

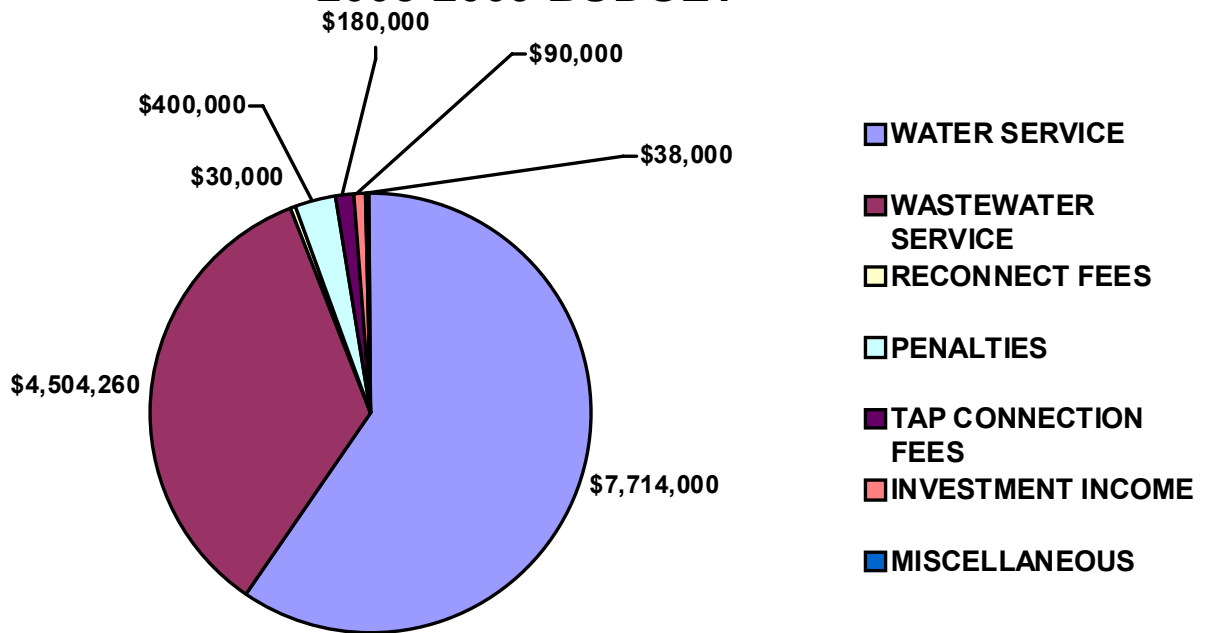
UTILITY FUND

The Utility Fund accounts for all costs in providing water and wastewater services to residential and commercial utility customers. All activities necessary to provide such services are accounted for in this fund including, administration, operations, maintenance, financing, customer billing, account collection and related debt service. The operations of the Utility Fund are financed and operated in a manner similar to private business enterprises where expenses (including depreciation) of providing services are recovered primarily through user charges.

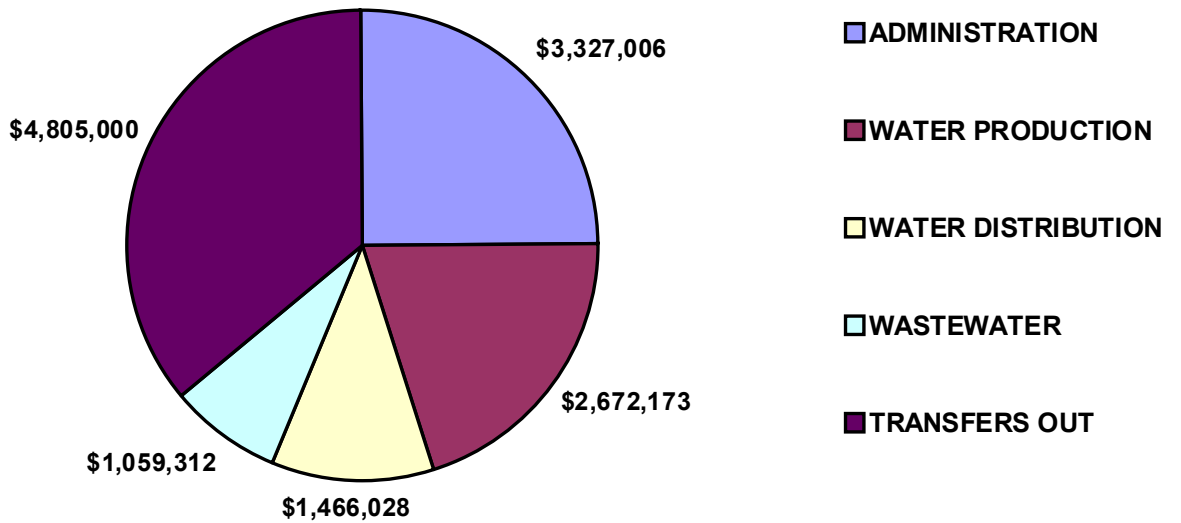
An annual cash transfer from the Utility Fund to the General Fund is made each year for reimbursement of payment in lieu of property taxes, franchise fees and administrative overhead costs incurred. Administrative services, such as operations management, personnel functions, financial management, purchasing and payroll are included in this overhead charge.

Water and wastewater capital improvements have been financed through tax and revenue bonds. Current outstanding long-term debt in the amount of \$47,989,760 is amortized by an annual portion of the operational user fees. Capital improvements for the Utility Fund is funded through debt issues, low interest loans through state agencies or included in the annual operating budget.

SUMMARY OF UTILITY FUND REVENUES 2008-2009 BUDGET



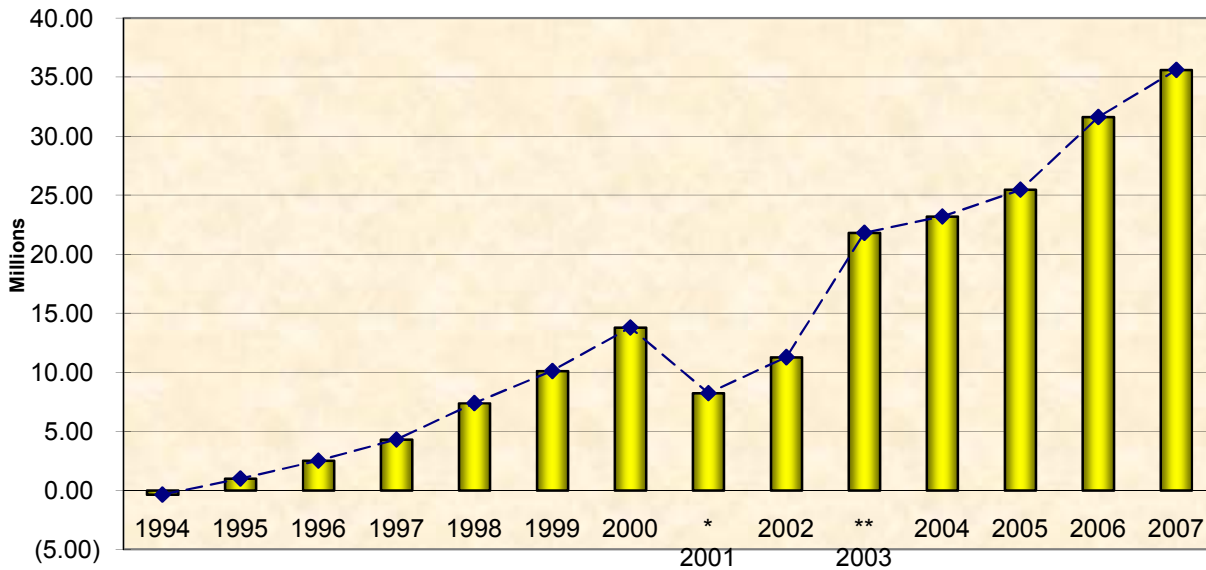
SUMMARY OF UTILITY FUND EXPENSES 2008-2009 BUDGET



UTILITY FUND
Revenue & Expense Projections
For Revised 2007-2008 & 2008-2009 Budget Years

	2004-2005 Actual	2005-2006 Actual	2006-2007 Actual	2007-2008 Budget	2007-2008 Revised	2008-2009 Budget
CHARGES FOR SERVICES:						
Water Service	5,712,034	7,256,333	6,181,970	7,058,950	7,157,950	7,714,000
Wastewater Service	3,094,351	3,594,068	3,997,214	4,146,000	4,146,000	4,504,260
Reconnect Fees	25,000	27,435	22,880	20,000	25,000	30,000
Penalties	269,532	455,278	443,323	400,000	400,000	400,000
Tap Connection Fees	7,560	15,228	18,055	345,350	180,000	180,000
Investment Income	44,995	86,635	194,309	150,000	180,000	90,000
Miscellaneous	28,563	30,956	29,194	24,500	42,167	38,000
TOTAL REVENUES	9,182,035	11,465,933	10,886,945	12,144,800	12,131,117	12,956,260
TRANSFERS IN:						
Transfer - General Fund	-	15,091	-	-	-	-
TOTAL TRANSFERS IN	-	15,091	-	-	-	-
TOTAL REVENUES/TRANSFERS	9,182,035	11,481,024	10,886,945	12,144,800	12,131,117	12,956,260
EXPENSES:						
Non-Departmental	859,399	816,078	1,014,701	1,155,003	1,102,929	1,537,361
Water Production	1,943,018	2,209,786	2,110,158	2,640,266	2,423,525	2,672,173
Water Distribution	1,010,917	1,229,087	1,198,475	1,363,604	1,364,271	1,466,028
Wastewater	654,167	752,603	674,557	780,039	845,669	1,059,312
Utility Administration	830,219	726,214	745,118	852,443	897,991	923,704
Payroll Administration	-	110,385	102,207	112,506	114,897	112,964
Public Works Administration	332,341	284,228	291,919	341,945	339,872	342,762
Facilities Maintenance	99,002	125,913	260,878	265,085	321,483	410,215
TOTAL EXPENSES	5,729,063	6,254,294	6,398,013	7,510,891	7,410,637	8,524,519
TRANSFERS OUT:						
Transfer - General Fund	1,325,000	1,245,000	1,375,000	1,555,000	1,555,000	1,755,000
Transfer - D. S. Utility Tax	1,924,106	2,434,761	2,246,185	1,601,050	1,601,050	1,600,000
Transfer - D. S. Revenue bonds	140,000	-	100,000	1,350,000	1,350,000	1,350,000
Transfer - Special Projects	100,000	100,000	100,000	100,000	100,000	100,000
Transfer - 2004 Revenue bonds	19,150	-	-	-	-	-
Transfer - Fleet Replacement	-	-	-	-	-	-
Transfer - General Debt Service	-	-	-	27,300	27,300	-
Transfer - Engineering Inspections	-	-	-	-	-	-
Transfer - 85 Cert Obligation	-	-	-	-	-	-
Transfer - Capital Projects	-	-	207,095	-	-	-
Transfer - General Fund Reserve	-	-	-	-	-	-
TOTAL TRANSFERS OUT	3,508,256	3,779,761	4,028,280	4,633,350	4,633,350	4,805,000
TOTAL EXPENSES & TRANSFERS	9,237,319	10,034,055	10,426,293	12,144,241	12,043,987	13,329,519
EXCESS (DEFICIENCY)	(55,284)	1,446,969	460,652	559	87,130	(373,259)
BEGINNING FUND BALANCE	1,676,782	1,621,498	3,068,467	3,529,119	3,529,119	3,616,249
RESERVE FOR NTMWD	-	(408,790)	(408,790)	(408,790)	(408,790)	(408,790)
ENDING FUND BALANCE	1,621,498	2,659,677	3,120,329	3,120,888	3,207,459	2,834,200
Working Days in Fund Bal.	64	97	109	94	97	78

Utility Fund - Retained Earnings

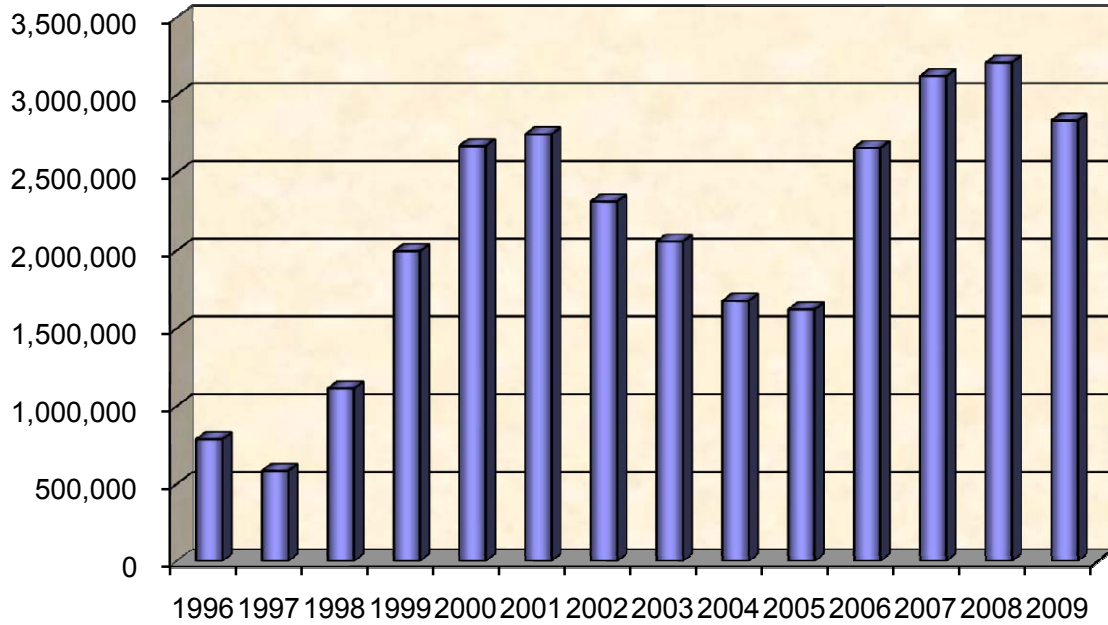


Fiscal Year	Retained Earnings	% Increase (Decrease)
1994	(365,949)	49%
1995	1,002,743	374%
1996	2,519,880	151%
1997	4,299,481	71%
1998	7,380,888	72%
1999	10,114,517	37%
2000	13,798,665	36%
* 2001	8,224,922	-40%
2002	11,282,063	37%
** 2003	21,802,894	93%
2004	23,198,359	6%
2005	25,460,675	10%
2006	31,616,185	24%
2007	35,616,688	13%

* The City had not accrued interest on capital appreciation bonds payable in the Utility Fund. A change was made to beginning retained earnings in the amount of \$7,638,552 to correct this error.

** This increase due to the implementation of GASB34 - this is now reported as Net Assets, End of Year.

Utility Fund - Fund Balance



Fiscal Year	Utility Fund Fund Balance	Working Days in Fund Balance	Value of Each Day
1996	786,795	64	12,294
1997	584,393	44	13,282
1998	1,113,402	84	13,255
1999	1,995,524	137	14,566
2000	2,672,223	154	17,352
2001	2,746,815	140	19,620
2002	2,315,249	106	21,842
2003	2,058,103	91	22,617
2004	1,676,782	73	22,970
2005	1,621,498	64	25,308
2006	2,659,677	97	27,491 *
2007	3,120,329	109	28,565 *
2008	3,207,459	97	32,997 *
2009	2,834,200	78	36,519 *

The City adopted the Financial Management Policies in 2002 which set the working days in fund balance of major operating funds at 60 days. The City conscientiously meets the requirement by conservatively budgeting revenues and putting strong controls on expenditures. Expenses for providing safe drinking water and disposal of sewage have outpaced revenues leading to rate increases in the past four years at an annual rate of less than 10%.

* After fund balance reserved for North Texas Municipal Water District lawsuit.



**CITY OF THE COLONY
2008-2009
ANNUAL BUDGET**

**NON-DEPARTMENTAL
UTILITY FUND**

TONY JOHNSTON
Assistant City Manager

COST CENTER: 35 - Non-Departmental**FUND: 200 - Utility**

EXPENDITURE SUMMARY	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
Personnel Services	\$ 3,845	\$ 18,100	\$ 128,000
Contractual Services	797,933	1,057,879	1,326,161
Supplies	1,594	2,300	2,300
Maintenance	330	24,650	80,900
Non-Capital	2,526	-	-
Capital Outlay	208,473	-	-
DEPARTMENT TOTAL	\$ 1,014,701	\$ 1,102,929	\$ 1,537,361

ACCT. NO.	ACCOUNT DESCRIPTION	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
6105	Market Adjustments	\$ -	\$ -	\$ 18,000
6109	Merit Increases	-	-	95,000
6113	Unemployment Compensation	-	100	-
6125	Education and Training	3,845	15,000	15,000
6210	Professional Services	6,566	10,000	10,000
6211	Legal Services	70,873	25,000	30,000
6213	Contractual Services	7,543	8,026	8,430
6213-0001	Contractual Services - Austin Ranch	-	125,000	300,000
6214	Janitorial Services	5,033	4,553	4,553
6235	Printing Services	-	-	-
6241	Electric Services	617,699	759,000	847,000
6244	Telephone Service	7,637	9,800	9,800

COST CENTER: 35 - Non-Departmental**FUND: 200 - Utility**

EXPENDITURE SUMMARY		2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
6250	Liability Insurance	11,323	17,500	17,500
6251	Property Insurance	28,736	32,000	33,878
6252	Worker's Compensation	42,523	67,000	65,000
6275	Equipment Rental	-	-	-
6312	Computer Supplies	360	-	-
6313	Janitorial Supplies	-	1,000	1,000
6360	Medical Supplies	464	300	300
6390	Miscellaneous Supplies	770	4,000	1,000
6410	Building Maintenance	330	24,650	24,650
6430	Maintenance Office Equipment	-	-	15,000
6440	Fleet Services	-	-	41,250
6590	Non-Capital Other Equipment	2,526	-	-
6690	Capital Outlay - Other Equipment	208,473	-	-
DEPARTMENT TOTAL		\$ 1,014,701	\$ 1,102,929	\$ 1,537,361



CITY OF THE COLONY
2008-2009
ANNUAL BUDGET

WATER DISTRIBUTION

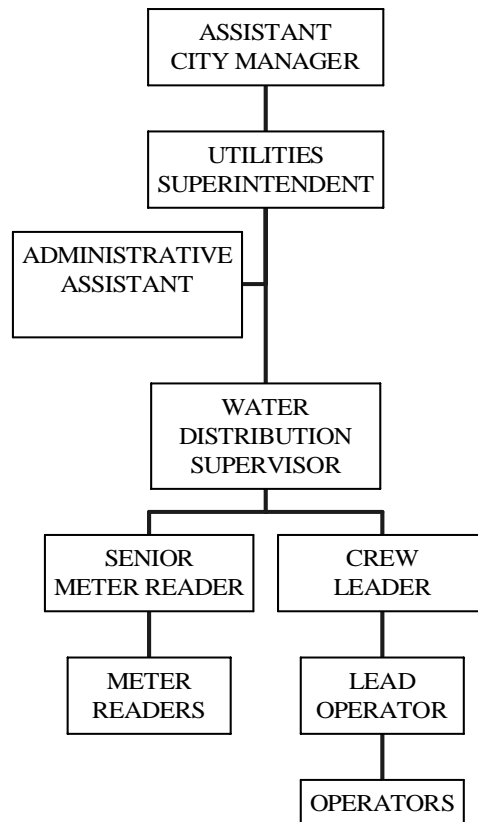
TOD MAURINA

Water Distribution Superintendent

LEO LAVENDER

Water Distribution Supervisor

WATER DISTRIBUTION ORGANIZATIONAL CHART 2008-2009 BUDGET



COST CENTER: 61 - Water Distribution

FUND: 200 - Utility

PROGRAM DESCRIPTION

The Water Distribution Department is responsible for providing a safe, potable water supply for personal use, sanitation, recreation and safety purposes for the citizens of the City. Functions of the Water Distribution Department include maintenance of water and sewer lines, water meter readings, and customer field service calls.

GOALS AND OBJECTIVES

Goal: Reduce major water leaks and improve communications with customers.

Objective: Make repairs on water and sewer lines as soon as possible without interrupting service where feasible.

Objective: Continue a water line replacement program.

Objective: Continue replacing malfunctioning water meters for better customer service.

PERSONNEL DETAIL	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
Superintendent	1	1	1
Supervisor	1	1	1
Crew Leader	1	1	1
Lead Operator	1	1	1
Operators	7	7	7
Senior Meter Reader	1	1	1
Meter Readers	4	5	5
Administrative Assistant	0	1	1
DEPARTMENT TOTAL	16	18	18

COST CENTER: 61 - Water Distribution**FUND: 200- Utility**

EXPENDITURE SUMMARY	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
Personnel Services	\$ 945,307	\$ 1,057,805	\$ 1,106,508
Contractual Services	28,227	31,500	31,500
Supplies	61,823	78,950	84,850
Maintenance	163,118	196,016	243,170
DEPARTMENT TOTAL	\$ 1,198,475	\$ 1,364,271	\$ 1,466,028

PERFORMANCE INDICATORS & MEASUREMENTS	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
Employees cross-trained	90%	90%	90%
Meters read accurately - 12,000 per month	99%	99%	99%
New water meters set	99	2,000	100
Water meters replaced	661	1,000	1,000
Water lines replaced (linear feet)	100	200	100
Water taps	3	0	5
Water meter boxes replaced	470	1,000	1,000
Evaluate problem within 10 minutes upon reports of water leaks by customers. (12 water leaks per month)	99%	95%	99%
Major water break repairs	58	75	50
Minor water break repairs	106	200	150
Fire hydrants repaired	81	96	80
Evaluate problem within 15 minutes upon response reports of sewage back-ups (13 monthly)	99%	95%	99%
Sewer manholes repaired or replaced	10	20	20
Sewer stoppage responses	182	480	200
Sewer lines repaired or replaced	24	60	30

COST CENTER: 61 - Water Distribution**FUND: 200 - Utility**

ACCT. NO.	ACCOUNT DESCRIPTION	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
6110	Salaries	\$ 642,395	\$ 705,465	\$ 736,538
6111	Salaries, Overtime	57,689	60,000	60,000
6114	Hospitalization Insurance	89,200	104,444	117,180
6115	Social Security Taxes	51,561	56,866	63,720
6117	Retirement Contributions	89,867	103,550	102,670
6118	Uniforms	8,856	16,000	14,000
6119	Medical Expenses	205	1,530	1,530
6125	Education & Training	5,085	8,000	8,000
6126	Travel Expenses	283	900	1,820
6127	Dues & Memberships	165	1,050	1,050
6210	Professional Services	23,502	5,000	5,000
6213	Contractual Services	1,363	20,000	20,000
6235	Printing Services	31	500	500
6244	Telephone Service	2,656	3,500	3,500
6275	Equipment Rental	675	2,500	2,500
6310	Office Supplies	124	3,000	2,000
6311	Copier Supplies	792	700	700
6312	Computer Supplies	-	400	400
6313	Janitorial Supplies	73	2,500	500
6320	Postage	70	1,000	1,000
6322	Small Tools	3,663	8,000	8,000
6330	Books & Periodicals	200	400	800

COST CENTER: 61 - Water Distribution**FUND: 200 - Utility**

ACCT. NO.	ACCOUNT DESCRIPTION	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
6340	Fuel & Lubricants	24,049	26,000	35,000
6342	Water Meters and Boxes	3,219	-	-
6344	Repair Materials	23,680	30,000	30,000
6345	Chemicals	1,559	2,000	1,500
6346	Compressed Gases	55	100	100
6360	Medical Supplies	16	350	350
6390	Miscellaneous Supplies	4,324	4,500	4,500
6410	Building Maintenance	188	600	1,200
6411	Facility Maintenance	-	1,700	1,700
6430	Office Equipment - Maintenance	-	300	300
6440	Vehicle Maintenance	176	1,000	1,000
6441	Fleet Services	158,000	186,216	232,770
6445	Radio Maintenance	2,041	2,200	2,200
6470	Other Equipment - Maintenance	2,713	4,000	4,000
DEPARTMENT TOTAL		\$ 1,198,475	\$ 1,364,271	\$ 1,466,028

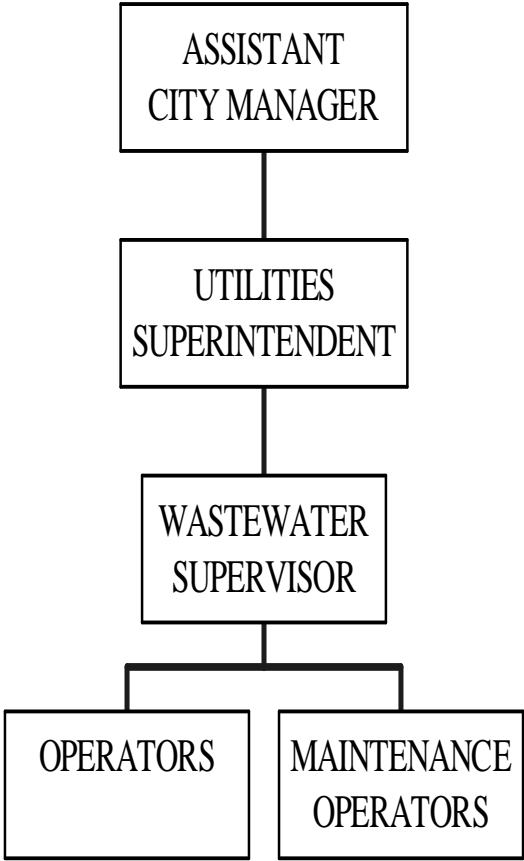
CITY OF THE COLONY
2008-2009
ANNUAL BUDGET

WASTEWATER

TOD MAURINA
Utility Superintendent

Jason Fulco
Wastewater Supervisor

WASTEWATER ORGANIZATIONAL CHART 2008-2009 BUDGET



COST CENTER: 62 - Wastewater

FUND: 200 - Utility

PROGRAM DESCRIPTION

The Wastewater Department is responsible for the treatment of raw sewage into disposable effluent and solid materials in a manner complying with all regulatory parameters required by the Texas Commission on Environmental Quality (T.C.E.Q.), and the U.S. Environmental Protection Agency. Functions of the department include operations, monitoring and maintenance of the wastewater treatment plant, and associated lift stations within the City.

GOALS AND OBJECTIVES

- Goal:** Maintain compliant and efficient operation of wastewater treatment plant systems.
- Goal:** Plan for future plant expansions to accommodate growth of the City.
- Goal:** Continue planning future plant upgrades for better operation and cost efficiency.
- Goal:** Oversee construction upgrades and expansion of wastewater treatment plant.
- Goal:** Plan for future EPA and TCEQ regulatory compliance issues.

PERSONNEL DETAIL	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
Supervisor	1	1	1
Lead Operator	1	1	0
Operators	2	2	3
Maintenance Operators	2	2	2
DEPARTMENT TOTAL	6	6	6

COST CENTER: 62 - Wastewater**FUND: 200- Utility**

EXPENDITURE SUMMARY	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
Personnel Services	\$ 305,995	\$ 313,184	\$ 303,137
Contractual Services	253,606	377,450	567,000
Supplies	75,685	69,550	73,650
Maintenance	32,804	85,485	115,525
Non - Capital	5,248	-	-
Capital	1,219	-	-
DEPARTMENT TOTAL	\$ 674,557	\$ 845,669	\$ 1,059,312

PERFORMANCE INDICATORS & MEASUREMENTS	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
Treatment at operating plant capacity of 3.39 MGD	65%	65%	74%
Carbonaceous BOD removed from reclaimed water	98%	98%	98%
Bacteriological sampling	6/wk	6/wk	6/wk
Total Million Gallons sewage treatment	860	880	900
Treatment cost per Million Gallons	\$550	\$550	\$550
Suspended solids removed from reclaimed water	99.5%	99.5%	99.5%
Total amount of sludge removed (tons)	670	680	700
Lift stations inspected	56/wk	56/wk	56/wk
Gallons of effluent used for irrigation	200mg	200mg	200mg

COST CENTER: 62 - Wastewater**FUND: 200 - Utility**

ACCT. NO.	ACCOUNT DESCRIPTION	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
6110	Salaries	\$ 194,351	\$ 203,187	\$ 205,462
6111	Salaries, Overtime	29,476	25,000	10,000
6114	Hospitalization Insurance	27,920	29,919	33,480
6115	Social Security Taxes	16,250	16,918	17,240
6117	Retirement Contributions	28,724	29,960	27,770
6118	Uniforms	2,573	2,800	2,800
6119	Medical Expense	655	150	250
6125	Education & Training	4,944	3,850	4,235
6126	Travel Expenses	797	1,200	1,500
6127	Dues & Memberships	305	200	400
6210	Professional Services	17,538	27,750	11,500
6213	Contractual Services	95,055	150,000	284,900
6213-0001	Contractual Services - Austin Ranch	135,552	195,000	248,000
6218	Permit Fees	-	-	18,000
6235	Printing Services	93	-	-
6244	Telephone Service	4,896	3,600	3,600
6275	Equipment Rental	473	1,100	1,000
6310	Office Supplies	80	750	400
6311	Copier Supplies	276	150	400
6312	Computer Supplies	32	200	250
6313	Janitorial Supplies	1,011	400	500
6314	Lab Supplies	-	8,000	10,000

COST CENTER: 62 - Wastewater**FUND: 200 - Utility**

ACCT. NO.	ACCOUNT DESCRIPTION	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
6320	Postage	155	200	300
6322	Small Tools	2,271	1,700	2,000
6323	Small Equipment	5,095	500	1,000
6330	Books & Periodicals	198	200	400
6340	Fuel & Lubricants	5,441	5,700	8,200
6344	Repair Materials	15,574	4,500	1,000
6345	Chemicals	33,139	43,700	46,000
6346	Compressed Gases	35	-	-
6360	Medical Supplies	7	50	200
6390	Miscellaneous Supplies	12,371	3,500	3,000
6410	Building Maintenance	2,302	1,500	1,500
6411	Facility Maintenance	-	1,125	1,125
6412	Ultra Violet Maintenance	-	12,000	12,000
6430	Office Equipment - Maintenance	229	250	250
6440	Vehicle Maintenance	38	350	350
6441	Fleet Services	16,000	20,160	25,200
6445	Radio Maintenance	-	100	100
6470	Other Equipment - Maintenance	14,235	50,000	75,000
6590	Non-Capital Other Equipment	5,248	-	-
6690	Capital Outlay - Other Equipment	1,218	-	-
DEPARTMENT TOTAL		\$ 674,557	\$ 845,669	\$ 1,059,312

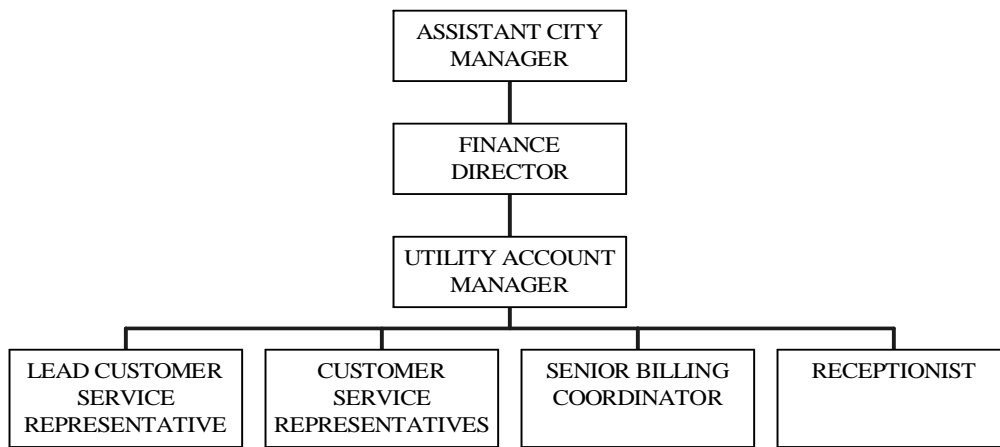
CITY OF THE COLONY
2008-2009
ANNUAL BUDGET

UTILITY ADMINISTRATION

REBECCA KOO
Finance Director

JOY MORRISON
Utility Account Manager

UTILITY ADMINISTRATION ORGANIZATIONAL CHART 2008-2009 BUDGET



COST CENTER: 63 - Utility Administration

FUND: 200 - Utility

PROGRAM DESCRIPTION

Utility Administration is mainly responsible for the accurate and efficient billing of customer utility accounts and customer service operations. Duties of the utility customer service personnel include establishing new accounts, providing customer assistance and information regarding utility accounts, and the mailing and collection of residential and commercial bills for water, sewer, sanitation, state revolving fund loan, recycling, EMS, drainage fees, and sales tax. Additional duties include the collection of various Inspection Department fees, Library fees, Fire Department fees, and the collection of delinquent utility accounts.

GOALS AND OBJECTIVES

Goal: Increase customer satisfaction and maximize use of customer information.

Objective: Certify all Utility Customer Service personnel on Customer Service through Council of Government.

Objective: Continue employee training and striving for excellence in customer service.

Objective: Continue researching charge-off accounts to further reduce expenses.

Objective: Update utility applications. Purge old applications and update personal information on customer accounts.

Objective: Clean up the hydrant meter accounts.

PERSONNEL DETAIL	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
Utility Account Manager	1	1	1
Lead Customer Service Representative	1	1	1
Customer Service Representative	3	3	3
Senior Billing Coordinator	1	1	1
Receptionist	1	1	1
DEPARTMENT TOTAL	7	7	7

COST CENTER: 63 - Utility Administration**FUND: 200- Utility**

EXPENDITURE SUMMARY	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
Personnel Services	\$ 473,860	\$ 513,937	\$ 508,724
Contractual Services	219,829	308,888	320,059
Supplies	34,480	57,458	76,290
Maintenance	16,949	17,708	18,631
DEPARTMENT TOTAL	\$ 745,118	\$ 897,991	\$ 923,704

PERFORMANCE INDICATORS AND MEASUREMENTS	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
Water accounts billed annually			
Residential	126,190	127,500	128,900
Commercial	7,690	7,960	8,500
Wastewater accounts billed annually			
Residential	125,579	126,300	127,300
Commercial	5,372	5,500	5,900
New utility accounts	1,866	1,790	1,950
Utility accounts transferred	366	310	350
Delinquent bills processed	29,643	29,200	29,000
Work orders processed per CSR	5,358	3,510	3,600
Work order processing accuracy rate	99%	99%	99%
Gallons of water billed (in 1,000's)	1,278,796	1,500,000	180,000
Move-out final notices mailed	1,609	1,300	1,400
Delinquent account collection rate	99%	99%	99%
Bad debt charge off rate on discontinued accounts	11%	9%	8%
Percent of utility payments by bank draft	6%	7%	8%
Percentage of online payments	10%	13%	15%

COST CENTER: 63 - Utility Administration**FUND: 200 - Utility**

ACCT. NO.	ACCOUNT DESCRIPTION	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
6110	Salaries	\$ 349,611	\$ 367,807	\$ 360,498
6111	Salaries, Overtime	1,328	5,000	5,000
6112	Part-time, Temporary	5,712	5,000	6,000
6114	Hospitalization Insurance	39,116	42,213	44,640
6115	Social Security Taxes	23,542	25,855	28,296
6117	Retirement Contributions	45,781	48,822	47,730
6118	Uniforms	-	-	-
6120	Private Auto Allowance	4,800	4,800	4,810
6125	Education & Training	1,595	4,650	5,050
6126	Travel Expense	1,979	9,090	6,000
6127	Dues & Memberships	395	700	700
6210	Professional Services	1,458	1,300	1,300
6212	Audit Services	24,040	41,500	30,000
6213	Contractual Services	5,160	16,600	30,810
6219	Credit Card Fees	44,566	53,000	54,000
6220	Tax Assessment Services	123,845	136,000	140,000
6222	Tax Collection Services	8,346	9,500	10,550
6235	Printing Services	4,559	3,000	3,355
6244	Telephone Service	574	955	955
6275	Equipment Rental	7,282	7,033	9,089
6280	Uncollectable Accounts	-	40,000	40,000

COST CENTER: 63 - Utility Administration**FUND: 200 - Utility**

ACCT. NO.	ACCOUNT DESCRIPTION	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
6310	Office Supplies	2,976	2,000	2,540
6311	Copier Supplies	1,161	1,610	1,610
6312	Computer Supplies	676	3,000	3,305
6320	Postage	28,226	47,000	63,838
6323	Small Equipment	260	1,900	3,050
6330	Books & Periodicals	298	473	472
6331	Public Education Materials	-	500	500
6340	Fuel and Lubricants	-	110	110
6390	Miscellaneous Supplies	883	865	865
6410	Building Maintenance	-	500	500
6430	Office Equipment - Maintenance	16,694	12,993	13,916
6470	Other Equipment - Maintenance	255	4,215	4,215
DEPARTMENT TOTAL		\$ 745,118	\$ 897,991	\$ 923,704

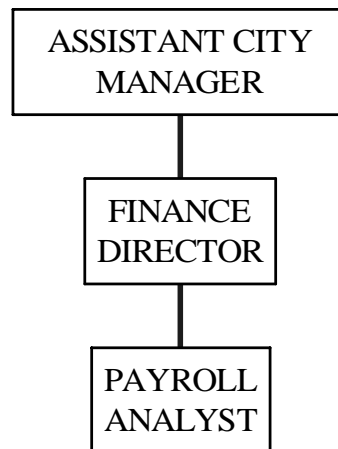
CITY OF THE COLONY
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PAYROLL ADMINISTRATION

REBECCA KOO
Finance Director

Mary Langford
Payroll Analyst

PAYROLL ADMINISTRATION ORGANIZATIONAL CHART 2008-2009 BUDGET



COST CENTER: 64 - Payroll Administration

FUND: 200 - Utility

PROGRAM DESCRIPTION

Payroll Administration is primarily responsible for the timely and accurate payment of all City of The Colony employees and the administration of the Incode and Ceridian softwares. Duties of the Payroll/Systems Analyst include maintaining all employee payroll records, payroll processing, timely and accurate payment and reporting of all payroll related taxes, and processing all Federal and State payroll related reports. The Payroll/Systems Analyst administers the Incode and Ceridian systems which include maintaining, upgrading, and troubleshooting the software.

GOALS AND OBJECTIVES

Goal: Improve and expand payroll services.

Objective: Upgrade/implement new version of Ceridian with no loss of accuracy.

Objective: Continue employee training to maintain certification and stay abreast of new payroll laws.

Objective: Continue to offer follow-up training on the Ceridian Time and Attendance System.

Objective: Increase participation in the direct deposit program to 90%.

Objective: Cross-train Finance Administrative Assistant/Payroll and Accounts Payable Technician as payroll system back-up.

PERSONNEL DETAIL	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
Payroll Analyst	1	1	1
DEPARTMENT TOTAL	1	1	1

COST CENTER: 64 - Payroll Administration**FUND: 200- Utility**

EXPENDITURE SUMMARY	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
Personnel Services	\$ 82,114	\$ 90,144	\$ 89,861
Contractual Services	4,871	7,238	7,108
Supplies	3,383	3,665	2,694
Maintenance	11,839	13,850	13,301
DEPARTMENT TOTAL	\$ 102,207	\$ 114,897	\$ 112,964

PERFORMANCE INDICATORS AND MEASUREMENTS	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
Participation in payroll direct deposit.	90%	90%	90%
Percentage of payroll checks produced accurately and on time.	90%	90%	90%

COST CENTER: 64 - Payroll Administration**FUND: 200 - Utility**

ACCT. NO.	ACCOUNT DESCRIPTION	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
6110	Salaries	\$ 56,040	\$ 56,656	\$ 55,972
6111	Salaries, Overtime	113	3,500	3,500
6114	Hospitalization Insurance	4,857	5,219	5,580
6115	Social Security Taxes	3,930	4,400	4,760
6117	Retirement Contributions	7,191	7,730	7,670
6118	Uniforms	91	-	-
6125	Education & Training	5,838	5,679	5,419
6126	Travel Expense	3,854	6,750	6,750
6127	Dues & Memberships	200	210	210
6210	Professional Services	260	1,900	1,900
6213	Contractual Services	3,900	4,300	4,300
6235	Printing Services	676	1,000	885
6275	Equipment Rental	35	38	23
6310	Office Supplies	1,167	900	700
6311	Copier Supplies	358	600	600
6312	Computer Supplies	-	675	450
6320	Postage	187	425	339
6330	Books & Periodicals	969	890	430
6390	Miscellaneous Supplies	702	175	175
6430	Office Equipment - Maintenance	300	13,850	13,301
6470	Other Equipment - Maintenance	11,539	-	-
DEPARTMENT TOTAL		\$ 102,207	\$ 114,897	\$ 112,964



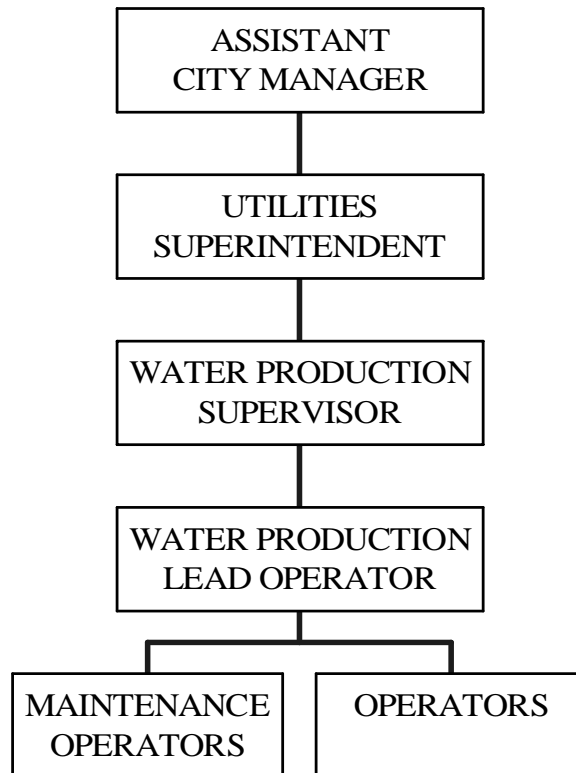
CITY OF THE COLONY
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WATER PRODUCTION

TOD MAURINA
Utility Superintendent

JIM BELL
Water Production Supervisor

WATER PRODUCTION ORGANIZATIONAL CHART 2008-2009 BUDGET



COST CENTER: 66 - Water Production

FUND: 200 - Utility

PROGRAM DESCRIPTION

The Water Production Department is responsible for providing a safe, potable water supply for personal use, sanitation, recreational and fire protection uses for the citizens of the City. Functions of the department include water quality monitoring, operation of the water pump station, maintenance and operations of all City owned well sites.

GOALS AND OBJECTIVES

Goal: Increase the life expectancy and operating efficiency of the City's water assets.

Objective: Continue upgrading the SCADA system that operates all the City's well sites and the Office Creek Pump Station. Utilization of newer technology will result in better planning and better maintenance programs.

Objective: Continue inspecting and providing preventative maintenance to all water storage facilities.

Goal: Increase the level of customer satisfaction.

Objective: Dispatch and respond to after hours, weekend, and holiday emergency calls.

Objective: Address all concerns and questions in a professional manner that citizens may have about water quality and water conservation.

PERSONNEL DETAIL	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
Supervisor	1	1	1
Lead Operator	1	1	1
Operators	3	3	3
Maintenance Operators	2	3	3
DEPARTMENT TOTAL	7	8	8

COST CENTER: 66 - Water Production**FUND: 200- Utility**

EXPENDITURE SUMMARY	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
Personnel Services	\$ 419,100	\$ 442,951	\$ 443,239
Contractual Services	57,536	81,700	79,404
Supplies	1,547,251	1,766,650	2,013,100
Maintenance	86,271	132,224	136,430
DEPARTMENT TOTAL	\$ 2,110,158	\$ 2,423,525	\$ 2,672,173

PERFORMANCE INDICATORS & MEASUREMENT	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
Compliance with State & Federal regulations	100%	100%	100%
Water related request - responded within 1 day	100%	100%	100%
Water samples	500	575	600
Water tested daily for quality control	100%	100%	100%
Distribution system chlorine residual samples	2,950	1,500	1,500
Water storage tank chlorine residual samples	4,500	3,000	3,000

COST CENTER: 66 - Water Production**FUND: 200 - Utility**

ACCT. NO.	ACCOUNT DESCRIPTION	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
6110	Salaries	\$ 291,163	\$ 302,266	\$ 297,892
6111	Salaries, Overtime	19,190	20,000	20,000
6114	Hospitalization Insurance	36,903	41,266	44,640
6115	Social Security Taxes	22,729	23,743	25,431
6117	Retirement Contributions	39,837	41,326	40,976
6118	Uniforms	6,120	6,700	6,700
6125	Education & Training	2,588	5,800	5,800
6126	Travel Expenses	-	400	800
6127	Dues & Memberships	571	1,450	1,000
6210	Professional Services	17,815	37,500	32,000
6213	Contractual Services	33,464	34,300	37,300
6235	Printing Services	3,243	4,000	4,500
6244	Telephone Service	2,075	2,900	2,700
6275	Equipment Rental	938	3,000	2,904
6310	Office Supplies	688	900	900
6311	Copier Supplies	95	100	100
6312	Computer Supplies	900	1,000	1,000
6313	Janitorial Supplies	941	900	900
6320	Postage	4,028	500	700
6322	Small Tools	2,309	5,200	5,200
6323	Small Equipment	4,441	6,000	6,000
6330	Books & Periodicals	197	500	500
6331	Public Education	-	500	500
6340	Fuel & Lubricants	7,155	10,000	13,800

COST CENTER: 66 - Water Production**FUND: 200 - Utility**

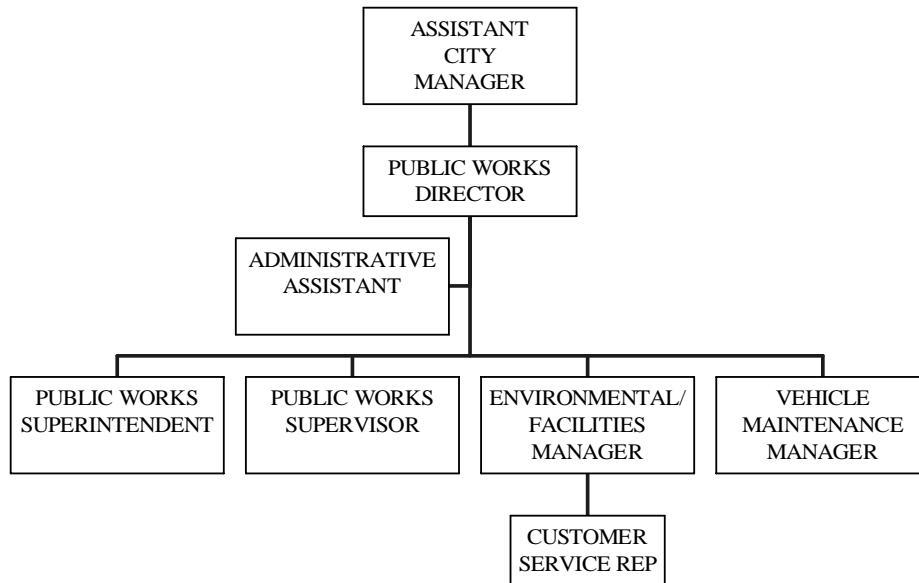
ACCT. NO.	ACCOUNT DESCRIPTION	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
6342	Water Meters & Boxes	4,845	-	-
6345	Chemicals	14,180	24,400	19,700
6346	Compressed Gases	176	500	500
6360	Medical Supplies	146	150	300
6370	Dallas Water Purchases	1,411,267	1,600,000	1,836,000
6371	Plano Water Purchases	91,220	110,000	121,000
6390	Miscellaneous Supplies	4,663	6,000	6,000
6410	Building Maintenance	1,129	6,000	6,000
6411	Facility Maintenance	-	3,750	3,750
6430	Office Equipment - Maintenance	108	-	-
6440	Vehicle Maintenance	107	500	500
6441	Fleet Services	14,000	16,824	21,030
6445	Radio Maintenance	-	1,500	1,500
6460	Irrigation Maintenance	-	800	800
6470	Other Equipment - Maintenance	70,927	102,850	102,850
DEPARTMENT TOTAL		\$ 2,110,158	\$ 2,423,525	\$ 2,672,173

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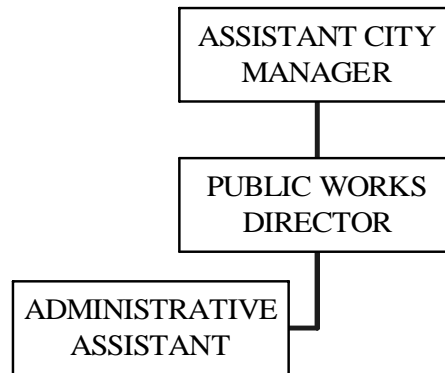
PUBLIC WORKS
ADMINISTRATION

STEVE EUBANKS
Public Works Director

PUBLIC WORKS DIRECTOR ORGANIZATIONAL CHART 2008-2009 BUDGET



PUBLIC WORKS ADMINISTRATION ORGANIZATIONAL CHART 2008-2009 BUDGET



PROGRAM DESCRIPTION
<p>Public Works Administration provides guidance and managerial support for all Public Works' operations and operates the Departments' Customer Service Center to handle requests and concerns from residents received by phone, email, or web site inquiry. The Public Works department is responsible for maintenance of streets and alleys, sidewalks, storm water drainage ways, and traffic signage and signal control. The Department also manages residential solid waste collection provided by private contractors and provides internal support for the City's vehicle maintenance and facility maintenance needs.</p>

GOALS AND OBJECTIVES
<p>Goal: Provide direction for all Public Works Department activities to ensure that resources are utilized in an efficient and effective manner to deliver quality services to the residents and visitors of The Colony.</p> <p>Objective: Conduct thorough reviews of all Department activities and establish efficient production goals, whenever possible.</p> <p>Objective: Evaluate alternative service delivery approaches and systems to improve the efficiency of allocated resources.</p> <p>Objective: Support Engineering and Utilities Departments to improve City project service delivery.</p>

PERSONNEL DETAIL	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
Director of Public Works	1	1	1
Administrative Assistant	1	1	1
Customer Service Representative*	1	1	1
DEPARTMENT TOTAL	3	3	3

* The Customer Service Representative is funded by the Bond fund.

**COST CENTER: 67 - Public Works
Administration**

FUND: 200- Utility

EXPENDITURE SUMMARY	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
Personnel Services	\$ 257,896	\$ 282,484	\$ 289,012
Contractual Services	30,957	48,100	47,900
Supplies	2,724	5,300	4,800
Maintenance	342	2,261	1,050
Capital Outlay	-	1,727	-
DEPARTMENT TOTAL	\$ 291,919	\$ 339,872	\$ 342,762

PERFORMANCE INDICATORS & MEASUREMENTS	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
Respond to incoming calls with results within 2 days	80%	80%	80%
Respond to incoming calls with results within 1 week	90%	90%	90%
Work orders for Public Works - completed that year	N/A	90%	90%
Staff meetings	20	26	26
Process payment authorizations for Public Works Administration and Capital Projects within 3 days	95%	90%	90%

**COST CENTER: 67 - Public Works
Administration**

FUND: 200 - Utility

ACCT. NO.	ACCOUNT DESCRIPTION	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
6110	Salaries	\$ 197,674	\$ 199,613	\$ 202,624
6111	Salaries, Overtime	-	141	500
6112	Part-Time, Temporary	-	18,500	18,500
6114	Hospitalization Insurance	13,104	11,975	13,950
6115	Social Security Taxes	13,622	15,755	17,180
6117	Retirement Contributions	26,171	27,106	26,876
6118	Uniforms	-	500	500
6120	Private Auto Allowance	5,400	5,394	5,382
6125	Education & Training	748	1,500	1,500
6126	Travel Expenses	454	1,000	1,000
6127	Dues & Memberships	722	1,000	1,000
6210	Professional Services	22,129	24,000	24,000
6213	Contractual Services	6,198	20,000	20,000
6235	Printing Services	31	500	500
6244	Telephone Service	745	1,500	1,300
6275	Equipment Rental	1,854	2,100	2,100
6310	Office Supplies	536	1,200	1,300
6311	Copier Supplies	1,235	600	800
6312	Computer Supplies	85	300	300
6320	Postage	24	300	300
6330	Books & Periodicals	290	1,000	500
6331	Public Education Material	90	-	-
6335	Awards	-	600	500

**COST CENTER: 67 - Public Works
Administration**

FUND: 200 - Utility

ACCT. NO.	ACCOUNT DESCRIPTION	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
6360	Medical Supplies	90	100	100
6390	Miscellaneous Supplies	375	1,200	1,000
6410	Building Maintenance	342	750	550
6425	Traffic and Street Signs	-	824	200
6430	Office Equipment Maintenance	-	187	-
6445	Radio Maintenance	-	500	300
6652	Capital Outlay - Software	-	1,727	-
DEPARTMENT TOTAL		\$ 291,919	\$ 339,872	\$ 342,762



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FACILITIES MAINTENANCE

STEVE EUBANKS
Public Services Director

TERRY GILMAN
Environmental/Facilities Manager

FACILITIES MAINTENANCE ORGANIZATIONAL CHART 2008-2009 BUDGET



PROGRAM DESCRIPTION

The Facility Maintenance/Right-Of-Way Department is responsible for the daily operational maintenance of City facilities ensuring safe, efficient, and economical operation of all electrical, plumbing, HVAC and building systems and support equipment. Additionally, the Department is responsible for all right-of-way repairs, median trash receptacles, and fence and flag maintenance at City facilities. This Department's objective is to provide user departments with the necessary support required to better accomplish their mission in providing services to the citizens of The Colony.

GOALS AND OBJECTIVES

Goal: Provide necessary support to all city departments and facilities allowing them to better accomplish their mission.

Objective: Reduce maintenance requests through routine building inspections and surveys.

Objective: Continue expansion of preventative maintenance schedules.

Objective: Create a preventative maintenance schedule database to eliminate unnecessary loss of time due to equipment failure.

Objective: Complete repairs to city right-of-ways as necessary, maintain fence and flags in working order.

PERSONNEL DETAIL	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
Facility Maintenance Supervisor	1	1	1
Facility Maintenance Workers	2	2	2
DEPARTMENT TOTAL	3	3	3

COST CENTER: 68 - Facilities Maintenance**FUND: 200- Utility**

EXPENDITURE SUMMARY	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
Personnel Services	\$ 142,238	\$ 152,283	\$ 159,265
Contractual Services	2,041	37,000	22,000
Supplies	11,759	13,600	13,400
Maintenance	104,840	112,600	140,550
Capital Outlay	-	6,000	75,000
DEPARTMENT TOTAL	\$ 260,878	\$ 321,483	\$ 410,215

PERFORMANCE INDICATORS & MEASUREMENTS	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
Facilities maintained (sq. ft.)	109,304	115,304	115,304
Work requests submitted verbally	1,100	1,200	500
Work requests submitted through Help Desk System	500	450	500
Special projects	25	20	10
Complete emergency request - same day	100%	100%	100%

COST CENTER: 68 - Facilities Maintenance**FUND: 200 - Utility**

ACCT. NO.	ACCOUNT DESCRIPTION	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
6110	Salaries	\$ 101,757	\$ 104,300	\$ 109,384
6111	Salaries, Overtime	2,342	5,000	5,000
6114	Hospitalization Insurance	14,490	15,587	16,740
6115	Social Security Taxes	7,810	8,276	9,151
6117	Retirement Contributions	13,380	14,870	14,740
6118	Uniforms	1,361	1,845	1,845
6125	Education & Training	1,099	2,000	2,000
6126	Travel Expenses	-	205	205
6127	Dues & Memberships	-	200	200
6210	Professional Services	-	5,000	5,000
6213	Contractual Services	-	30,000	15,000
6235	Printing Service	31	-	-
6244	Telephone Services	1,518	1,500	1,500
6275	Equipment Rental	491	500	500
6310	Office Supplies	549	700	500
6312	Computer Supplies	-	1,500	500
6313	Janitorial Supplies	298	500	500
6320	Postage	10	-	-
6322	Small Tools	2,574	2,500	2,500
6330	Books & Periodicals	164	200	200
6340	Fuel & Lubricants	4,073	4,000	5,000
6360	Medical Supplies	-	100	100
6390	Miscellaneous Supplies	4,091	4,100	4,100

COST CENTER: 68 - Facilities Maintenance**FUND: 200 - Utility**

ACCT. NO.	ACCOUNT DESCRIPTION	2006-2007 ACTUAL	2007-2008 PROJECTED	2008-2009 BUDGET
6410	Building Maintenance	92,686	100,000	125,000
6423	Right of Way Maintenance	41	-	-
6440	Vehicle Maintenance	113	-	-
6441	Fleet Services	12,000	11,800	14,750
6445	Radio Maintenance	-	500	500
6470	Maintenance - Other Equipment	-	300	300
6640	Capital Outlay - Building	-	-	75,000
6640	Capital Outlay - Equipment	-	6,000	-
DEPARTMENT TOTAL		\$ 260,878	\$ 321,483	\$ 410,215