insurance	1,900	1,805	2,000
241017	Life & LTD Insurance	550	453	600
241018	TMRS Retirement	12,100	12,663	12,250
241019	Social Security	8,400	8,852	8,750
	Total Personnel Services:	***$146,200***	***$152,601***	***$149,050***
Supplies				
241020	Supplies	$5,000	$4,350	$5,000
241021	Chemicals	5,000	5,893	5,000
241026	Fuel & Oil	7,300	6,373	7,300
	Total Supplies:	***$17,300***	***$16,616***	***$17,300***
Maintenance				
241030	Maintenance - Equipment	$14,000	$42,915	$14,000
241031	Maintenance - City Farm	15,000	3,642	15,000
	Total Maintenance:	***$29,000***	***$46,556***	***$29,000***
Utilities				
241040	Natural Gas	$1,200	$2,219	$1,200
241041	Electricity	94,000	88,741	94,000
241045	Telephone	2,150	10,317	2,150
	Total Utilities:	***$97,350***	***$101,277***	***$97,350***

Department	Fund	Dept. No.
Wastewater (Cont.)	Water & Sewer Fund	02-410

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Other Charges				
241050	Property Tax-Farm	$3,884	$6,208	$3,884
241080	Dues & Registration	1,200	1,024	1,200
241082	Travel Expense	900	370	900
241083	Subscriptions & Advertising	150	0	150
241087	Property & Liability Insurance	900	943	900
241088	Laboratory expense	3,500	2,270	3,500
241089	Permits & Fees	1,800	1,275	1,800
	Total Other Charges:	***$12,334***	***$12,089***	***$12,334***
Capital Expense				
241090	Capital	$10,000	$8,968	$7,500
	Total Capital Expense:	***$10,000***	***$8,968***	***$7,500***
	Wastewater Total:	**$312,184**	**$338,108**	**$312,534**

Water & Sewer
Non-Departmental

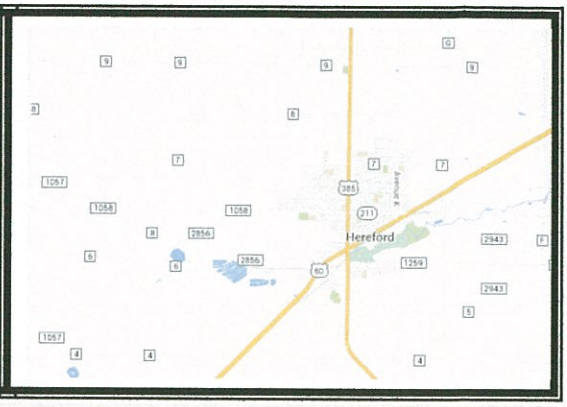
This account includes a number of expenses and payments that are not specific to an individual function/department. Items in this account include expenses for bonds and transfers out to General Fund.

ANNUAL BUDGET

Department	Fund	Dept. No.
Non-Departmental	Water & Sewer Fund	02-910

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Non-Departmental Expenses				
291054	Water Rights Loan Payments	$340,750	$340,750	$340,750
291055	Bond Retirement	430,000	430,000	445,000
291056	Interest on Bonds	69,050	69,050	58,300
291057	Bond Pay Agent	2,500	0	2,500
291058	Bond Issue Expense	0	0	0
291079	Operating Transfers Out	1,279,500	2,000,000	1,522,000
	Total Non-Departmental:	***$2,121,800***	***$2,499,051***	***$2,368,550***

HEREFORD
Economic Development Corp.



Welcome to Hereford

Hereford and Deaf Smith County have all the essentials that go together to make up a prosperous and progressive center for business and industry in the great Panhandle of Texas. To those who call the Panhandle home, there is no better place to live.

Hereford is number one in the world in beef production. We are number four in Texas in dairy production. A solid agricultural backbone flanks a growing industrial environment. From ethanol production to industrial millwrights, Hereford has what it takes for economic growth.

Hereford Economic Development Corp. is proud and eager to help with retention and growth of existing businesses and addition of new industry.

Economy: meat packers; offset printing; ethanol; beef production; other varied industries, mostly agribusiness.

History: Created 1876, from Bexar District; organized 1890. Named for famed scout in the Texas Revolution, Erastus (Deaf) Smith.

Recreation: Hereford has several excellent parks, an 18-hole golf course, a museum, and the Aquatic Center. In addition, Hereford is within easy driving distance of Palo Duro State Park, several lakes and the beautiful skiing slopes of New Mexico.

Agriculture: One of the leading farm counties; large cattle feedlot operations; crops are sorghums, wheat, oats. barley, beets, corn, cotton, onions, other vegetables, sunflowers; 205,000 acres irrigated.

Michael Kitten
Executive Director

Hereford Economic Development Corporation ▪ P.O. Box 1266 ▪ Hereford, TX 79045
Phone: 806.364.0613 ▪ Toll Free: 800.758.0613 ▪ Fax: 806.364.3342 ▪
Website ▪ www.herefordedc.com ▪ WebsiteBuilders

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

ANNUAL BUDGET

Department	Fund	Dept. No.
H.E.D.C.	H.E.D.C.	08-100

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Revenues				
101101	Tax Revenue	$719,000	$746,266	$754,400
101116	Interest	10,000	5,866	10,000
101120	Miscellaneous	0	0	0
101129	Sale of Fixed Assets	0	0	0
101130	Gain (Loss) on Investments	0	0	0
101150	Contributions	0	0	0
101180	Operating Transfers	0	0	0
	H.E.D.C. Total Revenues:	***$729,000***	***$752,131***	***$764,400***

Department	Fund	Dept. No.
H.E.D.C. (Cont.)	H.E.D.C.	08-100

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Personnel Services				
210010	Salaries	$90,100	$87,550	$92,800
210013	Auto Allowance	12,000	12,000	12,000
210015	Health Insurance	6,600	6,956	6,950
210016	W/C & Unemp Insurance	450	187	400
210017	Life & LTD Insurance	500	445	500
210018	TMRS Retirement	11,200	10,890	11,000
210019	Social Security	7,800	7,616	8,000
	Total Personnel Services:	***$128,650***	***$125,643***	***$131,650***
Supplies & Services				
210020	Supplies	$4,500	$2,328	$4,500
210041	Contracted Services	19,800	19,800	19,800
	Total Supplies & Services:	***$24,300***	***$22,128***	***$24,300***
Maintenance				
210033	Building Maintenance	$0	$46,264	$0
	Total Maintenance:	***$0***	***$46,264***	***$0***
Utilities				
210045	Telephone	$3,000	$2,771	$3,000
	Total Utilities:	***$3,000***	***$2,771***	***$3,000***
Other Charges				
210050	Legal Services	$6,000	$600	$6,000
210080	Training	8,000	4,905	8,000
210082	Travel	7,500	7,126	7,500
210083	Advertising	10,000	410	10,000
210087	Property & Liability Insurance	900	942	1,000
	Total Other Charges:	***$32,400***	***$13,983***	***$32,500***

Department	Fund	Dept. No.
H.E.D.C. (Cont.)	H.E.D.C.	08-100

Account Number	Classification	Budgeted 2014-2015	Actual 2014-2015	Proposed 2015-2016
Capital Expense				
211090	Capital	$3,000	$1,550	$1,000
	Total Capital Expense:	***$3,000***	***$1,550***	***$1,000***
Economic Development Expense				
210091	Business Development	$537,650	$131,834	$571,950
	Economic Development Expense:	***$537,650***	***$131,834***	***$571,950***
	H.E.D.C. Total:	**$729,000**	**$297,909**	**$764,400**

2015-2016 PERSONNEL SCHEDULE

Administration
- 1 Mayor
- 6 Commissioners
- 1/2 City Manager
- 1/2 City Secretary
- 1 Receptionist

2

Building & Zoning
- 1 Chief Building Official
- 1 Code Division Assistant
- 1 Records Clerk

3

Food Safety
- 1 Food Safety Inspector

1

Municipal Court
- 1 Judge
- 1 Clerk

2

Fire
- 1 Marshal
- 1 Maint. Mechanic/Fire Investigator

2

Health Department
- 1 Landfill Attendant

1

Parks
- 1 Superintendent
- 3 Maintenance Worker II
- 1 Crew Leader I
- 1 Crew Leader II
- 1 Custodian
- 1 Community Center Director

8

Aquatic Center
- 1 Manager
- 1 Cashier/Lead Lifeguard

2

10 Part-Time Lifeguards

Golf Course
- 1 Golf Professional
- 1 Grounds Superintendent
- 1 Mechanic II
- 2 Pro Shop Clerk
- 2 Maintenance Worker II

7

HEDC
- 1 Executive Director

1

Police Department
- 1 Chief
- 1 Captain
- 2 Lieutenant
- 4 Sergeant
- 5 Corporal
- 14 Patrol Officer
- 1 Public Safety Dispatcher/ Supervisor
- 1 Secretary/Clerk
- 4 Public Safety Dispatcher

33

4 Crossing Guards

Animal Control
- 2 Animal Control Officer

2

Streets
- 1 Superintendant
- 1 Foreman
- 2 Heavy Equipment Operator
- 1 Drivers II
- 1 Mechanic
- 1 Sweeper Operator
- 1 Brush Truck Driver
- 1 Maintenance Worker I
- 2 Maintenance Worker II
- 1 Driver III

12

Airport
- 1 Airport Manager
- 1 Airport Attendant

2

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

4.5

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

9.5

Water Production
- 1 Chief Operator
- 1 Operator

2

Wastewater Treatment
- 1 Chief Operator
- 1 Operator

2