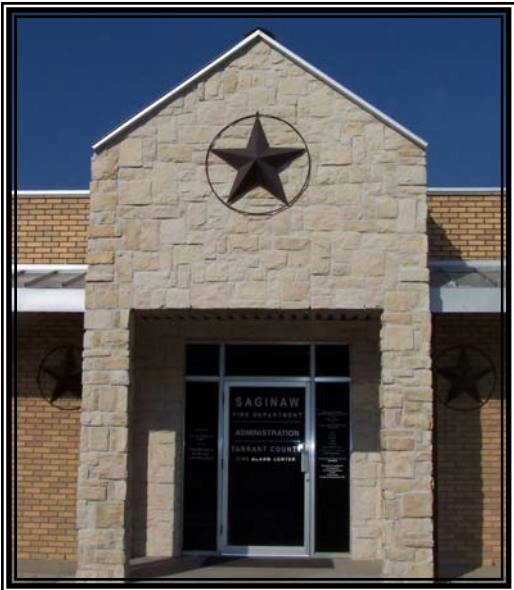




City of Saginaw, Texas

2008 – 2009 Annual Budget



www.ci.saginaw.tx.us

*P.O. Box 79070
Saginaw, TX 76179-0070
817-232-4640*



CITY OF SAGINAW TEXAS

ANNUAL BUDGET

FOR THE FISCAL YEAR

***OCTOBER 1, 2008
TO
SEPTEMBER 30, 2009***

AS APPROVED BY

THE SAGINAW CITY COUNCIL

ON

SEPTEMBER 2, 2008

Nan Stanford, City Manager

***Dolph Johnson, Asst City Mgr/Finance Director
Nelda Mays, City Secretary***



2008-2009 BUDGET

In compliance with Section 102.005 (b) of the Texas Local Government Code, the following disclosure is enclosed:

“This budget will raise more total property taxes than last year’s budget by \$45,201 or .88%, and of that amount, \$98,257 is tax revenue to be raised from new property added to the roll this year.”

CITY OF SAGINAW MAYOR AND COUNCIL



Mayor
Gary Brinkley
Term Expires in 2009



Mayor Pro Tem
David Flory
Term Expires in 2010



Councilmember, Place 2
Ed Larson
Term Expires in 2009



Councilmember, Place 3
Todd Flippo
Term Expires in 2010



Councilmember, Place 4
Delbert Sedberry
Term Expires in 2011



Councilmember, Place 5
Gerry Davis
Term Expires in 2010



Councilmember, Place 6
Jackie Nethery
Term Expires in 2011

City Manager, Nan Stanford
Asst City Manager/Finance Director, Dolph Johnson
City Secretary, Nelda Mays

TABLE OF CONTENTS

<u>TITLE</u>	<u>PAGE</u>
Title Page	i
Truth in Taxation Notice	ii
Elected and City Officials	iii
Table of Contents	iv
INTRODUCTION:	
GFOA Recognition	1
Mission, Goals and Objectives	2
City Manager's Budget Message	4
Organizational Chart	12
BUDGET SUMMARIES:	
Description of Funds	14
All Funds Summary of Revenues, Expenditures and Changes in Fund Balance.	16
All Funds Distribution of Revenues Graphs	18
All Funds Distribution of Expenditures/Expenses Graphs - All Funds	19
All Funds Budget Summaries	20
Budget Highlights	21
GENERAL FUND:	
Summary of Revenues and Expenditures	30
Revenues by Source	31
Overview of Revenues	32
Sales Tax Revenue	42
Expenditures by Department	43
Expenditures by Department Graph	44
Expenditure Comparison	45
Overview of Expenditures by Department	46
General Administrative Office	48
Municipal Court	53
Fire	59
Police	66
Public Services	72
Recreation and Community Services	77
Library	84
Inspections/Code Enforcement	90
Fleet Maintenance	96
Economic Development	101
Non-Departmental	106
DEBT SERVICE FUND:	
Summary of Revenues and Expenditures	112
Debt Service Fund Description	113
Summary of Debt Service Expenditures	115
General Long Term Debt Service Requirements	116
General Long Term Debt Outstanding	117
General Long Term Debt Requirements Future Years	118

TITLE

PAGE

CAPITAL PROJECTS FUND:

Summary of Revenues and Expenditures 120
Capital Projects Fund Overview of Revenues and Expenditures 121
Capital Improvements Five Year Plan 124
Capital Project Maps 125

ENTERPRISE FUND:

Summary of Revenues and Expenditures 132
Revenues by Source and Graph 133
Overview of Revenues 134
Water and Sewer 137
Water and Sewer Capital Improvements Five Year Plan 143
Water and Sewer Debt Service Requirements 144
Water and Sewer Debt Outstanding 145
Water and Sewer Debt Requirements Future Years 146

SPECIAL REVENUE FUNDS:

Crime Tax Fund 147
Drainage Utility Fund 153
Street Maintenance Fund 159

POLICIES, RESOLUTIONS, AND ORDINANCES:

Budget Adoption Resolution 165
Tax Rate Ordinance 166
Budget Process 168
Budget Calendar 170
City Charter Requirements 171
Public Hearing Information 173
Debt Management Policy 174
Financial and Budgetary Policies 176
General Fund Emergency Reserve Policy 178
General Policies and Fund Accounting Information 179
Policy on Salaries and Compensation 183
Job Classification List 184
Incentive Pay Summary 185

GENERAL INFORMATION:

Miscellaneous Statistics 187
Graphic Profile 189
Map of Tarrant County 190
Map of Saginaw 191
Schedule of Personnel by Department 192
Summary of Personnel by Job Classification 193
Personnel Information Graphs 194
Longevity Information Graphs 195
Schedule of Capital Outlay by Fund/Department 196
Tax Rate Analysis 198
Appraisal Roll Comparison 199
Tax Levy and Collection History 200

TITLE

PAGE

History of Assessed Valuation of Taxable Property Graphs 201
Community Profile and Information 202
BUDGET GLOSSARY 215
BUDGET INDEX 229



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Saginaw
Texas**

For the Fiscal Year Beginning

October 1, 2007

President

Executive Director

“DISTINGUISHED BUDGET PRESENTATION AWARD”

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award for Distinguished Budget Presentation to the City of Saginaw, Texas for its annual budget for the fiscal year beginning October 1, 2007. This was the twenty-first consecutive year that the City has received this prestigious award.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communications device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

CITY OF SAGINAW

MISSION, GOALS AND OBJECTIVES

2008-2009

CITY MISSION STATEMENT: To continuously strive to improve the quality of life for all citizens of Saginaw by providing municipal services in an efficient, professional and fiscally responsible manner.

CITY GOALS:

- Improve the quality of life by providing educational and recreational programs, required services, a safe environment, and beautification of the City.
- Seek alternate sources of funding and use interlocal agreements to increase levels of service or cost savings.
- Outsource services when it is more efficient without lowering the quality of the service provided.
- Hire and retain quality employees through competitive salaries and benefits.
- Maintain and upgrade the City's infrastructure to assure quality services.
- Maintain adequate reserve funds to operate the City in case of a financial emergency.

CITY GOALS ACCOMPLISHED IN FY2007-2008:

- ✓ New educational and recreational programs were added. Environmental issues have improved with the help of the Environmental Specialist, Code Enforcement and the Drainage Utility. Beautification projects continue to enhance the City.
- ✓ Alternate sources of funding were obtained through three Fire grants, two Police grants and two Library grants that increased Police, Fire and Library service.
- ✓ Additional mowing was outsourced in order to use existing personnel more efficiently. Lots with high grass code violations are now outsourced.
- ✓ In order to retain and hire quality employees, 4% cost of living raises were given and an additional percentage was given all qualified employees up to mid point on the salary plan. Retirement benefits were increased from five percent to six percent with the City matching with 12%. A new salary study was completed.
- ✓ Improvements were made to the City's water, sewer, streets and drainage infrastructure to meet the demands of new residential and commercial development. An additional water storage tank was completed.
- ✓ Additional funds were added to the reserve in order to maintain adequate reserve funds to operate the City in case of a financial emergency.

2007-2008 OBJECTIVES:

- Adopt a tax rate that is lower than the 3.9 cent increase projected when advertising the community facilities bond election.
- Continue to offer incentives to retain and hire quality employees.
- Increase the retail, commercial and industrial tax base and retain existing businesses.
- Assist the owners of the old Bell Helicopter Plant and adjacent property owners develop their property.
- Research grant opportunities. Apply for grants and receive three grants per year.
- Renovate the old police building to provide additional space for Fire Station 1.
- Increase fire code compliance through increased inspections by the new Fire Marshall.
- Consider future plans for a new city hall.
- Design and build new elevated water storage tank.
- Improve traffic flow by adding turn lanes and coordinating signal lights.
- Complete 100% of capital improvements scheduled for 2007-2008 with budgeted funds.

2007-2008 OBJECTIVES ACCOMPLISHED:

- ✓ Adopted a tax rate that was lower than the 3.9 cent increase projected when advertising bond election and also lower than the prior year's rate.
- ✓ Offered incentives (4% raise) to retain and hire quality employees.
- ✓ The retail, commercial and industrial tax base increased by over 25 new businesses and only three existing businesses closed.
- ✓ We continue to work with the owners of the old Bell Helicopter Plant and adjacent property owners to find developers for their property.
- ✓ We received a total of ten grants totaling \$374,300.
- ✓ Began design phase of the Longhorn Road project, a joint project with the county and NCTCOG. Our share of the \$11,000,000 project is \$3,766,400.
- ✓ Renovation of the old police building, for use by the Fire Department was completed.
- ✓ Excess revenues were used to start a reserve fund for a new city hall.
- ✓ A new water storage tank was built and was put into service in early 2008.
- ✓ A turn lane was added to Bailey Boswell Rd. at the Saginaw Blvd. intersection.
- ✓ 100% of capital improvements scheduled for 2007-2008 were completed with budgeted funds.

2008-2009 OBJECTIVES:

- Adopt a tax rate that is not more than three percent over the effective tax rate without cutting services to the residents of the City of Saginaw.
- Increase the retail, commercial and industrial tax base and retain existing businesses. Mainly focus on getting another industrial business which will help balance the tax base so that one group of taxpayers is not overly burdened.
- Continue to work with the owners of the old Bell Helicopter Plant and adjacent property owners as they seek development for their property.
- Research grant opportunities. Apply for grants and receive five grants per year.
- Inspect every business in the City annually to make sure they are in compliance with our fire code.
- Implement the CodeRed emergency notification system.
- Begin the necessary steps to fund, design and build a new city hall.
- Close E. Southern Avenue and make a turn lane at the Saginaw Boulevard and E. McLeroy Boulevard intersection.
- Reduce the number of train/vehicle accidents.
- Provide better communication with non-English speaking customers and certify an additional clerk as a court interpreter.
- Review the emergency management plan and make changes if needed. Review each department's responsibilities with new personnel to ensure they are familiar with the plan.
- Continue with the Longhorn Road widening and drainage improvements project.
- Fill all vacant positions, especially in the Police Department, to effectively meet the needs of the citizens.
- Add new amenities to the existing parks.
- Upgrade the Library's cataloging system and patron cards.
- Complete 100% of capital improvements scheduled for 2008-2009 with budgeted funds.
- Retain good employees by being competitive with cities, offering incentives and providing a good work environment.
- Hire qualified employees for vacant positions and encourage continuing education.
- Add \$100,000 to the General Fund Emergency Reserve.
- Add \$100,000 to the Enterprise Fund Emergency Reserve.



City of Saginaw

333 West McLeroy
P.O. Box 79070
Saginaw, Texas 76179
817-232-4640
Fax 817-232-4644
www.ci.saginaw.tx.us

CITY MANAGER'S BUDGET MESSAGE September 2008

Honorable Mayor Gary Brinkley, City Councilmembers, and Citizens of Saginaw:

In compliance with the State Statutes and the Charter of the City of Saginaw, I submit to you the annual operating budget for fiscal year 2008-2009. This budget presents the sources of revenue and the plan of expenditures for all areas of the Saginaw City Government for the year beginning October 1, 2008, and concluding September 30, 2009.

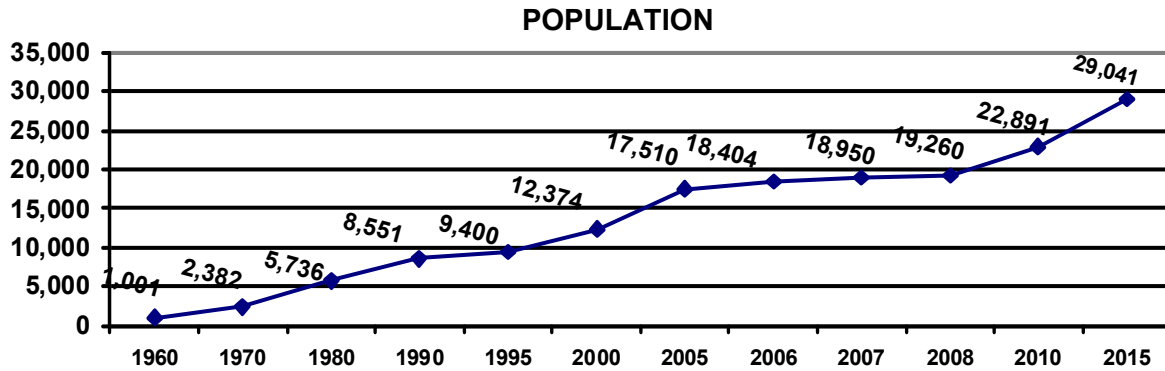
This budget is presented after many hours of study and review by the Department Heads, Superintendents, and Supervisors along with the Mayor and Council budget review sessions. Staff was asked to budget for what is necessary to maintain the current level of service provided and to make recommendations for what would be needed to meet the anticipated level of services required, both short term and long term.

We are in the fourth year of our Five Year Capital Improvement Plan (2006-2010) that will provide for continued additions and improvements to the City's infrastructure as well as continuing to improve the quality of life for our citizens. The Master Plan and the Five Year Capital Improvement Plan are the result of a significant planning effort in 2005. The purpose of the Master Plan is to identify deficiencies in the planning areas, project future needs and recommend capital improvement projects.

To facilitate implementation of the proposed plan, revenues from the water and sewer utilities will be pledged to service the debt on related water and sewer improvements. In addition, increased tax revenues and drainage utility assessments will be needed to service the debt resulting from the issuance of general obligation bonds to fund the non-enterprise fund projects. Issuance of debt has been incremental over the five-year period to accomplish the goals of the five-year plan. The City continues to seek funding from various other sources.

Saginaw has been one of the fastest growing cities in all of Tarrant County. The growth rate has slowed somewhat with a population increase of 1.63% over 2007. Based on the population growth rate, the estimated population in 2010 is 22,891 and a 2015 build-out population of 29,041. New home construction and increases in the tax base continue but at a slower pace than previous years. This was taken into consideration when we forecasted revenues for 2008-2009.

The main attractions to Saginaw are location, land availability, easy freeway access, good schools, low tax rates, and the general quality of life. Alliance Airport, Meacham Airport, Eagle Mountain Lake, the United States Currency Plant, Texas Motor Speedway and the Fort Worth Stockyards are all within fourteen miles of Saginaw's city limits



Most of the challenges the City faces are a result of this growth. Key issues to be addressed include:

- Maintenance and upgrade of the existing infrastructure (water, sewer, paving, drainage, and community facilities): We will replace an 8" water line along Blue Mound Road from Lawson to Loop 820. This line has deteriorated due to age and has had several breaks. We will continue the design of the Saginaw Boulevard Drainage System #3, Drainage System #2, and the reconstruction of several city streets in the next year. We will also begin the reconstruction of Longhorn Road. This \$11 million project is being constructed with matching funds from Tarrant County and the North Central Texas Council of Governments. The current fleet maintenance building is over thirty years old, undersized, and does not meet current building standards. The needs assessment study calls for the construction of a new 6,000 square foot fleet maintenance facility at a cost of one million dollars if constructed in 2008. The City plans to issue \$1.2 million in debt in the spring to begin the project in 2009. A City Hall needs assessment study is included in the budget and is described in detail later in this message.
- New infrastructure: With the reconstruction of Longhorn Road we will install the 16" water line shown in the master plan to avoid replacing pavement at a later date. The design and construction of this \$900,000 project is being paid from Impact Fees and Undesignated Surplus
- Hiring additional employees to meet the increased level of service required: We have added one police dispatcher (paid from the Crime Tax Fund) and one year-round, part-time (eight hours per week) park maintenance worker. This part-time position will handle trash and restroom detail in the parks on the weekends, thus reducing comp time and overtime of the full time employees. We also increased the hours of the Library's shelver from 14 to 20 hours per week.

- Retaining quality employees in all departments: One of the City's most valuable assets is its employees. Over 15% of our employees have been with the City twenty years or more and are eligible for retirement under the City's retirement plan. Another 10% have been with the City a minimum of fifteen years and will be eligible for retirement in five years or less. A considerable amount of knowledge about the City, its history and operations will be lost. It is extremely important that the City continue to offer competitive salary and benefits in order to hire and retain quality employees. A consultant was hired last year to update the salary study that was last conducted in 2001. The Council approved an additional personal day starting January 1, 2009. Employees currently receive nine paid holidays and one personal day. Additionally, the employee's contribution to the Texas Municipal Retirement System is set at 6% with the City matching their contribution at 12%.
- Saginaw is within one hour's drive of the top ten major employers in the Dallas/Fort Worth Metroplex. Lockheed Martin Corporation, number one on the list, is only ten miles from Saginaw. There is strong competition for employees in both the public and private sector.
- Controlling the cost of employee health insurance: As the city continues to grow additional personnel will be hired. The increase in personnel plus the steadily increasing insurance rates will require serious consideration by the Mayor and Council. The City has an Insurance Committee comprised of an employee from each department who works with the administrative staff to seek affordable quality insurance. The City will continue to take competitive bids for these services and evaluate plan options.

Each of these issues is addressed under the individual department sections of this budget.

The local economy in Saginaw and the surrounding area remains stable. The tax base has grown an average of 10.6% annually for the past six years and we expect growth in fiscal year 2008 to remain steady. Retail construction and commercial expansion have contributed greatly to the increase and diversification of the tax base.

In 2007, voters approved extending the Crime Control and Prevention District for an additional ten years and reduced the rate to three eighths of one percent. The remaining one eighth will be used for street maintenance. The Board of Directors, which consists of the Mayor and Councilmembers, governs the District. The goals of the Crime Control and Prevention District are to increase patrol officer visibility, enhance crime fighting ability by acquiring new equipment, provide additional training and updated technology, and to reduce the number of juvenile offenders involved in repeated criminal and/or gang related activity. We are estimating revenues of \$1,020,000 for the fiscal year 2008-2009.

Major changes in each of the operating funds of the City are outlined as follows.

GENERAL FUND

This year our estimated General Fund Revenues total \$11,724,490. Expenditures total \$12,014,410. The difference of \$289,920 will be funded using existing fund balance. Our ending balance on September 30, 2008 is estimated at \$5,578,316. This does not reflect the \$1,750,000 Emergency Reserve set up for the General Fund. Per the policy of the City of Saginaw, the City maintains an Emergency Reserve Fund Balance in the General Fund between 15% and 20% of the operating budget. This would enable the City to operate the General Fund for two to three months. These funds would only be used in an emergency and only with Council approval. We will have this on hand during the 2008-2009 fiscal year as well as the Undesignated Surplus Fund balance.

The two major sources of revenue consist of \$2,601,965 from ad valorem tax revenue and \$4,300,000 from sales tax revenue. The 2008 taxable value is \$1,162,359,535 and reflects \$21,547,578 in new construction. The proposed budget is based on a 2008 tax rate of \$0.446, one cent less than 2007, with \$0.223852 for maintenance and operations, and \$0.222148 for debt service. Sales tax revenues have begun to decline due to current economic conditions.

The cost of employee health coverage continues to be a budget challenge for employers nationwide. The City opened bids for employee medical insurance in July, 2008. Our current health insurance provider, Cigna, offered to renew our current plans with a 5% rate increase. Humana came in with no increase to the existing plan with some minor changes in coverage. Under this plan employees with full family coverage will incur a monthly expense of \$444 and employees with spousal coverage will pay \$143 per month.

This budget does not contain a cost of living increase for the first time since 1992. The city has made great strides in addressing the recommendations of the salary study completed in 2001. The study was updated last year by an outside consultant. In an effort to begin implementation of the new salary plan, the following salary adjustments are included: All employees currently under the minimum salary would be raised to the minimum level not to exceed 4%. Employees hired or promoted before 10-1-03 will be adjusted as much as 4% on October 1, not to exceed the mid-point of the pay plan. Employees hired or promoted after 10-1-03 will continue on the salary plan and receive up to 5% on their anniversary date not to exceed the mid-point of the plan. The City Administration and the City Council continue to be committed to hiring and retaining quality employees through competitive salaries and benefits.

A City Hall needs assessment study is included in the budget. This study will analyze the current and future space needs for use in developing alternatives for a proposed City Hall. The study will look at consolidating the City Administration, Municipal Court and Public Works Administration (including building inspections/permitting) to one facility for increased efficiency and improved customer service. The study will determine building space needs, construction costs, parking and drainage detention requirements and other factors so staff and Council can make decisions on whether the proposed City Hall can be built on the existing site or whether to purchase another site leaving the existing building for a future Library expansion and additional parking.

Fire – Capital purchases for the Fire Department include a radio repeater and the continuation of the Opticom System at Loop 820 and Blue Mound Road.

Police – Capital purchases for the Police Department include two patrol vehicles, a SWAT van and related equipment to be paid from CCPD funds. Personnel additions for the Police Department include a police dispatcher also paid from the Crime Tax Fund.

Public Services – Capital purchases for the Public Services Department include a sidewalk at Highland Station in the Heather Ridge Addition. The sidewalk will be on the east side of the Heather Ridge Parkway from Mockingbird Drive to Basswood Boulevard. Also included is a metal building for equipment, supplies and signs storage and an F150 pickup to replace a 1994 model with 125,000 miles. The City will continue the current mowing contract. Outsourcing mowing has proved to be very cost effective and allows public services employees more time to work on streets and building maintenance. A turn lane and pavement improvement from Business 287 to East McLeroy Boulevard will be completed in 2009. This will allow easier turning for large trucks and a stacking lane when trains have McLeroy blocked. This project is funded through TxDOT and BNSF Railroad.

Recreation and Community Services – Capital purchases for the Recreation & Community Services Department include the replacement of tables and chairs at the Recreation Center.

Library – Capital purchases for the Library include additional funding for the automation of the cataloging system which will be upgraded. Also included are a Library Card computer and new desk chairs for the staff.

Fleet Maintenance – Capital purchases for Fleet Maintenance include the construction of a new 6,000 square foot fleet maintenance facility at a cost of one million dollars if constructed in 2008. The city plans to issue \$1.2 million in debt in the spring to begin the project in 2009.

A separate document (Budget Guidelines) is prepared for Department Heads and identifies the expenditures by account number with explanations for each. Last year, the total 2007-2008 General Fund Revised Budget was \$11,394,315. This year, the approved 2008-2009 budget is \$12,014,410. Capital outlays total \$627,005. The general operating budget has increased 5.44%. The following chart shows the changes in expenditures for each department in the General Fund.

GENERAL FUND EXPENDITURES

Department	Actual	Revised Budget	Adopted Budget	% Change
	2007-2008	2007-2008	2008-2009	
General Administrative Office	\$ 710,595	\$ 930,030	\$ 892,000	-4.09%
Municipal Court	146,947	190,095	194,820	2.49%
Fire	1,892,050	2,209,980	2,124,950	-3.85%
Police	2,338,013	2,803,515	3,028,510	8.03%
Public Services	760,545	865,520	1,348,935	55.85%
Recreation and Community Services	880,720	787,185	771,070	-2.05%
Library	410,350	426,750	445,350	4.36%
Inspections/Code Enforcement	419,916	460,480	458,365	-0.46%
Fleet Maintenance	376,291	475,500	561,210	18.03%
Economic Development	35,852	69,275	52,630	-24.03%
Non-Departmental & Transfers	1,848,619	2,175,985	2,136,570	-1.81%
Totals	\$ 9,819,896	\$ 11,394,315	\$ 12,014,410	5.44%

SPECIAL REVENUE FUNDS

Special Revenue Funds consist of the Crime Tax Fund, the Drainage Utility Fund and the Street Maintenance Fund.

The Crime Tax Fund represents revenues and expenditures associated with the additional half-cent sales tax first approved by the voters in November 1997 to fund a Crime Control and Prevention District. Voters continued the district for five years in May of 2002. The district was continued for ten more years in May of 2007 and the rate reduced to three eighths of one percent. This fund provides for salaries and benefits for ten patrol officers, a community services officer, and one half the salary and benefits of a school resource officer. It will also provide police protection vests, supplies, equipment and training. Capital purchases include the purchase of two vehicles with related equipment and a police SWAT van.

The Drainage Utility Fund was established by the City Council on January 1, 2005 as an additional revenue source to offset the growing costs of operating the storm drainage system. These costs include maintenance of the existing system, federal mandates to control storm water runoff, floodplain management and planning and construction of new drainage facilities. This fund will continue to pay for the two drainage utility maintenance workers, one half the costs of the environmental specialist position, equipment, and engineering fees associated with the design of Drainage Systems #2 and # 3. We are anticipating revenues of \$408,000 and expenditures of \$583,000. The difference of \$175,000 will be funded using existing fund balance.

The Street Maintenance Fund was approved on May 12, 2007 by the voters which imposes a one-eighth of one percent sales and use tax for the maintenance and repair of existing municipal streets. This Street Maintenance Tax is valid for a five year period and can only be continued with voter approval. The tax went into effect in April 2008 and revenues were received starting in June 2008. We anticipate revenues of \$315,000 and expenditures of \$315,000.

DEBT SERVICE FUND

Debt service requirements for outstanding general obligation and certificates of obligation bonds are \$2,820,605 with \$1,825,000 for principal and \$995,605 for obligation interest and related costs. The tax rate to meet these obligations is \$0.222148 per \$100 valuation. Lease and loan payments account for \$91,710. These funds are transferred from the General Fund and the Drainage Utility Fund.

CAPITAL PROJECTS FUND

The Capital Projects Fund consists of projects as recommended by our staff and engineers and approved by the City Council. Projects for 2007-2008 will be constructed with the remaining funds from the sale of \$1,905,000 of Certificates of Obligation in October 2006 and will include the reconstruction of seven city streets.

We will also begin the reconstruction of Longhorn Road which has been approved for matching funds through the Tarrant County Bond Program. The County's share will be \$7,147,600. The city's share of this \$10,914,000 project would be \$3,766,400. The design phase of this project started in August of 2007. The City has issued certificates of obligation for our share of the project. This project will widen Longhorn Road from three lanes to a divided six lane road between Old Decatur Road and Business 287. There will also be intersection and possible traffic signal improvements at Old Decatur Road, Knowles Drive, and the west side of Business 287 (Saginaw Blvd.).

ENTERPRISE FUND

The total revenues projected for this fund are \$6,457,870 with a 6% rate increase for water and a 6% rate decrease for sewer service. Operating expenditures total \$8,541,110. This includes Capital Improvements which total \$2,107,700 and will be funded from a lease/purchase agreement for the residential meter change out program and the use of beginning balance.

The Enterprise Emergency Reserve has a balance of \$1,300,000.

The debt service for outstanding revenue bonds is \$733,670 with \$430,000 for principal and \$303,670 for interest and related costs.

This budget does not contain a cost of living increase for the first time since 1992. The city has made great strides in addressing the recommendations of the salary study completed in 2001. The study was updated last year by an outside consultant. In an effort to begin implementation of the new salary plan, the following salary adjustments are included: All employees currently under the minimum salary would be raised to the minimum level not to exceed 4%. Employees hired or promoted before 10-1-03 will be adjusted as much as 4% on October 1, not to exceed the mid-point of the pay plan.

Employees hired or promoted after 10-1-03 will continue on the salary plan and receive up to 5% on their anniversary date not to exceed the mid-point of the plan.

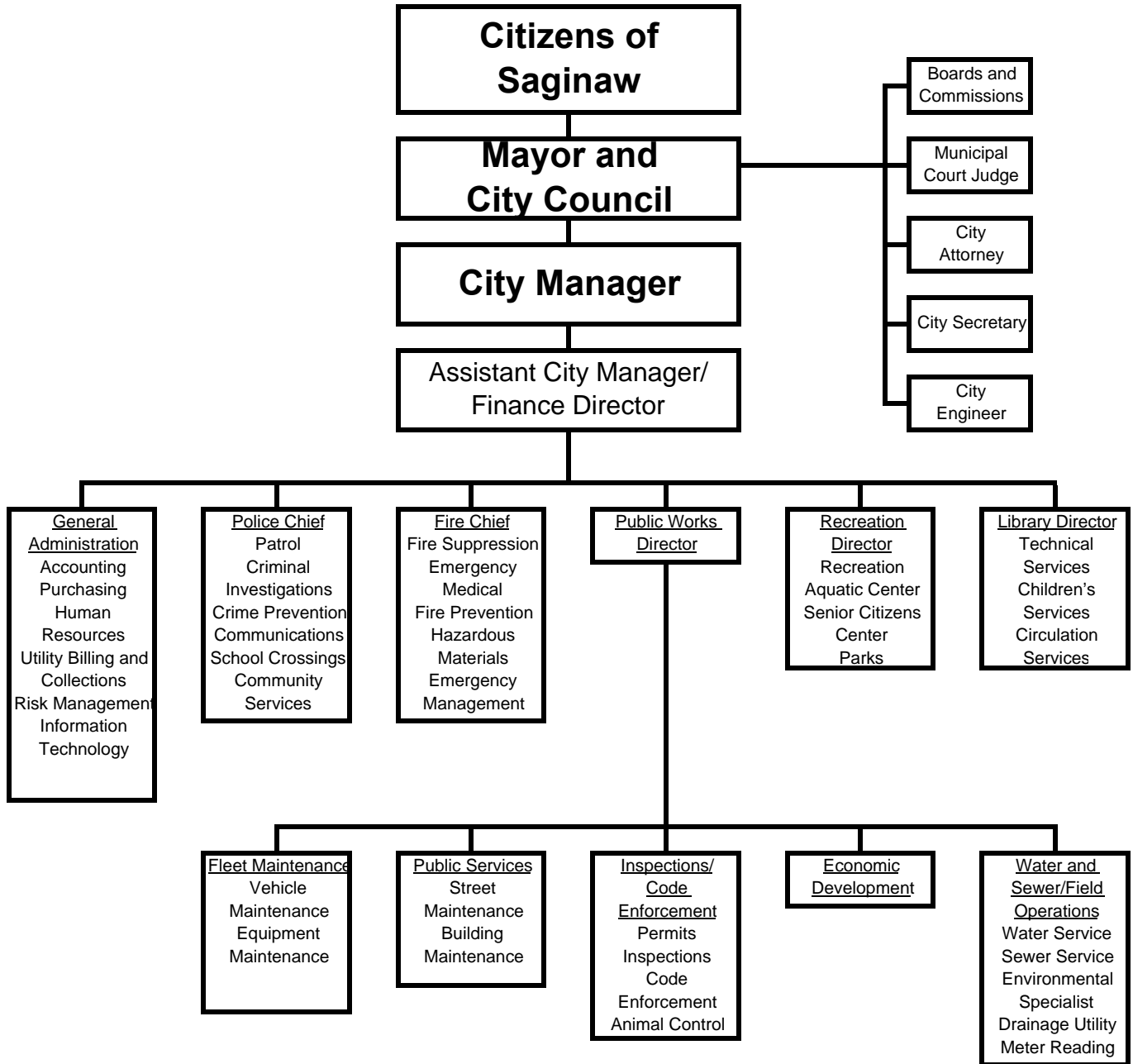
CONCLUSION

I want to thank the Mayor and City Council for their guidance and decisions made during the budget work sessions. I appreciate their cooperation to fund and improve the level of services for the City. I believe this budget establishes a sound plan of municipal services and is a very informative document for all of our citizens.

Respectfully submitted,


Nan Stanford
City Manager

CITY OF SAGINAW ORGANIZATIONAL CHART 2008-2009



**BUDGET
SUMMARIES**

BUDGET SUMMARIES



City of Saginaw

The following summaries provide an overview of revenues and expenditures/expenses for all departments.

CITY OF SAGINAW DESCRIPTION OF FUNDS 2008-2009

The City of Saginaw budget is made up of various funds. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Funds are used to track revenues and expenditures/expenses for different programs and functions. All of the funds of the City can be divided into two categories – governmental funds and proprietary funds. Governmental funds include the General Fund, Debt Service Fund, and Capital Projects Fund. Special revenues are accounted for in the Special Revenues Funds. The City of Saginaw operates and maintains its own water and sewer utility system. The Enterprise Fund, a proprietary fund, is used to account for water and sewer utility system funds.

GENERAL FUND

The General Fund is the major operating fund of the City. It is used to account for all revenues and expenditures except those required to be accounted for in another fund. Expenditures for the General Administrative Office, the Municipal Court, the Fire Department, the Police Department, the Public Services Department, the Recreation and Community Services Department, the Library, the Inspections/Code Enforcement Department, the Fleet Maintenance Department, the Economic Development Department, and Non-Departmental functions are included in the City's General Fund.

DEBT SERVICE FUND

The Debt Service Fund is used to account for the accumulation of resources for, and the payment of, general obligation long-term debt principal and interest.

CAPITAL PROJECTS FUND

The Capital Projects Fund is used to account for the financing and construction of Governmental Fund type projects and Enterprise Fund projects funded through general obligation bonds and certificates of obligation bonds, other than those recorded in the proprietary funds.

ENTERPRISE FUND

The Enterprise Fund is used to account for operations of the City's water and sewer activities that are financed and operated in a manner similar to those of private business enterprises. Services of the Fund are intended to be self-supporting through user charges. The Enterprise Fund reimburses the General Fund for operating expenses such as building rental, utilities, data processing, insurance, and other expenses.

SPECIAL REVENUE FUNDS

Special Revenue Funds account for resources restricted for specific purposes. This restriction may be legal or administrative. Saginaw's Special Revenue Funds consist of the Police Crime Tax (Crime Control and Prevention District) Fund, the Drainage Utility Fund and the Street Maintenance Fund.

- The Crime Tax Fund (CCPD) is used to track revenues from sales tax designated for this fund and expenditures related to the CCPD. The General Fund will be reimbursed for police officer salaries from this fund.

- The Drainage Utility Fund is used to account for operation of the City's drainage facilities. Services of the Fund are intended to be self-supporting through fees assessed on properties based on the storm water runoff they produce. The Drainage Utility Fund reimburses the General Fund for the salary and benefits of two maintenance workers and one half the salary and benefits of the Environmental Specialist.
- The Street Maintenance Fund is a new fund this year. Voters approved the adoption of a local sales and use tax at the rate of one-eighth of one percent to provide revenue for maintenance and repairs of existing municipal streets. These revenues cannot be used for building new streets. The City began receiving revenues in the latter part of 2008.

CITY OF SAGINAW
ALL FUNDS SUMMARY OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE

GOVERNMENTAL FUNDS

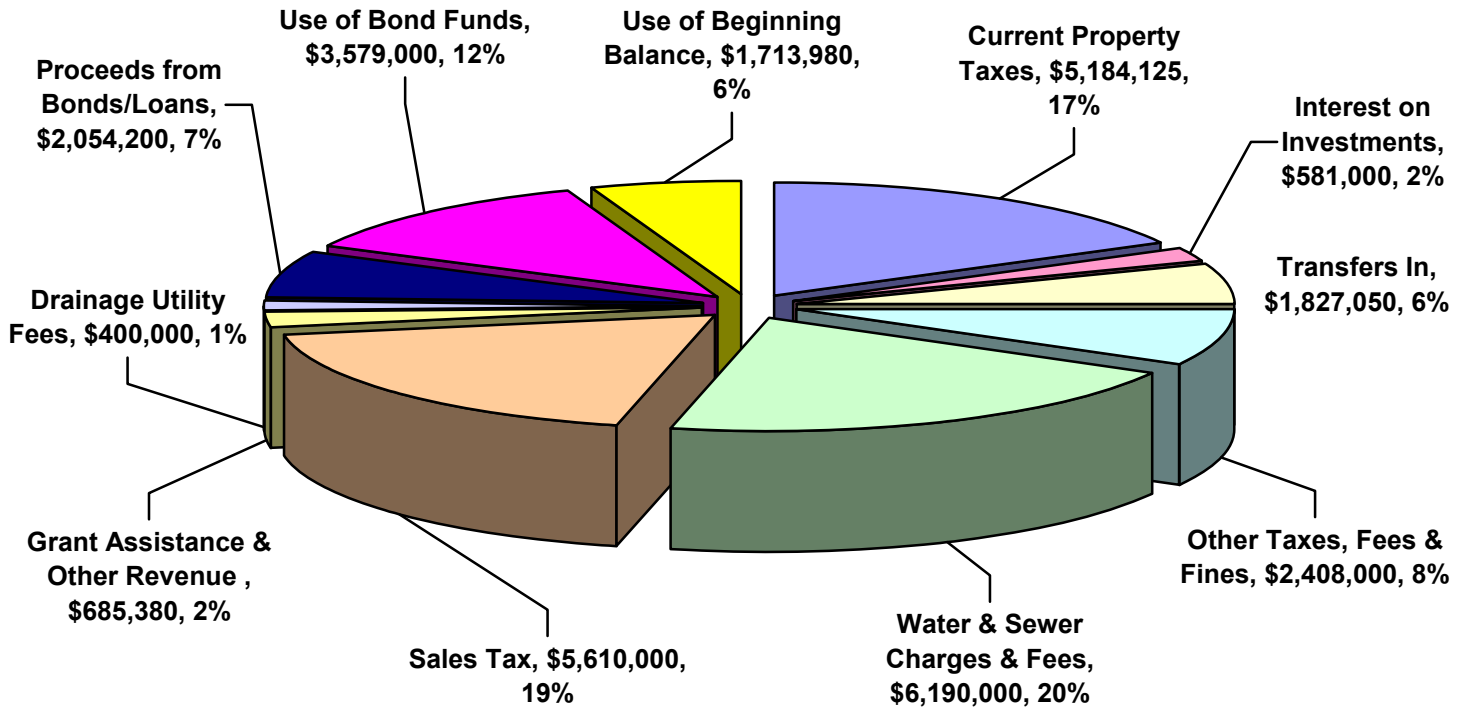
DESCRIPTION	GENERAL FUND	DEBT SERVICE FUND	CAPITAL PROJECT FUND	CRIME TAX FUND
BEGINNING BALANCES	\$ 9,508,676	\$ 882,438	\$ 5,778,338	\$ 1,458,419
REVENUES				
Current Property Taxes	\$ 2,601,965	\$ 2,582,160	\$ -	\$ -
Sales Tax	4,300,000	-	-	1,000,000
Other Taxes, Fees & Fines	2,378,000	30,000	-	-
Interest on Investments	240,000	50,000	58,000	20,000
Transfers from Other Funds	1,554,145	240,035	-	-
Water Charges & Fees	-	-	-	-
Drainage Utility Fees	-	-	-	-
Grant Assistance	419,855	-	-	-
Other Revenue	230,525	-	-	-
Proceeds from Bonds/Loan	-	-	1,200,000	-
Use of Bond Funds	-	-	3,579,000	-
Use of Beginning Balance	289,920	20,020	-	-
TOTAL REVENUES	\$ 12,014,410	\$ 2,922,215	\$ 4,837,000	\$ 1,020,000
TOTAL AVAILABLE RESOURCES	\$ 21,523,086	\$ 3,804,653	\$ 10,615,338	\$ 2,478,419
EXPENDITURES				
Operating	\$ 11,327,835	\$ -	\$ -	\$ 56,500
Capital Outlay	627,005	-	4,619,000	135,000
Debt Service Payments	-	2,922,215	-	-
Transfers to Other Funds	59,570	-	-	807,500
Reserve Fund/Escrow/CIP	-	-	-	-
TOTAL EXPENDITURES	\$ 12,014,410	\$ 2,922,215	\$ 4,619,000	\$ 999,000
CHANGE IN FUND BALANCE	\$ (289,920)	\$ (20,020)	\$ 218,000	\$ 21,000
ESTIMATED ENDING FUND BALANCE	\$ 9,218,756	\$ 862,418	\$ 5,996,338	\$ 1,479,419

CITY OF SAGINAW
ALL FUNDS SUMMARY OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE

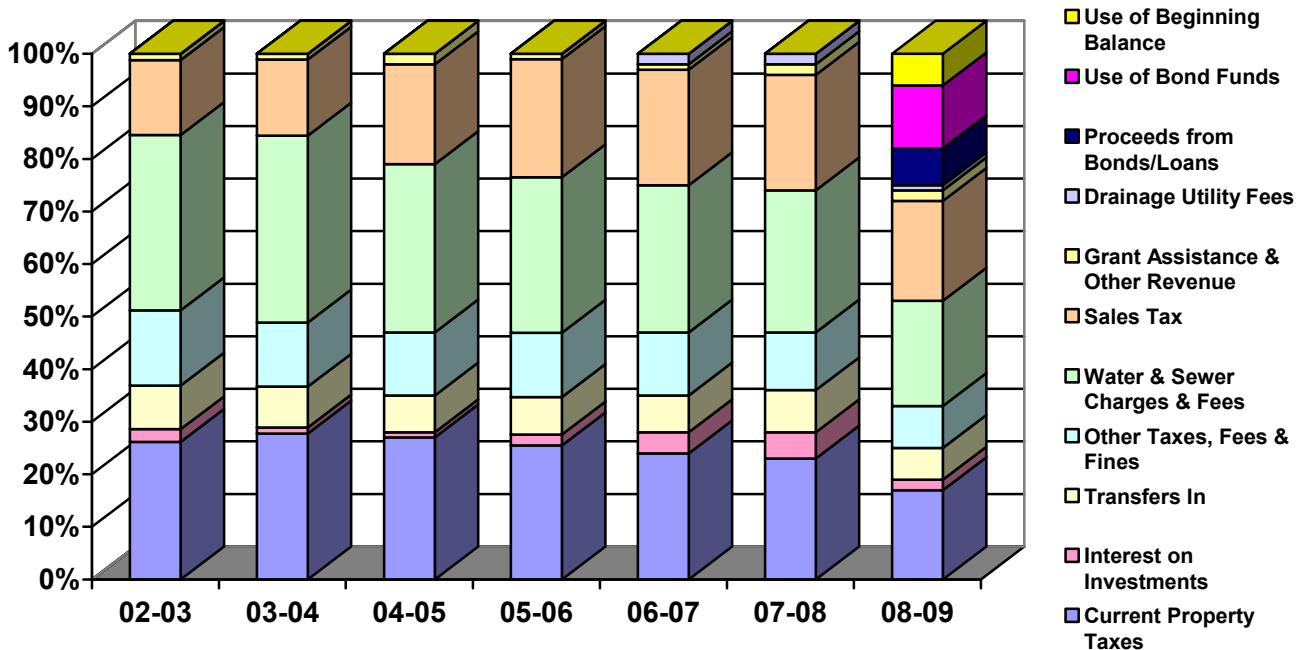
PROPRIETARY
FUND

DRAINAGE UTILITY FUND	STREET MAINTENANCE FUND	ENTERPRISE FUND	TOTAL ALL FUNDS 2008-2009	TOTAL ALL FUNDS 2007-2008	TOTAL ALL FUNDS 2006 - 2007
			(Adopted)	(Revised)	(Actual)
\$ 388,681	\$ 100,000	\$ 9,090,748	\$ 27,207,300	\$ 26,361,020	\$ 20,212,987
\$ -	\$ -	\$ -	\$ 5,184,125	\$ 5,144,760	\$ 4,955,724
-	310,000	-	5,610,000	5,645,000	5,289,583
-	-	-	2,408,000	2,538,700	2,591,938
8,000	5,000	200,000	581,000	844,600	1,228,475
-	-	32,870	1,827,050	1,721,615	1,413,119
-	-	6,190,000	6,190,000	6,140,000	5,690,565
400,000	-	-	400,000	400,000	411,992
-	-	-	419,855	400,650	133,700
-	-	35,000	265,525	278,635	302,321
-	-	854,200	2,054,200	-	8,289,942
-	-	-	3,579,000	6,790,700	-
175,000	-	1,229,040	1,713,980	338,670	84,607
\$ 583,000	\$ 315,000	\$ 8,541,110	\$ 30,232,735	\$ 30,243,330	\$ 30,391,966
\$ 971,681	\$ 415,000	\$ 17,631,858	\$ 57,440,035	\$ 56,604,350	\$ 50,604,953
\$ 246,355	\$ 315,000	\$ 4,901,405	\$ 16,847,095	\$ 16,078,985	\$ 13,473,854
175,000	-	2,107,700	7,663,705	7,669,050	5,750,485
-	-	733,670	3,655,885	3,677,400	3,206,475
161,645	-	798,335	1,827,050	1,721,615	1,413,119
-	-	-	-	250,000	400,000
\$ 583,000	\$ 315,000	\$ 8,541,110	\$ 29,993,735	\$ 29,397,050	\$ 24,243,933
\$ (175,000)	\$ -	\$ (1,229,040)	\$ (1,474,980)	\$ 846,280	\$ 6,148,033
\$ 213,681	\$ 100,000	\$ 7,861,708	\$ 25,732,320	\$ 27,207,300	\$ 26,361,020

CITY OF SAGINAW ALL FUNDS DISTRIBUTION OF REVENUES 2008 - 2009

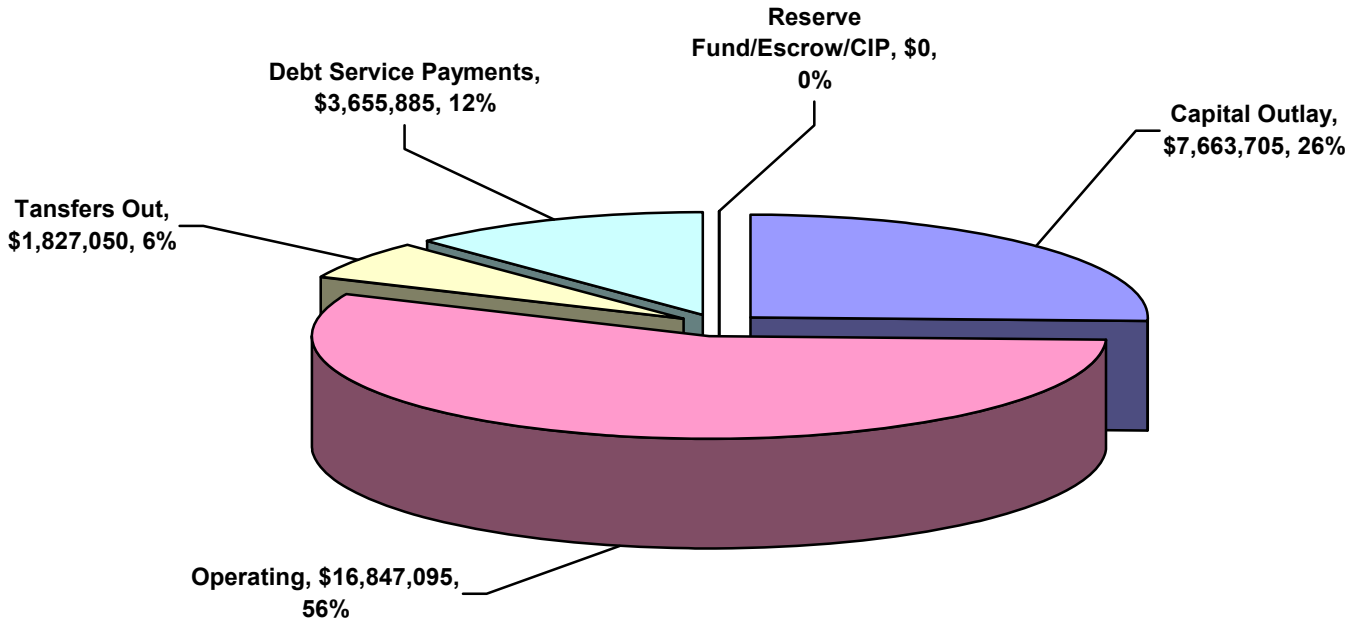


FISCAL YEAR 2008 - 2009 TOTAL REVENUES \$30,232,735

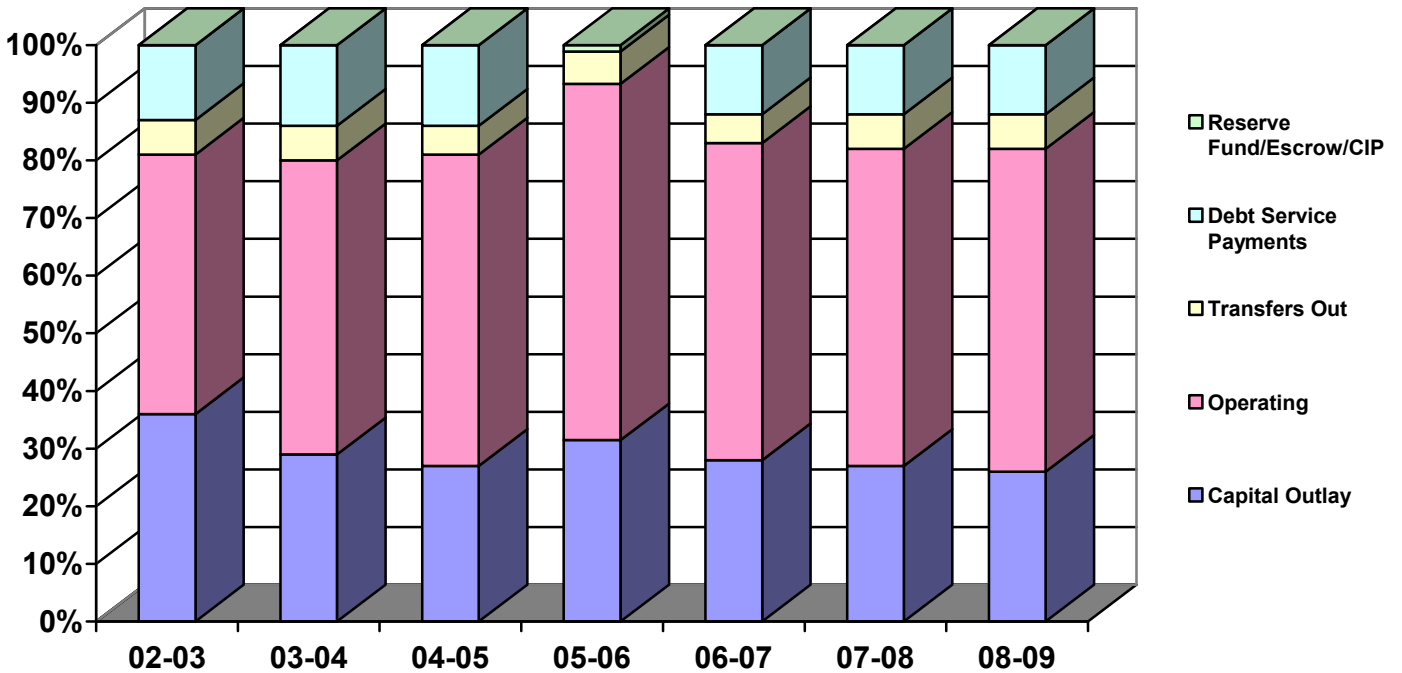


REVENUE SOURCES AS A PERCENT OF TOTAL REVENUES

CITY OF SAGINAW ALL FUNDS DISTRIBUTION OF EXPENDITURES/EXPENSES 2008 - 2009



FISCAL YEAR 2008-2009 TOTAL EXPENDITURES/EXPENSES \$29,993,735



EXPENDITURE/EXPENSE TYPES AS A PERCENT OF TOTAL BUDGET

**CITY OF SAGINAW
ALL FUNDS BUDGET SUMMARIES
2008 - 2009**

REVENUES	ACTUAL 2004-2005	ACTUAL 2005-2006	ACTUAL 2006-2007	REVISED BUDGET 2007-2008	ADOPTED BUDGET 2008-2009	% CHANGE OVER LAST YEAR
GENERAL	\$ 8,855,566	\$ 10,910,377	\$ 11,227,362	\$ 11,705,725	\$ 12,014,410	2.64%
DEBT SERVICE	2,471,821	2,492,944	2,703,324	3,023,860	2,922,215	-3.36%
CAPITAL PROJECTS	147,333	1,627,289	5,915,476	5,362,700	4,837,000	-9.80%
CRIME TAX	942,066	1,311,228	1,415,960	1,234,000	1,020,000	-17.34%
DRAINAGE UTILITY	403,179	406,881	426,688	410,000	583,000	42.20%
STREET MAINTENANCE	-	-	-	100,000	315,000	215.00%
ENTERPRISE	5,658,015	6,621,309	8,703,156	8,407,045	8,541,110	1.59%
TOTAL REVENUES	\$ 18,477,980	\$ 23,370,028	\$ 30,391,966	\$ 30,243,330	\$ 30,232,735	-0.04%

EXPENDITURES	ACTUAL 2004-2005	ACTUAL 2005-2006	ACTUAL 2006-2007	REVISED BUDGET 2007-2008	APPROVED BUDGET 2008-2009	% CHANGE OVER LAST YEAR
GENERAL	\$ 7,868,832	\$ 9,602,617	\$ 9,969,892	\$ 11,494,315	\$ 12,014,410	4.52%
DEBT SERVICE	2,355,227	2,366,178	2,546,409	2,933,870	2,922,215	-0.40%
CAPITAL PROJECTS*	955,764	3,296,698	2,667,233	5,200,700	4,619,000	-11.19%
CRIME TAX	547,009	1,002,134	1,415,960	962,500	999,000	3.79%
DRAINAGE UTILITY	357,219	329,754	188,589	398,620	583,000	46.25%
STREET MAINTENANCE	-	-	-	-	315,000	100.00%
ENTERPRISE*	5,312,410	6,330,795	7,455,850	8,407,045	8,541,110	1.59%
TOTAL EXPENDITURES	\$ 17,396,461	\$ 22,928,176	\$ 24,243,933	\$ 29,397,050	\$ 29,993,735	2.03%

*Note: The Capital Projects are funded from a portion of \$859,000 in 2006 Certificates of Obligation, \$2,715,000 in 2007 Certificates of Obligation and \$1,040,000 in 2009 Certificates of Obligation.

CITY OF SAGINAW BUDGET HIGHLIGHTS 2008-2009

The following is a brief overview of the 2008-2009 budget:

GENERAL FUND:



- Saginaw continues to see some growth in both population and tax base. However, new home construction has slowed significantly. We are anticipating 50 new home starts during the 2008-2009 fiscal year. Saginaw's population has grown from 8,551 in 1990 to 12,374 in 2000. The 2008 estimated population is 19,260, an increase of 1.6% over 2007.



- Property tax values are up. The July certified taxable value from TAD is \$1,162,359,535. This is up \$34,122,401 from last year's adjusted taxable value of \$1,128,237,134. However, \$21,547,578 of the increase is due to new construction.



- The budget is balanced with a tax rate decrease using a rate of 0.446. This is one cent lower than the tax rate last year. The effective tax rate is .451177, and the rollback rate is .446400.

**ADOPTED
RATE**

<u>TAX YEAR</u>	<u>DEBT RATE</u>	<u>M&O RATE</u>	<u>SALES TAX ADJUSTMENT</u>	<u>TOTAL</u>
2007	.251910	.204090	(.132002)	.456000
2008	.222148	.223852	(.126996)	<u>.446000</u>
DIFFERENCE OVER/(UNDER) LAST YEAR				(.010000)



- In order to meet the staffing requirements for a still growing city, we have added one police dispatcher (paid from the Crime Tax Fund) and one year-round, part-time (eight hours per week) park maintenance worker. This part-time position will handle trash and restroom detail in the parks on the weekends, thus reducing comp time and overtime of the full time employees. We also increased the hours of the Library's shelver from 14 to 20 hours per week.



- The average home value in 2007 was \$116,697, and the tax was \$532.14. The average home value in 2008 is \$119,713, and the estimated tax is \$533.92. This results in an increase of \$1.78 per year on the average home.



- Sales tax revenues have begun to decline due to current economic conditions. We estimate that we will receive \$4,300,000 in sales tax revenue. The current sales tax rate is 8.25%, which is the maximum rate allowed.

CITY OF SAGINAW BUDGET HIGHLIGHTS 2008-2009

GENERAL FUND - CONTINUED



- Matrix Consulting Group conducted a comprehensive Classification and Compensation Study for the City in 2001. The study was updated in 2008. That study showed that the City has done a fairly good job of keeping up with the market for most classifications. However, the higher classifications are lagging when compared to the current market. It would take approximately \$42,400 to bring each position up to the minimum of the new pay schedule and \$1,010,400 to reach mid-point (including taxes and retirement contributions).



- In an effort to begin implementation of the new salary plan, the following salary adjustments are included: All employees currently under the minimum salary would be raised to the minimum level not to exceed 4%. Employees hired or promoted before 10-1-03 will be adjusted as much as 4% on October 1, not to exceed the mid-point of the pay plan. Employees hired or promoted after 10-1-03 will continue on the salary plan and receive up to 5% on their anniversary date not to exceed the mid-point of the plan.



- This budget does not include a cost of living raise for the first time since 1992. The Council will consider a cost of living pay adjustment at mid-year. A 2% cost of living increase in April would cost approximately \$75,000 from the General Fund and \$9,300 from the Enterprise Fund.



- The Council approved an additional personal day starting January 1, 2009. This will allow employees to take another day of their choosing off during the year, with supervisor approval. Employees currently receive nine paid holidays and one personal day.



- The current health insurance provider, Cigna, offered to renew our current plan with a 5% rate increase. Humana came in with no increase to the existing plan with some minor changes in coverage.



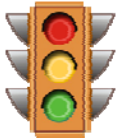
- Dental insurance coverage will remain with Humana.

CITY OF SAGINAW BUDGET HIGHLIGHTS 2008-2009

GENERAL FUND - CONTINUED



- A City Hall needs assessment study is included in the budget. This study will analyze the current and future space needs for use in developing alternatives for a proposed City Hall. The study will look at consolidating the City Administration, Municipal Court and Public Works Administration (including building inspections/permitting) to one facility for increased efficiency and improved customer service. The study will determine building space needs, construction costs, parking and drainage detention requirements and other factors so staff and Council can make decisions on whether the proposed City Hall can be built on the existing site or whether to purchase another site leaving the existing building for a future Library expansion and additional parking.



- Capital purchases for the Fire Department include a radio repeater and the continuation of the Opticom System at Loop 820 and Blue Mound Road.



- Capital purchases for the Police Department include two patrol vehicles, a SWAT van and related equipment to be paid from CCPD funds.



- The budget includes one additional position in the Police Department, a dispatcher. The dispatcher will work during the busiest time of day and will also assist with records.



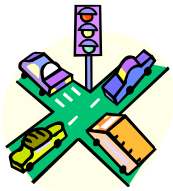
- The City will continue to outsource mowing. Outsourcing mowing has proved to be very cost effective and allows Public Services employees more time to work on streets and building maintenance. This year's budget includes funds for adding the right-of-way mowing (approximately 30 miles).



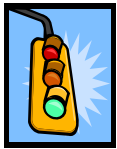
- Capital purchases for the Public Services Department include a sidewalk at Highland Station in the Heather Ridge Addition. The sidewalk will be on the east side of the Heather Ridge Parkway from Mockingbird Drive to Basswood Boulevard. Also included is a metal building for equipment, supplies and signs storage and an F150 pickup to replace a 1994 model with 125,000 miles.

CITY OF SAGINAW BUDGET HIGHLIGHTS 2008-2009

GENERAL FUND - CONTINUED



- The City will enter into an Interlocal Agreement with the City of Fort Worth for pavement improvement and a traffic signal at East Bailey Boswell and Comanche Springs Trail. This intersection serves as the only entry/exit for two schools and a large residential subdivision. Since the schools and the subdivision are located in the city limits of Fort Worth, they have agreed to fund half the cost.



- TxDOT has a letting date of November 2008 with completion in 2009 for a traffic signal at Business 287 and Minton Road. This is a much needed signal for our industrial traffic.



- Capital purchases for the Recreation Department include the replacement of tables and chairs at the Recreation Center.



- Capital purchases for the Library include additional funding for the automation of the cataloging system which will be upgraded. Also included are a Library Card computer and new desk chairs for the staff.



- A needs assessment and master plan for the garage and public works facility on Brenda Lane has been completed. The current fleet maintenance building is over thirty years old, undersized and does not meet current building standards. The study calls for the construction of a new 6,000 square foot fleet maintenance facility at a cost of one million dollars if constructed in 2008. The city plans to issue \$1.2 million in debt in the spring to begin the project in 2009.



- The General Fund has been balanced with the use of \$289,920 from the undesignated surplus.

DEBT SERVICE FUND:



- The budget includes the use of \$20,020 in surplus from the debt service fund. The fund balance in the debt service fund has grown to a point that we are able to use a portion of it over the next few years to lower the debt service portion of the tax rate.

CITY OF SAGINAW BUDGET HIGHLIGHTS 2008-2009

ENTERPRISE FUND:



- The City of Saginaw purchases water from the City of Fort Worth. Fort Worth has proposed an 11.7% increase in water rates. This budget proposes to increase the water rates by 6%.



- The City of Fort Worth bills the City of Saginaw for wastewater treatment based on the strengths and volume that pass through the system. Fort Worth has proposed a 12.3% decrease in sewer rates. This budget proposes a decrease of 6% to the sewer rates.



- A minimum water and sewer bill of 2,000 gallons would decrease by 10 cents per month and the average bill would increase by 44 cents per month for 8,000 gallons.

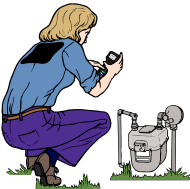
- The City will begin providing customers the option of using a debit or credit card to pay water bills with the upgrade to the City's accounting/billing software. Customers will have access to their account payment history, consumption history and the ability to pay online.



- Water Capital Improvement Projects include the replacement of an 8" water line along Blue Mound Road from Lawson to Loop 820. This line has deteriorated due to age and has had several breaks. The project cost is estimated at \$157,000.



- With the reconstruction of Longhorn Road, we will install the 16" water line shown in the master plan to avoid replacing pavement at a later date. The design and construction of this \$900,000 project is being paid from Impact Fees and Undesignated Surplus.



- The City will implement a residential meter change out program. The City has approximately 6,700 residential meters, and 4,200 are manually read. A recent inventory indicated that of over 2,400 were between ten and fifteen years old. Radio read meters are read faster and more efficiently. The City already owns the required software, hardware and equipment to run the electronic meter system. The City plans to start the change out program in the winter months. We will pay \$200,000 down on the \$1 million dollar project and finance the balance over the next five years.



- Other capital purchases for the Water Department include the replacement of a 2002 pickup truck with over 126,000 miles and a service line camera.



- The Enterprise Fund has been balanced with the use of \$1,229,040 from the undesignated surplus.

CITY OF SAGINAW BUDGET HIGHLIGHTS 2008-2009

CAPITAL PROJECTS FUND:



- We will complete several street reconstruction projects with the remaining funds from the 2006 Certificates of Obligation. The projects planned for 2008-2009 include North Creek Drive, North Park Drive and Western Avenue (Washington Avenue to Northern Avenue). Also included are South Hampshire Street (Palomino Drive to Hialeah Park), Blue Ridge Trail (Mustang Drive to Stallion Lane), Parkwest Boulevard (Westcliff Avenue to Westgrove Drive) and Westcliff Avenue.



- Longhorn Road was approved for matching funds through the Tarrant County Bond Program. The design is well underway, and construction should begin in 2009. The County's share of this \$10,914,000 project (including federal funds) is \$7,147,600. The City's share is \$3,766,400. The City issued certificates of obligation in 2007 for our share of the project. This project will widen Longhorn Road from three lanes to a divided six lane road between Old Decatur Road and Business 287. There will also be intersection and possible traffic signal improvements at Old Decatur Road, Knowles Drive and the west side of Business 287 (Saginaw Blvd.).



- The City Council commissioned a concept plan for the Bailey Boswell Road and Business 287 intersection. The overpass would go over two sets of railroad tracks and a busy intersection where over 70,000 vehicles pass on a daily basis. This will be a regional project and the City will contact possible funding partners (Texas Department of Transportation, North Central Texas Council of Governments, the Burlington Northern and Santa Fe Railroad and the Union Pacific Railroad) for participation on the \$8 million dollar project.



- The City will continue working on improving traffic patterns in the City. A turn lane and pavement improvement from Business 287 to East McLeroy Boulevard will be completed in 2009. This will allow easier turning for large trucks and a stacking lane when trains have McLeroy blocked. This project is funded through TxDOT and BNSF Railroad.



- West Bailey Boswell Road Phase I was approved and included with the bond project funding from Tarrant County. This is the improvement to W. Bailey Boswell from Old Decatur Road to Saginaw Boulevard. The project cost of \$3,570,000 would be split between the City and Tarrant County. We do not anticipate this project beginning until 2010, and there are no funds budgeted this year.

CITY OF SAGINAW BUDGET HIGHLIGHTS 2008-2009

CRIME TAX FUND:



- The voters approved an additional one-half cent sales tax for use by the Crime Control and Prevention District (CCPD) in November 1997. The additional sales tax went into effect on April 1, 1998, and revenues were received beginning in June 1998. The district was continued for five years in 2002. In 2007, the tax was continued for ten years and reduced to three eighths (3/8) of one percent with the remaining eighth used for street maintenance.



- We estimate crime tax revenues of \$1,100,000 for the 2008-2009 fiscal year.
- The Crime Control and Prevention District will provide for the salaries and benefits of ten patrol officers, a community services officer, a dispatcher and one-half the costs for a School Resource Officer. Also included in this fund's budget are police protection vests, supplies, equipment, training for officers and crime prevention educational material.



- Capital purchases from the Crime Control and Prevention District Fund include the purchase of two (2) patrol vehicles, a SWAT van and related equipment.

DRAINAGE UTILITY FUND:



- In January 2005 the Saginaw City Council approved the necessary ordinances to establish a drainage utility within the city and adopted the utility's rates. Fees are assessed on properties based on the amount of storm water runoff they produce. Single family residences are assessed a uniform base fee of \$3.00 per month. Other properties, including multi-family, commercial and industrial, produce more storm water runoff at a higher rate and are charged a fee based on the number of equivalent base (residential) units adjusted for the use of the property. We are estimating revenues of \$408,000 for the 2008-2009 fiscal year.



- The Drainage Utility Fund pays the salaries of two maintenance workers and one-half the salary of the environmental specialist. It also funds the debt service on equipment, drainage system improvements and the engineer's fees for the design of drainage system #2 along Business 287 between Lemon and Minton. Also included are channel improvements at Park Center Boulevard.



- The Drainage Utility Fund has been balanced with the use of \$175,000 from the undesignated surplus.

CITY OF SAGINAW BUDGET HIGHLIGHTS 2008-2009

STREET MAINTENANCE FUND:



- On May 12, 2007 the voters approved the ballot proposition imposing a one-eighth ($1/8$) of one percent sales and use tax for the maintenance and repair of existing municipal streets. This tax was effective in April 2008, and revenues were received in June 2008. We anticipate revenues of \$310,000 for the 2008-2009 fiscal year. These revenues will be used to repair streets as listed in the 2006 Master Plan.

GENERAL FUND



City of Saginaw

The General Fund is used to account for all revenues and expenditures except those required to be accounted for in another fund. Expenditures for the General Administrative Office, Municipal Court, Fire, Police, Public Services, Inspections/Code Enforcement, Recreation and Community Services, Library, Fleet Maintenance, Economic Development and Non-Departmental are included in the City's General Fund.

**CITY OF SAGINAW
GENERAL FUND SUMMARY OF
REVENUES AND EXPENDITURES**

	2007-2008 ADOPTED BUDGET	2007-2008 REVISED BUDGET	2008-2009 ADOPTED BUDGET
REVENUES			
Current Property Taxes	\$ 2,302,620	\$ 2,302,620	\$ 2,601,965
Sales Tax	3,850,000	4,345,000	4,300,000
Other Taxes, Fees, & Fines	2,356,000	2,508,700	2,378,000
Interest on Investments	400,000	310,000	240,000
Grant Assistance	175,335	399,650	419,855
Other Revenue	183,260	243,635	230,525
Transfers from Other Funds	1,634,120	1,596,120	1,554,145
Proceeds from Loan	-	-	-
TOTAL REVENUES	<u>\$ 10,901,335</u>	<u>\$ 11,705,725</u>	<u>\$ 11,724,490</u>
EXPENDITURES			
General Administrative Office	\$ 851,535	\$ 930,030	\$ 892,000
Municipal Court	190,095	190,095	194,820
Fire	2,070,950	2,209,980	2,124,950
Police	2,803,515	2,803,515	3,028,510
Public Services	719,520	865,520	1,348,935
Recreation and Community Services	741,035	787,185	771,070
Library	419,840	426,750	445,350
Inspections/Code Enforcement	453,480	460,480	458,365
Fleet Maintenance	436,500	475,500	561,210
Economic Development	69,275	69,275	52,630
Non Departmental	2,101,900	2,116,400	2,077,000
Tsf. to Debt-Lease/Loan Payments	40,235	59,585	59,570
TOTAL EXPENDITURES	<u>\$ 10,897,880</u>	<u>\$ 11,394,315</u>	<u>\$ 12,014,410</u>

CITY OF SAGINAW
GENERAL FUND REVENUES BY SOURCE
2008-2009

DESCRIPTION	ACTUAL 2004-2005	ACTUAL 2005-2006	ACTUAL 2006-2007	REVISED BUDGET 2007-2008	ADOPTED BUDGET 2008-2009
Current Property Taxes	\$ 1,959,137	\$ 2,352,107	\$ 2,463,216	\$ 2,302,620	\$ 2,601,965
Delinquent Taxes		40,260	23,537	20,000	20,000
Penalty & Interest	16,323	9,579	12,759	8,000	8,000
Sales Tax	3,176,685	4,084,912	4,059,040	4,345,000	4,300,000
Hotel/Mixed Beverage Tax	4,496	9,630	4,734	4,000	5,000
Franchise Tax --					
Utilities	811,732	984,782	993,336	1,000,000	1,000,000
Waste Disposal	142,614	142,211	95,014	150,000	140,000
Cable TV	54,811	63,766	82,909	95,000	90,000
Building Permits	569,614	409,373	286,242	195,000	130,000
Miscellaneous Permits	64,479	61,499	35,949	40,000	33,000
Electric, Plumbing & Mech Permits	68,129	106,171	16,329	12,000	12,000
Construction Inspection Fees	-	-	13,394	7,700	-
Recreation Center Fees	327,532	342,695	511,423	540,000	520,000
Library Fines and Fees	29,330	26,373	16,166	15,000	15,000
Animal License and Fees	12,728	13,461	19,545	18,000	20,000
Police Accident Reports	4,837	4,064	5,615	4,000	5,000
Municipal Court	319,140	299,763	437,923	400,000	380,000
Interest on Investments	167,065	353,016	489,520	310,000	240,000
Charge Service/Fire Protection	60,000	69,000	74,250	80,625	80,625
Proceeds from Ins/FIRE	-	-	-	-	-
EMS ISD Assistance-SRO	29,622	59,298	62,100	69,010	76,900
Other Income	91,202	397,256	67,628	60,000	50,000
Sale of Autos/Equipment	75,000	39,735	13,785	14,000	-
Proceeds from Lease/Loan	-	-	-	-	-
Gas Production Proceeds	-	5,500	41,176	20,000	23,000
Grant Assistance	212,752	171,706	85,801	399,650	419,855
Donations	86,757	62,706	5,976	-	-
Transfers from Other Funds	990,352	1,094,098	1,309,995	1,596,120	1,554,145
TOTAL REVENUES	\$ 9,274,337	\$ 11,202,961	\$ 11,227,362	\$ 11,705,725	\$ 11,724,490

CITY OF SAGINAW

GENERAL FUND OVERVIEW OF REVENUES

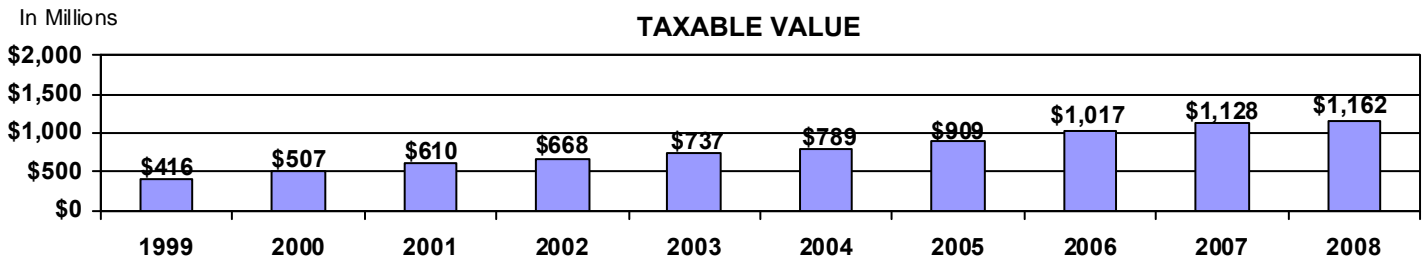
2008-2009

The City of Saginaw's General Fund accounts for resources that are traditionally associated with governmental activity and which are not required to be accounted for in another fund. Expenditures for the General Administrative Office, Municipal Court, Fire, Police, Public Services, Recreation and Community Services, Library, Inspections/Code Enforcement, Fleet Maintenance Economic Development and Non-Departmental are included in the General Fund.

Below is an overview of the General Fund Revenues. The City's revenues are reviewed individually and are based on trend analysis.

CURRENT PROPERTY TAXES:

Tax revenues continue to increase due to an increase in the taxable value of existing property and new commercial and residential property. The July certified taxable value from TAD is \$1,162,359,535. This is \$34,122,401 over last year's taxable value of \$1,128,237,134. The taxable value of new construction is \$21,547,578. This increase in value allows us to generate more revenue while decreasing the tax rate.



The 2007 tax rate was .456. The 2008 effective tax rate is .451177. The effective rate is the rate required to generate the same tax dollars as last year. The rollback rate is .446400. A tax rate of .446 has been used for the 2008-2009 budget. The estimated General Fund tax revenue is \$2,601,965.

TAX YEAR	DEBT RATE	M&O RATE	SALES TAX ADJUSTMENT	TOTAL RATE
2007	.251910	.204090	.132002	.456000
2008	.222148	.223852	.126996	.446000

DIFFERENCE OVER/(UNDER) LAST YEAR (.010000)

Taxable Value	\$	1,162,359,535	M&O Revenue	\$	2,601,965
Total Rate		<u>.446000</u>	Debt Revenue	\$	2,582,160
Total Revenue	\$	5,184,125			

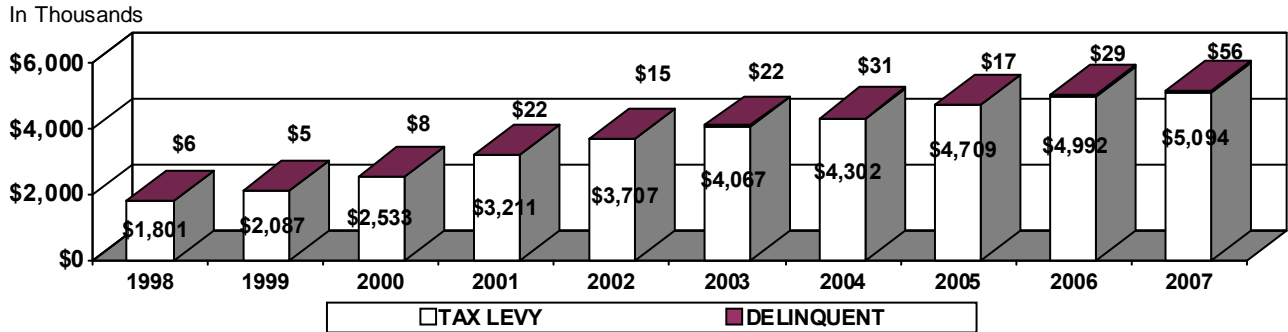
With a tax rate of .446, the maintenance and operation rate for the General Fund will be 50.19% of the total tax rate. Outstanding General Obligation Bonds for the Interest and Sinking Fund will be 49.81% of the total tax rate.

In 1995 the City of Saginaw contracted with Tarrant County for the billing and collection of current and delinquent property taxes. The fee for this service is 50 cents per account.

DELINQUENT PROPERTY TAXES:

This is the General Fund portion of delinquent property taxes collected for 2007 and prior years. These revenues are proportionally split between the M&O and I&S funds. When tax revenues increase, the amount of delinquent taxes also increases. Budget revenues are based on prior year collections, number of bankruptcies and a review of the actual accounts that are delinquent.

TAX LEVY & COLLECTION HISTORY
(Both M&O and I&S Portions)



PENALTY AND INTEREST ON PROPERTY TAXES:

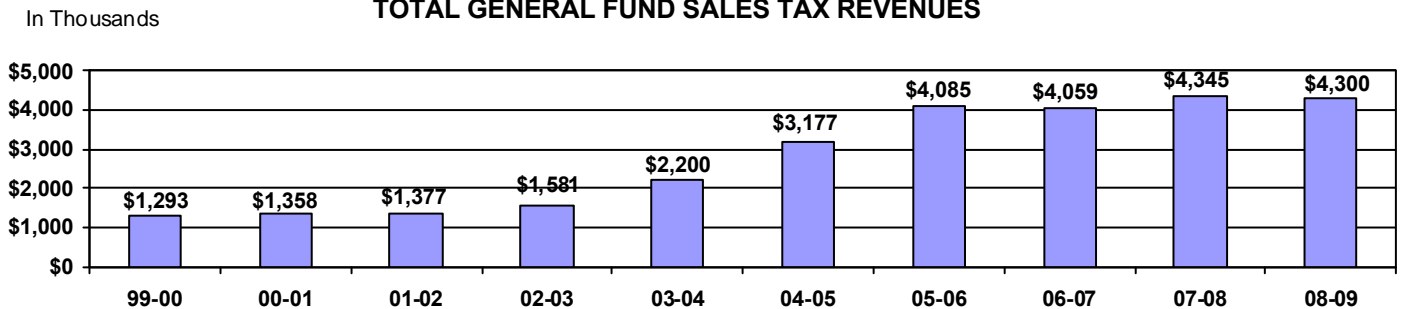
This is the General Fund portion of the penalty and interest we anticipate collecting on delinquent property taxes. These revenues are also split between the M&O and I&S funds. This account also includes attorney’s fees that are collected and passed on to the delinquent tax attorney. Revenues are based on prior year receipts and estimated collections.

SALES TAX:

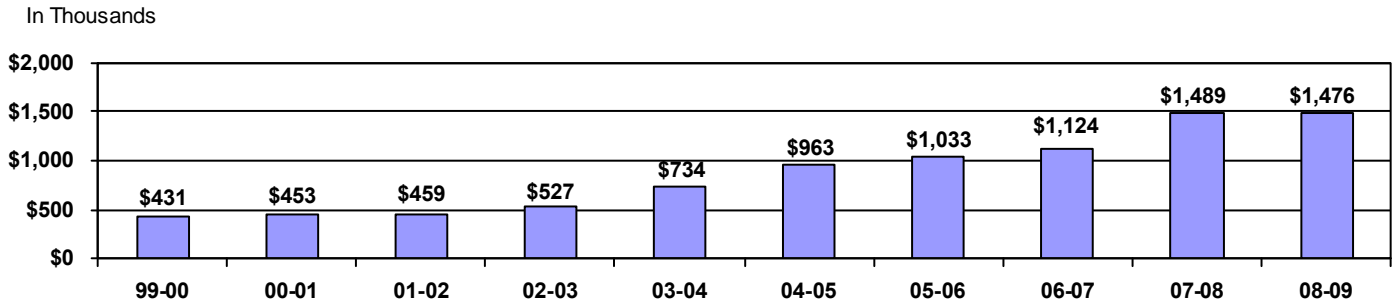
The total sales tax rate for the City of Saginaw is two percent (2%). In May 2007, voters approved the adoption of a local sales and use tax at the rate of one-eighth of one percent to provide revenue for maintenance and repairs of existing municipal streets. Collection of this portion of the sales tax began in May 2008. The remaining tax is split as follows; three-eighths of one percent for the Crime Control and Prevention District (Crime Tax Fund), one-half of one percent to reduce property taxes and one percent for General Fund revenues.

This is the one cent sales tax that is collected for the General Fund and the citizen-approved one-half cent sales tax that is collected to reduce the property tax rate. Crime Control and Prevention District sales tax revenues are accounted for in the Crime Tax Fund. The 07-08 revenues were \$495,000 over the budgeted amount.

TOTAL GENERAL FUND SALES TAX REVENUES



SALES TAX REVENUE USED TO REDUCE PROPERTY TAXES



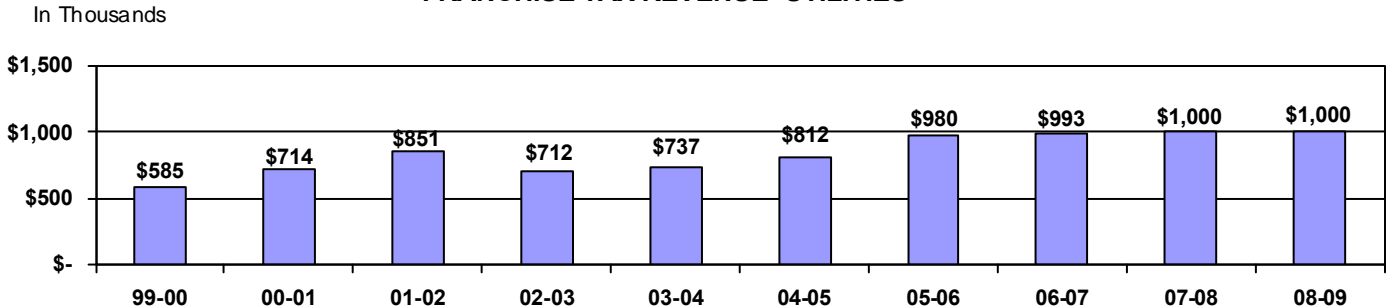
The sales tax adjustment rate is .126996. This is rate that is equivalent to the extra one-half cent in sales tax. Without this extra sales tax, the tax rate would have to be increased .126996 cents to generate the same revenue. Without the sales tax adjustment, the property tax rate would be .572996 instead of .446.

Consumers continue to face higher gasoline, insurance and utility prices. Foreclosures are also up in Tarrant County. Economists believe consumers will continue to cut their discretionary spending. Therefore, we are budgeting conservatively again this year. Revenues are based on the actual revenue generated last year, the continued increase in commercial development, and the economy.

FRANCHISE TAX - UTILITIES:

Franchise taxes are fees paid by utilities and other industries for the use of streets, right-of-ways, and other city property to distribute their services. Utility companies that pay the City franchise taxes are TXU Electric, Atmos Gas and AT&T. We are being conservative again this year so revenue estimates were not increased and are based on current collections.

FRANCHISE TAX REVENUE- UTILITIES

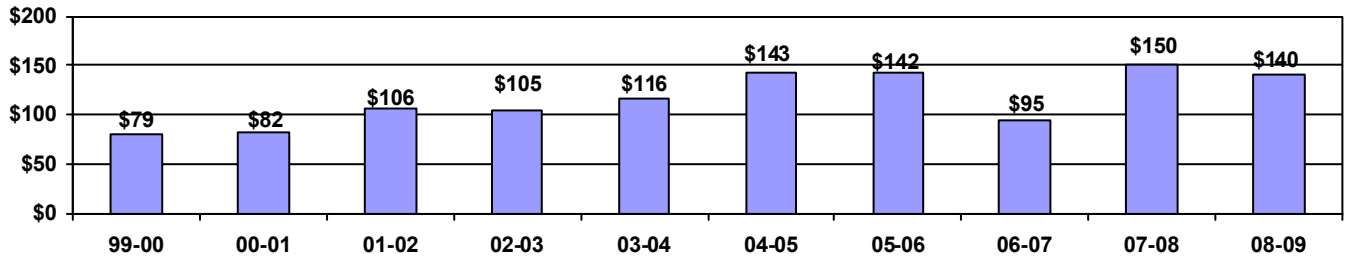


FRANCHISE TAX - WASTE DISPOSAL:

The City of Saginaw bills and collects residential garbage fees. The City retains 10% of the residential billing and receives 8% of the commercial billing. This is the net amount of collections after payments to our contractor. This is based on prior year's actual revenues plus estimated revenues from an anticipated 50 new residential customers.

FRANCHISE TAX REVENUE- WASTE DISPOSAL

In Thousands

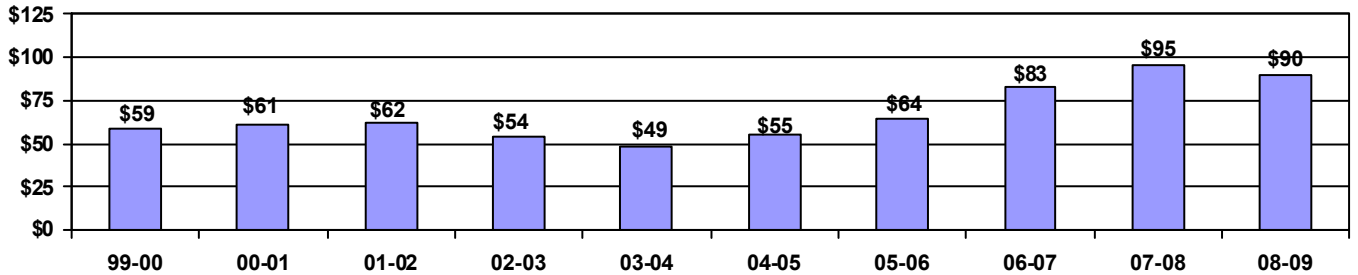


FRANCHISE TAX - CABLE TV:

This is based on anticipated year-end actual revenues from Charter Cable Communications.

FRANCHISE TAX REVENUE- CABLE TV

In Thousands

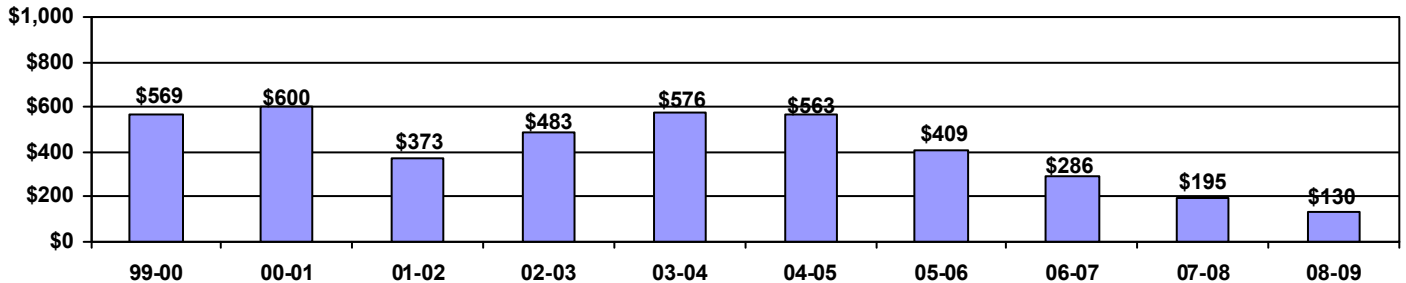


BUILDING PERMITS:

We are anticipating 50 new home starts in 2008-2009. This revenue includes plan review fees; 25% for commercial add-ons over 2,500 square feet and 25% for new home plans for residential building permits. This also includes the electrical, mechanical and plumbing permits issued with new building permits. This year's estimate is based on fewer residential and commercial permits.

BUILDING PERMIT REVENUE

In Thousands

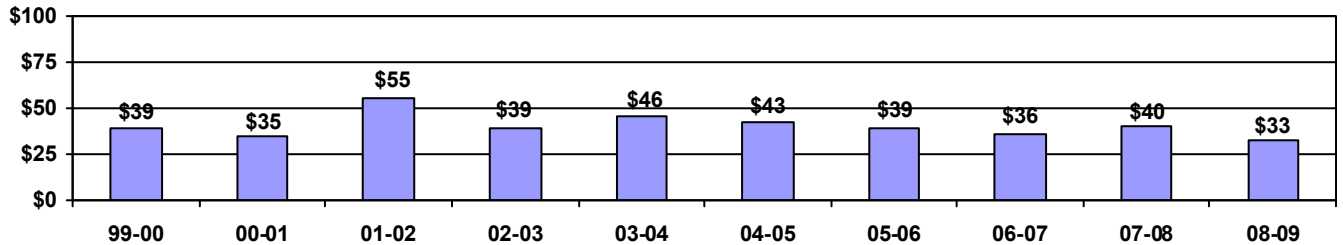


MISCELLANEOUS PERMITS:

This item includes business permits, garage sale permits, solicitor’s permits, zoning and meeting fees, contractors’ registration fees, etc. Revenue estimates are based on prior year actual and continuing to receive rezoning fees associated with commercial and residential developments in 2008-2009.

MISCELLANEOUS PERMITS REVENUE

In Thousands

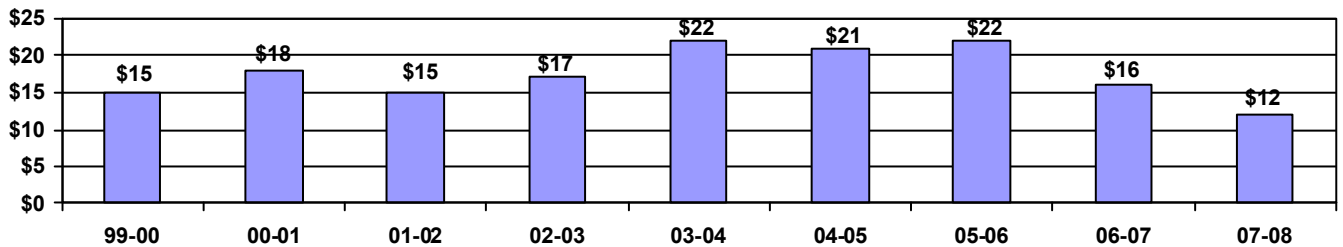


BUILDING INSPECTION FEES:

This item includes all plumbing, electrical, and mechanical inspection fees not associated with a new building permit. New building permit fees include all inspections. These are mainly permits for remodeling and repair projects. Revenue estimates are based on prior year actual and anticipated reductions in renovations.

BUILDING INSPECTION FEES REVENUE

THOUSANDS

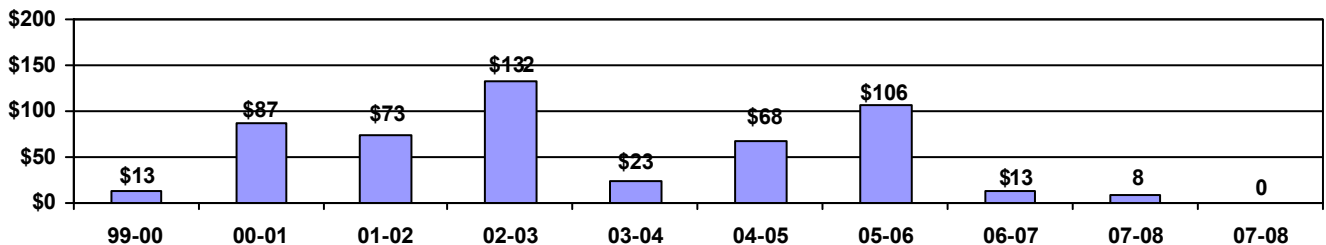


CONSTRUCTION INSPECTION FEES:

This represents the 4% inspection fee for utility and street inspections for new developments. Developers must pay the City a fee for inspecting the property as it is being developed. We are not anticipating any new developments opening up in 2008-2009.

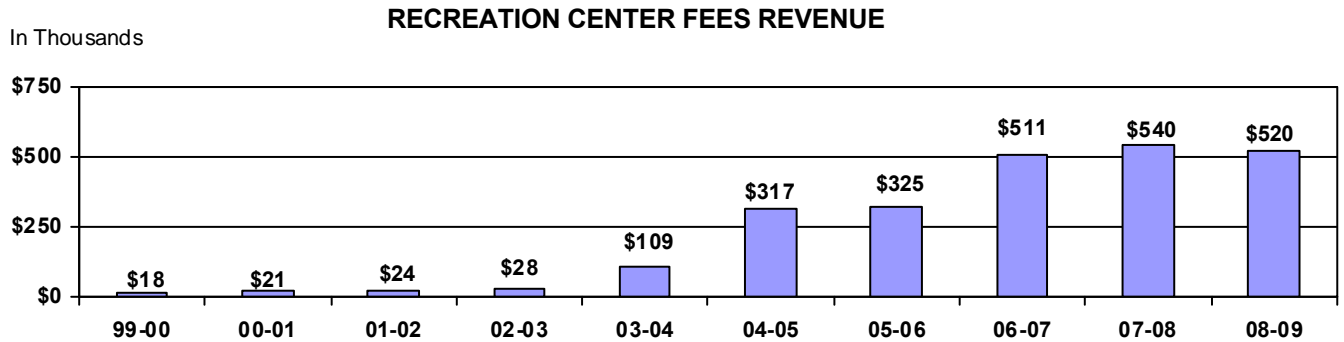
CONSTRUCTION INSPECTION FEES REVENUE

In Thousands



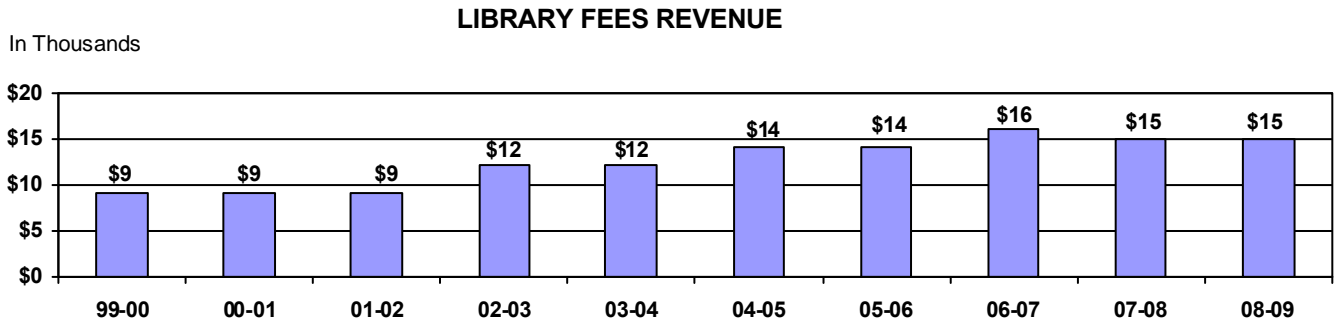
RECREATION CENTER FEES:

The City has a 25,000 square feet recreation center and two small centers. Most classes and fees at the Recreation Center are set up to pay for themselves. This allows us to start and stop programs without changing the budget. A new Aquatic Center opened in the spring of 2007. Revenue estimates for 2008-2009 are based on prior year actual.



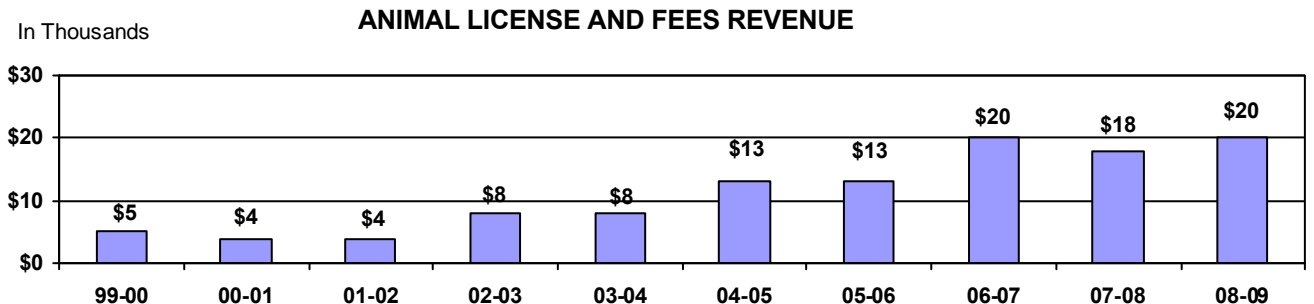
LIBRARY FEES:

This amount represents the fines, fees, machine copies, etc. collected by the Library. Revenue estimates are based on prior year actual revenues. A new library is being built in our area and this may reduce the number on non-resident patrons. However, we feel they will miss the personal service they receive at our library and will return to using our facility.



ANIMAL LICENSE AND FEES:

This amount represents the licenses issued for dogs and cats and pound fees collected. The City charges \$25.00 per day for pound fees, plus per day cost for holding the animal. The City sponsors low cost vaccination clinics four times per year. The City has microchips that can be implanted in animals for easier identification when they are lost. Revenues are based on prior year actual.

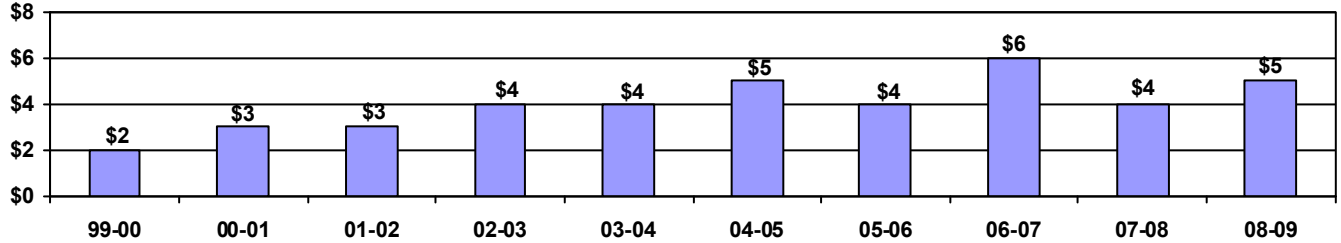


POLICE ACCIDENT REPORTS:

This amount represents the fees charged by our Police Department for copies of accident reports and fingerprinting services. Revenues are based on prior year actual revenues.

POLICE ACCIDENT REPORTS REVENUE

In Thousands

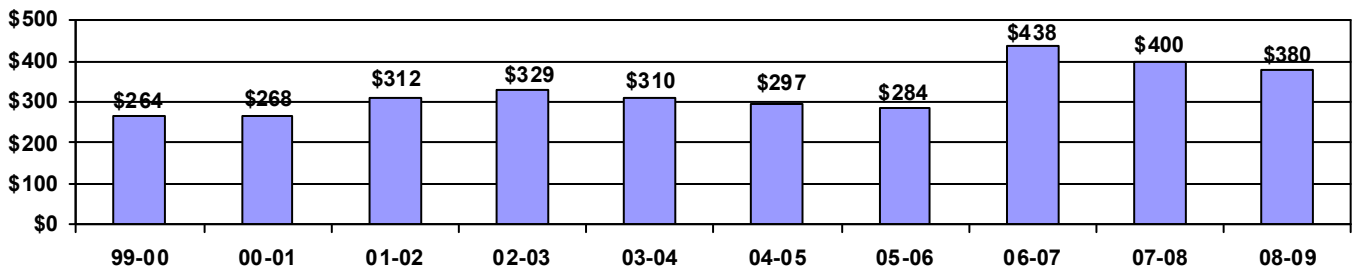


MUNICIPAL COURT:

This represents funds collected from Class C misdemeanor citations. Warrant letters for delinquent traffic citations are sent out monthly in an effort to collect unpaid tickets. Revenue estimates are based on anticipated year-end revenues.

MUNICIPAL COURT REVENUES

In Thousands

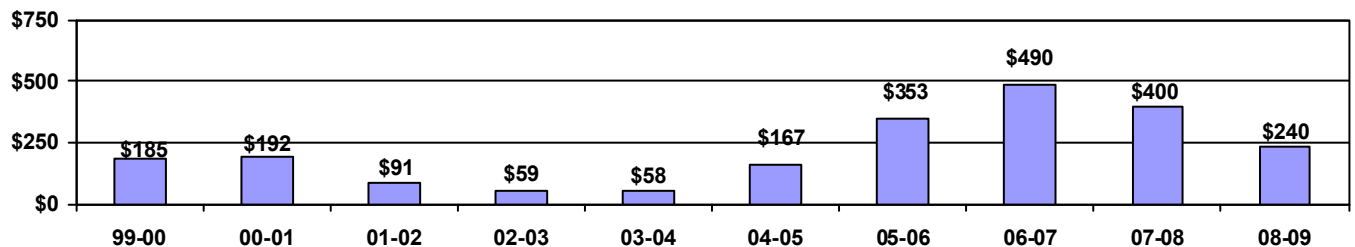


INTEREST ON INVESTMENTS:

The City's funds are invested in the Texas State Treasury (TexPool). TexPool is an investment service for public funds provided by the Texas State Treasury. It offers local governments the opportunity to join with the State of Texas and other public entities to get the highest earnings possible under the safest conditions. We are now earning an average of 2%. This revenue estimate is based on continuing to receive 2% of idle funds on TexPool investments and having additional money to invest.

INTEREST ON INVESTMENTS REVENUE

In Thousands

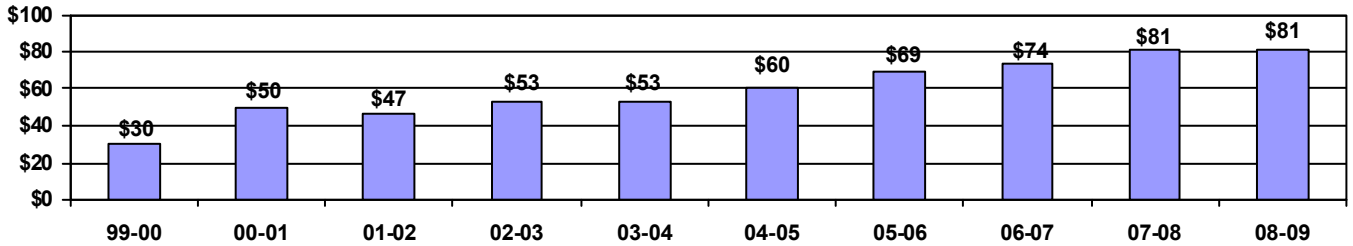


COUNTY FIRE PROTECTION:

The County contracts with the City of Saginaw for fire and emergency medical service protection in some unincorporated areas of the County. This revenue is based on our agreement with Tarrant County Rural Fire District.

FIRE SERVICE REVENUES

In Thousands

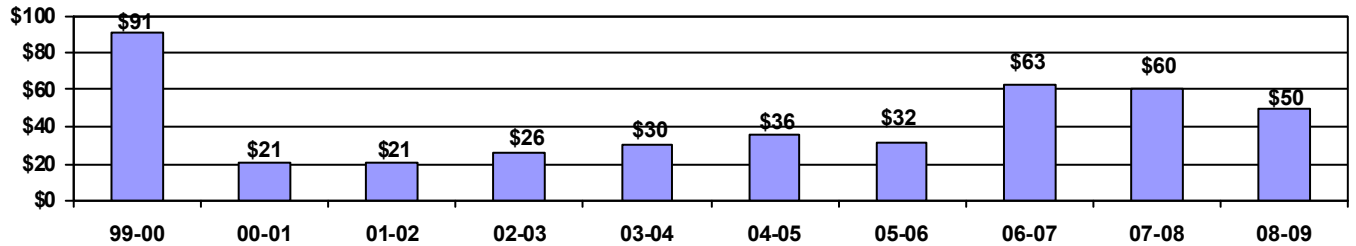


OTHER INCOME:

This account represents all other items that are not listed separately (open records request copies and mowing). It also includes the tower leases to Sprint and Voice Stream. Revenues are based on anticipated actual revenues.

OTHER REVENUE

In Thousands

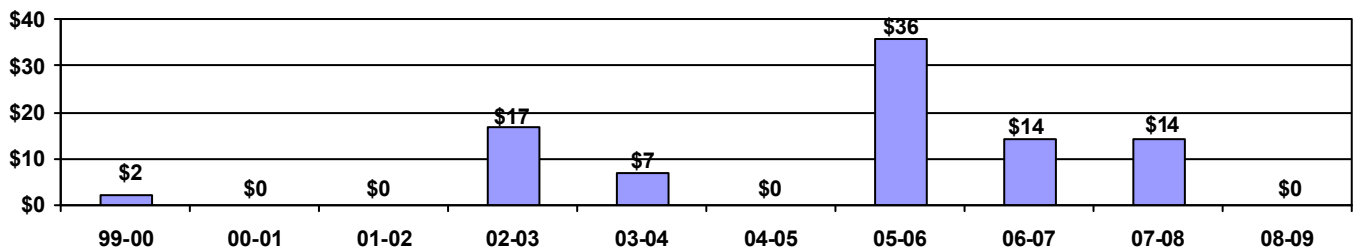


SALE OF AUTOS/EQUIPMENT:

This represents the proceeds of any autos or equipment that may be sold from the General Fund. Every two to three years we sell surplus equipment at a joint auction held with other cities. We are not anticipating the sale of any autos or equipment in 2008-2009.

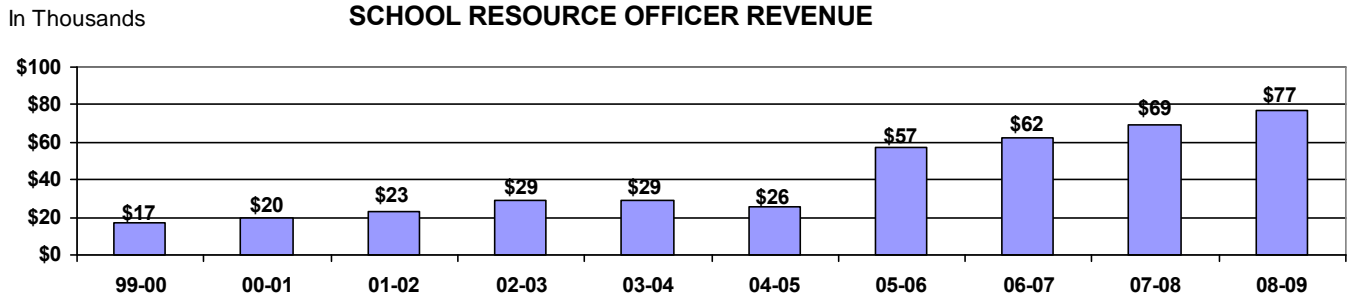
SALE OF AUTOS/EQUIPMENT REVENUE

In Thousands



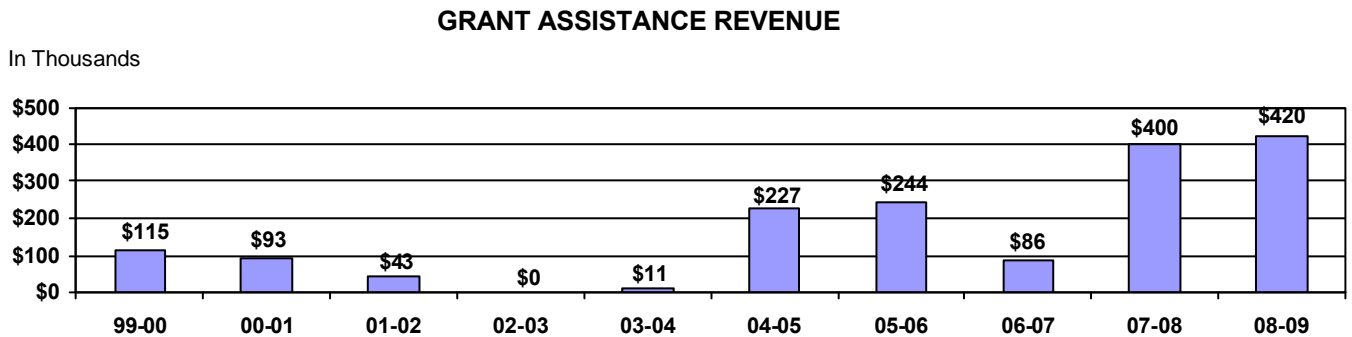
SCHOOL RESOURCE OFFICER:

The City of Saginaw and the Eagle Mountain-Saginaw ISD combined resources and hired a police officer to be stationed at the two middle schools. The Resource Officer splits his time between the two middle schools. Last year an additional officer was added for the new Saginaw High School. The school pays one half of the salary and benefits and the City pays the other half. Revenue for this account is based on our agreement with the school district.



GRANT ASSISTANCE:

The City was awarded three grants in 07-08 that will be used in the 08-09 budget. A Fire Department grant for three firefighters (\$90,045), a Library grant (\$5,910) and a TxDOT grant (\$323,900). If additional grants are received the budget will be adjusted at mid-year.



DONATIONS:

This represents a voluntary \$2.00 per month contribution on customer utility bills. Fifty cents per month goes to the Library and the funds are used as approved by the Library Board; fifty cents per month goes to Parks and the funds are used as approved by the Advisory Recreation and Parks Board; and one dollar goes to the Beautification Fund and the funds are used as approved by the Beautification Committee. These funds are not part of the budget. They are reflected only upon receipt.

GAS PROCEEDS:

The Barnett Shale is a natural gas source bed rock that stretches over 16 to 21 North Texas counties and is still actively being discovered. Its 6,000 + square-mile reservoir is the second largest producing on-shore domestic natural gas field in the United States after the San Juan Basin in New Mexico and Colorado. Tarrant County cities, including Saginaw, are in the Barnett Shale and are being besieged by gas companies wanting to lease government owned property. In 2005-2006, the City of Saginaw leased some of its land for gas drilling. In 2006-2007, we received \$41,000, and in 2007-2008, we received an additional \$22,000. We are budgeting \$23,000 in 2008-2009 in anticipated gas revenues.

TRANSFER FROM OTHER FUNDS:

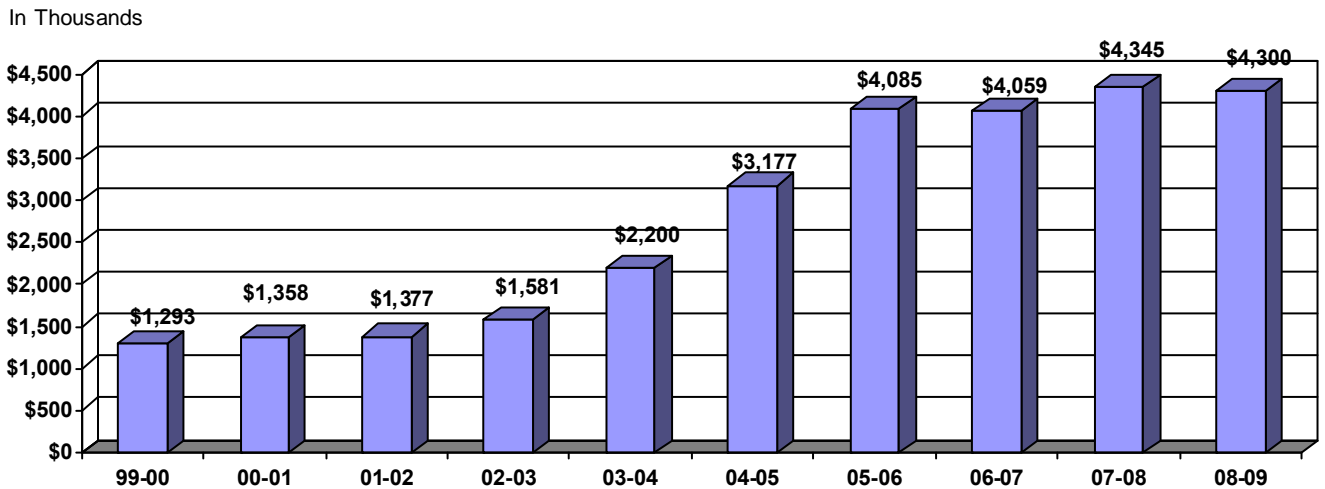
This represents transfers from other funds to the General Fund as follows:

- Transfer from Enterprise Fund for data processing costs, insurance*, auditing services*, telephone*, postage*, vehicle maintenance, and janitorial services*, \$650,000. (*These items fall under the Non-Departmental Budget in the General Fund.)
- Transfer from Crime Tax Fund for the salary and benefits for ten officers, one community service officer, one dispatcher, one-half the cost for a School Resource Officer, salary adjustments, and reimbursement for administrative costs, \$807,500.
- Transfer from Drainage Utility Fund for the salary and benefits for two maintenance workers and one-half the environmental specialist's salary, \$96,645.

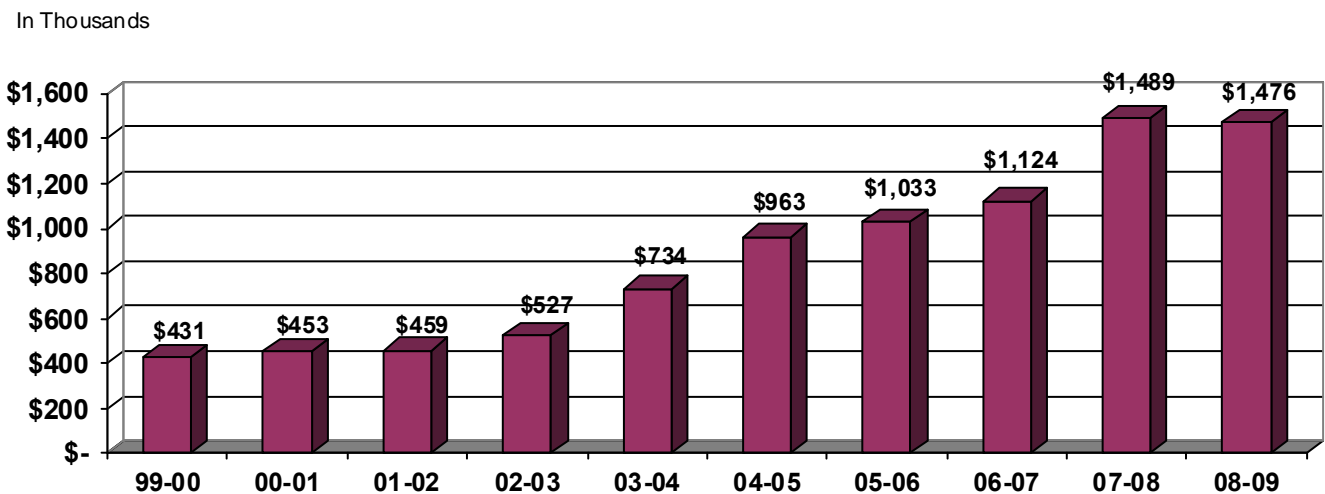
CITY OF SAGINAW GENERAL FUND SALES TAX REVENUE 2008-2009

The Texas Comptroller of Public Accounts is responsible for collecting sales tax revenues and disbursing sales tax revenues to the various taxing jurisdictions. The Texas state sales and use tax rate is 6.25%, but local taxing jurisdictions (cities, counties, special purpose districts, and transit authorities) may also impose sales and use tax up to 2% for a total maximum combined rate of 8.25%. The City of Saginaw imposes the maximum rate of two percent (2%). One and one-half percent goes into the General Fund. One third of that is used to offset the property tax rate and reduce property taxes.

SALES TAX REVENUE



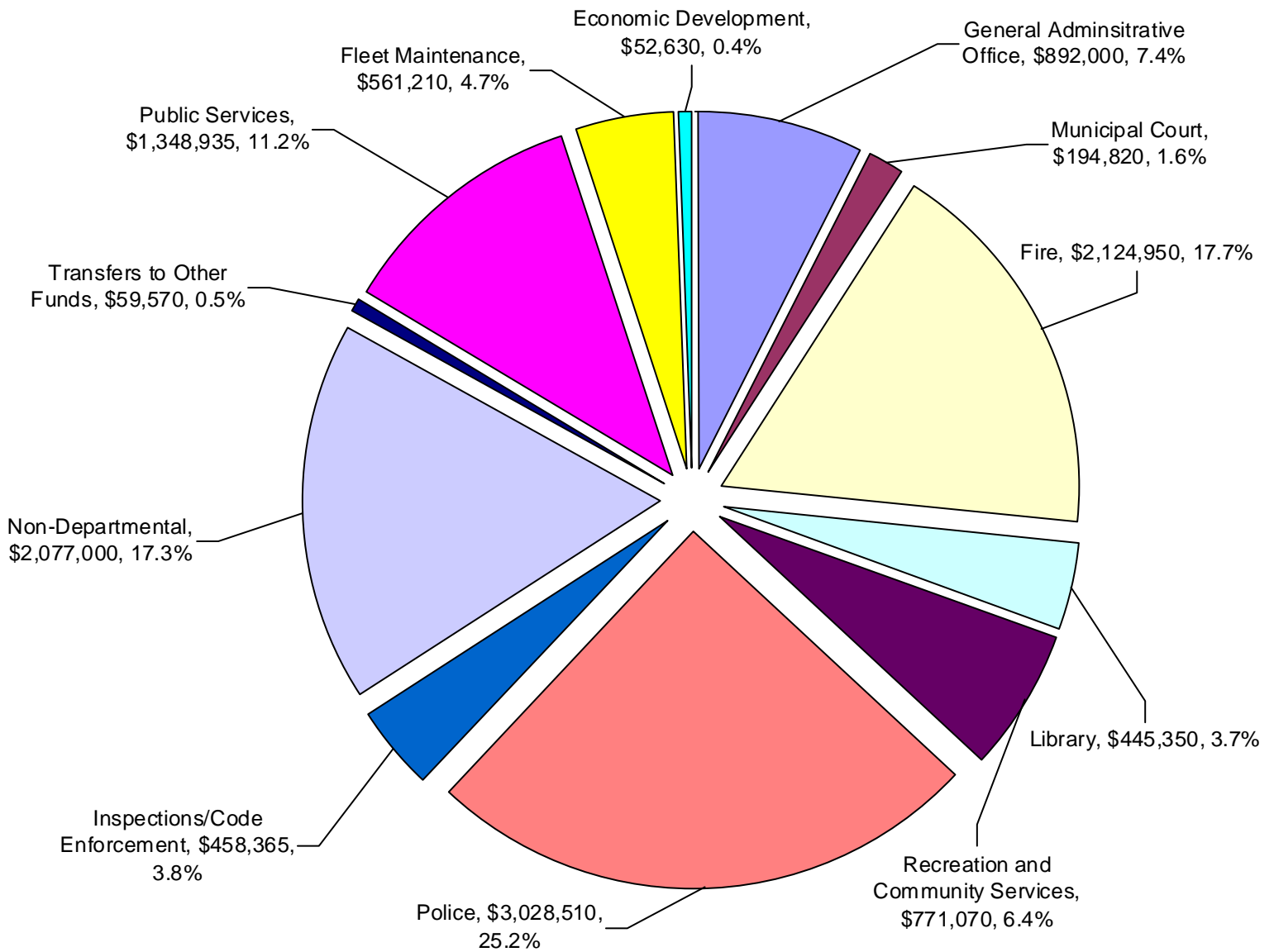
SALES TAX REVENUE USED TO REDUCE PROPERTY TAXES



CITY OF SAGINAW
GENERAL FUND EXPENDITURES BY DEPARTMENT
2008-2009

DEPARTMENT	ACTUAL 2004-2005	ACTUAL 2005-2006	ACTUAL 2006-2007	REVISED BUDGET 2007-2008	ADOPTED BUDGET 2008-2009
General Administrative Office	\$ 1,168,776	\$ 1,511,633	\$ 710,597	\$ 930,030	\$ 892,000
Municipal Court	141,270	175,510	146,946	190,095	194,820
Fire	1,899,401	2,350,782	1,892,049	2,209,980	2,124,950
Police	2,353,945	2,414,360	2,338,013	2,803,515	3,028,510
Public Services	793,417	933,192	760,544	865,520	1,348,935
Recreation and Community Services	527,983	516,409	880,720	787,185	771,070
Library	355,829	381,868	410,347	426,750	445,350
Inspections/Code Enforcement	402,875	730,326	419,914	460,480	458,365
Fleet Maintenance	352,096	389,564	376,292	475,500	561,210
Economic Development	41,947	408,025	35,851	69,275	52,630
Non-Departmental	66,072	77,611	1,808,388	2,116,400	2,077,000
Transfers to Other Funds	40,235	40,231	40,231	59,585	59,570
TOTAL EXPENDITURES	\$ 8,143,846	\$ 9,929,511	\$ 9,819,892	\$ 11,394,315	\$ 12,014,410

CITY OF SAGINAW GENERAL FUND EXPENDITURES BY DEPARTMENT 2008-2009



FISCAL YEAR 2008-2009 TOTAL EXPENDITURES \$12,014,410

CITY OF SAGINAW
GENERAL FUND EXPENDITURES COMPARISON
2008-2009

EXPENDITURE	ACTUAL 2004-2005	ACTUAL 2005-2006	ACTUAL 2006-2007	REVISED BUDGET 2007-2008	ADOPTED BUDGET 2008-2009
Salaries	\$ 4,344,096	\$ 4,657,752	\$ 5,567,370	\$ 6,348,725	\$ 6,704,680
Retirement	491,731	534,155	577,361	808,245	886,835
Health Insurance	668,325	665,051	938,856	1,081,000	1,015,000
Workers' Compensation	85,557	92,058	93,786	121,900	130,000
Liability Insurance*	76,110	72,731	119,840	125,000	128,000
Utilities	301,230	420,573	487,173	580,000	580,000
Engineering Fees	94,942	51,192	29,006	60,000	50,000
Legal and Special Services	121,004	75,055	130,444	174,500	200,000
Data Processing	47,700	38,951	62,957	65,920	71,365
Employee Education	33,167	28,627	43,059	53,585	54,040
Office Supplies	34,757	37,659	36,800	41,510	42,945
Other Expenditures	<u>1,845,227</u>	<u>3,255,707</u>	<u>1,733,240</u>	<u>1,933,930</u>	<u>2,151,545</u>
TOTAL EXPENDITURES	<u>\$ 8,143,846</u>	<u>\$ 9,929,511</u>	<u>\$ 9,819,892</u>	<u>\$ 11,394,315</u>	<u>\$ 12,014,410</u>

This comparison illustrates the changes in expenditures in some basic general fund accounts.

*Includes liability for autos, police liability and public officials liability.

CITY OF SAGINAW

GENERAL FUND OVERVIEW OF EXPENDITURES

2008-2009

The Department Heads and Supervisors were asked to hold their costs to those expenditures necessary to operate their departments efficiently.

The City's medical insurance changed to Humana this year. Cigna's bid came in with a 5% increase to premiums; under Humana's PPO plan, the monthly premiums stayed the same with only a slight change to current coverages. The City will continue participating in a Premium Only Plan that allows employees to pay health insurance premiums with pre-tax dollars. This is an additional benefit for employees. Dental insurance will also be provided by Humana. Employees will not receive a cost of living increase this year, but in an effort to begin implementation of the new salary plan, the following salary adjustments are included: All employees currently under the minimum salary would be raised to the minimum level not to exceed 4%. Employees hired or promoted before 10-1-03 will be adjusted as much as 4% on October 1, not to exceed the mid-point of the pay plan. Employees hired or promoted after 10-1-03 will continue on the salary plan and receive up to 5% on their anniversary date not to exceed the mid-point of the plan.

The Longevity Pay Plan as recommended by the Employee Incentive Committee will continue. The pay is \$6 per month of service for employees with over one year of service. This is paid one time each year on the first Friday in December. On January 1, 1997, the City discontinued employee contributions to the 457 Deferred Compensation Plan and joined the Texas Municipal Retirement System (TMRS). Employee contributions to TMRS are set at 6% with the City matching contributions at 2 to 1 (12%) upon retirement. In 2001 the City changed from a 25-year retirement plan to a 20-year retirement plan.

The personal services by department include Salaries (regular and overtime), Social Security & Medicare, Retirement (TMRS), and Uniforms. The Health Insurance and Workers' Compensation Insurance costs for all departments are shown in the Non-Departmental Budget. The following is an overview of the major changes by department.

GENERAL ADMINISTRATIVE OFFICE:

This department's budget decreased from \$930,030 to \$892,000 for a 4.1% decrease from last year. This decrease is primarily due to no Capital Outlay purchases for the General Administrative Office.

MUNICIPAL COURT:

This department's budget increased from \$190,095 to \$194,820 for a 2.5% increase over last year. This increase is primarily due to salary and retirement adjustments. There are no Capital Outlay purchases for the Municipal Court.

FIRE:

This department's budget decreased from \$2,209,980 to \$2,124,950 for a 3.8% decrease. This decrease is primarily due to a decrease in approved Capital Outlay expenditures this year. Capital Outlay purchases for the Fire Department include the replacement of a radio repeater, \$6,000, and the installation of an additional Opticom System at 820 and Blue Mound Road, \$7,110.

POLICE:

This department's budget increased from \$2,803,515 to \$3,028,510 for an 8.0% increase. The increase is primarily due to increases in the salary and retirement accounts. There are no Capital Outlay purchases for the Police Department. The Crime Tax Fund will reimburse the General Fund for the salaries of ten officers, one Community Services Officer, one Dispatcher and one-half the salaries of the School Resource Officers as well as administrative costs associated with the fund.

PUBLIC SERVICES:

This department's budget increased from \$865,520 to \$1,348,935 for a 55.9% increase. Without capital expenditures, the budget increased from \$716,670 to \$758,535, or 5.8%. The increase is primarily due to Capital Outlay expenditures and additional contract mowing. Capital Outlay purchases for the Public Services Department include the construction of a sidewalk in the Highland Station neighborhood, \$26,000, a metal storage building, \$12,500, a new pickup truck, \$18,000, the installation of a traffic signal at the intersection of E. Bailey Boswell and Comanche Springs, \$210,000 and the construction of a turn lane at E. McLeroy, \$323,900 (funded by TxDOT grant).

RECREATION AND COMMUNITY SERVICES:

This department's budget decreased from \$787,185 to \$771,070 for a 2.0% decrease. Without Capital Outlay expenditures, the budget increased from \$756,740 to \$764,820, or 1.1%. The increase is primarily due to the salary and retirement accounts and data processing expenditures. Capital Outlay purchases for the Recreation and Community Services Department include the replacement of tables and chairs at the recreation center, \$6,250.

LIBRARY:

This department's budget increased from \$426,750 to \$445,350 for a 4.4% increase. The increase is primarily due to salary and retirement adjustments. Capital Outlay purchases for the Library include a new automated cataloging system, \$10,000, a new library card computer, \$4,000, new staff desk chairs, \$1,600, a skateboard rack, \$575, new display racks and shelving, \$520 and additional shelving, \$550.

INSPECTIONS/CODE ENFORCEMENT:

This department's budget decreased from \$460,480 to \$458,365 for a 0.5% decrease. Without Capital Outlay expenditures, the budget increased from \$451,280 to \$458,365 or 1.6%. The increase is primarily due to the salary and retirement accounts. There are no Capital Outlay purchases for Inspections/Code Enforcement.

FLEET MAINTENANCE:

This department's budget increased from \$475,500 to \$561,210 for an 18.0% increase. The increase is primarily due to the rising cost of gasoline. There are no Capital Outlay purchases for Fleet Maintenance.

ECONOMIC DEVELOPMENT:

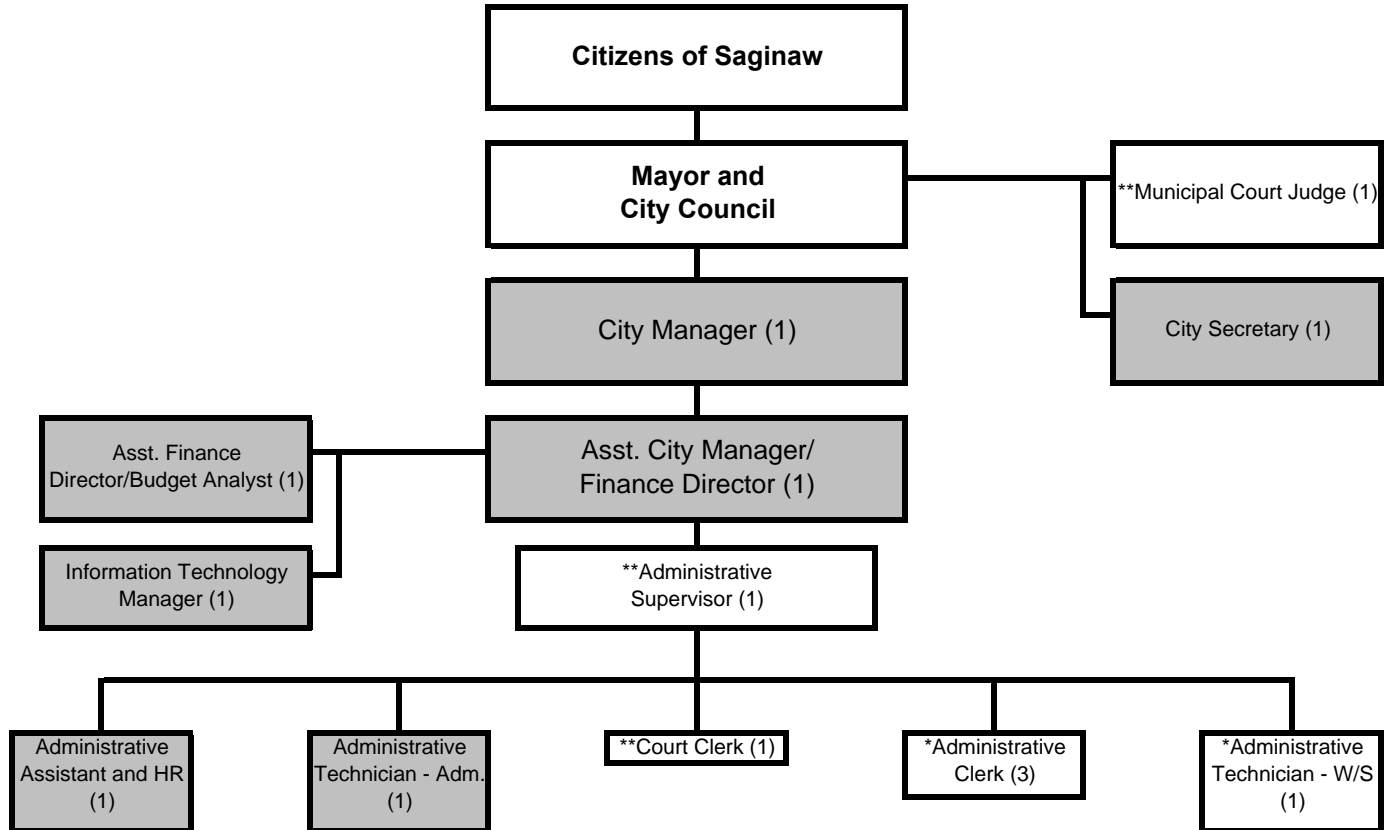
This department's budget decreased from \$69,275 to \$52,630 for a 24.0% decrease. The decrease is primarily due to the salary and retirement accounts. There are no Capital Outlay purchases for Economic Development.

NON-DEPARTMENTAL:

This department's budget has decreased from \$2,175,985 to \$2,136,570 for a 1.8% decrease. This decrease is primarily due to a decrease in the General Long Term Debt transfer and a budgeted decrease in janitorial expenditures.

CITY OF SAGINAW ORGANIZATIONAL CHART AND SCHEDULE OF PERSONNEL 2008-2009

GENERAL ADMINISTRATIVE OFFICE



TITLE	FISCAL YEAR			
	05-06	06-07	07-08	08-09
City Manager	1	1	1	1
Asst. City Manager/Finance Director	1	1	1	1
Asst. Finance Director/Budget Analyst	0	0	*** 1	1
City Secretary	1	1	1	1
Administrative Assistant and HR	1	1	1	1
Administrative Technician - Adm.	1	1	1	1
Information Technology Manager	1	1	1	1
TOTAL:	<u>6</u>	<u>6</u>	<u>7</u>	<u>7</u>

The General Administrative Offices Department houses the offices listed above. Those positions highlighted in gray are paid out of the General Administrative Offices budget.

*These positions are paid out of the Water and Sewer budget.

**These positions are paid out of the Municipal Court budget.

***Assistant Finance Director/Budget Analyst hired at mid-year FY07-08.

CITY OF SAGINAW

DEPARTMENT DESCRIPTION

2008-2009

GENERAL ADMINISTRATIVE OFFICE

The General Administrative Office includes the Mayor, six Councilmembers and the staff listed below. The City Council is responsible for making policy decisions relative to the types and level of services provided, adopting ordinances, approving major purchases, contractual agreements, adopting the Annual Budget and making appointments to various positions. Among the appointments made by the City Council are the City Manager, City Secretary, Municipal Judge, City Attorney and City Engineer.

The General Administrative Office provides computer-related services for the City. This includes training, development of system software to suit the needs of various activities, technical assistance for all departments, prioritizing computer needs and time and maintaining the password files for the City.

The City Manager is the Chief Administrative Officer of the City. Responsibilities of the City Manager include the general administration of all City Departments, reviewing and updating all management policies and regulations and enforcing the ordinances and laws of the City.

The Assistant City Manager/Finance Director is responsible for the financial administration of the City. This includes recording and reporting financial transactions, maintaining the permanent accounting records, assisting with the preparation of the Annual Budget, investing any idle funds and assisting the auditors in the preparation of the City's Comprehensive Annual Financial Report (CAFR).

The Assistant Finance Director/Budget Analyst is responsible for preparation of the Annual Budget, CAFR, Truth-in-Taxation requirements and other finance-related issues.

The City Secretary is also the Records Management Officer. The City Secretary is responsible for recording and maintaining the City Council minutes, agendas, ordinances, resolutions and other official City records. This office is also responsible for municipal elections, monthly reports, records management and all administrative and clerical duties as prescribed by the City Council and/or the City Manager.

The Administrative Assistant and HR serves as both the Administrative Secretary to the City Manager and the Human Resources Director. This office is responsible for personnel and payroll, testing applicants, and insurance and workers' compensation claims.

The Information Technology Manager is a full-time position. The IT Manager assists all departments with computer and telephone problems.

The Administrative Technician is responsible for directing incoming calls, accounts payable, and assisting customers. Besides the seven listed above there are five more employees in this office. They are responsible for utility billing and collection, daily bank deposit, garage sale permits, solicitors' permits and assisting the Municipal Court by answering calls and taking payments for citations. They are under the supervision of the Office Manager and are listed in the Municipal Court and Water and Wastewater budgets.

CITY OF SAGINAW

GOALS, OBJECTIVES AND PERFORMANCE MEASURES

2008-2009

GENERAL ADMINISTRATIVE OFFICE

GOAL: To improve the quality of life for all citizens by providing municipal services in a timely, efficient, professional and fiscally responsible manner.

<u>ANNUAL OBJECTIVES</u>	<u>2007-2008 PERFORMANCE MEASURES</u>
<ul style="list-style-type: none"> • To receive the GFOA's Distinguished Budget Presentation Award every year. 	<ul style="list-style-type: none"> • The GFOA's Distinguished Budget Presentation Award has been received each year since 1987.
<ul style="list-style-type: none"> • To maintain financial records that receive the GFOA's Certificate of Achievement for Excellence in Financial Reporting every year. 	<ul style="list-style-type: none"> • The Certificate of Achievement for Excellence in Financial Reporting award has been received every year since 1991.
<ul style="list-style-type: none"> • Distribute agenda packets within four days before each council meeting. 	<ul style="list-style-type: none"> • Agenda packets were distributed within four days of each council meeting 100% of the time.
<ul style="list-style-type: none"> • Perform all Truth-In-Taxation requirements before September 30th. 	<ul style="list-style-type: none"> • 100% of Truth-In-Taxation requirements were completed by September 2nd.
<ul style="list-style-type: none"> • Process 95% of all open record requests within five days of receipt and all requests within state law. 	<ul style="list-style-type: none"> • Open records requests were processed within five days of receipt 95% of the time and within state law 100% of the time.
<ul style="list-style-type: none"> • Pull all inactive records scheduled for destruction and take them to the recycling center. 	<ul style="list-style-type: none"> • 100% of records scheduled for destruction were taken to the recycling center.
<ul style="list-style-type: none"> • After the audit is completed, list prior year records on the retention schedule and transfer them to inactive storage. 	<ul style="list-style-type: none"> • 100% of inactive records were listed on the retention schedule and moved to inactive storage.
<ul style="list-style-type: none"> • Balance the daily deposit (no significant shortages or overages) 100% of the time. 	<ul style="list-style-type: none"> • 95% of deposits were balanced with no significant shortages/overages.
<ul style="list-style-type: none"> • Complete the daily deposit before the bank courier arrives to avoid unnecessary charges. 	<ul style="list-style-type: none"> • We add checks, bills, etc. throughout the day to help expedite the process the next morning.
<ul style="list-style-type: none"> • Pay 100% of invoices within 30 days of receipt. 	<ul style="list-style-type: none"> • 100% of invoices were paid within 30 days.

2009-2013 OBJECTIVES:

- Increase productivity and reduce the workload of existing personnel by reducing over the counter payments through online utility payments.
- Build a new city hall to better serve the citizens and improve the efficiency of the employees.
- Provide easier access to council agendas and minutes by purchasing agenda indexing software.
- Complete scanning of all ordinances, resolutions and council minutes.
- Reduce paper records and retrieve records more efficiently by purchasing additional scanners and document imaging software.

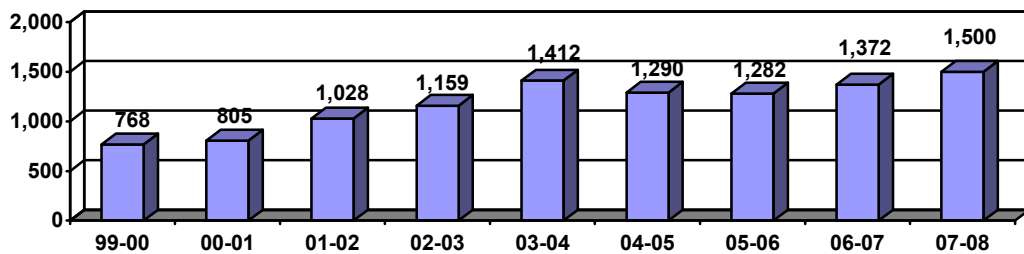
PERFORMANCE MEASURES	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET
Received Budget Award	Yes	Yes	Yes	Yes	Submitted
Received Financial Reporting Award	Yes	Yes	Yes	Yes	Submitted
Agendas Posted Within 72 Hours	100%	100%	100%	100%	100%
Agenda Packets Distributed Within 4 Days	Yes	Yes	Yes	Yes	Yes
TNT Requirements Met Before Sept. 30	Yes	Yes	Yes	Yes	Yes
% Open Records Available in 10 Days	100%	100%	96%	100%	100%
Cubic Feet of Records Recycled	114 CF	68 CF	74 CF	100 CF	100 CF
Daily Deposit Ready in Time for Bank Courier	N/A	99%	99%	100%	100%
% Invoices Paid In 30 Days	100%	100%	100%	100%	100%

SIGNIFICANT BUDGET INFORMATION:

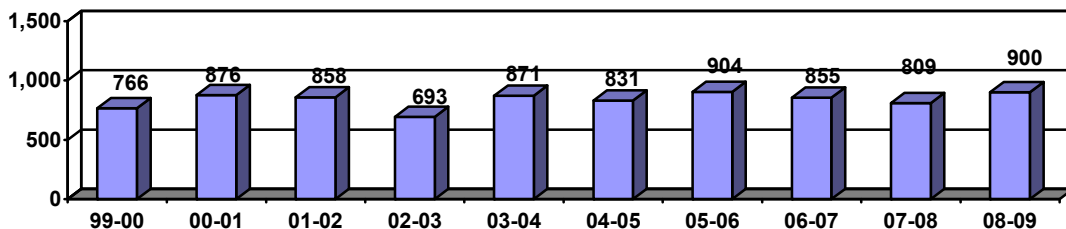
- Personnel Services includes the City’s portion of employee retirement contributions which is set at 12%. Salaries, taxes and retirement increased because of the addition of the Assistant Finance Director/Budget Analyst position and implementation of the first phase of the new salary plan. Also included is the 5% raise for those employees not at mid point on the salary plan.
- Operating increases include anticipated data processing expenditures and educational training expenditures.
- Contract Services decreased due to an anticipated decrease in engineering fees.
- Salaries for seven employees in this office are budgeted in other departments. (Water and Sewer and Court).

The charts below reflect the efficiency of the General Administrative Office.

Garage Sale Permits Issued



Water Deposits

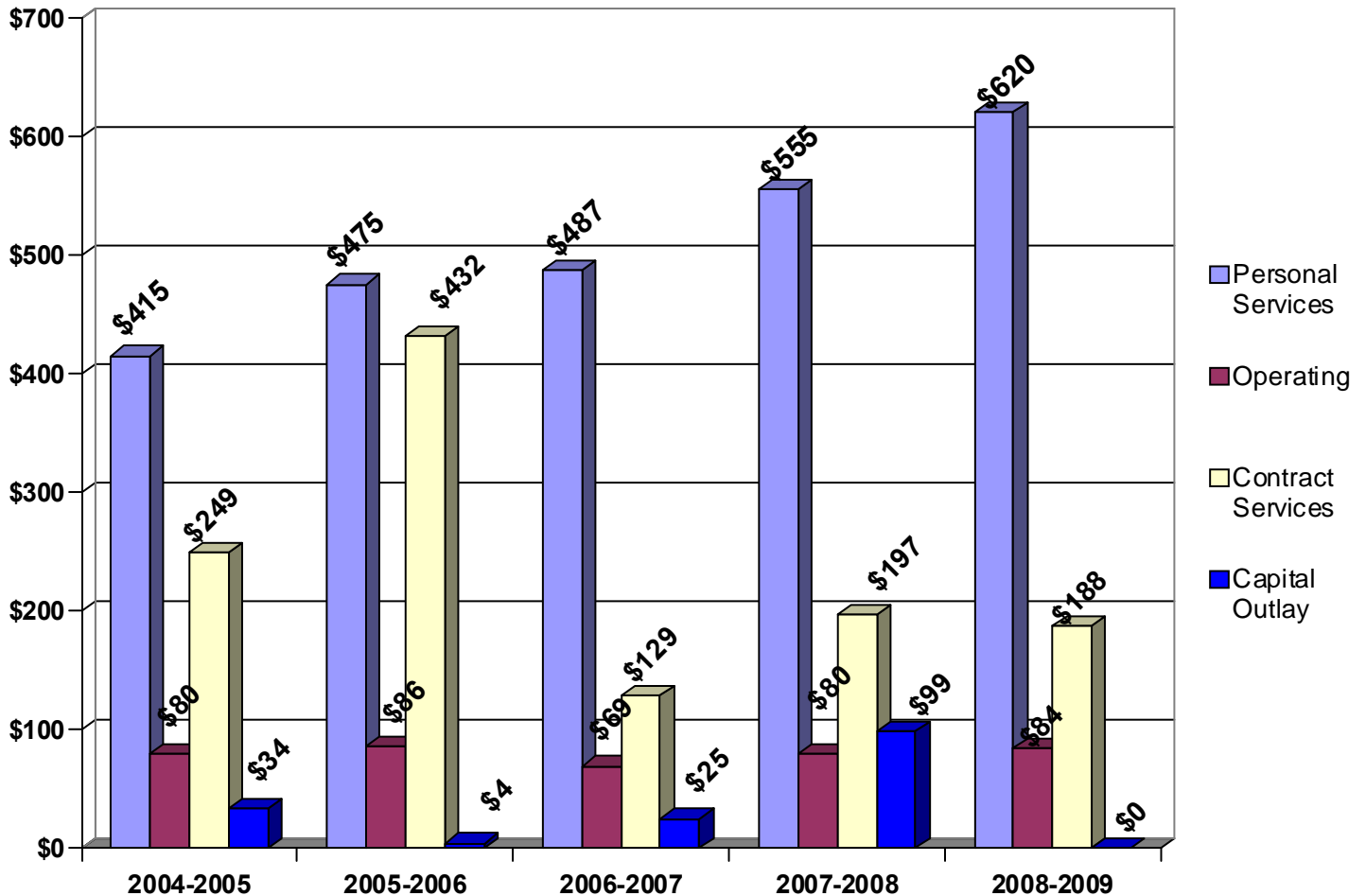


CITY OF SAGINAW EXPENDITURE SUMMARY 2008-2009

GENERAL ADMINISTRATIVE OFFICE

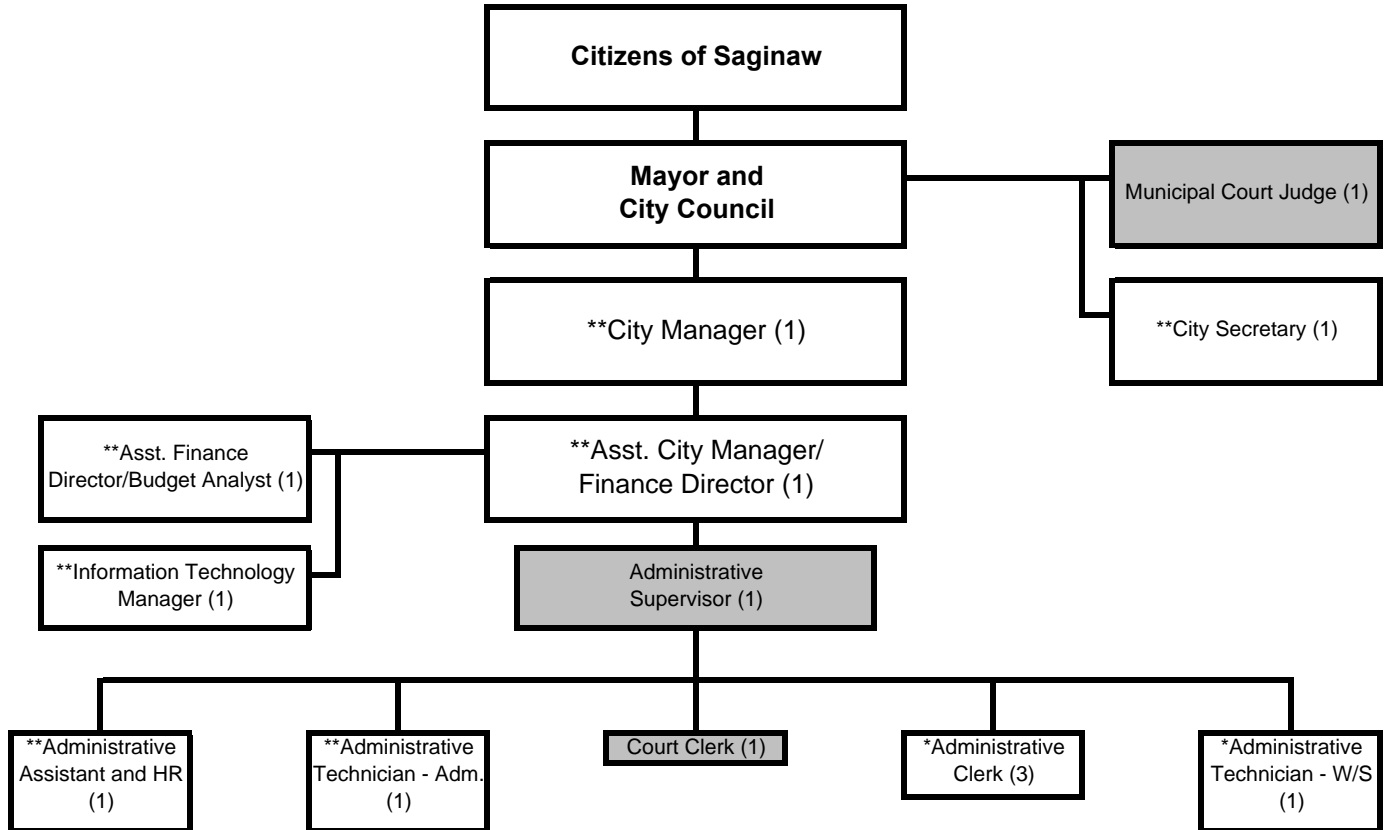
<u>EXPENDITURES BY CATEGORY</u>	<u>ACTUAL 2004-2005</u>	<u>ACTUAL 2005-2006</u>	<u>ACTUAL 2006-2007</u>	<u>REVISED BUDGET 2007-2008</u>	<u>ADOPTED BUDGET 2008-2009</u>
Personal Services	\$ 415,142	\$ 475,113	\$ 487,370	\$ 554,715	\$ 620,085
Operating	79,995	85,536	68,945	80,200	84,300
Contract Services	248,708	431,682	129,077	196,615	187,615
Capital Outlay	34,400	4,492	25,205	98,500	-
TOTAL EXPENDITURES	\$ 778,245	\$ 996,823	\$ 710,597	\$ 930,030	\$ 892,000

In Thousands



CITY OF SAGINAW ORGANIZATIONAL CHART AND SCHEDULE OF PERSONNEL 2008-2009

MUNICIPAL COURT



TITLE	FISCAL YEAR			
	05-06	06-07	07-08	08-09
Municipal Court Judge	1	1	1	1
Administrative Supervisor	1	1	1	1
Court Clerk	0	1	1	1
TOTAL:	<u>2</u>	<u>3</u>	<u>3</u>	<u>3</u>

The General Administrative Offices Department houses the offices listed above. Those positions highlighted in gray are paid out of the Municipal Court budget.

*These positions are paid out of the Water and Sewer budget.
 **These positions are paid out of the General Administrative Office budget.

CITY OF SAGINAW

DEPARTMENT DESCRIPTION

2008-2009

MUNICIPAL COURT

The Municipal Court is located at City Hall and is staffed with a full-time Municipal Court Judge, a Court Administrator, and a Court Clerk. Three clerks in the Water and Wastewater Department assist the Municipal Court and are paid from the Enterprise Fund. Another clerk also assists and is paid from the General Fund. This office is responsible for maintaining court records, processing clerical work, and administering daily operations of the court such as issuing warrants, subpoenas, notices, receiving and maintaining court dockets, perfecting appeal bonds, attending trials, and performing all duties prescribed by State Law. An automated phone attendant is available to request basic information about citations. This service is currently available in English and Spanish and is available 24 hours a day, seven days a week. The Municipal Court accepts payments in the form of cash, check, money order, debit card and credit card. Citations may also be paid online.

The Municipal Court has original and exclusive jurisdiction over violations of city ordinances. The Municipal Court also has concurrent jurisdiction with justice of the peace courts over Class C misdemeanor criminal cases within the City where the punishment, upon conviction, is by fine only. This court does not have jurisdiction in most civil cases but does have limited civil jurisdiction in cases that involve owners of dangerous dogs.

The Municipal Court Judge helps citizens understand what their options are regarding their citation. If they want to offer explanations or defenses regarding their citation they must see the prosecutor. The prosecutor is an attorney with the law firm of Taylor, Olson, Adkins, Sralla and Elam. Trials are held once a month. There are two types of trials, a jury trial and a bench trial. A bench trial is held before the Municipal Court Judge and a jury trial is held before a panel of their peers.

The Municipal Court is required to use certified interpreters when dealing with non-English speaking citizens that appear before the court. The City currently has one police officer that is a certified interpreter.

Juveniles that commit non-traffic violations are ordered to perform community service in lieu of paying their citation. It is believed that juveniles are better held accountable for their actions by paying their debt through community service.

This department has taken advantage of the availability of the Court Technology Fund and the Court Building Security Fund to purchase items not budgeted in the General Fund. Revenues for these funds come from fees collected on citations. Purchases from these special funds must be approved by the Mayor and Council as required by ordinance and State law.

CITY OF SAGINAW

GOALS, OBJECTIVES AND PERFORMANCE MEASURES

2008-2009

MUNICIPAL COURT

GOAL: To process and administer all matters in an efficient, timely manner while establishing, maintaining, observing and enforcing high standards of conduct so that the integrity and independence of the judiciary is preserved. To follow established safeguards to insure the financial credibility of the court.

ANNUAL OBJECTIVES	2007-2008 PERFORMANCE MEASURES
<ul style="list-style-type: none"> • Municipal Court Judge, Court Administrator and Court Clerks will attend at least one mandatory continuing education class per year. 	<ul style="list-style-type: none"> • The Judge, Court Administrator and Court Clerks attended the mandatory educational classes in 2007-2008.
<ul style="list-style-type: none"> • Keep contract services for magisterial duties under 1% of Judge's salary. 	<ul style="list-style-type: none"> • Contract services for magisterial duties were less than 1% of the Judge's salary.
<ul style="list-style-type: none"> • Enter 100% of citations on the computer on the day they are received. 	<ul style="list-style-type: none"> • 95% of citations were entered on the computer the day they were received.
<ul style="list-style-type: none"> • Issue warrants monthly. 	<ul style="list-style-type: none"> • Warrants were issued monthly 100% of the time.
<ul style="list-style-type: none"> • Issue magisterial warnings within 48 hours of arrest 100% of the time. 	<ul style="list-style-type: none"> • 100% of magisterial warnings were issued within 48 hours of arrest.
<ul style="list-style-type: none"> • Issue Emergency Protective Order's (EPO) within 48 hours of arrest 100% of the time. 	<ul style="list-style-type: none"> • EPO's were issued within 48 hours of arrest 100% of the time
<ul style="list-style-type: none"> • Hold two warrant roundups per year. 	<ul style="list-style-type: none"> • There were no warrant roundups conducted in 07-08. Patrol officers continue to work on warrants.
<ul style="list-style-type: none"> • Provide an interpreter for Spanish speaking customers within 15 minutes of request for assistance. 	<ul style="list-style-type: none"> • An interpreter was immediately available 100% of the time. We now have two Spanish speaking clerks.

2009-2013 OBJECTIVES:

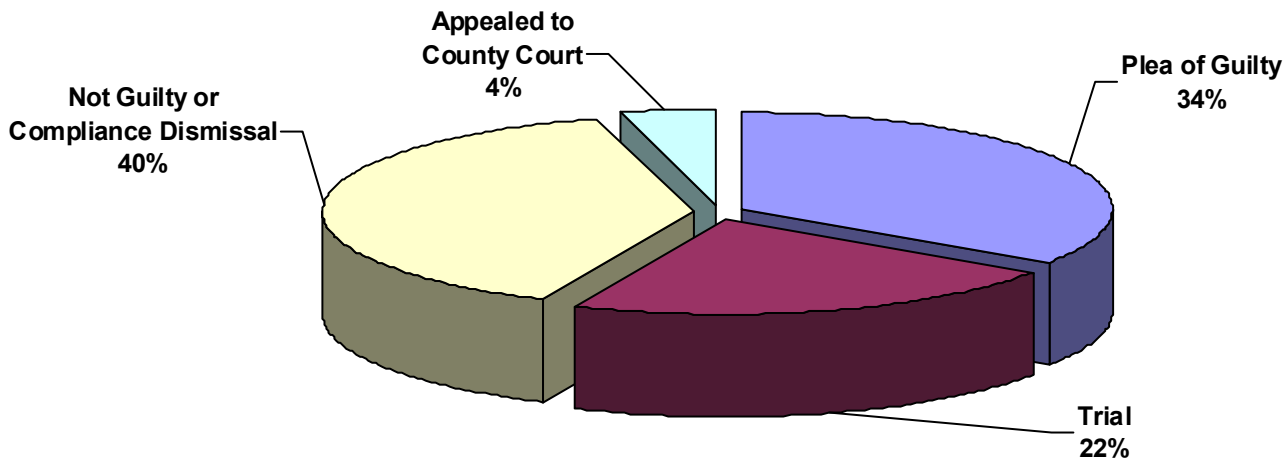
- Improve the efficiency of the court by holding court in another location or holding court twice a month instead of once a month if the number of appearances exceeds 50.
- Improve the quality of work performed by court personnel through individual training and adhering to standing orders for clerks to follow when assisting defendants at the counter.
- Get two clerks certified as Court Interpreters.
- Purchase additional electronic ticket writers, as needed, to insure all patrol vehicles are equipped with ticket writers.
- Develop written guidelines for setting court dockets to improve workflow and prevent overcrowding.
- Improve the collection rate of warrants by holding warrant roundups and adding a bailiff/warrant officer to serve as security for the court and increase warrant collection rate.

PERFORMANCE MEASURES	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET
Cases Filed in Municipal Court	6,411	6,447	10,107	8,092	10,000
Cases Filed Per Customer Service Employee	1,282	1,289	1,685	1,349	1,670
Citations Entered on Computer Day Received	79%	100%	100%	100%	100%
Interpreter Available Within 15 Minutes	84%	100%	100%	100%	100%
Warrants Issued	2,513	3,027	3,486	3,460	3,500
Felony, Class A & B Warrants Issued	37	34	103	86	95
Warrants Issued Monthly	83%	92%	100%	100%	100%
Number of Days Court Held	12	15	20	26	28
Magisterial Warnings Issued	238	218	239	309	340
Emergency Protective Orders Issued	7	9	5	16	20
Magisterial Warnings Issued Within 48 Hours	100%	100%	100%	100%	100%

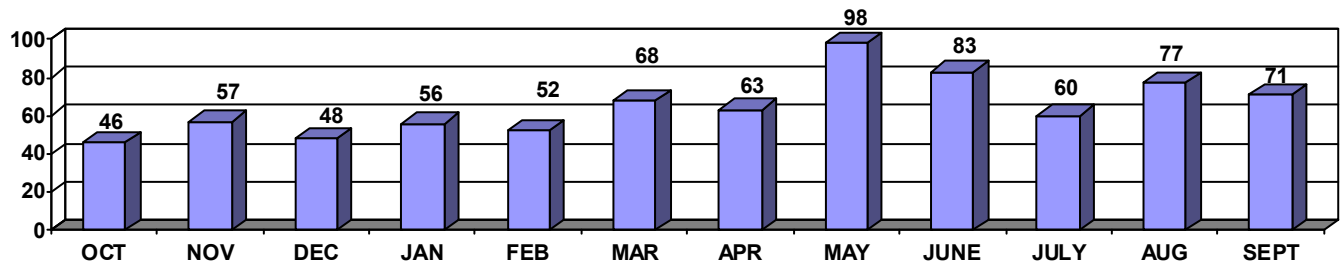
SIGNIFICANT BUDGET INFORMATION:

- Personnel Services includes the City's portion of employee retirement contributions which is set at 12%. Salaries, taxes and retirement increased due to the implementation of the first phase of the new salary plan. Also included is the 5% raise for those employees not at mid point on the salary plan.

2007-2008 CASE DISPOSITION SUMMARY



2007-2008 COURT DOCKET



Court is held on the second Thursday of each month. These charts show the number of cases scheduled on the Court Docket each month. The months that have fewer cases indicate times when there was a shortage of patrol officers and fewer tickets were issued. Preparing for court has become very time consuming, especially when we have a jury trial.

Texas state government actually looks to Texas cities to fund it, rather than the other way around. The following chart shows the state fees added to municipal court traffic fines.

Crime Victim Compensation	\$15.00
Court Personnel Training	2.00
Consolidated Court Costs	17.00
Correction Management Institute	.50
State Judges' Salaries	6.00
State Traffic Fine	30.00
Fugitive Apprehension Fund	5.00
Juvenile Crime/Delinquency	.50
Indigent Defense	2.00
Jury Pay	<u>4.00</u>
	\$82.00

The first \$82.00 of every traffic ticket issued by and within Texas cities goes straight to fund state government. This \$82.00 in fees is collected before a city may retain any money at all to offset the costs of paying the police and court system that make the traffic enforcement possible.

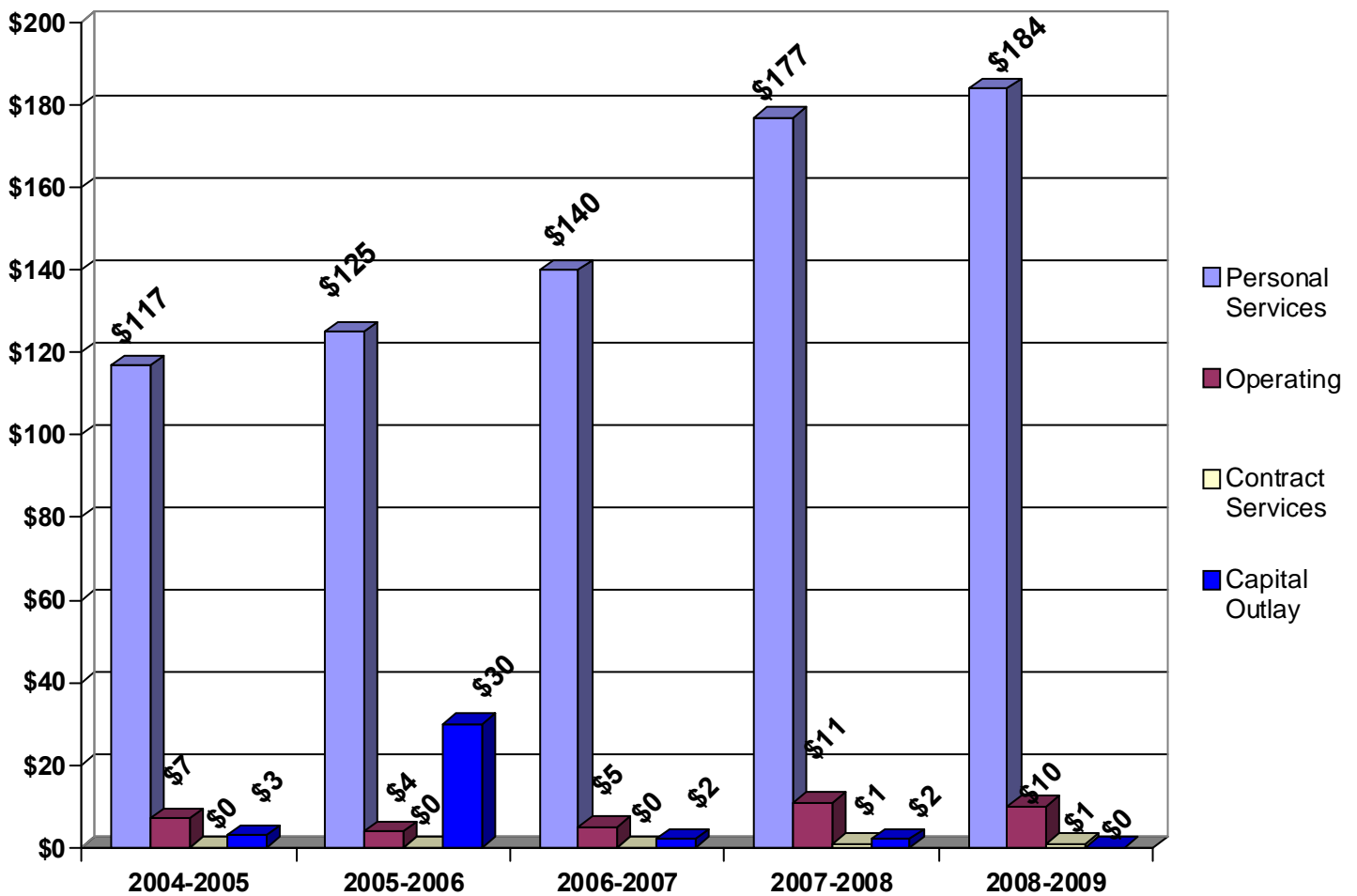
Source: Texas Municipal League

CITY OF SAGINAW EXPENDITURE SUMMARY 2008-2009

MUNICIPAL COURT

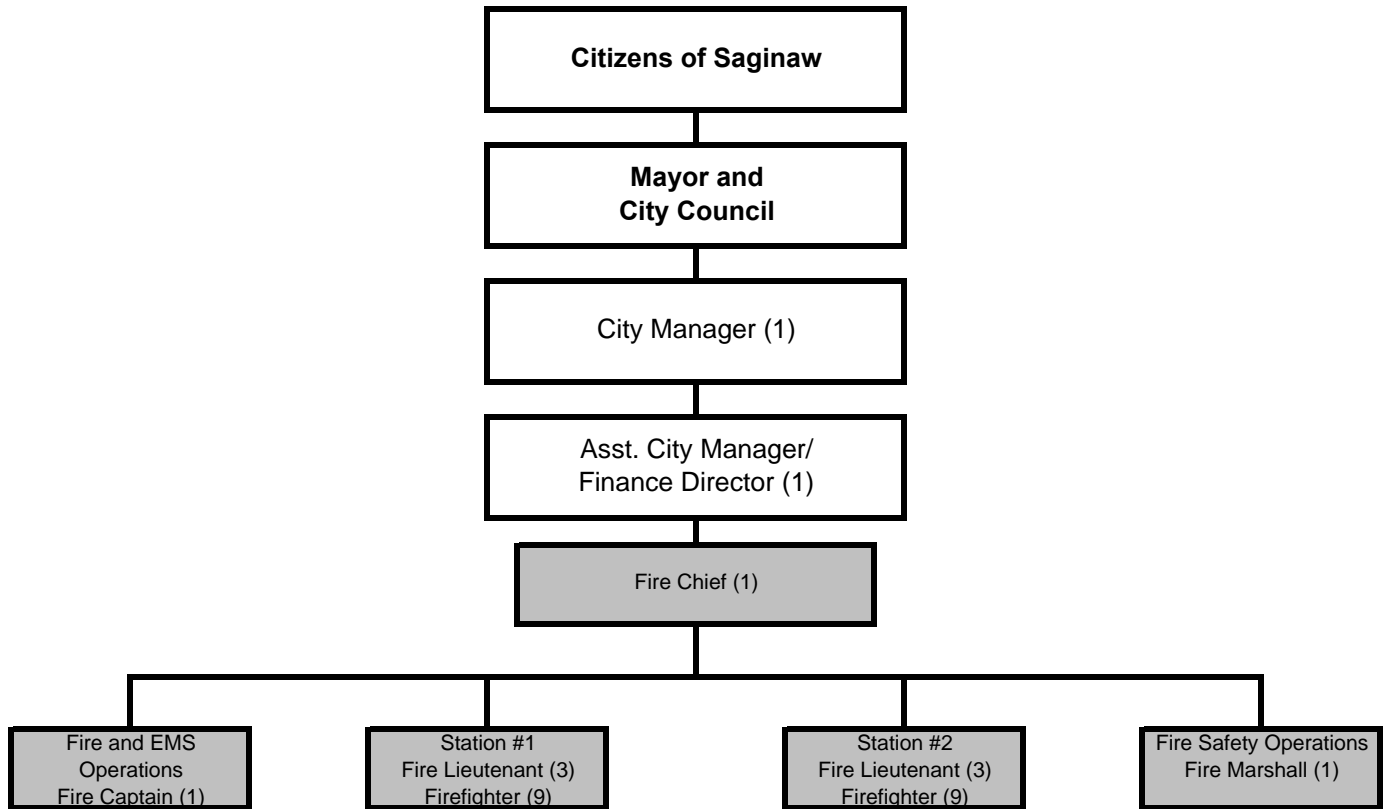
EXPENDITURES BY CATEGORY	ACTUAL 2004-2005	ACTUAL 2005-2006	ACTUAL 2006-2007	REVISED BUDGET 2007-2008	ADOPTED BUDGET 2008-2009
Personal Services	\$ 116,708	\$ 125,351	\$ 140,067	\$ 177,095	\$ 184,040
Operating	6,868	4,268	4,715	11,000	10,280
Contract Services	120	200	200	500	500
Capital Outlay	3,424	29,875	1,964	1,500	-
TOTAL EXPENDITURES	\$ 127,120	\$ 159,694	\$ 146,946	\$ 190,095	\$ 194,820

In Thousands



CITY OF SAGINAW ORGANIZATIONAL CHART AND SCHEDULE OF PERSONNEL 2008-2009

FIRE



<i>TITLE</i>	<i>FISCAL YEAR</i>			
	<u>05-06</u>	<u>06-07</u>	<u>07-08</u>	<u>08-09</u>
Fire Chief	1	1	1	1
Fire Captain	1	1	1	1
Fire Marshall	0	1	1	1
Fire Lieutenant	6	6	6	6
Firefighter	16	18	18	18
<i>TOTAL:</i>	<u>24</u>	<u>27</u>	<u>27</u>	<u>27</u>

The Fire Department has two fire stations. Both stations are budgeted together. Those positions highlighted in gray are paid out of the Fire budget.

CITY OF SAGINAW DEPARTMENT DESCRIPTION 2008-2009

FIRE

The Fire Department is responsible for a wide range of services that draw from the multi-faceted training and skills of its personnel to provide protection to lives and property from the threat of fire and other emergencies. The Fire Department currently has a total of 27 employees and operates from two fire stations. Fire Station #1 is located at 400 South Saginaw Boulevard and is staffed by a Fire Lieutenant and three (3) firefighters at all times. It is also the location of the Fire Department's administrative offices for the Fire Chief, Operations Captain, and Fire Marshal. A \$500,000 renovation project was completed in 2007 that provided new administrative offices, a classroom and a new fire dispatching facility for the Fire Department including the creation of an "Emergency Operations Center" (EOC) for the City which it did not have prior to the renovation project. Also included in the renovation project was the complete remodeling of the fire station facilities themselves including installation of a fire sprinkler and fire alarm system throughout the entire building.

Fire Station #2, which opened in 2002, is located at 801 Basswood Boulevard. It is staffed by a Fire Lieutenant and two (2) firefighters at all times. One additional firefighter is assigned to each shift at this station as a "relief" firefighter who rotates between the two stations whenever someone is off on vacation or sick leave. When no one is off, he remains at Fire Station #2, increasing their staffing to four total.

Fire apparatus assigned to Fire Station #1 includes a 2003 Pierce 2000 gpm Engine, a 1981/2006 Sutphen 100-foot Ladder-Tower (completely refurbished in 2006), a 1984 GMC Rescue vehicle and a 2006 Ford Brush truck. Fire apparatus assigned to Fire Station #2 includes a 2001 Pierce 75-foot "Quint", a 2000 Ford Brush truck, and a 1999 American LaFrance/Semo 3,500 gallon Engine-Tanker.

The Fire Department participates in "Automatic Aid" with the Lake Worth, Haslet, Blue Mound and Eagle Mountain Fire Departments. This means that anytime any of these Fire Departments respond to a structure fire or major incident the other departments automatically respond by sending one fire engine.

We have a contract with Tarrant County Emergency Services District to serve the unincorporated areas outside our city limits. In 1999, we received a new American LaFrance Engine-Tanker from the District as part of our contract, and as mentioned above, it is currently assigned to Fire Station #2.

Under this umbrella of protection are the following specialized areas of responsibility:

FIRE SUPPRESSION: Responsible for rapid response to any fire or fire-related emergency for the purposes of rescue, control and extinguishment.

EMERGENCY MEDICAL (FIRST RESPONDER): Responsible for immediate response to any medical emergency or injury for evaluation, stabilization, basic and advanced life-support and pre-transport. All firefighters are required to be paramedics.

FIRE PREVENTION BUREAU: Responsible for inspecting businesses, schools and daycare centers, fire code enforcement, fire prevention education and fire cause investigation and evaluation.

HAZARDOUS MATERIALS RESPONSE TEAM: A specially trained section of existing personnel who respond to and supervise operations requiring containment and/or removal of hazardous materials.

GENERAL RESCUE OPERATIONS: Provides numerous personnel trained in various rescue operations during natural or other types of disasters in the community.

TRAINING AND PERSONNEL STANDARDS: Devoted entirely to the continuous training of existing and new personnel in all facets of fire service. Maintains all personnel, educational and training records and monitors the performance standards for possible upgrading.

EMERGENCY MANAGEMENT: The Fire Department is responsible for developing and administering a master plan for the management of a major disaster in which more than one department must respond. The Fire Department is responsible for the operation of the "Emergency Operations Center" (EOC) located at Fire Station #1 and for the newly implemented "Code Red" automatic notification system.

CITY OF SAGINAW

GOALS, OBJECTIVES AND PERFORMANCE MEASURES

2008-2009

FIRE

GOAL: To provide coordinated, timely and reliable emergency service with trained personnel and updated equipment. To provide a safer environment by reducing fire and emergency medical situations by educating the public about safety at home, at school, at play and in the workplace. To successfully coordinate with other agencies and direct the City's Emergency Management Plan if needed.

ANNUAL OBJECTIVES	2007-2008 PERFORMANCE MEASURES
<ul style="list-style-type: none"> • To save 90% of the value of properties involved in a fire. 	<ul style="list-style-type: none"> • 95% of the value of properties involved in a fire was saved.
<ul style="list-style-type: none"> • To provide a "Paramedic Engine Company" staffed with a minimum of three (3) firefighters of which 100% are paramedics. 	<ul style="list-style-type: none"> • Each engine is staffed with three (3) firefighters. 100% of the firefighters are paramedics.
<ul style="list-style-type: none"> • To train firefighters in the latest methods of firefighting, provide and maintain the equipment necessary for them to do their job and provide for the safety of firefighters. 	<ul style="list-style-type: none"> • An additional Opticom system was included in the 07-08 budget. Nine of 17 intersections are now equipped with Opticom systems. This provides additional safety to the firefighters and others that might be injured in a collision with an emergency vehicle.
<ul style="list-style-type: none"> • Maintain the State recommended ratio of 1.5 firefighters per 1,000 residents. 	<ul style="list-style-type: none"> • Our current ratio is 1.4 firefighters per 1,000 residents.
<ul style="list-style-type: none"> • To maintain an average response time of four minutes. 	<ul style="list-style-type: none"> • The average response time for station #1 was 5.05 minutes & station #2 was 6.16 minutes. Increased traffic & construction on Hwy 156 caused delays.
<ul style="list-style-type: none"> • Lower insurance rating from Class 4 to Class 3 resulting in lower insurance premiums for homeowners. 	<ul style="list-style-type: none"> • In 2006, the fire chief requested another ISO survey to seek a reduction in our insurance rating. We were unsuccessful but will keep trying.
<ul style="list-style-type: none"> • Update Emergency Management Plan every five years. 	<ul style="list-style-type: none"> • Emergency Management Plan was last updated in 06-07.
<ul style="list-style-type: none"> • Apply for and receive at least one (1) grant each year. 	<ul style="list-style-type: none"> • In 07-08 we received a grant for 3 firefighters totaling \$108,675, a grant for equipment upgrades in the amount of \$23,867, a grant to install a sprinkler system in Fire Station #1 for \$71,164 and a grant for fire prevention training equipment totaling \$8,005. • Applying for 2 grants in 08-09.
<ul style="list-style-type: none"> • Test 100% of outdoor warning sirens monthly. 	<ul style="list-style-type: none"> • 100% of sirens were tested monthly.
<ul style="list-style-type: none"> • Complete all fire inspections of new businesses within two weeks. 	<ul style="list-style-type: none"> • 100% of inspections were completed within two weeks in 07-08.
<ul style="list-style-type: none"> • Provide free smoke detectors to needy residents. 	<ul style="list-style-type: none"> • Smoke detectors were given out in 07-08.
<ul style="list-style-type: none"> • Reduce workers compensation claims by promoting safety on the job. 	<ul style="list-style-type: none"> • There was one workers' compensation claim in 04-05, two in 05-06, two in 06-07 and two in 07-08.

2009-2013 OBJECTIVES:

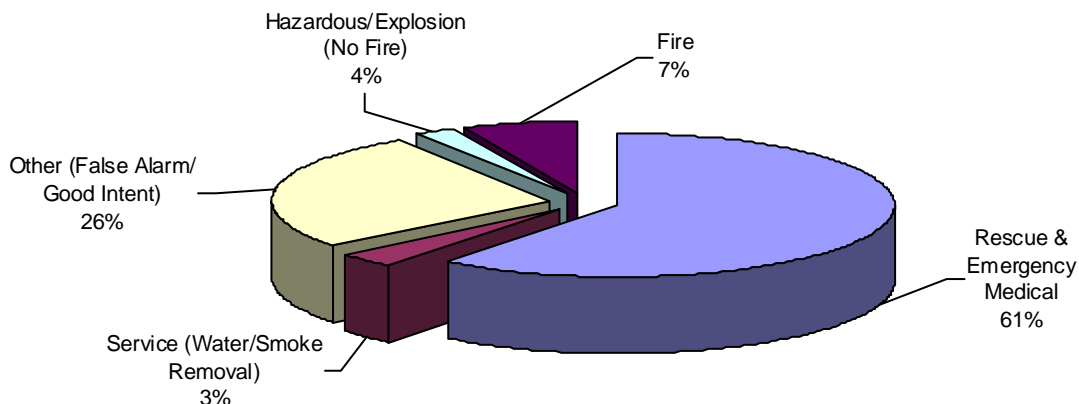
- Provide timely fire inspections of new businesses and provide annual fire inspections of existing businesses, which will help prevent fires, save lives and lower our insurance rating.
- Continue to seek alternate sources of funding through the Department of Homeland Security, Texas Department of Health, and Tarrant County Emergency Services District.
- Review and update the Emergency Management Plan.
- Establish an Emergency Operation Center (EOC).
- Educate the public about fire safety through the purchase of a Fire Safety Trailer, activating the CodeRed emergency notification system, providing fire safety programs such as Fire Camp, and school and daycare programs.
- Add additional weather siren in Highland Station and on East Bailey Boswell Road.
- Continue installing the Opticom system to traffic lights throughout the City.

PERFORMANCE MEASURES	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET
Calls for Service	1,793	2,007	2,413	1,958	2,000
Average Response Time (Minutes)	4.11	4.17	5.30	5.61	4.00
# of Fire Inspections Conducted	64	78	178	459	500
# of Firefighters	23	23	24	27	27
% of Firefighters That are Paramedics	100%	100%	100%	100%	100%
% of Firefighters Completing Required CEU's	100%	100%	100%	100%	100%
# of Outdoor Warning Siren Tests Conducted	12	12	12	12	12
# of Fire Safety Educational Programs	1	5	15	15	15
# of Participants in Fire Safety Programs	25	125	200	2300	2500
# of Opticom Systems Installed	2	4	9	10	11
Workers Compensation Claims	1	2	2	2	0

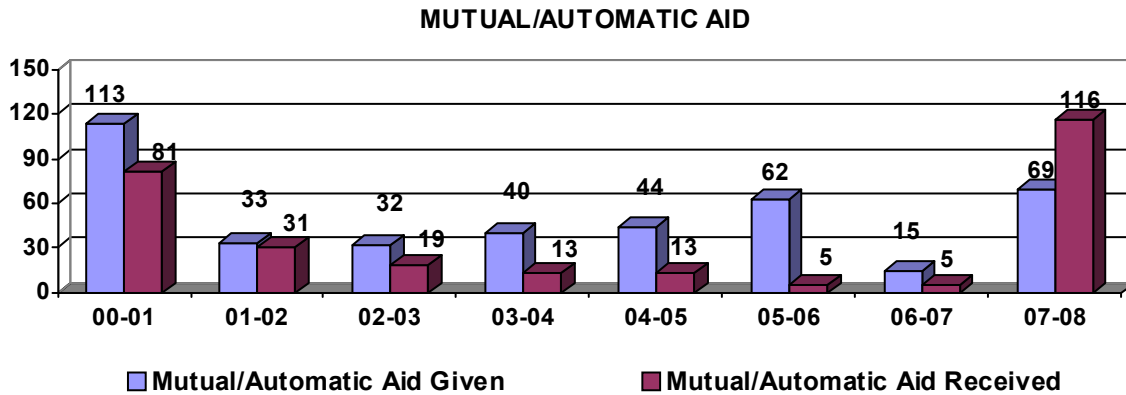
SIGNIFICANT BUDGET INFORMATION:

- Personnel Services includes the City's portion of employee retirement contributions which is set at 12%. Salaries, taxes and retirement increased because of the implementation of the first phase of the new salary plan. Also included is the 5% raise for those employees not at mid point on the salary plan.
- Capital Outlay expenditures decreased due to the completion of renovations at Fire Station #1.

FIRE & EMS INCIDENT SUMMARY



Automatic Aid means another fire department is automatically dispatched along with our fire units on certain pre-determined types of calls such as structure fires, grass fires, rescue incidents, etc. Automatic Aid began in 2001-2002, which reduced the number of Mutual Aid calls. Mutual Aid means the City has an agreement with another fire department to assist them or they will assist us when we determine we need additional assistance or resources after arriving at an incident.

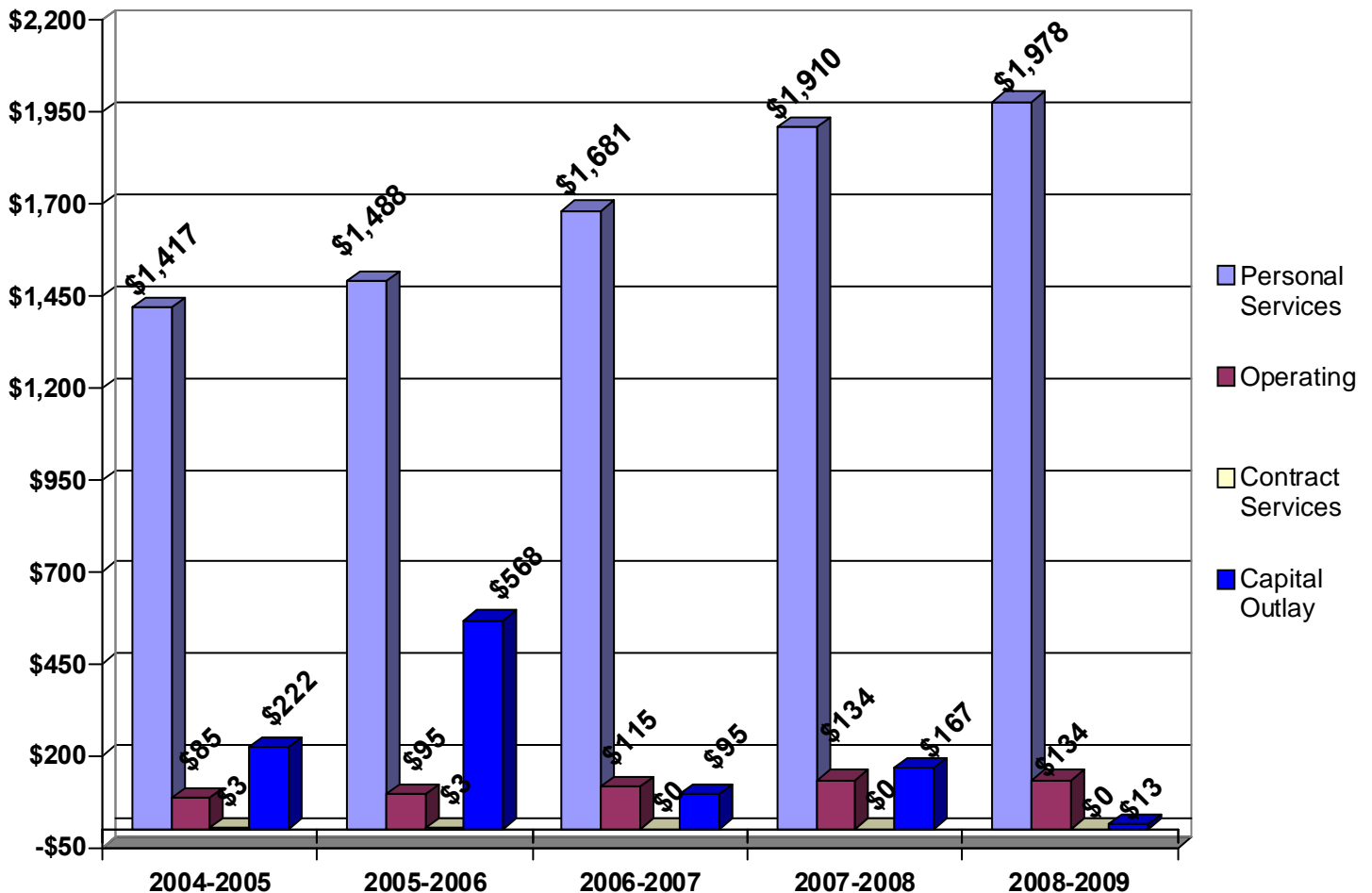


CITY OF SAGINAW EXPENDITURE SUMMARY 2008-2009

FIRE

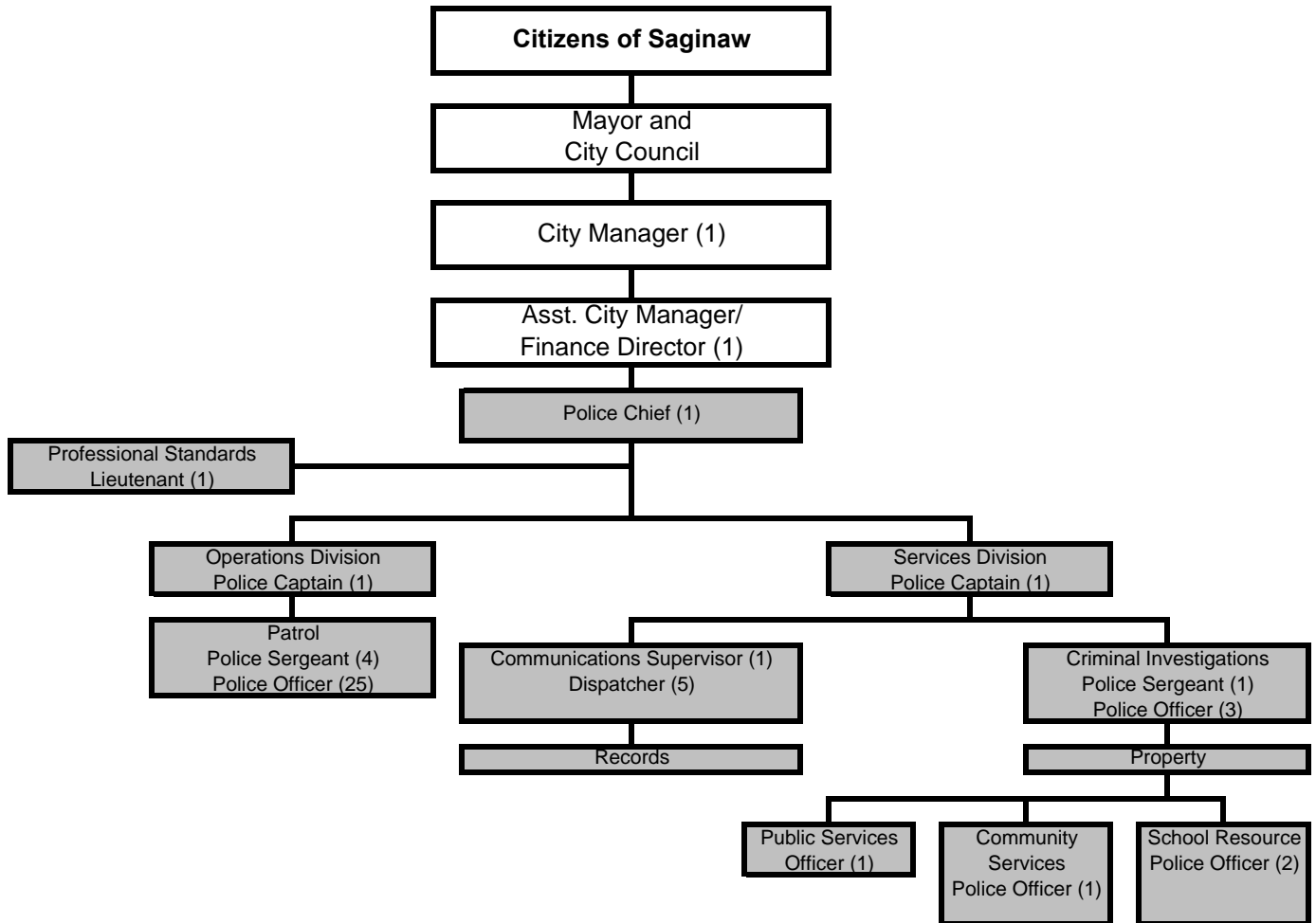
EXPENDITURES BY CATEGORY	ACTUAL 2004-2005	ACTUAL 2005-2006	ACTUAL 2006-2007	REVISED BUDGET 2007-2008	ADOPTED BUDGET 2008-2009
Personal Services	\$ 1,417,012	\$ 1,487,576	\$ 1,681,375	\$ 1,909,850	\$ 1,977,840
Operating	84,540	95,277	115,452	133,630	134,000
Contract Services	2,960	2,960	-	-	-
Capital Outlay	221,942	568,368	95,222	166,500	13,110
TOTAL EXPENDITURES	\$ 1,726,454	\$ 2,154,181	\$ 1,892,049	\$ 2,209,980	\$ 2,124,950

In Thousands



CITY OF SAGINAW ORGANIZATIONAL CHART AND SCHEDULE OF PERSONNEL 2008-2009

POLICE



TITLE	FISCAL YEAR			
	05-06	06-07	07-08	08-09
Police Chief	1	1	1	1
Police Captain	2	2	2	2
Professional Standards Lieutenant	0	0	1	1
Police Sergeant	6	6	5	5
Police Officer	25	29	31	31
Public Services Officer	0	0	1	1
Communications Supervisor	1	1	1	1
Dispatcher	4	4	4	5
TOTAL:	<u>39</u>	<u>43</u>	<u>46</u>	<u>47</u>

Police Officers and Dispatchers work what is called four on/four off-four days of 12-hour shifts, then, four days off. Those positions highlighted in gray are paid out of the Police budget.

CITY OF SAGINAW

DEPARTMENT DESCRIPTION

2008-2009

POLICE

The primary objective of the Saginaw Police Department is to provide our citizens with courteous, professional, impartial and cost effective police services. We are charged with enforcing City, State and Federal laws while protecting the lives and property of those who live, work and travel through the City of Saginaw.

The Department is separated into two divisions under the direction of the Chief of Police. The Police Operations Division is under the command of a Police Captain and consists of the Patrol and Police Reserve units.

PATROL: Patrol officers are the first line of defense for the City of Saginaw. These officers are on duty 24 hours a day, seven days a week. They respond to a wide variety of calls for service and patrol city streets. The Department's three school crossing guards are also coordinated through the patrol unit.

POLICE RESERVES: These are volunteers who are licensed as peace officers by the State of Texas. Their hiring and training requirements are the same as regular officers. They are used to augment the patrol staff but do not patrol alone, take reports or issue citations. One of our reserves serves as liaison to the Tarrant Regional Auto Crime Task Force, which allows the Chief to serve on the Board of Governors. The other is assigned to community services.

The Support Services Division of the Saginaw Police Department is also under the command of a Police Captain. This Division contains the Criminal Investigations, Communications, and Records units.

CRIMINAL INVESTIGATIONS: Commonly referred to as "CID". These officers are responsible for investigating criminal offenses that have occurred in the City of Saginaw. Once it is determined that an offense has occurred and a suspect identified, a detective files the case in the appropriate court (municipal, juvenile, or county). The Criminal Investigations unit is also responsible for major crime scene coordination, property management, training and background investigations of police personnel and crime victim assistance. The Department's two School Resource Officers and Community Services Officer are also assigned to the Criminal Investigations unit.

COMMUNICATIONS AND RECORDS: Dispatchers are responsible for the coordination of all calls for service received by telephone, radio or walk-in complainants. On a daily basis, these employees work with police, fire, emergency medical, public works, and city personnel, as well as, the general public. They are often the first person a citizen contacts in a time of need.

PROFESSIONAL STANDARDS: Added in 2007, currently consisting of one police lieutenant, this unit is responsible for recruiting, hiring and training of all police personnel. The unit also investigates complaints against members of the department. The lieutenant reports directly to the Chief of Police.

CITY OF SAGINAW

GOALS, OBJECTIVES AND PERFORMANCE MEASURES

2008-2009

POLICE

GOAL: To provide citizens with courteous, professional, impartial and cost-effective police services twenty-four hours a day, seven days a week, while enforcing City ordinances, State and Federal laws and protecting the lives and property of those who live, work and travel through the City of Saginaw.

ANNUAL OBJECTIVES	2007-2008 PERFORMANCE MEASURES
<ul style="list-style-type: none"> To provide crime prevention and drug resistance education to the public. Promote community awareness and child safety. 	<ul style="list-style-type: none"> Neighborhood Watch, fingerprinting, Operation ID, National Night Out, Citizens Police Academy and Project Child Safe. During 07-08, 13 Neighborhood Watch groups were formed.
<ul style="list-style-type: none"> To have 100% of officers obtain Advanced Certification. 	<ul style="list-style-type: none"> 47% of officers hold Advanced or Master Certification. Most new hires do not have advanced certifications.
<ul style="list-style-type: none"> To have 100% of dispatchers obtain Advanced Certification. 	<ul style="list-style-type: none"> 50% of dispatchers hold Advanced Communication Certification.
<ul style="list-style-type: none"> Continue training on new and improved crime scene techniques, ensure that all leads are followed and maintain an offense clearance rate of 50%. 	<ul style="list-style-type: none"> The current total offense clearance rate is 55.2%. Felony clearance rate is 52.1%. Misdemeanor clearance rate is 56.3%.
<ul style="list-style-type: none"> To receive no complaints against Saginaw police officers for violating racial profiling laws. 	<ul style="list-style-type: none"> No complaints for violation of racial profiling laws were received in 07-08.
<ul style="list-style-type: none"> To standardize 100% of department's weapons. 	<ul style="list-style-type: none"> 100% of the department's weapons have been standardized.
<ul style="list-style-type: none"> To employ two officers for every 1,000 residents. 	<ul style="list-style-type: none"> We currently have 2.13 officers for every 1,000 residents. However we only have 1.56 <u>patrol officers</u> per every 1,000 residents.
<ul style="list-style-type: none"> Process requests for accident reports and open records within 10 days or less. 	<ul style="list-style-type: none"> 98% of requests for reports and records (1,621) were processed within 10 days. The remaining 2% (33 requests) were forwarded to the Attorney General for an opinion.
<ul style="list-style-type: none"> Apply for and receive at least one (1) grant each year to assist in providing personnel and equipment for the department. 	<ul style="list-style-type: none"> We received a bullet proof vest grant, \$4,875, and a tobacco compliance grant, \$3,000 in 07-08. We have applied for another bullet proof vest grant, \$2,500, a TxDOT STEP grant, \$10,000, a CEDAP grant, \$10,000 and a TxDOT award, \$4,000, for 08-09.
<ul style="list-style-type: none"> Reduce workers compensation claims by promoting safety on the job. 	<ul style="list-style-type: none"> We had four workers compensation claims in 04-05, five in 05-06, two in 06-07 and five in 07-08.

2009-2013 OBJECTIVES:

- Utilize the law enforcement facility to improve operations and increase service to the citizens.
- Replace three to four vehicles per year in order to provide reliable, safe and updated vehicles for patrol officers.
- Change from in-car video tape to a digital recording system when a new vehicle is purchased.

- Audit sex offender files by comparing them with the Texas Department of Public Safety's website every 90 days.
- Fill vacant positions with highly qualified officers as soon as possible.
- Sponsor Citizen's Police Academy and begin volunteer based program.
- Reduce auto theft by assigning an officer to the Auto Theft Task Force.
- Have one PSO assigned to each patrol platoon, allowing for 24 hour staffing of the jail.

PERFORMANCE MEASURES	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET
Calls for Service	30,798	32,616	38,390	38,559	40,000
Calls Per Dispatcher	6,844	7,248	8,531	7,712	6,667
Patrol Officers Per 1,000 Residents	1.39	1.43	1.36	1.56	1.56
Accident Reports Filed	445	438	572	489	550
Car Thefts	46	44	34	42	35
Open Records Requests Received	423	680	684	1,654	1,500
Att. General Rulings/Opinions Requested	12	15	15	33	50
% Requested Records Processed in 10 days	100%	100%	100%	98%	97%
Total Offenses Reported	1,426	1,150	1,154	1,360	1,500
Total Offenses Cleared	619	495	611	751	830
Clearance Rate	43.40%	43.00%	52.90%	55.20%	55.30%
Crime Rate Per 10,000 Residents	339.0	346.0	287.9	261.4	250.0
Workers Compensation Claims	4	5	2	5	0

SIGNIFICANT BUDGET INFORMATION:

- Personnel Services includes the City's portion of employee retirement contributions which is set at 12%. Salaries, taxes and retirement increased because of the addition of a full time dispatcher to be reimbursed by the Crime Tax Fund and implementation of the first phase of the new salary plan. Also included is the 5% raise for those employees not at mid point on the salary plan.
- Operating increases include an anticipated increase in the cost of supplies used for training purposes.

2007 MAJOR CRIME RATE COMPARISON SELECTED TARRANT COUNTY CITIES

City	Population*	Number of Crimes	Crime Rate (Per 10,000)	Percent Change
Saginaw	19,818	518	261.4	-9.2%
White Settlement	16,106	617	383.1	-32.5%
Benbrook	22,618	550	243.2	-1.0%
Burleson	33,383	1,047	313.6	-23.2%
Forest Hill	13,771	711	516.3	32.0%

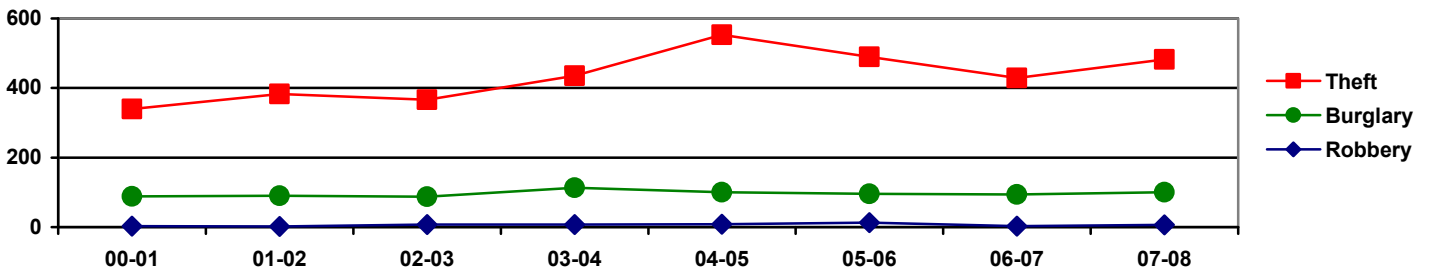
*Population estimates per 2007 Crime Index.

The Saginaw Police Department cooperates with the Federal Bureau of Investigations by providing a monthly recap of criminal offenses reported in our city. These numbers are then published by the FBI in annual Uniform Crime Reporting (UCR) reports. These are the reports you will see mentioned in the media citing whether particular crimes are up or down in various cities, or the nation as a whole.

OFFENSE CLEARANCE RATES

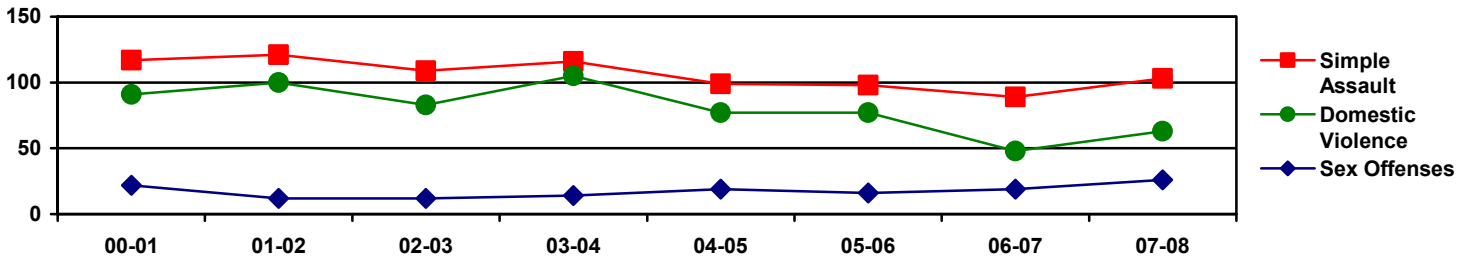
	03-04	04-05	05-06	06-07	07-08	Percent Change
Category	Actual	Actual	Actual	Actual	Actual	
Total Offenses Reported	1279	1426	1150	1154	1360	18%
Total Offenses Cleared	568	619	495	611	751	23%
Clearance Rate	44.4%	43.4%	43.0%	52.9%	55.2%	4%
Felonies Reported	412	397	371	352	359	2%
Felonies Cleared	140	167	155	177	187	6%
Felony Clearance Rate	34.0%	42.1%	41.8%	50.3%	52.1%	4%
Felony Arrests	54	60	79	82	108	32%
Misdemeanors Reported	865	1026	779	800	1001	25%
Misdemeanors Cleared	428	452	346	434	564	30%
Misdemeanor Clearance Rate	49.5%	44.1%	44.4%	54.3%	56.3%	4%
Misdemeanor Arrests	211	260	192	275	416	51%

THEFT, BURGLARY, & ROBBERY HISTORY

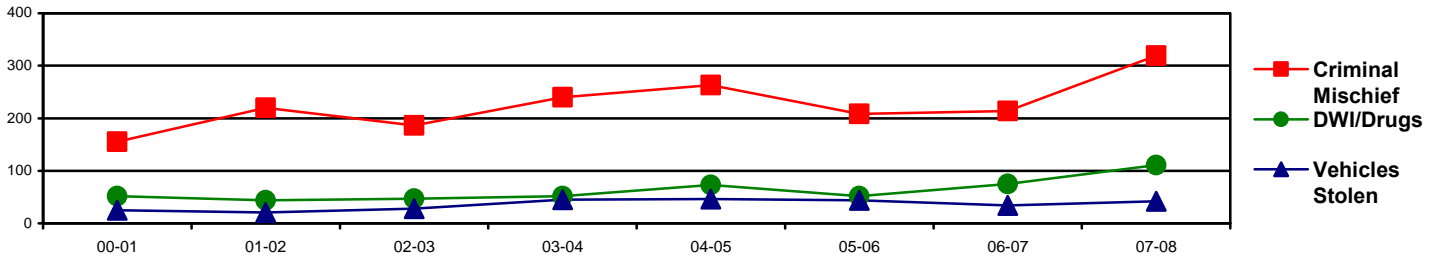


The City of Saginaw very seldom has a major crime. An increase in patrol officers has helped reduce the number of thefts and robberies.

ASSAULT, SEX OFFENSES & DOMESTIC VIOLENCE HISTORY



MISCHIEF, VEHICLES STOLEN & DWI/DRUGS HISTORY



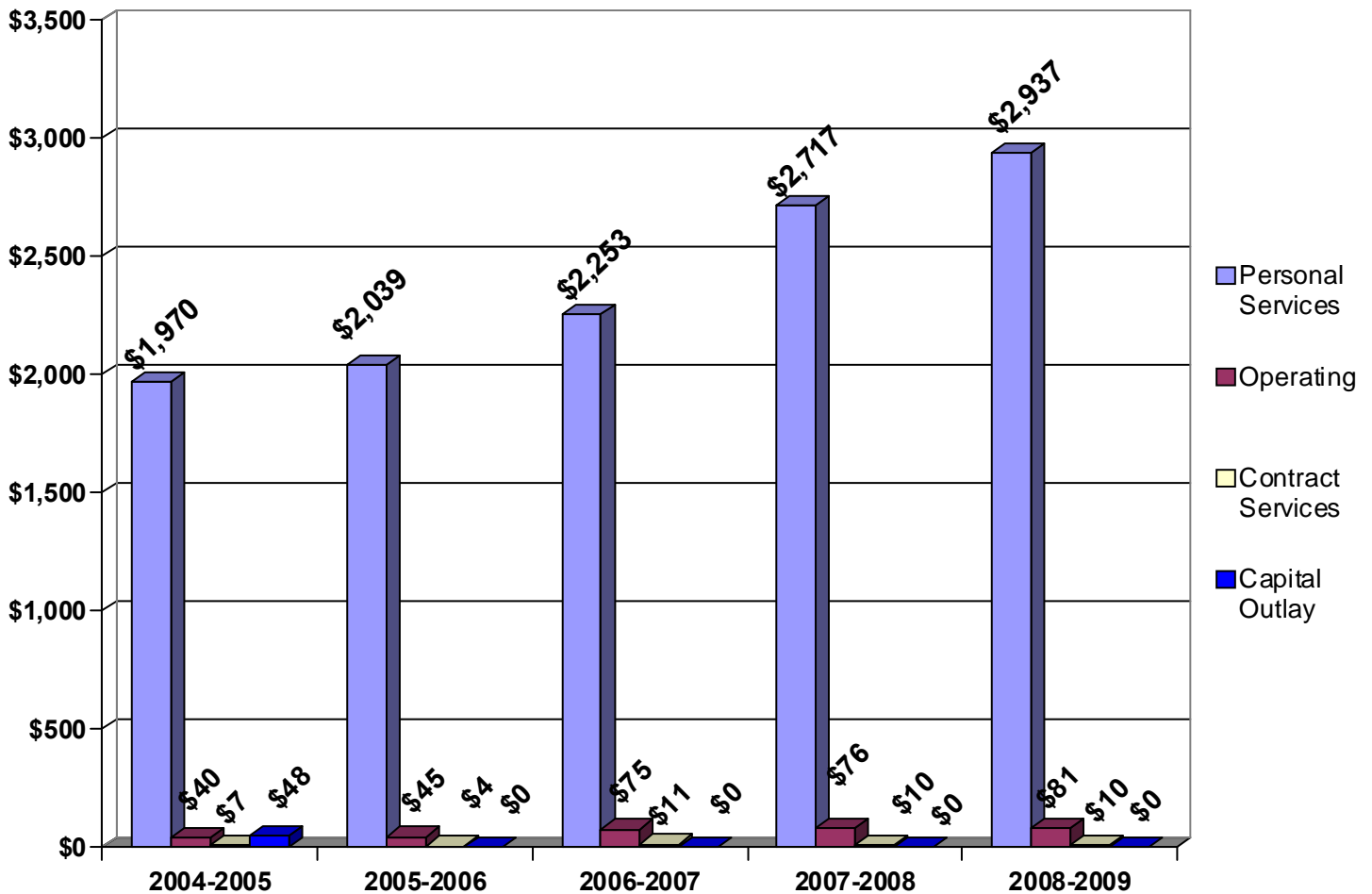
Many other crimes are reported to, and investigated by, the Saginaw Police Department. A brief recap of these offenses is listed above.

CITY OF SAGINAW EXPENDITURE SUMMARY 2008-2009

POLICE

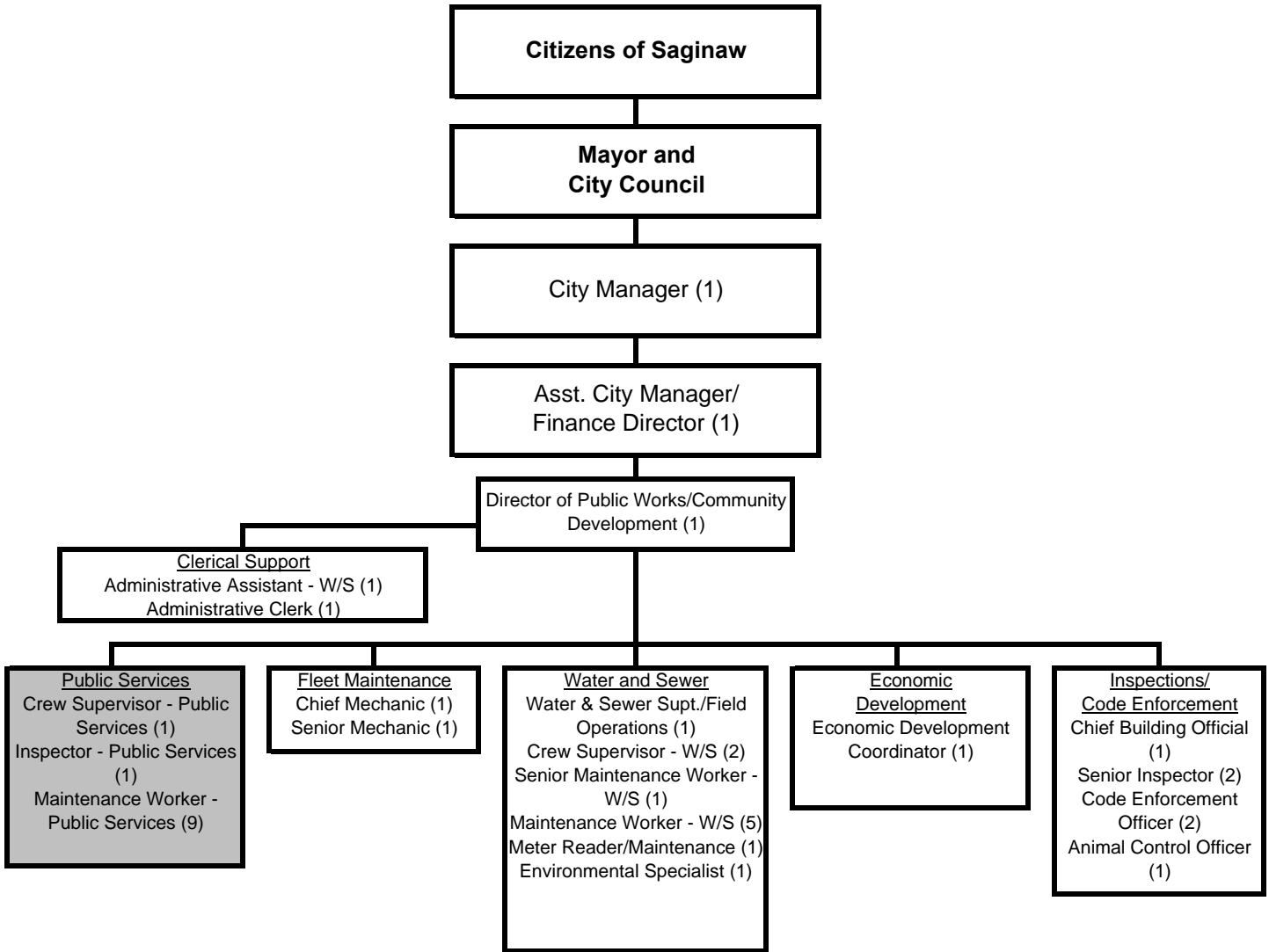
EXPENDITURES BY CATEGORY	ACTUAL 2004-2005	ACTUAL 2005-2006	ACTUAL 2006-2007	REVISED BUDGET 2007-2008	ADOPTED BUDGET 2008-2009
Personal Services	\$ 1,969,598	\$ 2,039,229	\$ 2,252,683	\$ 2,717,265	\$ 2,937,260
Operating	40,008	44,918	74,765	76,250	81,250
Contract Services	6,635	4,056	10,565	10,000	10,000
Capital Outlay	48,345	-	-	-	-
TOTAL EXPENDITURES	\$ 2,064,586	\$ 2,088,203	\$ 2,338,013	\$ 2,803,515	\$ 3,028,510

In Thousands



CITY OF SAGINAW ORGANIZATIONAL CHART AND SCHEDULE OF PERSONNEL 2008-2009

PUBLIC SERVICES



TITLE	FISCAL YEAR			
	05-06	06-07	07-08	08-09
Crew Supervisor - Public Services	1	1	1	1
Inspector - Public Services	1	1	1	1
Maintenance Worker - Public Services	9	9	9	9
TOTAL:	<u>11</u>	<u>11</u>	<u>11</u>	<u>11</u>

The Public Works Department houses the offices listed above. Those positions highlighted in gray are paid out of the Public Services budget.

*The Drainage Utility Fund reimburses this fund for the salaries and benefits of two Maintenance Workers.

**CITY OF SAGINAW
DEPARTMENT DESCRIPTION
2008-2009**

PUBLIC SERVICES

The Public Services Department is divided into three divisions, Streets, Drainage and Building Maintenance. The Field Operations Superintendent oversees this department. The Drainage Utility Fund reimburses this department for the salary and benefits of two maintenance workers. This department provides support to other departments requiring equipment or personnel.

The Streets division of Public Services is responsible for maintenance of streets, sidewalks, right-of-ways and some landscaping of City owned land. They are also responsible for the maintenance and installation of traffic signs and street signs, placing barricades, striping crosswalks, weed control and mosquito control. Six (6) employees have their Pesticide and Herbicide Licenses. The Construction Inspector oversees road and street construction, as well as, utility projects to ensure construction codes are met.

The Drainage division of Public Services is funded through the Drainage Utility Fund that was established in 2005. This division consists of two drainage utility maintenance workers. They are responsible for cleaning and maintaining the existing drainage infrastructure. They are responsible for cleaning culverts and storm drains to improve drainage, prevent flooding and protect the environment. The City has four (4) drainage basins that contain 27 miles of open channel that must be maintained.

The Building Maintenance division of Public Services is responsible for the maintenance of all City owned facilities and buildings (11 buildings). This includes minor remodeling and construction, moving furniture, painting, light bulb replacement, minor electrical problems, a/c and heating unit maintenance and controlling insects and rodents. They also assist the Records Management Officer by moving records to storage and then to the recycling center for destruction.

CITY OF SAGINAW

GOALS, OBJECTIVES AND PERFORMANCE MEASURES

2008-2009

PUBLIC SERVICES

GOAL: To provide for the convenience and safety of the citizens by maintaining public buildings, roadways, signs, signal lights and drainage facilities in a cost effective, courteous and timely manner while stressing teamwork and safety on the job.

ANNUAL OBJECTIVES	2007-2008 PERFORMANCE MEASURES
<ul style="list-style-type: none"> • On call personnel will respond to calls within 30 minutes after receiving the call 100% of the time. 	<ul style="list-style-type: none"> • Personnel responded within 30 minutes 100% of the time.
<ul style="list-style-type: none"> • Replace stolen or damaged signs within 7 days. 	<ul style="list-style-type: none"> • 100% of signs were replaced within 7 days.
<ul style="list-style-type: none"> • Repair 75% of the pot holes within 7 days. 	<ul style="list-style-type: none"> • 100% of potholes repaired within 7 days.
<ul style="list-style-type: none"> • Replace broken sidewalks as scheduled. 	<ul style="list-style-type: none"> • 100% of scheduled sidewalks have been repaired.
<ul style="list-style-type: none"> • Clean debris from all streets twice a year. 	<ul style="list-style-type: none"> • The purchase of a new street sweeper in 07-08 enables us to clean streets twice a year.
<ul style="list-style-type: none"> • Respond to weather emergencies (sand streets, set up barricades, etc.) in a timely manner. 	<ul style="list-style-type: none"> • The appropriate personnel are on call to respond to weather emergencies during inclement weather. In addition, the purchase of two sand spreaders in 07-08 ensures that roads are sanded in a timely manner when the need arises.
<ul style="list-style-type: none"> • Take 100% of records scheduled for destruction to the recycling center within 7 days. 	<ul style="list-style-type: none"> • 100% of records scheduled for destruction were taken to the recycling center within 7 days.
<ul style="list-style-type: none"> • Check storm drains monthly. 	<ul style="list-style-type: none"> • On average, 28 of the 32 storm drains were checked each month.
<ul style="list-style-type: none"> • Clean the six (6) main drainage channels twice a year. 	<ul style="list-style-type: none"> • 60% of the six drainage areas were cleaned twice in 07-08.
<ul style="list-style-type: none"> • Reduce workers compensation claims by promoting safety on the job. 	<ul style="list-style-type: none"> • We had two workers compensations claims in 04-05, four in 05-06, one in 06-07 and one in 07-08.

2009-2013 OBJECTIVES:

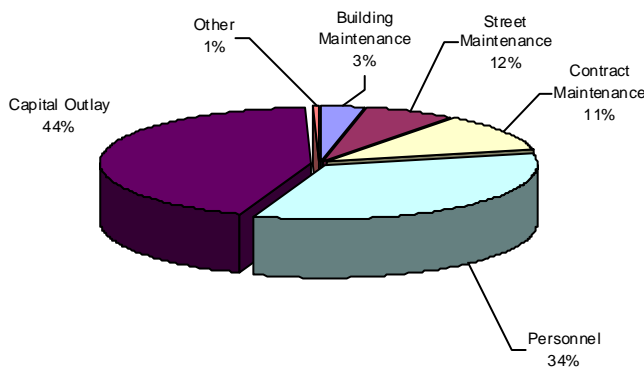
- Maintain a safe work environment so that there are no serious accidents on the job.
- Continue the crack seal program and the sprinkler system maintenance program.
- Continue the city-wide sidewalk replacement program.
- Identify new areas that need drainage improvements and improve them before they become a problem.
- Monitor jobs that have been outsourced to verify work is being done properly and in a timely manner.
- Perform more preventative maintenance on City buildings to reduce major maintenance problems.

PERFORMANCE MEASURES	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET
STREETS					
Scheduled Sidewalk Repairs Completed	100%	100%	100%	100%	100%
Linear Feet of Concrete Paving Installed	7,513	672	432	101	500
Pot Holes Repaired	295	119	158	92	100
Crack Seal Streets (Linear Feet)	Unavailable	79,200	15,188	100	20,000
DRAINAGE					
Culverts Cleaned (Feet)	8,185	10,320	11,850	3,675	10,000
Percent of Storm Drains Checked Monthly(32)	100%	100%	90%	88%	100%
BUILDING MAINTENANCE					
Building Maintenance Jobs Completed	243	308	189	247	250
Sprinkler System Maintenance/Repair Jobs	24	94	23	79	50
OTHER					
Contract Mowing Expenditures	\$83,344	\$93,719	\$128,045	\$121,907	\$150,000
Workers Compensation Claims	2	4	1	1	0

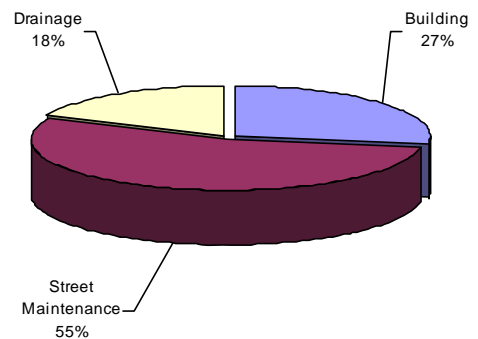
SIGNIFICANT BUDGET INFORMATION:

- Personnel Services includes the City’s portion of employee retirement contributions which is set at 12%. Salaries, taxes and retirement increased because of the implementation of the first phase of the new salary plan. Also included is the 5% raise for those employees not at mid point on the salary plan.
- Operating decreases include an anticipated decrease in building maintenance and repairs expenditures as well as signal light repairs expenditures.
- Contract Services increases include an increase in contract mowing expenditures.
- Capital outlay expenditures include a sidewalk in the Highland Station neighborhood, \$26,000, a metal storage building, \$12,500, a pickup truck, \$18,000, a traffic signal at the intersection of E. Bailey Boswell and Comanche Springs, \$210,000 and a turn lane at E. McLeroy, \$323,900.

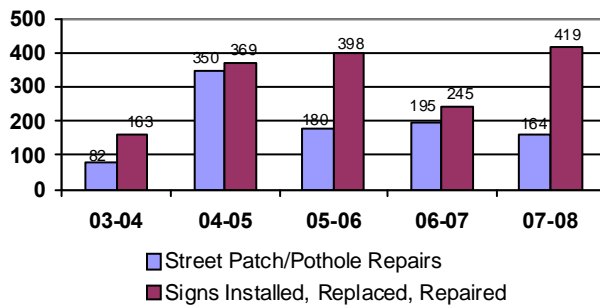
BUDGET DISTRIBUTION



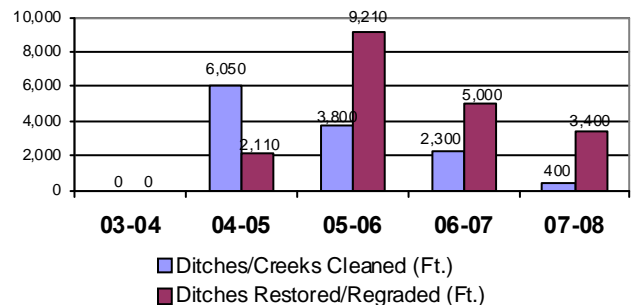
EMPLOYEE DISTRIBUTION



STREETS



DRAINAGE

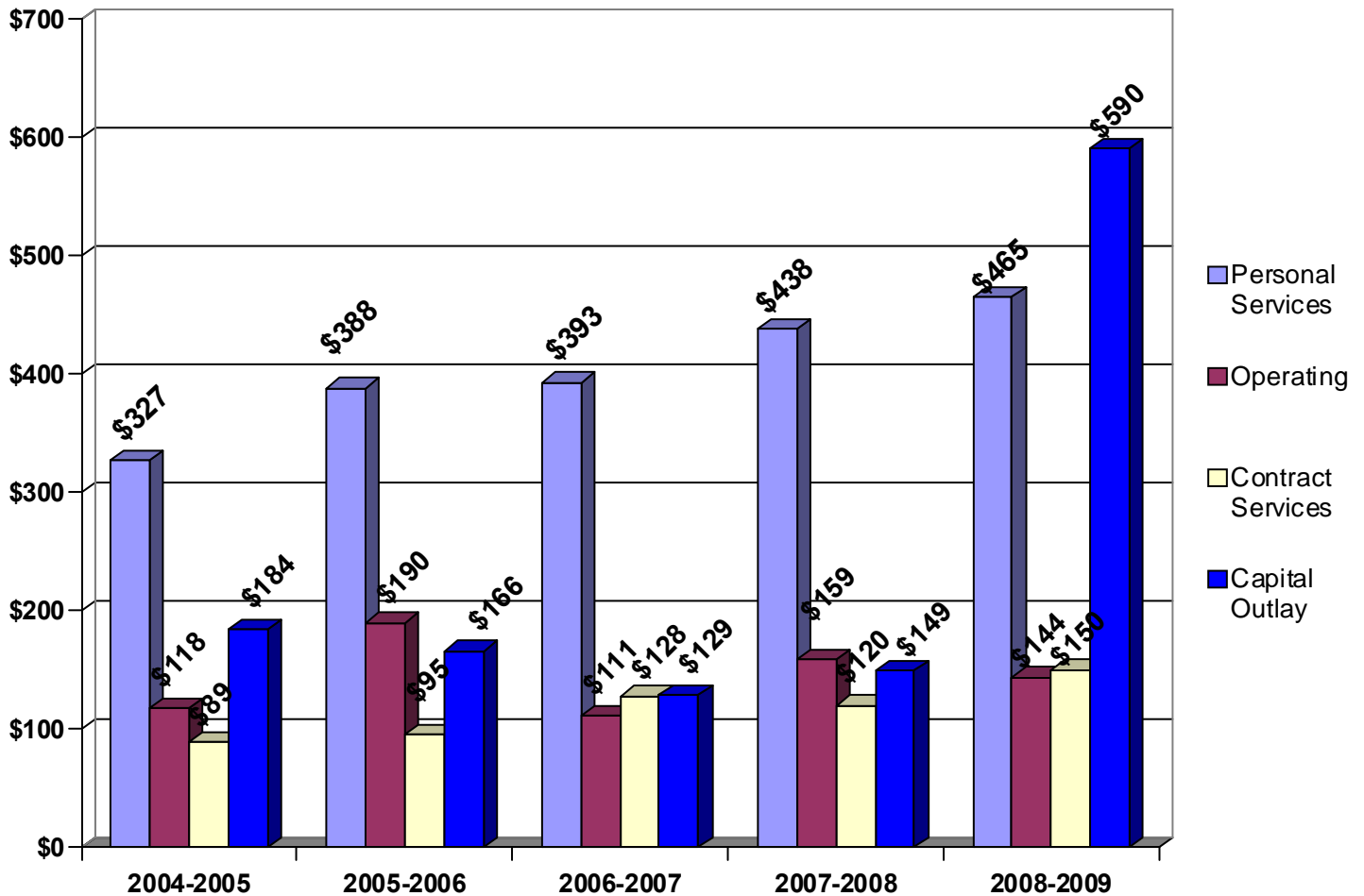


CITY OF SAGINAW EXPENDITURE SUMMARY 2008-2009

PUBLIC SERVICES

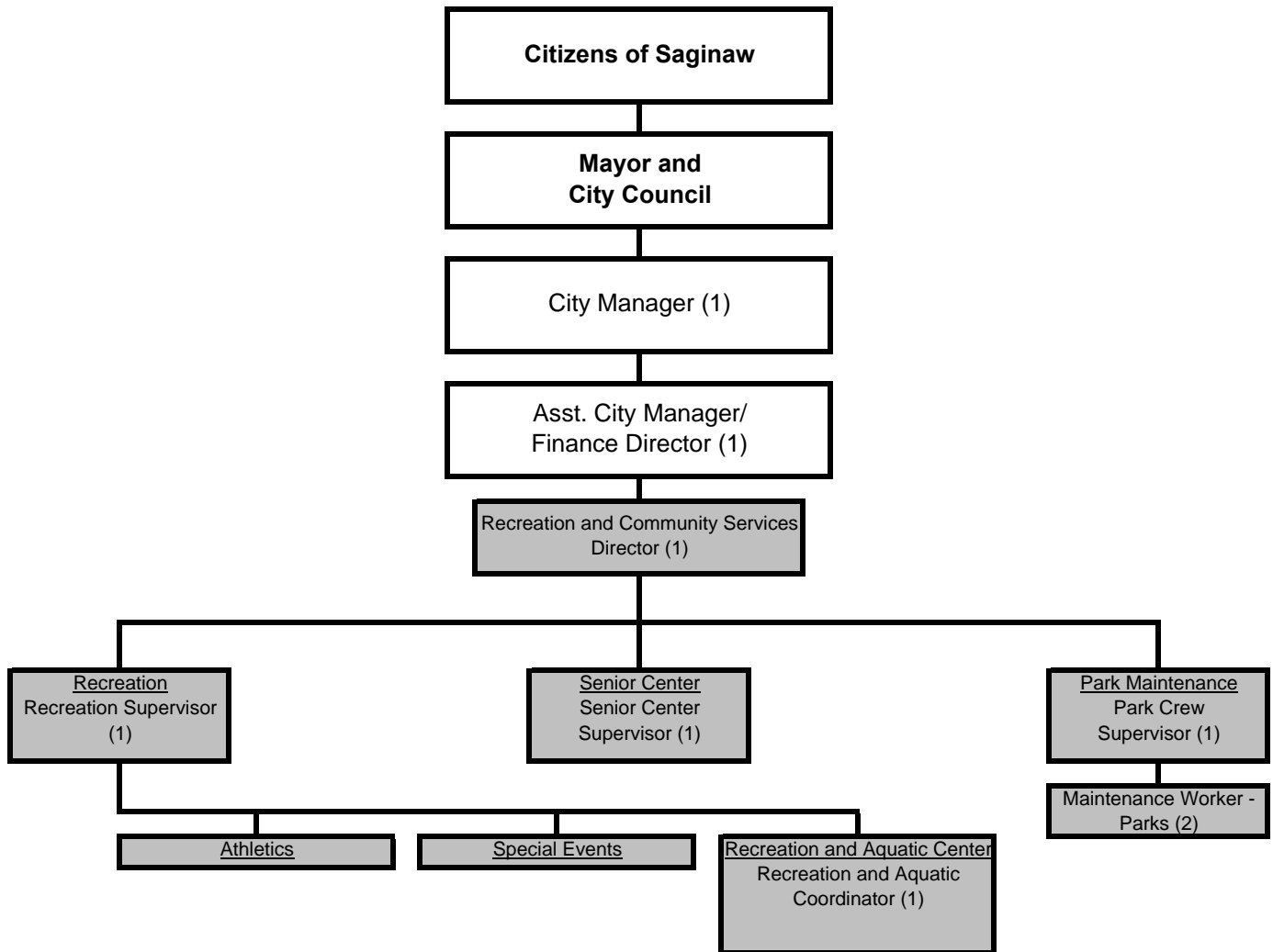
EXPENDITURES BY CATEGORY	ACTUAL 2004-2005	ACTUAL 2005-2006	ACTUAL 2006-2007	REVISED BUDGET 2007-2008	ADOPTED BUDGET 2008-2009
Personal Services	\$ 327,428	\$ 388,402	\$ 392,999	\$ 437,670	\$ 464,955
Operating	117,688	190,003	110,716	159,000	143,580
Contract Services	88,889	95,469	128,046	120,000	150,000
Capital Outlay	183,820	166,202	128,783	148,850	590,400
TOTAL EXPENDITURES	\$ 717,825	\$ 840,076	\$ 760,544	\$ 865,520	\$ 1,348,935

In Thousands



CITY OF SAGINAW ORGANIZATIONAL CHART AND SCHEDULE OF PERSONNEL 2008-2009

RECREATION AND COMMUNITY SERVICES



TITLE	FISCAL YEAR			
	05-06	06-07	07-08	08-09
Recreation and Community Services Director	1	1	1	1
Recreation Supervisor	1	1	1	1
Athletic Program Coordinator	1	1	1	0
Senior Center Supervisor	1	1	1	1
Park Crew Supervisor	0	1	1	1
Maintenance Worker - Parks	0	2	2	2
Recreation and Aquatic Coordinator	0	0	0	1
TOTAL:	<u>4</u>	<u>7</u>	<u>7</u>	<u>7</u>

Those positions highlighted in gray are paid out of the Recreation and Community Services budget.

CITY OF SAGINAW

DEPARTMENT DESCRIPTION

2008-2009

RECREATION AND COMMUNITY SERVICES

The Recreation and Community Services Department is responsible for the promotion, organization, implementation and evaluation of a wide variety of leisure programs for youth and adults in the community. These leisure programs and facilities include: the operation of the Saginaw Recreation Center, Community Center, Senior Citizen's Center (Log Cabin), Saginaw Aquatic Center, educational and recreational programs, health/fitness programs, special events, adult athletics, youth camps and facility reservations.

The Saginaw Recreation Center includes four multi-purpose activity rooms, a full-size gymnasium, a performance area, a fully equipped fitness center and weight room, restroom/locker/shower facilities and a racquetball court. The Recreation Center also has room rentals and very low-cost annual membership opportunities. The Saginaw Aquatic Center includes a six-lane lap pool, a large water slide, a zero-grade children's play area with a water playground, a small train slide, several spray features, two group pavilions, showers/lockers/restroom facilities, a concession stand and plenty of shade. The Aquatic Center also has pool and pavilion rentals and very low-cost annual membership opportunities. The Recreation and Community Services Department is staffed by the Director of Recreation and Community Services, a Recreation Supervisor, a Senior Center Supervisor, a Parks Supervisor, a Recreation/Aquatic Programs Coordinator, two Parks Maintenance Workers, five part-time Customer Service Associates at the Recreation Center and 36 seasonal Aquatic Center employees (3 head lifeguards, 27 lifeguards and 6 customer service associates).

The Director of Recreation and Community Services is responsible for the administration and long/short range planning for a department that includes budget management, customer service management, department personnel (full, part-time and seasonal), seven city parks (maintenance, repair, renovation, planning and enhancement), facility management (Recreation Center, Community Center, Log Cabin Senior Center, Aquatic Center), facility and park pavilion rental management, recreation/leisure programs, senior adult programs, visual/performing arts, concerts in the park, special events, athletic leagues (basketball, softball, volleyball), web site management (City web site, employee intranet), newsletter management (City newsletter, employee newsletter), City wellness program coordinator and aquatic program management. This position serves as a liaison between the Parks Advisory Board and the City Manager, Mayor, City Council and City Staff.

The Recreation Supervisor manages the Recreation Division which includes all recreation programs, special events, youth recreation camps and aquatic activities, programs and services. This position is responsible for a complexity of duties including personnel management of full, part-time and seasonal staff, fiscal accountability and the supervision of the Saginaw Recreation Center, Aquatic Center and Community Center. This position also plans and manages all athletic leagues and tournaments which include adult softball, adult basketball, adult volleyball, and youth sport camps.

The Senior Center Supervisor plans all senior center programs, classes and activities for our senior adult community. This position is responsible for a complexity of duties including personnel management of volunteers, fiscal accountability, supervision of the Saginaw Senior Center (Log Cabin) and all senior adult activities, programs, and services.

The Parks Supervisor manages the Parks Division which includes the day-to-day maintenance, renovation and enhancement of all seven city parks (100+ acres). This division is responsible for all park repairs, sprinkler systems, trail lights, playgrounds, cleaning park restrooms, picking up trash from trash cans and in the parks, ball field maintenance (five nights per week), four outdoor tennis courts, two outdoor basketball courts, City of Saginaw park projects, Parks Advisory Board projects, removing graffiti, facility maintenance for two recreation centers, one senior center and one aquatic center.

The Recreation/Aquatic Programs Coordinator plans all recreational/leisure programs and classes, special events, youth recreation camps and all aquatic activities, programs and services. This position is also responsible for the personnel management of seasonal aquatic staff, and the fiscal accountability and the supervision of the Saginaw Aquatic Center.

CITY OF SAGINAW

GOALS, OBJECTIVES AND PERFORMANCE MEASURES

2008-2009

RECREATION AND COMMUNITY SERVICES

GOAL: To improve the quality of life for citizens of all ages by providing a variety of recreational and leisure activities, special events, aquatic and athletic programs, visual and performing arts, facilities, and services that encourage life enrichment, health and fitness and fun. To provide safe, enjoyable, and quality programs that meet the needs of citizens of all ages and ensure customer satisfaction.

ANNUAL OBJECTIVES		2007-2008 PERFORMANCE MEASURES
<ul style="list-style-type: none"> Renovate and enhance recreation facilities & parks to better meet the needs of the citizens. 		<ul style="list-style-type: none"> New playground installed at Willow Creek Park; new swing set installed at Highland Station Park; Willow Creek Park ball field improvements (fencing, infield dirt/leveling); trail light replacement at Willow Creek and Highland Station Parks; new pavilion at William Houston Park; new restroom at William Houston Park; and sidewalk addition and replacement at Willow Creek Park.
<ul style="list-style-type: none"> Develop a youth & adult swimming program that includes: swim team, swim lessons, water aerobics, outdoor movie night, teen nights, special resident only days, etc. 		<ul style="list-style-type: none"> Provided swim lessons, lifeguard training and hosted two Certified Pool Operators License courses. In addition, we will add Water Safety Instructor courses in 08-09.
<ul style="list-style-type: none"> Solicit grants, sponsorships and donations to help offset the annual budget. 		<ul style="list-style-type: none"> Raised \$7,620 in sponsorships and donations.
<ul style="list-style-type: none"> Increase awareness and usage of municipal rental facilities. 		<ul style="list-style-type: none"> Facility and pavilion rental revenues increased 38%.
<ul style="list-style-type: none"> Increase youth camps to 4 per year. Improve youth recreational camps and teen programs. 		<ul style="list-style-type: none"> Held 4 successful youth camps.
<ul style="list-style-type: none"> Increase participation in Senior activities by updating the building, improving programs, meals and transportation, 		<ul style="list-style-type: none"> Ended meal program and added bridge club. Purchased new chairs and ADA accessible toilets.
<ul style="list-style-type: none"> Establish community involvement programs with residents and business owners. 		<ul style="list-style-type: none"> Entered into a field usage agreement with Eagle Mountain Soccer Association. Held two health screenings for residents and two Carter blood drives.
<ul style="list-style-type: none"> Expand and enhance performing arts program. 		<ul style="list-style-type: none"> Hosted nine concerts in 07-08 (up from six in 06-07). Hosted the Eagle Mountain / Saginaw ISD Art Show. Hosted the Saginaw Chamber of Commerce "Taste of Northwest".
<ul style="list-style-type: none"> Increase membership and program participation by 5%, while retaining current members. 		<ul style="list-style-type: none"> There are 2,463 members, a slight decrease from 06-07.
<ul style="list-style-type: none"> Maintain a safe recreational environment by being accident free. 		<ul style="list-style-type: none"> There was one major accident at the Recreation Center in 07-08.
<ul style="list-style-type: none"> Increase revenues by 10% and maintain a stable revenue base. 		<ul style="list-style-type: none"> Revenues increased 30% in 07-08.
<ul style="list-style-type: none"> Communicate more effectively with citizens by using the website, newsletter and email alerts. 		<ul style="list-style-type: none"> Website usage and e-mail alerts have increased.

2009-2013 OBJECTIVES:

AQUATIC CENTER

- Plan, develop, and successfully manage the Aquatic Center.
- Develop a Youth & Adult swimming program that includes: swim team, swim lessons, water aerobics, outdoor movie night, teen nights, special resident only days, etc.

PARKS

- Expand the Parks Maintenance Division of this department to better manage, maintain and enhance our seven municipal parks.
- Consider designing and building a Tree Farm & Greenhouse to grow our own plants, shrubs and trees.
- Consider establishing a Christmas Tree Drop off program so we could mulch the trees and use the mulch for landscaping projects.
- Develop and update our Parks Master Plan.
- Consider developing park land on the east and west side of Highland Station Park.
- Consider building new pavilions/picnic areas at Willow Creek Park.
- Establish a linear trail/parks system throughout the City (Highland Station area to Willow Creek Park).
- Build new pavilions/picnic areas at Sagewood, Willow Creek and William Houston parks.
- Apply for and secure grants from the Texas Parks and Wildlife Department.

RECREATION

- Add additional classes and activities at the Recreation Center, Senior Center and Community Center.
- Establish new (large) outdoor performing and visual art festivals.
- Develop youth basketball and volleyball leagues and camps.
- Consider expanding the Recreation Center by increasing the size of the fitness center and adding two additional racquetball courts.
- Consider building a four-field, revenue producing softball complex.
- Secure contract with a financial corporation to provide an Automated Teller Machine (ATM) at the Recreation Center.
- Consider hiring a Tourism/Special Event/Sponsorship staff member to solicit for sponsorships for all functions and establish/manage special events/festivals.

SENIORS

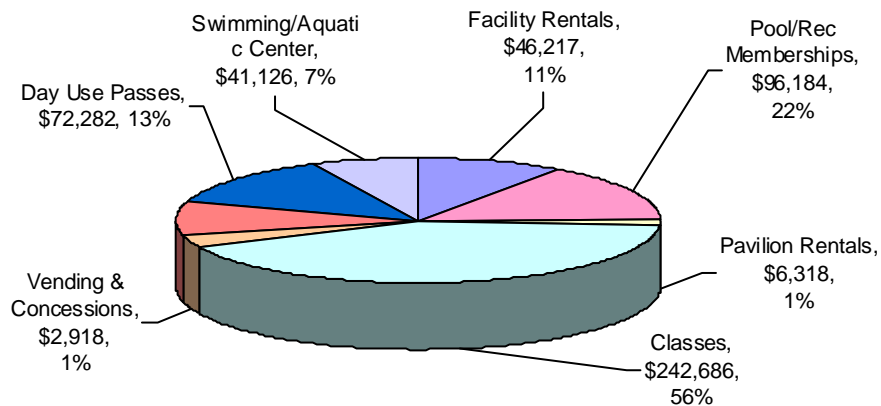
- Consider adding an additional room to the Senior Citizen's Center.
- Consider adding a transportation vehicle (van) for the Senior Citizen's Center or increasing the number of days the transportation service takes seniors to appointments.

PERFORMANCE MEASURES	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET
% of Self-Supported Recreation Programs	100%	100%	100%	100%	100%
Total # of Senior Center Participants	8,850	7,828	11,869	11,858	12,000
Total # of Recreation Program Participants	18,180	18,699	17,537	16,908	17,000
Total # of Special Event Participants	1,904	2,991	5,220	3,661	4,000
Total # of Recreation Center Participants (Member Daily Usage ONLY)	57,950	53,006	46,784	54,519	55,000
Total # of Athletic Teams	146	173	175	255	275
Prepare Ball Fields Before Each Game	87%	96%	100%	100%	100%
Trash Cans in Parks Emptied Twice Daily	60%	98%	100%	100%	100%
Web Site Usage	50,611	67,059	72,755	81,157	85,000
E-mail Notification Program Participants	206	458	679	885	950
Recreation Revenues	\$303,466	\$326,327	\$434,980	\$563,004	\$575,000
Workers Compensation Claims	0	0	1	1	0

SIGNIFICANT BUDGET INFORMATION:

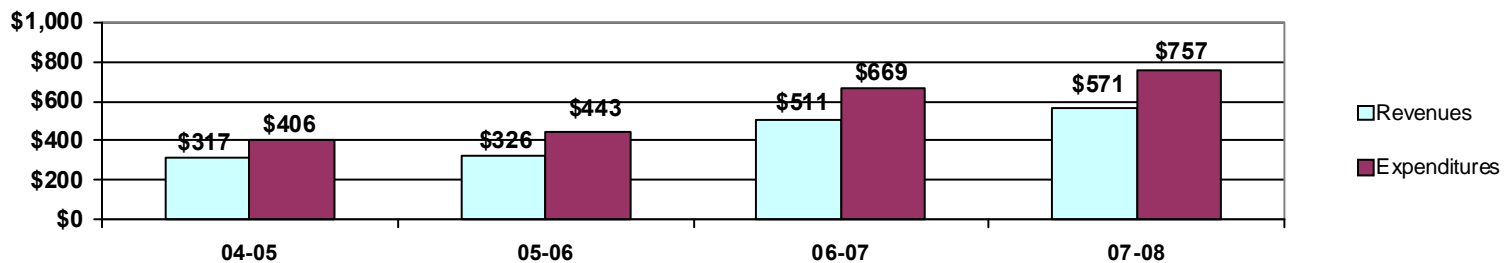
- Personnel Services includes the City’s portion of employee retirement contributions which is set at 12%. Salaries, taxes and retirement increased because of the addition of a part time Parks Maintenance Worker and implementation of the first phase of the new salary plan. Also included is the 5% raise for those employees not at mid point on the salary plan.
- Operating increases include anticipated data processing and office supplies expenditures.
- Contract Services decreased due to changes in the classes/programs offered at the Recreation Center.
- Capital Outlay expenditures include replacement of tables and chairs and the Recreation Center.

REVENUE SOURCES



REVENUE/EXPENDITURE COMPARISON

In Thousands

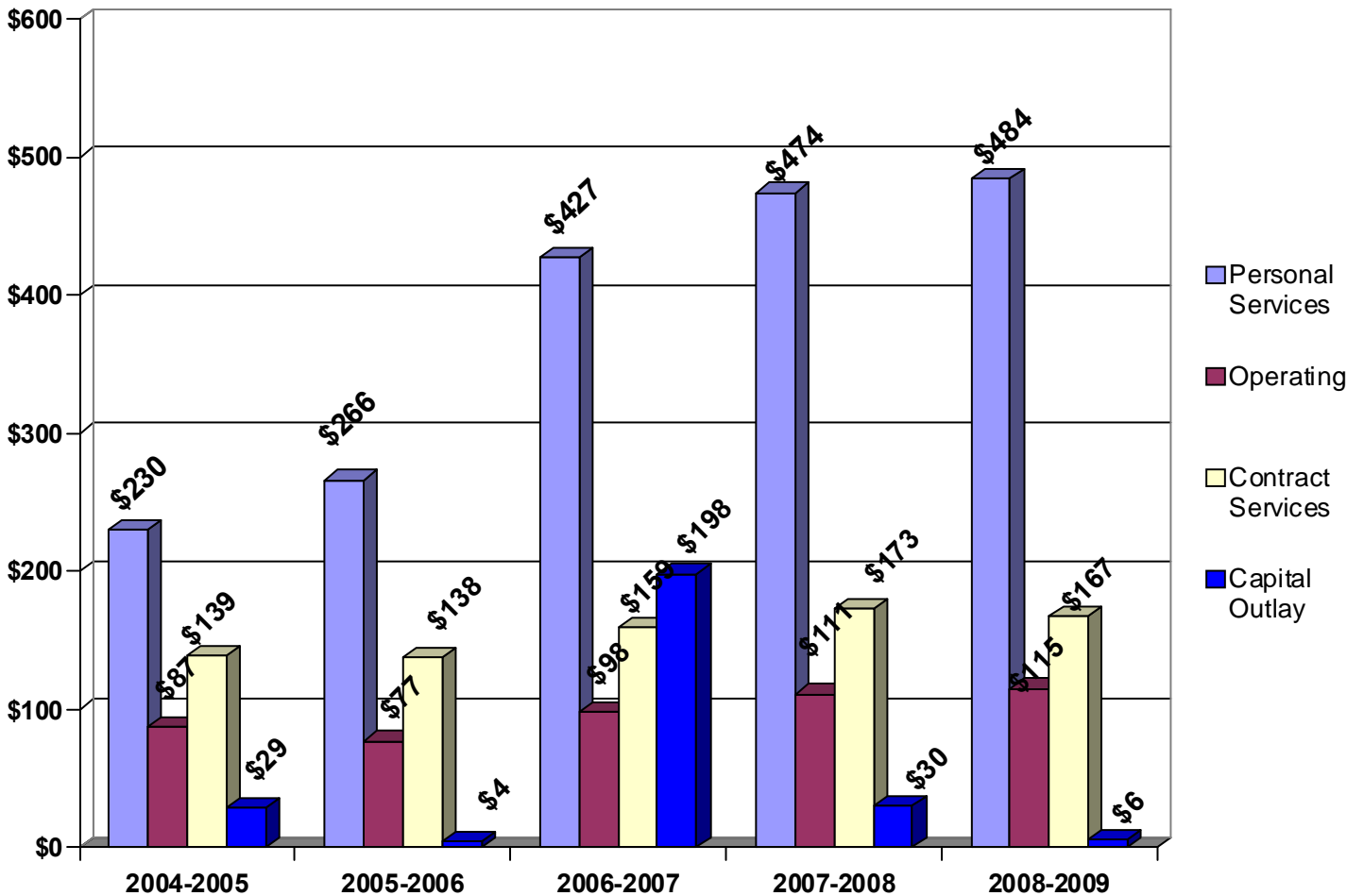


CITY OF SAGINAW EXPENDITURE SUMMARY 2008-2009

RECREATION AND COMMUNITY SERVICES

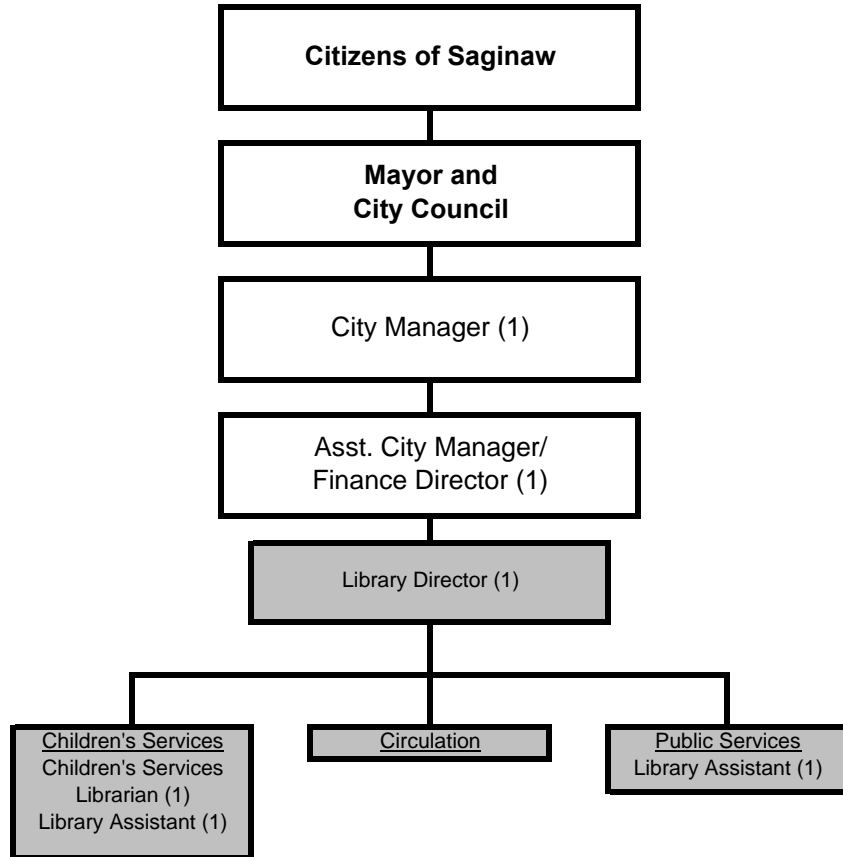
EXPENDITURES BY CATEGORY	ACTUAL 2004-2005	ACTUAL 2005-2006	ACTUAL 2006-2007	REVISED BUDGET 2007-2008	ADOPTED BUDGET 2008-2009
Personal Services	\$ 229,610	\$ 265,618	\$ 426,680	\$ 473,590	\$ 483,620
Operating	87,051	77,260	97,899	110,650	114,700
Contract Services	139,248	138,301	158,591	172,500	166,500
Capital Outlay	28,750	4,113	197,550	30,445	6,250
TOTAL EXPENDITURES	\$ 484,659	\$ 485,292	\$ 880,720	\$ 787,185	\$ 771,070

In Thousands



CITY OF SAGINAW ORGANIZATIONAL CHART AND SCHEDULE OF PERSONNEL 2008-2009

LIBRARY



<i>TITLE</i>	<i>FISCAL YEAR</i>			
	<u>05-06</u>	<u>06-07</u>	<u>07-08</u>	<u>08-09</u>
Library Director	1	1	1	1
Children's Services Librarian	1	1	1	1
Library Assistant	2	2	2	2
TOTAL:	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>

Those positions highlighted in gray are paid out of the Library budget.

CITY OF SAGINAW

DEPARTMENT DESCRIPTION

2008-2009

LIBRARY

The Library is responsible for fulfilling the informational, educational, cultural and recreational needs of the community by providing free access to library materials in a variety of formats appropriate for the community. The Library cooperates with other libraries, educational institutions, and community agencies in order to provide optimum services. These services have been broadened by participation in the TexShare program and Audios on the Go.

Library materials are selected in conformance with selection policies set forth by the Library Board and approved by the City Council with the goal of building a balanced collection based on the needs, interests and demands of the community.

The Library Director plans, organizes, develops, coordinates and supervises the library program, represents the Library before the Library Board, various officials, community organizations and the general public and recommends policies to the Board and implements policies set by the Board. The Director orders all adult materials and assists in all operational areas of the Library as needed.

The Children's Services Librarian and the full-time Library Assistant select, order, process juvenile materials and review the juvenile collections periodically. They assist young patrons with reference work and assist at the circulation desk. The Children's Services Librarian prepares and presents children's and teen's programs that are educational and entertaining with the goal of stimulating interest in reading and learning.

The Public Services division staff classify and catalog materials, process and make materials shelf-ready, keep records on delinquent accounts, send fine notices, place overdue names on the phone tree, maintain records on lost or damaged materials, assist patrons with reference work and maintain the inventory of library materials, which are all computerized. One of these library assistants serves both in Public Services and Circulation and keeps track of all patron application cards.

Circulation division employees check out materials to patrons, serve as reference assistants by helping patrons locate materials on the computer and on the shelves, receive returned materials and re-shelve them, assess and collect fines for overdue items, order interlibrary loan items for patrons and assist with programs and other duties as needed.

The Library Board of Directors exercises advisory supervision over the Library through cooperation with the Library Director. The Board has the duty and power of making, adopting and enforcing all policies, rules and regulations governing the use of the Library and library materials and may exercise the authority to contract with County or other governmental authorities for the extension of library services. The Board administers gifts and donations to the Library; however, Board decisions are subject to approval or veto by the City Manager and the City Council.

CITY OF SAGINAW

GOALS, OBJECTIVES AND PERFORMANCE MEASURES

2008-2009

LIBRARY

GOAL: To fulfill the informational, educational, cultural and recreational needs of the community by providing access to library materials in a variety of formats and by building a balanced collection of materials based on the needs, interests, and demands of the community. To offer the opportunity and encouragement for citizens to educate themselves, keep abreast of progress in all fields of knowledge, discover and develop an appreciation of arts and literature and develop and increase enjoyment of reading.

<u>ANNUAL OBJECTIVES</u>	<u>2007-2008 PERFORMANCE MEASURES</u>
<ul style="list-style-type: none"> To meet and exceed the State average materials per capita as our population increases. 	<ul style="list-style-type: none"> The State average materials per capita is 2.25 and our average materials per capita is 2.85.
<ul style="list-style-type: none"> To increase patron visits and program attendance by 10%. 	<ul style="list-style-type: none"> Patron visits increased 6%; program attendance increased 3%. Continued the senior citizen's homebound program.
<ul style="list-style-type: none"> Increase the number of hours donated by volunteers and use only capable volunteers. 	<ul style="list-style-type: none"> Volunteers donated 1984 hours, a slight increase over last year.
<ul style="list-style-type: none"> Take a full inventory of materials every other year and a partial inventory the alternate year. 	<ul style="list-style-type: none"> A professional assessment of materials was completed in 2004. The reference area was inventoried in 05-06, and some non fiction and DVDs were inventoried in 06-07. In 07-08, portions of adult non-fiction and all DVDs were inventoried.
<ul style="list-style-type: none"> Apply for and receive at least two (2) grants and two (2) other donations each year. 	<ul style="list-style-type: none"> The Library received two (2) grants totaling \$8,077 and lots of program sponsorships.
<ul style="list-style-type: none"> To meet the demand for increased library services by adding staff, increasing hours and adding computers for public use. 	<ul style="list-style-type: none"> Two part-time employees have been added since 2005. The Library is now open three additional hours on Saturdays. There are 10 internet terminals available for public use.
<ul style="list-style-type: none"> Increase access to library materials by reshelving materials returned from circulation within 24 hrs. 	<ul style="list-style-type: none"> 100 % of materials returned from circulation were reshelved within 24 hours. In addition, we are following the State's recommendation to not use top and bottom shelves for safety and convenience reasons.
<ul style="list-style-type: none"> Help children develop an interest in reading by making reading fun and offering programs after school and at remote locations in an effort to involve more children in reading. 	<ul style="list-style-type: none"> 6,888 children participated in the Summer Reading program in 07-08. The Childhood Development Center brought children to the library for special programs. Saginaw Elementary School also brought students to the library for story time. We also participated in a National READ-A-THON in 07-08. We hosted 1st graders from High Country Elementary School. We also host tutoring classes every Saturday morning during the school year for K - 8th grade, and we subscribe to tutor.com to help K - Adults with various subjects.

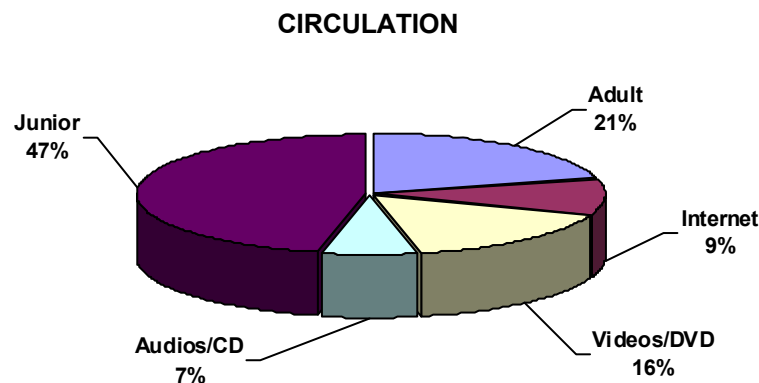
2009-2013 OBJECTIVES:

- Increase operating hours and other services in an effort to meet the needs of the citizens.
- Add more internet computers or Wifi access.
- Continue to inventory materials and weed out unused materials annually.
- Consider a library addition or branch location in order to provide one square foot of space per capita.
- Purchase a large digital sign to be placed by the Library to advertise City programs and events.
- Replace outdated Athena cataloging system.
- Upgrade patron card procedures and add pictures to the cards.

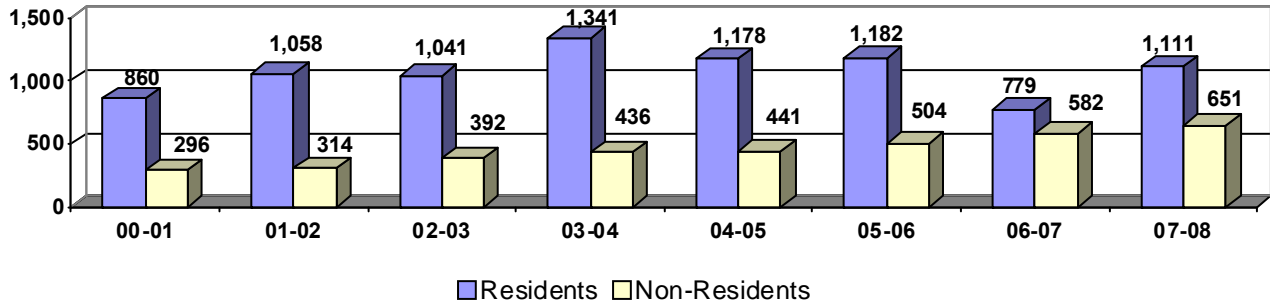
PERFORMANCE MEASURES	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET
Average Monthly Circulation	12,267	12,759	12,842	13,070	13,000
Holdings/Materials	49,180	51,072	53,523	54,853	55,000
Holdings Per Capita	2.81	2.80	2.82	2.85	3.00
New Patrons	1,619	1,686	779	1,111	1,000
Program Attendance	18,941	19,886	19,985	19,424	20,000
% Materials Reshelfed within 24 hours	100	100%	100%	100%	100%
Donated Materials	2,255	7,374	11,662	8,582	8,500

SIGNIFICANT BUDGET INFORMATION:

- Personnel Services includes the City's portion of employee retirement contributions which is set at 12%. Salaries, taxes and retirement increased because of the implementation of the first phase of the new salary plan. Also included are raises for the part time library personnel and the 5% raise for those employees not at mid point on the salary plan.
- Operating decreases include an anticipated data processing expenditure decrease.
- Contract Services decreased due to an anticipated decrease in engineering fees.
- Capital Outlay purchases include additional funds for the new automated cataloging system, \$10,000, a new library card computer, \$4,000, staff desk chairs, \$1,600 and additional shelving and display racks, \$1,645.

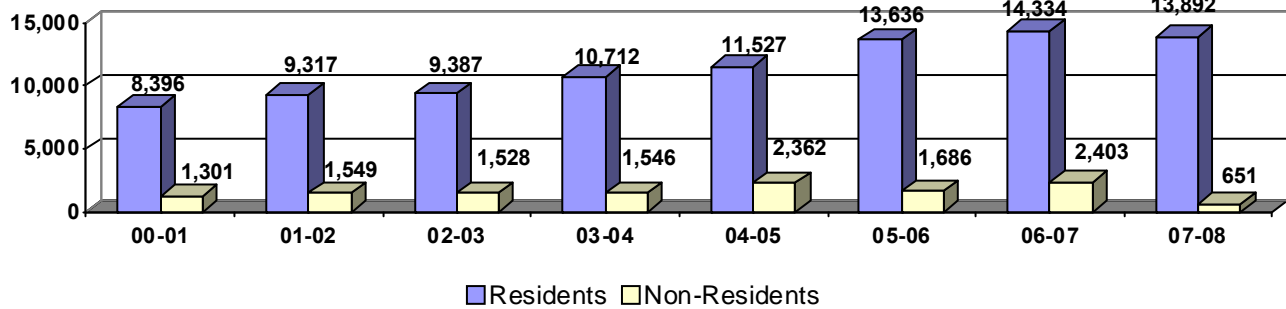


NEW PATRONS



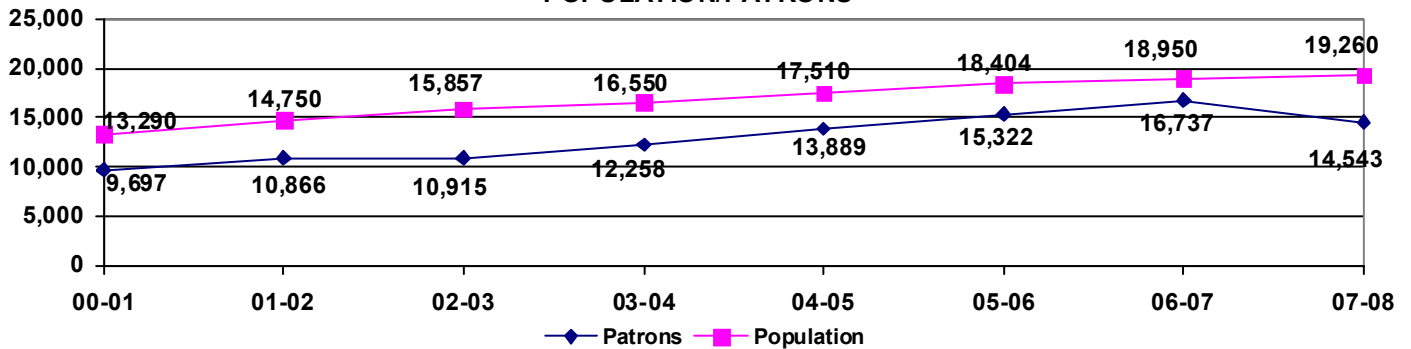
The above chart compares the number of new patrons that are residents and non-residents.

PATRONS



The increase in non-resident patrons is due to development of the area outside Saginaw's city limits.

POPULATION/PATRONS

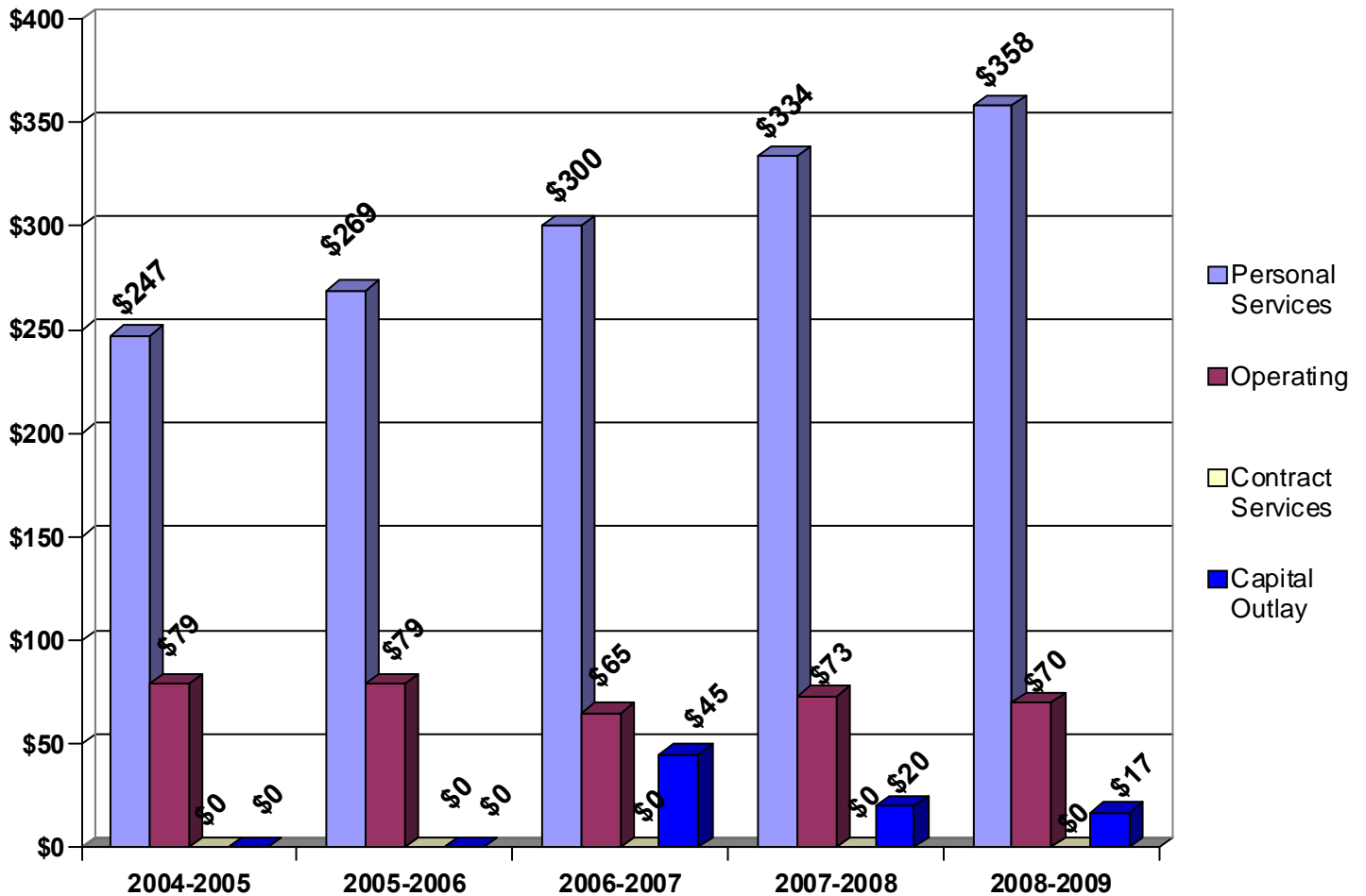


CITY OF SAGINAW EXPENDITURE SUMMARY 2008-2009

LIBRARY

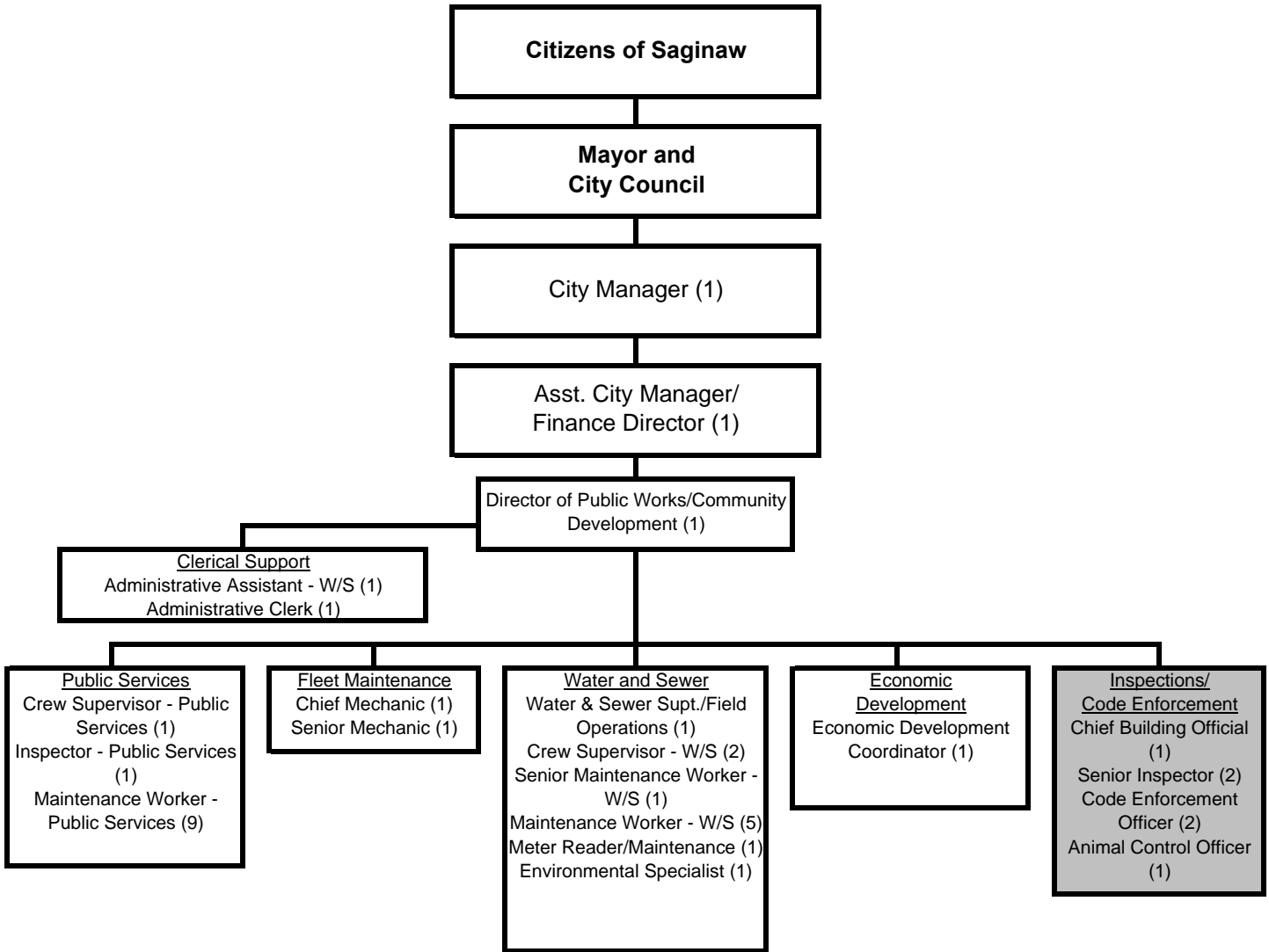
EXPENDITURES BY CATEGORY	ACTUAL 2004-2005	ACTUAL 2005-2006	ACTUAL 2006-2007	REVISED BUDGET 2007-2008	ADOPTED BUDGET 2008-2009
Personal Services	\$ 246,941	\$ 269,485	\$ 300,494	\$ 334,230	\$ 357,690
Operating	78,716	79,107	64,853	72,520	70,415
Contract Services	-	-	-	-	-
Capital Outlay	-	-	45,000	20,000	17,245
TOTAL EXPENDITURES	\$ 325,657	\$ 348,592	\$ 410,347	\$ 426,750	\$ 445,350

In Thousands



CITY OF SAGINAW ORGANIZATIONAL CHART AND SCHEDULE OF PERSONNEL 2008-2009

INSPECTIONS/CODE ENFORCEMENT



TITLE	FISCAL YEAR			
	05-06	06-07	07-08	08-09
Chief Building Official	1	1	1	1
Senior Inspector	0	0	0	2
Inspector	2	2	2	0
Code Enforcement Officer	2	2	2	2
Animal Control Officer	1	1	1	1
TOTAL:	<u>6</u>	<u>6</u>	<u>6</u>	<u>6</u>

The Public Works Department houses the offices listed above. Those positions highlighted in gray are paid out of the Inspections/Code Enforcement budget.

CITY OF SAGINAW
DEPARTMENT DESCRIPTION
2008-2009

INSPECTIONS/CODE ENFORCEMENT

The Inspections/Code Enforcement Department is located at the Public Works facility. This department is staffed by the Chief Building Official, two Senior Inspectors, two Code Enforcement Officers, one Animal Control Officer, and a part-time Permit Technician.

BUILDING INSPECTION DIVISION: This division is responsible for Building Code compliance on all construction, building additions, remodeling and signs. Other duties include registering contractors, issuing permits and inspecting buildings for structural integrity, electrical, mechanical and plumbing code compliance. The Chief Building Official is responsible for attending Development Review Committee (DRC) meetings and Board of Adjustment (BOA) meetings.

The Chief Building Official and Senior Inspectors also provide technical assistance and City Code information to property owners, contractors, engineers and developers on a daily basis. This department maintains a database relating to permits, construction, contractor registration, business licenses and code enforcement.

CODE ENFORCEMENT DIVISION: This division ensures code compliance through enforcement of the City performance standards, ordinances and nuisance abatement. They are responsible for notifying owners of high grass violations, following up to see that the property is mowed and, if not, issuing a work order for mowing by contract services providers. They are also responsible for the abatement of unsafe or hazardous structures.

ANIMAL CONTROL DIVISION: This division maintains the animal shelter and is responsible for controlling stray animals, investigating reports of loose livestock, wild animals and barking dogs. They also have traps that residents can borrow to catch nuisance animals such as skunks, raccoons, armadillos and stray/feral cats. They respond to reports of animal bites and insure that the biting animal is quarantined according to state laws. They investigate reports of "vicious animals" and conduct the necessary hearings.

The animal shelter has 40 kennels and four quarantine pens for holding animals. Once an animal has been impounded, it is assigned to a pen (one animal per pen) with a corresponding pen number. Animals can be viewed from their pens on the City's web page. Citizens can also list lost and found animals on the web page.

CITY OF SAGINAW

GOALS, OBJECTIVES AND PERFORMANCE MEASURES

2008-2009

INSPECTIONS/CODE ENFORCEMENT

GOALS: To minimize the risk to lives, public welfare and property values through quality inspections, code enforcement and animal control. To provide prompt, courteous, and professional service to the citizens and provide humane treatment of animals.

<u>ANNUAL OBJECTIVES</u>	<u>2007-2008 PERFORMANCE MEASURES</u>
<ul style="list-style-type: none"> • To hold Development Review Committee (DRC) meetings with developers monthly. 	<ul style="list-style-type: none"> • DRC meetings were held monthly 100% of the time.
<ul style="list-style-type: none"> • Review 95% of residential building plans within 5 working days. 	<ul style="list-style-type: none"> • 90% of residential building plans were reviewed within 5 working days.
<ul style="list-style-type: none"> • Respond to 95% of inspection requests within 24 hours. 	<ul style="list-style-type: none"> • 100% of inspections were responded to within 24 hours.
<ul style="list-style-type: none"> • Send code violation notices within 24 hours of verification of violation. 	<ul style="list-style-type: none"> • Code violation notices were sent within 24 hours 98% of the time.
<ul style="list-style-type: none"> • Process billing for high grass work orders within 7 days of completion. 	<ul style="list-style-type: none"> • 98% of high grass work orders were processed for billing within 7 days.
<ul style="list-style-type: none"> • Sponsor four low cost animal vaccination clinics per year. 	<ul style="list-style-type: none"> • 4 vaccination clinics were held in 07-08.
<ul style="list-style-type: none"> • Implant 25 additional animals with microchips each year. 	<ul style="list-style-type: none"> • 7 animals received microchip implants for a total of 201 since 2004.
<ul style="list-style-type: none"> • Reduce workers compensation claims by promoting safety on the job. 	<ul style="list-style-type: none"> • We had no workers compensation claims in 04-05, none in 05-06, one in 06-07 and none in 07-08.

2009-2013 OBJECTIVES:

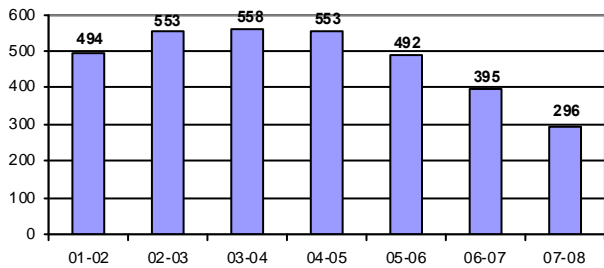
- Achieve a higher level of code compliance through Building Code training and standardization.
- Update building codes as needed.
- Create online inspection service for requesting permits and obtaining results.
- Start an aggressive abatement program.
- Utilize the new animal shelter to house animals longer and therefore provide more opportunities for adoption and animals being returned to their owners.
- Advance animal control personnel to the next level of certification.
- Provide low cost vaccination clinics in order to increase the number of animals that are vaccinated which will help prevent rabies and lower the chances of someone having to take rabies shots if bitten.

PERFORMANCE MEASURES	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET
BUILDING INSPECTION					
New Construction Permits	299	209	127	64	50
# Inspections	11,681	11,918	6,370	3,890	5,000
% Inspections Made Within 24 Hours	98%	100%	100%	100%	100%
Average Inspections Per Inspector	3,894	3,973	2,123	1,297	1,667
CODE ENFORCEMENT					
# High Grass Inspections	339	318	476	717	800
Work Orders Processed for Billing in 7 Days	42%	93%	100%	98%	100%
Total Code Enforcement Calls	2,327	2,086	2,548	3,997	5,000
Code Enforcement Calls Per Employee	1,163	1,043	1,274	1,999	2,500
ANIMAL CONTROL					
Animals Vaccinated at Clinics	758	466	0	322	500
Animals Registered	690	714	693	1171	1000
Animals Microchipped Each Year	40	34	33	7	25
Number of Animals Saved From Euthaniza	257	402	0	651	500
DEPARTMENT			0		
Workers Compensation Claims	0	0	1	0	0

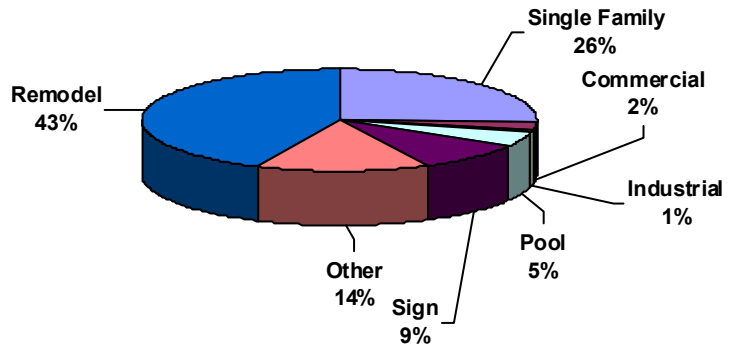
SIGNIFICANT BUDGET INFORMATION:

- Personnel Services includes the City’s portion of employee retirement contributions which is set at 12%. Salaries, taxes and retirement increased because of the implementation of the first phase of the new salary plan. Also included is the 5% raise for those employees not at mid point on the salary plan.
- Operating decreased due to a decrease in anticipated property abatement expenditures.

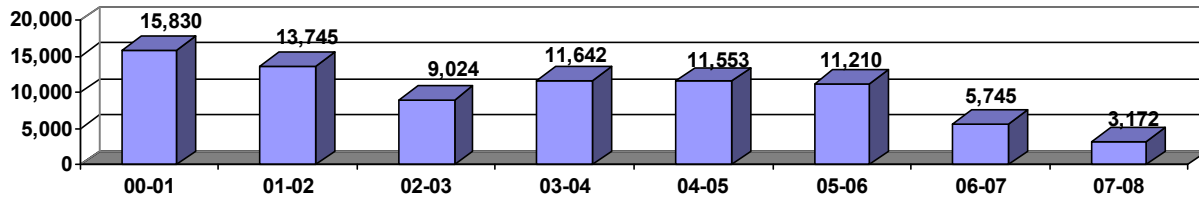
BUILDING PERMITS ISSUED



TYPES OF BUILDING PERMITS

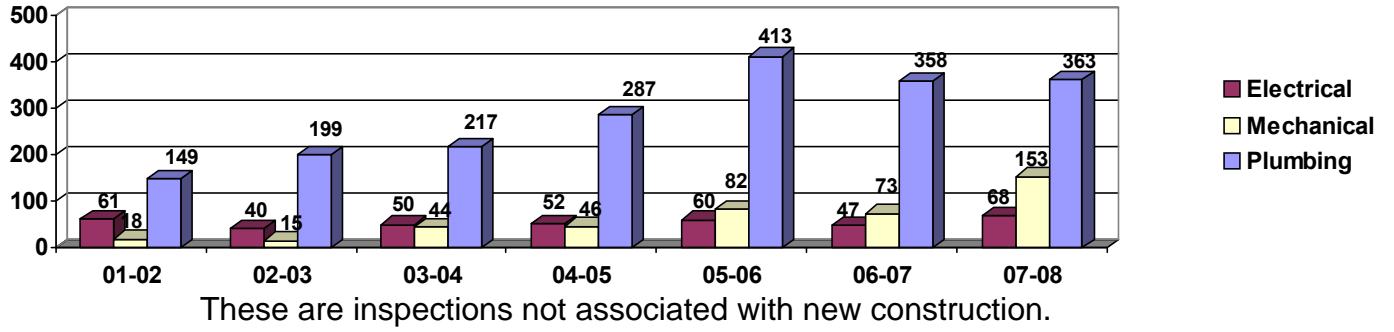


BUILDING INSPECTIONS

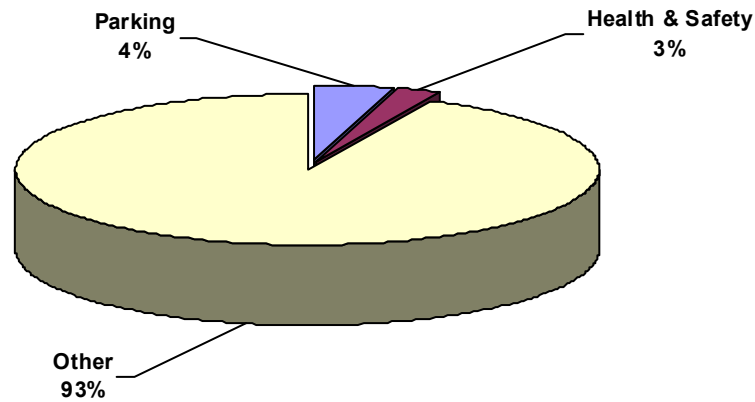


Due to the local economy construction has slowed resulting in fewer inspections.

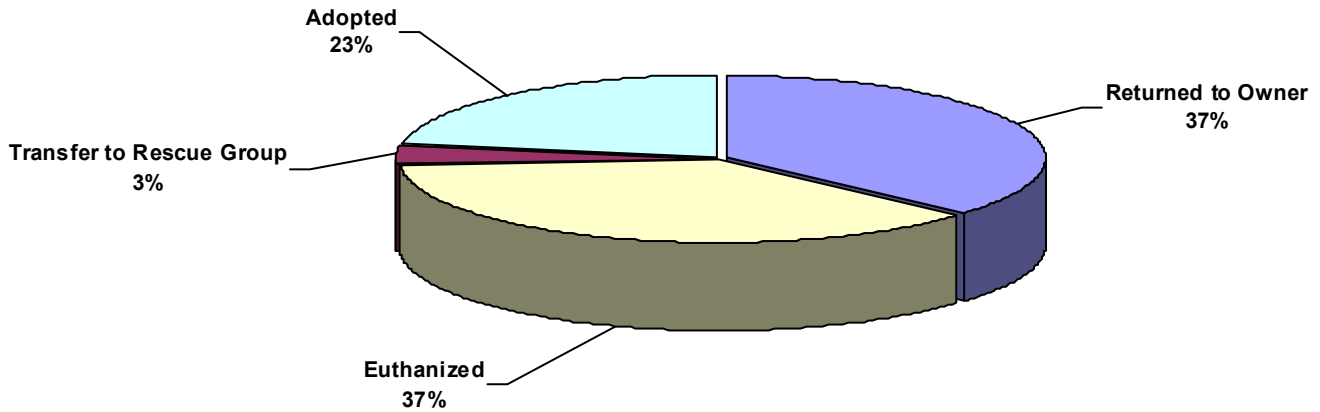
OTHER INSPECTIONS



CODE VIOLATIONS



ANIMAL DISPOSITION



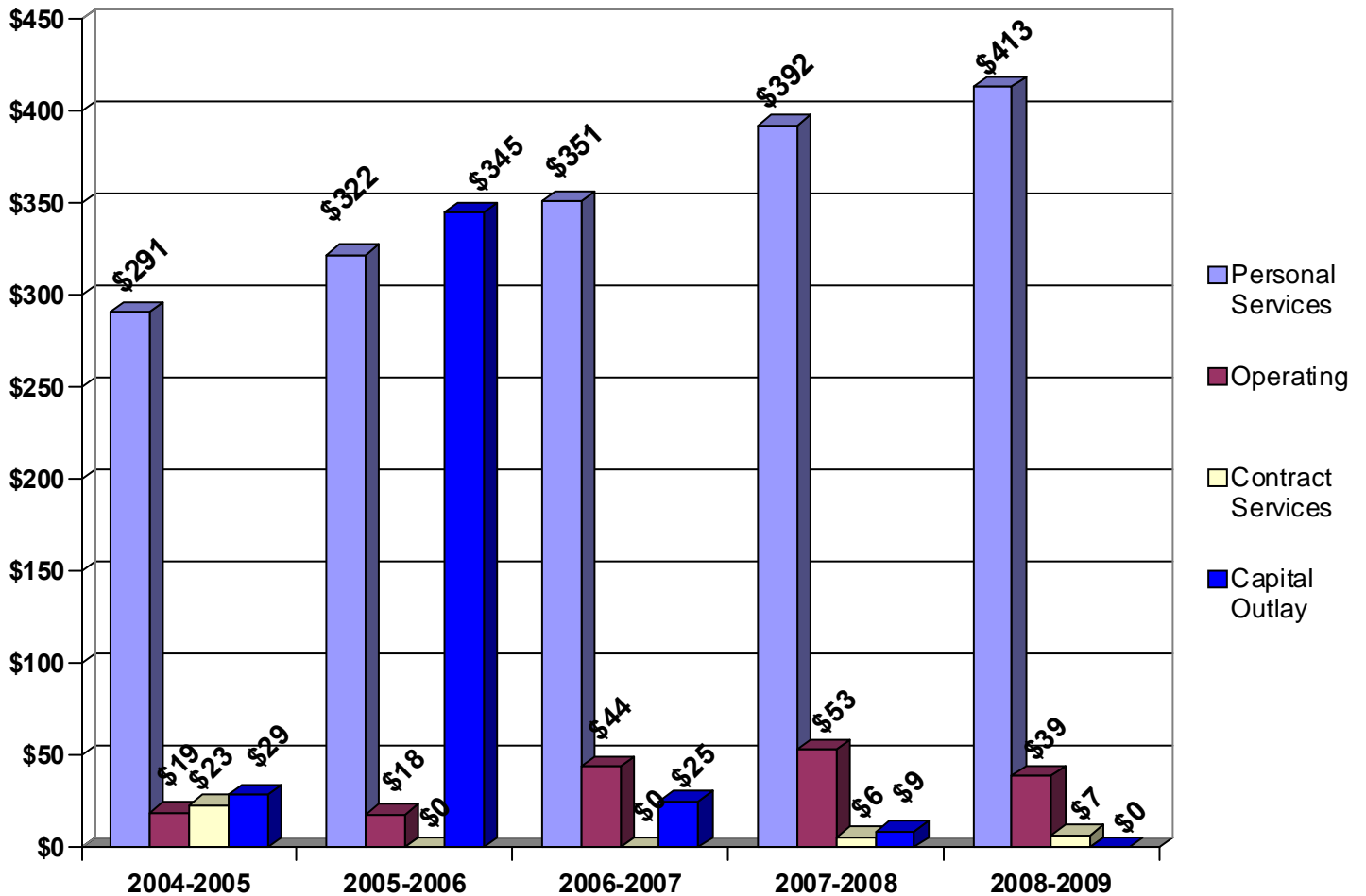
We euthanize animals in-house which costs less than sending them to the Fort Worth Humane Society.

CITY OF SAGINAW EXPENDITURE SUMMARY 2008-2009

INSPECTIONS/CODE ENFORCEMENT

<u>EXPENDITURES BY CATEGORY</u>	<u>ACTUAL 2004-2005</u>	<u>ACTUAL 2005-2006</u>	<u>ACTUAL 2006-2007</u>	<u>REVISED BUDGET 2007-2008</u>	<u>ADOPTED BUDGET 2008-2009</u>
Personal Services	\$ 290,670	\$ 322,148	\$ 350,953	\$ 392,080	\$ 412,585
Operating	19,100	17,774	43,927	53,200	38,780
Contract Services	22,932	-	-	6,000	7,000
Capital Outlay	28,912	344,933	25,034	9,200	-
TOTAL EXPENDITURES	\$ 361,614	\$ 684,855	\$ 419,914	\$ 460,480	\$ 458,365

In Thousands

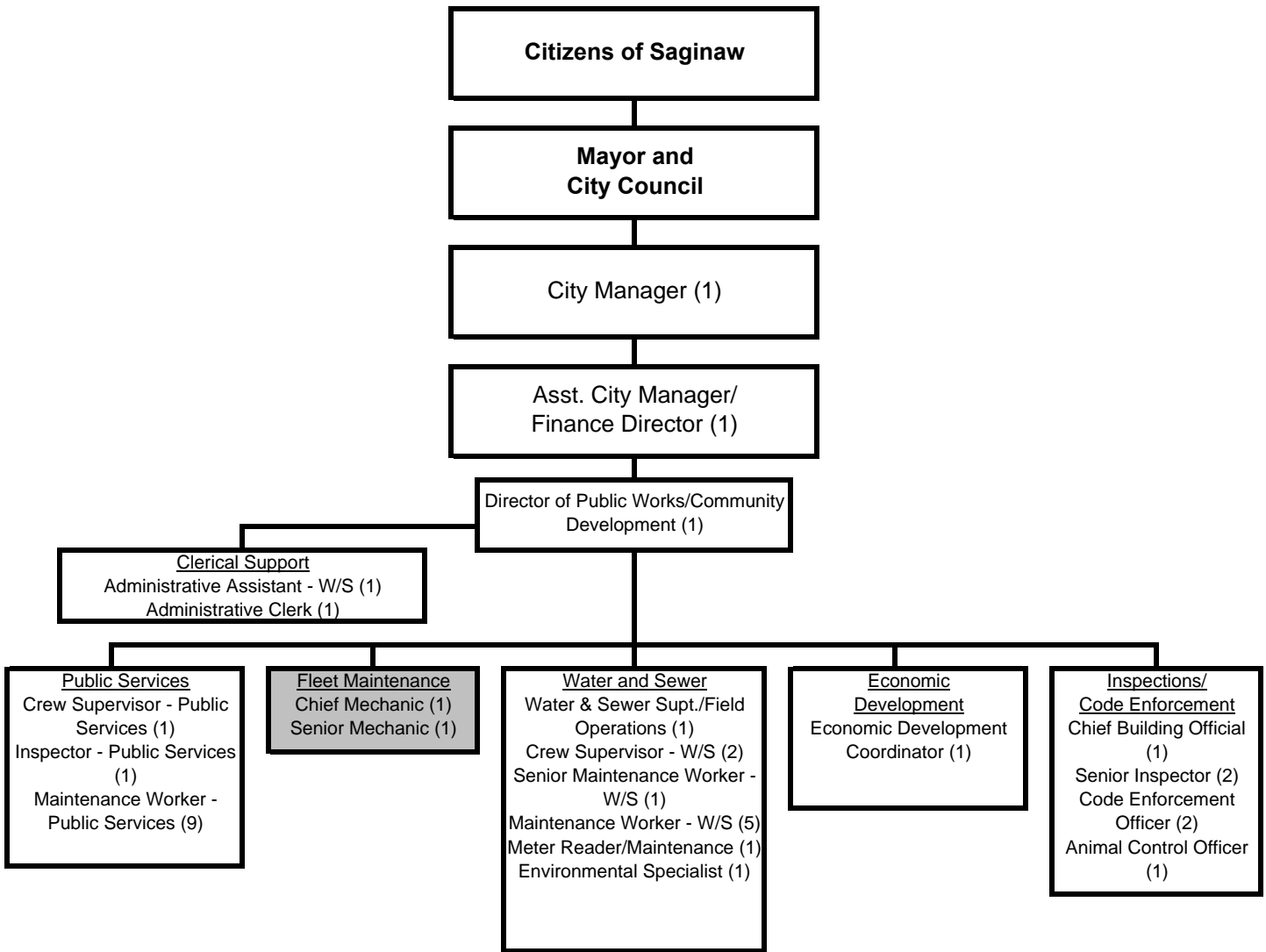


CITY OF SAGINAW

ORGANIZATIONAL CHART AND SCHEDULE OF PERSONNEL

2008-2009

FLEET MAINTENANCE



TITLE	FISCAL YEAR			
	05-06	06-07	07-08	08-09
Chief Mechanic	1	1	1	1
Senior Mechanic	1	1	1	1
TOTAL:	2	2	2	2

The Public Works Department houses the offices listed above. Those positions highlighted in gray are paid out of the Fleet Maintenance budget.

**CITY OF SAGINAW
DEPARTMENT DESCRIPTION
2008-2009**

FLEET MAINTENANCE

This department currently operates with a full-time Chief Mechanic and one full-time Senior Mechanic. The mechanics provide maintenance and repairs to City vehicles and equipment. Gasoline, tires, parts and contract repairs for all vehicles are budgeted in this department. Vehicles are sent out for maintenance only when they cannot be repaired by in-house mechanics due to lack of proper equipment or technical expertise.

The Chief Mechanic is responsible for the day to day management of the garage, trains new employees on proper operation of equipment and works with other departments to control costs of vehicle and equipment repair and maintenance. He also assists processing insurance claims when City equipment is damaged.

It is the responsibility of this department to place all vehicles and equipment on a regular maintenance schedule in order to extend their useful life and insure warranty coverage.

This department is also responsible for following the Texas Commission on Environmental Quality (TECQ) guidelines for waste disposal.

The Chief Mechanic coordinates the disposal of surplus equipment through an auctioneering service. He also provides recommendations to City staff for the purchase of new equipment.

CITY OF SAGINAW

GOALS, OBJECTIVES AND PERFORMANCE MEASURES

2008-2009

FLEET MAINTENANCE

GOAL: To provide quality in-house maintenance and repairs to all City vehicles and motorized equipment in a timely and environmentally safe manner utilizing up-to-date diagnostic and repair equipment and coordinate repairs performed by outside vendors to ensure timely and cost-effective completion.

ANNUAL OBJECTIVES	2007-2008 PERFORMANCE MEASURES
<ul style="list-style-type: none"> Perform 90% of maintenance and repairs in-house. 	<ul style="list-style-type: none"> 95% of maintenance and repairs were performed in-house.
<ul style="list-style-type: none"> To complete in-house minor repairs to vehicles and equipment within 24 hours. 	<ul style="list-style-type: none"> 95% minor repairs to vehicles and equipment were completed within 24 hours.
<ul style="list-style-type: none"> Keep good records so warranties will be effective. 	<ul style="list-style-type: none"> No problems with warranty repairs. A new work order system implemented in 2006 has improved service and repair documentation.
<ul style="list-style-type: none"> Perform preventative maintenance on vehicles and equipment as scheduled. 	<ul style="list-style-type: none"> 95% of preventative maintenance was performed as scheduled.
<ul style="list-style-type: none"> Update Chief Mechanic's and Senior Mechanic's certifications every 5 years. 	<ul style="list-style-type: none"> All certifications are current. Chief Mechanic recertified in 05-06. Senior Mechanic will recertify in 08-09.
<ul style="list-style-type: none"> Update Motor All Data System every three years. 	<ul style="list-style-type: none"> Motor All Data System was updated in 05-06.
<ul style="list-style-type: none"> To comply with the Texas Commission on Environmental Quality guidelines. 	<ul style="list-style-type: none"> The maintenance area was inspected by TCEQ in 06-07 and received a favorable report. No compliance issues occurred in 07-08.
<ul style="list-style-type: none"> Seek ways to recycle oil, filters, Freon, and other items to save money and protect the environment. 	<ul style="list-style-type: none"> Replaced Freon recovery system in 05-06 with an improved refrigerant recovery and recycle system and oil and fuel recovery pumps.
<ul style="list-style-type: none"> Reduce workers compensation claims by promoting safety on the job. 	<ul style="list-style-type: none"> We had two workers compensation claims in 04-05, one in 05-06, one in 06-07 and none in 07-08.

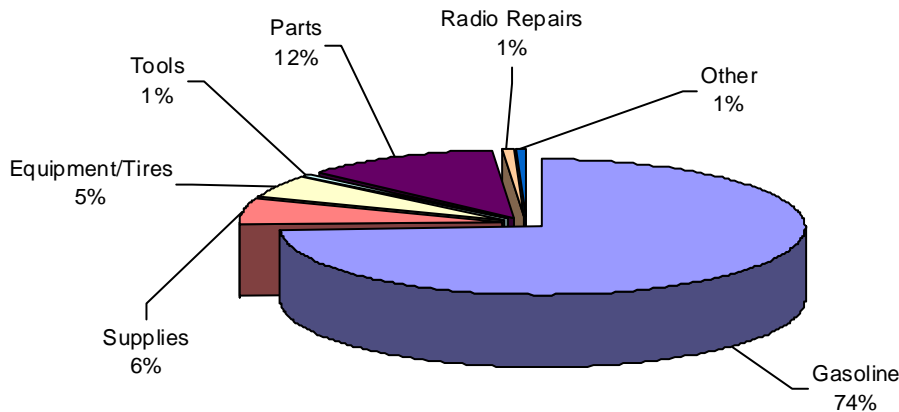
2009-2013 OBJECTIVES:

- Build a 60' x 80' shop with drains and sand/oil sump to be in compliance with future environmental mandates.
- Purchase an antifreeze recycling machine.
- Renew ASE certifications and obtain certifications in other categories.
- Attend school for Pierce fire trucks.
- Seek alternate fuel options.

PERFORMANCE MEASURES	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET
Vehicles in Fleet	70	85	81	88	90
In-house Repairs Per Mechanic	547	504	410	377	400
% Maintenance & Repair Done In-house	75%	90%	95%	95%	95%
% In-house Repaires Completed in 24 Hours	90%	100%	100%	95%	100%
Automotive Service Excellence Certifications	10	10	10	20	25
Workers Compensation Claims	2	1	1	0	0

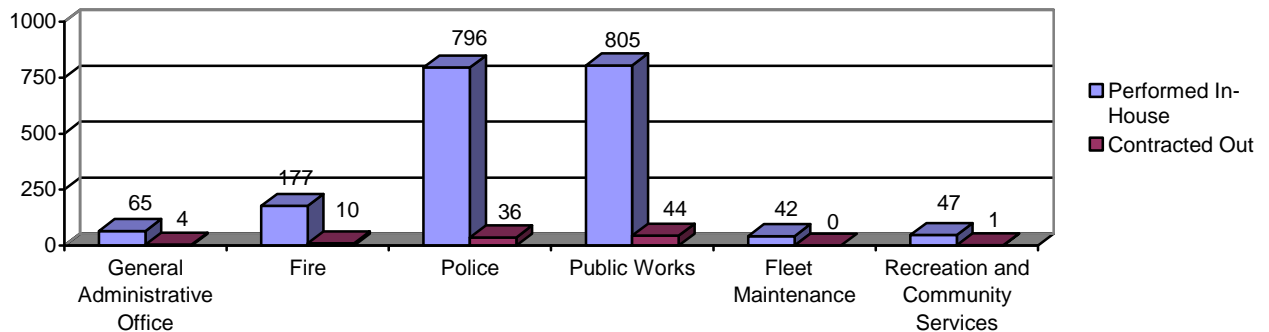
SIGNIFICANT BUDGET INFORMATION:

- Personnel Services includes the City’s portion of employee retirement contributions which is set at 12%. Salaries, taxes and retirement increased because of the implementation of the first phase of the new salary plan. Also included is the 5% raise for those employees not at mid point on the salary plan.
- Operating increases include increased fuel expenditures as well as parts and supplies expenditures increases.



OPERATING BUDGET

VEHICLE REPAIR BY DEPARTMENT

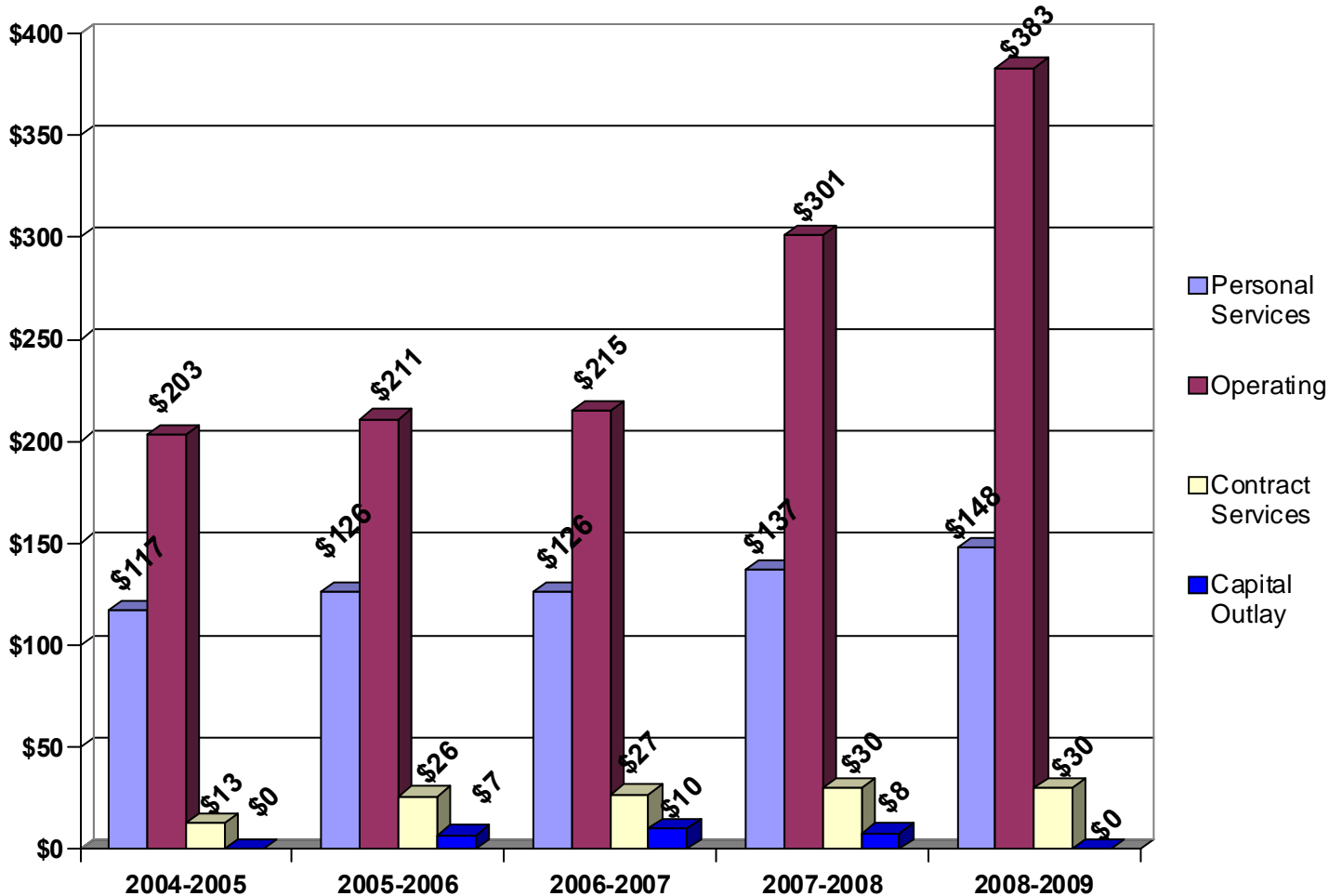


CITY OF SAGINAW EXPENDITURE SUMMARY 2008-2009

FLEET MAINTENANCE

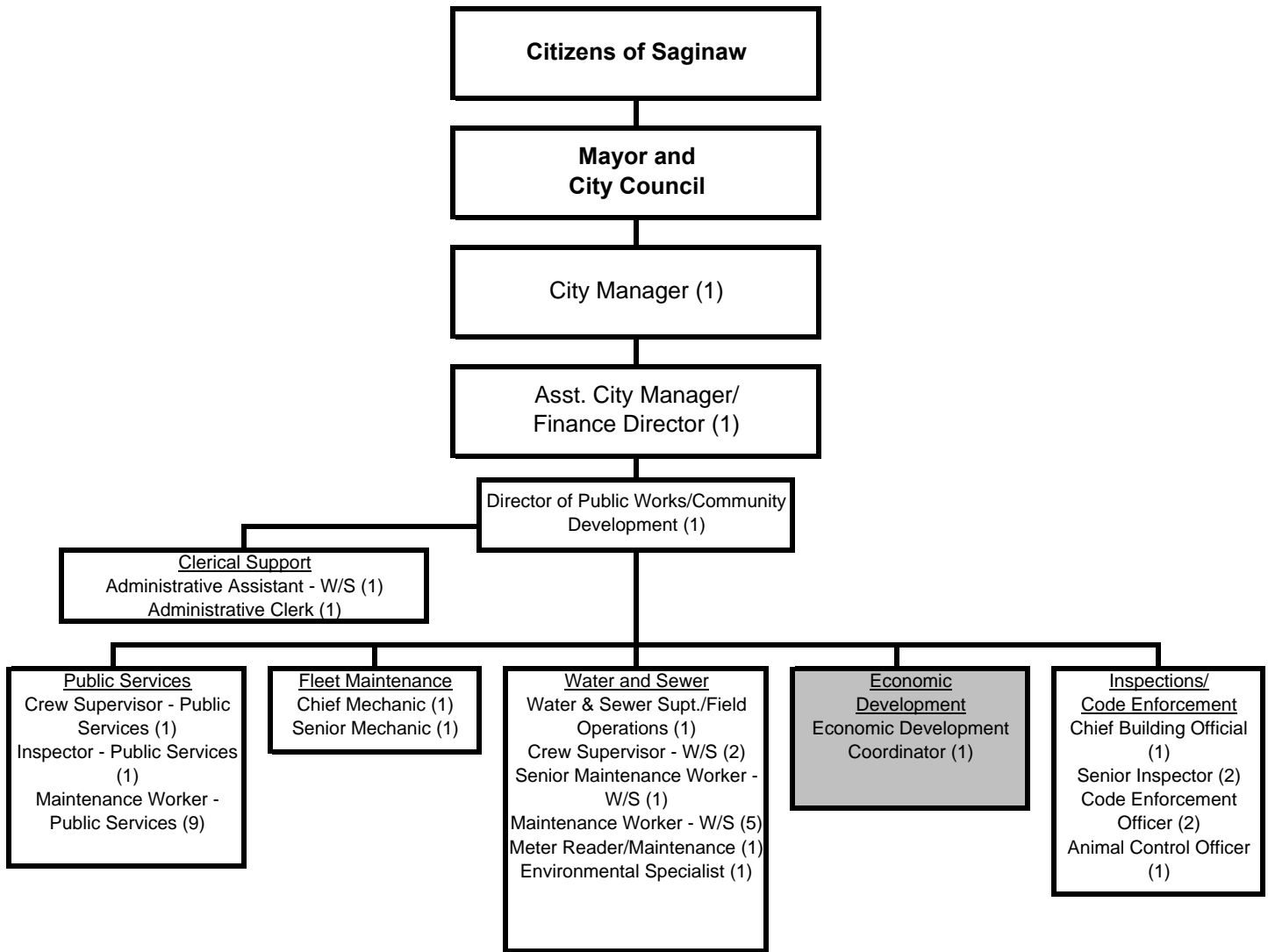
EXPENDITURES BY CATEGORY	ACTUAL 2004-2005	ACTUAL 2005-2006	ACTUAL 2006-2007	REVISED BUDGET 2007-2008	ADOPTED BUDGET 2008-2009
Personal Services	\$ 117,167	\$ 125,754	\$ 125,629	\$ 137,000	\$ 148,210
Operating	203,449	211,416	214,506	300,500	383,000
Contract Services	13,341	26,409	26,585	30,000	30,000
Capital Outlay	-	7,308	9,572	8,000	-
TOTAL EXPENDITURES	\$ 333,957	\$ 370,887	\$ 376,292	\$ 475,500	\$ 561,210

In Thousands



CITY OF SAGINAW ORGANIZATIONAL CHART AND SCHEDULE OF PERSONNEL 2008-2009

ECONOMIC DEVELOPMENT



TITLE	FISCAL YEAR			
	05-06	06-07	07-08	08-09
Economic Development Coordinator	1	1	1	1
TOTAL:	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>

The Public Works Department houses the offices listed above. Those positions highlighted in gray are paid out of the Economic Development budget.

**CITY OF SAGINAW
DEPARTMENT DESCRIPTION
2008-2009**

ECONOMIC DEVELOPMENT

The Economic Development Department administers the areas of Economic and Industrial Development, including development proposals, site plans and reinvestment zones. It provides assistance to property owners, contractors, engineers and developers. This department works with companies requesting tax abatements and is also responsible for monitoring those companies after the abatement is approved for compliance with the terms of the tax abatement.

The Economic Development Coordinator is responsible for preparing support documents and attending meetings of various boards, the City Council and Development Review Committee when necessary. The coordinator strives to encourage growth that is consistent with the City's economic development goals. This department serves as the main link between the City of Saginaw and prospective developers.

A part-time secretary (30 hours per week) assists the Economic Development Coordinator and other Public Works Department staff.

CITY OF SAGINAW

GOALS, OBJECTIVES AND PERFORMANCE MEASURES

2008-2009

ECONOMIC DEVELOPMENT

GOAL: To provide a positive, informed and obtainable link between the City, citizens and prospective developers in an effort to bring new businesses to the City of Saginaw and retain existing businesses while maintaining the integrity of the City's overall plan.

ANNUAL OBJECTIVES		2007-2008 PERFORMANCE MEASURES
<ul style="list-style-type: none"> Aggressively seek out prospective new businesses, set up meetings and encourage them to locate in Saginaw. 		<ul style="list-style-type: none"> Made contact with over 25 companies last year. About 24% of the meetings produced successful results for economic development.
<ul style="list-style-type: none"> Update traffic counts annually to be used as a tool to draw new developments. 		<ul style="list-style-type: none"> Our traffic count was updated in Fall 2007.
<ul style="list-style-type: none"> Demolish run down properties and get them back on the tax roll generating revenue. 		<ul style="list-style-type: none"> There were no run down properties to be demolished in 07-08.
<ul style="list-style-type: none"> Monitor tax abatements making sure 100% of the abatement agreement criteria is met. 		<ul style="list-style-type: none"> Abatement agreements were met by 100% of the companies except for one. That particular business is closing in December 2008. We work closely with the appraisal district verifying abatement compliance.
<ul style="list-style-type: none"> Keep the City Manager and Council informed of Economic Development activities. 		<ul style="list-style-type: none"> A monthly update is given to the City Manager and Council.

2009-2013 OBJECTIVES:

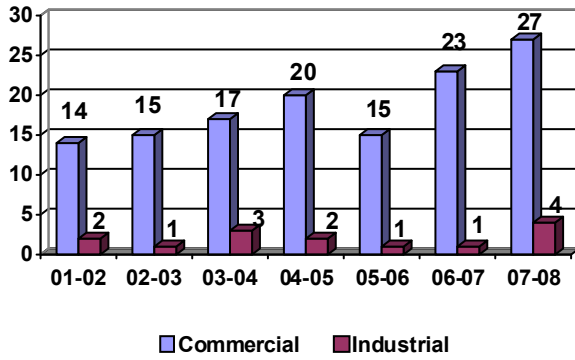
- Continue to seek additional doctors, a medical clinic or hospital that will locate in Saginaw.
- Redevelop the Rancho North Shopping Center area.
- Increase industrial development to help balance the tax base.
- Acquire another grocery store.
- Consider establishing a Public Improvement District to stimulate redevelopment in the older section of Saginaw.
- Encourage the owners of the old National Guard property to develop the property.
- Establish a plan for retaining existing businesses.

PERFORMANCE MEASURES	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET
Estimated # of Meetings with Prospects	60	40	40	25	25
% Successful Results from Meetings	60%	40%	40%	24%	25%
DRC Meetings Attended	5	17	10	22	24
Estimated New Jobs Created	500	300	250	75	100
Traffic Count Bailey Boswell & Saginaw Blvd.	76,000	79,000	79,000	40,757	50,000
% of New Businesses Retained For 3 Years	80%	85%	94%	80%	85%

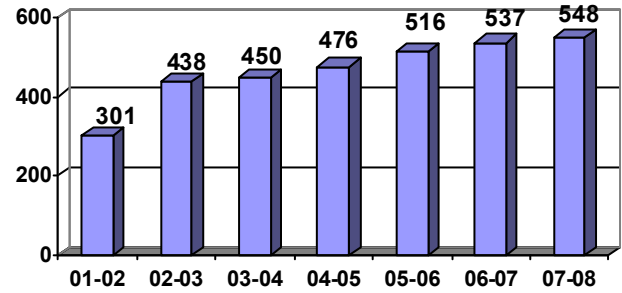
SIGNIFICANT BUDGET INFORMATION:

- Personnel Services decreased due to an anticipated decrease in hours worked by the part time Economic Development Coordinator who works on an as needed basis.

NEW BUSINESSES



PERSONAL PROPERTY ACCOUNTS

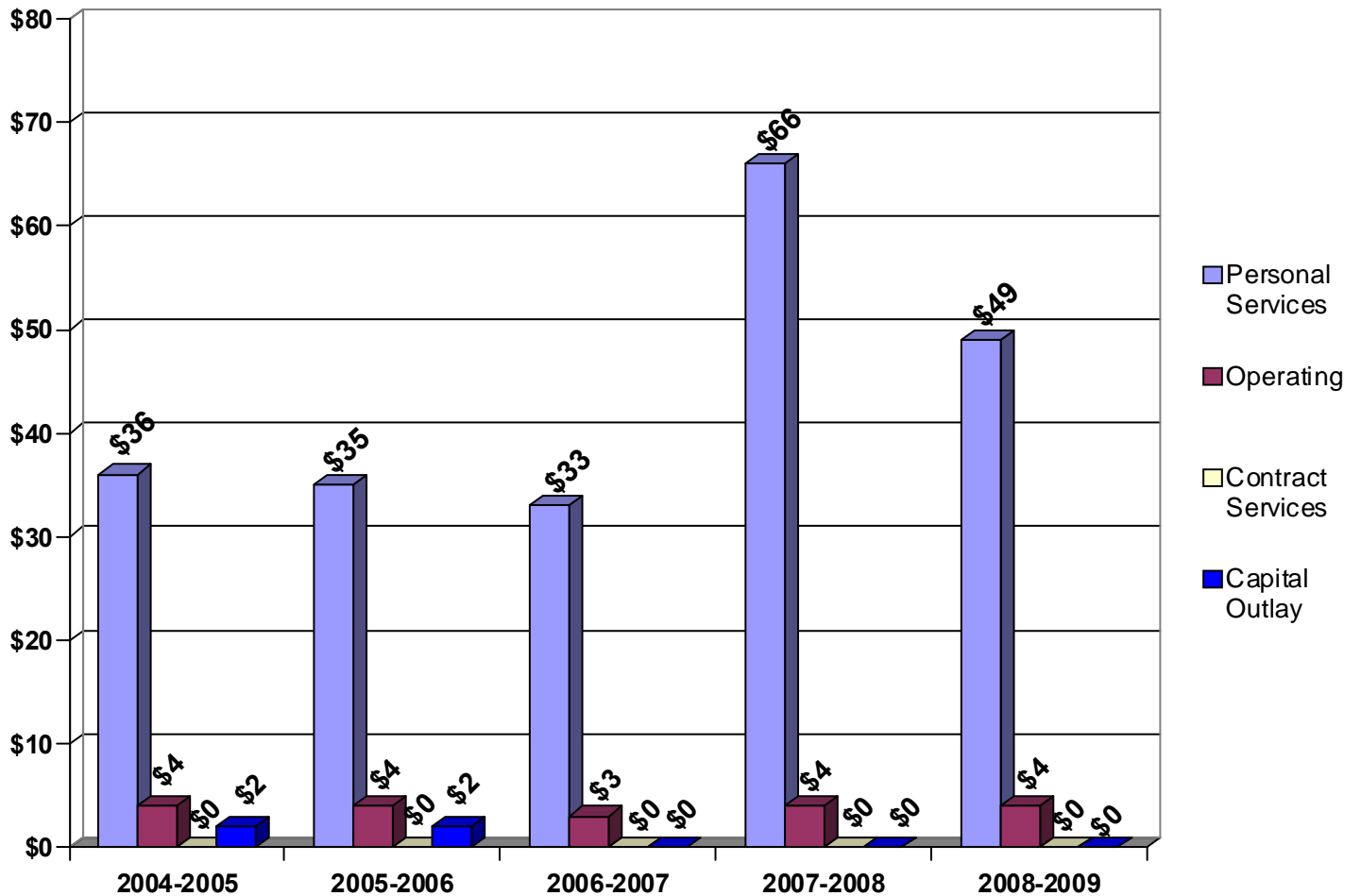


CITY OF SAGINAW EXPENDITURE SUMMARY 2008-2009

ECONOMIC DEVELOPMENT

EXPENDITURES BY CATEGORY	ACTUAL 2004-2005	ACTUAL 2005-2006	ACTUAL 2006-2007	REVISED BUDGET 2007-2008	ADOPTED BUDGET 2008-2009
Personal Services	\$ 36,291	\$ 34,692	\$ 32,716	\$ 65,675	\$ 49,030
Operating	4,136	4,270	3,135	3,600	3,600
Contract Services	-	-	-	-	-
Capital Outlay	1,520	1,863	-	-	-
TOTAL EXPENDITURES	\$ 41,947	\$ 40,825	\$ 35,851	\$ 69,275	\$ 52,630

In Thousands



**CITY OF SAGINAW
DEPARTMENT DESCRIPTION
2008-2009**

NON-DEPARTMENTAL

This budget provides for expenditures that are not applicable to any specific city department or that cannot be readily allocated to individual departments. The payments on all City insurance policies are included in this budget. This includes employee health insurance, worker's compensation, general liability, auto insurance, police liability and public official's liability.

Financial Audit and Special Services are paid out of the Non-Departmental Budget. The accounting firm Weaver and Tidwell performs the City's annual financial audit. They also assist the City in preparing the Comprehensive Annual Financial Report for submittal to the Government Finance Officers Association (GFOA) for the Certificate of Achievement for Excellence in Financial Reporting. The City participates in and assists with financing the North Central Texas Council of Governments Regional Emergency Management Planning. Other special studies and services are paid from the Financial Audit and Special Services account.

The Water and Sewer Department's costs have been incorporated into this department. A transfer from the Enterprise Fund will reimburse the General Fund for these costs. Postage, newsletter expenses, utilities, telephones, hazardous waste, financial audit, special services, bank charges and transfers for lease and loan payments are also budgeted in this department.

CITY OF SAGINAW
GOALS, OBJECTIVES AND PERFORMANCE MEASURES
2008-2009

NON-DEPARTMENTAL

GOALS: To efficiently and effectively operate the City by seeking cost savings on utilities, insurance and other operating expenses. To provide benefits and services in the most cost effective and beneficial manner.

ANNUAL OBJECTIVES	2007-2008 PERFORMANCE MEASURES
<ul style="list-style-type: none"> • Seek bids on employee insurance annually. Seek ways to increase coverage without increasing the cost. 	<ul style="list-style-type: none"> • Bids were accepted for insurance and the current medical plan provider had a 5% rate increase. The City changed to a new provider and incurred no increase in premiums with minimal changes to coverages.
<ul style="list-style-type: none"> • Improve quality of newsletters by distributing all pertinent information in a timely manner without increasing costs. 	<ul style="list-style-type: none"> • Since 2004 newsletters have been prepared in-house resulting in a savings of \$2,000 per year. We continue to stress the importance of providing essential information in a timely manner.
<ul style="list-style-type: none"> • Audit the telephone system every five (5) years in an effort to reduce expenditures and assess the system's effectiveness. 	<ul style="list-style-type: none"> • Our phone system was audited in 1998 and 2003 resulting in savings both times. The new phone system installed in 2005 has reduced the number of incoming calls at the switchboard because calls are now routed directly to each individual desk.
<ul style="list-style-type: none"> • Update postage equipment every five (5) years. 	<ul style="list-style-type: none"> • A new postage meter was purchased in 2004. We are pleased with its ease of operation and the time saved processing large bundles of mail.

2009-2013 OBJECTIVES:

- Increase citizens' awareness and use of departments' and employees' direct phone lines thereby saving time and improving citizen and interdepartmental communication by 50%.
- Seek ways to use utilities more efficiently and purchase energy efficient items for new buildings and when replacing existing items.
- Provide defensive driving classes for employees in order to reduce automobile insurance rates, lower the number of accidents and increase employee safety.

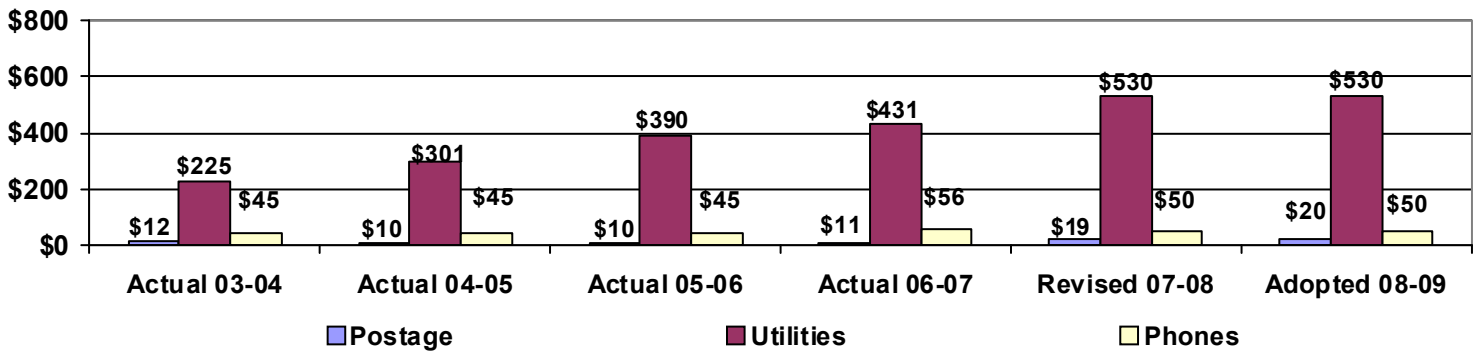
PERFORMANCE MEASURES	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET
Monthly Cost Per Employee for Medical Ins.	\$306	\$349	\$433	\$396	\$396
Newsletters Prepared and Mailed	74,714	78,606	80,474	81,630	82,000
Newsletter Expenditures	\$5,711	\$6,532	\$7,991	\$8,000	\$9,000
Newsletter Cost Per Capita	0.35	0.37	0.42	0.42	0.42

SIGNIFICANT BUDGET INFORMATION:

- Personnel Services includes a decrease due to an anticipated decrease in total employee health insurance expenditures.
- Contract Services increases include the feasibility study for a new city hall.

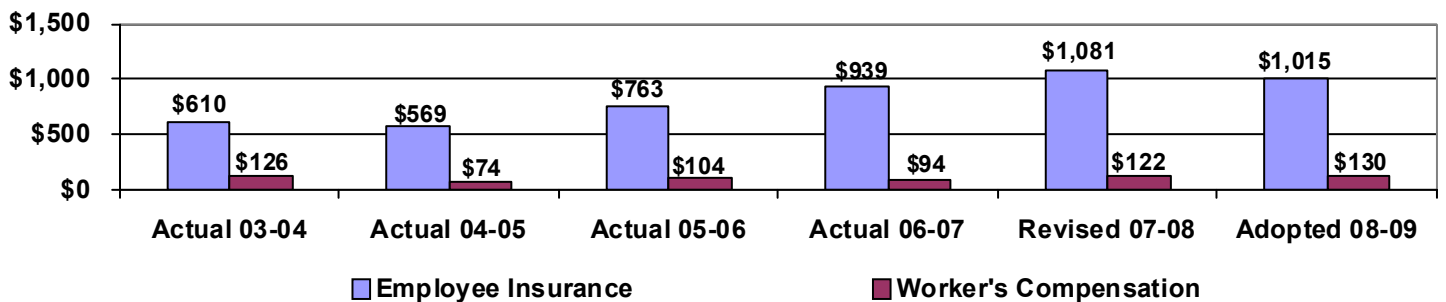
UTILTY AND POSTAGE EXPENDITURES

In Thousands



INSURANCE AND WORKERS' COMPENSATION EXPENDITURES

In Thousands



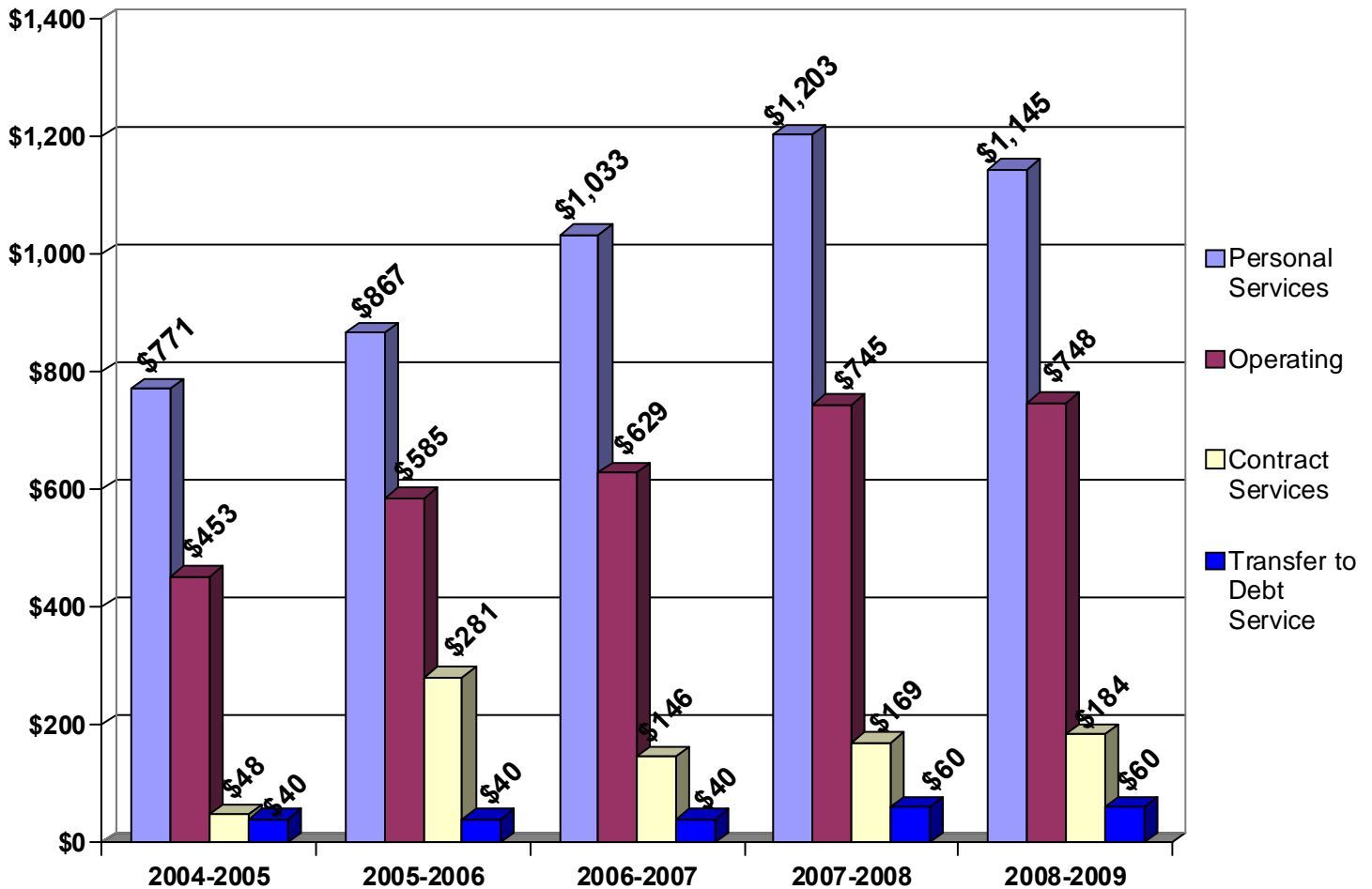
The above graph shows that the City was able to keep insurance costs down for 08-09 even though insurance rates nationally are spiraling upward. The City pays all of the employees' insurance and pays up to \$365 per month of employees' dependent coverage. Employees are required to pay anything over that amount if they want to continue dependant coverage.

CITY OF SAGINAW EXPENDITURE SUMMARY 2008-2009

NON-DEPARTMENTAL

EXPENDITURES BY CATEGORY	ACTUAL 2004-2005	ACTUAL 2005-2006	ACTUAL 2006-2007	REVISED BUDGET 2007-2008	ADOPTED BUDGET 2008-2009
Personal Services	\$ 771,077	\$ 867,411	\$ 1,032,642	\$ 1,202,900	\$ 1,145,000
Operating	452,575	584,752	629,450	745,000	748,000
Contract Services	48,394	280,586	146,296	168,500	184,000
Transfer to Debt Service	40,235	40,231	40,231	59,585	59,570
TOTAL EXPENDITURES	<u>\$ 1,312,281</u>	<u>\$ 1,772,980</u>	<u>\$ 1,848,619</u>	<u>\$ 2,175,985</u>	<u>\$ 2,136,570</u>

In Thousands





City of Saginaw

ANNUAL BUDGET

2008 – 2009

(This page intentionally left blank.)

**DEBT
SERVICE
FUND**

DEBT SERVICE FUND



City of Saginaw

The Debt Service Fund, also known as the Interest and Sinking Fund, is used to account for the accumulation of resources for, and the payment of, general obligation long-term debt principal and interest.

**CITY OF SAGINAW
DEBT SERVICE FUND SUMMARY OF
REVENUES AND EXPENDITURES**

	2007-2008 ADOPTED BUDGET	2007-2008 REVISED BUDGET	2008-2009 ADOPTED BUDGET
REVENUES			
Current Property Taxes	\$ 2,842,140	\$ 2,842,140	\$ 2,582,160
Other Taxes and Fees	30,000	30,000	30,000
Interest on Investments	80,000	60,000	50,000
Transfers from Other Funds	72,370	91,720	240,035
TOTAL REVENUES	<u>\$ 3,024,510</u>	<u>\$ 3,023,860</u>	<u>\$ 2,902,195</u>
EXPENDITURES			
Principal Retirement	\$ 1,734,200	\$ 1,825,155	\$ 1,908,550
Interest	1,170,420	1,098,815	1,003,765
Agent Fees	9,900	9,900	9,900
TOTAL EXPENDITURES	<u>\$ 2,914,520</u>	<u>\$ 2,933,870</u>	<u>\$ 2,922,215</u>

CITY OF SAGINAW DEBT SERVICE FUND DESCRIPTION 2008-2009

The Debt Service Fund, also known as the Interest and Sinking Fund, is established by ordinances authorizing the issuance of bonds and providing for the payment of bond principal and interest as they come due. Certificates of Obligation (C.O.) are securities issued by the City for the purpose of paying contractual obligations incurred through construction projects or purchasing equipment. Certificates of Obligation do not require voter approval. They may be secured by property tax revenue or from other revenue. General Obligation (G.O.) debt must be approved by the voters. It may be secured by the ad valorem, or property tax, revenue. A tax rate is adopted that will produce the money necessary to satisfy annual debt service requirements. The 2008 property tax rate is forty-four and six tenths cents (.446) per one hundred dollars of value. The Debt Rate is .222148, or 49.81%, of the total tax rate.

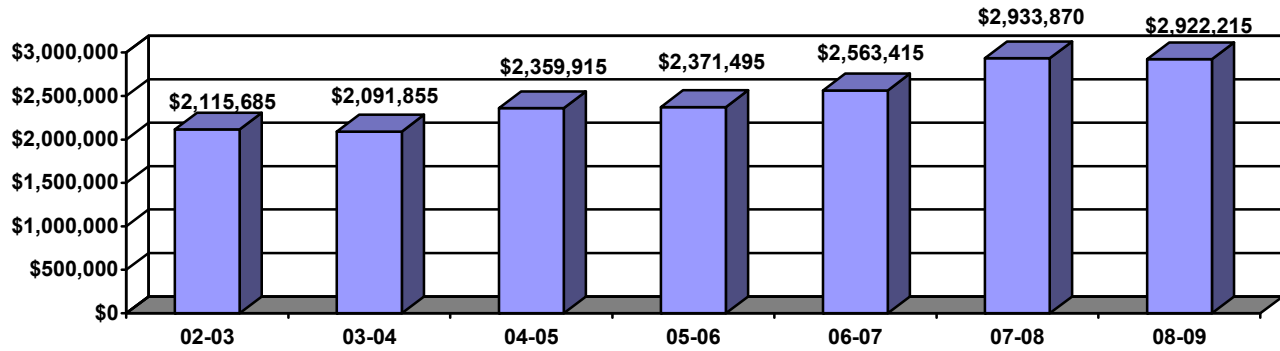
The Texas Comptroller's Office issues guidelines (Truth-in-Taxation) for calculating a city's tax rate. A taxing entity must adopt its rate in two separate components - one rate for maintenance and operations and one rate for debt service. The debt service rate is the tax rate necessary to pay the unit's debt payments in the coming year.

The Texas Constitution prohibits any Texas political subdivision from incurring "debt" except in certain ways provided by statute. Texas law defines "debt" as any obligation that cannot be repaid during the current fiscal year. Therefore, a Texas city may only enter into obligations that may be paid from current fiscal year funds or are subject to annual appropriation. A Texas city may only pledge future funds to the payment of the following types of obligations, as provided by statute: bonds, certificates of obligation, and tax notes. Bank loans that extend beyond the current fiscal year and/or that are not subject to appropriation are likely not permitted for cities operating under the general laws of Texas. Saginaw is a Home Rule city. As a Texas home rule city, the City of Saginaw is not limited by State Law in the amount of debt it may issue. The City Charter places a limit of \$1.50 on the total ad valorem tax rate which may be levied for both operating and debt purposes. With a combined tax rate of \$.446 the City is well within this limit. Of the \$.446 tax rate 49.81% is allocated for debt service. The remaining 50.19% is allocated for maintenance and operations.

In 2006, Moody's Investors Service upgraded the City's bond rating from A3 to A2. In September 2006, Moody's Investors Service upgraded the City's water and sewer bond rating from Baa1 to A2. The two level increase in the rating translates to lower interest rates on the debt issued by the City and money saved by the citizens.

The City of Saginaw invests the money held in this fund. The interest earned on these investments generates additional revenue for this fund. Due to increased interest rates the Debt Service Fund balance continues to increase. The 2008-2009 budget includes the use of \$20,020 of the Debt Service Fund fund balance for the payment of long-term debt.

DEBT PAYMENTS



COMPARISON OF 2007-2008 GENERAL OBLIGATION BOND INDEBTEDNESS

CITIES	Population	Net Taxable Value	G O Bond Indebtedness	Bond Debt Per Capita
Benbrook	22,850	\$ 1,171,010,380	\$ 11,810,000	\$517
Burleson	31,650	\$ 1,798,560,133	\$ 18,224,000	\$576
Ennis	19,086	\$ 1,159,974,237	\$ 28,885,441	\$1,513
Keller	37,700	\$ 3,546,955,843	\$ 19,577,000	\$519
Saginaw	18,950	\$ 1,117,122,137	\$ 15,420,000	\$814
Watauga	24,150	\$ 1,020,772,365	\$ 14,845,000	\$615
White Settlement	15,900	\$ 576,530,483	\$ 1,155,000	\$73

These are comparable cities in the Dallas/Fort Worth Metroplex. Information was obtained from the March 2008 TML Taxation and Debt Survey

CITY OF SAGINAW
SUMMARY OF DEBT SERVICE EXPENDITURES
2008-2009

<u>ACCOUNT DESCRIPTION</u>	<u>BUDGET 2007-2008</u>	<u>BUDGET 2008-2009</u>	
Bond Principal Payment	\$ 1,670,000	\$ 1,825,000	(1)
Principal Payment - 2003 Pumper	35,370	36,920	(2)
Principal Payment - Gradall	28,830	29,890	(3)
Principal Payment - Loader	15,955	16,740	(4)
Bond Interest	1,162,250	995,605	
Interest Payment - 2003 Pumper	4,865	3,310	
Interest Payment - Gradall	3,305	2,240	
Interest Payment - Loader	3,395	2,610	
Paying Agent Fees	9,900	9,900	
TOTALS	<u><u>\$ 2,933,870</u></u>	<u><u>\$ 2,922,215</u></u>	

(1) Bond principal due. The outstanding bond balance at 9-30-09 will be \$ 23,195,000.

(2) This represents the loan payment for the 2003 fire pumper. The original principal amount is \$338,027. The outstanding principal balance is \$76,967. The outstanding principal balance at 9-30-09 will be \$40,047. The final payment is due 11-15-09.

(3) This represents the scheduled payments for the gradall. Original loan of \$145,400. Outstanding principal balance is \$60,876. The outstanding principal balance at 9-30-09 will be \$30,986. Final payment is due 4-15-10.

(4) This represents the scheduled payments for the front end loader. Original loan of \$88,044. Outstanding principal balance is \$52,742. The outstanding principal balance at 9-30-09 will be \$36,002. Final payment is due 3-17-11.

**CITY OF SAGINAW
GENERAL LONG TERM DEBT SERVICE REQUIREMENTS
2008-2009**

DISBURSEMENT	AMOUNT	DISBURSEMENT	AMOUNT
1997 C.O. Bonds		2004 C.O. Bonds	
Principal	\$ 150,000	Principal	\$ 60,000
Interest	86,000	Interest	59,760
Fees	900	Fees	900
Total	\$ 236,900	Total	\$ 120,660
2000 C.O. Bonds		2004 G.O. Bonds	
Principal	\$ 60,000	Principal	\$ 135,000
Interest	8,555	Interest	127,775
Fees	700	Fees	900
Total	\$ 69,255	Total	\$ 263,675
2000 G.O. Bonds		2006 G.O. Refunding Bonds	
Principal	\$ 125,000	Principal	\$ 145,000
Interest	21,875	Interest	191,300
Fees	950	Fees	900
Total	\$ 147,825	Total	\$ 337,200
2002 G.O. Bonds		2006 C.O. Bonds	
Principal	\$ 185,000	Principal	\$ 65,000
Interest	198,675	Interest	81,150
Fees	950	Fees	900
Total	\$ 384,625	Total	\$ 147,050
2002 G.O. Refunding Bonds (Enterprise to Reimburse 37% of Total)		2007 C.O. Bonds	
Principal	\$ 350,000	Principal	\$ 125,000
Interest	49,955	Interest	156,545
Fees	950	Fees	900
Total	\$ 400,905	Total	\$ 282,445
2003 G.O. Refunding Bonds		TOTAL REQUIREMENTS	
Principal	\$ 425,000	Principal	\$ 1,825,000
Interest	14,015	Interest	995,605
Fees	950	Fees	9,900
Total	\$ 439,965	TOTAL	\$ 2,830,505
		TOTAL REIMBURSEMENT FROM THE ENTERPRISE FUND:	
			\$ 148,335

CITY OF SAGINAW
GENERAL LONG TERM DEBT OUTSTANDING
2008-2009

Description Interest Rate Range Redemption Dates	Original Issue	Bonds Outstanding 10/1/2008	FY2008-2009 Payments		Bonds Outstanding 9/30/2009
			Principal	Interest	
1997 Certificate of Obligation Bonds 5.000% to 7.000% September 1, 1998 to March 1, 2017	\$ 2,800,000	\$ 1,720,000	\$ 150,000	\$ 86,000	\$ 1,570,000
2000 Comb. Tax & Rev. Certificate of Obligation Bonds 5.500% to 7.000% March 1, 2001 to September 1, 2010	\$ 1,340,000	\$ 125,000	\$ 60,000	\$ 8,555	\$ 65,000
2000 General Obligation Bonds 5.100% to 5.625% March 1, 2001 to September 1, 2011	\$ 2,905,000	\$ 405,000	\$ 125,000	\$ 21,875	\$ 280,000
2002 General Obligation Bonds 4.500% to 6.000% 3/1/03 to 9/1/23	\$ 4,845,000	\$ 4,035,000	\$ 185,000	\$ 198,675	\$ 3,850,000
2002 General Obligation Refunding Bonds 3.000% to 3.900% 3/1/03 to 9/1/14	\$ 3,205,000	\$ 1,455,000	\$ 350,000	\$ 49,955	\$ 1,105,000
2003 General Obligation Refunding Bonds 2.000% to 3.500% 9/1/04 to 9/1/10	\$ 2,425,000	\$ 455,000	\$ 425,000	\$ 14,015	\$ 30,000
2004 Certificate of Obligation Bonds 4.000% to 4.300% 9/1/04 to 9/1/24	\$ 1,575,000	\$ 1,365,000	\$ 60,000	\$ 59,760	\$ 1,305,000
2004 General Obligation Bonds 3.500% to 4.700% 3/1/05 to 9/1/24	\$ 3,460,000	\$ 2,975,000	\$ 135,000	\$ 127,775	\$ 2,840,000
2006 General Obligation Refunding Bonds 3.900% to 4.250% 9/1/06 to 9/1/26	\$ 4,995,000	\$ 4,785,000	\$ 145,000	\$ 191,300	\$ 4,640,000
2006 Certificate of Obligation Bonds 4.000% to 5.000% 3/1/07 to 9/1/27	\$ 1,940,000	\$ 1,880,000	\$ 65,000	\$ 81,150	\$ 1,815,000
2007 Certificate of Obligation Bonds 4.000% to 4.375% 3/1/08 to 9/1/27	\$ 3,815,000	\$ 3,695,000	\$ 125,000	\$ 156,545	\$ 3,570,000
TOTALS	\$33,305,000	\$22,895,000	\$ 1,825,000	\$ 995,605	\$21,070,000

CITY OF SAGINAW
GENERAL LONG TERM DEBT REQUIREMENTS FUTURE YEARS
2008-2009

<u>SEPTEMBER 30,</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2009	\$ 1,825,000	\$ 995,598	\$ 2,820,598
2010	1,365,000	920,560	2,285,560
2011	1,395,000	859,636	2,254,636
2012	1,455,000	799,026	2,254,026
2013	1,525,000	738,095	2,263,095
2014	1,495,000	673,340	2,168,340
2015	1,400,000	609,020	2,009,020
2016	1,475,000	547,657	2,022,657
2017	1,420,000	482,870	1,902,870
2018	1,255,000	420,525	1,675,525
2019	1,320,000	366,625	1,686,625
2020	1,365,000	309,735	1,674,735
2021	1,070,000	250,297	1,320,297
2022	1,115,000	201,566	1,316,566
2023	1,165,000	150,678	1,315,678
2024	835,000	96,927	931,927
2025	485,000	60,145	545,145
2026	505,000	39,793	544,793
2027	425,000	18,195	443,195
TOTALS	<u>\$ 22,895,000</u>	<u>\$ 8,540,288</u>	<u>\$ 31,435,288</u>

The debt of the General Fund reflects a twenty-year payout with interest costs primarily carried in the first half of the overall life of the debt. The major decline in debt service is evident and reflects a point where a major issue is retired. The retirement should be looked upon as an opportunity to issue new debt for the continuing infrastructure and capital needs of the community while at the same time having little or no impact on the total tax rate.

This debt schedule reflects all General Fund debts except the capital lease and loan payments and the water and sewer portion of the debt.

CAPITAL PROJECTS FUND



City of Saginaw

The Capital Projects Fund is used to account for the financing and construction of Governmental Funds type projects and Enterprise Fund projects funded through general obligation bonds and certificate of obligation bonds, other than those recorded in the proprietary fund.

**CITY OF SAGINAW
CAPITAL PROJECTS FUND SUMMARY OF
REVENUES AND EXPENDITURES**

	2007-2008 ADOPTED BUDGET	2007-2008 REVISED BUDGET	2008-2009 ADOPTED BUDGET
REVENUES			
C O Bond Proceeds	\$ -	\$ -	\$ 1,200,000
Interest on Investments	6,000	6,000	4,000
Interest on Investments - 1997 CO	6,000	6,000	4,000
Interest on Investments - 2000 GO	-	-	-
Interest on Investments - 2002 GO	-	-	-
Interest on Investments - 2003 CO	-	-	-
Interest on Investments - 2004 GO	-	-	-
Interest on Investments - 2006 GO	-	-	-
Interest on Investments - 2006 CO	30,000	30,000	10,000
Interest on Investments - 2007 CO	150,000	120,000	40,000
TOTAL REVENUES	\$ 192,000	\$ 162,000	\$ 1,258,000
EXPENDITURES			
1997 Subdivision Ordinance Update	\$ 5,000	\$ 5,000	\$ 5,000
2002 GO Bond Projects - Rec. Center	-	69,000	-
2006 GO Bond Projects - FS #1	-	26,700	-
2006 CO Bond Projects	1,330,000	1,330,000	859,000
2007 CO Bond Projects - Longhorn	3,770,000	3,770,000	2,715,000
2009 CO Bond Projects - Flt Maint Ctr	-	-	1,040,000
TOTAL EXPENDITURES	\$ 5,105,000	\$ 5,200,700	\$ 4,619,000

CITY OF SAGINAW

CAPITAL PROJECTS FUND OVERVIEW OF REVENUES AND EXPENDITURES

2008-2009

The City of Saginaw's Capital Projects Fund accounts for the acquisition or construction of capital facilities being financed from General Obligation Bonds, Certificate of Obligation Bonds, grants or transfers from other funds. The Capital Projects Fund is currently utilizing funds from 1997 thru 2009 Bond Funds. The Capital Projects Fund consists of funds for street, drainage, and facilities construction and improvements.

REVENUES:

Interest on investments – Interest earnings of idle funds.

EXPENDITURES:

- 1997 CO Bonds – Funds from the 1997 Certificates of Obligation will be used to update our subdivision ordinance.
- 2006 CO Bonds – Funds from the 2006 Certificates of Obligation will be used to reconstruct/rehabilitate streets as outlined in the 2005 Master Plan and Capital Improvement Program.
- 2007 CO Bonds – Funds from the 2007 Certificates of Obligation will be used to widen Longhorn Road from three lanes to a divided six lane road between Old Decatur Road and Business 287(Saginaw Blvd.). Also included are intersection and signal light improvements. This is a joint project with Tarrant County. The City's portion of this \$10,914,000 project is \$3,766,400.
- 2009 CO Bonds – Funds from the 2009 Certificates of Obligation will be used to design and construct a new Fleet Maintenance Center. The updated facility will better accommodate large equipment and provide for better access to vehicles and equipment in need of repair or maintenance during inclement weather.

In October of 1999 the City Engineers, Kimley-Horn and Associates, presented a Capital Improvements Program to the City Council and staff. The Capital Improvements Program for the years 2000-2004 was approved. After a study of the City's financial condition and the anticipated growth rate of the City, it was decided to issue bonds every two years. In February of 2000 the City Council authorized the sale of \$1,340,000 of Combination Tax and Revenue Certificates of Obligation to finance the first two years of the 5-year Capital Improvements Plan. Due to an uncertain economy they delayed the issue of Certificates of Obligation in 2003 until early 2004 when the City issued \$1,575,000 of Certificates of Obligation to continue the Capital Improvement plan for streets and drainage. On August 12, 2000 the citizens of Saginaw overwhelmingly approved \$12,625,000 in General Obligation Bonds to construct community facilities over the next four years including a second fire station, library expansion, a new recreation center, a new police complex, renovation of the existing fire and police stations, and a new municipal pool. Fire Station No. 2 and the library expansion were completed in 2002 and the recreation center was completed in June of 2004. The new police complex was completed in March 2007. The construction of the new municipal pool was completed in May 2007.

and the renovation of Fire Station No. 1 was completed in September 2007. The program has since been updated and revised for years through the year 2010.

Some of the projects listed below will have little or no impact on the operating budget. The service impacts of these projects are significant and are detailed in the project descriptions.

Following is an outline of the proposed projects for construction utilizing the remaining funds from the sale of \$1,940,000 of 2006 Certificates of Obligation.

South Streets – These funds will be used to reconstruct/rehabilitate Blue Ridge Trail, Hialeah Court, Parkwest Blvd., Westcliff Avenue and other streets as needed.

Projected Cost:	\$575,000
Impact of Operating Budget:	\$97,830 (debt service)

North Streets – These funds will be used to reconstruct/rehabilitate Western Avenue, North Creek Drive, North Park Drive and other streets as needed.

Projected Cost:	\$254,000
Impact of Operating Budget:	\$43,215 (debt service)

Crack Seal – Crack sealing is a procedure that involves sealing cracks that form in asphalt or concrete pavement. Cracks in the pavement allow moisture to penetrate into the subgrade or the base and weaken it. Crack sealing is an important part of routine street maintenance.

Projected Cost:	\$30,000
Impact of Operating Budget:	\$5,104 (debt service)

Following is an outline of the proposed projects for construction utilizing funds from the sale of \$3,815,000 of 2007 Certificates of Obligation.

Longhorn Road Reconstruction – Longhorn Road has been approved for matching funds through the Tarrant County Bond Program. The County's share will be \$7,147,600. The city's share of this \$10,914,000 project would be \$3,766,400. The design phase of this project started in August, 2007. The City issued certificates of obligation for our share of the project. This project will widen Longhorn Road from three lanes to a divided six lane road between Old Decatur Road and Business 287 (Saginaw Blvd.). There will also be intersection and traffic signal improvements at Old Decatur Road, Knowles Drive, and the west side of Business 287 (Saginaw Blvd.).

Projected Cost:	\$2,715,000
Impact of Operating Budget:	\$281,545 (debt service)

Following is an outline of the proposed projects for construction utilizing funds from the sale of \$1,200,000 of 2009 Certificates of Obligation.

Fleet Maintenance Center – The current fleet maintenance building is over thirty years old, undersized, and does not meet current building standards. The needs assessment study calls for the construction of a new 6,000 square foot fleet maintenance facility at a cost of \$1,000,000. The updated facility will better accommodate large equipment and provide for better access to vehicles and equipment in need of repair or maintenance during inclement weather.

Projected Cost:	\$1,040,000
Impact of Operating Budget:	Undetermined debt service

FUTURE PROJECTS:

The following projects are shown in the Capital Improvements Plan for construction in 2010. These projects are dependent upon the City Council approving the sale of bonds in 2009.

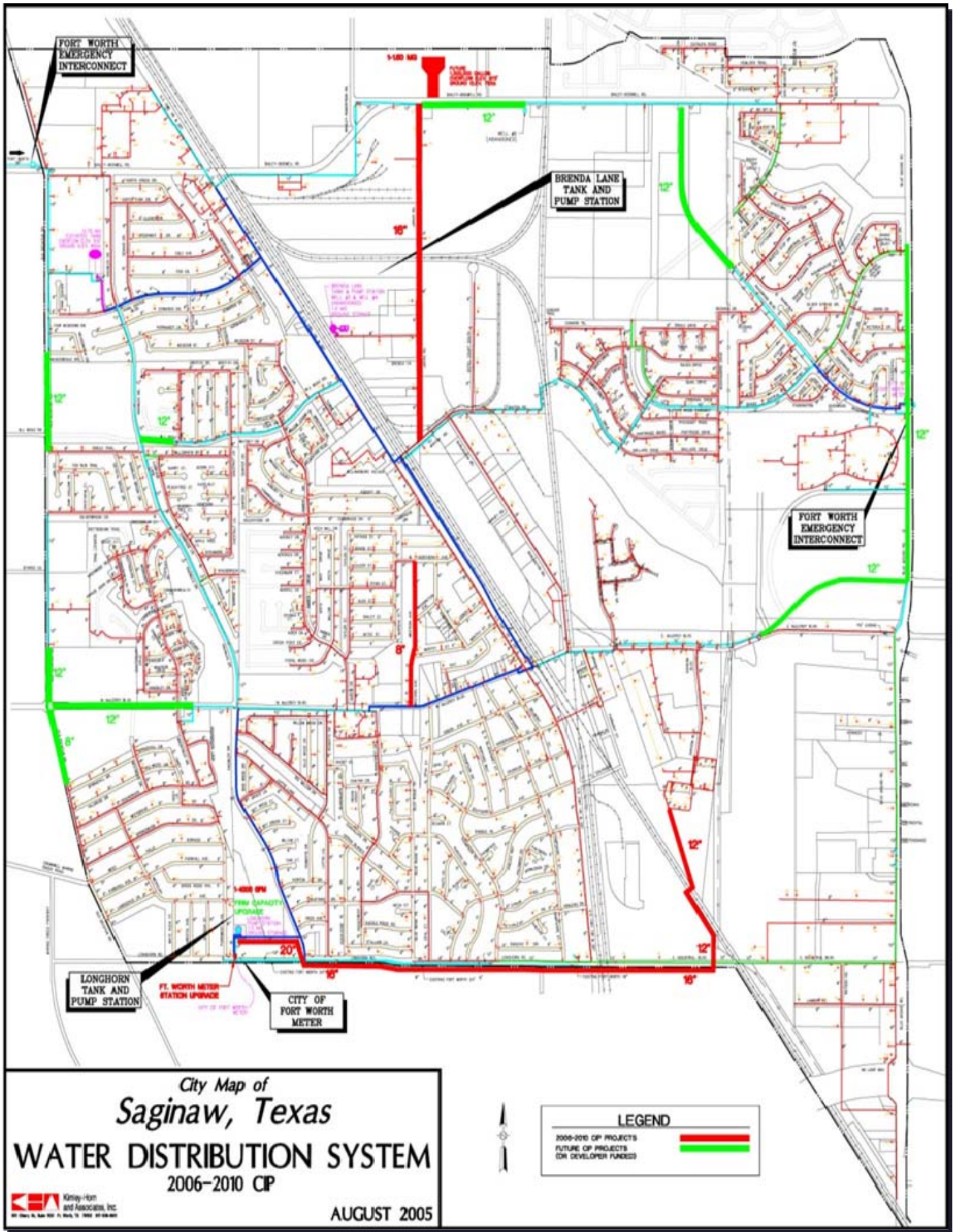
Street Rehabilitation – The Capital Improvements Plan calls for continuing the reconstruction/rehabilitation of eight city streets.

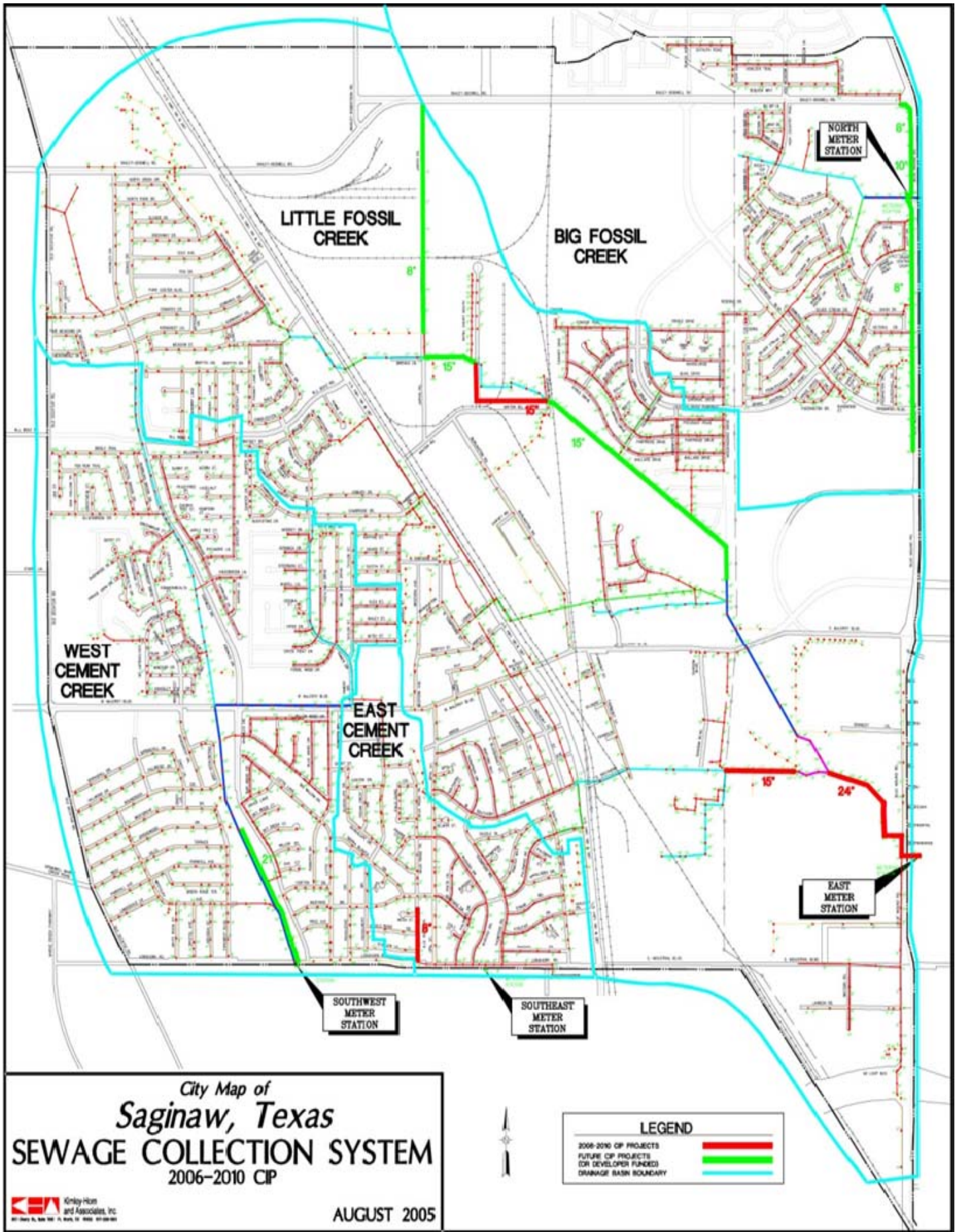
Projected Cost:	\$1,211,000
Impact on Operating Budget:	Undetermined debt service

CITY OF SAGINAW
CAPITAL IMPROVEMENTS FIVE YEAR PLAN
2008-2009


STREETS - CIP REVIEW		<u>2005-2006</u>	<u>2006-2007</u>	<u>2007-2008</u>	<u>2008-2009</u>	<u>2009-2010</u>
<u>NORTH STREETS:</u>						
Worthy Street	1	Complete				
Asbury Drive		Complete				
Arthur Drive		Complete				
Kay Lane	1	Complete				
Park Center Court		Complete				
Meadowview Drive		Complete				
Meadowdale Drive		Complete				
Greenway Avenue	2	Complete				
Fair Meadows Drive	2	Complete				
Old Decatur		Complete				
North Creek Drive					\$133,000	
North Park Drive					\$73,000	
Western					\$285,000	
Northern Avenue	1					\$330,000
Fox Drive						\$131,000
<u>SOUTH STREETS:</u>						
Belmont Street		Complete				
S. Hampshire (McLeroy to Anderson)		Complete				
Green Avenue		Complete				
Saddle Ridge		Complete				
Rockledge		Complete				
Parkhill Avenue		Complete				
Mustang Drive		Complete				
Stallion Lane		Complete				
Sierra Blanca Drive		Complete				
S. Hampshire (Palomino to Hialeah)					\$86,000	
Southern Avenue		Complete				
Blue Ridge					\$45,000	
Hialeah Court						\$35,000
Parkwest Boulevard					\$107,000	
Westcliff Avenue					\$49,000	
Appaloosa Drive						\$49,000
Straw Road						\$75,000
<u>INDUSTRIAL STREETS:</u>						
Defiel Court		Complete				
Minton Road						\$470,000
<u>STREET MAINTENANCE:</u>						
Misc. Crack Seal					\$30,000	\$30,000
<u>REGIONAL STREETS</u>						
Longhorn Road	3			\$1,000,000	\$10,800,000	
Bailey Boswell Road Phase 1	4					
Bailey Boswell Road Phase 2						

- (1) Projects possibly constructed using CDBG funds
(2) Completed ahead of schedule
(3) Project to be constructed using County and NCTCOG match funds
(4) Project to be constructed using County match funds

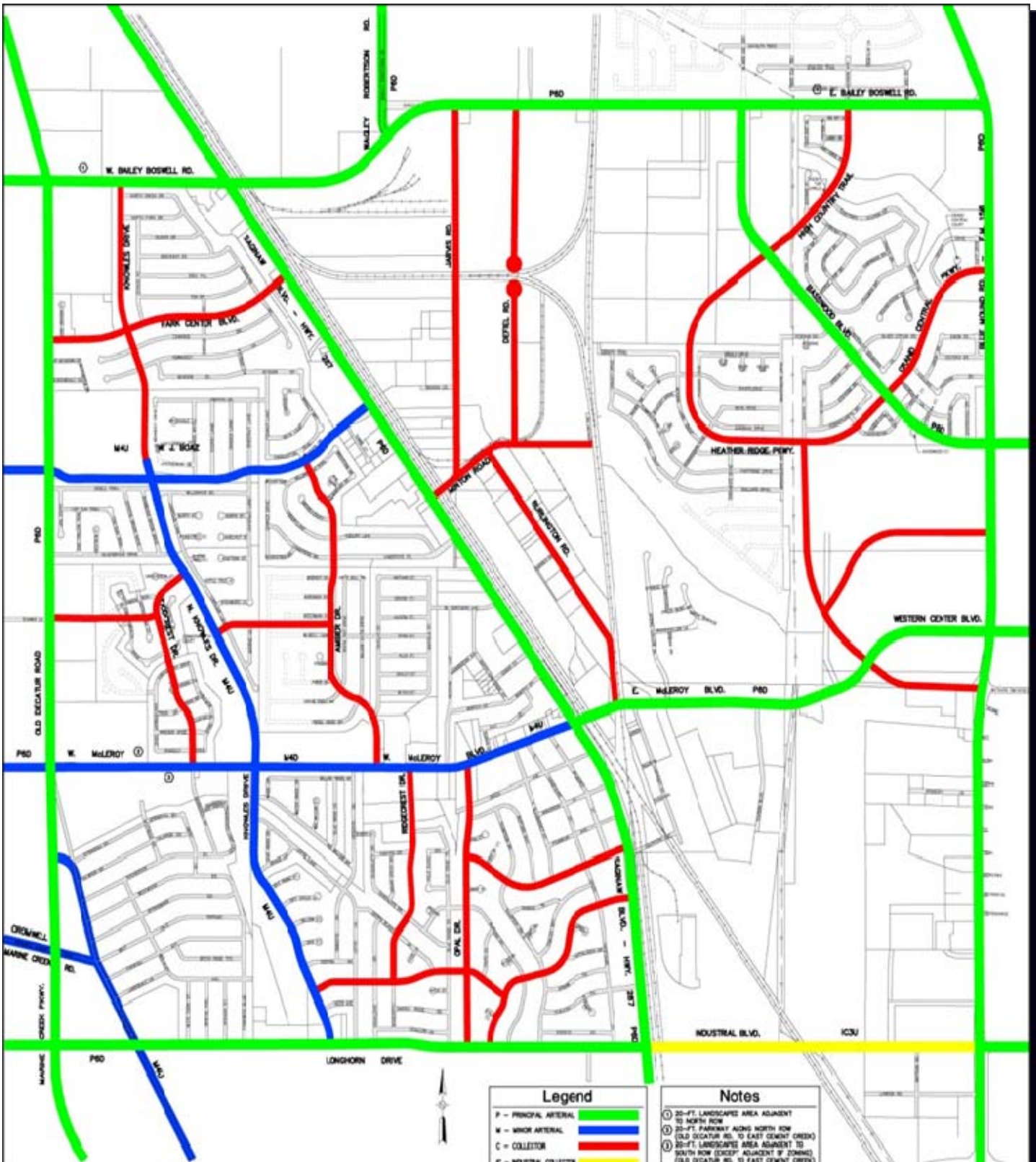




City Map of
Saginaw, Texas
SEWAGE COLLECTION SYSTEM
 2006-2010 CIP


 Kinley-Horn
 and Associates, Inc.
 8710 HWY 90, SUITE 300, FORT WORTH, TX 76116-5000

AUGUST 2005



Legend

- P - PRINCIPAL ARTERIAL
- M - MINOR ARTERIAL
- C - COLLECTOR
- IC - INDUSTRIAL COLLECTOR
- L - LOCAL STREET


- Notes**
- ① 20-FT. LANDSCAPE AREA ADJACENT TO NORTH ROW
 - ② 20-FT. PARKWAY ALONG NORTH ROW (OLD LOCATOR RD. TO EAST CEMENT CREEK)
 - ③ 20-FT. LANDSCAPE AREA ADJACENT TO SOUTH ROW (EXCEPT ADJACENT TO JONAS)
 - ④ 20-FT. LANDSCAPE AREA ADJACENT TO SOUTH ROW (OLD LOCATOR RD. TO EAST CEMENT CREEK)

Design Criteria

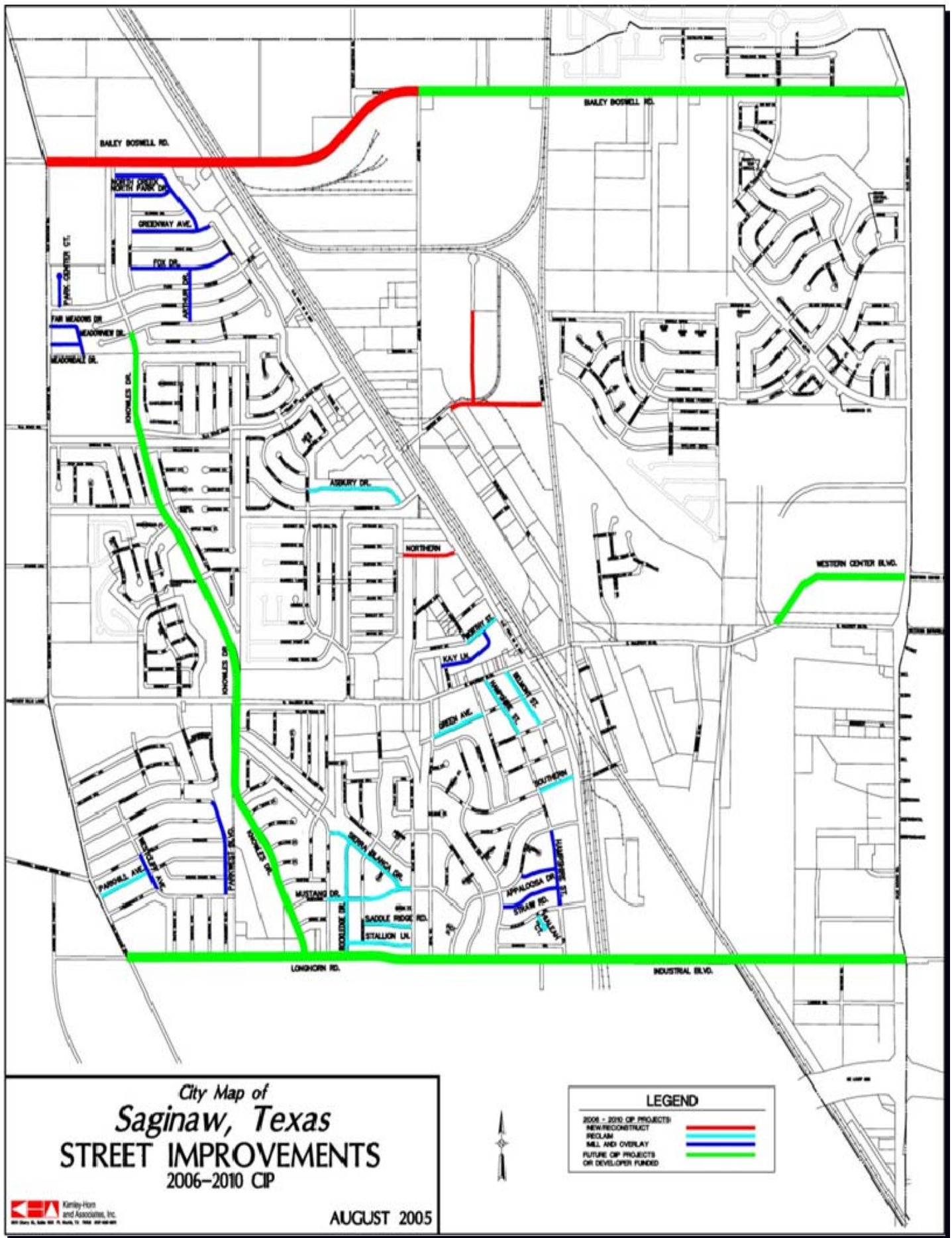
STREET CLASSIFICATION	DESIGNATION	MINIMUM R.O.M.	MINIMUM ROADWAY WIDTH	NUMBER OF LANES AND WIDTH	PARKING LANES AND WIDTH	MEDIAN WIDTH	FAIRWAY WIDTH	SEWER/LINES REQUIRED
PRINCIPAL ARTERIAL	P80	120'	120'	6 - 12'	NONE	36"	10' - YES	
	P60	92'	72'	6 - 12'	NONE	NONE	10' - YES	
	P70	104'	84'	7 - 12'	NONE	NONE	10' - YES	
MINOR ARTERIAL	M40	100'	(2) 36'	3-12' & 3-14'	NONE	36"	10' - YES	
	M40	88'	48'	4 - 12'	NONE	NONE	10' - YES	
	M30	80'	60'	5 - 12'	NONE	NONE	10' - YES	
COLLECTOR	C	80'	40'	3-12' & 3-8'	2 - 8'	NONE	10' - YES	
INDUSTRIAL COLLECTOR	IC	80'	36'	3-12' & 3-14'	NONE	NONE	10' - YES	
LOCAL A	N/A	80'	30'	3-12' & 3-8'	2 - 8'	NONE	10' - YES	
LOCAL B	N/A	50'	30'	1-14' & 3-8'	2 - 8'	NONE	10' - YES	
LIMITED LOCAL	N/A	45'	24'	3 - 8'	2 - 8'	NONE	8' - YES	

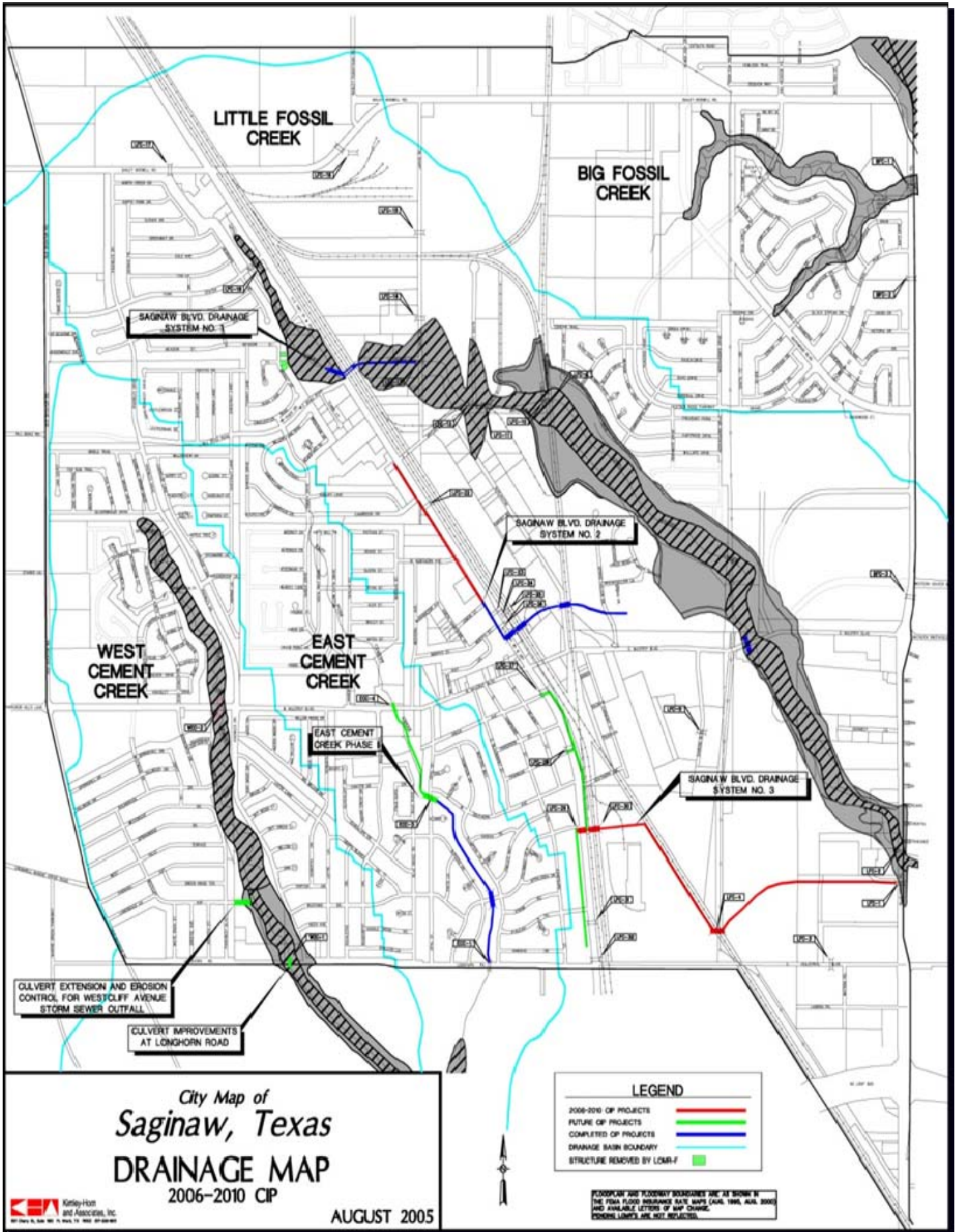
City Map of
Saginaw, Texas

MASTER THOROUGHFARE PLAN

 Kinley-Horn and Associates, Inc.
10000 N. 10th St., Suite 100, Dallas, TX 75243

AUGUST 2006







City of Saginaw

ANNUAL BUDGET

2008 – 2009

(This page intentionally left blank.)

ENTERPRISE FUND



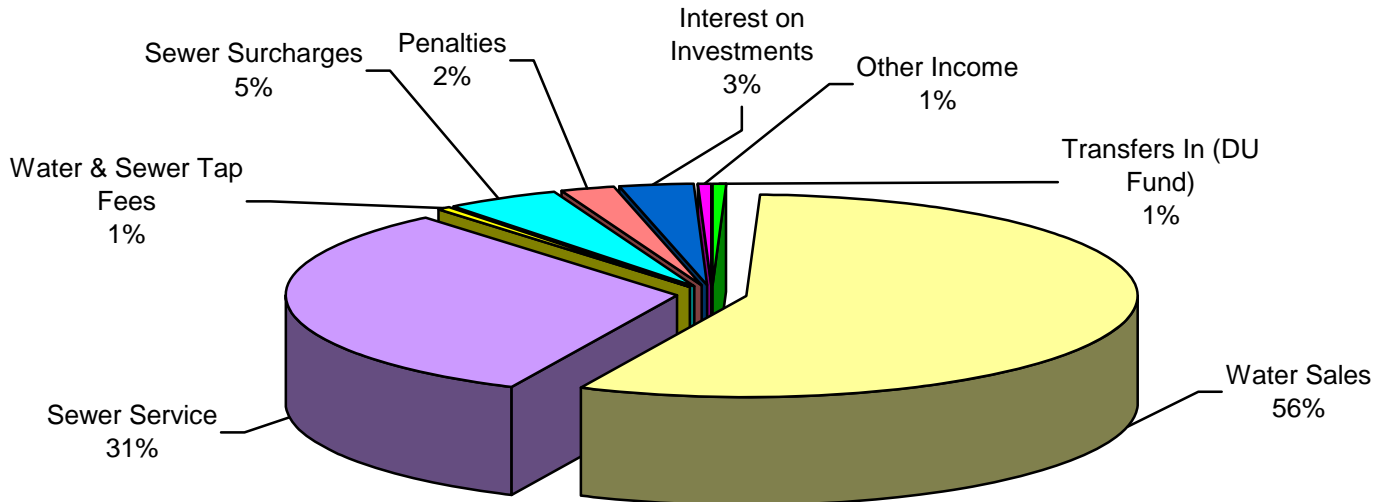
City of Saginaw

The Enterprise Fund is used to account for operations of the City's water and sewer activities which are financed and operated in a manner similar to private business enterprises. Services of the Enterprise Fund are intended to be self-supporting through user charges and fees.

**CITY OF SAGINAW
ENTERPRISE FUND SUMMARY OF
REVENUES AND EXPENDITURES**

	2007-2008 ADOPTED BUDGET	2007-2008 REVISED BUDGET	2008-2009 ADOPTED BUDGET
REVENUES			
Bond Proceeds	\$ -	\$ -	\$ -
Tsf. From Drainage Utility-Reimb Salaries	33,775	33,775	32,870
Water Sales	3,500,000	3,500,000	3,650,000
Sewer Service	2,090,000	2,090,000	2,050,000
Water Tap Fees	65,000	40,000	30,000
Sewer Tap Fees	25,000	15,000	15,000
Sewer Surcharge	300,000	360,000	310,000
Penalties	135,000	135,000	135,000
Other Income	30,000	35,000	35,000
Proceeds from Loan	-	-	854,200
Interest on Investments	380,000	260,000	200,000
Interest on Investments-2006 W&S	-	9,600	-
TOTAL REVENUES	<u>\$ 6,558,775</u>	<u>\$ 6,478,375</u>	<u>\$ 7,312,070</u>
EXPENSES			
Salaries & Benefits	\$ 877,850	\$ 877,850	\$ 916,005
Operating	524,900	559,400	485,400
Debt Payments	743,530	743,530	733,670
Water Purchase from Fort Worth	1,800,000	1,800,000	2,000,000
Sewer Service from Fort Worth	1,700,000	1,700,000	1,500,000
Capital Outlay	1,001,000	225,855	2,107,700
Water Department Total	<u>\$ 6,647,280</u>	<u>\$ 5,906,635</u>	<u>\$ 7,742,775</u>
Transfers	\$ 798,410	\$ 760,410	\$ 798,335
W&S Bond Projects	1,590,000	1,590,000	-
TOTAL EXPENSES	<u>\$ 9,035,690</u>	<u>\$ 8,257,045</u>	<u>\$ 8,541,110</u>

CITY OF SAGINAW ENTERPRISE FUND REVENUES BUDGETED FUNDS



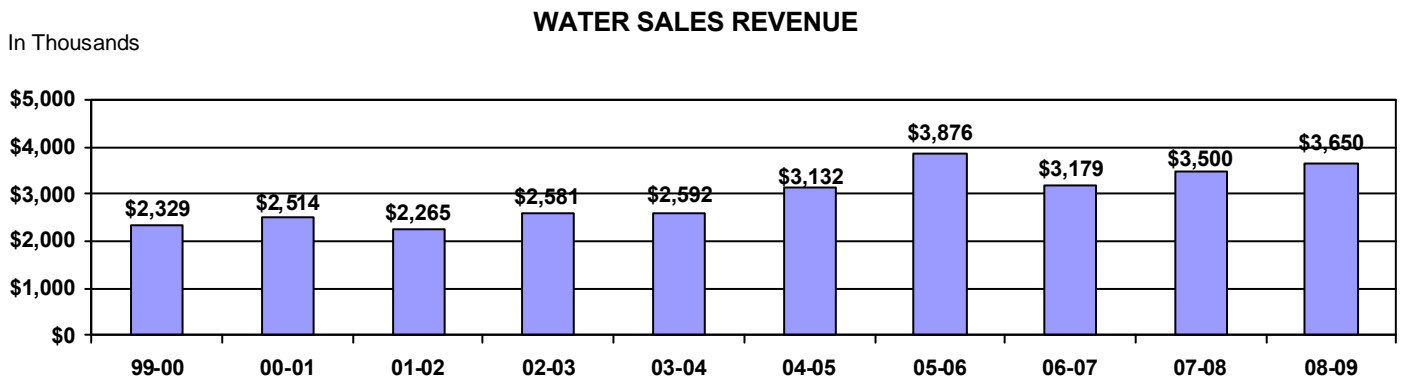
DESCRIPTION	ACTUAL 2004-2005	ACTUAL 2005-2006	ACTUAL 2006-2007	REVISED BUDGET 2007-2008	ADOPTED BUDGET 2008-2009
Bond Proceeds	\$ -	\$ -	\$ 2,534,942	\$ -	\$ -
Transfers In (DU Fund)	13,500	29,875	30,765	33,775	32,870
Water Sales	3,132,945	3,875,614	3,179,199	3,500,000	3,650,000
Sewer Service	1,755,676	1,829,473	1,952,935	2,090,000	2,050,000
Water Tap Fees	155,902	116,488	71,245	40,000	30,000
Sewer Tap Fees	71,125	50,600	31,480	15,000	15,000
Sewer Surcharges	256,616	304,665	317,145	360,000	310,000
Penalties	131,418	144,128	138,561	135,000	135,000
Interest on Investments	112,952	240,934	409,478	269,600	200,000
Other Income	27,875	29,531	37,406	35,000	35,000
TOTAL REVENUES	\$ 5,658,009	\$ 6,621,308	\$ 8,703,156	\$ 6,478,375	\$ 6,457,870

CITY OF SAGINAW ENTERPRISE FUND OVERVIEW OF REVENUES 2008-2009

The City of Saginaw's Enterprise Fund accounts for water and sewer operations with the intent that the costs of providing goods and/or services to the general public on a continuing basis be financed or recovered primarily through user charges and fees. Below is an overview of the major Enterprise Fund revenues.

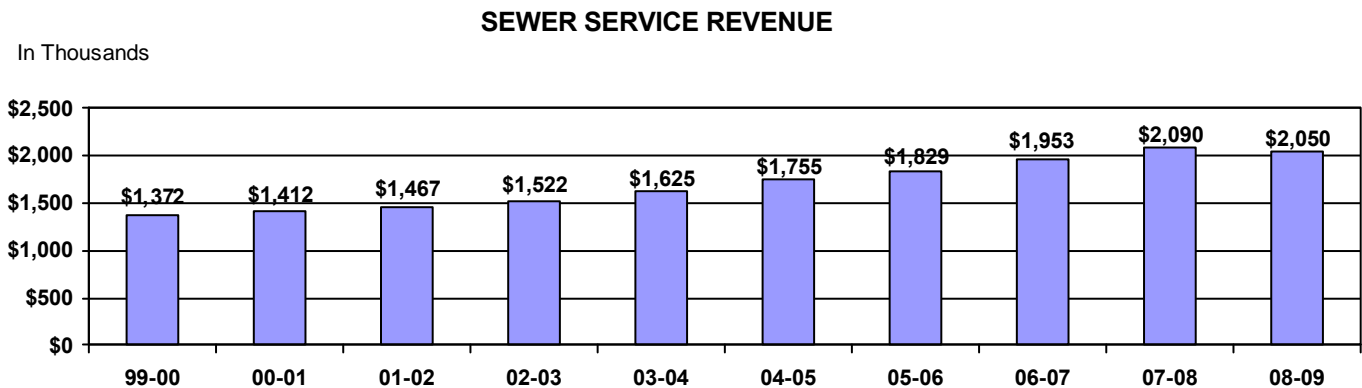
WATER SALES:

The City of Saginaw purchases water from the City of Fort Worth. Fort Worth will increase their water rates 11.7% October 1, 2008. The City of Saginaw will increase our water rates 6% October 1, 2008. Revenues for the 2008-2009 fiscal year are based on revenue history and anticipated growth.



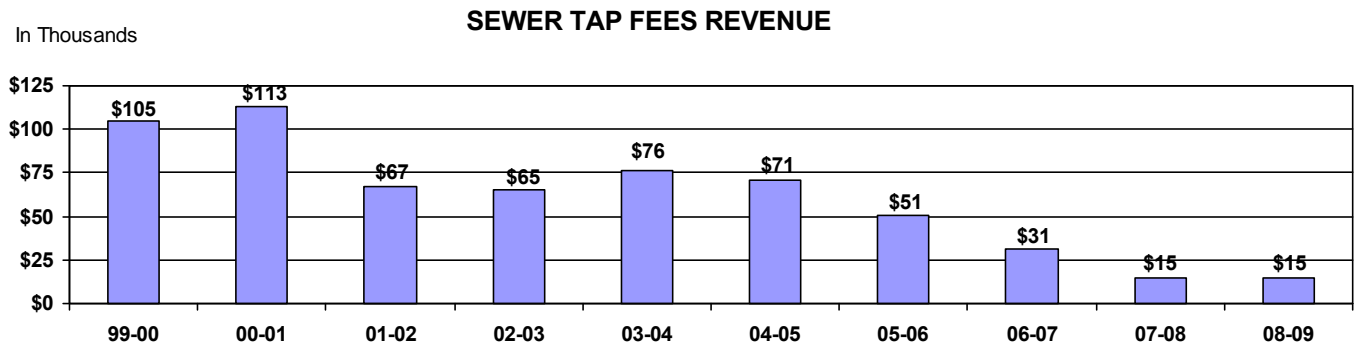
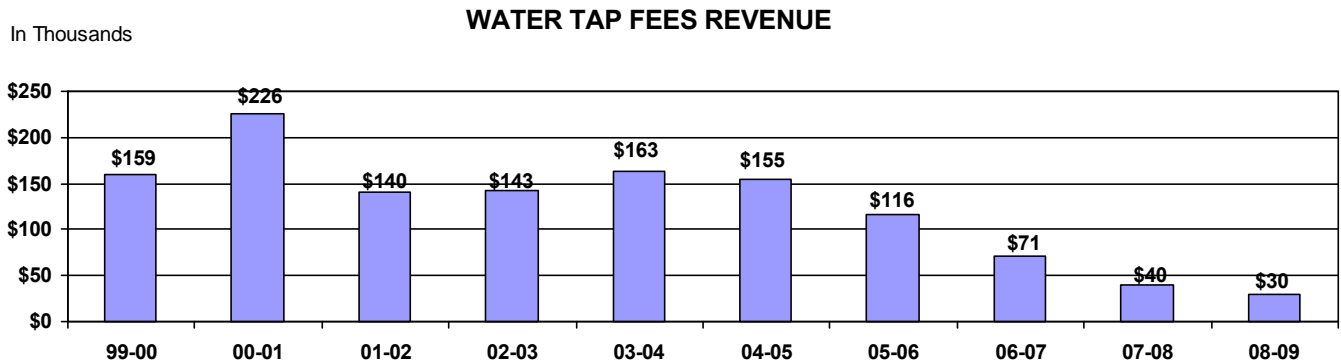
SEWER SERVICE:

The City of Fort Worth bills Saginaw for sewer treatment based on the strengths and volume that are passed through the system. As the City continues to grow and add more customers, the strength and volume increases along with the charges. Fort Worth will decrease their sewer rates 12.3% October 1, 2008. The City of Saginaw will decrease our sewer rates 6%. Revenues for the 2008-2009 fiscal year are based on revenue history and anticipated growth.



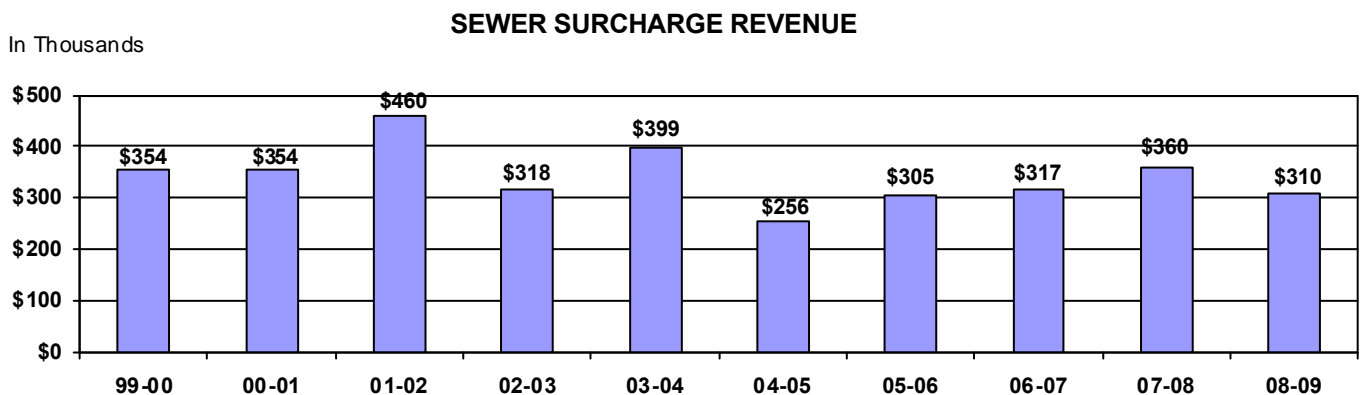
WATER AND SEWER TAP FEES:

This represents the fees charged by the City for connections or taps to the water and sewer system for new homes and businesses. The amount of the fee is determined by the size of the connection and whether it is installed by the developer, owner, or the City. Water tap fees are \$445.00 to \$555.00. Sewer tap fees are from \$225.00 to \$350.00. If the taps are installed by the City, the fee is actual cost plus 15%. Revenues are based on an anticipated 50 new home starts this fiscal year plus anticipated commercial and industrial growth. Revenues are lower due to fewer new homes being built.



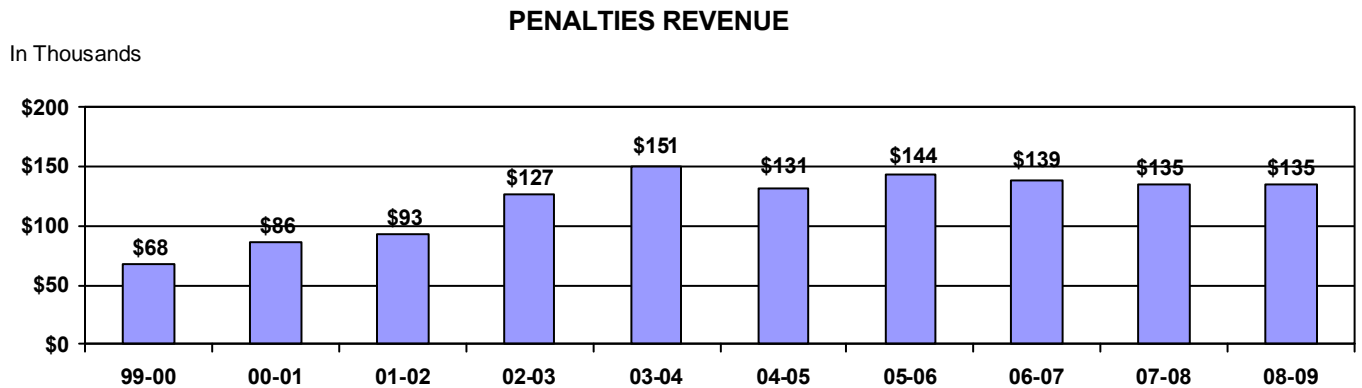
SEWER SURCHARGE:

All commercial and industrial customers that discharge more than 10,000 pounds per year of regulated pollutants into the sanitary sewer system and have a monthly volume of water use of more than 150,000 gallons are in the monitored category. This category of customer is assessed a surcharge based on test results performed by the City of Saginaw. The City collects samples on five consecutive days, three times per year for each monitored category customer. These results are then compared with the test results rendered on Saginaw by the City of Fort Worth. If an industrial user has a high test result, then they will pay a high percentage surcharge. Revenues are based on continued growth.



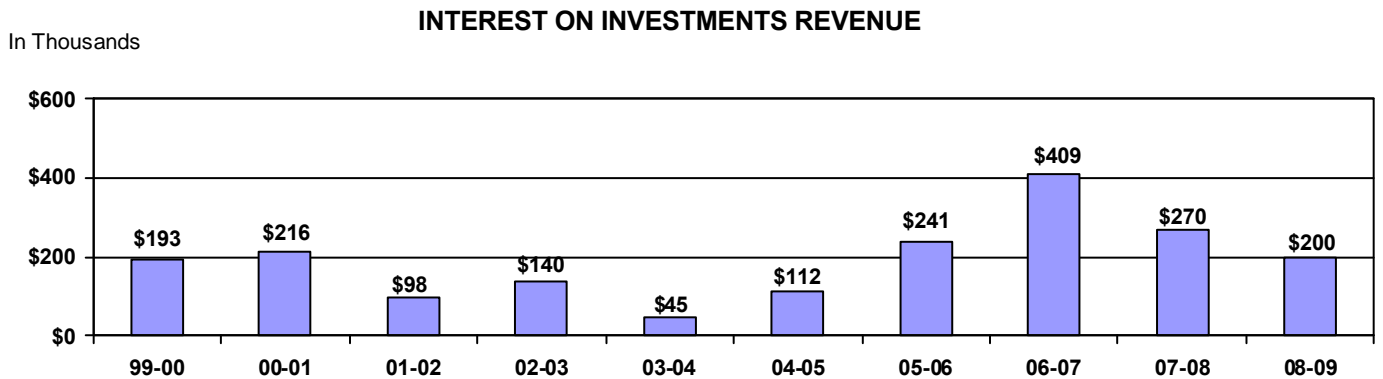
PENALTIES:

This represents penalties on past due water and sewer accounts. A late charge of \$5.00 is added to residential accounts. The late charge for commercial and industrial accounts is ten percent of the balance due on the account. Revenue is based on projected year-end revenues.



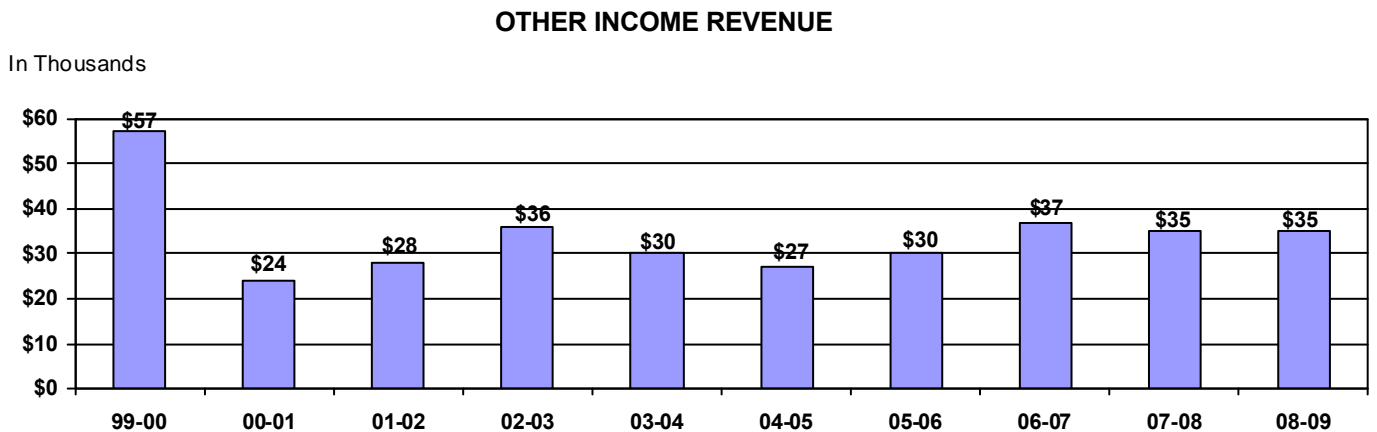
INTEREST ON INVESTMENTS:

This is interest earned on idle funds invested in TexPool and interest earnings on 2006 Water & Sewer Revenue Bond Funds. Revenues are based on the amount of money available to be invested and an estimated interest rate of 2%.



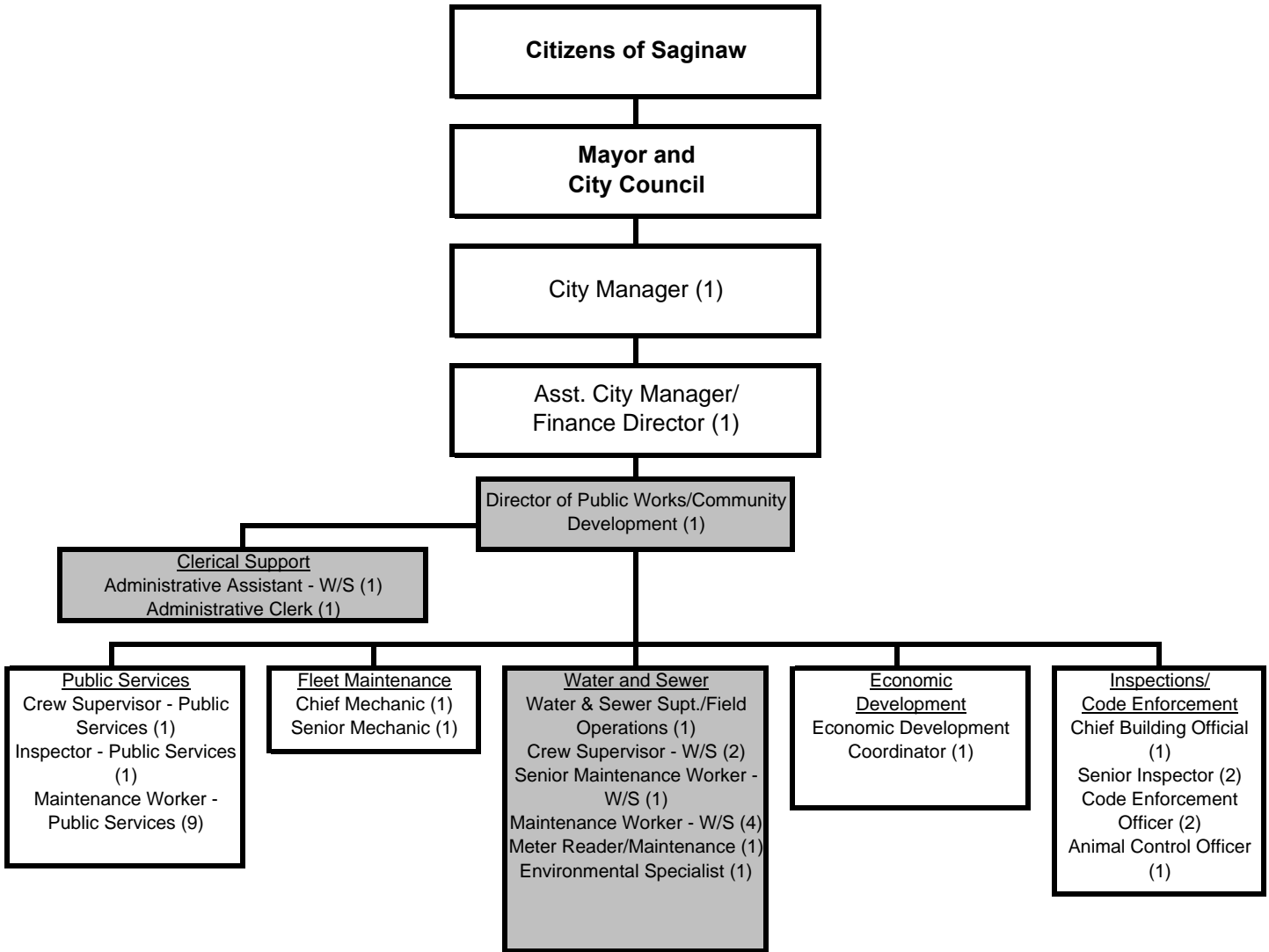
OTHER INCOME:

This amount represents fees such as water transfer fees, returned check fees, reconnection fees and other service fees. Revenues are based on estimated year-end revenues.



CITY OF SAGINAW ORGANIZATIONAL CHART AND SCHEDULE OF PERSONNEL 2008-2009

WATER AND SEWER



TITLE	FISCAL YEAR			
	05-06	06-07	07-08	08-09
Director of Public Works/Community Development	1	1	1	1
Water & Sewer Supt./Field Operations	1	1	1	1
Crew Supervisor - W/S	2	2	2	2
Senior Maintenance Worker - W/S	1	1	1	1
Maintenance Worker - W/S	4	4	4	4
Meter Reader/Maintenance	1	1	1	1
Environmental Specialist*	1	1	1	1
Administrative Assistant - W/S	1	1	1	1
Administrative Technician - W/S	1	1	1	1
Administrative Clerk	4	4	4	4
TOTAL:	17	17	17	17

The Public Works Department houses the offices listed above. Those positions highlighted in gray are paid out of the Water and Sewer budget. The Administrative Technician - W/S and three of the Administrative Clerks are located in the General Administrative Office.

*The Drainage Utility Fund reimburses this fund for half the salary and benefits of the Environmental Specialist.

**CITY OF SAGINAW
DEPARTMENT DESCRIPTION
2008-2009**

WATER & SEWER

The Director of Public Works is the manager of all Public Works employees. The Water and Sewer maintenance employees share office space with the Public Services and Inspections/Code Enforcement departments at the Public Works building. The water billing personnel are located at the General Administrative Office at City Hall. They are responsible for the billing and collection of over 7,000 accounts. The City has a two-cycle billing system for utility customers. In 2001 the City contracted out the printing and mailing of utility bills. One full-time employee reads meters ten (10) days each month. This employee works on other projects the rest of the month.

Saginaw is 100% dependent upon the City of Fort Worth for its water supply. The Water division is responsible for the operation and maintenance of the City's water distribution system. This division maintains the water system following the guidelines for human consumption and fire safety set forth by the Texas Commission on Environmental Quality (TCEQ). The division maintains adequate pressure throughout the water system, repairs and maintains all distribution lines, keeps accurate records of distribution and pumpage and reports to the State as required. The division ensures that all pump stations are operational and maintains an annual maintenance program. The water division completes maps for location of lines, repairs breaks in a timely manner and takes water samples as required by law. This division turns water on and off for residents, completes all water-related work orders, resolves customer complaints and inquiries.

The Sewer division is responsible for the maintenance of the sewer collection system. The City of Saginaw sends 100% of its sewage to the City of Fort Worth for treatment. The Sewer division repairs broken lines, clears line blockages, conducts video inspections of sewer lines and provides regular cleaning of all lines in the City as preventative maintenance.

The City monitors significant industrial users and categorical industries by sampling their sewage effluent to ensure compliance with Environmental Protection Agency (EPA) standards.

CITY OF SAGINAW

GOALS, OBJECTIVES AND PERFORMANCE MEASURES

2008-2009

WATER AND SEWER

GOAL: To provide affordable, superior water and sewer service to citizens and customers in a timely manner. To plan for future water and sewer needs while protecting the environment.

<u>OBJECTIVES</u>	<u>2007-2008 PERFORMANCE MEASURES</u>
<ul style="list-style-type: none"> Take water samples monthly, to make sure it is safe for the residents to use, with 100% of the samples tested being acceptable. 	<ul style="list-style-type: none"> Water was sampled monthly. All 240 samples tested were acceptable.
<ul style="list-style-type: none"> To maintain adequate water storage for the Fire Department flow requirements and to prevent water rationing. 	<ul style="list-style-type: none"> Fire Department flow requirements were met. The City of Fort Worth required Saginaw to adopt a water conservation ordinance that prohibited watering during certain hours.
<ul style="list-style-type: none"> Change out old water meters according to the meter replacement program (100 meters per year). 	<ul style="list-style-type: none"> We did not continue the meter replacement program as we are in the process of a complete meter change out to electronic meters throughout the entire City.
<ul style="list-style-type: none"> 100% of meters in new residences must be electronic and can be read by hand-held readers. 	<ul style="list-style-type: none"> 100% of the new meters installed are electronic.
<ul style="list-style-type: none"> To read 95% of water meters correctly. 	<ul style="list-style-type: none"> 100% of water meters were read correctly.
<ul style="list-style-type: none"> Take sewer samples quarterly. 	<ul style="list-style-type: none"> Sewer samples were taken quarterly 100% of the time.
<ul style="list-style-type: none"> Respond to requests for non-emergency service within 24 hours. 	<ul style="list-style-type: none"> 100% of requests for non-emergency service were responded to within 24 hours.
<ul style="list-style-type: none"> To seek alternate sources to get projects funded and built. (CDBG funds, constructed by developers, shared costs with the county or another city.) 	<ul style="list-style-type: none"> In 07-08, the City was able to secure funding through CDBG funds and the County to help offset costs for projects.
<ul style="list-style-type: none"> Reduce workers compensation claims by promoting safety on the job. 	<ul style="list-style-type: none"> There were no workers compensations claims in 04-05, 05-06 and 06-07. There were two workers compensation claims in 07-08.

2009-2013 OBJECTIVES:

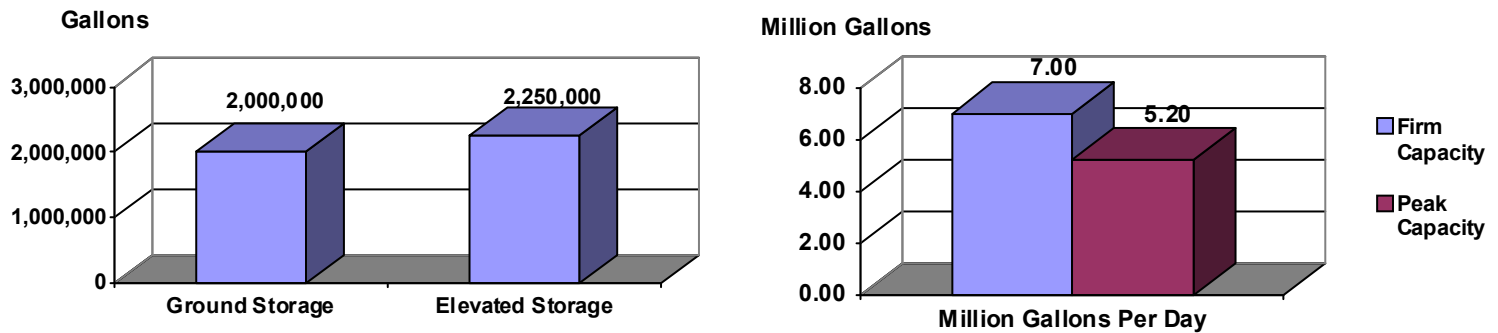
- Replace water lines as designated on the Capital Improvements Plan.
- Change out old residential water meters and replace with new trace meters.
- Replace sewer lines as designated on the Capital Improvements Plan.
- Inspect, reseal and/or replace, as necessary, all sewer manholes.
- Maintain current certifications through continuing education credits and seek new certifications.
- Promote the "Clean It Like You Mean It" program to rid the City of hazardous waste, tires, etc.

PERFORMANCE MEASURES	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET
Sewer Mains Cleaned (Feet)	59,912	187,531	508,812	472,606	500,000
New Water Meters Installed	317	238	154	90	50
Water Meters Changed Out	19	59	69	69	5,000
Water Customers	6,384	6,653	6,777	6,805	6,860
Water Meters Read	74,937	79,882	81,879	83,244	83,250
Water Meters Reread	1,742	1,677	1,760	1,930	1,500
Percent Rereads Correct	76%	86%	80%	100%	100%
Workers Compensation Claims	0	0	0	2	0

SIGNIFICANT BUDGET INFORMATION:

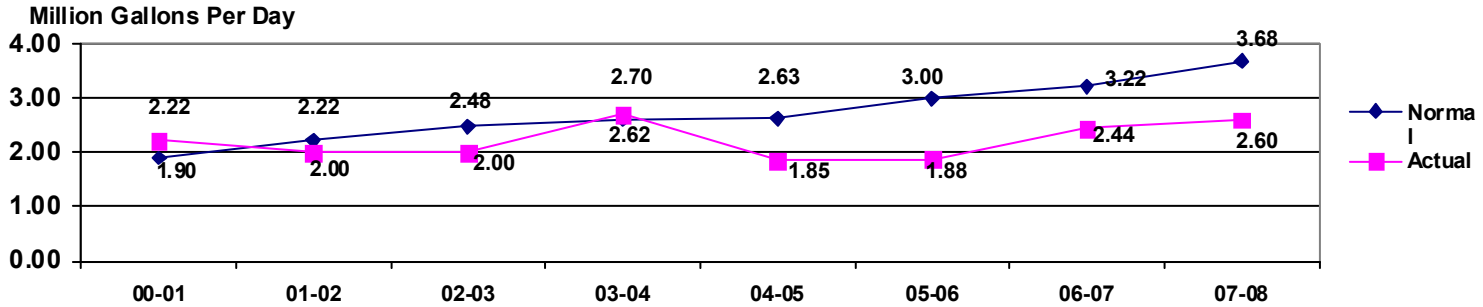
- Personnel Services includes the City’s portion of employee retirement contributions which is set at 12%. Salaries, taxes and retirement increased because of the implementation of the first phase of the new salary plan. Also included is the 5% raise for those employees not at midpoint on the salary plan.
- Operating expense decreases include anticipated data processing expenses decreasing and water meter and supplies expenses decreasing due to the meter change out program.
- Contract Services decreased due to an anticipated decrease in engineering fees.
- Transfers/Debt Service increases are due to an increase in the transfer to the General Fund to reimburse operating costs.
- Capital Outlay purchases include the Longhorn water line, \$870,000, the Blue Mound water line, \$157,000, the completion of the meter change out program, \$1,054,200, a service line locator with camera, \$8,500 and a service truck, \$18,000.

WATER SYSTEM STORAGE AND PUMPING INVENTORY



These graphs show the water storage and pumping capabilities of the City. Firm capacity is the total pumping capacity that a system can deliver with the largest pump out of service. The average 2008 water demand was 2.80 million gallons per day. The peak day demand was 5.29 million gallons per day.

AVERAGE DAILY WASTEWATER VOLUME



Two major factors affect sewer volumes sent to Fort Worth – population and amount of precipitation. Below normal rainfall and associated inflow/infiltration contribute to the decrease in wastewater flow.

WATER AND SEWER STATISTICS

WATER & SEWER STATISTICS	03-04	04-05	05-06	06-07	07-08	08-09
Water Customers	5,744	5,966	6,384	6,653	6,750	6,805
WATER FEES						
Minimum - 2,000 gallons	\$ 10.30	\$ 10.71	\$ 11.25	No Change	No Change	\$ 11.93
Residential - next 8,000 gallons	\$ 3.18	\$ 3.31	\$ 3.48	No Change	No Change	\$ 3.69
Residential - 10,000+ gallons	3.38	3.52	3.70	No Change	No Change	3.93
Comm/Industrial next 8,000 gallons	\$ 3.38	\$ 3.52	\$ 3.70	No Change	No Change	\$ 3.93
Comm/Industrial 10,000+ gallons	4.11	4.27	4.48	No Change	No Change	4.75
SEWER FEES						
Minimum - 2,000 gallons	\$ 12.00	\$ 12.48	\$ 11.86	No Change	\$ 12.93	\$ 12.15
Residential - 2,000+ gallons	1.88	1.96	1.86	No Change	2.03	1.91
Comm/Industrial Minimum - 2,000 gallons	\$ 13.20	\$ 13.73	\$ 13.04	No Change	\$ 14.21	\$ 13.35
Comm/Industrial - 2,000+ gallons	3.28	3.41	3.24	No Change	3.53	3.32
Average W&S Residential Bill (8,000 gallons)	\$ 62.78	\$ 65.35	\$ 69.68	No Change	\$ 72.20	\$ 73.67
Average W&S Comm/Ind Bill (50,000 gallons)	\$ 372.38	\$ 387.08	\$ 388.61	No Change	\$ 403.70	\$ 68.78

According to Texas Municipal League's survey, the average cost of water usage of 5,000 gallons in all Texas cities is \$25.58, an increase over the 2007 average of \$24.83. Saginaw's cost for 5,000 gallons of water usage is \$23.00. The average cost for cities with similar population (15,001-20,000) is \$23.80.

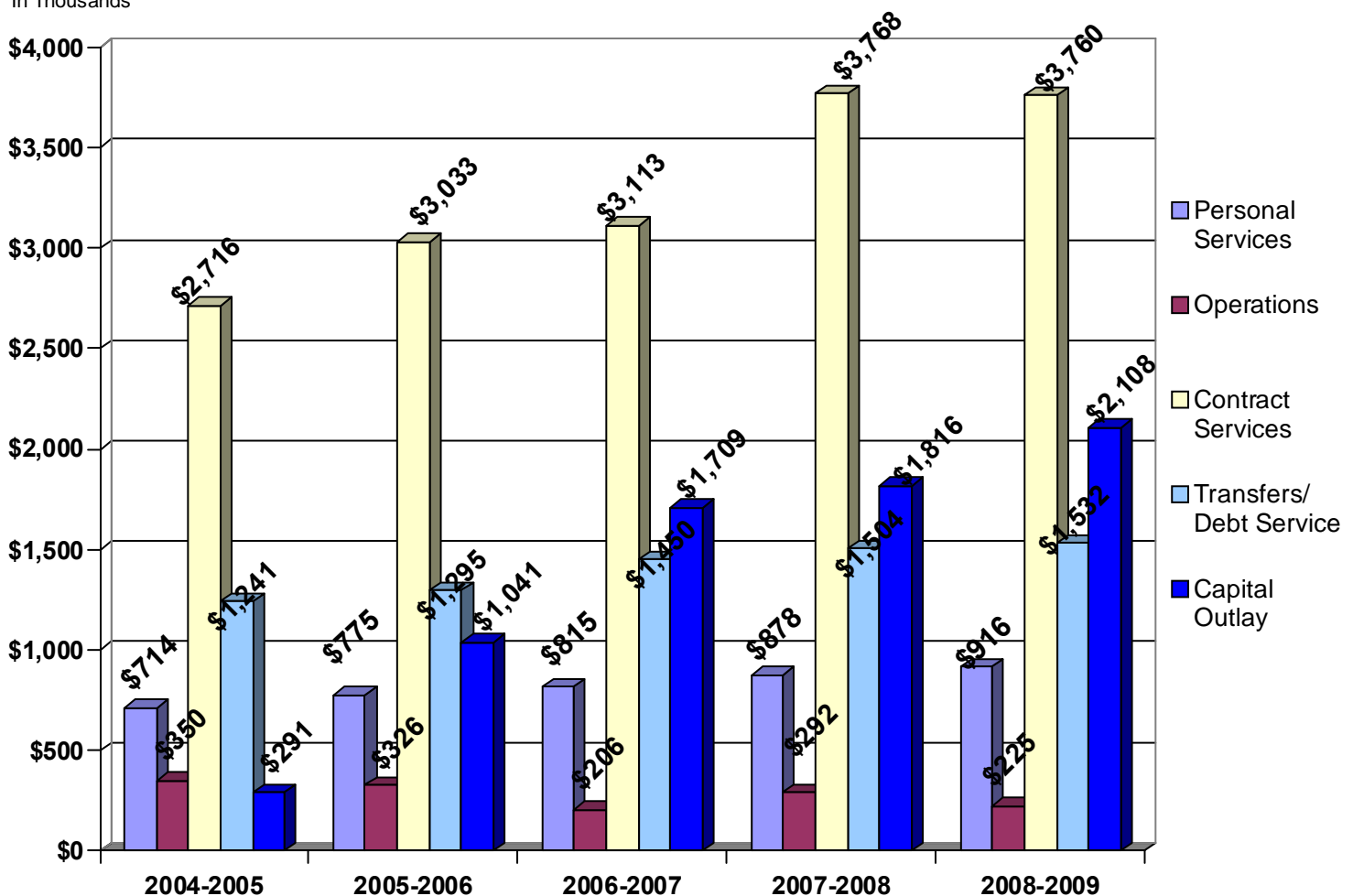
The average cost of sewer service for residential usage of 5,000 gallons in all Texas cities is \$20.48, an increase over last year's average of \$19.03. Saginaw's cost for 5,000 gallons of sewer service is \$17.88. The average cost for cities with similar population is \$23.76.

CITY OF SAGINAW EXPENSE SUMMARY 2008-2009

WATER AND SEWER

EXPENDITURES BY CATEGORY	ACTUAL 2004-2005	ACTUAL 2005-2006	ACTUAL 2006-2007	REVISED BUDGET 2007-2008	ADOPTED BUDGET 2008-2009
Personal Services	\$ 714,423	\$ 775,480	\$ 814,639	\$ 877,850	\$ 916,005
Operations	349,529	325,657	205,876	291,900	225,400
Contract Services	2,716,265	3,032,538	3,112,570	3,767,500	3,760,000
Transfers/Debt Service	1,241,020	1,294,668	1,449,841	1,503,940	1,532,005
Capital Outlay	291,158	1,040,838	1,708,924	1,815,855	2,107,700
TOTAL EXPENDITURES	\$ 5,312,395	\$ 6,469,181	\$ 7,291,850	\$ 8,257,045	\$ 8,541,110

In Thousands



CITY OF SAGINAW
WATER AND SEWER CAPITAL IMPROVEMENTS FIVE YEAR PLAN
2008-2009

STREETS - CIP REVIEW	<u>2005-2006</u>	<u>2006-2007</u>	<u>2007-2008</u>	<u>2008-2009</u>	<u>2009-2010</u>
WATER					
1.5 MG Elevated Storage Tank	Complete				
Jarvis Rd. 16" Water Line	Complete				
Samson Blvd. 12" Water Line	1				
Longhorn 16" Water Line				\$ 1,100,000	
Industrial 16" Water Line					
Bailey Boswell Rd. 12" Water Line	Complete				
FM 156 8" Water Line				\$ 157,000	
SEWER					
National Guard 15" Sanitary Sewer Line					\$ 210,000
S.E. 24" Trunk Main Replacement					\$ 525,000
Subdivision Ordinance Update				\$5,000	

(1) Projects possibly constructed by developers

CITY OF SAGINAW
WATER & SEWER DEBT SERVICE REQUIREMENTS
2008-2009

<u>DISBURSEMENT</u>	<u>AMOUNT</u>	<u>EXPLANATION</u>
Principal	\$ 65,000	1996 Waterworks and Sewer System Revenue Bonds
Interest	32,635	
Fees	750	
Total	<u>\$ 98,385</u>	
Principal	\$ 115,000	1997 Waterworks and Sewer System Revenue Bonds
Interest	65,250	
Fees	750	
Total	<u>\$ 181,000</u>	
Principal	\$ 40,000	2000 Waterworks and Sewer System Revenue Bonds
Interest	40,230	
Fees	750	
Total	<u>\$ 80,980</u>	
Principal	\$ 40,000	2001 Waterworks and Sewer System Revenue Bonds
Interest	38,200	
Fees	750	
Total	<u>\$ 78,950</u>	
Principal	\$ 90,000	2003 Waterworks and Sewer System Refunding Bonds
Interest	18,350	
Fees	750	
Total	<u>\$ 109,100</u>	
Principal	\$ 80,000	2006 Waterworks and Sewer System Revenue Bonds
Interest	104,505	
Fees	750	
Total	<u>\$ 185,255</u>	
<hr/>		
<u>TOTAL REQUIREMENTS</u>		
Principal	\$ 430,000	
Interest	299,170	
Fees	4,500	
TOTAL	<u><u>\$ 733,670</u></u>	

CITY OF SAGINAW
WATER AND SEWER DEBT OUTSTANDING
2008-2009

Description Interest Rate Range Redemption Dates	Original Issue	Bonds Outstanding 10/1/2008	FY2008-2009 Payments		Bonds Outstanding 9/30/2009
			Principal	Interest	
1996 Waterworks and Sewer System Revenue Bonds 4.500% to 7.000% September 1, 1997 to September 1, 2016	\$ 1,160,000	\$ 630,000	\$ 65,000	\$ 32,635	\$ 565,000
1997 Waterworks and Sewer System Revenue Bonds 5.000% to 7.000% September 1, 1998 to September 1, 2017	\$ 2,190,000	\$ 1,305,000	\$ 115,000	\$ 65,250	\$ 1,190,000
2000 Waterworks and Sewer System Revenue Bonds 5.500% to 7.000% September 1, 2001 to September 1, 2020	\$ 960,000	\$ 690,000	\$ 40,000	\$ 40,230	\$ 650,000
2001 Waterworks and Sewer System Revenue Bonds 4.200% to 5.700% September 1, 2003 to September 1, 2022	\$ 1,000,000	\$ 795,000	\$ 40,000	\$ 38,200	\$ 755,000
2003 Waterworks and Sewer System Refunding Bonds 2.000% to 3.950% September 1, 2004 to September 1, 2013	\$ 925,000	\$ 500,000	\$ 90,000	\$ 18,350	\$ 410,000
2006 Waterworks and Sewer System Revenue Bonds 3.950% to 4.850% September 1, 2004 to September 1, 2027	\$ 2,535,000	\$ 2,455,000	\$ 80,000	\$ 104,505	\$ 2,375,000
TOTALS	\$ 8,770,000	\$ 6,375,000	\$ 430,000	\$ 299,170	\$ 5,945,000

CITY OF SAGINAW
WATER AND SEWER DEBT REQUIREMENTS FUTURE YEARS
2008-2009

<u>SEPTEMBER 30,</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2009	\$ 430,000	\$ 299,160	\$ 729,160
2010	455,000	278,410	733,410
2011	480,000	256,538	736,538
2012	505,000	233,335	738,335
2013	540,000	209,218	749,218
2014	445,000	183,215	628,215
2015	475,000	160,802	635,802
2016	495,000	136,740	631,740
2017	425,000	111,673	536,673
2018	260,000	91,507	351,507
2019	265,000	79,470	344,470
2020	280,000	67,235	347,235
2021	220,000	54,277	274,277
2022	230,000	44,800	274,800
2023	160,000	34,800	194,800
2024	165,000	28,400	193,400
2025	175,000	21,800	196,800
2026	180,000	14,800	194,800
2027	190,000	7,600	197,600
TOTALS	<u>\$ 6,375,000</u>	<u>\$ 2,313,780</u>	<u>\$ 8,688,780</u>

Average Annual Requirement

\$ 457,304

Waterworks and Sewer System Refunding Bonds
Series 2003 due 3-1-04 to 9-1-13

Waterworks and Sewer Revenue Bonds
Series 1996 due 9-1-96 to 9-1-16
Series 1997 due 3-1-98 to 9-1-17
Series 2000 due 9-1-00 to 9-1-20
Series 2001 due 3-1-02 to 9-1-22
Series 2006 due 3-1-07 to 9-1-27

CRIME TAX FUND



City of Saginaw

The Crime Tax Fund (Crime Control and Prevention District-CCPD) is used to account for the revenues from sales tax designated for this fund and expenditures related to the CCPD.

**CITY OF SAGINAW
CRIME TAX FUND SUMMARY OF
REVENUES AND EXPENDITURES**

	2007-2008 ADOPTED BUDGET	2007-2008 REVISED BUDGET	2008-2009 ADOPTED BUDGET
REVENUES			
Sales Tax	\$ 1,100,000	\$ 1,200,000	\$ 1,000,000
Grant Assistance	-	1,000	-
Interest on Investments	40,000	33,000	20,000
TOTAL REVENUES	<u>\$ 1,140,000</u>	<u>\$ 1,234,000</u>	<u>\$ 1,020,000</u>
EXPENDITURES			
Tsf. to General Fund-Salaries/Exp	\$ 745,000	\$ 745,000	\$ 807,500
Operating	56,500	57,500	56,500
Capital Outlay	160,000	160,000	135,000
TOTAL EXPENDITURES	<u>\$ 961,500</u>	<u>\$ 962,500</u>	<u>\$ 999,000</u>

CITY OF SAGINAW

CRIME TAX FUND OVERVIEW OF REVENUES AND EXPENDITURES

2008-2009

The Crime Control and Prevention District (CCPD) was originally approved in November 1997 as a one-half cent sales tax and went into effect on April 1, 1998. In May of 2002, the citizens voted to continue the CCPD for another five years. In May of 2007 voters renewed the CCPD for another ten years.

Continuation of the CCPD will allow the City to consider the addition of more police personnel and equipment without looking to residents' property tax bills for funding. Continuation will allow the department to keep a regular replacement schedule on key equipment.

The sales tax rate was lowered in fiscal year 2007-2008 from one-half of one percent to three-eighths of one percent. The remaining one-eighth of one percent will be used for street maintenance. Revenues generated from the additional sales tax are dedicated to new and enhanced crime prevention and enforcement programs in the City. The Board of Directors, consisting of the Mayor and Councilmembers, govern the CCPD.

The CCPD works to increase patrol officer visibility, enhance crime fighting ability by acquiring new equipment, provide additional training, update technology and reduce the number of juvenile offenders involved in repeated criminal and/or gang related activity.

Since April 1998, the City has hired ten additional patrol officers, one Community Services Officer and one dispatcher with CCPD funds. Over the last 10 years, CCPD funds have been used to fund/purchase:

- Pay increases for Police personnel;
- Handguns, patrol rifles, ballistic vests, equipment and supplies;
- Officer training;
- A police reporting system;
- A speed monitoring trailer;
- Police vehicles and equipment,
- Radar and in-car video systems;
- A DVD recorder system in dispatch.

REVENUES:

STATE SALES TAX:

This is the three-eighths of one cent sales tax collected for the Crime Control and Prevention District. We decreased the budgeted sales tax revenue due to the reduced percentage rate and an anticipated slow down in spending.

INTEREST ON INVESTMENTS:

This is based on 2% of idle funds in the Crime Tax Fund.

EXPENDITURES:**PERSONAL SERVICES:**

This account will reimburse the General Fund for salaries and benefits for ten patrol officers, a Community Services Officer, one-half the cost for a School Resource Officer, one dispatcher and administrative costs associated with the fund.

OPERATING:

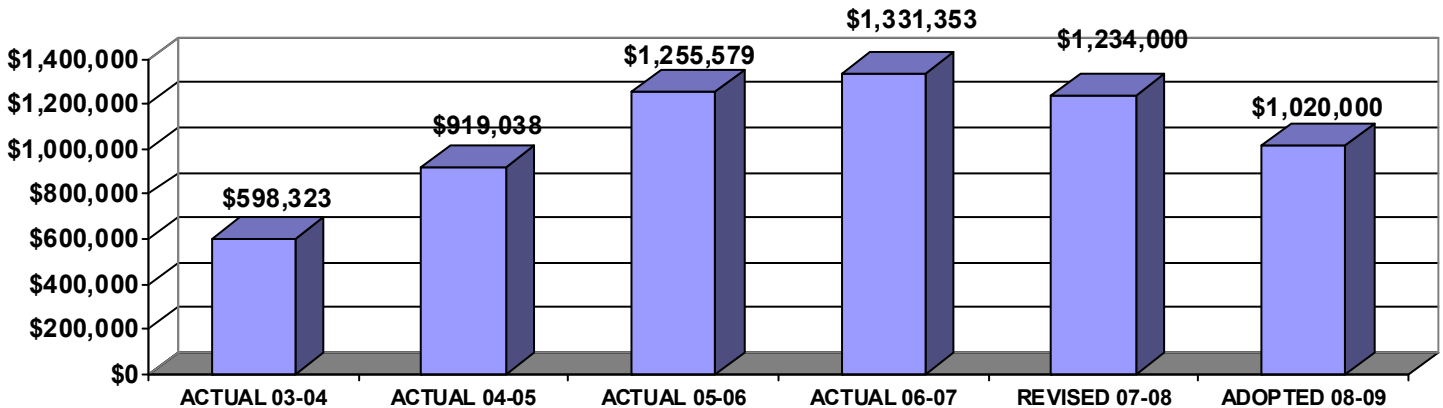
Operating expenditures include the purchase of personal protection vests for police officers, equipment and supplies for patrol officers, police investigators, and Crime Prevention programs. It also includes data processing expenditures. The department continues to receive requests for Crime Prevention services on a daily basis. Many of these requests involve insurance home inspections, while others concern Crime Watch Programs, police department tours and school visits. The Community Services Officer oversees programs such as Crime Watch and National Night Out.

CAPITAL OUTLAY:

Capital outlay includes the purchase of two (2) vehicles and related equipment and a SWAT van.

CITY OF SAGINAW CRIME TAX FUND REVENUE SUMMARY 2008-2009

CRIME TAX FUND TOTAL REVENUES

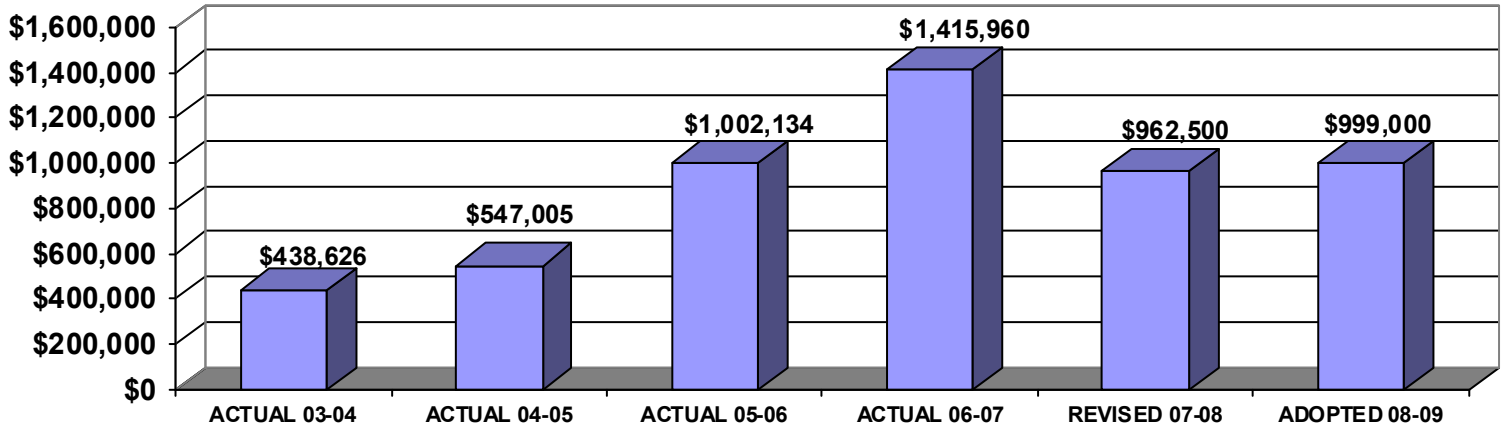


CRIME TAX FUND SALES TAX HISTORY

MONTH	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	REVISED	ADOPTED
OCTOBER	\$ 39,669	\$ 63,067	\$ 78,897	\$ 91,022	\$ 90,000	\$ 75,000
NOVEMBER	49,160	69,491	88,106	95,340	90,000	75,000
DECEMBER	47,490	60,957	80,727	85,352	85,000	70,000
JANUARY	38,924	67,054	75,794	91,614	90,000	70,000
FEBRUARY	59,297	97,756	108,884	109,340	140,000	110,000
MARCH	50,326	69,008	75,679	81,174	80,000	70,000
APRIL	43,176	66,324	73,810	87,634	85,000	70,000
MAY	55,779	88,575	95,583	138,242	135,000	110,000
JUNE	42,434	84,388	89,931	97,281	85,000	75,000
JULY	49,997	80,822	100,099	112,099	90,000	85,000
AUGUST	64,304	94,594	272,046	143,654	135,000	105,000
SEPTEMBER	57,767	77,002	116,023	97,789	95,000	85,000
TOTALS	\$ 598,323	\$ 919,038	\$ 1,255,579	\$ 1,230,541	\$ 1,200,000	\$ 1,000,000
<i>BUDGET</i>	<i>\$ 550,000</i>	<i>\$ 810,000</i>	<i>\$ 1,250,000</i>	<i>\$ 1,100,000</i>	<i>\$ 1,200,000</i>	<i>\$ 1,000,000</i>

CITY OF SAGINAW CRIME TAX FUND EXPENDITURE SUMMARY 2008-2009

CRIME TAX FUND TOTAL EXPENDITURES



EXPENDITURES BY CLASSIFICATION

	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	REVISED	ADOPTED
Personal Services	\$ 250,000	\$ 375,000	\$ 410,000	\$ 435,000	\$ 745,000	\$ 807,500
Operating	37,327	42,091	28,432	52,018	57,500	56,500
Capital Outlay	100,672	129,917	153,702	828,942	160,000	135,000
Reserve Fund	-	-	410,000	100,000	-	-
Debt	50,627	-	-	-	-	-
TOTALS	\$ 438,626	\$ 547,008	\$ 1,002,134	\$ 1,415,960	\$ 962,500	\$ 999,000

DRAINAGE UTILITY FUND



City of Saginaw

The Drainage Utility Fund is used to account for operations of the City's drainage system. Services of the Fund are intended to be self-supporting through fees assessed on residential and commercial properties based on the storm water runoff they produce.

**CITY OF SAGINAW
DRAINAGE UTILITY FUND SUMMARY OF
REVENUES AND EXPENDITURES**

	2007-2008 ADOPTED BUDGET	2007-2008 REVISED BUDGET	2008-2009 ADOPTED BUDGET
REVENUES			
Drainage Utility Fees	\$ 400,000	\$ 400,000	\$ 400,000
Interest on Investments	10,000	10,000	8,000
TOTAL REVENUES	\$ 410,000	\$ 410,000	\$ 408,000
EXPENDITURES			
Tsf. to Enterprise Fund-Salary/Exp	\$ 33,775	\$ 33,775	\$ 32,870
Tsf to General Fund-Salary/Exp	90,710	90,710	96,645
Tsf. To Debt-GLTD	32,135	32,135	32,130
Operating	11,500	11,500	43,000
Contract Services - Engineering	221,000	221,000	203,355
Capital Outlay	9,500	9,500	175,000
TOTAL EXPENDITURES	\$ 398,620	\$ 398,620	\$ 583,000

CITY OF SAGINAW

DRAINAGE UTILITY FUND OVERVIEW OF REVENUES AND EXPENDITURES

2008-2009

On January 4, 2005 the Saginaw City Council approved the necessary ordinance to establish a drainage utility within the City and adopted the utility's rates. Fees are assessed on properties based on the amount of storm water runoff they produce. Single family residences are assessed a uniform base fee of \$3.00 per month. Other properties, including multi-family, commercial, and industrial, produce more storm water runoff at a higher rate and are charged a fee based on the number of equivalent base (residential) units adjusted for the use and size of the property.

A drainage utility is used by cities throughout the State to fund drainage projects. It is similar to water and sewer utilities in that users of the drainage system pay a monthly fee to pay for the system's operation. Every piece of property in the city contributes storm water runoff that must be collected, routed and monitored to protect the public's health and safety from loss of life or property damage caused by flooding, stagnation and non-point source pollution.

The city needed a drainage utility to offset the growing cost of operating the storm drainage system. These costs include maintenance of the existing system, federal mandates to control storm water runoff, floodplain management and planning and construction of new drainage facilities.

The City hired maintenance personnel and purchased equipment (dump truck, brush chipper and gradall) to focus on maintaining the existing drainage infrastructure. An environmental specialist was also hired to oversee floodplain management, permit administration and other federally mandated programs, as well as, sampling, industrial pretreatment program, site inspections and the cross-connection control program. One-half of the salary for this position is paid from the drainage utility and the other half from the water and sewer department. Remaining funds will be used for easement acquisition and design of major drainage systems. Future funds will be used to partially pay for debt issued to finance major construction projects.

Storm water monitoring is now required by law. Storm water samplers have been installed on all of the storm water drainage basins leaving the City of Saginaw.

REVENUES:

DRAINAGE UTILITY FEES:

This is the amount of drainage fees collected from commercial and residential customers. Single family residences are assessed a uniform base fee of \$3.00 per month. Other properties, including multi-family, commercial, and industrial, are charged a fee based on the number of equivalent base (residential) units adjusted for the use of the property.

INTEREST ON INVESTMENTS:

This is based on 2% of idle funds in the Drainage Utility Fund.

EXPENDITURES:**PERSONAL SERVICES:**

This account will reimburse the Enterprise Fund for one-half the cost of salary and administrative costs of the Environmental Specialist. This account will also reimburse the General Fund for the cost of salary and administrative costs of two (2) drainage utility maintenance workers.

OPERATING:

Operating expenditures include uniforms, equipment and supplies and educational training. This account also includes costs associated with disposal of drainage waste and environmental products.

CAPITAL OUTLAY:

Capital outlay includes Park Center Boulevard Drainage Improvements.

CONTRACT SERVICES:

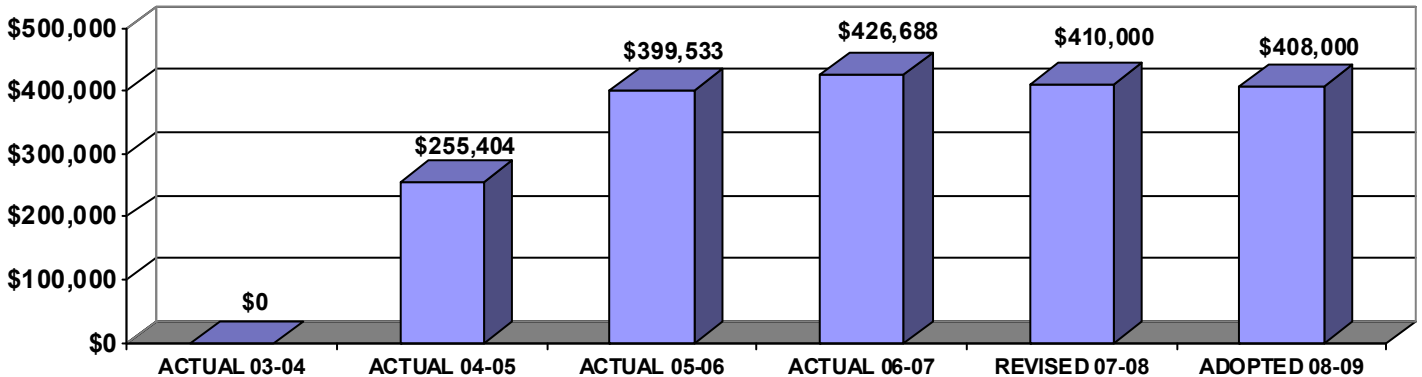
Contract services include engineering services for drainage projects.

DEBT:

This account will reimburse the Debt Service Fund for the debt payments on the gradall tractor.

CITY OF SAGINAW DRAINAGE UTILITY FUND REVENUE SUMMARY 2008-2009

DRAINAGE UTILITY FUND TOTAL REVENUES

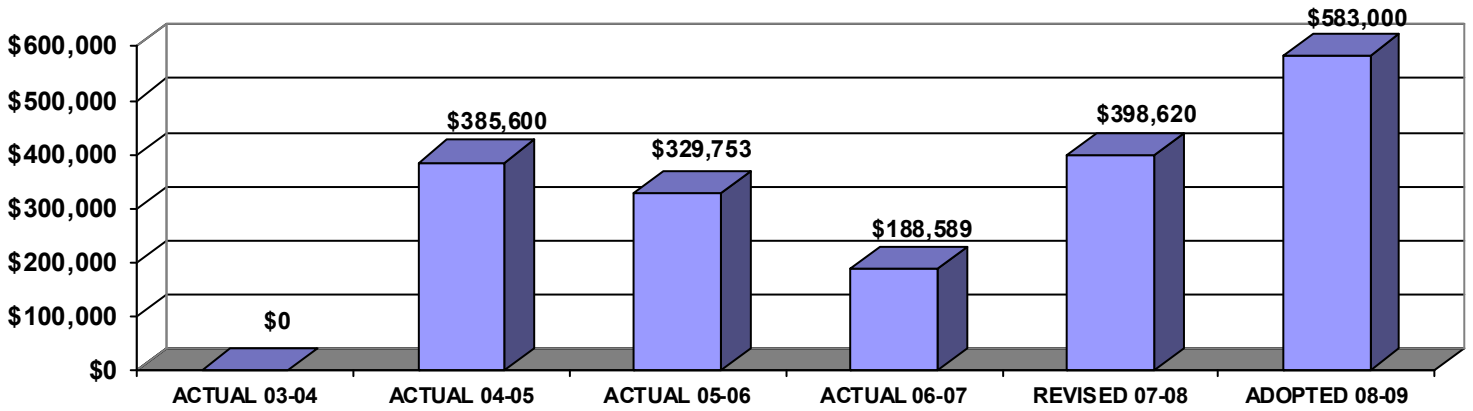


DRAINAGE UTILITY FEE HISTORY

MONTH	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	REVISED	
OCTOBER	\$ -	\$ -	\$ 32,926	\$ 33,700	\$ 33,250	\$ 33,250
NOVEMBER	-	-	33,271	33,739	33,250	33,250
DECEMBER	-	-	33,226	33,721	33,250	33,250
JANUARY	-	-	33,406	34,317	33,250	33,250
FEBRUARY	-	31,976	33,502	34,347	33,250	33,250
MARCH	-	32,210	33,556	34,459	33,250	33,250
APRIL	-	29,340	33,639	34,438	33,250	33,250
MAY	-	32,528	33,457	34,509	33,250	33,250
JUNE	-	32,559	33,747	34,619	33,500	33,500
JULY	-	32,607	33,663	34,602	33,500	33,500
AUGUST	-	32,766	31,495	34,751	33,500	33,500
SEPTEMBER	-	31,418	33,645	34,789	33,500	33,500
TOTALS	\$ -	\$ 255,404	\$ 399,533	\$ 411,991	\$ 400,000	\$ 400,000
<i>BUDGET</i>	\$ -	\$ 240,000	\$ 370,000	\$ 390,000	\$ 400,000	\$ 400,000

CITY OF SAGINAW DRAINAGE UTILITY FUND EXPENDITURE SUMMARY 2008-2009

DRAINAGE UTILITY FUND TOTAL EXPENDITURES



EXPENDITURES BY CLASSIFICATION

	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	REVISED	ADOPTED
Personal Services	\$ -	\$ 63,200	\$ 146,088	\$ 115,985	\$ 124,485	\$ 129,515
Operating	-	12,000	9,080	4,386	11,500	43,000
Capital Outlay	-	245,400	71,407	3,056	9,500	175,000
Contract Services	-	65,000	103,178	33,034	221,000	203,355
Debt	-	-	-	32,128	32,135	32,130
TOTALS	\$ -	\$ 385,600	\$ 329,753	\$ 188,589	\$ 398,620	\$ 583,000

STREET MAINTENANCE FUND



City of Saginaw

The Street Maintenance Fund is used to account for the revenues from sales tax designated for this fund and expenditures related to street maintenance and repairs.

**CITY OF SAGINAW
STREET MAINTENANCE FUND SUMMARY OF
REVENUES AND EXPENDITURES**

	2007-2008 ADOPTED BUDGET	2007-2008 REVISED BUDGET	2008-2009 ADOPTED BUDGET
REVENUES			
Sales Tax	\$ -	\$ 100,000	\$ 310,000
Interest on Investments	-	-	5,000
TOTAL REVENUES	\$ -	\$ 100,000	\$ 315,000
 EXPENDITURES			
South Streets	\$ -	\$ -	\$ 135,000
North Streets	-	-	150,000
Supplies	-	-	30,000
TOTAL EXPENDITURES	\$ -	\$ -	\$ 315,000

CITY OF SAGINAW
STREET MAINTENANCE FUND OVERVIEW OF REVENUES AND
EXPENDITURES
2008-2009

The citizens of Saginaw voted to approve a .125 cent sales tax for the purpose of street maintenance and repairs on May 12, 2007. The tax is estimated to generate \$300,000 per year. The tax will be used to repair streets in the 2006 Master Plan and other selected projects.

The City's Master Plan contains projects that the City has traditionally utilized County interlocal agreements to accomplish. Additionally, the fund will be used in other street programs. In fiscal year 2008-2009, an estimated \$147,860 is earmarked for the annual Community Development Black Grant program which is the reconstruction of Western Avenue from Northern to Washington Avenue. This project was selected by the City Council in February 2008. Also included is \$30,000 for street maintenance materials such as asphalt and concrete.

As the new Street Maintenance Tax program evolves, the City will realize more flexibility in street construction activity. The staff is generating an electronic street inventory along with a rating system which will create a tool necessary for planning and budgeting purposes.

STATE SALES TAX:

This is the one-eighth of one cent sales tax collected for street repairs and other approved street projects.

INTEREST ON INVESTMENTS:

This is based on 2% of idle funds in the Street Maintenance Fund.

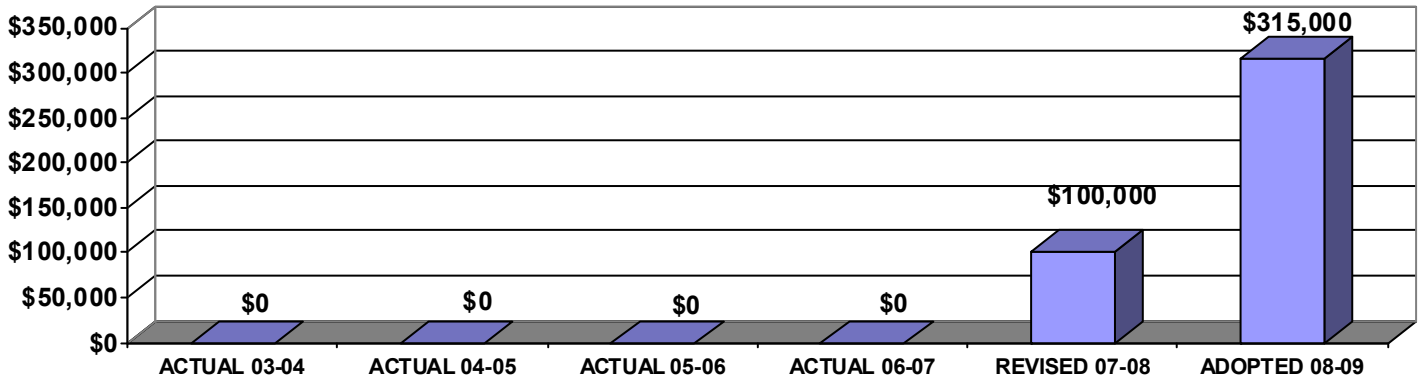
EXPENDITURES:

OPERATING:

Operating expenditures include supplies for repairs and maintenance of existing streets within the City and approved street reconstruction projects on the north and south sides of the City.

CITY OF SAGINAW STREET MAINTENANCE FUND REVENUE SUMMARY 2008-2009

STREET MAINTENANCE FUND TOTAL REVENUES

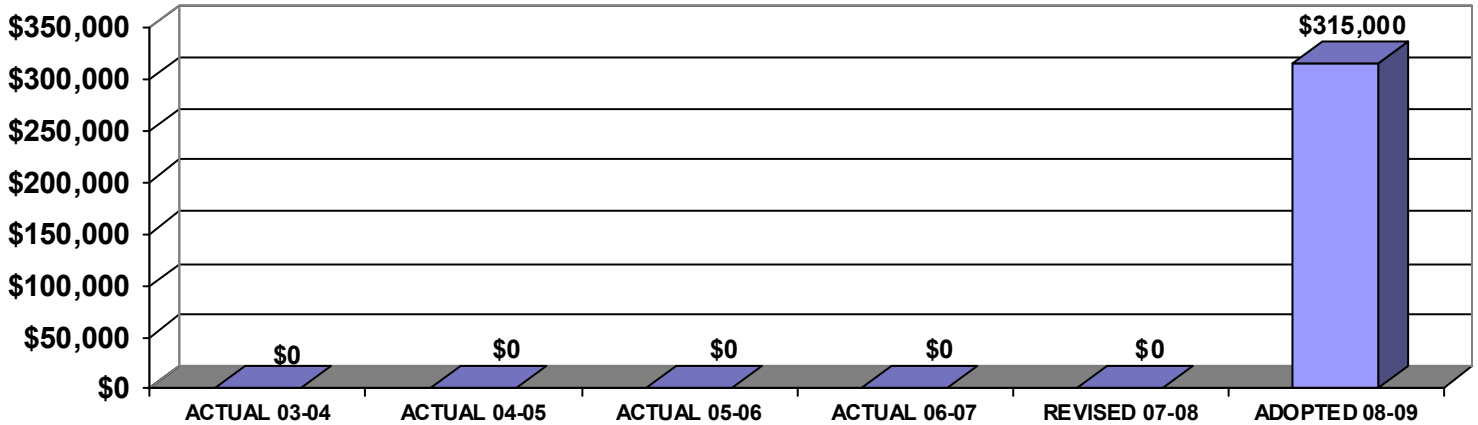


STREET MAINTENANCE FUND SALES TAX HISTORY

MONTH	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	REVISED	
OCTOBER	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,000
NOVEMBER	-	-	-	-	-	32,000
DECEMBER	-	-	-	-	-	22,000
JANUARY	-	-	-	-	-	22,000
FEBRUARY	-	-	-	-	-	35,000
MARCH	-	-	-	-	-	21,000
APRIL	-	-	-	-	-	20,000
MAY	-	-	-	-	-	34,000
JUNE	-	-	-	-	25,000	27,000
JULY	-	-	-	-	23,000	23,000
AUGUST	-	-	-	-	32,000	32,000
SEPTEMBER	-	-	-	-	20,000	20,000
TOTALS	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 310,000
<i>BUDGET</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 100,000</i>	<i>\$ 310,000</i>

CITY OF SAGINAW STREET MAINTENANCE FUND EXPENDITURE SUMMARY 2008-2009

STREET MAINTENANCE FUND TOTAL EXPENDITURES



EXPENDITURES BY CLASSIFICATION

	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	REVISED	ADOPTED
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	-	-	-	-	-	315,000
Capital Outlay	-	-	-	-	-	-
Reserve Fund	-	-	-	-	-	-
Debt	-	-	-	-	-	-
TOTALS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 315,000



City of Saginaw

ANNUAL BUDGET

2008 – 2009

(This page intentionally left blank.)

**CITY OF SAGINAW
RESOLUTION NO. 2008-12**

BY THE CITY COUNCIL OF THE CITY OF SAGINAW, TEXAS ADOPTING
A BUDGET FOR THE CITY OF SAGINAW FOR THE FISCAL YEAR
BEGINNING OCTOBER 1, 2008 AND ENDING SEPTEMBER 30, 2009

WHEREAS, the City Council of the City of Saginaw, Texas has heretofore held a public hearing on the adoption of a budget for the City of Saginaw, Texas, for the fiscal year beginning October 1, 2008 and ending September 30, 2009 after due notice as provided by law; and

WHEREAS, said City Council is of the opinion and finds that the proposed budget should be adopted and approved, with such modifications and amendments as shown in the budget hereto attached and incorporated by reference as part of this Resolution; now, therefore:

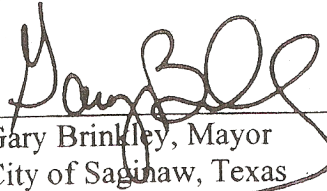
BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAGINAW, TEXAS:

1. That the proposed budget prepared by the Mayor and City Council and filed with the City Secretary, with such modifications and amendments as have been made by the City Council, a copy of which proposed budget with any and all such modifications and amendments is attached hereto and incorporated by reference as part of this Resolution, be and the same is hereby approved and adopted as the budget for the operation of the City of Saginaw, Texas, for the fiscal year beginning October 1, 2008 and ending September 30, 2009.

2. That a copy of said budget as hereby adopted is hereby authorized to be filed with the City Secretary at all offices required by law.

ADOPTED AND APPROVED this the 2nd day of September, 2008.

APPROVED:



Gary Brinkley, Mayor
City of Saginaw, Texas

ATTEST:



Nelda Mays, City Secretary

APPROVED AS TO FORM AND LEGALITY:



Bryn Meredith, City Attorney

**CITY OF SAGINAW
ORDINANCE NO. 2008-11**

AN ORDINANCE LEVYING TAXES FOR THE USE AND SUPPORT OF THE CITY OF SAGINAW, TEXAS MUNICIPAL GOVERNMENT, AND PROVIDING FOR THE BOND AND INTEREST RETIREMENT FUNDS OF ALL OUTSTANDING GENERAL OBLIGATION BONDS OF THE CITY, FOR THE TAX YEAR 2008; APPORTIONING EACH LEVY FOR THE SPECIFIC PURPOSE AS STATED; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Saginaw, Texas, has done and performed all statutory requirements precedent to the setting of the City's tax rate for 2008; including the holding of all required public hearings, if required, after due notice, now, therefore:

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAGINAW, TEXAS:

Section 1. That there is hereby levied and there shall be collected for the use and support of the municipal government of the City of Saginaw, Texas, and to provide an interest and sinking fund for the retirement of each series of outstanding general obligation bonds of the City of Saginaw, Texas, upon all property, real, personal and mixed, within the corporate limits of the City of Saginaw, Texas, subject to taxation, a tax of FORTY-FOUR AND SIX TENTHS CENTS (44.600) on each ONE HUNDRED DOLLARS (\$100.00) valuation of property for the tax year 2008. THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE; AND THE TAX RATE WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$0; Said tax being so levied and apportioned for the purposes hereinafter set forth, to-wit:

(a) For Interest and Sinking Funds of the City of Saginaw, Texas, for payment of the principal as it matures and interest as it accrues upon all outstanding General Obligation Bonds of the City of Saginaw, Texas, a tax of TWENTY TWO AND 2148/10,000THS CENTS (22.2148) on each ONE HUNDRED DOLLARS (\$100.00) valuation of property.

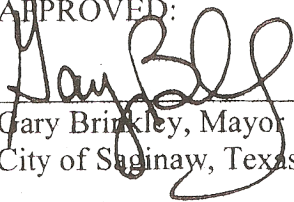
(b) For the maintenance and operation of the General Government of the City of Saginaw, Texas, (General Fund), a tax of TWENTY TWO AND 3852/10,000THS CENTS (22.3852) on each ONE HUNDRED DOLLARS (\$100.00) valuation of property.

Section 2. All monies collected under this Ordinance are hereby appropriated and set apart for the purposes recited, and the City Manager shall cause books of account to be kept so as to readily and distinctly show amounts collected and expended and on hand at any time, in each of said funds, and it is hereby made the duty of every person collecting or receiving money for the City of Saginaw, pursuant to the supervision and direction of the City Manager, to deliver to the City and its designated officer or employee all such money so collected or received, together with a statement showing to what fund such should be deposited and from what source received. All receipts of the City of Saginaw, Texas, not specifically apportioned by this Ordinance are hereby made payable to the General Fund, unless the City Council shall by resolution or ordinance otherwise direct.

Section 3. This ordinance shall be in full force and effect immediately upon its adoption.

ADOPTED AND APPROVED this 2nd day of September 2008.

APPROVED:



Gary Brinkley, Mayor
City of Saginaw, Texas

ATTEST:



Nelda Mays, City Secretary

APPROVED AS TO FORM AND LEGALITY:



Bryn Meredith, City Attorney

CITY OF SAGINAW BUDGET PROCESS 2008-2009

Budgeting is an essential element of the financial planning, control, and evaluation process of municipal government. The City's budgets of governmental funds (General Fund, Debt Service Fund, Capital Projects Fund and Special Revenue Funds) are prepared on a modified accrual basis. This means that obligations of the City such as outstanding purchase orders are budgeted as expenditures. However, revenues are recognized only when they are measurable and available.

The budget of the City's proprietary fund (Enterprise Fund) recognizes expenses as encumbrances when a commitment is made, such as through a purchase order. Revenues, on the other hand, are recognized when they are earned by and due to the City (for example water user fees are recognized as revenue when bills are produced).

The Comprehensive Annual Financial Report (CAFR) shows the status of the City's finances on a basis of generally accepted accounting principles (GAAP). In most cases, this conforms to the way the City prepares its budget. One exception is compensated absences (accrued but unused sick leave) which are treated slightly different in the budget and the CAFR. The CAFR shows fund revenues and expenditures/expenses on both a GAAP basis and Budget basis for comparison purposes.

The City Charter requires the City Manager to prepare and submit to the City Council a proposed budget at least forty-five days prior to the beginning of the fiscal year

The budget process begins in May with the distribution of the budget calendar and budget preparation instructions from the City Manager. In keeping with the goals of the City, department heads are asked to prepare budgets that provide for the effective operation of their department, without major increases to expenditures/expenses, and continue to provide for the necessary safety and quality of life for our citizens. All requests for additional personnel and capital outlay purchases are not included in the individual departments' budget. Those items are prioritized and listed as special requests. Special requests are submitted, in priority order, as separate items and are not included in the proposed budget. Detailed support is prepared and presented for each request.

Using the above guidelines, each department head prepares a basic line-item budget that maintains the current level of service. In June, department heads submit the following budget reports to the City Manager:

- Prior year actual, current year budget, actual to date, projected year-end, and proposed budget.
- Estimated revenue for new fiscal year based on historical figures and carefully researched expectations of future trends.
- Special requests, prioritized and with extensive documentation.
- Goals and strategies for the new fiscal year.
- Performance measures, prior year actual, current year, and budget year.
- Five Year Plan.
- Update of departmental descriptions and activities.

Each department's budget is reviewed by the administrative staff (City Manager, Asst. City Manager/Finance Director and the Asst. Finance Director/Budget Analyst). The administrative staff makes changes, if necessary, to these budgets based on estimates of anticipated revenues to fund the budget and what services they believe are necessary to run the city effectively. After the administrative staff reviews the departments' budget they meet with the department heads again to review any changes. This gives the department heads a chance to discuss their requests with the administrative staff and present any further documentation that might be needed. After these meetings the administrative staff prepares a draft copy of the budget. It is at this time that the administrative staff decides whether to include cost of living raises, increase benefits, etc.

In July certified property tax values are received from the appraisal district. Based on the certified taxable value received from the appraisal district, the estimated tax revenue is adjusted if needed. The effective tax rate is calculated and the tax rate needed to meet budget requirements is determined. The Asst. Finance Director/Budget Analyst, under the direction of the City Manager and Asst. City Manager/Finance Director, then prepares the proposed budget document, posts, and publishes the required notices. The proposed budget is given to the Mayor and Council to review before the budget retreat.

In August the City holds a Budget Retreat to work on the Proposed Budget. Persons in attendance at the Budget Retreat include the Mayor and City Council, City Manager, Asst. City Manager/Finance Director, Asst. Finance Director/Budget Analyst, Department Heads, and City Engineer. At the Budget Retreat, the Council reviews the support for the special requests and speaks with each Department Head. At this point the Council decides what items will be included in the budget and what type of funding will be needed. The council must decide if they are going to increase the tax rate, use undesignated surplus, increase fees, incur debt, seek grants, etc. to fund the budget. They may increase or decrease the cost of living raises, benefits, etc. added to the budget by administrative staff.

After the Budget Retreat, the Proposed Budget is revised. The Proposed Budget is filed with the City Secretary and is made available for inspection by any interested person during office hours. The City Council holds a Public Hearing on the proposed budget and gives at least ten days notice of the Public Hearing in the official newspaper. The Asst. Finance Director/Budget Analyst is responsible for posting and publishing the required notices. After the Public Hearing, and before October 1st, the Council must vote to adopt the budget and set the tax rate. The budget is adopted by ordinance approved by the favorable votes of at least four-sevenths (4/7) of the Council.

Detailed account information is compiled in the Budget Guidelines document. The Budget Guidelines document lists each line item and includes detailed support because it is used by the departments as a guide for operating their department. After adoption of the budget, the City Manager shall authorize no expenditure/expense over the total funds authorized in the overall budget unless the budget is amended by the same public notice procedure called for in adopting the budget. The revised budget shall be approved by Minutes of the Council. The budget is a public record, and a copy is on file in the office of the City Secretary. A copy of the budget is also filed with the County Clerk.

CITY OF SAGINAW BUDGET CALENDAR 2008-2009

<u>DATE</u>	<u>ACTIVITY</u>
May 15	Estimate of 2008 taxable value received from Tarrant Appraisal District.
May 20	Distribute budget instructions and worksheets to Department Heads.
June 1-3	Prepare preliminary revenue estimates for 2008-2009 budget.
June 17	Department Heads submit 2008-2009 budget requests to Asst. City Manager/Finance Director.
June 24	Pre-Budget Conferences held between City Manager, Asst. City Manager/Finance Director, Asst. Finance Director/Budget Analyst and Department Heads.
July 12	Update 2008-2009 revenue estimates and further review of budget issues and alternatives.
July 25	Receive 2008 certified appraisal roll from Tarrant Appraisal District and calculate Effective Tax Rate.
July 25	Final review and decisions on proposed budget. Prepare budget message and print proposed budget. Distribute the proposed budget to City Council.
July 29	File copy of 2008-2009 Proposed Budget Summary with the City Secretary.
July 28	Post notice of Budget Retreat.
August 2	Budget Retreat for City Council, City Manager, Department Heads, and City Engineer.
August 5	Council Meeting - Present Effective Tax Rate to Council.
August 7	Publish notice of Effective Tax Rate.
August 7	Post notice that the 2008-2009 Proposed Budget Summary is available for inspection.
August 15	File copy of 2008-2009 Proposed Budget with the City Secretary.
August 18	Post Budget Public Hearing on internet.
August 21	Publish notice of 2008-2009 Budget Public Hearing.
August 21	Post and publish notice of availability of Proposed City Budget for public inspection.
September 2	Council Meeting - Public Hearing on proposed 2008-2009 City Budget. Council to consider resolution to adopt 2008-2009 City Budget and ordinance to set the 2008 Tax Rate.
September 4	Publish notice of 2007-2008 Revised Budget Public Hearing.
September 16	Public Hearing and adoption of Revised 2007-2008 City Budget.
September 17	Adopted budget filed with the City Secretary and made available for public inspection.
September 25	Publish notice of availability of adopted budget for public inspection.
September 25	Distribute 2008-2009 Budgets to departments.

CITY OF SAGINAW CITY CHARTER REQUIREMENTS 2008-2009

In August, 1987 the City elected a Charter Commission to prepare a Home Rule Charter for the City. The elected Charter Commission worked for many months by comparing other charters and getting ideas from people who were experienced in the field. The Commission was advised by an experienced municipal attorney. The Commission felt strongly about having the proposed charter cleared by the United States Department of Justice prior to the time it was voted on for acceptance by the citizens. By doing this first, and if it was approved by the voters, there would be no surprise changes by the Justice Department.

Highlights of the document are as follows:

1. It adopted a Home Rule form of government for the City.
2. It cut the potential ad valorem tax rate from \$2.50 to \$1.50.
3. It allowed for "Initiative" and "Referendum" on Ordinances.
4. It allowed for "recall" of officials.
5. It made the City government more responsive to local needs.

The Charter was approved by the voters on January 16, 1988. The City Charter requirements for Budget purposes are as follows:

ARTICLE XII FINANCE

BUDGET

SECTION 12.01 PREPARATION, SUBMISSION AND ADOPTION

The City's financial expenditures shall be governed by an annual budget. The budget shall embrace the fiscal year of the City as opposed to the calendar year.

SECTION 12.02 HEARING

The City Manager shall prepare and submit to the City Council a proposed budget at least forty-five (45) days prior to the beginning of the fiscal year. The City Council shall hold a public hearing on the budget and shall give at least ten (10) days notice of said public hearing in the official newspaper of the City.

SECTION 12.03 ADOPTION

At the public hearing or at any regular or special called Council Meeting, the City Council shall make such changes in the proposed budget as it deems advisable and shall adopt a budget prior to the first day of the fiscal year. The budget shall be adopted by the favorable votes of at least four-sevenths (4/7) of the Council.

SECTION 12.04 EXPENDITURES

Once the budget is adopted, the City Manager shall authorize no expenditure over the total funds for expenditure in the overall budget unless the budget is amended by the same public notice procedure called for in adopting the budget. Transfer of funds from department to department must be by Council approval. The City Manager is required to furnish the Council with monthly reports which show the prior month's expenditures and total expenditures to date for each budgeted activity.

SECTION 12:04 CONT. BUDGET AMENDMENT PROCESS

As stated in Section 12.04 above, total expenditures cannot exceed the final appropriation (\$29,313,210) once the budget is adopted. The City Council can amend the total appropriations for an individual fund. To guarantee compliance with the expenditure limitation, however, when one fund's total appropriation is increased, another fund's appropriation must be reduced by an equal amount. Amendments to fund total appropriations must be done by City Council approval. The City Council may also approve the transfer of appropriations within funds. This occurs most often in the case of capital improvement projects, where savings in one project are transferred to another project. These amendments, as well as uses of any contingency accounts also require Council approval.

At mid year the City Manager and Department Heads review the monthly reports to see how the revenue and expenditure predictions have fared, how well the departments have performed, and whether budget revisions are in order. The budget revisions are normally revisions to individual line items. This allows for a better year end projection for use in the next year's budget work session. Usually the departments overall totals remain the same or are reduced. Only if there is a very unusual circumstance is a department's overall budget total increased.

If budget revisions are needed, a public hearing is set and a detailed report describing the amendments is presented to the City Council for discussion at a Council Workshop. Amendments are then presented at a regular Council Meeting and adopted by City Council Minutes. At this point the revisions replace the original budget.

SECTION 12.05 PUBLIC RECORDS

The budget shall be a public record and a copy shall remain on file in the office of the City Secretary for public inspection.

SECTION 12.06 INDEPENDENT AUDIT

The Council shall cause an independent audit to be made of books and records of the City once yearly. The auditor shall be chosen by the City Council. The audit report will be open to inspection by any citizen and the original copy shall be kept as a permanent record of the City. The annual audit must be made available for public inspection no later than ninety (90) days after the close of the City's fiscal year.

**CITY OF SAGINAW
PUBLIC HEARING INFORMATION
2008-2009**

The Mayor and six City Councilmembers are elected at large.

The City Council meets at 6:00 p.m. on the first and third Tuesdays of each month. The third Tuesday is set up as a workshop meeting. If there are items that need to come before the Council on the third Tuesday of the month, a regular Council Meeting is held prior to the workshop.

The City Council meetings are televised live by Charter Communications and are available to all cable subscribers. This results in a very small audience in the Council Chambers but allows our citizens to be informed of the community happenings in the comfort of their homes.

All public notices and Council agendas are posted on the City's web site.

NOTICE OF PROPOSED BUDGET:

A public notice was posted at City Hall and placed in the City's official newspaper on August 7th stating that a summary copy of the proposed budget for the 2008-2009 fiscal year had been filed with the City Secretary. It also stated that the budget summary was available for public inspection at City Hall.

NOTICE OF PUBLIC HEARING:

The Budget Calendar was set this year so the Budget could be approved on September 2, 2008 if there were no objections or changes from the citizens. A notice of the Proposed Budget Public Hearing was placed in the City's official newspaper on August 21st. A notice was also posted at City Hall. The Budget was adopted at the Council Meeting on September 2, 2008.

NOTICE OF AVAILABILITY OF ADOPTED BUDGET:

On September 25th a public notice was placed in the City's official newspaper and posted at City Hall. The notice informed residents that a copy of the adopted City of Saginaw budget for the 2008-2009 fiscal year is available for public inspection in the City Secretary's Office at City Hall.

CITY OF SAGINAW DEBT MANAGEMENT POLICY 2008-2009

LEGAL DEBT MARGIN

Article XI, Section 5 of the State of Texas Constitution states in part:

“... no tax for any purpose shall ever be lawful for any one year, which shall exceed two and one-half percent of the taxable property of such city, and no debt shall ever be created by any city, unless at the same time provision be made to assess or collect annually a sufficient sum to pay the interest thereon and creating a sinking fund of at least two percent thereon.”

As stated in the Texas Constitution, the amount of bonds a home rule city may issue is limited by its charter. As a home rule city, the City of Saginaw, Texas is not limited on the amount of debt it may issue because the charter does not specify a limitation. However there are restrictions on the City's power to tax as stated below.

Section 13.05, City of Saginaw Charter - Limitation of Tax Rate

The maximum tax rate shall not exceed one dollar and fifty cents (\$1.50) on the One Hundred Dollars (\$100.00) valuation of taxable property within the City of Saginaw.

Even though the Texas Constitution allows a higher tax rate the City of Saginaw is bound by its charter. The City's Charter provides that general property taxes are limited to \$1.50 per \$100 of assessed valuation for general governmental services including the payment of principal and interest on general obligation bonds. The 2008 adopted tax rate is \$.446 per \$100 of assessed valuation based on 100% of appraised value. This is well under the \$1.50 limit.

Rules promulgated by the Office of the Attorney General of Texas stipulate that such Office will not approve tax bonds of any city unless the city can demonstrate its ability to pay debt service requirements on all outstanding tax debt, including the issue to be approved, from a tax levy of \$1.00 per \$100 of valuation, based on 90% collection of the tax. Assuming the maximum tax rate for debt service of \$1.00 on the 2008 taxable assessed valuation of \$1,162,359,535 at 90% collection, tax revenue of \$10,461,236 would be produced. In addition to the ensuing year's payment in the amount of \$2,820,605 (which includes self-supporting debt) on the City's current \$22,895,000 tax supported debt, the balance of available revenue, in the amount of \$7,640,631 could service additional debt in the amount of approximately \$79,307,137 issued as 15 year serial bonds assuming level debt and a 5% interest rate.

DEBT FINANCING POLICIES

- Total general obligation principal debt will not exceed 5% of the Taxable Value.

2008 Taxable Value	\$1,162,359,535
	<u> x 5%</u>
	\$ 58,117,977

10-1-08 Outstanding G.O. Debt \$ 22,895,000

- Where possible, the City uses special assessment, revenue, or other self-supporting bonds instead of general obligation bonds.

Based upon the 2008 assessed valuation of over one billion dollars, the City's debt limit is \$58,117,977 in general obligation indebtedness. The current outstanding debt of \$22,895,000 is within the City's debt limit.

- The City will strive to limit general obligation annual debt requirements to 35% of the general government expenditures.

2008-2009 General Fund Expenditures	\$ 12,014,410
	<u> x 35%</u>
	\$ 4,205,044

The 2008-2009 annual debt requirement is \$2,922,215. This is within the 35% goal outlined above.

The 2008-2009 budget includes debt service payments for debt currently outstanding as shown in the Debt Service Fund section of the budget.

The City of Saginaw will use debt financing when it is appropriate. It will be judged appropriate only when the following conditions exist:

- When major long-term capital improvements are desired.
- When it can be determined that future citizens will receive a benefit from the improvement.

When the City of Saginaw utilizes long-term debt financing it will ensure that the debt is soundly financed by:

- Conservatively projecting the revenue sources that will be utilized to pay the debt.
- Financing the improvement over a period not greater than the useful life of the improvement.
- Determining that the cost benefit of the improvement, including interest cost, is positive.

CITY OF SAGINAW

FINANCIAL AND BUDGETARY POLICIES

2008-2009

Budgeting is an essential element of the financial planning, control, and evaluation process of municipal government. The City's budgets of governmental funds (General Fund, Debt Service Fund, Capital Projects Fund and Special Revenue Funds) are prepared on a modified accrual basis. This means that obligations of the City such as outstanding purchase orders are budgeted as expenditures. However, revenues are recognized only when they are measurable and available.

The budget of the City's proprietary fund (Enterprise Fund) recognizes expenses as encumbrances when a commitment is made, such as through a purchase order. Revenues, on the other hand, are recognized when they are earned by and due to the City (for example water user fees are recognized as revenue when bills are produced).

The "proposed budget" is the budget before it has been adopted by the Council. The proposed budget can be changed by staff or council, as needed, until it is adopted. Once it is adopted it becomes the "operating budget" and cannot be changed without Council approval. The City's "operating budget" is the City's annual financial operating plan. The operating budget lists estimated revenues and expenditures/expenses for the fiscal year. Specific policies and guidelines affecting this year's budget are discussed in the City Manager's transmittal letter. Following is a list of general financial and budgetary policies:

- The Operating Budget should be balanced with current revenues, and, if necessary, a portion of the undesignated surplus, greater than or equal to current expenditures/expenses. When balancing the budget the following options should be considered before using the undesignated surplus.
 - (a) Increase existing fees or adding new fees.
 - (b) Seek outside funding such as grants, cost sharing with other entities, additional sales tax, etc.
 - (c) Make programs self-supporting, reduce, or eliminate programs.
 - (d) Increase the property tax rate.
- Annual estimates of revenue in all funds shall be based on historical trends and reasonable expectations and assumptions regarding growth, the state of the economy, and other relevant factors. A conservative approach shall be observed in estimating revenues.
- If at any time during a fiscal year it is estimated by the City Manager that the current year's expenditures in any fund will exceed available revenues, the City Manager shall notify City Council and propose a plan, if necessary, to deal with potential problems.
- Even though ad valorem taxes are collected by Tarrant County, the City shall follow a policy of aggressively pursuing the County's collection of current and delinquent ad valorem taxes, and shall strive to maintain a current ad valorem tax collection rate of 97 percent.
- Expenditures in all funds shall be managed so as to ensure the obligations of each fund are met when due. Expenditures in the General Fund shall remain within each department's original appropriation level unless an ordinance providing for an additional appropriation has been approved by the City Council.

- The budget process will be coordinated so as to identify major policy issues for City Council consideration several months prior to the budget approval date so proper decision analysis can be made. The budget review process shall include City Council participation, and a Public Hearing to allow for citizen participation in the budget preparation. The budget shall span sufficient time to address policy and fiscal issues by the City Council.
- A copy of the proposed budget shall be filed with the City Secretary when it is submitted to the City Council in accordance with the provisions of the City Charter. Copies may also be viewed in the office of the Asst. City Manager/Finance Director and the Library.
- Revenues actually received will be regularly compared to budget revenues and variances will be investigated. This process will be summarized in the monthly financial reports prepared by the Asst. City Manager/Finance Director and submitted for City Council review.
- The level of budgetary control is the department level in all funds. When budget adjustments among departments and/or funds are necessary, they must be approved by the City Council.
- All City purchases and contracts over \$25,000 shall conform to the competitive bidding process as set forth by the City Charter. Recommendation on purchases and contracts over \$25,000 shall be submitted to the City Council for approval. (In June 2002, the City Council adopted the bid and proposal threshold of Section 252.021 of the Texas Local Government Code relating to bid and proposal thresholds, which supersedes Section 9.04 of the City Charter. This increases the threshold from \$5,000 to \$25,000.)
 - (a) The purchase of goods or services at a total cost of \$800 or more, unless budgeted items, must be approved by the City Council.
 - (b) Any payment for the purchase of goods or services by the City at a total cost of \$200 must be made via a written purchase order, signed and submitted by the applicable department to Accounts Payable for processing.
- Monthly financial reports will be prepared by the Asst. City Manager/Finance Director showing actual expenditures compared to original budget. These reports will be given to the City Council for review.
- Monthly accounting reports will be distributed to all Department Heads to enable more precise management of their respective departmental budgets.
- Each Department Head is responsible to ensure proper budgetary procedures are followed throughout his or her department.

CITY OF SAGINAW
GENERAL FUND EMERGENCY RESERVE POLICY
2008-2009

Policy number 87-4, creating the Emergency Reserve Fund Policy, was approved October 20, 1987. This policy increased the current Emergency Reserve for General Fund from \$150,000 to \$450,000 from unappropriated surplus. This would rename the surplus funds. The Emergency Reserve would remain at \$450,000. The interest income will be added to the General Fund Operating Funds. The increase of \$450,000 in the Emergency Reserve will enable the City to operate the General Fund for three months. These funds will not be used unless there is some type of emergency and with Council approval.

Note: The Council amended 88-1, City of Saginaw Investment Policies on September 6, 1988. The amendment is in paragraph three under the Introduction. It states that the City shall maintain an Emergency Reserve Fund Balance in General Fund between 20% and 30% of the operation budget. The Emergency Reserve was increased from \$450,000 to \$550,000 at that time.

REVISIONS

On June 7, 1994, the General Fund Emergency Reserve increased from \$550,000 to \$600,000.

On September 17, 1996, the City amended the policy. The new policy states that the City shall maintain an Emergency Reserve Fund Balance in the General Fund between 15% and 20% of the operating budget. The Emergency Reserve balance was increased to \$600,000.

On September 15, 1998, the General Fund Emergency Reserve increased from \$600,000 to \$700,000.

On October 5, 1999, the General Fund Emergency Reserve increased from \$700,000 to \$800,000.

On October 3, 2000, the General Fund Emergency Reserve increased from \$800,000 to \$900,000.

On August 21, 2001, the General Fund Emergency Reserve increased from \$900,000 to \$1,000,000.

On August 22, 2002, the General Fund Emergency Reserve increased from \$1,000,000 to \$1,100,000.

On August 12, 2003, the General Fund Emergency Reserve increased from \$1,100,000 to \$1,200,000.

On September 7, 2004, the General Fund Emergency Reserve increased from \$1,200,000 to \$1,300,000.

On August 29, 2005, the General Fund Emergency Reserve increased from \$1,300,000 to \$1,400,000.

On September 5, 2006, the General Fund Emergency Reserve increased from \$1,400,000 to \$1,500,000.

On September 4, 2007, the General Fund Emergency Reserve increased from \$1,500,000 to \$1,650,000.

On September 3, 2008, the General Fund Emergency Reserve increased from \$1,650,000 to \$1,750,000.

CITY OF SAGINAW

GENERAL POLICIES AND FUND ACCOUNTING INFORMATION

2008-2009

The City of Saginaw operates as a "Council-Manager" form of government as provided by the City Charter and all powers enumerated in Chapter 13, Title 28, Article 1175, of the Texas Revised Statutes, as amended.

The accounting policies of the City of Saginaw conform to generally accepted accounting principles as applicable to governments. The following types of funds and groups of accounts are used by the City in accounting for its financial activities.

GOVERNMENTAL FUNDS

The modified accrual basis of accounting and budgeting is followed for governmental funds. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual, i.e., both measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. In other words, revenues are recognized in the accounting period in which the amount of the revenue is known to the City and is also available to fund current expenditures.

General Fund

This fund accounts for all financial resources except those required to be accounted for in another fund or account group. The General Fund is the operating fund of the City. All general tax revenues and other receipts that are not restricted by law or contractual agreement to some other fund are accounted for in this fund. The General Fund records the general operating expenditures, the fixed charges, and the capital improvement costs that are not paid through other funds. Activities operating in the General Fund include: City Council, General Administrative Office, Municipal Court, Fire, Police, Public Services, Inspections/Code Enforcement, Recreation and Community Services, Library, Fleet Maintenance, and Economic Development.

Debt Service Fund

The Debt Service Fund accounts for the accumulation of financial resources for the payment principal, interest, and related costs on general long-term liabilities paid from taxes levied by the City.

Capital Projects Fund

The Capital Projects Fund accounts for the acquisition or construction of major capital facilities being financed from General Obligation or Certificate of Obligation Bond proceeds, or transfers from other funds, other than those recorded in Proprietary Funds.

Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. These include the Crime Tax Fund, the Drainage Utility Fund and the Street Maintenance Fund.

PROPRIETARY FUNDS

The accrual basis of accounting and budgeting is utilized by the proprietary funds. Under the accrual basis of accounting, revenues and expenses are recorded when earned or incurred regardless of when the actual funds are received or expended.

Enterprise Fund

The budget of the Enterprise Fund recognizes expenses as encumbrances when a commitment is made, such as through a purchase order. Revenues, on the other hand, are recognized when they are earned by and due to the City (for example water user fees are recognized as revenue when bills are produced). Proprietary funds are used to account for operations that are financed and operated in a manner similar to private business enterprises.

CAPITAL IMPROVEMENTS

Major capital improvement expenditures are found in three areas of the budget.

- In each operational budget – For replacement of worn out equipment or additional equipment to increase the effectiveness of the department. The life of most capital outlay purchases ranges from two (2) years to ten (10) years. The effect on future operational budgets is minimal because purchases are one time only.
- The Capital Projects Fund – Capital improvements from this fund will require the use of tax and revenue bonds. Since the improvements are to improve the infrastructure, this will reduce the overall commitment of operational funds on pay-as-you-go projects. Capital improvements include street improvements, drainage improvements, and improvements to community facilities.
- The Enterprise Fund – Capital improvements from this fund are from Water and Sewer Revenue Bonds. Capital improvements include installation of new water and sewer lines and repair and replacement of older existing lines.

FINANCIAL MANAGEMENT

Purpose

The financial management policies of the City are designed to ensure the financial integrity of the City's government and assist the City in achieving the following:

- Quality basic City services that meet the needs and desires of the citizens.
- A financial base sufficient to maintain or enhance City assets required to support community service demands.
- Responsiveness to the constantly changing needs, desires and service requirements of the City.
- Prudent and professional financial management practices to assure residents of Saginaw and the financial community that the City of Saginaw is well managed and in sound financial condition.
- Cost effective services to citizens through cooperation with other government entities.
- An adequate capital improvement program that maintains and enhances the public's assets.

General Goals

- The City will hire an outside (independent) auditor.
- The auditors must demonstrate breadth and depth of staff necessary to handle the City's audit in a timely manner.
- The audited financial statements shall be prepared within 90 days of the close of the fiscal year.
- Annual reporting will be done within the guidelines set forth in the Governmental Accounting and Auditing Financial Review and under the standards currently being set by the Governmental Accounting Standards Board.

- Interim activity reports will be made available to Council and Management.
- Financial systems will be maintained to monitor expenditures and revenues on a monthly basis with a thorough analysis and adjustment (if required) at the end of each quarter.
- Budgets for all funds are adopted on a basis consistent with generally accepted accounting principles (GAAP).
- Annual appropriated budgets are adopted for most funds.
- The City will strive to maintain accounting policies and practices in the preparation of its annual financial report.
- The report will be presented to the Government Finance Officers Association for review of qualifications that meet those necessary to obtain the *Certificate of Achievement for Excellence in Financial Reporting*.
- The City will also submit its annual budget to Government Finance Officers Association for review to receive the *Distinguished Budget Presentation Award*.

Staffing levels shall be adequate for the departments of the City to function effectively. Overtime shall be used only to address temporary or seasonal demands that require excessive hours. Possible ways to increase efficiency shall be explored before adding staff. However, the staffing levels shall not be inadequate or marginal such that the City's internal controls are jeopardized.

Revenue Objectives

The City shall strive to operate a revenue system, which is simple and reliable, so that assurances can be provided that the revenue base will materialize according to budget planning.

- Consistent monitoring and collection policies will be maintained to ensure the integrity of the revenue system. Revenue collections will be consolidated under the Finance Department.
- Monthly reports shall be prepared to compare actual revenues to budgeted revenues and to determine the variances and associated corrective action necessary.
- The City will periodically review its fee structure to ensure that revenue collections are adequate to meet corresponding expenditures (cost of service concept).
- The Enterprise Fund will pay a franchise fee based on the same rationale as used with the electric, gas, and telephone companies. A franchise fee is paid to compensate the City for street and alley usage.

Expenditure/Expense Issues

- Monthly reports shall be prepared showing actual expenditures/expenses compared to budgeted expenditures/expenses.
- Where appropriate, performance measures and productivity indicators shall be used as expenditure/expense guidelines and reviewed for efficiency and effectiveness.
- This information shall be included in the annual budgeting process.
- Procedures shall be taken so as to maximize any discounts offered by creditors.
- Current liabilities shall be paid within 30 days of receiving the invoice.
- Accounts Receivable procedures shall target collection within 60 days from date of service.

Budget Concepts

- The City shall prepare a proposed itemized budget for each fund.
- Current operating revenue will be sufficient to support current operating expenditures/expenses.
- Debt or bond financing will not be used to finance current expenditures/expenses.

Fund Balance/Operating Position Concepts

- The City will maintain a fund balance (cash and investments), to be used for unanticipated emergencies, between 15 and 20 percent of the operating budgets of the General and Enterprise Funds (excluding capital outlay).
- These monies will be used to avoid cash-flow interruptions, generate interest income, reduce need for short-term borrowing and assist in maintaining an investment-grade bond rating.

Debt/Capital Planning Criteria

- The City will strive to limit general obligation annual debt requirements to 35 percent of general government expenditures.
- Revenue bond coverage (Enterprise Fund) shall be maintained at a minimum of 1.25 times.
- Long Term Debt shall not be used for operating purposes. The life of the bonds shall not exceed the useful life of the projects.
- Full disclosure of operations and open lines of communication shall be made to rating agencies. The City staff, with the assistance of bond advisors, shall prepare the necessary materials and presentation to the rating agencies.
- The City shall explore funding alternatives in addition to long term debt including leasing, grants and other aid, developer contributions, capital recovery fees, and current funds.

Cash and Investment Management Concepts

- The City shall manage and invest its cash with three objectives, listed in order of priority:
 - Safety
 - Liquidity
 - Yield
- The safety of the principal invested shall always remain the primary objective.
- All investments shall be designed and managed in a manner responsive to the public trust and consistent with state and local law.
- The City shall maintain a comprehensive cash management program which includes:
 - Collection of accounts receivable.
 - Vendor payment in accordance with invoice terms.
 - Prudent investment of available cash.

Cash management is defined as the process of managing monies in order to ensure maximum cash availability and maximum yield on short-term investment of idle cash. Periodic review of cash flow position shall be performed to determine performance of cash management and investment policies. Detailed policy structures (City Investment Policy and Depository Agreement) shall be followed with respect to Cash/Treasury management. Interest earned from investment of available funds, whether pooled or not, shall be distributed to the funds from which monies were provided to be invested.

CITY OF SAGINAW

POLICY ON SALARIES AND COMPENSATION

2008-2009

Salaries for all positions for the City of Saginaw will be administered as follows:

- There will be a starting salary and maximum salary for each grade as set by the City Council. Department Heads may allow up to one year of credit for a minimum of three years experience with City Manager approval for new employees.
- When a percentage raise is approved by the City Council, the starting and maximum salary for each grade will increase by that percent.
- When the City Council approves a raise in the pay scale, the Department Head has the authority to approve or deny the raises based on the employee's job performance and attitude with final approval of the City Manager. The increase is not a blanket, automatic, across-the-board raise.
- A schedule for incentive pay for the Police, Fire, Public Services, and Water and Sewer Departments has been established. The amounts are to be paid on a monthly basis per the accomplishment and are over and above the pay scale of the pay grade.
- When an employee promotes to the next highest position their salary will be set at whichever step of the new position will provide a raise over their current salary. Employees that are demoted to a less responsible position will use the classification grade number of the lower classification for determining the monthly salary as years of service would dictate.

BENEFITS AND LONGEVITY

The City of Saginaw is an at will employer offering the following benefits:

- **SALARY:** Salary ranges are designed to be competitive with industries and municipalities.
- **RETIREMENT:** Texas Municipal Retirement System (6% of Employee's total salary WITH City match of 2:1 or 12%).
- **LONGEVITY:** \$6.00 per month of service after the first year. Paid in lump sum check on the first Friday in December of each year.
- **SERVICE AWARDS:** Service pin awarded for 5 years of service; a diamond is added for each additional 5 years.
- **VACATION:** One week after first six months; two weeks after one year; three weeks after five years; four weeks after 15 years; and five weeks after 25 years. Vacation is earned monthly. Part-time employees working 30 hours earn vacation benefits as well.
- **HOLIDAYS:** New Year's Day, Good Friday, Memorial Day, July 4th, Labor Day, Thanksgiving and following Friday, Christmas Eve and Christmas Day, and two Floating Holidays.
- **INSURANCE:**
 - Medical and Dental (Employee portion paid by City, dependent coverage optional and City will pay maximum of \$365.00).
 - Life 50,000/100,000 (Paid by City).
- **OTHER:** Sick leave, disability plan, cancer insurance, military leave and direct deposit to savings and/or checking accounts.

**CITY OF SAGINAW
JOB CLASSIFICATION LIST
2008-2009**

<u>GRADE</u>	<u>MINIMUM</u>	<u>MID-POINT</u>	<u>MAXIMUM</u>	<u>FLSA</u>	<u>JOB TITLE</u>
5	22,883	28,611	34,333	N	Maintenance Worker - Parks
				N	Maintenance Worker - Public Services
6	24,591	30,739	36,888	N	Maintenance Worker - W/S
				N	Meter Reader/Maintenance
7	26,293	32,866	39,439	N	Administrative Clerk
				N	Court Clerk
				N	Library Assistant
				N	Senior Center Supervisor
8	27,995	34,993	41,992	N	Senior Maintenance Worker - W/S
				N	Senior Maintenance Worker - Public Services
9	29,697	37,121	44,545	N	Administrative Technician - Adm.
				N	Administrative Technician - W/S
				N	Dispatcher
				N	Public Services Officer
11	33,101	41,376	49,651	N	Animal Control Officer
				N	Code Enforcement Officer
				N	Park Crew Supervisor
12	34,803	43,504	52,204	N	Administrative Assistant - W/S
				N	Administrative Assistant and HR
				N	Communications Supervisor
				N	Recreation and Aquatic Coordinator
14	38,207	47,759	57,310	N	Crew Supervisor - W/S
				N	Inspector
				N	Inspector - Public Services
15	39,909	49,886	59,863	N	Children's Services Librarian
				N	Crew Supervisor - Public Services
				N	Firefighter
				N	Police Officer
				N	Recreation Supervisor
				E	Senior Inspector
				E	Senior Mechanic
16	42,462	53,077	63,693	E	Environmental Specialist
18	49,270	61,587	73,905	N	Fire Lieutenant
				N	Police Sergeant
				E	Administrative Supervisor
				E	City Secretary
19	52,674	65,842	79,011	E	Municipal Court Judge
20	56,078	70,097	84,117	E	Asst. Finance Director/Budget Analyst
				E	Chief Mechanic
				E	Library Director
				E	Information Technology Manager
21	59,482	74,352	89,223	E	Chief Building Official
				E	Economic Development Coordinator
				E	Professional Standards Lieutenant
22	62,886	78,606	94,329	E	Water & Sewer Supt./Field Operations
23	66,290	82,862	99,435	E	Fire Captain
				E	Fire Marshall
				E	Police Captain
25	73,098	91,372	109,647	E	Recreation and Community Services Director
27	79,906	99,882	119,859	E	Director of Public Works/Community Development
				E	Fire Chief
28	83,310	104,137	124,965	E	Police Chief
33	100,330	125,412	150,495	E	Asst. City Manager/Finance Director
35	107,138	133,922	160,707	E	City Manager

CITY OF SAGINAW INCENTIVE PAY SUMMARY 2008-2009

MUNICIPAL COURT	MONTHLY	ANNUAL
Bilingual Translator	\$ 50.00	\$ 600.00
FIRE		
Intermediate Certificate	\$ 20.00	\$ 240.00
Advanced Certificate	50.00	600.00
Masters Certificate	100.00	1,200.00
Arson Investigator	35.00	420.00
EMT (in addition)	20.00	240.00
Paramedic	200.00	2,400.00
Instructor Certificate (in addition to other certificate)	40.00	480.00
Active Police Reserve (after 6 months)	40.00	480.00
Fire Inspector	50.00	600.00
POLICE		
Intermediate Certificate	\$ 20.00	\$ 240.00
Advanced Certificate	50.00	600.00
Master Certificate	100.00	1,200.00
Instructor Certificate (in addition to other certificate)	40.00	480.00
EMT (in addition)	50.00	600.00
Paramedic	50.00	600.00
Bilingual Translator	50.00	600.00
Intermediate Communicator	20.00	240.00
Advanced Communicator	50.00	600.00
PUBLIC SERVICES		
Pesticide Applicator License	\$ 25.00	\$ 300.00
Herbicide Applicator	25.00	300.00
Lawn & Ornamental	25.00	300.00
Lawn & Weed Applicator	25.00	300.00
Pest Control	25.00	300.00
Spanish Translation	25.00	300.00
Weed Control	25.00	300.00
Bilingual Translator	50.00	600.00
INSPECTIONS/CODE ENFORCEMENT		
Backflow Prevention Assembly Tester	\$ 25.00	\$ 300.00
Pesticide Applicator License	25.00	300.00
Animal Control - Euthanasia	25.00	300.00
FLEET MAINTENANCE		
Mechanic Certification	\$ 100.00	\$ 1,200.00
WATER AND SEWER		
Water Grade "A" Certificate	\$ 50.00	\$ 600.00
Water Grade "B" Certificate	40.00	480.00
Water Grade "C" Certificate	25.00	300.00
Sewer Grade "A" Certificate	50.00	600.00
Sewer Grade "B" Certificate	40.00	480.00
Sewer Collection System Class II	25.00	300.00
Backflow Prevention Assembly Tester	25.00	300.00
Groundwater - Grade C	25.00	300.00
Class II Wastewater	25.00	300.00
Bilingual Translator	50.00	600.00

NOTE: Valid certifications from Texas Department of Health, Texas Commission for Paid Personnel or TECLOSE required.



City of Saginaw

ANNUAL BUDGET

2008 – 2009

(This page intentionally left blank.)

**CITY OF SAGINAW
MISCELLANEOUS STATISTICS
2008-2009**



Date of Incorporation — 1949

Population – 19,260

Form of Government – Council - Manager (Home Rule)

Location – Nine miles north of Downtown Fort Worth. Saginaw is located in Tarrant County which is one of the main counties in the Dallas/Fort Worth Metroplex. The County’s population grew 2.0% from 2007 to 2008. The current county population is 1,780,150. The current unemployment rate in the Metroplex is 5.1%.

Area – 7.75 square miles or 4,960 acres

Registered Voters – 10,729

Fire Protection:

Number of Stations – 2
Number of Paid Firefighters – 27

Police Protection:

Number of Stations – 1
Number of Officers – 41

Library:

Number of Libraries – 1
Number of Materials – 54,853

Boards and Commissions:

Planning & Zoning Board
Board of Adjustment
Advisory Recreation & Parks Board
Industrial Revenue Authority
Capital Improvements Advisory Committee
Beautification Committee
Library Board
Senior Citizens Advisory Board

Services Not Available in Saginaw:

Bus service
Taxi service
Hospital
Golf course
Landfill

Recreational Facilities:

7 parks comprising 100.5 acres

Willow Creek Park
Highland Station Park
Brian Schwengler Park
Opal Jennings Park
William Houston Park
Sagewood Park
Knowles-Towrey Park

4 Recreation Centers

Saginaw Recreation
Saginaw Community Center
Senior Citizens Log Cabin Center
Aquatic Center

Services provided by City of Saginaw:

Water and Sewer
Police and Fire Protection
Library, Parks and Recreation

Services provided by Tarrant County:

Property tax billing and collecting
County road maintenance
Health Inspector

Other Service Providers:

Garbage-IESI Waste Services
Cable television – Charter Communications.
Electric and gas - Various providers.



School District – Eagle Mountain-Saginaw Independent School District

The Eagle Mountain-Saginaw Independent School District is located in the Northwest corner of Tarrant County and includes 73 square miles of land in Saginaw, Blue Mound and several housing additions in the City of Fort Worth. EMS ISD serves more than 15,000 students (a 10% increase over last year).



The new Prairie Vista Middle School

The Eagle Mountain-Saginaw school district is experiencing rapid growth. Since 2005 they have opened a new high school, three elementary schools, a child development center and a new middle school.

One EM-S ISD campus earned a rating of Exemplary; eight campuses earned a rating of Recognized; and the remaining seven campuses received a rating of Academically Acceptable. The district also received the Academically Acceptable rating.

High Schools – 2
Middle Schools – 4
Child Development Center – 1

Elementary Schools – 10
Alternative Centers – 1

District Enrollment – 15,292
Number of Students per Teacher – 16
Graduation Rate – 80.1%

Attendance Rate – 96.5%
Annual Dropout Rate – 1.2%

Student Ethnic Composition

African American – 10.3%
Asian/Pacific Islander – 4.4%
Hispanic – 31.4%

Native American – 0.4%
White – 53.5%

Residents in the Eagle Mountain-Saginaw Independent School District voted to approve a \$196.5 million bond package in 2006. The bond package, prompted by record growth, includes six elementary campuses, one middle school, a new maintenance facility, and renovations and additions at several existing facilities. The package also includes contingency funds and money for 10 additional school sites.

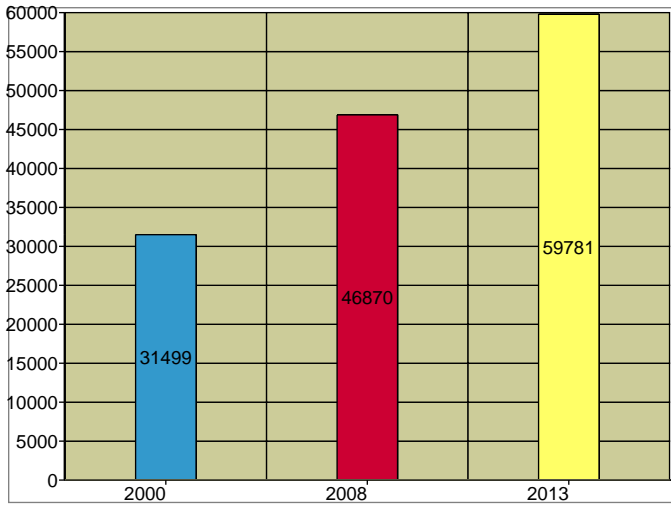


E Mcleroy Blvd and Burlington Rd
Saginaw, TX 76179

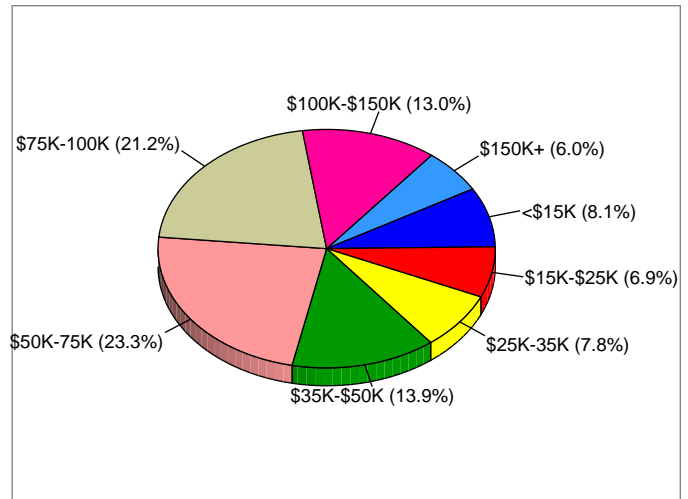
Site Type: Radius

Latitude: 32.860885
Longitude: -97.36169
Radius: 5.0 miles

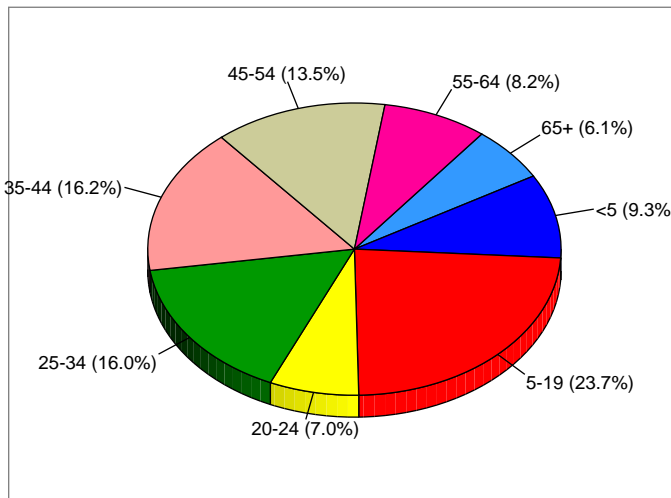
Households



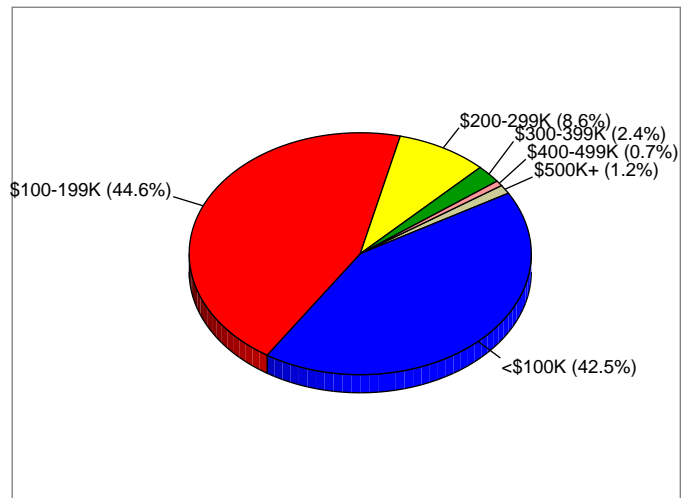
2008 Households by Income



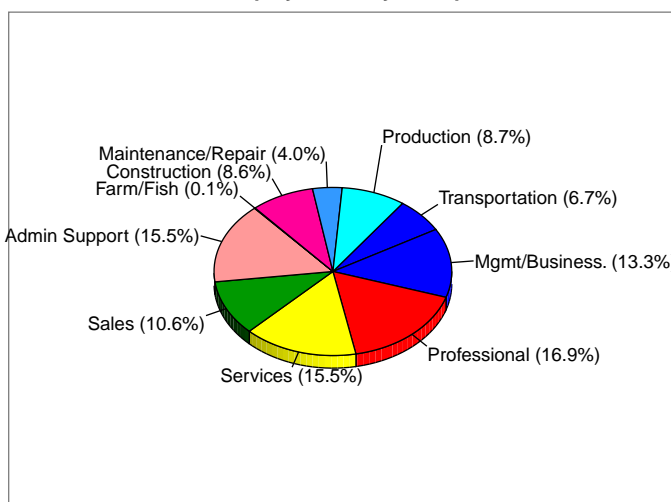
2008 Population by Age



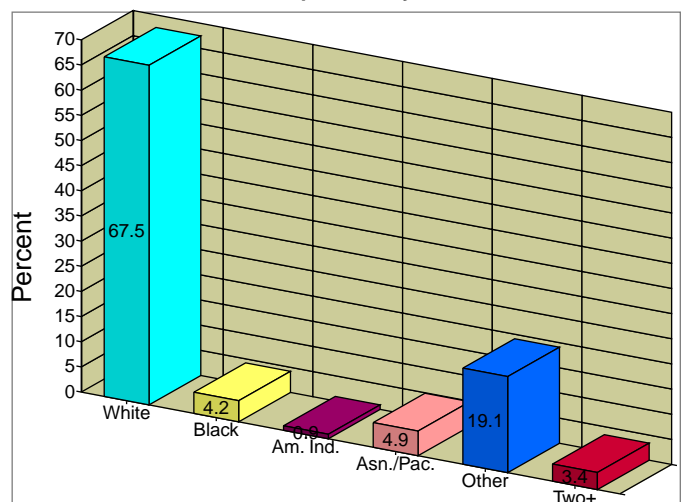
2008 Owner Occupied HUs by Value



2008 Employed 16+ by Occupation



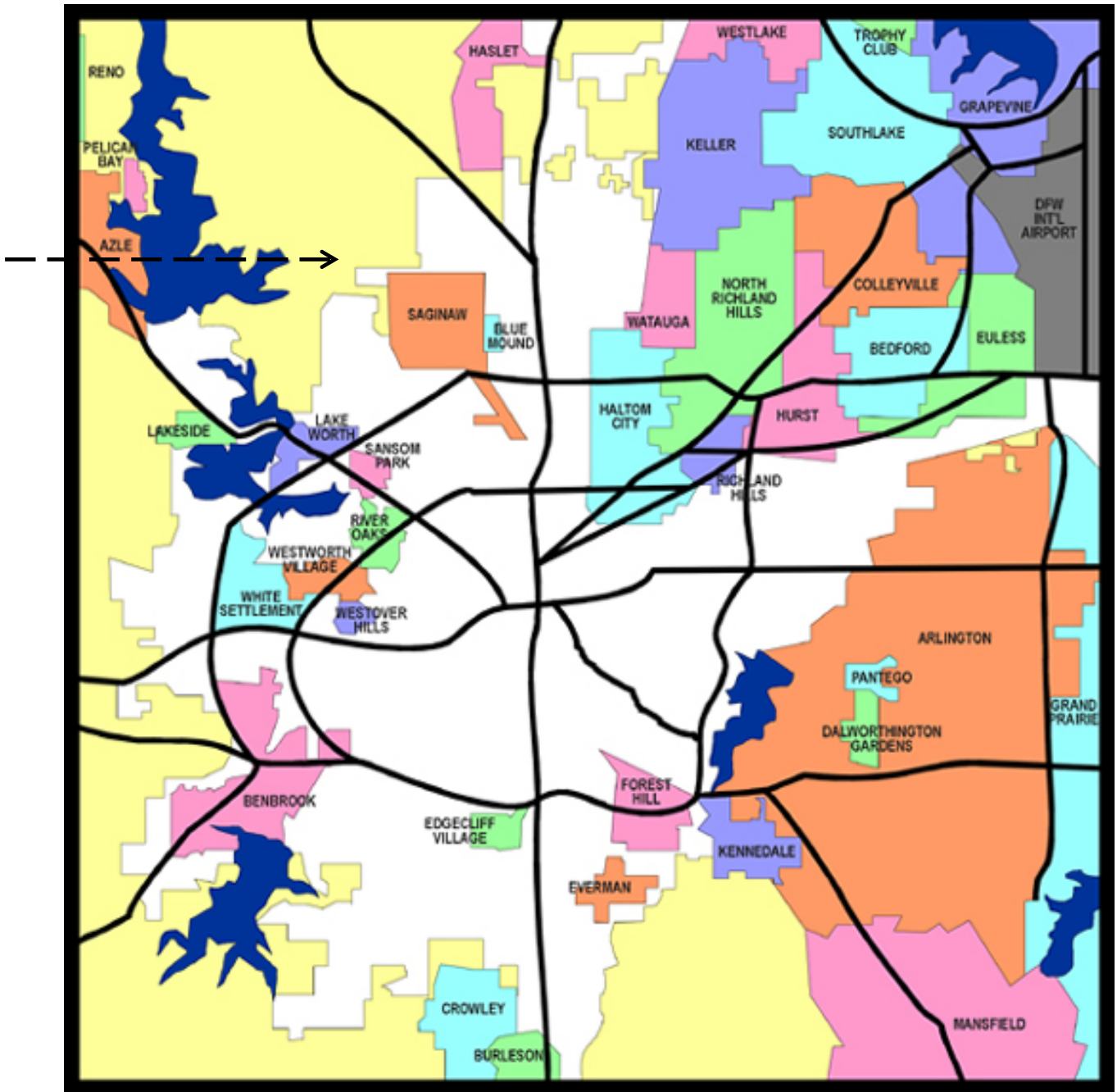
2008 Population by Race



2008 Percent Hispanic Origin: 39.3%

Source: U.S. Bureau of the Census, 2000 Census of Population and Housing. ESRI forecasts for 2008 and 2013.

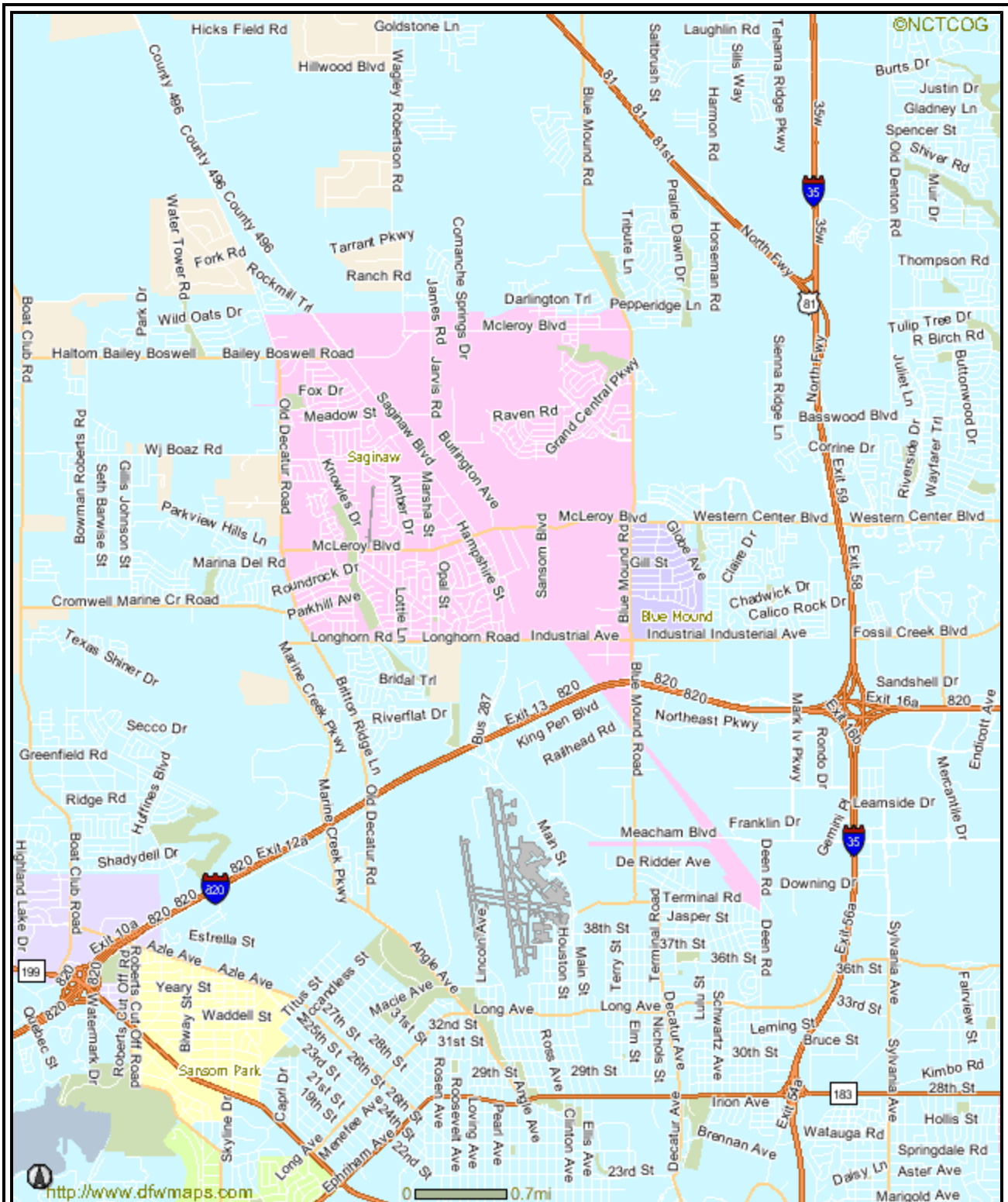
TARRANT COUNTY TEXAS



Tarrant County is comprised of 41 incorporated areas:

- | | | | |
|------------------------|---------------|----------------------|-------------------|
| Arlington | Euless | Keller | Richland Hills |
| Azle | Everman | Kennedale | River Oaks |
| Bedford | Flower Mound | Lake Worth | Saginaw |
| Benbrook | Forest Hill | Lakeside | Sansom Park |
| Blue Mound | Fort Worth | Mansfield | Southlake |
| Burleson | Grand Prairie | Newark | Trophy Club |
| Colleyville | Grapevine | North Richland Hills | Watauga |
| Crowley | Haltom City | Pantego | Westlake |
| Dalworthington Gardens | Haslet | Pelican Bay | Westover Hills |
| Edgecliff Village | Hurst | Reno | Westworth Village |
| | | | White Settlement |

Source: Tarrant County Web Site



NCTCOG Maps
www.dfwmaps.com

DISCLAIMER
 This data has been compiled for NCTCOG. Various official and unofficial sources were used to gather this information. Every effort was made to ensure the accuracy of this data, however, no guarantee is given or implied as to the accuracy of said data.



**CITY OF SAGINAW
SCHEDULE OF PERSONNEL BY DEPARTMENT
2008-2009**

<u>DEPARTMENT</u>	<u>FY04-05</u>	<u>FY05-06</u>	<u>FY06-07</u>	<u>FY07-08</u>	<u>FY08-09</u>	<u>% OF BUDGET</u>
General Administrative Office	6	6	6 *	7	7	5.3%
Municipal Court	2	2	3	3	3	2.3%
Fire	23	24	27	27	27	20.5%
Police	39	39	43	46	47	35.6%
Public Services	11	11	11	11	11	8.3%
Recreation and Community Services	4	4	7	7	7	5.3%
Library	4	4	4	4	4	3.0%
Inspections/Code Enforcement	6	6	6	6	6	4.5%
Fleet Maintenance	2	2	2	2	2	1.5%
Economic Development	1	1	1	1	1	0.8%
Water & Sewer	<u>16</u>	<u>17</u>	<u>17</u>	<u>17</u>	<u>17</u>	12.9%
TOTALS	<u>114</u>	<u>116</u>	<u>127</u>	<u>131</u>	<u>132</u>	<u>100.00%</u>

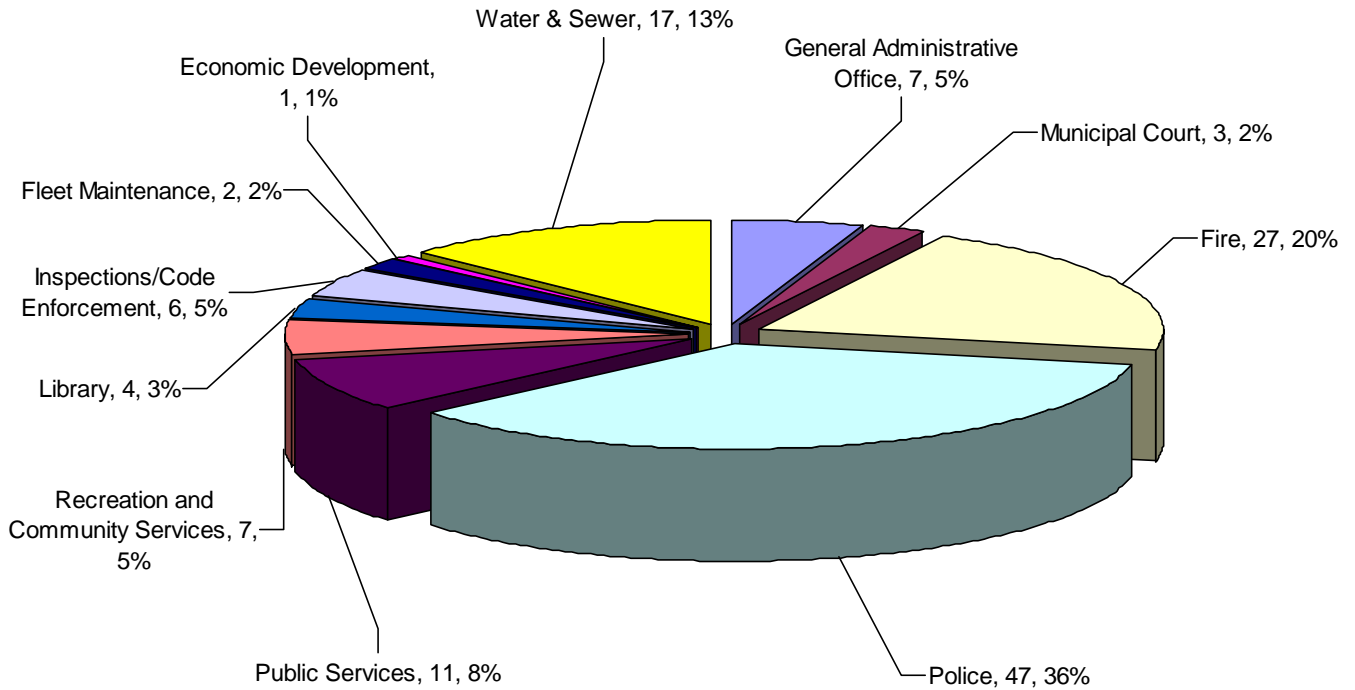
*Assistant Finance Director/Budget Analyst hired at mid-year FY07-08.

CITY OF SAGINAW
SUMMARY OF PERSONNEL BY JOB CLASSIFICATION
2008-2009

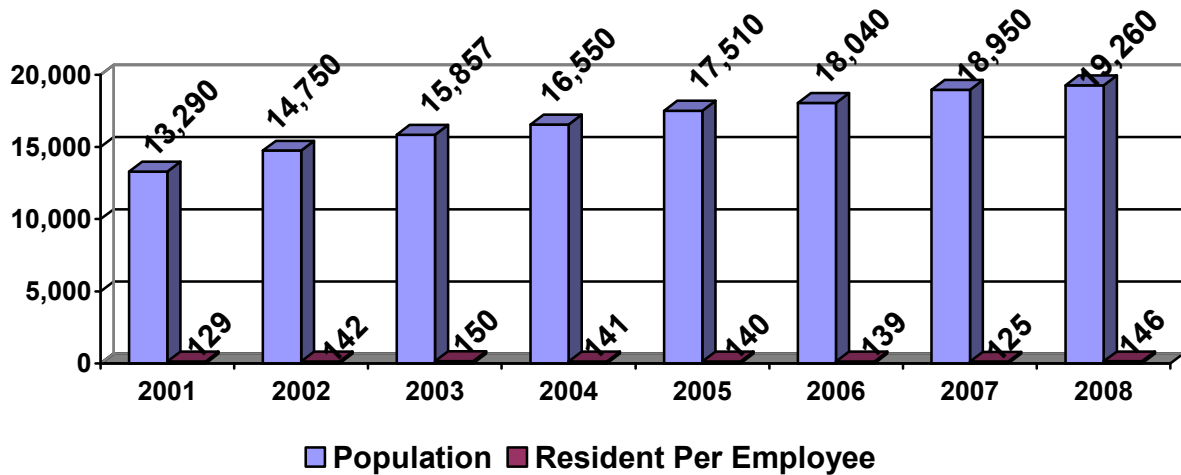
JOB TITLE	NUMBER OF EMPLOYEES				
	FY04-05	FY05-06	FY06-07	FY07-08	FY08-09
Maintenance Worker - Parks	0	0	2	2	2
Maintenance Worker - Public Services	7	9	9	9	9
Maintenance Worker - W/S	4	4	4	4	4
Meter Reader/Maintenance	1	1	1	1	1
Administrative Clerk	4	4	4	4	4
Court Clerk	0	0	1	1	1
Library Assistant	2	2	2	2	2
Senior Center Supervisor	1	1	1	1	1
Senior Maintenance Worker - W/S	1	1	1	1	1
Senior Maintenance Worker - Public Services	0	0	0	0	0
Administrative Technician - Adm.	1	1	1	1	1
Administrative Technician - W/S	1	1	1	1	1
Dispatcher	4	4	4	4	5
Public Services Officer	0	0	0	1	1
Animal Control Officer	1	1	1	1	1
Code Enforcement Officer	2	2	2	2	2
Park Crew Supervisor	0	0	1	1	1
Administrative Assistant - W/S	1	1	1	1	1
Administrative Assistant and HR	1	1	1	1	1
Communications Supervisor	1	1	1	1	1
Athletic Program Coordinator	1	1	1	1	0
Recreation and Aquatic Coordinator	0	0	0	0	1
Crew Supervisor - W/S	2	2	2	2	2
Inspector	2	2	2	2	0
Inspector - Public Services	1	1	1	1	1
Children's Services Librarian	1	1	1	1	1
Crew Supervisor - Public Services	1	1	1	1	1
Firefighter	16	16	18	18	18
Police Officer	25	25	29	31	31
Recreation Supervisor	1	1	1	1	1
Senior Inspector	0	0	0	0	2
Senior Mechanic	1	1	1	1	1
Environmental Specialist	1	1	1	1	1
Fire Lieutenant	6	6	6	6	6
Police Sergeant	6	6	6	5	5
Administrative Supervisor	1	1	1	1	1
City Secretary	1	1	1	1	1
Municipal Court Judge	1	1	1	1	1
Asst. Finance Director/Budget Analyst	0	0	0	1	1
Chief Mechanic	1	1	1	1	1
Library Director	1	1	1	1	1
Information Technology Manager	1	1	1	1	1
Chief Building Official	1	1	1	1	1
Economic Development Coordinator	1	1	1	1	1
Professional Standards Lieutenant	0	0	0	1	1
Water & Sewer Supt./Field Operations	1	1	1	1	1
Fire Captain	1	1	1	1	1
Fire Marshall	0	0	1	1	1
Police Captain	2	2	2	2	2
Recreation and Community Services Director	1	1	1	1	1
Director of Public Works/Community Development	1	1	1	1	1
Fire Chief	1	1	1	1	1
Police Chief	1	1	1	1	1
Asst. City Manager/Finance Director	1	1	1	1	1
City Manager	1	1	1	1	1
TOTAL FULL-TIME EMPLOYEES	114	116	127	131	132

CITY OF SAGINAW PERSONNEL INFORMATION 2008-2009

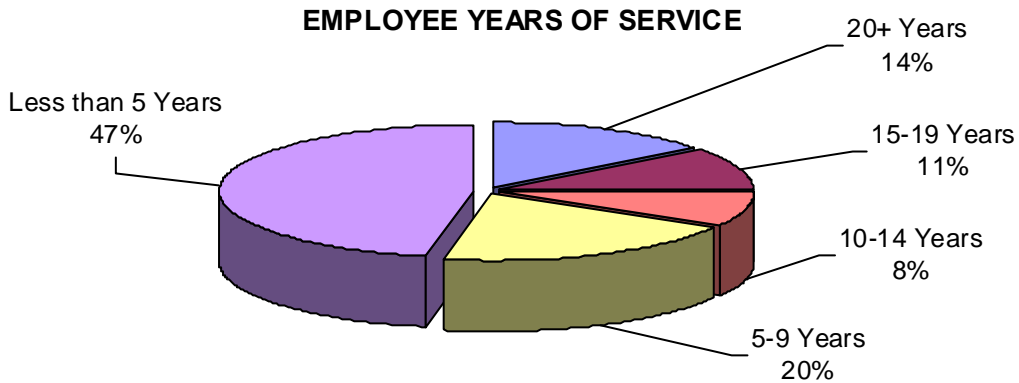
FULL-TIME PERSONNEL BY DEPARTMENT



RESIDENT TO EMPLOYEE RATIO



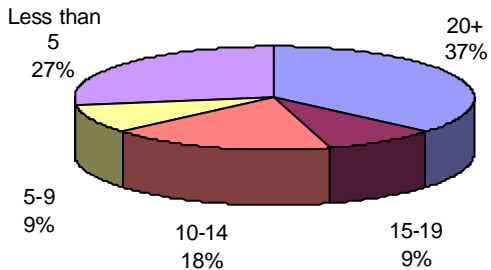
CITY OF SAGINAW LONGEVITY INFORMATION 2008-2009



Out of 132 full-time employees, 44 have worked for the City of Saginaw ten years or more.

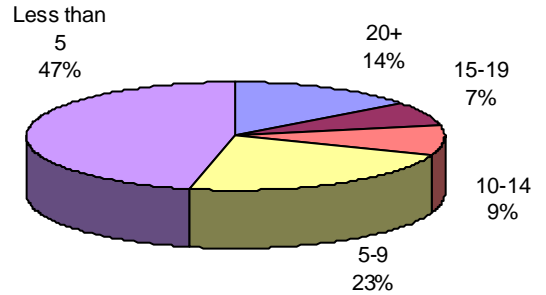
EMPLOYEES WITH 20+ YEARS OF SERVICE

General Administrative Office & Municipal Court



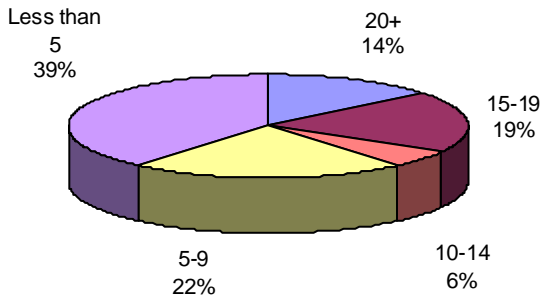
City Manager – 32 Yrs.
City Secretary – 30 Yrs.
Municipal Court Judge – 24 Yrs.
Administrative Assistant and HR – 21 Yrs.

Fire & Police



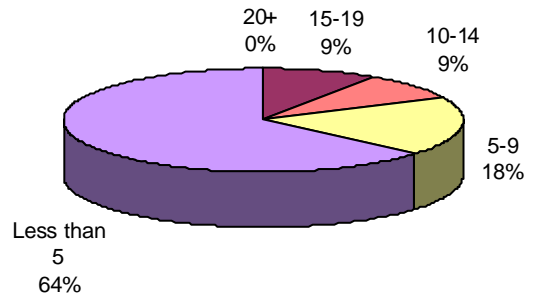
Fire Chief – 22 Yrs.
Fire Lieutenants – 28 & 23 Yrs.
Police Captain – 28 Yrs.
Police Sergeants – 27 & (2) 24 & (2) 20 Yrs.
Communications Supervisor – 21 Yrs.

Public Works



Administrative Technician W&S – 24 Yrs.
Crew Supervisor W&S – 23 Yrs.
W&S Superintendent/Field Operations – 21 Yrs.
Chief Building Inspector – 20 Yrs.
Inspector – Public Service – 20 Yrs.

Library & Recreation



CITY OF SAGINAW
SCHEDULE OF CAPITAL OUTLAY BY FUND/DEPARTMENT
2008-2009

<u>FUND/DEPARTMENT</u>	<u>DESIGNATION</u>	<u>BUDGETED COST</u>
GENERAL FUND		
FIRE		
Radio Repeater	Replacement	\$ 6,000
Opticom System Continuation	New	7,110
Department Total		<u>\$ 13,110</u>
PUBLIC SERVICES		
Sidewalk in Highland Station Addition	New	\$ 26,000
Metal Storage Building	New	12,500
Pickup Truck	Replacement	18,000
Traffic Signal @ E. Bailey Boswell & Comanche Springs	New	210,000
East McLeroy Turn Lane		323,900
Department Total		<u>\$ 590,400</u>
RECREATION AND COMMUNITY SERVICES		
Tables and Chairs	Replacement	\$ 6,250
Department Total		<u>\$ 6,250</u>
LIBRARY		
Automated Cataloging System	Replacement	\$ 10,000
Library Card Computer	New	4,000
Staff Desk Chairs	Replacement	1,600
Display Racks, Storage Racks and Shelving	New	1,645
Department Total		<u>\$ 17,245</u>
GENERAL FUND TOTAL		<u>\$ 627,005</u>
CAPITAL PROJECTS FUND		
1997 C.O. PROJECTS		
Subdivision Ordinance Update	Replacement	\$ 5,000
1997 C.O. Projects Total		<u>\$ 5,000</u>
2006 C.O. PROJECTS		
South Streets	Replacement	575,000
North Streets	Replacement	254,000
Crack Seal	Replacement	30,000
2006 C.O. Projects Total		<u>\$ 859,000</u>
2007 C.O. PROJECTS		
Longhorn Road Reconstruction	Replacement	\$ 2,715,000
2007 C.O. Projects Total		<u>\$ 2,715,000</u>
2009 C.O. PROJECTS		
Fleet Maintenance Center	Replacement	\$ 1,040,000
2009 C.O. Projects Total		<u>\$ 1,040,000</u>
CAPITAL PROJECTS FUND TOTAL		<u>\$ 4,619,000</u>

ENTERPRISE FUND**WATER AND SEWER**

Longhorn Water Line	Replacement	\$	870,000
Blue Mound Water Line	Replacement	\$	157,000
Meter Change Out Program	Replacement		1,054,200
Sewer Line Camera	Replacement		8,500
Pickup Truck	Replacement		18,000
	Department Total	\$	<u>2,107,700</u>

ENTERPRISE FUND TOTAL**\$ 2,107,700****CRIME TAX FUND**

2 Patrol Vehicles and Equipment	Replacement	\$	75,000
SWAT Van	New		60,000

CRIME TAX FUND TOTAL**\$ 135,000****DRAINAGE UTILITY FUND**

Park Center Boulevard Drainage Improvements	New	\$	175,000
---	-----	----	---------

DRAINAGE UTILITY FUND TOTAL**\$ 175,000****GRAND TOTAL CAPITAL OUTLAY ALL FUNDS****\$ 7,663,705**

CITY OF SAGINAW TAX RATE ANALYSIS 2008-2009

CITY OF SAGINAW TAX RATES

<u>YEAR</u>	<u>RATE</u>	<u>PERCENT</u>	<u>RATE</u>	<u>PERCENT</u>	<u>TAX RATE</u>
1987	0.266400	59.20%	0.183600	40.80%	0.450
1988	0.284000	59.41%	0.194000	40.59%	0.478
1989	0.305610	60.04%	0.203390	39.96%	0.509
1990	0.310080	57.53%	0.228920	42.47%	0.539
1991	0.329860	57.97%	0.239140	42.03%	0.569
1992	0.373740	58.36%	0.245260	41.64%	0.589
1993	0.296700	47.17%	0.332300	52.83%	0.629
1994	0.214070	40.31%	0.316930	59.69%	0.531
1995	0.174940	33.32%	0.350060	66.68%	0.525
1996	0.179060	34.11%	0.345940	65.89%	0.525
1997	0.158890	29.15%	0.386110	70.85%	0.545
1998	0.166620	32.99%	0.338380	67.01%	0.505
1999	0.209855	41.97%	0.290145	58.03%	0.500
2000	0.181559	36.31%	0.318441	63.69%	0.500
2001	0.262231	50.43%	0.257769	49.57%	0.520
2002	0.248601	46.04%	0.291399	53.96%	0.540
2003	0.272844	50.53%	0.267156	49.47%	0.540
2004	0.244831	45.34%	0.295169	54.66%	0.540
2005	0.258671	50.72%	0.251329	49.28%	0.510
2006	0.242114	49.72%	0.244886	50.28%	0.487
2007	0.204090	44.76%	0.251910	55.24%	0.456
2008	0.223852	50.19%	0.222148	49.81%	0.446

2008 TARRANT COUNTY TAX RATES AND POPULATIONS

<u>ENTITY</u>	<u>TAX RATE</u>	<u>POPULATION</u>	<u>ENTITY</u>	<u>TAX RATE</u>	<u>POPULATION</u>
TARRANT COUNTY	0.629857	1,780,150	Saginaw	0.446000	19,260
Arlington	0.648000	369,150	Hurst	0.535000	38,750
Azle	0.631000	10,950	Keller	0.432190	38,400
Bedford	0.446882	49,450	Kennedale	0.722500	6,450
Benbrook	0.677500	23,450	Lake Worth	0.318720	4,850
Blue Mound	0.645000	2,400	Lakeside	0.298017	1,250
Colleyville	0.355900	22,500	Mansfield	0.710000	53,200
Crowley	0.575500	11,750	North Richland Hills	0.570000	65,750
Dalworthington Gardens	0.262739	2,350	Pantego	0.373270	2,700
Edgecliff Village	0.304112	2,600	Pelican Bay	0.898499	1,800
Eules	0.470000	54,000	Richland Hills	0.459202	8,350
Everman	0.854127	5,800	River Oaks	0.782700	7,300
Forest Hill	0.950000	11,950	Sansom Park	0.535000	4,250
Fort Worth	0.855000	702,850	Southlake	0.462000	26,100
Grapevine	0.350000	47,150	Watauga	0.580763	24,250
Haltom City	0.598300	39,500	Westworth Village	0.500000	3,050
Haslet	0.279164	1,400	White Settlement	0.613726	16,150

2008 Population estimates per North Central Texas Council of Governments.
2008 Tax rates per Tarrant Appraisal District.

CITY OF SAGINAW

APPRAISAL ROLL COMPARISON

2008-2009

	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>
APPRAISED VALUE	* \$ 866,768,548	\$ 948,045,982	\$ 1,038,790,488	\$ 1,198,507,605	\$ 1,202,638,092
<i>Less Partial Exemptions:</i>					
Agricultural	\$ 14,725,527	\$ 14,684,448	\$ 12,308,284	\$ 14,609,372	\$ 15,846,028
Over 65	22,251,413	23,593,868	24,984,577	32,545,500	35,142,600
Disabled	2,490,000	2,715,000	2,910,000	3,175,000	3,505,000
Veterans	1,563,250	1,599,869	1,631,000	1,638,500	1,661,500
Freeport	30,511,045	22,394,248	21,561,218	37,462,495	38,361,022
Pollution Control	840,707	651,370	85,294	1,248,957	941,039
Abatement	5,579,568	6,969,433	2,269,799	9,899,628	11,960,594
Prorated Absolute	15,592	12,736	21,849	29,392	468,099
PP Nominal Value	3,309	-	-	-	-
	<u>\$ 77,980,411</u>	<u>\$ 72,620,972</u>	<u>\$ 65,772,021</u>	<u>\$ 100,608,844</u>	<u>\$ 107,885,882</u>
NET TAXABLE VALUE	<u>\$ 788,788,137</u>	<u>\$ 875,425,010</u>	<u>\$ 973,018,467</u>	<u>\$ 1,097,898,761</u>	<u>\$ 1,094,752,210</u>
Protested Property	\$ 9,104,525	\$ 29,103,822	\$ 31,720,610	\$ 25,098,209	\$ 42,309,183
Incomplete Property	\$ 1,296,419	\$ 4,290,895	\$ 12,485,966	\$ 5,240,164	\$ 25,298,142
ESTIMATED VALUE	** \$ 799,189,081	\$ 908,819,727	\$ 1,017,225,043	\$ 1,128,237,134	\$ 1,162,359,535
AFTER ARB HEARINGS					
New Construction	\$ 31,433,963	\$ 57,784,286	\$ 58,731,900	\$ 32,902,216	\$ 21,547,578
Value of Average Home	\$ 106,315	\$ 109,209	\$ 113,564	\$ 116,697	\$ 119,713
Tax Rate	.54	.51	.487	.456	.446
Tax on Average Home	<u>\$ 574.10</u>	<u>\$ 556.97</u>	<u>\$ 553.06</u>	<u>\$ 532.14</u>	<u>\$ 533.92</u>

*July Certified Value

**Value used in Budget

**CITY OF SAGINAW
TAX LEVY AND COLLECTION HISTORY
2008-2009**

<u>TAX YEAR</u>	<u>TAXABLE VALUE</u>	<u>OCTOBER 1 TAX LAVY</u>	<u>% COLLECTED</u>
1984	239,733,036	1,054,825	97.65 %
1985	258,270,799	1,162,219	98.41 %
1986	297,641,789	1,349,858	97.94 %
1987	290,875,088	1,308,938	95.71 %
1988	268,187,515	1,281,936	97.55 %
1989	262,615,481	1,336,713	96.78 %
1990	258,563,641	1,393,649	97.90 %
1991	255,340,189	1,452,885	98.24 %
1992	242,235,339	1,426,765	97.49 %
1993	233,556,640	1,469,071	97.49 %
1994	224,771,617	1,193,538	98.85 %
1995	249,905,289	1,319,633	99.50 %
1996	283,097,114	1,486,268	98.95 %
1997	312,995,422	1,712,318	99.02 %
1998	356,562,723	1,800,641	99.16 %
1999	416,484,539	2,082,422	98.91 %
2000	506,513,532	2,532,568	98.11 %
2001	609,628,673	3,170,069	94.49 %*
2002	668,418,163	3,609,458	96.28 %
2003	736,896,290	3,979,240	96.84 %
2004	788,788,137	4,259,457	98.44 %
2005	913,985,248	4,634,981	98.19 %
2006	1,017,225,043	4,994,070	98.59%
2007	1,128,237,134	5,094,077	98.90%
2008**	1,162,359,535	5,031,022	

*Collections were down because several companies filed for Chapter 11 bankruptcy.

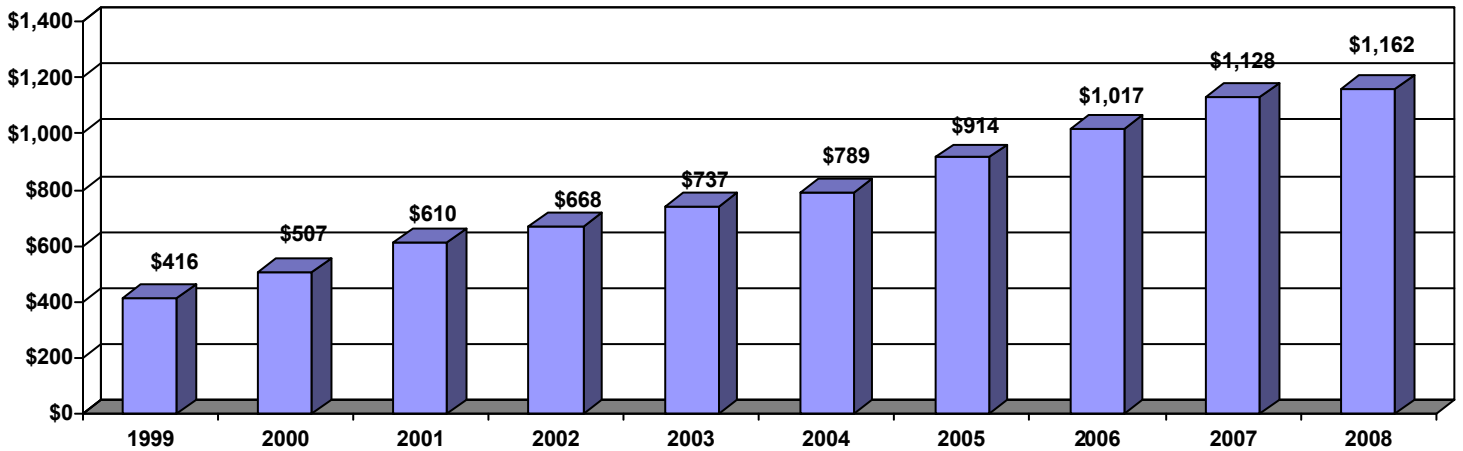
** July 25th certified value used in the budget and for effective tax rate calculations.

The tax levy changes during the year because of adjustments made to the tax roll. The percentage of collections is based on the actual tax levy after adjustments as of September 30 of that year.

CITY OF SAGINAW HISTORY OF ASSESSED VALUATION OF TAXABLE PROPERTY 2008-2009

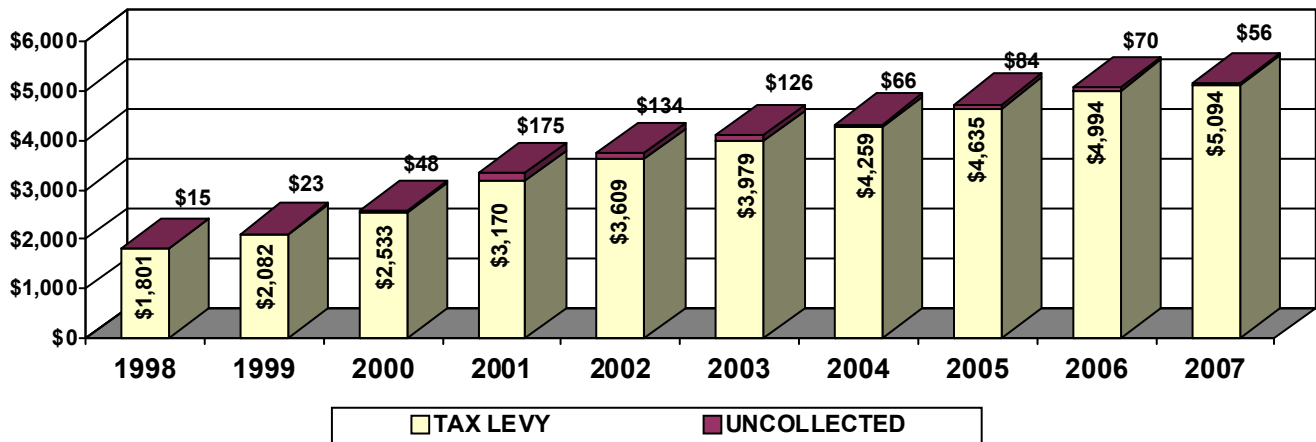
HISTORY OF TAXABLE VALUE OF REAL AND PERSONAL PROPERTY

In Millions



HISTORY OF PROPERTY TAX COLLECTIONS

In Thousands





CITY OF SAGINAW COMMUNITY PROFILE AND INFORMATION

The City Office Staff has prepared the following information. Our goal is to provide the citizens with concise and easy to locate information about the City of Saginaw and its services. Please keep this booklet in a convenient location for quick reference to phone numbers and local information.

CITY OF SAGINAW

In 1848 David Thurmond and his family from Virginia first settled the City of Saginaw. In 1882 Jarvis J. Green from Michigan named the city Saginaw after a city in his home state. The first public school was started in 1893. The post office was established in 1933.

The City was incorporated in 1949 with John Kennedy as the first Mayor. In 1966, with a population of 1,740, the citizens voted to build a new City Hall. In 1983 the City Hall was moved to its current location on West McLeroy Boulevard.

On January 16, 1988, the citizens voted to adopt a Home Rule Charter. The City is currently a Home Rule city with a Council-Manager form of government. The elected officials include the Mayor and six Councilmembers. They are elected at large and each serves a three-year term.

CITY STATISTICS

Saginaw sits solidly in the heart of the Dallas-Fort Worth Metroplex. Saginaw remains an agribusiness center for much of Texas with some of the largest grain storage facilities in the United States. Saginaw is conveniently located nine miles north of downtown Fort Worth and 37 miles west of Dallas. It is just a few minutes away from both Eagle Mountain Lake and Lake Worth.

Alliance Airport and Texas Motor Speedway are located within 15 miles of Saginaw. The Federal Bureau of Printing & Engraving facility is located six-tenths of a mile from Saginaw. The Dallas-Fort Worth Regional Airport is 20 miles east of Saginaw and Meacham Airport is only three miles away.

The City of Saginaw is in the Eagle Mountain-Saginaw Independent School District. EM-S ISD enrollment growth jumped to 11% in 2004. New housing market expanded to 1,889 annual starts during the same year. Enrollment growth continued to break records with the high occurring in 2006 with growth rate of 16% (1,769).

The population increased from 1,001 in the 1960 census to 5,736 in the 1980 census. The 1990 census count was 8,551 and the 2000 census was 12,374. The current estimated population is 19,260.

CITY COUNCIL

The Saginaw City Council consists of a Mayor and six Councilmembers. The City Council meets at 6:00 p.m. on the first and third Tuesdays of each month. The meetings are held in the Council Chambers at City Hall, 333 West McLeroy Boulevard. The meetings are open to the public and are broadcast on cable TV Channel 27. To address the Council at a meeting, contact the Council Secretary at (817) 232-4640. For an item to appear on the agenda, the agenda request form must be turned in by noon on the Wednesday before the next council meeting.

PLANNING AND ZONING

The Planning and Zoning Commission meets at 7:00 p.m. on the second Tuesday of each month as needed. They meet in the Council Chambers at City Hall and the public is invited to attend. To appear before the Planning and Zoning Commission please contact the Planning and Zoning Secretary at (817) 232-4640. The Planning and Zoning agenda deadline is two weeks prior to the Planning and Zoning Meeting. The Board of Adjustments hears appeals of Planning and Zoning decisions. They meet as needed.

CITY HALL

City Hall houses the administrative offices of the Mayor and City Council, City Manager, City Secretary, Finance Department, Water Billing Department, Municipal Court and Human Resources. Contact these departments at (817) 232-4640. It is also the location of the City Council Chambers.

The City Hall has a well-versed staff who can answer questions regarding the City. City Hall is open Monday through Friday, 8:00 a.m. to 5:00 p.m. The following holidays are observed: New Year's Day, Good Friday, Memorial Day, July 4th, Labor Day, Thanksgiving Day and the day after, Christmas Eve and Christmas Day.

Open record requests should be directed to the City Secretary at City Hall. Municipal Court records requests should be directed to the Court Clerk at City Hall.

The building permit, inspection, animal control and code enforcement offices are located at the Public Works Facility at 205 Brenda Lane.

ELECTIONS

City Hall is the polling place for all City Elections, which are held the second Saturday in May. Election Day voting is conducted in the Council Chambers. Voter registration cards are available at City Hall. You must be registered 30 days prior to the election in order to vote.

PERMITS

Permits are required for most types of construction or remodeling. Citizens should contact the Building Permit Department at (817) 230-0500, Ext. 2451 to see if a building permit is required. Permits are also required for garage sales. Garage sales are allowed on residential property only. A garage sale permit is \$5.00 and can be purchased at City Hall. The garage sale permit is good for three consecutive days. Each family is allowed two garage sale permits per year. The City issues three signs per sale and additional signs are prohibited.

Solicitors are also required to obtain a permit at City Hall before soliciting.

Ordinance No. 91-9 requires citizens to obtain a permit for security alarm systems. A security alarm is any security system that makes a noise that can be heard outside the building. Security alarm permits are \$10.00 and should be purchased at the Police Department.

ANIMAL CONTROL

All outdoor pets are required to be in fenced yards or on a leash. A maximum of 3 dogs is allowed per household. City ordinances require annual registration of cats and dogs. Registration tags for dogs and cats should be purchased at the Public Works Facility at 205 Brenda Lane for \$3.00. To view animals in the shelter go to the City's website at www.ci.saginaw.tx.us. Residents may contact the Animal Control Officer at (817) 230-0500, Ext. 2460.

WATER & SEWER DEPARTMENT

Water for Saginaw residents is purchased from the City of Fort Worth. Saginaw also utilizes Fort Worth's sanitary sewer treatment facilities.

Water service, sewer service, and garbage pickup, are provided through the City of Saginaw. A payment in advance of \$110.00 is required for new customers. This is retained by the City, and all but \$10.00 is applied to the customer's last water bill and any excess will be refunded.

METER READING

Water meters are read monthly. The City is divided into two cycles for meter reading and billing. The cycle is determined by the customer's address.

Cycle One meters are read during the middle of the month and the bills are mailed on the last working day of the month. Anyone in Cycle One that does not receive their bill by the 5th of the month should contact the Water Billing Department at (817) 232-4640. Cycle One water bills are due by the 15th of the month. If the 15th falls on Saturday, Sunday, or a legal state or national holiday, the due date is extended to the next regular business day. Cycle One water accounts that are not paid in full by the 15th of the month will be charged a \$5.00 late charge.

Cycle Two meters are read at the first of the month and the bills are mailed to the customers on the 15th of the month. Anyone in Cycle Two that does not receive their bill by the 20th of the month should contact the Water Department at (817) 232-4640. Cycle Two water bills are due by the 30th of the month. If the 30th falls on Saturday, Sunday, or a legal state or national holiday, the due date is extended to the next regular business day. Cycle Two water accounts that are not paid in full by the 30th of the month will be charged a \$5.00 late charge.

Failure to receive a bill or payments delayed in the mail do not void a late charge. Accounts with past due balances over thirty days will be scheduled for disconnection and a fee of \$25.00 will be added to the account balance. This fee applies even if the customer pays the account balance at the time the water crew arrives to disconnect the service.

For accounts that are disconnected, if the balance is paid between 8:00 a.m. and 5:00 p.m. on a weekday, the service will be reconnected by 5:00 p.m. on that same date. After 5:00 p.m. and on weekends, disconnected accounts may pay their balances plus an additional \$50.00 after hours fee at the Police Department. Once payment is made, the "on call" personnel will be contacted and service will be reconnected as soon as feasible.

If a resident turns the water back on, there will be an additional fee of \$100.00 plus repair costs for any damage caused to the service. There is a tampering fee of \$100.00 plus repair costs charged for unlawfully connecting to or tampering with any water service within the City of Saginaw water system.

To make arrangements for late payments contact the Water Billing Department at (817) 232-4640. If a customer plans to be out of town during the payment period for either Cycle One or Cycle Two, arrangements may be made to pay an estimated bill or to pay the bill when the customer returns.

There is a transfer fee of \$10.00 on accounts transferring from one location to another within the City. Transfer requests must be made in person. There is also a charge of \$25.00 on all returned checks.

To terminate services, please make your request in person with your termination date and forwarding address. There is a final fee of \$10.00 applied to accounts when service is terminated. This fee is included on the customer's final bill.

A drive-through window is provided on the east side of City Hall. A drop box is located below the drive-through window and may be used for payments made after hours.

SEWER CHARGES

The City of Saginaw uses the winter average calculation to determine monthly sewer charges. The water usage for the months of November, December, and January are added together. This sum is then divided by three, which gives you the winter average. A resident that does not move in prior to November is charged based on the average of 8,000 gallons, until they have had water service through the three months used to calculate the winter average. This calculation method and average are both set by City Ordinance as adopted the City Council.

All water leaks and sewer stoppages should be reported to the Water Department Monday through Friday, 8:00 a.m. to 5:00 p.m., at (817) 230-0500. After hours or on weekends, report leaks and sewer stoppages to the Police Department at (817) 232-0311, Ext. 2360.

DRAINAGE UTILITY FEE

On January 4, 2005, the City Council established a drainage utility within the City. Every piece of property in the City contributes to storm water run off that must be collected, routed and monitored to protect the public's health and safety from loss of life or property caused by flooding, stagnation, and non-point source pollution.

The drainage utility fee is used to offset the growing costs of operating the storm drainage system. These costs include maintenance of the existing system, federal mandates to control storm water runoff, floodplain management and planning, and construction of new drainage facilities. Single family residences are assessed a base fee of \$3.00 per month. Other properties, including multi-family, commercial, and industrial produce storm water at a higher rate and will be charged a fee based on the number of equivalent base units adjusted for the use of property.

GARBAGE PICK-UP

IESI TX Corporation provides "Take-All" service for residential garbage collection. "Take-All" means that IESI will collect all items placed on the curb in a can, bag, or box except for items that are harmful to the environment. Brake fluid, cleaners, fluorescent bulbs, pesticides, pool chemicals and used oil should be taken to the Environmental Collection Center at 6400 Bridge Street in Fort Worth. Residents must take a water bill stub with them to show proof of residency.

Bulky items including stoves, furniture, water heaters, etc., when placed on the curb, will be picked up on normal collection days. When IESI picks up the regular garbage they will radio their office to send another truck to pickup bulky items.

Garbage and bulky items will be picked up according to the attached schedule. Garbage should not be placed at the curb any sooner than 12 hours prior to the pick up date. Garbage and brush won't be picked up if it weights more than 50 pounds. If your garbage is not picked up please call IESI at (817) 222-2221.

Brush will not be included in the weekly "Take-All" service unless it is in a container or tied in four foot. or smaller bundles. IESI provides curbside pickup of brush twice a year; once in the spring and again in the fall. Trucks will go down each street one time only, reporting to the City each street as it is completed. Call City Hall for more information.

IESI also picks up recycling once a week. Residents are not required to sort recyclables.

POLICE DEPARTMENT

FOR EMERGENCIES CALL 9-1-1.

The Police Department is located at 505 West McLeroy Boulevard. There are 29 patrol officers providing 24-hour protection. In addition to our patrol officers, the department also employs three crossing guards who provide traffic assistance at Bryson, High Country, and Saginaw Elementary schools.

The Police Department provides house checks for residents when they are out of town. To request this service call (817) 232-0311 Ext. 2360. Bicycles may also be registered at the Police Department for \$1.50. Security Alarm Permits are required and should be purchased at the Police Department. These permits are \$10.00. An Alarm Permit Application is included in this packet.

MUNICIPAL COURT

Ticket information is available by calling the automated phone attendant at (817) 230-0597. You may pay tickets between the hours of 8:00 a.m. to 5:00 p.m. Monday through Friday at City Hall, 333 W. McLeroy Boulevard. If you need further assistance call the Municipal Court at (817) 232-4640, Ext. 2322 from 8:00 a.m. to 5:00 p.m., Monday through Friday.

The office of the Municipal Court Judge is located at City Hall. The Judge is available from 9:00 a.m. to 11:00 a.m. and 2:00 p.m. to 4:00 p.m., Monday through Friday.

Court is held the second Thursday of each month.

FIRE DEPARTMENT

FOR EMERGENCIES CALL 9-1-1.

Saginaw has a full-time Fire Chief and 26 full-time firefighters providing 24-hour protection. The Saginaw Fire Department is equipped with the latest in fire fighting equipment and is trained in tactics to fight all types of fires. Fire Station #1 is located at 400 South Saginaw Boulevard and Fire Station #2 is located at 801 Basswood Boulevard. The non-emergency telephone number for Station #1 is 817 232-4640 extension 2100 and the number for Station #2 it is (817) 230-0430.

The Saginaw Fire Department also provides an "Advanced Life Support (ALS) First Responder Program" for all medical emergencies within the City. All full-time personnel are required to be paramedics, and are required to respond to medical calls, on-board an ALS equipped Engine Company. The Fire Department has two of these. This apparatus is equipped with heart monitors and defibrillators for heart attack victims, as well as all necessary supplies and medications for all types of medical emergencies. Patients are stabilized and prepared for transport prior to the arrival of the ambulance. Saginaw utilizes Medstar Ambulance Service for ambulance transport services to the hospital.

The Fire Department is also in charge of monitoring weather conditions 24-hours a day. In case of severe weather the Fire Department will activate the city's siren warning system. Please do not call when you hear these sirens, but take cover immediately. These sirens are tested the first Wednesday of each month, between 1:00 p.m. and 1:30 p.m. Do not be alarmed when you hear this test.

The community sign, located across from the Fire Station, is available for use through the Fire Department. To reserve the sign call the Fire Station at (817) 232-4640 extension 2100, weekdays from 8:00 a.m. to 5:00 p.m., or come by the Fire Station. Certain rules and time limits apply for use of the sign.

PUBLIC WORKS DEPARTMENT

The Public Works Department is located at 205 Brenda Lane. Water, Sewer, Street, Maintenance, Community Development, Inspections/Code Enforcement and Animal Control offices are located at the Public Works Facility. City vehicles and equipment are located there as well.

Building permits and inspections are processed at the Public Works Facility. Requests for building permits should be submitted to the Public Works Facility (817) 230-0500 Ext. 2451. Requests for inspections should be made by calling (817) 232-4263 or fax your request to (817) 232-9868.

All City code violations, including high grass, should be reported to the Code Enforcement Department at the Public Works Facility. Their phone number is (817) 230-0500 ext. 2443.

Animal Control is located at the Public Works Facility. To reach the animal control officer call (817) 230-0500 ext. 2460. After hours call 817 232-0311 extension 2360.

LIBRARY

The John Ed Keeter Saginaw Public Library is located at 355 W. McLeroy Boulevard, next to the City Hall. The Library opened on November 3, 1992. On December 3, 1994, the library was renamed after Mayor John Ed Keeter who died while in office on June 30, 1994. On September 27, 2002 an addition to the Library was completed that doubled its square footage.

Books, magazines, audiotapes, videotapes, and compact disks are available for checkout. Encyclopedias, a three-year backlog of certain periodicals and Abridged Readers Guide to Periodicals is kept for research. Internet workstations are also available for use. Library membership is FREE to Saginaw residents, land owners, and business owners. Out-of-town membership is available for an annual fee of \$15.00. The Library participates in the "Texas Share Program".

Other services include interlibrary loan, large print books, monthly displays, copies, films and children's programs. Story Time is held weekly from September through April. Summer Reading Club begins the second week in June and continues through July. The Library phone number is (817) 230-0300. The Library Director may be reached at Ext. 2340.

LIBRARY HOURS AS FOLLOWS:

Monday	Closed	Thursday	9:00 a.m. to 8:00 p.m.
Tuesday	9:00 a.m. to 8:00 p.m.	Friday	9:00 a.m. to 6:00 p.m.
Wednesday	9:00 a.m. to 6:00 p.m.	Saturday	9:00 a.m. to 6:00 p.m.

SAGINAW AREA RECREATION AND ATTRACTIONS

Saginaw has seven parks, two tennis courts, a volleyball court, and a softball field, a disc golf course, a Recreation Center, an Aquatic Center, a Community Center and a Senior Citizens Center.

- ⇒ **Highland Station Park** is located on High Country Trail (near Highland Middle School and High Country Elementary). It has two playgrounds, a swing set, horseshoe pits, a tennis court, a sand volleyball court, a basketball court, a hiking/jogging trail, and a pavilion that may be reserved by contacting the Recreation Center at (817) 230-0350.
- ⇒ **Brian Schwengler Park** is a neighborhood park located at Thompson Dr. and Longhorn Rd. It has a playground, a swing set, several play features, and two covered picnic areas.
- ⇒ **Willow Creek Park** is a 65-acre park containing a 2 ½ mile jogging/bicycle path, picnic sites, a lighted softball field, tennis courts, 9-hole disc golf course, volleyball court and four playgrounds. The two pavilions and gazebo may be reserved by contacting the Recreation Center at (817) 230-0350.
- ⇒ **William Houston Park** is located at 720 Park Center Blvd. It has a large playground with numerous play features, several covered picnic areas, two soccer fields, and a pavilion that may be reserved by contacting the Recreation Center at (817) 230-0350.
- ⇒ **Opal Jo Jennings Park** is a neighborhood park located at Opal St. and Mustang Dr. It has a playground, several play features, swing sets, and two covered picnic areas.
- ⇒ **Sagewood Park** is a neighborhood park located at 1055 Sagewood Lane. It features a playground and a covered picnic area.
- ⇒ **Kiwanis Park** is a neighborhood park located at Saginaw Blvd. and W. Southern Ave (next to Fire Station #1). It features a gazebo.

The Advisory Recreation and Parks Board meet on the third Monday of each month. They are responsible for determining how funds received through voluntary donations on water bills are spent.

The Recreation Center is located at 633 W. McLeroy Boulevard. It has four multi-purpose activity rooms, a full-size gymnasium, a performance area, an equipped fitness center, restroom/locker/shower facilities, a game room and a racquetball court. Adult programs include Jazzercise, Step Aerobics, Pilates, Massage Therapy, CPR certification, Tae Kwon Do, Tong Il Lo Martial Science and Karate. Youth activities include Cheerleading, Gymnastics, Music, Hip-Hop Dance, Tap, Ballet, Karate and Fun Time Live. Basketball, baseball, softball and volleyball leagues are also offered by the Recreation and Community Services Department. A complete list of programs can be found on the City's web site or in the "Play Book" available at the Recreation Center.

The Saginaw Aquatic Center provides a wide range of leisure opportunities for the citizens of Saginaw and surrounding communities. Anyone wishing to enjoy the facility can either pay a daily use fee or purchase an annual membership card for the center. The City of Saginaw will also offer swim lessons, water aerobics and a competitive swim team for a variety of age groups.

The Aquatic Center has the following features.

- 6-lane competition lap pool
- a leisure pool
- a custom train themed play structure with water slides
- several spray/splash features
- a small train slide
- a large water slide
- a full service concession stand
- showers, locker rooms, restrooms
- two group pavilions
- lots of shade and seating (chairs, chase lounge chairs, picnic tables, etc.)

The Community Center is located at 720 Park Center Boulevard. The Log Cabin Senior Citizens Center is located at 405 S. Belmont Street. Both buildings are available for rental. For more information call 817 230-0350.

There are several youth sport organizations in the area that include:

Baseball & Softball

- ⇒ Pioneer Youth Baseball & Softball Association, www.pybsa.org, (817) 232-3638
- ⇒ Northwest YMCA, www.northwestymcafw.org, (817) 237-7237

Basketball

- ⇒ Northwest YMCA, www.northwestymcafw.org, (817) 237-7237
- ⇒ Upward Basketball, www.northwestbaptistchurch.net, (817) 237-6063

Football & Cheerleading

- ⇒ Saginaw Youth Association, www.syatx.org, (817) 232-5282

Soccer

- ⇒ Northwest YMCA, www.northwestymcafw.org, (817) 237-7237
- ⇒ Eagle Mountain Soccer Association, www.emsasoccer.org, (817) 298-1668

Saginaw is the "hometown" of Eagle Mountain Lake, a beautiful body of water often dotted by sailboats and cabin cruisers. Saginaw is only a short distance from the historic Fort Worth Stockyards, the magnificent Bass Performance Hall, Kimbell Art Museum and Amon Carter Museum of Western Art. Texas Motor Speedway is just north of Saginaw and provides auto racing, concerts and other types of entertainment. The world's original indoor rodeo, the Southwestern Exposition Fat Stock Show and Rodeo, is staged annually in Fort Worth. Also located in the Metroplex are "Six Flags Over Texas", the Texas Rangers and Fort Worth Cats baseball teams and the Dallas Cowboys football team.

The Northwest Branch of the YMCA is a short distance from Saginaw and all YMCA programs are available to Saginaw area residents. Windy Ryon Roping Arena is located just south of the City. It is the home of the annual Windy Ryon Roping held in May.

Hotel accommodations are plentiful in the area. Saginaw has two small hotels and there are over fifteen well-known hotel chains less than five minutes away.

CHAMBER OF COMMERCE

The Saginaw Area Chamber of Commerce is located at 301 S. Saginaw Boulevard in the restored train depot. Maps, brochures, and other information relating to businesses and activities in the Saginaw area are available. The Chamber is currently open from 8:00 a.m. to 5:00 p.m. Monday through Friday. The Saginaw Area Chamber of Commerce meets the third Thursday of each month. The Chamber phone number is (817) 232-0500.

The Chamber of Commerce is committed to creating and preserving the best possible business environment in the Saginaw Area. They are dedicated to economic growth, job creation and retention, enhancement of the quality of life in a community where a healthy business environment and responsible stewardship of public and private resources are paramount.

GENERAL INFORMATION

As the result of a Town Hall Meeting, the City Beautification Committee was formed in 1997. This Committee has worked hard to improve the beauty of the City by planting flowers and installing seasonal banners. A stone welcome marker was placed at the south entrance to the City. Funding for their projects is obtained through a voluntary donation that is added to residents' water bills.

The Beautification Committee also sponsors an "Adopt A Spot" program. All residents are invited to adopt a spot in the City. They are asked to keep it clean, plant flowers, etc. If you would like more information call City Hall at (817) 232-4640.

There are churches of most denominations located in the community. Several of the churches have Mothers Day Out Programs. The churches joined together and established the Community Link Mission. The Mission provides food for those in need.

Saginaw is served by the Eagle Mountain-Saginaw Independent School District, recognized throughout Texas as one of the outstanding school systems in the State. The District was established in 1958. Their Administrative office is located at 1200 Old Decatur Road. Their phone number is (817) 232-0880.

The Northwest Campus of Tarrant County College also serves the educational needs of Saginaw. The beautiful college campus is located only one mile west of Saginaw on Loop 820. In addition, Fort Worth is the home of Texas Christian University and Texas Wesleyan University. Nearby Denton is the home of the University of North Texas and Texas Woman's University. Arlington, also located in Tarrant County, is the home of the University of Texas at Arlington.

Saginaw residents are served by Charter Cable TV of Fort Worth. For information call (817) 509-2225.

Saginaw is served by one weekly newspaper, the Times-Record. The Fort Worth Star-Telegram and Dallas Morning News provide daily newspaper service to the City. Times-Record – (817) 237-9172 -- Star Telegram - (817) 335-4837. The Saginaw Branch of the U. S. Post Office is located at 101 S. Belmont Street. There is also a drive-up mailbox located in the 500 block of South Saginaw Blvd.

BOARDS AND COMMITTEES

Advisory Recreation and Parks Board	Industrial Revenue Authority
Board of Adjustments	Library Board
Beautification Committee	Planning & Zoning Board
Capital Improvements Advisory Committee	Senior Citizens Advisory Board

ORGANIZATIONS

Community Link Mission – Karen Horne – (817) 847-4554
 EMSA Soccer – Scott Gidley – (972) 573-0112
 Kiwanis Club – Bill Williams – (817) 232-0946
 Lions Club – Viki Fults – (817) 237-6188
 North Texas High School Rodeo Assoc. – Debra Jones – (817) 232-2855
 Optimist Club – Debbie Muelker – (817) 624-5140
 Pioneer Youth Association (Baseball & Softball) – Scott Craver (817) 884-1291
 Saginaw 4H – Jim Moody – (817) 884-1291
 Saginaw Youth Association (Football) – Jeff Farr – (817) 306-8634
 Football Field – (817) 232-5282 Baseball Field – (817) 232-3638
 Wendy Ryon Building – Kelly Yentes – (817) 847-0165
 Saginaw Cemetery Association – Jack McDaniel – (817) 441-9460

FREQUENTLY CALLED NUMBERS

FOR ALL EMERGENCIES	9-1-1	FAX
ANIMAL CONTROL (non emergency)	(817) 230-0500 Ext. 2460	
ANIMAL CONTROL (assistance needed after hours)	(817) 232-0311 Ext. 2360	
ATMOS ENERGY (gas)	1-800-460-3030	
CABLE TV - Charter Cable TV	1-866-937-2427	
CHAMBER OF COMMERCE	(817) 232-0500	(817) 232-2311
CITY HALL (water bills, council)	(817) 232-4640	(817) 232-4644
CODE ENFORCEMENT (high grass, etc.)	(817) 230-0500 Ext. 2443	
COMMUNITY CENTER	(817) 230-0576	
COUNTY CLERK – (deed records, etc.)	(817) 884-1195	
ENVIRONMENTAL COLLECTION CENTER	(817) 871-5257	
FIRE DEPARTMENT (non-emergency)	(817) 232-0311 Ext. 2411	(817) 232-9885
GARBAGE – IESI	817 222-2221	

GAS – Atmos Energy, Denton	1-800-460-3030		
LIBRARY - John Ed Keeter Public Library	(817) 230-0300	Ext. 2345	(817) 232-9134
MUNICIPAL COURT	(817) 232-4640		(817) 232-4644
MUNICIPAL COURT-Automated Phone Attendant	(817) 230-0597		
NEWSPAPER – Times Record	(817) 237-9172		
NEWSPAPER – Ft. Worth Star Telegram	(817) 335-4837		
POLICE DEPARTMENT	(817) 232-0311	Ext. 2360	(817) 847-5918
House Checks	(817) 232-0311	Ext. 2365	
PUBLIC WORKS FACILITY (permits, animal control)	(817) 232-0500	Ext. 2451	(817) 232-9868
Inspections Line	(817) 232-4263		
RECREATION CENTER	(817)-230-0350		
SCHOOL ADMINISTRATION - 1200 Old Decatur Road	(817) 232-0880		(817) 847-6124
SENIOR CITIZENS LOG CABIN - 405 S. Belmont St.	(817) 230-2593		
TAX INFORMATION – City, School and County	(817) 884-1100		
TELEPHONE – AT&T	1-800-464-7928		
VOTER REGISTRATION INFORMATION –County	(817) 884-1195		
WATER – Billing inquiries	(817) 232-4640	Ext. 2326	

E-MAIL ADDRESSES

Administration	adminofc@ci.saginaw.tx.us
Animal Control Officer	aco@ci.saginaw.tx.us
Beautification	beautification@ci.saginaw.tx.us
Building Department	building@ci.saginaw.tx.us
Chamber of Commerce	saginaw@airmail.net
Code Enforcement	codeenf@ci.saginaw.tx.us
Community Development	communitydev@ci.saginaw.tx.us
Court	court@ci.saginaw.tx.us
Feedback	feedback@ci.saginaw.tx.us
Fire	fire@ci.saginaw.tx.us
Human Resources	humanresources@ci.saginaw.tx.us
Library	library@ci.saginaw.tx.us
Police	police@ci.saginaw.tx.us
Public Works	publicworks@ci.saginaw.tx.us
Recreation and Community Services	recreation@ci.saginaw.tx.us
Senior Citizens Center	srcenter@ci.saginaw.tx.us
Utility Billing	ubilling@ci.saginaw.tx.us
Water/Sewer	water/sewer@ci.saginaw.tx.us

INTERNET INFORMATION

- City of Saginaw Home Page is at www.ci.saginaw.tx.us
- Tarrant County Home Page is at www.tarrantcounty.com
 - To find county voter registration information go to www.tarrantcounty.com
 1. Click on Departments on the left side of the page
 2. Click on Elections. Then click on Voter Information and Polling Location Lookup
 3. Type your name and it will show your voting precinct.
 - To find city and county tax information go to www.tarrantcounty.com
 1. Click on Departments on the left side of the page
 2. Click on Tax Collector/Assessor
 3. Click on Property Tax. Then click on e-government.
- To find ownership, value and other property information go to Tarrant Appraisal District's web site at www.tad.org
 - On the left hand side click on Property Data Search.
 - Click on one of the Search By choices (account #, owner, address/property location)
- To find your State and National representatives go to www.state.capitol.us
 1. Click on #10 - Find Your Incumbent. From this web page you can find your incumbent by address, zip code, etc.

CITY OF SAGINAW BUDGET GLOSSARY 2008-2009

The Annual Budget contains specialized and technical terminology that is unique to public finance and budgeting. To assist the reader of the Annual Budget document in understanding these terms, a budget glossary has been included in the 2008-2009 Annual Budget.

ADE: Automotive Diagnostic Excellence. Once you have passed certain tests you earn this designation. It is sub group of ASE.

ARB: Appraisal Review Board. This is a group of local citizens authorized to check Tarrant Appraisal District's work and resolve disputes with taxpayers. This board certifies the appraised values on the appraisal roll.

ARB HEARINGS: The property owner may protest the appraisal of his property value to the Appraisal Review Board at the ARB Hearings.

ASE: Automotive Service Excellence. This is a national institute that provides automotive diagnostics certification for the mechanics.

ACCOUNTS PAYABLE: A liability account reflecting amounts on open accounts owing to private persons or organizations for goods and services received by a government (but not including amounts due to other funds of the same government or to other governments).

ACCOUNTS RECEIVABLE: An asset account reflecting amounts owing to open accounts from private persons or organizations for goods and services furnished by a government.

ACCRUAL ACCOUNTING: The basis of accounting under which transactions are recognized when they occur, regardless of the timing of related cash flows.

AD VALOREM TAXES (Current): Latin for "value of". Refers to the tax assessed against real (land and buildings) and personal (equipment and furniture) property located within the taxing unit's jurisdiction which are subject to taxation on January 1 of the current year. Following the receipt of the City's certified values from the appraisal district, the City Council sets the tax rate and levies taxes for the fiscal year beginning October 1 and continuing through the following September 30.

AD VALOREM TAXES (Delinquent): Ad Valorem taxes are due on October 1 and become delinquent if not paid before February 1 of the fiscal year in which it is imposed.

AD VALOREM TAXES (Penalty and interest): A delinquent tax incurs a penalty of six (6%) percent of the amount of the tax for the first calendar month it is delinquent, plus one (1%) percent for each additional month or portion of the month the tax remains unpaid prior to July 1 of the year in which it becomes delinquent. However, the delinquent tax on July 1 incurs a total penalty of twelve (12%) percent of the amount of the delinquent tax without regard to the number of months the tax has been delinquent.

ADVANCE REFUNDING BONDS: Bonds issued to refund an outstanding bond issue prior to the date on which the outstanding bonds become due or callable. Proceeds of the advance funding bonds are deposited in escrow with a fiduciary, invested in US Treasury Bonds or other authorized securities, and used to redeem the underlying bonds at maturity or call date and to pay interest on the bonds being refunded or the advance refunding bonds.

APPRAISED VALUE: To make an estimate of property value for the purpose of taxation. The market value of real and personal property located in the City as of January 1 each year. (City of Saginaw property values are determined by the Tarrant Appraisal District.)

APPROPRIATION: A legal authorization granted by a legislative body (City Council) to make expenditures and incur obligations for specific purposes. An appropriation is usually limited in amount and time when it may be expended.

ASSESSED VALUATION: A valuation set upon real estate or other property by a government as a basis for levying taxes.

ATTRITION: A wearing down bit by bit. If an employee leaves the City or is terminated, the position may not be filled. It will be at the City Manager's review and discretion.

AUDIT: A comprehensive investigation of the manner in which the government's resources were actually utilized. The audit can be classified as a financial audit or a performance audit. A financial audit is a review of the accounting system and financial information to determine how government funds were spent and whether expenditures/expenses complied with the legislative body's appropriations. A performance audit consists of a review of how well the government met its stated goals.

AUDITOR'S OPINION: A statement signed by an auditor in which he states that he has examined the financial statements, the system of internal control, the accounting records, and supporting evidence in accordance with generally accepted auditing standards. He expresses his opinion, based on the examination, the financial condition of the governmental unit or any of its enterprises, the results from operations and any facts that he has investigated in his professional capacity.

AUTOMATIC AID: Automatic Aid is when another fire department is automatically dispatched along with our fire units on certain pre-determined type calls such as structure fires, grass fires, rescue incidents, etc. Anytime any of the fire departments, in the automatic aid group, respond to a reported structure fire or major incident, the other fire departments in the group automatically respond.

BALANCE SHEET: A financial statement that discloses the assets, liabilities, reserves, and balances of a specific governmental fund as of a specific date.

BALANCED BUDGET: The operating budget should be balanced with the use of current revenues and, if necessary, a portion of the undesignated surplus. In a balanced budget, budgeted expenditures/expenses should not exceed budgeted revenues. A structurally balance budget requires that ongoing revenues equal or exceed ongoing expenditures/expenses.

B.O.D.: Biochemical Oxygen Demand. The amount of oxygen needed for a biochemical oxidation in a given time at a given temperature. An indication of wastewater strength.

BOND: A written promise to pay a sum of money on a specific date(s) at a specified interest rate. The repayment of both the principal and interest are detailed in a bond ordinance.

BOND FUND: A fund formerly used to account for proceeds of general obligation bond issues. Such proceeds are now accounted for in a Capital Projects Fund. The Capital Projects Fund is primarily an accounting entity. The indentures of many revenue bond issues identify the "Bond Fund" as the fund into which proceeds for capital projects are deposited, managed, and disbursed. The term Bond Fund is also used to refer to a mutual investment fund consisting of bonds.

BOND ORDINANCE: An ordinance authorizing a bond issue.

BOND RATING: Designation of the quality of bonds or notes issued by state and local governmental units. Ratings are provided by agencies or corporations that seek thereby to render a professional judgment concerning the quality of the security being rated. The City's current bond rating is an A2 from Moody's Investment Services.

BOND REVENUES: Revenues, including special taxes, levied or collected for the purpose of providing for payment of the debt service on outstanding bonds.

BONDED DEBT: That portion of indebtedness represented by outstanding bonds.

BUDGET: A financial plan, for a specified period (usually one year) of operations that matches all planned revenues and expenditures/expenses with services provided to the residents of the City.

BUDGET CALENDAR: The schedule of key dates which the City follows in the preparation and adoption of the budget.

BUDGET MESSAGE: The opening section of the budget which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and the views and recommendations of the City Manager.

BUDGET RESOLUTION: The official enactment, by City Council, to legally authorize City Staff to obligate and expend the resources of the City.

BUDGET REVISIONS: A procedure used to revise a budget amount after the budget has been adopted by the City Council.

BUDGETED FUNDS: Funds that are planned for certain uses but have not been formally or legally appropriated by the legislative body. The budget document that is submitted for Council approval is composed of budgeted funds.

CID: Criminal Investigations Department is responsible for investigating criminal offenses that occur in the City of Saginaw.

CEU: Continuing Education Units. Certification programs require a specific number of hours of additional training after certification in order to maintain that certification.

C.O.'s: Certificates of Obligation. A security issued by a municipality for the purpose of paying contractual obligations incurred with the constructing and equipping of various allowable projects. Certificates do not require voter approval but do require the publication of a notice of intent to issue. The certificates may be secured by a pledge of ad valorem tax revenue or monies derived from the operation of a revenue producing system or facility.

CAPITAL IMPROVEMENTS: Expenditures related to the acquisition, expansion or rehabilitation of an element of the government's physical plant; sometimes referred to as infrastructure.

CAPITAL OUTLAY (CAPITAL EXPENDITURES): Expenditures which result in the acquisition of or addition to fixed assets. These expenditures must meet certain criteria.

CAPITAL PROJECTS: Major construction, acquisition, or renovation activities which add value to a government's physical assets or significantly increase their useful life. Also called capital improvements.

CAPITAL PROJECTS FUND: The fund used to account for bond proceeds used for the acquisition or construction of major capital facilities.

CASH: Currency, coin, checks, postal and express money orders, and bankers' drafts on hand or on deposit with an official or depository designated as custodian of cash and bank deposits. Note: All cash must be accounted for as part of the fund to which it belongs. It is not necessary, however, to maintain a separate bank account for each fund unless required by law.

CASH ACCOUNTING: A basis of accounting in which transactions are recorded when cash is either received or expended.

CASH MANAGEMENT: The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest interest and return available for temporary cash balances.

CERTIFICATES OF OBLIGATION: C.O.'s. A financing mechanism used to pay contractual obligations. A security issued by a municipality or county for the purpose of paying contractual obligations incurred with the constructing and equipping of various allowable projects. Certificates do not require voter approval but do require the publication of a notice of intent to issue. The certificates may be secured by a pledge of ad valorem tax revenue or monies derived from the operation of a revenue producing system or facility.

CHARTER: Written instrument setting forth principles and laws of government within boundaries of the City.

CLEARING ACCOUNT: An account used to accumulate total charges or credits for the purpose of distributing them later among the accounts to which they are allocable or for the purpose of transferring the net difference to the proper accounts.

CLICK IT OR TICKET (CIOT): This is a campaign to conduct enforcement as part of a statewide and national mobilization effort to increase the use of safety belts in cars and pick-up trucks. To achieve this goal, the program combines a concerted local and statewide media campaign with additional law enforcement activities to reinforce the message. Selective Traffic Enforcement Programs (STEPS) are grants provided by TxDOT to law enforcement agencies to enforce traffic safety laws such as speed and safety belt use.

CODERED: A high speed telephone emergency notification system that gives City officials the ability to deliver pre-recorded emergency telephone notification/information messages to targeted areas or the entire city at a rate of up to 60,000 calls per hour. By activating and using the “CodeRED” system, everyone will receive a telephone call at home, their workplace, and even their cell phone, to notify them of the situation and give them instructions as to what to do.

COMBINED SUMMARY STATEMENT: A summary of two or more funds presented on a single page that includes a total of the funds presented.

COMMUNITY DEVELOPMENT BLOCK GRANT: (CDBG) Federal HUD funds administered through Tarrant County for approved community revitalization projects in participating cities.

CONSOLIDATED CASH ACCOUNT: An account to facilitate cash management by having two or more operating funds merge their cash balances into a consolidated account for the current management of such balances, including temporary investment thereof. In some governments, the consolidated cash account membership includes not only operating funds but also capital funds. This consists of all funds of the City in one bank account. This account is used for all accounts payable. Deposits are transferred as needed from the Depository account. Each fund earns interest and is accounted for separately. (See Fund.)

CONTRACTUAL SERVICES: The costs related to services performed for the City by individuals, business or utilities.

COPS GRANT: The COPS I FAST PROGRAM GRANT and COPS II FAST PROGRAM GRANT are grants funded by the Federal Government. They provide 75% the first year for salary and benefits for the Patrol Officer. The contribution will reduce to 50% the second year and 25% the third year. The fourth year, the City then pays 100% of the Patrol Officer's salary and benefits.

COST: The amount of money or other consideration exchanged for property or services. Costs may be incurred even before money is paid; that is, as soon as liability is incurred. Ultimately, however, money or other consideration must be given in exchange.

COURT SECURITY FUND: Fee collected by the court for convictions of misdemeanor offenses in the Municipal Court. Fund to be used to finance items used for the purpose of providing security services for the housing of the Municipal Court.

COURT TECHNOLOGY FUND: Fee collected by the court for convictions of misdemeanor offenses in the Municipal Court. This fund is to be used to finance the purchase of technological enhancements and service and maintenance agreements for the Municipal Court.

CSO: Community Services Officer. The same as a Crime Prevention Officer. This person is responsible for presenting crime prevention programs and neighborhood crime watch programs.

CRIME CONTROL AND PREVENTION DISTRICT: In 1989 the Legislature enacted the Crime Control and Prevention District Act. This Act allows cities to establish a district and impose a local sales tax to fund its programs. A majority of the voters must approve the creation of the district and adopt the sales and use tax to fund the district at an election held specifically for that purpose.

CRIME TAX: The additional three-eighths cent sales tax that is collected for use by the Crime Control and Prevention District.

CURRENT TAXES: Property taxes that are levied and due within one year.

DEBT SERVICE FUND: The fund used to record payment of long-term debt principal and interest. Formerly called Sinking Fund.

DEBT SERVICE REQUIREMENTS: The amount of revenues which must be provided for Debt Service so that all principal and interest payments can be made in full as scheduled.

DEDICATED TAX: A tax levied to support a specific government program or purpose such as the sales tax used to reduce property taxes.

DEFERRED COMPENSATION FUND: This fund is used to account for assets held for employees in accordance with the provisions of Internal Revenue Code Section 457 (retirement funds for the employees).

DEFENSIVE DRIVING: Defensive Driving is an educational classroom driver safety course that has been approved by the State of Texas. It is sometimes used for dismissal of a citation or a discount on automobile insurance.

DEFICIT: (1) The excess of the liabilities of a fund over its assets. (2) The excess of expenditures over revenues during an accounting period; or, in the case of enterprise funds, the excess of expense over income during an accounting period.

DELINQUENT TAXES: Taxes that remain unpaid on or after the date on which a penalty for non-payment is attached.

DEPARTMENT: A major administrative organizational unit of the City that indicates overall management responsibility for one or more activities.

DEPOSITORY BANK: Banking institution that handles the day to day operational cash flow (daily deposits, payroll checks, and accounts payable checks). The City's current depository bank is JP Morgan Chase.

DEPOSITORY CASH ACCOUNT: This consists of all deposits made to the City of Saginaw. This includes daily deposits, transfers from TexPool, and direct deposits. All funds are accounted for and earn interest.

DEPRECIATION: Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. That portion of the cost of a capital asset that is charged as an expense during a particular period.

DIRECT DEPOSIT: Deposits that are made directly from one bank to another. The use of direct deposit causes no mail delay. We utilize direct deposits from the State on our Sales Tax collections and Mixed Beverage Tax as well as Property Tax payments made through Tarrant County.

DISBURSEMENT: Payment for goods and services in cash or by check.

DISTRIBUTION SYSTEM: A system comprised of smaller water lines which distribute water from the transmission system to the customers.

EFFECTIVE TAX RATE: The rate that produces the same revenues in terms of the total amount of taxes as compared to the prior year.

ELEVATED STORAGE: Water storage tanks that are raised above the ground and connected to the transmission system to help maintain the system pressure. Excess water pumped flows into these tanks, or if pumping does not meet customer demand, water drains from the tanks to supplement the pumping.

EMERGENCY OPERATION CENTER (EOC): An area specifically designed to manage a major incident. It will serve as the command center and be equipped with disaster supplies, computers, maps, CodeRED system, weather siren network, etc.

ENCUMBRANCE: The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a specified future expenditure.

ENTERPRISE DEBT: Debt that is to be retired primarily from earnings of publicly owned and operated enterprises.

ENTERPRISE FUND: A fund established to account for operations (a) that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs (expenses, including depreciation) for providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges or (b) where the governing body has decided that this fund is used to account for operations of the water distribution and sanitary sewer systems.

EMERGENCY PROTECTIVE ORDER (EPO): Magistrate's Order for Emergency Protection commonly referred to as EPO. A Magistrate's Order for Emergency Protection is an emergency order protecting; the victim, the victim's children, and any other family members; from further domestic violence.

ESTIMATED REVENUE: The amount of projected revenues to be collected during the fiscal year.

EXEMPT: Personnel not eligible to receive overtime pay and who are expected to put in whatever hours are necessary to complete their job assignments. The respective department head, as partial compensation for overtime hours worked by exempt personnel, may allow compensatory time off.

EXPENDITURE CLASSIFICATION: A basis for distinguishing types of expenditures. The major classifications used by the City are Personnel, Operations, Capital Outlay, and Debt Service.

EXPENDITURES: A decrease in the net financial resources of the City due to the acquisition of goods and services.

FIRE ACT GRANTS: These are grants issued by the Homeland Security Department. This program is a competitive grant process open to all paid, volunteer, or combination Fire Departments. There are several categories of grants available such as: Fire and EMS Operations, Firefighter Safety, Firefighting and EMS Vehicles, Personal Protective Equipment category to purchase "turnout gear" and Training to learn basic firefighting techniques.

FIRM PUMPING CAPACITY: The total pumping capacity that a pump station can deliver with the largest pump out of service. The state requires that water systems have firm capacity that meets peak day requirements.

FISCAL YEAR: A 12-month period to which the annual operating budget applies. The City of Saginaw has established October 1 through September 30 as its fiscal year.

FIXED ASSETS: Assets of a long-term character that are intended to continue to be held or used. Examples of fixed assets include items such as land, buildings, machinery, furniture, and other equipment.

FRANCHISE TAX: This is a charge paid for the use of City streets and public right of way and is in lieu of all other municipal charges, fees, street rentals, pipe taxes or rentals, easement or other like franchise taxes, inspections fees, and/or charges of every kind except ad valorem and special assessment taxes for public improvements (electric, gas, telephone, and cable TV).

FTE: Full Time Equivalent. The number of hours part-time employees work is added together and then divided by the number of hours a full-time employee works. The result is the number of full-time equivalent employees.

FULL FAITH AND CREDIT: A pledge of the general taxing power of a government to repay debt obligations. (The term is typically used in reference to general obligation bonds.)

FUND: An accounting entity with a self-balancing set of accounts that record financial transactions for specific activities or government functions. The major funds used by the City of Saginaw include the General Fund, the Debt Service Fund, the Capital Projects Fund and the Enterprise Fund.

FUND BALANCE: The assets of a fund less liabilities, as determined at the end of each fiscal year. The excess assets after liabilities are deducted are referred to as surplus funds.

GFOA: Government Finance Officers Association of the United States and Canada.

G.O.'s: General Obligation Bonds. A security issued by a municipality for the purpose of paying contractual obligations incurred with the constructing and equipping of various allowable projects. G.O.'s require voter approval and are secured by a pledge of ad valorem tax revenue.

GTOT: Government Treasurers Organization of Texas.

GENERAL FUND: The fund used to account for all financial resources except those required to be accounted for in the City's other funds.

GENERAL OBLIGATION BONDS: Bonds that finance a variety of public projects such as streets, buildings, and improvements. These bonds are backed by the full faith and credit of the issuing government.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES: (GAAP) Uniform minimum standards of and guidelines to financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. They encompass the conventions, rules, and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. They provide a standard by which to measure financial presentations.

GOVERNMENTAL FUNDS: Those funds through which most governmental functions typically are financed (General Fund, Debt Service Fund, Capital Projects Fund and Special Revenue Funds).

GRADALL: Industrial maintenance machine (tractor/material handler) with a boom arm and 360 degree rotational movement designed for use over rough terrain.

GRANTS: Contributions or gifts of cash or other assets from another government or private company to be used or expended for a specific purpose, activity, or facility.

GROUND STORAGE: Tanks at ground level that store water so that it can be pumped into the system as demand warrants.

HAVA: Help America Vote Act – Effective January 1, 2006, voting systems must be accessible to individuals with disabilities in a manner that provides the same opportunity for access and participation as for other voters.

HAZ-MAT: Hazardous Materials.

H.E.A.T.: Help End Auto Theft is a voluntary statewide decal program designed to reduce car thefts. Vehicle owners not normally using their vehicles between 1 a.m. and 5 a.m. sign an agreement allowing peace officers to verify ownership if they observe the vehicle being used during H.E.A.T. hours.

IMPACT FEES: The mechanism used to recover costs of capital improvements necessary to serve future development. Impact fees cannot be assessed to correct a system deficiency.

INTERFUND TRANSFERS: Amounts transferred from one fund to another fund.

INTOXILYZER: The Intoxilyzer is a breath test machine used by the Police Department to test possibly intoxicated persons who have been arrested for driving while intoxicated.

LEVY: To impose taxes, special assessments, or service charges for the support of City activities.

LINE-ITEM BUDGET: A budget that lists each expenditure/expense category (salary, supplies, travel, repairs, etc.) separately, along with the dollar amount budgeted for each specified category.

LONG-TERM DEBT: Debt with a maturity of more than one year after the date of issuance.

M&O: Maintenance and operation. The funds that are used for the maintenance and operation of a budget.

MAINTENANCE: The upkeep of physical properties in condition for use or occupancy. Examples are the inspection of equipment to detect defects and the making of repairs.

MAXIMUM DAY DEMAND: The water consumption, in volume of water, used on the highest consumption day in a year.

MEDIAN VALUE: The median value for an ordered array of numbers is the mid-score of the distribution.

MIXED BEVERAGE TAX: A tax at the rate of ten percent (10%) is imposed on the gross receipts of a licensee for the sale, preparation, or service of mixed beverages consumed on the premises of the business.

MODIFIED ACCRUAL ACCOUNTING: The basis of accounting adapted to the governmental fund type spending measurement focus. Under it, revenues are recognized when they become both “measurable” and “available” to finance expenditures of the current period. Expenditures are recognized when the related fund liability is incurred except for (1) inventories of materials and supplies which may be considered expenditures either when purchased or when used; (2) prepaid insurance and similar items which need not be reported; (3) accumulated unpaid vacation, sick pay, and other employee benefit amounts which need not be recognized in the current period, but for which larger than normal accumulations must be disclosed in the notes to the financial statements; (4) interest on special assessment indebtedness which may be recorded when due rather than accrued, if offset by interest earnings on special assessment levies; and (5) principal and interest on long-term debt which are generally recognized when due. This accounting technique is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability while revenues are not recorded until they are actually received.

MOTOR ALL DATA SYSTEM: Computer based automotive diagnostic and repair manual. An essential tool in properly diagnosing and repairing today’s sophisticated vehicles.

MUNICIPAL COURT SECURITY FUND: Fees collected by the court for convictions of misdemeanor offenses in the Municipal Court. Fund to be used to finance items used for the purpose of providing security services for the housing of the Municipal Court.

MUNICIPAL COURT TECHNOLOGY FUND: Fees collected by the court for convictions of misdemeanor offenses in the Municipal Court. This fund is to be used to finance the purchase of technological enhancements and service and maintenance agreements for the Municipal Court.

MUTUAL AID: Mutual Aid is when the City has an agreement with another fire department to assist them or they will assist us when we determine we need additional assistance or resources after arriving at an incident. Anytime another fire department responds to a reported structure fire or major incident and needs assistance they call the other fire departments and request assistance. That fire department then responds by sending one fire engine company.

NIAT: NAPA Institute of Automotive Technology. Continuing education and training in diagnostics skills and repair capabilities that is sponsored by NAPA Auto Parts.

NON-EXEMPT: Personnel eligible to receive overtime pay when overtime work has been authorized or requested by the supervisor.

NTRLS-NORTH TEXAS REGIONAL LIBRARY SYSTEM: NTRLS is a consortium of 73 public libraries in North Texas. It is one of ten library Systems funded through yearly grants from the Texas State Library and Archives Commission. It offers Libraries consulting services, including grant writing, workshops, technical support and networking opportunities.

OPERATING BUDGET: The approved financial plan that outlines estimated revenues and expenditures/expenses for the fiscal year. It lists line item allowable expenditures/expenses for daily operation necessary to provide basic governmental services. The operating budget can only be amended with approval of the City Council. (The General Fund, Debt Service Fund and Enterprise Fund make up the City of Saginaw's operating budget.)

OPERATION ID: Electric engraving pencils are available at the Police Department for citizens to engrave their Drivers License Number on personal property. This helps return stolen property to the owner.

OPTICOM: A system that allows emergency vehicles the right of way through intersections equipped with the Opticom device by overriding the traffic signal system and providing the approaching emergency vehicle with a green light so it can pass safely through the intersection.

ORDINANCE: A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and resolution is that the latter requires less legal formality and has a lower legal status. Revenue raising measures, such as the imposition of taxes, special assessments and service charges, universally require ordinances.

OVERLAPPING DEBT: The proportionate share of the debts of local governments located wholly or in part within the limits of the reporting government which must be borne by property within each government.

PEAK HOUR DEMAND: The maximum total one-hour water demand given in units of volume per day that a given distribution system experienced or would experience during a particular year or other time period. Also known as maximum hour demand.

PERSONAL SERVICES: The costs associated with compensating employees for their labor.

POLICE EXPENDABLE TRUST FUND: Fund used to account for the sale of confiscated property.

PROFESSIONAL STANDARDS LIEUTENANT: This supervisor will be assigned to the Office of the Chief, with responsibility for the recruiting, testing, and background investigations of new personnel, internal affairs investigations, training (as the Department training coordinator), fleet manager, building management and quartermaster. This position does not recommend punishment or serve in the chain of command of other departments, but would be in place to ensure that investigations are conducted equitably, in accordance with city and legal requirements.

PUBLIC SERVICE OFFICER (PSO): The PSO serves as a detention officer, relief dispatcher, Intoxilyzer operator, and is available to take walk-in and telephone reports from the public. The PSO works during business days to handle paperwork for arraignments and processing of prisoners, as well as providing assistance to the Municipal Court Judge.

PROPERTY TAX: Property taxes are levied on both real and personal property according to the property's valuation and the tax rate.

PURCHASE ORDER: A document that authorizes the delivery of specified merchandise or the rendering of certain services and the making of a charge for them.

RECONCILIATION: A detailed summary of increases and decreases in the expenditures/expenses from one budget year to the next.

REFUNDING BONDS: A procedure whereby an issuer refinances an outstanding bond issue by issuing new bonds. The proceeds of the new bonds are either deposited in escrow to pay the debt service on the outstanding obligations, when due, or they are used to immediately retire the outstanding obligations being refinanced. These are referred to as the "refunded bonds" or the "prior issue".

RESERVE: An account used to indicate that a portion of a fund balance is restricted for a specific purpose.

REVENUE BONDS: Bonds whose principal and interest are payable exclusively from earnings of an Enterprise Fund. In addition to a pledge of revenues, such bonds sometimes contain a mortgage on the Enterprise Fund's property. The term revenue bond is currently used in the municipal bond market to comprehend almost all bonds other than general obligation bonds.

REVENUES: Funds that the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, and interest income.

SAFER GRANT: Staffing for Adequate Fire and Emergency Response. A grant funded by the U. S. Department of Homeland Security. This grant provides funding, for a percentage of the base pay and benefits for a firefighter, over a five year period. At the end of the five year period the City would be responsible for the entire salary.

SALES TAX: A general "sales tax" levied on persons and businesses selling merchandise or services in the city limits on a retail basis. The basic tax is one-cent but cities have the option of imposing additional sales taxes in varying amounts of up to one cent. These additional sales taxes are known as dedicated taxes, because their proceeds may be spent only for certain purposes. The City of Saginaw's dedicated taxes are used for the reduction of property taxes crime control and prevention and street maintenance. The Texas Comptroller collects the sales tax and "rebates" the city's share on a monthly basis. The comptroller retains a small portion of the tax revenue to cover the state's administrative costs.

SINKING FUND: The term sinking fund derives from the concept of "floating a bond issue". The sinking fund was the fund created to accumulate monies to "sink" the debt at its maturity.

SOURCE OF REVENUE: Revenues are classified according to their source or point of origin.

SRO: School Resource Officer. A police officer that is assigned to the middle schools. He is there mainly as a police presence and to assist with juvenile problems.

TLETS: The Texas Law Enforcement Telecommunications System (TLETS) is a statewide telecommunications network that is composed of over 700 terminals/databases/computer interfaces representing over 675 city, county, state, federal, and military law enforcement and criminal justice agencies in Texas. This network is controlled by a computerized, electronic message switching system located in the headquarters of the Texas Department of Public Safety in Austin.

TSS: Total Suspended Solids. Solids that have not been broken down by organisms. An indication of wastewater strength.

TARRANT APPRAISAL DISTRICT: An entity established by State Law to ensure uniform property appraisals for all taxing jurisdictions in Tarrant County.

TAXES: Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of all citizens.

TAX RATE: A rate at which taxes are levied per \$100 of assessed valuation. The amount of tax stated in terms of a unit of the tax base. For example, \$.50 per \$100 of assessed valuation of taxable property.

TAX RATE LIMIT: The maximum rate at which a government may levy a tax. The limit may apply to taxes raised for a particular purpose, or to taxes imposed for all purposes, and may apply to a single government, to a class of governments, or to all governments operating in a particular area. Overall tax rate limits usually restrict levies for all purposes and of all governments, state and local, having jurisdiction in a given area.

TAX ROLL: The official list prepared by the Tax Assessor-Collector showing the amount of taxes levied against each taxpayer or property.

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ): Formerly known as Texas Natural Resources Conservation Commission (TNRCC). The State agency that oversees pollution control laws.

TEXAS STEP: Located at Texas State University-San Marcos, as a part of the Department of Criminal Justice in the College of Applied Arts, Texas Statewide Tobacco Education & Prevention (Texas STEP) provides public awareness information on the tobacco laws, best practices and protocols to enforce the laws, and ways to increase tobacco awareness at the local level. Aimed at reducing youth access to tobacco products by eliminating the illegal sale of tobacco to children, this law provides for comprehensive retailer education and inspections of retailers by law enforcement to ensure compliance. Texas STEP provides training and technical assistance throughout the State of Texas. Participating law enforcement agencies receive updates on the law, are provided strategies and curricula on compliance education, are informed on the health consequences of youth tobacco use, are made aware of their legal reporting responsibilities, and can receive in-service training on the enforcement protocols.

TEXPOOL: An investment service for public funds provided by the State. It offers local governments the opportunity to join with the State of Texas and other public entities to get the highest earnings possible on public money under the safest conditions.

TRANSMISSION SYSTEM: A system of large water lines which transport large quantities of water from one area to another.

TRE-TAX RATE EQUIVALENT: The method of calculating the financial impact of alternate funding sources in terms of pennies on the tax rate. It helps you determine how much you would need to add or delete from the tax rate to fund the budget.

TRUTH-IN-TAXATION: (TNT) The Texas Constitution and Property Tax Code require taxing units to comply with certain steps in adopting their tax rates. These truth-in-taxation laws have two purposes. They are to make taxpayers aware of tax rate proposals and to allow taxpayers, in certain cases, to roll back or limit a tax increase. Property owners have the right to know of increases in their properties' appraised value and to be notified of the estimated taxes that could result from the new value. A City must publish its effective and rollback tax rates before adopting an actual tax rate. They must publish special notices and hold two public hearings before adopting a tax rate that exceeds the lower of the rollback rate or the effective tax rate. If a taxing unit adopts a rate that exceeds the rollback rate, voters may petition for an election to limit the rate to the rollback rate.

TWO IN/TWO OUT: Guideline established by the Texas Commission on Fire Protection requiring that no less than a team of two firefighters can enter a burning building or structure. In addition, there must be at least two additional firefighters outside the building in full protective gear that can immediately enter the building to rescue the entry team in the event they become trapped.

UNDESIGNATED SURPLUS: Excess fund balance that has not been designated to a particular expense. The Council reviews the undesignated surplus during budget preparation. This is mainly used for one time capital outlay purchases.

W & S: Water and Sewer.

**CITY OF SAGINAW
BUDGET INDEX
2008-2009**

-A-

All Funds Summary of Revenues, Expenditures and Changes in Fund Balance 16
Amendment Process for Budget 171
Animal Control 90
Appraisal Roll Comparison 199
Assessed Valuation of Taxable Property Chart 201

-B-

Budget Adoption Resolution 165
Budget Amendment Process 171
Budget Policies and Procedures 176
Budget Award 1
Budget Calendar 170
Budget Glossary 215
Budget Highlights 21
Budget Process 168
Budget Summaries - All Funds 20

-C-

Calendar for Budget Process 170
Capital Outlay by Fund/Department 196
Capital Projects Fund 120
Charter Requirements 171
City Manager's Budget Message 4
Code Enforcement 90
Community Profile and Information 202
Crime Control and Prevention District 147
Crime Tax Fund 147

-D-

Debt Management Policy 174
Debt Requirements - G.O. and C.O. Bonds 116
Debt Requirements - Revenue Bonds 144
Debt Service Fund 112
Demographic Information 189
Drainage Utility Fund 153

-E-

Enterprise Fund 132
Emergency Reserve Policy 178
Employee Benefits 183
Economic Development 101

-F-

Fire 59
Financial and Budgetary Policies 176
Fleet Maintenance 96
Fund Accounting Information 179

-G-

GFOA Budget Award 1
General Administrative Office 48
General Fund 30
General Fund Emergency Reserve Policy 178
General Information about Saginaw 187 & 202
General Policies 179
Glossary 215

-I-

Inspections 90
Incentive Pay Summary 185

-J-

Job Classifications 184 & 192

-L-

Letter to the Mayor and City Council 4
Library 84
Longevity Information 195

-M-

Map of Saginaw 191
Map of Tarrant County Area 190
Mayor and Council iii
Miscellaneous Statistics 187
Mission Statement 2
Municipal Court 53

-N-

Non-Departmental 106

-O-

Organizational Chart – 12

Organizational Chart – Economic Development 101

Organizational Chart – Fire 59

Organizational Chart – Fleet Maintenance 96

Organizational Chart – General Administrative Office 48

Organizational Chart – Inspections/Code Enforcement 90

Organizational Chart – Library 84

Organizational Chart – Municipal Court 53

Organizational Chart – Police 66

Organizational Chart – Public Services 72

Organizational Chart – Recreation and Community Services 77

Organizational Chart – Water and Sewer 137

-P-

Personnel Information Graphs 194

Personnel Schedule by Department 192

Police Department 66

Policies and Information 165

Policy on Debt Management 174

Policy on Salaries and Compensation 183

Public Hearing Information 173

Public Services 72

-R-

Recreation and Community Services 77

Resolution Adopting the Budget 165

Revenues by Source - Enterprise Fund 133

Revenues by Source - General Fund 31

-S-

Saginaw Area Community Profile 202

Salary Policy and Employee Benefits 183

Sales Tax Collections Chart 42

Statistical Information - Miscellaneous 187

Street Maintenance Fund 159

Summary of Revenues, Expenditures and Changes in Fund Balance - All Funds 16

-T-

Tarrant County Area Map 190
Tax Levy and Collection History 200
Tax Rate Analysis 198
Tax Rate Ordinance 166
Taxable Property Graphs 201
Truth in Taxation Notice ii

-W-

Water and Sewer 137