



The Texas Flag:

The Texas Congress adopted the Lone Star Flag in 1839. The flag uses the red, white and blue from the United States flag, representing, respectively, bravery, purity and loyalty. The five points of the star represent the characteristics of a good citizen, which are fortitude, loyalty, righteousness, prudence, and broadmindedness.

ENTERPRISE FUNDS

The Enterprise Funds finance and account for the acquisition, operation and maintenance of governmental facilities and services, which are entirely self-supported through user charges. These funds include the Utility Fund and Stormwater Utility Fund.

Enterprise Funds Summary

REVENUES

	FY 00-01 ACTUAL	FY 01-02 BUDGET	FY 01-02 PROJECTED	FY 02-03 ADOPTED	% CHANGE PROJECTED TO ADOPTED
Water Sales	\$ 10,588,019	\$ 13,334,594	\$ 12,559,259	\$ 13,751,830	9.50%
Sewer Charges	4,718,169	5,360,836	5,110,432	5,448,504	6.62%
Taps and Connect Fees	168,787	131,547	121,761	109,585	-10.00%
Solid Waste Collection	73,375	74,859	72,311	76,000	5.10%
Penalties - Utility Billing	198,560	190,922	190,922	185,000	-3.10%
Stormwater Fees	-	-	-	295,355	N/A
Drainage Inspection Fees	-	-	-	211,606	N/A
Interest Income	563,634	323,543	298,995	175,321	-41.36%
Sales of Equipment and Material	300	-	-	-	N/A
Other Revenue	57,788	74,555	90,682	310,654	242.58%
TOTAL REVENUE	\$ 16,368,632	\$ 19,490,856	\$ 18,444,362	\$ 20,563,855	11.49%

Enterprise Funds Summary

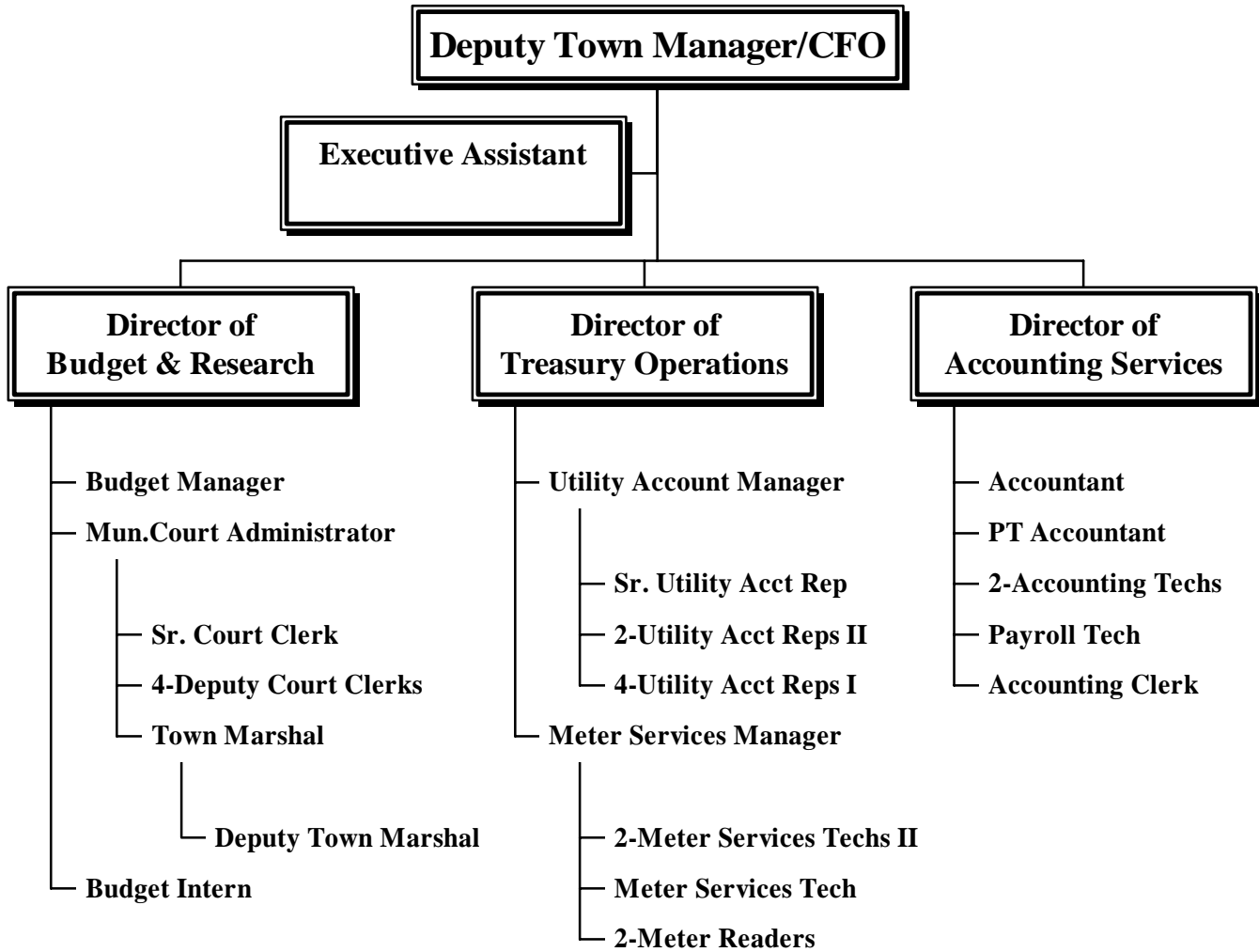
EXPENDITURES

	FY 00-01 ACTUAL	FY 01-02 BUDGET	FY 01-02 PROJECTED	FY 2002-03 ADOPTED	% CHANGE PROJECTED TO ADOPTED
Financial Services:					
Customer Services:					
Utility Billing	\$ 405,821	\$ 447,285	\$ 444,548	\$ 475,214	6.90%
Meter Services	445,552	573,829	567,254	550,212	-3.00%
Total Financial Services	\$ 851,373	\$ 1,021,114	\$ 1,011,802	\$ 1,025,426	1.35%
Utility Fund Non-Departmental					
Utility Fund Transfer	\$ 4,931,450	\$ 4,917,262	\$ 4,917,262	\$ 4,544,661	-7.58%
Utility Fund Non-Departmental	860,226	394,844	226,252	278,850	23.25%
Total Utility Fund Non-Dept	\$ 5,791,676	\$ 5,312,106	\$ 5,143,514	\$ 4,823,511	-6.22%
Infrastructure Services:					
Infrastructure Services Admin	\$ 180,625	\$ 205,148	\$ 215,933	\$ 209,561	-2.95%
Engineering Administration	503,906	800,652	800,652	1,075,908	34.38%
Public Works:					
Public Works Management	273,348	290,462	290,462	371,463	27.89%
Utility Line Maintenance	3,988,600	1,361,227	1,259,216	1,103,740	-12.35%
Utility Services	8,784,067	10,128,001	10,240,899	12,016,447	17.34%
Capital Improvements Program	82,849	101,546	101,546	-	-100.00%
Drainage and ROW	-	-	-	486,193	N/A
Drainage Engineering	-	-	-	108,091	N/A
Total Infrastructure Services	\$ 13,813,395	\$ 12,887,036	\$ 12,908,708	\$ 15,371,403	19.08%
TOTAL EXPENDITURES	\$ 20,456,444	\$ 19,220,256	\$ 19,064,024	\$ 21,220,340	11.31%
NET CHANGE	\$ (4,087,812)	\$ 270,600	\$ (619,662)	\$ (656,485)	

Enterprise Fund Working Capital Summary

	FY 2001-2002 Estimated	FY 2002-2003 Adopted
Beginning Balance	\$ 9,539,566	\$ 8,683,304
Funds Transferred Out	(4,917,262)	(4,544,661)
Funds Transferred In	33,743	201,081
Revenues Over/(Under) Total Obligations	4,027,257	3,687,095
Ending Working Capital	\$ 8,683,304	\$ 8,026,819
Reserved for Encumbrances	\$ 121,063	\$ -
Charter Required Contingency	(1,906,402)	(2,122,034)
Planned Future Requirements	-	-
Unreserved Working Capital	\$ 6,897,965	\$ 5,904,785

FINANCIAL SERVICES



FUND:	Utility Fund
DEPARTMENT:	Financial Services
DIVISION/SUBDIVISION:	Utility Billing
FUNCTION:	General Government

DESCRIPTION

Utility Billing's mission is to ensure accuracy and efficiency in the collection and assessment of user charges; maintain professional and responsive service; answer inquiries from customers and provide accurate and timely billings through progressive and innovative systems; while ensuring a positive attitude toward Town Hall by newcomers, visitors and residents through a pleasant first experience, whether it be by phone or in person.

TOPPS

1. Upon acquisition of the private water supply corporations, assimilate newly acquired customers into the Town's utility system with a 98% account establishment rate.
2. Verify meter number, reading and size of 85% of the existing meters in Zone 10.
3. Twenty percent of staff will complete four two-hour Customer Relations/Human Resources training sessions.
4. Fifty percent of staff will attend 50% of quarterly sessions provided by Human Resources and Customer Relations.
5. Provide quarterly staff safety sessions to prevent on-the-job injuries.
6. Assist Accounting Services by providing training for Cash Collection Close Out procedures.
7. Attend a CPR course with 25% of the staff completing the course.
8. Continue Radio Read installation of 310 of the remaining 2,527 residential rural water meters in Zone 25, with a 98% installation accuracy rate.
9. Evaluate payment methods such as walk up customers, drive thru customers, night drop payments, automatic bank draft payments and online banking check payments in order to determine the need for the Town to provide online payment services to enhance customer satisfaction by saving the customer time, money, and providing added convenience.
10. Implement second year of GPS program to locate and map 30% of existing water meters and 80% of water meters installed after October 1, 2002.

Town of Flower Mound, Texas
2002-2003 ANNUAL BUDGET

FUND:	Utility Fund
DEPARTMENT:	Financial Services
DIVISION/SUBDIVISION:	Utility Billing
FUNCTION:	General Government

OBJECT CATEGORIES	FY 2000-2001 ACTUAL EXPENSES	FY 2001-2002 MODIFIED BUDGET	FY 2001-2002 PROJECTED EXPENSES	FY 2002-2003 ADOPTED BUDGET	FY 2003-2004 PROJECTED BUDGET	FY 2004-2005 PROJECTED BUDGET
Personnel Services	\$ 265,052	\$ 310,308	\$ 303,162	\$ 331,760	\$ 345,030	\$ 358,832
Supplies & Materials	53,930	58,800	58,932	68,400	71,136	73,982
Maintenance of Buildings, Structures Land & Improvements	-	-	-	-	-	-
Maintenance of Equipment & Machinery	665	1,228	1,228	1,228	1,277	1,328
Contractual Services	36,935	32,872	31,793	29,009	30,169	31,376
Capital Outlay	869	7,930	5,406	-	-	-
Internal Services	48,370	45,147	44,027	44,817	46,611	48,474
TOTAL	\$ 405,821	\$ 456,285	\$ 444,548	\$ 475,214	\$ 494,223	\$ 513,992

DECISION PACKAGE REQUESTS

(No Decision Package Requests are included for this department/division.)

PERSONNEL SUMMARY

	FY 2000-2001 ACTUAL	FY 2001-2002 MODIFIED	FY 2001-2002 PROJECTED	FY 2002-2003 ADOPTED	FY 2003-2004 PROJECTED	FY 2004-2005 PROJECTED
Exempt	1.00	1.00	1.00	1.00	1.00	1.00
Non-Exempt	6.00	7.00	7.00	7.00	7.00	7.00
Public Safety	-	-	-	-	-	-
Part-Time/Seasonal	-	-	-	-	-	-
TOTAL	7.00	8.00	8.00	8.00	8.00	8.00

FUND:	Utility Fund
DEPARTMENT:	Financial Services
DIVISION/SUBDIVISION:	Meter Services
FUNCTION:	General Government

DESCRIPTION

Meter Services' mission is to ensure accuracy and efficiency in the collection and assessment of user charges; maintain professional and responsive service; answer inquiries from customers and provide accurate and timely billings through progressive and innovative systems; while ensuring a positive attitude toward Town Hall by newcomers, visitors and residents through a pleasant first experience, whether it be by phone or in person.

TOPPS

1. Upon acquisition of the private water supply corporations, assimilate newly acquired customers into the Town's utility system with a 98% meter verification accuracy rate.
2. Implement second year of Global Positioning System program to locate and map 30% of water in the Town and 80% of new water meter installed after October 1, 2002.
3. Continue Radio Read installation of residential rural water meters in Zone 25 with a 98% installation accuracy rate.
4. Conduct an audit of 85% of existing meters in Zone 10.
5. Twenty percent of staff will complete four two-hour Customer Relations/Human Resources training sessions.
6. Fifty percent of staff will attend 50% of quarterly sessions provided by HR/Customer Relations.
7. Provide quarterly staff safety sessions to prevent on-the-job injuries.
8. Attend a CPR course with 25% of staff completing the course.

Town of Flower Mound, Texas
2002-2003 ANNUAL BUDGET

FUND:	Utility Fund
DEPARTMENT:	Financial Services
DIVISION/SUBDIVISION:	Meter Services
FUNCTION:	General Government

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2000-2001	FY 2001-2002	FY 2001-2002	FY 2002-2003	FY 2003-2004	FY 2004-2005
	ACTUAL EXPENSES	MODIFIED BUDGET	PROJECTED EXPENSES	ADOPTED BUDGET	PROJECTED BUDGET	PROJECTED BUDGET
Personnel Services	\$ 200,855	\$ 242,356	\$ 242,698	\$ 260,416	\$ 270,834	\$ 281,666
Supplies & Materials	15,484	19,490	18,528	19,635	20,420	21,237
Maintenance of Buildings, Structures Land & Improvements	129,035	218,386	198,000	181,068	188,311	195,843
Maintenance of Equipment & Machinery	14,321	11,985	9,100	11,985	12,464	12,963
Contractual Services	53,740	33,112	59,428	40,026	41,627	43,292
Capital Outlay	(2,433)	-	-	-	-	-
Internal Services	34,550	39,500	39,500	37,082	38,566	40,108
TOTAL	\$ 445,552	\$ 564,829	\$ 567,254	\$ 550,212	\$ 572,222	\$ 595,109

DECISION PACKAGE REQUESTS

(No Decision Package Requests are included for this department/division.)

PERSONNEL SUMMARY

	FY 2000-2001	FY 2001-2002	FY 2001-2002	FY 2002-2003	FY 2003-2004	FY 2004-2005
	ACTUAL	MODIFIED	PROJECTED	ADOPTED	PROJECTED	PROJECTED
Exempt	1.00	1.00	1.00	1.00	1.00	1.00
Non-Exempt	5.00	5.00	5.00	5.00	6.00	7.00
Public Safety	-	-	-	-	-	-
Part-Time/Seasonal	-	-	-	-	-	-
TOTAL	6.00	6.00	6.00	6.00	7.00	8.00



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FUND:	Utility Fund
DEPARTMENT:	Non-Departmental
DIVISION/SUBDIVISION:	Utility Fund Transfers
FUNCTION:	General Government

DESCRIPTION

This division accounts for inter-fund transfers from one Town fund to another.

TOPPS

(NO TOPPS Objectives are included for this department/division.)

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2000-2001 ACTUAL EXPENSES	FY 2001-2002 MODIFIED BUDGET	FY 2001-2002 PROJECTED EXPENSES	FY 2002-2003 ADOPTED BUDGET	FY 2003-2004 PROJECTED BUDGET	FY 2004-2005 PROJECTED BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies & Materials	-	-	-	-	-	-
Maintenance of Buildings, Structures Land & Improvements	-	-	-	-	-	-
Maintenance of Equipment & Machinery	-	-	-	-	-	-
Contractual Services	4,931,450	4,917,262	4,917,262	4,544,661	4,852,936	5,047,054
Capital Outlay	-	-	-	-	-	-
Internal Services	-	-	-	-	-	-
TOTAL	\$ 4,931,450	\$ 4,917,262	\$ 4,917,262	\$ 4,544,661	\$ 4,852,936	\$ 5,047,054

DECISION PACKAGE REQUESTS

(No Decision Package Requests are included for this department/division.)

PERSONNEL SUMMARY

(No Personnel are included for this department/division.)

FUND:	Utility Fund
DEPARTMENT:	Non-Departmental
DIVISION/SUBDIVISION:	Utility Fund Non-Departmental
FUNCTION:	General Government

DESCRIPTION

This division accounts for all expenditures not directly related to any single operating department.

TOPPS

(No TOPPS are included for this division/subdivision.)

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2000-2001 ACTUAL EXPENSES	FY 2001-2002 MODIFIED BUDGET	FY 2001-2002 PROJECTED EXPENSES	FY 2002-2003 ADOPTED BUDGET	FY 2003-2004 PROJECTED BUDGET	FY 2004-2005 PROJECTED BUDGET
Personnel Services	\$ 9,250	\$ 31,850	\$ 452	\$ 2,869	\$ 2,983	\$ 3,102
Supplies & Materials	396	7,468	2,733	-	-	-
Maintenance of Buildings, Structures Land & Improvements	-	-	-	-	-	-
Maintenance of Equipment & Machinery	-	-	-	-	-	-
Contractual Services	850,579	355,526	223,067	275,981	287,020	298,501
Capital Outlay	-	-	-	-	-	-
Internal Services	-	-	-	-	-	-
TOTAL	\$ 860,225	\$ 394,844	\$ 226,252	\$ 278,850	\$ 290,003	\$ 301,603

FUND:	Utility Fund
DEPARTMENT:	Non-Departmental
DIVISION/SUBDIVISION:	Utility Fund Non-Departmental
FUNCTION:	General Government

DECISION PACKAGE REQUESTS

TITLE	AMOUNT
Admin Support Personnel Reclassification - Proposal 1	\$ 2,869
TOTAL	\$ 2,869

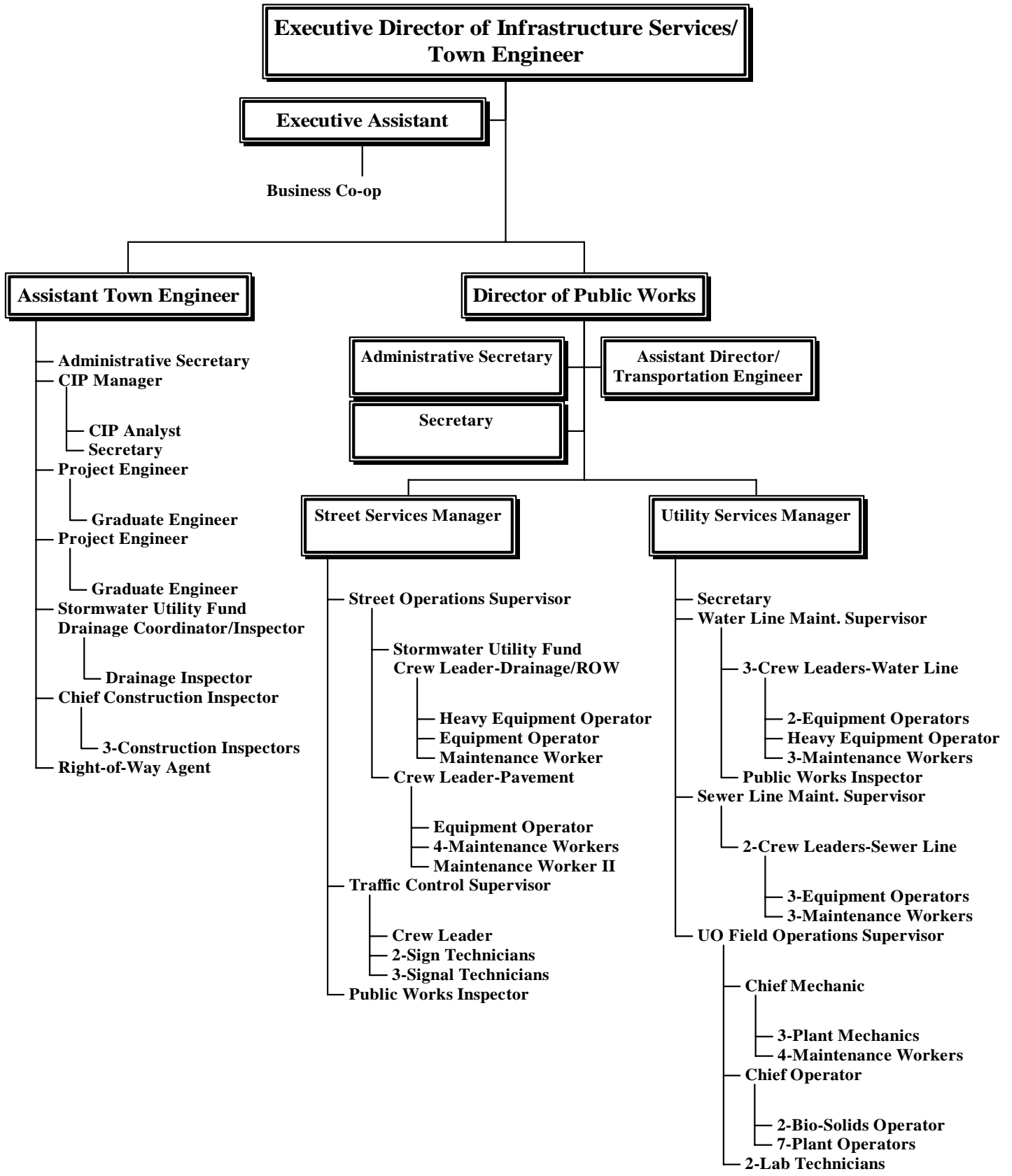
PERSONNEL SUMMARY

(No Personnel are included for this division/subdivision.)



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INFRASTRUCTURE SERVICES



FUND:	Utility Fund
DEPARTMENT:	Infrastructure Services
DIVISION/SUBDIVISION:	Infrastructure Services/Administration
FUNCTION:	Public Works

DESCRIPTION

To safeguard the health, safety, and welfare of the citizens of the Town of Flower Mound through the administration of engineering-related involvement such as the design and review of construction drawings for land development and capital improvement projects, monitoring of construction-related activities, identification and resolution of hazardous situations, and master planning and implementation to expand the Town's roadway and utility infrastructure systems.

TOPPS

1. Complete and submit a Notice of Intent to EPA to comply with NPDES Phase II stormwater regulations.
2. Complete the plans and specifications of the Twin Coves Water Supply Corporation.
3. Complete the upgrades of the Roanoke Hills Water Supply Corporation.
4. Complete the plans and specifications for upgrades of the Northlake Highlands Water District #1.
5. Complete the upgrade plans and specifications of the Northlake Highlands Homeowner's #2 Water Supply Corporation.
6. Complete the plans and specifications of the Denton Creek Sewer System Phase I.
7. Complete the plans and specifications, and begin construction of the Denton Creek Water System Phase I.
8. Acquire a site and complete the concept development of the Wetlands Treatment System.
9. Acquire right-of-way for Wichita Trail Phase II.
10. Acquire right-of-way and complete design for Kirkpatrick Phase II.
11. Acquire right-of-way for Garden Ridge Phase II.
12. Construct sidewalks on FM 1171, from Town Hall to FM 2499, and on FM 2499, from FM 1171 to FM 3040, where there are not any at this time.
13. Complete construction of the new Flower Mound Animal Adoption Center.
14. Complete the design and substantially complete construction of the Flower Mound Service
15. Complete the construction of Fire Station #2.
16. Complete the creation of a Storm Water Utility.
17. Coordinate the update of the Thoroughfare Plan for presentation to the Town Council.
18. Complete the establishment of the Sidewalk Fund and the Administrative procedure to expend funds.

FUND:	Utility Fund
DEPARTMENT:	Infrastructure Services
DIVISION/SUBDIVISION:	Infrastructure Services/Administration
FUNCTION:	Public Works

19. Complete the update of the Impact Fee Ordinance to be presented to Council.
20. Assist and participate in the design and initiate construction of Baker's Branch Park and Athletic Complex Phase I.
21. Assist and participate in the design and initiate construction of the Multi-Purpose Family Aquatic Center Phase I, the indoor natatorium.
22. Initiate phase I of the Rheudasil Pond restoration project to be defined in the master plan.
23. Implement the second year of a three-year plan to develop a desk manual or standard operating procedures.
24. Assist in consolidating and implementing accounts-payable and accounts-receivable procedures to accommodate and provide improved tracking of fees associated with the SMARTGrowth Analysis process and Economic Development.
25. Participate in the development of a preliminary proposal for a strategic transportation and mobility plan.

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2000-2001 ACTUAL EXPENSES	FY 2001-2002 MODIFIED BUDGET	FY 2001-2002 PROJECTED EXPENSES	FY 2002-2003 ADOPTED BUDGET	FY 2003-2004 PROJECTED BUDGET	FY 2004-2005 PROJECTED BUDGET
Personnel Services	\$ 166,350	\$ 167,425	\$ 177,904	\$ 182,185	\$ 189,467	\$ 197,046
Supplies & Materials	3,793	3,346	3,300	1,650	1,716	1,785
Maintenance of Buildings, Structures Land & Improvements	-	-	-	-	-	-
Maintenance of Equipment & Machinery	90	300	300	200	208	216
Contractual Services	10,391	25,151	25,503	16,371	17,026	17,707
Capital Outlay	-	-	-	-	-	-
Internal Services	-	8,926	8,926	9,155	9,521	9,902
TOTAL	\$ 180,624	\$ 205,148	\$ 215,933	\$ 209,561	\$ 217,938	\$ 226,656

FUND:	Utility Fund
DEPARTMENT:	Infrastructure Services
DIVISION/SUBDIVISION:	Infrastructure Services/Administration
FUNCTION:	Public Works

DECISION PACKAGE REQUESTS

(No Decision Package Requests are included for this department/division.)

PERSONNEL SUMMARY

	FY 2000-2001	FY 2001-2002	FY 2001-2002	FY 2002-2003	FY 2003-2004	FY 2004-2005
	ACTUAL	MODIFIED	PROJECTED	ADOPTED	PROJECTED	PROJECTED
Exempt	1.00	1.00	1.00	2.00	2.00	2.00
Non-Exempt	1.00	1.00	1.00	-	-	-
Public Safety	-	-	-	-	-	-
Part-Time/Seasonal	0.50	0.50	0.50	0.50	0.50	0.50
TOTAL	2.50	2.50	2.50	2.50	2.50	2.50

FUND:	Utility Fund
DEPARTMENT:	Infrastructure Services
DIVISION/SUBDIVISION:	Engineering Services
FUNCTION:	Public Works

DESCRIPTION

It is Engineering Services Division's responsibility to safeguard the health, safety, and welfare of the citizens of the Town of Flower Mound through engineering-related involvement such as the design and review of construction drawings for land development and capital improvement projects, monitoring of construction-related activities, identification and resolution of hazardous situations, and master planning and implementation to expand the Town's roadway and utility infrastructure systems. The Capital Improvement Program assists in the development of the five-year Capital Improvement Plan

TOPPS

1. Implement the second year of a three-year plan to develop a desk manual or standard operating for the Engineering Division.
2. One CIP staff member to complete training on InVision to allow electronic processing of the purchase requisitions.
3. Review and revise the Town pro-rata ordinance for approval by Town Council. Create written procedures for acceptance and documentation of payments for pro-rata agreements.
4. Perform contract administration responsibilities on capital projects to reduce consultant fees by
5. Two staff members will attend Model-Netics.
6. Set-up new filing system for Mylars on Pin Files.
7. Create a web page for Engineering to post Design Standards and announcements.
8. Set-up in-house tracking system for resident complaints regarding existing drainage.
9. Cross-train office staff and professional staff in the operation of the Alchemy 7.1.
10. Scan all 2000/2001 subdivision, CIP projects, commercial plans, and plats into the
11. Establish a two-year maintenance bond/one-year warranty notification system.
12. Complete the plans for future construction of the Denton Creek Sewer System Phase I to include a station and force main, plus an interceptor line from the lift station to US Hwy. 377.
13. Complete the plans and specifications for the Twin Coves Water Supply Corporation
14. Right-of-way agent to complete two certification courses by the R-O-W Agents Association.
15. Identify and schedule franchise utility relocation for the Twin Coves water line upgrades.
16. Complete construction of the upgrades of the Roanoke Hills Water Supply Corporation.
17. Complete the plans and specifications for the upgrades of the Northlake Highland Water Distr. #1.
18. Complete the plans and specifications for the upgrades of the Northlake Highlands Homeowners Water Supply Corporation.
19. Fifty percent of construction inspectors and three engineering staff members to attend a CPR
20. One construction inspector to attend one disaster management course.

FUND:	Utility Fund
DEPARTMENT:	Infrastructure Services
DIVISION/SUBDIVISION:	Engineering Services
FUNCTION:	Public Works

21. Complete the plans for future construction of the Denton Creek Water System Phase I to include a station and water main along FM1171, from Tour 18 to US 377, and along US 377, from FM 1171 pump station on Stonecrest Road.
22. Two construction inspectors to complete one Inspection Management class.
23. Develop a procedure to document suggestions for improvement and later implementation of plans, contract documents, standards and specifications.
24. Acquire right-of-way for Wichita Trail Phase II from Simmons to Peninsula.
25. Complete design and acquire right-of-way for Kirkpatrick Phase II from FM 1171 to Valley Ridge.
26. Coordinate with inspectors of other municipalities to view new methods of constructions, materials, and procedures.
27. Develop a procedure which requires developers/contractors to mark water valves with GIS.
28. Acquire right-of-way for Garden Ridge Phase II from Bellaire to Forest Vista.
29. Construct sidewalks on FM 1171, from Town Hall to FM 2499, and on FM 2499, from FM 1171 FM 3040 where there are not any at this time.
30. Review and revise the Land Acquisitions Checklist to increase efficiency and use.
31. In-house preparation of Tiger Field parking lot plans and specifications suitable for bidding.
32. Draft a Right-of-Way Ordinance for presentation to Town Council.
33. Develop a procedure that will require developers to include screening and retaining wall details the submittal of full sets of plans.
34. Develop a procedure to include Engineering requirements for final acceptance to be included in permit package.
35. Complete construction of Fire Station #2.
36. Implement the second year of a three-year plan to develop a desk manual or standard operating for the Engineering Division.

FUND:	Utility Fund
DEPARTMENT:	Infrastructure Services
DIVISION/SUBDIVISION:	Engineering Services
FUNCTION:	Public Works

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2000-2001 ACTUAL EXPENSES	FY 2001-2002 MODIFIED BUDGET	FY 2001-2002 PROJECTED EXPENSES	FY 2002-2003 ADOPTED BUDGET	FY 2003-2004 PROJECTED BUDGET	FY 2004-2005 PROJECTED BUDGET
Personnel Services	\$ 362,102	\$ 696,916	\$ 696,256	\$ 949,919	\$ 994,224	\$ 1,033,994
Supplies & Materials	8,011	16,996	15,600	49,098	45,708	47,536
Maintenance of Buildings, Structures Land & Improvements	-	-	-	-	-	-
Maintenance of Equipment & Machinery	2,998	2,815	2,815	3,600	3,744	3,894
Contractual Services	87,108	64,061	62,255	44,285	46,056	47,899
Capital Outlay	50,525	59,421	58,025	-	-	-
Internal Services	76,011	61,988	61,988	29,006	30,167	31,373
TOTAL	\$ 586,755	\$ 902,197	\$ 896,939	\$ 1,075,908	\$ 1,119,899	\$ 1,164,696

DECISION PACKAGE REQUESTS

TITLE	AMOUNT
Plans and Specifications Printing Cost	22,250
CIP Manager	71,873
TOTAL	\$ 94,123

PERSONNEL SUMMARY

	FY 2000-2001 ACTUAL	FY 2001-2002 MODIFIED BUDGET	FY 2001-2002 PROJECTED EXPENSES	FY 2002-2003 ADOPTED BUDGET	FY 2003-2004 PROJECTED BUDGET	FY 2004-2005 PROJECTED BUDGET
Exempt	5.00	5.00	5.00	6.00	6.00	6.00
Non-Exempt	7.00	7.00	7.00	8.00	9.00	10.00
Public Safety	-	-	-	-	-	-
Part-Time/Seasonal	-	-	-	-	-	-
TOTAL	12.00	12.00	12.00	14.00	15.00	16.00

FUND:	Utility Fund
DEPARTMENT:	Infrastructure Services
DIVISION/SUBDIVISION:	Public Works/Management
FUNCTION:	Public Works

DESCRIPTION

The Public Works Administrative Team provides a quality of life to the citizens of the Town by managing current resources dedicated to the provision of water utilities and the maintenance of streets and drainage while always planning for the future.

TOPPS

1. Assist in the completion and submittal of a Notice of Intent to EPA required to comply with NPDES Phase II storm water regulations.
2. Coordinate completion of the plans/specifications for the Twin Coves Water Supply Corp.
3. Coordinate completion of the plans/specifications for the Roanoke Hills Water Supply Corp.
4. Coordinate completion of the upgrades to the Northlake Highlands Water District #1.
5. Coordinate completion of the upgrades to the Northlake Highlands Homeowner's #2 Water Supply Corporation.
6. Assist in completion of the plans and specifications of the Denton Creek Sewer System Phase I.
7. Assist in completion of the plans and specifications of the Denton Creek Water System Phase I.
8. Coordinate the design and substantially complete construction of the wastewater collection system and water lines to serve the new Flower Mound Service Center.
9. Coordinate the creation of a Storm Water Utility.
10. Coordinate the update of the Thoroughfare Plan.
11. Complete the establishment of the Sidewalk Fund and the Administrative procedures to expend funds.
12. Three members of the Public Works Administration will attend the Town's Fire and Emergency Services course on the management of debris following a civil disaster.
13. At least two members of the Public Works Administration will complete a CPR Course offered by the Town's Fire and Emergency Services.
14. Implement the development of a desk manual on standard operating procedures for the Public Works Division.
15. Coordinate completion of the design and begin construction of the new Service Center.

Town of Flower Mound, Texas
2002-2003 ANNUAL BUDGET

FUND:	Utility Fund
DEPARTMENT:	Infrastructure Services
DIVISION/SUBDIVISION:	Public Works/Management
FUNCTION:	Public Works

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2000-2001	FY 2001-2002	FY 2001-2002	FY 2002-2003	FY 2003-2004	FY 2004-2005
	ACTUAL EXPENSES	MODIFIED BUDGET	PROJECTED EXPENSES	ADOPTED BUDGET	PROJECTED BUDGET	PROJECTED BUDGET
Personnel Services	\$ 187,573	\$ 197,636	\$ 197,441	\$ 283,940	\$ 295,298	\$ 307,109
Supplies & Materials	3,340	4,760	3,260	7,134	7,419	7,716
Maintenance of Buildings, Structures Land & Improvements	-	-	-	-	-	-
Maintenance of Equipment & Machinery	2,814	1,550	1,550	1,350	1,196	1,244
Contractual Services	58,891	45,430	47,125	38,793	40,345	41,958
Capital Outlay	-	-	-	-	-	-
Internal Services	20,730	41,086	41,086	40,246	41,856	43,530
TOTAL	\$ 273,348	\$ 290,462	\$ 290,462	\$ 371,463	\$ 386,114	\$ 401,557

DECISION PACKAGE REQUESTS

TITLE	AMOUNT
Assistant Director of Public Works/Transportation Engineer	74,260
TOTAL	\$ 74,260

PERSONNEL SUMMARY

	FY 2000-2001	FY 2001-2002	FY 2001-2002	FY 2002-2003	FY 2003-2004	FY 2004-2005
	ACTUAL	MODIFIED	PROJECTED	ADOPTED	PROJECTED	PROJECTED
Exempt	1.00	1.00	1.00	2.00	2.00	2.00
Non-Exempt	2.00	2.00	2.00	2.00	2.00	2.00
Public Safety	-	-	-	-	-	-
Part-Time/Seasonal	-	-	-	-	-	-
TOTAL	3.00	3.00	3.00	4.00	4.00	4.00

FUND:	Utility Fund
DEPARTMENT:	Infrastructure Services
DIVISION/SUBDIVISION:	Public Works/Utility Line Maintenance
FUNCTION:	Public Works

DESCRIPTION

The Utility Line Maintenance Team provides a quality of life to the citizens of the Town by managing current resources dedicated to the provision of water and sewer line maintenance while always planning for the future.

TOPPS

1. Coordinate and initiate a program to repair 120 valves identified as requiring maintenance.
2. Implement a program to locate fifty missing valves as determined by the GIS layer of the water distribution system.
3. Rehabilitate damaged fire hydrants removed from service because of faulty mechanical components.
4. Develop a listing of personnel hourly rates, parts, and equipment for use in preparing invoices to recover costs associated with repairing damaged lines caused by general contract work.
5. Organize repair parts and equipment pertaining to utility line maintenance activities.
6. Complete the construction of concrete pads for use in a designated roll-off container staging area.
7. Coordinate and conduct a quarterly safety program pertaining to specific utility line maintenance issues.
8. Participate in a community safety effort by enrolling 50%, or 5 members of the Utility Line Maintenance staff in a CPR course.
9. Participate in the Town's organizational development effort of developing a desktop manual or standard operating procedures for Utility Line Maintenance.
10. Participate in a debris management course associated with the Fire Department's effort to train heavy equipment operators in managing debris following a civil disaster.
11. Continue the program of placing markers at manholes to be used in the preventive maintenance program.
12. Continue the sewer system preventative maintenance program by video inspecting 30,000 linear feet of main line annually.
13. Begin a new program for video inspection of eighty-five percent of sewer blockages within one week of notification.
14. Continue to identify manhole locations requiring repair or grade modification.
15. Complete the construction of a designated roll-off refuse container staging area that will improve accessibility and cleanliness around the containers.
16. Install a new storm drain under the wastewater treatment plant access road.

Town of Flower Mound, Texas
2002-2003 ANNUAL BUDGET

FUND:	Utility Fund
DEPARTMENT:	Infrastructure Services
DIVISION/SUBDIVISION:	Public Works/Utility Line Maintenance
FUNCTION:	Public Works

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2000-2001 ACTUAL EXPENSES	FY 2001-2002 MODIFIED BUDGET	FY 2001-2002 PROJECTED EXPENSES	FY 2002-2003 ADOPTED BUDGET	FY 2003-2004 PROJECTED BUDGET	FY 2004-2005 PROJECTED BUDGET
Personnel Services	\$ 637,911	\$ 933,681	\$ 831,670	\$ 799,590	\$ 831,574	\$ 864,837
Supplies & Materials	70,267	55,584	55,584	58,084	60,407	62,824
Maintenance of Buildings, Structures Land & Improvements	81,304	147,215	147,215	124,975	129,974	135,173
Maintenance of Equipment & Machinery	25,930	27,890	27,890	24,235	25,204	26,213
Contractual Services	3,142,717	15,155	15,155	10,268	10,678	11,105
Capital Outlay	(100,820)	94,082	94,082	-	-	-
Internal Services	131,292	87,620	87,620	86,589	90,053	93,653
TOTAL	\$ 3,988,601	\$ 1,361,227	\$ 1,259,216	\$ 1,103,740	\$ 1,147,890	\$ 1,193,805

DECISION PACKAGE REQUESTS

(No Decision Package Requests are included for this department/division.)

PERSONNEL SUMMARY

	FY 2000-2001 ACTUAL	FY 2001-2002 MODIFIED	FY 2001-2002 PROJECTED	FY 2002-2003 ADOPTED	FY 2003-2004 PROJECTED	FY 2004-2005 PROJECTED
Exempt	-	-	-	-	-	-
Non-Exempt	21.00	21.00	21.00	21.00	30.00	31.00
Public Safety	-	-	-	-	-	-
Part-Time/Seasonal	-	-	-	-	-	-
TOTAL	21.00	21.00	21.00	21.00	30.00	31.00

FUND:	Utility Fund
DEPARTMENT:	Infrastructure Services
DIVISION/SUBDIVISION:	Public Works/Utility Services
FUNCTION:	Public Works

DESCRIPTION

The Utility Services Operations Team provides a safe and adequate supply of drinking water and treats wastewater for the citizens of the Town by utilizing resources dedicated to the operation of water pumping and storage facilities and the wastewater treatment plant in compliance with state and federal regulations.

TOPPS

1. Participate in the Fire Department CPR objective by sending seven of the Utility Operations staff to CPR training.
2. Participate in the Town's organizational development effort involving the preparation of a standard operating procedures manual for specific job types.
3. Install 3.25-inch brass valve-markers on all yard valves at the wastewater treatment plant.
4. Install 3.25-inch brass valve-markers on all yard valves at the Pintail and Stonehill pump stations.
5. Perform preventative maintenance of fine bubble air diffusers in aeration basins AB-1 and AB-2 to include solvent cleaning of ceramic diffusion discs.
6. Perform maintenance on final clarification units FC-1, FC-2, and FC-3 to include inspecting and adjusting of mechanical rake assemblies, launder cleaning assemblies, and repair stilling well spray bars.
7. Repair or replace the air diffuser header in Aeration Basin-2 to improve air transfer efficiency and eliminate excessive surface agitation.
8. Install electrical phase conditioners on all four variable frequency drives supplying voltage to headworks structure pumps.
9. Install electrical transfer switches at the Glen Chester, Wichita I, Kipling, and Justin Lift Stations to improve worker safety when connecting electrical generators to the respective control cabinets during a loss of power.
10. Install piping, guidebars, discharge elbow, and new pump in the wastewater treatment plant headworks structure.

Town of Flower Mound, Texas
2002-2003 ANNUAL BUDGET

FUND:	Utility Fund
DEPARTMENT:	Infrastructure Services
DIVISION/SUBDIVISION:	Public Works/Utility Services
FUNCTION:	Public Works

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2000-2001 ACTUAL EXPENSES	FY 2001-2002 MODIFIED BUDGET	FY 2001-2002 PROJECTED EXPENSES	FY 2002-2003 ADOPTED BUDGET	FY 2003-2004 PROJECTED BUDGET	FY 2004-2005 PROJECTED BUDGET
Personnel Services	\$ 807,025	\$ 1,003,044	\$ 1,115,116	\$ 1,259,756	\$ 1,310,148	\$ 1,362,554
Supplies & Materials	131,961	204,962	204,962	192,570	200,273	208,284
Maintenance of Buildings, Structures Land & Improvements	75,100	81,806	78,792	127,513	107,894	112,209
Maintenance of Equipment & Machinery	8,773	54,247	54,247	7,665	7,972	8,290
Contractual Services	7,609,378	8,567,038	8,574,524	10,174,286	10,581,257	11,004,507
Capital Outlay	27,449	89,500	89,500	27,000	-	-
Internal Services	124,382	123,758	123,758	227,657	236,763	246,233
TOTAL	\$ 8,784,068	\$ 10,124,355	\$ 10,240,899	\$ 12,016,447	\$ 12,444,307	\$12,942,077

DECISION PACKAGE REQUESTS

TITLE	AMOUNT
Submersible Pumps	\$ 27,000
Effluent Filter Elements	43,000
TOTAL	\$ 70,000

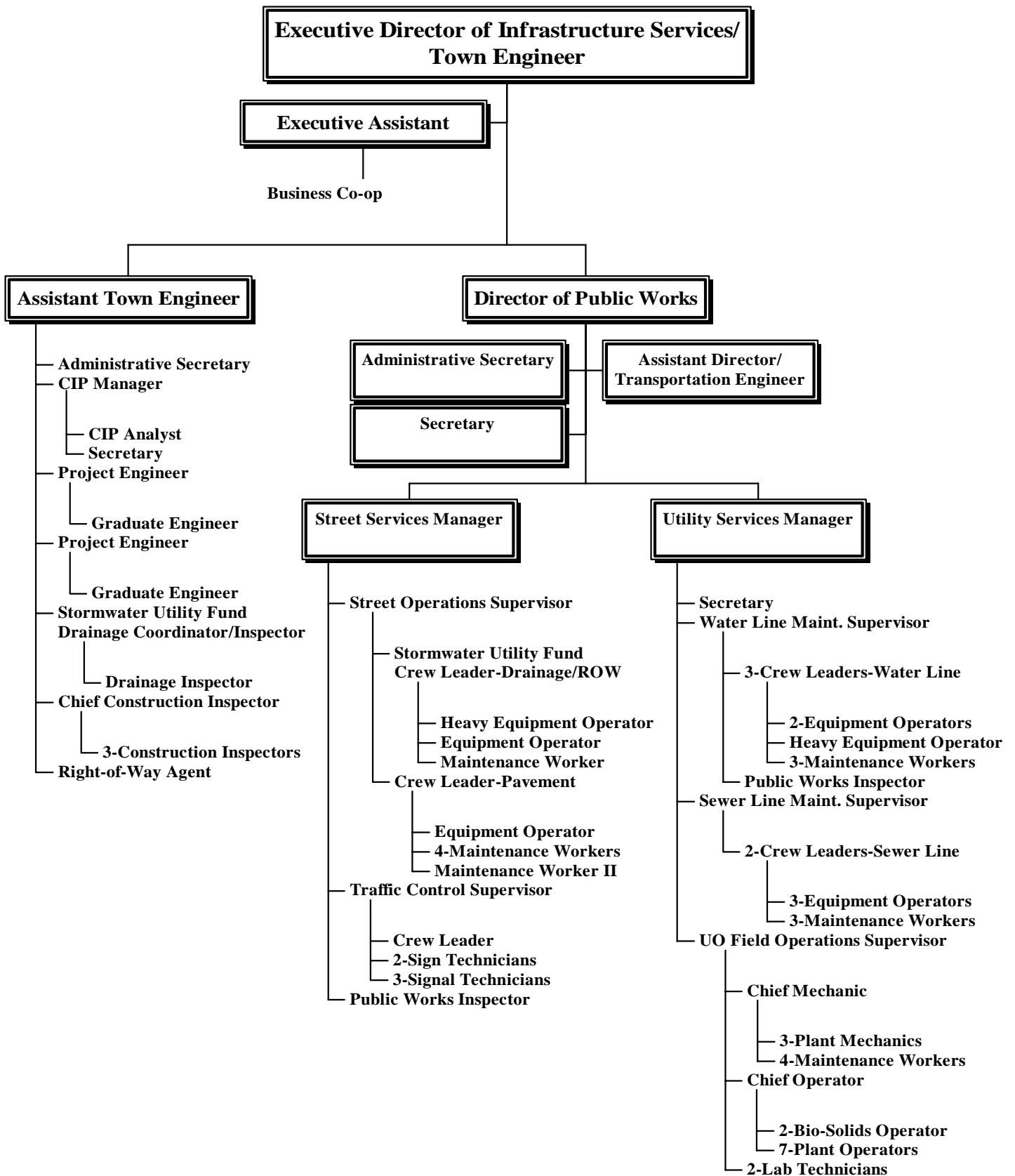
PERSONNEL SUMMARY

	FY 2000-2001 ACTUAL	FY 2001-2002 MODIFIED	FY 2001-2002 PROJECTED	FY 2002-2003 ADOPTED	FY 2003-2004 PROJECTED	FY 2004-2005 PROJECTED
Exempt	1.00	1.00	1.00	1.00	1.00	1.00
Non-Exempt	16.00	22.00	22.00	22.00	29.00	31.00
Public Safety	-	-	-	-	-	-
Part-Time/Seasonal	-	-	-	-	-	-
TOTAL	17.00	23.00	23.00	23.00	30.00	32.00



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INFRASTRUCTURE SERVICES



FUND:	Stormwater Utility Fund
DEPARTMENT:	Infrastructure Services
DIVISION/SUBDIVISION:	Drainage & ROW
FUNCTION:	Public Works

DESCRIPTION

The Stormwater Drainage Team provides preventive and long-term maintenance of the stormwater collection system. By utilizing best management practices, the Team helps maintain the water quality of the receiving streams.

TOPPS

1. Complete 100 rural culvert inspections and documents.
2. Complete storm drain inlet survey in new construction areas.
3. Repair one mile of shoulder on rural roads to eliminate edge drop off.
4. Complete the cleaning of at least one and one-fourth miles of street drainage ditches over the yearly customer requests.

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2000-2001 ACTUAL EXPENSES	FY 2001-2002 MODIFIED BUDGET	FY 2001-2002 PROJECTED EXPENSES	FY 2002-2003 ADOPTED BUDGET	FY 2003-2004 PROJECTED BUDGET	FY 2004-2005 PROJECTED BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ 188,037	\$ 195,556	\$ 203,379
Supplies & Materials	-	-	-	16,311	16,963	17,642
Maintenance of Buildings, Structures Land & Improvements	-	-	-	14,750	15,340	15,954
Maintenance of Equipment & Machinery	-	-	-	8,920	9,277	9,648
Contractual Services	-	-	-	232,573	241,876	251,551
Capital Outlay	-	-	-	-	-	-
Internal Services	-	-	-	25,602	26,627	27,692
TOTAL	\$ -	\$ -	\$ -	\$ 486,193	\$ 505,639	\$ 525,866

FUND:	Stormwater Utility Fund
DEPARTMENT:	Infrastructure Services
DIVISION/SUBDIVISION:	Drainage & ROW
FUNCTION:	Public Works

DECISION PACKAGE REQUESTS

TITLE	AMOUNT
Household Hazardous Waste Program	\$ 50,000
Dry Weather Screening	1,000
Community Source Water Protection Program	12,000
Planimetric and Storm Water Data Creation/Collection	125,000
TOTAL	\$ 188,000

PERSONNEL SUMMARY

	FY 2000-2001 ACTUAL	FY 2001-2002 MODIFIED	FY 2001-2002 PROJECTED	FY 2002-2003 ADOPTED	FY 2003-2004 PROJECTED	FY 2004-2005 PROJECTED
Exempt	-	-	-	-	-	-
Non-Exempt	-	-	-	4.00	5.00	6.00
Public Safety	-	-	-	-	-	-
Part-Time/Seasonal	-	-	-	-	-	-
TOTAL	-	-	-	4.00	5.00	6.00

FUND:	Stormwater Utility Fund
DEPARTMENT:	Infrastructure Services
DIVISION/SUBDIVISION:	Drainage Engineering Services
FUNCTION:	Public Works

DESCRIPTION

It is Engineering Services Division's responsibility to safeguard the health, safety, and welfare of the citizens of the Town of Flower Mound through engineering-related involvement in the stormwater related activities.

TOPPS

(No TOPPS are included for this department/division.)

EXPENDITURE SUMMARY

OBJECT CATEGORIES	FY 2000-2001 ACTUAL EXPENSES	FY 2001-2002 MODIFIED BUDGET	FY 2001-2002 PROJECTED EXPENSES	FY 2002-2003 ADOPTED BUDGET	FY 2003-2004 PROJECTED BUDGET	FY 2004-2005 PROJECTED BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ 105,091	\$ 109,295	\$ 113,666
Supplies & Materials	-	-	-	3,000	3,120	3,245
Maintenance of Buildings, Structures Land & Improvements	-	-	-	-	-	-
Maintenance of Equipment & Machinery	-	-	-	-	-	-
Contractual Services	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Internal Services	-	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ 108,091	\$ 112,415	\$ 116,911

FUND:	Stormwater Utility Fund
DEPARTMENT:	Infrastructure Services
DIVISION/SUBDIVISION:	Drainage Engineering Services
FUNCTION:	Public Works

DECISION PACKAGE REQUESTS

(No Decision Package Requests are included for this department/division.)

PERSONNEL SUMMARY

	FY 2000-2001	FY 2001-2002	FY 2001-2002	FY 2002-2003	FY 2003-2004	FY 2004-2005
	ACTUAL	MODIFIED	PROJECTED	ADOPTED	PROJECTED	PROJECTED
Exempt	-	-	-	-	-	-
Non-Exempt	-	-	2.00	2.00	3.00	3.00
Public Safety	-	-	-	-	-	-
Part-Time/Seasonal	-	-	-	-	-	-
TOTAL	-	-	2.00	2.00	3.00	3.00



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