

CITY OF MCKINNEY, BUDGET FY 2014-2015 LINE ITEM DETAIL

Do not change purple cells

Enter FY15 changes below

Account Number	Account Description	Actual FY 10-11	Actual FY 11-12	Actual FY 12-13	Adopted FY13-14	Revised FY13-14	Y-T-D 4/30/14	Continuation FY14-15
MCKINNEY COMMUNITY DEVELOPMENT CORPORATION								
MCDC Revenues								
060-0000-313-1001	Sales Taxes	8,101,418	8,759,753	9,700,659	9,450,000	9,450,000	5,636,198	9,700,000
060-0000-361-1000	Interest Income	165,303	64,713	34,356	90,000	90,000	20,046	90,000
060-0000-369-1001	Other Income	379,338	0	2,010	0	0	0	0
060-0000-369-1004	Prior Years Expense	452,451	0	0	0	0	0	0
060-0000-393-1000	Bond Issuance	0	0	0	0	0	0	0
MCDC Revenue Total		9,098,510	8,824,466	9,737,025	9,540,000	9,540,000	5,656,244	9,790,000
z	MCDC Revenues							
	CAFR							
1245 Community Development								
060-1245-451-8001	Administrative	93,702	91,819	95,207	109,262	109,262		112,445
060-1245-451-8002	Clerical	37,636	38,536	41,470	44,883	44,883		46,191
060-1245-451-8005	Part-Time	0	0	0	0	0	0	0
060-1245-451-8007	Bonus / Incentive	0	0	0	0	0	0	0
060-1245-451-8010	Overtime	0	0	607	0	0		0
060-1245-451-8011	Stability	245	365	485	605	605		725
060-1245-451-8012	Vacation	4,156	6,924	7,264	0	0	0	0
060-1245-451-8013	Sick	1,031	1,324	1,851	0	0		0
060-1245-451-8015	Holiday	4,877	4,981	5,180	0	0		0
060-1245-451-8016	Bereavement	39	483	0	0	0	0	0
060-1245-451-8020	FICA	10,447	10,484	10,863	11,838	11,838		12,191
060-1245-451-8021	TMRS	18,294	19,912	22,070	24,172	24,172		24,892
060-1245-451-8022	Hospital & Life Ins	21,808	23,555	24,766	26,038	26,038		26,038
060-1245-451-8023	Workers Compensation	0	0	0	0	0	0	0
060-1245-451-8024	Wellness Dollars	740	1,038	1,200	1,200	1,200		1,200
060-1245-451-8070	Unemployment Compensation	0	8,120	0	0	0	0	0
060-1245-451-8080	Adjustments	0	0	0	0	0	0	0
Subtotal: Personnel		192,975	207,541	210,963	217,999	217,998	124,665	223,682
060-1245-453-8101	Office	1,819	2,988	914	2,500	2,500	643	2,500
060-1245-453-8103	Food (non-travel)	1,480	1,462	2,825	4,500	4,500	1,563	4,500
060-1245-453-8106	Minor Tools & Equipment	233	8,188	629	5,000	5,000	0	3,500
Continuation:								
060-1245-453-8109	Photographic	250	0	0	750	750	0	750

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060-1245-453-8115	Postage	103	72	30	300	300	0	300
060-1245-453-8125	Reproduction Outside	120	177	1,260	500	500	517	1,500
060-1245-453-8140	Computer Hardware/Software	463	80	137	7,710	7,710	0	5,000
	Continuation:							
	Computer Equipment							
	6,000							
060-1245-453-8144	Communications Supplies	0	1,527	0	0	0	0	0
Subtotal: Supplies		4,468	14,494	5,795	21,260	21,260	2,723	18,050
060-1245-453-8301	Maintenance-Buildings & Structures <i>Moved to 8516</i>	0	0	0	0	0	0	0
060-1245-453-8314	Maintenance-Miscellaneous	0	0	24	1,000	1,000	0	1,000
060-1245-453-8420	Maintenance-Computer Software	0	95	410	2,000	2,000	90	2,000
Subtotal: Maintenance		0	95	434	3,000	3,000	90	3,000
060-1245-453-8501	Communications Services Continuation: Provided through City of McKinney	2,641	3,229	3,913	4,500	4,500	3,228	4,500
060-1245-453-8502	Mileage	1,064	310	830	1,500	1,500	648	1,500
060-1245-453-8503	Insurance (Workers Compensation)	0	0	0	500	500	0	500
060-1245-453-8504	Office Rental Continuation: 3 Months \$3,375 9 Months \$3,460	23,750	19,946	37,635	40,000	40,000	25,855	41,265
	10,125							
	31,140							
	41,265							
060-1245-453-8506	Travel/Training	1,859	652	1,592	3,500	3,500	277	5,000
060-1245-453-8507	Publications	462	204	238	500	500	239	500
060-1245-453-8508	Utilities-Electric Continuation: \$500/month	0	3,529	3,471	6,000	6,000	2,357	6,000
	6,000							
060-1245-453-8510	Other	87	1,512	530	4,000	4,000	248	4,000
060-1245-453-8511	Associations	750	755	1,229	1,500	1,500	954	1,500
060-1245-453-8515	Rental fee Continuation: \$375/month plus property tax \$500	6,463	5,199	4,152	4,500	4,500	2,475	5,000
	5,000							
060-1245-453-8516	Ret Fee/Prof Service Continuation:	10,615	33,753	24,978	41,000	41,000	4,173	40,500

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	Strategic Planning	3,500						
	Website/Social Media/My McKinney	12,000						
	Survey Update	25,000						
		40,500						
060-1245-453-8517	Promotional	116,402	0	2,685	6,000	6,000	491	6,000
060-1245-453-8520	Advertising	788	21,550	44,108	84,000	84,000	34,141	84,000
	Continuation:							
	Sponsorship/Advertising/Production		90,000					
060-1245-453-8523	Recognition	0	0	1,287	2,000	2,000	555	2,000
060-1245-453-8538	Temporary Personnel Services	0	0	0	650	650	0	650
060-1245-453-8539	Other Legal Fees	5,925	1,515	3,279	8,000	8,000	1,508	8,000
	Moved to 1245-453-8539							
060-1245-453-8551	Insurance Premiums	1,049	693	841	1,000	1,000	817	1,000
060-1245-453-8581	Special Events	8,836	4,323	6,108	8,000	8,000	5,272	8,000
	Continuation:							
	Community Awards and Chamber E		10,000					
Subtotal: Services/Sundry		180,691	97,170	136,876	217,150	217,150	83,238	219,915
060-1245-456-9201	Furniture/Fixtures	0	0	0	0	0	0	0
060-1245-456-9202	Machines, Tools & Implements	0	0	0	0	0	0	0
Subtotal: Capital		0	0	0	0	0	0	0
1245 Community Development Total		378,134	319,300	354,068	459,409	459,408	210,716	464,647
1247 Projects								
060-1247-453-8510	Other - Community Projects	7,344,357	832,752	1,930,136	4,170,562	4,170,562	0	3,519,667
	Continuation:							
	Economic Development and Capital Projects							
060-1247-453-8516	Ret Fee/Prof Service	23,903	0	0	3,000	3,000	0	3,000
060-1247-453-8539	Other Legal Fees	41,993	28,920	24,784	7,500	7,500	6,916	10,000
	Moved from 1245-453-8539							
060-1247-453-8559	Grants to Community	0	212,985	527,971	834,112	1,590,231	416,750	1,055,900
	Continuation:							
	Promotional Community Events		100,000					
	Discretionary Projects		955,900					
			1,055,900					

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060-1247-453-8570	Special Projects Contingency	0	0	0	417,056	417,056	0	351,967
Subtotal: Services/Sundry		7,410,253	1,074,657	2,482,891	5,432,230	6,188,349	423,666	4,940,534
060-1247-456-9001	Land Acquisition	0	1,311	0	0	0	0	0
060-1247-456-9002	Land Improvements	0	206,765	0	0	0	0	0
060-1247-456-9201	Furniture/Fixtures	0	0	0	0	0	0	0
060-1247-456-9202	Machines, Tools & Implements	0	0	0	0	0	0	0
060-1247-456-9230	Hardware/Software	0	0	0	0	0	0	0
Subtotal: Capital		0	208,076	0	0	0	0	0
1247 Projects Total		7,410,253	1,282,733	2,482,891	5,432,230	6,188,349	423,666	4,940,534
9999 MCDC Non-Departmental								
060-9999-453-8510	Other (Administrative fee to General Fund)	55,749	55,749	55,749	78,018	78,018	45,511	78,018
060-9999-453-8801	Transfer to General Fund	0	0	0	200,950	200,950	200,950	0
Supplemental:								
060-9999-453-xxxx	MCDC Projects	0	0	0	0	0	0	0
060-9999-453-xxxx	MCDC Contingency Grant Funds	0	0	0	0	0	0	0
060-9999-453-xxxx	Ret Fee/Prof Service	0	0	0	0	0	0	0
060-9999-453-xxxx	Other Legal Fees	0	0	0	0	0	0	0
060-9999-453-8812	Transfer to MCVB	0	0	0	0	0	0	0
060-9999-453-8823	Transfer to Park Construction Fund	1,491,477	2,089,452	3,538,547	2,919,393	8,318,115	129,400	2,111,801
060-9999-453-8826	Transfer to Facility Construction Fund (Sheraton Hotel)	0	0	11,470	0	6,711,115	3,137,456	0
	Transfer from Fund Balance-Aquatics Facility							
	Estimated Debt Service on Aquatics Financing							1,820,000
060-9999-453-8854	Transfer to MPAC	339,269	377,281	391,179	375,000	375,000	218,750	375,000
Subtotal: Services/Sundry		1,886,495	2,522,482	3,996,945	3,573,361	15,683,198	3,732,067	4,384,819
9999 MCDC Non-Departmental Total		1,886,495	2,522,482	3,996,945	3,573,361	15,683,198	3,732,067	4,384,819
MCDC Total Expenditures		9,674,882	4,124,515	6,833,904	9,465,000	22,330,955	4,366,449	9,790,000
MCDC Surplus/(Deficits)		(576,372)	4,699,951	2,903,121	75,000	(12,790,955)	1,289,795	0
MCDC Undesignated Projects								
z	MCDC CAFR							

VEHICLE REQUEST

FY 2014-15

All budget requests for fleet items must be **approved in advance** by Fleet Services.

Completed by Department (one vehicle per request form):

Date Submitted: Annual Budget Grant Funded
Fiscal Year: Mid-Year Request Other Funding
Department: Fund #:
Submitted By: Phone:

Supplemental Request Name:

Replacement Vehicle? Y/N Vehicle #: (Refer to Fleet Replacement Schedule)

Vehicle Options: Police & Fire Vehicles

Request one type of vehicle per form. Chevrolet Tahoe # Motorcycle #
 E-One Engine E-One Ladder Ambulance

4-Door Staff Vehicles

Ford Explorer
 Ford Escape

Pick-Up & Utility Trucks

Ford F-150 Ford F-250 w/Extra Cab
 Ford F-350 Ford F-450 w/Lift Gate
 w/Utility Body w/Flat Bed

Other Vehicle (Not Listed):

Off-Road Equipment:

Completed by Fleet Services:

Type of Vehicle: Make: Model:
Funding Amount: Initial: Adjusted:
Account Funded: Capital:

I.T. EQUIPMENT REQUEST

FY 2014-15

All budget requests for I.T. items must be **approved in advance** by the Information Technology Department.

Department:

Fund/Division #:

Supplemental Request Name:

Account #	Standard Items	Qty	Unit Price	Extended Price	Connections Exist (Y/N)
8140	Standard Laptop* <i>(Please include the port replicator)</i>		\$ 783.00	\$ -	
8140	Standard Laptop* <i>(docking station)</i>		\$ 96.00		
8140	Power User Laptop* ZBook15 <i>(recommended Conf)</i>		2,360.00	-	
8140	Power User Laptop* ZBook15 <i>(docking station)</i>		240.00		
8140	Professional Carrying Case		40.00	-	
8140	USB Mouse		10.00	-	
8140	Keyboard		16.00	-	
8140	Power User Desktop Computer* <i>(keyboard and Mouse Incl)</i>		1,170.00	-	
8140	All in One Standard Desktop Computer* 19.5 Non Touch <i>(Keyboard and Mouse Incl)</i>		730.00	-	
8140	Optional 24" monitor upgrade		325.00	-	
8140	Optional 27" monitor upgrade		590.00	-	
8140	CF 19 Panasonic Toughbook / Wireless Card***		3,850.00	-	
8140	CF 53 Panasonic Toughbook / Wireless Card***		3,490.00	-	
8140	Microsoft Office Professional Suite		400.00	-	
8140	Microsoft Projects		500.00	-	
8140	Adobe Professional		265.00	-	
8140	Crystal Report License		420.00	-	
8140	Microsoft Visio		450.00	-	
8140	4G Apple iPad Air		530.00	-	
8144	MIFI Device		50.00	-	
8501	iPad/MIFI Service (Monthly rate)		38.00	-	
8144	Desk Phone (Standard)**		300.00	-	
8144	Desk Phone (Administrative)**		350.00	-	
8501	Telephone – Monthly Rate <i>(Average, provided by Finance)</i>		12.00	-	
8408	Network Connection <i>(Required for Printers, Computers, & Laptops)</i>		481.00	-	
TOTAL				-	

If new employee, MS Office cost is not included with computers and laptops.

If current employee, MS Office cost is included w/computers and laptops (transfer of suite).

* Requires network connection

** Requires network connection AND monthly rate

*** Requires wireless airtime

Account #	Miscellaneous Items <i>Please list items <u>separately</u> & give <u>detailed</u> descriptions (list additional items on page 2)</i>	Model #	Qty	For IT Use Only			Approved / Disapproved by (Init)
				Quote (Unit Price)	Extended Price	IT Approval (Yes or No)	
8140	NetMotion* <i>(for CF19, CF53, Laptops only this is required)</i>			300.00	-		
8140	Verizon Card* <i>(for CF19, CF53 only this is required)</i>			460.00	-		
8140	WatchGuard Maintenance**			116.00	-		
8140	WatchGuard Camera Kit			5,370.00	-		
				-	-		
				-	-		
				-	-		
TOTAL					-		

* New Fire Employee

** New Police Employee

Please contact IT by email for assistance with special hardware and/or software items.

Submitted By:

Date:

IT Approver:

Date:

GRANT BUDGET DETAIL

FY 2014-15

All budget requests for grants must be **approved in advance** by the Grants Administrator. Please ensure that Grant requests are not duplicated in department's budget

Department: Grantor:

Grant Number: Grant Title:

New Grant?

Existing Grant?

Grant Description:

Grant/Application Amount:

City Match: (If required in terms of match)

Additional Budget: (Needed to implement project)

Total: \$ -

Explanation of Additional Budget Required:

Items Needed to Carry Out Program:

Expense Category	Expense Description	FY 2014-15 Expense Amount	Funding Source * (G, M, A)	Notes or Comments
Salaries				
Benefits				
Supplies/Equip				
Travel/Training				
Services/Misc				
Capital				

* Funding Source: G=Grant, M=Match or A=Additional

Expense Total: \$ -

Personnel Details:

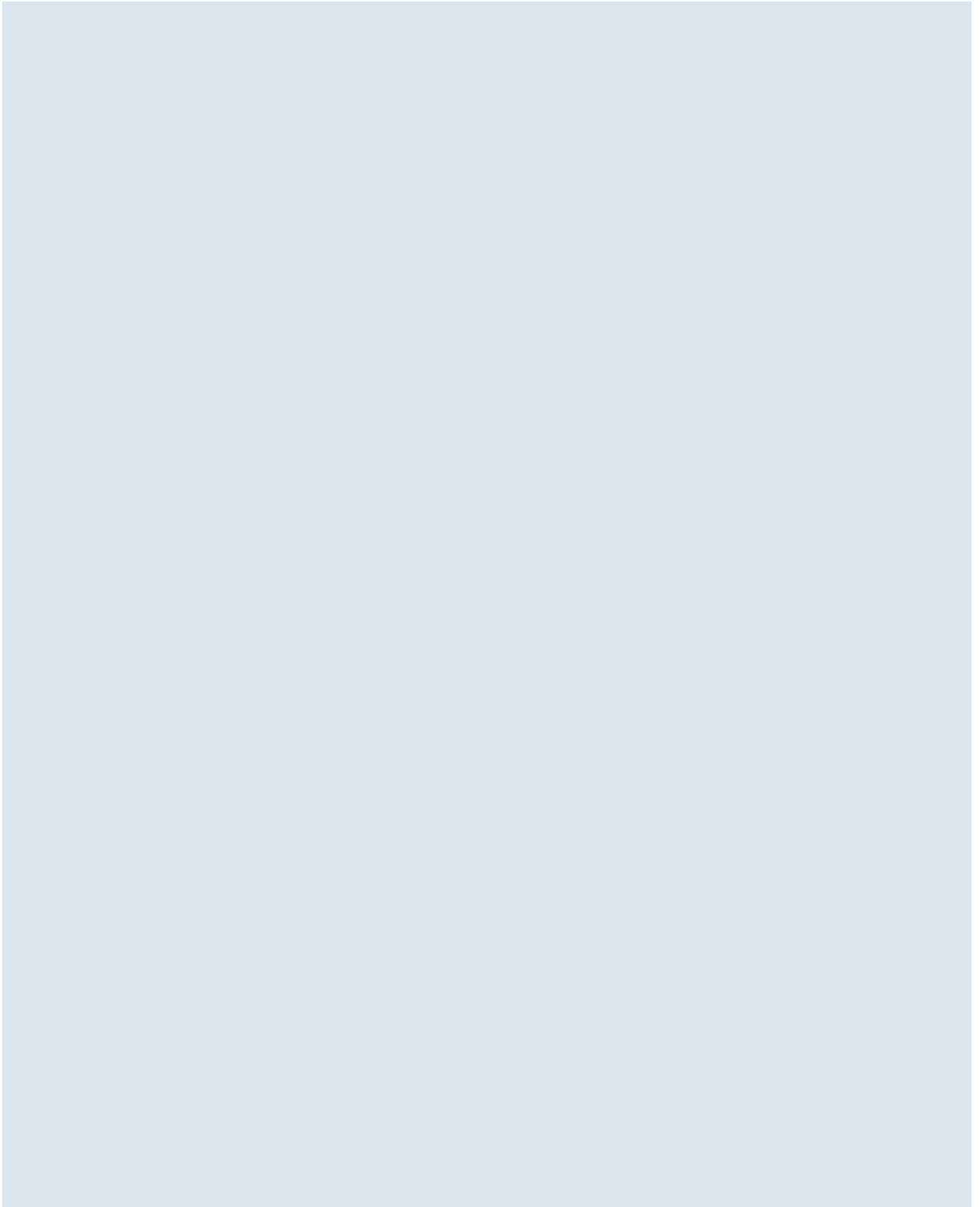
# Positions (FTE)	Title	Grade	Annual Salary	Part-time Hourly Rate	# PT Hrs (Annually)

Save file to: <X:\Finance and Admin Services\Budget\Budget FY2015\Dept Files>

Department Performance Measurements

			verify	estimate	estimate
PERFORMANCE MEASURES	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Estimate	FY 2015 Target

Department Organizational Chart



SUPPLEMENTAL LONG-RANGE REQUESTS

FY 2016-18

Department:

Division	Expense Item Description	FY 2015-16			FY 2016-17			FY 2017-18		
		One-Time Cost	Recurring Cost	Total Cost	One-Time Cost	Recurring Cost	Total Cost	One-Time Cost	Recurring Cost	Total Cost
List only <u>HIGH PRIORITY</u> items or items related to projects due to be completed (one form per department). Supplemental forms are NOT required for long-range requests.										
				\$ -			\$ -			\$ -
				-			-			-
				-			-			-
				-			-			-
				-			-			-
				-			-			-
				-			-			-
				-			-			-
				-			-			-
				-			-			-
				-			-			-
				-			-			-
				-			-			-
				-			-			-
				-			-			-
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Note: Total cost automatically carries forward all recurring costs entered.

Personnel Details:

FY	Position Title	Grade	# Positions (FTE)	Annual Salary	Part-time Hourly Rate	# PT Hrs (Annually)

Revenues:

FY	Revenue Item Description	Revenue Account	Estimated Revenue

PROGRAM/SERVICE LEVEL REDUCTION RANKING

FY 2014-15

Department:

Rank *	Division	PSL Name	Type **	# FTE's	Filled/ Vacant	PSL Reduction Total
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						

Department Total Reduction	-		\$	-
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** 1 = Highest Priority*

PROGRAM/SERVICE LEVEL REDUCTION

FY 2014-15

Department/Div:

PSL Name:

Proposal Type:
(E=Elimination, R=Reduction)

PSL Reduction Total:

Personnel Impact?

Number FTE's Reduced: Filled/Vacant:
(F=Filled, V=Vacant)

Program Description:

Revenue Impact:

Revenue Account Number	Revenue Item Description	Current Estimated Revenue	PSL Impact* (+/-)	Net
				\$ -
				-
				-
				-
				-
Revenue Total		\$ -	\$ -	\$ -

* Negative represents decrease in revenue

Expenses:

Expense Account Number	Expense Item Description	Current Estimated Expense	Estimated Reduction*	Net
				\$ -
				-
				-
				-
				-
				-
				-
				-
				-
Expense Total		\$ -	\$ -	\$ -

* Negative represents decrease in expenses